

## **Shire of Esperance**

# ORDINARY COUNCIL NOTICE OF MEETING AND AGENDA

An Agenda Briefing Session of the Shire of Esperance will be held at Council Chambers on 18 July 2023 commencing at 1pm 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 July 2023 commencing at 4pm to consider the matters set out in the attached agenda.

S Burge

**Chief Executive Officer** 



#### **DISCLAIMER**

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

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

#### ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

#### **ATTACHMENTS**

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

#### **RECORDINGS**

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

## **DISCLOSURE OF INTERESTS**



Agenda Briefing	Ordinary Council Me	eeting	Special Meeting			
Name of Person Declaring an interest						
Position	Date of	Meeting				
This form is provided to enable m regulations of Section 5.65, 5. (Administration) Regulations 1996	70 and 5.71 of the Lo					
INTEREST DISCLOSED						
Item No	Item Title					
Nature of Interest						
Type of Interest F	inancial	Proximity	Impai	tiality		
INTEREST DISCLOSED  Item No  Nature of Interest	Item Title					
Type of Interest F	inancial 🗆	Proximity	Impai	tiality		
INTEREST DISCLOSED  Item No  Nature of Interest	Item Title					
Type of Interest F	inancial 🗆	Proximity	Impai	tiality		
DECLARATION  I understand that the above recorded by the Chief Exect Signature				neeting and		

## **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 1955, 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 O	PENING	9	
2.	ATTENDAN	CE	9	
3.	APOLOGIES	& NOTIFICATION OF GRANTED LEAVE OF ABSENCE	9	
4.	APPLICATIO	ONS FOR LEAVE OF ABSENCE	9	
5.	ANNOUNCE	MENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	9	
6.	DECLARATI	ON OF MEMBERS INTERESTS	10	
	6.1 Declar	rations of Financial Interests – Local Government Act Section 5.60a	10	
	6.2 Declar	rations of Proximity Interests – Local Government Act Section 5.60b	10	
		rations of Impartiality Interests – Admin Regulations Section 34c	10	
7.	PUBLIC QUI	ESTION TIME	10	
8.	PUBLIC ADI	DRESSES / DEPUTATIONS	10	
9.	PETITIONS		10	
10.	CONFIRMA	TION OF MINUTES	10	
11.	DELEGATES	S' REPORTS WITHOUT DISCUSSION	10	
12.	MATTERS R	REQUIRING A DETERMINATION OF COUNCIL	11	
	12.1 EXTE	RNAL SERVICES	11	
	12.1.1	Proposed Road Dedication - Reserve 47992	11	
	12.1.2	Waiving of Venue Hire Fees - Esperance Netball Association	15	
	12.2 ASSE	T MANAGEMENT	20	
	12.3 CORP	ORATE & COMMUNITY SERVICES	21	
	12.3.1	Lease - Airport Car Hire Desk 3	21	
	12.3.2	Lease - Airport Car Hire Desk 2	25	
	12.3.3	Change of Rate Zone on Lot 15 (75) Stearne Road	29	
	12.3.4	Rates Concession for 2023/24	32	
	12.3.5	Financial Services Report - July 2023	35	
	12.3.6	HR014: Workplace Drug and Alcohol Use Policy	91	
	12.4 EXEC	UTIVE SERVICES	106	
	12.4.1	Agenda Briefing Meeting Dates - September 2023	106	
	12.4.2	Information Bulletin - July 2023	108	
13.	REPORTS OF COMMITTEES			

### Ordinary Council: Agenda

25 J	July 2023	Page 8
	13.1 Minutes of Committees	174
	13.2 Bush Fire Advisory Committee - 28th June 2023	188
14.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	197
15.	MEMBERS QUESTIONS WITH OR WITHOUT NOTICE	197
16.	URGENT BUSINESS APPROVED BY DECISION	197
17.	MATTERS BEHIND CLOSED DOORS	197
18.	PUBLIC QUESTION TIME	197
19.	CLOSURE	197

#### SHIRE OF ESPERANCE

#### **AGENDA**

## ORDINARY COUNCIL MEETING TO BE HELD IN COUNCIL CHAMBERS ON 25 JULY 2023 COMMENCING AT 4PM

#### 1. OFFICIAL OPENING

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

#### 2. ATTENDANCE

Cr I Mickel, AM JP	President	Rural Ward
Cr R Chambers	Deputy President	Town Ward
Cr J O'Donnell		Town Ward
Cr S McMullen		Town Ward
Cr J Obourne		Town Ward
Cr L de Haas		Town Ward
Cr W Graham		Rural Ward
Cr R Horan		Town Ward
Cr S Flanagan		Town Ward

#### **Shire Officers**

Mr S Burge Chief Executive Officer
Mr M Walker Director Asset Management
Mr R Grieve Director External Services

Mrs F Baxter Director Corporate & Community Services

Miss S Hawke Executive Assistant

**Members of the Public & Press** 

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

#### 4. APPLICATIONS FOR LEAVE OF ABSENCE

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

#### 6. <u>DECLARATION OF MEMBERS INTERESTS</u>

- 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

Nil

#### 9. PETITIONS

Nil

#### 10. CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Council Meeting of the 27 June 2023 be confirmed as a true and correct record.

Voting Requirement Simple Majority

#### 11. DELEGATES' REPORTS WITHOUT DISCUSSION

From October 2021 to October 2023						
	Agenda Briefing Sessions (19)	Ordinary Council Meetings (19)	Special Council Meetings (6)	Annual Electors Meeting (2)		
Cr Ian Mickel Shire President	20	19	6	2		
Cr Ron Chambers Deputy Shire President	18		6	2		
Cr Shayne Flanagan	18	20	6	2		
Cr Jo-Anne O'Donnell	19	18	4	1		
Cr Steve McMullen	14	18	5	2		
Cr Jennifer Obourne	16	18	3	2		
Cr Leonie de Haas	20	21	6	2		
Cr Wes Graham	19	19	6	2		
Cr Rob Horan	18	20	6	2		

25 July 2023 Page 11

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

#### 12.1 EXTERNAL SERVICES

Item: 12.1.1

#### **Proposed Road Dedication - Reserve 47992**

**Author/s** Peter Wilks Senior Planning Officer

Authorisor/s Richard Hindley Manager Building, Planning and Land Projects

File Ref: D23/15000

#### **Applicant**

Department of Planning, Lands and Heritage - Land Management Central

#### Location/Address

Reserve 47992 - Off Doust Street, West Beach



#### **Executive Summary**

For Council to consider dedicating a portion of Reserve 47992 being Lot 1020 on Plan 29411 as a road.

#### **Recommendation in Brief**

That Council:

- 1. Request the Minister of Lands to dedicate the indicated portion of Reserve 47992 being Lot 1020 on Plan 29411 as a road; and
- 2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that as the applicant in this matter the Department of Planning, Lands and Heritage is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

#### **Background**

The proposed dedication of this reserve is requested by the Department of Planning, Lands and Heritage – Land Management Central as part of a minor expansion of the nearby Lot 661 Doust Street, West Beach to enable road access.

This is related to a proposed expansion of the existing Lot 661 Doust Street as shown in yellow on the attached plan to cover the area outlined in orange on the attached plan. As part of this proposed expansion it has been determined that road access from the front would require earthworks and vegetation removal which the proponent does not wish to undertake. Instead the proponent seeks for legal access via the battle-axe driveway leading to Lot 1020 Doust Street (Reserve 47992). To allow for this to occur, the dedication of a 10 metre wide by 7 metre deep portion (shown in blue on the attached plan) of the battle-axe driveway as part of the Doust Street road reserve is required.

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

The expansion of the road reserve will only effect a short portion of the battle-axe access leg to lot 1020 Doust Street. As this property is a crown reserve managed by the Department of Planning, Lands and Heritage and the request was made by the same department, no other land holders will be effected by the proposed expansion of the road reserve.

Should the road dedication be supported, a request will need to be made to the Minister for Lands under Section 56 of the *Land Administration Act 1997*.

#### Consultation

Internal

**Asset Management** 

#### **Financial Implications**

Nil

#### **Asset Management Implications**

This item relates to the provision of road access to Lot 661 Doust Street, West Beach

#### **Statutory Implications**

Land Administration Act 1997

#### **Policy Implications**

Nil

#### **Strategic Implications**

Council Plan 2022 - 2032

**Built Environment** 

Transport networks that meet the needs of our community and provide safe movement for all users

#### **Environmental Considerations**

Nil

#### **Attachments**

A.J. Plan of Road Dedication and Expansion of Lot 661 Doust Street

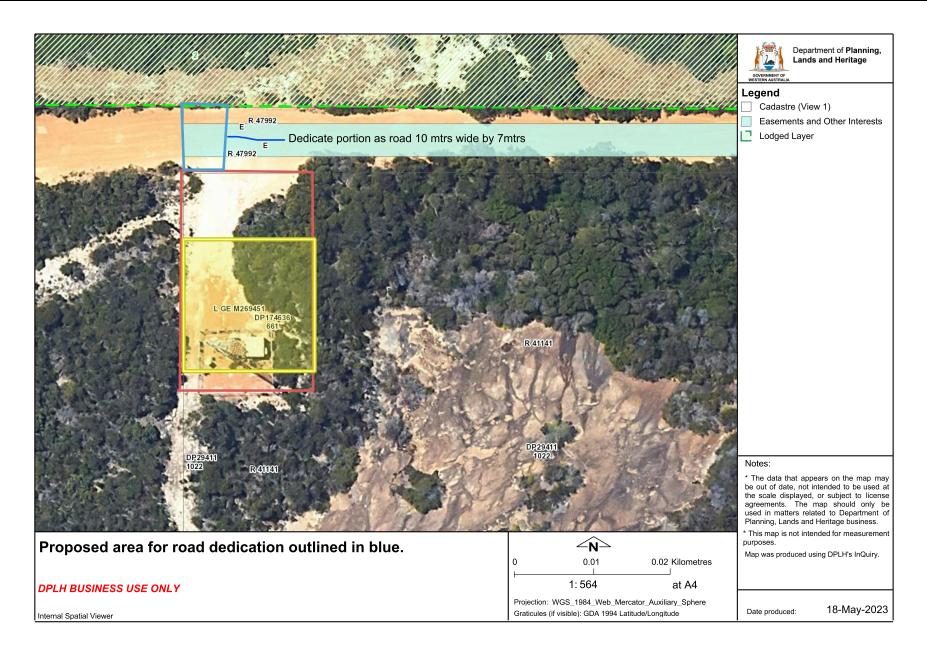
#### Officer's Recommendation

#### That Council:

- 1. Request the Minister of Lands to dedicate the indicated portion of Reserve 47992 being Lot 1020 on Plan 29411 as a road; and
- 2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that as the applicant in this matter the Department of Planning, Lands and Heritage is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.

**Voting Requirement** 

Simple Majority



25 July 2023 Page 15

Item: 12.1.2

#### Waiving of Venue Hire Fees - Esperance Netball Association

Author/sMel AmmonManager Community SupportAuthorisor/sRoy GreiveDirector of External Services

File Ref: D23/17045

#### **Applicant**

**Esperance Netball Association** 

#### Location/Address

Esperance Indoor Stadium, Graham McKenzie Stadium and Noel White Pavilion

#### **Executive Summary**

For Council to consider a request from the Esperance Netball Association to waive venue hire fees for the Indoor Stadium, Graham McKenzie Stadium and Noel White Pavilion for the upcoming Regional Netball Carnival.

#### **Recommendation in Brief**

That Council waive venue hire fees for the Esperance Indoor Sports Stadium, Graham McKenzie Stadium and Noel White Centre for the Esperance Netball Association, excluding cleaning costs, for the Regional Netball Carnival being held 28<sup>th</sup> – 30<sup>th</sup> July 2023

#### **Background**

The Esperance Netball Association in conjunction with Netball WA, is holding a Great Southern Championship Event in Esperance from  $28^{th} - 30^{th}$  July 2023.

It is anticipated 33 teams from across the Great Southern region, including Albany, Denmark, Ongerup, Katanning, Kojonup, and Narrogin, will be travelling to Esperance to compete in a fixture across the weekend.

Senior Netball WA officials will be attending, as this Carnival provides talent development opportunities.

#### Officer's Comment

An event of this calibre is an excellent opportunity for local youth to participate in a different level of competition, that they would otherwise get playing in the local competition.

Additional economic benefits are anticipated in the form of tourism, visitation and increased profiling of the region. With 33 teams registered, there will be approx. 260 players, as well as coaches, parents and supporters travelling to Esperance for the extended weekend,

The event is being organised and run by the Esperance Netball Association. The Netball Association have paid approx. \$28,200 to the Shire for the use of the courts over their season. This event is being run inside the normal Netball season, so have already paid for some court usage for this weekend, and have scheduled to not interfere in their usual fixture.

Games will be held across the Complex with fixtures covering the Indoor Sports Stadium Graham McKenzie Stadium and the outdoor courts. The Noel White Centre meeting room will be used for Carnival administration. The Kiosk will be operational and additional food vans to supply meals and coffee have been organized to cater for the event.

The cost of the Venue hire over the weekend will be \$3,027. Cleaning costs for the weekend have been estimated at as \$3,045. Through discussions with the Netball Association, they have requested that the Venue hire we waived and they will cover the cost of cleaning.

#### Consultation

**Esperance Netball Association** 

#### **Financial Implications**

The financial implications arising from this report will be \$3,027 for court fee hire waiver.

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Nil

#### **Policy Implications**

Nil

#### **Strategic Implications**

Council Plan 2022 – 2032

Community Connection

A Community where everyone feels welcome, involved and connected to each other

#### **Environmental Considerations**

Nil

#### **Attachments**

AŢ. Letter of Request

B.J. Clarification Email - Netball Request

#### Officer's Recommendation

That Council waive venue hire fees for the Esperance Indoor Sports Stadium, Graham McKenzie Stadium and Noel White Centre for the Esperance Netball Association, excluding cleaning costs, for the Regional Netball Carnival being held 28<sup>th</sup> – 30<sup>th</sup> July 2023

Voting Requirement Absolute Majority



PO Box 290 Esperance WA 6450

21 June 2023

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

Dear Shane

#### RE: Netball WA - Great Southern Championships Event

Esperance Netball Association has been selected to host the Great Southern Netball Championships this year from the 28<sup>th</sup> to the 30<sup>th</sup> July. Our Association is very excited to be showcasing the Esperance Indoor Stadium and the new Outdoor courts to the wider netball community.

Teams competing will come from Narrogin, Katanning, Kojonup, Denmark, Albany and Ongerup to Esperance to participate in this championship event. Netball WA Senior staff will be Esperance for the first time since the new stadium was opened.

At this stage we anticipate 33 teams participating in the carnival, the age divisions are 12 year olds, under 14s, under 16s, under 18s and two open age divisions. There is also an opportunity for Associations to provide masters teams, mixed and male teams. Esperance Netball Association is planning on nominating 6 teams to compete in the event.

The Great Southern Championships is also a talent identification event whereby individual players are selected to represent the region at state cup, which is run in Perth in October. Last year Esperance has had 6 athletes, 1 coach and 2 umpires selected into Regional representation.

I am writing to you today to request that the Shire considers wavering the court hire fees to our Association for this event please. The event will bring a significant number of people into Esperance, who will spend money on fuel, meals and accommodation in town. We are looking to enlist the services of local food and coffee vendors to support this event. We believe this championship event will be beneficial for both our Netball members and our town.

If you require any additional information or would like to discuss this further, please feel free to contact me on \_\_\_\_\_\_\_.

Yours sincerely

Chal

Fiona McDonald President

#### REQUEST FOR COURT FEE WAIVER

#### **ESPERANCE NETBALL ASSOCIATION**

From: Esperance Netball President <

Sent: Thursday, 22 June 2023 10:38 AM

To: Mel Ammon < mel.ammon@esperance.wa.gov.au >

Subject: Re: Court Fee Waiver

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

Hi Mel

Thanks for getting back to me and thank you for putting this to council for us.

Yes, we have booked the Main Stadium, the Macca Stadium and the meeting room in the Noel White Stadium. If these costs could be considered for wavering it would be appreciated. Sorry for not being so clear on this one.

Cleaning is fine, we have booked the Shire cleaners via Jill and Jen to do regular cleaning over the weekend and a full clean on the Saturday evening. We are not requesting any waiver to this and understand that this cost will need to be met by Netball.

Thanks again.

#### Regards

#### Fiona McDonald President

ph:



From: Mel Ammon < mel.ammon@esperance.wa.gov.au >

Date: Thursday, 22 June 2023 at 10:15 am

To: "\_\_\_\_\_" < Subject: Court Fee Waiver

Hi Fiona,

I have received your request regarding the court fee waiver for the upcoming Regional Netball carnival.

The request will need to go to Council, so I am currently going through the process to write a report and have a few additional questions for clarification.

You have mentioned you will be using the Indoor Sports Stadium and the new outdoor courts. Will you be looking to use the Macka Stadium? and do you want this usage to be part of the fee waiver?

Can I also please clarify if you are looking at just the fee waiver or the cleaning costs as well. Over these bigger weekend events, additional cleaning is required, and will generally be on cost as part of the event application. Can you please advise what the arrangements are for additional cleaning and if this is to be included in the application for the fee waiver. For your information, previous applications such as this, Council have waived the court fees, but charged a cleaning cost. If you can please let me know your intent, I will include in the info in the report to Council for their consideration.

Sorry to be a pain, but given the Council cycle, I will need this info fairly soon. If you could please have it back to me as soon as possible, it would be most helpful

If you have any other queries, please let me know.

#### Thanks,



#### Mel Ammon

Manager Community Support Shire of Esperance | Administration Building

T 08 9071 0677 | M 0428 945 687

E mel.ammon@esperance.wa.gov.au

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### 12.2 ASSET MANAGEMENT

Nil

#### 12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

#### Lease - Airport Car Hire Desk 3

Author/s Rachel Witheridge Governance and Corporate Support Officer

Sarah Walsh Coordinator Governance & Corporate Support

Authorisor/s Felicity Baxter Director Corporate & Community Services

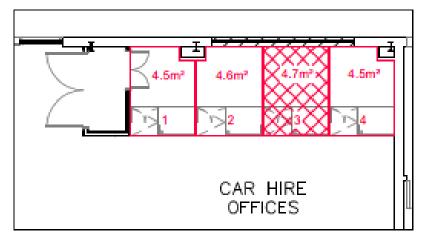
File Ref: D23/16634

#### **Applicant**

Fly Esperance Pty Ltd

#### Location/Address

Portion of the Esperance Airport Terminal, Lot 15 Coolgardie-Esperance Highway Gibson



#### **Executive Summary**

For Council to consider entering into a lease with Fly Esperance Pty Ltd for Car Hire Desk 3 within the Esperance Airport Terminal for a term of 3 years.

#### **Recommendation in Brief**

That Council agrees to enter into a lease with Fly Esperance Pty Ltd for Car Hire Desk 3 within the Esperance Airport Terminal for a term of 3 years.

#### **Background**

The lease with Fly Esperance Pty Ltd (Fly Esperance) was due to expire on 31 January 2023. Fly Esperance responded that they would like to renew with a 3-year lease and also indicated that if the lease on Car Hire Desk 2 was available, it would be their preference to move into that booth. In June 2023, the existing tenant for Car Hire Desk 2 confirmed that they would be recommencing operations in Esperance and therefore that space would not be available.

#### Officer's Comment

Discussion with Airport Officers have determined there are no concerns with the proposal being approved.

As Fly Esperance have moved their planes back to the Esperance Airport, landing fees, parking fees and meeting room fees will be payable, however it is recommended that terminal service fees be waived for scenic flight passengers due to the limited use of terminal facilities for this activity.

25 July 2023 Page 22

Landing fees and meeting room fees will be charged as per the Shire's current schedule of fees and charges, however it is recommended that practice approach charges be waived for training aircraft. Parking fees will be charged at \$699.63 including GST per annum and subject to annual CPI increases.

As per s.3.58(4)(c)(i) of the *Local Government Act 1995*, to determine the market value of the disposition we require a rental valuation to be carried out, not more than 6 months prior to the proposed disposition. In this instance, it is proposed that we utilise s.3.58(4)(c)(ii) of the Act for determining the market value of the disposition. This clause states "as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition."

The Shire obtained an independent rental valuation in June 2022 for airport terminal rental space; the valuation was \$239.40 (ex GST) per m<sup>2</sup>/p.a. Recent discussion with a local real estate agent has confirmed rental valuation to be much the same.

The current rental rate being charged for the Car Hire Desk sites is higher than the valuation provided in 2022 and therefore it is recommended that CPI be applied to this amount, resulting in the rate being \$365.70 including GST per m<sup>2</sup> for FY23/24.

As the premises is 4.7m<sup>2</sup> in size, the annual rent for the premises based on this valuation would be \$1,718.79 including GST.

#### Consultation

Fly Esperance Pty Ltd Manager Economic Development Airport Operations Coordinator Thorp Realty

#### **Financial Implications**

Lease preparation fee \$600 including GST.

Annual lease fee of \$1,718.79 including GST.

Aircraft parking fees of \$699.63 including GST per annum, per aircraft.

Hire fees for the use of the meeting room to be charged as per the Shire's schedule of Fees and Charges. Landing fees to be charged as per the Shire's Schedule of Fees and Charges and are charged and collected by Avdata on behalf of the Shire of Esperance.

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Local Government Act 1995 – s3.58 Disposing of Property

#### **Policy Implications**

COR004: Building and Property Agreements

#### Strategic Implications

Council Plan 2022 - 2032

Performance - Outcome 14. Community confidence and trust in Council

Objective 14.1. Provide transparent, accountable and effective leadership.

Priority Project 14.1.1. Provide public reports on progress towards achievement of priority projects and outcomes.

#### **Environmental Considerations**

Nil

#### **Attachments**

A.J. Lease request - Fly Esperance Pty Ltd

#### Officer's Recommendation

#### **That Council:**

- Enter into a new lease for the portion of Esperance Airport Terminal building, Lot 15 Coolgardie-Esperance Highway Gibson, known as Car Hire Desk 3 to Fly Esperance Pty Ltd;
- 2. The term of the lease being 3 years;
- Lease rental being \$1,718.79 including GST and that Council consider this value to be a true indication of the current market rental rate, subject to annual CPI increases;
- 4. Lease preparation fee of \$600 including GST being payable;
- 5. Landing fees being charged as per the Shire Schedule of Fees and Charges, with practice approach charges waived for training aircraft;
- 6. Hire fees for use of the meeting room being charged as per the Shire Schedule of Fees and Charges;
- 7. Aircraft parking fees being \$699.63 including GST per annum, per aircraft, subject to annual CPI increases;
- 8. Terminal service fees being waived for scenic flight passengers; and
- 9. The disposition being advertised in accordance with Section 3.58 of the *Local Government Act 1995* for Disposal of Property.

**Voting Requirement** 

Simple Majority

#### **Rachel Witheridge**

From: Accounts (Fly Esperance)

**Sent:** Friday, 14 October 2022 11:18 AM

**To:** Rachel Witheridge

**Subject:** Esperance Airport Car Hire Desk 3

Follow Up Flag: Follow up Flag Status: Flagged

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

#### Hello Rachel,

Thank you for your correspondence on 30 September regarding Car Hire Desk 3 at Esperance Airport. We would like to renew with a 3 year lease please. I was wondering if the Lease on Desk 2 (the old Budget one) is available as we would prefer to move into that booth instead. If not then we will continue with Desk 3.

Regards,

#### Christopher Hurst Director



info@flyesperance.com info@flyperth.com.au www.flyesperance.com www.flyperth.com.au

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25 July 2023 Page 25

Item: 12.3.2

#### Lease - Airport Car Hire Desk 2

Author/s Rachel Witheridge Governance and Corporate Support Officer

Sarah Walsh Coordinator Governance & Corporate Support

Authorisor/s Felicity Baxter Director Corporate & Community Services

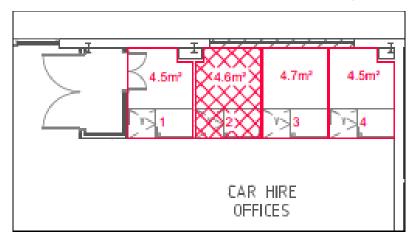
File Ref: D23/16642

#### **Applicant**

Busby Investments Pty Ltd T/As Budget Car Rentals

#### Location/Address

Portion of the Esperance Airport Terminal, Lot 15 Coolgardie-Esperance Highway Gibson



#### **Executive Summary**

For Council to consider entering into a lease with Busby Investments Pty Ltd T/As Budget Car Rentals for Car Hire Desk 2 within the Esperance Airport Terminal for a term of 3 years.

#### **Recommendation in Brief**

That Council agrees to enter into a lease with Busby Investments Pty Ltd T/As Budget Car Rentals for Car Hire Desk 2 within the Esperance Airport Terminal for a term of 3 years.

#### **Background**

The lease with Busby Investments Pty Ltd T/As Budget Car Rentals (Budget) was due to expire on 31 December 2022. Budget responded that they would like to renew with a 3-year lease.

Following internal consultation, concern was raised with Car Hire Desk 2 remaining vacant and Budget was asked to confirm when they intended to recommence a car hire service through the airport. They advised that they would be determining the viability of the operation, in the meantime the lease for Car Hire Desk 2 was continued utilising the 'holding over' clause of their existing lease which allowed them to remain in possession of the premise after expiry of the lease as a monthly tenant from 1 January 2023.

In June 2023, Budget confirmed that they have employed a new Manager for the Esperance region and would be recommencing operations at Esperance Airport from 5 July 2023.

#### Officer's Comment

Discussion with Airport Officers have determined there are no concerns with the proposal being approved now that trading is to recommence from the site.

As per s.3.58(4)(c)(i) of the *Local Government Act 1995*, to determine the market value of the disposition we require a rental valuation to be carried out, not more than 6 months prior to the proposed disposition. In this instance, it is proposed that we utilise s.3.58(4)(c)(ii) of the Act for determining the market value of the disposition. This clause states "as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition."

The Shire last obtained an independent rental valuation in June 2022 for airport terminal rental space; the valuation was \$239.40 (ex GST) per m<sup>2</sup>/p.a. Recent discussion with a local real estate agent has confirmed rental valuation for the area has not significantly changed since this time.

The current rental rate being charged for the Car Hire Desk sites is higher than the valuation provided in 2022 and therefore it is recommended that CPI be applied to this amount, resulting in the rate being \$365.70 including GST per m<sup>2</sup> for FY23/24.

As the premises is 4.6m<sup>2</sup> in size, the annual rent for the premises based on this valuation would be \$1,682.22 including GST.

#### Consultation

Busby Investments Pty Ltd T/As Budget Car Rentals Manager Economic Development Airport Operations Coordinator Thorp Realty

#### **Financial Implications**

Lease preparation fee \$600 including GST Annual lease fee of \$1,682.22 including GST

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Local Government Act 1995 – s.3.58 Disposing of Property

#### **Policy Implications**

COR004: Building and Property Agreements

#### **Strategic Implications**

Council Plan 2022 - 2032

Performance - Outcome 14. Community confidence and trust in Council

Objective 14.1. Provide transparent, accountable and effective leadership.

Priority Project 14.1.1. Provide public reports on progress towards achievement of priority projects and outcomes.

#### **Environmental Considerations**

Nil

#### **Attachments**

A.J. Lease request - Busby Investments Pty Ltd T/As Budget Car Rentals

#### Officer's Recommendation

#### **That Council**

- 1. Enter into a new lease for the portion of Esperance Airport Terminal building, Lot 15 Coolgardie-Esperance Highway Gibson, known as Car Hire Desk 2 to Busby Investments Pty Ltd T/As Budget Car Rentals;
- 2. The term of the lease being 3 years;
- 3. Lease rental being \$1,682.22 including GST and that Council consider this value to be a true indication of the current market rental rate, subject to annual CPI increases;
- 4. Lease preparation fee of \$600 including GST being payable; and
- 5. The disposition being advertised in accordance with Section 3.58 of the *Local Government Act 1995* for Disposal of Property.

**Voting Requirement** 

Simple Majority

Hello John,

Thanks for your response, we will start the internal processes for this one.

In relation to the land lease you mention (wash down bay) – this is not due until 2024.

Kind regards, Rachel.



#### **Rachel Witheridge**

Governance & Corporate Support Officer Shire of Esperance

T 08 9071 0623

Rachel.Witheridge@esperance.wa.gov.au

A PO Box 507, Windich Street, 6450

W www.esperance.wa.gov.au



From: John McShera

Sent: Thursday, 6 October 2022 1:22 PM

To: Rachel Witheridge < Rachel. Witheridge@esperance.wa.gov.au >

Subject: EPR Lease

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

#### Hi Rachel

#### I hope all is well

Re the above yes we would like to extend the desk lease. Is the land lease due on the same date?

3 years is the preferred option

Thanks John

John McShera | Group General Manager

25 July 2023 Page 29

Item: 12.3.3

#### Change of Rate Zone on Lot 15 (75) Stearne Road

Author/s Richard Hindley Manager Building, Planning and Land Projects

Authorisor/s Roy Greive Director of External Services

File Ref: D23/17329

Applicant Internal

#### Location/Address

Lot 15 (75) Stearne Road, Monjingup



#### **Executive Summary**

For Council to consider changing the method of rate valuation for Lot 15 (75) Stearne Road, Monjingup

#### **Recommendation in Brief**

That Council request the Minister for Local Government to change the rate zone for the land formally described as Lot 7 (75) Stearne Road, Monjingup from GRV to UV Rural based on current usage of the property, its size and consistency with neighbouring properties.

#### **Background**

Lot 15 (75) Stearne Road, Monjingup was created from the amalgamation of Lot 7 Stearne Road which was in the GRV rate zone and a portion of Lot 13 Bukenerup Road which was in the UV Rural rate zone.

An unintended consequence of the amalgamation is that Lot 15 will be subject to two rate valuations, therefore calculating rates for both GRV & UV and generating two rate notices for the one lot.

As per "Changing Methods of Valuation of Land" Local Government Operational Guideline # 2 after Council approval to change the rate zone, Council then needs to make a submission to the Minister. Following the Minister's approval, a notice is published in the Government Gazette. The effective date of the change will be determined by the Minister and will be specified in the notice.

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

Having two different rating valuation methods on a lot will result in two sets of rates being issued against a lot.

When the amalgamation was processed through the Planning department this should have been addressed and a decision made as to which rate zone the entire lot would fall into. The apportioning of the property to single rating zone requires a Council Resolution and Gazettal before Landgate will adjust the valuations.

#### Consultation

Coordinator Revenue Director Corporate & Community Services Landgate

#### **Financial Implications**

The change in valuation method may change the amount of rates raised.

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Section 6.28 Local Government Act (1995)

#### **Policy Implications**

Nil

#### **Strategic Implications**

Council Plan 2022 - 2032

Performance - Outcome 15. Operational excellence and financial sustainability

#### **Environmental Considerations**

Nil

#### **Attachments**

Nil

#### Officer's Recommendation

That Council request the Minister for Local Government to change the rate zone for the land formally described as Lot 7 (75) Stearne Road, Monjingup from GRV to UV Rural based on current usage of the property, its size and consistency with neighbouring properties.

**Voting Requirement** 

Simple Majority

25 July 2023 Page 32

Item: 12.3.4

#### Rates Concession for 2023/24

Author/s Beth O'Callaghan Manager Financial Services

Authorisor/s Felicity Baxter Director Corporate & Community Services

File Ref: D23/17691

**Applicant** 

Shire of Esperance

#### Location/Address

Various locations around the Shire.

#### **Executive Summary**

For Council to consider offering a rates concession equivalent to half of the minimum rates to those properties considered to be provided with no services.

#### **Recommendation in Brief**

That Council grant a concession of \$678 under GRV and \$687.50 under UV to the properties as attached to be included within their 2023/24 rates notice.

#### **Background**

There are a small number of properties including Development Area 3 which have no infrastructure services such as roads, paths and drains to the property. Similarly, there is a property at Israelite Bay. Since 2018/19, Council has granted a concession to these properties to ensure fairness and equity to these property owners.

The Israelite Bay property has historically received a concession as it is leased crown land with a heritage building on it of whom the lessee has the responsibility to maintain. It is also located at least 40km beyond the last farming property in the area.

The Development Area 3 property owners have the option to sell their property to the Shire. For year ending 30 June 2023 there were 3 properties sold to the Shire. Attached is a list of properties that received the concession last year and the proposed list for 2023/24 year.

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

To ensure fairness and equity to these property owners, it is requested that Council offer a rates concession as per the previous year.

The concession has been calculated based on the projected minimum rate of \$1,356 for GRV and \$1,375 for UV respectively. This will result in a total waiver of \$16,281.50

#### Consultation

Nil

#### **Financial Implications**

The financial implications arising from this report is \$16,281.50 and this has been allowed for within the draft budget.

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Section 6.47 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.J. Rates Concession for 2023/24

#### Officer's Recommendation

That Council grant a concession of \$678 for GRV and \$687.50 UV to the properties as attached to be included within their 2023/24 rates notice.

Voting Requirement Absolute Majority

#### Rates Concession for 2023/24

Assessment Number	Lot #	Street	Suburb	2023 Concession	2024 Proposed Concession
GRV Vacant Unserviced					
16527	62	Parsons	SINCLAIR	\$636.50	\$678.00
16535	63	Parsons	SINCLAIR	\$636.50	\$678.00
16543	64	Parsons	SINCLAIR	\$636.50	\$678.00
30585	26	Gladstone	SINCLAIR	\$636.50	\$678.00
30593	27	Gladstone	SINCLAIR	\$636.50	\$678.00
30601	33	Gladstone	SINCLAIR	\$636.50	\$678.00
32896	17	Gibson	SINCLAIR	\$636.50	\$678.00
32920	21	Gibson	SINCLAIR	\$636.50	\$678.00
32938	22	Gibson	SINCLAIR	\$636.50	\$678.00
33001	34	Bay View	SINCLAIR	\$636.50	\$678.00
33019	35	Bay View	SINCLAIR	\$636.50	\$678.00
33027	36	Bay View	SINCLAIR	\$636.50	\$678.00
33175	51	Bay View	SINCLAIR	\$636.50	\$678.00
33266	60	Gladstone	SINCLAIR	\$636.50	\$678.00
33274	61	Moir	SINCLAIR	\$636.50	\$678.00
33282	62	Moir	SINCLAIR	\$636.50	\$678.00
33332	68	Moir	SINCLAIR	\$636.50	\$678.00
33357	71	Synnot	SINCLAIR	\$636.50	\$0.00
33365	72	Synnot	SINCLAIR	\$636.50	\$0.00
33373	73	Synnot	SINCLAIR	\$636.50	\$0.00
33399	75	Synnot	SINCLAIR	\$636.50	\$678.00
33431	79	Synnot	SINCLAIR	\$636.50	\$678.00
33530	91	Synnot	SINCLAIR	\$636.50	\$678.00
39529	135	Off Sims	PINK LAKE	\$636.50	\$678.00
57091	6	Parsons	SINCLAIR	\$636.50	\$678.00
57109	68	Parsons	SINCLAIR	\$636.50	\$678.00
UV Rural Unserviced					
76919	11	Balladonia	ISRAELITE BAY	\$636.50	\$687.50
·				\$17,185.50	\$16,281.50

SOLD SOLD SOLD Ordinary Council: Agenda

25 July 2023 Page 35

Item: 12.3.5

#### Financial Services Report - July 2023

Author/s Beth O'Callaghan Manager Financial Services

Authorisor/s Felicity Baxter Director Corporate & Community Services

File Ref: D23/17859

#### **Attachments**

A.J. Monthly Financial Services Report - June 2023

#### Officer's Recommendation

That Council receive the attached report entitled Monthly Financial Services Report for the month of June 2023.

Voting Requirement Simple Majority



## SHIRE OF ESPERANCE

## MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

**JUNE 2023** 

**CORPORATE & COMMUNITY SERVICES** 



# CONTENTS – Monthly Financial Report

		Page			
1.	Compilation Report	1-2			
2.	Statement of Financial Activity (Reporting Program)	3			
3.	Statement of Financial Activity (Nature or Type)	4			
4.	Statement of Financial Performance (Income Statement)	5			
5.	Statement of Financial Position (Balance Sheet)	6			
6.	Net Current Assets	7			
7.	Variances to Statement of Financial Activity	8-11			
8.	Budget Amendments	12			
9.	Receivables Status	13			
10	.Investments	14			
11	Graphical Budget Snapshots & Liquidity	15-16			
12	.Rates Collection Progress Report & Graph	17			
13. Trust Fund Report					
14. Payment of Accounts Listing (Paid under delegated authority)					

Compilation Report

# MANAGER FINANCIAL SERVICES COMPILATION REPORT

MEETING DATE	: 25th July 2023
ACCOUNTING PERIOD	: The period ended 30 <sup>th</sup> June 2023
COMPILATION DATE	: 10 <sup>th</sup> July 2023
CONTENTS	: Monthly Financial Report

#### **OVERVIEW**

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

The Statement of Financial Activity by reporting program is presented on page 3 and shows a surplus as at 30 June of \$16,017,218.

#### **Rates Collected**

Rates collected at the end of June was 105.17% this is presented on page 17. Prepaid rates at 30 June total \$1,563,395.

It is expected that rates data will be sent to Zipform on the 11<sup>th</sup> August for the new year and notices will be mailed from Perth on Friday 18<sup>th</sup> August.

#### **June Financial Statements**

Please note the June financial statements included in this report are not finalised at the time of writing.

For the first week or so into July, June invoices are backdated for both payables and receivables. The final capitalisation of assets is still to be processed.

Finally, a calculation of all unspent grants and carryovers is to be completed to ensure the correct amount of funds are available in 2024 to complete the projects outstanding.

Happy New Financial Year!

Compilation Report

### Working Capital (Note 1- page 7)

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

Current surplus at the end of June is \$16,017,218. The surplus is shown on the bottom of the Statement of Financial Activity on page 3 and also on the bottom of Composition of Net Current Funding Position on page 7. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$18,726,029 and this is shown on page 7. Reserve balance is \$28,496,630.

Tamsen Kirby Assistant Accountant

#### STATEMENT OF FINANCIAL ACTIVITY

#### BY REPORTING PROGRAM



For the Period Ended 1 June to 30 June 2023

				Variance		
DESCRIPTION	2022/2023	YTD Budget	YTD Actuals	Amount \$	%	
DESCRIPTION	Budget (A)	(B)	(C)	(C-B)	(C/B)	
Operating						
Income				<i>(</i>		
03 - General Purpose Funding	(31,980,365)	(31,980,365)	(39,855,062)	(7,874,697)	125%	
04 - Governance	(412,515)	(412,515)	(258,823)	153,692	63%	
05 - Law, Order & Public Safety	(1,322,296)	(1,322,296)	(932,571)	389,725	71%	
07 - Health	(122,759)	(122,759)	(135,724)	(12,965)	111%	
08 - Education & Welfare	(5,836,659)	(5,836,659)	(5,769,211)	67,448	99%	
10 - Community Amenities	(6,521,195)	(6,521,195)	(6,080,103)	441,092	93%	
11 - Recreation & Culture	(3,056,390)	(3,056,390)	(2,567,117)	489,273	84%	
12 - Transport	(1,894,182)	(1,894,182)	(1,972,537)	(78,355)	104%	
13 - Economic Services	(1,247,969)	(1,247,969)	(1,081,841)	166,128	87%	
14 - Other Property & Services	(2,280,798)	(2,280,798)	(1,849,094)	431,704	81%	
Income Total	(54,675,128)	(54,675,128)	(60,502,082)	(5,826,954)		
Expense						
03 - General Purpose Funding	433,375	433,375	394,542	(38,833)	91%	
04 - Governance	2,433,405	2,433,405	2,396,381	(37,024)	98%	
05 - Law, Order & Public Safety	2,759,023	2,759,023	2,439,937	(319,086)	88%	
07 - Health	489,599	489,599	480,990	(8,609)	98%	
08 - Education & Welfare	6,332,364	6,332,364	5,303,282	(1,029,082)	84%	
10 - Community Amenities	7,218,539	7,218,539	6,545,702	(672,837)	91%	
11 - Recreation & Culture	14,519,243	14,519,243	13,476,509	(1,042,734)	93%	
12 - Transport	23,072,132	23,072,132	22,778,007	(294,125)	99%	
13 - Economic Services	2,395,791	2,395,791	2,114,704	(281,087)	88%	
14 - Other Property & Services	1,069,890	1,069,890	2,307,748	1,237,858	216%	
Expense Total	60,723,361	60,723,361	58,237,802	(2,485,559)		
Operating Total	6,048,233	6,048,233	(2,264,280)	(8,312,513)		
Capital						
Income	4		4			
04 - Governance	(640,656)	(640,656)	(214,035)	426,621	33%	
05 - Law, Order & Public Safety	(868,252)	(868,252)	(24,252)	844,000	3%	
07 - Health	(14,546)	(14,546)	0	14,546	0%	
08 - Education & Welfare	(1,246,292)	(1,246,292)	(257,045)	989,247	21%	
10 - Community Amenities	(1,211,533)	(1,211,533)	(31,818)	1,179,715	3%	
11 - Recreation & Culture	(3,505,029)	(3,505,029)	(2,613,526)	891,503	75%	
12 - Transport	(11,354,997)	(11,354,997)	(7,679,775)	3,675,222	68%	
13 - Economic Services	(151,500)	(151,500)	(10,578)	140,922	7%	
14 - Other Property & Services	(9,173,888)	(9,173,888)	(3,900,916)	5,272,972	43%	
Income Total	(28,166,693)	(28,166,693)	(14,731,946)	13,434,747		
Expense						
04 - Governance	837,782	837,782	667,649	(170,133)	80%	
05 - Law, Order & Public Safety	1,222,128	1,222,128	146,440	(1,075,688)	12%	
07 - Health	36,464	36,464	0	(36,464)	0%	
08 - Education & Welfare	1,246,292	1,246,292	416,976	(829,316)	33%	
10 - Community Amenities	1,271,977	1,271,977	427,872	(844,105)	34%	
11 - Recreation & Culture	5,947,550	5,947,550	2,443,353	(3,504,197)	41%	
12 - Transport	23,295,016	23,295,016	16,759,008	(6,536,008)	72%	
13 - Economic Services	85,157	85,157	73,266	(11,891)	86%	
14 - Other Property & Services	5,875,778	5,875,778	3,486,501	(2,389,277)	59%	
15 - Funds Transfer	6,411,049	6,411,049	757,585	(5,653,464)	12%	
Expense Total	46,229,193	46,229,193	25,178,650	(21,050,543)		
Capital Total	18,062,500		10,446,704	(7,615,796)		
Grand Total	24,110,733	24,110,733	8,182,424	(15,928,309)		
Reconciliation						
Depreciation	(21,429,748)	(21,429,748)	(21,469,824)			
Loss on Asset Disposals	(287,637)	(21,429,748)	(56,443)			
·		1,801,036				
Profit on Asset Disposals	1,801,036	, ,	1,572,415			
Provisions and Accrual	(260,703)	0	(330,538)			
Movement of Non-Current Receivable Less; Surplus (Deficit) B/Fwd	3,919,201	-	3,949			
(Surplus)/Deficit	3,919,201 <b>14,480</b>	3,919,201 <b>275,183</b>	3,919,201 (16,017,218)			

# STATEMENT OF FINANCIAL ACTIVITY

#### BY NATURE or TYPE



#### For the Period Ended 1 June to 30 June 2023

				Variance		
	2022/2023	YTD Budget	YTD Actuals	Amount \$	%	
DESCRIPTION	Budget (A)	(B)	(C)	(C-B)	(C/B)	
Operating	Janger (71)	\-/	(0)	(0 - /	(3/2/	
Income						
Fees & Charges	(10,697,351)	(10,697,351)	(10,878,075)	(180,724)	102%	
Interest Earnings	(1,257,000)	(1,257,000)	(1,465,958)	(208,958)	117%	
Operating Grants & Subsidies	(7,744,431)	(7,744,431)	(15,075,787)	(7,331,356)	195%	
Profit on Asset Disposals	(1,801,036)	(1,801,036)	(1,572,415)	228,621	87%	
Rates	(23,575,067)	(23,575,067)	(23,635,371)	(60,304)	100%	
Reimbursements	(961,291)	(961,291)	(920,634)	40,657	96%	
Contributions & Donations Operating	(1,547,925)	(1,547,925)	(1,010,286)	537,639	65%	
Reserve Transfers into Muni	(7,091,027)	(7,091,027)	(5,943,556)	1,147,471	84%	
Income Total	(54,675,128)	(54,675,128)	(60,502,082)	(5,826,954)	0170	
Expense	(0.7075/220)	(5:/5/5/225)	(00)002/002/	(5/525/55 1)		
Allocations	(964,996)	(964,996)	(908,281)	56,715	94%	
Depreciation	21,429,748	21,429,748	21,469,824	40,076	100%	
Insurance	885,771	885,771	885,765	(6)	100%	
Interest Expense	96,666	96,666	98,226	1,560	102%	
Loss on Asset Disposals	287,637	287,637	56,443	(231,194)	20%	
Material & Contracts	16,578,369	16,578,369	13,688,798	(2,889,571)	83%	
Other Expenditure	711,481	711,481	597,398	(114,083)	84%	
Utility Charges	1,368,994	,	,	. , ,	91%	
		1,368,994	1,245,631	(123,363)	104%	
Employment Expenses	20,329,691	20,329,691	21,103,998	774,307	104%	
Expense Total	60,723,361	60,723,361	58,237,802	(2,485,559)		
Operating Total Capital	6,048,233	6,048,233	(2,264,280)	(8,312,513)		
Income						
	(15.014.450)	(15 014 450)	(0.425.405)	E E00 0E4	63%	
Non-Operating Grants & Subsidies	(15,014,459)	(15,014,459)	(9,425,405)	5,589,054		
Proceeds from Disposals	(4,674,607)	(4,674,607)	(4,831,582)	(156,975)	103%	
Reserve Transfers into Muni	(8,279,398)	(8,279,398)	(276,731)	8,002,667	3%	
Self Supporting Loan Principle Received	(198,229)	(198,229)	(198,228)	12 424 747	100%	
Income Total	(28,166,693)	(28,166,693)	(14,731,946)	13,434,747		
Expense	20 004 200	20 204 200	16 007 000	(11 000 100)	·	
Material & Contracts	28,091,299	28,091,299	16,097,893	(11,993,406)	57%	
Purchase of Assets	5,817,999	5,817,999	4,266,566	(1,551,433)	73%	
Repayment of Debentures	250,646	250,646	250,645	(1)	100%	
Reserve Transfers from Muni	6,411,049	6,411,049	757,585	(5,653,464)	12%	
Employment Expenses	5,658,200	5,658,200	3,805,961	(1,852,239)	67%	
Expense Total	46,229,193	46,229,193	25,178,650	(21,050,543)		
Capital Total	18,062,500	18,062,500	10,446,704	(7,615,796)		
Grand Total	24,110,733	24,110,733	8,182,424	(15,928,309)		
Reconciliation						
Depreciation	(21,429,748)	(21,429,748)	(21,469,824)			
Loss on Asset Disposals	(287,637)	(287,637)	(56,443)			
Profit on Asset Disposals	1,801,036	1,801,036	1,572,415			
Provisions and Accrual	(260,703)	1,601,036	(330,538)			
Movement of Non-Current Receivable	(260,703)	0	(330,538)			
	_	_	,			
Less; Surplus (Deficit) B/Fwd	3,919,201 <b>14,480</b>	3,919,201	3,919,201			
(Surplus)/Deficit	14,480	275,183	(16,017,218)			

# SHIRE OF ESPERANCE MUNICIPAL FUND



### Income Statement Month Ending 30 June 2023

	2022-23 BUDGET \$	2022-23 ACTUALS \$	VARIANCE \$	VARIANCE %
Operating Revenue				
Fees & Charges	(10,697,351)	(10,878,075)	180,724	101.7%
Interest Earnings	(1,257,000)	(1,465,958)	208,958	116.6%
Non-Operating Grants & Subsice	(15,014,459)	(9,425,405)	(5,589,054)	62.8%
Operating Grants & Subsidies	(7,744,431)	(15,075,787)	7,331,356	194.7%
Profit on Asset Disposals	(1,801,036)	(1,572,415)	(228,621)	87.3%
Rates	(23,575,067)	(23,635,371)	60,304	100.3%
Reimbursements	(961,291)	(920,634)	(40,657)	95.8%
Contributions & Donations Ope	(1,547,925)	(1,010,286)	(537,639)	65.3%
Operating Revenue Total	(62,598,560)	(63,983,931)	1,385,371	
Operating Expense				
Allocations	(964,996)	(908,281)	(56,715)	94.1%
Depreciation	21,429,748	21,469,824	(40,076)	100.2%
Insurance	885,771	885,765	6	100.0%
Interest Expense	96,666	98,226	(1,560)	101.6%
Loss on Asset Disposals	287,637	56,443	231,194	19.6%
Material & Contracts	16,578,369	13,688,798	2,889,571	82.6%
Other Expenditure	711,481	597,398	114,083	84.0%
Utility Charges	1,368,994	1,245,631	123,363	91.0%
Employment Expenses	20,329,691	21,103,998	(774,307)	103.8%
Operating Expense Total	60,723,361	58,237,802	2,485,559	

# CHANGE IN NET ASSETS RESULTING FROM OPERATIONS

RESOLUTION INCOME OF LIBERTORIE				
(SURPLUS)/DEFICIT	(1,875,199)	(5,746,129)	3,870,930	

# SHIRE OF ESPERANCE MUNICIPAL FUND

Statement of Financial Position Month Ending 30 June 2023 Compared to 30th June 2022



	30/06/2023	30/06/2022
	\$	\$
Current Assets		
Cash and Cash Equivalents	47,222,659	41,857,599
Trade and Other Receivables	2,103,141	2,611,173
Inventories	516,017	528,956
Current Assets Total	49,841,818	44,997,728
Current Liabilities		
Trade and Other Payables	(3,145,824)	(3,105,086)
Current Portion of Long Term Borrowings	(70,426)	(273,750)
Provisions	(3,733,248)	(3,126,337)
Other	(142,955)	(2,211,302)
Current Liabilities Total	(7,092,454)	(8,716,475)
Non Current Assets		
Other Receivables	1,496,607	1,850,965
Inventories- Non Current	1,292,792	3,774,582
Property, Plant and Equipment	102,768,583	102,983,171
Infrastructure	422,089,684	419,840,748
Non Current Assets Total	527,647,666	528,449,466
Non Current Liabilities		
Long Term Borrowings	(2,021,942)	(2,267,491)
Provisions- Non Current	(6,081,497)	(5,915,765)
Non Current Liabilities Total	(8,103,438)	(8,183,256)
Net Assets	562,293,592	556,547,463
Equity		
Reserves- Cash Backed	(28,496,630)	(33,959,332)
Revaluation Surplus	(208,364,083)	(208,364,083)
Retained Surplus	(325,432,879)	(314,224,048)
Equity Total	(562,293,592)	(556,547,463)

### **SHIRE OF ESPERANCE**



# COMPOSITION OF NET CURRENT FUNDING POSITION

# Month Ending 30 June 2023

	30/06/2023 \$	30/06/2022 \$
Current Assets		
Cash and Cash Equivalents	18,726,029	7,898,267
Trade and Other Receivables	2,110,633	2,048,105
Inventories	339,960	352,899
Current Assets Total	21,176,623	10,299,271
Current Liabilities		
Trade and Other Payables	(3,145,824)	(4,951,548)
Current Portion of Long Term Borrowings	(23,105)	(23,105)
Provisions	(1,847,521)	(1,405,417)
Other	(142,955)	
Current Liabilities Total	(5,159,405)	(6,380,070)
Total	16,017,218	3,919,201

#### BY REPORTING PROGRAM



			Variand	æ		
DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Amount \$ (C-B)	% (C/B)		Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
Operating	·					
Income						
03 - General Purpose Funding	(31,980,365)	(39,855,062)	(7,874,697)	125%	1	Interest earnings has exceeded budget. Financial Assistance Grants (FAGS) full year funding was received for 2023/2024.
04 - Governance	(412,515)	(258,823)	153,692	63%	<b>1</b>	Transfer from reserves to be competed for EOFY.
05 - Law, Order & Public Safety	(1,322,296)	(932,571)	389,725	71%	J.	Balance of DFES fire fighting vehicles not received in 22/23.
07 - Health	(122,759)	(135,724)	(12,965)	111%	1	Unbudgeted long service leave reimbursement received. Fees & charges income for the full year higher than budget.
08 - Education & Welfare	(5,836,659)	(5,769,211)	67,448	99%	1	Unbudgeted EVRC grants received. EOFY reserve transfers to be completed.
10 - Community Amenities	(6,521,195)	(6,080,103)	441,092	93%	1	EOFY reserve transfers to be completed. Development application fees and truck wash income are higher than expected. This is offset by recycled products and environmental grants being less than budgeted.
11 - Recreation & Culture	(3,056,390)	(2,567,117)	489,273	84%	1	EOFY reserve transfers to be completed. Budgeted sand renourishment and sports complexes grants not received. Civic centre show income has been greater than expected.
13 - Economic Services	(1,247,969)	(1,081,841)	166,128	87%	T	EOFY reserve transfers to be completed.
14 - Other Property & Services	(2,280,798)	(1,849,094)	431,704	81%		Profit on land sales for SLIP are less than expected. Reserve transfers to be completed.

#### BY REPORTING PROGRAM



			Variand	e		
DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Amount \$ (C-B)	% (C/B)		Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
Expense						
05 - Law, Order & Public Safety	2,759,023	2,439,937	(319,086)	88%	1	Fire mitigation works not completed in 2022/23. Brigade expenditure less than expected. Rural house numbering project not commenced.
08 - Education & Welfare	6,332,364	5,303,282	(1,029,082)	84%	1	Various homecare expenses including wages are under budget. Work has not occurred on the fire hydrant near homecare.
10 - Community Amenities	7,218,539	6,545,702	(672,837)	91%	1	Public toilets & BBQ maintenance & operations; James Street Precinct Masterplan; Wylie Bay building maintenance are less than budgeted. FOGO project and Kirwan Road site rehabilitation have not commenced.
11 - Recreation & Culture	14,519,243	13,476,509	(1,042,734)	93%	1	Sporting complexes, BOILC & public halls building maintenance; surf club building compliance and Coastal Management Plan review is behind budget. Community grants paid have been less than expected.
12 - Transport	23,072,132	22,778,007	(294,125)	99%	1	Ahead of budget for town roads, gravel pits and road verges. Offsetting this is airport building maintenance and rural roads maintenance that is behind budget.
13 - Economic Services	2,395,791	2,114,704	(281,087)	88%	1	Wild dog control; building and general maintenance is under budget.  Worker accommodation study has not commenced.
14 - Other Property & Services	1,069,890	2,307,748	1,237,858	216%	1	Plant & vehicle costs is greater than expected. Plant depreciation is currently under recovering.

#### BY REPORTING PROGRAM



			Variand	e		
DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Amount \$ (C-B)	% (C/B)		Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
Capital						
Income						
04 - Governance	(640,656)	(214,035)	426,621	33%	T	IT capital grants for CCTV projects has not been received yet.
05 - Law, Order & Public Safety	(868,252)	(24,252)	844,000	3%	J	Grant income for replacement fire sheds not received.
08 - Education & Welfare	(1,246,292)	(257,045)	989,247	21%	Ţ	Budgeted homecare capital grants not received. EOFY reserve transfers to be completed.
10 - Community Amenities	(1,211,533)	(31,818)	1,179,715	3%	1	Budgeted public toilets & BBQs grants not received. EOFY reserve transfers still to occur.
11 - Recreation & Culture	(3,505,029)	(2,613,526)	891,503	75%	1	Unbudgeted first progress payment from CERMP for sand back-pass infrastructure has been received. LRCI funding has not been received.
12 - Transport	(11,354,997)	(7,679,775)	3,675,222	68%	1	Balance of roads & streets capital grants not received. EOFY reserve transfers still to occur.
13 - Economic Services	(151,500)	(10,578)	140,922	7%	↓	Building services vehicle not sold. Rural services (LRCI) grant not received.
14 - Other Property & Services	(9,173,888)	(3,900,916)	5,272,972	43%	1	EOFY reserve transfers are to occur.

#### BY REPORTING PROGRAM



			Variance			
DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Amount \$ (C-B)	% (C/B)		Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
Expense						
04 - Governance	837,782	667,649	(170,133)	80%	1	CCTV stages 2, 3 and 4 expenditure behind budget. Purchase of new vehicles for Financial Services and Human Resources has not occurred.
05 - Law, Order & Public Safety	1,222,128	146,440	(1,075,688)	12%	1	Work has not commenced on the Grass Patch Fire Brigade shed and pioneer water tanks. Ranger vehicle not purchased.
07 - Health	36,464	0	(36,464)	0%	T	Health vehicle not purchased.
08 - Education & Welfare	1,246,292	416,976	(829,316)	33%	Į,	Homecare building refurbishment is behind budget.
10 - Community Amenities	1,271,977	427,872	(844,105)	34%	Ì	Work has not commenced on Esperance cemetery niche wall; boat ramp toilet or Observatory Beach toilet. Expenditure on the Myrup waste transfer station project and truck wash pump shed is less than budgeted.
11 - Recreation & Culture	5,947,550	2,443,353	(3,504,197)	41%	1	Parks and reserves vehicle purchases have not occurred as yet. Various park upgrades; LRCI Lost at Sea Memorial; LRCI Pet Cemetery; LRCI Mountain Bike track stage 1; Museum Village power & water upgrades and Adventureland Park maze and BOILC plant room and heating upgrade are behind budget. Coastal upgrades are also behind budget. Civic centre disability access and toilet has not commenced as yet.
12 - Transport	23,295,016	16,759,008	(6,536,008)	72%	1	Road making plant purchases is less than expected. Capital road expenditure is less than budgeted.
13 - Economic Services	85,157	73,266	(11,891)	86%	↓	Purchase of building services light vehicle was less than expected.
14 - Other Property & Services	5,875,778	3,486,501	(2,389,277)	59%	1	Flinders subdivision stage 4 and SLIP are less than budget. Design & construct 6 units has not commenced. Ocean Street development is less than budget.
15 - Funds Transfer	6,411,049	757,585	(5,653,464)	12%		EOFY reserve transfers to be completed.

#### Shire of Esperance For the Period Ended 30 June 2023

### **BUDGET AMENDMENTS**

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

				Amended
				Budget
			Net	Running
Account #	Description	Council Ref	Change	Balance
	2022/23 Budget Estimated (Surplus)/Deficit			36,475
W3473	James Street Precinct Cultural Area Masterplan	00822-191	150,000	186,475
01-4010-955-956	Priority Projects Reserve	O0822-191	(150,000)	36,475
01-4180-360-405	Flinders Development - Consultants	01122-182	100,000	136,475
01-4180-955-902	Land Purchase and Development Reserve	01122-182	(100,000)	36,475
01-7490-705-660	Other Propery & Services Purchases	S0223-016	400,000	436,475
01-7490-955-902	Land Purchase and Development Reserve	S0223-016	(400,000)	36,475
	Budget Review Amendments (Net)	O0323-058	(21,995)	14,480
01-7490-715-511	Unit Construction	00523-103	1,600,000	1,614,480
01-7490-955-902	Land Purchase and Development Reserve	00523-103	(1,600,000)	14,480
Amonded Budt	as now Council Bosolution (1)			14 400
Amenaea Buaget	as per Council Resolution (1)			14,480

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

### Shire of Esperance For the Period Ended 30 June 2023

### **RECEIVABLES STATUS**

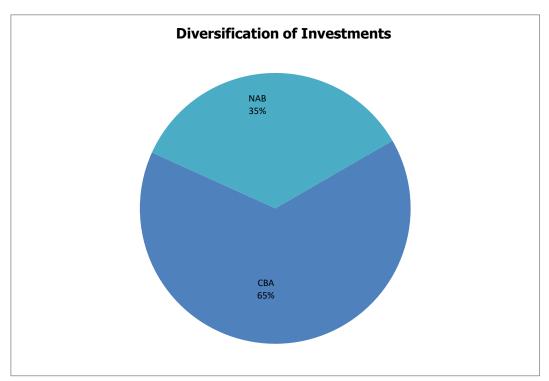
	Current	ATO	30 Da	ys 60	0 Days	90 Days	90+Days	Total
<b>General Receivables</b>	1,008,529	)	0	62,488	2,733	29,021	14,197	1,116,967
Category								
Government Grants							\$0 A	
Contributions & Reimbu	rsements						\$3,024 <b>B</b>	
Loan Repayments							\$0 <b>C</b>	
Fees and Charges							\$11,173 <b>D</b>	
Private Works							\$0 <b>E</b>	
Proceeds Sale of Assets							\$0 <b>F</b>	
							\$14,197	

Amounts shown above include GST (where applicable)

#### 90+Days Represented by:

_	Carramanant Country	1	
Α	Government Grants:	+0	
	=	\$0	
	Total (A)	\$0	
В	Contributions & Reimbursements:		
		\$2,333	Electricity reimbursement
		\$272	Workers comp reimbursements
		\$419	Staff payroll reimbursements
	Total (B)	\$3,024	
	, ,		
С	Loan Repayments:		
	, ,	\$0	
	Total (C)	\$0	
	7 5447 (8)	7.0	
D	Fees & Charges:		
	. des et enarges	\$1.885	Museum Village charges
		\$110	Lease fees
			Visitors Centre charges
			BOILC fees
		\$940	Animal surrender fees
<u> </u>			Vehicle impound fees
_			Wylie Bay Waste charges
_	Total (D)	\$11,173	
-	Total (D)	<b>911,1/3</b>	
E	Private Works:		
_	FIVALE WOIKS.	¢Ω	
	Total (E)	\$0 <b>\$0</b>	
-	Total (E)	<u>\$0</u>	
F	Draggada Cala of Assata		
r	Proceeds Sale of Assets:	+0	
	T-1-1 (5)	\$0	
Щ	Total (F)	\$0	

# Cash Investments as at 30 June 2023

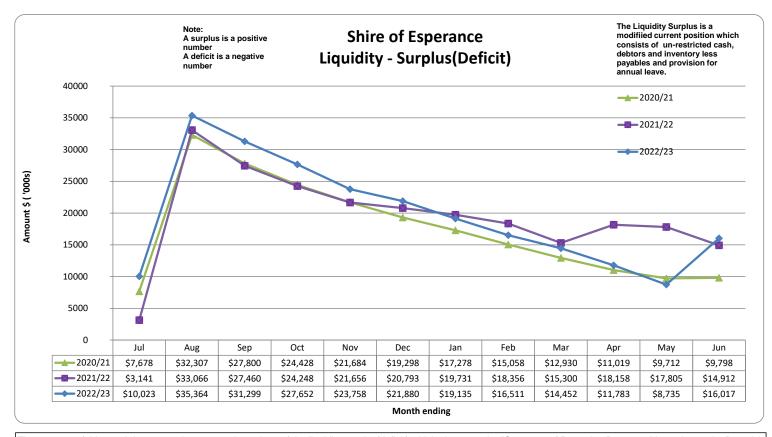


Finance					
Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	4.10%	30	10-Jul-23	Term Deposit - Reserve
NAB	\$ 4,000,000	4.10%	30	10-Jul-23	Term Deposit - Reserve
CBA	\$ 4,000,000	4.45%	150	17-Jul-23	Term Deposit - Reserve
NAB	\$ 3,000,000	4.00%	60	17-Jul-23	Term Deposit - Muni
CBA	\$ 1	4.15%	N/A	N/A	Business Online Saver - Muni
CBA	\$ 31,900	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 16,495,048	0.25%	N/A	N/A	Cash Deposit A/C - Reserves
	\$ 31,526,948				•

**Investment Interest Earnings** 

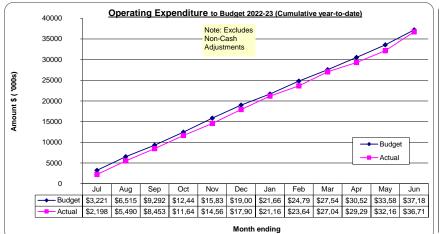
	Budgeted	YTD
	Amount	Interest
Municipal	\$ 450,000	583,515
Reserve	\$ 750,000	829,654

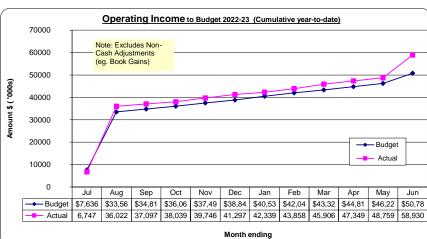
Note: Maximum 80% with any one institution

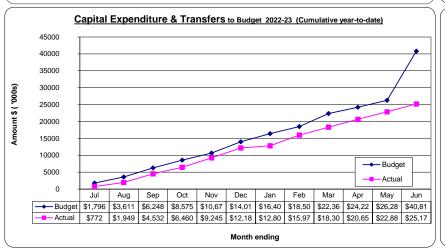


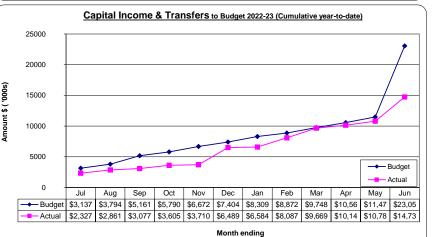
The purpose of this graph is to trace the progressive values of the liquidity surplus(deficit) which shows on the "Summary of Reporting Programs" in each months financial report. The current year to date value is graphed against the immediate past year as a comparative.

#### Shire of Esperance - Progressive Budget Snap-Shot











# OTHER REPORTS AND GRAPHS

#### **SHIRE OF ESPERANCE**

# SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 31st May 2023

#### **Outstanding Rates 2022/23**

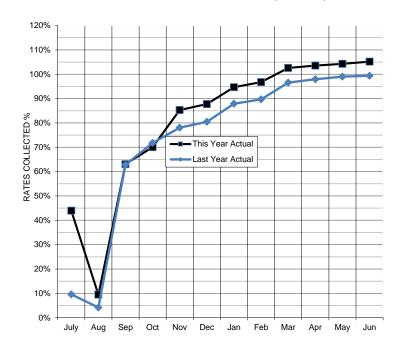
Outstanding with no Instalment Option

**Total Current and Arrears Outstanding** 

Prepayments Interims

Arrears at 1st July 2022	153,939
Pensioner Deferred Rates at 1st July 2022	97,459
Rates Levied for 2022/23	26,882,703
Penalty Interest charged to Overdue	18,998
Receipts for Current Rates	(26,988,529)
Prepayments	(1,563,395)
<b>Total Current and Arrears Outstanding</b>	(1,398,824)
% Collected	105.17%
Pensioners on Instalments	1,528
Non Pensioners on Instalments Pensioners with Due Date 30/6/2023	1,868 (121,061)
rensioners with due date 30/0/2023	(121,001)

#### RATES COLLECTION PROGRESS (2022/2023)



0

65,929

(1,347,088)

(1,398,824)

# SHIRE OF ESPERANCE TRUST FUNDS as at 30 June 2023

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

		Balance	Balance
Details		30-Jun-2022	30-Jun-2023
Contributions to Public Open Space		198,307	203,130
Other		1,679	1,679
General Bonds - Interest Bearing		50,974	63,487
-	Totals	250,960	268,296



# PAYMENT OF ACCOUNTS LISTING (PAID UNDER DELEGATED AUTHORITY)

# SHIRE OF ESPERANCE THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID FOR THE PERIOD ENDING 30TH JUNE 2023

#### **MUNICIPAL FUND**

**CHEQUES** 

ACTUAL PAYMENTS: Cheques: 27720 - 27725 *\$2,899.40* 

**EFT** 

ACTUAL PAYMENTS: Transaction No's: E4511 - \$7,414,831.88

E4527

**CREDIT CARDS** 

ACTUAL PAYMENTS: \$26,154.21

27/05/2023 - 26/06/2023

PAID UNDER THE DELEGATED

AUTHORITY TO CEO MUNICIPAL TOTAL: \$7,443,885.49

ESTIMATE % LOCAL PAYMENTS
(INCLUDING CREDIT CARDS)

\$ 5,181,688.69 69.61%

TRUST FUND

**CHEQUES** 

ACTUAL PAYMENTS: Cheques: - \$0.00

**EFT** 

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

TRUST TOTAL: \$0.00

TOTAL: \$7,443,885.49

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

Municipal Fund - Cheque Payments	Munici	pal Fund	- Cheque	Payments
----------------------------------	--------	----------	----------	----------

Tran Amount

EFT Ref /					
Cheque No	Date	Creditor	Payee	Description	Amount
C27720	15/06/2023	386	Shire of Esperance - Petty Cash	Petty cash recoup - Library	\$368.10
C27721	19/06/2023	8041	Esperance Home Care - Petty Cash	Petty cash recoup	\$248.80
C27722	19/06/2023	8081	Bond Administrator Department of Commerce	Residential tenancy bond	\$1,760.00
C27723	29/06/2023	386	Shire of Esperance - Petty Cash	Petty cash recoup - Library	
C27724	29/06/2023	8041	Esperance Home Care - Petty Cash	Petty cash recoup	\$140.35
C27725	29/06/2023	11165	H C Mitchell	Refund	\$85.00

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

2,899.40

#### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4511	31/05/2023	63 1	Bunnings Ltd	Hardware	\$10,650.80
E4511	31/05/2023	112	Esperance Ag Services	Parts & equipment	\$3,101.99
E4511	31/05/2023	287 .	Swans Veterinary Services	Veterinary services	\$2,345.55
E4511	31/05/2023	440	Wesfarmers Kleenheat Gas Pty Ltd	Gas bottles – GSG overflow, ECC & Wylie Bay Waste Facility	\$7,431.47
E4511	31/05/2023	1259	South East Petroleum	Fuel supplies	\$85,155.80
E4511	31/05/2023	1575	GPC Asia Pacific Pty Ltd/Repco	Auto supplies	\$1,842.27
E4511	31/05/2023	2333	Winc Australia Pty Limited	Stationery	\$1,308.26
E4511	31/05/2023	3774	Goodchild Enterprises	Batteries	\$509.30
E4511	31/05/2023	3834	Dicks Electronics	Digital supplies and parts	\$355.70
E4511	31/05/2023	4210	Farm & General EOPP	PPE gloves, parts and equipment	\$9,516.00
E4511	31/05/2023	4647	Marketforce	Advertisement vacancies & corporate branding	\$8,580.59
E4511	31/05/2023	5503	David Gray & Co Pty Ltd	Lids and wheels for bins	\$2,405.92
E4511	31/05/2023	5623	Esperance Windscreens	Window replacement	\$1,261.33

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4511	31/05/2023	6183	Kleen West	Consumables – depot store & EHC	\$5,422.70
E4511	31/05/2023	6873	WT Hydraulics	Couplings and hydraulic fittings	\$3,986.21
E4511	31/05/2023	8910	Sirva Pty Ltd TA/- Allied Pickford's	Removal costs	\$7,040.00
E4511	31/05/2023	9022	AFGRI Equipment Australia Pty Ltd	Filters and repairs to plant	\$2,559.86
E4511	31/05/2023	10993	Etech WA Pty Ltd T/As Esperance Communications	Communication equipment & photocopier charges	\$8,803.10
E4512	06/06/2023	33	Australian Services Union (ASU)	Payroll deduction	\$462.20
E4512	06/06/2023	140	Esperance Shire Staff Jackpot	Payroll deduction	
E4512	06/06/2023	144	Esperance Staff Social Club	Payroll deduction	\$276.00
E4512	06/06/2023	154	LGRCEU	Payroll deduction	
E4512	06/06/2023	1963	Child Support Agency	Payroll deduction	\$2,884.86
E4513	06/06/2023	260	Horizon Power	Electricity charges	\$57,377.15
E4513	06/06/2023	290	Telstra	Telephone charges	\$3,134.24
E4513	06/06/2023	392	Water Corporation	Water usage charges	\$14,518.06
E4514	06/06/2023	260	Horizon Power	Electricity charges	\$19,616.33
E4515	15/06/2023	1	Australian Taxation Office	Payroll deduction	\$170,323.00
E4515	15/06/2023	73	CJD Equipment Pty Ltd	Parts and equipment	
E4515	15/06/2023	126	Esperance Electrical Service	Electrical services	\$6,068.00
E4515	15/06/2023	395	BOC Gases	Cylinder & gas charges	\$147.15
E4515	15/06/2023	536	Landgate	Rural UV's	\$20,635.68
E4515	15/06/2023	571	St John Ambulance Association in WA	First aid training courses	
E4515	15/06/2023	1346	Cannon Hygiene Australia Pty Ltd	Cleaning services	\$3,106.18
E4515	15/06/2023	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	
E4515	15/06/2023	1435	Carroll & Richardson - Flagworld	Banners - NAIDOC	\$5,313.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	1470	Express Yourself Printing Esperance	Stationery	\$212.00
E4515	15/06/2023	1695	Bay of Isles Mini-Excavators	Plant hire	\$500.00
E4515	15/06/2023	2023	Southern Ports Authority	Adventureland annual licence fee	\$1.10
E4515	15/06/2023	2091	Sime Building Company Pty Ltd	Subdivision construction - Flinders Estate stage 4	\$292,038.74
E4515	15/06/2023	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$3,479.20
E4515	15/06/2023	2293	Ranlec	Various pit installs for CCTV	\$61,380.51
E4515	15/06/2023	2317	Southern Cross Austereo Pty Ltd	Radio advertising	
E4515	15/06/2023	2352	John Stewart Battery Service	Coolant for CAT plant	
E4515	15/06/2023	2496	Professionals Esperance Real Estate	Rent	\$2,340.00
E4515	15/06/2023	2828	Department of Fire and Emergency	2022/23 ESL quarter 4	\$87,474.13
E4515	15/06/2023	3142	Australian Museums and Galleries	Annual membership renewal	
E4515	15/06/2023	3227	Esperance Fire Services	Monthly fire panel testing	
E4515	15/06/2023	3305	Metro Count	Repair traffic counter	\$798.60
E4515	15/06/2023	3364	Esperance Volunteer Fire and Rescue	CGP - junior fire brigade	
E4515	15/06/2023	3478	Avis Car Hire	Car hire	
E4515	15/06/2023	3526	Southern Suspension & 4 X 4 Centre	Automotive parts	\$1,352.15
E4515	15/06/2023	3534	Local Government Professionals	Staff training	
E4515	15/06/2023	3797	LED Esperance	Electrical supplies	\$261.91
E4515	15/06/2023	3938	C K Mader	Rent	
E4515	15/06/2023	4068	Total Asphalt And Traffic Management	Asphalt works	\$547,325.67
E4515	15/06/2023	4321	The Royal Life Saving Society (WA	Swimming instructor tuition fee	
E4515	15/06/2023	4553	CFC Holdings Pty Ltd	Water pump and fittings	\$5,160.46
E4515	15/06/2023	4567	WA Police Service	Volunteer police check - EHC	\$17.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	4699	Esperance Care Services Inc	Rags for depot	\$75.00
E4515	15/06/2023	4947	Toll Ipec Pty Ltd	Freight charges	\$324.40
E4515	15/06/2023	4989	Woolworths Group Limited	Consumables	\$219.38
E4515	15/06/2023	5042	Officeworks Business Direct	Desks and chair	\$1,566.90
E4515	15/06/2023	5051	Stratagreen	Native tree tablets	\$129.20
E4515	15/06/2023	5133	Australia Day Council of WA Inc	Membership renewal	\$720.00
E4515	15/06/2023	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$382.80
E4515	15/06/2023	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$501.60
E4515	15/06/2023	5362	Estate of J W & G A Brien	Refund	\$865.92
E4515	15/06/2023	5380	Royal Pride Pty Ltd T/A Pav sales & installation	Laser projector and truss mount – ECC	\$19,307.21
E4515	15/06/2023	5622	Subway Esperance	Catering	\$315.50
E4515	15/06/2023	5766	E M Austen	Reimbursement	\$118.90
E4515	15/06/2023	5971	G J & K L Hatton	Rates refund	\$2,266.37
E4515	15/06/2023	6082	The Jetty Resort	Bookeasy sales - Accommodation	\$901.12
E4515	15/06/2023	6098	R M Hindley	Jackpot winnings pay 24	\$150.00
E4515	15/06/2023	6152	Irrigation Australia Limited	Staff training – R Lumayag	\$1,987.00
E4515	15/06/2023	6164	Data_3 Limited	IT security scanning software and supporting IT products	\$12,563.66
E4515	15/06/2023	6178	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$475.20
E4515	15/06/2023	6187	Pivotel Satellite Pty Limited	GPS monthly subscription – May 23	\$4,077.00
E4515	15/06/2023	6418	McMullen's Blinds Sails Canvas	Canvas seat cover repair	<u>\$7,872.70</u>
E4515	15/06/2023	6494	Rustic Retreat Esperance	Bookeasy sales - Accommodation	\$217.94
E4515	15/06/2023	6537	ABCO Products Pty Ltd	Cleaning products	\$521.84
E4515	15/06/2023	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$387.20

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	6619	Esperance Hockey Association	CGP – Small grant	\$1,533.00
E4515	15/06/2023	7154	The Country Women's Association of WA	CGP – Small grant	\$1,650.00
E4515	15/06/2023	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$3,435.96
E4515	15/06/2023	7541	A & M Medical Services Pty Ltd	Servicing of first aid equipment – Six Mile Hill & Munglingup BFBs	\$362.34
E4515	15/06/2023	7704	Vorgee Pty Ltd.	BOILC proshop restock	\$2,996.40
E4515	15/06/2023	7803	Dr T W Pearn	Pre-employment medical assessment	\$187.00
E4515	15/06/2023	7845	Nespresso Professional	Council consumables	\$226.00
E4515	15/06/2023	7980	Centrecare Incorporated - ACCESS	Access wellbeing services	\$462.00
E4515	15/06/2023	8007	Cabcharge	Taxi vouchers	\$814.83
E4515	15/06/2023	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$726.00
E4515	15/06/2023	8303	Liquor Barons Esperance	Bar restock - ECC	\$993.91
E4515	15/06/2023	8453	Captovate Pty Ltd	Annual website hosting and support fee	\$2,220.50
E4515	15/06/2023	8467	Dixon Construction	BCITF building fee refund	\$278.00
E4515	15/06/2023	8497	The Print Shop Bunbury	Rangers notice books – printing	\$239.80
E4515	15/06/2023	8643	Aquamonix Pty Limited	Replace & install modem & antennal and flow detectors	\$41,297.30
E4515	15/06/2023	8673	E-Precision Laboratory Pty Ltd	Soil testing charge	\$847.00
E4515	15/06/2023	8783	The Trustee for Recherche Medical	Pre-employment screening	\$90.00
E4515	15/06/2023	8800	South Regional TAFE	Staff training course fees	\$1,327.00
E4515	15/06/2023	8948	TenderLink.com	Public tenders	\$1,848.00
E4515	15/06/2023	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$50,805.57
E4515	15/06/2023	8989	Envirolab Services (WA) Pty Ltd	Wylie Bay bore monitoring	\$9,790.50
E4515	15/06/2023	9021	GA Power Equipment Spares	Whipper snippers - trimming line	<u>\$1,457.3</u>
E4515	15/06/2023	9037	Ergolink	Ergonomic keyboard – EHC	\$650.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	9075	WA Library Supplies	Library furniture	\$3,570.00
E4515	15/06/2023	9100	On Duty Diesel and Mechanical	Diagnose and repair plant	\$638.00
E4515	15/06/2023	9147	Key Pest and Weed Control	Annual pest treatment	\$7,407.95
E4515	15/06/2023	9163	Esperance Combined Tyres & Mechanic	Tyres & wheel alignment	\$5,968.40
E4515	15/06/2023	9207	Datacom Systems (AU) Pty Ltd	Parts for extra wide printer	\$774.97
E4515	15/06/2023	9274	Gibson Soak Hotel	Meals - EHC	\$55.45
E4515	15/06/2023	9330	Coastal Climate Choice Pty Ltd	Air-conditioning replacement and services	\$2,957.00
E4515	15/06/2023	9400	Rapid Global Nominee Pty Ltd	Induction management system - quarterly	\$1,098.90
E4515	15/06/2023	9415	J Bell	Poster delivery – ECC	\$200.00
E4515	15/06/2023	9439	Maia Financial Pty Limited	Gym equipment subscription	\$4,769.44
E4515	15/06/2023	9445	Aerodrome Management Services Pty Ltd	ARO training - airport	\$2,475.00
E4515	15/06/2023	9456	Esperance Luxe Floral and Home Co	Condolence flowers	\$90.00
E4515	15/06/2023	9501	Nicholas Clark Management Pty Ltd	Civic Centre show fee	\$146.59
E4515	15/06/2023	9503	EcoValley Honey - Winton Hughes Wasey	Consignment sales	
E4515	15/06/2023	9531	Seas It All Pty Ltd	Bookeasy sales - Accommodation	\$994.40
E4515	15/06/2023	9542	MCD Contracting Pty Ltd	Equipment hire	\$11,979.00
E4515	15/06/2023	9558	Mackenzies Electrical Service Pty Ltd	Electrical services	\$19,238.33
E4515	15/06/2023	9639	Avon Waste	Rubbish & recycling collections	\$41,779.10
E4515	15/06/2023	9641	Aussie Broadband Pty Ltd	Broadband – June	\$116.67
E4515	15/06/2023	9662	Bennett's Batteries, Lubricants and	Replacement batteries	
E4515	15/06/2023	9671	R P Western	Consignment sales	\$80.00
E4515	15/06/2023	9832	RAC Tourism Assets Pty Ltd	Bookeasy sales - Accommodation	\$202.40
E4515	15/06/2023	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$145.20

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	9904	H M Blampied	Reimbursement	\$217.75
E4515	15/06/2023	9979	9 Mile Test & Tag	Test and tag appliances	\$1,105.50
E4515	15/06/2023	10159	C E MacKean	Install grabrail for steps - EHC	\$190.00
E4515	15/06/2023	10192	Esperance Gutter Cleaning	Gutter cleaning – EVC, Museum Village & Cannery Arts Centre	\$5,225.00
E4515	15/06/2023	10320	Fly Esperance Pty Ltd	Bookeasy sales - Accommodation	\$343.20
E4515	15/06/2023	10358	Esperance Weekender	Advertisements	
E4515	15/06/2023	10401	Esperance Tide	Advertisements	\$33.00
E4515	15/06/2023	10414	Integrated ICT	Veeam cloud connect	\$3,179.33
E4515	15/06/2023	10416	J M Smith	Rent Rent	
E4515	15/06/2023	10570	Allied Forklifts Pty Ltd	Staff training	\$1,045.00
E4515	15/06/2023	10649	Bitumen Distribution Pty Ltd	Bitumen emulsion	\$11,390.50
E4515	15/06/2023	10651	Louise Stewart Brown Creative Artwork	Consignment sales	
E4515	15/06/2023	10667	Bucci Holdings Pty Ltd - Visimax	Cloth badges - EVC	\$153.70
E4515	15/06/2023	10859	BM Electrical WA Pty Ltd Griffs Electrical	Electrical services	
E4515	15/06/2023	10874	R Van Zetten (Recherche Medical)	Pre-employment medical assessment	
E4515	15/06/2023	10888	Insculpo Pty Ltd T/A Sheridan's Bad	Name badges	\$97.74
E4515	15/06/2023	10938	Christou Design Group Pty Ltd	James Street contract – Progress payment	\$32,926.30
E4515	15/06/2023	10942	Thorp Realty Pty Ltd	Rent Rent	\$900.00
E4515	15/06/2023	10956	MBL Food & Packaging T/A South Coast	Consumables	<u>\$5,247.31</u>
E4515	15/06/2023	10958	Newsxpress Esperance Lottery Centre	Paper, stationery and library magazine subscriptions	\$3,678.74
E4515	15/06/2023	10964	Boulevard News Esperance	Magazines	\$500.00
E4515	15/06/2023	11015	C Bishop	Fee refund	\$2,077.32
E4515	15/06/2023	11019	Enviroclean WA Pty Ltd	Monthly cleaning services	\$324.50

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4515	15/06/2023	11046	Office Plan Interiors Pty Ltd	Admin – desk screen mount	\$315.00
E4515	15/06/2023	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$47.84
E4515	15/06/2023	11058	Howat WA Pty Ltd T/A The Weed Terminator	Fire mitigation activities	\$48,015.00
E4515	15/06/2023	11094	G Steindi-Jones	Film project – Media	\$1,000.00
E4515	15/06/2023	11095	F J Yetman	Repairs to banners	\$212.50
E4515	15/06/2023	11110	Esperance Outdoor Power Equipment	Parts and supplies	\$962.50
E4515	15/06/2023	11130	Theatre 180 Inc	Show fee – ECC	\$3,447.40
E4515	15/06/2023	11132	Global AG Properties II Pty Ltd / Willyama- Howick	Gravel extraction	\$160,987.47
E4515	15/06/2023	11133	L M Reeves	Rates refund	\$1,616.38
E4515	15/06/2023	11134	Austwide Mining Title Management P/L	Rates refund	\$258.09
E4515	15/06/2023	11135	J S Passmore	Rates refund	\$1,772.20
E4515	15/06/2023	11136	J E Thomas	Rates refund	\$1,045.00
E4515	15/06/2023	11137	Allannaluke Farms	Gravel extraction	\$41,250.00
E4515	15/06/2023	11138	R D Greive	Reimbursement	\$322.45
E4515	15/06/2023	11139	R T Witheridge	Jackpot winnings - Pay 24	\$150.00
E4516	15/06/2023	505	Esperance Plumbing Service	Plumbing services	\$12,343.28
E4516	15/06/2023	11143	D Triplett	Reimbursement	\$164.71
E4517	09/06/2023	32	Australia Post	Postage	\$956.54
E4517	09/06/2023	314	WA Treasury Corporation	Loan repayment	\$29,169.63
E4517	09/06/2023	7576	Les Mills Asia Pacific	Les Mills subscription licence - June 23	\$681.15
E4517	09/06/2023	7580	BP Australia Pty Ltd (6791)	Air BP refuelling	\$73.74
E4517	09/06/2023	9321	Superchoice Services Pty Limited	Superannuation - May 2023	\$229,195.08
E4518	17/06/2023	1	Australian Taxation Office	Payroll deduction	\$173,592.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	62	Building And Construction Industry	BCITF 01/04/2023 - 30/04/2023	\$5,604.97
E4518	17/06/2023	73	CJD Equipment Pty Ltd	Parts & equipment	 \$1,143.96
E4518	17/06/2023	126	Esperance Electrical Service	Electrical services	\$2,586.00
E4518	17/06/2023	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$309.63
E4518	17/06/2023	395	BOC Gases	Cylinder & gas charges	\$124.28
E4518	17/06/2023	571	St John Ambulance Association in WA	First aid equipment	\$309.61
E4518	17/06/2023	650	Sheldon Paint and Panel	Repair and paint Toyota coaster bus - EHC	\$2,904.22
E4518	17/06/2023	977	Lewis Properties Pty Ltd	Meal - EHC	
E4518	17/06/2023	985	Scaddan Country Club	First aid supplies replenishment - Scaddan BFB	\$145.95
E4518	17/06/2023	1315	Gibson Soak Water Co	Bottled water	
E4518	17/06/2023	1470	Express Yourself Printing Esperance	Stationery and printing	
E4518	17/06/2023	1475	Esperance Treated Timbers	Treated pine posts	\$1,280.00
E4518	17/06/2023	1507	Ausroad Systems	Jet patcher truck repairs & parts	\$47,492.81
E4518	17/06/2023	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$479.60
E4518	17/06/2023	1660	Esperance Basketball Association	Return liquor bond	\$2,000.00
E4518	17/06/2023	1695	Bay of Isles Mini-Excavators	Plant hire	
E4518	17/06/2023	1981	Esperance Sportspower	Staff uniforms	\$5,492.00
E4518	17/06/2023	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$462.00
E4518	17/06/2023	2496	Professionals Esperance Real Estate		\$2,340.00
E4518	17/06/2023	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$28.00
E4518	17/06/2023	3125	Condingup Tavern	Diesel - Condingup BFB	
E4518	17/06/2023	3227	Esperance Fire Services	Fire equipment - Airport	
E4518	17/06/2023	3478	Avis Car Hire	Car hire	\$410.91

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	3484	Esperance Podiatry	Podiatry services - EHC	\$1,050.00
E4518	17/06/2023	3526	Southern Suspension & 4 X 4 Centre	Auto parts and supplies	\$3,887.80
E4518	17/06/2023	3607	Shire of Ravensthorpe	Fuel reimbursement – Munglinup BFB	\$1,129.49
E4518	17/06/2023	3752	Securepay Pty Ltd	Monthly charge	\$32.34
E4518	17/06/2023	3797	LED Esperance	Electrical supplies	\$20.00
E4518	17/06/2023	3835	WA Local Government Association	Delegation & authorisation training	\$324.50
E4518	17/06/2023	3938	C K Mader	Rent	\$600.00
E4518	17/06/2023	4068	Total Asphalt And Traffic Management	Supply and lay asphalt	\$128,720.12
E4518	17/06/2023	4308	Esperance Motor Group	2023 Toyota Hilux ute	\$55,629.64
E4518	17/06/2023	4404	Wren Oil	Oil disposal	\$33.00
E4518	17/06/2023	4602	Esperance French Hot Bread Shop	Catering	\$280.00
E4518	17/06/2023	4699	Esperance Care Services Inc	Rags – depot	\$125.00
E4518	17/06/2023	4833	GHD Pty Ltd	Flinders Estate – Stage 3 design	\$6,765.00
E4518	17/06/2023	4947	Toll Ipec Pty Ltd	Freight charges	
E4518	17/06/2023	4989	Woolworths Group Limited	Consumables	\$4,949.48
E4518	17/06/2023	5042	Officeworks Business Direct	Stationery	\$351.93
E4518	17/06/2023	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$1,262.80
E4518	17/06/2023	5215	Public Transport Authority of Western Australia	TransWA - May 2023	\$6,115.61
E4518	17/06/2023	5412	Mr Carpet	Cleaning services	\$500.50
E4518	17/06/2023	5444	Reece Australia Pty Ltd	ABS fittings	\$2,269.79
E4518	17/06/2023	5481	C H Bradley	Reimbursement	\$199.00
E4518	17/06/2023	5604	Esperance Milk Supply	Milk – BOILC, admin and depot	\$700.42
E4518	17/06/2023	5622	Subway Esperance	Catering	\$60.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	5686	Dan Paris Photography	Books for resale	\$680.00
E4518	17/06/2023	5767	Seek Limited	Advertising - positions vacant	\$977.08
E4518	17/06/2023	5796	Pink Lake IGA	Consumables	\$1,423.80
E4518	17/06/2023	5877	Castletown Chemist	Webster packs and chemist items - EHC	\$371.35
E4518	17/06/2023	5943	Red Dot Stores	Pool side wall clocks - BOILC	\$48.00
E4518	17/06/2023	6009	McLeods Barristers & Solicitors	Legal advice	\$4,231.30
E4518	17/06/2023	6082	The Jetty Resort	Bookeasy sales - Accommodation	
E4518	17/06/2023	6099	Melbourne International Comedy Fest	Show fee - ECC	\$1,535.80
E4518	17/06/2023	6152	Irrigation Australia Limited	Staff training - balance of invoice	\$0.50
E4518	17/06/2023	6164	Data 3 Limited	Secure cloud backup for Microsoft	
E4518	17/06/2023	6221	PFD Food Services Pty Ltd	Kitchen consumables	\$2,065.30
E4518	17/06/2023	6254	Albany City Motors	One Isuzu NLS AWD tray back truck and floor mats for plant	\$67,598.56
E4518	17/06/2023	6466	AUS10 Fencing and Farm Services	Fence repairs at Wharton Beach	\$30,115.21
E4518	17/06/2023	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	
E4518	17/06/2023	6894	C.R. Kennedy & Co Pty Ltd.	Ball penetrometer & NATA calibrated and digital dial gauge	<u>\$1,743.5</u> 0
E4518	17/06/2023	7250	Esperance CWA Holiday Units	Bookeasy sales – Accommodation	<u>\$1,613.4</u> 8
E4518	17/06/2023	7438	Independence Australia	Nursing products - EHC	<u>\$5,202.22</u>
E4518	17/06/2023	7460	Auscoinswest	Stock for resale	\$288.20
E4518	17/06/2023	7657	A N Belworthy	Reimbursement	\$787.28
E4518	17/06/2023	7910	GMN Mechanical	Service maintenance and repairs	\$1,195.87
E4518	17/06/2023	8024	C A Poole	Consignment sales	\$44.00
E4518	17/06/2023	8092	CPC Ravensthorpe Pty Ltd	Heat pump pipe work – BOILC	<u>\$6,699.5</u> 5
E4518	17/06/2023	8205	Holiday Guide Pty Ltd	Marketing fee - Bookeasy	\$124.58

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$1,452.00
E4518	17/06/2023	8497	The Print Shop Bunbury	Printing show posters - ECC	\$1,925.00
E4518	17/06/2023	8567	Esperance Mobility Sales & Service	Seat walker - EHC	\$230.00
E4518	17/06/2023	8626	Gower Industries	Hardware parts	
E4518	17/06/2023	8783	The Trustee for Recherche Medical	Pre-employment screening	\$225.00
E4518	17/06/2023	8786	RAMM Software Pty Ltd	RAMM academy Subscription	\$2,758.46
E4518	17/06/2023	8800	South Regional TAFE	Confined spaces training	\$35.00
E4518	17/06/2023	8897	T S Hainsworth	Reimbursement	\$119.19
E4518	17/06/2023	8914	Cleanaway Pty Ltd	Rubbish and recycling collections	\$14,071.99
E4518	17/06/2023	8948	TenderLink.com	Public tenders	\$184.80
E4518	17/06/2023	8972	Dunn's Cleaning Service Pty Ltd	Quarterly external window cleaning	\$3,602.50
E4518	17/06/2023	8989	Envirolab Services (WA) Pty Ltd	Eastern suburbs water scheme - sampling	\$1,383.84
E4518	17/06/2023	9003	Rural Traffic Services Pty Ltd	Traffic control services	\$7,620.03
E4518	17/06/2023	9028	Terry White Chemmart Esperance	Webster packs & chemist items - EHC	
E4518	17/06/2023	9108	Bay of Isles Chiropractic Centre	Chiropractic services - EHC	
E4518	17/06/2023	9126	Sara Hall T/as Pink Lily Beauty Room	Nail Care - EHC	
E4518	17/06/2023	9127	Unicare Health	Nursing and mobility equipment - EHC	\$2,745.44
E4518	17/06/2023	9138	Department of Biodiversity Conservation	National parks passes for resale - EVC	\$25,947.66
E4518	17/06/2023	9147	Key Pest and Weed Control	Pest treatments - ECC	
E4518	17/06/2023	9156	Bluemar Pty Ltd	Black Street water reticulation	\$14,079.18
E4518	17/06/2023	9163	Esperance Combined Tyres & Mechanical	Grader tyre repairs onsite	\$3,788.00
E4518	17/06/2023	9207	Datacom Systems (AU) Pty Ltd	Printer and mailstore renewal	\$16,412.18
E4518	17/06/2023	9218	Avantgarde Technologies Pty Ltd	Professional services	\$21,120.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	9237	Esperance Metaland	Cabinet handles & locks - depot	\$661.36
E4518	17/06/2023	9294	Darkel Farms	Diesel – Scaddan BFB	\$1,100.00
E4518	17/06/2023	9306	Drake-Brockman Building and	Progress payment – EHC upgrade	\$68,443.98
E4518	17/06/2023	9308	Florissons Home Furnishers	Replace carpets with hard floor - EHC	\$2,008.07
E4518	17/06/2023	9330	Coastal Climate Choice Pty Ltd	Servicing of air conditioners	\$2,092.50
E4518	17/06/2023	9414	Chadwick Mobile Auto Electrics	Checking electrical fault on plant	
E4518	17/06/2023	9415		Show poster delivery - ECC	\$200.00
E4518	17/06/2023	9443	B Brewer	Jackpot winnings pay 25	
E4518	17/06/2023	9451	The Choppin Block Butchers	Meat for kitchen - EHC	\$752.38
E4518	17/06/2023	9456	Esperance Luxe Floral and Home Co	Condolence flowers	
E4518	17/06/2023	9466	Esperance Glass	EDRA sports house – window repairs	\$220.00
E4518	17/06/2023	9501	Nicholas Clark Management Pty Ltd	Show fee - ECC	
E4518	17/06/2023	9503	EcoValley Honey - Winton Hughes Wasey	Consignment sales	\$82.40
E4518	17/06/2023	9531	Seas It All Pty Ltd	Bookeasy sales – Accommodation	\$1,775.60
E4518	17/06/2023	9541	Moving Movies Esperance Inc.	Reconciliation week & `Winter Wonderland' movies	\$1,930.00
E4518	17/06/2023	9578	Department of Mines, Industry	Building services levies	\$6,427.48
E4518	17/06/2023	9619	K S Maslin	Social media training	
E4518	17/06/2023	9639	Avon Waste	Rubbish & recycling collections	\$3,926.94
E4518	17/06/2023	9645	TPG Network Pty Ltd	EVC internet charges	
E4518_	17/06/2023	9671	R P Western	Consignment sales	
E4518	17/06/2023	9674	Adventure Playgrounds Pty Ltd	Playground bucket seat	\$1,144.00
E4518	17/06/2023	9676	Mega Phones	Pendant monitoring - EHC	<u>\$1,050.00</u>
E4518	17/06/2023	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$378.40

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

### **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	9857	D J Kennedy	Lawns - EHC	\$264.00
E4518	17/06/2023	10098	M A Brookes	Jackpot winnings pay 25	\$150.00
E4518	17/06/2023	10115	MBIT Technologies Pty Ltd	Business SMS service	\$11.00
E4518	17/06/2023	10136	Anything and Everything Esperance	Souvenirs for resale	
E4518	17/06/2023	10159	C E MacKean	Install magnetic door holder - EHC	\$250.00
E4518	17/06/2023	10207	Wendy's Garden Service	Gardening - EHC	\$487.50
E4518	17/06/2023	10218	D B Ambrose	Gardening - EHC	\$738.22
E4518	17/06/2023	10261	B A Barr	Morning melodies - May 2023	\$200.00
E4518	17/06/2023	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery	\$2,888.54
E4518	17/06/2023	10358	Esperance Weekender	Advertisements	\$714.00
E4518	17/06/2023	10414	Integrated ICT	Veeam cloud connect	
E4518	17/06/2023	10416	J M Smith	Rent	
E4518	17/06/2023	10437	A E Davies	Reimbursement	\$19.95
E4518	17/06/2023	10459	Cloud Payment Group	Debt collection - Rates	
E4518	17/06/2023	10518	Townzies Turf and Gardens	Gardening - EHC	
E4518	17/06/2023	10564	WA Girl Macrame	Consignment sales	\$11.96
E4518	17/06/2023	10608	Guardian Safety Pendants Pty Ltd	Pendant monitoring - EHC	
E4518	17/06/2023	10649	Bitumen Distribution Pty Ltd	Bitumen emulsion	\$21,582.00
E4518	17/06/2023	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$69.48
E4518	17/06/2023	10669	Clayton Utz	Professional services	
E4518	17/06/2023	10848	Retravision Esperance – JAPMR Pty Ltd	Coffee grinder, vacuum bags & vacuum filters	
E4518	17/06/2023	10874	R Van Zetten (Recherche Medical)	Pre-employment medical assessment	
E4518	17/06/2023	10922	Scaddan Country Club Bar Account	Training consumables	\$88.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4518	17/06/2023	10924	Kalcare Medical Supplies	Configura recliner chair - EHC	\$5,715.0
E4518	17/06/2023	10940	BMT Commercial Australia Pty Ltd	Backpass design review	 \$5,786.00
E4518	17/06/2023	10942	Thorp Realty Pty Ltd	Rent	\$900.00
E4518	17/06/2023	10956	MBL Food & Packaging T/A South Coast	Kiosk supplies	\$2,377.0
E4518	17/06/2023	10958	Newsxpress Esperance Lottery Centre	Newspapers	\$51.60
E4518	17/06/2023	10964	Boulevard News Esperance	Stationery	
E4518	17/06/2023	11034	Cloud Eleven Esperance Pty Ltd	CVS volunteer meeting - EHC	\$324.90
E4518	17/06/2023	11035	Absolute Hot Water & Gas	Plumbing repairs - BOILC	\$3,445.45
E4518	17/06/2023	11058	Howat WA Pty Ltd T/A The Weed Terminator	Fire mitigation activities	\$29,004.3
E4518	17/06/2023	11075	A J Govans	Rates refund	\$3,042.8
E4518	17/06/2023	11077	F A McKenzie	Reimbursement	\$1,531.80
E4518	17/06/2023	11110	Esperance Outdoor Power Equipment	Repair pole saw	
E4518	17/06/2023	11125	Windmill Theatre Co	Show payment - ECC	\$2,200.00
E4518	17/06/2023	11129	Material Recovery Solutions Pty Ltd	Parts for baler – Wylie Bay Waste Facility	\$16,857.28
E4518	17/06/2023	11141	Elross Caravans	Crib room van	\$26,334.63
E4518	17/06/2023	11146	Taplan Pty Ltd	Rates refund	\$4,077.20
E4518	17/06/2023	11148	W Bast	Refund of bond	
E4519	20/06/2023	1	Australian Taxation Office	Final payment FBT 22-23	\$15,043.7
E4520	21/06/2023		Jason Signmakers	**************************************	\$0.00
E4520	21/06/2023	26	Blackwoods Atkins	Parts and equipment	\$1,011.83
E4520	21/06/2023	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$245.00
E4520	21/06/2023	63	Bunnings Ltd	Hardware	\$18,211.69
E4520	21/06/2023	77	Cockburn Cement Limited	Cement and pallet charges	\$25,377.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4520	21/06/2023	112	Esperance Ag Services	Parts and equipment	\$4,388.76
E4520	21/06/2023	281	Bluescope Distribution P/L	Steel supplies and fabrication	\$186.76
E4520	21/06/2023	287	Swans Veterinary Services	Veterinary services	\$3,884.25
E4520	21/06/2023	323	Westrac Equipment Pty Ltd	Plant parts and repairs	\$6,057.62
E4520	21/06/2023	431	Assa Abloy Australia Pty Limited	Padlocks and keys	\$4,569.72
E4520	21/06/2023	440	Wesfarmers Kleenheat Gas Pty Ltd	Bottled gas services	\$1,861.44
E4520	21/06/2023	544	Paint Industries Pty Ltd	Highway safety spheres – road furniture	\$1,062.77
E4520	21/06/2023	707	Haslams	Protective clothing	\$13,206.19
E4520	21/06/2023	1259	South East Petroleum	Fuel supplies	\$129,586.98
E4520	21/06/2023	1461	Kip & Steve's Mechanical Repairs	Filters, parts and supplies	\$3,425.04
E4520	21/06/2023	1485	Freight Lines Group	Freight charges	\$21,361.84
E4520	21/06/2023	1575	GPC Asia Pacific Pty Ltd/Repco	Auto supplies	\$10,590.57
E4520	21/06/2023	2246	Cutting Edges Pty Ltd	Parts for plant	
E4520	21/06/2023	2333	Winc Australia Pty Limited	Stationery	
E4520	21/06/2023	2469	Coates Hire	Post hole digger	
E4520	21/06/2023	3366	Bullivants Pty Ltd	Equipment and parts	\$1,149.50
E4520	21/06/2023	3406	Colquhoun's Fremantle Bag Co	Bags to cover road signs for roadworks	\$214.50
E4520	21/06/2023	3774	Goodchild Enterprises	Battery	\$1,783.10
E4520	21/06/2023	3834	Dicks Electronics	Two-way radios x 3	
E4520	21/06/2023	3898	Tutt Bryant Equipment	Inching valve assembly	\$5,583.39
E4520	21/06/2023	4210	Farm & General EOPP	Hardware parts and supplies	\$17,637.14
E4520	21/06/2023	4647	Marketforce	Advertisements	
E4520	21/06/2023	4648	Wurth Australia Pty Ltd	Various parts	\$2,433.61

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4520	21/06/2023	5498	C E Hyndes	Refund subdivision bond	\$10,150.43
E4520	21/06/2023	5503	David Gray & Co Pty Ltd	Bin supplies and parts	\$2,210.67
E4520	21/06/2023	5623	Esperance Windscreens	Windscreen replacement	\$1,763.50
E4520	21/06/2023	6183	Kleen West	Cleaning products and consumables	\$4,354.76
E4520	21/06/2023	6407	Dell Australia Pty Limited	Laptop battery	\$4,768.83
E4520	21/06/2023	6714	Holcim Pty Ltd	Aggregate & kerbmix supplies	\$16,215.05
E4520	21/06/2023	6873	WT Hydraulics	Hydraulic lines	\$1,040.87
E4520	21/06/2023	6941	MJB Industries	Round traffic covers x 2	\$1,419.40
E4520	21/06/2023	8267	Valvoline (Australia) Pty Ltd	Plant & vehicle oils	\$9,949.47
E4520	21/06/2023	8959	Topsigns	Various street signs and coastal safety banners	\$7,380.4
E4520	21/06/2023	9006	Corsign WA Pty Ltd	Signs - various	\$8,170.80
E4520	21/06/2023	9022	AFGRI Equipment Australia Pty Ltd	Filters and supplies	\$1,593.96
E4520	21/06/2023	9056	Bradshaws Pharmacy	First aid equipment	\$85.4
E4520	21/06/2023	9210	McIntosh & Son W.A.	Vehicle parts	\$1,000.74
E4520	21/06/2023	9464	Air Filter Dry Clean Systems WA	Dry cleaning of air filter systems	\$1,229.03
E4520	21/06/2023	10120	Wastetrans WA	Glass recycling	
E4520	21/06/2023	10431	Skipper Transport Parts	Parts	\$2,946.12
E4520	21/06/2023	10741	Esperance Rural Supplies - Elders	Treated posts	\$726.1
E4520	21/06/2023	10993	Etech WA Pty Ltd T/As Esperance Communications	Photocopy charges, door fobs and equipment repairs	\$7,001.4
E4520	21/06/2023	11004	CTECM	Managed comms billing – Apr to Jun 2023	<u>\$2,607.0</u>
E4520	21/06/2023	11082	South East Petroleum - BFB Accounts	Fuel – 6 Mile Hill, Pink Lake, Quarry Rd & emergency support	\$3,373.90
E4521	22/06/2023	260	Horizon Power	Electricity charges	\$42,324.83
E4521	22/06/2023	290	Telstra	Telephone charges	\$5,955.87

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4521	22/06/2023	392	Water Corporation	Water usage charges	\$8,285.48
E4521	22/06/2023	4743	Engineers Australia	EA Professional - Membership renewal	<u>\$595.00</u>
E4522	23/06/2023	1215	Shire of Esperance Municipal Fund	Transfer to trust account	\$5,614.46
E4522	23/06/2023	4947	Toll Ipec Pty Ltd	Freight	\$217.82
E4522	23/06/2023	11155	C A Brown	Reimbursement - trellis training	\$178.60
E4523	26/06/2023	33	Australian Services Union (ASU)	Payroll deduction	\$410.40
E4523	26/06/2023	140	Esperance Shire Staff Jackpot	Payroll deduction	\$600.00
E4523	26/06/2023	144	Esperance Staff Social Club	Payroll deduction	\$304.00
E4523	26/06/2023	154	LGRCEU	Payroll deduction	
E4523	26/06/2023	1963	Child Support Agency	Payroll deduction	\$2,884.86
E4524	26/06/2023	325	Easton WJ & V	Hire of earthmoving plant	\$7,560.30
E4524	26/06/2023	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$123,723.05
E4524	26/06/2023	2693	Worth Kerbing	Kerbing services	\$9,354.40
E4524	26/06/2023	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$23,314.50
E4524	26/06/2023	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$91,952.19
E4524	26/06/2023	7522	Jacka Trenching and Fencing	Traffic control	\$9,386.30
E4524	26/06/2023	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$209,885.08
E4524	26/06/2023	8317	Titan Contracting	Mowing services	\$29,549.85
E4524	26/06/2023	10615	Quaintrelle (WA) Pty Ltd T/A	Hire of street sweeper	\$27,903.16
E4525	29/06/2023		Arts On Tour NSW	<u>*******************************</u>	\$0.00
E4525	29/06/2023		Australian Taxation Office	Payroll deduction	\$166,358.00
E4525	29/06/2023		CJD Equipment Pty Ltd	Parts and equipment	\$3,050.64
E4525	29/06/2023	126	Esperance Electrical Service	Electrical services	\$4,792.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	136	Powerplant Motorcycles	Equipment & repairs	\$552.00
E4525	29/06/2023	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$1,541.10
E4525	29/06/2023	209	I S Mickel	01/04/2023 - 30/06/2023 - Councillor payment	\$15,080.00
E4525	29/06/2023	505	Esperance Plumbing Service	Plumbing services	\$4,284.10
E4525	29/06/2023	571	St John Ambulance Association in WA	First aid service	\$647.59
E4525	29/06/2023	662	Jason Signmakers	Signs	\$874.50
E4525	29/06/2023	693	Condingup and Districts Recreation	Mowing services	\$4,670.65
E4525	29/06/2023	749	RAECO	Library stationery	\$610.50
E4525	29/06/2023	867	Esperance Mobile Welding	Repairs to plant and machines	\$4,400.83
E4525	29/06/2023	977	Lewis Properties Pty Ltd	Refreshments	\$56.50
E4525	29/06/2023	1197	Six Mile Hill Bushfire Brigade	Reimbursement of Telstra bills	\$3,082.00
E4525	29/06/2023	1200	Quarry Road Bushfire Brigade	Donation for assistance at prescribed burn	\$1,400.00
E4525	29/06/2023	1201	Pink Lake Bushfire Brigade	Donation for assistance at prescribed burn	\$8,925.00
E4525	29/06/2023	1215	Shire of Esperance Municipal Fund	Transferring of unclaimed funds	\$2,970.43
E4525	29/06/2023	1246	Esperance Districts Recreation	Refund overpayment	
E4525	29/06/2023	1282	Sigma Chemicals	Pool chemicals & equipment	\$2,006.95
E4525	29/06/2023	1323	LGIS WA - WALGA Municipal Liability	Performance based adjustment 2020, 2021, 2022	\$155,501.50
E4525	29/06/2023	1346	Cannon Hygiene Australia Pty Ltd	Cleaning	\$132.66
E4525	29/06/2023	1362	Esperance Farm Trees	Seedlings Fourth Beach foredune	
E4525	29/06/2023	1470	Express Yourself Printing Esperance	White board	\$1,164.00
E4525	29/06/2023	1490	Salmon Gums Development Group	CGP - Christmas celebration	\$1,000.00
E4525	29/06/2023	1695	Bay of Isles Mini-Excavators	Plant hire	
E4525	29/06/2023	1981	Esperance Sportspower	Uniforms	\$8,896.00

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## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	2023	Southern Ports Authority	Adventureland Park land tax 2022/23	\$5,737.95
E4525	29/06/2023	2166	D G & M D Clarke	Reimbursement	\$141.42
E4525	29/06/2023	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$250.00
E4525	29/06/2023	2374	Australian Airports Association	Annual membership	\$3,850.00
E4525	29/06/2023	2496	Professionals Esperance Real Estate	Rent Rent	\$2,340.00
E4525	29/06/2023	2823	Institute of Public Works Engineering	IPWEA - Fleet subscription	\$2,942.50
E4525	29/06/2023	2847	Scaddan Primary School	Photocopying – Scaddan BFB	
E4525	29/06/2023	3019	NRP Electrical Services	Supply and program Omni-D controller	\$2,860.00
E4525	29/06/2023	3227	Esperance Fire Services	Fire equipment testing - June	\$2,294.89
E4525	29/06/2023	3364	Esperance Volunteer Fire and Rescue	Donation for assistance at prescribed burn	\$3,325.00
E4525	29/06/2023	3478	Avis Car Hire	Car hire x 8	\$16,159.18
E4525	29/06/2023	3484	Esperance Podiatry	Podiatry services - EHC	\$1,085.00
E4525	29/06/2023	3526	Southern Suspension & 4 X 4 Centre	Water tank, rear spring kit and mobile repeater	\$4,277.33
E4525	29/06/2023	3534	Local Government Professionals	Training	
E4525	29/06/2023	3604	Kelyn Training Services	Traffic management & WHS courses	\$10,321.91
E4525	29/06/2023	3736	Easisalary Pty Ltd	Novated lease ITC May 2023	
E4525	29/06/2023	3797	LED Esperance	Electrical supplies	\$2,482.30
E4525	29/06/2023	3832	D P Dohnt	Volunteer call out fee for HACC clients	\$92.82
E4525	29/06/2023	3938	C K Mader	Rent Rent	
E4525	29/06/2023	3953	Advanced Spatial Technologies Pty Ltd	AutoCAD LT and AECC annual subscription	\$7,425.00
E4525	29/06/2023	4148	Bay of Isles Community Outreach Inc	Confidential shredding - EHC	\$198.00
E4525	29/06/2023	4223	Esperance Emergency Support Unit	Donation for assistance at prescribed burn	\$3,200.00
E4525	29/06/2023	4311	R M & W G Herbert	Museum Village, BOILC and EHC painting	\$4,888.50

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	4321	The Royal Life Saving Society (WA	Booklets and stickers sheets - BOILC	\$579.50
E4525	29/06/2023	4398	Moby Marine	Rope	\$216.00
E4525	29/06/2023	4501	Parks And Leisure Australia	Leisure facility managers course	\$2,200.00
E4525	29/06/2023	4553	CFC Holdings Pty Ltd	Filters	\$464.16
E4525	29/06/2023	4567	WA Police Service	Volunteer police checks - EHC	\$85.00
E4525	29/06/2023	4586	The Toy Station	Creche replacement toys	
E4525	29/06/2023	4602	Esperance French Hot Bread Shop	Catering	\$234.00
E4525	29/06/2023	4745	Listech Pty Ltd	Perpetual 3yr licences	\$5,464.80
E4525	29/06/2023	4787	A-Flex Technology(NZ) Limited	Replacement pool inflatables	\$1,479.50
E4525	29/06/2023	4798	Australia's Golden Outback	Contribution to partnership initiatives - Aust Golden Outback	<u> </u>
E4525	29/06/2023	4947	Toll Ipec Pty Ltd	Freight charges	\$6,008.80
E4525	29/06/2023	4982	Shire of Dundas	Impoundment fees for dog	
E4525	29/06/2023	4989	Woolworths Group Limited	Consumables	\$3,592.64
E4525	29/06/2023	5004	City of Bunbury	LSL entitlement	<u>\$34,1</u> 63.27
E4525	29/06/2023	5042	Officeworks Business Direct	Key safe - stadium office	
E4525	29/06/2023	5051	Stratagreen	Twilight Beach revegetation supplies and plants	<u>\$24,887.01</u>
E4525	29/06/2023	5092	Quality Publishing Australia	Maps and books for resale	
E4525	29/06/2023	5114	Perth Scientific Pty Ltd	ESWS analysis - buffer and conductivity solutions	\$88.00
E4525	29/06/2023	5123	Top End Takeaways	CBDC staff accompanying clients - EHC	
E4525	29/06/2023	5194	Jatek Engineering	Steel supplies & fabrication	\$24,618.00
E4525	29/06/2023	5231	Mobile Windmill Service and Maintenance	36 days dogging	<u>\$27,720.0</u> 0
E4525	29/06/2023	5242	J Ford	Museum archivist honorarium 1/4/23 -30/6/23	\$750.00
E4525	29/06/2023	5267	Hema Maps Pty Ltd	Maps for re-sale	\$1,206.64

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	5295	Komatsu Australia Pty Ltd	Bulldozer - Injector assembly and parts	\$6,329.33
E4525	29/06/2023	5389	-	Councillor payment 01/04 – 30/06/23	\$5,070.00
E4525	29/06/2023	5466	Horizon Power (Non Energy)	Ocean Street, Esperance - ess0018dip fee	\$1,236.26
E4525	29/06/2023	5481	C H Bradley	Reimbursement	\$152.00
E4525	29/06/2023	5530	M Lankester	Museum data entry - 01/04/23 - 30/06/23	\$750.00
E4525	29/06/2023	5559	BookEasy Australia Pty Ltd	Bookeasy commission	\$524.46
E4525	29/06/2023	5604	Esperance Milk Supply	Kiosk milk supply	\$72.12
E4525	29/06/2023	5622	Subway Esperance	Catering	\$705.00
E4525	29/06/2023	5754	M H Ammon	Reimbursement	\$1,239.70
E4525	29/06/2023	5766	E M Austen	Reimbursement	
E4525	29/06/2023	5767	Seek Limited	Advertising - positions vacant	\$1,061.50
E4525	29/06/2023	5791	W J & F J Graham	Councillor payment 01/04 - 30/06/2023	\$5,070.00
E4525	29/06/2023	5896	Toyota Financial Services	Lease payment	
E4525	29/06/2023	5943	Red Dot Stores	Recycling promotion supplies	\$29.00
E4525	29/06/2023	6024	SeatAdvisor Pty Ltd	Ticket sales	\$759.88
E4525	29/06/2023	6164	Data 3 Limited	IT supplies	\$244.73
E4525	29/06/2023	6187	Pivotel Satellite Pty Limited	GPS monthly subscription	\$4,074.75
E4525	29/06/2023	6221	PFD Food Services Pty Ltd	Consumables	\$86.50
E4525	29/06/2023	6358	Monkey Baa Theatre for Young People	Show fee - ECC	
E4525	29/06/2023	6495	MCM Protection Pty Ltd	Security monitoring	\$3,097.05
E4525	29/06/2023	6530	Esperance Men In Sheds	Church pews restoration works	\$1,999.98
E4525	29/06/2023	6619	Esperance Hockey Association	Refund duplicate payment	\$282.41
E4525	29/06/2023	6666	Jakrils Pty Ltd	Twilight revegetation - Native seed supplies	\$2,563.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	6863	The Plant Supply Co	Trees supplied - Dog park	\$3,443.00
E4525	29/06/2023	6897	Position Partners	Laser repair	\$192.50
E4525	29/06/2023	6964	S P Tobin	Jackpot winnings pay 26	\$150.00
E4525	29/06/2023	7043	Connect Call Centre Services	Rangers call centre	\$143.72
E4525	29/06/2023	7131	InfoCouncil Pty Ltd	Annual license and help desk fee	\$12,061.50
E4525	29/06/2023	7425	Esperance Cleaning Service	Cleaning May 2023	\$2,750.00
E4525	29/06/2023	7438	Independence Australia	Nursing products - EHC	\$774.93
E4525	29/06/2023	7443	L M Horn	Reimbursement	\$59.06
E4525	29/06/2023	7581	T D Ayers	Jackpot winnings pay 26	
E4525	29/06/2023	7703	Talis Consultants	Consultancy services	\$96,496.17
E4525	29/06/2023	7715	TD Contractors A/L Removal	Earthworks - Dog park	\$12,347.51
E4525	29/06/2023	7826	M O Quijada Venegas	Reimbursement	\$256.74
E4525	29/06/2023	7945	Choices Flooring Esperance	Vinyl floor repair	\$3,701.61
E4525	29/06/2023	7980	Centrecare Incorporated - ACCESS	Employee counselling	
E4525	29/06/2023	8099	Silver Chain Group Limited	Monitoring fee	
E4525	29/06/2023	8117	Foxtel Cable Television Pty Limited	Foxtel subscription	
E4525	29/06/2023	8164	Rockitz Entertainment Pty Ltd	Show ticket sales	\$19,996.01
E4525	29/06/2023	8229	R Horan	Councillor payment 01/04 – 30/06/23	\$5,070.00
E4525	29/06/2023	8255	H S Norwood	Reimbursement	
E4525	29/06/2023	8303	Liquor Barons Esperance	Consumables	\$274.95
E4525	29/06/2023	8334	WBD Pty Ltd	Building design & consultant services – EHC upgrade	\$1,127.50
E4525	29/06/2023	8497	The Print Shop Bunbury	Printed posters, stickers and flyers	\$2,554.20
E4525	29/06/2023	8592	Links Modular Solutions Pty Ltd	SMS links credits	\$1,000.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	8644	AM Wreckers Group Pty Ltd	Towing vehicles	\$570.00
E4525	29/06/2023	8768	Central Regional Tafe	Firearms handling and safety course	\$651.67
E4525	29/06/2023	8783	The Trustee for Recherche Medical	Pre-employment medical screening	\$270.00
E4525	29/06/2023	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$1,732.50
E4525	29/06/2023	8924	L & SJ Hannett	Bee removal	\$200.20
E4525	29/06/2023	8959	Topsigns	Road signs - Various	\$7,475.71
E4525	29/06/2023	8972	Dunn's Cleaning Service Pty Ltd	Camp kitchen clean - overflow	\$447.00
E4525	29/06/2023	9028	Terry White Chemmart Esperance	Flu vaccinations for April 2023	\$458.85
E4525	29/06/2023	9075	WA Library Supplies	Work tables	\$743.00
E4525	29/06/2023	9077	J O'Donnell	Councillor payment 01/04 – 30/06/23	\$5,070.00
E4525	29/06/2023	9081	Show Technology Australia Pty Limit	Distro & consumables - ECC	\$2,159.37
E4525	29/06/2023	9100	On Duty Diesel and Mechanical	Various mechanical repairs to plant	\$14,594.80
E4525	29/06/2023	9108	Bay of Isles Chiropractic Centre	Chiropractic services - EHC	\$130.00
E4525	29/06/2023	9126	Sara Hall T/as Pink Lily Beauty Room	Nail care - EHC	\$105.00
E4525	29/06/2023	9127	Unicare Health	Electric wheelchair and mobility products - EHC	\$18,903.42
E4525	29/06/2023	9147	Key Pest and Weed Control	Timber pest inspections and treatments	\$8,824.00
E4525	29/06/2023	9163	Esperance Combined Tyres & Mechanic	Puncture repairs and replacement tyres	\$7,753.50
E4525	29/06/2023	9175	S P McMullen	Councillor payment 01/04 – 30/06/23	<u>\$5,070.00</u>
E4525	29/06/2023	9236	T Stewarts Engineering	Fabrication of recycling containers and BBQ maintenance	\$21,674.60
E4525	29/06/2023	9237	Esperance Metaland	Steel fabrication and supplies	<u>\$5,078.1</u> 4
E4525	29/06/2023	9270	W C Govans	Automatic door inspection & service	\$1,980.00
E4525	29/06/2023	9330	Coastal Climate Choice Pty Ltd	Supply & fit new exhaust fan	\$4,037.04
E4525	29/06/2023	9414	Chadwick Mobile Auto Electrics	LV repairs & new spotlights	\$511.50

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	9431	Dudley Newton Optometrists	Safety Glasses - prescription lenses x 2	\$1,095.00
E4525	29/06/2023	9447	R A & L A Gibson	River sand, sand transfer and screening	\$1,925.00
E4525	29/06/2023	9451	The Choppin Block Butchers	Meat for kitchen- EHC	\$574.78
E4525	29/06/2023	9456	Esperance Luxe Floral and Home Co	Flower arrangements x 3	\$245.00
E4525	29/06/2023	9473	Banksia Park Farm Eggs	Eggs for kitchen - EHC	\$140.00
E4525	29/06/2023	9483	Digrite Nominees	Grader blade attachment and parts	
E4525	29/06/2023	9531	Seas It All Pty Ltd	BA cylinder refill	\$20.00
E4525	29/06/2023	9540	North Metropolitan Tafe	Staff training Staff training	\$247.00
E4525	29/06/2023	9558	Mackenzies Electrical Service Pty Ltd	Electrical services	
E4525	29/06/2023	9561	O'Neill Motors	Reset engine fault codes on plant	\$478.50
E4525	29/06/2023	9605	Lills Group Pty Ltd T/A Transtage	Stage extension	\$1,408.00
E4525	29/06/2023	9639	Avon Waste	Rubbish and recycling collections	\$117,598.26
E4525	29/06/2023	9641	Aussie Broadband Pty Ltd	Broadband – Jun 23	\$116.67
E4525	29/06/2023	9642	Delnorth Pty Ltd	Steel flex guideposts	\$40,117.00
E4525	29/06/2023	9662	Bennett's Batteries, Lubricants and Filters	Replacement battery	\$198.00
E4525	29/06/2023	9676	Mega Phones	Pendant monitoring - EHC	\$940.00
E4525	29/06/2023	9807	R G Chambers	Councillor payment 01/04 – 30/06/23	\$7,312.50
E4525	29/06/2023	9808	J L Obourne	Councillor payment 01/04 – 30/06/23	\$5,070.00
E4525	29/06/2023	9845	Common Ground Trails Pty Ltd	Retention release	
E4525	29/06/2023	9914	Klopper Contracting Pty Ltd	Clearing works	\$90,286.27
E4525	29/06/2023	9979	9 Mile Test & Tag	Portable appliance test and tag - May 23	\$1,322.20
E4525	29/06/2023	10124	Bio Diverse Solutions Australia Pty	BAL contour mapping 2nd instalment	
E4525	29/06/2023	10129	Marsh Pty Ltd	Hazard management project training	\$15,774.17

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	10150	Taylor St Quarters	Meals - EHC	\$69.00
 E4525	29/06/2023	10176	B H Harper	Reimbursement	 \$59.59
E4525	29/06/2023	10255	The Human Connection	Consultancy and training services	\$8,800.00
E4525	29/06/2023	10269	Lite N' Easy Pty Ltd	Meal preparation & delivery - EHC	 \$2,076.23
E4525	29/06/2023	10358	Esperance Weekender	Advertisements	\$306.00
E4525	29/06/2023	10389	Total Green Recycling Pty Ltd	E-waste recycling	\$3,640.16
E4525	29/06/2023	10400	Eco Shark Barrier Pty Ltd	Maintenance inspection	\$20,790.00
E4525	29/06/2023	10401	Esperance Tide	Advertisements - Showcase Esperance	\$297.00
E4525	29/06/2023	10416	J M Smith	Rent	\$600.00
E4525	29/06/2023	10437	A E Davies	Reimbursement	\$39.90
E4525	29/06/2023	10466	35 Degrees South	Flinders Stage 4 – progress payment	\$12,496.00
E4525	29/06/2023	10518	Townzies Turf and Gardens	Gardening - EHC	\$1,089.00
E4525	29/06/2023	10554	L P De Haas	Councillor payment 01/04 – 30/06/23	\$5,070.00
E4525	29/06/2023	10608	Guardian Safety Pendants Pty Ltd	Pendant monitoring - EHC	\$49.00
E4525	29/06/2023	10649	Bitumen Distribution Pty Ltd	Emulsion - depot	\$11,880.00
E4525	29/06/2023	10650	Whitney Consulting	Growing regions fund application – James St	\$6,578.00
E4525	29/06/2023	10667	Bucci Holdings Pty Ltd - Visimax	Animal supplies	\$848.25
E4525	29/06/2023	10702	JLM Surveys Pty Ltd	Line marking and re-pegging works	\$5,676.33
E4525	29/06/2023	10726	J Wang	Pre-employment medical assessment	\$374.00
E4525	29/06/2023	10772	AGM Tree Harvesting Pty Ltd	Machine hire	\$2,887.50
E4525	29/06/2023	10800	Airport Consultancy Group – Engineering Pty Ltd	Airport upgrade consultancy services	\$2,123.00
E4525	29/06/2023	10848	Retravision Esperance – JAPMR Pty Ltd	Replacement white goods	\$2,241.00
E4525	29/06/2023	10859	BM Electrical WA Pty Ltd Griffs Electrical	Electrical services - BOILC	\$363.00

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## **Municipal Fund - EFT Payments**

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	10874	R Van Zetten (Recherche Medical)	Pre-employment medical assessment	\$374.00
E4525	29/06/2023	10915	TotalFX Holdings Pty Ltd	Stickers - community grants program	\$203.50
E4525	29/06/2023	10941	R I Henderson	Photography - NAIDOC ceremony	\$841.50
E4525	29/06/2023	10942	Thorp Realty Pty Ltd	Rent	\$1,002.86
E4525	29/06/2023	10956	MBL Food & Packaging T/A South Coast foods	Consumables	\$6,122.53
E4525	29/06/2023	10958	Newsxpress Esperance Lottery Centre	Stationery and paper supplies	\$975.13
E4525	29/06/2023	10964	Boulevard News Esperance	Stationery - EHC	\$140.00
E4525	29/06/2023	10985	Rebecca Staunton Physiotherapy	Physio services - EHC	\$7,227.00
E4525	29/06/2023	11019	Enviroclean WA Pty Ltd	Cleaning services - Monthly	\$324.50
E4525	29/06/2023	11035	Absolute Hot Water & Gas	Pool repairs - BOILC	\$2,914.92
E4525	29/06/2023	11058	Howat WA Pty Ltd T/A The Weed Terminator	Fire mitigation activities	\$88,770.00
E4525	29/06/2023	11096	Trophy Kings	Name plaque	
E4525	29/06/2023	11108	Vero Bookkeeping	Training - EHC	
E4525	29/06/2023	11110	Esperance Outdoor Power Equipment	Hedge trimmer and chainsaw oil	\$2,466.15
E4525	29/06/2023		Down to Earth Training & Assessing	4 weeks on-site training	\$54,976.00
E4525	29/06/2023	11114	Cappello Family Trust T/A Esperance	Ice/snow 'Winter Wonderland'	\$4,400.00
E4525	29/06/2023	11115	APLOMB Occupational Therapy	Occupational therapy services - EHC	
E4525	29/06/2023	11131	Metropolitan Volunteer fire and res	Donation for assistance at prescribed burns	\$2,325.00
E4525	29/06/2023	11144	Dr A N Bull	Pre-employment medical assessment	
E4525	29/06/2023	11149	Eureka 4WD Training Pty Ltd	Staff training	
E4525	29/06/2023	11151	M Lynch	Refund for infringement	\$50.00
E4525	29/06/2023	11153	K M Drummond	Refund overcharge	
E4525	29/06/2023	11154	J V Lal	Reimbursement	\$301.25

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

Municipal	Fund -	EFT	<b>Pavments</b>

Tran Amount

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4525	29/06/2023	11156	T W Durbidge	Crossover refund	\$422.00
E4525	29/06/2023	11157	BuildingLines Approvals Pty Ltd	Refund application fee	\$1,281.00
E4525	29/06/2023	11158	J R Folvig	Fee refund - EHC	\$59.00
E4525	29/06/2023	11162	Minter Ellison Services Pty Ltd	Rates refund	\$1,246.62
E4525	29/06/2023	11163	K M Garnaut	Reimbursement - WWCC	\$87.00
E4525	29/06/2023	11168	C F Beilken	Rates refund	\$2,610.00
E4525	29/06/2023	11169	K T Moller - Removals	Removal costs	\$4,950.00
E4525	29/06/2023	11170	C B Ellery	Rates refund	\$1,300.00
E4526	30/06/2023	32	Australia Post		\$1,003.71
E4526	30/06/2023	314	WA Treasury Corporation	Loan repayment	\$53,639.10
E4526	30/06/2023	8784	Sheriff's Office, Perth	Infringement notice - Fines Enforcement Registry	\$81.00
E4526	30/06/2023	9321	Superchoice Services Pty Limited	Superannuation-June2023-02	\$229,469.40
E4526	30/06/2023	9997	Sandwai Pty Ltd	Sandwai - June 23	\$2,222.00
E4527	29/06/2023	7105	Extreme Concepts	One tri-axle semi water tanker	\$137,500.00
<u>E4527</u>	29/06/2023	10942	Thorp Realty Pty Ltd	Bond increase - 10A Pink Lake Road	
E4527	29/06/2023	11171	R Millsteed	Refund 1 night - early departure from Bookeasy accommodation	\$240.90

**Total Creditor payments made by EFT from Municipal Fund** 

6,284,392.14

List of accounts due by Council submitted to the Ordinary Council Meeting held on 25 July 2023 for confirmation in respect to accounts already paid.

## Tran Amount

## **Municipal Fund - EFT Wage Payments**

EFT Ref / Cheque No	Date	Payee	Description	Amount
Bulk EFT	08/06/2023	Payroll (Net)	Wages for 25/05/2023 to 07/06/2023 (Period 25)	\$564,586.36
Bulk_EFT	16/06/2023	Payroll (Net)	Wages for 08/06/2023 to 15/06/2023 (Period 26)	\$6,053.25
Bulk EFT	22/06/2023	Payroll (Net)	Wages for 08/06/2023 to 21/06/2023 (Period 26)	\$560,674.63

Total Employee Wage payments made by EFT from Municipal Fund

### SHIRE OF ESPERANCE

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 25/07/2023 for confirmation in respect to accounts already paid.

DATED	CREDITOR	NAME	or confirmation in respect to accounts already paid.  PARTICULARS	AMOUNT
7/06/2023	Neeki-Wondersheet	Erica Austen	Wondersheets - EHC	\$323.00
9/06/2023	Department of Transport	Erica Austen	NDIS check - R Hoffman	\$145.00
9/06/2023	Netflix	Erica Austen	CBDC client entertainment	\$22.99
17/06/2023	Xero	Erica Austen	Monthly subscription	\$59.00
19/06/2023	Bunnings	Erica Austen	Key cutting	\$19.85
8/06/2023	Starlink Australia	Trevor Ayers	Starlink kit for public use - Airport	\$229.00
8/06/2023	Starlink Australia	Trevor Ayers	Monitoring bracelet - Airport	\$95.00
9/06/2023	Puma Castletown	Trevor Ayers	Fuel	\$89.70
15/06/2023	Vend Pos	Trevor Ayers	Point of sale system - EVC	\$139.30
16/06/2023	Rex Airlines	Trevor Ayers	Airfares - K Walkerden	\$386.48
16/06/2023	Starlink Australia	Trevor Ayers	Monthly subscription - Airport	\$139.00
16/06/2023	IAP2 Australasia	Trevor Ayers	Engagement training program	\$995.00
21/06/2023	Woolworths	Karen Voyatzis	Kitchen food - EHC	\$212.61
2/06/2023	Red Dot Stores	Ashley Peczka	PPE storage tubs	\$79.98
7/06/2023	Horizon Power	Ashley Peczka	Power consumption - Quarry Road BFB	\$530.00
27/05/2023	BP Kalgoorlie	Shane Tobin	Fuel	\$72.18
31/05/2023	Bunnings	Shane Tobin	Chalk board paint	\$61.50
31/05/2023	Express yourself	Shane Tobin	Wrist bands	\$250.00
1/06/2023	Appliance Testing	Shane Tobin	Excel print barcode tags - Civic Centre	\$302.50
2/06/2023	Facebook	Shane Tobin	Show advertisement - ECC	\$16.00
5/06/2023	Ecoboy	Shane Tobin	Bar re-stock - ECC	\$240.00
5/06/2023	Facebook	Shane Tobin	Show advertisement - ECC	\$16.00
5/06/2023	Dominos	Shane Tobin	Meal - ECC	\$101.50
6/06/2023	Discount safety	Shane Tobin	Banners 'Winter Wonderland'	\$1,571.13
7/06/2023	Facebook	Shane Tobin	Show advertisement - ECC	\$20.00
12/06/2023	Facebook	Shane Tobin	Show advertisement - ECC	\$2.00
13/06/2023	Kmart	Shane Tobin	Bunting - 'Winter Wonderland'	\$50.00
14/06/2023	Esperance Toyworld	Shane Tobin	Pride award train track	\$49.95
14/06/2023	Etsy	Shane Tobin	Decal stickers - 'Winter Wonderland'	\$985.16
14/06/2023	SP Glook Australia	Shane Tobin	Snow flake racks - 'Winter Wonderland'	\$116.85
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### SHIRE OF ESPERANCE

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 25/07/2023 for confirmation in respect to accounts already paid.

DATED	CREDITOR	NAME	or confirmation in respect to accounts already paid.  PARTICULARS	AMOUNT
17/06/2023	Facebook	Shane Tobin	Show advertisement - ECC	\$30.00
20/06/2023	Woolworths	Shane Tobin	Calculator batteries	\$16.00
22/06/2023	Bunnings	Shane Tobin	Snow pit - 'Winter Wonderland'	\$11.49
1/06/2023	Gofax	Felicity Baxter	License - May 2023	\$29.85
4/06/2023	Mailchimp	Felicity Baxter	Subscription - media notifications	\$176.24
11/06/2023	Microsoft	Felicity Baxter	Azure cloud platform - monthly subscription	\$203.74
19/06/2023	JB Hi-Fi	Felicity Baxter	Galaxy tablet & mobile phones with charging cables and cases	\$3,023.88
20/06/2023	Bosstab	Felicity Baxter	Charging cable and lock - Elite Evo	\$422.85
1/06/2023	EHA (WA)	Richard Hindley	Annual membership	\$380.00
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1/06/2023	Planning Institute	Richard Hindley	Annual membership	\$693.00
19/06/2023	EHA (WA)	Richard Hindley	Foodsafe online annual subscription	\$550.00
30/05/2023	Facebook	Sofie Hawke	Advertisements	\$203.99
7/06/2023	Woolworths	Sofie Hawke	Chambers stock	\$109.50
12/06/2023	Woolworths	Sofie Hawke	Milk - Admin building	\$13.00
15/06/2023	Discovery Holiday Park	Sofie Hawke	Accommodation - R Baxter	\$499.46
15/06/2023	Discovery Holiday Park	Sofie Hawke	Accommodation - R Baxter	\$827.38
15/06/2023	Rex Airlines	Sofie Hawke	Flights - R Baxter	\$488.84
15/06/2023	The View on Hannans OP	Sofie Hawke	Accommodation - M Robinson	\$255.68
17/06/2023	Esplanade hotel Fremantle	Sofie Hawke	Accommodation - R Lumayag	\$1,254.54
19/06/2023	REX Airlines	Sofie Hawke	Flights - R Baxter	\$488.84
20/06/2023	Esperance French Hot	Sofie Hawke	Catering	\$32.31
22/06/2023	The Jetty Resort	Sofie Hawke	Accommodation - B King and W Howard	\$280.00
22/06/2023	REX Airlines	Sofie Hawke	Flights - T McMahon	\$488.84
23/06/2023	Ecoboy	Sofie Hawke	Bar stock - ECC	\$195.00
23/06/2023	Dominos	Sofie Hawke	Meal - ECC	\$155.95
27/05/2023	Leonora Motor Inn	Emily Hegney	Accommodation - S Burge, I Mickel, R Chambers, N Curtis	\$785.61
16/06/2023	Rydges Kalgoorlie	Emily Hegney	Accommodation - S Halls	\$915.53
16/06/2023	Rydges Kalgoorlie	Emily Hegney	Accommodation - F McKenzie	\$818.09
27/05/2023	The Food Van	Shane Burge	GVROC breakfast	\$42.42
27/05/2023	BP Golden Gate	Shane Burge	Fuel - GVROC Leonora	\$213.47

26,154.21

#### **SHIRE OF ESPERANCE** List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 25/07/2023 for confirmation in respect to accounts already paid. **CREDITOR PARTICULARS AMOUNT** DATED NAME 29/05/2023 **Rex Airlines** Shane Burge Flight - M Southern \$529.32 30/05/2023 Amity Motor Inn Shane Burge Accommodation - L Horn \$405.00 \$529.32 31/05/2023 **REX Airlines** Shane Burge Flight - C Brown 31/05/2023 **REX Airlines** \$488.84 Flight - R Lumayag Shane Burge 12/06/2023 Crown Promenade Perth Accommodation - J Lal \$712.96 Shane Burge Quest Innaloo \$925.80 16/06/2023 Shane Burge Accommodation - C brown 1/06/2023 CASA Levy Registration for drone CASA over 500g Matthew Walker \$40.00 \$120.00 1/06/2023 CASA Levy Matthew Walker Registration for drone CASA more than 2kg 7/06/2023 Tony Aveling & Assoc Matthew Walker White card training - R Lumayag \$80.00 7/06/2023 Tony Aveling & Assoc Matthew Walker White card training - T Johns \$80.00 9/06/2023 Matthew Walker Tony Aveling & Assoc White card training - F McKenzie \$80.00 9/06/2023 White card training - C Gould \$80.00 Tony Aveling & Assoc Matthew Walker SEA Heavy Diesel 12/06/2023 Matthew Walker Bus inspections LV632 & LV631 \$486.19 13/06/2023 Darrens A1 Autos Matthew Walker Bus inspection LV631 \$187.55 13/06/2023 SEA Heavy Diesel Matthew Walker Credit LV631 -\$239.50 19/06/2023 Tony Aveling & Assoc Matthew Walker White card training - B Guest \$80.00 23/06/2023 LS Esperance Luxe Floral Matthew Walker Leaving gift - J Sutter \$47.95 21/06/2023 Rex Airlines Mel Ammon Flights - F Slee \$486.60 26/06/2023 Kmart Mel Ammon Heaters - museum \$108.00

Total Credit Card Purchases 27/05/2023 - 26/06/2023

Commonwealth Bank

Ordinary Council: Agenda

25 July 2023 Page 91

Item: 12.3.6

## HR014: Workplace Drug and Alcohol Use Policy

Author/s Steve Stock Manager Human Resources

Authorisor/s Felicity Baxter Director Corporate & Community Services

File Ref: D23/18477

**Applicant** Internal

#### Location/Address

N/A

### **Executive Summary**

To consider revising the HR014: Workplace Drug and Alcohol Use Policy, in relation to the updated Work Health and Safety Act 2022, to ensure a safe workplace free from the effects of drugs and alcohol so that people are fit for work whilst performing duties at the Shire of Esperance.

#### **Recommendation in Brief**

That Council adopt the revised policy HR014: Workplace Drug & Alcohol Use.

### **Background**

Alcohol and drugs can affect a person's ability to work safely. This includes medicines both prescribed and over-the-counter.

The updated policy is directed towards the welfare of the individual and the safety and health of other people. Although disciplinary action may be necessary at times, the focus is on preventative measures.

The Shire has a duty of care to keep workers and the workplace safe. The revised policy addresses changes in medical practices and workplace health and safety standards today. It provides guidance to both management and employees in the use of potentially hazardous operating plant and equipment whilst under the influence of medications, in line with Work Health and Safety and Traffic Laws and where required seeking guidance from medical practitioners.

It also addresses responsible consumption measures at workplace functions and events in line with the Shire's Employee Code of Conduct and Corporate Values. Testing will be carried out in accordance with the Workplace Drug and Alcohol Management Practice in line with this policy.

#### Officer's Comment

The purpose of this policy to ensure;

- A safe workplace, free from the effects of drugs and alcohol.
- The Shire of Esperance meets its legal duty of care to ensure a safe workplace.

The Policy is directed towards the welfare of the individual and the safety and health of other people. Although disciplinary action may be necessary at times, the focus is on preventative measures.

In the revised version of this policy, elements which are which are specific to the Management Practice and Standard Operating Procedures have been removed. A revised Management Practice has been reviewed and endorsed by the Executive Management Team.

#### Consultation

WALGA

**LGIS** 

Other LG's

**Executive Management Team** 

Shire of Esperance Safety Officers

### **Financial Implications**

N/A

## **Asset Management Implications**

N/A

## **Statutory Implications**

Work Health and Safety Act WA 2022

Work Health and Safety (General) Regulations 2022

Road Traffic Act WA 1974

Road Traffic Code Amendment Regulations 2020

## **Policy Implications**

Revision of Existing Policy HR 014

### Strategic Implications

Council Plan 2022 - 2032

Performance - Operational excellence and financial sustainability

Provide responsible, agile and innovative planning and resource management.

## **Environmental Considerations**

N/A

### **Attachments**

A.J. HR014: Workplace Drug and Alcohol Policy - draft

B.J. HR014:Worplace Drug and Alcohol Policy - current

### Officer's Recommendation

That Council adopt policy HR014: Workplace Drug & Alcohol Use.

Voting Requirement Simple Majority



# HR 014: WORKPLACE DRUG & ALCOHOL USE

<b>Document Status:</b>	Current	CM Ref:
Responsible Officer:	Manager Human Resources	Version No:
Date Adopted:		Resolution #:
Date Reviewed:	5 July 2023	Resolution #:

## **Objective**

To ensure a safe workplace free from the effects of drugs and alcohol and that people are fit for work whilst performing duties at the Shire of Esperance.

### **Policy**

## <u>Purpose</u>

This Policy applies to all Shire employees, contractors, employees of contractors and volunteers at all Shire of Esperance workplaces. The aim of this policy is to ensure;

- A safe workplace, free from the effects of drugs and alcohol.
- The Shire of Esperance meets its legal duty of care to ensure a safe workplace.

The Policy is directed towards the welfare of the individual and the safety and health of other people. Although disciplinary action may be necessary, the focus is on preventative measures.

## **Definitions**

Term	Definition
Fit for Work	Not being under the influence of or affected by the adverse effects of drugs, alcohol or any other substance, or not being fatigued.
Unfit for Work	Being impaired for work and therefore unable to perform duties in a safe manner.
Substance	Any drug that may have adverse effects causing impaired work performance.
Contractor	A contractor includes any employee or subcontractor of any company who has been engaged by the Shire to perform services.
Volunteer	A Volunteer is a person who performs a service willingly and without pay.
Managers	Includes Managers as well as the Executive Management Team.
Employee	For the purpose of this policy, the term employee shall include Councillors, contractors, employees of contractors and volunteers.

Council Policy

HR 014: Workplace Drug & Alcohol Use

#### Confidentiality

All results and information in relation to drug and alcohol testing will be dealt with in the strictest confidence. The privacy and dignity of employees tested as part of this process will be protected.

#### Responsibilities

The Manager, Coordinator and Supervisor are accountable for:

- Ensuring their employees are aware of their obligations under this Policy and communicating these obligations on a regular basis.
- Ensuring their team members are Fit for Work at all times.
- · Maintaining appropriate confidentiality relating to this Policy.
- Seeking advice from the WHS team where necessary to comply with this Policy.

#### Employees are accountable for:

- Adhering to their obligations under this Policy; including attending work in a fit state. The Shire has a zero tolerance approach to drugs and alcohol in the workplace.
- Alerting their Manager / Coordinator / Supervisor to any change in their capacity to carry out their role in a way which compromises the safety of themselves or others.
- Informing their Manager / Coordinator / Supervisor when they suspect another employee is unfit for work.
- · Participating fully with any form of drug and/or alcohol Testing.

#### **Testing**

All Testing will be carried out in accordance with the Workplace Drug and Alcohol Management Practice.

#### **Prescription Medication**

The Shire recognises that Employees may have legitimate medical reasons for taking a Pharmacy or Prescription Medicine. Where an Employee is taking Prescription or Pharmacy Medicine/s for a legitimate medical purpose, the Employee will not be in breach of this Policy, if the Employee

- Takes the Prescription or Pharmacy Medicine in accordance with the instructions of their health practitioner applying to the use of those medicines.
- Does not misuse or abuse the Prescription or Pharmacy Medicines/s.
- Checks with their health practitioner (including pharmacists) about the effect of the medicine on their ability to drive vehicles, operate machinery and generally perform their work duties in a safe manner.
- If the Worker's ability to perform their work safely may be affected by a Prescribed or Pharmacy Medicine, the Worker must obtain advice in writing from their health practitioner (including pharmacists) and provide such advice to their Manager / Coordinator / Supervisor, before undertaking their work.
- Does not work whilst adversely affected by Prescribed or Pharmacy Medicines.

### Alcohol consumption at Shire functions and events

There may be some occasions where the responsible consumption of alcohol will be permitted at the Workplace as part of a function or event. Such permission must be provided by the CEO or relevant Director, as a minimum, prior to the function or event.

Council Policy
HR 014: Workplace Drug & Alcohol Use

Where permission has been obtained, the Manager responsible for the function or event must be in attendance supervising the function and must ensure a range of drinks including low and non-alcoholic drinks are provided.

#### Employees must:

- Uphold an appropriate standard of behaviour in accordance with the Shire's Code of Conduct and Corporate Values.
- Behave in a sensible and responsible manner with due care for their own and other's safety and wellbeing.
- Consume alcohol responsibly.
- Not return to work on the day of the event where they have consumed alcohol.
- Ensure a safe means of transport from such functions. Employees that choose to drive after the function must adhere to the Road Traffic Act (less than 0.05mg/ml).

#### Roles identified as hazardous / operating plant and equipment

Where an employee is taking Prescription or Pharmacy Medicines (including Medicinal Cannabis) that contain a warning that the person should not drive a vehicle or operate plant or machinery, the employee must not drive any vehicle or operate any plant or machinery and must immediately notify their Leader.

Further, if an Employee is taking Prescription or Pharmacy Medicines (including medicinal cannabis) and feels that their ability to safely drive a vehicle or operate plant or machinery is affected (regardless of whether or not the drug contains a relevant warning) the Employee must not drive any vehicle or operate any plant or machinery and must immediately notify their Manager / Coordinator / Supervisor.

The Shire will not accept liability for any damage to any machinery / property or any injury to any person caused by an Employee's use of a vehicle or machinery whilst impaired or under the influence of alcohol, drugs and/or medicines. The employee may be personally liable in such circumstances.

#### Breach of Policy

Employees must comply with this Policy at all times. If an employee is found to have breached this Policy, the Shire's Performance Management Practice will be enacted. The type and severity of the disciplinary action (if any) will depend upon the circumstances of the case and may include the termination of employment.

Should an employee refuse to participate in a drug and/or alcohol test or attempt to falsify their results, the Shire will view such action as a breach of this Policy. Should a Contractor breach this Policy, the matter will be dealt with in accordance with the provisions set out in the Service Agreement / Contract.

#### Reference

- Shire of Esperance Performance Management Practice
- Shire of Esperance Workplace Drug and Alcohol Management Practice
- Work, Health and Safety Act 2020 ('WHS Act')



## **HR 014: Workplace Drug & Alcohol Use**

D16/29083[v3] **Document Status:** Current CM Ref: **Responsible Officer:** 5 Manager Human Resources **Version No: Date Adopted:** July 2009 Resolution #: O0709-1268 **Date Reviewed:** November 2021 O1121-202 Resolution #:

## **Objective**

To ensure a safe workplace free from the effects of drugs and alcohol and that people are fit for work whilst performing duties at the Shire of Esperance.

### **Policy**

#### Purpose

This Policy applies to all Shire employees, Councillors, contractors, employees of contractors and volunteers at all Shire of Esperance workplaces. The aim of this policy is to ensure a safe workplace free from the effects of drugs and alcohol.

The policy is directed towards the welfare of the individual and the safety and health of other people. Although disciplinary action may be necessary, the focus is on preventative measures. The use of drugs or alcohol in the workplace is forbidden. An employee being under the influence of alcohol, drugs or illegal substances is not acceptable.

The Chief Executive Officer may waive this requirement for minor consumption of alcohol where circumstances warrant e.g. during a social event.

Employees are personally responsible for any civil or criminal penalty which results from being under the influence of drugs or alcohol in the workplace.

### Definitions

Term	Definition
Impaired Work Performance	Sudden or gradual deterioration in a person's ability to function appropriately at work.
Unfit for Work	Being impaired for work and therefore unable to perform duties in a safe manner.
Use	Eating, drinking, inhaling, injecting or dermal absorption of any substance or drug.



Misuse	Inappropriate use of a substance on the Shire of Esperance premise or property, including overdose of a drug or the failure to take a drug in accordance with medical advice.
Alcohol	Any beverage containing alcohol.
Term	Definition
Drugs	Amphetamines, Cannabinoids THC, Opiates, Barbiturates, Cocaine, methadone, Benzodiazepines, Alcohol and other narcotics, prescription drugs and non-prescription drugs.
Substance	Any drug that may have adverse effects causing impaired work performance.
Fit for Work	Not being under the influence of or affected by the adverse effects of drugs, alcohol or any other substance, or not being fatigued.
Contractor	A contractor includes any employee or subcontractor of any company who has been engaged by the Shire to perform services.
Volunteer	A Volunteer is a person who performs a service willingly and without pay.
Visitor	For the purpose of this policy any reference to a visitor will include any individual who attends the workplace and is not included in any other category.
Managers	Includes Managers as well as the Executive Management Team.
Employee	For the purpose of this policy, the term employee shall include Councillors, contractors, employees of contractors and volunteers.

## Confidentiality

All results and information in relation to drug and alcohol testing will be dealt with in the strictest confidence. The privacy and dignity of employees tested as part of this process will be protected.

## Responsibilities

The Shire of Esperance believes that the health and wellbeing of an employee is of great importance to the organisation. An employee assistance program will be offered in order to



support an affected employee.

All matters pertaining to usage of alcohol and drugs will be treated with the utmost confidentiality and any employee of the Shire of Esperance who is interested in receiving counselling services should seek approval from their Manager or Human Resources.

#### Managers

Managers are responsible for ensuring adoption, implementation and application of the alcohol and drug policy:

- Managers are expected to lead by example as this is essential to the Policy's success and credibility.
- Managers will provide adequate resources, education, training, counselling and other requirements for employees to comply with this Policy.
- Managers are responsible for fair and consistent application of this policy, importantly for individuals who seek assistance will not be disadvantaged and their employment rights will be safeguarded.
- Managers are responsible for the procedures and facilities so that sensitive medical and other personal information is safeguarded.
- Managers will review this Policy from time to time to determine its fairness and appropriateness for the Shire's requirements.
- Managers are responsible for the assessment of the effects of drug and alcohol on an employee with the cooperation of the supervisor/director.
- Managers are responsible to act promptly and confidentially whenever they believe that any individual is not capable of working in a safe and effective manner.
- Managers will liaise with HR for advice on the application of the policy.
- Managers will maintain strict confidentiality in relation to the application of this policy to any employee.
- Managers and/or HR to provide training to supervisors in the application of this policy.

#### Supervisors

Supervisors are responsible for leading the effectiveness of this Policy:

- Supervisors are expected to lead by example as this is essential to the Policy's success and credibility.
- Supervisors are responsible for fostering active cooperation with Managers, employees,



contractors and other individuals under this policy.

- Supervisors should manage this Policy in a way which encourages employees and individuals to raise concerns about their own or other individuals' fitness for work.
- Supervisors are responsible for the assessment of drug and alcohol with the cooperation of the manager/director.
- Supervisors are responsible to act promptly and confidentially whenever they believe that any individual is not capable of working in a safe and effective manner.

Employee, Individuals and Contractors

Each individual is responsible for their own health and safety at work and must avoid affecting the safety and health of any other individual.

- Employees and individuals must be fit for work when they present for work and must be able to carry out their duties without risk to themselves or others.
- Employees and individuals must be able to satisfactorily demonstrate fitness for work if requested by a Supervisor or Manager.
- Employees and individuals must immediately notify their Supervisor of any actual or
  potential impairment of fitness for work, or if they have a medical condition that could
  affect their fitness for work.
- Employees and individuals must provide a medical certificate when appropriate, or as requested.
- Employees and individuals must immediately notify their Supervisor of any situation in which may breach this Policy, including:
  - o Any situation in which other individuals may be unfit for work;
  - The unauthorised possession or consumption of drugs or alcohol on site or during working hours by another individual;
  - Any loss or suspension of drivers licenses, or legal licenses/certificates required to carry out their duties;
  - Any other apparent breach of this Policy.

#### Application

#### Alcohol

Being under the influence of alcohol will not be permitted whilst working on the premise or property of the Shire of Esperance. Employees who commence work whilst under the influence of alcohol including, working under the adverse effects of alcohol, will be stood down from their



duties. If a blood alcohol level is deemed to be over 0.02 or over the legal limit for operating the particular plant (ie where the legal blood alcohol level for operation of the plant is lower than 0.02), employees will be sent home without pay for the remainder of the day. As the employee will be over the legal limit to drive, alternative transport will be required.

There may be occasions when alcohol may be included as part of a work function or other recognised work event. Where the CEO has properly approved the consumption of alcohol, employees must continue to behave in a sensible and responsible manner with due care for their own and other people's safety and wellbeing. Failure to behave in a sensible and responsible manner with due care, or any failure to follow any directions given by management with regard to the consumption of alcohol may result in disciplinary action. It is a condition of the Shire of Esperance that employees make alternative arrangements to get home. The Shire of Esperance accepts no responsibility for employees during travel to and from the function.

Drugs and Prescription Medication - Illicit Drugs and Other Substances

Being under the influence of, suffering adverse effects of, in possession of, or found to be cultivating, selling or supplying drugs or other substances whilst on the Shire of Esperance property or premise or whilst in the employment of the Shire of Esperance is strictly prohibited and will result in disciplinary action and potentially instant dismissal.

Synthetic drugs such as Cannabinoids are not intended for human consumption as they can produce elevated heart rate, elevated blood pressure, anxiety and hallucinations. It is highly likely that these products will impair an individual's capacity to present themselves fit for work, and therefore put themselves and or others at risk.

Synthetic Cannabinoids, which have been reported to be five (5) to ten (10) times more potent than THC (the active component of Marijuana) can, and will, directly compromise your fitness for duty and dramatically impair your ability to operate machinery. As these products adversely affect an individual's fitness for work, a sample of urine may be taken and sent for analysis. If the returned results are confirmed as being positive they will be treated in the same way as illicit drugs tested for under the Shire of Esperance Fitness for Work Policy. If suspected of the above, an employee must undergo a drug screen (paid by the Shire of Esperance.) Refusal to a drug screen may result in instant dismissal.

If the drug screen provides a positive result on the first offence, the employee will receive a written warning as per the disciplinary action section of this policy. If an employee is found to give a positive result on the second offence, they will receive a second written warning. On the second offence, the employee must agree to submit for consequent drug testing for a period as determined by the Shire. The employee will be instantly dismissed if a subsequent test is undertaken with a positive result.

Any third offence will also result in instant dismissal as per the disciplinary action section of this policy.

Threshold Levels



A cut-off Level is the value at or above which the drug or alcohol is deemed to be 'detected' and below which the drug is deemed to be 'not detected'. All testing for drugs and alcohol will be according to the levels indicated below adapted from the Australian Standards

Class of Substance	Cut-off-level
Alcohol	0.02 mg/ml
Opiates	300 ug/L
Cannabis	50 ug/L
Cocaine	300 ug/L
Benzodiazepines	200 ug/L
Sympathomimetric Amines by Screening test	
Amphetamine	300 ug/L
Methamphetamine	300 ug/l

### Prescription and Other Medication

It is an employee's responsibility to inform their supervisor of any medication they are taking. It is also a requirement of employees to advise their supervisor of any adverse effects that may occur whilst taking such medication, including the amount of times that the medication is taken per day. This information is to be recorded on their personnel file for reference in the event of an emergency.

Any prescription and other medication must be used in accordance with medical advice. Any non-prescription or other medication must be used in accordance with the manufacturer's recommendations.

Failure to follow these requirements will result in disciplinary action, or instant dismissal.

#### **Drug & Alcohol Testing**

In the interests of workplace safety, the Shire believes that the following measures are appropriate for the Esperance Shire workplace.

The Shire of Esperance may undertake regular random testing, without notice of all employees for alcohol and other drugs that could affect workplace safety. The Shire, will administer at its cost (through such a provider nominated by the Shire from time to time) on site random testing of personnel for drugs and alcohol.

Testing may be carried out due to:



- 1. Random drug and alcohol testing. An employee or group of employees may at any time and without notice be requested to undergo a random drug and alcohol test.
- 2. Cause Testing.
- Employee involved in a significant accident/Incident or a near miss whilst at work shall be, where practical tested.
- 4. Where persons behaviour raises concern that he or she maybe influenced by alcohol and or other drugs upon the request of any other person in the workplace, with support from the supervisor/manager.
- 5. If evidence is found of possible drug or alcohol use (e.g drug paraphernalia or alcohol containers)
- Pre-Employment Testing all persons appointed to the Shire will be required to undergo drug and alcohol testing prior to commencing duties with the Shire. Individuals who refuse to undertake the test or who do not satisfy the requirements of the test will not be offered employment.

Testing may be undertaken by an external party or Shire employee, trained and certified in the use of a breathalyser or a Drug Detection System. Refusal to test – Refusal to undertake and fully co-operate with the administration of a drug / alcohol test will be deemed as a positive result. Continued refusal may result in further disciplinary action and instant dismissal.

The testing will be carried out in compliance with the Australian Standard AS/NZS 4308: 'Procedures for Specimen Collection, and the Detection and Quantitation of Drugs of Abuse in Urine', or Australian Standard AS 4760-2006 'Procedures for Specimen Collection and Detection and Quantitation of Drugs in Oral Fluid including full GC-MS (Gas Chromatography – Mass Spectrometry) confirmation testing facilities available in a secure, dedicated laboratory. This service will be used to confirm all positive screen results to ensure maximum legal protection for both employee and employer.

#### **DISCIPLINARY ACTION**

If this procedure is in anyway contravened by an employee the following will result.

### General Guidelines

Any employee who tests positive to an alcohol screening or positive confirmation results are received following a drug screening, will be stood down from their work without pay for a minimum of one day and will not be permitted to resume work until such time as they have proven they are fit for work. It should be noted that the Shire will pay for the original drug and alcohol test as well as one test for clearance to return to work. If the test for clearance returns a positive reading greater than the permitted levels, the employee will be required to pay for any subsequent tests required to obtain clearance to return to work.

### First Offence:



- (i) The employee will be immediately suspended from duty without pay, for a minimum of one day, if found unfit to work.
- (ii) The employee will not be permitted to return to work until they have been tested again and returns a result below the limits for all prescribed substances.
- (iii) The employee will be given the opportunity to state their case. Unless there are convincing arguments to the contrary, this procedure will continue.
- (iv) The employee will be counselled by their supervisor/Manager/HR staff that will focus on;
  - a) the unacceptability of the employee's behaviour
  - b) the risk that such behaviour creates for the safety of the individual and other employees or members of the public
  - the employee's responsibility to demonstrate that the problem is being effectively addressed;
  - that any future breach of the policy will result in second offence or instant dismissal.
  - e) A first written warning will be given.
- (v) The employee will be formally offered counselling through the Shire's Employee Assistance Program. The decision to undertake counselling or other treatment for alcohol or other drug or substance problem is the responsibility of the employee and cannot be made mandatory. However, if the employee refuses the offer of counselling for a second offence, instant dismissal will result. The Shire of Esperance will insist that the employee provide satisfactory evidence that the effect of work performance and/or safety has been addressed before they are permitted to return to work.

#### Second Offence:

- The employee will be immediately suspended from duty without pay if found unfit for work.
- (ii) The employee will not be permitted to return to work until they have been tested again and proved negative for all prescribed substances.
- (iii) The employee will be given the opportunity to state their case. Unless there are convincing arguments to the contrary, this procedure will continue.
- (iv) The employee will be counselled by their supervisor/Manager/HR staff that will focus on;
  - a) the unacceptability of the employee's behaviour
  - b) the risk that such behaviour creates for the safety of the individual and other employees or members of the public



- the employee's responsibility to demonstrate that the problem is being effectively addressed:
- d) that any future breach of the policy will result in instant dismissal.
- (v) Counselling will be offered, refer to First Offence (v), if counselling was not used in the first offence.
- (vi) The employee will be instantly dismissed without notice if offer of counselling is refused on second offence.
- (vii) The employee will be submitted [fortnightly or randomly] for alcohol and / or drug screening for a period as determined by the Shire and paid for by the Shire of Esperance. If tests confirm positive, instant dismissal will follow. If the employee refuses to comply, instant dismissal will follow.

#### Third Offence:

- (i) The employee will be given the opportunity to state their case. Unless there are convincing arguments to the contrary, this procedure will continue.
- (ii) The employee will be immediately dismissed from duty without notice.

#### Instant Dismissal:

The following are guidelines to circumstances that will result in dismissal without notice:

- (i) Any attempt to falsify the drug and alcohol screen
- (ii) Unauthorised consumption of illicit drugs or alcohol whilst on the work site or during the working period.
- (iii) Unlawful behaviour.

### Contractors

- (i) Contractors found with levels exceeding permissible levels for drugs and/or alcohol will be removed from the worksite immediately. The Shire of Esperance will insist that the contractor provide satisfactory evidence that the effect of work performance and/or safety has been addressed before they are permitted to return to the worksite.
- (ii) Three offences for levels exceeding permissible levels for drugs and/or alcohol will result in the termination of the Contract in accordance with Contract conditions.

### Other

If an employee is found to be heavily intoxicated, above the legal limit to drive, or extremely fatigued and they are to be sent home without pay, it is a requirement of the supervisors to contact the employee's next of kin to arrange pick up. If no contact is made then arrangements



are to be made for the employee to be transported home.

Occupational Safety and Health Act 1984;

Employee Assistance Program (EAP)

The Shire of Esperance understands employees may be experiencing difficulties external to work that may influence their behaviour and health whilst at work. To assist with the recovery of the employee, the Shire of Esperance has in place a confidential employee assistance program. For the purpose of this procedure, this program may be offered to first offence employees. Otherwise this program will be offered on the second affirmed screening. The Shire of Esperance will offer a total of 3 counselling sessions.

If an EAP is offered as a result of a first offence and the employee declines the offer, they risk the consequence of instant dismissal on second offence.

### **Pre-Employment Testing**

A job applicant for a position will be required to undergo drug and alcohol testing prior to being offered employment with the Shire which may involve analysis of a urine sample by a medical practitioner.

Individuals who refuse to undertake the test or who do not satisfy the requirements of the test will not be offered employment.

#### Reference

Occupational Safety and Health Regulations 1996, and amendments.
Policy Ends

25 July 2023 Page 106

### 12.4 EXECUTIVE SERVICES

Item: 12.4.1

## **Agenda Briefing Meeting Dates - September 2023**

Author/sSofie HawkeAdministration OfficerAuthorisor/sShane BurgeChief Executive Officer

File Ref: D23/17114

**Applicant** Internal

#### Location/Address

N/A

### **Executive Summary**

For Council to consider amending the 2023 September Agenda Briefing Meeting date.

### **Recommendation in Brief**

That Council:

- 1. Amend the September Agenda Briefing date to Thursday 21 September 2023 commencing at 1:00pm, and
- 2. Request the CEO to advertise the change of meeting details.

### **Background**

In June 2023, a report item went to Council for call for nominations to attend the 2023 WALGA Annual General Meeting and WA Local Government Convention which is being held at the same time as the September Agenda Briefing on the 19<sup>th</sup> September.

### **Officer's Comment**

It is being recommended that Council amend the September 2023 Agenda Briefing Session date so it falls on the 21 September 2023 (third Thursday). The reason behind this amendment is to ensure the six (6) Councillors attending the WA Local Government Convention can attend the September Agenda Briefing session.

If Council were to leave the date as previously endorsed, there would only be three (3) Councillors available to attend. This amendment does leave shorter timeframes for Councillors to be briefed on essential topics but it is believed that this is manageable.

### Consultation

Western Australian Local Government Association

### **Financial Implications**

Nil

### **Asset Management Implications**

Nil

25 July 2023 Page 107

## **Statutory Implications**

Section 5.25(1)(g) of the Local Government Act 1995 and 12(1) of the Local Government regulations 1996.

## **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 - 2032

Performance

Outcome 14. Community confidence and trust in Council.

Objective 14.1. Provide transparent, accountable and effective leadership.

### **Environmental Considerations**

Nil

### **Attachments**

Nil

#### Officer's Recommendation

### **That Council:**

- 1. Amend the September Agenda Briefing date to Thursday 21 September 2023 commencing at 1:00pm, and
- 2. Request the CEO to advertise the change of meeting details.

**Voting Requirement** 

Simple Majority

25 July 2023 Page 108

Item: 12.4.2

# Information Bulletin - July 2023

Author/sSofie HawkeAdministration OfficerAuthorisor/sShane BurgeChief Executive Officer

File Ref: D23/17860

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.J. Information Bulletin July 2023
- B<u>J.</u>. Council Priorities Summary Corporate Performance Quarterly Report
- C.J. Delegations Discharge Corporate Resources
- D<u></u>. Status Report Open Council Resolutions July 2023

## Officer's Recommendation

## That Council accepts:

- 1. Information Bulletin July 2023
- 2. Council Priorities Summary Corporate Performance Quarterly Report
- 3. Delegations Discharge Corporate Resources
- 4. Status Report Open Council Resolutions July 2023

Voting Requirement Simple Majority



# **INFORMATION BULLETIN**

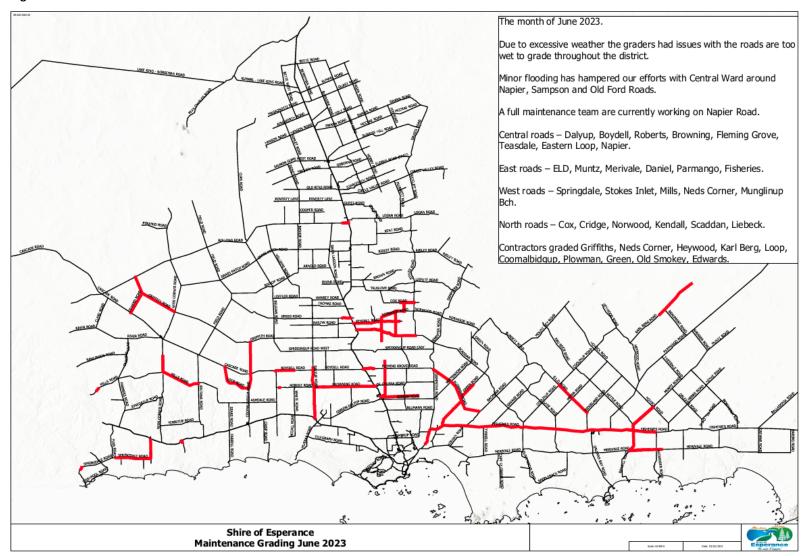
# **ORDINARY COUNCIL MEETING**

**July 2023** 



#### **Building Permits**

# Building Applications Approved from 1 June 2023 to 30 June 2023



#### **Building Permits**

#### Building Applications Approved from 1 June 2023 to 30 June 2023

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
12/06/2023	17439		W H Wasey Lot 1 Valley Road PINK LAKE WA 6450		Lot: 1 Pin: 22620 81 Valley Road PINK LAKE	Occupancy Permit - Class 7b 2 x Sea Containers for Honey Extraction	Steel	Steel	Concrete	2	34.0	0
21/06/2023	17708		L A Dickerson 3 Amanda Street CASTLETOWN WA 6450		Lot: 575 Pin: 14436 3 Amanda Street CASTLETOWN	Amendment - Shed Extension 16m2	Steel	Steel	Concrete	1	16.0	3,000.00
13/06/2023	18307		McMahon's Building & Construction 88 Norseman Road CHADWICK WA 6450	BC103541	Lot: 39 Pin: 64784 Shark Lake Road MONJINGUP	Class 7b/5 Truck Depot-Mezzanine-Office-UAT-Large Lean-To-Water Tanks	Steel	Steel	Concrete	1	70.0	141,528.00
						Class 7b/5 Truck Depot-Mezzanine-Office-UAT-Large Lean-To-Water Tanks	Steel	Steel	Concrete	1	1200.0	510,000.00
						Class 7b/5 Truck Depot-Mezzanine-Office-UAT-Large Lean-To-Water Tanks	Steel	Steel	Concrete	2	144.0	40,000.00
02/06/2023	18316		N T Gerschwitz Lot 18 Myrup Road MYRUP WA 6450		Lot: 18 Pin: 24892 1,129 Myrup Road MYRUP	Class 10a Shed 60m2 - Storage (For Personal Use Only)	Steel	Steel	Concrete	1	60.0	19,000.00
19/06/2023	18327		T J Smith 19 Hockey Place WEST BEACH WA 6450	BC103882	Lot: 23 Pin: 21354 5 Cabble Close CASTLETOWN	Carport 67m2	Steel	Steel	Concrete		67.0	30,000.00
02/06/2023	18328		Modularis Pty Ltd T/A Modular WA Address Unknown	101630	Lot: 570 Pin: 203678 431 Quast Road SALMON GUMS	Dwelling 230m2	Fibre Cement	Steel	Concrete	1	230.0	439,361.00
14/06/2023	18333		BCG (Aust) Pty Ltd Level 11 125 St Georges Terrace PERTH WA 6000		Lot: 508 D: 71396 1 Forrest Street ESPERANCE	Occupancy Permit - Class 6 Fit-Out - Reject Shop - Shops 3-4	Fibre Cement	Steel	Concrete	1	590.0	0
01/06/2023	18335		A S De Haas 4 Morton Way NULSEN WA 6450		Lot: 456 Pin: 210079 4 Morton Way NULSEN	Carport 42m2	Steel	Steel	Concrete	1	42.0	10,000.00
13/06/2023	18336		Drake-Brockman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 666 D: 84105 16 Norseman Road CHADWICK	Class 5 Industrial Workshop with Showroom & Office 557m2	Steel	Steel	Concrete	1	557.0	416,850.00
08/06/2023	18339		D Lloyd 95 Keenan Road PINK LAKE WA 6450		Lot: 2 D: 69199 95 Keenan Road PINK LAKE	Patio Addition		Steel	Other	1		17,000.00
20/06/2023	18346		P M Mills 19 Dempster Street ESPERANCE WA 6450		Lot: 6 D: 46855 19 Dempster Street ESPERANCE	Deck & Stairs			Concrete	1	20.0	15,000.00
15/06/2023	18347		Greg Horan Construction Pty Ltd Lot 9 Connolly Street PINK LAKE WA 6450	14356	Lot: 23 Pln: 52171 355 Barook Road PINK LAKE	Shed 150m2	Steel	Steel	Concrete	1	150.0	53,800.00
15/06/2023	18348		Wrinkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 493 Pln: 172712 1 Collie Street WEST BEACH	Retaining Wall 40.65m	Other	Not Specified	Other	1		19,100.00
07/06/2023	18349		W B Ace 2 Scott Street ESPERANCE WA 6450	O/B	Lot: 28 D: 28667 2 Scott Street ESPERANCE	Dwelling - Alts & Adds and Shed Additions	Steel	Steel	Timber	1	182.0	50,000.00
						Dwelling - Alts & Adds and Shed Additions	Steel	Steel	Timber	1	83.0	10,000.00

#### **Building Permits**

#### Building Applications Approved from 1 June 2023 to 30 June 2023

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
09/06/2023	18352		Drake-Brockman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 493 D: 59402 30 Beckwith Road CHADWICK	Class 7b & 8 Workshop Storage Building 864m2 plus Water Tanks	Steel	Steel	Concrete	1	864.0	490,000.00
						Class 7b & 8 Workshop Storage Building 864m2 plus Water Tanks	Steel	Steel	Other	2	288.0	17,425.00
14/06/2023	18354		Auspan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335	12984	Lot: 1496 Pln: 207131 2,371 Boydell Road DALYUP	Class 7b Farm Shed 600m2	Steel	Steel	Concrete	1	600.0	155,012.00
20/06/2023	18359		R H Tate 95 Burton Road CASTLETOWN WA 6450	O/B	Lot: 9 Pln: 62501 10 Ivy Larmour Drive GIBSON	Steel Framed Shed 54m2	Steel	Steel	Concrete	1	54.0	15,800.00
22/06/2023	18360		Wrinkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		S/L: 5 S/P: 50823 5/81 The Esplanade ESPERANCE	Patio Addition		Steel	Concrete	1	35.0	9,800.00
27/06/2023	18365		KGT Nominees T/As Timmins and Timmins Building Contractors 4 Hill Street CHADWICK WA 6450	BC101749	Lot: 90 Pln: 424269 25 Gunton Circle CASTLETOWN	Dwelling with Attached Double Garage & Alfresco 591m2	Brick, veneer	Steel	Concrete	1	591.0	1,086,000.00

Total number of Building Permits: 19

\$3,548,676.00

#### **Building Approval Certificates (Unauthorised Structures)**

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
08/06/2023	18350		R H Tate 95 Burton Road CASTLETOWN WA 6450		Lot: 482 Pin: 171047 95 Burton Road CASTLETOWN	UNAUTHORISED Patio Addition 48m2	Steel	Steel	Concrete	1	48.0	10,000.00
21/06/2023	18358		Drake-Brockman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 10 Pln: 9537 11 McGlade Way CASTLETOWN	UNAUTHORISED Patio Addition 60m2		Steel	Concrete	1	60.0	7,650.00

Total number of Building Approval Certificates (Unauthorised Structures):

2

\$17,650.00

Total number of Licences/Certificates Reported:

21

\$3,566,326.00

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

Signature

Chantelle Hoffrichter (Case Management Officer) Date 5th July 2023

#### **Building Permits**

#### Building Applications Approved from 1 June 2023 to 30 June 2023

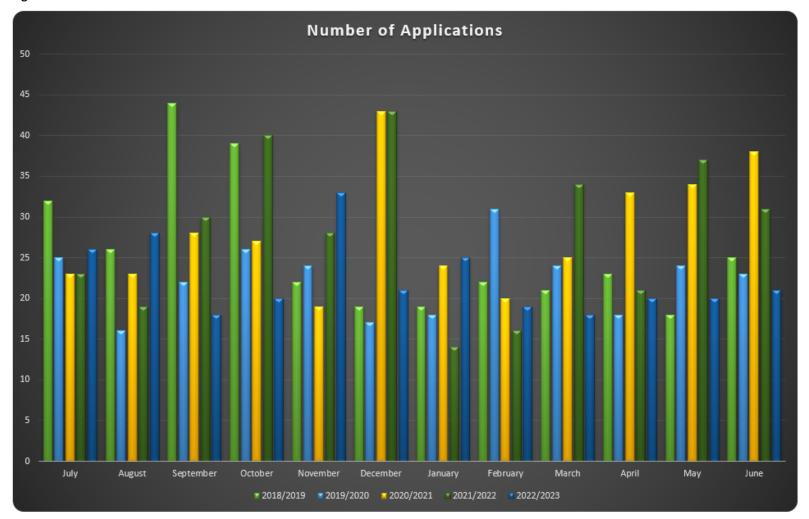
# **MONTHLY BUILDING STATISTICS JUNE 2023**

Month			nuamhar	- 0	ecombar		anuant.		ebruary		March		April		Mane		luna		TOTAL
Violiti Classification	Work	Num	ovember Value	Num	ecember Value	Num	onuary Value	Num	Value	Num	Value	Num	Value	Num	May Value	Num	June Value	Num	Value
1) Dwelling	New	9	\$3,377,274	3	\$946,516	7	\$3,952,894	4	\$1,261,648	3	\$734,000	4	\$478,708	4	\$2,664,000	2	\$1,525,361	48	\$17,896,912
I) Dweining	Alter	2	\$165,000		3540,310	-	\$3,532,654		31,201,046	1	\$40,000	2	\$37,650	2	\$10,000	1	\$60,000	16	\$1,135,152
	Demo	1	\$49,698								\$40,000		\$57,050		910,000		\$60,000	1	\$49,698
	Unauth	3	\$160,000															5	\$200,000
2) Two or more sole	New																	0	\$0
occupancy Units	Alter																	0	\$0
	Demo																	0	\$0
	Unauth																	0	\$0
3) Residential	New																	0	\$0
Building	Alter																	0	\$0
	Demo					1	\$19,800											1	\$19,800
	Unauth																	0	\$0
4) Caretakers	New																	0	\$0
Dwelling	Alter																	0	\$0
	Demo																	0	\$0
	Unauth				4													0	\$0
5) Office Building	New			1	\$246,150									_ 1	\$1,125,931	_ 1	\$416,850	4	\$2,510,931
	Alter	2	\$286,899											l				2	\$286,899
	Demo Unauth	l			<u> </u>									l				0	\$0 \$0
6) Retail	New	-		1	50						_	-		2	\$238,000	1	\$0	6	\$305,000
o) Retail	Alter				30										\$250,000		30	1	\$150,000
	Demo																	0	50
	Unauth																	0	50
7)Carpark or Storage	New	1	\$386,300			2	\$162,000	1	\$155,827	2	\$229,535	2	\$135,061	1	\$188,000	4	\$1,353,965	26	\$6,329,283
, real paint or accordan	Alter		***************************************				4100,000		0100,000		4445,500		4200,002		4200,000		42,000,000	0	\$0
	Demo																	0	\$0
	Unauth																	0	\$0
8) Laboratory/	New									1	\$19,800							1	\$19,800
Workshop	Alter																	0	50
	Demo																	0	\$0
	Unauth																	0	50
9) Health-care,	New							1	\$71,609	1	50							3	\$271,609
Assembly or Aged	Alter																	1	\$1,088,700
care Building	Demo																	0	\$0
	Unauth																	0	\$0
10) Non-habitable	New	13	\$242,198	9	\$144,800	12	\$288,995	10	\$326,800	8	\$328,607	- 8	\$243,600	9	\$210,500	9	\$189,500	120	\$3,050,809
	Alter	l		6	\$56,600	1	\$18,000	1	\$10,000	1	\$7,500	l	4050 00-			_ 1	\$3,000	17	\$182,740
	Demo		****		******	-	das anc	_	4496 995	-	410.000	1	\$350,000	-	f 4 0 F 0 C		*******	1	\$350,000
CIID TOTAL	Unauth	2	\$20,000	1 20	\$10,000	2	\$35,200	2	\$136,000	1	\$50,000	1 47	\$100,000	1	\$10,500	2	\$17,650	14	\$405,350
SUB TOTAL		28	\$4,507,369	20	\$1,394,066	23	\$4,441,689	17	\$1,825,884	17	\$1,359,442	17	\$1,245,019	19	\$4,436,431	19	\$3,548,676	248	\$33,647,333
Unauthorised T	OTAL	5	\$180,000	1	\$10,000	2	\$35,200	2	\$136,000	1	\$50,000	1	\$100,000	1	\$10,500	2	\$17,650	19	\$605,350

Shire of Esperance

#### **Building Permits**

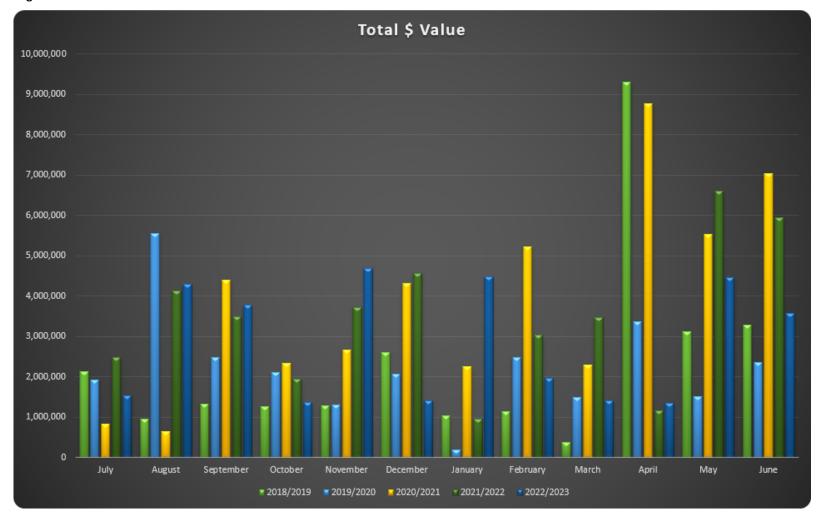
Building Applications Approved from 1 June 2023 to 30 June 2023



**Shire of Esperance** 

#### **Building Permits**

Building Applications Approved from 1 June 2023 to 30 June 2023



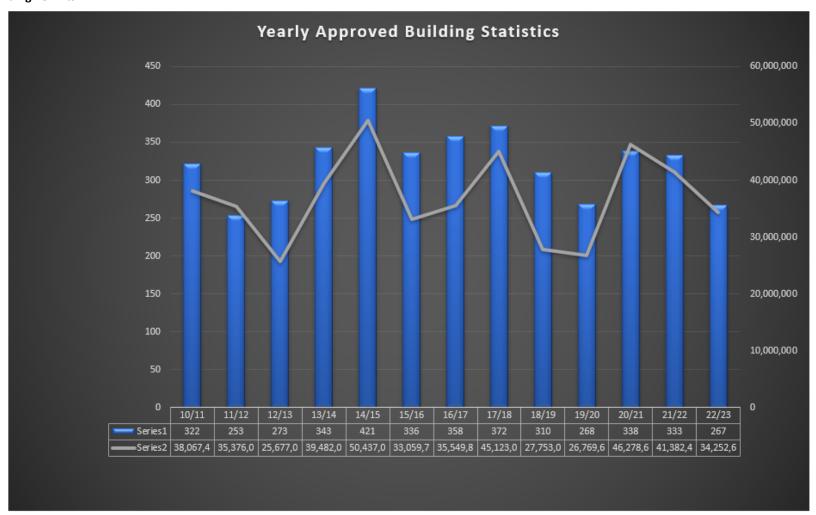
# Shire of Esperance Building Permits

#### Building Applications Approved from 1 June 2023 to 30 June 2023

					Yearly	Comp	arison				
			2018 - 2019		2019 - 2020		2020 - 2021	2	021 - 2022		2022 - 2023
Classification	Work	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value
1) Dwelling	New	33	\$12,193,831	31	\$12,413,292	75	\$30,156,486.00	63	\$21,593,598.00	48	\$17,896,912.00
	Alter	27	\$1,543,310	27	\$1,651,836	29	\$2,452,032.00	31	\$2,876,818.00	16	\$1,135,152.00
	Demo	1	\$8,000	5	\$68,000	7	\$128,500.00	5	\$106,930.00	1	\$49,698.00
	Unauth	7	\$301,000	3	\$329,800	4	\$58,000.00	7	\$316,269.00	5	\$200,000.00
2) Two or more sole	New	0	\$0	0	\$0	0	\$0.00	1	\$0.00	0	\$0.00
occupancy Units	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
3) Residential	New	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
Building	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
4) Caretakers	New	0	\$0	0	\$0	0	\$0.00	1	\$203,163.00	0	\$0.00
Dwelling	Alter	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	Unauth	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
5) Office Building	New	2	\$530,000	2	\$0	4	\$0.00	5	\$748,896.00	0	\$0.00
	Alter	4	\$28,000	6	\$1,699,076	6	\$326,000.00	1	\$160,000.00	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00
	Unauth	0	\$0	1	\$5,000	0	\$0	0	\$0	0	\$0.00
6) Retail	New	2	\$22,000	3	\$88,000	4	\$200,000	10	\$854,102	6	\$305,000
,	Alter	6	\$399,898	0	\$0	8	\$1,255,837	3	\$609,095	0	\$0.00
	Demo	0	\$0	0	\$0	1	\$5,000	0	\$0	0	\$0.00
	Unauth	0	\$0	0	\$0	1	\$18,500	0	\$0	0	\$0.00
7)Carpark or Storage	New	5	\$989,422	6	\$518,584	14	\$2,399,396	36	\$5,010,649	26	\$6,329,283
,,	Alter	2	\$109,700	6	\$2,434,500	4	\$3,780,093	3	\$28,800	0	\$0.00
	Demo	0	\$0	1	\$120,000	1	\$34,760	0	S0	0	\$0.00
	Unauth	1	\$25,000	1	\$50,000	1	\$20,001	3	\$27,000	0	\$0.00
8) Laboratory/	New	3	\$410,500	4	\$1,934,544	7	\$944,742	2	\$313,130	0	\$0.00
Workshop	Alter	0	SO	0	SO	6	\$243,282	1	\$25,000	0	\$0.00
	Demo	0	SO	0	SO	0	\$0	0	SO	0	\$0.00
	Unauth	1	\$3,000	0	SO	0	\$0	0	\$0	0	\$0.00
9) Health-care,	New	1	\$7,954,650	2	\$128,000	7	\$0	0	\$0	3	\$271,609
Assembly or Aged	Alter	8	\$90,900	5	\$1,981,701	1	\$0	1	\$78.827	1	\$1,088,700
care Building	Demo	0	\$0	1	\$19.000	0	\$0	0	\$0	0	\$0.00
	Unauth	0	\$0	0	\$0	1	\$5,000	0	\$0	0	\$0.00
10) Non-habitable	New	122	\$2,423,198	98	\$2,603,490	98	\$3,486,463	139	\$7,912,721	120	\$3,050,809
	Alter	53	\$401,925	47	\$544,727	44	\$555,532	15	\$392,941	17	\$182,740
	Demo	3	\$47,500	4	\$59,300	1	\$89,000	2	\$60,500	0	\$0.00
	Unauth	29	\$271,190	15	\$120,800	14	\$120,000	4	\$64,000	14	\$405,350
SUB TOTAL		272	\$27,152,834	248	\$26,264,050	317	\$46,057,123	319	\$40,975,170	248	\$33,647,333
Unauthorised TO	DTAL	38	\$600,190	20	\$505,600	21	\$221,501	14	\$407,269	19	\$605,350
Totals	J.AL	310	\$27,753,024	268	\$26,769,650	338	\$46,278,624	333	\$41,382,439	267	\$34,252,683

Shire of Esperance
Building Permits

Building Applications Approved from 1 June 2023 to 30 June 2023







Council Plan Summary

June 2023

# People

# A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Ongoing as an opportunity arises. Regular liaison with OIC at Esperance Police over local issues. New CCTV along foreshore is now active. Still waiting on connection of power to Pink Lake Road CCTV before commissioning.	Chief Executive Officer
1.1.2	Implement Stage Two of the CCTV Strategy for the Pink Lake Road Area	Waiting on Horizon power to connect Un-metered Power supplies to CCTV poles along Pink Lake Road	Manager Asset Planning
1.1.3	Implement Stage Three of the CCTV Strategy for the Esperance Foreshore	All cameras commissioned except Jetty end camera and Adventure Playground. Waiting on Port Authority to install pole at the Adventure Playground and contractor to install Jetty camera.	Manager Asset Planning
1.1.4	Advocate for improved access to safe, affordable accommodation and support services for vulnerable people (such as people affected by domestic violence, homeless people, people with mental health issues and young offenders)	Nothing further to report this month.	Chief Executive Officer
1.2.1	Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues.	We continue to advocate to a number of animal welfare organizations to increase their presence in our region this is an ongoing focus.	Director External Services
1.2.2	Provide a fenced dog park at Wildcherry Park	The car park curbing and entry will be completed as soon as possible, weather and contractor dependent.	Manager Parks & Environment

Friday, 7 July 2023 Page 2 of 36

Action Code	Action Name		Responsible Officer Position
		Seating, drinking fountains, signage and landscaping are scheduled for completion in July.	

# 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	Met with Black Dog Institute regarding the commencement of the Suicide Prevention Capacity Building Program in our region. The goal of this federally funded program is to build participants skills in collaboration and coordination, to establish and sustain a local suicide prevention collaborative to collectively reduce suicide deaths and attempts.	Chief Executive Officer
2.1.2	Fund expanded delivery of suicide prevention initiatives through the WA Primary Health Activities Alliance Grant	The WA Primary Health Activities Alliance Grant was finalised on the 31st December 2022 and suicide prevention initiatives were well received and supported by the Esperance Community. The final online course in Mental Health and Wellbeing was offered in December for the Road Transport, Warehousing and Logistics Sector and is facilitated by Lifeline.	Manager Development & Statutory Services
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	GSG power upgrade completion will happen in July.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	Due to commence 2023/2024.	Director Asset Management
2.2.3	Review Graham Mackenzie Stadium Redevelopment plans	This action has been deferred.	Coordinator Projects and Buildings

Friday, 7 July 2023 Page 3 of 36

Action Code	Action Name	Comments	Responsible Officer Position
2.2.4	Provide an extension of the Scaddan Country Club	Council have reassigned the project to the Scaddan Country Club	Director Asset Management
2.2.5	Develop a Bay of Isles Leisure Centre Management Plan	Work is being undertaken in this space. Operations Coordinator is currently attending training in this task and will provide valuable insight into the project moving forward.	Manager Community Support
2.3.1	Design and construct an integrated community and cultural complex in the James Street Cultural Precinct to co-locate the library, museum and visitor centre	The James Street project has progressed well this year. The design has been firmed up and the staging has been agreed to. The business case is being finalized and funding opportunities have been identified.	Director External Services
2.3.2	Facilitate James Street Cultural Precinct Advisory Groups focusing on the requirements for a new library, museum and visitor centre	Throughout the design process the direction from the advisory group has been crucial in ensuring that the end user's needs have been properly considered. As the project moves to the next phase of design, the Cultural Precinct Advisory Group will continue to play a key role.	Director External Services
2.3.3	Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section	Public consultation in regard to the review of the Museum Strategic Plan has closed and consultation input is in the process of collation for future planning.	Library & Culture Coordinator
2.3.4	Review library technology upgrade requirements including the Library Electronic Management System	Large-size tablet has been purchased for e-resource customer education as well as two smaller devices for loan to customers wishing to trial use of e-resources. This is a priority project given the cut in funding by the State Government for the statewide inter-library loan service, forcing customers to increasingly rely on e-resources for future reading needs.	Library & Culture Coordinator

Friday, 7 July 2023 Page 4 of 36

Action Code	Action Name	Comments	Responsible Officer Position
2.3.5	Develop an Events Strategy	Council endorsed the Events Discussion Paper in May.	Manager Economic Development
2.4.1	Explore sustainable funding sources to attract, manage and support local volunteers	With our current overarching 5 year grant focused on managing local volunteers, and two incoming 12 month+ grants focused on attracting and supporting those seeking to volunteer, this action is complete and won't need revisiting until around February next year.	Volunteer Resource Centre Coordinator
2.4.2	Provide standardised induction protocols for Shire volunteers	Standard Operating Procedure for managing staff volunteer hours completed, Volunteer Induction Manual completed, Volunteer Code of Conduct completed.	Manager Human Resources
2.4.3	Explore options to recognise, reward and incentivise volunteers	A grant for Thank A Volunteer Day has become available in June. This grant closes at the end of July. Volunteer Centre staff are planning an event for the annual celebration of volunteers - open to all volunteers in Esperance - and will apply for this \$1,000 grant to do so.	Volunteer Resource Centre Coordinator

# A welcoming, inclusive and connected community

Action Code	Action Name	Comments	Responsible Officer Position
3.1.1	Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners	Placed on hold pending the regulations being provided by State Government to support the new Heritage Act. Attended the Aboriginal Cultural Heritage Act Meeting at the Civic Centre regarding implementation of the Act and Regulations.	Chief Executive Officer

Friday, 7 July 2023 Page 5 of 36

Action Code	Action Name	Comments	Responsible Officer Position
3.1.2	Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week	NAIDOC week will be held from 2 July 2023.	Chief Executive Officer
3.1.3	Facilitate Aboriginal dual naming of significant places	Ongoing as opportunities arise	Director Asset Management
3.1.4	Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories	Not started.	Director Asset Management
3.2.1	Advocate for increased child care services through promotional campaigns	Media campaign and fact sheet developed to encourage Family Day Care as an option in Esperance. GEDC has recently done a study around the child care sector in Esperance and what can be done to increase child care spaces.	Chief Executive Officer
3.2.2	Review youth needs to establish any gaps in youth services and facilities (such as access to drop in spaces, mentoring and mental health support services)	Programs that we have to continue to support Youth include; One & All Community Program Winter Wonderland Edge of the Bay Festival Youth Day Rock'in Roll'in Weekends Christmas Pageant Sports Star of the Year Civic Centre Show Twin Towns Exchange Program	Community Development & Events Manager
3.3.1	Advocate for improved aged care facilities and palliative care	Work is progressing well on upgrading the day care centre at Home Care.	Chief Executive Officer

Friday, 7 July 2023 Page 6 of 36

Action Code	Action Name	Comments	Responsible Officer Position
3.3.2	Advocate for community and care services to support active aging in home	This is ongoing with Home Care providing access to affordable care services to assist the community members to stay independent whilst remaining in their homes as long as it is safe to do so. We work with other agencies in the community with weekly hospital discharge meetings (and additional mid week hospital catchups) to prepare for safe discharge of clients or new clients needing services; monthly meetings with Palliative Care team and ongoing engagement with NDIS providers. We have recently started to attend a new monthly catch up with the Hospital and Aged Care Facility regarding clients who are awaiting a placement in the nursing home.	Manager Aged Care & Disability Services
3.3.3	Upgrade Esperance Home Care Centre	Project progressing ok, wet weather has hampered the brick work.	Director Asset Management
3.3.4	Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff	Home Care supports flexible working arrangements where possible by offering flexible start/finish times in order to meet the personal needs of staff and well as working from home opportunities, provided that the arrangement suits both parties and does not negatively impact on the delivery of services. This is only available for positions which do not involve customer service (most positions at EHC are customer service roles).  Additionally Home Care provides options for some positions to work school hours which enables the staff member to have a good balance between work and family responsibilities.	Manager Aged Care & Disability Services

Friday, 7 July 2023 Page 7 of 36

Action Code	Action Name	Comments	Responsible Officer Position
3.3.5	Review NDIS registration arrangements for Esperance Home Care	This has been pushed out to next financial year.	Manager Aged Care & Disability Services
3.3.6	Partner with local service providers to develop a campaign to attract community support workers to address current staff shortages	In June the manager was invited to attend a Care Manager Day in Perth to discuss options - unfortunately with only a week's notice this was not manageable and there was no option to remote in to the session, we are still awaiting any follow up from this. We are looking at extending the variety of roles within the work to see if this can ease the needs in some areas, for example advertising for a role which only works school hours.	Manager Aged Care & Disability Services
3.3.7	Advocate for local shops, hospitality and entertainment venues to improve access and employment opportunities for people with disability	Ongoing as an opportunity arises. Current Disability Access and Inclusion Plan outlines the actions the Shire is progressing. Forms part of business as usual when discussions happen with building development applications.	Chief Executive Officer
3.3.8	Provide appropriate level of ACROD parking bays	Progressing, assessments are being made on specific sites triggered by general requests or as a part of designs at specific locations	Manager Asset Development
3.3.9	Provide improved beach access for people with disability	No updates this month.	Director Asset Management
3.3.10	Implement actions and initiatives resulting from DAIP discussions and forums	Annual Report being completed.	Manager Community Support

Friday, 7 July 2023 Page 8 of 36

#### **Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU1.1.1	Community Development	For the last 3 months the Community Development focus has been: Winter Wonderland Community Grants program Showcase in Pixels Civic Centre Shows Twin Towns Student Exchange Program  Also Supported Club Land Reconciliation Week National Volunteer week Taste of Esperance Youth week ANZAC Day Tour De Esperance	Community Development & Events Manager
BAU1.1.2	Seniors Services	The Agreement to pay the Senior Citizen Centre transitional payments has ended. Support is ongoing to provide advice on overall management and ideas, when required.	Manager Community Support
BAU1.1.3	Esperance Home Care	Staff within Home Care continue to be operating at capacity and whilst the client waitlist was reduced earlier in the year is building again. We will continue with our constant recruitment and training. Within the Admin area we have adjusted some roles and recruited new staff for most that are leaving with training in its early stages for these. The Manager was able to attend a week of fully funded training for	Manager Aged Care & Disability Services

Friday, 7 July 2023 Page 9 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		the Management of Rural and Remote aged Care Services. This now has 8 weeks of mentoring sessions with tasks to complete to assist with the learning process and service management. The course also allowed for networking and contact building.	
		We have been building our networking at a local level also, with meetings with both the Department of Health and Aged Care Facility in order to facilitate better outcomes for locals or to further specific programs.	
		We continue to keep informed about the seemingly ever-changing landscape of compliance and regulations within the Aged Care Sector and will be working towards major changes to come in 2024/25 when we are due to have a new Aged Care Act and National Standards.	
BAU1.1.4	Bay of Isles Leisure Centre	Staffing levels have improved with appointment of a third Pool Operator who is acting as the Aquatic Supervisor; and a casual Admin Support Officer to assist with Maternity Leave.  Friday night opening of the GMS has seen steadily increasing numbers with the opening extending over the school holidays to two additional days per week.	Manager Community Support
BAU1.1.5	Esperance Civic Centre	April - May 2023 Quarter has been steady. With a few moments of chaos, and also plenty of down time. School holidays are always quieter for the Civic Centre, and Winter is always quiet in Esperance. We have had 12 (Esp Civic Centre) Shows and only two Venue Hire Shows/Performances (Celtic Illusions	Civic Centre Supervisor

Friday, 7 July 2023 Page 10 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		and Cirque Mother Africa)  We have welcomed a new staff member, who is looking after marketing and admin.	
BAU1.1.6	Esperance Public Library	During the extensive rainfall experienced in Esperance in June, leaking occurred in an office that caused the demise of 2 staff computers and the airconditioning unit. Several other leaks occurred in the main library area. Changes to the funding of the statewide interlibrary loan service are forcing staff to re-assess how they can continue to best meet customer reading needs into the future. New digital devices and a dedicated customer education program is being rolled out to encourage customers to adopt use of eresources as an alternative to print resources and the library's popular Tech Help service is busy helping customers with a variety of digital matters and the monthly Tech Talk Tuesdays are well attended. Early Literacy initiatives through Rhymetime, StoryTime and regular school visits are having a positive impact through an increase in young reader loans and requests for recreational and project reading materials.	Library & Culture Coordinator
BAU1.1.7	Esperance Museum	Public consultation in regard to the review of the Museum Strategic Plan has finished and responses are being collated to assist future planning. During the inclement weather in June many leaks occurred in the Museum main hall; many of these are ongoing but some are in new locations. Following the success of the Cultural Officer's visit to the Albany Library in June to observe the operations and services of their Local History Collection, a further three visits to other	Library & Culture Coordinator

Friday, 7 July 2023 Page 11 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		libraries with local history collections are being arranged for September. The museum will be closed for the month of August to allow for more building maintenance works, also due to the ongoing lack of volunteers to keep the museum open to the public during the colder months. The museum will reopen to the public in September and another Volunteer Appeal will be organised.	
BAU1.1.8	Volunteer Resource Centre	It has been an incredibly busy quarter at the Centre: we welcomed a new staff member; we obtained a \$100k Federal Grant; we obtained a \$25k State Grant; and we celebrated our most well-attended National Volunteer Week to date.	Volunteer Resource Centre Coordinator
BAU1.1.9	Esperance Skate Park	Still working on delivering a toilet for the skate park.	Director Asset Management
BAU1.1.10	Ranger Services	A review of the Ranger Services structure has been finalised and additional ranger resources allocated to service the community needs. A operational plan has been developed to facilitate the implementation of a continuous quality improvement process across the ranger services department.	Manager Development & Statutory Services

Friday, 7 July 2023 Page 12 of 36

# 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	ETNTAC and traditional owner engagement is ongoing. Traditional owners have been consulted on site to provide operational advice and guidance to Asset Management projects.  ETNTAC Rangers have been assisting in rehabilitation activities at Twilight Beach following the fire.	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	Due to commence 2023/2024.	Manager Parks & Environment
4.1.3	Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach	Due to commence 2023/2024.	Manager Parks & Environment
4.1.4	Review the Coastal Management Plan	The review of the coastal management plan is continuing with the desktop review and report currently under review with the consultants. Once the desktop review is complete the detailed review will commence including community consultation, site visits and consultation with partners and key stakeholders.	Manager Parks & Environment
4.1.5	Implement the Dempster Head Management Plan	Works are ongoing at Dempster Head.	Manager Parks & Environment
4.1.6	Evaluate the sand back-passing trial at Bandy Creek Boat Harbour to establish if this solution will help to manage beach erosion in Esperance Bay	Design for the pipeline has been completed and reviewed. The pipe is being delivered in July.	Director Asset Management

Friday, 7 July 2023 Page 13 of 36

Action Code	Action Name	Comments	Responsible Officer Position
4.1.7	Implement the Lake Monjingup Reserve Management Plan	No further comments to report for this month.	Manager Parks & Environment
4.1.8	Provide a new Weed Management Strategy	Due to commence 2023/2024.	Manager Parks & Environment
4.1.9	Stay informed about the State's plans for a Marine Park and keep the community informed	Awaiting the socio-economic assessment and also the release of the draft sanctuary zones to understand the impacts to the Esperance community.	Chief Executive Officer
4.2.1	Provide a new Trails Master Plan	On hold due to resources.	Director Asset Management
4.2.2	Upgrade Piggery Mountain Bike trails - stage 1	Have gone back to trail building companies to seek assistance.	Director Asset Management

#### Shared responsibility for climate action and sustainability

Action Code	Action Name	Comments	Responsible Officer Position
5.1.1	Provide a carbon emissions audit to get a baseline measure and enable realistic targets to be set	Carbon Audit complete, working on proposed reduction targets.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	Have engaged Griffs Electrical and their specialist solar sub contractor to review both solar systems and develop monitoring and maintenance systems as Balance will not respond to requests.	Manager Asset Planning
5.1.3	Facilitate adoption of best practice energy efficiency measures across all council buildings,	Changes to building will be assessed on case by case basis and as opportunities arise.	Chief Executive Officer

Friday, 7 July 2023 Page 14 of 36

Action Code	Action Name	Comments	Responsible Officer Position
	and support community facilities to adopt these measures		
5.1.4	Trial eco-friendly vehicles as options become viable	Introduction of Hybrid Vehicles as replacements proving successful and adopted by Home Care and Admin vehicles. The replacement of Hyundai diesel i40 vehicles with the Toyota Rav 4 Hybrids has a dramatic uplift in resale value, serviceability, replacement cost and just a better all-round vehicle in every way. Full electric vehicles have limitations in a remote country town with the current infrastructure. This also would have a flow on effect for productivity, serviceability and inconvenience to users, especially on longer trips.	Technical Officer Fleet
5.1.5	Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables	Supported Horizon Power with install of EV station at RSL carpark. Participated and hosted the Tesla EV as part of the promotion of EV's in remote area with GVROC.	Chief Executive Officer
5.2.1	Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO)	Funding has been secured from the Better Bins Plus Program for a percentage of the bin roll out, however work is on hold while Myrup Waste Management Facility is built.	Manager Development & Statutory Services
5.2.2	Provide a Community Drop Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management	Planning and design is progressing with consultants and Asset Management.	Manager Development & Statutory Services
5.2.3	Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy	In June, our Waste team liaised with Recycle Right who updated their app and website to include content specific to Esperance. Plastic Free WA came to town to work with local businesses for education on the State	Manager Development & Statutory Services

Friday, 7 July 2023 Page 15 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		Governments Plastics Ban. We also worked with her on ideas for becoming more sustainable at our upcoming Shire events, including Winter Wonderland and Edge of the Bay.  Our Waste Education Officer visited Nulsen PS and Castletown PS to get them started on the accreditation process to become recognised as Waste Sorted Schools. She also ran a waste audit and delivered a waste education workshop to students K-6 at Condingup PS.	

# 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	MAF funding acquitted, with the return of minimal funds. New application has been completed and submitted with further works identified. Bio Diverse Solutions has completed contour mapping for three sites of increased risk around the Esperance town site.	Manager Community Support
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Working on delivery of a tank and standpipe for intersection of Fisheries Road and Dempster Road.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	Met with St Johns Operations Manager around the transition of the Esperance ambulance service from volunteers through to a hybrid model with 4 paid paramedics.	Chief Executive Officer

Friday, 7 July 2023 Page 16 of 36

#### **Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU2.1.1	Waste Management	The Waste Management Team continues to actively educate the community on improving waste diversion rates and to promote a circular waste economy. Current programs include waste education workshops in local schools, support for local schools to achieve Waste Sorted School accreditation, use of Teracycle boxes for harder to recycle items and tours through the Wylie Bay Recycling Facility. A waste audit and educational workshop was also held in June at Condingup Primary School.	Manager Development & Statutory Services
BAU2.1.2	Environmental Health	Health forms and guidelines have been finalised including event management. Officers have completed inspections of food businesses, effluent systems, public buildings and lodging houses.	Manager Development & Statutory Services
BAU2.1.3	Emergency Services	Fire Break Notice information has been updated and improved. MAF funding submitted. Training delayed in some areas due to DFES industrial action limiting availability of trainers. Some training being managed locally where possible.	Manager Community Support

Friday, 7 July 2023 Page 17 of 36

# Place

# Responsible planning and development

Action Code	Action Name	Comments	Responsible Officer Position
7.1.1	Design and Construct Flinders Subdivision stage 3 and 4	Flinders Stage 3 - Design review comment have been given. Flinders Stage 4 - Final handover in July, a tender for the sale of the blocks has also been released.	Director Asset Management
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	Received advice that Telstra had entered into an agreement with Starlink to offer voice only and voice plus via Low Earth Orbit (LEO) satellite technology.	Chief Executive Officer
7.1.3	Develop an Esperance Cemetery Master Plan	With the Cemetery Working Group.	Director Asset Management

# Access to adequate, safe and affordable housing for everyone

Action Code	Action Name	Comments	Responsible Officer Position
8.1.1	Advocate for more social and low-income housing for vulnerable people (including seniors, people with disability and low-income earners)	Development WA have advised that planning and surveys have been completed on the Victoria St site. Engineers have been engaged to prepare a design. Development WA propose that the lot will be transferred to their Housing Delivery Unit to procure a Community Housing Provider for the site.	Chief Executive Officer
8.1.2	Advocate for a new lifestyle village for seniors	Nothing further to report this month.	Chief Executive Officer
8.1.3	Advocate for greater availability of housing to meet community needs (e.g. land and property	Tender currently open to sell Flinders Stage 4 lots. Final design work being undertaken by GHD for Flinders	Chief Executive Officer

Friday, 7 July 2023 Page 18 of 36

Action Code	Action Name		Responsible Officer Position
	owners to build apartments, villas, units, and mixed use developments) including engagement with State Government on housing management practices (e.g. GROH housing)	Stage 3 lots before the construction work can be tendered.	

#### Attractive and welcoming places

Action Code	Action Name	Comments	Responsible Officer Position
9.1.1	Implement the CBD Concept Landscaping Design	Local business continues to work on a concept design for a custom bin surround and planter box representative of Esperance. Staff are working on timber selection and layout for the partition to be installed in the centre of the CBD medians to direct pedestrians to established crossing points, and discourage walking through the garden beds. It is anticipated that the partition will be installed in during Winter 2023.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Continue to work with Main Roads WA	Director Asset Management
9.2.2	Facilitate more tree planting across the Shire	The Street Tree Strategy is currently out for public comment. The strategy sets the framework and guide to support the goals and aspirations to increase street tree planting across the shire. The Parks and Reserves Team have a winter street tree planting program scheduled.	Manager Parks & Environment
9.3.1	Implement Civic Centre improvements	Working out timing to deliver the toilet refurbishment.	Director Asset Management

Friday, 7 July 2023 Page 19 of 36

Action Code	Action Name	Comments	Responsible Officer Position
9.3.2	Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025	The new playground at Treasure Road park and Gibson Oval have been opened to the public. At the time of installation, the bouldering unit at Treasure Road park was the second of its type to be installed in WA. The 39 tonne granite boulder from which a tunnel slide originates is also a custom design, unique only to Esperance. Gibson Oval playground is based around a custom 6 meter high windmill, with a fully functioning Southern Cross wind wheel, climbing ropes, and stainless steel tunnel slide.	Manager Parks & Environment
9.3.3	Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025- 2035	Parks and Reserves staff are reviewing the current Playgrounds and Public Open Space Strategic Plan. Budget allocation is also under review due to significant price increases since the Playgrounds and POS budget was adopted in 2015.	Manager Parks & Environment

# Safe, affordable, accessible and sustainable transport systems

Action Code	Action Name	Comments	Responsible Officer Position
10.1.1	Implement the Esperance 2050 Cycling Strategy	As part of budget. The next year will deliver a shared path along Harbour Road between Shelden and Norseman Roads.	Director Asset Management
10.1.2	Construct sealed shoulders along the tourist loop and Fisheries Road (Norseman Road to Dempster Road) to improve safety for cyclists and vehicles		Manager Asset Operations

Friday, 7 July 2023 Page 20 of 36

Action Code	Action Name	Comments	Responsible Officer Position
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings	Road Safety Audit complete, in the process of submitting a Black Spot funding application.	Director Asset Management
10.2.1	Develop a Road Safety Strategy	On Hold due to resources.	Director Asset Management
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	Have reviewed Main Roads WA design for South Coast Hwy intersection upgrades for Bukenerup and Collier Roads.	Director Asset Management
10.2.3	Partner with Main Roads WA to undertake a Corridor Upgrade Plan for Harbour Road from Mungan Street to Barney Hill, including South Coast Hwy Intersection upgrade, Pink Lake Road Intersection Upgrade and the Barney Hill Realignment	Main Roads WA have been undertaking traffic and intersection studies in June.	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program		Manager Asset Operations
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	As part of budget program. Will work to deliver a long vehicle parking at the corner of Windich and Forest Streets this coming budget.	Director Asset Management
10.3.2	Pursue opportunities to secure land to link Dempster Street and RSL public car parks	Due to commence 2023/2024.	Director Asset Management
10.3.3	Investigate options to accommodate additional parking within the verge area between The Esplanade and Yacht Club	This action is not due to start.	Director Asset Management

Friday, 7 July 2023 Page 21 of 36

Action Code	Action Name	Comments	Responsible Officer Position
10.3.4	Provide concepts for parking improvements around Forrest Street	Feature survey works are still yet to be undertaken as resources have been focused on construction project support.	Manager Asset Development
10.4.1	Support a public bus service trial	Trial currently being undertaken with commitment from PTA until 30 June 2023.  Meeting with PTA on 11th July to review previous 12 month data and determine the next steps.	Chief Executive Officer
10.4.2	Investigate options for local ride share services	Ride-share operators currently operating in Australia have been approached. All major players have advised that Esperance is too small and remote to meet their current guidelines. One boutique operator is considering the town further and will advertise for driver interest if they decide to proceed.	Manager Economic Development
10.4.3	Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)	The scope to appoint a consultant to undertake a comprehensive Business Case for the upgrading of the runway and associated infrastructure is continuing to be finalised.	Manager Economic Development

#### **Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU3.1.1	Esperance Cemetery	No issues with the Cemetery operations	Director Asset Management
BAU3.1.2	Fleet Management and Fixed Plant	Dozer requires Engine replacement and blade overhaul. Maintenance continues to be carried out as required.	Manager Asset Planning

Friday, 7 July 2023 Page 22 of 36

Action Code	Action Name	Comments	Responsible Officer Position
BAU3.1.3	Development	Engagement of Qualified Building Surveyor is an ongoing issue. A casual building surveyor has been engaged to address the skills shortages within the team.	Manager Building, Planning & Land Projects
BAU3.1.4	Building Maintenance	Lack of resources caused delay in progressing some of the planned maintenance projects. These projects will be carried over to next year and with the structural changes with the appointment of a Coordinator Build Maintenance and Project and Project Administration Officer will ensure these are completed in a timelier manner.	Manager Asset Planning
BAU3.1.5	Asset Management	Infrastructure asset condition audit commenced. Unit Rate table updated to enable asset valuation to be completed. GIS system implemented - working with ESRI to develop initial projects, including transferring Intramaps to ESRI platform.	Manager Asset Planning
BAU3.1.6	Parks and Reserves	Parks and Reserves have been managed and maintained as per schedule.	Manager Parks & Environment
BAU3.1.7	Roads, Drains and Footpaths		Manager Asset Operations
BAU3.1.8	Airport	A business case is being developed for upgrading the main runway.  Budget Car Rental have advised that they will be recommencing operations in early July.  Fly Esperance has relocated their operations to the airport.	Manager Economic Development

Friday, 7 July 2023 Page 23 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		Passenger traffic through the airport continues to be very strong. Discussions have been had with DFES regarding looking for improvements to working conditions for their volunteers when servicing water bombers.	
BAU3.1.9	Drafting and Surveying	Design works nearing completion on final current year projects, majority of Grant funded construction projects for next FY are done also.  Some newly introduced projects for upcoming year are still to be undertaken.	Manager Asset Development
BAU3.1.10	Land and Property	Applications processed in accordance with established planning framework.  Amendments 8 and 9 are with the WAPC after advertising.	Manager Building, Planning & Land Projects
BAU3.1.11	Depot and Stores		Manager Asset Operations
BAU3.1.12	Transport Licensing	Similar to the Finance Department, licensing has had its fair share of challenges as well with unusually high employee turnover. On the positive side it appears the commission received will slightly exceed budget expectations.	Manager Financial Services
CEOKPI22.1	Refurbish CBD Christmas Lights	Complete, will undertake an audit of the lights for next Christmas	Director Asset Management

Friday, 7 July 2023 Page 24 of 36

# **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 this month.	Chief Executive Officer
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	Letter sent to Minister Buti from the Shire President requesting a meeting regarding the condition of Esperance Senior High School.	Chief Executive Officer
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	James Street precinct detailed design may instigate usage of the new buildings.	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	A workshop to assist local businesses to understand the process and opportunities available through the DAMA was held in June.  Given the review conducted in 2022 is still yet to be signed off by the Federal Government, there is no plan to conduct an annual review in 2023. Appropriate timing for the next annual review will be determined once the last review is formalised.	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	Development of a new economic development plan has commenced.	Manager Economic Development

Friday, 7 July 2023 Page 25 of 36

Action Code	Action Name	Comments	Responsible Officer Position
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	Continued to work with and provide information to industries who wish to establish projects in Esperance. Supported Rare Foods Australia with an extension of their lease for Lot 50 Wylie Bay Rd to allow them more time to proceed with their abalone project.	Chief Executive Officer
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects	Nothing further to report this month.	Chief Executive Officer
12.1.4	Participate in the Small Business Friendly Initiative	Small Business Friendly Approvals Program reforms are being implemented. A new event guide and forms has been finalised. Environmental Health forms have been streamlined and guidelines for food businesses developed.	Manager Development & Statutory Services
12.1.5	Advocate for a shared work space facility in Esperance where start-ups, small businesses and visitors can be co-located to network and support one another	Nothing to report this month	Manager Economic Development

# A vibrant and welcoming tourism destination

Action Code	Action Name	Comments	Responsible Officer Position
13.1.1	Implement the Esperance Tourism Strategy	With the appointment of a new Esperance Tourism development Manager the focus has been on bringing him up to speed with current projects and actions.	Manager Economic Development
13.1.2	Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback	The Tourism Development Manager operates under contract with Australia's Golden Outback and has been in place since early 2022.	Manager Economic Development

Friday, 7 July 2023 Page 26 of 36

Action Code	Action Name	Comments	Responsible Officer Position
13.1.3	Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities (eg. Esperance Airport)	Uptake of Airport billboard has been steady. We will continue to monitor this as to how much advertising we do to promote.  A Local real estate agent saw one of our advertisers promote their Airport advert on Facebook. They called the Media Team for information on prices and locations. This information was provided for consideration.	Manager Marketing & Communications
13.2.1	Advocate for development of a 4 to 5 star accommodation offering	The need for this is high on the priority list with Tourism WA. Recent study by Tourism WA has identified a suitable site to investigate further.	Chief Executive Officer
13.2.2	Implement the recommendations from the Tourist and Worker Accommodation Study	Nothing to report this month.	Manager Economic Development
13.2.3	Advocate for Traditional Owners to develop and promote cultural heritage tourism activities	Nothing to report this month.	Manager Economic Development
13.2.4	Advocate for the development and promotion of tourism experiences	The new Esperance Tourism development Manager commenced in June. Work continued on strategic accommodation sites with Tourism WA.	Manager Economic Development
13.2.5	Develop wayfinding and interpretive tourism signage	Not started due to resources.	Director Asset Management

Friday, 7 July 2023 Page 27 of 36

#### **Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU4.1.1	Tourism	Tourism numbers started to fall towards the middle of May - which is later than normal. Numbers in town are still strong for this time of year.  We are still receiving interest from developers in investing into new, expanded and upgraded accommodation facilities.	Manager Economic Development
BAU4.1.2	Economic Development	The final blocks at Shark lake Industrial park continue to settle. Planning for Stage 2 is now underway. The next release in Flinders (Stage 4) has just been released for tender with construction now finalised. Assistance continues to be provided to major businesses investigating options in Esperance, including one that provided a briefing to Council on its proposed operations and several that are focused on tourist accommodation.	Manager Economic Development
BAU4.1.3	Town Centre Development	As per budget, working on undertaking a fencing and planting program this winter.	Director Asset Management
BAU4.1.4	Esperance Visitor Centre	The Visitor Centre has continued to welcome high numbers of people through the doors, with 2022/23 being the first time over 100,000 door entries has been recorded since 2018/19. Sales of souvenirs and National parks Passes were at record levels for the financial year while accommodation and tour bookings were also significant. Customer ratings of the level of service received continue to very positive. A sundowner was organised for the industry to celebrate the end of the peak season at Cindy Poole's Glass	Manager Economic Development

Friday, 7 July 2023 Page 28 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		Gallery, this also doubled as an industry farewell function for the Esperance Tourism Development Manager.  With the onset of the quiet season the Visitor Centre has recommenced familiarisation visits to ensure that they stay up-to-date with the offerings in the region.  The Manager Economic Development also visited the visitor centres in Norseman, Kalgoorlie and Coolgardie while attending the recent WA Tourism Conference that was held in Kalgoorlie to improve relationships with neighbouring visitor centre staff. The conference also included a specific visitor centre breakout session that enabled information and ideas to be shared across the network, with approximately 50 of the state's visitor centres being represented.	

Friday, 7 July 2023 Page 29 of 36

# 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	Reviewed Council Plan has been endorsed by Council. Awaiting finalised financial information for inclusion. Preparation of Annual Report to commence in July.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Monthly Pulse 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	A rating initiative to reduce the Asset Management Gap is being incorporated to the Long Term Financial Plan (LTFP) as determined in Budget discussions. Aiming to present the updated LTFP for Council approval during the July OCM.	Director Corporate and Community Services
15.1.2	Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms)	To improve the Payroll entry process in Authority, Civica has been tasked to implement Work Patterns and Online Leave. The project will start mid August due to Civica availability.	Manager Information Services

Friday, 7 July 2023 Page 30 of 36

# A well informed and engaged community

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Implement the Communication and Engagement Strategy	Communication is defined as: The process of exchanging thoughts, ideas, facts, emotions and opinions between two or more people.  We see the overarching role of communication as reinforcing the link between the Shire and our community. Success is dependent upon effective approaches to genuinely engage the community. The results of this will be a human, open and honest relationship between the Shire as an organisation and the people we serve. The below information is data the Media Manager has on hand, and doesn't include data or events managed by other areas in the Shire.  We continue to monitor the ways we engage with the community, making sure we provide a variety of methods so our community can participate. Social Pinpoint is our online engagement platform with more people learning and utilising this site. Over the past 12 months, we have also used Facebook to do two informal polls – the feedback was vital to finishing off these projects.  With any online consultation, we always aim to balance online with in-person options. In-person consultation has been successful with the Museum Strategic Plan Review, Community Scorecard and Wards Review.	Manager Marketing & Communications
		Esperance Facebook page now has 10,503 followers a 4.6% increase, and Instagram has a steady increase of	

Friday, 7 July 2023 Page 31 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		5.5% with over 2,300 followers. The Media Team constantly reviews how we utilise these two platforms. We understand that a majority of our followers on both platforms are Women, aged between 25-45. Facebook is our largest platform for reaching the Esperance region. Research shows the key takeaway from why people use Facebook is that brands need to focus on a sense of family and community to find footing on this platform. Over the coming year, we will continue to monitor and evaluate how we engage online with other demographics, Male and Youth, and what resources we will need to communicate wider.	
		Work continues on our new Shire of Esperance website. We are working with Market Creations on building a customer friendly site. This will have better search functions, easier to find forms and information sheets, and a number of modules that will streamline road notifications and latest news. The customer (our residents) will always be front of mind when creating this site.	
		The Corporate Banding and new Style Guide is almost complete. We have cleaned up the Shire logo (removed one wind turbine, cleaner font, added gold field and updated new tag line Together, we make it happen). Once complete in July, we will create and roll out new templates across the organisation.	
		Media Staff took part in crisis communications, completing their Introduction to AIIMS training. This	

Friday, 7 July 2023 Page 32 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		workshop was fantastic in explaining the structure of emergency incidents, and the expectations of each area, including media. We were also invited to a prescribed burn training weekend, where we got to experience the Incident Communications Vehicle in action. Our team gained confidence and understanding, and came in handy on a number of occasions throughout the later part of the year.  Media and Communications will always be learning and shifting with the times. Our Department now has a good foundation, but we can never rest on this. We need to keep being flexible, we need to keep meeting and communicating with our communities where they are.	
16.1.2	Provide a new website with improved functionality	Work will begin on the development of the new website in July 2023. Until then, the current website will continue to be maintained, with old and unused documents and pages archived / deleted.	Manager Marketing & Communications
16.1.3	Provide regular forums and events to inform and engage the community about local issues and council decisions (such as pop-up booths at local community events)	Nothing further to report this month.	Chief Executive Officer
16.1.4	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Catalyse are on track to deliver the report by 30 June.	Manager Marketing & Communications

Friday, 7 July 2023 Page 33 of 36

#### **Business as Usual**

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.1	Governance	Advice received from the Joint Standing Committee for the Dog and Cat local laws, notification of undertakings to be presented back to the Committee and advertising for amendments to the local laws to occur in July. Cemeteries local law endorsed by Council. Annual review of delegations and authorisations undertaken and endorsed by Council in June. Documentation to be prepared and sent to staff in due course. Received advice from the DLGSC that our Ward and Representation review has been gazetted on 30/06/2023, finalising the process. Continuing to promote the Returning Officer position as still currently vacant.	Governance & Corporate Support Coordinator
BAU5.1.2	Corporate Support	Last uniform orders have been processed for 2022/23, with most coming in prior to 30 June. Insurance renewal has now been finalised for 2023/24. Various lease inspections undertaken, including Rotary, Men in Sheds, Greater Sports Ground Clubs, Mechanical Restoration Group and Esperance Pistol Club. Management Order amendments finalised for Dempster Head and the Yacht Club.	Governance & Corporate Support Coordinator
BAU5.1.3	Finance Management	Finance team has had many challenges this year with unusually high employee turnover. Staff have had to work extra shifts and have to assist in areas outside of their own area to ensure that all tasks were met.	Manager Financial Services

Friday, 7 July 2023 Page 34 of 36

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.4	Project Management	In Progress	Coordinator Projects and Buildings
BAU5.1.5	Human Resources	Last quarter of very satisfying year. Team effort - new EBA, Job Classification process, new Performance Appraisal system, Incident Reporting system and Big Red Sky recruitment platform.	Manager Human Resources
BAU5.1.6	Risk Management	No change	Manager Human Resources
BAU5.1.7	Information Services	This quarter saw several IT staff on leave which meant a hold on several ongoing projects, however we were able to source a contractor with significant IT experience to cover the shortfall. This enabled some long term projects to be implemented in that time, such as internal Vulnerability Scanning and new Remote support software. They also performed an audit of our internal systems and provided suggestions on what to improve.	Manager Information Services
BAU5.1.8	Customer Service		Chief Executive Officer
BAU5.1.9	Media Relations	The Shire Media team released 12 Latest News articles during June. Released on the Shire website, social media and sometimes included in the Shire Flyer, topics cover: Twilight Fire Bringing the Dunes Back Better, Road Notifications x5 – Closures & Tonne Limits, Civic Centre Artistry All Over, New Banners, Street Tree Management, and Great Response to Community Scorecard.	Manager Marketing & Communications

Friday, 7 July 2023 Page 35 of 36

Action Code	Action Name	Comments	Responsible Officer Position
		During June the Shire received 13 Media Enquiries, with 21 questions asked. Topics that were covered include Proposed Marine Park Socio-Economic Assessment Request, Tiny Houses on Wheels, Finance queries, CEO Interview regarding Family Day Care and the Esperance Cemetery Master Plan.	
		The Media Officer works closely with both the media and staff to get relevant information to the outlets as soon as practicable. 49 stories appeared across print, radio and online. This had a cumulative audience reach of 1,630,966, and editorial media value of over \$227,404.	
		Distribution of Shire Flyer continues with the eNewsletter getting formatted to a flyer and delivered to participating local shops. 1,074 subscribers receive the fortnightly newsletter directly to their inbox and we print an additional 479 copies. These are delivered to participating shops.	
		The media team works with every area of the organisation to have promotional and notice adverts published in a number of newspapers and also posted on the Shires social media platforms. Adverts, both promotional and printed in March totalled 87 for the month of June.	
BAU5.1.10	Tenders and Contracts	As required.	Director Asset Management

Friday, 7 July 2023 Page 36 of 36





Annual Road Program

Quarterly Report

Q4 2023

Road Program Quarterly Report Q4 2023

# Place

# **Business as Usual**

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

Task Name	Progress	Status
Alexander Road - Fisheries Road to Merivale Road - Gravel Resheet	100%	Completed
Anderson Street (Gibson) - Jenkins Street to Walker Street - Reconstruction	100%	Completed
Bandy Creek Road - Shoulder Sealing	20%	Ongoing
Bore Construction	10%	Ongoing
Cascade Road - South Coast Hwy to Roberts Road - Reconstruction	85%	Ongoing
CONSTRUCTION - Lease Road Fuels Depot Access at Brazier Street and BP Entrance	0%	Not Started
CONSTRUCTION - Roundabout Esplanade Intersection at Norseman Road and Dempster Street	100%	Completed
Dempster Street - Asphalt	100%	Completed
DRAINAGE WORKS - Brockman Street between Brockman Pump and Taylor Street	0%	Not Started
DRAINAGE WORKS - Woods Street and Simpson Street	100%	Completed
Fisheries Road - Bandy Creek Bridge - Asphalt Reconstruction	100%	Completed

Friday, 7 July 2023 Page 2 of 5

# Road Program Quarterly Report Q4 2023

Task Name	Progress	Status
Fisheries Road - Daniels Road to Alexander Bay Road - Reconstruction	60%	Ongoing
Fisheries Road - Pavement Rehab	85%	Ongoing
Fisheries Road / Bandy Creek Road - Turning Lanes	35%	Ongoing
Fisheries Road Turning Lanes	25%	Ongoing
FOOTPATH CONSTRUCTION - Bandy Creek Road between Fisheries Road and Cycle Path	75%	Ongoing
FOOTPATH CONSTRUCTION - Senior Citizens Mobility Access between Forrest Street to Opposite Woollies	100%	Completed
Goldfields Road - Asphalt	100%	Completed
Gravel Resheet - Old Smokey Road - South of Lake to Plowman Road	100%	Completed
Gravel Resheet - Plowman Road - East of Floodway to Backmans Road	100%	Completed
Gravel Resheet - Ridgelands Road - Floodway to Howick Road	100%	Completed
Grigg Road - Lake Catchment to Belgian Road - Construction Widening	15%	Ongoing
Grigg Road - Lake Catchment to Belgian Road - Construction Widening	20%	Ongoing
IMPROVEMENT - CBD Streetscape at Dempster Street and The Esplanade	10%	Ongoing
Jane Street - New path	100%	Completed

Friday, 7 July 2023 Page 3 of 5

# Road Program Quarterly Report Q4 2023

Task Name	Progress	Status
Kendall Road - East of School to Logan Road - Limestone Resheet & Seal	100%	Completed
KERBING WORKS - Various Areas	75%	Ongoing
Limestone Resheet - Coolinup Road - Howick Road to North of Bends	100%	Completed
Limestone Resheet - Dempster Road - Scaddan Road to Norwood Road	100%	Completed
Limestone Resheet - Howick Road - Coolinup Road to West of Pit	100%	Completed
Lotteries House Carpark	100%	Completed
Merivale Road - End of 21/22 seal to East of Bridge - Reconstruction	70%	Ongoing
Merivale Road - Jim Ovens Road to Rancho X Road - Construction New	35%	Ongoing
Native Veg Clearing Offsets	35%	Ongoing
New Construction - Fisheries Road - Condingup to end of Seal	100%	Completed
New Construction - Orleans Bay Road - Continue from previous widening	100%	Completed
Norseman Road - Asphalt	100%	Completed
Post Office Square Lights	100%	Completed
Reseal Program	90%	Ongoing
RESEALS - BITUMEN - Various Urban Roads - Crack Sealing	90%	Ongoing
Review Road Maintenance Program Effectiveness	45%	Ongoing

Friday, 7 July 2023 Page 4 of 5

# Road Program Quarterly Report Q4 2023

Task Name	Progress	Status
Road Reserve Land Acquisition	30%	Ongoing
Rollond Road - Coolgardie Esp Hwy to Bishops Rd - Limestone Resheet	25%	Ongoing
Rollond Road - Edwards Rd to Cascades Rd - Limestone Resheet	10%	Ongoing
Salmon Beach Carpark	100%	Completed
Sheldon Road - Kerb	100%	Completed
St Germain Ave - Traffic Calming	0%	Not Started
Stubbing Street - Asphalt	5%	Ongoing
Sump Pump Control	60%	Ongoing
The Esplanade Carpark Thai	100%	Completed
The Esplanade Carpark Whale Tail	10%	Ongoing
Tourist Signage Strategy	20%	Ongoing
Twilight Beach Path - Repairs	85%	Ongoing
Various Culverts	80%	Ongoing
Various Path Improvements	70%	Ongoing
Various Road Grids	85%	Ongoing
Various Survey Design & GIS	70%	Ongoing
Various Tourist Signage	65%	Ongoing
Windich Street - Asphalt	0%	Not Started

Friday, 7 July 2023 Page 5 of 5

#### Register - Delegations Discharge - Corporate Resources

#### Instrument of Delegation Number - D13/13348

					Person/groups, not	
			How Authority was		part of Council and	
	Date		exercised or duty		Committees, directly	
Delegated Authority	Exercised	Details	discharged	Amount	affected	Authorised Person
1.2 - Agreement to payment of rates & charges	20/06/2023	Payment plan to pay rates by 28/06/24	Payment arrangement	\$ 1,035.00	A/30148	Beth O'Callaghan

Date Item	Item	Responsible	Notes	
Number		Officer		

28/11/2017	12.1.2	Proposed Road Closure - Portion of Exchange Road and Unnamed Road, Howick	Hindley, Richard	
	O1117-257	<ol> <li>Request the Minister for Transport; Planning; Lands to close a portion of the road reserve known as Exchange Road under Section 58 (1) of the Land Administration Act 1997.</li> <li>Advise the Minister for Transport; Planning; Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 the Shire recognises it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.</li> <li>Request that the closed road be converted into a reserve managed by the Shire of Esperance for the purpose of conservation.</li> </ol>	External Services	31 Jan 2018 10:43am Hindley, Richard Request sent to Department of Planning, Lands and Heritage 06 Jun 2018 1:49pm Hindley, Richard With Case Management. 02 Jul 2018 8:49am Hindley, Richard Reduced area for closure to preserve access to Reserve 27086 required - comments sought from Parks and Wildlife Service. 10 Sep 2018 2:53pm Hindley, Richard Awaiting comments 04 Dec 2018 8:14am Hindley, Richard Amended proposal being assessed by Department of Planning, Lands and Heritage. 08 Apr 2019 2:27pm Hindley, Richard Amendment Proposal with Case Management at Department of Planning, Lands and Heritage - Lands 10 Feb 2020 10:16am Hindley, Richard Followed up with Department of Planning, Land and Heritage - Lands 11 Aug 2020 3:49pm Hindley, Richard Followed up progress with Manager at Department of Planning, Lands and Heritage 03 Dec 2020 10:00am Hindley, Richard Followed up with DPLH - Lands 12 May 2021 1:10pm Hindley, Richard Followed up with DPLH assigned to new officer. 13 Sep 2021 4:17pm Hindley, Richard Still with Case Management. 07 Dec 2021 9:30am Hindley, Richard Still with case management. 09 Feb 2022 1:59pm Phillips, Holly Portion of Exchange Road is complete. The unnamed road is still on hold due to issues with DBCA and offsets once it is merged with their reserve. This is a low priority task for both the Shire and DPLH. 11 Aug 2022 2:18pm Phillips, Holly

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

Date	Item Number	Item	Responsib Officer	le Notes
				15 Jun 2022 8:55am Hegney, Emily - Reallocation Action reassigned to Hindley, Richard by Hegney, Emily - Paul Clifton no longer works at the Shire. 11 Aug 2022 2:20pm Phillips, Holly The Shire has contacted WA Property Lawyers who are working on behalf of the owner to progress property access matters. As a 14/7/22, the required paperwork had not been lodged. 05 Sep 2022 1:19pm Hindley, Richard WA Property Lawyers have advised the all required paperwork has been lodged with the Department of Planning, Lands and Heritage. 30 Sep 2022 2:42pm Hindley, Richard Being processed by DPLH. 10 Jan 2023 10:17am Phillips, Holly The Shire understands that land tenure matters relating to this compliance matter have now been resolved. The relevant party has engaged a consultant to assist in applying for a Building Approval for the unauthorised works. 05 Apr 2023 1:58pm Hindley, Richard Compliance matters progressing. 05 May 2023 10:10am Hindley, Richard
				Compliance matters progressing. 02 Jun 2023 1:10pm Hindley, Richard
				Compliance matters progressing.
25/05/2021	12.2.2	Andrew & Dempster Street Roundabout Review	Walker, Mathew	g
	O0521-141	That Council:	Asset	15 Sep 2021 3:07pm Walker, Mathew
		Note the information provided on the Andrew Street and Dempster Street     Roundabout which includes the traffic movement study and formal     assessment on traffic flow.	Management	Council have been informed of the crash statistics for 2020, bein 0 reported crashes., We will work with the Streetscape Advisory Committee on the landscaping when we can get a meeting. 11 Jan 2022 8:46am Walker, Mathew
		<ol><li>Request the CEO to provide a report on the number of recorded accidents since commissioning, the severity and if anyone needed transferring to hospital, when the information becomes available.</li></ol>		Waiting to talk to the Streetscape Advisory Working Group 13 Jul 2022 3:12pm Hegney, Emily - Completion Completed by Hegney, Emily on behalf of Walker, Mathew (action officer) on 13 July 2022 at 3:12:58 PM - COMPLETED
		<ol> <li>Request the Streetscape Advisory Committee to conduct community consultation on the Andrew Street &amp; Dempster Street Roundabout functionality and landscaping and provide recommendations to Council at the August Ordinary Council Meeting.</li> </ol>		22 Jul 2022 3:15pm Hegney, Emily - Completion Uncompleted by Hegney, Emily 04 Aug 2022 4:35pm Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group

Date	Number	Item	Officer	notes Notes
	Trainibo.		0111001	
				06 Apr 2023 3:05pm Walker, Mathew Have had discussion with Council, we will trial planter boxes around the Roundabout. 07 Jun 2023 9:09pm Walker, Mathew Working with fabricator to create the planter boxes
25/05/2021		Motion - Verge Development - Witches Brew Drive Thru Coffee	Gleave, Dylan	
	O0521-140	<ol> <li>Approve the standard stabilised gravel verge treatment as offered by the Shire to Witches Brew Drive Thru Coffee, Forrest Street, Esperance; and</li> <li>Request the Chief Executive Officer to consult with key stakeholders and surrounding businesses to investigate future verge development options in the broader Forest Street area and present the report to Council at the December Ordinary Council Meeting.</li> </ol>	Asset Management	10 Aug 2021 8:25am Gleave, Dylan  Verge stabilisation works have been completed in front of Witches Brew Drive Thru Coffee. This site will continue to be monitored. Further verge development for the surround area will be investigated as part of future verge development in the area.  15 Sep 2021 3:10pm Walker, Mathew A draft concept of a long-term development is underway, stakeholder consultation will be undertaken after this.  09 Jun 2022 10:32am Walker, Mathew Stakeholder consultation still to be undertaken. Will put up for budget consideration.  04 Aug 2022 4:34pm Walker, Mathew Looking to review Forrest Street more strategically 04 Oct 2022 4:34pm Walker, Mathew Currently doing concept designs of Forrest St.  06 Apr 2023 3:06pm Walker, Mathew Forrest St concept is being updated to include feedback from Council and Consultants  07 Jun 2023 9:10pm Walker, Mathew Forrest Street concept plan finalised for stakeholder consultation., At this stage the Long Vehicle parking will be stage
22/03/2022	12.2.1	Request to Remove Street Trees - Randell Street	Gleave, Dylan	
	O0322-060	That Council  1. Review Street Tree Policy ASS:019  2. Lay this item on the table until after the review and endorsement by Council of the Street Tree Policy (ASS:019).	Asset Management	04 Aug 2022 4:32pm Walker, Mathew On hold until Street Tree Policy and Strategy is prepared for council consideration. 06 Apr 2023 3:07pm Walker, Mathew Street Tree Strategy currently with Council to review. Will formally put this and the Policy to Council in May. 07 Jun 2023 9:12pm Walker, Mathew

Date

Item Number

				Street Tree Strategy is out for public comment. once this has been finalised with the policy, this item will be put back council after this.
26/04/2022	12.1.9	Proposed Road Closure - Portion of the Road Reserve for the Intersection of Gilpin and Simpson Street adjoining Lot 445 (14) Gilpin Street, Chadwick	Wilks, Peter	
	O0422-091	That Council;  1. Request the Minister of Lands to close the portion of the Road Reserve for the Intersection of Gilpin and Simpson Street adjoining Lot 445 (14) Gilpin Street, Chadwick under Section 58 (1) of the Land Administration Act 1997.  2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.  3. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.	External Services	06 May 2022 8:58am Wilks, Peter Formal request for road closure forwarded to DPLH on 6 May 2022. 10 Jan 2023 10:26am Phillips, Holly The Shire has confirmed the matter is still with DPLH Case Management. 04 May 2023 10:16am Wilks, Peter Additional Information provided to DPLH on 10 March 2023 02 Jun 2023 1:12pm Hindley, Richard Matter now with Case Management at DPLH - Land Services
28/06/2022	12.1.3	Proposed Road Closure - Portion of Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown	Hindley, Richard	
	O0622-140	1. Request the Minister of Lands to close the portion of the Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown under Section 58 (1) of the Land Administration Act 1997.  2. Request the Minister of Lands amalgamate the closed portion of road with Lot 202 (2) Beech Street, Castletown.  3. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.	External Services	30 Sep 2022 2:31pm Hindley, Richard Proposed Road Closure is with Case Management at DPLH 10 Jan 2023 10:28am Phillips, Holly No further progress has been made on this matter. The Shire continues to await notification from DPLH. 05 Apr 2023 1:54pm Hindley, Richard No further progress has been made on this matter. The Shire continues to await notification from DPLH - Lands. 05 May 2023 10:11am Hindley, Richard DPLH - Lands waiting on comments from Telstra and NBN to confirm if they require easements. 02 Jun 2023 1:07pm Hindley, Richard DPLH - Lands still awaiting comments from Telstra and NBN to confirm if they require easements.

Item

Responsible Officer Notes

Date	Item	Item	Responsible	Notes
	ltem Number		Officer	

23/08/2022	12.2.1	Petition to stop the use of 1080 baits in the Monjingup Special Rural Zone	Walker,	
		, , , , , , , , , , , , , , , , , , , ,	Mathew	
	O0822-184	That Council:  1. Note the petition against the use of 1080 baits in Monjingup Special Rural Zone and acknowledge that there is community interest in the safe and appropriate use of 1080 baits as part of an integrated pest management program;  2. Request the CEO to make a submission to the Department of Primary Industries and Regional Development to request consideration of appropriate changes in the Code of Practice for 1080 that finds a balance between agricultural use and neighbouring intense land use; and  3. Lay the matter on the table for 6 months until the outcomes of the incident report being conducted by the Department of Health are released and the current review of the Code of Practice for 1080 has been completed by Department of Primary Industries and Regional Development.	Asset Management	13 Apr 2023 9:19am Hegney, Emily - Reallocation Action reassigned to Walker, Mathew by Hegney, Emily 13 Apr 2023 1:29pm Walker, Mathew Waiting to hear back from the DPIRD on the current review of the Code of Practice for 1080 Bait.
27/09/2022	12.1.3	Consultation Outcomes - Regulation of Holiday Houses in Esperance	Hindley, Richard	
	O0922-197	Receive the Consultation Outcomes Report on the regulation of Holiday Houses in Esperance; and     Request the CEO prepare a report on priority changes to the current regulatory regime, based on the consultation findings, for future consideration by Council.	External Services	08 Nov 2022 1:59pm Phillips, Holly Report on recommended priority changes is in development and scheduled for Council in early 2023.  08 Nov 2022 3:23pm Godwin, Elise - Reallocation Action reassigned to Hindley, Richard by Godwin, Elise 05 Apr 2023 1:59pm Hindley, Richard Changes to renewal schedule for Holiday Homes included in Amendment 9 which is currently on advertising. 05 May 2023 10:12am Hindley, Richard Amendment 9 consultation has closed and will be brought back to Council at the May OCM.  02 Jun 2023 1:11pm Hindley, Richard Amendment 9 with DPLH - Planning.
27/09/2022	12.3.1	Salmon Gums Gun Club Lease Surrender Request and Sporting Shooters Association of Australia Salmon Gums Branch Inc. Lease Request	Walsh, Sarah	

Date

Item

Number				Officer	
O0922-198	That Council	subject	to Minister for Lands approval;	Corporate &	05 Oct 2022 8:14am Walsh, Sarah
	1.	Surrenc	der the Lease with Salmon Gums Gun Club for Reserve Lot 121 Salmon Gums East Rd, subject to;	Community Services	Further information to be collated and provided to Salmon Gums Development Group (SGDG) in due course. Salmon Gums Gun Club and Salmon Gums Pistol Club processes on hold until this information has been reviewed by the SGDG.
		a)	The surrender fee of \$220 Inc GST being payable.		28 Oct 2022 11:46am Walsh, Sarah
		b)	The lessee removing their property and buildings as per clause 17.1 of the lease.		Salmon Gums Development Group liaising with Health staff for further information.
	•	F-4 1	other land with the Country Objection Association of	,	01 Dec 2022 11:22am Walsh, Sarah
	2.	Australi	nto a lease with the Sporting Shooters Association of a Salmon Gums Branch (Salmon Gums Pistol Club) for		Awaiting response from Salmon Gums Development Group regarding potential use of the building.
		•	of Reserve 27786, Lot 121 Salmon Gums East Rd, subject		16 Dec 2022 9:57am Walsh, Sarah
		to; c)	Term of the lease being 21 years;		Awaiting response from Salmon Gums Development Group. 03 Jan 2023 12:54pm Walsh, Sarah
		,	• •		Awaiting response from Salmon Gums Development Group.
		d)	Annual lease fee of \$110 Inc GST being payable;		07 Feb 2023 9:50am Walsh, Sarah
		e)	Lease preparation fee of \$132 Inc GST being payable;		Emailed Club for update, response has not been received as yet. Will follow up again to try and get response.
		f)	The lease being drawn up as a land only arrangement		02 Mar 2023 12:53pm Walsh, Sarah
			utilising the standard Sporting and Community Lease template; and		Spoke with and discussed outstanding items. Met internally to discuss the proposal and items raised by provided. Provided
		g)	e) The lease including provision for the Pistol Club to maintain the access road, jointly with any other users of		response to with regard to what we need from the Group.  She is away until the end of March so expects her to be in touch once she returns.
			the site.		31 Mar 2023 10:34am Walsh, Sarah
					Awaiting information to be provided by SG Development Group.  away until end of March, follow up scheduled for April.  1 May 2023 9:08am Walsh, Sarah
					Awaiting response from Salmon Gums Development Group following last correspondence. has advised that the Group has met and it looks like the proposal will be going ahead, they are now looking at investigating funding options and doing up a formal proposal for this area and will send this through once available.
					06 Jun 2023 1:37pm Walsh, Sarah
					Received proposal from SG Development Group advising that they are wanting to take on the building, however would like to meet to discuss further. Awaiting advice from internal officers in this regard prior to setting meeting.
					30 Jun 2023 8:15am Walsh, Sarah

Responsible

Notes

Item

Date	item	item	Responsible	ie Notes
	Number		Officer	
				Spoke with and she advised that the SG Development Group has decided to use the external patio area of the building for patron seating only and the internal building as a caretaker office and storage. Awaiting advice from Statutory Services as what, if any, works would be required to the building for this usage at the building.
25/10/2022	12.1.6	IGO Recovery Funding Request - Esperance Aged Care Facility	Ammon, Mel	
	O1022-220	1. Approve a payment of \$30,009 (GST excl) to Esperance Aged Care Facility from the IGO COVID Recovery Fund (the Fund) to support contract service provision for volunteer coordination, subject to the successful completion of their previous grantfunded projects;  2. Note the allocations from the Fund have now been fully expended; and  3. Request the CEO write to all past recipients of the Fund requesting information on the benefit of their initiatives to the Esperance community.  4. Request that the CEO follow up with the Esperance Aged Care Facility after a period of 12 months in order to report on the success of the funding.		10 Jan 2023 10:30am Phillips, Holly Officers are in the process of writing to all past recipients of the IGO funding.
25/10/2022	12.4.2	Request Short Term Adjustment to Retail Trading Hours	Ayers, Trevor	
	O1022-226	That Council:  1. Endorse the following changes to retail trading hours in the Shire of Esperance with the addition of the following days (between 10am and 5pm):  • Sunday 4 December 2022 • Sunday 11 December 2022 • Sunday 18 December 2022 • Tuesday 27 December 2022 • Monday 2 January 2023		02 Nov 2022 6:08pm Ayers, Trevor Request has been lodged with the Department of Commerce 04 Jan 2023 3:22pm Ayers, Trevor Application was approved. Additional dates were added to Christmas Trading Hours list, communicated to the ECCI and advertised within the community. 14 Mar 2023 12:35pm Hawke, Sofie Public investigation commencing mid-year 05 Jul 2023 8:21am Ayers, Trevor Timing of public investigation is being organised around being able to include the Ag Show as part of the process.

Date	Item Number		Item	Responsib Officer	ole Notes
		Comme Esperar 3. Reques commu	t the CEO to make application to the Department of erce for the proposed changes to apply to the entirety of the nce Shire; and the CEO to investigate the desire within the Esperance nity for a permanent change to the existing Retail Trading in December, January and over the Easter period.		
22/11/2022	17.2	Expression of Ir	nterest - Blue Waters Lodge	Ayers, Trevor	
	O1122-193	53 Go ref a 2. If r	equest the CEO to advertise the intention to dispose of Reserve 801 in accordance with s3.58(3) and (4) of the Local overnment Act 1995 and that any written submissions are ferred to Council: and  a. Resolve that the valuation methodology and per square metre rate received in May 2022 for the existing RAC Esperance Holiday Park from AssetVal is believed to be a true indication of the value of reserve 53801.  The submissions are received at the end of the advertising period, quest the CEO to negotiate  a. An amendment to the existing lease over Reserve 26967 (Lots 316 and 430 Norseman Rd, Castletown) to include Reserve 53801 (Lot 299 Goldfields Road, Castletown) to RAC Parks and Resorts consistent with the Expression of Interest and Proposal for Lease documents received, subject to Department of Planning, Lands and Heritage approval; or  b. A new lease over Reserve 53801 (Lot 299 Goldfields Road, Castletown) to RAC Parks and Resorts consistent with the Expression of Interest and Proposal for Lease documents received, subject to Department of Planning, Lands and Heritage approval, in the event that the Minister for Lands is unwilling to approve an amendment to the existing lease over Reserve 26967.	Executive Services	04 Jan 2023 3:23pm Ayers, Trevor Intent to dispose of property has been advertised, with advertising period now closed and no submissions received. 12 Jan 2023 5:10pm Ayers, Trevor McLeods commencing drafting of lease addendum 14 Apr 2023 11:40am Ayers, Trevor draft lease received and being reviewed 27 Apr 2023 3:59pm Ayers, Trevor draft lease has been referred to RAC for comment. 26 May 2023 10:03am Ayers, Trevor Draft Lease has been amended to include potential amalgamation of reserves and re-issued to RAC for comment. 05 Jul 2023 8:20am Ayers, Trevor Draft lease has been reviewed by RAC with final small amendments being finalised.

Date

Item Number

23/05/2023	12.2.1	Corporate Carbon Emission Baseline	Walker, Mathew	
	O0523-085	That Council:	Asset	07 Jun 2023 9:14pm Walker, Mathew
		<ol> <li>Receive the Net Zero Emissions Baseline Study – Executive Summary;</li> </ol>	Management	Will work on setting reduction targets and put the item to th new Council
		<ol> <li>Receive the 2022 Renewable Energy Projects Audit – Executive Summary;</li> </ol>		
		<ol> <li>Note the estimated Shire of Esperance annual corporate carbon emissions is 4,335 tCO2e, excluding emissions from waste; and</li> </ol>		
		Request the CEO to:     a. Continue to monitor the Shire of Esperance's annual corporate carbon emissions; and		
		<ul> <li>Bring a report back to Council on corporate carbon emissions reduction targets.</li> </ul>		
23/05/2023	12.2.2	Street Tree Policy and Strategy	Walker, Mathew	
	O0523-086	That Council request the CEO to:	Asset Management	07 Jun 2023 9:15pm Walker, Mathew Working with the Media team to undertake the public
		<ol> <li>Seek public feedback on the draft Shire of Esperance Street Tree Strategy 2023 for a period of 21 days; and</li> </ol>	_	advertising starting mid-June
		<ol><li>Provide a report back to Council on the feedback and recommended changes.</li></ol>		
23/05/2023	12.2.3	Proposed Road Dedication - Brazier Fuel Depot Access Road	Appleby, Jeanette	=
	O0523-087	That Council:	Asset Management	07 Jun 2023 9:16pm Walker, Mathew
		<ol> <li>Support the dedication of a portion of (Lot 864) 19 Brazier Street and (Lot 15) 23 Brazier Street Esperance as road reserve;</li> </ol>	wanagement	Once we have the signed agreements we will progress this action.
		<ol> <li>Request the Minister of Lands to dedicate the 4,495m<sup>2</sup> portion of land being portions of (Lot 864) 19 Brazier Street and (Lot 15) 23 Brazier Street Esperance as road reserve; and</li> </ol>		
		<ol> <li>Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is</li> </ol>		

liable to indemnify the Minister against any claim for compensation in

Item

Responsible Officer Notes

Date	Item	Item	Responsible	Notes	
	Number		Officer		

		an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.		
12.3.2	Annual Revi	ew of Council Plan	Walsh, Sarah	
O0523-089	That Council; 1. 2.	Adopt the Council Plan inclusive of amendments, deletions and inclusions as reviewed, subject to inclusion of financial summary information as determined by the Long-Term Financial Plan; and Requests the Chief Executive Officer give local public notice of the reviewed plan as per the requirements of the <i>Local Government Act</i> 1995.	Corporate & Community Services	06 Jun 2023 1:40pm Walsh, Sarah Revised Council Plan advertised 2/06/2023 and is available on website. Awaiting financial information to be endorsed by Council for inclusion within the Plan. 30 Jun 2023 8:15am Walsh, Sarah Awaiting financial information for inclusion within the Plan.
12.3.4	Lease Reass	ignment - Airport Hangar 1	Walsh, Sarah	
O0623-115	That Council; 1. 2.	Reassign the lease with Andrew Burns for Esperance Airport Hangar 1, portion of Lot 15 Coolgardie-Esperance Highway Gibson to Scott Mackie and Darren Rogers; and Charge a lease reassignment fee of \$230 Inc GST.	Corporate & Community Services	04 Jul 2023 4:36pm Walsh, Sarah  Notified applicants of council resolution. Documentation to be drafted and sent for review in due course.
12.3.7	Dog Local L	aw 2022 Joint Standing Committee Undertakings	Walsh, Sarah	
O0623-118	That Council;	Undertake to the Joint Standing Committee on Delegated Legislation that;  a. Within 6 months, either, to ensure compliance with section 45A(3) of the <i>Dog Act 1976</i> :	Corporate & Community Services	04 Jul 2023 4:17pm Walsh, Sarah Notification sent to Joint Standing Committee 03/07/2023. Advertising arranged for 07/07/2023 with submissions closing 26/08/2023.
		<ul> <li>increase the unmodified penalty in clause 6.8 so that the existing modified penalties in Schedule 3, other than the penalties for clause 4.9, are 10% or less of the unmodified penalty</li> <li>correct the typographical errors in clause 6.2 to refer</li> </ul>		
	12.3.4 O0623-115	O0523-089 That Council; 1. 2.  12.3.4 Lease Reass  O0623-115 That Council; 1. 2.  12.3.7 Dog Local La  O0623-118 That Council;	incurred by the Minister in considering and granting the request.  12.3.2 Annual Review of Council Plan  1. Adopt the Council Plan inclusive of amendments, deletions and inclusions as reviewed, subject to inclusion of financial summary information as determined by the Long-Term Financial Plan; and  2. Requests the Chief Executive Officer give local public notice of the reviewed plan as per the requirements of the Local Government Act 1995.  12.3.4 Lease Reassignment - Airport Hangar 1  CO623-115 That Council;  1. Reassign the lease with Andrew Burns for Esperance Airport Hangar 1, portion of Lot 15 Coolgardie-Esperance Highway Gibson to Scott Mackie and Darren Rogers; and  2. Charge a lease reassignment fee of \$230 Inc GST.  12.3.7 Dog Local Law 2022 Joint Standing Committee Undertakings  That Council;  1. Undertake to the Joint Standing Committee on Delegated Legislation that;  a. Within 6 months, either, to ensure compliance with section 45A(3) of the Dog Act 1976:  • increase the unmodified penalty in clause 6.8 so that the existing modified penalties in Schedule 3, other than the penalties for clause 4.9, are 10% or less of the unmodified penalty	12.3.2   Annual Review of Council Plan   Waish, Sarah

Date	Item Number			ltem	Responsible Officer	Notes
						-
				<ul> <li>change the title of the local law to 2023.</li> </ul>		
			b.	All consequential amendments arising from undertaking 1 will be made		
			c.	All relevant penalties will not be enforced in a manner contrary to undertaking 1		
			d.	Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking		
		2.	Reque	est the CEO to;		
			a.	Give Local Public Notice of the proposed Shire of <i>Esperance Dog Amendment Local Law 2023</i> in accordance with s.3.12(3) of the <i>Local Government Act 1995</i> ;		
			b.	Forward a copy of the proposed local law and public notices to the Minister for Local Government; and		
			c.	Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.		
27/06/2023	12.3.8	Cat Local La	aw 2022	2 Joint Standing Committee Undertakings	Walsh, Sarah	
	O0623-119	That Council	l:		Corporate &	04 Jul 2023 4:16pm Walsh, Sarah
		1.	Under	take to the Joint Standing Committee on Delegated ation that;	Community Services	Notification sent to Joint Standing Committee 03/07/2023. Advertising arranged for 07/07/2023 with submissions closing 26/08/2023.
			a.	Within 6 months:		
				<ul> <li>delete clauses 2.1, 3.7(1)(b) and paragraph (a) and the words 'or is likely to be' in paragraph (e) of the definition of nuisance in clause 1.4</li> </ul>		
				correct the typographical errors in Schedules 1 and 2		
				change the title of the local law to 2023		
			b.	All consequential amendments arising from undertaking 1 will be made		
			c.	Clauses 2.1, 2.2 and 3.7(1)(b) will not be enforced in a manner contrary to undertaking 1 $$		

Date	ltem Number	ltem	Responsible Officer	Notes
		d. Where the local law is made publicly available by the Shire, whether in hard copy or electronic form, ensure that it is accompanied by a copy of the undertaking		
		2. Request the CEO to;		
		<ul> <li>Give Local Public Notice of the proposed Shire of Esperance Cat Amendment Local Law 2023 in accordance with s.3.12(3) of the Local Government Act 1995;</li> </ul>		
		<ul> <li>Forward a copy of the proposed local law and public notices to the Minister for Local Government; and</li> </ul>		
		<ul> <li>Prepare a further report at the conclusion of the public submission period to enable Council to consider submissions.</li> </ul>		
27/06/2023	12.4.1	WALGA Annual General Meeting and WA Local Government Convention 2023	Hawke, Sofie	
	O0623-120	That Council:	Executive Services	
		<ol> <li>Nominate Councillors Cr Mickel and Cr Chambers as the Shire's Voting Delegates for the WALGA Annual General Meeting to be held in Perth on 18 September 2023.</li> </ol>	Services	
		<ol> <li>Request the CEO to register Councillor/s Cr Mickel, Cr Chambers, Cr Obourne, Cr McMullen, Cr de Haas, and Cr Graham to attend the 2023 Western Australian Local Government Convention held in Perth on 18-19 September 2023.</li> </ol>		
27/06/2023	17.1	Lease Expression of Interest - Old Doctor's Surgery	Witheridge, Rachel	
	O0623-123	That Council enter into a lease with Lana Marshall for the Old Doctor's Surgery at the Museum Village, Lot 59 Dempster Street, Esperance subject to;	Corporate & Community Services	04 Jul 2023 4:15pm Walsh, Sarah Notified applicants of Council resolution. Advertising arranged for 7/07/2023.
		1. The lease term being 5 years;		ananged for 1701/2020.
		<ol><li>Lease rental being \$3,907.90 inc GST, subject to annual rent reviews based on CPI, and that Council consider the rental rate to be a true indication of the current market rental rate;</li></ol>		
		<ol> <li>All lease terms and conditions being as per Council's standard commercial lease; and</li> </ol>		

Date Item	Item	Responsible	Notes	
Number		Officer		

		<ol> <li>The disposition being advertised in accordance with s3.58 of the Local Government Act 1995 for Disposing of Property.</li> </ol>		
27/06/2023	17.2	Lease Expression of Interest - Old Station Master's Ticket Box	Witheridge, Rachel	
	O0623-124	That Council, subject to Department of Lands' approval, enter into a lease with Leonie De Haas for the Old Station Master's Ticket Box at the Museum Village, portion of Lot 103 on Plan 209686 Dempster Street, Esperance, Reserve 2815, subject to;	Corporate & Community Services	04 Jul 2023 4:16pm Walsh, Sarah Notified applicant of Council resolution. Advertising arranged for 7/07/2023.
		<ol> <li>The lease term being 12 months, with 4 further term options of 12 months each;</li> </ol>		
		<ol><li>Lease rental being \$7,575.59 inc GST, subject to annual rent reviews based on CPI, and that Council consider the rental rate to be a true indication of the current market rental rate;</li></ol>		
		<ol> <li>All lease terms and conditions being as per Council's standard commercial lease; and</li> </ol>		
		<ol> <li>The disposition being advertised in accordance with s3.58 of the Local Government Act 1995 for Disposing of Property.</li> </ol>		
27/06/2023	17.3	Lease Extension Request - Lot 50 Wylie Bay Road		
	O0623-125	That Council;	Corporate & Community Services	04 Jul 2023 4:24pm Walsh, Sarah Notified applicant of council resolution. Document to be drafted and sent for review in due course.
		<ol> <li>Extend the lease for portion of Lot 50 Wylie Bay Road under the current terms and conditions for a further 6 months;</li> </ol>		
		<ol> <li>Vary the lease to include a termination date of 11 January 2024, with no further term options exercisable after this date;</li> </ol>		
		<ol> <li>Annual rent to be \$10,000 ex GST in accordance with the current lease rent provision; and</li> </ol>		
		4. Charge a lease variation fee of \$230 Inc GST.		

#### 13. REPORTS OF COMMITTEES

Item: 13.1

#### **Minutes of Committees**

Author/sSofie HawkeAdministration OfficerAuthorisor/sShane BurgeChief Executive Officer

File Ref: D23/17861

#### **Attachments**

A.J. Minutes – Bush Fire Advisory Committee Meeting – 28 June 2023

#### Officer's Recommendation

That Council accept the following unconfirmed minutes:

1. Minutes – Bush Fire Advisory Committee Meeting – 28 June 2023

Simple Majority



# **BUSH FIRE ADVISORY COMMITTEE**

**WEDNESDAY 28 JUNE 2023** 

**MINUTES** 



Bush Fire Advisory Committee: Minutes

28 June 2023 Page 2

#### **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.

Bush Fire Advisory Committee: Minutes 28 June 2023

28 June 2023 Page 3

# **Table of Contents / Index**

ITEM NO.	ITEM	HEADING	PAGE
1.	OFF	CIAL OPENING	5
2.	ATTI	ENDANCE	5
3.	APO	LOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	6
4.	DEC	LARATION OF MEMBERS INTERESTS	6
	4.1	Declarations of Financial Interests – Local Government Act Section 5.60a	6
	4.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	6
	4.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	6
5.	CON	FIRMATION OF MINUTES	6
6.	BUS	INESS ARISING FROM PREVIOUS MINUTES	6
	6.1	Work Health & Safety	
7.	REP	ORTS	6
	7.1	Chief Bush Fire Control Officer	
	7.2	DFES District Officer	6
	7.3	DBCA Esperance Officer	6
	7.4	Community Emergency Services Manager	7
	7.5	Association of Volunteer Bush Fire Brigades	7
8.	HEA	LTH AND SAFETY REPORT	7
	8.1	Incident & Safety Report	7
9.	ELE	CTION OF OFFICE BEARERS	7
	9.1	Election of Chief & Deputy Chief Bush Fire Control Officers	7
	9.2	Election of Senior Fire Control Officers	8
	9.3	Election of Deputy Senior Fire Control Officers	8
	9.4	Confirmation of Fire Weather Officers for 2023/24 Season	9
	9.5	Confirmation of Brigade Fire Control Officers for 2023/24 Season	9
	9.6	Confirmation of Brigade Permit Issuing Officers for 2023/24 Season	9
10.	GEN	ERAL BUSINESS	9
	10.1	Esperance Bush Fire Fleet Mobility Working Group	9
	10.2	Australian Fire Danger Rating System	10
	10.3	Fuel Load Observers	10
	10.4	Fire Hazard Reduction Notice	11
	10.5	Mitigation	11
	10.6	Aboriginal Cultural Heritage Act	11
	10.8	Current Trials	11
	10.9	Training & Vehicle Servicing Schedule	12

Bush Fire Advisory Committee: Minutes 28 June 2023	Page 4
10.10 Southern Mallee Bush Fire Brigade – Change of Name	
10.11 Communications with Police	12
10.12 Incident Control Vehicle	12
11. CLOSURE	12

Bush Fire Advisory Committee: Minutes

28 June 2023 Page 5

#### SHIRE OF ESPERANCE

#### **MINUTES**

# BUSH FIRE ADVISORY COMMITTEE MEETING HELD IN COUNCIL CHAMBERS ON 28 June 2023 COMMENCING AT 6:00 PM

#### 1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 6:01pm.

#### 2. ATTENDANCE

**Brigade Delegates** 

Cr W Graham Shire of Esperance (Deputy)
Mr P Longmire Chief Bush Fire Control Officer

Mr A Perks
Deputy Chief Bush Fire Control Officer
Mr W Carmody
Deputy Chief Bush Fire Control Officer
Mr R Doney
Salmon Gums Bush Fire Brigade

Mr D Sanderson Southern Mallee Bush Fire Brigade/Bush Fire Volunteer Assoc.

Mr R Longbottom Southern Mallee Bush Fire Brigade Mr C Hallam Southern Mallee Bush Fire Brigade Mr R Chambers Quarry Rd Bush Fire Brigade Mr J Durdin Quarry Rd Bush Fire Brigade Mr C Scott Six Mile Hill Bush Fire Brigade Mr P Rowe Six Mile Hill Bush Fire Brigade Mr L Mickel Beaumont Bush Fire Brigade Mr B South Beaumont Bush Fire Brigade Mr S Schlink Howick Bush Fire Brigade Mr K Lawrence Pink Lake Bush Fire Brigade Mr C Hines Mt Merivale Bush Fire Brigade Mr B King Mt Merivale Bush Fire Brigade Mr D Vandenberghe Scaddan Bush Fire Brigade Mr A Reichstein Neridup Bush Fire Brigade Mr P Luberda Dalyup Bush Fire Brigade

Ex Officio

Mr P Harkness

Mr R Greive Director External Services

Mr A Peczka Manager Community Emergency Services

Mrs K Naylor Department of Biodiversity, Conservation and Attractions

**Emergency Support Unit** 

Mr D Kinsella DFES District Officer

Guests

Mr John Kagis DFES Superintendent Fleet Services (MS Teams)
Mr Craig Richards DFES Operational Research & Development (MS Teams)

Mr Garry Kravainis DFES Manager Asset Services (MS Teams)

Bush Fire Advisory Committee: Minutes

28 June 2023 Page 6

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

Mr L Palmer Quarry Rd Bush Fire Brigade Mr Toby Dhue Quarry Road Bush Fire Brigade Mr N Ruddenklau Condingup Bush Fire Brigade Mr T Walter Cascade Bush Fire Brigade Mr T Carmody Cascade Bush Fire Brigade Scaddan Bush Fire Brigade Mr N Norwood Mr M letto Southern Mallee Bush Fire Brigade Mr K Scott Coomalbidgup Bush Fire Brigade Mr S Lloyd Coomalbidgup Bush Fire Brigade

Cr I Mickel Shire of Esperance

Mrs M Ammon Manager Community Support

Mr S Peterson District Officer for Department of Fire and Emergency Services

#### 4. DECLARATION OF MEMBERS INTERESTS

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

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

4.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

#### 5. CONFIRMATION OF MINUTES

Moved: Mr C Hallam Seconded: Mr A Reichstein

BFA0623-128

That the Minutes of the Bush Fire Advisory Committee Meeting of the 19 September 2022 be confirmed as a true and correct record.

#### 6. BUSINESS ARISING FROM PREVIOUS MINUTES

#### 6.1 Work Health & Safety

Mr Phil Longmire advises that this is still on-going in relation to farm workers attending incidents or staying at the house block.

#### 7. REPORTS

#### 7.1 Chief Bush Fire Control Officer

- 1st year of AFDRS has gone and the full impact of the new system has not played out with it being a relatively mild season.
- Working with DPIRD to have the FBI figure displayed on their weather sites, which
  hopefully will be ready by this summer.
- Meeting next week to hear more about how the ACH Act will have any impact to our operations.

#### 7.2 DFES District Officer

Nil to Report

#### 7.3 DBCA Esperance Officer

• Attended 10x fires within the region and assisted LG with couple of their fires.

Page 7

- 2022/23 Strategic Fire Break Program saw 200km of mechanical works completed.
- 2022/23 UCL/UMR MAF program saw 115km of track maintenance completed.
- 2023/23 Prescribed Burns program saw 860ha completed.
- Proposed works for the 2023/34 period approx. 86km of mechanical works across the Strategic Fire Break Program. UCL/UMR program approx. 35kms of mechanical works. MAF program approx. 226km of mechanical works and programmed prescribed burns.

#### 7.4 Community Emergency Services Manager

- Thanked all volunteers and their families for allowing everyone to do what is needed to support our communities in times of need.
- 21/02/2023 saw major lightning go across the Shire generating approx. 26 incidents.
   19x logged with DFES Comms and 7x were not. Major incident being Neds Corner Rd fire.
- Shire has resubmitted capital grant request for the Southern Mallee Shed. Shire has received tenders for the Condingup shed build which will be reviewed next week.
- MAF works saw 35 out of 50 treatments completed and approx. \$22,000.00 paid to volunteer brigades for their assistance across the various burns.
- Provided overview of ESL expenditure to the Committee.

#### 7.5 Association of Volunteer Bush Fire Brigades

- Lorraine Webster is the new President, after Dave Gossage decided to step down and Dan is the Vice President
- Have office space made available for WA Farmers, as they are struggling for funding to support the association.
- Dan Sanderson has been appointed to the minister's Volunteer Advisory Council committee.
- Some parts of the state are having issues in getting warranty work done to new appliances and repairs done to existing fleet.

## 8. HEALTH AND SAFETY REPORT

#### 8.1 Incident & Safety Report

- Gibson 2.4B was involved in a collision at the Boydell Rd fire, where a private farm unit
  collided with the appliance in zero visibility due to the smoke. Nil injuries reported from
  the crews involved. Insurance assessors have assessed the damage and we are
  waiting for their reports.
- Driving standards it has been noticed that vehicles are travelling at excessive speeds post the response phase and not using the appropriate warning devices when responding. When responding to incidents drivers have exemptions under the traffic act to exceed the posted speed limits by no more than 20km and must have the emergency beacons on, as a minimum. If you are driving back to the incident the following day or travelling to and from places you are to obey by the road rules.

## 9. ELECTION OF OFFICE BEARERS

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

Chairperson Cr Graham declared all positions vacant at 9:13pm and assume the role Returning Officer to carry out the election of Office Bearers;

Chief Bush Fire Control Officer
 Nominated: Phil Longmire
 Seconded: Dave VanderBurghe

Elected: Mr Phil Longmire

 Deputy Chief Bush Fire Control Officer (West) Nominated: Will Carmody

28 June 2023 Page 8

Seconded: Ron Chambers

Elected: Mr Will Carmody

• Deputy Chief Bush Fire Control Officer (East)

Nominated: Adrian Perks Seconded: Peter Luberda Elected: Mr Adrian Perks

## 9.2 Election of Senior Fire Control Officers

West Zone

Nominated: Tom Carmody Seconded: Phil Longmire

Elected: Mr Tom Carmody

West Coast Zone

Nominated: Kingsley Scott Seconded: Will Carmody **Elected: Mr Kingsley Scott** 

North Zone

Nominated: Chris Hallam Seconded: Phil Longmire

Elected: Mr Chris Hallam

East Zone

Nominated: Simon Schlink Seconded: Phil Longmire

Elected: Mr Simon Schlink

East Coast Zone

Nominated: Adrian Perks Seconded: Ron Longbottom

Elected: Mr Adrian Perks

Urban Rural Zone Nominated: Peter Rowe Seconded: Phil Longmire *Elected: Mr Peter Rowe* 

#### 9.3 Election of Deputy Senior Fire Control Officers

West Zone

Nominated: Will Carmody Seconded: Wes Graham Elected: Mr Will Carmody

West Coast Zone

Nominated: Peter Luberda Seconded: Adrian Perks

Elected: Mr Peter Luberda

North Zone

Nominated: Perrin Guest Seconded: Chris Hallam

Page 9

#### Elected: Mr Perrin Guest

East Zone

Nominated: Lyndon Mickel Seconded: Simon Schlink Elected: Mr Lyndon Mickel

East Coast Zone

Nominated: Nic Ruddenklau Seconded: Dave Vanderburghe

Elected: Mr Nic Ruddenklau

Urban Rural Zone

Nominated: Ron Chambers Seconded: Phil Longmire Elected: Mr Ron Chambers

#### 9.4 Confirmation of Fire Weather Officers for 2023/24 Season

#### **Committee Decision**

The Committee decided no changes were required to the current Fire Weather Officers list.

#### 9.5 Confirmation of Brigade Fire Control Officers for 2023/24 Season

The committee thanked the following FCO's for their service to the Shire; Daniel Moon (Cascade), Rowan Chalmers (Condingup) and Cody Govans (Gibson) who decided to depart their respected brigades for further opportunities.

## **Committee Decision**

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

## 9.6 Confirmation of Brigade Permit Issuing Officers for 2023/24 Season

#### **Committee Decision**

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

## 10. GENERAL BUSINESS

## 10.1 Esperance Bush Fire Fleet Mobility Working Group

- Supt John Kagis provided an overview to the Esperance Bushfire Mobility Working report with the following recommendations presented to the DFES Operational Service Delivery Committee;
  - Progress CTIS for adoption in new tanker fleet builds (variation to build contracts). Adoption to include:
    - failure mode effect and criticality analysis (FMECA) to ensure system does not result in vehicle disablement in bushfire application
    - field service kit
  - Notify existing fleet owners of availability of approved CTIS for voluntary adoption
  - Identify engine performance re-map and DPF product packages for in scope cab models which maintains the ADR emissions for the vehicle age

Page 10

- Notify existing fleet owners of support for engine performance product packages for voluntary adoption
- The report in its entirety was not supported by the Operational Service Delivery Committee with further information required to recommendations 1 & 2 seeking details as to what other areas are likely to require CTIS to be retrofitted and recommendations 3 & 4 was not supported as it goes against Original Equipment Manufacturer (OEM) specifications to its engineering and emission standards.

## 10.2 Australian Fire Danger Rating System

- It has been raised at ROAC that the current wind height readings at 10 metres on Total
  Fire Ban days need to be brought down to 2 metre heights as that is the level where
  the activity is occurring.
- If we maintain Harvest & Vehicle Movement Ban figure similar to the states total fire ban requirements, we will see more bans being influenced by the coastal winds experience locally pushing limits over.
- At a Fire Behaviour Index (FBI) figure of 45; FCO's should be checking conditions amongst the group, but at FBI 50 is the maximum limit where a Harvest & Vehicle Movement Ban will need to be imposed.

## **MOTION**

Moved: Mr P Longmire Seconded: Mr A Reichstein

BFA0623-129

**Committee Decision** 

Committee moves that Harvest & Vehicle Movement Ban (HVMB) on non-Total Fire Ban days be implemented in the Shire of Esperance at a Fire Behaviour Index (FBI) of 50 (Grassland Scale), if not earlier at the request of Fire Control Officer's to the Chief Bush Fire Control Officer or to his/her delegate.

**CARRIED** 

#### 10.3 Fuel Load Observers

- To help reduce the amount of Total Fire Bans days as well maintaining mild as Fire Danger Ratings there is an opportunity to update fuel loads within the Shire to a more realistic figure rather than the standard 4.5tn/ha parameter.
- DFES have offered place fixed cameras at key locations to use observations to provide fuel load inputs, but the only problem is that it only focuses to that one paddock which maybe grazed to bare earth and not take in the surrounds as a whole, as the next paddock could have barley crop at 6tn/ha.
- A matrix to how it will work to be develop and presented to the next BFAC meeting.

#### **MOTION**

Moved: Mr P Longmire Seconded: Mr W Carmody

BFA0623-130

**Committee Decision** 

Committee moves to utilise Fire Control Officer's knowledge to quantify fuel loads within the Shire of Esperance, for updating fuel load parameters.

CARRIED

Page 11

#### 10.4 Fire Hazard Reduction Notice

- Mr Ash Peczka advised the Shire is planning on extracting the hazard reduction notice from the rates notice to be single A4 page where it can appropriately be seen by landowner/occupiers. The notice has also been expanded from 2 board points to key specific requirements for landowner/occupiers to adhere too, based upon the zoning of the land under to town planning scheme. The notice itself has exemption under the environmental and the new aboriginal cultural heritage legislations to allow landowner/occupiers to comply with, hence the need to provide clearer requirements.
- The committee reviewed Prohibited and Restricted Burning Times and it was noted for the Prohibited Burning Time end date for the urban-rural zone to be expanded to cover the long weekend in March rather than having to extend the period every year by public notice

#### **MOTION**

Moved: Mr C Scott Seconded: Mr P Rowe

BFA0623-131

**Committee Decision** 

#### Committee moves:

- 1. To support the draft 2023/24 Fire Hazard Reduction Notice, and
- 2. To extend the Prohibited Burning Time for the Urban-Rural zone to end 10 March

**CARRIED** 

#### 10.5 Mitigation

Mr Ash Peczka advised the committee that the Shire has put in another submission for the 2023/24 Mitigation Activity Fund (MAF) and majority of treatments completed in the 2022/23 period will become maintenance zones, carrying over incomplete prescribed burns as well as additional mechanical works around the camp grounds near Quagi Beach.

## 10.6 Aboriginal Cultural Heritage Act

Mr Phil Longmire advises the committee there is a meeting next week for the emergency management sector and we'll report back any outcomes from that meeting that may influence how things are run this summer.

## 10.8 Current Trials

- Mr Phil Longmire advised the committee of the current trails of hand held satellite radios. The hand held are ideal in remote areas where there is no mobile or WAERN coverage, but does have its limitations that a radio protocol is required as only 1 can speak across the network. Trails are still continuing.
- Mr Ash Peczka advised the committee the Shire is looking at funding options to purchase a number of licences for members to utilise Fire Mapper, in particular the Urban-Rural brigades and if any of the Rural brigades are wanting to utilise the program that can either work from your smart phones or ipads and act as a AVL tracker for those who have access to it. Mr Kyle Lawrence provided a run down on how it works.

28 June 2023 Page 12

#### **MOTION**

Moved: Mr R Chambers Seconded: Mr P Luberda

BFA0623-132

**Committee Decision** 

Committee moves to support the Council in pursuing a trial of Fire Mapper request for 6 licences allowing 10 users per licence.

**CARRIED** 

#### 10.9 Training & Vehicle Servicing Schedule

Mr Ash Peczka presented the upcoming BFB training schedule and schedule for servicing of the BFB fleet. It is known that due to current bans in place by the United Professionals Firefighters Union of WA some courses may not proceed due to instructor availability.

#### 10.10 Southern Mallee Bush Fire Brigade - Change of Name

The Southern Mallee Brigade voted at their last meeting to change the brigade name to Grass Patch BFB. Reason being no one really knows where Southern Mallee is, when referenced. It is easier to recognise Grass Patch as a name and as a location.

## **MOTION**

Moved: Mr C Hallam Seconded: Mr R Longbottom

BFA0623-133

**Committee Decision** 

Committee moves to support Southern Mallee request to change the brigade name to Grass Patch Bush Fire Brigade.

**CARRIED** 

#### 10.11 Communications with Police

Mr Peter Luberda raised a concern with the communications to police manning road blocks, it was advised that police have limited UHF capabilities to speak to fire crews at an incident and police are working to rectify this situation.

## 10.12 Incident Control Vehicle

Mr Peter Harkness advised the committee that he would bring out the ICV to visit brigades to attract more volunteers from outside town. The ICV crew has undertaken a series of training during the prescribed burns and now has more qualified members to operate the ICV. He would like to attract volunteers from outside town, so the ICV can travel to the incident and call in the relevant volunteers nearby to operate the ICV.

## 11. CLOSURE

The Presiding Member declared the meeting closed at 9:25pm.

The next meeting of the Bush Fire Advisory Committee is scheduled for Tuesday 12 September 2023, commencing at 6pm in the council Chambers

Bush Fire Advisory Committee: Minutes
28 June 2023 Page 13

These Minutes were confirmed at a meeting held on
Signed
Presiding Member at the meeting at which the Minutes were confirmed.
Dated

25 July 2023 Page 188

Item: 13.2

## **Bush Fire Advisory Committee - 28th June 2023**

Author/s Ashley Peczka Community Emergency Services Manager

Authorisor/s Roy Greive Director of External Services

File Ref: D23/18118

**Applicant** 

**Bush Fire Advisory Committee** 

## Location/Address

N/A

## **Executive Summary**

That Council consider the recommendations made by the Bush Fire Advisory Committee (BFAC) held on 28<sup>th</sup> June 2023.

#### **Recommendation in Brief**

That Council:

- Endorse the appointments to following positions, as required by section 38 of the Bush Fires Act 1954, as listed
- 2. Accept the DRAFT 2023/24 Fire Hazard Reduction Notice
- 3. Request the CEO write to the Fire and Emergency Services Commissioner to regazette the Prohibited Burning Period for the Urban Rural zone to end on 10<sup>th</sup> March annually
- Accept that Harvest & Vehicle Movement Ban (HVMB) on non-Total Fire Ban days be implemented in the Shire of Esperance at a Fire Behaviour Index (FBI) of 50 on the Grassland scale
- 5. Support the name change of the Southern Mallee Bush Fire Brigade to the Grass Patch Bush Fire Brigade.

## **Officers Comments**

The BFAC meeting was held on 28th June 2023. Minutes are attached to this report.

Additional items for consideration are presented as follows;

#### **Bush Fire Control Officers**

Pursuant to section 38 of the *Bush Fires Act 1954* Council is responsible for appointing Fire Control Officers for the Shire of Esperance. The Committee has recommended the appointments to these positions as follows;

Position	Name
Chief Bush Fire Control Officer	Phil Longmire
Deputy Chief Bush Fire Control Officer	Will Carmody (West)
	Adrian Perks (East)
Senior Fire Control Officers	Tom Carmody (West Zone)
	Kingsley Scott (West Coast Zone)
	Chris Hallam (North Zone)
	Simon Schlink (East Zone)
	Adrian Perks (East Coast Zone)
	Peter Rowe (Urban Rural Zone)

25 July 2023 Page 189

Deputy Senior Fire Control Officers	Will Carmody (West Zone)
	Peter Luberda (West Coast Zone)
	Perrin Guest (North Zone)
	Lyndon Mickel (East Zone)
	Nic Ruddenklau (East Coast Zone)
	Ron Chambers (Urban Rural Zone)
Fire Control Officers	As per the attached Fire Control Officer 2023/24 list
Permit Issuing Officers	As per the attached Permit Issuing Officers 2023/24 list
Chief Fire Weather Officer	Phil Longmire
Fire Weather Officers	Will Carmody (West)
	Adrian Perks (East)
	Peter Rowe (Urban Rural)
	Ashley Peczka

#### Fire Hazard Reduction Notice

Pursuant to section 33 of the *Bush Fires Act 1954*, the Shire of Esperance is required to issue a Fire Hazard Reduction Notice to all residents. The Fire Hazard Reduction Notice has been updated to reflect current, relevant and localised information and was presented to BFAC for support. (see attachment C).

## Prohibited Burning Time Extension

In 2022, the Prohibited Burning time was formally extended for the Urban Rural Zone in a bid to reduce the lighting of fires over the extended summer period. The date was extended to the end of February. It was realised this year that the first week of March is a public holiday and after the Prohibited Burning period, there was a desire to extend the date to cover the long weekend, up to 10<sup>th</sup> March annually.

## Harvesting, Machinery and Vehicle Movement Bans (Harvest Bans)

With the introduction of the new Australian Fire Danger Rating System (AFDRS), we have seen the change of Fire Danger Index (FDI) to the Fire Behaviour Index (FBI). The new matrix to establish how a fire is expected to behave in certain conditions provides a more reliable method of evaluating the fire risk on any one day. The new AFDRS has rationalised the fire risk categories to Moderate. High, Extreme and Catastrophic and have provided clear directions that should be carried out in each category. The way the risk matrix evaluates the conditions has also changed.

During the transition to the new AFDRS over the past twelve months we have been monitoring the old system and the new system side by side to the gain a good understanding on how to interpret the new data and to ensure effective utilisation of Harvest Bans. It has been established the old 32 FDI, where previously Harvest Bans were imposed, equates to the new FBI of 50.

Remembering Total Fire Bans (TFB) are imposed by the State Government based on a weather forecast, Harvest Bans are imposed by the Local Government based on actual weather conditions, and even if a TFB has been imposed, harvesting operations can continue until such time Harvest Bans conditions are met. Based on the comparisons carried out over the past 12 months, it is agreed that an FBI of 50 on the Grassland scale should be the threshold to impose a Harvest Ban.

## Fire Mapper

Fire Mapper is software that can be utilised by Brigades to update incident information in real time. It has been used by a number of Brigades at recent events with great success. A recommendation to trial the technology has been made by the Committee with a view to having more Brigades utilising the program. The program allows for units on the ground to update information in relation to areas of danger, plans for fire suppression, identify water sources etc.

Six additional licenses for the software will increase accessibility to 60 additional users (10 per license) which will provide a good overview of the success of the program over the wider network. At this time, this software is not eligible under the ESL funding and will be paid for by the Shire at a cost of \$2,500, which is falls within the current budget.

## Southern Mallee Bush Fire Brigade Name Change

All Brigades in the Shire of Esperance are named after the area they represent within the Shire. Southern Mallee, based in Grass Patch, has historically not followed this format. At their last AGM, the Southern Mallee BFB moved to change their name to the Grass Patch Bush Fire Brigade to come in line with all other Brigades within the Shire.

#### Consultation

Bush Fire Advisory Committee Shire of Esperance Bush Fire Brigades

## **Financial Implications**

The purchase of the Fire Mapper Software will incur a cost of \$2,500 from the Emergency Management Operating account in the current budget.

## **Asset Management Implications**

Nil

## **Statutory Implications**

Nil

## **Policy Implications**

With the introduction of the new Australian Fire Danger Rating system, the *Shire of Esperance Policy EXT:024 – Bushfire Management* will need to be reviewed with current Harvesting, Machinery and Vehicle Movement Ban information.

#### Strategic Implications

Council Plan 2022 - 2032

People - Outcome 1. A safe community

Objective 1.1. Improve community safety and crime prevention infrastructure, programs and services.

## **Environmental Considerations**

Nil

## **Attachments**

BJ. Fire Control Officers

C. DRAFT Fire Hazard Reduction Notice

## Officer's Recommendation

#### That Council;

1. Endorse the appointments to following positions, as required by section 38 of *the Bush Fires Act 1954*, as follows;

Position	Name
Chief Bush Fire Control Officer	Phil Longmire

Deputy Chief Bush Fire Control	Will Carmody (West)
Officer	Adrian Perks (East)
Senior Fire Control Officers	Tom Carmody (West Zone)
	Kingsley Scott (West Coast Zone)
	Chris Hallam (North Zone)
	Simon Schlink (East Zone)
	Adrian Perks (East Coast Zone)
	Peter Rowe (Urban Rural Zone)
Deputy Senior Fire Control Officers	Will Carmody (West Zone)
	Peter Luberda (West Coast Zone)
	Perrin Guest (North Zone)
	Lyndon Mickel (East Zone)
	Nic Ruddenklau (East Coast Zone)
	Ron Chambers (Urban Rural Zone)
Fire Control Officers	As per the attached Fire Control Officer 2023/24 list
Permit Issuing Officers	As per the attached Permit Issuing Officers 2023/24
	list
Chief Fire Weather Officer	Phil Longmire
Fire Weather Officers	Will Carmody (West)
	Adrian Perks (East)
	Peter Rowe (Urban Rural)
	Ashley Peczka

- 2. Accept the DRAFT 2023/24 Fire Hazard Reduction Notice, as attached
- 3. Request the CEO write to the Fire and Emergency Services Commissioner to regazette the Prohibited Burning Period for the Urban Rural zone to end on 10<sup>th</sup> March annually
- 4. Accept that Harvest & Vehicle Movement Ban (HVMB) on non-Total Fire Ban days be implemented in the Shire of Esperance at a Fire Behaviour Index (FBI) of 50 on the Grassland scale
- 5. Support the name change of the Southern Mallee Bush Fire Brigade to the Grass Patch Bush Fire Brigade.

Voting Requirement Simple Majority



# SHIRE OF ESPERANCE 2023/24 FIRE CONTROL OFFICERS CONTACT DETAILS





Esperance We make & happen!	2023/24 FIRE CONTROL OFFICERS	CONTACT DETAIL	S EMERGENCY W.A.
NAME	POSITION	CONTACT#	RADIO CALL SIGN
CBFCO/DCBFCO/SFCO			
Phill Longmire	CBFCO / FWO	0429 787 055	Fire 1
Will Carmody	DCBFCO / West Zone DSFCO / FWO	0427 792 017	Fire 2
Adrian Perks	DCBFCO / East Coast SFCO / FWO	0427 766 068	Condy 1
Tom Carmody	West Zone SFCO	0427 792 055	Cascade 1
Kingsley Scott	West Coast Zone SFCO	0437 768 515	West Coast Base
Chris Hallam	North Zone SFCO	0427 757 065	Grass Patch 4
Simon Schlink	East Zone SFCO	0427 750 081	Howick 1
Peter Rowe	Urban-Rural Zone SFCO	0408 373 207	Urban Rural 1
Peter Luberda	West Coast Zone DSFCO	0427 720 626	Dalyup 1
Perrin Guest	North Zone DSFCO	0427 758 010	Salmon Gums 3
Lyndon Mickel	East Zone DSFCO	0427 766 029	Beaumont 1
Nick Ruddenklau	East Coast Zone DSFCO	0488 070 065	Condy 4
Ron Chambers	Urban-Rural Zone DSFCO	0407 117 339	Urban Rural 2
CASCADE BUSH FIRE BRIG	1		NEST ZONE / WAERN: CH 154
Tom Carmody	SFCO / Captain	0427 792 055	Cascade 1
Todd Walter	FCO / 1st Lieutenant	0427 792 033	Cascade 1 Cascade 2
Scott Scholz	FCO / 2 <sup>nd</sup> Lieutenant	0427 874 422	Cascade 2
John Carmody	FCO / 3 <sup>rd</sup> Lieutenant	0488 792 067	Cascade 5
John Carmouy	FCO / S * Lieutellant	0466 /92 00/	Cascade 5
Michael Delland	FCO / Fth Lieutenant	0407 444 124	
Michael Rolland	FCO / 5 <sup>th</sup> Lieutenant FCO / 6 <sup>th</sup> Lieutenant	0407 441 134	Cascade 7
James Welke	·	0429 999 912 0428 792 049	Cascade 8
Rodd King	Permit Issuing		OAST ZONE / WAFDN: CH 24/
CONDINGUP BUSH FIRE B		•	DAST ZONE / WAERN: CH 216
Adrian Perks	SFCO / Captain / Permit Issuing / FWO	0427 766 068	Condy 1
Nick Ruddenklau	DSFCO / Permit Issuing	0488 070 065	Condy 4
Eddie Herbert	FCO / Permit Issuing	0438 642 201	Condy 5
COOMALBIDGUP BUSH FI	· · · · · · · · · · · · · · · · · · ·	•	DAST ZONE / WAERN: CH 154
Steve Lloyd	FCO / Captain / Permit Issuing	0427 768 558	Coomalbidgup 1
Simon Stead	FCO / Permit Issuing	0427 772 468	Coomalbidgup 2
Kirk Jeitz	FCO / Permit Issuing	0427 786 020	Coomalbidgup 3
Mark Scott	FCO / 1 <sup>st</sup> Lieutenant / Permit Issuing	0428 768 520	Coomalbidgup 4
Kingsley Scott	SFCO/Permit Issuing	0437 768 515	West Coast Base
DALYUP BUSH FIRE BRIGA		(WEST-WEST CO	DAST ZONE / WAERN: CH 187
	Captain		Dalyup 1
Wes Graham	FCO	0427 992 793	Dalyup 2
Dohan Marald			
Rohan Marold	FCO / Permit Issuing	0458 768 568	Dalyup 3
Peter Luberda	FCO / Permit Issuing DSFCO / Permit Issuing	0458 768 568 0427 720 626	Dalyup 3 Dalyup 4
Peter Luberda Scott Lawrence	DSFCO / Permit Issuing FCO	0427 720 626 0409 782 068	Dalyup 3 Dalyup 4 Dalyup 5
Peter Luberda Scott Lawrence	DSFCO / Permit Issuing FCO	0427 720 626 0409 782 068	Dalyup 3 Dalyup 4 Dalyup 5 <b>JRAL ZONE / WAERN: CH 18</b> 7
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness	DSFCO / Permit Issuing FCO SUPPORT UNIT Captain	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450	Dalyup 3 Dalyup 4 Dalyup 5 JRAL ZONE / WAERN: CH 187 Support 1
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness	DSFCO / Permit Issuing FCO SUPPORT UNIT Captain BRIGADE (formerly Southern Mallee BFB)	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450	Dalyup 3 Dalyup 4 Dalyup 5 JRAL ZONE / WAERN: CH 187 Support 1
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness	DSFCO / Permit Issuing FCO SUPPORT UNIT Captain	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450	Dalyup 3 Dalyup 4 Dalyup 5 JRAL ZONE / WAERN: CH 187 Support 1
Peter Luberda Scott Lawrence  SPERANCE EMERGENCY Peter Harkness  GRASS PATCH BUSH FIRE	DSFCO / Permit Issuing FCO SUPPORT UNIT Captain BRIGADE (formerly Southern Mallee BFB)	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450	Dalyup 3 Dalyup 4 Dalyup 5 URAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314
Peter Luberda Scott Lawrence  SPERANCE EMERGENCY Peter Harkness  GRASS PATCH BUSH FIRE Michael letto	DSFCO / Permit Issuing FCO SUPPORT UNIT Captain BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 (NC 0428 757 011	Dalyup 3 Dalyup 4 Dalyup 5 URAL ZONE / WAERN: CH 187 Support 1 ORTH ZONE / WAERN: CH 314 Grass Patch 1
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 (NC 0428 757 011 0417 971 321	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2
Peter Luberda Scott Lawrence  SPERANCE EMERGENCY Peter Harkness  GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom	DSFCO / Permit Issuing FCO  SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO	0427 720 626 0409 782 068 (URBAN-R) 0427 012 450 (NC 0428 757 011 0417 971 321 0428 757 040	Dalyup 3 Dalyup 4 Dalyup 5  URAL ZONE / WAERN: CH 187 Support 1 ORTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam	DSFCO / Permit Issuing FCO  SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO FCO SFCO	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 (NC 0428 757 011 0417 971 321 0428 757 040 0427 757 065	Dalyup 3 Dalyup 4 Dalyup 5  URAL ZONE / WAERN: CH 187 Support 1 ORTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO FCO SFCO FCO FCO / Secretary FCO	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044	Dalyup 3 Dalyup 4 Dalyup 5  URAL ZONE / WAERN: CH 187 Support 1 ORTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO FCO FCO SFCO FCO / Secretary FCO FCO / Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 (NC 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521	Dalyup 3 Dalyup 4 Dalyup 5  URAL ZONE / WAERN: CH 187 Support 1 ORTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB)  FCO / Captain / Permit Issuing FCO FCO FCO SFCO FCO / Secretary FCO / Permit Issuing Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0427 757 080 0428 440 306	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 6 North Mobile
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam GIBSON BUSH FIRE BRIGA	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO FCO SFCO FCO / Secretary FCO / Permit Issuing Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0427 757 080 0428 440 306 (WEST-	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5 Grass Patch 6  North Mobile EAST ZONE / WAERN: CH 187
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam GIBSON BUSH FIRE BRIGA Harry Davies	DSFCO / Permit Issuing FCO  SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO SFCO FCO / Secretary FCO FCO / Permit Issuing Permit Issuing DE  FCO / Captain / Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0427 757 080 0428 440 306 (WEST- 0427 714 356	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5 Grass Patch 6  North Mobile EAST ZONE / WAERN: CH 187 Gibson 1
Peter Luberda Scott Lawrence ESPERANCE EMERGENCY Peter Harkness GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam GIBSON BUSH FIRE BRIGA Harry Davies Wayne Lewis	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO SFCO FCO / Secretary FCO FCO / Permit Issuing Permit Issuing Permit Issuing  DE  FCO / Captain / Permit Issuing FCO	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0428 757 080 0428 440 306 (WEST- 0427 714 356 0428 754 033	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5 Grass Patch 6  North Mobile EAST ZONE / WAERN: CH 187 Gibson 1 Gibson 3
Peter Luberda Scott Lawrence  ESPERANCE EMERGENCY Peter Harkness  GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam GIBSON BUSH FIRE BRIGA Harry Davies Wayne Lewis Dave Mills	DSFCO / Permit Issuing FCO  SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO SFCO FCO / Secretary FCO FCO / Permit Issuing Permit Issuing Permit Issuing FCO FCO / Captain / Permit Issuing FCO FCO / Captain / Permit Issuing FCO FCO / Lieutenant / Permit Issuing	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0427 757 080 0428 440 306 (WEST- 0427 714 356 0428 754 033 0427 472 097	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5 Grass Patch 6  North Mobile EAST ZONE / WAERN: CH 187 Gibson 1 Gibson 3 Gibson 6
Peter Luberda Scott Lawrence  ESPERANCE EMERGENCY Peter Harkness  GRASS PATCH BUSH FIRE Michael letto Beau Graham Ron Longbottom Chris Hallam Danny Sanderson Nathan Sanderson Paul Defrenne John Hallam  GIBSON BUSH FIRE BRIGA Harry Davies Wayne Lewis	DSFCO / Permit Issuing FCO SUPPORT UNIT  Captain  BRIGADE (formerly Southern Mallee BFB) FCO / Captain / Permit Issuing FCO FCO SFCO FCO / Secretary FCO FCO / Permit Issuing Permit Issuing Permit Issuing  DE  FCO / Captain / Permit Issuing FCO	0427 720 626 0409 782 068 (URBAN-RI 0427 012 450 0428 757 011 0417 971 321 0428 757 040 0427 757 065 0427 786 044 0428 762 521 0428 757 080 0428 440 306 (WEST- 0427 714 356 0428 754 033	Dalyup 3 Dalyup 4 Dalyup 5 DRAL ZONE / WAERN: CH 187 Support 1 DRTH ZONE / WAERN: CH 314 Grass Patch 1 Grass Patch 2 Grass Patch 3 Grass Patch 4 Grass Patch 5 Grass Patch 6  North Mobile EAST ZONE / WAERN: CH 187 Gibson 1 Gibson 3

HOWICK BUSH FIRE BRIGAT	DE		(EAST-EAST CO	DAST ZONE / WAERN: CH 216)
Simon Schlink	SFCO / Captain / Permit Iss	uing	0427 750 081	Howick 1
Simon Fowler	FCO / Sec.		0428 750 012	Howick 2
Anthony McDonald	FCO	(	0477 150 170	Howick 3
Andrew Fowler	FCO	(	0428 750 047	Howick 4
Stephen Fowler	FCO / Permit Issuing		0429 917 569	Howick 5
Ryan Willing			0447 075 650	Howick 6
MT BEAUMONT BUSH FIRE BRIGADE				EAST ZONE / WAERN: CH 216)
Lyndon Mickel	DSFCO / Captain / Permit Is	suing	0427 766 029	Beaumont 1
Craig Inkster	FCO / Permit Issuing		0427 750 057	Beaumont 2
Michael Young	FCO		0427 787 036	Beaumont 3
John Bertola	FCO / Permit Issuing		0428 227 638	Beaumont 4
Brett South	FCO / Permit Issuing		0428 694 237	Beaumont 5
MT MERIVALE BUSH FIRE B				DAST ZONE / WAERN: CH 187)
Bruce King	FCO / Captain / Permit Issu	uing	0418 759 016	Merivale 1
Rodney Locke	FCO / 1 <sup>st</sup> Lieutenant		0428 759 055	Merivale 2
Craig Hines	FCO / Permit Issuing		0428 733 035	Merivale 7
Ian McCullam	FCO / 2 <sup>nd</sup> Lieutenant		0427 783 040	Merivale 11
	<u> </u>			
MUNGLINUP BUSH FIRE BR				ZONE / WAERN: CH 154/281)
Gavin Gibson	FCO / Permit Issuing FCO / Captain / Permit Issu		0427 751 062	Mungy 1
Bernard Fetherstonhaugh		uing   i	0427 751 089	Mungy 2
NERIDUP BUSH FIRE BRIGA				EAST ZONE / WAERN: CH 270)
Ashley Reichstein	FCO / Captain		0427 767 020	Neridup 1
Dave Cox	FCO / Permit Issuing		0429 008 638	Neridup 2
Jacob Graham	FCO / Permit Issuing		0439 924 391	Neridup 4
Matt Gilmour	FCO		0427 318 637	Neridup 5
Ash Stewart	FCO		0428 845 313	Burdett Mobile
PINK LAKE BUSH FIRE BRIGA				JRAL ZONE / WAERN: CH 187)
Kyle Lawrence	FCO / Captain / Permit Issu		0417 782 060	Pink Lake 1
Keith Rymer	FCO / 1 <sup>st</sup> Lieutenant	(	0428 813 130	Pink Lake 2
Warwick Davies	FCO / Permit Issuing	(	0409 047 321	Pink Lake 3
Nigel Ratcliffe FCO / Permit Issuing		(	0476 644 355	Pink Lake 4
QUARRY ROAD BUSH FIRE	BRIGADE		(URBAN-RU	JRAL ZONE / WAERN: CH 187)
Laurie Palmer	FCO / Captain		0418 894 242	Quarry Rd 1
John Durdin	FCO / 1st Lieutenant / Permit Issuing		0427 951 467	Quarry Rd 2
	FCO / Permit Issuing			
lan Hartley	FCO / Permit Issuing		0427 086 251	Quarry Rd 3
Ian Hartley Ron Chambers	FCO / Permit Issuing DSFCO		0407 117 339	Quarry Rd 3 Urban Rural 2
,	DSFCO		0407 117 339	Quarry Rd 3 Urban Rural 2
Ron Chambers	DSFCO		0407 117 339	Quarry Rd 3
Ron Chambers SALMON GUMS BUSH FIRE	DSFCO BRIGADE	uing	0407 117 339 (NC	Quarry Rd 3 Urban Rural 2 DRTH ZONE / WAERN: CH 314)
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney	DSFCO  BRIGADE  FCO / Captain / Permit Issu	uing	0407 117 339 (NC 0428 785 118	Quarry Rd 3 Urban Rural 2 DRTH ZONE / WAERN: CH 314) Salmon Gums 1
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham	DSFCO  BRIGADE  FCO / Captain / Permit Issu  FCO / Permit Issuing	uing (	0407 117 339 (NC 0428 785 118 0428 785 013	Quarry Rd 3 Urban Rural 2 DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2
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Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing DSFCO / Permit Issuing FCO FCO / Permit Issuing	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing DSFCO / Permit Issuing FCO FCO / Permit Issuing FCO / Permit Issuing	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing DSFCO / Permit Issuing FCO FCO / Permit Issuing FCO / Permit Issuing	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA	DSFCO  BRIGADE  FCO / Captain / Permit Issu  FCO / Permit Issuing  DSFCO / Permit Issuing  FCO  FCO / Permit Issuing  FCO / Permit Issuing  FCO / Permit Issuing  FCO / Permit Issuing	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST-	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270)
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan	DSFCO  BRIGADE  FCO / Captain / Permit Issu  FCO / Permit Issuing  DSFCO / Permit Issuing  FCO  FCO / Permit Issuing  FCO / Permit Issuing  FCO / Permit Issuing  FCO / Permit Issuing  ADE  FCO / Captain / Permit Issuing  FCO / Permit Issuing	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1
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Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing FCO FCO / Permit Issuing FCO / Captain / Permit Issuing FCO / Lieutenant / Permit Issuing FCO / Lieutenant / Permit Issuing	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3 URAL ZONE / WAERN: CH 187)
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BR	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing FCO FCO / Permit Issuing FCO / Captain / Permit Issuing FCO / Lieutenant / Permit Issuing FCO / Lieutenant / Permit Issuing RIGADE  Captain	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6  EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing FCO FCO / Permit Issuing FCO / Captain / Permit Issuing FCO / Lieutenant / Permit Issuing FCO / Permit Issuing	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RU) 0403 545 136 0427 720 324	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6  EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott  Peter Rowe	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Permit Issuing FCO FCO / Permit Issuing FCO / Captain / Permit Issuing FCO / Lieutenant / Permit Issuing FCO / Lieutenant / Permit Issuing RIGADE  Captain	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6  EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1
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Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka	DSFCO  BRIGADE  FCO / Captain / Permit Issuing FCO / Captain / Permit Issuing FCO / Permit Issuing / FV	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3 JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1 CESM Esperance
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIG/  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BF  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka  Mel Ammon	DSFCO  BRIGADE  FCO / Captain / Permit Issuing  FCO / Captain / Permit Issuing  FCO / Lieutenant / Permit Issuing  FCO / Lieutenant / Permit Issuing  FCO / Permit Issuing / FV  CESM / FWO  Mgr Community Suppor	uing (	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3 JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1 CESM Esperance Shire Mobile
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka  Mel Ammon  ESPERANCE VOLUN	DSFCO  BRIGADE  FCO / Captain / Permit Issuing  FCO / Permit Issuing / FV  CESM / FWO  Mgr Community Support  TEER FIRE & RESCUE	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207 0418 954 051 0428 945 687	Quarry Rd 3 Urban Rural 2  PRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1  CESM Esperance Shire Mobile
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIG/  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIG/  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka  Mel Ammon  ESPERANCE VOLUN  Rory Close (Captain)	DSFCO  BRIGADE  FCO / Captain / Permit Issuing  FCO / Captain / Permit Issuing  FCO / Lieutenant / Permit Issuing  FCO / Lieutenant / Permit Issuing  FCO / Permit Issuing / FV  CESM / FWO  Mgr Community Suppor	uing (	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207 0418 954 051 0428 945 687	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6 EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3 JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1 CESM Esperance Shire Mobile
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka  Mel Ammon  ESPERANCE VOLUN  Rory Close (Captain)  SOE/BFB Satellite Phones	DSFCO  BRIGADE  FCO / Captain / Permit Issuing  FCO / Permit Issuing / FV  FOR / FWO  Mgr Community Support  TEER FIRE & RESCUE  0409 941 665	uing () uing () uing () uing () uing () visuing () visu	0407 117 339 (NC) 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207 0418 954 051 0428 945 687 IMENT OF FIRE 8 rsen 0427 0	Quarry Rd 3 Urban Rural 2  DRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6  EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1  CESM Esperance Shire Mobile EMERGENCY SERVICES DOZ 718 Great Southern 9
Ron Chambers  SALMON GUMS BUSH FIRE  Ross Doney  Rory Graham  Perrin Guest  Mark McCrea  Terry Antonio  Jason Allan  SCADDAN BUSH FIRE BRIGA  Dave Van den Burghe  Gavin Egan  Nigel Norwood  SIX MILE HILL BUSH FIRE BRIGA  Sean Brennan  Craig Scott  Peter Rowe  SHIRE OF ESPERANCE  Ash Peczka  Mel Ammon  ESPERANCE VOLUN  Rory Close (Captain)	DSFCO  BRIGADE  FCO / Captain / Permit Issuing  FCO / Permit Issuing / FV  CESM / FWO  Mgr Community Support  TEER FIRE & RESCUE	uing () uing () uing () suing () to () to () The control of the co	0407 117 339 (NC 0428 785 118 0428 785 013 0427 758 010 0429 698 196 0419 425 949 0458 999 790 (WEST- 0427 786 049 0428 767 068 0427 756 085 (URBAN-RI 0403 545 136 0427 720 324 0408 373 207 0418 954 051 0428 945 687	Quarry Rd 3 Urban Rural 2  PRTH ZONE / WAERN: CH 314) Salmon Gums 1 Salmon Gums 2 Salmon Gums 3 Salmon Gums 4 Salmon Gums 5 Salmon Gums 6  EAST ZONE / WAERN: CH 270) Scaddan 1 Scaddan 2 Scaddan 3  JRAL ZONE / WAERN: CH 187) Six Mile Hill 1 Six Mile Hill 2 Urban Rural 1  CESM Esperance Shire Mobile

## Sat Phone;

Mt Beaumont BFB - S: 0147142882

Esp LT1 (Scaddan) - S: 0147156025

Esp LT2 (Coomalbidgup) - S: 0147152434

Esp LT 4 (Condingup) - S: 0147159155



## **SHIRE OF ESPERANCE**

# FIRE HAZARD REDUCTION NOTICE 2023/2024



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

These are your legal requirements - Please read carefully and retain for future reference.

Pursuant to Section 33 of the *Bush Fires Act 1954*, this Notice sets out the actions that you must take to prepare your property for the fire season. As a measure for preventing the spread or extension of a bush fire which may occur, all owners and occupiers of the land within the Shire's district are required before <u>9 October 2023</u> to clear firebreaks or to take measures in accordance with this Notice and maintain those firebreaks and measures in accordance with this Notice up to and including the 31 March 2024.

#### **REQUEST FOR VARIATION**

Request for variation to this Notice is to be considered if any of the listed requirements to reduce your fire hazard is impractical on your property due to site specific topography, environmental sensitive area's and/or specific development conditions. Landowner/Occupiers can apply in writing to the Shire for a variation **before**24 September of each year for permission to provide firebreaks in alternative locations or take alternative measures to prevent the outbreak or spread of a bush fire. The Shire may approve variations for either a 1 year or a 3 year period. Variation forms can be found via the Shire website.

To view your requirements to prepare your property



#### **IMPORTANT DATES TO REMEMBER!**

ZONE	RESTRICTED BURNING	PROHIBITED BURNING	RESTRICTED BURNING
	PERIOD	PERIOD	PERIOD
RURAL ZONE Includes Fire Zones: West 1, West Coast 1, West 2, West Coast 2, North 1, North 2, East 2, East Coast 2, East 1 & East Coast 1	18 September -	13 November -	1 February -
	12 November 2023	31 January	31 March 2024
URBAN-RURAL ZONE Includes Fire Zone: Urban-Rural (Esperance town site & surrounding rural residential)	18 September -	13 November -	1 March -
	12 November 2023	29 February	30 April 2024

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

#### TOTAL FIRE BAN

A Total Fire Ban is declared by the Department of Fire and Emergency Services (DFES) on a days of extreme weather where a fire is most likely to spread rapidly or if there are already widespread fires and fire fighting resources are too stretched to fight any more. The lighting of open-air-fires or any other activity in the open air that is likely to cause a fire is banned.

#### Penalties:

Ignoring conditions of a Total Fire Ban, you may receive an infringement of \$1,000.00. WA Police, Shire Rangers, DBCA Rangers, DFES Staff and Fire Control Officers are permitted to enforce Total Fire Ban requirements.

#### What is and is not permitted during a Total Fire Ban:

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



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

#### PERMITS TO BURN





The new **FIRE DANGER RATING** system now means Fire Permits are automatically deemed invalid on the days of a **HIGH** Fire Danger Rating.



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

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

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

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



#### WORKS REQUIRED TO BE UNDERTAKEN - PLEASE READ CAREFULLY AND RETAIN FOR FUTURE REFERENCE

## 1. TOWN SITE: RESIDENTIAL, INDUSTRIAL & COMMERCIAL AREAS

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

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





#### 2. RURAL RESIDENTIAL & RURAL SMALLHOLDINGS:

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

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

#### RURAL AREAS

Applies to all land zoned as Rural, you must;

- a. Except for areas set aside for conservation purposes, all uncleared land must install and maintain a 4 metre wide and 5 metre vertical clearance low fuel zone\* immediately inside all external boundaries. Firebreaks are to provide unrestricted access to emergency service vehicles; and,
- b. Where the property is partially cleared, 4 metre wide and 5 metre vertical clearance low fuel zone\* are required where the uncleared land abuts the external boundary.

#### 4. REGULATED ACTIVITIES

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

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

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

Use the QR Code, to be referred to the Shire's "Bushfire" webpage for:

- More details, examples and definitions.
- Application for Variation to this Notice.
- Fire Zone, Fire Weather & Brigade Maps.
- Registration to the SMS service.



<u>14.</u>	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
  Nil
- 18. PUBLIC QUESTION TIME
- 19. CLOSURE