

14 SEPTEMBER 2023

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# 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 21 September 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 Gibson Football Club on 26 September 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 Meeting ☐

Special Meeting ☐

Name of Person Declaring an interest

Position

Date of Meeting

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

## INTEREST DISCLOSED

Item No

Item Title

Nature of Interest

Type of Interest

Financial ☐

Proximity ☐

Impartiality ☐

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Proximity ☐

Impartiality ☐

## DECLARATION

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

Signature

Date

# DISCLOSURE OF INTERESTS

## Notes for Your Guidance



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

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

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

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

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

### INTERESTS AFFECTING FINANCIAL INTEREST

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

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





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

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

### **INTERESTS AFFECTING IMPARTIALITY**

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

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

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

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

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

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

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**SHIRE OF ESPERANCE**

**AGENDA**

**ORDINARY COUNCIL MEETING  
TO BE HELD IN GIBSON FOOTBALL CLUB ON 26 SEPTEMBER 2023  
COMMENCING AT 4PM**

**1. OFFICIAL OPENING**

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

**.2. ATTENDANCE**

**Members**

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. DECLARATION OF MEMBERS INTERESTS**

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

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

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

**7. PUBLIC QUESTION TIME**

**8. PUBLIC ADDRESSES / DEPUTATIONS**

**9. PETITIONS**

Nil

**10. CONFIRMATION OF MINUTES**

That the Minutes of the Ordinary Council Meeting of the 22 August 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 (22)	Ordinary Council Meetings (22)	Special Council Meetings (7)	Annual Electors Meeting (2)
Cr Ian Mickel Shire President	22	22	7	2
Cr Ron Chambers Deputy Shire President	19	20	7	2
Cr Shayne Flanagan	20	22	6	2
Cr Jo-Anne O'Donnell	21	20	4	1
Cr Steve McMullen	16	20	6	2
Cr Jennifer Obourne	18	20	4	2
Cr Leonie de Haas	21	22	7	2
Cr Wes Graham	20	20	6	2
Cr Rob Horan	20	22	6	2

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

### **12.1 EXTERNAL SERVICES**

#### **Item: 12.1.1**

#### **Development Application - Child Care Premises - Lots 95 and 94 (31 and 33) Hood Way, Castletown**

<b>Author/s</b>	Peter Wilks	Coordinator Planning Services
<b>Authoriser/s</b>	Roy Greive	Director of External Services

**File Ref: D23/24168**

#### **Applicant:**

Edge Planning & Property on behalf of Karrinyup Lakes Pty Ltd

#### **Location/Address**

Lots 95 and 94 (31 and 33) Hood Way, Castletown



#### **Executive Summary**

That Council consider Development Application 10.2023.5316.1 for a Child Care Premises at Lots 95 and 94 (31 and 33) Hood Way, Castletown.

#### **Recommendation in Brief**

That Council approve Development Application 10.2023.5316.1 for a Child Care Premises at Lots 95 and 94 (31 and 33) Hood Way, Castletown subject to conditions.

#### **Background**

An application for development approval for a Child Care Premises at Lots 95 and 94 (31 and 33) Hood Way, Castletown was received by Planning Services on 28 July 2023.

Child Care Premises is an 'A' use in the Scheme, and has a mandatory advertising requirement. In accordance with Council Policy EXT-033 Local Planning Scheme No. 24 Advertising Requirements was advertised by letter to the adjoining landowners.

Advertising was undertaken between 31 July 2023 and 21 August 2023 with one (1) objection received.

### Officer's Comment

Lots 95 and 94 (31 and 33) Hood Way, Castletown are zoned Residential R30 with a lot size of 800 and 1098 square metres respectively.

Child Care Premises means premises where –

- (a) an education and care service as defined in the Education and Care Services National Law (Western Australia) section 5(1), other than a family day care service as defined in that section, is provided; or
- (b) a child care service as defined in the Child Care Services Act 2007 section 4 is provided;

The relevant objective of the Residential zone in this instance is to *provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Officers consider the proposed Child Care Premises to be compatible with the surrounding residential development so long as it is adequately managed and any conditions applied as part of an approval are adhered to. It is noted that the proposal is located directly across the road from Castletown Primary School which provides a similar service.

The objection received to the application is on the following planning grounds:

<b>Objection:</b>	<b>Planning Comment:</b>
My second objection is the strong likelihood of considerable noise, emanating from the activities at the Centre.	<p>Noted. It is acknowledged that there is a significant chance of noise being generated by the proposed use. Noise impact is likely to be greater than the nearby Castletown Primary School due to proximity.</p> <p>A condition has been included as part of the officer's recommendation for compliance with the <i>Environmental Protection (Noise) Regulations 1997</i>.</p>
My third objection is to the serious potential of unsafe traffic activity within the surrounding street area. Not the least of which, will be customers haphazardly parking on footpaths etc, during pick up and drop off times. These particular actions are already prevalent on school days when selected events are in progress. (e.g. Assembly days and the like). When these occur, I have cars parked on my footpath, blocking my access to my own driveway. This problem will be very much amplified by the additional considerable amount of traffic, generated by the proposed business.	<p>Noted. The proposed plans include provision of 21 car parking bays where 23 parking bays is the standard requirement with the applicant indicating that all carparking associated with the development will be contained to site.</p> <p>A traffic impact statement has also been included with the application.</p> <p>It is acknowledged that there is some likelihood of vehicles parking on the road verge and footpaths during pick up and drop off, and that such activities already occur as a result of proximity to Castletown Primary School. The proposed car parking may mitigate this to a degree.</p>

The objector also raised the following points, which while not on relevant planning grounds should be addressed.



<b>Objection:</b>	<b>Planning Comment:</b>
The two blocks of land in question, have been listed as “under offer” for quite some months. And then a few weeks back, listed as “Sold”. This would indicate to me that the potential business owners and the Shire of Esperance, had been in discussions for a very long time before the letter from the Shire was sent out. This indicates a severe disregard for existing Rate Payers such as myself.	<p>Noted. There has been little communication between the applicant and Planning Services in regards to this proposal beyond the standard due diligence checks by the applicant to determine if the proposed use could be considered on the properties.</p> <p>There is no requirement prior to an application for development approval being lodged with the Shire of Esperance for the Shire to undertake advertising or to send notifications to adjoining landowners regarding potential future development.</p>
My fourth objection is that a development such as the proposed Centre, will have a considerable downward pressure on my property value, and a negative effect on future sale potential.	Noted. Impact on property and/or land value is not a valid planning concern.

### **Consultation**

Advertising was undertaken between 31 July 2023 and 21 August 2023 with one (1) objection received.

### **Financial Implications**

Application fees totalling \$5,555.00 were received as part of this application.

### **Asset Management Implications**

The application was referred to Asset Management for comment due to concerns regarding increased traffic and car parking with Asset Management raising no objection to the proposal.

### **Statutory Implications**

Local Planning Scheme No. 24

Pursuant to s.211(1) of the *Planning and Development Act 2005*, a person aggrieved by the failure of a local government to enforce or implement effectively the observance of a local planning scheme may make representation to the Minister. If the Minister considers it appropriate to do so, representation may be referred to the State Administrative Tribunal for its report and recommendation. Following subsequent actions and recommendation by the SAT the Minister may order the local government to do all things considered necessary for enforcing the observance of the Scheme or any provisions of the Scheme. In this instance it is considered that the Scheme has been enforced effectively.

### **Policy Implications**

Council Policy EXT-033 Local Planning Scheme No. 24 Advertising Requirements

Council Policy EXE-027 Electoral Caretaker Period

### Electoral Caretaker Period Policy Statement

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

### **Strategic Implications**

#### Council Plan 2022 – 2032

##### *Built Environment*

New developments that enhance the existing built environment  
Encourage innovation and support new development

### **Environmental Considerations**

Nil

### **Attachments**

- A⇒. Plans and Documentation - *Under Separate Cover*
- B↓. Objection
- C↓. Applicants Response to Objection

### **Officer's Recommendation**

**That Council approve Development Application 10.2023.5316.1 for a Child Care Premises at Lots 95 and 94 (31 and 33) Hood Way, Castletown subject to the following conditions:**

1. **Development shall be carried out and fully implemented in accordance with the details indicated on the stamped approved plan(s) unless otherwise required or agreed in writing by the Shire of Esperance.**
2. **The land and buildings the subject of this approval shall be used for the purposes of Child Care Premises only and for no other purpose unless otherwise approved in accordance with the provisions of Local Planning Scheme No. 24 (refer attached definition as extracted from Schedule 1 – Definitions of LPS 24).**  
**means premises where –**
  - i. **an education and care service as defined in the Education and Care Services National Law (Western Australia) section 5(1), other than a family day care service as defined in that section, is provided; or**
  - ii. **a child care service as defined in the Child Care Services Act 2007 section 4 is provided;**
3. **The hours of operation are to be limited to between the hours of 6.30am and 6.00pm Monday to Friday unless otherwise approved by the Shire of Esperance.**
4. **Earthworks are to be in accordance with *Australian Standard 3798 Guidelines on Earthworks for Commercial and Residential Developments*.**
5. **Prior to works commencing a dust management plan must be submitted and approved by the Shire of Esperance. The Dust Management Plan must be in accordance with the Department of Environmental Protection Land development sites and impacts on air quality guideline.**
6. **The vehicle crossover is to be constructed, drained and sealed to the satisfaction and specifications of the Shire of Esperance – refer enclosed vehicle crossover application form.**
7. **A minimum of twenty one (21) car parking bays and any applicable accessible bays are to be provided on-site in accordance with the requirements of Australian Standard AS2890.1:2004 Parking Facilities – Off-street Car Parking, Australian Standard 2890.6 and the Building Code of Australia.**
8. **Prior to the commencement of the use, vehicle parking, manoeuvring and circulation areas shall be suitably constructed, sealed, drained, kerbed, marked**

(including disabled bays) and thereafter maintained to the satisfaction of the Shire of Esperance.

9. All car parking areas and access ways shall be maintained for their stated purpose at all times and shall not be used for display or general storage purposes.
10. No parking or display of vehicles and/or equipment shall occur within the road verge area at any time.
11. All delivery vehicles must be located entirely on the site during loading and unloading of goods associated with the use of the site.
12. All stormwater and drainage run off is to be retained on-site to the satisfaction of the Shire of Esperance. As part of any application for a Building Permit, plans for the management of stormwater are to be provided to show that the stormwater management systems are capable of containing all stormwater associated with a 1:100 year storm using a 72 Hr model.
13. Existing street tree(s) shall not be removed without the prior consent of the Shire of Esperance. Where removal is required for the purpose of crossovers, removal and/or relocation of the street tree(s) is at the expense of the applicant/landowner and is to be replaced with a tree similar in condition, size and species.
14. The existing infrastructure located within the road reserve shall be retained and protected during the construction process period with any damage to the infrastructure being repaired to the satisfaction of the Shire of Esperance at developer's expense.
15. The provision of all services, including augmentation of existing services, necessary as a consequence of any proposed development shall be at the cost of the developer and at no cost to the Shire of Esperance.
16. The approved development must be connected to a reticulated water supply provided by a licensed water provider.
17. Before the approved development is occupied, the property must be connected to the Water Corporation reticulated sewerage system.
18. The emission of noise, vibration, odour, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil, chemicals and/or any other type of emission that may potentially impact on environmental and/or public health are to be mitigated within the boundaries of the premise and must not impact on public health and/or cause nuisance to users or occupants of adjoining premises.
19. External lighting shall be designed, baffled and located so as to prevent any adverse effect on adjoining land to the specification and satisfaction of the Shire of Esperance.
20. All fencing shall be in accordance with the Shire of Esperance Fencing Local Law.
21. Signs shall be kept clean and maintained free of dilapidation at all times to the satisfaction of the Shire of Esperance.
22. A Section 70A Notification under the *Transfer of Land Act 1893 (as amended)* must be registered against the Certificate of Title to the land subject of the proposed development advising the owners and successors in title that:

*The subject land occasionally experiences considerable problems with nuisance and disease carrying mosquitoes. These mosquitoes are known*

***carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases occur in some years in this general locality.***

The Section 70A Notification is to be registered on the Certificate of Title prior to the commencement of use with all costs associated with preparing and lodging the Section 70A Notification on the Certificate of Title at the applicant's/owner's expense.

23. The works involved in the implementation of the development must not cause sand drift and/or dust nuisance. In the event that the Shire of Esperance is aware of, or is made aware of, the existence of a dust problem, measures such as installation of sprinklers, use of water tanks, mulching, or other land management systems as appropriate may be required to be installed or implemented.
24. A bin storage area shall be provided on-site and screened from public view to the satisfaction of the Shire of Esperance.
25. The proposed operations, during and after construction, are required to comply with the *Environmental Protection (Noise) Regulations 1997*.
26. Prior to commencement of use, appropriate footpaths and pedestrian accesses are to be installed in the road reserve to the satisfaction of Shire of Esperance (Asset Management Division) at the cost of the applicant.

And the following advice notes:

1. **THIS IS NOT A BUILDING PERMIT.** An application for a building permit is required to be submitted to and approved by the Shire of Esperance prior to any works commencing on-site.
2. The development is to comply with the National Construction Code, *Building Act 2011*, *Building Regulations 2012* and the *Local Government Act 1995*.
3. It is the responsibility of the applicant to ensure that building setbacks correspond with the legal description of the land. This may necessitate re-surveying and re-pegging the site. The Shire of Esperance will take no responsibility for incorrectly located buildings.
4. It is the responsibility of the developer to search the title of the property to ascertain the presence of any easements and/or restrictive covenants that may apply.
5. During construction stage, adjoining lots are not to be disturbed without the prior written consent of the affected owner(s).
6. The Department of Water and Environmental Regulation and Environment Regulation has prepared dust control guidelines for development sites, which outline the procedures for the preparation of dust management plans. Further information on the guidelines can be obtained from the Department of Water and Environmental Regulation and Environment Regulation's website [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au) under air quality publications.
7. The applicant is to liaise with service providers, such as Horizon Power and the Water Corporation in regards to installation of conductive materials and undertaking of construction works in proximity to network assets. Applicants are advised to contact Horizon Power's Esperance office and the Water Corporation to ascertain whether any of Horizon Power's or the Water Corporations restrictions affect their proposed development.

8. The developer is to liaise with Shire of Esperance (Statutory Compliance) to determine any requirement for additional approvals for any signage proposed to be erected on site.
9. In accordance with the provisions of the *Children and Community Services Act 2004*, an application for a child care centre licence/family day care licence {delete the one that is not applicable} must be submitted to, and approval granted by the Department for Communities prior to the commencement of the development.
10. This development approval does not remove or affect any statutory responsibility the owner may have under the *Child Care Services (Family Day Care) Regulations 2006* as amended. The owner is advised to contact the Department for Communities before commencing the development to ensure statutory responsibilities are met. Further information can be obtained from Department for Communities, which is responsible for licensing and monitoring child care services through its Child Care Licensing and Standards Unit, on (08) 6210 3333 or at [www.communities.wa.gov.au](http://www.communities.wa.gov.au).
11. The approved development is required to comply with the following legislation (as amended from time to time):
  - Health (Miscellaneous Provisions) Act 1911
  - Occupational Safety and Health Regulations 1996
  - Sewerage (Lighting, Ventilation & Construction) Regulations 1971
  - Environmental Protection (Noise) Regulations 1997
  - Food Act 2008 and Food Regulations 2009
  - Health Act (Laundries and Bathrooms) Regulations 1971
  - Health (Smoking in Enclosed Public Places) Regulations 1999
12. The development is defined as a “Food Business” under the *Food Act 2008*. The development must comply with the *Food Act 2008* and *Food Regulations 2009* and the *Australian New Zealand Food Standards Code*.
13. In accordance with the provisions of the *Food Act 2008* and *Food Regulations 2009* an application to register the food business hereby permitted must be submitted and approved by the Shire of Esperance prior to the commencement of operations.
14. PRIOR TO COMMENCEMENT OF DEVELOPMENT, an Application to Fit out of the food premises shall be submitted to and approved by Shire of Esperance. Application information required is to be in line with Shire of Esperance Food Premise Design, Construction & Fit-Out Guide.  
A final inspection of the premises will be required to be carried out by the Shire of Esperance prior to commencing operation.
15. The development subject of this development approval is required to comply with the Shire Esperance Health Local Laws 2009.

Voting Requirement

Simple Majority

18<sup>th</sup> August 2023

For Attention: The Chief Executive Officer

Via Email: Mr. Peter Wilks

Coordinator Planning Services

Esperance Shire.

Dear Sir / Madam

I have received a letter from the Esperance Shire, advising me of the proposed Child Minding Centre, to be located at 31 / 33 Hood Way Castletown. I own and live at 29 Hood Way, directly next door.

I wish to formally object to the proposed Child Minding Centre, on the following grounds.

- The two blocks of land in question, have been listed as “under offer” for quite some months. And then a few weeks back, listed as “Sold”. This would indicate to me that the potential business owners and the Shire of Esperance, had been in discussions for a very long time before the letter from the Shire was sent out. This indicates a severe disregard for existing Rate Payers such as myself.
- My second objection is the strong likelihood of considerable noise, emanating from the activities at the Centre.
- My third objection is to the serious potential of unsafe traffic activity within the surrounding street area. Not the least of which, will be customers haphazardly parking on footpaths etc, during pick up and drop off times. These particular actions are already prevalent on school days when selected events are in progress. (eg Assembly days and the like). When these occur, I have cars parked on my footpath, blocking my access to my own driveway. This problem will be very much amplified by the additional considerable amount of traffic, generated by the proposed business.
- My fourth objection is that a development such as the proposed Centre, will have a considerable downward pressure on my property value, and a negative effect on future sale potential.

I am a long time resident of Esperance, and my Dear Wife Gail is now buried here. She loved Esperance as so do I. I wish to see only the best for Esperance and our people. But I am concerned that this business, coupled with the existing Primary School, will make a beautiful suburb, a whole lot less attractive. I believe there are far better suited land areas available for such developments. I also believe that in the not too distant future, Esperance will be in need of prime blocks of land, such as Hood Way, for housing.

I thank you for your kind attention, and I agree to my details being used in a purpose as outlined in your letter.

Yours sincerely

[Redacted Signature]

29 Hood Way

Castletown 6450

Phone: [Redacted] //

Email: [Redacted]



Peter Wilks  
Coordinator Planning Services  
Shire of Esperance  
peter.wilks@esperance.wa.gov.au

Dear Peter

**Development Application - Child Care Premises - Lot 94 (No. 33) and Lot 95 (No. 31) Hood Way, Castletown**

**1. Introduction**

Thank you for the opportunity to review the one submission received on the above Development Application.

The purpose of this correspondence is to consider and address the key issues raised in the submission. I have responded to the objection under sub-headings. Background information is set out in the Planning Report which includes the Environmental Acoustic Assessment and the Traffic Impact Statement.

While I am not aware of the extent of consultation undertaken by the Shire, our client is encouraged that there is either broad acceptance or no objection to the child care premises from most adjoining and nearby landowners.

**2. Noise**

The submitter's concerns regarding noise are noted but refuted. The Environmental Acoustic Assessment, prepared by Herring Storer Acoustics, demonstrates the proposed child care premises are suitable for the site and that the development will not adversely impact the amenity of adjoining properties. The Environmental Acoustic Assessment concludes that assigned noise levels will comply with the *Environmental Protection (Noise) Regulations 1997*.

Operating hours of the premises are proposed between 6:30am to 6:00pm, Monday to Friday. Herring Storer Acoustics set out mitigating measures including boundary fencing and no use of the outdoor play area before 7.00am. Mitigating measures can be applied to the development by way of a suitably worded condition of development approval.



[www.edgeplanning.com.au](http://www.edgeplanning.com.au)

134 Hare Street, Mount Clarence, Albany, WA 6330  
T: 9842 2269 M: 0409 107 336 E: [steve@edgeplanning.com.au](mailto:steve@edgeplanning.com.au)  
ABN: 51 473 192 534

### 3. Traffic and car parking

The submitter's concerns regarding traffic and car parking are noted. Some of the matters are outside the scope of our client's proposal for child care premises and may be best taken up with the Castletown Primary School or the Department of Education.

The development plans show 21 car bays for parent drop-off/pick-up and staff (this includes one ACROD bay). All carparking associated with the development will be contained on the site. The development plans will enable vehicles to enter and leave the property in a forward gear which enhances safety.

The Development Application is supported by a Traffic Impact Statement from KCTT. KCTT conclude that the existing road network has sufficient capacity to accommodate the traffic generated by the child care premises.

Based on the maximum number of children and staff, the *Shire of Esperance Local Planning Scheme No. 24* requires a total of 23 car parking bays. The development provides a shortfall of 2 car parking bays. The Traffic Impact Statement sets out grounds which justify this modest shortfall based on wide ranging experience for comparable child care premises.

The child care operator can inform parents and guardians to ensure they park in designated child care premises car parking and not park within the road reserve.

### 4. Property values

It is highlighted that property values are not a planning consideration as set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*. Additionally, the submitter has not provided any evidence that there would be any reduction in the values of the surrounding properties.

### 5. Positive outcomes

As outlined in the Planning Report, approval and implementation of the Development Application will result in various beneficial economic and community outcomes.

### 6. Next steps

It would be appreciated if the Council could determine the Development Application. It is expected Councillors will be provided with the full Planning Report including the Environmental Acoustic Assessment and the Traffic Impact Statement.

Please contact me on 0409107336 or [steve@edgeplanning.com.au](mailto:steve@edgeplanning.com.au) should you have any questions, seek clarification or require additional information.

On behalf of our client, Edge Planning & Property trust the Shire administration and the Council will positively consider the Development Application.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Thompson', with a large, stylized loop at the end.

Steve Thompson  
**SENIOR PARTNER**

1 September 2023



## **12.2 ASSET MANAGEMENT**

### **Item: 12.2.1**

#### **RoadWise Council Invitation**

<b>Author/s</b>	Mathew Walker	Director Asset Management
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D23/25203**

#### **Applicant**

Internal

#### **Location/Address**

N/A

#### **Executive Summary**

For Council to consider the invite from WALGA to become a RoadWise Council.

#### **Recommendation in Brief**

That Council accept the invitation from WALGA to become a RoadWise Council.

#### **Background**

WALGA are transitioning their RoadWise program from providing general support across all Local Governments in WA to providing direct support for an initial 76 selected Local Governments to ensure that the support offered is not diluted and to be more effective in delivering road safety outcomes. Becoming a RoadWise Council, will provide the Shire access to a road safety resource for one week every three months.

WALGA has invited the Shire of Esperance to become a RoadWise Council because of our commitment to road safety, see attached letter. To accept the invitation, Council are required to pass a resolution to that affect. The Shire are also required to nominate a Councilor and an Officer to be the primary contacts. Council has already nominated a RoadWise Councillor, Cr Rob Horan, who is on the RoadWise Working Group, noting this will change after the Council Elections in October.

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

This is a great opportunity for the Shire to receive more support and resources in delivering road safety outcomes in line with the Council Plan Objective 10.2. Deliver an efficient and safe road network. It is recommended that Council accept this invitation.

#### **Consultation**

RoadWise Working Group

#### **Financial Implications**

Nil

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Nil

## **Policy Implications**

### Electoral Caretaker Period Policy Statement

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

## **Strategic Implications**

### Council Plan 2022 – 2032

*Place - Outcome 10. Safe, affordable, accessible and sustainable transport systems*

Objective 10.2. Deliver an efficient and safe road network

## **Environmental Considerations**

Nil

## **Attachments**

A<sub>1</sub>. Letter - Invitation to Register as RoadWise Council

## **Officer's Recommendation**

**That Council accept the invitation from WALGA to become a RoadWise Council.**

## **Voting Requirement**

Simple Majority



8 August 2023

Our Ref: 560335\NS:BB

Via email: [ceo@esperance.wa.gov.au](mailto:ceo@esperance.wa.gov.au)

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

Dear Mr Burge

I am pleased to invite the Shire of Esperance to become a RoadWise Council. This new initiative has been developed to encourage, motivate and support Local Governments to incorporate best practice road safety principles and policy across their business services to reduce the number of people killed and seriously injured on local roads.

By becoming a RoadWise Council you will:

- Demonstrate a commitment to improve road safety outcomes within your community using the resources available to you.
- Have access to the RoadWise Council logo for use on Shire of Esperance promotional communications or infrastructure.
- Gain priority access to WALGA's road safety services and products.
- Be eligible for formal recognition for road safety management and actions, including support in benchmarking and monitoring progress of road safety outcomes through the RoadWise Recognised initiative.

To register as a RoadWise Council please complete the following steps:

1. Obtain a Council resolution in support of becoming a RoadWise Council OR provide a declaration signed by the Chief Executive Officer and the Mayor/Shire President.
2. Nominate at least two personnel (Officers and/or Elected Members) to be the primary point of contact for road safety matters.

We welcome your registration by submitting the attached form, together with supporting documentation, to [roadwise@walga.asn.au](mailto:roadwise@walga.asn.au).

If you require further information or assistance, including sample resolution or declaration wording, please contact your assigned Road Safety Advisor, Michelle Blackhurst, phone [REDACTED], or email [REDACTED].

Yours sincerely

**Nick Sloan**  
Chief Executive Officer

*Enclosure*



## **12.3 CORPORATE & COMMUNITY SERVICES**

### **Item: 12.3.1**

#### **Prioritisation of CSRFF Grant Applications**

<b>Author/s</b>	Shane Tobin	Community Development & Events Coordinator
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate & Community Services

**File Ref: D23/22591**

#### **Applicant**

Internal Report

#### **Location/Address**

N/A

#### **Executive Summary**

The Community Sporting and Recreation Facilities Fund (CSRFF) exemplifies the Western Australian Government's commitment to the development of sustainable infrastructure for sport and recreation across the State. To assist the Department of Local Government, Sport and Cultural Industries (DLGSCI), Council is required to endorse and prioritise applications for both the Annual and Forward Planning Grants Rounds, to enable submission to DLGSCI.

This round there is only one application to be considered: Esperance Hockey Association – Facility Redevelopment (Synthetic Turf and Lighting Project) application (see attached A) to the CSRFF Annual and Forward Planning Grants round for the Development Bonus amount of \$1,212,040 (ex GST).

#### **Recommendation in Brief**

*That Council:*

1. *Endorses the CSRFF Annual and Forward Planning Grant application*
  - a) *From the Esperance Hockey Association – Facility Redevelopment (Synthetic Turf and Lighting Project) for the Development Bonus amount of \$1,212,040 amount TBC (ex GST).*
2. *Prioritises the applications as follows*
  - a) *Esperance Hockey Association*

#### **Background**

The Department of Local Government, Sport and Cultural Industries, through the CSRFF, provide financial assistance to community groups and local governments to develop infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increasing physical activity through well planned facilities. The 2024/25 funding round has \$20 million available for allocation.

This application relates to the DLGSCI Annual and Forward Planning Grants category: Annual and Forward Planning Grants Round (which opened on 1<sup>st</sup> June 2023). This grant program targets projects over \$500,000. Grants given in this category can be claimed up to three financial years following the date of approval, depending on the requirements and approved details of the project.

Applications were required to be completed with all supporting documentation and submitted to the Shire by the end of August 2023 for presentation to Council at the September 2023 Council Meeting. Applications are then forwarded to the Department of Local Government, Sport and Cultural Industries Office by the local government by 4pm 30<sup>th</sup> September 2023. Applicants are notified of the outcome around late December 2023 or early January 2024.

Applications must be endorsed by Council, prioritised and submitted to the Department of Local Government, Sport and Cultural Industries by the advertised closure dates.

### **Officer's Comment**

There is only one application for this round of CSRFF Forward Planning Grants. The application process requires the applicable Local Government to prioritise the application from within the local area. Following review by officer's this application is believed to be worthy of support as it is believed a synthetic playing surface is well overdue for a town our size. All State, International and even Regional Carnivals are played on synthetic surfaces. The synthetic playing surface will modernise the competition to be in-line with the rest of the State. It will also improve the development pathway for all junior and senior members.

As this is the only CSRFF Forward Planning application received for 2023/24, it is recommended the Esperance Hockey Association – Facility Redevelopment (Synthetic Turf and Lighting Project) is ranked as priority (1).

### **Consultation**

Applicants have liaised with Shire Officers and with the DLGSCI and Goldfields Regional Manager as is required under the grant application process.

The applications have been reviewed by the Community Development & Events Manager and the Director Asset Management.

### **Financial Implications**

Financial implications for the Esperance Hockey Association will be dealt with as part of the 2023/24 Community Grants Program which is due to open in February or March 2024.

### **Asset Management Implications**

Management of any new infrastructure will be the responsibility of Esperance Hockey Association.

### **Statutory Implications**

Nil

### **Policy Implications**

#### Electoral Caretaker Period Policy Statement

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

### **Strategic Implications**

#### Council Plan 2022 – 2032

#### *Community Connection*

A variety of accessible sport and recreation opportunities and activities

Develop and promote active and passive sport and recreation opportunities for all ages and abilities

### **Environmental Considerations**

Nil

**Attachments**

A⇒. CSRFF Application - Esperance Hockey Association - *Under Separate Cover*

**Officer's Recommendation**

**That Council:**

1. **Endorses the CSRFF Annual and Forward Planning Grant application**
  - a) **from the Esperance Hockey Association – Facility Redevelopment (Synthetic Turf and Lighting Project) for the Development Bonus amount of \$1,212,040 (ex GST).**
2. **Prioritising the application as follows**
  - a) **Esperance Hockey Association**

**Voting Requirement**

Simple Majority

**Item: 12.3.2**

**Financial Services Report - September 2023**

<b>Author/s</b>	Beth O'Callaghan	Manager Financial Services
<b>Authorisor/s</b>	Felicity Baxter	Director Corporate & Community Services

**File Ref: D23/24275**

**Policy Implications**

Electoral Caretaker Period Policy Statement

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

**Attachments**

A<sup>1</sup>. Monthly Financial Services Report - August 2023

**Officer's Recommendation**

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

<b>Voting Requirement</b>	Simple Majority
---------------------------	-----------------



## **SHIRE OF ESPERANCE**

# **MONTHLY FINANCIAL MANAGEMENT REPORTS**

(Incorporating Statement of Financial Activity)

## **AUGUST 2023**

### **CORPORATE & COMMUNITY SERVICES**





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Compilation Report

MANAGER FINANCIAL SERVICES  
COMPILATION REPORT

MEETING DATE	: 26 <sup>th</sup> September 2023
ACCOUNTING PERIOD	: The period ended 31 <sup>st</sup> August 2023
COMPILATION DATE	: 13 <sup>th</sup> September 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 31 August of \$37,667,890.

**Rates Collected**

Rates collected at the end of August were 21.26% this is presented on page 17.

Rates due date is 27 September for 1<sup>st</sup> instalment or full payment.

**2022/2023 Financial Year**

Our auditors from Moore Australia will be attending Shire of Esperance from 11-14 September.

The final audit will review the last 3 months of transactions, end of financial year reconciliations and draft financial statements.

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 August is \$37,667,890. 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 \$18,700,290 and this is shown on page 7. Reserve balance is \$31,264,796.

Tamsen Kirby  
Assistant Accountant

**STATEMENT OF FINANCIAL ACTIVITY**  
**BY REPORTING PROGRAM**

For the Period Ended 1 August to 31 August 2023



DESCRIPTION	2022/2023 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
<b>Operating</b>					
<b>Income</b>					
03 - General Purpose Funding	(34,315,882)	(32,892,063)	(33,049,646)	(157,583)	100%
04 - Governance	(338,424)	(7,428)	(9,803)	(2,375)	132%
05 - Law, Order & Public Safety	(1,276,919)	(466,888)	(275,334)	191,554	59%
07 - Health	(65,850)	(10,974)	(9,636)	1,338	88%
08 - Education & Welfare	(6,255,724)	(958,214)	(1,793,801)	(835,587)	187%
10 - Community Amenities	(6,187,406)	(3,884,920)	(3,976,823)	(91,903)	102%
11 - Recreation & Culture	(2,768,106)	(414,967)	(395,022)	19,945	95%
12 - Transport	(1,954,544)	(181,668)	(109,840)	71,828	60%
13 - Economic Services	(907,493)	(349,947)	(272,146)	77,801	78%
14 - Other Property & Services	(1,081,600)	(61,648)	(71,047)	(9,399)	115%
<b>Income Total</b>	<b>(55,151,948)</b>	<b>(39,228,717)</b>	<b>(39,963,098)</b>	<b>(734,381)</b>	
<b>Expense</b>					
03 - General Purpose Funding	608,183	57,468	54,454	(3,014)	95%
04 - Governance	2,660,375	305,492	370,673	65,181	121%
05 - Law, Order & Public Safety	2,896,773	413,958	364,863	(49,095)	88%
07 - Health	487,160	80,400	90,955	10,555	113%
08 - Education & Welfare	6,673,770	951,850	740,949	(210,901)	78%
10 - Community Amenities	7,416,752	1,032,991	883,384	(149,607)	86%
11 - Recreation & Culture	15,698,906	1,828,958	1,870,424	41,466	102%
12 - Transport	26,516,952	1,271,148	1,337,922	66,774	105%
13 - Economic Services	2,217,193	219,754	312,002	92,248	142%
14 - Other Property & Services	1,229,093	(72,799)	242,916	315,715	-334%
<b>Expense Total</b>	<b>66,405,157</b>	<b>6,089,220</b>	<b>6,268,544</b>	<b>179,324</b>	
<b>Operating Total</b>	<b>11,253,209</b>	<b>(33,139,497)</b>	<b>(33,694,554)</b>	<b>(555,057)</b>	
<b>Capital</b>					
<b>Income</b>					
04 - Governance	(232,438)	0	0	0	0%
05 - Law, Order & Public Safety	(1,228,252)	(24,252)	(24,252)	0	100%
07 - Health	(15,000)	0	0	0	0%
08 - Education & Welfare	(693,488)	(195,146)	0	195,146	0%
10 - Community Amenities	(3,809,815)	0	0	0	0%
11 - Recreation & Culture	(8,266,771)	(2,322,246)	(320,015)	2,002,231	14%
12 - Transport	(17,117,995)	(1,955,727)	(1,371,250)	584,477	70%
13 - Economic Services	(125,000)	0	0	0	0%
14 - Other Property & Services	(9,118,079)	(87,500)	(242,039)	(154,539)	277%
<b>Income Total</b>	<b>(40,606,838)</b>	<b>(4,584,871)</b>	<b>(1,957,556)</b>	<b>2,627,315</b>	
<b>Expense</b>					
04 - Governance	381,136	12,856	2,062	(10,794)	16%
05 - Law, Order & Public Safety	1,724,448	5,458	0	(5,458)	0%
07 - Health	45,000	0	0	0	0%
08 - Education & Welfare	763,488	90,580	0	(90,580)	0%
10 - Community Amenities	3,744,622	90,278	121,445	31,167	135%
11 - Recreation & Culture	9,604,018	833,823	286,125	(547,698)	34%
12 - Transport	30,785,496	4,442,865	1,487,958	(2,954,907)	33%
14 - Other Property & Services	8,142,892	1,295,510	25,305	(1,270,205)	2%
15 - Funds Transfer	3,365,739	20,372	137,875	117,503	677%
<b>Expense Total</b>	<b>58,556,839</b>	<b>6,791,742</b>	<b>2,060,770</b>	<b>(4,730,972)</b>	
<b>Capital Total</b>	<b>17,950,001</b>	<b>2,206,871</b>	<b>103,214</b>	<b>(2,103,657)</b>	
<b>Grand Total</b>	<b>29,203,210</b>	<b>(30,932,626)</b>	<b>(33,591,340)</b>	<b>(2,658,714)</b>	
Depreciation	25,435,663	0	0		
Loss on Asset Disposals	130,124	0	0		
Profit on Asset Disposals	(672,538)	0	0		
Depreciation	(25,435,663)	0	0		
Loss on Asset Disposals	(130,124)	0	0		
Profit on Asset Disposals	672,538	0	0		
Provisions and Accrual	(212,700)	0	0		
Movement of Non-Current Receivable	0	0	(1,289)		
Less; Surplus (Deficit) B/Fwd	4,075,261	4,075,261	4,075,261		
<b>(Surplus)/Deficit</b>	<b>22,000</b>	<b>(35,007,887)</b>	<b>(37,667,890)</b>		

**STATEMENT OF FINANCIAL ACTIVITY**

**BY NATURE or TYPE**

**For the Period Ended 1 August to 31 August 2023**



DESCRIPTION	2022/2023 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
<b>Operating Income</b>					
Fees & Charges	(10,129,753)	(4,547,140)	(4,634,319)	(87,179)	102%
Interest Earnings	(1,355,000)	(44,931)	(151,401)	(106,470)	337%
Operating Grants & Subsidies	(6,321,262)	(903,909)	(1,818,641)	(914,732)	201%
Profit on Asset Disposals	(672,538)	0	0	0	0%
Rates	(25,336,630)	(25,236,630)	(25,204,293)	32,337	100%
Reimbursements	(757,894)	(48,004)	(65,318)	(17,314)	136%
Contributions & Donations Operating	(1,508,390)	(553,979)	(195,003)	358,976	35%
Reserve Transfers into Muni	(9,070,481)	(7,894,124)	(7,894,124)	0	100%
<b>Income Total</b>	<b>(55,151,948)</b>	<b>(39,228,717)</b>	<b>(39,963,098)</b>	<b>(734,381)</b>	
<b>Expense</b>					
Allocations	(890,693)	(332,611)	(207,824)	124,787	62%
Depreciation	25,435,663	0	0	0	0%
Insurance	949,260	525,578	434,872	(90,706)	83%
Interest Expense	87,674	10,550	1,002	(9,548)	9%
Loss on Asset Disposals	130,124	0	0	0	0%
Material & Contracts	16,959,709	2,418,859	2,038,705	(380,154)	84%
Other Expenditure	1,028,890	162,149	13,100	(149,049)	8%
Utility Charges	1,293,221	214,346	203,255	(11,091)	95%
Employment Expenses	21,411,309	3,090,349	3,785,434	695,085	122%
<b>Expense Total</b>	<b>66,405,157</b>	<b>6,089,220</b>	<b>6,268,544</b>	<b>179,324</b>	
<b>Operating Total</b>	<b>11,253,209</b>	<b>(33,139,497)</b>	<b>(33,694,554)</b>	<b>(555,057)</b>	
<b>Capital Income</b>					
Non-Operating Grants & Subsidies	(25,065,202)	(4,223,119)	(1,391,180)	2,831,939	33%
Proceeds from Disposals	(1,923,262)	(87,500)	(263,857)	(176,357)	302%
Proceeds from New Debentures	(2,500,000)	0	0	0	0%
Reserve Transfers into Muni	(10,927,638)	0	0	0	0%
Self Supporting Loan Principle Received	(190,736)	0	(28,267)	(28,267)	0%
<b>Income Total</b>	<b>(40,606,838)</b>	<b>(4,310,619)</b>	<b>(1,683,304)</b>	<b>2,627,315</b>	
<b>Expense</b>					
Material & Contracts	44,235,022	5,429,507	1,151,372	(4,278,135)	21%
Purchase of Assets	4,840,876	343,334	122,968	(220,366)	36%
Repayment of Debentures	245,549	20,261	20,262	1	100%
Reserve Transfers from Muni	3,365,739	20,372	137,875	117,503	677%
Employment Expenses	5,869,653	978,268	628,293	(349,975)	64%
<b>Expense Total</b>	<b>58,556,839</b>	<b>6,791,742</b>	<b>2,060,770</b>	<b>(4,730,972)</b>	
<b>Capital Total</b>	<b>17,950,001</b>	<b>2,206,871</b>	<b>103,214</b>	<b>(2,103,657)</b>	
<b>Grand Total</b>	<b>29,203,210</b>	<b>(30,932,626)</b>	<b>(33,591,340)</b>	<b>(2,658,714)</b>	
Depreciation	(25,435,663)	0	0		
Loss on Asset Disposals	(130,124)	0	0		
Profit on Asset Disposals	672,538	0	0		
Provisions and Accrual	(212,700)	0	0		
Movement of Non-Current Receivable	0	0	(1,289)		
Less; Surplus (Deficit) B/Fwd	4,075,261	4,075,261	4,075,261		
<b>(Surplus)/Deficit</b>	<b>22,000</b>	<b>(35,007,887)</b>	<b>(37,667,890)</b>		

**SHIRE OF ESPERANCE  
MUNICIPAL FUND  
Income Statement  
Month Ending 31 August 2023**



	<b>2023-24 BUDGET \$</b>	<b>2023-24 ACTUALS \$</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Operating Revenue</b>				
Fees & Charges	(10,129,753)	(4,634,319)	(5,495,434)	45.7%
Interest Earnings	(1,355,000)	(151,401)	(1,203,599)	11.2%
Non-Operating Grants & Subsidies	(25,065,202)	(1,391,180)	(23,674,022)	5.6%
Operating Grants & Subsidies	(6,321,262)	(1,818,641)	(4,502,621)	28.8%
Profit on Asset Disposals	(672,538)	0	(672,538)	0.0%
Rates	(25,336,630)	(25,204,293)	(132,337)	99.5%
Reimbursements	(757,894)	(65,318)	(692,576)	8.6%
Contributions & Donations Operating	(1,508,390)	(195,003)	(1,313,387)	12.9%
<b>Operating Revenue Total</b>	<b>(71,146,669)</b>	<b>(33,460,154)</b>	<b>(37,686,515)</b>	
<b>Operating Expense</b>				
Allocations	(890,693)	(207,824)	(682,869)	23.3%
Depreciation	25,435,663	0	25,435,663	0.0%
Insurance	949,260	434,872	514,388	45.8%
Interest Expense	87,674	1,002	86,672	1.1%
Loss on Asset Disposals	130,124	0	130,124	0.0%
Material & Contracts	16,959,709	2,038,705	14,921,004	12.0%
Other Expenditure	1,028,890	13,100	1,015,790	1.3%
Utility Charges	1,293,221	203,255	1,089,966	15.7%
Employment Expenses	21,411,309	3,785,434	17,625,875	17.7%
<b>Operating Expense Total</b>	<b>66,405,157</b>	<b>6,268,544</b>	<b>60,136,613</b>	
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>				
<b>(SURPLUS)/DEFICIT</b>	<b>(4,741,512)</b>	<b>(27,191,610)</b>	<b>22,450,098</b>	

**SHIRE OF ESPERANCE  
MUNICIPAL FUND**  
**Statement of Financial Position**  
**Month Ending 31 August 2023**  
**Compared to 30th June 2023**



	31/08/2023	30/06/2023
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents	49,965,086	47,438,125
Trade and Other Receivables	25,950,597	3,016,069
Inventories	1,580,367	1,609,486
<b>Current Assets Total</b>	<b>77,496,049</b>	<b>52,063,680</b>
<b>Current Liabilities</b>		
Trade and Other Payables	(1,922,375)	(2,479,097)
Current Portion of Long Term Borrowings	(225,287)	(245,549)
Provisions	(3,733,245)	(3,733,245)
Other	(3,833,672)	(3,378,442)
<b>Current Liabilities Total</b>	<b>(9,714,579)</b>	<b>(9,836,333)</b>
<b>Non Current Assets</b>		
Other Receivables	1,637,925	1,639,214
Inventories- Non Current	2,830,744	2,830,744
Property, Plant and Equipment	103,616,772	103,676,264
Infrastructure	592,675,078	590,976,810
<b>Non Current Assets Total</b>	<b>700,760,519</b>	<b>699,123,032</b>
<b>Non Current Liabilities</b>		
Long Term Borrowings	(2,016,175)	(2,016,175)
Provisions- Non Current	(6,371,995)	(6,371,995)
<b>Non Current Liabilities Total</b>	<b>(8,388,170)</b>	<b>(8,388,170)</b>
<b>Net Assets</b>	<b>760,153,819</b>	<b>732,962,209</b>
<b>Equity</b>		
Reserves- Cash Backed	(31,076,769)	(39,107,270)
Revaluation Surplus	(379,775,625)	(379,775,625)
Retained Surplus	(349,301,424)	(314,079,314)
<b>Equity Total</b>	<b>(760,153,819)</b>	<b>(732,962,209)</b>

## SHIRE OF ESPERANCE

### COMPOSITION OF NET CURRENT FUNDING POSITION



Month Ending 31 August 2023

	31/08/2023	30/06/2023
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents	18,700,290	8,140,118
Trade and Other Receivables	25,874,615	2,914,531
Inventories	595,013	624,132
<b>Current Assets Total</b>	<b>45,169,918</b>	<b>11,678,781</b>
<b>Current Liabilities</b>		
Trade and Other Payables	(5,190,493)	(5,747,215)
Current Portion of Long Term Borrowings	(8,784)	(8,784)
Provisions	(1,847,521)	(1,847,521)
Other	(455,230)	0
<b>Current Liabilities Total</b>	<b>(7,502,028)</b>	<b>(7,603,520)</b>
<b>Total</b>	<b>37,667,890</b>	<b>4,075,261</b>



**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 August 2023**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Operating Income</b>						
03 - General Purpose Funding	(32,892,063)	(33,049,646)	(157,583)	100%	↑	Timing difference with the receipt of quarterly FAGs income. Interest earnings higher than budget.
04 - Governance	(7,428)	(9,803)	(2,375)	132%	↑	Unbudgeted receipt of LGIS membership credit for 2023/24.
05 - Law, Order & Public Safety	(466,888)	(275,334)	191,554	59%	↓	Budgeted grants & contributions not received.
07 - Health	(10,974)	(9,636)	1,338	88%	↓	Health permit income is less than budgeted.
08 - Education & Welfare	(958,214)	(1,793,801)	(835,587)	187%	↑	Timing difference with the receipt of grant & subsidy income for homecare.
12 - Transport	(181,668)	(109,840)	71,828	60%	↓	Airport landing fees income was less than budget, this is offset by increased income received from Air BP refuelling. Transport licensing commission timing difference.
13 - Economic Services	(349,947)	(272,146)	77,801	78%	↓	Caravan park lease payment not received yet. Grant income for wild dogs not received.
14 - Other Property & Services	(61,648)	(71,047)	(9,399)	115%	↑	Increased private works invoicing YTD.

**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 August 2023**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Expense</b>						
04 - Governance	305,492	370,673	65,181	121%	↑	Annual renewal of software licenses, GVROC & WALGA memberships are ahead of budget. This is offset by insurance less than budget YTD.
05 - Law, Order & Public Safety	413,958	364,863	(49,095)	88%	↓	Fire mitigation works are to commence.
07 - Health	80,400	90,955	10,555	113%	↑	Termination payment to departing health officer.
08 - Education & Welfare	951,850	740,949	(210,901)	78%	↓	Work has not commenced on fire hydrant. Various EHC program expenses are under budget.
10 - Community Amenities	1,032,991	883,384	(149,607)	86%	↓	Timing difference with Wylie Bay waste projects.
13 - Economic Services	219,754	312,002	92,248	142%	↑	Wild dog control contractor expenses are less than budget.
14 - Other Property & Services	(72,799)	242,916	315,715	-334%	↑	Timing difference with some of the overhead recovery. Rates have recently been changed so this area of the budget will be monitored.

**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 August 2023**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Capital Income</b>						
08 - Education & Welfare	(195,146)	0	195,146	0%	↓	LRCI funding for Homecare improvements not received.
11 - Recreation & Culture	(2,322,246)	(320,015)	2,002,231	14%	↓	Sand backpass pipeline grant not received.
12 - Transport	(1,955,727)	(1,371,250)	584,477	70%	↓	Roads to Recovery grant not received.
14 - Other Property & Services	(87,500)	(242,039)	(154,539)	277%	↑	Sale of SLIP lots ahead of budget.

**VARIANCES**  
**BY REPORTING PROGRAM**



**For The Period Ended 31 August 2023**  
Material Variances as per the Statement of Financial Activity:

DESCRIPTION	YTD Budget (B)	YTD Actuals (C)	Variance			Variance explanations (Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031)
			Amount \$ (C-B)	% (C/B)		
<b>Expense</b>						
04 - Governance	12,856	2,062	(10,794)	16%	↓	Work on CCTV stage 2 & 4 timing difference
08 - Education & Welfare	90,580	0	(90,580)	0%	↓	EHC building & infrastructure projects are behind budget.
10 - Community Amenities	90,278	121,445	31,167	135%	↑	Coomalbidgup recycling container & Myrup waste transfer station ahead of budget. This is offset by LRCI Youth Precinct Toilet which has only just commenced.
11 - Recreation & Culture	833,823	286,125	(547,698)	34%	↓	Work is continuing on Sand Back Pass Pipe Line project although a little behind budget timing
12 - Transport	4,442,865	1,487,958	(2,954,907)	33%	↓	Road & Street expenditure is behind budget YTD.
14 - Other Property & Services	1,295,510	25,305	(1,270,205)	2%	↓	Flinders development work is continuing. Purchase of U2/14 Treasure Rd is still to settle.
15 - Funds Transfer	20,372	137,875	117,503	677%	↑	Reserve transfers are ahead of budget due to interest received on investments.

**Shire of Esperance  
For the Period Ended 31 August 2023**

**BUDGET AMENDMENTS**

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

<b>Account #</b>	<b>Description</b>	<b>Council Ref</b>	<b>Net Change</b>	<b>Amended Budget Running Balance</b>
	2023/24 Budget Estimated (Surplus)/Deficit			22,000
W4311	Unit Construction	O0823-158	1,600,000	1,622,000
01-7490-955-902	Land Development Reserve	O0823-158	(1,600,000)	22,000
W3913	Condingup Fire Brigade Shed	O0823-166	310,000	332,000
01-8100-150-763	Fire Prevention - Capital Grants	O0823-166	(310,000)	22,000
<b>Amended Budget as per Council Resolution (1)</b>				<b>22,000</b>

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

**Shire of Esperance  
For the Period Ended 31 August 2023**

**RECEIVABLES STATUS**

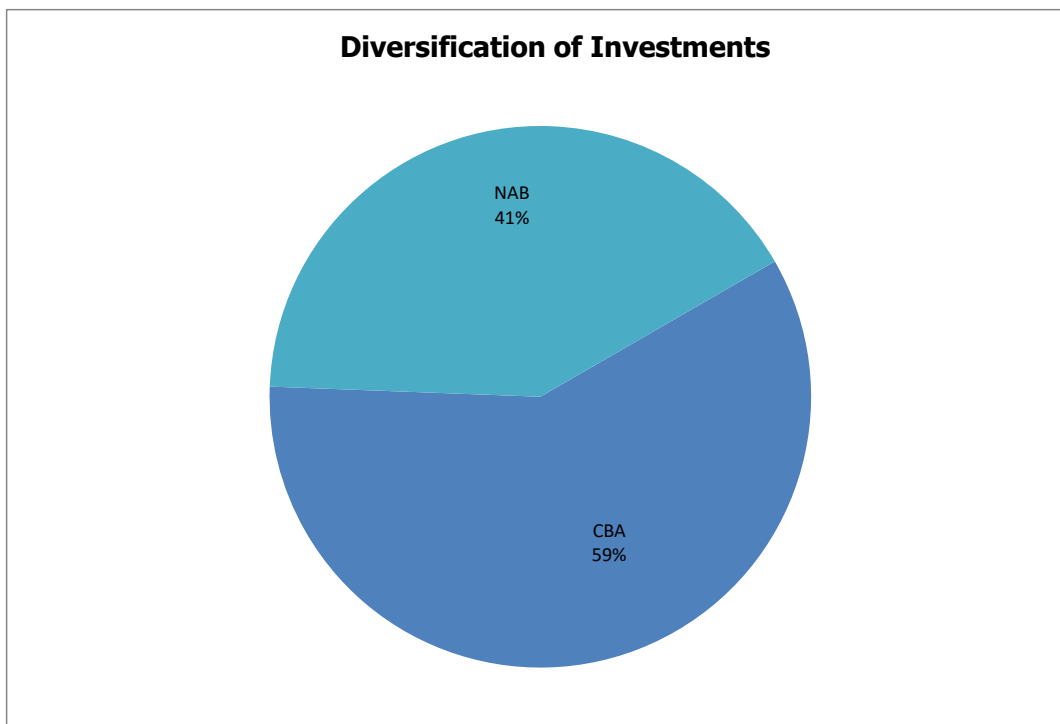
	Current	ATO	30 Days	60 Days	90 Days	90+Days	Total
<b>General Receivables</b>	827,265	0	35,752	226,153	4,021	12,419	1,105,610
<b>Category</b>							
Government Grants							\$0 <b>A</b>
Contributions & Reimbursements							\$707 <b>B</b>
Loan Repayments							\$0 <b>C</b>
Fees and Charges							\$11,712 <b>D</b>
Private Works							\$0 <b>E</b>
Proceeds Sale of Assets							\$0 <b>F</b>
							<b>\$12,419</b>

Amounts shown above include GST (where applicable)

**90+Days Represented by:**

<b>A</b>	<i>Government Grants:</i>		
		\$0	
	<b>Total (A)</b>	<b>\$0</b>	
<b>B</b>	<i>Contributions &amp; Reimbursements:</i>		
		\$166	Electricity reimbursement
		\$479	Workers comp reimbursements
		\$62	Staff payroll reimbursements
	<b>Total (B)</b>	<b>\$707</b>	
<b>C</b>	<i>Loan Repayments:</i>		
		\$0	
	<b>Total (C)</b>	<b>\$0</b>	
<b>D</b>	<i>Fees &amp; Charges:</i>		
		\$2,682	Museum Village charges
		\$110	Visitors Centre charges
		\$581	BOILC fees
		\$1,358	Animal surrender & poundage fees
		\$645	Vehicle impound fees
		\$6,336	Wylie Bay Waste charges
	<b>Total (D)</b>	<b>\$11,712</b>	
<b>E</b>	<i>Private Works:</i>		
		\$0	
	<b>Total (E)</b>	<b>\$0</b>	
<b>F</b>	<i>Proceeds Sale of Assets:</i>		
		\$0	
	<b>Total (F)</b>	<b>\$0</b>	

## Cash Investments as at 31 August 2023

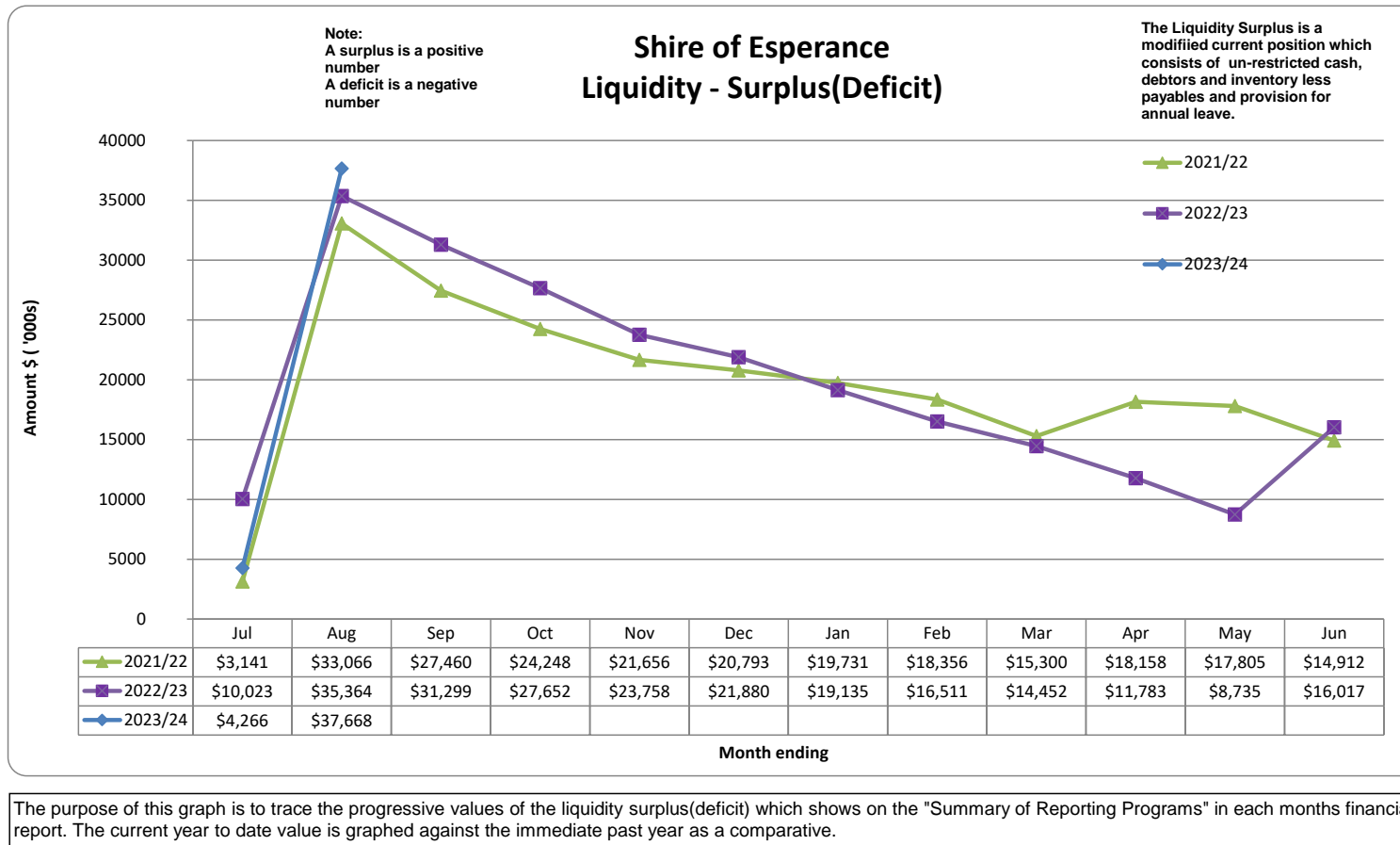


Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	4.90%	90	27-Nov-23	Term Deposit - Reserve
CBA	\$ 4,000,000	4.97%	120	27-Dec-23	Term Deposit - Reserve
NAB	\$ 4,000,000	5.10%	152	08-Jan-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.00%	153	29-Jan-24	Term Deposit - Reserve
CBA	\$ 4,000,000	5.25%	180	26-Feb-24	Term Deposit - Reserve
NAB	\$ 4,000,000	5.20%	210	06-Mar-24	Term Deposit - Reserve
CBA	\$ 4,000,000	5.32%	240	26-Apr-24	Term Deposit - Reserve
NAB	\$ 3,000,000	4.95%	120	14-Dec-23	Term Deposit - Muni
CBA	\$ 12,190,742	4.15%	N/A	N/A	Business Online Saver - Muni
CBA	\$ -	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 3,073,380	4.15%	N/A	N/A	Business Online Saver - Reserve
CBA	\$ 1,808	0.25%	N/A	N/A	Cash Deposit A/C - Reserve
	<b>\$ 46,265,929</b>				

### Investment Interest Earnings

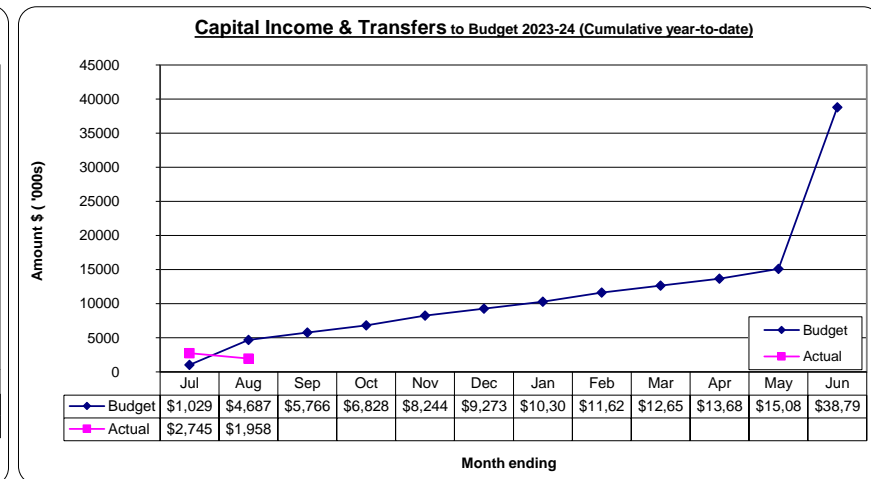
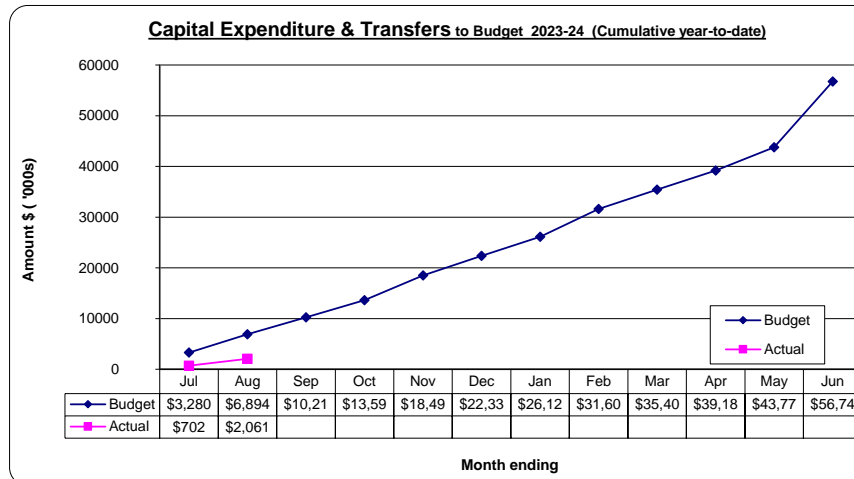
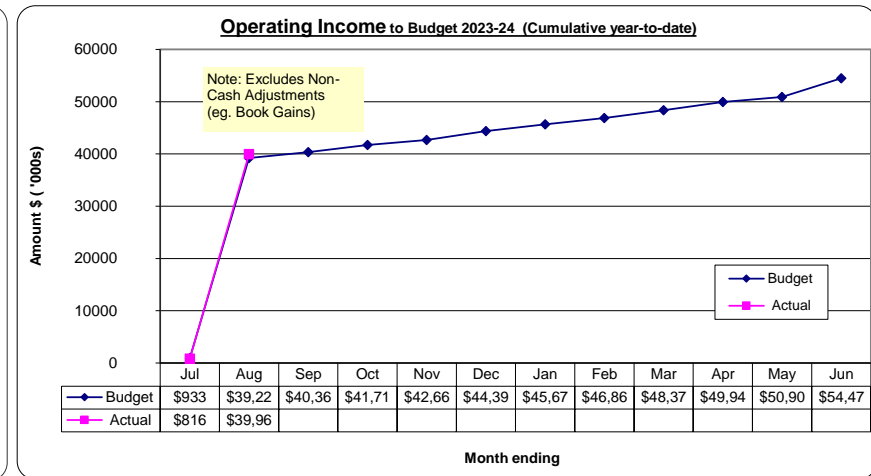
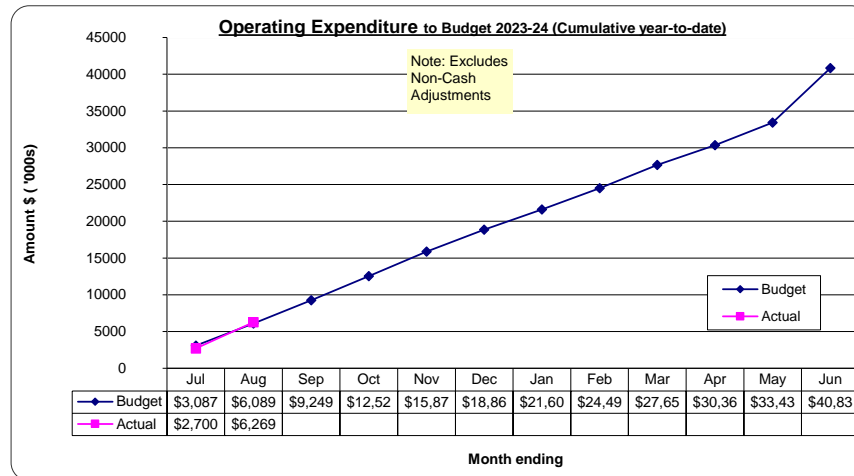
	Budgeted Amount	YTD Interest
Municipal	\$ 18,063	95,356
Reserve	\$ 25,868	50,448

**Note: Maximum 80% with any one institution**





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





## OTHER REPORTS AND GRAPHS

# SHIRE OF ESPERANCE

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

### Outstanding Rates 2023/24

Arrears at 1st July 2023	69,802
Pensioner Deferred Rates at 1st July 2023	101,408
Rates Levied for 2023/24	28,722,731
Penalty Interest charged to Overdue	682
Receipts for Current Rates	(3,452,425)
Prepayments	(2,770,423)

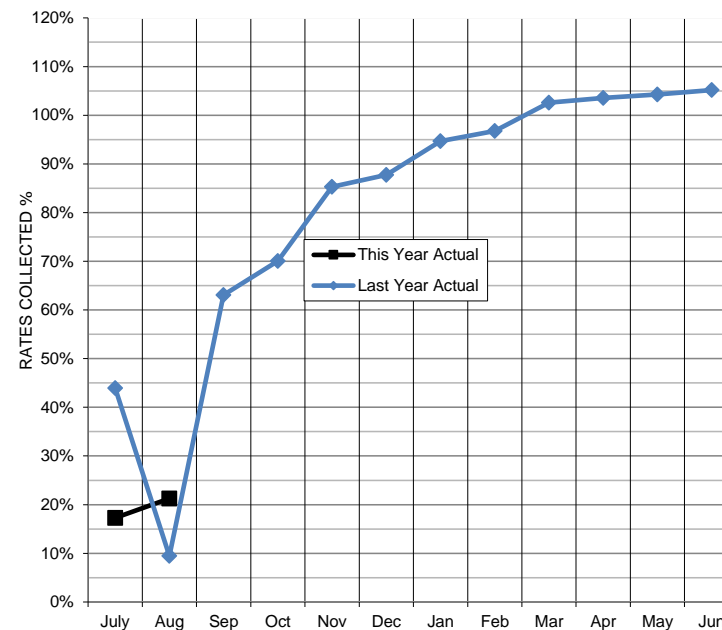
**Total Current and Arrears Outstanding 22,671,777**

**% Collected 21.26%**

Pensioners on Instalments	14,262
Non Pensioners on Instalments	422,460
Pensioners with Due Date 30/6/2024	1,191,409
Outstanding with no Instalment Option	26,576
Prepayments	(284,740)
Rates Raised for 2024	21,301,811
<b>Total Current and Arrears Outstanding</b>	<b>22,671,777</b>

0

RATES COLLECTION PROGRESS (2023/2024)



**SHIRE OF ESPERANCE  
TRUST FUNDS  
as at 31 August 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:

<b>Details</b>	<b>Balance 30-Jun-2023</b>	<b>Balance 31-Aug-2023</b>
Contributions to Public Open Space	203,130	204,564
Other	1,679	1,679
General Bonds - Interest Bearing	63,487	63,936
<b>Totals</b>	<b>268,296</b>	<b>270,179</b>



**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 31ST AUGUST 2023**

**MUNICIPAL FUND**

***CHEQUES***

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

***EFT***

ACTUAL PAYMENTS:	Transaction No's: E4540 - E4550	\$4,536,780.00
------------------	---------------------------------	----------------

***CREDIT CARDS***

ACTUAL PAYMENTS:	Transactions: 27/07/2023 - 26/08/2023	\$30,135.62
------------------	------------------------------------------	-------------

**PAID UNDER THE DELEGATED**

**AUTHORITY TO CEO**

***MUNICIPAL TOTAL:***

***\$4,566,915.62***

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

***\$ 3,784,146.28***

***82.86%***

**TRUST FUND**

***CHEQUES***

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

***EFT***

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

***TRUST TOTAL:***

***\$0.00***

***TOTAL:***

***\$4,566,915.62***

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 Sept 2023 for confirmation in respect to accounts already paid.

Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4540	31/07/2023	32	Australia Post	Postage	\$985.25
E4540	31/07/2023	314	WA Treasury Corporation	Loan repayment	\$22,958.44
E4540	31/07/2023	7576	Les Mills Asia Pacific	Les Mills - July 2023	\$694.24
E4540	31/07/2023	7580	BP Australia Pty Ltd (6791)	Air BP - avgas	\$382.48
E4540	31/07/2023	8784	Sheriff's Office, Perth	Lodgement fee	\$81.00
E4540	31/07/2023	9321	Superchoice Services Pty Limited	Superannuation – July 2023	\$239,612.24
E4541	01/08/2023	11190	KnowBe4	Security awareness training 3yr subscription	\$15,136.30
E4542	04/08/2023	260	Horizon Power	Electricity charges	\$104,683.22
E4542	04/08/2023	290	Telstra	Telephone charges	\$1,217.93
E4542	04/08/2023	392	Water Corporation	Water usage charges	\$3,287.66
E4543	10/08/2023	-	Rural Traffic Services Pty Ltd	***** C A N C E L E D *****	\$0.00
E4543	10/08/2023	1	Australian Taxation Office	Payroll deduction	\$181,123.00
E4543	10/08/2023	73	CJD Equipment Pty Ltd	Parts & equipment	\$611.07
E4543	10/08/2023	100	Landgate	Title searches	\$61.00
E4543	10/08/2023	126	Esperance Electrical Service	Electrical services	\$2,954.00
E4543	10/08/2023	200	Leica Geosystems Pty Limited	1 x vehicle encoder sensor & bolts	\$9,680.51
E4543	10/08/2023	395	BOC Gases	Cylinder & gas charges	\$147.15
E4543	10/08/2023	440	Wesfarmers Kleenheat Gas Pty Ltd	Cylinder & gas charges	\$567.63
E4543	10/08/2023	505	Esperance Plumbing Service	Plumbing services	\$1,059.00
E4543	10/08/2023	536	Landgate	Valuation services	\$27.90
E4543	10/08/2023	571	St John Ambulance Association in WA	Training - EHC	\$160.00
E4543	10/08/2023	977	Lewis Properties Pty Ltd	Refreshments	\$66.10
E4543	10/08/2023	1197	Six Mile Hill Bushfire Brigade	Reimbursement - Telstra	\$50.00

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4543	10/08/2023	1271	Department of Transport	Disclosure information fees	\$22.00
E4543	10/08/2023	1315	Gibson Soak Water Co	Bottled water – 'Winter Wonderland'	\$160.00
E4543	10/08/2023	1362	Esperance Farm Trees	Seedlings for Lake Monjingup	\$2,969.89
E4543	10/08/2023	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$343.20
E4543	10/08/2023	1470	Express Yourself Printing Esperance	Stationery & printing - EHC	\$490.00
E4543	10/08/2023	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$308.00
E4543	10/08/2023	1695	Bay of Isles Mini-Excavators	Plant hire	\$510.00
E4543	10/08/2023	1981	Esperance Sportspower	Staff uniforms - EHC	\$422.00
E4543	10/08/2023	2113	Banksia Medical and Health	Pre-employment medicals & screenings x 6	\$825.00
E4543	10/08/2023	2166	D G & M D Clarke	Reimbursement	\$185.14
E4543	10/08/2023	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$947.76
E4543	10/08/2023	2317	Southern Cross Austereo Pty Ltd	Radio advertising - 'Winter Wonderland'	\$1,386.00
E4543	10/08/2023	2496	Professionals Esperance Real Estate	Rent	\$2,340.00
E4543	10/08/2023	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$241.00
E4543	10/08/2023	3478	Avis Car Hire	Car hire – depot x 1	\$2,241.29
E4543	10/08/2023	3526	Southern Suspension & 4 X 4 Centre	Parts	\$186.30
E4543	10/08/2023	3533	Mike Henley Mechanical & Fabrication	Annual servicing of Coomalbidup & Gibson BFB trucks	\$4,782.90
E4543	10/08/2023	3534	Local Government Professionals	Community Development conference x 3	\$4,215.00
E4543	10/08/2023	3545	ASB Marketing Pty Ltd	200 x USB drives	\$4,603.50
E4543	10/08/2023	3752	Securepay Pty Ltd	Monthly charge	\$29.92
E4543	10/08/2023	3797	LED Esperance	Electrical supplies	\$655.63
E4543	10/08/2023	3835	WA Local Government Association	WALGA LG Convention – registration x 5	\$4,842.92
E4543	10/08/2023	3938	C K Mader	Rent	\$600.00



### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid.

Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4543	10/08/2023	4308	Esperance Motor Group	Vehicle light assembly	\$891.26
E4543	10/08/2023	4321	The Royal Life Saving Society (WA	Swim teacher professional development registration	\$55.00
E4543	10/08/2023	4496	M C Siemer	Volunteer reimbursement - EHC	\$34.12
E4543	10/08/2023	4553	CFC Holdings Pty Ltd	Front end loader - laminated windscreen	\$2,463.09
E4543	10/08/2023	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$316.80
E4543	10/08/2023	4947	Toll Ipec Pty Ltd	Freight	\$118.87
E4543	10/08/2023	4989	Woolworths Group Limited	Consumables	\$1,518.54
E4543	10/08/2023	5051	Stratagreen	Ezireacher litter pickers & jarrah tree stakes	\$981.09
E4543	10/08/2023	5194	Jatek Engineering	Steel supplies & fabrication	\$1,855.43
E4543	10/08/2023	5295	Komatsu Australia Pty Ltd	Repairs to Bulldozer	\$4,684.02
E4543	10/08/2023	5449	Australian Grown	Stock for resale	\$865.04
E4543	10/08/2023	5492	Wajon Publishing Company	Stock for resale	\$715.00
E4543	10/08/2023	5559	BookEasy Australia Pty Ltd	Bookeasy bookings	\$399.59
E4543	10/08/2023	5604	Esperance Milk Supply	Milk – depot & admin	\$179.74
E4543	10/08/2023	5767	Seek Limited	Advertising - positions vacant	\$913.00
E4543	10/08/2023	5793	Tradelink Esperance	Plumbing supplies	\$116.14
E4543	10/08/2023	5796	Pink Lake IGA	Consumables	\$322.92
E4543	10/08/2023	5896	Toyota Financial Services	Lease payment	\$555.23
E4543	10/08/2023	6009	McLeods Barristers & Solicitors	Legal advice	\$454.30
E4543	10/08/2023	6147	J S & T S Hainsworth	Reimbursement	\$275.90
E4543	10/08/2023	6164	Data 3 Limited	Secure cloud backup - July 2023	\$128.70
E4543	10/08/2023	6178	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$1,698.40
E4543	10/08/2023	6221	PFD Food Services Pty Ltd	Consumables	\$634.70

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E4543	10/08/2023	6254	Albany City Motors	Parts	\$130.75
E4543	10/08/2023	6495	MCM Protection Pty Ltd	Property patrols & locking toilet blocks – July 2023	\$1,602.70
E4543	10/08/2023	6537	ABCO Products Pty Ltd	12 x air fresheners & 6 long drop treatment crystals	\$1,908.35
E4543	10/08/2023	6577	Critical Stages	The Box Show presenter fee - ECC	\$3,520.00
E4543	10/08/2023	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$2,817.32
E4543	10/08/2023	7425	Esperance Cleaning Service	Bluewater Lodge cleaning – July 2023	\$2,750.00
E4543	10/08/2023	7438	Independence Australia	Nursing products - EHC	\$4,878.20
E4543	10/08/2023	7460	Auscoinswest	Stock for resale	\$275.00
E4543	10/08/2023	7479	La Cabane Retreat	Bookeasy sales - Accommodation	\$154.00
E4543	10/08/2023	7491	P S Griffiths	Crossover refund	\$497.00
E4543	10/08/2023	7703	Talis Consultants	Myrup WTS concept designs project works	\$91,208.81
E4543	10/08/2023	7704	Vorgee Pty Ltd.	Stock for resale	\$2,521.20
E4543	10/08/2023	7715	TD Contractors A/L Removal	Earthworks & labour	\$4,888.13
E4543	10/08/2023	7803	Dr T W Pearn	Pre-employment medical assessment	\$187.00
E4543	10/08/2023	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$1,170.40
E4543	10/08/2023	7968	J Y Guest	Photography & iPhone video – 'Winter Wonderland'	\$450.00
E4543	10/08/2023	8024	C A Poole	Consignment sales	\$24.00
E4543	10/08/2023	8205	Holiday Guide Pty Ltd	Bookeasy marketing fee	\$110.77
E4543	10/08/2023	8255	H S Norwood	Reimbursement	\$125.90
E4543	10/08/2023	8341	M J Sonneman	Knife sharpening - EHC	\$96.00
E4543	10/08/2023	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$396.00
E4543	10/08/2023	8497	The Print Shop Bunbury	Showcase Esperance - bookmarks x 500	\$189.20
E4543	10/08/2023	8609	Esperance Chalet Village	Bookeasy sales - Accommodation	\$457.60

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E4543	10/08/2023	8684	Dilmac (WA) Pty Ltd T/A Brumby's	Consumables - BOILC	\$16.72
E4543	10/08/2023	8783	The Trustee for Recherche Medical	Pre-employment screening	\$50.00
E4543	10/08/2023	8785	Social Pinpoint Pty Ltd	Consultation & engagement subscription 2023/24	\$9,548.00
E4543	10/08/2023	8856	J Eade	Delivery show flyers - ECC	\$400.00
E4543	10/08/2023	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$1,966.90
E4543	10/08/2023	8948	TenderLink.com	1 x public tender	\$184.80
E4543	10/08/2023	8955	Esperance Laundry and Linen	Laundry services - July 2023	\$361.50
E4543	10/08/2023	8972	Dunn's Cleaning Service Pty Ltd	Pressure cleaning toilet blocks - July 2023	\$2,650.00
E4543	10/08/2023	9100	On Duty Diesel and Mechanical	Repairs to loader thermostat	\$1,497.51
E4543	10/08/2023	9147	Key Pest and Weed Control	Snake awareness training & pest treatments	\$1,490.00
E4543	10/08/2023	9163	Esperance Combined Tyres & Mechanic	Repair & replace tyres on plant	\$3,758.50
E4543	10/08/2023	9218	Avantgarde Technologies Pty Ltd	Prepaid support – 20 hours prepaid	\$4,400.00
E4543	10/08/2023	9237	Esperance Metaland	Parts	\$457.56
E4543	10/08/2023	9260	Ibis Water Pty Ltd	Nitrite reactant 2	\$99.00
E4543	10/08/2023	9270	W C Govans	Electric door servicing & replace door keypad at airport	\$3,869.80
E4543	10/08/2023	9302	H & H Architects	Salmon Gums road board heritage advice	\$4,717.53
E4543	10/08/2023	9330	Coastal Climate Choice Pty Ltd	Air conditioner servicing	\$1,180.00
E4543	10/08/2023	9415	J Bell	Delivery show flyers - ECC	\$600.00
E4543	10/08/2023	9431	Dudley Newton Optometrists	Safety eyewear	\$435.00
E4543	10/08/2023	9443	B Brewer	Jackpot winnings pay 3	\$150.00
E4543	10/08/2023	9451	The Choppin Block Butchers	Meat for Kitchen - EHC	\$302.11
E4543	10/08/2023	9503	EcoValley Honey - Winton Hughes Was	Consignment sales	\$80.00
E4543	10/08/2023	9558	Mackenzies Electrical Service Pty L	Electrical services	\$343.42

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E4543	10/08/2023	9564	South East Auto & Heavy Diesel	Service BFB truck, plant & parts	\$3,964.23
E4543	10/08/2023	9639	Avon Waste	Rubbish & recycling collections	\$42,646.49
E4543	10/08/2023	9641	Aussie Broadband Pty Ltd	Broadband	\$897.33
E4543	10/08/2023	9645	TPG Network Pty Ltd	EVC internet charges	\$130.90
E4543	10/08/2023	9663	L P Vaz	Employee assistance program	\$525.00
E4543	10/08/2023	9671	R P Western	Consignment sales	\$5.20
E4543	10/08/2023	9676	Mega Phones	Monthly client monitoring - EHC	\$500.00
E4543	10/08/2023	9848	APPARATUS: Public Art and Cultural	Lost at Sea – site visit & reference group consultation	\$4,367.13
E4543	10/08/2023	9909	John Phillips Consulting	CEO annual performance review	\$2,200.00
E4543	10/08/2023	9913	Esperance Crane Hire	Crane hire - sand backpass pipeline unloading	\$1,254.00
E4543	10/08/2023	9930	Stantec Australia Pty Ltd	Flinders stage 4 civil services	\$1,643.20
E4543	10/08/2023	9979	9 Mile Test & Tag	Portable appliance test/tag - June 2023	\$2,667.50
E4543	10/08/2023	10046	M Magennis	Ausactive membership	\$155.00
E4543	10/08/2023	10110	K P McGrinder	Jackpot winnings pay 3	\$150.00
E4543	10/08/2023	10115	MBIT Technologies Pty Ltd	Business SMS service	\$11.00
E4543	10/08/2023	10130	Ultimate Detailing & Auto Glass	Window tint	\$250.00
E4543	10/08/2023	10136	Anything and Everything Esperance	Esperance stickers	\$436.90
E4543	10/08/2023	10142	R-Group International Pty Ltd	Call charges – June, July & August 2023	\$9,658.01
E4543	10/08/2023	10192	Esperance Gutter Cleaning	Annual gutter cleaning 6 x sites - August 2023	\$4,232.80
E4543	10/08/2023	10207	Wendy's Garden Service	Gardening services - EHC	\$600.00
E4543	10/08/2023	10218	D B Ambrose	Gardening services - EHC	\$450.00
E4543	10/08/2023	10269	Lite N' Easy Pty Ltd	Lite n Easy meal prep & delivery - EHC	\$1,508.28
E4543	10/08/2023	10325	V Reck	Administration costs 5 May - 30 June 2023	\$2,520.00

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E4543	10/08/2023	10358	Esperance Weekender	Advertising – positions vacant	\$1,141.00
E4543	10/08/2023	10401	Esperance Tide	Advertising – advertorial & classified adverts	\$3,388.00
E4543	10/08/2023	10414	Integrated ICT	Veeam Cloud Connect & Tier 4 backups	\$3,467.64
E4543	10/08/2023	10416	J M Smith	Rent	\$600.00
E4543	10/08/2023	10433	MyMedia Intelligence Pty Ltd	Annual media monitoring subscription	\$13,340.25
E4543	10/08/2023	10437	A E Davies	Reimbursement	\$60.00
E4543	10/08/2023	10439	Techstreet Pty Ltd	Annual subscription 2023/2024	\$2,842.88
E4543	10/08/2023	10518	Townzies Turf and Gardens	Gardening services - EHC	\$792.00
E4543	10/08/2023	10564	WA Girl Macrame	Consignment sales	\$27.12
E4543	10/08/2023	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$29.52
E4543	10/08/2023	10669	Clayton Utz	Professional advice	\$951.50
E4543	10/08/2023	10822	Fleet Complete Australia Pty Ltd	GPS tracking support	\$228.60
E4543	10/08/2023	10859	BM Electrical WA Pty Ltd (Griffs Electrical)	Progress claim works at GSG Esperance & electrical repairs	\$88,977.76
E4543	10/08/2023	10888	Insculpo Pty Ltd T/A Sheridan's Bad	Name badges	\$467.72
E4543	10/08/2023	10933	Before You Dig Australia Ltd	Membership, referral, automation & set-up fees 2023/24	\$6,958.60
E4543	10/08/2023	10938	Christou Design Group Pty Ltd	James Street Cultural Precinct – progress payment	\$60,064.40
E4543	10/08/2023	10940	BMT Commercial Australia Pty Ltd	Sand backpassing infrastructure review	\$4,471.50
E4543	10/08/2023	10941	R I Henderson	Acquisition & licencing of images by Shire of Esperance	\$1,221.00
E4543	10/08/2023	10942	Thorp Realty Pty Ltd	Rent	\$2,471.50
E4543	10/08/2023	10956	MBL Food & Packaging T/A South Coast Foods	Cleaning supplies & consumables	\$4,400.61
E4543	10/08/2023	10958	Newsxpress Esperance Lottery Centre	Newspapers	\$66.30
E4543	10/08/2023	10961	Beyond Function Occupational Therapy	OT service follow up - EHC	\$137.50
E4543	10/08/2023	10965	The Baking Edge	100 x cookies for 2023 careers expo	\$330.00

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E4543	10/08/2023	10985	Rebecca Staunton Physiotherapy	Physio services - EHC	\$6,831.00
E4543	10/08/2023	10996	Dabungool Cultural Experiences	NAIDOC Cultural food session 2023	\$780.00
E4543	10/08/2023	11030	JMAC Building	Andrew Street bollards installation	\$1,760.00
E4543	10/08/2023	11035	Absolute Hot Water & Gas	Removal of boilers & associated gas pipework	\$721.02
E4543	10/08/2023	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$7.96
E4543	10/08/2023	11110	Esperance Outdoor Power Equipment	Parts	\$176.75
E4543	10/08/2023	11154	J V Lal	Ausactive registration	\$270.00
E4543	10/08/2023	11167	South East Turf Solutions	Spraying	\$6,000.00
E4543	10/08/2023	11175	R K Pitman	Morning melodies – June 2023	\$200.00
E4543	10/08/2023	11176	Tunstall Healthcare	Pendant & monitoring - EHC	\$644.10
E4543	10/08/2023	11183	Telus Health	Annual employee assistance program July 2023 – June 2024	\$9,405.00
E4543	10/08/2023	11186	Fantech Pty Ltd T/A Systemaire	Replace relief vent -airport	\$183.70
E4543	10/08/2023	11187	Sprout Studio Albany	Squarespace website design & monthly hosting - EBA	\$940.00
E4543	10/08/2023	11188	Arcus Australia Pty Ltd	Filters - BOILC	\$246.40
E4543	10/08/2023	11189	Coastal Cones	Shire family day	\$500.00
E4543	10/08/2023	11191	Bay Diversified Pty Ltd	Chemical spraying truck wash & waste facility x 2	\$4,138.75
E4543	10/08/2023	11192	J S Davy	BOILC membership refund	\$46.30
E4543	10/08/2023	11193	K S Walkerden	Reimbursement	\$180.49
E4543	10/08/2023	11194	S N Clarkson-Jones	Crossover refund	\$204.00
E4543	10/08/2023	11196	Have a BeanBreak	Shire family day	\$500.00
E4543	10/08/2023	11199	S J Roworth	Rates refund	\$1,391.44
E4543	10/08/2023	11200	Munglinup Beach Caravan Park	Reimbursement	\$100.00
E4543	10/08/2023	11201	K D Finlay-Mulligan	Community grant - WA representation	\$400.00

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E4544	16/08/2023	11204	KJS Indian Street Eats	Shire family day	\$500.00
E4544	16/08/2023	11205	Sparkle Sisters Esperance	Shire family day	\$450.00
E4545	16/08/2023	260	Horizon Power	Electricity charges	\$5,512.80
E4545	16/08/2023	290	Telstra	Telephone charges	\$137.00
E4545	16/08/2023	392	Water Corporation	Water usage charges	\$3,083.74
E4545	16/08/2023	1019	Australian Communications and Media	ACMA licence renewal 2023/24	\$180.00
E4546	24/08/2023	1	Australian Taxation Office	Payroll deduction	\$203,089.00
E4546	24/08/2023	62	Building And Construction Industry	BCITF levy payment	\$1,565.51
E4546	24/08/2023	126	Esperance Electrical Service	Electrical services	\$3,838.00
E4546	24/08/2023	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$2,187.94
E4546	24/08/2023	395	BOC Gases	Cylinder & gas charges	\$194.76
E4546	24/08/2023	440	Wesfarmers Kleenheat Gas Pty Ltd	Cylinder & gas charges	\$2,065.50
E4546	24/08/2023	505	Esperance Plumbing Service	Plumbing services	\$1,590.00
E4546	24/08/2023	536	Landgate	Valuation services – Rural UV's	\$464.15
E4546	24/08/2023	571	St John Ambulance Association in WA	First aid kits x 4, classes x 4 & 'Winter Wonderland' standby	\$1,477.75
E4546	24/08/2023	637	Concrete World	Traffic cover flush grate	\$538.88
E4546	24/08/2023	1092	Piano Magic	Tune x 3 pianos - ECC	\$990.00
E4546	24/08/2023	1315	Gibson Soak Water Co	Bottled water	\$634.00
E4546	24/08/2023	1346	Cannon Hygiene Australia Pty Ltd	Cleaning services	\$3,191.46
E4546	24/08/2023	1362	Esperance Farm Trees	Twilight revegetation seedlings	\$8,827.28
E4546	24/08/2023	1470	Express Yourself Printing Esperance	Stationery & printing	\$1,346.00
E4546	24/08/2023	1863	Zipform Electronic Print & Mail	Rates booklet 2023/24	\$4,587.00
E4546	24/08/2023	2113	Banksia Medical and Health	Pre-employment medical & screening	\$275.00

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E4546	24/08/2023	2397	Circuitwest Inc.	Show presenter fee - ECC	\$2,750.00
E4546	24/08/2023	2436	Keevil's Furniture	Lift chairs x 2 - EHC	\$3,522.00
E4546	24/08/2023	2496	Professionals Esperance Real Estate	Rent	\$2,340.00
E4546	24/08/2023	2655	The Lions Club of Esperance	Slide coordination – 'Winter Wonderland'	\$500.00
E4546	24/08/2023	2785	Golden Orient Chinese Restaurant	Meals - EHC	\$266.00
E4546	24/08/2023	2828	Department of Fire and Emergency	Museum annual monitoring	\$1,881.00
E4546	24/08/2023	3125	Condongup Tavern	Meals - EHC	\$75.60
E4546	24/08/2023	3478	Avis Car Hire	Car hire - depot x 2	\$4,637.16
E4546	24/08/2023	3526	Southern Suspension & 4 X 4 Centre	Workshop supplies	\$2,734.32
E4546	24/08/2023	3533	Mike Henley Mechanical & Fabrication	Annual servicing - Six Mile Hill BFB truck	\$2,127.42
E4546	24/08/2023	3736	Easisalary Pty Ltd	Novated lease - July 2023	\$1,138.00
E4546	24/08/2023	3832	D P Dohnt	Volunteer call out fee - HACC clients	\$152.00
E4546	24/08/2023	3938	C K Mader	Rent	\$600.00
E4546	24/08/2023	4148	Bay of Isles Community Outreach Inc	Confidential shredding - EHC	\$198.00
E4546	24/08/2023	4308	Esperance Motor Group	2023 Ford Ranger XL dual cab ute	\$61,075.56
E4546	24/08/2023	4321	The Royal Life Saving Society (WA	Staff bronze medallion requalification	\$107.25
E4546	24/08/2023	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$316.80
E4546	24/08/2023	4699	Esperance Care Services Inc	Rags	\$150.00
E4546	24/08/2023	4798	Australia's Golden Outback	Q2 financial assistance agreement; gold annual m/ship 2023/24	\$37,917.20
E4546	24/08/2023	4825	M T & S M Jennings	Jackpot winnings pay 4	\$150.00
E4546	24/08/2023	4833	GHD Pty Ltd	Flinders estate – stage 3 design	\$13,619.10
E4546	24/08/2023	4947	Toll Ipec Pty Ltd	Freight	\$1,165.15
E4546	24/08/2023	4989	Woolworths Group Limited	Consumables	\$3,630.35



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E4546	24/08/2023	5123	Top End Takeaways	Meals - EHC	\$423.00
E4546	24/08/2023	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$462.00
E4546	24/08/2023	5215	Public Transport Authority of WA	Transwa - July 2023	\$7,524.90
E4546	24/08/2023	5393	Esperance Eagle View Accommodation	Bookeasy sales - Accommodation	\$1,386.00
E4546	24/08/2023	5604	Esperance Milk Supply	Milk - admin & depot	\$162.27
E4546	24/08/2023	5622	Subway Esperance	Catering - library	\$120.00
E4546	24/08/2023	5736	Datastrax Pty Ltd	Tourism touchscreen quarterly advertising	\$190.00
E4546	24/08/2023	5767	Seek Limited	Advertising position vacant	\$748.00
E4546	24/08/2023	5843	State Library of Western Australia	Better beginnings annual subscription	\$786.50
E4546	24/08/2023	5877	Castletown Chemist	Chemist supplies - EHC	\$300.00
E4546	24/08/2023	6009	McLeods Barristers & Solicitors	Preparation of leases – 3 x sites	\$5,849.35
E4546	24/08/2023	6024	SeatAdvisor Pty Ltd	Ticket sales civic centre	\$334.52
E4546	24/08/2023	6187	Pivotel Satellite Pty Limited	GPS monthly subscription - August 2023	\$4,074.75
E4546	24/08/2023	6221	PFD Food Services Pty Ltd	Consumables	\$158.75
E4546	24/08/2023	6299	D J Lay	Gravel purchase	\$48,892.80
E4546	24/08/2023	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$140.80
E4546	24/08/2023	6855	Recherche Aged Welfare Committee	Supply & installation of reticulation Alchera Gardens - CGP	\$12,866.70
E4546	24/08/2023	7043	Connect Call Centre Services	Overcalls fee for July 2023	\$146.58
E4546	24/08/2023	7250	Esperance CWA Holiday Units	Bookeasy sales - Accommodation	\$3,511.20
E4546	24/08/2023	7425	Esperance Cleaning Service	Cleaning services	\$1,089.00
E4546	24/08/2023	7438	Independence Australia	Nursing products - EHC	\$2,365.12
E4546	24/08/2023	7465	J & S Parsons Holdings Pty Ltd t/as Dome	Meals - EHC	\$128.30
E4546	24/08/2023	7703	Talis Consultants	Approval – waste transfer station; organics options review	\$18,948.06

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4546	24/08/2023	7744	J C Ramsell	Jackpot winnings pay 4	\$150.00
E4546	24/08/2023	7871	S A Nevin	Farewell gift - BOILC	\$170.00
E4546	24/08/2023	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$369.60
E4546	24/08/2023	7892	T R Currie	Reimbursement	\$847.24
E4546	24/08/2023	8024	C A Poole	Consignment sales	\$75.20
E4546	24/08/2023	8117	Foxtel Cable Television Pty Limited	Foxtel subscription Aug 23 - BOILC	\$105.00
E4546	24/08/2023	8126	J W Budd	Supply and deliver bait meat	\$2,100.00
E4546	24/08/2023	8303	Liquor Barons Esperance	Kiosk order - ECC	\$1,322.69
E4546	24/08/2023	8347	Glidepath Australia Pty Ltd	Maintenance visit July 2023 - airport	\$4,980.00
E4546	24/08/2023	8497	The Print Shop Bunbury	Stationery - EHC	\$543.40
E4546	24/08/2023	8567	Esperance Mobility Sales & Service	Walking equipment - EHC	\$305.00
E4546	24/08/2023	8643	Aquamonix Pty Limited	Magflow meter verification & certificate; keyfobs Scaddan standpipe	\$8,750.50
E4546	24/08/2023	8684	Dilmac (WA) Pty Ltd T/A Brumby's	Consumables	\$33.44
E4546	24/08/2023	8707	1Spatial Australia Pty Limited	FME annual local government subscription	\$8,250.00
E4546	24/08/2023	8783	The Trustee for Recherche Medical	Pre-employment drug and alcohol screening	\$100.00
E4546	24/08/2023	8914	Cleanaway Pty Ltd	Verge collections	\$1,168.20
E4546	24/08/2023	8924	L & SJ Hannett	Bee removal at truck wash site	\$148.50
E4546	24/08/2023	8933	Aurelia's Ice Creamery and Cafe	Catering - 4 weeks depot training	\$6,065.00
E4546	24/08/2023	8955	Esperance Laundry and Linen (The	Hire table linen	\$216.45
E4546	24/08/2023	8972	Dunn's Cleaning Service Pty Ltd	Monthly cleaning public toilets & BBQs; museum	\$24,965.39
E4546	24/08/2023	8994	Information Proficiency	Annual site licence, support renewal & maintenance	\$65,186.42
E4546	24/08/2023	9003	Rural Traffic Services Pty Ltd	Traffic control services	\$6,121.94
E4546	24/08/2023	9028	Terry White Chemmart Esperance	Chemist supplies - EHC	\$535.51

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4546	24/08/2023	9100	On Duty Diesel and Mechanical	Vehicle repairs	\$7,390.54
E4546	24/08/2023	9108	Bay of Isles Chiropractic Centre	Chiro services - EHC	\$195.00
E4546	24/08/2023	9126	Sara Hall T/as Pink Lily Beauty Roo	Nail treatment - EHC	\$105.00
E4546	24/08/2023	9127	Unicare Health	Raised toilet seat - EHC	\$94.40
E4546	24/08/2023	9147	Key Pest and Weed Control	Quarterly pest control treatment	\$165.00
E4546	24/08/2023	9163	Esperance Combined Tyres & Mechanic	Tyre replacement & puncture repairs	\$3,070.00
E4546	24/08/2023	9207	Datacom Systems (AU) Pty Ltd	Printer toner	\$246.00
E4546	24/08/2023	9237	Esperance Metaland	Parts & ventilator	\$1,567.57
E4546	24/08/2023	9274	Gibson Soak Hotel	Meals - EHC	\$34.75
E4546	24/08/2023	9297	D Cosma	Performance payment - ECC	\$4,500.00
E4546	24/08/2023	9306	Drake-Brockman Building and	Refund fees and levies – application withdrawn	\$171.65
E4546	24/08/2023	9307	South Metropolitan TAFE	Course fees	\$229.40
E4546	24/08/2023	9439	Maia Financial Pty Limited	Strength equipment lease	\$4,769.44
E4546	24/08/2023	9451	The Choppin Block Butchers	Meat for kitchen - EHC	\$145.16
E4546	24/08/2023	9466	Esperance Glass	EHC building window tinting	\$1,501.50
E4546	24/08/2023	9503	EcoValley Honey - Winton Hughes Was	Consignment sales	\$102.40
E4546	24/08/2023	9531	Seas It All Pty Ltd	BA refill	\$120.00
E4546	24/08/2023	9558	Mackenzies Electrical Service Pty L	Electrical services	\$132.00
E4546	24/08/2023	9561	O'Neill Motors	Repairs	\$4,438.50
E4546	24/08/2023	9578	Department of Mines, Industry	Building services levies period 01/07/23 – 31/07/23	\$2,755.35
E4546	24/08/2023	9639	Avon Waste	Rubbish & recycling collections	\$43,882.25
E4546	24/08/2023	9663	L P Vaz	Employee assistance program - counselling	\$700.00
E4546	24/08/2023	9671	R P Western	Consignment sales	\$50.40

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4546	24/08/2023	9676	Mega Phones	Pendant installation & monitoring - EHC	\$973.00
E4546	24/08/2023	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$290.40
E4546	24/08/2023	9857	D J Kennedy	Gardening services - EHC	\$286.00
E4546	24/08/2023	10010	Loadstar Electrical (WA) Pty Ltd	Installation overhead charger cable - Scaddan BFB	\$872.33
E4546	24/08/2023	10043	A Henderson	Morning melodies - August 23	\$200.00
E4546	24/08/2023	10046	M Magennis	Reimbursement	\$59.59
E4546	24/08/2023	10218	D B Ambrose	Gardening services - EHC	\$838.22
E4546	24/08/2023	10229	DJI Authorised Retail Store	DJI Terra Pro overseas 1 year	\$1,700.00
E4546	24/08/2023	10269	Lite N' Easy Pty Ltd	Meal prep & delivery - EHC	\$616.39
E4546	24/08/2023	10337	E Goldsmith	Stock for resale	\$50.00
E4546	24/08/2023	10358	Esperance Weekender	Adverts - positions vacant; public notice; council elections	\$827.00
E4546	24/08/2023	10416	J M Smith	Rent	\$600.00
E4546	24/08/2023	10444	Ausroad Manufacturing Pty Ltd	Repairs jet patcher truck	\$18,876.00
E4546	24/08/2023	10466	35 Degrees South	Field survey - Alexander Road, Howick	\$5,183.20
E4546	24/08/2023	10480	Opteon Property Group Pty Ltd	Valuation various sites	\$4,290.00
E4546	24/08/2023	10518	Townzies Turf and Gardens	Gardening services - EHC	\$965.25
E4546	24/08/2023	10564	WA Girl Macrame	Consignment sales	\$17.60
E4546	24/08/2023	10570	Allied Forklifts Pty Ltd	Fitting of tyres & wheel rims	\$1,471.14
E4546	24/08/2023	10608	Guardian Safety Pendants Pty Ltd	Monthly pendant monitoring - EHC	\$49.00
E4546	24/08/2023	10613	33 Degrees Esperance	Meals - EHC	\$67.50
E4546	24/08/2023	10651	Louise Stewart Brown Creative Artwork	Consignment sales	\$26.32
E4546	24/08/2023	10726	J Wang	Pre-employment medical assessment	\$187.00
E4546	24/08/2023	10735	Cabcharge Pty Ltd	Taxi charges – July 2023	\$349.99

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4546	24/08/2023	10848	Retravision Esperance – JAPMR Pty Ltd	Purchase of hifi system, drying cabinet, bar fridge & kettle	\$3,000.00
E4546	24/08/2023	10855	Hames Sharley WA Pty Ltd	Finalisation of civic precinct masterplan	\$550.00
E4546	24/08/2023	10859	BM Electrical WA Pty Ltd Griffs Electrical	Electrical services	\$242.00
E4546	24/08/2023	10874	R Van Zetten (Recherche Medical)	Pre-employment medical assessment	\$187.00
E4546	24/08/2023	10887	Sayarne Pty Ltd ATFT /O'Shaughnessy	Replacement elbow pads - BOILC	\$126.50
E4546	24/08/2023	10941	R I Henderson	Promotions - stock images library & airport	\$1,100.00
E4546	24/08/2023	10942	Thorp Realty Pty Ltd	Rent	\$960.00
E4546	24/08/2023	10956	MBL Food & Packaging T/A South Coast	Consumables	\$6,750.90
E4546	24/08/2023	10958	Newsxpress Esperance Lottery Centre	Stationery	\$990.00
E4546	24/08/2023	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$11.96
E4546	24/08/2023	11095	F J Yetman	Repair street banners	\$687.50
E4546	24/08/2023	11112	Snappy Gum Heritage Services Pty Lt	Ground penetrating radar - identifying lost graves	\$18,675.00
E4546	24/08/2023	11115	APLOMB Occupational Therapy	OT services - EHC	\$88.00
E4546	24/08/2023	11130	Theatre 180 Inc	Performance Sydney II - Lost and Found - ECC	\$389.11
E4546	24/08/2023	11145	DS Group	Bin enclosures x 2 - CBD Trial	\$5,951.00
E4546	24/08/2023	11176	Tunstall Healthcare	Pendant & monitoring - EHC	\$26.20
E4546	24/08/2023	11182	T M McMahon	Reimbursements	\$130.41
E4546	24/08/2023	11189	Coastal Cones	Shire family day	\$237.00
E4546	24/08/2023	11203	Deltawest Training	HR-A licence assessment	\$7,000.00
E4546	24/08/2023	11207	Cameron the Magician	Royalties for show - ECC	\$43.85
E4546	24/08/2023	11208	V B Vermeij	Reimbursement term 3 lessons	\$139.50
E4546	24/08/2023	11210	C W Munyard	Membership refund - BOILC	\$249.30
E4546	24/08/2023	11212	Rawlys Enterprises Pty Ltd	Refund application fee	\$135.00

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4546	24/08/2023	11213	R Tate	Refund application fee	\$24.65
E4546	24/08/2023	11214	N Murphy	Small grant - state representation	\$400.00
E4547	28/08/2023	325	Easton WJ & V	Hire of earthmoving plant	\$4,187.70
E4547	28/08/2023	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$76,426.35
E4547	28/08/2023	2693	Worth Kerbing	Kerbing services	\$8,886.90
E4547	28/08/2023	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$26,983.00
E4547	28/08/2023	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$118,426.55
E4547	28/08/2023	7522	Jacka Trenching and Fencing	Traffic control	\$907.50
E4547	28/08/2023	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$35,276.34
E4547	28/08/2023	8317	Titan Contracting	Mowing services	\$55,620.00
E4547	28/08/2023	10615	Quaintrelle (WA) Pty Ltd T/A	Hire of street sweeper	\$16,228.49
E4548	30/08/2023	26	Blackwoods Atkins	Parts & equipment	\$408.20
E4548	30/08/2023	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$5,482.83
E4548	30/08/2023	63	Bunnings Ltd	Hardware	\$15,514.54
E4548	30/08/2023	112	Esperance Ag Services	Parts & equipment	\$3,010.01
E4548	30/08/2023	136	Powerplant Motorcycles	Equipment & repairs	\$488.60
E4548	30/08/2023	287	Swans Veterinary Services	Veterinary services	\$2,685.25
E4548	30/08/2023	323	Westrac Equipment Pty Ltd	Plant parts & repairs	\$7,645.37
E4548	30/08/2023	325	Easton WJ & V	Hire of earthmoving plant	\$20,493.00
E4548	30/08/2023	707	Haslams	Protective clothing	\$6,358.99
E4548	30/08/2023	1175	Benara Nurseries	Plants & shrubs	\$252.34
E4548	30/08/2023	1259	South East Petroleum	Fuel supplies	\$103,630.61
E4548	30/08/2023	1290	Local Health Authorities Analytical	Water testing analytical services	\$3,416.55

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid.

Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4548	30/08/2023	1291	Sharpe Brothers Pty Ltd	Yellow sand	\$102.30
E4548	30/08/2023	1307	Feature Paints	Paint supplies	\$99.25
E4548	30/08/2023	1461	Kip & Steve's Mechanical Repairs	Auto parts & service	\$6,828.28
E4548	30/08/2023	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$324.50
E4548	30/08/2023	1485	Freight Lines Group	Freight charges	\$16,122.84
E4548	30/08/2023	1575	GPC Asia Pacific Pty Ltd/Repco	Auto supplies	\$1,629.95
E4548	30/08/2023	2005	Trility Solutions Pty Ltd - Hydrame	Minor service on ESWS irrigation	\$8,577.01
E4548	30/08/2023	2333	Winc Australia Pty Limited	Stationery	\$912.32
E4548	30/08/2023	2469	Coates Hire	Hire of trailer mounted boom 10.2m	\$660.00
E4548	30/08/2023	3774	Goodchild Enterprises	Batteries x 5	\$1,607.10
E4548	30/08/2023	3834	Dicks Electronics	Accessories	\$71.75
E4548	30/08/2023	3898	Tutt Bryant Equipment	Lockable fuel cap	\$154.24
E4548	30/08/2023	4210	Farm & General EOPP	Supplies & parts	\$15,264.09
E4548	30/08/2023	4647	Marketforce - Omnicom	Advertising – positions vacant	\$2,154.52
E4548	30/08/2023	4648	Wurth Australia Pty Ltd	Parts	\$823.39
E4548	30/08/2023	5503	David Gray & Co Pty Ltd	Green & blue bins	\$7,239.21
E4548	30/08/2023	5991	Esperance Smash Repairs Pty Ltd	Panel beating	\$2,000.00
E4548	30/08/2023	6183	Kleen West	Supplies & products	\$7,001.02
E4548	30/08/2023	6407	Dell Australia Pty Limited	Dell rugged tablet x 3, service repair & memory upgrade x 4	\$21,752.89
E4548	30/08/2023	6714	Holcim Pty Ltd	Aggregate & kerb mix supplies	\$8,581.44
E4548	30/08/2023	6873	WT Hydraulics	Repairs & parts	\$1,885.44
E4548	30/08/2023	6941	MJB Industries	Concrete liner & traffic cover	\$4,497.60
E4548	30/08/2023	8125	The Rigging Shed	Roof anchor point testing; inspect tag reg to Noel White Centre	\$11,751.30

### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid.

Tran Amount

#### Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4548	30/08/2023	8267	Valvoline (Australia) Pty Ltd	Oil, grease & waste oil levy	\$10,523.85
E4548	30/08/2023	8959	Topsigns	Supply signs, magnets & decals	\$776.60
E4548	30/08/2023	9006	Corsign WA Pty Ltd	Signage	\$20,570.00
E4548	30/08/2023	9022	AFGRI Equipment Australia Pty Ltd	Parts & repairs	\$2,990.43
E4548	30/08/2023	9170	ThermoAir	Air conditioning services	\$416.00
E4548	30/08/2023	9210	McIntosh & Son W.A.	Parts	\$4,504.30
E4548	30/08/2023	9574	Clarke & Stokes Agriservices Pty Lt	Parts	\$2,090.20
E4548	30/08/2023	10120	Wastetrans WA	Glass bottle recycling	\$689.92
E4548	30/08/2023	10313	Asphalt In A Bag	Asphalt 20kg	\$7,150.00
E4548	30/08/2023	10431	Skipper Transport Parts	Parts	\$4,156.54
E4548	30/08/2023	10701	Esperance Truck Pro Pty Ltd	Supply parts	\$3,686.08
E4548	30/08/2023	10741	Esperance Rural Supplies - Elders	Products & parts	\$3,105.78
E4548	30/08/2023	10943	Kaebel Leisure Pty Ltd	Playground equipment parts	\$6,931.82
E4548	30/08/2023	10993	Etech WA Pty Ltd T/As Esperance Communications	Supplies, parts & services	\$26,319.42
E4548	30/08/2023	11082	South East Petroleum - BFB Accounts	Diesel - Gibson BFB	\$201.80
E4548	30/08/2023	11195	Marketforce	Marketing - corporate branding	\$500.50
E4549	31/08/2023	260	Horizon Power	Electricity charges	\$64,527.56
E4549	31/08/2023	290	Telstra	Telephone charges	\$5,004.22
E4550	31/08/2023	32	Australia Post	Postage	\$1,374.53
E4550	31/08/2023	314	WA Treasury Corporation	Loan repayment	\$15,947.92
E4550	31/08/2023	7576	Les Mills Asia Pacific	LesMills BOILC August 2023	\$694.24
E4550	31/08/2023	9997	Sandwai Pty Ltd	Sandwai EHC July 2023	\$4,444.00

**Total Creditor payments made by EFT from Municipal Fund      2,723,911.56**



### Shire of Esperance

List of accounts due by Council submitted to the Corporate & Community Services Meeting held on 26 September 2023 for confirmation in respect to accounts already paid. Tran Amount

#### Municipal Fund - EFT Wage Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Bulk EFT	03/08/2023	Payroll (Net)	Wages for 20/07/2023 to 02/08/2023 (Period 3)	\$592,252.39
Bulk EFT	05/08/2023	Payroll (Net)	Wages for 03/08/2023 to 04/08/2023 (Period 4)	\$414.35
Bulk EFT	17/08/2023	Payroll (Net)	Wages for 03/08/2023 to 16/08/2023 (Period 4)	\$627,569.79
Bulk EFT	19/08/2023	Payroll (Net)	Wages for 17/08/2023 to 18/08/2023 (Period 5)	\$243.10
Bulk EFT	31/08/2023	Payroll (Net)	Wages for 17/08/2023 to 30/08/2023 (Period 5)	\$592,388.81
<b>Total Employee Wage payments made by EFT from Municipal Fund</b>				<b>\$1,812,868.44</b>

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 26/09/2023 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
4/08/2023	Woolworths	Ash Peczka	Catering - Bushfire Safety & Fire Fighting Skills course	\$139.10
17/08/2023	Condungup Resort	Ash Peczka	Catering - BFB training night	\$435.70
24/08/2023	Woolworths	Ash Peczka	Catering - FLO/ABFF/CC	\$152.37
28/06/2023	Starlink Australia P/L	Trevor Ayers	Ethernet adapter - airport	\$60.00
28/06/2023	Local Government Professionals	Trevor Ayers	T Ayers - annual membership	\$531.00
28/06/2023	Starlink Australia P/L	Trevor Ayers	Starlink internet for airport x 2	\$278.00
15/07/2023	Vend Pos	Trevor Ayers	Visitors centre - point of sale	\$139.30
16/07/2023	Starlink Australia P/L	Trevor Ayers	6 x Starlink kits	\$2,663.00
23/08/2023	Ninja Kitchen	Mel Ammon	Replacement blades smoothie machine - BOILC	\$125.97
23/08/2023	Tertacycle	Mel Ammon	Waste management supplies	\$350.40
27/07/2023	Downtown Expresso	Shane Tobin	Coffee - stadium setup	\$21.00
28/07/2023	Create and See	Shane Tobin	Showcase pixels (prize)	\$150.00
28/07/2023	Innertube	Shane Tobin	Showcase pixels (prize)	\$100.00
28/07/2023	SMP Dominos Esperance	Shane Tobin	Meal - Sydney II	\$111.35
28/07/2023	Cloud Eleven Esperance	Shane Tobin	Showcase pixels (prize)	\$100.00
28/07/2023	Sportspower Esperance	Shane Tobin	Showcase pixels (prize)	\$200.00
28/07/2023	Woolworths	Shane Tobin	Showcase pixels (prize)	\$100.00
29/07/2023	Coppencian Nominees	Shane Tobin	Fuel - French students travel	\$116.32
30/07/2023	Toast Bistro	Shane Tobin	French students - meals	\$81.20
1/08/2023	Facebook	Shane Tobin	Show advertising - ECC	\$40.00
3/08/2023	Hyden Travel Stop	Shane Tobin	Fuel - French students travel	\$74.00
8/08/2023	Facebook	Shane Tobin	Show advertising - ECC	\$40.00
10/08/2023	TLT Group	Shane Tobin	TLT display - sports messages	\$446.00
12/08/2023	Facebook	Shane Tobin	Show advertising - ECC	\$28.96
12/08/2023	Facebook	Shane Tobin	Show advertising - ECC	\$11.22
13/08/2023	Ricardos Pizza	Shane Tobin	Meal - Sun Rising	\$145.00
17/08/2023	Dicks Electronics	Shane Tobin	iPhone adapter	\$29.90
18/08/2023	Supercheap Auto	Shane Tobin	Dice for games - Family fun day	\$10.99
21/08/2023	SMP Dominos Esperance	Shane Tobin	Meal - Comedy Gold	\$83.22
27/07/2023	Quality Inn Sydney	Shane Burge	Accommodation - S Halls	\$660.45

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 26/09/2023 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
28/07/2023	Quality Inn Sydney	Shane Burge	Accommodation - F McKenzie	\$830.95
28/07/2023	Quality Inn Sydney	Shane Burge	Accommodation - S Halls	\$166.00
22/08/2023	Quality Inn Sydney	Shane Burge	Accommodation - S Halls	\$660.45
22/08/2023	Quality Inn Sydney	Shane Burge	Accommodation - F McKenzie	\$660.45
8/08/2023	Dominos Esperance	Richard Hindley	Meal for Family History Workshop 1 - library	\$73.37
9/08/2023	NewExpress Esperance	Richard Hindley	Leaving cards	\$14.99
15/08/2023	SMP Dominos Esperance	Richard Hindley	Meal for Family History Workshop 2 - library	\$105.86
22/08/2023	Event & Conference Co Pty Ltd	Richard Hindley	2023 Waste & Recycling conference x 2	\$1,573.25
22/08/2023	SMP Dominos Esperance	Richard Hindley	Meal for Family History Workshop 3 - library	\$129.21
27/07/2023	Pluralsight	Felicity Baxter	IT training	\$2,648.12
1/08/2023	GoFax Pty Ltd	Felicity Baxter	Licence - August 2023	\$29.85
4/08/2023	Mailchimp	Felicity Baxter	Subscription - Media Notifications	\$177.51
9/08/2023	Microsoft	Felicity Baxter	Azure Cloud platform	\$111.94
27/07/2023	Ausrecord Pty Ltd	Erica Austen	Index labels	\$36.30
2/08/2023	Bora Health	Erica Austen	Go Plus smart watch for client - EHC	\$538.95
2/08/2023	The Growing Space	Erica Austen	NDIS Basics training	\$222.00
8/08/2023	Netflix	Erica Austen	CBDC client entertainment	\$16.99
15/08/2023	Golden Carers Pty Ltd	Erica Austen	12 month subscription	\$74.95
17/08/2023	Xero	Erica Austen	Monthly subscription - August 2023	\$59.00
22/08/2023	Trybooking CVS Online	Erica Austen	ACWS Online Training	\$65.00
27/07/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$248.39
31/07/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$285.35
2/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$223.03
7/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$249.12
21/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$392.15
22/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$286.60
23/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$152.28
24/08/2023	Woolworths	Karen Voyatzis	Food - MOW kitchen	\$171.89
27/07/2023	REX Airlines	Sofie Hawke	Flights - C Edwards	\$488.84
28/07/2023	Quest Mounts Bay Road	Sofie Hawke	Accommodation - S Stock	\$386.50

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 26/09/2023 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
31/07/2023	Regional Express	Sofie Hawke	Flight change - M Garraway	\$33.36
31/07/2023	Regional Express	Sofie Hawke	Flight change - L Money	\$115.66
31/07/2023	REX Airlines	Sofie Hawke	Flight - B Hough-Neilson	\$488.84
31/07/2023	Flag Motor Lodge	Sofie Hawke	Accommodation - French students and S Tobin	\$602.50
31/07/2023	Facebook	Sofie Hawke	Advert - 'Work with Us'	\$5.84
31/07/2023	Facebook	Sofie Hawke	Advert - 'Work with Us'	\$19.99
31/07/2023	Facebook	Sofie Hawke	Advert - 'Let your creativity shine'	\$40.00
31/07/2023	Facebook	Sofie Hawke	Advert - 'Winter Wonderland'	\$50.00
31/07/2023	Facebook	Sofie Hawke	Advert - 'Work with Us'	\$28.91
1/08/2023	The Toy Station	Sofie Hawke	Showcase pixels (prize)	\$50.00
1/08/2023	Supercheap Auto	Sofie Hawke	Trailer Chocks	\$37.77
2/08/2023	Kmart	Sofie Hawke	Staff kitchen tea towels	\$18.00
3/08/2023	Vibe Subiaco	Sofie Hawke	Accommodation - T McMahon	\$1,418.22
7/08/2023	Local Government Management	Sofie Hawke	S Hawke - annual membership	\$185.00
9/08/2023	REX Airlines	Sofie Hawke	Flight - R Grieve	\$765.51
10/08/2023	REX Airlines	Sofie Hawke	Flight - N Logan	\$770.01
14/08/2023	Red Dot Stores	Sofie Hawke	Staff family day - goodie bags	\$164.58
14/08/2023	Red Dot Stores	Sofie Hawke	Staff family day - goodie bags	\$63.00
14/08/2023	The Reject Shop	Sofie Hawke	Staff family day - goodie bags	\$22.50
15/08/2023	Break Away Café	Sofie Hawke	Catering - council lunch	\$125.00
17/08/2023	Woolworths	Sofie Hawke	Staff family day - fruit	\$118.32
21/08/2023	Trybooking WALGA	Sofie Hawke	WALGA Convention - Women's Assoc breakfast - L de Haas	\$90.50
22/08/2023	REX Airlines	Sofie Hawke	Flight - G Ryan	\$770.01
22/08/2023	Nespresso Australia	Sofie Hawke	Chambers coffee machine repairs	\$28.00
24/08/2023	REX Airlines	Sofie Hawke	Flight - N Logan	\$770.01
27/07/2023	TCP Training Pty Ltd	Mathew Walker	White card - C Shearer	\$55.00
31/07/2023	Shire of Esperance	Mathew Walker	Registration LV725	\$415.70
18/08/2023	Kogan.com	Mathew Walker	10 x soap dispensers	\$394.70
27/07/2023	Quality Inn Railway Sydney	Emily Hegney	Accommodation - F McKenzie	\$660.45
10/08/2023	Local Government Management	Roy Greive	Executive Leadership Program - R Grieve	\$2,810.00

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 26/09/2023 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
17/08/2023	White Sands Gallery	Roy Greive	Leaving gift - C Spittle	\$300.00
21/08/2023	The Urban Affordable Fortitude	Roy Greive	Affordable housing development summit	\$214.50
		Commonwealth Bank	<b>Total Credit Card Purchases 27/07/2023 - 25/08/2023</b>	30,135.62

**Item: 12.3.3**

**Lease - Airport Check-in Desk and Office**

<b>Author/s</b>	Rachel Witheridge	Governance and Corporate Support Officer
<b>Authoriser/s</b>	Felicity Baxter	Director Corporate & Community Services

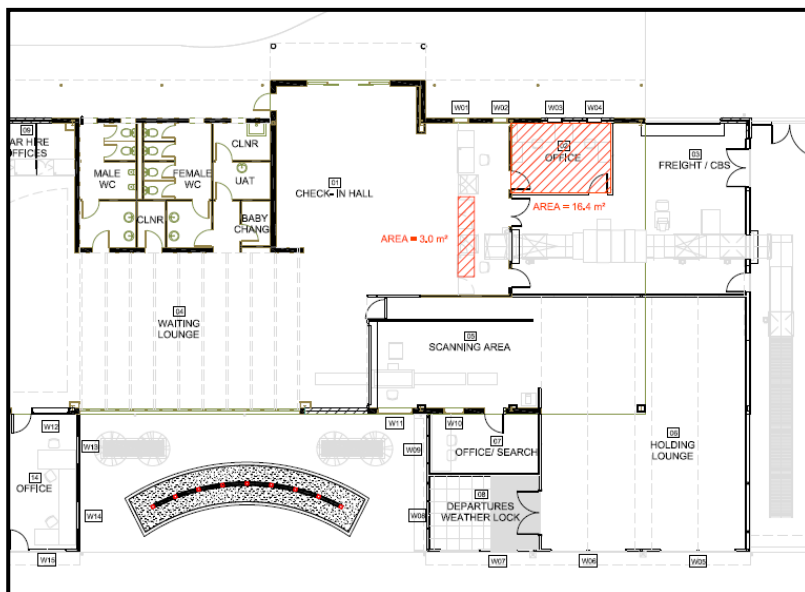
**File Ref: D23/23944**

**Applicant**

Regional Express Pty Ltd

**Location/Address**

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



**Executive Summary**

For Council to consider entering into a new lease with Regional Express Pty Ltd for the Airport Check-in Desk and Office in the Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson.

**Recommendation in Brief**

That Council enter into a new lease with Regional Express Pty Ltd for the Airport Check-in Desk and Office in the Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson.

**Background**

The lease for Regional Express Pty Ltd for the Airport Check-in Desk and Office in the Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson was due to expire on 30 June 2023. The lease was contingent on the outcome of the Department of Transport deed of agreement to operate the air services and as such, was placed under Clause 26 (Holding over) while this process was finalised.

Regional Express Pty Ltd have now indicated they would like to enter into a new lease with an expiry date of 2 July 2028 to align with their contract.

### **Officer's Comment**

Discussions with Officers have identified that there are no issues with the lease being renewed, as Regional Express Pty Ltd were awarded the rights to offer the Perth-Esperance service.

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 Airport Check-in Desk and Office sites is higher than the valuation provided in 2022, being \$275 inc GST per m<sup>2</sup>, and therefore it is recommended that CPI be applied to this amount resulting in the rate being \$288.47 inc GST per m<sup>2</sup> for FY23/24.

As the premises is 19.4m<sup>2</sup> in size, the annual rent for the premises based on this valuation would be \$5,596.32 including GST.

### **Consultation**

Regional Express Pty Ltd  
Manager Economic Development  
Airport Operations Coordinator  
Thorp Realty

### **Financial Implications**

Annual Lease Fee of \$5,596.32 inc GST  
Lease Preparation Fee of \$630

### **Asset Management Implications**

The Shire of Esperance is responsible for maintenance of the terminal building.

### **Statutory Implications**

*Local Government Act 1995* – s.5.38 Disposal of Property

### **Policy Implications**

COR004: Building and Property Agreements

### **Electoral Caretaker Period Policy Statement**

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

### **Strategic Implications**

#### **Council Plan 2022 – 2032**

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

Objective 14.1. Provide transparent, accountable and effective leadership.

### **Environmental Considerations**

Nil

### **Attachments**

A<sub>1</sub>. Lease Expiry Intention - Regional Express Pty Ltd

### **Officer's Recommendation**

**That Council;**

- 1. Enter into a new lease with Regional Express Pty Ltd for a portion of the Esperance Airport Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson**
- 2. Lease expiry date to be 2 July 2028;**
- 3. Charge an annual lease fee of \$5,596.32 inc GST, subject to annual CPI increases, and consider this to be a true indication of the current market rental rate;**
- 4. Charge a lease preparation fee of \$630 inc GST; and**
- 5. Advertise the disposition in accordance with s3.58 of the *Local Government Act 1995* for Disposing of Property.**

**Voting Requirement**

Simple Majority



## Rachel Witheridge

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**From:** Wilson Kwong [REDACTED]  
**Sent:** Wednesday, 30 August 2023 3:09 PM  
**To:** Corporate Support  
**Cc:** David Brooksby  
**Subject:** Rex Lease Expiry - Esperance

**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.

Hi Rachel,

I hope you are well.

I refer to your recent letter dated 17 August 2023 in relation to the lease expiry intention for Part Lot 15 Collgardie-Esperance Highway, Gibson. Please note that it is the intention of Rex to enter into a new lease with an expiry date of 2 July 2028.

I appreciate your consideration of the request and your assistance with preparation of the required document.

Kind regards,

**Wilson Kwong**  
Airports Commercial Manager

P  
E

URL [www.rex.com.au](http://www.rex.com.au)



## **12.4 EXECUTIVE SERVICES**

### **Item: 12.4.1**

#### **Esperance Land, Housing and Accommodation Study**

<b>Author/s</b>	Trevor Ayers	Manager Economic Development
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D23/23916**

#### **Applicant**

Internal Report

#### **Location/Address**

N/A

#### **Executive Summary**

For Council to receive the Esperance Land, Housing and Accommodation Study

#### **Recommendation in Brief**

That Council receive the Esperance Land, Housing and Accommodation Study

#### **Background**

With housing availability being identified as a significant issue for Esperance over the past 2-3 years. When coupled with significant potential industrial activity and growth in the area in coming years, the Shire of Esperance and Goldfields Esperance Development Commission partnered to undertake a study to better understand the current and forecast housing and land situation.

Urbis were contracted to undertake the study with the final report at Attachment A.

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

Against a backdrop of heightened housing needs (particularly rental accommodation) and an increasing pipeline of investment and business expansion, Urbis was engaged to identify current and future needs, barriers and opportunities for housing and land development in the Shire of Esperance.

Nationally, there are currently significant challenges in delivering housing in urban and regional areas. In remote regional areas, such as the Shire of Esperance, these challenges are exacerbated by distance, market scale, land availability and development feasibility.

Access to affordable and diverse housing is crucial to the development of diverse, vibrant and sustainable communities. It allows people to establish roots within their community and contribute to the economic development of their communities by providing a workforce for industry and delivering essential, community and support services.

Regional housing markets are however influenced by a range of factors such as local population and economic trends, the cost and availability of capital, policy controls, investment returns and others. As such, issues of affordability and the supply of quality housing in the required locations can inhibit the economic and social development of regions.

Key challenges identified for the Esperance housing market are:

- Increasing land development and construction costs;
- Land supply constrained by servicing requirements and capability for development for residential purposes;
- Long build times and supply chain delays;
- Limited housing capacity to accommodate increased demand;
- Influx of new residents looking for a lifestyle and/or work change increasing property prices and encouraging some investors to sell rental properties to owner occupiers;
- Growth in tourism encouraging some investors to switch dwellings from long-term rentals to short-term accommodation;
- Increase in people seeking housing for workers (inc. key workers and private businesses);
- Comparatively low growth and cyclical investment returns;
- Higher demand for builders and construction trades with limited local capacity or ability of WA companies to service location;
- Return of seasonal workers, backpackers and international tourists during late 2022 and 2023, adding to demand and;
- Increase in local investment from farming community and mining sector in region due to successful years and higher commodity prices since 2020.

Whilst there are key challenges, there is significant interest from a range of resources, energy and primary production investors in the area as well as business expansions. Housing need modelling suggests that potentially 3,400 dwellings are required over the next 20 years.

This report has the potential to be a valuable source of information both to assist with decision-making within the Shire as well as for potential investors into the Esperance housing market. The product and staging recommendations for Flinders Estate will be particularly important in providing guidance to the redesign of the remaining land within the estate.

### **Consultation**

This study was a partnership between the Shire of Esperance and Goldfields Esperance Development Commission. The study was undertaken by Urbis, who consulted with a range of organisations in its development including; government agencies, current and future industry and relevant community organisations.

### **Financial Implications**

Nil

### **Asset Management Implications**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

#### Electoral Caretaker Period Policy Statement

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

### **Strategic Implications**

#### Council Plan 2022 – 2032

#### *Growth And Prosperity*

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

**Environmental Considerations**

Nil

**Attachments**

A⇒. Esperance Housing, Land and Accommodation Study - *Under Separate Cover*

**Officer's Recommendation**

**That Council receive the Esperance Land, Housing and Accommodation Study (August 2023)**

**Voting Requirement**

Simple Majority

**Item: 12.4.2**

**Information Bulletin - September 2023**

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

**File Ref: D23/24274**

**Applicant**

Internal

**Policy Implications**

Electoral Caretaker Period Policy Statement

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

**Strategic Implications**

Council Plan 2022-2032

*Performance*

*Outcome 15. Operational excellence and financial sustainability.*

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

**Attachments**

- A<sup>1</sup>. Information Bulletin – September 2023
- B<sup>1</sup>. Council Priorities Summary – Corporate Performance
- C<sup>1</sup>. Delegations Discharge – Corporate Resources
- D<sup>1</sup>. Status Report – Open Council Resolutions
- E<sup>1</sup>. Small Grants Program - August 2023

**Officer's Recommendation**

**That Council accepts:**

1. **Information Bulletin – September 2023**
2. **Council Priorities Summary – Corporate Performance**
3. **Delegations Discharge – Corporate Resources**
4. **Status Report – Open Council Resolutions – September 2023**
5. **Small Grants Program – August 2023**

**Voting Requirement**                      Simple Majority



## **INFORMATION BULLETIN**

### **ORDINARY COUNCIL MEETING**

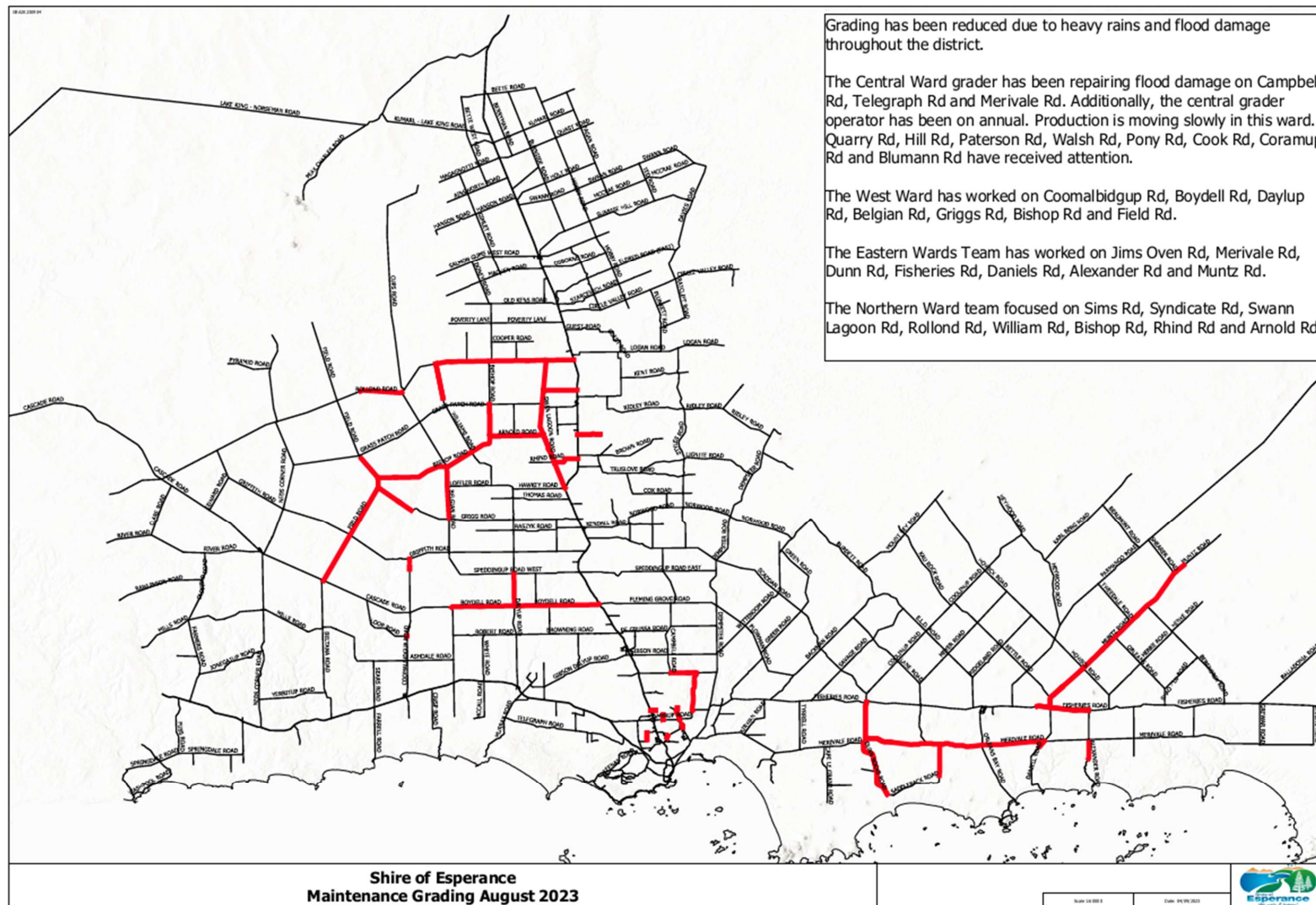
**September 2023**

we make it  
happen

Shire of Esperance

Building Applications Approved from 1 August 2023 to 31 August 2023

Building Permits



Shire of Esperance

Building Applications Approved from 1 August 2023 to 31 August 2023

Building Permits

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
16/08/2023	17619		Wheatbelt Steel 98 Byfield Street NORTHAM WA 6401	103166	Lot: 5 Pin: 22165 6,985 South Coast Highway COOMALBIDGUP	Occupancy Permit - 7b Farm Shed	Steel	Steel	Concrete	1	648.0	0
15/08/2023	18012		Drake-Brookman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 819 D: 55939 13A Woods Street CHADWICK	Occupancy Permit - Class 7b Storage Units 432m2	Steel	Steel	Concrete		432.0	0
30/08/2023	18081		Wheatbelt Steel 98 Byfield Street NORTHAM WA 6401	103166	Lot: 877 Pin: 210300 2,590 Mills Road EAST MUNGLINUP	Occupancy Permit - Class 7b Farm Shed 280m2	Steel	Steel	Other	1	280.0	0
15/08/2023	18171		Auspan Building Systems PTY LTD 15 Corbett Street GNOWANGERUP WA 6335	12984	Lot: 54 Pin: 64765 556 Murray Road DALYUP	Occupancy Permit - Class 7b Storage Building	Steel	Steel	Concrete	1		0
18/08/2023	18223		Wheatbelt Steel 98 Byfield Street NORTHAM WA 6401	103166	Lot: 685 Pin: 202612 Staroevich Road SALMON GUMS	Occupancy Permit - Class 7b Farm Shed 1440m2	Steel	Steel	Concrete	1	1440.0	0
07/08/2023	18331		Trigon Projects Level 2 38 Rowland Street SUBIACO WA 6998	104267	S/L: 1 S/P: 29634 83B Dempster Street ESPERANCE	Occupancy Permit - Class 5 Fit-Out - Hope Community Services				1		0
14/08/2023	18376		A R Clements 1139 Fisheries Road MYRUP WA 6450	OB 1012180	S/L: 5 S/P: 67726 S/149 Pink Lake Road NULSEN	Dwelling - Single 74m2	Steel	Steel	Concrete	1	74.0	50,000.00
07/08/2023	18377		CNE Ag Innovations 10 Gilpin Street CHADWICK WA 6450		Lot: 89 Pin: 9741 10 Gilpin Street CHADWICK	Advertising Signage	Steel		Concrete	1		5,000.00
14/08/2023	18378		Greg Horan Construction Pty Ltd Lot 9 Connolly Street PINK LAKE WA 6450	14356	Lot: 802 D: 78466 92 Westmacott Street CASTLETOWN	Shed 90m2	Steel	Steel	Concrete	1	90.0	38,000.00
29/08/2023	18379		D Roberts 10 Ravello Vista Yangebup Western Australia 6164		Lot: 791 Pin: 50961 43 Dauphin Crescent CASTLETOWN	Swimming Pool - Private & Associated Fencing	Not Specified		Other	1		41,200.00
03/08/2023	18384		J J McDonnell 22 Ormonde Street CASTLETOWN WA 6450	OB 1012284	Lot: 8 Pin: 52171 264 Barook Road PINK LAKE	Dwelling 439m2 and 4 x Water Tanks  Dwelling 439m2 and 4 x Water Tanks	Steel  Other	Steel  Other	Concrete  Other	1	439.0	230,000.00  20,000.00
04/08/2023	18385		G Harp 1A Randell Street ESPERANCE WA 6450	BP14239	Lot: 140 Pin: 9489 9 Jacaranda Drive CASTLETOWN	Commercial Kitchen Additions to Existing Church 58m2	Timber	Steel	Concrete		58.0	200,000.00
22/08/2023	18389		V E Warren 209 Helms Drive PINK LAKE WA 6450		Lot: 36 Pin: 19646 209 Helms Drive PINK LAKE	Water Tank 130,000ltr	Steel	Steel	Other			14,800.00
17/08/2023	18394		Drake-Brookman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 49 Pin: 8495 10 Sinclair Street CASTLETOWN	Class 7b Storage Building	Steel	Steel	Concrete	1	1839.0	163,020.00
18/08/2023	18395		M N Smith 57 Westmacott Street CASTLETOWN WA 6450		Lot: 16 D: 40294 57 Westmacott Street CASTLETOWN	Alfresco Area Addition 40m2		Steel	Other	1	40.0	10,000.00



Shire of Esperance

Building Applications Approved from 1 August 2023 to 31 August 2023

Building Permits

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
23/08/2023	18398		I J Allison 901 Fisheries Road MYRUP WA 6450		Lot: 570 Pin: 203678 431 Quast Road SALMON GUMS	Relocated Dwelling 170m2	Not Specified	Not Specified	Not Specified	1	170.0	20,000.00
24/08/2023	18399		Demolition WA Pty Ltd T/as Kalgoorlie Salvage & Demolition 265 Forrest Street KALGOORLIE WA 6430		Lot: 299 Pin: 170181	Demolition of YHA Homestead Building	Not Specified	Not Specified	Concrete	1	750.0	250,000.00
24/08/2023	18401		Demolition WA Pty Ltd T/as Kalgoorlie Salvage & Demolition 265 Forrest Street KALGOORLIE WA 6430		Lot: 12 D: 40727 35 Castletown Quays CASTLETOWN	Demolition House 220m2	Brick, double	Tiles (concrete tiles)	Concrete	1	220.0	19,000.00
24/08/2023	18403		I J Allison 901 Fisheries Road MYRUP WA 6450		Lot: 299 Pin: 170181	YHA Dwelling Relocation	Other	Other	Other	1		
31/08/2023	18406		Drake-Brockman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 500 Pin: 416255 Pink Lake Road PINK LAKE	2 x Niche Walls - Cemetery	Brick, double	Not Specified	Concrete		4.0	53,570.00

Total number of Building Permits: 20 \$1,114,590.00

Total number of Licences/Certificates Reported: 20 \$1,114,590.00

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)

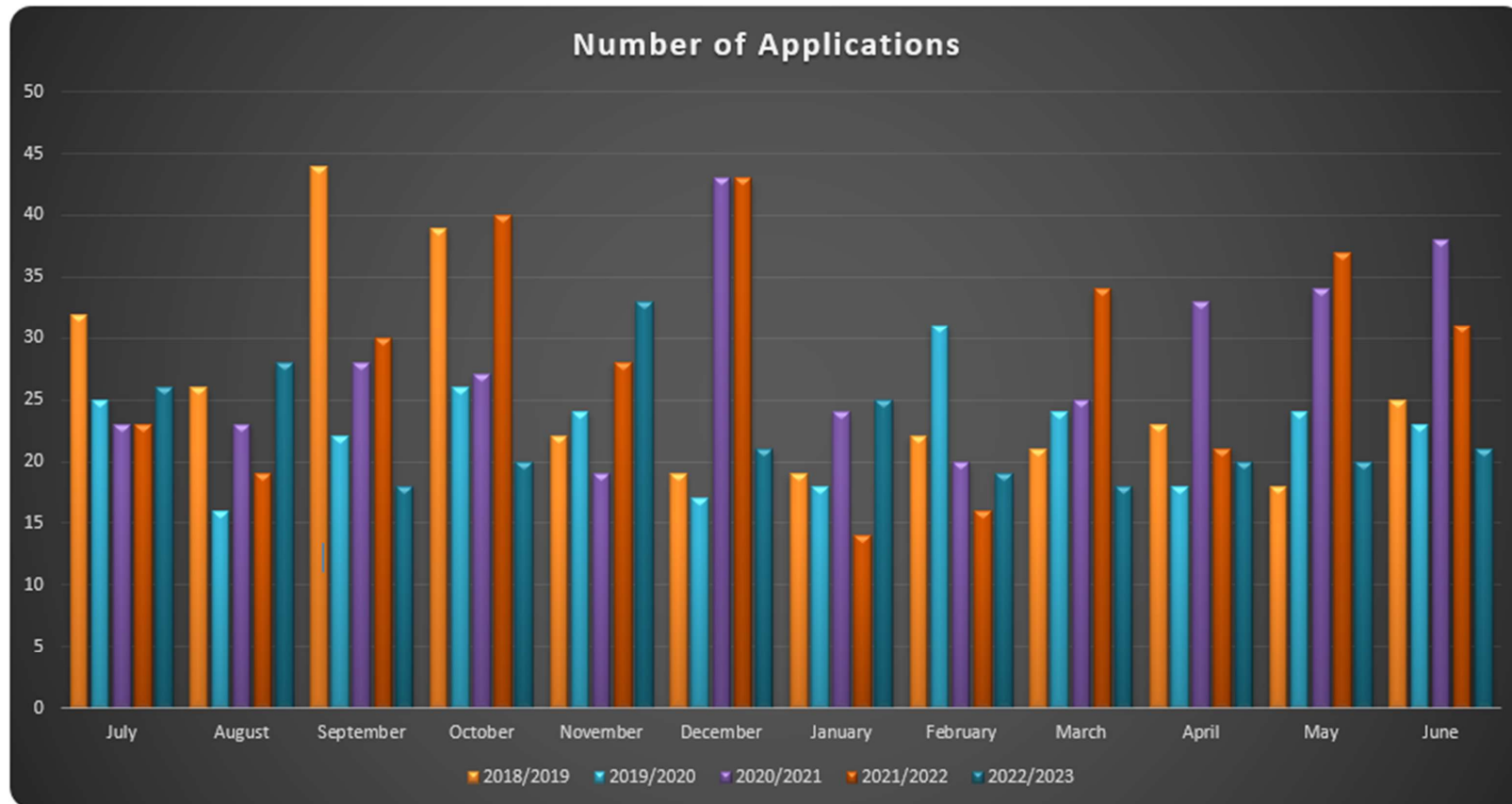
Date 07/09/2023



Shire of Esperance

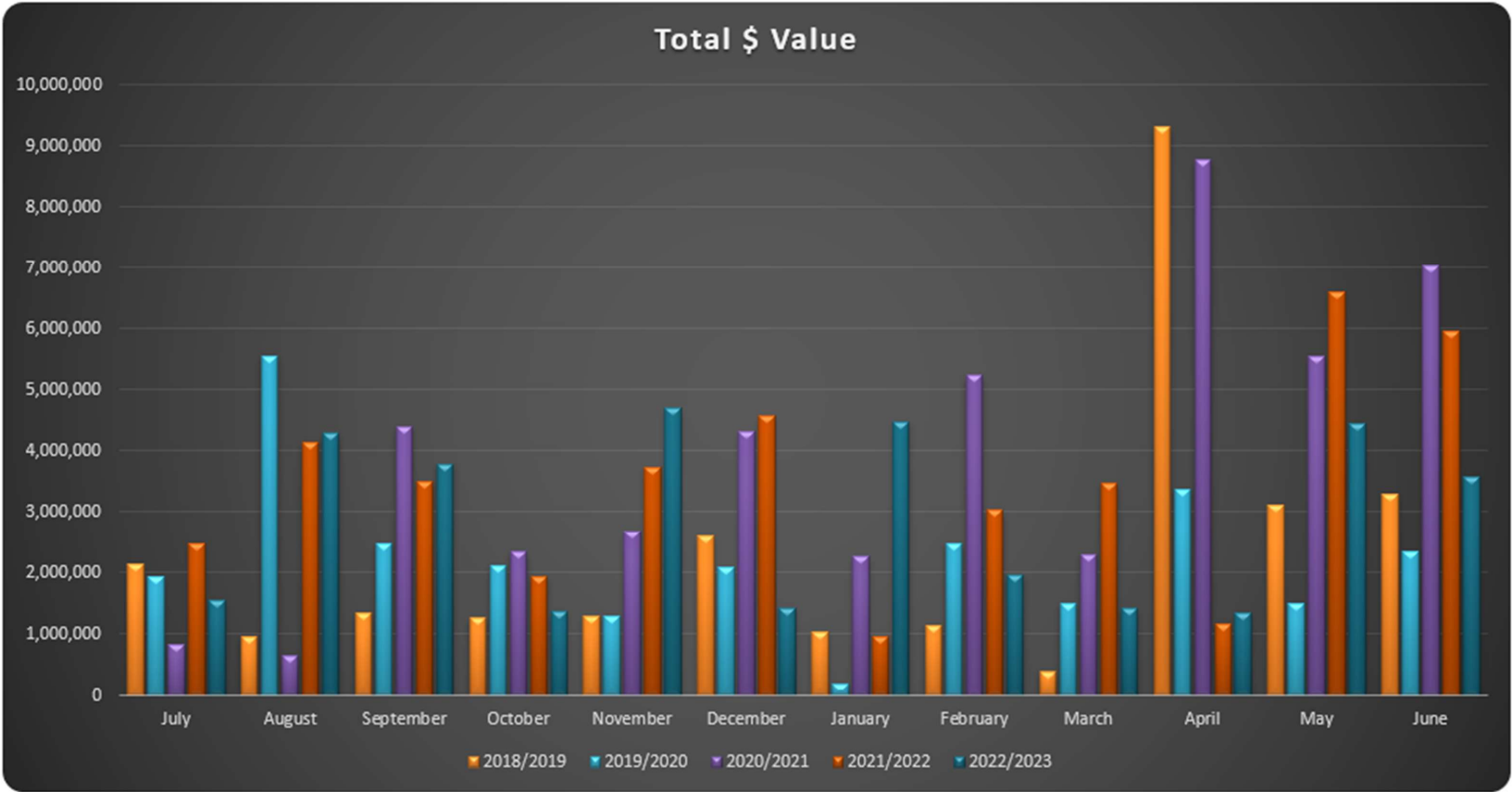
Building Applications Approved from 1 August 2023 to 31 August 2023

Building Permits



Shire of Esperance  
Building Permits

Building Applications Approved from 1 August 2023 to 31 August 2023



Shire of Esperance

Building Applications Approved from 1 August 2023 to 31 August 2023

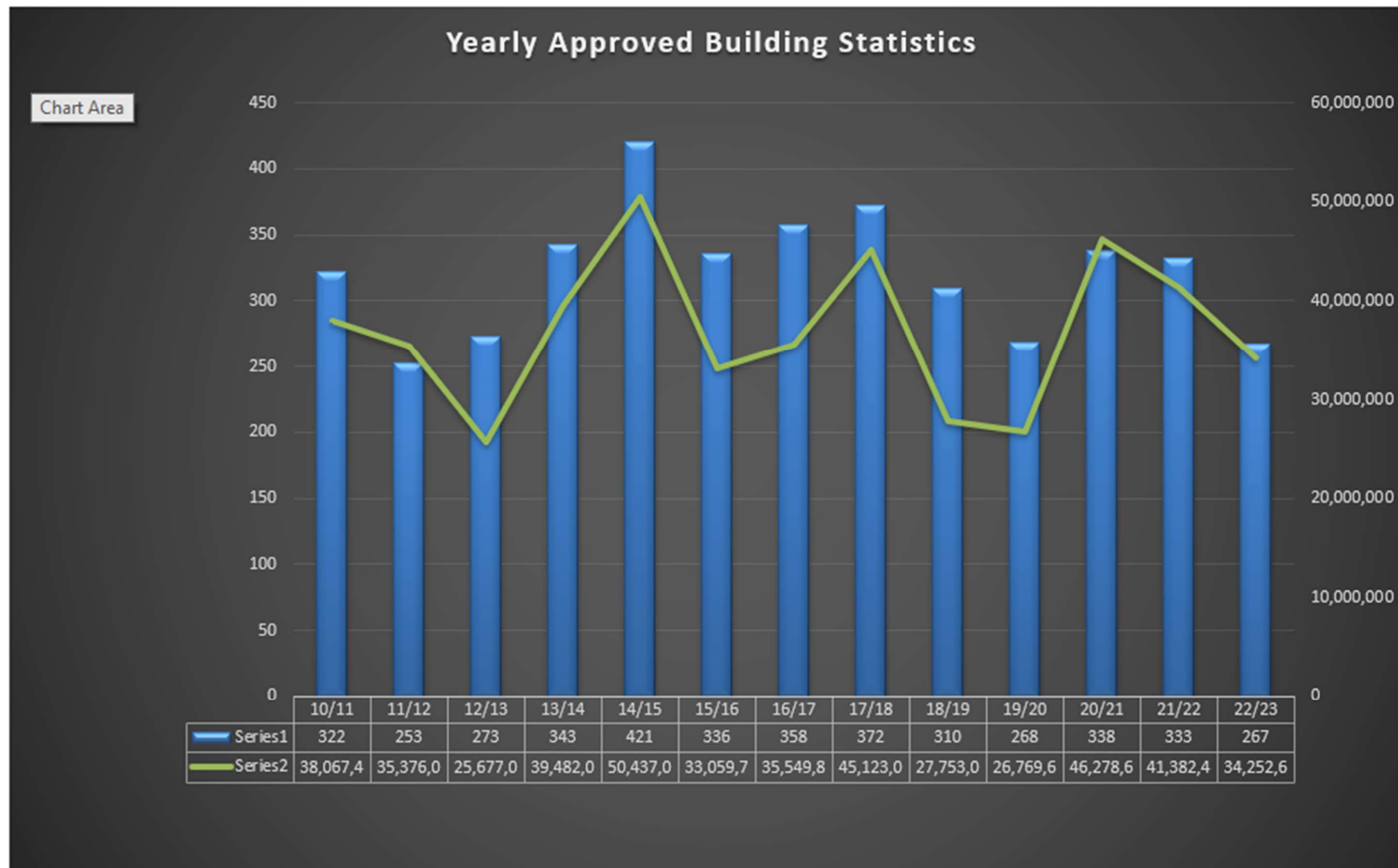
Building Permits

		Yearly Comparison									
		2018 - 2019		2019 - 2020		2020 - 2021		2021 - 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 occupancy Units	New	0	\$0	0	\$0	0	\$0.00	1	\$0.00	0	\$0.00
	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 Building	New	0	\$0	0	\$0	0	\$0.00	0	\$0.00	0	\$0.00
	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 Dwelling	New	0	\$0	0	\$0	0	\$0.00	1	\$203,163.00	0	\$0.00
	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	\$0	0	\$0.00
	Unauth	1	\$25,000	1	\$50,000	1	\$20,001	3	\$27,000	0	\$0.00
8) Laboratory/ Workshop	New	3	\$410,500	4	\$1,934,544	7	\$944,742	2	\$313,130	0	\$0.00
	Alter	0	\$0	0	\$0	6	\$243,282	1	\$25,000	0	\$0.00
	Demo	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00
	Unauth	1	\$3,000	0	\$0	0	\$0	0	\$0	0	\$0.00
9) Health-care, Assembly or Aged care Building	New	1	\$7,954,650	2	\$128,000	7	\$0	0	\$0	3	\$271,609
	Alter	8	\$90,900	5	\$1,981,701	1	\$0	1	\$78,827	1	\$1,088,700
	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 TOTAL		38	\$600,190	20	\$505,600	21	\$221,501	14	\$407,269	19	\$605,350
Totals		310	\$27,753,024	268	\$26,769,650	338	\$46,278,624	333	\$41,382,439	267	\$34,252,683

Shire of Esperance

Building Applications Approved from 1 August 2023 to 31 August 2023

Building Permits





we make it  
happen

## Council Plan Summary

August 2023



Shire of Esperance

Council Plan August 2023

## People

### A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Continual advocacy.	Director Asset Management
1.1.2	Advocate for improved access to safe, affordable accommodation and support services for vulnerable people (such as people affected by domestic violence, homeless people, people with mental health issues and young offenders)	Continual advocacy.	Director Asset Management
1.2.1	Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues.	Ongoing	Director External Services

### A healthy and active community

Action Code	Action Name	Comments	Responsible Officer Position
2.1.1	Advocate for improved access to health services with a focus on attracting and retaining local GPs, visiting specialists, telehealth services, and mental health support services	Continual advocacy.	Director Asset Management



**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	Esperance Hockey Association are progressing a synthetic turf project as part of the Plan.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	Seeking Grant funding this financial year.	Director Asset Management
2.2.3	Review Graham Mackenzie Stadium Redevelopment plans	Requested a Detailed Concept Design for this job so that we can use it to go out to Tender.	Asset Administration Supervisor
2.2.4	Develop a Bay of Isles Leisure Centre Management Plan	Work has commenced with a view to completing by the end of the year.	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	Concept design & business case presentation given. preliminary funding applications under way.	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	Concept stage completed.	Director External Services
2.3.3	Implement the Interpretation Plan for Esperance Museum, including an Aboriginal interpretive section	Ongoing	Manager Community Support
2.3.4	Review library technology upgrade requirements including the Library Electronic Management System	The new Library Management System is tentatively scheduled for March 2024 due to Vendor availability. The devices that were purchased under the Be Connected grant have been commissioned and are now with the library staff.	Manager Information Services

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
2.4.1	Explore sustainable funding sources to attract, manage and support local volunteers	Having received two large grants for projects lasting this entire financial year as well as being mid-way through our overarching 5-year funding, we are in a healthy place funding-wise and can focus on delivery of current projects, as opposed to sourcing more funding at this time.	Volunteer Resource Centre Coordinator
2.4.2	Explore options to recognise, reward and incentivise volunteers	We are continuing our planning for Thank a Volunteer Day celebrations in December, factoring in contingencies should we be unsuccessful in our grant application.	Volunteer Resource Centre Coordinator

**A welcoming, inclusive and connected community**

Action Code	Action Name	Comments	Responsible Officer Position
3.1.1	Provide an Aboriginal Heritage Agreement to guide respectful consultation with Traditional Owners	Consultation is planned in the near future with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to look at progressing the development of a heritage agreement.	Manager Parks & Environment
3.1.2	Provide assistance with events, activities and promotions to encourage greater awareness and participation in NAIDOC Week	Our team constantly support our community with their events. We promote them through the My Community and Club Newsletters. Upon request we do what we can to support everyone. Our team helped coordinate and support the Primary School NAIDOC day hosted/coordinated by Nulsen Primary School. An awesome initiative that had 1500 students and teachers from all schools attend at the indoor stadium for a day of cultural activities/education.	Community Development & Events Manager

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
3.1.3	Facilitate Aboriginal dual naming of significant places	As opportunities arise.	Director Asset Management
3.1.4	Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories	Not Started.	Manager Parks & Environment
3.1.5	Establish and strengthen relationships with local Aboriginal Stakeholders and organisations	In mid August, the Director of Corporate and Community Services met with Tjaltjraak representatives to discuss the potential structure of resourcing for cultural development and awareness training for Shire staff, and support to First Nations employees and traineeships.	Director Corporate and Community Services
3.2.1	Advocate for increased child care services through promotional campaigns	Continual advocacy.	Director Asset Management
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)	Our team continues to offer a variety of opportunities for our Youth. In particular we are adding a few layers to our Youth Day event which is due to be held on Sunday the 19th of November.	Community Development & Events Manager
3.3.1	Advocate for improved aged care facilities and palliative care	Continual advocacy.	Director Asset Management
3.3.2	Advocate for community and care services to support active aging in home	This action is ongoing.	Manager Aged Care & Disability Services
3.3.3	Upgrade Esperance Home Care Centre	Roofing complete. All first fix plumbing and electrical completed. The upgrade is nearing the lockup stage.	Manager Asset Planning

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
3.3.4	Provide flexible working arrangements at Esperance Home Care Centre to attract and retain staff	Completed last year. Ongoing in our options for flexible working arrangements	Manager Aged Care & Disability Services
3.3.5	Review NDIS registration arrangements for Esperance Home Care	This action has not started.	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	Currently preparing for the Careers Expo.	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	Continual advocacy.	Director Asset Management
3.3.8	Provide appropriate level of ACROD parking bays	Parking design projects continue to be assessed to determine ACROD requirements.	Manager Asset Development
3.3.9	Provide improved beach access for people with disability	Will work towards improving the access to the Town Beach in time for summer.	Director Asset Management
3.3.10	Implement actions and initiatives resulting from DAIP discussions and forums	Nothing to report. Group to reconvene after Local Government elections.	Manager Community Support

Shire of Esperance

Council Plan August 2023

**Planet**

**The natural environment is valued, protected and enjoyed**

Action Code	Action Name	Comments	Responsible Officer Position
4.1.1	Partner with Traditional Owners to manage culturally sensitive nature reserves	Works have continued with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to manage and rehabilitate areas in the Tjaltjraak Boodja Park and Wharton Beach and also within the Twilight Beach fire scar.	Manager Parks & Environment
4.1.2	Seek Government funding and support for the recovery of the colour and ecological health of Pink Lake and surrounding wetlands	Not Started.	Manager Parks & Environment
4.1.3	Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach	Not Started.	Manager Parks & Environment
4.1.4	Review the Coastal Management Plan	A draft of the Coastal Management Plan has been received from the consultant. The draft is currently under internal review.	Manager Parks & Environment
4.1.5	Implement the Dempster Head Management Plan	Works are continuing at Dempster Head to implement actions from the Management Plan.	Manager Parks & Environment
4.1.6	Install sand backpassing infrastructure	Gearing up to start construction of the pipeline in October.	Director Asset Management
4.1.7	Implement the Lake Monjigup Reserve Management Plan	Development of the Pet Cemetery is underway and works are ongoing in the Nature Park area. Native	Manager Parks & Environment

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
		plants were planted in the flora park area for National Tree Day.	
4.1.8	Provide a new Weed Management Strategy	Not Started.	Manager Parks & Environment
4.1.9	Advocate on behalf of the community for the State's plans for a Marine Park	Continued to advise the public of what we know. At this stage it is likely the draft management plan will be released in October.	Director Asset Management
4.2.1	Provide a new Trails Master Plan	Updating Trails that have already been completed and in progress and replacing inappropriate photos	Asset Administration Supervisor
4.2.2	Upgrade Piggery Mountain Bike trails - stage 1	Erosion areas along the track have been inspected. Toilet block has been ordered for the site. A site plan and design will be completed and works completed when site is drier.	Manager Parks & Environment

**Shared responsibility for climate action and sustainability**

Action Code	Action Name	Comments	Responsible Officer Position
5.1.1	Undertake annual carbon emissions audit and carbon emission reduction actions	Will report annually.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	All feasible buildings have solar system installed. Current systems are not being monitored due to issues with contractor. New contractor has been engaged to look at improvements needed to ensure systems are running to full potentials.	Manager Asset Planning

Shire of Esperance

Council Plan August 2023

Action Code	Action Name	Comments	Responsible Officer Position
5.1.3	Facilitate adoption of best practice energy efficiency measures across all council buildings, and support community facilities to adopt these measures	Ongoing as part of Building Maintenance Program.	Director Asset Management
5.1.4	Trial eco-friendly vehicles as options become viable	Where possible we are changing to Hybrid Vehicles which offer better use without sacrifice of service for our remote location. In the local element of the Shire we are looking to procure two Full Electric Vehicles for Homecare in this budget. First of the trial vehicles will be available in December / January.	Technical Officer Fleet
5.1.5	Support installation of electric charging stations to encourage and facilitate greater use of electric vehicles and e-rideables	Horizon Power will install the EV charger at the RSL car park shortly.	Director Asset Management
5.2.1	Introduce a third-bin kerbside collection program for Food Organics and Garden Organics (FOGO)	Not due to commence until July 2025.	Manager Waste & Environmental Health
5.2.2	Provide a Community Drop Off and Transfer Station at Myrup Truck Wash and Liquid Waste Facility to encourage sustainable waste management	Not due to start until 2025/26.	Manager Waste & Environmental Health
5.2.3	Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy	Waste promotions for August focused on battery disposal. This was in response to a number of tip face fires caused by batteries. The Waste team applied for a Waste Sorted Education grant to acquire the GREAT	Manager Waste & Environmental Health

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
		Games from Recycle Right. The games can be used as a resource to enhance waste education workshops in the future. Sustainability with Sanger commenced as a weekly radio segment with Triple M Radio. Representatives from Keep Australia Beautiful came to Esperance. The team worked with local schools as part of the Clean Schools program and held a community clean up event at the foreshore.	

**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	Currently advertising for Bushfire Risk Mitigation Coordinator to join staff to oversee funding projects. Planning for works continues in preparation for favourable weather conditions.	Manager Community Support
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Working on getting standpipes commissioned for Grass Patch and Myrup.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	The Shire with the Support of DFES are recruiting a Bushfire Risk Mitigation Coordinator to deliver our funded mitigation program.	Director Asset Management
6.1.4	Facilitate coastal safety measures in partnership with the Coastal Safety Working Group	With budget now adopted, looking at measures to put in place for the upcoming summer season. Next meeting to be scheduled for September with actions to come.	Manager Community Support
6.1.5	Advocate for appropriate coastal safety infrastructure and resources	Have committed to additional advertising in publications throughout the region, designed for tourists to receive	Manager Community Support



**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
		coastal safety messaging prior to arriving and recognising messages once they arrive.	

Shire of Esperance

Council Plan August 2023

Place

Responsible planning and development

Action Code	Action Name	Comments	Responsible Officer Position
7.1.1	Design and Construct Flinders Subdivision stage 3	Design almost complete. Currently working out if we can avoid a transformer upgrade.	Director Asset Management
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	Had discussion with NBN, they are looking to upgrade their offerings, including the fixed wireless around the Town. Telstra have planned new towers within the Shire, and are in the process of turning off there 3G service over the next 9 months.	Director Asset Management
7.1.3	Develop an Esperance Cemetery Master Plan	Drafting of the Cemetery Master Plan has commenced.	Manager Waste & Environmental Health
7.1.4	Design and construct Shark Lake Industrial Park subdivision stage 2	Lot layout design 95% complete.	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)	Have met with potential developers about Life Style village opportunities this month. Will progress this as part of the Flinders redesign.	Director Asset Management
8.1.2	Advocate for a new lifestyle village for seniors	Had a meeting with a potential developer. They were interested in locating within the Flinders development. Will progress this with the redesign of Flinders.	Director Asset Management

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
8.1.3	Advocate for greater availability of housing to meet community needs (e.g. land and property owners to build apartments, villas, units, and mixed use developments) including engagement with State Government on housing management practices (e.g. GROH housing)	Esperance Land, Housing and Accommodation Study will be released shortly.	Director Asset Management

**Attractive and welcoming places**

Action Code	Action Name	Comments	Responsible Officer Position
9.1.1	Implement the CBD Concept Landscaping Design	Works are continuing in installing a marine nautical inspired fence along the garden bed in Andrew Street. Once installed additional native plants will be planted in the Andrew Street island garden beds. Additional trees will also be planted in the CBD area. A trial bin surround will also be installed in Post Office Square to get community feedback on the design before being rolled out throughout the CBD.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Working with Main Roads WA about the vegetation along Harbour Road.	Director Asset Management
9.2.2	Facilitate more tree planting across the Shire	Tree planting program is continuing. The Street Tree Strategy was presented back to council and endorsed following the public comment period.	Manager Parks & Environment
9.3.1	Implement Civic Centre improvements	Specifications being finalised. Tender for construction to be released in October	Manager Asset Planning

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
9.3.2	Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025	Planning and consultation has commenced for the Playground Upgrades Budgeted for the 2023/24 financial year. Consultation and planning is underway for the upgrade to the Gibson Community Park. The Cascade Playground Upgrade was completed to a standard that the playground could be opened by September to link in with an event at the oval.	Manager Parks & Environment
9.3.3	Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035	Not Started.	Manager Parks & Environment

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

Action Code	Action Name	Comments	Responsible Officer Position
10.1.1	Implement the Esperance 2050 Cycling Strategy	As per budget, with Harbour Road shared path to commence this year.	Manager Parks & Environment
10.1.2	Construct sealed shoulders along the tourist loop and Fisheries Road (Norseman Road to Dempster Road) to improve safety for cyclists and vehicles	Fisheries Road shoulder construction starting October 2023.	Director Asset Management
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings	Not Started.	Manager Asset Operations
10.2.1	Develop a Road Safety Strategy	Development of the strategy progressing.	Director Asset Management

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	Continual advocacy.	Director Asset Management
10.2.3	Advocate to Main Roads WA to undertake a Corridor Upgrade Plan for Harbour Road from Mungan Street to Barney Hill, including South Coast Hwy Intersection upgrade, Pink Lake Road Intersection Upgrade and the Barney Hill Realignment	Main Roads WA still developing the Strategy. No feedback this month.	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program	Not started.	Director Asset Management
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	As per budget, design for Long Vehicle car park on the corner about to commence shortly.	Director Asset Management
10.3.2	Pursue opportunities to secure land to link Dempster Street and RSL public car parks	No progress.	Director Asset Management
10.3.3	Provide options to accommodate additional parking within the verge area between The Esplanade and Yacht Club	Concept design complete will require budget.	Director Asset Management
10.3.4	Provide upgrade to Forrest Street Road and streetscape.	Concept drawings completed. Awaiting completion of feature survey to commence detailed design.	Manager Asset Development
10.4.1	Investigate options for local ride share services	Completed.	Manager Economic Development
10.4.2	Implement the Esperance Airport Masterplan (including an upgrade to the main runway,	The announcement by the Minister for Transport that Regional Express was the successful tenderer to provide passenger services between Perth and	Manager Economic Development

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
	replacement of the runway lighting system, and additional apron space)	Esperance provides certainty around the airplane requirements during the upgrade works to be undertaken, simplifying planning for the runway upgrades.	
10.4.3	Construct new Airport runway	Due to commence 2025/26.	Director Asset Management

Shire of Esperance

Council Plan August 2023

## 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	Continual advocacy.	Director Asset Management
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	Continual advocacy.	Director Asset Management
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	Continual advocacy.	Director Asset Management
11.1.4	Facilitate an annual review of the Goldfields Designated Area Migration Agreement to ensure it remains relevant to the community	Nothing to report this month.	Manager Economic Development

### A prosperous and diverse economy

Action Code	Action Name	Comments	Responsible Officer Position
12.1.1	Provide an Economic Development Strategy for the Shire of Esperance	Nothing to report this month.	Manager Economic Development
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	Continual advocacy. Shark Lake Industrial Park Stage 2 in preliminary development.	Director Asset Management

Tuesday, 12 September 2023

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**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects	Continual advocacy.	Director Asset Management
12.1.4	Advocate for a shared work space facility in Esperance where start-ups, small businesses and visitors can be co-located to network and support one another	Nothing to report this month.	Manager Economic Development

**A vibrant and welcoming tourism destination**

Action Code	Action Name	Comments	Responsible Officer Position
13.1.1	Implement the Esperance Tourism Strategy	An update of the Esperance Visitor Guide has commenced preparatory to a new print run ready for the upcoming summer tourism season. Investigations into the potential for the 9 & 10 mile windfarm site to be converted to a tourism accommodation site as part of its decommissioning are occurring. The lease has been finalised between the Shire and RAC Parks and Resorts for the old YHA site, with works commencing to incorporate this land parcel into the existing caravan park and enable an expansion of the park.	Manager Economic Development
13.1.2	Fund a Tourism Development Manager (4 year contract) in partnership with Australia's Golden Outback	Completed.	Manager Economic Development



**Shire of Esperance**

**Council Plan August 2023**

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)	Airport Advertising Information and online form has been updated with new Fees & Charges. Advertising Opportunity template has been provided to the Visitor Centre to review.	Manager Marketing & Communications
13.2.1	Advocate for development of a 4 to 5 star accommodation offering	Continual advocacy.	Director Asset Management
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	Nothing to report this month.	Manager Economic Development
13.2.5	Develop wayfinding and interpretive tourism signage	Not started.	Director Asset Management

Shire of Esperance

Council Plan August 2023

## 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	Annual report collation in progress, aiming to send to Managers for review in early September. Awaiting financial information from Director Corporate & Community Services to finalise Council Plan review.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Monthly report provided to Council.	Governance & Corporate Support Coordinator

### Operational excellence and financial sustainability

Action Code	Action Name	Comments	Responsible Officer Position
15.1.1	Review the Long Term Financial Plan and informing plans per IPR framework	The Long Term Financial Plan 2024 review is scheduled to commence later in 2023 with Councillor workshops anticipated in March 2024 during the next round of Strategic Planning review.	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)	This month we updated some online forms for the Waste team and have revisited the ESRI project to progress the implementation of the online GIS services.	Manager Information Services

Shire of Esperance

Council Plan August 2023

**A well informed and engaged community**

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Implement the Communication and Engagement Strategy	<p>Communication is defined as: the process of exchanging thoughts, ideas, facts, emotions and opinions between two or more people.</p> <p>Active consultation for August was the Street Tree Strategy. Community members submitted feedback and left comments on social media. A suggestion to include Salmon Gums to the register, this has now been included. There were other suggestions that have been included in the strategy, and others that were not possible.</p> <p>The Parks and Reserves team also sought feedback on the Gibson Community Park. A short survey was created and feedback was gathered from social media comments. The team will be meeting with Gibson residents in September to finalise the plans for the park.</p> <p>We continue to talk about the decisions of Council and staff in an honest and transparent way. A Council Advocacy Update regarding the Proposed South Coast Marine Park was shared on the website, social media, Shire Flyer and picked up by the media. The Community Scorecard reported that the community wanted to hear about the advocacy Council and the Shire do on behalf of the community, so we will be creating new ways to share the information we can. We also shared information about the 2023-2024 Budget and how Council came to the final decisions.</p>	Manager Marketing & Communications

Shire of Esperance

Council Plan August 2023

Action Code	Action Name	Comments	Responsible Officer Position
		<p>Manager for Marketing and Communications currently undertaking the IAP2 community and stakeholder engagement training. This will assist with future engagement and updating the Communications and Engagement Strategy.</p> <p>The Media Manager has been working with the internal Document Control Group to update all corporate templates with the new branding. Standard Operating Procedure, Management Practice and Council Policy have been updated and approved. The Internal Style Guide is still in a draft form.</p> <p>The new website development has been ticking along with Phase 1 home page layout concepts reviewed and feedback given.</p> <p>Media Team helped kick-start the HR eNewsletter. This now informs subscribers of current vacancies with the Shire of Esperance.</p>	
16.1.2	Provide a new website with improved functionality	<p>First round of concept designs has been provided and feedback given.</p> <p>Site layout and proposed new menus and wireframe has been provided. Manager for IT and Communications will review and send feedback.</p>	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)	Held stakeholder consultation on the James St precinct design with the architect.	Director Asset Management

**Shire of Esperance**

**Council Plan August 2023**

Action Code	Action Name	Comments	Responsible Officer Position
16.1.4	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Due to commence 2024/25.	Manager Marketing & Communications

Register - Delegations Discharge - Corporate Resources

Instrument of Delegation Number - D13/13348

Delegated Authority	Date Exercised	Details	How Authority was exercised or duty discharged	Amount	Person/groups, not part of Council and Committees, directly affected	Authorised Person
1.2 - Agreement to payment of rates & charges	2/08/2023	Payment plan to pay rates by 26/06/24	Payment arrangement	\$ 631.38	A/37416	Beth O'Callaghan

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

Date	Item Number	Item	Responsible Officer	Notes
				<p>10 Jan 2023 10:23am Phillips, Holly No further progress has been made on this matter. The Shire continues to await notification from DPLH.</p> <p>05 May 2023 10:08am Hindley, Richard Followed up with DPLH-Lands.</p> <p><b>02 Jun 2023 1:09pm Hindley, Richard</b> Survey documents being prepared by DPLH - survey instruction will be issued once approved.</p>
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 Occupancy Permit under the <i>Building Act 2011</i> for the unauthorised work that has occurred on Lot 22 (47) The Esplanade, Esperance.	External Services	<p>11 Aug 2020 4:20pm Hindley, Richard Request for Occupancy Permit sent to [REDACTED] - Due 7/10/2020</p> <p>03 Dec 2020 10:26am McArthur, Alli - Reallocation Action reassigned to Clifton, Paul by: McArthur, Alli for the reason:</p> <p>25 Jan 2021 1:43pm Clifton, Paul Shire has not received Occupancy Permit application. Correspondence received by the Shire from [REDACTED] providing detail of progress toward lodgement of Occupancy Permit documentation.</p> <p>13 Sep 2021 4:18pm Hindley, Richard Awaiting valuations from Landgate before it can be finalised.</p> <p>12 Oct 2021 8:27am Phillips, Holly Richard Hindley 11/10/21 - Valuation has been prepared; is now under consideration by the occupier.</p> <p>09 Feb 2022 2:06pm Phillips, Holly Officers are still waiting for DPLH to process this matter. It is understood a valuation offer has been accepted. Awaiting further advice from DPLH before a Building Order to achieve occupancy can be pursued which will require a Development Approval to be issued.</p> <p>05 Apr 2022 5:02pm Phillips, Holly Item to be reallocated to Manager Development and Statutory Services.</p> <p>15 Jun 2022 8:55am Hegney, Emily - Reallocation Action reassigned to Hindley, Richard by Hegney, Emily - Paul Clifton no longer works at the Shire.</p> <p>11 Aug 2022 2:20pm Phillips, Holly The Shire has contacted WA Property Lawyers who are working on behalf of the owner to progress property access matters. As of 14/7/22, the required paperwork had not been lodged.</p> <p>05 Sep 2022 1:19pm Hindley, Richard</p>



Date	Item Number	Item	Responsible Officer	Notes
				<p>WA Property Lawyers have advised the all required paperwork has been lodged with the Department of Planning, Lands and Heritage.</p> <p>30 Sep 2022 2:42pm Hindley, Richard Being processed by DPLH.</p> <p>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.</p> <p>05 Apr 2023 1:58pm Hindley, Richard Compliance matters progressing.</p> <p>05 May 2023 10:10am Hindley, Richard Compliance matters progressing.</p> <p><b>02 Jun 2023 1:10pm Hindley, Richard</b> Compliance matters progressing.</p>
25/05/2021	12.2.2	<b>Andrew &amp; Dempster Street Roundabout Review</b>	<b>Walker, Mathew</b>	
	O0521-141	<p>That Council:</p> <ol style="list-style-type: none"> <li>Note the information provided on the Andrew Street and Dempster Street Roundabout which includes the traffic movement study and formal assessment on traffic flow.</li> <li>Request the CEO to provide a report on the number of recorded accidents since commissioning, the severity and if anyone needed transferring to hospital, when the information becomes available.</li> <li>Request the Streetscape Advisory Committee to conduct community consultation on the Andrew Street &amp; Dempster Street Roundabout functionality and landscaping and provide recommendations to Council at the August Ordinary Council Meeting.</li> </ol>	Asset Management	<p>15 Sep 2021 3:07pm Walker, Mathew Council have been informed of the crash statistics for 2020, being 0 reported crashes., We will work with the Streetscape Advisory Committee on the landscaping when we can get a meeting.</p> <p>11 Jan 2022 8:46am Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group</p> <p>13 Jul 2022 3:12pm Hegney, Emily - Completion Completed by Hegney, Emily on behalf of Walker, Mathew (action officer) on 13 July 2022 at 3:12:58 PM - COMPLETED</p> <p>22 Jul 2022 3:15pm Hegney, Emily - Completion Uncompleted by Hegney, Emily</p> <p>04 Aug 2022 4:35pm Walker, Mathew Waiting to talk to the Streetscape Advisory Working Group</p> <p>06 Apr 2023 3:05pm Walker, Mathew Have had discussion with Council, we will trial planter boxes around the Roundabout.</p> <p><b>07 Jun 2023 9:09pm Walker, Mathew</b> Working with fabricator to create the planter boxes</p>

Date	Item Number	Item	Responsible Officer	Notes
25/05/2021		<b>Motion - Verge Development - Witches Brew Drive Thru Coffee</b>	<b>Gleave, Dylan</b>	
	O0521-140	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Approve the standard stabilised gravel verge treatment as offered by the Shire to Witches Brew Drive Thru Coffee, Forrest Street, Esperance; and</li> <li>2. Request the Chief Executive Officer to consult with key stakeholders and surrounding businesses to investigate future verge development options in the broader Forest Street area and present the report to Council at the December Ordinary Council Meeting.</li> </ol>	Asset Management	<p>10 Aug 2021 8:25am Gleave, Dylan Verge stabilisation works have been completed in front of Witches Brew Drive Thru Coffee. This site will continue to be monitored. Further verge development for the surround area will be investigated as part of future verge development in the area.</p> <p>15 Sep 2021 3:10pm Walker, Mathew A draft concept of a long-term development is underway, stakeholder consultation will be undertaken after this.</p> <p>09 Jun 2022 10:32am Walker, Mathew Stakeholder consultation still to be undertaken. Will put up for budget consideration.</p> <p>04 Aug 2022 4:34pm Walker, Mathew Looking to review Forrest Street more strategically</p> <p>04 Oct 2022 4:46pm Walker, Mathew Currently doing concept designs of Forrest St.</p> <p>06 Apr 2023 3:06pm Walker, Mathew Forrest St concept is being updated to include feedback from Council and Consultants</p> <p><b>07 Jun 2023 9:10pm Walker, Mathew</b> Forrest Street concept plan finalised for stakeholder consultation. At this stage the Long Vehicle parking will be stage 1.</p>
22/03/2022	12.2.1	<b>Request to Remove Street Trees - Randell Street</b>	<b>Gleave, Dylan</b>	
	O0322-060	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Review Street Tree Policy ASS:019</li> <li>2. Lay this item on the table until after the review and endorsement by Council of the Street Tree Policy (ASS:019).</li> </ol>	Asset Management	<p>04 Aug 2022 4:32pm Walker, Mathew On hold until Street Tree Policy and Strategy is prepared for council consideration.</p> <p>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.</p> <p><b>07 Jun 2023 9:12pm Walker, Mathew</b> 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.</p>

Date	Item Number	Item	Responsible Officer	Notes
26/04/2022	12.1.9	<b>Proposed Road Closure - Portion of the Road Reserve for the Intersection of Gilpin and Simpson Street adjoining Lot 445 (14) Gilpin Street, Chadwick</b>	<b>Wilks, Peter</b>	
	O0422-091	<p>That Council;</p> <ol style="list-style-type: none"> <li>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 <i>Land Administration Act 1997</i>.</li> <li>2. Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> 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.</li> <li>3. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.</li> </ol>	External Services	<p>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 <b>02 Jun 2023 1:12pm Hindley, Richard</b> Matter now with Case Management at DPLH - Land Services</p>
28/06/2022	12.1.3	<b>Proposed Road Closure - Portion of Road Reserve for the Intersection of Beech Street and Fisheries Road adjoining Lot 202 (2) Beech Street, Castletown</b>	<b>Hindley, Richard</b>	
	O0622-140	<p>That Council:</p> <ol style="list-style-type: none"> <li>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 <i>Land Administration Act 1997</i>.</li> <li>2. Request the Minister of Lands amalgamate the closed portion of road with Lot 202 (2) Beech Street, Castletown.</li> <li>3. Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> 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.</li> </ol>	External Services	<p>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. <b>02 Jun 2023 1:07pm Hindley, Richard</b> DPLH - Lands still awaiting comments from Telstra and NBN to confirm if they require easements.</p>

Date	Item Number	Item	Responsible Officer	Notes
4. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.				
25/10/2022	12.4.2	<b>Request Short Term Adjustment to Retail Trading Hours</b>	<b>Ayers, Trevor</b>	
	O1022-226	<p>That Council:</p> <ol style="list-style-type: none"> <li>Endorse the following changes to retail trading hours in the Shire of Esperance with the addition of the following days (between 10am and 5pm): <ul style="list-style-type: none"> <li>Sunday 4 December 2022</li> <li>Sunday 11 December 2022</li> <li>Sunday 18 December 2022</li> <li>Tuesday 27 December 2022</li> <li>Monday 2 January 2023</li> </ul> </li> <li>Request the CEO to make application to the Department of Commerce for the proposed changes to apply to the entirety of the Esperance Shire; and</li> <li>Request the CEO to investigate the desire within the Esperance community for a permanent change to the existing Retail Trading Hours in December, January and over the Easter period.</li> </ol>	Executive Services	<p>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 <b>05 Jul 2023 8:21am Ayers, Trevor</b> Timing of public investigation is being organised around being able to include the Ag Show as part of the process.</p>
25/10/2022	12.1.6	<b>IGO Recovery Funding Request - Esperance Aged Care Facility</b>	<b>Ammon, Mel</b>	
	O1022-220	<p>That Council;</p> <ol style="list-style-type: none"> <li>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 grant-funded projects;</li> <li>Note the allocations from the Fund have now been fully expended; and</li> <li>Request the CEO write to all past recipients of the Fund requesting information on the benefit of their initiatives to the Esperance community.</li> </ol>	External Services	<p><b>10 Jan 2023 10:30am Phillips, Holly</b> Officers are in the process of writing to all past recipients of the IGO funding.</p>

Date	Item Number	Item	Responsible Officer	Notes
		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.		
23/05/2023	12.2.3	<b>Proposed Road Dedication - Brazier Fuel Depot Access Road</b>	<b>Appleby, Jeanette</b>	
	O0523-087	That Council: <ol style="list-style-type: none"> <li>1. Support the dedication of a portion of (Lot 864) 19 Brazier Street and (Lot 15) 23 Brazier Street Esperance as road reserve;</li> <li>2. 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> <li>3. Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> 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.</li> </ol>	Asset Management	07 Jun 2023 9:16pm Walker, Mathew Once we have the signed agreements we will progress this action. <b>08 Sep 2023 3:40pm Appleby, Jeanette</b> Council Resolution followed and contractors advised.
23/05/2023	12.2.1	<b>Corporate Carbon Emission Baseline</b>	<b>Walker, Mathew</b>	
	O0523-085	That Council: <ol style="list-style-type: none"> <li>1. Receive the Net Zero Emissions Baseline Study – Executive Summary;</li> <li>2. Receive the 2022 Renewable Energy Projects Audit – Executive Summary;</li> <li>3. Note the estimated Shire of Esperance annual corporate carbon emissions is 4,335 tCO<sub>2</sub>e, excluding emissions from waste; and</li> <li>4. Request the CEO to:               <ol style="list-style-type: none"> <li>a. Continue to monitor the Shire of Esperance's annual corporate carbon emissions; and</li> </ol> </li> </ol>	Asset Management	<b>07 Jun 2023 9:14pm Walker, Mathew</b> Will work on setting reduction targets and put the item to the new Council.

Date	Item Number	Item	Responsible Officer	Notes
b. Bring a report back to Council on corporate carbon emissions reduction targets.				
27/06/2023	12.3.4	Lease Reassignment - Airport Hangar 1	Walsh, Sarah	
	O0623-115	That Council; <ol style="list-style-type: none"> <li>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</li> <li>Charge a lease reassignment fee of \$230 Inc GST.</li> </ol>	Corporate & Community Services	<p>04 Jul 2023 4:36pm Walsh, Sarah Notified applicants of council resolution. Documentation to be drafted and sent for review in due course.</p> <p>01 Aug 2023 4:54pm Walsh, Sarah Draft documentation sent to applicants for review. [REDACTED] has approved, awaiting [REDACTED] and [REDACTED] response.</p> <p>06 Sep 2023 1:39pm Walsh, Sarah Documentation has been approved by all parties and sent to [REDACTED] for signing. He has been on leave and was going to arrange for execution once he returned.</p>
25/07/2023	12.3.1	Lease - Airport Car Hire Desk 3	Witheridge, Rachel	
	O0723-132	That Council; <ol style="list-style-type: none"> <li>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;</li> <li>The term of the lease being 3 years;</li> <li>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;</li> <li>Lease preparation fee of \$600 including GST being payable;</li> <li>Landing fees being charged as per the Shire Schedule of Fees and Charges, with practice approach charges waived for training aircraft;</li> <li>Hire fees for use of the meeting room being charged as per the Shire Schedule of Fees and Charges;</li> </ol>	Corporate & Community Services	<p>31 Jul 2023 11:35am Witheridge, Rachel Notified applicant of Council Resolution. Advertising arranged.</p> <p>01 Sep 2023 2:17pm Witheridge, Rachel Advertising concluded and draft terms being reviewed.</p>

Date	Item Number	Item	Responsible Officer	Notes
		<p>7. Aircraft parking fees being \$699.63 including GST per annum, per aircraft, subject to annual CPI increases;</p> <p>8. Terminal service fees being waived for scenic flight passengers; and</p> <p>9. The disposition being advertised in accordance with Section 3.58 of the <i>Local Government Act 1995</i> for Disposal of Property.</p>		
27/06/2023	17.3	<b>Lease Extension Request - Lot 50 Wylie Bay Road</b>	<b>Walsh, Sarah</b>	
	O0623-125	<p>That Council;</p> <p>1. Extend the lease for portion of Lot 50 Wylie Bay Road under the current terms and conditions for a further 6 months;</p> <p>2. Vary the lease to include a termination date of 11 January 2024, with no further term options exercisable after this date;</p> <p>3. Annual rent to be \$10,000 ex GST in accordance with the current lease rent provision; and</p> <p>4. Charge a lease variation fee of \$230 Inc GST.</p>	Corporate & Community Services	<p>04 Jul 2023 4:24pm Walsh, Sarah Notified applicant of council resolution. Document to be drafted and sent for review in due course.</p> <p>01 Aug 2023 4:53pm Walsh, Sarah Draft documentation approved by Lessee and posted for execution.</p> <p><b>06 Sep 2023 1:39pm Walsh, Sarah</b> Awaiting execution of documents. [REDACTED] has been away and mentioned he would arrange for this when he returned.</p>
25/07/2023	12.3.2	<b>Lease - Airport Car Hire Desk 2</b>	<b>Wetheridge, Rachel</b>	
	O0723-133	<p>That Council:</p> <p>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;</p> <p>2. The term of the lease being 3 years;</p> <p>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;</p>	Corporate & Community Services	<p>31 Jul 2023 11:36am Wetheridge, Rachel Notified applicant of Council Resolution. Advertising arranged.</p> <p><b>01 Sep 2023 2:17pm Wetheridge, Rachel</b> Advertising concluded and draft terms being reviewed.</p>



Date	Item Number	Item	Responsible Officer	Notes																				
		<div>4. Lease preparation fee of \$600 including GST being payable; and</div> <div>5. The disposition being advertised in accordance with Section 3.58 of the <i>Local Government Act 1995</i> for Disposal of Property.</div>																						
22/08/2023	17.7	0505-23 - Design and Construct Condingup Fire Shed	Appleby, Jeanette																					
	O0823-166	<div>That Council:</div> <div>1. Subject to receiving additional funding for the project, award Request for Tender 0505-23 Design and Construct Condingup Fire Shed to Eikon Group Pty Ltd T/A Dixon Construction, as per the lump sum price; and</div> <div>2. Approve a budget variation as per the table below:</div> <table><tr><th colspan="2">Description</th><th>Budget Figure</th><th>Amended Figure</th><th>Variation</th></tr><tr><td>Condingup Fire Brigade Shed</td><td>W3913</td><td>407,320</td><td>717,320</td><td>(310,000)</td></tr><tr><td>Condingup Fire Brigade Shed Income</td><td>W3913</td><td>(380,000)</td><td>(690,000)</td><td>310,000</td></tr><tr><td colspan="3">Net result</td><td></td><td>Nil</td></tr></table>	Description		Budget Figure	Amended Figure	Variation	Condingup Fire Brigade Shed	W3913	407,320	717,320	(310,000)	Condingup Fire Brigade Shed Income	W3913	(380,000)	(690,000)	310,000	Net result				Nil	Asset Management	08 Sep 2023 3:39pm Appleby, Jeanette Council Resolution followed and contractors advised.
Description		Budget Figure	Amended Figure	Variation																				
Condingup Fire Brigade Shed	W3913	407,320	717,320	(310,000)																				
Condingup Fire Brigade Shed Income	W3913	(380,000)	(690,000)	310,000																				
Net result				Nil																				
23/08/2022	12.2.1	Petition to stop the use of 1080 baits in the Monjingup Special Rural Zone	Walker, Mathew																					
	O0822-184	<div>That Council:</div> <div>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;</div> <div>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</div>	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.																				



Date	Item Number	Item	Responsible Officer	Notes
		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.		
22/08/2023	12.3.4	<b>Licence Reassignment Request - Esperance Airport Vending Machine</b>	Walsh, Sarah	
	O0823-152	That Council;  1. Reassign the licence with Lily Joewono for Esperance Airport Vending Machine, portion Lot 15 Coolgardie-Esperance Highway Gibson, to Jasmin Scott;  2. Vary the licence to include provision for weekly restocking and require contact details to be visible on the machines; and  3. Charge a reassignment fee of \$240.	Corporate & Community Services	06 Sep 2023 1:41pm Walsh, Sarah Documentation being drafted prior to sending to parties for review.
22/08/2023	12.3.6	<b>Lease Variation Request - Old Sergeant's Quarters Museum Village</b>	Walsh, Sarah	
	O0823-154	That Council vary the existing lease with Dimity Siemer and Brooke Small for the Old Sergeant's Quarters Museum Village, portion Lot 100, 48 Dempster Street Esperance, to remove Brooke Small as co-Lessee, subject to;  1. Lease variation fee of \$240 Inc GST being payable; and  2. Brooke Small to remediate property modifications to return the premises to its original condition, at her cost.	Corporate & Community Services	06 Sep 2023 1:41pm Walsh, Sarah Documentation being drafted prior to being sent to parties for review.
22/08/2023	12.3.3	<b>Post Office Square Lease Extension</b>	Walsh, Sarah	
	O0823-151	That Council enter into the proposed lease extension with Telstra Corporation for portion of 23 Andrew Street Esperance subject to;  1. Lease extension term being 10 years with a further term of 10 years;	Corporate & Community Services	06 Sep 2023 1:41pm Walsh, Sarah Documentation executed by Shire and posted to Telstra for execution.

Date	Item Number	Item	Responsible Officer	Notes
	2.	Further term exercisable at Shire of Esperance's discretion; and		
	3.	Annual rent being \$1 plus GST.		

**Community Grants Program 2023 - Small Grants**

Organisation	Project	Funding Summary	Project Timing	Amount
Esperance Bay Yacht Club	66th Pelican State Titles 2024	Event Hosting Expenses	7th - 12th January 2024	\$3,000
Esperance Squash Club	Yellow Dot Ball 2023	In-Kind Civic Centre Hire	5th August 2023	\$1,200
Esperance District Football Association	Hepburn Medal Awards Event 2023	In-Kind Civic Centre Hire	12th August 2023	\$800
Representation: Niamh Murphy	School Sports WA AFL Girls Team	State Representation	5th - 11th August 2023	\$400
Representation: Aiden Finlay Mulligan	Australian Junior Squash Championship	State Representation	25th Sept - 1st Oct 2023	\$400
Rotary Club of Esperance	Swim Challenge Participatory Swimming Event	In-Kind BOILC Hire	7th October 2023	\$1,200
Museum Village Markets	Tourist Season Music Sessions	Event Expenses for Music Performances at Sunday Markets	26th Nov 2023 - 1st April 2024	\$2,000
Esperance Mechanical Restoration Group	Collectors Fair 2023	Event Expenses for Community Event / Open Day	26th November 2023	\$600
Esperance Wildflower Association	Esperance Wildflower Festival 2023	In-Kind Civic Centre Hire	19th - 23rd September 2023	\$3,000

**Item: 12.4.3**

**Ordinary Council Cycle - October 2023**

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

**File Ref: D23/24696**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to consider amending the 2023 October Agenda Briefing and Ordinary Council Meeting dates to align with the 2023 Local Government Election.

**Recommendation in Brief**

That Council:

1. Amend the October Agenda briefing date to Thursday 26 October 2023, commencing at 4:00pm;
2. Amend the October Ordinary Council Meeting date to Tuesday 31 October 2023, commencing at 4:00pm, and
3. Request the CEO to advertise the change of meeting details.

**Background**

In August 2023, correspondence was sent by the Western Australian Electoral Commission to inform Councils that the 2023 Federal Referendum (Voice) will not affect Western Australia's local government elections, which will go ahead as planned for Saturday 21 October.

The Western Australian Electoral Commission has emphasised the importance of Returning Officers taking the time needed to complete the count and verifications of votes. The timing of the declaration of the result remains the prerogative of individual Returning Officers as set out in the legislation. The Commission has highlighted the need to not rush any processes following the close of polling on Saturday 21 October 2023. To address staff work health and safety concerns and ensure compliance with the relevant legislation, the Commission has decided to conclude all counting on Saturday 21 October at 10.30pm. It should also be noted that due to the need to data enter large numbers of ballot papers, counting for the Shire of Esperance is anticipated to not be completed on Saturday 21 October 2023.

**Officer's Comment**

It is being recommended that Council amend the October 2023 Agenda Briefing and Ordinary Council Meeting dates so they fall on the 26 and 31 October 2023 (fourth Thursday and fifth Tuesday). The reason behind this amendment is to allow time for the results of the 2023 local government election to be posted, and for the newly elected members to be sworn in.

If Council were to leave the dates as previously endorsed, newly elected members would most likely be sworn in after Tuesday 24 October 2023 and therefore the meeting could not proceed due to a lack of quorum.

### **Consultation**

Western Australian Local Government Association  
Western Australian Electoral Commission

### **Financial Implications**

Nil

### **Asset Management Implications**

Nil

### **Statutory Implications**

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

### **Policy Implications**

#### Electoral Caretaker Period Policy Statement

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

### **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 October Agenda briefing date to Thursday 26 October 2023, commencing at 4:00pm;
2. Amend the October Ordinary Council Meeting date to Tuesday 31 October 2023, commencing at 4:00pm, and
3. Request the CEO to advertise the change of meeting details.

### **Voting Requirement**

Simple Majority

**Item: 12.4.4**

**Temporary Adjustment to Retail Trading Hours**

<b>Author/s</b>	Trevor Ayers	Manager Economic Development
<b>Authorisor/s</b>	Shane Burge	Chief Executive Officer

**File Ref: D23/25329**

**Applicant**

Internal Report

**Location/Address**

This item relates to the entirety of the Shire of Esperance

**Executive Summary**

For consideration of additional retail trading hours over the 2023/24 December/January period and public holidays throughout 2024.

**Recommendation in Brief**

That Council accept the offer from the Hon. Sue Ellery, Minister for Commerce for extended retails trading hours as detailed in the '2023-24 Regional Extended Trading Package' (see Attachment B) and request the CEO to communicate this back to the Department of Commerce.

**Background**

We have just received communication from the Retail Trading Consumer Protection Division of the Department of Mines, Industry Regulation and Safety offering an extended trading package that has been pre-approved by the Minister, subject to it being accepted by the Shire no later than the 27 September (see Attachment A).

Acceptance of this offer will result in general retail shops within the Shire of Esperance to be able to trade from 8am to 6pm on Saturdays, Sundays and public holidays, other than on Christmas day which will be a closed day, between 9 December and 31 December 2023, from 8am to 9pm from Monday 11 December 2023 to Friday 15 December 2023, from 7am to 9pm from Monday 18 December to Friday 22 December 2023 and from 8am to 6pm on each of the public holidays outlined above. The specific times and dates that this applies to are contained within Attachment B.

Prior to Christmas last year Council resolved to investigate the desire within the Esperance community for a permanent change to the existing Retail Trading Hours in December, January and over the Easter period. This process is commencing at the Esperance Show (20/10/2023) due to public engagement activities of this nature not being able to be conducted in the lead-up to the Council election due to the Council policy relating to caretaker provisions.

In recent times an approach has also been received from Woolworths regarding extending trading hours over the Christmas/January period and across 2024 public holidays (Attachment C). The package offer from the State Government will cover all requested additions by Woolworths (which are consistent with approved extensions for the past year).

### **Officer's Comment**

Acceptance of this package will support some additional trading across our peak tourism season, which has been required in past years. The investigations into potential permanent changes to retail trading hours that is commencing can continue with any changes resulting from this superseding any remaining adjustments under this package. Having these changes in place for the coming months removes the urgency to have this review finalised and changes in place for this December, ensuring that the community engagement being undertaken is comprehensive and unrushed.

There is currently already extended trading approvals in place across Esperance in the lead-up to Christmas meaning that the changes enabled under this package only result in minor amendments to trading hours in this period. The additional hours post-Christmas and across the January public holidays will however be important to help accommodate the high visitor numbers we experience at that time of year.

#### Option One

That Council accept the Ministers offer of the "Regional Extended Trading Package".

#### Option Two

That Council decline the Minister's offer of the "Regional Extended Trading Package". This will require either the review of permanent trading hours currently being undertaken to be fast-tracked to ensure any changes required are finalised and approved by the Minister by this years December trading period or a further application for a temporary adjustment to retail trading hours will need to be lodged in November to ensure it is in place for this year's peak tourism season.

### **Consultation**

Nil

### **Financial Implications**

Nil

### **Asset Management Implications**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

#### Electoral Caretaker Period Policy Statement

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

### **Strategic Implications**

#### Council Plan 2022 – 2032

#### *Growth And Prosperity*

Esperance is a vibrant and welcoming destination

### **Environmental Considerations**

Nil

### **Attachments**

- A<sup>1</sup>. Offer of Extended Trading from Department of Commerce
- B<sup>1</sup>. Retail Trading Package Details
- C<sup>1</sup>. Woolworths request

### **Officer's Recommendation**

**That Council accept the offer from the Hon. Sue Ellery, Minister for Commerce for extended retails trading hours as detailed in the '2023-24 Regional Extended Trading Package' (see *Attachment B*) and request the CEO to communicate this back to the Department of Commerce.**

### **Voting Requirement**

Simple Majority



**From:** HALES, Geoff <[Geoff.HALES@dmirs.wa.gov.au](mailto:Geoff.HALES@dmirs.wa.gov.au)>  
**Sent:** Wednesday, 13 September 2023 3:42 PM  
**Subject:** 2023-24 Christmas and Public Holiday Retail Trading Extensions

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

Dear Sir/Madam,

On 25 August 2023, the Hon. Sue Ellery, Minister for Commerce, approved trading extensions for the Perth metropolitan area over the 2023 Christmas period and for public holidays in 2024.

The package approved by the Minister will enable general retail shops in the Perth metropolitan area to trade from 8am to 6pm on Saturdays, Sundays and on public holidays between 9 December 2023 and 31 December 2023, with Christmas Day being the only day of closure, and from 7am to 9pm from 18 December 2023 to 22 December 2023.

The Minister has also granted approval for general retail shops in the metropolitan area to trade from 8am to 6pm on the New Year's Day (1 January 2024), Australia Day (26 January 2024), Labour Day (6 March 2024), Easter Monday (1 April 2024), Western Australia Day (3 June 2024) and King's Birthday (23 September 2024) public holidays.

In addition to the decision taken by the Minister in respect to the metropolitan area, the Minister has also agreed to an extended trading package being offered to regional Local Government Authorities, that is based on the standard metropolitan area trading hours.

Subject only to your confirmation, acceptance of this proposal will not require any further action on your part.

Should you accept this offer, general retail shops within your locality will be able to trade from 8am to 6pm on Saturdays, Sundays and public holidays, other than on Christmas day which will be a closed day, between 9 December and 31 December 2023, from 8am to 9pm from Monday 11 December 2023 to Friday 15 December 2023, from 7am to 9pm from Monday 18 December to Friday 22 December 2023 and from 8am to 6pm on each of the public holidays outlined above. The attached '*2023-24 Regional Extended Trading Package*' document details the specific times and dates of the extensions.

As is the case with all extended trading variation, the decision to open or not during the additional hours provided will be at the discretion of individual retailers.

Local Government Authorities that choose to accept this package are requested to notify the Department of Mines, Industry Regulation and Safety – Consumer Protection of their decision by no later than **Wednesday 27 September 2023**. Acceptance of this offer can be made by return email.

Local Government's that would prefer alternative trading arrangements over the Christmas period and/or 2024 public holidays may apply to the Department on the attached application form.

**If you elect to apply for alternative trading arrangements, please ensure the application is lodged at least three weeks prior to the planned extensions to allow sufficient time for the application to be considered by the Minister and the order to be published in the Government Gazette.**

To confirm your decision, or to discuss this advice in greater detail, please contact me on (08) 6251 2466 or by email at [geoff.hales@dmirs.wa.gov.au](mailto:geoff.hales@dmirs.wa.gov.au).

Yours sincerely



**Geoff Hales** | A/Principal Compliance Officer Retail Trading  
Consumer Protection Division

**Department of Mines, Industry Regulation and Safety**

Level 4, Gordon Stephenson House, 140 William Street, Perth WA 6000

**Tel: 08 6251 2466 | Mob: 0403 369 169**

[geoff.hales@dmirs.wa.gov.au](mailto:geoff.hales@dmirs.wa.gov.au) | [www.dmirs.wa.gov.au](http://www.dmirs.wa.gov.au)

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We acknowledge Aboriginal and Torres Strait Islander people as the Traditional Custodians of this land on which we deliver our services. We pay our respects to elders and leaders past, present and emerging.



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Tate

## 2023-24 Regional Extended Trading Package

### December 2023

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5	6	7	8	9 8am to 6pm	10 8am to 6pm
11 8am to 9pm	12 8am to 9pm	13 8am to 9pm	14 8am to 9pm	15 8am to 9pm	16 8am to 6pm	17 8am to 6pm
18 7am to 9pm	19 7am to 9pm	20 7am to 9pm	21 7am to 9pm	22 7am to 9pm	23 8am to 6pm	24 8am to 6pm
25 Closed <i>Christmas Day</i>	26 8am to 6pm <i>Boxing Day</i>	27 8am to 9pm	28 8am to 9pm	29 8am to 9pm	30 8am to 6pm	31 8am to 6pm

### Public Holidays 2024

New Year's Day (1 January 2024)	8am to 6pm
Australia Day (26 January 2024)	8am to 6pm
Labour Day (6 March 2024)	8am to 6pm
Easter Monday (1 April 2024)	8am to 6pm
Western Australia Day (3 June 2024)	8am to 6pm
King's Birthday (23 September 2024)	8am to 6pm



11 August 2023

Mr Shane Burge  
Chief Executive Officer  
Shire of Esperance

Via Email Only: [shane.burge@esperance.wa.gov.au](mailto:shane.burge@esperance.wa.gov.au) and [shire@esperance.wa.gov.au](mailto:shire@esperance.wa.gov.au)

#### **EXTENDED TRADING HOURS FOR WOOLWORTHS ESPERANCE - 2023/24**

Dear Mr Burge,

Woolworths Group is a leading retailer in Western Australia employing approximately 15,000 Western Australians. We operate more than 100 supermarkets throughout the state, one of which is in the Shire of Esperance. Woolworths Esperance proudly employs more than 130 local team members, contributing approximately \$3.6 million in wages annually.

Our WA stores sell some of the State's most iconic and trusted brands. 96% of our fresh fruit and vegetables, 100% of our fresh beef, milk and eggs are sourced locally from local farmers and producers.

I write to you to seek an extension of trading hour for the 2023/24 Christmas and New Year period for Woolworths Esperance pursuant to the *Retail Trading Hours Act 1987*. As a matter of principle, Woolworths is supportive of moves to liberalise trading hours as we believe that it would allow our stores to provide our customers with greater choice and convenience. Given Woolworths Esperance anchors the Boulevard Shopping Centre, our store opening provides a genuine choice for small retailers in the centre to also open and benefit from increased foot traffic.

As you are aware, the Christmas and New Year is usually the busiest time of the year for Esperance with locals and visitors taking advantage of public holidays and the summer weather to visit the beach and local tourist attractions. We anticipate that we will once again experience an increase in trade from these visitors.

Against this background, Woolworths is requesting an extension to our trading hours in addition to the following days covered under the current Christmas Variation 2014:

- Sunday 10/12/23 and 17/12/23 10am-4pm
- Friday 15/12/23 and 22/12/23 8am-9pm
- Monday 18/12/23, Tuesday 19/12/23, Wednesday 20/12/23 8am-9pm



We would like to make the following request for Christmas 2023 and Public Holidays for 2024.

- Sunday 24/12/23: 8am - 6pm
- Boxing Day Tuesday 26/12/23: 10am - 4pm
- New Years Eve Sunday 31/12/23 8am - 6pm
- New Years Day - Monday 1/1/24 10am - 4 pm
- Australia Day Friday 26/1/24 10am - 4 pm
- Labour Day Monday 4/3/24 10am - 4 pm
- Easter Monday Monday 1/4/24 10am - 4 pm
- WA Day Monday 3/6/24 10am - 4 pm
- King's Birthday Monday 23/9/24 10am - 4 pm

We believe this is a reasonable request and would allow us to service the needs of the Esperance community in the lead up to Christmas and into the New Year, and during public holidays.

We'd welcome the opportunity to discuss this matter further, please don't hesitate to contact me via email at [kweber@woolworths.com.au](mailto:kweber@woolworths.com.au).

Yours sincerely,

A handwritten signature in black ink, appearing to read "K Weber", written in a cursive style.

**Karl Weber**

General Manager – Woolworths Supermarkets WA/NT/SA

**13. REPORTS OF COMMITTEES**

Nil

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

Nil

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

**16. URGENT BUSINESS APPROVED BY DECISION**

**17. MATTERS BEHIND CLOSED DOORS**

**18. PUBLIC QUESTION TIME**

**19. CLOSURE**