



13 FEBRUARY 2026

Shire of Esperance

NOTICE OF MEETING AND AGENDA

An Agenda Briefing Session of the Shire of Esperance will be held at Council Chambers on 17 February 2026 commencing at 1:00pm to brief Council on the matters set out in the attached agenda.

An Ordinary Council meeting of the Shire of Esperance will be held at Council Chambers on 24 February 2026 commencing at 4:00pm to consider the matters set out in the attached agenda.

M Walker

Director Asset Management

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 Interest

Agenda Briefing Ordinary Council Meeting Special Meeting

Details

Name of Person Declaring an Interest	<input type="text"/>		
Position	<input type="text"/>	Date of Meeting	<input type="text"/>

This form is provided to enable elected 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 the *Local Government (Administration) Regulations 1996*.

Interest Disclosed

Item Number	<input type="text"/>	Item Title	<input type="text"/>	
Nature of Interest				
<input type="text"/>				
Type of Interest	<input type="checkbox"/> Financial	<input type="checkbox"/> Proximity	<input type="checkbox"/> Impartiality	

Interest Disclosed

Item Number	<input type="text"/>	Item Title	<input type="text"/>	
Nature of Interest				
<input type="text"/>				
Type of Interest	<input type="checkbox"/> Financial	<input type="checkbox"/> Proximity	<input type="checkbox"/> Impartiality	

Interest Disclosed

Item Number	<input type="text"/>	Item Title	<input type="text"/>	
Nature of Interest				
<input type="text"/>				
Type of Interest	<input type="checkbox"/> Financial	<input type="checkbox"/> Proximity	<input type="checkbox"/> 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 Interest

Notes for Your Guidance



Financial Interest (Sections 5.65. & 5.67. Local Government Act 1995)

A member who has a Financial Interest in any matter to be discussed at a Council or Committee Meeting, that 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 under section 5.65 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 Sections 5.68 or 5.69 of the *Local Government Act 1995*.

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 imprisonment for 24 months and a fine of \$24 000.
6. Ordinarily the disclosing Councillor must leave the meeting room before discussion commences. The only exceptions are:

- 6.1 Where the Councillor discloses the extent of the interest, and Council carries a motion under s.5.68(1)(b)(ii) of the *Local Government Act 1995*; or
- 6.2 Where the Minister allows the Councillor to participate under s.5.69(3) of the *Local Government Act 1955*, with or without conditions.

Proximity Interest (*Section. 5.60B Local Government Act 1995*)

1. For the purposes of this subdivision, a person has a proximity interest 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 s 5.63(5) *Local Government Act 1995*) 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.

Impartiality Interest

An interest, pursuant to *Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021*,

- a) That could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
- b) Arising from kinship, friendship or membership of an association.

It does not include an interest as referred to in s. 5.60 *Local Government Act 1995*.

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

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

TABLE OF CONTENTS

1.	OFFICIAL OPENING	9
2.	ATTENDANCE	9
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	9
4.	APPLICATIONS FOR LEAVE OF ABSENCE	9
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	9
6.	DECLARATION OF MEMBERS INTERESTS	10
6.1	Declarations of Financial Interests – Local Government Act Section 5.60a	10
6.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	10
6.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	10
7.	PUBLIC QUESTION TIME	10
8.	PUBLIC ADDRESSES / DEPUTATIONS	10
9.	PETITIONS	10
10.	CONFIRMATION OF MINUTES	10
11.	DELEGATES' REPORTS WITHOUT DISCUSSION	10
12.	MATTERS REQUIRING A DETERMINATION OF COUNCIL	11
12.1	EXTERNAL SERVICES	11
12.1.1	Policy Review - External Services	11
12.1.2	Request to Change Name of Museum Period Village	13
12.1.3	Disability Access and Inclusion Plan	17
12.2	ASSET MANAGEMENT	19
12.2.1	Sand Back Pass - Booster Pump Options	19
12.3	CORPORATE & COMMUNITY SERVICES	21
12.3.1	Community Grant Guidelines 2026-2027	21
12.3.2	Adoption of Health Amendment Local Law 2026	39
12.3.3	Lease Renewal Request - 17 Nicholson Drive Pink Lake	43
12.3.4	Financial Services Report - February 2026	47
12.3.5	Payment of Accounts Listing - February 2026	62
12.4	EXECUTIVE SERVICES	87
12.4.1	Information Bulletin - February 2026	87
12.4.2	Esperance Chamber of Commerce Sponsorship Proposal	135
13.	REPORTS OF COMMITTEES	142

14.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	142
15.	MEMBERS QUESTIONS WITH OR WITHOUT NOTICE	142
16.	URGENT BUSINESS APPROVED BY DECISION	142
17.	MATTERS BEHIND CLOSED DOORS	143
17.1	Surrender Of Lease - Portion of Lot 100 Dempster Street - Old Matron's Quarters - Museum Village	143
17.2	Expressions of Interest - Old Doctor's Surgery - Museum Village - Lot 100 Dempster Street	143
18.	PUBLIC QUESTION TIME	144
19.	CLOSURE	144

SHIRE OF ESPERANCE

AGENDA

**ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS ON 24 FEBRUARY 2026
COMMENCING AT 4:00 PM**

1. OFFICIAL OPENING

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

2. ATTENDANCE

Members

Pres. R Chambers	President	
Cr J Obourne	Deputy President	Town Ward
Cr G Johnston		Town Ward
Cr G McWilliam		Town Ward
Cr L de Haas		Town Ward
Cr W Graham		Rural Ward
Cr S Starcevich		Rural Ward
Cr G Harp		Town Ward
Cr C Davies		Town Ward

Shire Officers

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

Members of the Public & Press

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

4. APPLICATIONS FOR LEAVE OF ABSENCE

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

6. DECLARATION OF MEMBERS INTERESTS

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

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

6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

7. PUBLIC QUESTION TIME

8. PUBLIC ADDRESSES / DEPUTATIONS

9. PETITIONS

Nil

10. CONFIRMATION OF MINUTES

That the Minutes of the Ordinary Council Meeting of the 27 January 2026 be confirmed as a true and correct record.

Voting Requirement

Simple Majority

11. DELEGATES' REPORTS WITHOUT DISCUSSION

From October 2025 to September 2027				
	Agenda Briefing Sessions (4)	Ordinary Council Meetings (4)	Special Council Meetings (2)	Annual Electors Meeting (1)
Ron Chambers Shire President	4	4	2	1
Cr Jennifer Obourne Deputy Shire President	4	4	2	1
Cr Gerry Harp	4	4	2	1
Cr Connor Davies	3	3	1	1
Cr Garry McWilliam	2	3	2	
Cr Leonie de Haas	4	4	2	1
Cr Wes Graham	4	4	2	1
Cr Sam Starcevich	4	4	2	1
Cr Gemma Johnston	1	1	1	

12. MATTERS REQUIRING A DETERMINATION OF COUNCIL

12.1 EXTERNAL SERVICES

Item: 12.1.1

Policy Review - External Services

Author/s	Sarah Walsh	Coordinator Governance & Corporate Support
Authorisor/s	Roy Greive	Director External Services

File Ref: D25/34701

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to review the section of the Policy Manual that relates to External Services.

Recommendation in Brief

That Council endorse the External Services policies inclusive of amendments, inclusions, rescissions and deletions as reviewed.

Background

A review of Council Policies is recommended to take place every two years, in line with Council elections to ensure that the Policies are in keeping with community expectations, relevance and current requirements.

Officer's Comment

The following is a summary of recommended changes to the External Services policies. Please refer to Attachment A for policy details.

Policy Name	New Ref No.	Recommended Amendment
Dealing with Difficult People	POL 0023	No change
Bushfire Management	POL 0051	No change
Waste Management Services	POL 0052	Update responsible officer title.
Applications Lodged by Senior Employees or Elected Members	POL 0053	No change
Refusal of Planning Applications	POL 0054	No change
Non-Refundable Development Services Application Fees	POL 0055	No change
Outdoor Eating Facilities in Public Places	POL 0056	No change
Dividing Fences	POL 0057	No change
Arts Collection	POL 0058	No change
Museum Village Markets	POL 0059	No change
Fire Management – Roadside Burning	POL 0060	Minor terminology updates in points 1, 2, 4 and 6. No change to intent or application.
Museum Collection	POL 0061	No change
Advertising Signage in a Thoroughfare or Public Place	POL 0062	No change

Shark Hazard Response	POL 0064	No change
Compliance	POL 0066	No change
Body Worn Camera	POL 0067	Added clause 9 to clarify record governance. Minor terminology, and reference updates for currency.
Sporting Association Ground Fees	POL 0068	No change
Local Planning Scheme No. 24 Advertising Requirements	POL 0069	No change
Temporary Accommodation	POL 0090	No change

The Trading in Public Places and Local Government Property Policy will be put to Council at a subsequent meeting following further discussion.

Consultation

External Services

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 s.2.7(2)(b) Determine the Local Government's policies

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Performance - Outcome 15. Operational excellence and financial sustainability

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

Environmental Considerations

Nil

Attachments

A⇒. External Services Policies - *Under Separate Cover*

Officer's Recommendation

That Council endorse the External Services policies inclusive of amendments, inclusions and deletions as reviewed.

Voting Requirement

Simple Majority

Item: 12.1.2

Request to Change Name of Museum Period Village

Author/s	Mel Ammon	Manager Community Support
Authorisor/s	Roy Greive	Director External Services

File Ref: D26/3877

Applicant

The Village Collective, tenants of the Museum Park Period Village

Location/Address

Museum Park Period Village, Dempster St

Executive Summary

The tenants of the Museum Park Period Village have requested a formal name change of the area to “The Village”.

Recommendation in Brief

That Council change the name of the Museum Park Period Village to “The Village” as requested by the existing tenants of the precinct.

Background

The tenants (the Village Collective) of the Museum Park Period Village (Museum Village) have been working together on a number of ideas and initiatives to support ongoing engagement and enhance visibility of the Museum Park Period Village as the new James Street Precinct development advances.

As a group, they have been working with Jayde Guest and the Esperance Chamber of Commerce to establish ways to strengthen the position of their businesses and the Museum Village as a whole. The main issue identified, as having the greatest impact on the current Museum Village, is the relocation of the Visitor Centre.

Upon reflection, it has been noted that the current “Museum Park Period Village” provides an unrealistic expectation for visitors. It is felt, and visitor feedback supports the assumption, that the “Period Village” name lends itself to creating an expectation of a historic themed attraction, complete with period themed dress and attractions, along the lines of Pioneer World or Sovereign Hill.

An email has been received from Catherine West, from Bistro Louis, on behalf of the Village Collective, requesting that consideration be given to a name change away from the Period Village. She writes;

“The tenants of the “Museum Park Period Village” request that the Shire consider our proposal to change the name of the site to the “The Village”

Officer’s Comment

The Village Collective have been proactive in identifying measures that can be taken in both their individual businesses and over the wider area to ensure their future with the eventual relocation of the Visitor Centre in the new James St Precinct. The Visitor Centre is seen as a draw card to the Museum Village, and the tenants are concerned about the impact the relocation will have on their businesses.

As the James St Precinct project develops, the landscape of the entire Museum Park will evolve, providing visitors with different and varied hubs of activity and offerings.

“The Village” can provide an identity to the specific section of the wider Museum Park. The name “The Village” provides a clear expectation of a space where people can go and expect to find a coffee or retail and service spaces. The open space area can still be used for outdoor community events such as the Christmas Pageant, markets etc, and when the James St Precinct project is completed, The Village will be known as an area separate to, but still part of the wider Museum Park area.

Consultation

The Village Collective – Museum Park Period Village tenants
Shire of Esperance, Manager, Planning and Development
Shire of Esperance, Coordinator, Governance and Corporate Support

Financial Implications

The financial implications arising from this report will be new signage to reflect the new name.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032
Growth And Prosperity

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

Environmental Considerations

Nil

Attachments

A₁. Name Change Request

Officer’s Recommendation

That Council change the name of the Museum Park Period Village to “The Village” as requested by the existing tenants of the Museum Park Period Village.

Voting Requirement

Simple Majority

Chantelle Hoffrichter

From: Bistro Louis Esperance <french6450@gmail.com>
Sent: Thursday, 22 January 2026 9:23 AM
To: Mel Ammon
Cc: Luna Designs; Anna Morcombe; Lana Marshall; Elodie.farcine@hotmail.fr; Nikki Starr; Invictus Clinics; Thuriyya; Amanda Thomas; Leonie de Haas; tracy@esperancecommunityarts.org.au; gracekit4@gmail.com
Subject: Re: Museum Village

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

Hi Mel,

Thanks for working with the Village tenants on our plans to make the precinct thrive. Following various meetings and brainstorming sessions among the tenant group (and other interested parties such as the Museum and the Visitor Centre), we feel that a core item of business is to change the name of the space to something more accurate and marketable. We would like to make the following proposal to Shire:

The tenants of the 'Museum Park Period Village' request that the Shire consider our proposal to change the name of the site to 'The Village'.

Our rationale includes:

- The 'Museum Park Period Village' (the current name) suggests that visitors could expect to find history tours, recreations of a 'period' of history, things of historical interest in-situ (not relocated buildings). This review on Trip Advisor indicates the mismatch between the current name and the reality of the experience:



AlbanyRick
Albany, Australia
885 503

Basically just shops at this point

Review of [Esperance Museum Village](#)

●●○○○ Reviewed 15 January 2024

It's presented as a historical village, but basically these are just shops selling all kinds of things. I was more interested in the history, and there wasn't much info about that, and the staff in the shops didn't even really know much about the history of the buildings when we asked about that. Still interesting for a quick visit, but it's really got more appeal if you want to buy things like books, candles, soaps, clothes, and other products.

Date of experience: January 2024

- We are working to harness the power of the 'Village Collective' (the tenant group and our supporters). This includes collaborating on a series of workshops with Jayde Guest to create an integrated marketing strategy, and plans to host a Chamber of Commerce Business After Hours event in 2026. We are working proactively with the Shire to develop smoother, clearer communications. For example, implementation of the Museum Village Annual Catch Up (the next one is scheduled for 18/02/2026) plus quarterly opportunities for tenants to meet with Shire staff and executives to share ideas, issues and solutions relating to the site. Outside of this formal meeting structure the Village Collective shares information and makes collective decisions via a WhatsApp group and informal meetings.

- In terms of marketing, 'The Village' suggests a small, quiet, area where you might expect to find local, authentic, experiences and products. This is a good fit for the intent and character

of the site, where most buildings host businesses that focus on local products and personalised service.

- The Village Collective also sees community development and involvement as central to the value and nature of the site. For example, the continuation of the Museum Village Markets, integration with existing festivals and celebrations e.g. Balmy Brunch, the Christmas Pageant, the Djilba Esperance Wildflower Festival, Grounded Hiking Festival, French week 2026.

Esperance Community Arts holds open-studio and other events at low or no cost to encourage engagement with the arts for all. 'The Village' is a name that encompasses this community-friendly environment and its inclusive diverse program of activities.

- As the James St development progresses, and the area undergoes major change, it will become increasingly important for the Village to have a clear identity. Clarity of identity and purpose will assist the Shire when planning signage, paths, lighting, gardens, parking etc. We are keen to ensure that the James St plans integrate the Village into each stage of the development. The new name will help us to unite and consolidate our shared purpose.

- Taking 'Period Village' out of the name will be offset by creating more meaningful user-friendly links to the historical significance of the buildings. The Village Collective has plans underway to install better interpretative signage outside the buildings in the Village. The Esperance Museum website will have histories for each building, which visitors will access via metal QR code signs that we will install adjacent to each building. We have sourced funding to cover the QR codes signs and are working with the Museum to develop the web pages.

Please feel free to get in touch if you have any questions.
Kind regards,

Catherine West, Bistro Louis
On behalf of the Village Collective

On Mon, Jan 12, 2026 at 4:03 PM Mel Ammon <mel.ammon@esperance.wa.gov.au> wrote:

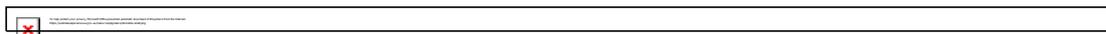
No problem..... Keen to know how you go.

Let me know if I can assist.....Mel



Mel Ammon
Manager Recreation and Culture
Shire of Esperance | Administration Building
T (08) 9071 0677 | M 0428 945 687
E mel.ammon@esperance.wa.gov.au
A PO Box 507, 77 Windich Street, Esperance WA 6450
W www.esperance.wa.gov.au

   [Subscribe to eNews](#)



Item: 12.1.3

Disability Access and Inclusion Plan

Author/s	Mitchell Brown	Senior Building Surveyor
Authoriser/s	Roy Greive	Director External Services

File Ref: D26/4342

Applicant

Internal

Executive Summary

For Council to endorse the Shire of Esperance Disability Access and Inclusion Plan 2025-2030

Recommendation in Brief

That Council endorse the Shire of Esperance Disability Access and Inclusion Plan 2025-2030

Background

The Western *Australian Disability Services Act (DSA) 1993* and Amendments 2004, require all State and Local Government Authorities to implement a Disability Access and Inclusion Plan (DAIP) which outlines how services, buildings, and information will be made accessible for people with disabilities.

Officer's Comment

The previous Disability Access and Inclusion Plan expired in September 2025. After consulting with Department of Communities and other Local Authorities a 6-month extension has been granted from the original 1 September 2025 deadline to allow for a thorough consultation period with all relevant stakeholders.

Research was undertaken to fully understand the requirements of our plan and to give some level of consistency with what is occurring in other similar local government areas. This gave an understanding of our accessibility needs organizationally, and the expectations of community.

Feedback was received from a number of sources including support agencies, carers and people living with disability, and through consultation with internal staff and community members the draft plan has been developed.

The DAIP will be a document used to guide the planning and implementation of future consideration to shire developments both physical and operational. The DAIP requires continuous consultation with relevant stakeholders – the community reference group. Regular meetings of the community reference group will ensure that we are working with community on needs identified by them. The reference group will be formalized once the plan is endorsed.

A workshop was held with councillors on February 3, 2025, to outline the intent of the Shire's Disability Access and Inclusion Plan (DAIP), findings from community engagement, and key responsibilities for delivery. The session clarified the Shire's organisational role in implementing actions and Councillors' role in providing leadership, oversight, and advocacy to support effective implementation of the DAIP.

Consultation

Shire of Esperance Staff
Department of Communities
Disability Support Agencies, carers and people living with disability
City of Subiaco
City of Albany

Financial Implications

Endorsing the plan will have no financial implications. However, once the committee is operational there may be additional costs through identified needs which will be costed and brought back to Council for consideration or through future budgets.

Asset Management Implications

Once the committee is operational there may be resourcing demands on Asset Management through identified needs which will be costed and brought back to Council for consideration or through future budgets.

Statutory Implications

The statutory implications associated with this item are: The Western Australian *Disability Services Act (DSA) 1993* and Amendments 2004, require all State and Local Government Authorities to implement a Disability Access and Inclusion Plan.

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

People - Outcome 3. A welcoming, inclusive and connected community

Objective 3.3. Support vulnerable groups, including aged persons and those with disability.

Environmental Considerations

Nil

Attachments

A⇒. DRAFT - Plan - Disability Access and Inclusion Plan 2025-2030 - Version 3 -
Under Separate Cover

Officer's Recommendation

That Council endorse the Shire of Esperance Disability Access and Inclusion Plan 2025-2030.

Voting Requirement

Simple Majority

12.2 ASSET MANAGEMENT

Item: 12.2.1

Sand Back Pass - Booster Pump Options

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

File Ref: D26/4743

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to consider the Back Passing Pipeline Booster Pump Study.

Recommendation in Brief

That Council

1. Note the Technical Note – Back Passing Pipeline Booster Pump Study; and
2. Proceed with tendering the containerised diesel booster pumps.

Background

As part of the Esperance Bay Sand Back-Passing Infrastructure project to manage coastal erosion, Stage two of the project was to install / supply two containerised electric booster pumps for the sand back passing operations with the intention that they would reduce noise. The stage 2 project for the electric booster pumps was funded through the Federal Coast and Estuarine Risk Mitigation Program for a project cost of \$1,313,000.

After further investigations concerns were raised regarding the cost of installing them and providing the electrical grid connections, and potential support available if something goes wrong. BMT were engaged to provide a technical assessment of the electric booster pumps Vs diesel booster pumps with noise mitigation. See attachment A.

From the Technical Note recommendations:

Based on the assessment, containerised or acoustically enclosed diesel booster pumps are recommended as the preferred option for future back passing campaigns at Esperance. The 2025 campaign demonstrated that open skid mounted diesel booster pumps provide operational flexibility but result in noise, emissions, and visual impacts in sensitive locations. Electrically driven booster pumps offer reduced noise and emissions, but require permanent grid connections, and specialist electrical infrastructure, which increase operational risk and limit reuse outside active campaigns.

Containerised diesel booster pumps provide a proportionate improvement over the 2025 arrangement by reducing noise and visual impacts while maintaining mobility, compatibility with existing dredging operations, and manageable maintenance requirements. Overall, this option provides the most feasible option when considering cost, operability, environmental performance, and long-term flexibility.

Officer's Comment

Based on the recommendations from the Technical Note, it is recommended that Council consider the containerised diesel booster as the preferred option for the booster pumps. The deadline of the funding to be completed by is 1 June 2026, this provides a tight timeframe for the Shire to acquire the booster pumps. Shire Officers have also sort additional costings from other suppliers with a budget estimate of around \$825,000 given per booster pump.

Consultation

BMT

Financial Implications

There is a total of \$1,432,000 remaining in the project budget for the Booster Pumps.

Asset Management Implications

The Asset Management implications will be presented as part of the tender process.

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Planet - Outcome 4. The natural environment is valued, protected and enjoyed

Objective 4.1. Sustainably care for, preserve and enhance natural habitats.

4.1.6. Install booster pumps for the sand back passing pipeline from Bandy Creek Boat Harbour to manage beach erosion in Esperance Bay

Environmental Considerations

The environmental considerations arising from this report are considered in the Technical Note.

Attachments

- A. Technical Note - Back Passing Pipeline Booster Pump Study - *Confidential*

Officer's Recommendation

That Council

- 1. Note the Technical Note – Back Passing Pipeline Booster Pump Study; and**
- 2. Proceed with tendering the containerised diesel booster pumps.**

Voting Requirement

Simple Majority

12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

Community Grant Guidelines 2026-2027

Author/s	Patricia Timms	Community Development Officer
Authorisor/s	Felicity Baxter	Director Corporate and Community Services

File Ref: D25/34186

Applicant

Internal Report

Location/Address

N/A

Executive Summary

For Council to review the Community Grants Program guidelines for the 2026/2027 year and advertise for applications.

Recommendation in Brief

That Council:

1. Endorse the Community Grants Program Guidelines; and
2. Advertise for applications for the 2026-2027 Community Grants Program from February to April 2026

Background

Each year the Community Grants Program and Guidelines are reviewed for updates to the timeframes, application process and forms if required.

Officer's Comment

It is intended to open the Annual Grants once the Annual Grant Guidelines have been adopted and close applications on the 10th of April 2026. This timing allows staff sufficient time to review applications, follow up any questions and provide detailed summary information to Council in May 2026 prior to deliberations at June 2026 Council meetings. Applications for Small Grants will open in August 2026 upon adoption of the 2026/2027 Council Budget. These timeframes are unchanged from recent years.

In this update of the Community Grant Guidelines, the ability for Council to endorse a recurring grant has been incorporated into the guidelines for community groups providing essential community services or events.

Consultation

Ongoing consultation and feedback from Shire Staff and applicants.

Financial Implications

The amount distributed through the Community Grants Program is at the discretion of Council through the 2026/2027 budget deliberations.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

People - Outcome 2. A healthy and active community

Objective 2.4. Grow community capacity by supporting community groups and volunteers.

Environmental Considerations

Nil

Attachments

A₁. Draft Guidelines - Community Grants - 2026-2027

Officer's Recommendation

That Council:

1. **Endorse the updates to the Community Grants Program Guidelines and**
2. **Endorse officers to advertise the opening of Community Grant applications for the 2026-2027 Community Grants Program to the 10th of April 2026.**

Voting Requirement

Simple Majority



SHIRE OF ESPERANCE

Community Grants Program Guidelines 2026/2027

Community Grants Program Guidelines 2026/2027

Contents

Revision History 3
Acknowledgment of Country 4
Copyright and Disclaimer 4
From the Shire President 5
Overview 6
 Program Objectives 6
 Interest Free and Self-Supporting Loans 7
 Assistance 7
Categories and Key Dates at a Glance 7
Eligibility Criteria 8
 General Eligibility Criteria 8
 Applicants must 9
 Who can not apply 9
 Projects, programs and activities that are ineligible include those that.. 10
Grant Categories 10
 Small Grants 10
 Grant Categories and Limits 10
 Funding, Eligibility and Conditions 10
 Applications for Grant funding must include 11
 Applications for Representation Funding must include 11
 Annual Grants 12
 Applications made under this category may include 12
 Requests for Civil Works 12
 Community Infrastructure 12
Application Process 13
 GST 14
 Application Submission 14
 Freedom of Information 14
 Assessment Process 14
 How Applications Are Assessed 15
 Recognition of Contribution 15
 Accountability 16

Community Grants Program Guidelines 2026/2027

Revision History

Date	Version	CM Reference	Reason for Change	Next Review
Mar 2014	1	D14/14851[V1]	New guidelines for community grants for 2014/2015.	Feb 2015
Feb 2015	2	D14/14851[V2]	Annual review 2015/2016.	Feb 2016
Feb 2016	3	D14/14851[V3]	Annual review 2016/2017.	Feb 2017
Feb 2017	4	D14/14851[V4]	Annual review 2017/2018.	Feb 2018
Jan 2018	5	D14/14851[V5]	Annual review 2018/2019.	Feb 2019
Feb 2019	6	D14/14851[V6]	Annual review 2019/2020.	Feb 2020
Feb 2020	7	D14/14851[V7]	Annual review 2020/2021.	Feb 2021
Jan 2021	8	D14/14851[V8]	Annual review 2021/2022.	Feb 2022
Feb 2022	9	D14/14851[V9]	Annual review 2022/2023.	Feb 2023
Jan 2023	10	D14/14851[V10]	Annual review 2023/2024.	Feb 2024
Oct 2023	11	D14/14851[V11]	Annual review 2024/2025.	Feb 2025
Jan 2025	12	D14/14851[V12]	Annual review 2025/2026.	Feb 2026
Jan 2026	13	D14/14851[V13]	Annual review 2026/2027.	Feb 2027

Community Grants Program Guidelines 2026/2027

Acknowledgment of Country

The Shire of Esperance acknowledges the Kepa Kurl Wudjari people of the Nyungar nation and Ngadju people, who are the traditional custodians of this land, and their continuing connection to land, waters and community.

We pay our respect to their Elders past, present and emerging and we extend that respect to other Aboriginal Australians today.

Copyright and Disclaimer



For Disclaimer and Privacy information, please scan the QR code or visit <https://www.esperance.wa.gov.au/disclaimer.aspx>

Requests for further authorisation should be directed to the –
Shire of Esperance
PO Box 507
Esperance WA 6450
shire@esperance.wa.gov.au

Community Grants Program Guidelines 2026/2027

“The Community Grants Program is offered to assist community groups who provide valuable community, cultural, environmental, sporting and recreational services and activities.”

From the Shire President

The Council of the Shire of Esperance recognises the significant contribution of individuals and community groups towards creating a strong and vibrant community.

One of the most effective means of promoting community growth is through the use of volunteers and non-government organisations. The Council acknowledges and supports the contribution that community members make of their time, labour and expertise toward improving our community’s quality of living.

The Community Grants Program gives us an opportunity to recognise and support this great work. The program helps to build upon the partnership between Council and community-based organisations for projects and activities that respond to local needs.

I encourage you to contact the Community Development Officer to discuss your proposal prior to applying (contact details are outlined in this document).

We look forward to receiving your project proposal and the ongoing partnerships this program creates between Council and community.



Cr Ron Chambers

Shire President



Community Grants Program Guidelines 2026/2027

Overview

Program Objectives

The Community Grants Program is the Shire's principal community investment program. Through this program council contributes to community wellbeing by

- Supporting and stimulating diverse and dynamic projects, programs, events and activities
- Encouraging collaboration through engagement and participation in the community
- Facilitating stronger, more sustainable and resilient communities
- Supporting the maintenance and upgrade of community facilities
- Encouraging projects and events benefiting Aboriginal and Torres Strait Islander people

The purpose of the Shire's Community Grants Program is to develop and actively support community organisations and individuals who positively contribute to community wellbeing and the cultural life of the region. The grants program enables the Shire to build community capacity and sustainability, develop cultural identity and support initiatives that respond to identified community needs.

These guidelines provide a framework for the grants program which ensures an equitable, accountable and transparent process for the distribution and acquittal of financial assistance to community groups and individuals.

The Shire of Esperance is committed to providing dignified and equitable access for all. It is important that applications are inclusive of people living with a disability and their carers. We encourage you to read the Shire of Esperance Disability Access and Inclusion Plan.

The Shire of Esperance values and recognises the enormous amount of work done by volunteers within our community. We encourage best practice Volunteer Management principals are used, including the use of Volunteer's Accident Insurance. If you would like any further information or guidance, contact the Esperance Volunteer Resource Centre.

All applicants are encouraged to consider collaborating on projects that work towards a common goal or support a common target group. We encourage groups to work together, learn from each other's experience and avoid unnecessary duplication. Applications that provide evidence of early consultation with participants and key stakeholders will be highly regarded.

Community Grants Program Guidelines 2026/2027

Interest Free and Self-Supporting Loans

Applications for Interest Free and Self-Supporting Loans are separate to the Community Grants Program and may be submitted for Shire of Esperance for consideration at any time of the year. If you are planning a major capital works program this type of funding may be suitable to your needs. All enquiries regarding Interest Free and Self-Supporting loans are to be directed to the Director of Corporate and Community Services.

Assistance

For further information or assistance to complete an application form, please contact the Community Development Officer on –

Phone: (08) 9071 0666

Email: shire@esperance.wa.gov.au

Categories and Key Dates at a Glance

	Small Grants	Annual Grants	Request for Civil Works
Purpose	<p>Timely grants to support the delivery of projects, programs, events and activities.</p> <p>Supports small equipment purchases, workshops, school holiday programs and community events.</p> <p>Assists with sporting or cultural representation at a national or international level.</p>	<p>For the development of the community through projects or events.</p> <p>Supports capital upgrades, improvements and development of community services and facilities.</p> <p>To provide support and incentive for new and developing local and regional events.</p>	<p>Provides a way for community groups to request appropriate community infrastructure projects.</p> <p>Supports capital upgrades, improvements and development of community services and facilities.</p> <p>To provide support and incentive for new and developing local community infrastructure.</p>
Application Amount	<p>Up to \$3,000</p> <p>Up to \$500 for representation</p>	\$3,000 and over	At Council discretion

Community Grants Program Guidelines 2026/2027

	Small Grants	Annual Grants	Request for Civil Works
	Up to 100% of the total project cash expenses.	Up to 50% of the total project cost	
Availability	Open all year	Open once yearly	
Applications Open	August 2026 Shire Budget	February 2026	
Applications Close	30 June 2027 or full allocation	10 April 2026	
Decision	Within 4 weeks of application.	As adopted with the Budget 2026	
Funding Available	Upon Approval	Estimated early August 2026	
Project Delivery / Grant year	1 August 2026 to 31 July 2027		
Accountability Report Due	60 Days following project completion or 30 September 2027, whichever falls first.		
Examples	A listing of successful community grants projects can be found at Community Grants Program » Shire of Esperance		Hockey Synthetic Turf Upgrade Earthworks

Eligibility Criteria

General Eligibility Criteria

- All projects, programs and activities must be conducted within the budgeted grant year
- No retrospective funding. Applications must be received prior to a project or event commencing to allow sufficient time for review and outcomes to be advised
- Only one application per project can be accepted from an applicant

Community Grants Program Guidelines 2026/2027

- Applicants must reside or operate within the Shire of Esperance
- Projects, programs and activities for which funding is sought must be based within the Shire of Esperance (unless it is a small grant for representation)
- Organisations must be a not-for-profit, Incorporated Organisation or a Registered Indigenous Corporation or a Registered Charity (unless it is a small grant for representation)
- Unincorporated groups can still apply, providing they are auspiced by an incorporated organisation that can manage the grant on behalf of the applicant. A letter agreeing to auspice must accompany the application
- Organisations that have received financial support from Council within the past five years must have met all the requirements of their approval, including acquittal reporting
- Projects/Events already receiving support from the Shire in the form of sponsorship agreement, other funding, or in-kind support are ineligible

Applicants must

- Demonstrate effective management skills and be financially accountable
- Have clearly defined, specific objectives and measurable outcomes
- Provide details of other sources of funding sought and obtained for the project
- Demonstrate the capacity to contribute to the project through their own financial or in-kind resources
- Have a substantial degree of community support and representation
- Demonstrate that their project outcomes create a significant benefit to the Esperance community and meets a recognised community need
- Encourage and support the involvement of volunteers
- Demonstrate sustainable strategies including ongoing asset maintenance, asset replacement strategies and ongoing program / event sustainability
- Encourage a strong sense of community wellbeing that supports the Council's strategic direction and meets the identified goals as outlined in the Shire of Esperance Council Plan 2022-2032.
- A copy of this can be accessed at [Esperance Council Plan](#)
- If funding is related to premises on Shire controlled land organisations must have a valid lease, comply with insurance and lease conditions; and seek approval from Council for any proposed improvement to Council owned property;
- Seek and obtain all relevant permissions, permits, licenses and/or statutory approvals.

Who can not apply

- Businesses, commercial or profit making entities
- Government agencies
- Political groups

Community Grants Program Guidelines 2026/2027

- Committees or Working Groups of the Shire of Esperance

Projects, programs and activities that are ineligible include those that

- Are for commercial gain
- Are aimed at promoting political views (including protests); discrimination; violence or anti-social behaviour
- Potentially be involved with organisations that engage in unlawful activities;
- Projects that clash with, or adversely affect, existing community events including Shire events
- Seek reimbursement for monies already spent or for payment of debt
- Seek funding for voluntary labour and in-kind contributions/donations
- Seek funding for the purchase of alcohol
- Seek funding for celebration activities or events where attendance is limited to individual organisations and their members
- Seek funding for project/events that are already supported by the Shire in the form of sponsorship agreement, funding, or in-kind support
- Do not show sustainable strategies

Grant Categories

Small Grants

Grant Categories and Limits

Community Sponsorship Grants

Up to \$3,000 (ex GST) for incorporated organisations delivering community benefit projects.

Representation Grants

Up to \$500 (ex GST) for individuals or teams officially selected to represent Western Australia or Australia in arts, culture, or sport.

Funding, Eligibility and Conditions

This is to be read in conjunction with the general eligibility criteria referred to in this document p.5 and 9

- Applications for Community sponsorship are for amounts up to \$3,000 (ex GST)
- Applications for Arts / Culture / Sport representation are for amounts up to \$500 (ex GST)
- Representation grants for sporting pursuits are for representing Western Australia or Australia only
- Representation grant applications will not be considered if the representative/s is self-nominated or receives payment of any kind

Community Grants Program Guidelines 2026/2027

- Representative teams are to complete one application per team. Only one representation grant will be considered for any one team
- Organisations and representatives can only receive one Small Grant from Council each financial year
- Applications can be for up to 100% of the total project cash expenses. In kind contributions are encouraged but not required
- Applications open in August and close late June or upon the full allocation of the Small Grants budget
- Funding outcomes will be advised within four weeks of application; Funding is available upon approval and a tax invoice has been received
- Self-nomination or paid participation is not eligible for Representation Funding.
- Representative Teams are eligible if they are representing Western Australia or Australia at a recognised event. Only one application can be submitted as a team application, individual applications will not be accepted for Team Representation
- Grant funding is NOT eligible for uniforms, equipment or other items that benefit only a small number of club members

Applications for Grant funding must include

- A copy of Certificate of Incorporation (or equivalent alternative registration)
- Evidence of Public Liability Insurance;
- Evidence of major expenses over \$1,000*
*Local quotes preferred, if local quotes are not obtained, please provide a suitable explanation.
- Images or other documentation which may assist assessment of the grant application (where relevant)

Applications for Representation Funding must include

- Written confirmation from a recognised sporting peak body on their official letterhead, stating the applicant's name and confirming the level of participation; or
- For non-sporting events, written confirmation or an invitation to represent in an area of interest at a high-profile state, national or international event.
- Written confirmation from recognised peak body (on official letterhead) confirming selection and level of participation or for non-sporting events, an official invitation or confirmation of participation at a state, national, or international event.

Community Grants Program Guidelines 2026/2027

Annual Grants

This category is designed to support organisations that enhance the community through projects or sustainable community events that celebrate diversity, creativity, inclusion and a vibrant community.

The emphasis of these grants is on development initiatives; maintenance and upgrading of community facilities; activities which result in social, cultural and environmental benefits through fostering opportunities for access, participation, and responding to community issues and needs.

Council on occasion may provide funding for up to three years to groups that require recurrent funding and who provide an essential service or event for the community, which aligns with the Council Plan. Council may approve longer term funding.

Each application is assessed on its own merit. If your group is offered multi-year funding, an acquittal is required each year before the next years' funding can be released. For example, the Shire currently funds The Cannery Arts, Esperance Community Arts and the Brass Band on a 3 -year recurrent basis.

Applications made under this category may include

- The most recent annual report or equivalent (such as President's report) which outlines the activities of the organisation
- Provide a report that demonstrates the need for the project or activity, which may include your organisation's business plans
- Images or other documentation which may assist assessment of the grant application.
- A copy of any business, strategic or other relevant planning documents
- A budget for the forthcoming year
- A concept/site plan or images (if relevant)
- Letters of support from stakeholders
- Evidence of principal support from landowner (if relevant)
- Relevant permissions, permits, licenses and/or statutory approvals obtained

Requests for Civil Works

Community Infrastructure

To assist in providing sufficient background to Council regarding applications for private works which have a wider community benefit, the Civic Works option is included as part of our community grants program.

This option allows you to request support for a variety of civic projects aimed at enhancing community infrastructure and public spaces. Our range of services includes, but is not limited to -

Community Grants Program Guidelines 2026/2027

- Road and footpath improvements
- Park and recreational facility upgrades
- Community hall renovations
- Community beautification projects

Regarding Community Hall renovation applications please refer to POL0088 Reserved Funding for Community Halls policy [Reserve Funding for Community Halls](#). This provides guidelines for replacing or upgrading of Community halls.

These project applications will then be considered with the budget options for Civil Works projects. Civil Works options, require information about your project, including its scope, objectives and anticipated impact on the community. Our team is here to assist you with the application process to ensure your project aligns with our grant criteria.

For more information or to submit a request, please contact us at community@esperance.wa.gov.au or visit our website.

Application Process

Shire staff involved in the administration of the Community Grants Program are available to guide and assist you in the preparation of your application.

If you are applying for a capital improvement project you are encouraged to contact staff to arrange and site visit.

This is a competitive process. A good application reflects that you have read the guidelines and associated documents, while also demonstrating your skill, ability and commitment to managing a successful project.

The grants program is designed to provide limited financial assistance and is not intended to be relied upon as a primary or recurrent source of funding.

- Applications will only be accepted on the forms made available by Council at the time the grant funding round is advertised
- Application forms may be obtained from the Shire's website or Administration Office
- Responses must be provided to all questions on the application form. Please refer to the Shire's website to confirm the closing date for the next round of grants
- Applications must include a clearly documented project budget
- Applications must include all supporting documentation where required, eg Certificate of Incorporation, quotations, etc. (please see requirements for each category)

Community Grants Program Guidelines 2026/2027

- Applications from unincorporated groups and organisations must be authorised in writing by an auspicing organisation
- Applicants must agree to the conditions of the grant
- Late applications will not be considered

GST

GST may apply to your grant funding, depending upon your organisation's tax status. If your organisation is GST registered, then GST will apply to the grant amount funded. If the organisation is not GST registered, then GST does not apply to the grant funding.

Application Submission

Completed applications must be submitted by post or email –

Post: The Chief Executive Officer; Shire of Esperance
PO Box 507; Esperance WA 6450

Email: shire@esperance.wa.gov.au

If you are completing the form electronically, handwritten signatures in the appropriate section(s) are required.

Please keep a copy of your application for your records.

Freedom of Information

Applications for funds and other written information provided to Council will be treated confidentially. However, the provisions of the Freedom of Information Act, 1982, apply to all documents held by the Shire of Esperance.

Assessment Process

- Acknowledgement of application will be provided to applicants
- A panel of officers will assess applications against the eligibility requirements and selection criteria and make preliminary recommendations
- Applicants may be requested to make a presentation to Council
- Decisions regarding the allocation or non-allocation of funding will be made by Council (or officers acting under delegated authority) and are considered final
- Council reserves the right to part-fund an application
- Applicants will receive written notification about the success or otherwise of their grant application
- Commencement of the project or expenditure of expected funds must not take place until this notification is received

Community Grants Program Guidelines 2026/2027

Please Note: We recommend that you do not seek letters of support from Staff or as it may be perceived as a 'conflict of interest'. Shire Staff and Councillors participate in the assessment and decision-making process for the Community Grants Program.

How Applications Are Assessed

The high demand for funding under the Council's Community Grants Program will mean that not all grant applications can be approved. Although an application may meet the assessment criteria, grants are highly competitive, and approval will depend on available funds and the number and quality of applications.

Applications will be assessed against the following key selection criteria and ranked in order of priority –

- Alignment to the Shire of Esperance Council Plan goals and strategies
- Alignment with the guidelines and eligibility criteria of the Community Grants Program
- Demonstration of the community need for the project
- Demonstration of the organisation's ability to effectively manage the project with consideration to relevant financial and legislative frameworks
- Benefit to the Esperance community (i.e. contribution to community well-being);
- Ability to achieve tangible outcomes for the benefit of the Esperance community;
- Inclusion of a balanced, realistic and complete project budget (incorporating relevant quotes)
- Capacity to make a significant financial or in-kind contribution to the project
- Past funding history and profile of organisation
- Levels of volunteer participation and wider community participation
- Evidence of consultation with relevant stakeholders
- Confirmation of co-contribution from other funding sources for the project. (Co-contributions are given a higher weighting than in-kind contributions)

Recognition of Contribution

If your grant application is successful, recognition and acknowledgement of the Shire of Esperance contribution will be required. This includes but not limited to; display of the Shire logo on promotional material; acknowledgement in all advertising and publicity; display of Shire signage at events; invitation to Councillors to functions; and where appropriate distribution of Shire promotional material. Details of these requirements will be outlined in the funding acknowledgement.

Community Grants Program Guidelines 2026/2027

When submitting an application to the Shire of Esperance's Community Grant program you will be providing permission for any future images of the project to be potentially used by the Shire for their future promotion, reporting and/or other project purposes

Accountability

- Successful applicants will be required to sign a grant funding acknowledgement that will detail funding conditions and accountability requirements, prior to any grant funds being paid
- Grants provided under the Community Grants Program must only be spent on the project as approved by Council
- All grant monies must be expended within the budgeted grant year (1st August 2026 - 31st July 2027) or the funds must be refunded to the Shire
- If the situation arises where the event, project, activity or attendance does not occur the monies shall be reimbursed to the Shire in full
- Any unspent funds must be returned to the Shire
- Any changes to the project that would result in funding being expended other than as detailed in the application may not be undertaken without prior written approval from the Shire
- An Accountability report must be provided on the prescribed forms within 60 days of project completion or 30th September 2026 which ever falls first.
- The Accountability report must include a financial report of budgeted and actual expenditure, and evidence of grant funds being spent; recognition of Shire contribution; tangible evidence to support performance indicators - all to the satisfaction of the Shire

For further details on the Community Grants Program, please contact the Community Development Team on (08) 90710666

shire@esperance.wa.gov.au or visit www.esperance.wa.gov.au.

Item: 12.3.2

Adoption of Health Amendment Local Law 2026

Author/s	Sarah Walsh	Coordinator Governance & Corporate Support
Authorisor/s	Roy Greive	Director External Services

File Ref: D26/2762

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to consider making the Health Amendment Local Law 2026.

Recommendation in Brief

That Council make the Health Amendment Local Law 2026.

Background

The Health Local Law 2025 was adopted by Council in August 2025 and gazetted on 15 September 2025.

In November 2025, feedback from the Joint Standing Committee on Delegated Legislation (Committee) was put to Council, which required minor amendments to the Health Local Law 2025.

Officer's Comment

Advertising for submissions on the Health Amendment Local Law 2026 was undertaken between 6 December 2025 to 27 January 2026. No submissions were received during this time.

The Department of Local Government advised that they have no comments on the specific changes requested by the Committee.

The Purpose of the Health Amendment Local Law 2026 is to amend the Health Local Law 2025.

The Effect of the Health Amendment Local Law 2026 is to amend Clause 5.12(2)(d) and Schedule 1, Item 6 of the Health Local Law 2025.

Consultation

Manager Development Services
Coordinator Environmental Health
Director External Services
Department of Local Government

Financial Implications

The financial implications arising from this report are advertising and gazettal costs.

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 – s.3.12 Procedure for making local laws

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

People - Outcome 2. A healthy and active community

Objective 2.1. Improve access to quality health services.

Environmental Considerations

Nil

Attachments

A₁. Health Amendment Local Law 2026

Officer's Recommendation

That Council make the Health Amendment Local Law 2026, as per Attachment A, in accordance with section 3.12(4) of the *Local Government Act 1995*, subject to the Chief Executive Officer;

1. Publishing the Health Amendment Local Law 2026 in the Government Gazette in accordance with section 3.12(5) of the *Local Government Act 1995*;
2. Following gazettal, providing local public notice of the Health Amendment Local Law 2026 in accordance with section 3.12(6) of the *Local Government Act 1995*; and
3. Following local public notice, providing an Explanatory Memorandum, signed by the Shire President and Chief Executive Officer, and a copy of the Health Amendment Local Law 2026 to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation in accordance with section 3.12(7) of the *Local Government Act 1995*.

Voting Requirement

Absolute Majority

Local Government Act 1995

Shire of Esperance

HEALTH AMENDMENT LOCAL LAW 2026

Under the powers conferred on it by the *Local Government Act 1995* and under all other enabling powers, the Council of the Shire of Esperance resolved on [date] to make the following local law.

PART 1 PRELIMINARY

1.1 Short title

This local law may be cited as the Shire of Esperance *Health Amendment Local Law 2026*.

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Principal Local Law

This local law amends the *Shire of Esperance Health Local Law 2025* as published in the *Government Gazette* on 15 September 2025.

PART 2 AMENDMENTS

2.1 Clause 5.12 amended

In clause 5.12(2)(d) delete the reference to 11.37 and replace it with 11.4.

2.2 Schedule 1 amended

In Schedule 1 Item 6 –

- (a) Delete the reference to 7.9 and replace it with 7.11;
- (b) Delete 'relevant code' and replace it with '*Environmental Code of Practice for Poultry Farms in Western Australia 2004*'.

Dated _____ day of _____.

The Common Seal of the Shire of Esperance was hereunto affixed by the authority of a resolution of the Council in the presence of -

Ronald Chambers

SHIRE PRESIDENT

Shane Burge

CHIEF EXECUTIVE OFFICER

Item: 12.3.3

Lease Renewal Request - 17 Nicholson Drive Pink Lake

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

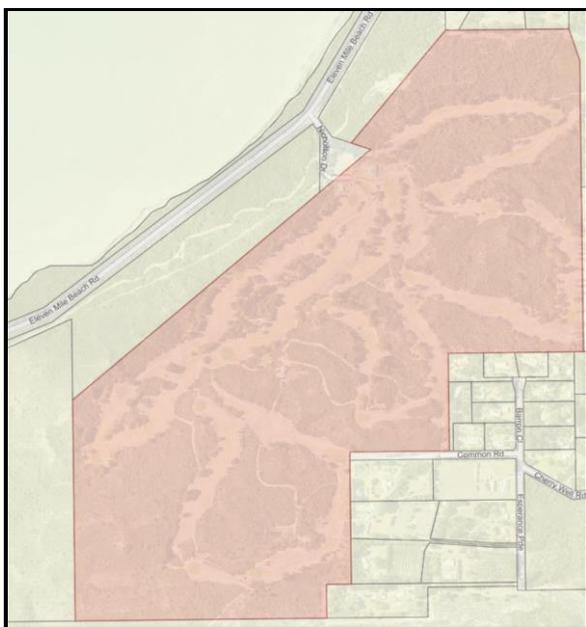
File Ref: D26/2777

Applicant

Pink Lake Country Club (inc.)

Location/Address

Pink Lake Golf Club
17 Nicholson Drive Pink Lake, Reserve 34829



Executive Summary

For Council to consider entering into a new lease with the Pink Lake Country Club for the Pink Lake Golf Club site at 17 Nicholson Drive Pink Lake, Reserve 34829.

Recommendation in Brief

That Council enter into a new lease with the Pink Lake Country Club for the Pink Lake Golf Club site at 17 Nicholson Drive Pink Lake, Reserve 34829.

Background

The current lease with the Pink Lake Country Club (Club) commenced on 28 May 2006 for a 10-year term with a 10-year option. The further term was approved in July 2016, and the lease is now due to expire on 27 May 2026.

The Club has requested that a new lease be entered into for a 10-year term, with an option to extend for a further term of 10 years upon expiry in 2036.

Officer's Comment

The Club has advised that they are currently negotiating a new water licence arrangement with the Department of Water and Regulation (DWER) for a further 5 years and require security of tenure prior to this being approved.

Discussion with officers has not identified any concerns with the lease being renewed.

Consultation

Planning
Environmental Health
Building Services
Parks & Reserves
Community Development & Events

Financial Implications

Lease preparation fee of \$160 inc GST
Annual lease fee \$110 inc GST

Asset Management Implications

Nil – land only lease. Club is responsible for all maintenance of infrastructure on the premises.

Statutory Implications

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

Policy Implications

Building and Property Agreements Policy

Strategic Implications

Council Plan 2022 – 2032
People - Outcome 2. A healthy and active community
Objective 2.2. Increase participation in sport and recreation activities.

Environmental Considerations

Nil

Attachments

A1. Request to Renew Lease - Pink Lake Country Club

Officer's Recommendation

That Council enter into a lease with the Pink Lake Country Club (inc.) for 17 Nicholson Drive Pink Lake, Reserve 34829, subject to;

- 1. Department of Lands' approval;**
- 2. Lease term being 10 years, with 10 year further term option;**
- 3. Annual lease fee of \$110 inc GST;**
- 4. Lease preparation fee of \$160 inc GST; and**
- 5. All lease terms and conditions being as per Council's standard community lease template.**

Voting Requirement

Simple Majority

Archived: Wednesday, 28 January 2026 1:13:26 PM
From: [REDACTED]
Mail received time: Tue, 27 Jan 2026 01:43:37
Sent: Tue, 27 Jan 2026 09:43:08
To: [Corporate Support](#)
Subject: RE: Pink Lake Golf Club Lease
Importance: Normal
Sensitivity: None

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

Good morning Sarah,

Thank you for your time this morning.

As discussed, could you please put our request for a renewal of the Pink Lake Golf Club lease on the agenda for the Shire's February meeting?

Our request is that we renew the Lease for ten years, with an option for extra an extra ten years.

Cheers,

Geoff

From: Corporate Support
Sent: Thursday, 22 January 2026 11:24 AM
To: [REDACTED]
Subject: RE: Pink Lake Golf Club Lease

Hi Geoff,

We will only be able to confirm access until the lease end date at this stage – anything past this time will need to be approved by Council before we can confirm.

It sounds like the Club will be wanting to continue your lease if you are looking into a ground water licence for 5 years, so we can arrange for this to be put to Council at the February meeting if you like. We can then use the council resolution to confirm the lease extension date before their 28 Feb deadline.

Please let us know if you'd like us to put this forward in the February meeting, and if so, how long the Club would like to extend the lease for. The maximum timeframe would be 21 years for the premises.

Happy to catch up to discuss further if you'd like, however this will need to occur next week rather than at our planned inspection as that is not scheduled until after the council meeting deadline.

Should you have any queries, please let me know.

Item: 12.3.4

Financial Services Report - February 2026

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

File Ref: D26/3858

Executive Summary

To present to Council the Monthly Financial Report for the period ending 31 January 2026.

Strategic Implications

Council Plan 2022 – 2032

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Attachments

A₁. Monthly Financial Report - January 2026

Officer's Recommendation

That Council receive the attached report entitled Monthly Financial Report for the month of January 2026.

Voting Requirement Simple Majority



SHIRE OF ESPERANCE

MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

JANUARY 2026

CORPORATE & COMMUNITY SERVICES

MANAGER FINANCIAL SERVICES COMPILATION REPORT

MEETING DATE:	24 FEBRUARY 2026
ACCOUNTING PERIOD:	PERIOD ENDED 31 JANUARY 2026
MATERIALITY THRESHOLD:	\$100,000 OR 10%

OVERVIEW

The Statement of Financial Activity shows a surplus at 31 January of \$22,301,961.

RATES COLLECTED

Rates collected at the end of January were 92.91%. Collections at the same time last year were 93.33%. General Procedure Claims will be raised and served to ratepayers by our debt collection agency in the coming weeks.

2025-2026 FINANCIAL YEAR

Mid Year Budget Review meetings have commenced with the Executive Management team and will continue throughout February. The document will go to the Audit Committee and be presented to Council in the first quarter of 2026.

REGIONAL EXPRESS PTY LTD

The Shire is in communication with the administrators of Regional Express Pty Ltd. A proof of debt has been lodged to the value of \$440,587.41 up to the 30th July 2024, when administration commenced. On November 04, 2025, Federal Government announced a \$5 million support program for regional and remote airports affected by Rex Airlines' voluntary administration. The Shire has received notification that the grant applications are now open and is in the process of lodging a claim.

WORKING CAPITAL

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

Current surplus at the end of January is \$22,301,961. The surplus is shown on the bottom of the Statement of Financial Activity and also on the Composition of Net Current Assets. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$49,214,769 and this is shown on the Statement of Financial Position. Reserve balance is \$29,665,142, also shown on the Statement of Financial Position.

Sarah Bridge
Corporate Accountant

**SHIRE OF ESPERANCE
STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 JANUARY 2026**

	2025-26 Budget	2025-26 Budget YTD	2025-26 Actual YTD
	\$	\$	\$
Revenue			
Rates	28,077,679	27,794,523	27,977,990
Grants, subsidies and contributions	11,778,094	6,511,790	6,176,616
Fees and charges	12,565,051	7,690,845	8,957,202
Interest revenue	1,801,500	697,554	854,866
Other revenue	2,058,999	469,965	675,791
	<u>56,281,323</u>	<u>43,164,677</u>	<u>44,642,464</u>
Expenses			
Employee costs	(25,013,978)	(14,432,226)	(14,591,117)
Materials and contracts	(19,777,450)	(7,824,316)	(7,652,619)
Utility charges	(1,476,201)	(727,244)	(747,315)
Depreciation	(23,684,722)	(13,638,738)	(14,093,753)
Finance costs	(83,670)	(32,586)	(35,841)
Insurance	(958,994)	(959,144)	(914,331)
Other expenditure	(865,739)	(593,514)	(636,183)
	<u>(71,860,754)</u>	<u>(38,207,768)</u>	<u>(38,671,160)</u>
	(15,579,431)	4,956,909	5,971,304
Capital grants, subsidies and contributions	36,174,101	14,738,699	9,677,836
Profit on asset disposals	199,233	-	-
Loss on asset disposals	(75,216)	(4,477)	-
	<u>36,298,118</u>	<u>14,734,222</u>	<u>9,677,836</u>
Net result for the period	20,718,687	19,691,131	15,649,141
Other comprehensive income for the period			
<i>Items that will not be reclassified subsequently to profit or loss</i>			
Changes in asset revaluation surplus	-	-	-
Total other comprehensive income for the period	-	-	-
Total comprehensive income for the period	20,718,687	19,691,131	15,649,141

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

**SHIRE OF ESPERANCE
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2026**

	2025-26 Budget (a) \$	2025-26 Budget YTD (b) \$	2025-26 Actual YTD (c) \$	2025-26 Variance	
				(c)-(b) \$	((c)-(b))/(b) %
OPERATING ACTIVITIES					
Revenue from operating activities					
Rates	28,077,679	27,794,523	27,977,990	183,467	1%
Grants, subsidies and contributions	11,778,094	6,511,790	6,176,616	(335,174)	-5%
Fees and charges	12,565,051	7,690,845	8,957,202	1,266,357	16%
Interest revenue	1,801,500	697,554	854,866	157,312	23%
Other revenue	2,058,999	469,965	675,791	205,826	44%
Profit on asset disposals	199,233	-	-	-	-
	56,480,556	43,164,677	44,642,465	1,477,788	3%
Expenditure from operating activities					
Employee costs	(25,013,978)	(14,432,226)	(14,591,117)	(158,891)	1%
Materials and contracts	(19,552,450)	(7,824,316)	(7,652,619)	171,697	-2%
Utility charges	(1,476,201)	(727,244)	(747,315)	(20,071)	3%
Depreciation	(23,684,722)	(13,638,738)	(14,093,753)	(455,015)	3%
Finance costs	(83,670)	(32,586)	(35,841)	(3,255)	10%
Insurance	(958,994)	(959,144)	(914,331)	44,813	-5%
Other expenditure	(865,739)	(593,514)	(636,183)	(42,669)	7%
Loss on asset disposals	(75,216)	(4,477)	-	4,477	-100%
	(71,710,970)	(38,212,245)	(38,671,159)	(458,914)	1%
TOTAL OPERATING ACTIVITIES	(15,230,414)	4,952,432	5,971,306	1,018,874	21%
NON-OPERATING ACTIVITIES					
Inflows from non-operating activities					
Capital grants, subsidies and contributions	37,164,338	14,738,699	9,677,836	(5,060,863)	-34%
Proceeds from disposal of assets	1,355,000	-	576,228	576,228	-
Proceeds - self supporting loans	107,724	69,542	69,542	-	0%
Proceeds on other loans and receivables	2,734,907	300,000	-	(300,000)	-100%
	41,361,969	15,108,241	10,323,606	(4,784,635)	-32%
Outflows from non-operating activities					
Right of use assets received - non cash	-	-	-	-	-
Payments for land held for resale	(1,000,000)	-	(37,771)	(37,771)	-
Payments for property, plant and equipment	(51,623,045)	(8,208,024)	(11,462,066)	(3,254,042)	40%
Payments for construction of infrastructure	(19,865,154)	(8,115,230)	(8,339,701)	(224,471)	3%
Repayment of Borrowings	(167,663)	(88,440)	(88,442)	(2)	0%
	(72,655,862)	(16,411,694)	(19,927,980)	(3,516,286)	21%
TOTAL NON-OPERATING ACTIVITIES	(31,293,893)	(1,303,453)	(9,604,374)	(8,300,921)	637%
NON CASH AMOUNTS EXCLUDED					
Depreciation	23,684,722	13,638,738	14,093,753	455,015	3%
Loss on asset disposals	75,216	4,477	-	(4,477)	-100%
Profit on asset disposals	(199,233)	-	-	-	-
Provisions & accruals	279,652	57,609	116,043	58,434	101%
Movement of Non-Current Receivables	-	-	3,287	3,287	-
TOTAL NON-CASH AMOUNTS EXCLUDED	23,840,357	13,700,824	14,213,083	512,259	4%
MOVEMENT IN SURPLUS OR DEFICIT					
Surplus at the start of the financial year	2,809,730	2,809,730	2,809,730	-	0%
Amount attributable to operating Activities	(15,230,414)	4,952,432	5,971,306	1,018,874	21%
Amount attributable to non-operating Activities	(31,293,893)	(1,303,453)	(9,604,374)	(8,300,921)	637%
Non-cash amounts excluded	23,840,357	13,700,824	14,213,083	512,259	4%
Reserve Movements	19,829,783	2,187,535	8,912,216	6,724,681	307%
Surplus/(deficit) remaining after the imposition of general rates	(44,437)	22,347,068	22,301,961	(45,107)	0%

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

**SHIRE OF ESPERANCE
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JANUARY 2026**

	2025-26 YTD	2024-25 Actuals
	\$	\$
CURRENT ASSETS		
Cash & cash equivalents	49,214,769	47,273,666
Trade & other receivables	7,931,944	1,261,614
Inventories	1,158,571	958,802
TOTAL CURRENT ASSETS	58,305,284	49,494,082
NON-CURRENT ASSETS		
Other receivables	1,019,909	1,023,196
Inventories	3,859,610	3,859,610
Property, plant & equipment	130,987,782	133,767,622
Infrastructure	589,509,186	600,823,100
TOTAL NON-CURRENT ASSETS	725,376,487	739,473,528
TOTAL ASSETS	783,681,771	788,967,610
CURRENT LIABILITIES		
Trade & other payables	3,433,985	5,476,353
Borrowings	198,648	198,648
Provisions	3,804,788	3,750,937
Other current liabilities	335,749	-
TOTAL CURRENT LIABILITIES	7,773,170	9,425,938
NON-CURRENT LIABILITIES		
Borrowings	1,538,850	1,538,850
Provisions	5,324,408	5,324,408
TOTAL NON-CURRENT LIABILITIES	6,863,258	6,863,258
TOTAL LIABILITIES	14,636,428	16,289,196
NET ASSETS	769,045,343	772,678,414
EQUITY		
Revaluation surplus	402,620,856	402,620,856
Reserve accounts	29,665,142	38,577,357
Retained surplus	336,759,345	331,480,201
TOTAL EQUITY	769,045,343	772,678,414

**SHIRE OF ESPERANCE
COMPOSITION OF NET CURRENT ASSETS
FOR THE PERIOD ENDED 31 JANUARY 2026**

	2025-26 YTD	2024-25 Actuals
	\$	\$
CURRENT ASSETS		
Cash & cash equivalents	49,214,769	47,273,666
Trade & other receivables	7,931,944	1,261,614
Inventories	1,158,571	958,802
TOTAL CURRENT ASSETS	58,305,284	49,494,082
CURRENT LIABILITIES		
Trade & other payables	3,433,985	5,476,353
Borrowings	198,648	198,648
Provisions	3,804,788	3,750,937
Other current liabilities	335,749	-
TOTAL CURRENT LIABILITIES	7,773,170	9,425,938
NET ASSETS	50,532,114	40,068,144
Less: Total adjustments to net current assets	(28,230,153)	(37,258,413)
Closing funding surplus/(deficit)	22,301,961	2,809,731
Current assets and liabilities excluded from budgeted deficiency		
Adjustments to net current assets		
Less: Reserve account	(29,665,141)	(38,577,357)
Less: Financial assets at amortised costs - Self Supporting Loans	(95,696)	(95,696)
Less: Land held for resale	(515,631)	(515,631)
Add: Current liabilities not expected to be cleared at end of year		
-Current portion of lease liabilities	43,013	43,013
-Current portion of borrowings	155,635	155,635
-Current portion of employee benefit expense held in reserve	1,847,667	1,731,623
Toal adjustments to net current assets	(28,230,153)	(37,258,413)

SHIRE OF ESPERANCE
EXPLANATION OF MATERIAL VARIANCES
FOR THE PERIOD ENDED 31 JANUARY 2026

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$100,000 or 10.00%.

Description	Var. \$	Var. %
	\$	%
Revenue from operating activities		
Rates	183,467	0.66%
Ex Gratia rates received earlier than budget expectations. Budget phasing for this area will be corrected during budget review.		Timing
Grants, subsidies and contributions	(335,174)	(5.15%)
Federal Assistance Grants came in below budget expectations.		Permanent
Home Care Program Federal funding is tracking behind budget expectations.		Timing
Fees and charges	1,266,357	16.47%
Budget phasing will be adjusted for fees and charges during budget review, particularly in the areas of Waste Management and Overflow Camping, which are currently contributing to this variance.		Timing
Airport fees and charges are tracking ahead of budget expectations, particularly landing fees.		
Interest revenue	157,312	22.55%
Interest earned on reserves are tracking ahead of budget expectations.		Timing
Other revenue	205,826	43.80%
New insurance payments received during the year.		Permanent
Expenditure from operating activities		
Employee costs	(158,891)	1.10%
Budget phasing on town roads and private works salaries will be corrected during budget review; this is currently contributing to the variance.		Timing
Materials and contracts	171,697	(2.19%)
Home Care Program expenses are tracking behind budget expectations. This is in line with the lower funding received.		Timing
Depreciation	(455,015)	3.34%
Original budget based on asset register as at end of financial year and prior to land and building revaluation. This area will be reviewed during the budget review process.		Timing
Loss on asset disposals	4,477	(100.00%)
Plant and equipment asset disposals to start occurring in first quarter of 2026.		Timing
Inflows from non-operating activities		
Proceeds from capital grants, subsidies and contributions	(5,060,863)	(34.34%)
Budget phasing on coastal infrastructure projects are contributing to this variance and will be reviewed during the budget review process.		Timing
Proceeds from disposal of assets	576,228	100.00%
Sales of lots in Flinders are ahead of budget expectations.		Timing
Proceeds on other loans and receivables	(300,000)	(100.00%)
Self Supporting Loan for community group will be taken out in the latter half of the financial year.		Timing
Outflows from non-operating activities		
Payments for property, plant and equipment	(3,254,042)	39.64%
Construction of the Graham Mackenzie Stadium is tracking ahead of budget expectations, as are purchases of heavy vehicles.		Timing
Payments for construction of infrastructure	(224,471)	2.77%
Rural roads works are tracking ahead of budget expectations.		Timing
Reserve Movements	6,724,681	307.41%
Variance due to budget phasing on transfers to reserves. This will be corrected during budget review. Transfers from reserves have been processed ahead of expectations, to cover ongoing projects.		Timing



OTHER REPORTS AND GRAPHS

JANUARY 2026

SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.81 M	\$2.81 M	\$2.81 M	\$0.00 M
Closing	(\$0.04 M)	\$22.35 M	\$22.30 M	(\$0.05 M)

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$19.55 M	39.7%
Restricted Cash	\$29.67 M	60.3%

Payables		
	\$	% Outstanding
Trade Payables	(\$0.51 M)	
0 to 30 Days	(\$0.51 M)	100.0%
Over 30 Days	\$0.00 M	0.0%
Over 90 Days	\$0.00 M	0.0%

Receivables		
	\$	% Collected
Rates Receivable	\$2.86 M	92.9%
Trade Receivable	\$4.19 M	
Over 30 Days	\$3.74 M	47.1%
Over 90 Days	\$0.45 M	5.7%

Key Operating Activities

Amount attributable to operating			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$15.23 M)	\$4.95 M	\$5.97 M	\$1.02 M

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$27.98 M	0.7%
YTD Budget	\$27.79 M	

Grants and Contributions		
	\$	% Variance
YTD Actual	\$6.18 M	(5.1%)
YTD Budget	\$6.51 M	

Fees and Charges		
	\$	% Variance
YTD Actual	\$8.96 M	16.5%
YTD Budget	\$7.69 M	

Refer to Statement of Financial Activity

Key Non-Operating Activities

Amount attributable to non-operating			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$31.29 M)	(\$1.30 M)	(\$9.60 M)	(\$8.30 M)

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.58 M	
Adopted Budget	\$0.00 M	

Asset Acquisition		
	\$	% Spent
YTD Actual	(\$19.84 M)	21.5%
Adopted Budget	(\$16.32 M)	

Capital Grants		
	\$	% Received
YTD Actual	\$9.68 M	(34.3%)
Adopted Budget	\$14.74 M	

Borrowings	
Principal repayments	\$0.09 M
Interest expense	\$0.04 M

Reserves	
Reserves balance	\$29.67 M
Net Movement	(\$8.91 M)

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

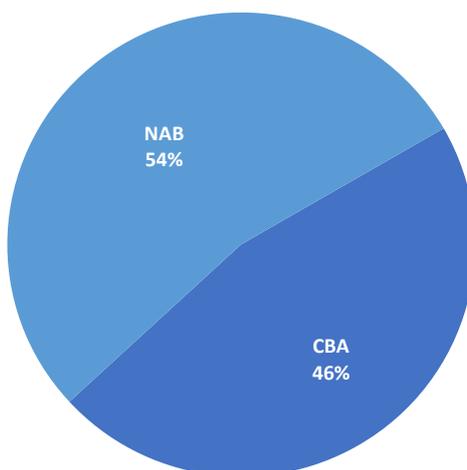
**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

2 KEY INFORMATION - INVESTMENTS

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

(a) Cash investments

Diversification of Investments



Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	4.10%	120	18-Feb-26	Term Deposit - Reserve
NAB	\$ 4,000,000	4.10%	120	18-Feb-26	Term Deposit - Reserve
NAB	\$ 5,000,000	4.10%	120	18-Feb-26	Term Deposit - Reserve
CBA	\$ 5,000,000	4.17%	90	24-Feb-26	Term Deposit - Muni
NAB	\$ 5,000,000	4.20%	180	11-Mar-26	Term Deposit - Reserve
CBA	\$ 4,000,000	4.20%	90	23-Mar-26	Term Deposit - Muni
CBA	\$ 2,000,000	4.20%	90	23-Mar-26	Term Deposit - Muni
NAB	\$ 5,000,000	4.25%	180	24-Mar-26	Term Deposit - Reserve
NAB	\$ 3,000,000	4.25%	180	24-Mar-26	Term Deposit - Reserve
CBA	\$ 2,000,000	4.20%	90	20-Apr-26	Term Deposit - Muni
CBA	\$ 3,000,000	4.20%	90	20-Apr-26	Term Deposit - Muni
CBA	\$ 2,907,915	3.45%	N/A	N/A	Business Online Saver - Muni
CBA	\$ -	0.25%	N/A	N/A	Cash Deposit A/C - Muni
CBA	\$ 3,661,334	3.45%	N/A	N/A	Business Online Saver - Reserves
CBA	\$ -	0.25%	N/A	N/A	Cash Deposit A/C - Reserves
	\$ 48,569,249				

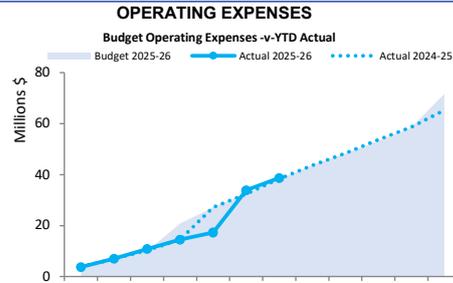
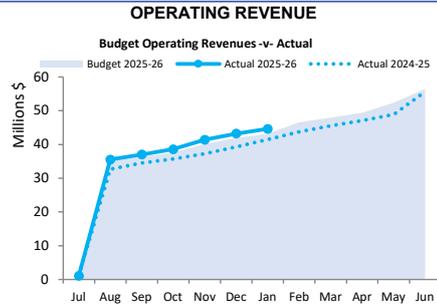
(b) Investment Interest Earnings

	Budget	YTD Interest
Municipal	335,391	314,884
Reserve	243,509	414,564

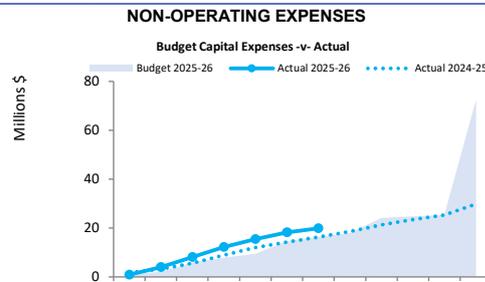
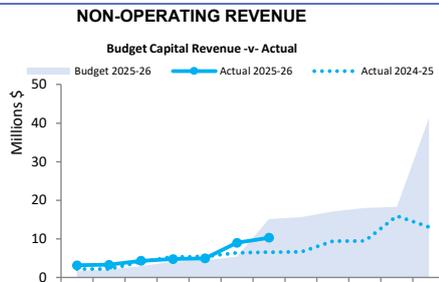
**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

3 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES



NON-OPERATING ACTIVITIES



LIQUIDITY



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

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

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

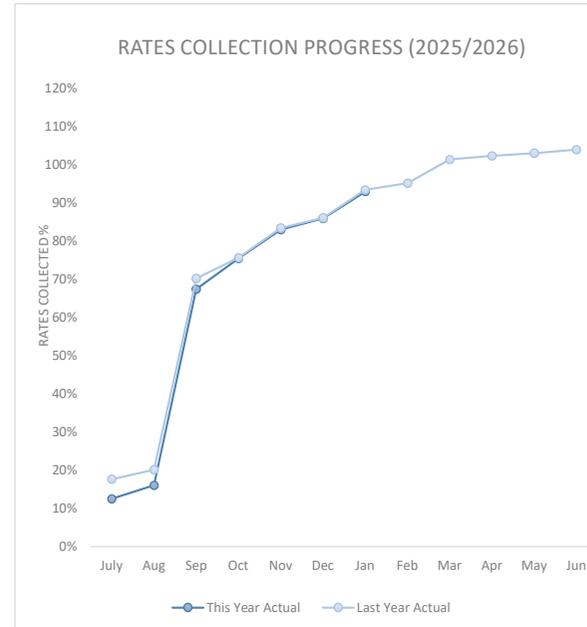
The current year to date value is graphed against the immediate past year as a comparative.

**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

4 SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS

Outstanding Rates 2025/2026

Arrears at 1st July 2025	279,544
Pensioner Deferred Rates at 1st July 2025	128,148
Rates Levied	26,710,981
Waste Charges Levied	4,349,321
ESL Levied	1,027,442
Other Charges Levied	103,245
Total Levied 2025/2026	32,190,989
Less Collections	(30,335,869)
Total Current and Arrears Outstanding	2,306,069
% Collected	92.91%
Pensioners on Instalments	148,542
Non Pensioners on Instalments	2,328,979
Pensioners with Due Date 30/06/2026	104,570
Outstanding with no Instalment Option	488,050
Prepayments	(769,636)
Interims	5,564
Total Current and Arrears Outstanding	2,306,069



**SHIRE OF ESPERANCE
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 31 JANUARY 2026**

7 TRUST FUNDS

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

Details	Balance 2024-2025	Balance 31/01/2026
Contributions to Public Open Space	221,039	
Shire of Esperance		53,253
S D Staines		18,018
Fiume Nel Terra Developments Pty Ltd		121,330
Esplanade Investments		33,061
Other	12,136	
Health Department of WA - CLAG Funding		1,124
Shire of Esperance Trust Fund - CLAG Funding		555
Shire of Esperance - Lake Monjigup Development Group		10,457
General Bonds - Interest Bearing	765,645	
Esperance Bay Turf Club - Optus Rent of Land Turf Club		26,601
Activ Foundation Inc - Community Fundraising		21,528
Indoor Sports Stadium Mangement - GMS Funds		0
Adventureland Management Committee Inc		3,559
Telstra Corporation Ltd		11,609
Elsie Cox Testamentary Trust EHC		241,641
Totals	998,820	542,737

Item: 12.3.5

Payment of Accounts Listing - February 2026

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

File Ref: D26/3859

Executive Summary

To present the list of accounts paid by the Chief Executive Officer under delegated authority and the list of payments made by authorised employees using credit cards and other purchasing cards for the month 1 – 31 January 2026.

Background

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

Consultation

Moore Australia – Chartered Accountants, Auditors and Business Advisors

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Local Government Financial Management Regulations (1996)

Policy Implications

Nil

Strategic Implications

Council Plan 2022 – 2032

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Attachments

- A. Payment of Accounts Listing January 2026
- B. Transaction Card Report January 2026

Officer's Recommendation

That Council:

1. **Receive the list of accounts paid for the period 1 – 31 January 2026 as listed in the attachment.**
2. **Receive the list of accounts paid using credit cards and other purchasing cards for the period 1 – 31 January 2026 as listed in the attachment.**

Voting Requirement

Simple Majority

SHIRE OF ESPERANCE
THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID
FOR THE PERIOD ENDING 31 JANUARY 2026

MUNICIPAL FUND

Cheques

ACTUAL PAYMENTS:	Cheques: C27783	\$520.40
------------------	-----------------	----------

EFT

ACTUAL PAYMENTS:	Transaction No's: E4867 - E4875	\$3,352,489.08
------------------	---------------------------------	----------------

Credit Cards

ACTUAL PAYMENTS:	Transactions: 25/12/2025 - 23/01/2026	\$12,644.39
------------------	--	-------------

Paid under the delegated authority to the CEO

MUNICIPAL TOTAL:	\$3,365,653.87
-------------------------	-----------------------

Estimated % local payments (including credit cards)

\$1,239,233.75	36.82%
-----------------------	---------------

TRUST FUND

Cheques

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

EFT

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

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

TOTAL:	\$3,365,653.87
---------------	-----------------------

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24 February 2026 for confirmation in respect to accounts already paid.

Municipal Fund - Cheque Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
C27783	22/01/2026	386	Shire of Esperance - Petty Cash	Petty cash recoup - Library, Visitor Centre, EHC	\$ 520.40
Total Creditor payments made by Cheque from Municipal Fund					\$ 520.40

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4867	05/01/2026	5791	W J & F J Graham	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	7543	G Harp	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	9807	R G Chambers	Councillor payment - December 2025	\$ 5,963.33
E4867	05/01/2026	9808	J L Obourne	Councillor payment - December 2025	\$ 2,838.29
E4867	05/01/2026	10309	C T Davies	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	10554	L P De Haas	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	11322	G M Johnston	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	11330	S Starcevich	Councillor payment - December 2025	\$ 1,919.79
E4867	05/01/2026	11978	G A McWilliam	Councillor payment - December 2025	\$ 1,919.79
E4868	06/01/2026	33	Australian Services Union (ASU)	Payroll deduction	\$ 477.00
E4868	06/01/2026	140	Esperance Shire Staff Jackpot	Payroll deduction	\$ 600.00
E4868	06/01/2026	154	LGRCEU	Payroll deduction	\$ 144.00
E4868	06/01/2026	1963	Child Support Agency	Payroll deduction	\$ 1,756.52
E4868	06/01/2026	4014	Australian Taxation Office	Payroll deduction	\$ 678.09
E4869	08/01/2026	1	Australian Taxation Office	Payroll deduction	\$ 200,610.00
E4869	08/01/2026	62	Building And Construction Industry	Building levies & fees	\$ 21,189.14
E4869	08/01/2026	100	Landgate	Title searches	\$ 312.08
E4869	08/01/2026	381	Optus Communications	Mobile charges for CCTV	\$ 119.98

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4869	08/01/2026	448	Broons Group Pty Ltd	Parts & repairs	\$ 525.36
E4869	08/01/2026	571	St John Ambulance Association in WA	Training, education and equipment	\$ 1,295.00
E4869	08/01/2026	1197	Six Mile Hill Bush Fire Brigade	Reimbursement	\$ 95.01
E4869	08/01/2026	1315	Gibson Soak Water Co	Bottled water supplies	\$ 767.00
E4869	08/01/2026	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$ 1,200.60
E4869	08/01/2026	1470	Express Yourself Printing Esperance	Printing & stationery supplies	\$ 598.00
E4869	08/01/2026	1695	Bay of Isles Mini-Excavators	Plant hire & grease trap services	\$ 4,640.00
E4869	08/01/2026	1863	Zipform Electronic Print & Mail	Rates 3rd Instalment Notices 2025/2026	\$ 3,673.38
E4869	08/01/2026	2113	Banksia Medical and Health	Pre-employment medical assessments	\$ 368.50
E4869	08/01/2026	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$ 968.00
E4869	08/01/2026	2496	Professionals Esperance Real Estate	Rent	\$ 3,580.00
E4869	08/01/2026	3125	Condingup Tavern	Volunteer & client meals - EHC	\$ 113.60
E4869	08/01/2026	3227	Esperance Fire Services	Hire & service of fire equipment	\$ 1,030.70
E4869	08/01/2026	3245	NDY A Tetrattech Company	Design consultant services	\$ 9,157.50
E4869	08/01/2026	3484	Esperance Podiatry	Podiatry services - EHC	\$ 910.80
E4869	08/01/2026	3534	Local Government Professionals	Training & education	\$ 2,230.00
E4869	08/01/2026	3797	LED Esperance	Electrical supplies	\$ 1,056.79
E4869	08/01/2026	3835	WA Local Government Association	Training & education	\$ 1,138.50
E4869	08/01/2026	3946	E A & C M McEwan	Refund	\$ 742.35
E4869	08/01/2026	4068	Total Asphalt And Traffic Management	Asphalt upgrades & services	\$ 25,715.47
E4869	08/01/2026	4321	The Royal Life Saving Society (WA)	Training & education	\$ 112.50
E4869	08/01/2026	4947	Toll Ipec Pty Ltd	Freight charges	\$ 368.16
E4869	08/01/2026	4989	Woolworths Group Limited*	Consumables & supplies	\$ 1,104.79
E4869	08/01/2026	5042	Officeworks Business Direct	Office & stationery supplies	\$ 701.85
E4869	08/01/2026	5194	Jatek Engineering	Steel supplies & fabrication	\$ 4,565.00
E4869	08/01/2026	5267	Hema Maps Pty Ltd	Maps & books for resale - EVC	\$ 984.49

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4869	08/01/2026	5604	Esperance Milk Supply	Milk supplies	\$ 93.30
E4869	08/01/2026	5655	Transoft Solutions (Australia) Pty	Aviation annual software	\$ 1,001.00
E4869	08/01/2026	5767	Seek Limited	Advertising positions vacant	\$ 1,215.50
E4869	08/01/2026	5943	Red Dot Stores*	Office & stationery supplies	\$ 94.91
E4869	08/01/2026	6164	Data 3 Limited	Microsoft licence	\$ 2,528.90
E4869	08/01/2026	6176	Market Creations Pty Ltd	Website upgrades - Civic Centre	\$ 3,709.86
E4869	08/01/2026	6221	PFD Food Services Pty Ltd	Consumables & supplies	\$ 839.10
E4869	08/01/2026	6495	MCM Protection Pty Ltd	Security & monitoring services	\$ 1,841.40
E4869	08/01/2026	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$ 2,158.60
E4869	08/01/2026	7043	Connect Call Centre Services	Call centre services	\$ 147.40
E4869	08/01/2026	7103	Galaxy Enterprises	Stock for resale - EVC	\$ 145.75
E4869	08/01/2026	7425	Esperance Cleaning Service	Cleaning services	\$ 23,188.00
E4869	08/01/2026	7438	Independence Australia	Nursing products & supplies - EHC	\$ 485.05
E4869	08/01/2026	7801	Land Insights	Contractor services - Planning	\$ 21,379.88
E4869	08/01/2026	7879	Drillers Ridge Pty Ltd - 8 Taylor St	Bookeasy sales - Accommodation	\$ 6,355.40
E4869	08/01/2026	7936	LJS Mobile Engineering	Parts & repairs	\$ 1,000.00
E4869	08/01/2026	8024	C A Poole	Consignment sales	\$ 2,374.20
E4869	08/01/2026	8497	The Print Shop Bunbury	Stickers for overflow campground	\$ 1,224.30
E4869	08/01/2026	8510	4 Cabling Pty Ltd	Parts & supplies	\$ 438.91
E4869	08/01/2026	8567	Esperance Mobility Sales & Service	Mobility parts & equipment	\$ 310.00
E4869	08/01/2026	8596	Frontline Fire and Rescue Equipment	Fire equipment & supplies	\$ 4,695.68
E4869	08/01/2026	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$ 716.28
E4869	08/01/2026	8916	Promotional Exposure	Performance fee - Comedy Gold Show	\$ 2,090.00
E4869	08/01/2026	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$ 650.00
E4869	08/01/2026	9138	Department of Biodiversity Conservation	Plant identification services	\$ 495.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4869	08/01/2026	9147	Key Pest and Weed Control	Pest control inspections & services	\$ 1,210.00
E4869	08/01/2026	9156	Bluemar Pty Ltd	Drafting support services & test and tagging services	\$ 42,526.01
E4869	08/01/2026	9163	Esperance Combined Tyres & Mechanical	Tyres, repairs & parts	\$ 9,660.25
E4869	08/01/2026	9245	JLR Mechanical Contracting	Repairs, parts & supplies	\$ 1,423.66
E4869	08/01/2026	9274	Gibson Soak Hotel	Catering	\$ 1,518.50
E4869	08/01/2026	9308	Florisson Home Furnishers	Office furniture	\$ 1,155.00
E4869	08/01/2026	9312	C J & A G Davies	Jackpot winnings - Pay 14	\$ 150.00
E4869	08/01/2026	9431	Dudley Newton Optometrists	Safety prescription glasses	\$ 450.00
E4869	08/01/2026	9441	G J Pike	Refunds	\$ 2,813.00
E4869	08/01/2026	9473	Banksia Park Farm Eggs	Consumables - EHC	\$ 45.00
E4869	08/01/2026	9503	EcoValley Honey - Winton Hughes	Consignment sales	\$ 135.20
E4869	08/01/2026	9531	Esperance Island Cruises	Consignment sales	\$ 2,107.50
E4869	08/01/2026	9542	MCD Contracting Pty Ltd	Plant hire for fire mitigation works	\$ 7,924.75
E4869	08/01/2026	9561	O'Neill Motors	Parts & repairs	\$ 4,926.30
E4869	08/01/2026	9639	Avon Waste	Rubbish & recycling collections	\$ 46,074.52
E4869	08/01/2026	9641	Aussie Broadband Pty Ltd	Internet charges	\$ 537.00
E4869	08/01/2026	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$ 851.40
E4869	08/01/2026	9857	D J Kennedy	Gardening services	\$ 214.50
E4869	08/01/2026	10146	S & N Creations	Stock for resale - EVC	\$ 863.50
E4869	08/01/2026	10218	D B Ambrose	Gardening services	\$ 975.00
E4869	08/01/2026	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery - EHC	\$ 1,112.63
E4869	08/01/2026	10272	Esprintz/ Onward & Up Pty Ltd	Custom frames	\$ 520.00
E4869	08/01/2026	10400	Eco Shark Barrier Pty Ltd	Shark enclosure inspection & service	\$ 22,990.00
E4869	08/01/2026	10416	J M Smith	Rent	\$ 600.00
E4869	08/01/2026	10518	Townzies Turf and Gardens	Gardening services	\$ 247.50
E4869	08/01/2026	10564	WA Girl Macrame	Consignment sales	\$ 30.40

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4869	08/01/2026	10613	33 Degrees Esperance	Volunteer & client meals - EHC	\$ 35.50
E4869	08/01/2026	10619	C N Smith	Reimbursement	\$ 112.80
E4869	08/01/2026	10675	Archipelago Apartments	Bookeasy sales - Accommodation	\$ 267.30
E4869	08/01/2026	10848	Retravisio Esperance - JAPMR Pty Ltd	White goods	\$ 278.00
E4869	08/01/2026	10859	BM Electrical WA Pty Ltd (Lister)	Electrical services	\$ 3,273.57
E4869	08/01/2026	10942	Thorp Realty Pty Ltd	Rent and refund	\$ 2,013.85
E4869	08/01/2026	10949	Bistro Louis Pty Ltd	Volunteer & client meals - EHC	\$ 52.10
E4869	08/01/2026	10956	MBL Food & Packaging T/A South Coast Food Service	Consumables & supplies	\$ 3,743.45
E4869	08/01/2026	10958	Newsxpress Esperance Lottery Centre	Stationery & office supplies	\$ 248.33
E4869	08/01/2026	10985	Rebecca Staunton Physiotherapy	Physiotherapy services - EHC	\$ 3,157.00
E4869	08/01/2026	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$ 96.00
E4869	08/01/2026	11110	Esperance Outdoor Power Equipment	Parts & supplies	\$ 231.40
E4869	08/01/2026	11111	Down to Earth Training & Assessing	Training & education	\$ 3,052.00
E4869	08/01/2026	11115	APLOMB Occupational Therapy	Occupational therapy services - EHC	\$ 97.50
E4869	08/01/2026	11254	D E Gleave	Jackpot winnings - Pay 14	\$ 150.00
E4869	08/01/2026	11257	MAXCO Australia Pty Ltd	Annual cloud subscription	\$ 725.43
E4869	08/01/2026	11286	Flickr Candles	Volunteer vouchers	\$ 350.00
E4869	08/01/2026	11356	Good Chat Designs	Consignment sales	\$ 195.00
E4869	08/01/2026	11384	CNE Ag Innovations Pty Ltd	Parts & supplies	\$ 973.56
E4869	08/01/2026	11401	Levi's Woodworking	Consignment sales	\$ 205.60
E4869	08/01/2026	11428	Bread Local	Catering	\$ 60.00
E4869	08/01/2026	11431	Southern Suspension & 4x4 Centre	Repairs, parts & supplies	\$ 561.00
E4869	08/01/2026	11439	Kath Guest t/as Heart of the Mallee	Consignment sales	\$ 116.00
E4869	08/01/2026	11481	D L Synnot	Jackpot winnings - Pay 13	\$ 150.00
E4869	08/01/2026	11518	Mega Phones	Monthly pendant monitoring	\$ 302.50

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4869	08/01/2026	11521	Seaside Cafe & Restaurant	Catering	\$ 213.70
E4869	08/01/2026	11588	Green Thumb Gardening Esperance	Gardening services	\$ 44.00
E4869	08/01/2026	11688	Work Metrics Pty Ltd	Monthly subscription	\$ 880.00
E4869	08/01/2026	11711	Supagas Pty Limited	Cylinder & gas charges	\$ 165.00
E4869	08/01/2026	11745	Aria Digital Pty Ltd	Annual subscription	\$ 231.00
E4869	08/01/2026	11751	Karli Rae Florisson	Consignment sales	\$ 62.40
E4869	08/01/2026	11770	Blue Haven Properties (WA) Pty Ltd	Bookeasy - Accommodation	\$ 475.20
E4869	08/01/2026	11805	L Lategan	Jackpot winnings - Pay 13	\$ 150.00
E4869	08/01/2026	11844	Daniel Enterprises WA PTY LTD	Repairs, parts & supplies	\$ 5,839.17
E4869	08/01/2026	11851	Pink Lake IGA	Consumables & supplies	\$ 692.29
E4869	08/01/2026	11875	Celestial Nature	Consignment sales	\$ 120.00
E4869	08/01/2026	11898	SEA Heavy Diesel Pty Ltd	Repairs, parts & supplies	\$ 1,135.75
E4869	08/01/2026	11944	Boharp T/as Esperance Plumbing Services	Plumbing services	\$ 1,238.50
E4869	08/01/2026	11988	K G Warner	Reimbursement	\$ 242.31
E4869	08/01/2026	11991	Department of Local Government, Industry Regulation	Building Services levies - December 2025	\$ 6,488.21
E4869	08/01/2026	11997	Luxe Floral and Home co	Flowers	\$ 80.00
E4869	08/01/2026	12024	Esperance Bay & Districts CWA	Catering	\$ 250.00
E4869	08/01/2026	12043	The Wandering Stone	Photography services	\$ 900.00
E4869	08/01/2026	12053	Knowles Family Trust TA /JK HD Mechanical	Repairs, parts & supplies	\$ 3,036.00
E4869	08/01/2026	12059	David Meadley T/A Jake Meadley Images	Photography services	\$ 500.00
E4869	08/01/2026	12062	A Barrett	Refund	\$ 100.00
E4869	08/01/2026	12063	N Flood	Refund	\$ 65.00
E4869	08/01/2026	12064	J L Smallridge	Reimbursement	\$ 123.50
E4869	08/01/2026	12065	E Clark	Reimbursement	\$ 4,656.00
E4869	08/01/2026	12066	J Pearce	Refund	\$ 65.00
E4870	12/01/2026	32	Australia Post	Postage charges	\$ 2,384.69

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4870	12/01/2026	260	Horizon Power	Electricity charges	\$ 71,237.66
E4870	12/01/2026	290	Telstra	Telephone charges	\$ 4,231.07
E4870	12/01/2026	314	WA Treasury Corporation	Loan repayment	\$ 45,876.63
E4870	12/01/2026	2562	Commonwealth Bank of Australia	Merchant fees	\$ 5,286.14
E4870	12/01/2026	7576	Les Mills Asia Pacific	Membership package	\$ 754.52
E4870	12/01/2026	7580	BP Australia Pty Ltd (6791)	Air BP refuelling	\$ 3,685.37
E4870	12/01/2026	8117	Foxtel Cable Television Pty Limited	Foxtel subscription	\$ 155.00
E4870	12/01/2026	8784	Sheriff's Office, Perth	Lodgement fees	\$ 177.00
E4870	12/01/2026	9321	Superchoice Services Pty Limited	Superannuation payment	\$ 150,425.48
E4870	12/01/2026	11308	Fleetcare Pty Ltd	Fleet lease	\$ 2,580.01
E4870	12/01/2026	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 844.73
E4871	19/01/2026	325	Easton WJ & V	Hire of earthmoving plant	\$ 11,385.00
E4871	19/01/2026	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$ 51,432.70
E4871	19/01/2026	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$ 26,221.25
E4871	19/01/2026	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$ 39,759.50
E4871	19/01/2026	7522	Jacka Trenching and Fencing	Traffic control	\$ 2,442.00
E4871	19/01/2026	8317	Titan Contracting	Mowing services & traffic control	\$ 34,783.10
E4871	19/01/2026	10459	Cloud Payment Group	Debt collection services	\$ 241.00
E4871	19/01/2026	10615	Quaintrelle (WA) Pty Ltd	Hire of street sweeper	\$ 53,392.78
E4871	19/01/2026	11590	MLP Civil	Plant hire	\$ 10,050.38
E4872	20/01/2026	392	Water Corporation	Water usage charges	\$ 20,743.00
E4873	21/01/2026	260	Horizon Power	Electricity charges	\$ 50,199.47
E4873	21/01/2026	290	Telstra	Telephone charges	\$ 1,185.80
E4873	21/01/2026	314	WA Treasury Corporation	Loan repayment	\$ 14,864.25
E4873	21/01/2026	7580	BP Australia Pty Ltd (6791)	Air BP refuelling	\$ 287.06

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4873	21/01/2026	8081	Bond Administrator Department of Commerce	Bond payment	\$ 260.00
E4873	21/01/2026	9321	Superchoice Services Pty Limited	Superannuation payment	\$ 148,104.99
E4873	21/01/2026	9997	Sandwai Pty Ltd	Monthly subscription - EHC	\$ 2,356.20
E4873	21/01/2026	11364	Ezidebit Pty Ltd	Ezidebit services - BOILC	\$ 168.42
E4874	22/01/2026	1	Australian Taxation Office	Payroll deduction	\$ 190,842.00
E4874	22/01/2026	100	Landgate	Title searches	\$ 3,273.50
E4874	22/01/2026	126	Esperance Electrical Service	Electrical services	\$ 2,554.50
E4874	22/01/2026	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$ 2,810.72
E4874	22/01/2026	395	BOC Gases	Cylinder & gas charges	\$ 135.86
E4874	22/01/2026	410	Pink Lake Butchers	Consumables	\$ 670.01
E4874	22/01/2026	571	St John Ambulance Association in WA	Training, education and equipment	\$ 655.00
E4874	22/01/2026	1083	Airport Lighting Specialists Pty Ltd	Parts & supplies	\$ 1,105.50
E4874	22/01/2026	1215	Shire of Esperance Municipal Fund	Refund	\$ 1,200.00
E4874	22/01/2026	1250	Hoeys Exhaust Centre	Repairs, parts & supplies	\$ 120.00
E4874	22/01/2026	1271	Department of Transport	Disclosure of information charges	\$ 10.20
E4874	22/01/2026	1330	The Cannery Arts Centre	Refreshments - End of year function	\$ 6,117.00
E4874	22/01/2026	1346	Cannon Hygiene Australia Pty Ltd	Sanitary services	\$ 923.11
E4874	22/01/2026	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$ 4,157.10
E4874	22/01/2026	1435	Carroll & Richardson - Flagworld	New flags	\$ 464.84
E4874	22/01/2026	1470	Express Yourself Printing Esperance	Printing and stationery supplies	\$ 2,500.00
E4874	22/01/2026	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$ 1,327.50
E4874	22/01/2026	1695	Bay of Isles Mini-Excavators	Plant hire & grease trap services	\$ 2,904.00
E4874	22/01/2026	1791	Longy's General Welding	Repairs, parts & supplies	\$ 167.08
E4874	22/01/2026	1870	Co-operative Bulk Handling Ltd	Refund	\$ 12,924.84
E4874	22/01/2026	1981	Esperance Sportspower	Corporate staff uniforms	\$ 2,967.00
E4874	22/01/2026	2297	Major Motors Pty Ltd	One new Isuzu DMax	\$ 59,303.00

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	2317	Southern Cross Austereo Pty Ltd	Radio advertising	\$ 3,091.00
E4874	22/01/2026	2496	Professionals Esperance Real Estate	Rent	\$ 3,580.00
E4874	22/01/2026	2655	The Lions Club of Esperance	Small community grant funding	\$ 2,018.80
E4874	22/01/2026	3227	Esperance Fire Services	Hire & service of fire equipment	\$ 1,363.04
E4874	22/01/2026	3364	Esperance Volunteer Fire and Rescue	Small community grant funding	\$ 500.00
E4874	22/01/2026	3726	Adult and Teen Challenge Perth WA	Small community grant funding	\$ 2,200.00
E4874	22/01/2026	3736	Easisalary Pty Ltd	Novated lease	\$ 848.00
E4874	22/01/2026	3797	LED Esperance	Electrical supplies	\$ 370.59
E4874	22/01/2026	3835	WA Local Government Association	Training & education	\$ 264.00
E4874	22/01/2026	4068	Total Asphalt And Traffic Management	Asphalt upgrades & services	\$ 554,650.08
E4874	22/01/2026	4148	Bay of Isles Community Outreach Inc	Confidential shredding services	\$ 105.00
E4874	22/01/2026	4311	R M & W G Herbert	Painting services	\$ 4,911.50
E4874	22/01/2026	4404	Wren Oil	Oil waste disposal services	\$ 588.50
E4874	22/01/2026	4567	WA Police Service	Police clearance	\$ 52.80
E4874	22/01/2026	4947	Toll Ipec Pty Ltd	Freight charges	\$ 1,125.15
E4874	22/01/2026	4989	Woolworths Group Limited*	Consumables & supplies	\$ 1,684.64
E4874	22/01/2026	5042	Officeworks Business Direct	Stationery & office supplies	\$ 1,291.61
E4874	22/01/2026	5047	Gevers Goddard Jones Pty Ltd	Consultant services for EHC	\$ 4,235.00
E4874	22/01/2026	5604	Esperance Milk Supply	Milk supplies	\$ 92.90
E4874	22/01/2026	5767	Seek Limited	Advertising positions vacant	\$ 1,259.50
E4874	22/01/2026	5896	Toyota Financial Services	Lease payments	\$ 443.81
E4874	22/01/2026	5943	Red Dot Stores*	Office & stationery supplies	\$ 20.96
E4874	22/01/2026	6009	McLeods Barristers & Solicitors	Legal advice	\$ 2,888.82
E4874	22/01/2026	6024	SeatAdvisor Pty Ltd	Ticket sales - December 2025	\$ 292.23
E4874	22/01/2026	6178	SB Hazelden & SM Henning TA Seascape	Bookeasy sales - Accommodation	\$ 3,646.40

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	6221	PFD Food Services Pty Ltd	Consumables & supplies	\$ 713.00
E4874	22/01/2026	6537	ABCO Products Pty Ltd	Coastal camping ground supplies	\$ 2,275.39
E4874	22/01/2026	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$ 5,701.80
E4874	22/01/2026	6641	DMS Diesels	Repairs, parts & supplies	\$ 10,616.61
E4874	22/01/2026	6654	Department of Planning, Lands and Heritage	Oil pipeline annual lease	\$ 1,500.00
E4874	22/01/2026	7043	Connect Call Centre Services	Call centre services	\$ 396.88
E4874	22/01/2026	7190	Catalyse	Engagement & consultation services	\$ 33,603.90
E4874	22/01/2026	7285	C M Hoffrichter	Bond refund	\$ 2,480.00
E4874	22/01/2026	7438	Independence Australia	Nursing products & supplies - EHC	\$ 2,415.31
E4874	22/01/2026	7460	Auscoinswest	Souvenir coins for resale - EVC	\$ 286.00
E4874	22/01/2026	7715	TD Contractors	Plant and labour hire	\$ 15,250.73
E4874	22/01/2026	7879	Drillers Ridge Pty Ltd - 8 Taylor St	Bookeasy sales - Accommodation	\$ 2,296.20
E4874	22/01/2026	8024	C A Poole	Consignment sales	\$ 104.00
E4874	22/01/2026	8361	Major Eggs - Lorraine Major	Consignment sales	\$ 32.00
E4874	22/01/2026	8459	Condingup Machinery Wreckers	Parts & supplies	\$ 49.28
E4874	22/01/2026	8474	South East Fire and Safety	Training & education	\$ 2,090.00
E4874	22/01/2026	8487	D A Whait	Jackpot winnings - Pay 15	\$ 150.00
E4874	22/01/2026	8544	Moore Australia (WA) Pty Ltd	Training & education	\$ 1,485.00
E4874	22/01/2026	8567	Esperance Mobility Sales & Service	Mobility parts & equipment	\$ 404.00
E4874	22/01/2026	8644	AM Wreckers Group Pty Ltd	Vehicle towing services	\$ 440.00
E4874	22/01/2026	8783	The Trustee for Recherche Medical	Pre-employment medical assessments	\$ 150.00
E4874	22/01/2026	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$ 650.45
E4874	22/01/2026	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$ 41,958.28
E4874	22/01/2026	9028	Terry White Chemmart Esperance	Chemist supplies	\$ 14.25
E4874	22/01/2026	9029	HK Calibration Technologies Pty Ltd	Calibration of thermometer	\$ 170.50
E4874	22/01/2026	9092	Chilwell	Gravel supply & delivery	\$ 53,980.96

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	9138	Department of Biodiversity Conservation	Plant identification	\$ 495.00
E4874	22/01/2026	9141	Apex Rubber Stamp Co	Stamp supplies	\$ 74.95
E4874	22/01/2026	9147	Key Pest and Weed Control	Pest control inspections & services	\$ 2,524.50
E4874	22/01/2026	9163	Esperance Combined Tyres & Mechanical	Tyres, repairs & parts	\$ 11,756.00
E4874	22/01/2026	9207	Datacom Systems (AU) Pty Ltd	Printer toners & supplies	\$ 2,697.77
E4874	22/01/2026	9218	Avantgarde Technologies Pty Ltd	CCTV maintenance and cloud connect subscription	\$ 3,893.56
E4874	22/01/2026	9236	T Stewarts Engineering	Supply, fabricate, materials & parts	\$ 31.63
E4874	22/01/2026	9237	Esperance Metaland	Supply, fabricate, materials & parts	\$ 178.95
E4874	22/01/2026	9330	Coastal Climate Choice Pty Ltd	Air-conditioning services	\$ 1,928.25
E4874	22/01/2026	9357	Pathwest Laboratory Medicine WA	Pre-employment medical assessment	\$ 49.50
E4874	22/01/2026	9414	Chadwick Mobile Auto Electrics	Battery parts & supplies	\$ 16.50
E4874	22/01/2026	9431	Dudley Newton Optometrists	Safety glasses prescription	\$ 450.00
E4874	22/01/2026	9503	EcoValley Honey - Winton Hughes	Consignment sales	\$ 168.40
E4874	22/01/2026	9515	Stabilised Pavements of Australia Pty Ltd	Plant hire & operation - Road works	\$ 233,930.40
E4874	22/01/2026	9528	Autex Australia Pty Ltd	Office furniture & equipment	\$ 4,586.45
E4874	22/01/2026	9531	Esperance Island Cruises	Bookeasy - Accommodation	\$ 3,339.00
E4874	22/01/2026	9561	O'Neill Motors	Repairs, parts & supplies	\$ 4,138.30
E4874	22/01/2026	9639	Avon Waste	Rubbish & recycling collections	\$ 55,983.90
E4874	22/01/2026	9645	TPG Network Pty Ltd	Internet charges	\$ 130.90
E4874	22/01/2026	9674	Adventure Playgrounds Pty Ltd	Playground parts & equipment	\$ 33,517.00
E4874	22/01/2026	9765	The Perth Mint	2026 Citizenship coins	\$ 308.00
E4874	22/01/2026	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$ 193.50
E4874	22/01/2026	9913	Esperance Crane Hire	Plant hire	\$ 385.00
E4874	22/01/2026	10115	MBIT Technologies Pty Ltd	Monthly business SMS service	\$ 11.00
E4874	22/01/2026	10142	R-Group International Pty Ltd	Teams phone package	\$ 3,227.74

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	10192	Esperance Gutter Cleaning	Gutter cleaning services	\$ 10,476.40
E4874	22/01/2026	10218	D B Ambrose	Gardening services	\$ 130.00
E4874	22/01/2026	10237	F A Baxter	Reimbursement	\$ 900.44
E4874	22/01/2026	10241	HeliSpirit	Bookeasy - Accommodation	\$ 2,076.04
E4874	22/01/2026	10269	Lite N' Easy Pty Ltd	Meal preparation and delivery - EHC	\$ 1,234.70
E4874	22/01/2026	10320	Fly Esperance Pty Ltd	Bookeasy - Accommodation	\$ 823.50
E4874	22/01/2026	10325	V Reck	Administration fees	\$ 2,640.00
E4874	22/01/2026	10335	Select Music Agency Pty Ltd	Show payment - Old Mervs	\$ 11,831.50
E4874	22/01/2026	10416	J M Smith	Rent	\$ 908.00
E4874	22/01/2026	10439	Techstreet Pty Ltd	Australian standards software	\$ 370.00
E4874	22/01/2026	10459	Cloud Payment Group	Debt collecting services	\$ 1,042.67
E4874	22/01/2026	10518	Townzies Turf and Gardens	Gardening services - EHC	\$ 544.50
E4874	22/01/2026	10564	WA Girl Macrame	Consignment sales	\$ 56.68
E4874	22/01/2026	10630	Le Grande Distillery Pty Ltd	Bar stock - Civic Centre	\$ 738.02
E4874	22/01/2026	10650	Whitney Consulting	Consulting services	\$ 2,200.00
E4874	22/01/2026	10757	In Motion Esperance	Pre-employment medical assessments	\$ 440.00
E4874	22/01/2026	10835	Premium Publishers - Vanguard	Advertising	\$ 5,879.50
E4874	22/01/2026	10848	Retravisio Esperance - JAPMR Pty Ltd	White goods & equipment	\$ 5,280.00
E4874	22/01/2026	10867	Department of the Premier and Cabinet	Gazette notice	\$ 6,712.07
E4874	22/01/2026	10887	Fleet Fitness	Gym equipment - BOILC	\$ 100.94
E4874	22/01/2026	10888	Insculpo Pty Ltd T/A Sheridan's Badges	Staff name badges	\$ 245.85
E4874	22/01/2026	10931	Safetek Solutions Pty Ltd	Parts for traffic control vehicle	\$ 23,980.00
E4874	22/01/2026	10942	Thorp Realty Pty Ltd	Rent	\$ 1,240.00
E4874	22/01/2026	10956	MBL Food & Packaging T/A South Coast Food service	Consumables & supplies	\$ 5,665.84
E4874	22/01/2026	10964	Boulevard News Esperance	Stationery & office supplies	\$ 158.72
E4874	22/01/2026	11012	Esperance Fresh Food Pty Ltd T/A IGA	Consumables & supplies	\$ 73.82

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	11053	David Macdermott T/A Mermaid Leather	Consignment sales	\$ 251.96
E4874	22/01/2026	11058	Howat WA Pty Ltd T/A The Weed Terminator	Mitigation works, slashing & mulching	\$ 14,520.00
E4874	22/01/2026	11081	A G Timms	Jackpot winnings - Pay 15	\$ 150.00
E4874	22/01/2026	11110	Esperance Outdoor Power Equipment	Repairs, parts and supplies	\$ 209.95
E4874	22/01/2026	11146	Taplan Pty Ltd	Refund	\$ 700.37
E4874	22/01/2026	11176	Tunstall Healthcare	Monitoring alarm & sim charges	\$ 62.60
E4874	22/01/2026	11244	Motel Brothers Pty Ltd T/as The Jetty Resort	Bookeasy sales - Accommodation	\$ 720.00
E4874	22/01/2026	11271	Coldtrek Distribution Group	Kiosk stock - BOILC	\$ 677.10
E4874	22/01/2026	11316	BreezeConnect	Monthly subscription	\$ 48.50
E4874	22/01/2026	11340	Down to Earth Esperance	Coastal maintenance supplies	\$ 49.95
E4874	22/01/2026	11356	Good Chat Designs	Consignment sales	\$ 407.00
E4874	22/01/2026	11401	Levi's Woodworking	Consignment sales	\$ 108.80
E4874	22/01/2026	11431	Southern Suspension & 4x4 Centre	Repairs, parts and supplies	\$ 3,541.85
E4874	22/01/2026	11437	R E Hamilton	Reimbursement	\$ 653.99
E4874	22/01/2026	11439	Kath Guest t/as Heart of the Mallee	Consignment sales	\$ 132.00
E4874	22/01/2026	11527	JA Miller & KL Miller T/A Pharkarwee	Wild dog services	\$ 8,448.00
E4874	22/01/2026	11588	Green Thumb Gardening Esperance	Gardening services	\$ 550.00
E4874	22/01/2026	11618	Esperance Windscreens	Glass supplies and services	\$ 945.48
E4874	22/01/2026	11621	David John Coyne T/A Esperance Carpentry	Maintenance & construction works - EHC	\$ 495.00
E4874	22/01/2026	11660	Cassie Wehrenberg	Consignment sales	\$ 136.40
E4874	22/01/2026	11688	Work Metrics Pty Ltd	Subscription bundle	\$ 440.00
E4874	22/01/2026	11692	Elysian Consulting Pty Ltd	Technical & professional services	\$ 11,000.00
E4874	22/01/2026	11698	Bookeasy Australia Pty Ltd	Commission fees	\$ 473.42
E4874	22/01/2026	11711	Supagas Pty Limited	Cylinder & bulk gas charges	\$ 8,539.21
E4874	22/01/2026	11751	Karli Rae Florisson	Consultancy services	\$ 2,518.60

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	11764	U O Painelaf	Reimbursement	\$ 75.56
E4874	22/01/2026	11770	Blue Haven Properties (WA) Pty Ltd	Bookeasy - Accommodation	\$ 257.40
E4874	22/01/2026	11815	Esperance Trophies & Laser Engraving	Engraving services	\$ 45.00
E4874	22/01/2026	11844	Daniel Enterprises WA PTY LTD	Repairs, parts and supplies	\$ 1,479.50
E4874	22/01/2026	11851	Pink Lake IGA	Consumables & supplies	\$ 313.98
E4874	22/01/2026	11852	Rothwell Publishing	Souvenirs for resale - EVC	\$ 154.00
E4874	22/01/2026	11855	Liquor Merchant Holdings	Civic Centre stock	\$ 5,757.65
E4874	22/01/2026	11875	Celestial Nature	Consignment sales	\$ 160.00
E4874	22/01/2026	11897	Lily Mae Dacay (Dr)	Pre-employment medical assessment	\$ 270.00
E4874	22/01/2026	11898	SEA Heavy Diesel Pty Ltd	Repairs, parts and supplies	\$ 200.25
E4874	22/01/2026	11900	Bills Doors and Servicing	Commercial automatic door services	\$ 2,816.00
E4874	22/01/2026	11903	Showtime Australia Pty Ltd	Show payment - Taylor Swift Tribute	\$ 17,002.91
E4874	22/01/2026	11909	Airport Electrical Pty Ltd	Annual electrical inspection	\$ 7,700.00
E4874	22/01/2026	11912	Ryan David Meldrum	Reimbursement	\$ 5,500.00
E4874	22/01/2026	11941	High Tide - Esperance	Bookeasy - Accommodation	\$ 1,390.62
E4874	22/01/2026	11944	Boharp T/as Esperance Plumbing Services	Plumbing services	\$ 9,926.95
E4874	22/01/2026	11950	Esperance & Districts Glass Pty Ltd	Glass repairs, parts & supplies	\$ 2,313.80
E4874	22/01/2026	11973	Great Southern Motorcycles	Repairs, parts and supplies	\$ 1,390.00
E4874	22/01/2026	11980	Lock, Stock & Farrell Locksmith Pty Ltd	Padlock & lock supplies	\$ 893.00
E4874	22/01/2026	11999	Astris PME Pty Ltd	Parts & supplies	\$ 528.00
E4874	22/01/2026	12014	Thompson Removals & Storage	Relocation expenses	\$ 17,250.00
E4874	22/01/2026	12047	T Rogash	Reimbursement	\$ 56.57
E4874	22/01/2026	12067	V Eshuis	Refund	\$ 25.00
E4874	22/01/2026	12069	Salary Packaging Australia Pty Ltd	Novated lease	\$ 87.00
E4874	22/01/2026	12070	H James	Refund	\$ 550.00
E4874	22/01/2026	12071	Australia Wide Investigations	Complaints investigation	\$ 9,319.20

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4874	22/01/2026	12072	A P Elliott	Reimbursement	\$ 149.00
E4874	22/01/2026	12073	K A May	Reimbursement	\$ 339.00
E4874	22/01/2026	12074	LGIQ Pty Ltd	Audit, Risk & Improvement Committee	\$ 770.00
E4874	22/01/2026	12075	A Ballestero	Refund	\$ 300.00
E4874	22/01/2026	12076	Esperance Monthly	Advertising	\$ 506.00
E4874	22/01/2026	12077	Russell Kennedy	Legal advice	\$ 206.25
E4874	22/01/2026	12079	Fat Zebra Pty Ltd	Monthly charge	\$ 42.02
E4875	28/01/2026	26	Blackwoods Atkins	Parts & equipment	\$ 2,635.22
E4875	28/01/2026	47	B E Stearne & Co Pty Ltd	Reticulation supplies	\$ 2,393.51
E4875	28/01/2026	63	Bunnings Ltd*	Hardware	\$ 15,384.34
E4875	28/01/2026	77	Cockburn Cement Limited	Cement & pallet charges	\$ 4,814.15
E4875	28/01/2026	112	Esperance Ag Services	Parts & equipment	\$ 2,607.44
E4875	28/01/2026	287	Swans Veterinary Services	Veterinary services	\$ 2,377.75
E4875	28/01/2026	323	Westrac Equipment Pty Ltd	Plant parts & repairs	\$ 3,865.33
E4875	28/01/2026	707	Haslams	Protective clothing	\$ 7,520.76
E4875	28/01/2026	1259	South East Petroleum*	Fuel supplies	\$ 81,482.40
E4875	28/01/2026	1307	Feature Paints	Paint supplies	\$ 433.45
E4875	28/01/2026	1352	Southcoast Bearing & Industrial Supplies	Bearings & seals	\$ 13.38
E4875	28/01/2026	1485	Freight Lines Group	Freight charges	\$ 20,367.89
E4875	28/01/2026	1575	GPC Asia Pacific Pty Ltd/Repco	Automotive supplies	\$ 2,294.94
E4875	28/01/2026	2122	Iplex Pipelines Australia	Pipes	\$ 14,904.45
E4875	28/01/2026	2188	Star Transport	Freight charges	\$ 13,848.19
E4875	28/01/2026	2246	Cutting Edges Pty Ltd	Parts & supplies	\$ 5,042.40
E4875	28/01/2026	2333	Winc Australia Pty Limited	Stationery & office supplies	\$ 2,488.19
E4875	28/01/2026	3157	Galvins Plumbing Plus	Plumbing services	\$ 13,828.67

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4875	28/01/2026	3406	Colquhoun's Fremantle Bag Co	Parts & supplies	\$ 68.75
E4875	28/01/2026	3774	Goodchild Enterprises	Battery parts & supplies	\$ 422.40
E4875	28/01/2026	4210	Farm & General EOPP	Fertiliser, parts & supplies	\$ 20,428.55
E4875	28/01/2026	4647	Marketforce - Omnicom	Advertising	\$ 545.25
E4875	28/01/2026	5215	Public Transport Authority of WA	TransWA - December 2025	\$ 5,483.07
E4875	28/01/2026	5253	T-Quip	Parts & supplies	\$ 245.80
E4875	28/01/2026	5908	Heatley Sales Pty Ltd	Parts & supplies	\$ 582.67
E4875	28/01/2026	5991	Esperance Smash Repairs Pty Ltd	Repairs, parts & supplies	\$ 1,000.00
E4875	28/01/2026	6183	Kleen West	Cleaning supplies	\$ 9,681.30
E4875	28/01/2026	6186	Department of Water and Environment	License fee	\$ 1,303.50
E4875	28/01/2026	6407	Dell Australia Pty Limited	Computer equipment & supplies	\$ 20,174.82
E4875	28/01/2026	6714	Holcim Pty Ltd	Aggregate & kerbmix supplies	\$ 21,493.61
E4875	28/01/2026	6873	WT Hydraulics	Parts & fittings	\$ 455.32
E4875	28/01/2026	8267	Valvoline (Australia) Pty Ltd	Oil supplies	\$ 10,379.89
E4875	28/01/2026	8959	Topsigns	Signage	\$ 7,076.74
E4875	28/01/2026	9022	AFGRI Equipment Australia Pty Ltd	Parts & supplies	\$ 2,276.06
E4875	28/01/2026	9170	ThermoAir	Air conditioning services	\$ 1,478.05
E4875	28/01/2026	9210	McIntosh & Son W.A.	Parts & supplies	\$ 1,661.00
E4875	28/01/2026	9574	Clarke & Stokes Agriservices Pty Ltd	Parts & fittings	\$ 530.47
E4875	28/01/2026	10187	Estrin Saul Lawyers and Migration	Legal advice	\$ 2,845.00
E4875	28/01/2026	10701	Esperance Truck Pro Pty Ltd	Parts & supplies	\$ 5,586.14
E4875	28/01/2026	10993	Etech WA Pty Ltd T/As Esperance Communications	Printing charges and electronic supplies	\$ 6,326.57
E4875	28/01/2026	11082	South East Petroleum - BFB Accounts	Fuel supplies	\$ 708.08
E4875	28/01/2026	11160	Sigma Telford Group	Pool supplies - BOILC	\$ 334.95
E4875	28/01/2026	11232	Vision Safe Pty Ltd	Personal protective equipment	\$ 299.20
E4875	28/01/2026	11571	Wyoming Transport	Freight charges	\$ 166.32

Municipal Fund - EFT Payments

EFT Ref / Cheque No	Date	Creditor	Payee	Description	Amount
E4875	28/01/2026	11840	Powerplant Motorcycles	Parts & supplies	\$ 4,317.05
E4875	28/01/2026	12013	Tacoma Group T/A Safari Building	Materials & supplies	\$ 19,397.73
Total Creditor payments made by EFT from Municipal Fund					\$ 3,352,489.08

* Purchasing card transactions - Outlined further in purchasing card report

SHIRE OF ESPERANCE
CREDIT CARD PAYMENT LISTING

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting held on 24/02/2026 for confirmation in respect to accounts already paid via credit cards.

DATE	CREDITOR	PARTICULARS	AMOUNT
5/01/2026	Twilio Sendgrid	Monthly BOILC point of sale subscription	\$ 138.42
6/01/2026	Avery Products	Office & stationery supplies	\$ 67.11
6/01/2026	Australia Post Esperance	Working with Children card	\$ 87.00
6/01/2026	Bunnings	Event supplies	\$ 120.46
9/01/2026	Officeworks	Office & stationery supplies	\$ 82.50
9/01/2026	Reddy Express	Fuel supplies	\$ 132.48
13/01/2026	Australia Post Esperance	Working with Children card	\$ 87.00
15/01/2026	Child Education Pty Ltd	Library supplies	\$ 314.88
15/01/2026	Australia Library & Information Association	Training & education	\$ 40.00
15/01/2026	Australia Library & Information Association	Training & education	\$ 72.00
5/01/2026	Oz bath	Client supplies - EHC	\$ 64.99
9/01/2026	Netflix	Monthly subscription	\$ 20.99
10/01/2026	Xero	Monthly subscription	\$ 75.00
14/01/2026	Medimart Group	Mobility equipment - EHC	\$ 172.51
15/01/2026	Kolor Kode	Office & stationery supplies	\$ 29.70
16/01/2026	Cloud Eleven Esperance	Catering	\$ 29.56
1/01/2026	Ezi Gofax Pty Ltd	Monthly fax licence	\$ 29.85
1/01/2026	Google Cloud	Google maps integration	\$ 23.49
4/01/2026	Intuit Mailchimp	Monthly media subscription	\$ 330.43
8/01/2026	Starlink Internet	Remote internet monthly charges	\$ 1,502.00
8/01/2026	Environmental Health Australia	Website advertising	\$ 220.00
9/01/2026	Microsoft	Azure cloud storage - Esperance Coastal Safety	\$ 2.31
15/01/2026	Western Australia Police	Annual Firearms licence	\$ 60.00
15/01/2026	Dominos Esperance	Catering - Volunteers	\$ 90.47
15/01/2026	Vend Pos	Monthly Visitors Centre point of sale subscription	\$ 279.00
17/01/2026	Starlink Internet	Remote internet monthly charges	\$ 108.00
21/01/2026	Esperance Visitor Centre	Accommodation - Technician Civic Centre - Esperance	\$ 528.00
5/01/2026	Red Dot Stores	Office & stationery supplies	\$ 71.86
5/01/2026	Express Your Self	Office & stationery supplies	\$ 78.00
8/01/2026	REX	Flight - Drone training - Perth	\$ 408.95
1/01/2026	Facebook	Advertising	\$ 69.83
10/01/2026	Temu	Disputed transaction - Being reimbursed	\$ 32.61
12/01/2026	Red Dot Stores	Office & stationery supplies	\$ 11.98
12/01/2026	REX	Flights - Conference - Perth	\$ 408.95
12/01/2026	REX	Flights - Conference - Perth	\$ 408.95
12/01/2026	Cindy Poole	20 year service gift	\$ 500.00
12/01/2026	Woolworths	Event supplies - Citizen of the Year	\$ 70.80
12/01/2026	The Reject Shop	Event supplies - Citizen of the Year	\$ 5.50
12/01/2026	McCreeds Jewellery	20 year service gift	\$ 500.00
14/01/2026	Retravision	Staff end of year award gifts	\$ 300.00
16/01/2026	Airbnb	Accommodation - Ambassador - Esperance	\$ 531.44
19/01/2026	Australian Institute of Management	Training & education	\$ 350.00
19/01/2026	Australian Institute of Management	Training & education	\$ 350.00
19/01/2026	REX	Flights - Aquatic Training - Perth	\$ 408.95
19/01/2026	REX	Flights - Aquatic Training - Perth	\$ 408.95
20/01/2026	Woolworths	Kitchen supplies	\$ 8.05
21/01/2026	REX	Flights - Councillor training - Perth	\$ 408.95
21/01/2026	REX	Flights - Camping & Caravan Show - Perth	\$ 408.95
17/01/2026	Dominos Esperance	Catering	\$ 79.51
19/01/2026	IGA Esperance Dempster St	Catering	\$ 56.16
9/01/2026	Australian Institute of Building surveyors	Training & education	\$ 905.00
22/01/2026	Australian Institute of Building surveyors	Training & education	\$ 120.00
9/01/2026	Pizza & Porter	Catering - Volunteers	\$ 117.86
8/01/2026	Boulevard News Esperance	Staff leaving card	\$ 14.99
8/01/2026	Woolworths	Staff leaving gift	\$ 300.00

SHIRE OF ESPERANCE
CREDIT CARD PAYMENT LISTING

List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting held on 24/02/2026 for confirmation in respect to accounts already paid via credit cards.

DATE	CREDITOR	PARTICULARS	AMOUNT
12/01/2026	Main Roads Western Australia	Transport permit	\$ 150.00
22/01/2026	Rawlinsons (W.A.)	Construction guide	\$ 450.00
		Total Credit Card Purchases 25/12/2025 - 23/01/2026	\$ 12,644.39

SHIRE OF ESPERANCE
PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/02/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
17/12/2025	Bunnings	Hardware & supplies	\$ 27.39
28/01/2026	Bunnings	Hardware & supplies	-\$ 132.02
31/12/2025	Bunnings	Hardware & supplies	\$ 81.60
24/12/2025	Bunnings	Hardware & supplies	\$ 29.63
17/12/2025	Bunnings	Hardware & supplies	\$ 46.36
17/12/2025	Bunnings	Hardware & supplies	\$ 221.98
17/12/2025	Bunnings	Hardware & supplies	\$ 59.26
23/12/2025	Bunnings	Hardware & supplies	\$ 68.77
29/12/2025	Bunnings	Hardware & supplies	\$ 103.17
23/12/2025	Bunnings	Hardware & supplies	\$ 233.17
30/12/2025	Bunnings	Hardware & supplies	\$ 76.01
18/12/2025	Bunnings	Hardware & supplies	\$ 729.00
26/12/2025	Bunnings	Hardware & supplies	\$ 626.40
29/12/2025	Bunnings	Hardware & supplies	\$ 40.87
15/12/2025	Bunnings	Hardware & supplies	\$ 2,982.32
31/12/2025	Bunnings	Hardware & supplies	\$ 29.94
31/12/2025	Bunnings	Hardware & supplies	\$ 45.98
22/12/2025	Bunnings	Hardware & supplies	\$ 8.28
24/12/2025	Bunnings	Hardware & supplies	\$ 38.46
24/12/2025	Bunnings	Hardware & supplies	\$ 31.96
30/12/2025	Bunnings	Hardware & supplies	\$ 41.84
30/12/2025	Bunnings	Hardware & supplies	\$ 49.58
18/12/2025	Bunnings	Hardware & supplies	\$ 150.69
22/12/2025	Bunnings	Hardware & supplies	\$ 42.51
29/12/2025	Bunnings	Hardware & supplies	\$ 132.93
17/12/2025	Bunnings	Hardware & supplies	\$ 342.78
19/12/2025	Bunnings	Hardware & supplies	\$ 69.54
19/12/2025	Bunnings	Hardware & supplies	\$ 29.37
18/12/2025	Bunnings	Hardware & supplies	\$ 67.76
17/12/2025	Bunnings	Hardware & supplies	\$ 11.38
15/12/2025	Bunnings	Hardware & supplies	\$ 185.52
17/12/2025	Bunnings	Hardware & supplies	\$ 53.68
15/12/2025	Bunnings	Hardware & supplies	\$ 70.87
18/12/2025	Bunnings	Hardware & supplies	\$ 51.52
16/12/2025	Bunnings	Hardware & supplies	\$ 122.34
17/12/2025	Bunnings	Hardware & supplies	\$ 91.54
10/12/2025	Bunnings	Hardware & supplies	\$ 217.69
10/12/2025	Bunnings	Hardware & supplies	\$ 20.65
11/12/2025	Bunnings	Hardware & supplies	\$ 29.24
15/12/2025	Bunnings	Hardware & supplies	\$ 23.03
15/12/2025	Bunnings	Hardware & supplies	\$ 21.04
12/12/2025	Bunnings	Hardware & supplies	\$ 8.03
08/12/2025	Bunnings	Hardware & supplies	\$ 12.32
10/12/2025	Bunnings	Hardware & supplies	\$ 124.25
10/12/2025	Bunnings	Hardware & supplies	\$ 13.24
08/12/2025	Bunnings	Hardware & supplies	\$ 45.89
11/12/2025	Bunnings	Hardware & supplies	\$ 66.90
17/12/2025	Bunnings	Hardware & supplies	\$ 2.33
17/12/2025	Bunnings	Hardware & supplies	\$ 254.15
17/12/2025	Bunnings	Hardware & supplies	\$ 47.15
17/12/2025	Bunnings	Hardware & supplies	\$ 17.82
02/12/2025	Bunnings	Hardware & supplies	\$ 9.17
11/12/2025	Bunnings	Hardware & supplies	\$ 115.13
08/12/2025	Bunnings	Hardware & supplies	\$ 108.93
15/12/2025	Bunnings	Hardware & supplies	\$ 174.53
10/12/2025	Bunnings	Hardware & supplies	\$ 121.20
16/12/2025	Bunnings	Hardware & supplies	\$ 541.50
11/12/2025	Bunnings	Hardware & supplies	\$ 169.00
09/12/2025	Bunnings	Hardware & supplies	\$ 78.80
03/12/2025	Bunnings	Hardware & supplies	\$ 199.50
01/12/2025	Bunnings	Hardware & supplies	\$ 29.44
09/12/2025	Bunnings	Hardware & supplies	\$ 305.00

SHIRE OF ESPERANCE
PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/02/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
11/12/2025	Bunnings	Hardware & supplies	\$ 8.91
11/12/2025	Bunnings	Hardware & supplies	\$ 31.35
08/12/2025	Bunnings	Hardware & supplies	\$ 391.26
01/12/2025	Bunnings	Hardware & supplies	\$ 43.42
02/12/2025	Bunnings	Hardware & supplies	\$ 19.76
02/12/2025	Bunnings	Hardware & supplies	\$ 17.40
12/12/2025	Bunnings	Hardware & supplies	\$ 27.55
08/12/2025	Bunnings	Hardware & supplies	\$ 32.54
09/12/2025	Bunnings	Hardware & supplies	\$ 57.69
09/12/2025	Bunnings	Hardware & supplies	\$ 62.60
05/12/2025	Bunnings	Hardware & supplies	\$ 70.72
01/12/2025	Bunnings	Hardware & supplies	\$ 199.00
03/12/2025	Bunnings	Hardware & supplies	\$ 80.11
03/12/2025	Bunnings	Hardware & supplies	\$ 467.39
03/12/2025	Bunnings	Hardware & supplies	\$ 99.73
02/12/2025	Bunnings	Hardware & supplies	\$ 155.53
01/12/2025	Bunnings	Hardware & supplies	\$ 73.96
02/12/2025	Bunnings	Hardware & supplies	\$ 35.56
02/12/2025	Bunnings	Hardware & supplies	\$ 583.26
01/12/2025	Bunnings	Hardware & supplies	\$ 43.34
01/12/2025	Bunnings	Hardware & supplies	\$ 9.50
04/12/2025	Bunnings	Hardware & supplies	\$ 15.90
15/01/2026	Bunnings	Hardware & supplies	\$ 177.73
03/12/2025	Bunnings	Hardware & supplies	\$ 24.65
03/12/2025	Bunnings	Hardware & supplies	\$ 8.18
03/12/2025	Bunnings	Hardware & supplies	\$ 19.32
11/12/2025	Bunnings	Hardware & supplies	\$ 47.74
09/12/2025	Bunnings	Hardware & supplies	\$ 6.36
03/12/2025	Bunnings	Hardware & supplies	\$ 262.02
08/12/2025	Bunnings	Hardware & supplies	\$ 225.16
01/12/2025	Bunnings	Hardware & supplies	\$ 1,190.40
18/12/2025	Bunnings	Hardware & supplies	\$ 64.55
18/12/2025	Bunnings	Hardware & supplies	\$ 22.32
09/12/2025	Bunnings	Hardware & supplies	\$ 8.01
09/12/2025	Bunnings	Hardware & supplies	\$ 16.15
16/12/2025	Bunnings	Hardware & supplies	\$ 660.20
15/01/2026	Bunnings	Hardware & supplies	-\$ 80.00
31/12/2025	Bunnings	Hardware & supplies	\$ 88.70
31/12/2025	Bunnings	Hardware & supplies	\$ 80.77
15/01/2026	Bunnings	Hardware & supplies	-\$ 43.82
31/12/2025	Bunnings	Hardware & supplies	\$ 189.05
29/12/2025	Bunnings	Hardware & supplies	\$ 59.19
29/12/2025	Bunnings	Hardware & supplies	\$ 48.92
31/12/2025	Bunnings	Hardware & supplies	\$ 9.17
17/12/2025	Bunnings	Hardware & supplies	\$ 55.05
03/12/2025	Bunnings	Hardware & supplies	\$ 99.73
20/01/2026	Woolworths	Consumables & supplies	\$ 11.20
19/01/2026	Woolworths	Consumables & supplies	\$ 27.95
16/01/2026	Woolworths	Consumables & supplies	\$ 180.60
15/01/2026	Woolworths	Consumables & supplies	\$ 24.70
16/01/2026	Woolworths	Consumables & supplies	\$ 121.35
15/01/2026	Woolworths	Consumables & supplies	\$ 81.51
14/01/2026	Woolworths	Consumables & supplies	\$ 45.80
15/01/2026	Woolworths	Consumables & supplies	\$ 32.10
06/01/2026	Woolworths	Consumables & supplies	\$ 59.45
07/01/2026	Woolworths	Consumables & supplies	\$ 437.71
07/01/2026	Woolworths	Consumables & supplies	\$ 102.25
07/01/2026	Woolworths	Consumables & supplies	\$ 8.00
13/01/2026	Woolworths	Consumables & supplies	\$ 14.00
12/01/2026	Woolworths	Consumables & supplies	\$ 31.00
09/01/2026	Woolworths	Consumables & supplies	\$ 32.60
09/01/2026	Woolworths	Consumables & supplies	\$ 61.37

SHIRE OF ESPERANCE PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/02/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

DATE	CREDITOR	PARTICULARS	AMOUNT
09/01/2026	Woolworths	Consumables & supplies	\$ 46.65
09/01/2026	Woolworths	Consumables & supplies	\$ 122.50
08/01/2026	Woolworths	Consumables & supplies	\$ 164.00
09/01/2026	Woolworths	Consumables & supplies	\$ 70.00
08/01/2026	Woolworths	Consumables & supplies	\$ 9.90
23/12/2025	Woolworths	Consumables & supplies	\$ 23.25
24/12/2025	Woolworths	Consumables & supplies	\$ 303.99
05/01/2026	Woolworths	Consumables & supplies	\$ 17.80
02/01/2026	Woolworths	Consumables & supplies	\$ 68.00
06/01/2026	Woolworths	Consumables & supplies	\$ 35.20
02/01/2026	Woolworths	Consumables & supplies	\$ 144.65
02/01/2026	Woolworths	Consumables & supplies	\$ 56.67
31/12/2025	Woolworths	Consumables & supplies	\$ 96.08
23/12/2025	Woolworths	Consumables & supplies	\$ 171.90
18/12/2025	Woolworths	Consumables & supplies	\$ 57.00
19/12/2025	Woolworths	Consumables & supplies	\$ 18.60
19/12/2025	Woolworths	Consumables & supplies	\$ 111.65
24/12/2025	Red Dot	Office supplies	\$ 94.91
15/01/2026	Red Dot	Office supplies	\$ 20.96
31/12/2025	South East Petroleum	Fuel supplies	\$ 165.92
31/12/2025	South East Petroleum	Fuel supplies	\$ 896.73
24/12/2025	South East Petroleum	Fuel supplies	\$ 1,488.99
18/12/2025	South East Petroleum	Fuel supplies	\$ 12,300.75
12/12/2025	South East Petroleum	Fuel supplies	\$ 1,526.78
11/12/2025	South East Petroleum	Fuel supplies	\$ 18,486.38
22/12/2025	South East Petroleum	Fuel supplies	\$ 4,122.53
17/12/2025	South East Petroleum	Fuel supplies	\$ 4,530.14
22/12/2025	South East Petroleum	Fuel supplies	\$ 1,373.59
04/12/2025	South East Petroleum	Fuel supplies	\$ 1,434.84
01/12/2025	South East Petroleum	Fuel supplies	\$ 12,907.95
03/12/2025	South East Petroleum	Fuel supplies	\$ 1,541.34
04/12/2025	South East Petroleum	Fuel supplies	\$ 17,065.40
17/12/2025	South East Petroleum	Fuel supplies	\$ 1,587.67
10/12/2025	South East Petroleum	Fuel supplies	\$ 2,053.39
31/12/2025	South East Petroleum	Fuel supplies	\$ 708.08
			\$ 100,480.12

12.4 EXECUTIVE SERVICES

Item: 12.4.1

Information Bulletin - February 2026

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

File Ref: D26/668

Applicant

Internal

Strategic Implications

Council Plan 2022 – 2032

Performance - Outcome 15. Operational excellence and financial sustainability

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

Attachments

- A↓. Information Bulletin - January 2026
- B↓. Council Priorities Summary - Corporate Performance - January 2026
- C↓. Small Grants - Community Grants Program

Officer's Recommendation

That Council accepts:

- 1. Information Bulletin – January 2026**
- 2. Council Priorities Summary – Corporate Performance - January 2026**
- 3. Small Grants – Community Grants Program**

Voting Requirement

Simple Majority

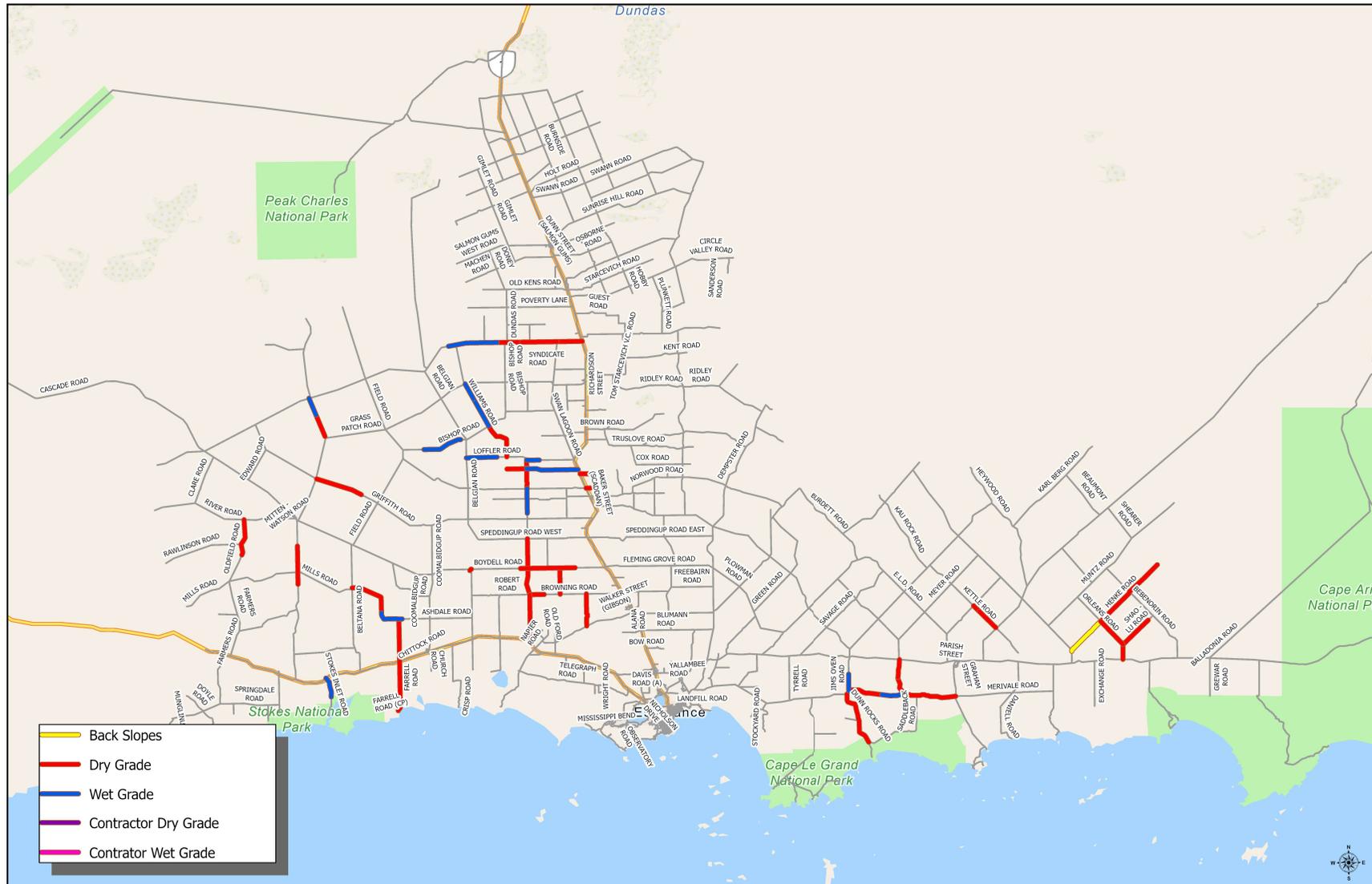


INFORMATION BULLETIN

ORDINARY COUNCIL MEETING

January 2026





Created By: Shire Officer
Created On: 3/02/2026 2:42 PM

Scale: 1:1,000,000

The Shire of Esperance does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that the Shire of Esperance shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.

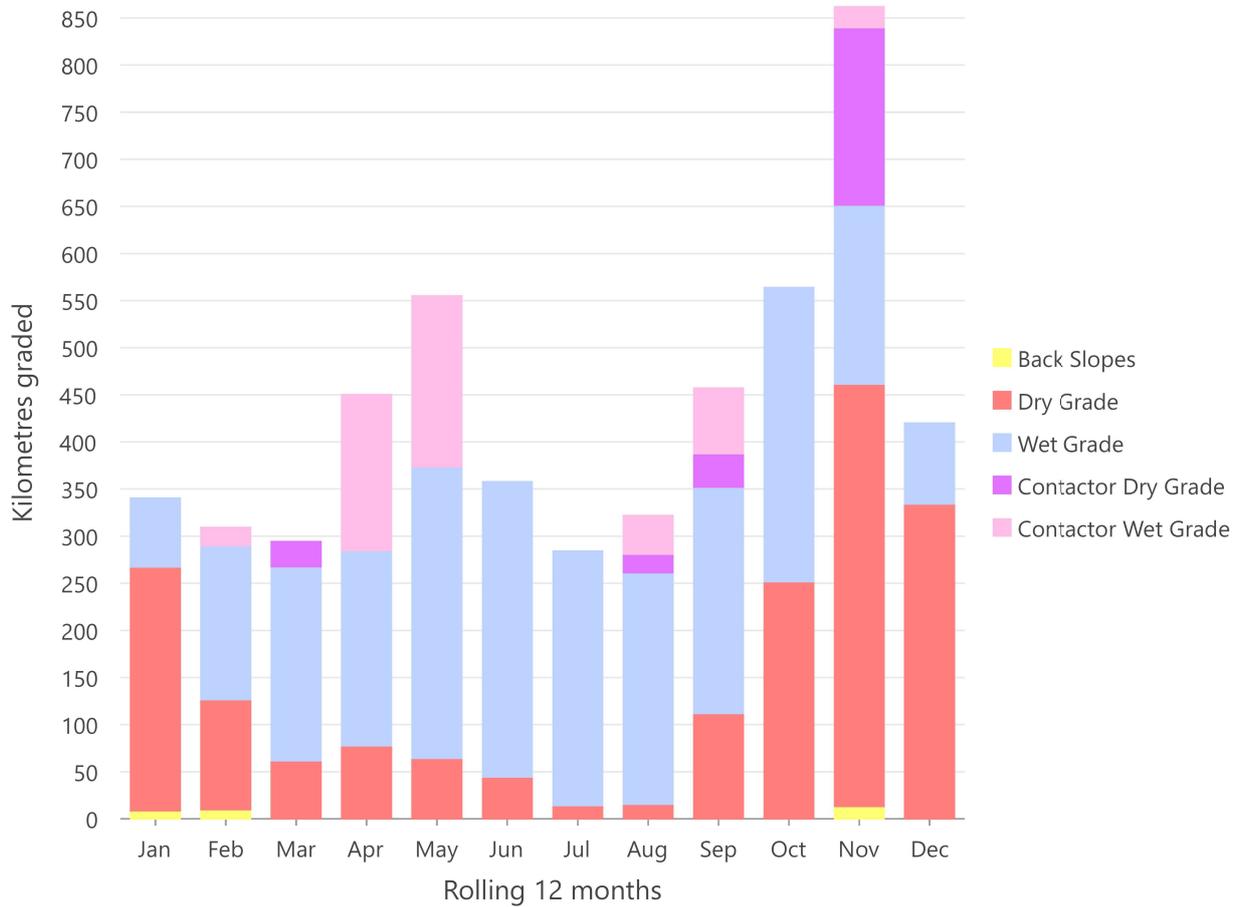
Shire of Esperance Road Grading Jan 2026



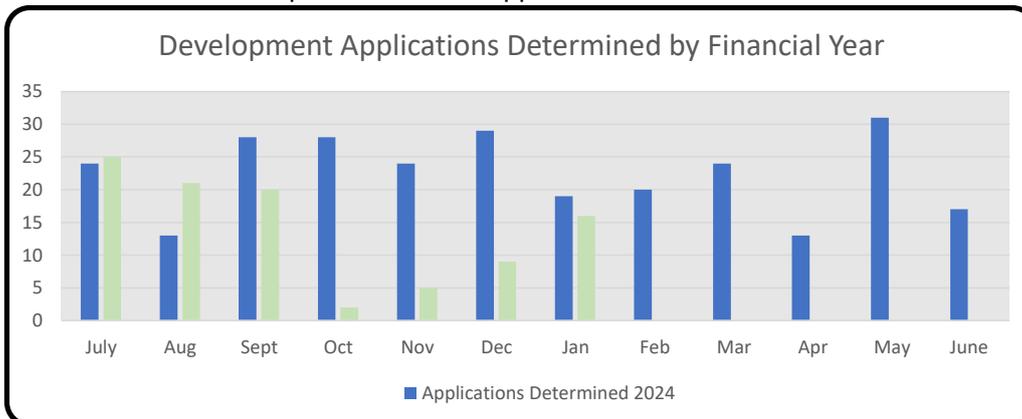
Road Grading Chart Jan 2026



Kilometres graded by month and grade type



Development Services Approvals – November 2025

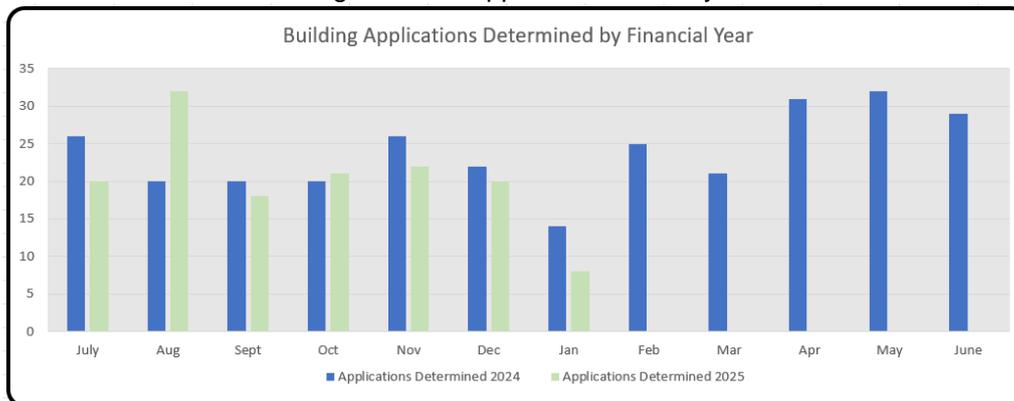


Property	Proposal
12 Smith Street WEST BEACH	Dwelling – Single House
10 Iona Street NULSEN	Holiday House
22 Windich Street ESPERANCE	Fence
37 Morton Way NULSEN	Dwelling Alterations for Mobility Access
24 McDonald Road CHADWICK	Temporary Bulk Storage – Extension of Time
6 Burton Road CASTLETOWN	Outbuilding (Shed)
18 Daphne Street CASTLETOWN	Unspecified Use (Clause 18 Pt. 4 LPS 24) – Alternate Short Stay Accommodation
82 Walmsley Street BANDY CREEK	Holiday House
31 Hood Way CASTLETOWN	Signage
4 Giles Street WEST BEACH	Flagpole
Hancock Road CHADWICK	Dwelling – Ancillary
69A Johns Street SINCLAIR	Dwelling – Single House
1/12A Walker Street WEST BEACH	Holiday House
26 Brockman Street ESPERANCE	Short Term Accommodation
45 Sims Street SINCLAIR	Short Term Accommodation
11 George Street SINCLAIR	Carport / Verandah / Patio

Specific Comments relating to Monthly Statistics

- 6 Short Term Residential Accommodations were approved.
- 2 new Dwelling – Single Houses and 1 Dwelling - Ancillary was approved.
- An extension of time for a Temporary Bulk Storage was approved.
- 1 existing Dwelling was modified for greater mobility access.

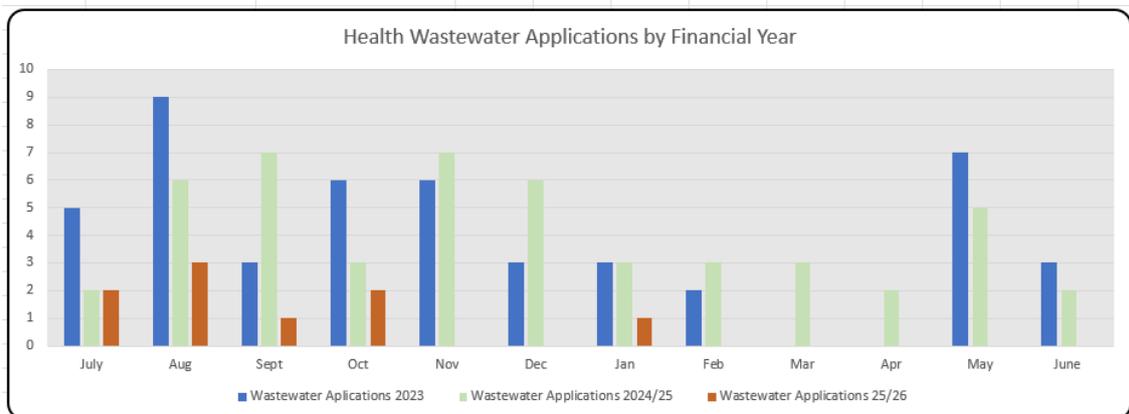
Building Services Approvals – January 2026



Property	Proposal	Values (\$)
Lot: 881 Bandy Creek Road BANDY CREEK	Occupancy Permit Class 5 Office Building with Ablution Block	0
31 Hood Way CASTLETOWN	Full Occupancy Permit-Class 9b Childcare Centre 560m2 & Masonry Fence	0
37 Morton Way NULSEN	Dwelling Alterations for Mobility Access	137,603
Lot: 1885 Myrup Road MYRUP	Stage 1 - Earthworks Footings & Slabs - Drop-Off Buildings (Class 7b)	9,631,425
543 Hicks Road MYRUP	Storage Shed 216m2	60,000
43 Remark Drive CASTLETOWN	Dwelling with Garage, Alfresco & Porch 287m2	505,646
5 Kemp Street ESPERANCE	Full Demolition of Existing Dwelling - Asbestos Present	19,000
80A Windich Street ESPERANCE	Internal Office Fit-Out (Class 6) - Rabobank	634,167
34 Beckwith Road CHADWICK	Class 8 Workshop & Class 7b Storage Shed 486m2 with UAT	250,000
31 Hood Way CASTLETOWN	Two Small Storage Sheds 20m2 at Childcare Centre (Class 10a)	8,000
	Total	\$11,245,841

Specific Comments relating to Monthly Statistics

- Currently there are 43 Building Permit applications awaiting technical assessments or waiting for further information to be provided.
- 16 Pool Barrier Inspections were undertaken in January – 2 inspections were unable to be undertaken as the owners were not home at the time – 9 barriers were non-compliant.
- The Building Permit was issued for Stage One of the Myrup Waste Facility.
- The Full Occupancy Permit was issued for the New Childcare Centre in Castletown.



January Wastewater Applications
Lot 103 Swan Lagoon Road

- Specific Comments relating to Environmental Health Activities in January**
- Have been joining leasing to complete inspections on leased properties.



Council Plan Summary

Q2 2025/2026



Shire of Esperance

Council Plan Q2 2025/2026

People

A safe community

Action Code	Action Name	Comments	Responsible Officer Position
1.1.1	Advocate for increased police presence	Nothing further to report this month.	Chief Executive Officer
1.1.2	Advocate for improved access to safe, affordable accommodation and support services for vulnerable people (such as people affected by domestic violence, homeless people, people with mental health issues and young offenders)	Advocacy on housing continues with all levels of government.	Chief Executive Officer
1.2.1	Advocate for animal welfare organisations, such as RSPCA, to have a greater presence in Esperance to respond to local animal welfare issues	Looking for ways to work with animal welfare organisations.	Director External Services

A healthy and active community

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

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
2.2.1	Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan	Hockey Turf project will be starting February 2026.	Director Asset Management
2.2.2	Provide a third soccer pitch at the Greater Sports Ground	Design will begin in the coming months.	Director Asset Management
2.2.3	Graham Mackenzie Stadium Project	Works onsite on hold due to Christmas shut down and overflow camping grounds being at peak capacity. Toilet block works were completed for this to be used for Overflow. Works to recommence mid-Jan. Internal fit out to commence in Feb,	Director Asset Management
2.2.4	Implement the actions from the Bay of Isles Leisure Centre Management Plan	The first "Purpose Project" video was released on Christmas Eve and so far the response has been excellent. The video showcases what the benefits of the Leisure Centre are to the community offering reflections from staff and members. Further videos, focusing on staff recruitment and retention will be released in the new year.	Manager Recreation and Culture
2.3.1	Design, construct and pursue further funding for James Street Cultural Precinct Stage 1	First claim against federal grant. Design review completed. Documentation progressing, soil testing undertaken this month.	Director External Services
2.4.1	Explore sustainable funding sources to attract, manage and support local volunteers	Funding has been sourced for this financial year, so we do not actively need to be searching for additional funds currently. We stay informed of new potential grants from our usual funders, but will put the effort of searching for funds into delivering on our funded project outcomes until we are in the second half of the financial year.	Administration Officer

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
2.4.2	Explore options to recognise, reward and incentivise volunteers	Our Cinema event for volunteers to celebrate Thank a Volunteer Day was a huge success. We received so much positive feedback from everyone who attended. It's been a long time since we have done a cinema event, and the volunteers really appreciated a low-pressure event. We experimented with a build-your-own snack box style of catering which was affordable and worked well to cater for dietary needs. We received positive feedback about this approach. Staff feel that this was a successful event with 79 Volunteers attending from 48 different organisations. This is a really healthy number of attendees for one of our events.	Administration Officer

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	Working on this in the background.	Director Asset Management
3.1.2	Provide assistance with events and activities within the community	<p>Provided the Giant Games to Castletown PS for their annual Yr 6 ride and swim at the foreshore.</p> <p>Provided the Giant Games to Bathers CP for their annual family Christmas in the park.</p> <p>Provided the Giant Games to Condingup Rec for their annual Christmas Party.</p> <p>Supported the Lions Club with the hire of equipment for the Christmas Carols.</p>	Supervisor Clubs & Community Development

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		Hosted the Seniors Dinner.	
3.1.3	Facilitate Aboriginal dual naming of significant places	As opportunities arise	Director Asset Management
3.1.4	Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories		Manager Parks & Environment
3.1.5	Establish and strengthen relationships with local Aboriginal Stakeholders and organisations	At the OCM on the 25th of November Council agreed to leasing lot 457 South Coast Hwy, (aka Toowacka Campsite) to Dabungool Cultural Experiences. This arrangement also includes active land management, educational opportunities. Failing building infrastructure has been removed from the site to create a fresh starting point for Dabungool to provide a native plant nursery and a low impact camp kitchen communal area for cooking, sharing stories and cultural knowledge.	Director Corporate and Community Services
3.1.6	Support the Partnership Agreement with Esperance Tjaltrjaak Native Title Aboriginal Corporation	No partnership related events for December.	Chief Executive Officer
3.2.1	Advocate for increased child care services through promotional campaigns	New childcare centre in Castletown in the final stages of approval before opening early in the new year.	Chief Executive Officer
3.2.2	Provide regular events and activities to inform and engage the youth within our community	This month we visited Nulsen PS with the Soggybones Skate Crew and 2 Australian International Skaters to promote the sport of Skateboarding and Edge of the Bay. Hosted the 10th anniversary of Edge of the Bay which	Supervisor Clubs & Community Development

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>included the Battle of the Bay Competition, markets, food vans, give aways and a huge range of free activities for youth in a drug and alcohol free environment.</p> <p>Hosted the annual Christmas Pageant with over 30 floats and community groups ending the Pageant with free Santa Selfie opportunities at the Museum Village.</p> <p>Hosted a colour fun run for the students and families at Munglinup PS as the prize for best snowman at Winter Wonderland</p> <p>Provided the Giant Games to Castletown PS for their annual Yr 6 ride and swim at the foreshore.</p> <p>Provided the Giant Games to Bathers CP for their annual family Christmas in the park.</p> <p>Provided the Giant Games to Condingup Rec for their annual Christmas Party.</p> <p>Supported the Lions Club with the hire of equipment for the Christmas Carols.</p> <p>Assisted IT Department release the Christmas Lights Trail for the first time which was received positively with 2,660 views and 72 properties registering on the Trail.</p>	
3.2.3	Implement youth precinct concept plan	Jumps Track at Lalor Park is progressing with Common Ground engaged to build the track starting in February 2026.	Director Asset Management
3.3.1	Advocate for improved aged care facilities and palliative care	Nothing further to report this month.	Chief Executive Officer
3.3.2	Advocate for community and care services to support active aging in home	Ongoing, making the most of opportunities to form connections and advocate for change in this vital area.	Director External Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
3.3.3	Provide appropriate level of ACROD parking bays	ACROD parking requirements are being assessed as applications are submitted.	Coordinator Drafting and Design
3.3.4	Provide improved beach access for people with disability	Town Beach access was maintained in December.	Director Asset Management
3.3.5	Implement actions and initiatives resulting from DAIP discussions and forums	Draft DAIP presented to Council at December OCM - Council resolved to lay this item on the table to the February OCM to allow briefing for new councillors. Once endorsed, Draft Plan to be submitted to the Department for finalisation. DAIP working group members were provided the opportunity to meet to discuss the draft and any other items but no meeting went ahead due to low response.	Manager Development Services

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU1.1.1	Community Development	Comments included in 3.2.2.	Community Development & Events Manager
BAU1.1.2	Esperance Home Care	The second quarter has continued to be very busy and extremely testing as the New Aged Care Act and the Support at Home (SaH) program took over from the Home Care Packages program. There were several instances where expectations were not in line with actuals as information was either missed out completely by the department or not well communicated. The biggest one of these was that the regional allowance for SaH Clients no longer existed - an amount of @ \$19 per	Manager Aged Care & Disability Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>client per day - we can only assume that this is where the Thin Market Grant fills in, but budget/fee testing for clients had been set on this being in place. We are gradually seeing the affect of these changes on our client budgets which is causing concern all through the industry. We will endeavour to use our Thin Market Grants to offset this for our clients where the systems allow for us to do so. At this time we have not reduced any service levels for clients due to budgetary concerns.</p> <p>With the delays in the start of the SaH program we have seen an increase in the number of hours we deliver under CHSP and are maintaining high performance targets in all but 2 service types (with a couple just tipping over 100% and one tracking at about 250%). Unfortunately, if this continues, we may need to start waitlists due to lack of Government funding rather than lack of staff. If it remains constant, we will be able to offset some over performance with underperformance in the 2 areas we are under performing in. I am in discussions with our funding managers at the department so they are aware - but at present there are no additional funds to apply for.</p>	
BAU1.1.3	Bay of Isles Leisure Centre		Manager Recreation and Culture
BAU1.1.4	Esperance Civic Centre	<p>The end of 2025 saw the usual hirers for end of year graduations and dance concerts.</p> <p>There are still major concerns with the failing auditorium tiers and the increasing pigeon problem. The Shire's maintenance team have worked to try and combat this problem, but we still have birds in roof spaces, air-</p>	Civic Centre Coordinator

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		conditioning vents etc. We have also had hirers complaining about the pigeon poo on stage, in the wings and the loading dock.	
BAU1.1.5	Esperance Public Library	<p>The quarter has seen much change with our technologies, staffing and expansion of community programs.</p> <p>The start of the quarter saw the installation of our latest RFID equipment; a self-loan station and an external reserves locker. This installation went relatively smoothly thanks to great planning and support from our IT, Building Maintenance and media teams. We made the most of the FE Tech technician's onsite visit to 'iron out the kinks' of our initial RFID technologies - which are now much more usable by staff.</p> <p>Following the farewell of two long-term staff members - in early October we welcomed a new (returning) Library Officer and a new Library Technician. Both new staff members have been onboarded and are working beautifully in the library team and with our library community. Tech help appointments have recommenced after a two-month hiatus, and our library technician has been working on making improvements to our Library Management system and technologies.</p> <p>Through our Regional WA Library Consortium membership, all Library and Museum staff have gained institutional access to Australian Library and Information Association (ALIA) membership which provides industry opportunities, training and access to knowledge.</p>	Library & Culture Coordinator

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>We have continued to make efforts in the WH&S space. In November we had a WorkSafe inspection, internal Safety team inspection and a public building inspection - each identified issues to resolve. Time has been spent resolving issues or liaising with other Shire teams to make plans to address the safety issues raised.</p> <p>The Esperance Public Library (EPL) has received funding through ALIA to deliver some additional library programs under the banner of 'Community Cohesion'. This funding has been put towards additional staffing to deliver the programs. The first program was the 'Blank Page Project' a sketch booking/journaling program delivered over four weeks in partnership with Esperance Community Arts using local artists as tutors. The program was very popular and highly successful with many participants indicating they wish to continue meeting on a regular basis. The remaining five programs will be delivered next quarter.</p> <p>The Better Beginnings Program was delivered by our Literacy and Lifelong Learning Library Officer who made onsite visits to most local schools in term 4. The State Library of WA's Better Beginnings team has indicated changes will be made to the delivery of the program in 2026. Our Lifelong Learning Library Officer and volunteers attended the Nulsen in November event, delivering early literacy activities.</p> <p>School visits also featured this term with visits by the Mallee School Leadership Group, Esperance Primary Year Fours and Esperance Primary School Year Ones. Regular visits by EACS lower school students continued</p>	

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>- these classes visit regularly as they use the EPL in Lieu of a school library.</p> <p>The Library has been participating in the State Library survey of Public Libraries - we have been encouraging users to complete the online survey. This is the first year of a 3 year survey plan.</p> <p>Opening for a couple of days over between the Christmas/New year period was trialled and proved popular with regular patrons and visitors.</p>	
BAU1.1.6	Esperance Museum	<p>October and November saw a lot discussion with consultants for the James Street Project and visits from various contractors undertaking reports of the building and surrounding area.</p> <p>Visitation numbers were on par with previous years. The most popular days for visiting are Wednesday and Tuesday for this quarter.</p> <p>The Museum supported Esperance Bay Historical Society with their History Half Hour talk in November and two primary school visits occurred in December.</p>	Cultural Officer
BAU1.1.7	Volunteer Resource Centre	<p>The EVRC Coordinator will be on Long Service Leave from mid-December, so outside of planning our annual volunteer recognition event in December, and chipping away at this years' youth focussed volunteer program, the team had some training with the EVRC Coordinator to ensure everyone is confident to keep on top of the various tasks that need to be completed during the Coordinator's absence. Staff have recently spent considerable time sorting through old documents and</p>	Administration Officer

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		files for archiving, which has increased some much-needed storage space.	
BAU1.1.8	Esperance Skate Park	Working on the lighting that kept tripping. May require a rewire in the future.	Director Asset Management
BAU1.1.9	Ranger Services	<p>Rangers demonstrated a marked increase in proactive community and visitor engagement during the reporting period, undertaking 255 proactive patrols and responding to 276 calls for service. Activity included seasonal camping patrols, additional weekend parking patrols, attendance at the Esperance Show, and extensive face-to-face education promoting responsible behaviour, pet ownership, and community safety. Operational demand was elevated in December due to significant shark activity, with 174 responses undertaken, supported by community engagement, signage deployment, infrastructure monitoring, and liaison with DPIRD.</p> <p>Compliance and regulatory activity continued alongside response demands, including 213 firebreak inspections, 68 public space offences, and responses to animal management matters such as roaming dogs and dog attacks. The Shire pound managed 31 impounded domestic animals, with outcomes including owner reclaim, transfer to rescue organisations, and, where assessed as feral, euthanasia by an authorised veterinary provider.</p> <p>Rangers also supported animal welfare investigations in</p>	Manager Ranger & Emergency Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		conjunction with the RSPCA and are engaging with local businesses experiencing increased feral cat populations.	

Shire of Esperance

Council Plan Q2 2025/2026

Planet

The natural environment is valued, protected and enjoyed

Action Code	Action Name	Comments	Responsible Officer Position
4.1.1	Partner with Traditional Owners to manage culturally sensitive nature reserves	Stage 3 works are continuing at Tjaltjraak Boodja Park in a partnership with ETNTAC.	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	Future funding opportunities will be investigated.	Manager Parks & Environment
4.1.3	Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach	No updates for this reporting item for the month of December. Once resourcing improves, this will be commenced in the early new year. Investigation into the geotechnical assessment process and evaluating budget requirements will be required - this geotechnical assessment is a prerequisite to the development of a Coastal Hazard Risk Management Adaption Plan (CHRMAP).	Manager Development Services
4.1.4	Review the Coastal Management Plan	The review of the coastal management plan is continuing. A consultant has delivered a draft that is currently being reviewed internally before targeted consultation with stakeholders.	Manager Parks & Environment
4.1.5	Implement the Dempster Head Management Plan	Works at Dempster Head are continuing through maintenance programs. An assessment of visitor usage at the site is currently underway.	Manager Parks & Environment

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
4.1.6	Install booster pumps for the sand back-passing pipeline from Bandy Creek Boat Harbour to manage beach erosion in Esperance Bay	Evaluation of Electric Vs Diesel booster pumps is underway.	Director Asset Management
4.1.7	Implement the Lake Monjingup Reserve Management Plan	Works at Lake Monjingup Reserve are continuing with maintenance programs.	Manager Parks & Environment
4.1.8	Provide a new Weed Management Strategy	Environmental Services Team are currently reviewing the Weed Management Strategy in preparation for developing the new strategy.	Manager Parks & Environment
4.1.9	Advocate at every opportunity to ensure that the Marine Park impact is minimised where possible, and that fair and immediate compensation be made available where necessary	Nothing further to report this month.	Chief Executive Officer
4.2.1	Provide a new Trails Master Plan	On hold.	Director Asset Management

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 shortly be out to tender for the Solar and Battery project.	Director Asset Management
5.1.2	Install renewable energy (solar PV and battery storage) on council buildings where feasible	Grant agreement completed. Tender preparations underway for solar install works.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

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	Grant Agreement completed. Tender preparations underway for solar installation works to be released in early 2026.	Director Asset Management
5.1.4	Incorporate eco-friendly vehicles into fleet as options become viable	Ongoing evaluation for all vehicles and plant at the time of replacement to consider new technologies for cleaner operation and operating methods as long as it does not hinder the productivity, efficiency, increase infrastructure or compromise safety.	Technical Officer Fleet
5.2.1	Design and construct an Organics processing facility for FOGO	Quote for the concept design and approvals have come back, just seeking clarification with the preferred submission.	Director Asset Management
5.2.2	Commence construction of the Community Drop Off and Transfer Station at Myrup	Earthworks have started for the major buildings.	Director Asset Management
5.2.3	Manage transition to Myrup waste management facility	The Sustainability team have continued to meet with the Asset Management team relating to this project, this has enabled us to keep updated with how the project is progressing.	Manager Sustainability & Resource Recovery
5.2.4	Advance Esperance's Waste Revolution education platform to improve waste diversion rates and promote a circular waste economy	The Sustainability & Resource Recovery Educator promoted sustainable practices at the Edge of the Bay Event.	Manager Sustainability & Resource Recovery

Shire of Esperance

Council Plan Q2 2025/2026

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	<p>The Shire of Esperance was successful in its application for the Mitigation Activity Fund (MAF) Grant Program - 3 Year (2025-2028), securing funding for 151 treatments valued at \$1.1 million. Paperwork is currently being completed to commence the three-year program.</p> <p>The Bushfire Risk Mitigation Coordinator (BRMC) continues to review the Shire of Esperance Bushfire Risk Management Plan 2021-2026, update asset records, and revise associated risk assessments and treatments in the DFES Bushfire Risk Management System. BRMC continues to work towards implementing community engagement and consultation to inform updates to the plan's risk matrix, starting with brigades, external stakeholders and internal Shire teams.</p> <p>Emergency Services (ES) continues to support Rangers by processing firebreak variation applications and providing technical advice on the Shire of Esperance Hazard Reduction Notice 2025/2026.</p>	Bushfire Risk Mitigation Coordinator
6.1.2	Facilitate innovative initiatives and networks to help build drought resistance and resilience	Submitted an application for the Community Water Supply Program for Grass Patch to connect the tanks to the dam.	Director Asset Management
6.1.3	Advocate for more emergency services personnel in Esperance	LEMC meeting held late November in preparation for the end of year. Updated contact list for LEMC members.	Chief Executive Officer

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
6.1.4	Facilitate coastal safety measures in partnership with the Coastal Safety Working Group	The Coastal Safety Working Group was formally established through the November Ordinary Council Meeting, with the next meeting scheduled for late January. Engagement with working group members increased during December to support coordinated community messaging and responses to unsafe public activity, and shark detections or sightings. Consultation during this period focused on inter-agency coordination arrangements, the effectiveness of mobile repeater coverage, and emerging hazards, which will inform the January meeting agenda.	Manager Ranger & Emergency Services
6.1.5	Advocate for appropriate coastal safety infrastructure and resources	The Shire is actively engaging with the Coastal Safety Working Group to identify, monitor and prioritise coastal safety infrastructure and resourcing requirements, based on identified need, seasonal conditions, and consultation with relevant agencies.	Manager Ranger & Emergency Services

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU2.1.1	Waste Management	A new Waste Educator commenced with the Shire of Esperance - Waste Wise and responsible waste management messaging was researched in preparation for educating the community during 2026 and into the future.	Manager Sustainability & Resource Recovery
BAU2.1.2	Environmental Health	The Environmental Health Team continues to work hard to provide service delivery with prolonged limited resourcing. We continue to advertise for the vacant	Manager Development Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>EHO position. Public Health Plan consultation has been underway and continues, with draft preparation to commence once consultation completed. The team have also been busy with service requests related to seasonal conditions and increased visitation to the area, and they commenced the seasonal recreational water monitoring and mosquito monitoring programs in November.</p>	
BAU2.1.3	Emergency Services	<p>The Local Emergency Management Committee (LEMC) met in November, supporting continued coordination and information sharing across emergency management stakeholders.</p> <p>The handover of the Condingup Fire Shed has been completed, with the facility now occupied by the Condingup Bush Fire Brigade and St John Ambulance under agreed arrangements, strengthening local response capability.</p> <p>The Acting CESM commenced in October 2025, supporting coordination and engagement with Bush Fire Brigade members during incidents and maintaining continuity across emergency services functions.</p> <p>The Department of Fire and Emergency Services supported Public Information Officer training for Shire staff, enhancing internal capability to manage public information during incidents. A future exercise is planned to further strengthen incident management and information coordination arrangements.</p>	Manager Ranger & Emergency Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<p>In December, the Shire was advised its Mitigation Activity Fund Grant application was successful, supporting 151 bushfire mitigation treatment activities over a three-year period. Operational focus has continued on statutory firebreak inspections and the assessment of firebreak variation applications. Preliminary planning has also commenced for the 2026 review of the Shire's Bushfire Risk Management Plan, informed by data analysis within the Bushfire Risk Management System.</p>	

Shire of Esperance

Council Plan Q2 2025/2026

Place

Responsible planning and development

Action Code	Action Name	Comments	Responsible Officer Position
7.1.1	Develop Flinders structure plan and report to Council	Progress being made. Survey work done awaiting report.	Director External Services
7.1.2	Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth	Mobile repeater tower was installed at Salmon Beach to improve mobile phone coverage to the area for emergency management purposes.	Chief Executive Officer
7.1.3	Develop an Esperance Cemetery Master Plan	The development of an Esperance Cemetery Master Plan is continuing with the Cemetery Working Group. The master plan will then guide a landscaping and implementation plan. A consultant has been engaged to assist with the plan.	Manager Parks & Environment

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)	Consultation has been happening with Development WA and their involvement in either assisting or releasing residential land in Sims St and also Development Area 3.	Chief Executive Officer
8.1.2	Advocate for a new lifestyle village for seniors	Briefing paper provided to Councillors that due to 'value for money' considerations for a development would no longer be pursued.	Chief Executive Officer

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
8.1.3	Facilitate for greater availability of housing to meet community needs (e.g. land and property owners to build apartments, villas, units, and mixed use developments) including engagement with State Government on housing management practices (e.g. GROH housing)	Submitted funding application to Regional Housing Support Fund to support the development of Flinders Stage 3 - 36 lot residential land subdivision. Continue to prepare application for the Workers Accommodation Project which will be submitted early Feb as they extended the closing date for applications.	Chief Executive Officer
8.1.4	Construct worker accommodation subject to external funding	Waiting on funding.	Director Asset Management

Attractive and welcoming places

Action Code	Action Name	Comments	Responsible Officer Position
9.1.1	Implement the CBD Concept Landscaping Design	The Parks and Reserves Team will look at having a focus on the CBD upgrades when the CBD is a little less busy following the Summer season. Bin surrounds will be installed shortly.	Manager Parks & Environment
9.2.1	Provide attractive and welcoming entrances into Esperance	Currently seeking quotes to manufacture the entry statements.	Director Asset Management
9.2.2	Facilitate more tree planting across the Shire	Planting programs have finished for the calendar year, focus now is on establishing tress and watering programs. Planting has been in public open space and road verges within the townsite.	Manager Parks & Environment
9.3.1	Implement Civic Centre improvements	Awaiting cost estimate for building works based on design. Awaiting Maxwood to send through proposal for seating replacements. Both items expected in Feb.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
9.3.2	Implement the Playgrounds and Public Open Space Strategic Plan 2015-2025	The implementation of the Playgrounds and Public Open Space Strategic Plan 2015-2025 is continuing as per budget allocations. Works are underway on a playground upgrade and bike track development at Lalor Park.	Manager Parks & Environment
9.3.3	Prepare a new 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035	The draft 10 year plan for Playgrounds and Public Open Space Strategic Plan 2025-2035 has been presented to Council. It will be released for public comment and feedback shortly once the school holidays have finished.	Manager Parks & Environment

Safe, affordable, accessible and sustainable transport systems

Action Code	Action Name	Comments	Responsible Officer Position
10.1.1	Implement the Esperance 2050 Cycling Strategy	Ongoing as per budget and schedule for footpath and trail upgrades.	Coordinator Drafting and Design
10.1.2	Construct sealed shoulders on roads to improve safety for cyclists and vehicles	As per budget, no projects currently underway.	Director Asset Management
10.1.3	Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings	Design complete, the required design Road Safety Audit will be undertaken in January 2026. Construction will commence after this.	Director Asset Management
10.2.1	Implement Road Safety Management Plan 2024-2030	As per actions.	Director Asset Management
10.2.2	Advocate for Main Roads to provide road upgrades and more passing lanes	Main Roads are about to start Shoulder Sealing the Coolgardie-Esperance Hwy from Norseman to Salmon Gums. Works are estimated to take 3 months.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
10.2.3	Advocate with Main Roads WA to undertake a transport corridor upgrade plan for Harbour Road, including South Coast Hwy Intersection upgrade and Pink Lake Road Intersection Upgrade	Seeking an update from Main Roads WA where this is up to.	Director Asset Management
10.2.4	Implement the Shire of Esperance Road Construction and Maintenance Program	Construction slowed over December, with resheeting on Cascade Road underway. Maintenance was very busy keeping up with the harvest traffic.	Director Asset Management
10.3.1	Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy	As per budget.	Director Asset Management
10.3.2	Pursue opportunities to secure land to link Dempster Street and RSL public car parks	No update.	Director Asset Management
10.3.4	Provide upgrade to Forrest Street road and streetscape	Stage 1 works commenced on Randell St. Western footpath of Randell St and on-street parking at front of Lingalonga bitumen works complete. To be continued in the new year.	Coordinator Drafting and Design
10.4.1	Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)	Presentation of the business case and options analysis considered by Council. Direction provided on preferred option and the business case will be updated as per the Council's preference. Once finalised it will be sent to Department of Transport for review and further discussions on best approach with funding, timeframes etc.	Manager Economic Development
10.4.2	Design, Fund and Construct new Airport runway	Design complete, draft business case has been provided, working through this currently.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU3.1.1	Esperance Cemetery	Operations continuing. Are working with contractors as a backup for grave digging.	Director Asset Management
BAU3.1.2	Fleet Management and Fixed Plant	Workshop capacity is still stretched. The end of year has enabled the team to catch up on many outstanding items.	Director Asset Management
BAU3.1.3	Development	Vacant EHO position continues to be re-advertised and recruitment for a Planning Coordinator underway. Cadets continue with ongoing training and progressing in respective courses. All cadets and wider team are to be recognised for the work they have done in the last couple of months which have been very difficult due to limited resourcing and increased customer enquiries. Resourcing has also significantly impacted customer service, most notably with the absence of a Planning Coordinator. Without a qualified and experienced planner, a planning contractor has been engaged to undertake statutory planning assessments, which while necessary, does not reduce workload and impacts other service areas and referral processes. Resourcing challenges result in a reduction in service capacity, including slowing down application assessment timeframes. Service is triaged using a statutory and risk-based approach.	Manager Development Services
BAU3.1.4	Building Maintenance	New building maintenance officer started and has jumped into it. General maintenance continuing getting ready for the busy season.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
BAU3.1.5	Asset Management	New asset technical officer has commenced. Working on a number of improvement projects.	Director Asset Management
BAU3.1.6	Managed Parks and Reserves	Parks and Reserves maintenance programs were delivered based on schedules, budgets and priorities. Parks and Reserves staff have worked coming into spring to manage and maintain the public open space, natural reserves and infrastructure. Turf renovation programs are underway in public open space, parks and ovals.	Manager Parks & Environment
BAU3.1.7	Roads, Drains and Footpaths	Programs continuing and are generally on track.	Director Asset Management
BAU3.1.8	Airport	Airport operations running well. Rex has been sold and business as usual.	Manager Economic Development
BAU3.1.9	Drafting and Surveying	Surveying and Drafting continues on all construction projects.	Coordinator Drafting and Design
BAU3.1.10	Land and Property	Planning contract services provided to the Shire of Ravensthorpe have been placed on hold until we recruit for replacement of Coordinator Planning Services. This arrangement to be reviewed once resourcing levels permit the recommencement of this service.	Manager Development Services
BAU3.1.11	Depot and Stores	Depot improvements continue and a general end of year cleanup undertaken.	Director Asset Management
BAU3.1.12	Transport Licensing	Licensing just had a successful audit from Transport with only minor notes given. A 4th terminal has been approved and is being installed allowing all licensing staff to have their own work areas.	Manager Financial Services

Shire of Esperance

Council Plan Q2 2025/2026

Prosperity

Access to quality education and lifelong learning opportunities

Action Code	Action Name	Comments	Responsible Officer Position
11.1.1	Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas	Nothing further to report this month.	Chief Executive Officer
11.1.2	Advocate for urgent upgrades and a rebuild of Esperance Senior High School	Nothing further to report this month.	Chief Executive Officer
11.1.3	Facilitate discussions with universities to explore options for a remote student services campus in Esperance	Will look to engage in the Federal Governments Remote University Hub when a further grant round opens.	Chief Executive Officer
11.1.4	Support reviews of the Goldfields Designated Area Migration Agreement to ensure it remains relevant to the community	No further updates.	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	Implementation of actions ongoing.	Manager Economic Development
12.1.2	Support proponents in priority industry sectors to establish businesses and develop projects in Esperance	Renewables Bio have approached the Shire again with a revised project and focus. The business is still seeking to use the Shark Lake Industrial Land - Stage 2. A presentation to Council is being planned.	Manager Economic Development

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
12.1.3	Promote Esperance as a suitable centre for research and development, and pilot projects.	Support provided by Manager Economic Development to R & D and pilot project industries when appropriate.	Chief Executive Officer
12.1.4	Advocate for a shared work space facility in Esperance where start-ups, small businesses and visitors can be co-located to network and support one another	No further updates this month.	Manager Economic Development

A vibrant and welcoming tourism destination

Action Code	Action Name	Comments	Responsible Officer Position
13.1.1	Partner with Australia's Golden Outback to Implement the Esperance Tourism Strategy	Pedestrian Wayfinding Signage being produced and jetty timber supports being constructed by Esperance Men in Sheds. Marketing plan being implemented with a focus on promoting responsible and safe visitation in Esperance. Entry Signage design and locations being finalised and construction planned for mid 2026. Continued support being provided to potential hotel development through planning department.	Manager Economic Development
13.1.2	Provide more digital marketing and advertising opportunities to promote local experiences at Council facilities	This is being reviewed with the Council Plan actions.	Manager Marketing & Communications
13.2.1	Advocate for development of a 4 to 5 star accommodation offering.	Continuing to liaise and provide advice to a potential 4 star accommodation developer on their concept plans.	Chief Executive Officer

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
13.2.2	Implement the recommendations from the Esperance Accommodation Study	Funding application for Key Worker Housing Project being finalised. Application for Flinders Stage 4 has also been submitted. Esperance Hotel units are now complete with an additional 34x 1 & 2 bedroom units now available.	Manager Economic Development
13.2.3	Advocate for Traditional Owners to develop and promote cultural heritage tourism activities	H&H Architects are in discussions with ETNTAC on their involvement with James St. Discussions have been centred around cultural heritage monitoring, interpretative material and history with Stage 3 the museum and goods shed. Artwork, interpretive design and landscaping opportunities are also being discussed as part of the project.	Manager Economic Development
13.2.4	Advocate for the development and promotion of tourism experiences	New marketing plan is promoting local attractions. Heli Spirit have signed a further five-year lease to operate in Esperance. Officers are working with Beam Scooters to finalise new lease and improvement in the management and usage of the scooters around town.	Manager Economic Development
13.2.5	Implement wayfinding and interpretive tourism signage	Wayfinding Signage is currently getting proofed, timbers have been sent off to get milled and seeking quotes for the signs.	Director Asset Management

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU4.1.3	Town Centre Development	Working on a plan to undertake progressive updates to the CBD. Plan to install extra seating and bin surrounds in the coming months.	Director Asset Management

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
BAU4.1.4	Esperance Visitor Centre	<p>Continued to provide on the job training for existing and new staff.</p> <p>The Camping page on the Visitor Centre website has been revamped and a couple of other pages improved.</p> <p>The Visitor Centre Coordinator was in regular contact with two accommodation places to set them up for online bookings on our system. We welcomed new consignment items in the shop, and were in contact with the new Motel manager.</p> <p>Longer weekend hours started with the summer school holidays, opening 2 hours longer both Saturday and Sunday.</p> <p>We had our monthly catch up with other visitor centres in the Golden Outback including Ravensthorpe.</p>	Visitor Centre Coordinator

Shire of Esperance

Council Plan Q2 2025/2026

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	Further discussions held with Executive Management Team for the Council Plan following council and community workshops in November. Draft document provided to designer to begin the publication design. Further updates expected from EMT in January before the next workshops with Council in February.	Governance & Corporate Support Coordinator
14.1.2	Provide public reports on progress towards achievement of priority projects and outcomes	Provided monthly report to Council. Annual Report endorsed by Council and electors meeting set for February 2026.	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 LTFP FY 24/25 was completed and adopted by Council on the 26th of April 2025. Workshops with Councillors will commence in January 2026 to update the FY25/26 to FY34/35 LTFP.	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)	Stage 2 of the P2P project has been put on hold due to a pre-requisite that wasn't identified during the scoping of the project. The IT and Finance Teams are working with the Vendor to work out the best way to progress. The Firebreak register is still on hold due to consultant availability.	Manager Information Services

Shire of Esperance

Council Plan Q2 2025/2026

A well informed and engaged community

Action Code	Action Name	Comments	Responsible Officer Position
16.1.1	Review the Communication and Engagement Strategy	With workload intensifying across several priority projects, progress on the Communication and Engagement Strategy review has naturally slowed this month. Despite the pace, the work remains firmly on our radar, and focus will shift back to the review to ensure a solid first draft is delivered by 31 January.	Manager Marketing & Communications
16.1.2	Provide regular forums and events to inform and engage the community about local issues and council decisions (such as pop-up booths at local community events).	Stall held at Edge of Bay event. Community engagement events were held to allow input into the new Council Plan.	Chief Executive Officer
16.1.3	Conduct a biennial community survey to assess community priorities and benchmark performance levels	Next survey due 2027.	Manager Marketing & Communications

Business as Usual

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.1	Governance	Policy reviews begun. Committee reviews completed. Management Practice reviews still progressing. Parking, Bush Fire Brigades and Activities Local Laws were endorsed by Council in November. Local Government elections were held in October.	Governance & Corporate Support Coordinator
BAU5.1.2	Corporate Support	Third team member has commenced and is progressing through initial induction process to learn the role. Next batch of uniform	Governance & Corporate Support Coordinator

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		orders have been processed. Document control project is continuing, with targeted project work to commence in the new year. Considerable resources continue to be required to manage Staff housing with 4 vacate processes, and 5 new arrangements entered into.	
BAU5.1.3	Finance Management	The team has completed several cleanup projects and continue to work with other areas to improve the availability and usefulness of information (for example fuel at the depot and invoicing for Home Care). The audit of the financial statements was completed with an unqualified opinion.	Manager Financial Services
BAU5.1.4	Project Management	Upskilling new team with further training planned for 2026. Templates to be reviewed once team is up to speed.	Director Asset Management
BAU5.1.5	Human Resources	Action in place for the HR Team to review entire scope of recruitment costs to monitor increases which also includes pre-employment medical expenses. Note. Recruitment Agencies may be utilised for hard to fill positions	Manager Human Resources
BAU5.1.6	Risk Management	Business continuity plan discussions were held on site in October, with the framework being presented to the Management Team in December. A business continuity exercise was held while Marsh were on site to present the new business continuity framework.	Chief Executive Officer
BAU5.1.7	Information Services	The revamp of the GIS Software interface is complete. Work will continue on any remaining bug fixes or improvements needed by staff. The new Business System Analyst is due to start early January. The Records Team is back up to full strength	Manager Information Services

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
BAU5.1.8	Tenders and Contracts	One tender released in the previous quarter.	Director Asset Management
BAU5.1.9	Media Relations	<p>The Shire's Media Team continued to play a central role in keeping the community informed and connected. Through news articles, media liaison, advertising, and the Shire Flyer, we ensured important updates reached residents across multiple channels. Despite a fast-paced quarter, our focus on clear, timely storytelling remained strong.</p> <hr/> <p>Latest News Highlights Across Q2, the Team produced and published 18 news articles, sharing updates that spanned community safety, major announcements, local events, and long-term planning. Each story contributed to a clearer picture of what's unfolding across the Shire.</p> <p>October</p> <ul style="list-style-type: none"> • Videos Celebrate the Heart of Esperance: Its Volunteers • Support at Home Replacing HCPs • Aged Care Reform • Community Alert: Suspected Poisoning of Pigeons at Taylor St Jetty • Adventure Awaits at the Shire Stalls - Join the Quest at the Esperance Show! • Council Election Results 2025 • Community Invited to Shape Public Health Future <p>November</p> <ul style="list-style-type: none"> • Special Council Meeting 	Manager Marketing & Communications

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<ul style="list-style-type: none"> • Help Set the Direction for the Next 10 Years • Beach Closure Alert - Salmon Beach • From Sauna to Sea: A Nordic Twist for Esperance <p>December</p> <ul style="list-style-type: none"> • Harvest & Vehicle Movement Ban • Deck the Halls, Not the Landfill: Tips for a Joyful, Low-Waste Holiday • Proposed Health Amendment Local Law Open for Comment • NRM Funding for Community Stewardship • Esperance Overflow Campground: Short-Term Stay, Not a Destination • Shire Secures Federal Funding for Major Solar and Energy Efficiency Upgrades • Improved Mobile Coverage Boosts Coastal Safety in Esperance <p>Together, these stories helped shape a strong, consistent conversation with the community during a milestone-heavy quarter.</p> <hr/> <p>Media Engagement Media interest remained high throughout Q2, reflecting strong public curiosity and the depth of activity across the organisation.</p> <ul style="list-style-type: none"> • 32 media enquiries received, leading to • 99 questions answered through coordinated responses, and 	

Shire of Esperance

Council Plan Q2 2025/2026

Action Code	Action Name	Comments	Responsible Officer Position
		<ul style="list-style-type: none"> 15 interview requests covering topics such as illegal camping, power outages, community events, the Esperance fires memorial service, and REX Airlines. <p>Not every interview progressed, but the ongoing liaison between journalists, Shire staff, the Shire President, and volunteers ensured accurate and timely information reached the public. Our Media Hub Meeting continues to be well attended by regional, and occasionally metropolitan, reporters. Held the day after Ordinary and Special Council Meetings, it provides a valuable opportunity for direct conversations with the Shire President and CEO, strengthening understanding and transparency around key decisions.</p> <hr/> <p>Media Coverage Q2 saw 172 stories about the Shire published across print, radio, and online platforms. These stories collectively reached more than 3 million people, with an editorial media value of \$918,199, demonstrating both strong interest and significant impact in terms of public visibility.</p> <hr/> <p>Advertising Efforts Supporting teams right across the organisation, the Media Team produced 127 adverts this quarter, ranging from public notices to promotional pieces. These were published in state newspapers and across Shire digital channels, ensuring timely communication on everything from events to regulatory updates.</p>	



Annual Road Program Quarterly Report

Q2 2025/2026



Shire of Esperance

Road Program Quarterly Report Q2 2025/2026

Place

Business as Usual

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

Task

Task Name	Progress	Status
Castletown Quays Footpath realignment	75%	Ongoing
CONSTRUCTION - Lease Road Fuels Depot Access at Brazier Street and BP Entrance	25%	Ongoing
Construction Widening Salmon Gums West Road from Coolgardie-Esperance Hwy to Gimlet Road	25%	Ongoing
Develop a strategic road building materials plan for the Shire.	0%	Not Started
Fisheries Road Turning Lanes	35%	Ongoing
Harbour Road Footpath from Shelden Road to Norseman Road	5%	Ongoing
IMPROVEMENT - CBD Streetscape at Dempster Street and The Esplanade	10%	Ongoing
KERBING WORKS - Various Areas	60%	Ongoing
Limestone Resheet Circle Valley Road from Coolgardie-Esperance Hwy to Hobby Road	0%	Not Started

Shire of Esperance

Road Program Quarterly Report Q2 2025/2026

Task Name	Progress	Status
Limestone Resheet Norwood Road from Kendall Road to Cridge Road	0%	Not Started
Native Veg Clearing Offsets	20%	Ongoing
New Construction Bukenerup Road from Stearns Road to Patterson Road	20%	In Progress
Reseal Bimbadeen Close	0%	Not Started
Reseal Elysium Road	0%	Not Started
Reseal Grass Patch Road from Hwy to Bishops Road	0%	Not Started
Reseal Murray Road from Chartwell Lane to end of seal	0%	Not Started
Reseal Orana Drive	0%	Not Started
Reseal Petarli Place	0%	Not Started
Reseal Program	30%	Ongoing
Reseal Quarry Road	0%	Not Started
Reseal Tullaroon Close	0%	Not Started
Reseal Warden Road	0%	Not Started
RESEALS - BITUMEN - Various Urban Roads - Crack Sealing	0%	Not Started
Review Road Maintenance Program Effectiveness	60%	Ongoing
Road Reserve Land Acquisition	5%	Ongoing
Shoulder Sealing Fisheries Road Coolgardie-Esperance Hwy to Ridgeland Road	100%	Completed
Sump Pump Control	35%	Ongoing

Shire of Esperance

Road Program Quarterly Report Q2 2025/2026

Task Name	Progress	Status
Town Improvements Various Bin Surrounds CBD	75%	Ongoing
Various Culverts	20%	Ongoing
Various Patching of Gravel Roads	80%	Ongoing
Various Road Grids	10%	Ongoing
Various Road Signage	60%	Ongoing
Various Survey Design & GIS	15%	Ongoing

Community Grants Program 2025/26 - Small Grants - January - February

Organisation	Description	Project timing	Funding Summary	Amount
Teen Challenge	Purchase new washing machine	ASAP	Purchase new Maytag washing machine	\$2,000
Munglinup Bushmens Association	Free event	11/1/26	Assist with payment of Nathan 'Whippy' Griggs tour	\$2,000
Esperance Netball Association	New equipment	April	for the Junior Netball teams	\$1,161
Cannery Arts asupice Kyza presents	Soul Choir workshop	February	workshops to create an all inclusive community choir	\$2,000
Esperance Cycling Club	Tour de Esperance	3 - 5th April	Assist with prizes and awards	\$1,500
Esperance Equestrian Club	Training Camp	7 - 8th March	Assist with the running the event	\$2,000
Mia Waters	Formula 18 Australian Nationals	24th Jan - 3rd Feb	Representation	\$500
Esperance Clay Target Club	Annual Easter Carnival	3rd - 5th April	Assist with the event	\$1,000

Item: 12.4.2

Esperance Chamber of Commerce Sponsorship Proposal

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

File Ref: D26/3226

Applicant

Esperance Chamber of Commerce and Industry (ECCI)

Location/Address

Esperance

Executive Summary

For Council to consider a three-year sponsorship proposal from the Esperance Chamber of Commerce and Industry for the period 2026-2028.

Recommendation in Brief

That Council enter into a three-year corporate sponsorship agreement with the Esperance Chamber of Commerce and Industry valued at \$25,000 per annum (plus GST).

Background

The Esperance Chamber of Commerce and Industry is a vital platform for ensuring that the Esperance business community has strong representation and the best opportunity to unlock the region's potential.

The ECCI provides three main areas of support to the Esperance business community:

- Member Services- access to networking and promotional opportunities, educational programs, business services and special events.
- Economic Development- partner in business attraction, business retention and expansion, redevelopment, workforce development and recruitment.
- Advocacy- voice of business and advocate issues that affect the business environment.

The Esperance Chamber of Commerce has an existing Silver Sponsorship Agreement with the Shire of Esperance valued at \$5,500 per annum for the period 2023-2026 (See attachment B). This agreement is based around in-kind/ contra sponsorship agreement for venue hire.

Over the past three years the ECCI has partnered with the Shire of Esperance in the Small Business Friendly program to streamline the small business approval process, especially in the start-up phase. This partnership has assisted the Shire's Development Services Department with small businesses having support and guidance in application preparation and business case development.

The ECCI has developed the Converge Conference that was delivered in 2024 and 2025. Converge showcases the best of Esperance, connecting local business with industry leaders, celebrating success and building confidence and capacity in the local business sectors. The Shire of Esperance has supported this event through the Community Grants Program with \$10,000 in 2024 and \$25,000 in 2025.

Officer's Comment

An all-encompassing three-year corporate sponsorship is seen as a good opportunity for both organisations to have clarity on expectations and support for the following three years.

The ECCI has proposed a corporate sponsorship proposal (Attachment A) with a request of \$25,000 per annum and one complimentary Civic Centre booking. This proposal will provide the following:

- Business Advisory Concierge Service
- Co-Working Hub business case including feasibility
- Converge conference delivered in 2026 and 2028
- Annual Business Excellence Awards
- Town Centre Development Group- business owner engagement
- Shire branding and recognition

See further information provided by the ECCI on some of the key deliverables to their proposal (Attachment C).

Local Government support for local Chamber of Commerce is commonplace throughout Western Australia. A quick survey of other regional centres showed that there was general support for ECCI's at a local level that met the needs of each organisation.

Based upon the previous support that the Shire has provided the ECCI in both annual sponsorship and Converge support the proposal appears to be reasonable.

It is suggested that any agreement commences from the 1st July to align with financial years for budgeting purposes and request a report each year outlining the outcomes achieved by the ECCI in line with the sponsorship agreement.

Consultation

Esperance Chamber of Commerce and Industry
Local Governments- Regional Centres

Financial Implications

The financial implications arising from this report are \$25,000 per annum plus the cost in lieu of a Civic Centre hire.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Nil

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. ECCI Sponsorship Proposal 2026-2028
- B. Sponsorship Agreement 2023-2026
- C. ECCI Clarifications

Officer's Recommendation

That Council

1. Enter into a three-year corporate sponsorship agreement with the Esperance Chamber of Commerce and Industry valued at \$25,000 per annum (plus GST) plus one annual Civic Centre booking.
2. Commence the sponsorship agreement from 1st July 2026.
3. Request an annual report from the ECCI outlining the progress achieved through the sponsorship agreement.

Voting Requirement

Simple Majority



Three-Year Corporate Sponsorship Proposal 2026–2028

Prepared for: Shire of Esperance

Prepared by: Esperance Chamber of Commerce and Industry (ECCI)

Executive Summary

The Esperance Chamber of Commerce and Industry (ECCI) seeks to partner with the Shire of Esperance through a three-year corporate sponsorship agreement (2026–2028) valued at \$25,000 per annum (plus GST). This partnership will deliver measurable economic development outcomes, including reduced administrative burden, strengthened small business capability, workforce attraction support, and enhanced use of existing infrastructure.

Alignment with Shire Strategic Objectives

This proposal supports the Shire of Esperance’s strategic objective of being growing and thriving “a great place to live, work, invest and visit” by addressing workforce attraction, business sustainability, and regional economic resilience.

The proposal is also designed to align with the Shire of Esperance’s Economic Development Plan 2025-2032.

Strategic Initiatives

A. Business Advisory Concierge Service

ECCI will act as the first point of contact for new and emerging small businesses referred to the Chamber, improving referral quality and reducing administrative workload. This initiative aligns with Shire objectives for business support, retention, and growth.

B. Co-Working Hub Development

Sponsorship funding will be used as matching leverage in external grant applications to progress the Co-Working Hub business case, supporting workforce attraction and SME capacity while maximising use of existing infrastructure.

C. Converge Forum Delivery

Shire sponsorship in 2026 will support the delivery of the Converge Forum, transitioning to a biennial model thereafter. This initiative enhances investment readiness, regional innovation, and business connectivity.

D. Annual Business Excellence Awards Sponsorship

The sponsorship agreement will include recognition of the Shire of Esperance as a sponsor of the Esperance Chamber of Commerce & Industry’s Annual Business Excellence Awards. The Awards celebrate local business excellence, innovation, and resilience and provide a



high-profile platform for the Shire to demonstrate its ongoing commitment to supporting the local business community and regional economic development.

Value for Money & Public Benefit

The proposed sponsorship provides a cost-effective mechanism for delivering economic development outcomes, leveraging ECCI's networks and capacity to reduce reliance on Shire staffing. Clear KPIs, quarterly reporting, and an annual review ensure transparency, accountability, and value for ratepayers.

Governance & Reporting

ECCI will provide quarterly sponsorship reports detailing activities and outcomes against KPIs. An annual review meeting with the Shire will confirm alignment with strategic objectives and inform continuation decisions.

Sponsorship Package

Annual Investment: \$25,000 per annum + GST (2026–2028)

In-Kind Support: One complimentary Civic Centre booking annually

Branding & Recognition: Logo placement across ECCI events, website, and communications

Event Integration: Featured sponsor recognition for Converge

Reporting: Quarterly reporting and annual review

Flexible recognition opportunities available to align with Shire priorities.

Business Excellence Awards: Sponsorship recognition as part of the Esperance Chamber of Commerce & Industry Annual Business Excellence Awards

Measurable Outcomes & KPIs

Small Business Enquiries: Number triaged and referred annually

Co-Working Hub: Number of grant applications lodged and milestones achieved

Converge: Attendance, engagement, and post-event feedback metrics

Business Engagement: One Shire-hosted Business After Hours event annually

Awards Engagement: Shire recognition at the Annual Business Excellence Awards and attendance by Shire representatives

Next Steps

1. Business Advisor in place by March 2026
2. Co-Working Hub funding applications lodged by EOFY 2026
3. Converge 2026 Civic Centre booking confirmed for September 2026

Request

That Council:

1. Endorse entering into a three-year corporate sponsorship agreement with the Esperance Chamber of Commerce and Industry (ECCI).



SILVER SPONSORSHIP AGREEMENT

From: 01.10.2023 – 30.09.2026 (three-year term)

Silver Sponsorship valued at \$5,500 per annum (In-Kind/Contra – GST Incl)

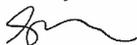
Company/Organisation: Shire of Esperance
Contact Person/Position: Shane Burge, Chief Executive Officer
Telephone: 9071 0621
Email: shane.burge@esperance.wa.gov.au

Shire of Esperance Representative Name: Shane Burge

Shire of Esperance Representative Signature: 

Date: 20/10/2023

ECCI Representative Name: Suryo Wilson

ECCI Representative Signature: 

Date: 19/10/2023

The Shire of Esperance Silver Sponsorship of the ECCI is valued at \$5,500 a year (GST Incl) for a three-year agreement. This is an 'In-Kind / Contra' Sponsorship Agreement for hire of the Civic Centre and Stadium including:

- Business forums (up to 4 forums per year, including labour costs)
- Business Excellence Awards (three-day hire, including labour and lighting costs)
- Other intermittent use, such as for a workshop, training session, our AGM etc.

In return the ECCI provides the Shire of Esperance with:

- Membership to the ECCI and all associated membership benefits
- Your company logo to feature on selected ECCI marketing material including:
 - Banners (displayed prominently at numerous events throughout the year)
 - ECCI Business and Community Directories
 - ECCI newsletters
 - ECCI website
 - ECCI stationary (including ECCI letterhead)
- Your company will receive positive recognition at events for ECCI members, including workshops, forums and business courses
- Your company will be promoted as a sponsor during regular radio broadcasts throughout the year
- Your company will receive positive recognition of corporate sponsorship at ECCI events, including but not limited to, Business Excellence Awards and business forums.

Proud Sponsors:



Suite 4/98 Dempster Street
PO Box 817 Esperance WA 6450



08 9071 5142



admin@esperancecci.com.au

Shane Burge

From: Chris Wilson <ChrisWilson@whiteroomfinance.com.au>
Sent: Wednesday, 28 January 2026 2:54 PM
To: Shane Burge
Subject: RE: Three-Year Corporate Sponsorship Proposal 2026–2028

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

Hi Shane,

I trust you are well and my apologies for the tardy response as I was on leave last week.

Please refer to the below in response to your queries.

A. Business Advisory Concierge Service:

- While the SBDC Regional program is funded through the SBDC, it is delivered by the ECCI providing general business advisory support.
- The proposed *Business Advisory Concierge Service* is a distinct, value-added initiative. It is designed to act as a central navigation point for businesses, particularly those interacting with Shire processes, helping streamline referrals, support workforce attraction pathways, improve compliance readiness, and reduce repeat enquiries landing on Shire staff.
- We have already liaised with the SBDC to ensure compliance with our current contract, and they are very pleased with the strong collaboration between the ECCI & local Shire in support of small businesses.
- This initiative therefore complements, rather than duplicates, core SBDC advisory services.

B. Co-Working Hub Development:

- There is an existing business case for a co-working hub; however, it is now quite dated.
- ECCI intends to apply for funding to update this business case, incorporating a full feasibility study to assess current market need, demand, and operating models.
- The outcome will be a completely refreshed, standalone business plan that includes updated feasibility findings, project scoping, financial modelling, and implementation pathways.
- The ECCI will ensure the Council receives a current, evidence-based document to inform future decisions.

C. Town Centre Development Group:

- On behalf of the ECCI we recognise the Shire has encountered challenges engaging property and business owners around town centre improvements.
- ECCI would be pleased to explore taking a supporting role in convening such a group.
- With our existing business networks, regular communications channels, and established relationships with precinct stakeholders, we are well-positioned to facilitate participation, gather input, and help shape practical, business-driven activation ideas.

Thank you again for the Shires consideration and I look forward to hearing from you soon.

Kind Regards

Chris Wilson

Director/Finance Broker | DIP.FMBM; Bachelor of Business – Marketing

📞 0478 703 275 | ✉️ ChrisWilson@whiteroomfinance.com.au | 🌐 <https://whiteroomfinance.com.au/esperance/>

👤 **Book a Meeting with me**

13. REPORTS OF COMMITTEES

Nil

14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

15. MEMBERS QUESTIONS WITH OR WITHOUT NOTICE

16. URGENT BUSINESS APPROVED BY DECISION

17. MATTERS BEHIND CLOSED DOORS

Officer's Comment:

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

Item: 17.1

Surrender Of Lease - Portion of Lot 100 Dempster Street - Old Matron's Quarters - Museum Village

CONFIDENTIAL ITEM

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to information relating to the personal affairs of an individual (Section 5.23(4)(b)).

Item: 17.2

Expressions of Interest - Old Doctor's Surgery - Museum Village - Lot 100 Dempster Street

CONFIDENTIAL ITEM

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to information relating to the personal affairs of an individual (Section 5.23(4)(b)).

18. PUBLIC QUESTION TIME

19. CLOSURE