

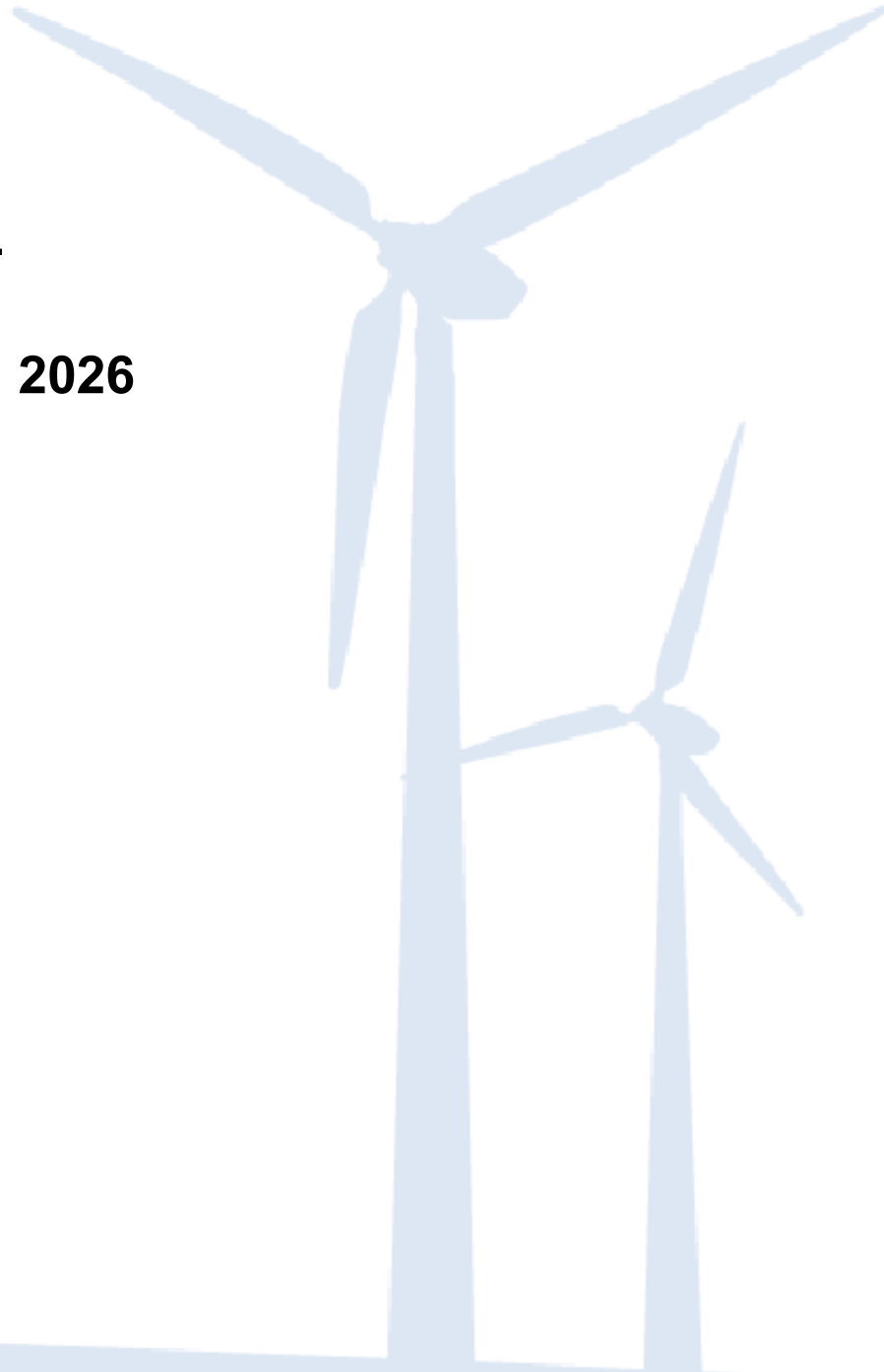


**Shire of Esperance**

**ORDINARY COUNCIL**

**TUESDAY 24 MARCH 2026**

**MINUTES**



### **DISCLAIMER**

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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.

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**SHIRE OF ESPERANCE**

**MINUTES**

**ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS ON  
24 March 2026.  
COMMENCING AT 4:00 PM**

**1. OFFICIAL OPENING**

The Acting Shire President declared the meeting open at 4:00pm and did an acknowledgement to 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 respects to Elders past, present and emerging and we extend that respect to other Aboriginal Australians today.*

The Acting President welcomed Councillors, staff, guests and members of the public to the meeting.

**2. ATTENDANCE**

**Members**

|                 |                        |            |
|-----------------|------------------------|------------|
| Cr J Obourne    | Acting Shire 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**

|                   |                                |
|-------------------|--------------------------------|
| Mrs F Baxter      | Acting Chief Executive Officer |
| Mr M Walker       | Director Asset Management      |
| Mr R Greive       | Director External Services     |
| Mrs C Hoffrichter | Executive Assistant            |

**Members of the Public & Press**

|                 |                               |
|-----------------|-------------------------------|
| Andrea McVeigh  | Item 12.3.8                   |
| Skye Jordan     | Item 12.3.8                   |
| Carol Hoggart   | Public Address                |
| Jan Facey       | Observing                     |
| Kat Virgo       | Observing                     |
| Natasha Burnett | Observing – arrived at 4:25pm |

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

|            |                         |         |
|------------|-------------------------|---------|
| Mr S Burge | Chief Executive Officer | Apology |
|------------|-------------------------|---------|

**Previously Granted Leave of Absence**

A leave of absence was previously granted to President Chambers for the period 16 March 2026 to 12 April 2026 inclusive.

#### **4. APPLICATIONS FOR LEAVE OF ABSENCE**

##### **LEAVE OF ABSENCE**

**Moved: Cr Starcevich**

**Seconded: Cr Davies**

**O0326-045**

**That Council accept the below leave of absence:**

**Cr Johnston 24 March 2026 – 27 May 2026**

**CARRIED  
F8 - A0**

*For: Cr McWilliam, Cr Johnston, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp,  
Cr Graham, Cr Obourne*

Cr Johnston left the Chambers at 4:02pm

Kat Virgo left the Chambers at 4:02pm

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

Nil

#### **6. DECLARATION OF MEMBERS INTERESTS**

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

Cr Obourne declared a Financial Interest in Item 12.4.2 Esperance Chamber of Commerce Sponsorship Proposal as she is employed by the Esperance Chamber of Commerce

Cr Harp declared a Financial Interest in Item 12.4.2 Esperance Chamber of Commerce Sponsorship Proposal as he is employed by the Esperance Chamber of Commerce

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

Nil

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

Cr de Haas declared an Impartiality Interest in item 12.3.7 as she leases a building in the Market Village

Cr de Haas declared an Impartiality Interest in item 12.3.8 as she leases a building in the Market Village

Cr de Haas declared an Impartiality Interest in item 12.3.3 Review of Policies Pol 0016 and Pol 0017 as Pol 0016 deals with leases of the Market Village where she leases a building.

Cr de Haas declared an Impartiality Interest in item 12.4.2 Esperance Chamber of Commerce Sponsorship Proposal as she is the past President of the Esperance Chamber of Commerce and a member through her business.

Cr Starcevich declared an Impartiality Interest in item 12.2.2 0666-26 - Kirwan Road - Blue Gum Plantation - Site Rehabilitation as it is a known family member to herself.

#### **7. PUBLIC QUESTION TIME**

Nil Questions

## 8. PUBLIC ADDRESSES / DEPUTATIONS

Carol Hoggart made the following public address regarding the Tjaltjraak Boodja Reserve. This is an Esperance Shire Reserve which encompasses half of Warton Beach, all of Hammerhead Peninsula, and extends east to Membinup Beach. It was previously known as the Duke of Orleans Bay Regional Park.

Carol stated that she grew up on a farm overlooking Duke of Orleans Bay and has observed the cumulative impact of human activity on this landscape for several decades. She noted that in the early 1980s no four-wheel-drive access existed from Little Warton onto Hammerhead. Since then, a network of informal 4WD tracks has expanded across the area, resulting in erosion, vegetation destruction, the spread of dieback, and an increase in illegal camping within a fragile environment.

Carol proposed a low-cost plan to protect the reserve while still allowing public access. Carol explained that the idea began after the opening of the Hammerhead East Beach Trail Walk, which she found to be difficult to locate, only 60 metres long, and lacking adequate signage or a clear route. She noted that others had reported similar concerns, highlighting a broader interest in properly mapped and accessible walking trails in the area. Drawing on more than 40 years of personal knowledge of the landscape, she offered to help design trails of varying lengths across the reserve.

Her key recommendation is to block vehicle access at the end of Little Warton Beach—the single access point to the damaging 4WD tracks—and repurpose some existing tracks as marked walking trails. She also suggested producing a small book and supporting materials with trail information and brief articles on the area's history, geology, and biology to help visitors better appreciate and care for the reserve. These could be used in Shire pamphlets, online platforms, and signage.

Carol concluded by asking the Shire to support her idea in creating a network of clearly marked walking trails throughout the Tjaltjraak Boodja Reserve, along with associated educational materials. She emphasised that she is offering her contribution at no cost and is motivated solely by the desire to protect and enhance this significant natural area for current and future visitors.

## 9. PETITIONS

Nil

## 10. CONFIRMATION OF MINUTES

**Moved:** Cr Starcevich

**Seconded:** Cr de Haas

**O0326-046**

**That the Minutes of the Ordinary Council Meeting of the 24 February 2026 be confirmed as a true and correct record.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**11. DELEGATES' REPORTS WITHOUT DISCUSSION**

**Cr McWilliam**

Nil to report

**Cr Johnston**

Nil to report

**Cr Davies**

Nil to report

**Cr de Haas**

26 Feb Chaired Esperance Public Health Plan Meeting  
6 Mar Attended Clean Up Australia Day Event  
9 Mar Attended Esperance Mechanical Restoration Group Shed 6 Opening  
12 Mar Participated in ALGWA Masterclass – Focusing on Financials  
17 Mar Assisted at Citizenship Ceremony  
17 Mar Attended Aged Care Act Amendment Briefing  
19 Mar Attended ECCI Business After Hours at Stonehenge  
21 Mar Manned Shire Stall at Condingup Community Fair

**Cr Starcevich**

9 Mar Attended ECCI International Women's Day Presentation  
12 Mar Participated in ALGWA Masterclass – Focusing on Financials  
17 Mar Attended Aged Care Act Amendment Briefing  
21 Mar Manned Shire Stall at Condingup Community Fair

**Cr Harp**

26 Feb Attended Esperance Public Health Plan Meeting  
6 Mar Attended WALGA Planning Practices Essentials Course  
17 Mar Attended Aged Care Act Amendment Briefing  
19 Mar Attended ECCI Business After Hours at Stonehenge  
21 Mar Manned Shire Stall at Condingup Community Fair

**Cr Graham**

Nil to report

**Cr Obourne**

24 Feb Attended Media Hub Meeting  
27 Feb Attended AICD Course – The Legal Environment  
6 Mar Attended AICD Course – Risk & Strategy  
13 Mar Attended AICD Course – Financial Literacy & Performance  
17 Mar Officiated Citizenship Ceremony  
17 Mar Radio Interview with Hope FM  
17 Mar Attended Aged Care Act Amendment Briefing  
19 Mar Attended 2025/26 Financial Year Audit Entrance Meeting  
20 Mar Attended AICD Course – Achieving Board Effectiveness

**Pres Chambers**

Nil to report

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

### **12.1 EXTERNAL SERVICES**

#### **Item: 12.1.1**

### **Request for Sponsorship Agreement - Esperance and Districts Agricultural Society**

|                     |            |                                |
|---------------------|------------|--------------------------------|
| <b>Author/s</b>     | Mel Ammon  | Manager Recreation and Culture |
| <b>Authoriser/s</b> | Roy Greive | Director External Services     |

**File Ref: D26/7059**

#### **Applicant**

Esperance and Districts Agricultural Society (EDAS)

#### **Location/Address**

Greater Sports Ground (GSG)

#### **Executive Summary**

For Council to consider the waiving of all fees and costs, as listed in letter of request, associated with the running of the 2026 Esperance Show at the GSG.

#### **Recommendation in Brief**

That Council consider supporting the EDAS, by waiving hire fees for the GSG, Indoor Sports Stadium, Graham MacKenzie Stadium and Noel White Centre, as well as associated costs including rubbish disposal, traffic management and grounds maintenance, as outlined within their request, in exchange for a Diamond level sponsorship.

#### **Background**

In previous years, the EDAS have requested support for the waiver of fees associated with the hiring of the venue, including the Indoor Sports Stadium, Graham MacKenzie Stadium, Noel White Centre and all other areas within the GSG. Additional assistance with the costs associated with rubbish collection and disposal has also been sought.

In previous years these overall costs have been in the vicinity of \$35,000 - \$40,000. After a review of true costs after the event, conducted in 2023, it was found that Shire support of the Show exceeded what was applied for by the Committee. As such, expenses incurred such as cleaning and the laying of the carpet squares in the Indoor Sports Stadium were removed and not provided by the Shire, with the EDAS making these arrangements and covering these costs.

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

The EDAS have now submitted a request for support for the 2026 Esperance Show. Provided at Attachment A

This request includes hire and rubbish collection fee waivers, equipment usage and action/task lists including traffic management requirements, marking of outdoor trade spaces, fencing etc.

The EDAS have not provided a cost breakdown or requested a specific amount for financial support in this request. They have, however, acknowledged a contribution of more than \$10,000, offering the Shire of Esperance a Diamond Sponsorship Package which will include;

- 10 x Adult 2 Day Passes
- 3 x Car Passes
- 1 x 3m Indoor trade spaces, or 10m outdoor trade spaces

- 1 full page advertisement in the Show Schedule
- Company logo to appear on the Show Schedule cover
- Company logo to appear on all advertising
- Company logo to appear on Website Homepage and Sponsors Page
- Company banners to be displayed around the Showground

The EDAS approach the Shire annually, with a request for these costs to be waived. As there is no budget allocation for this event, there is a requirement for the request to be presented to Council for consideration. The request has never been declined.

Over the past two years, the Shire's Events Team have implemented ways to streamline and make efficiencies in supporting the EDAS with the Show, introducing an event guide, checklists, running sheets and contacts for assistance.

Following the conclusion of this year's event, it could be considered that a review of the current funding arrangements be looked at with consideration given to having the Shire support for the Show be allocated as a budget item.

### Consultation

Esperance and Districts Agricultural Society  
External Services – Stadiums, Events, Environmental Health, Waste  
Asset Management – Traffic Management, Parks and Gardens

### Financial Implications

There is no budget allocation for this event.

The financial implications arising from this report see the waiving of the fees and charges outlined below

| Items Requested   | Cost            |
|---|-----------------|
| Esperance Sporting Complex (12 days) incl bump in and breakdown post event <ul style="list-style-type: none"> <li>- Indoor Sports Stadium</li> <li>- Graham MacKenzie Stadium</li> <li>- Noel White Centre</li> <li>- Entire Greater Sports Ground</li> </ul> | \$16,500        |
| Environmental Health Inspections  | \$2,000         |
| Event Management Fees <ul style="list-style-type: none"> <li>- Application Fee</li> <li>- Event Class Fee – Class 1 (per day)</li> </ul>  | \$3,000         |
| Traffic Management <ul style="list-style-type: none"> <li>- Prepared Plan</li> <li>- Labour</li> </ul>  | \$4,500         |
| Parks and Gardens <ul style="list-style-type: none"> <li>- Labour and equipment</li> </ul>  | \$15,000        |
| Waste Management <ul style="list-style-type: none"> <li>- Bins – general waste, recycling</li> <li>- Waste Disposal to Wylie Bay</li> <li>- Waste Cooking Oil removed and disposed of</li> </ul>  | \$4,500         |
| <b>TOTAL</b>  | <b>\$45,500</b> |

**Asset Management Implications**

Nil

**Statutory Implications**

Nil

**Policy Implications**

Nil

**Strategic Implications**

Council Plan 2022 – 2032

*Community Connection*

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

**Environmental Considerations**

Nil

**Attachments**

A. Letter of Request for Sponsorship - EDAS

**Item 12.1.1 Request for Sponsorship Agreement – Esperance and Districts Agricultural Society**

**Moved: Cr Starcevich**

**Seconded: Cr de Haas**

**O0326-047**

**That Council;**

- 1. Support the 2026 Esperance and Districts Agricultural Society Show, by waiving hire fees for the Greater Sports Ground, Indoor Sports Stadium, Graham MacKenzie Stadium and Noel White Centre, as well as associated costs including rubbish disposal, traffic management and grounds maintenance, as outlined within their request, in exchange for a Diamond level sponsorship.**
  
- 2. Request the CEO to undertake a review of the current funding support offered to the Esperance District Agricultural Society Show with a view to providing a budget allocation to the event.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



**ESPERANCE & DISTRICTS AGRICULTURAL SOCIETY (INC.)**

Affiliated with,  
**The Royal Agricultural Society of WA (Inc)**  
**The Equestrian Federation of Australia WA**

*All Correspondence to:*

*P O Box 678*

*ESPERANCE WA 6450*

*Phone: 08 90712598*

*E-mail: [secretary@esperanceshow.com.au](mailto:secretary@esperanceshow.com.au)*

*ABN: 93 862 161 548*

Wednesday, 11 March 2026

CEO Shane Burge  
Shire President Cr Ron Chambers  
Deputy Shire President Cr Jennifer Obourne  
Cr Leonie de Haas  
Cr Shayne Flanagan  
Cr Steve McMullen  
Cr Jemma Johnston  
Cr Connor Davies  
Cr Wes Graham  
Cr Sam Starcevich

Dear Mr Burge and Counsellors,

The Esperance and Districts Agricultural Soc, would like to thank you for being a major sponsor of the 73<sup>rd</sup> annual show in 2025

As successful as the 2025 show was, costs are increasing in running this large community event.

With this in mind the EDAS would like to invite the Shire to once again become a major sponsor for our 74<sup>th</sup> Agricultural show, by waiving the GSG grounds, stadiums and attached equipment/requirement costs.

These are large costs to us and we would very much appreciate your support in this.

If you would like to discuss this further, please contact our president, Mr Graham Cooper on 0429 960 560.

Kind regards,

Graham Cooper  
President

**Item: 12.1.2**

**James Street Precinct - Design Review**

|                     |            |                                |
|---------------------|------------|--------------------------------|
| <b>Author/s</b>     | Mel Ammon  | Manager Recreation and Culture |
| <b>Authorisor/s</b> | Roy Greive | Director External Services     |

**File Ref: D26/7084**

**Applicant**

Internal

**Location/Address**

James Street Precinct

**Executive Summary**

For Council to be informed and updated on the progress of the James Street Precinct Development

**Recommendation in Brief**

That Council;

1. Accept the H&H Design Review Report for the James St Precinct.
2. Request the CEO to progress the James St Precinct project on the basis of the revised design
3. Request the CEO to pursue funding for the project from Lottery West and other funding providers.

**Background**

In 2022, Christou Design Group were engaged to provide concept designs for the James Street Precinct (JSP), incorporating spaces for the Library, Visitor Centre, Volunteer Resource Centre and the Museum. These designs were accepted by Council in 2023, and the project was put on hold while funding was sought to advance the project.

In July 2025, the Shire of Esperance was successful in securing \$14,903,000 of funding from the Federal Government's Growing Regions Program, Round 2 for the JSP development. Together with the Shire contribution to the Project a budget of \$7.5M was allocated to the Project.

The Christou designs were costed at in excess of \$60 million and deemed unsustainable and well outside the acceptable budget for the project.

In October 2025, H & H Architects were engaged to review the designs of the JSP, previously provided by Christou Architects. Options were considered for the project to be completed in a staged process at a more modest budget.

**Officer's Comment**

On the 9<sup>th</sup> December 2025, H&H Architect, Rowan Gilbert, gave a presentation to Council providing an overview of the design review process for the JSP. Within this presentation, Council was provided with two options for the new build, comprised of the Library, Volunteer Resource Centre and Visitor Centre.

Within the original concept design, a second storey was included across the entirety of the library and visitors centre. In an attempt to lower costs, H&H provided options to;

- a) Have a single storey building; or
- b) Provide a smaller, multi-use, function style space available upstairs, above the Visitor Centre.

These discussions centred around making the most of the iconic view, and the feeling was that it would be a wasted opportunity to not take full advantage of the positioning and elevation of an upstairs function space.

Another significant revision to the original concept design was the repositioning of the cafe. The original designs had the café located in a stand-alone building in the piazza area between the Museum and The Esplanade. During the design phase, concerns were raised about the location of the café given the impacts of the weather and connection to the rest of the precinct. It was established a café located in the mechanical annex of the Museum would provide for a better integration and presence with the existing building and a more centralised location for a Café Hub within the precinct while still providing alfresco dining opportunities adjacent to the civic square.

The last consideration was determining where the Museum would best placed. It was widely agreed that the 120-year-old Goods Shed was the Museums greatest exhibit, and as such, while requiring extensive works, would benefit in telling the stories of Esperance history and pay respect to the building and the value it has brought to the community over a long period of time.

In the original concept design the Goods Shed building was to be retained and the Museum was to be included in the new building as an extension to the Library forming an L shape running along Langham Lane. The design review recommended that the museum be retained in its existing location to showcase the heritage building as a focal point of the JSP. This revision also removed the need to build a new very expensive home for the museum along Langham Lane, bringing significant savings to the project.

While the Museum would now fall outside Stage 1 of the project, a renewed planning process would provide opportunity to develop and seek alternate funding for the next stage of the development.

### **Consultation**

H & H Architects

Library team

Museum team

Visitors Centre team

### **Financial Implications**

The financial implications arising from this report are shown in the table below. Project costs have been revised down and continue to be scrutinised. Significant external funding has been received for the project and further funding options will continue to be explored.

**Cost Plan**



| #        | Description                          | Total Cost (ex. GST) |
|----------|--------------------------------------|----------------------|
| <b>1</b> | <b>Construction Costs</b>            | <b>\$17,055,000</b>  |
| 1.1      | Package 1 - Visitors Centre          | \$968,700            |
| 1.2      | Package 2 - Library                  | \$9,295,000          |
| 1.3      | Package 3 - Café & Community Space   | \$1,266,900          |
| 1.4      | Package 4 - Community & Events Space | \$5,524,400          |
| 2        | Regional Loading                     | \$5,545,000          |
| 3        | Contingency                          | \$2,315,000          |
| 4        | FF&E                                 | \$1,210,000          |
| 5        | Professional Fees                    | \$2,870,000          |
| <b>6</b> | <b>Gross Project Cost</b>            | <b>\$28,995,000</b>  |
| 7        | Escalation to Tender                 | \$1,160,000          |
| <b>8</b> | <b>Gross Project Cost</b>            | <b>\$30,155,000</b>  |

**Asset Management Implications**

A new building and associate grounds of this nature will have a significant maintenance requirement from the day of commissioning. It is expected that over the life of the precinct that the maintenance budget will be in the order of 2% of the project cost. This would equate to an annual budget allocation of around \$603,100.00.

**Statutory Implications**

Nil

**Policy Implications**

Nil

**Strategic Implications**

Council Plan 2022 – 2032

*Growth And Prosperity*

Esperance is a vibrant and welcoming destination

**Environmental Considerations**

Nil

**Attachments**

A⇒. 0617-25 JSCP - Concept Design Report - *Under Separate Cover*

**Item 12.1.2 James Street Precinct – Design Review**

**Moved:** Cr de Haas  
**Seconded:** Cr McWilliam

**O0326-048**

**That Council;**

- 1. Accept the H&H Design Review Report for the James St Cultural Precinct.**
- 2. Request the CEO to progress the James St Cultural Precinct project on the basis of the revised design**
- 3. Request the CEO to pursue funding for the project from Lottery West and other funding providers.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

## 12.2 ASSET MANAGEMENT

### Item: 12.2.1

#### Proposed Excision of Reserve 49549 - Shark Lake

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

**File Ref: D26/6703**

#### **Applicant**

Main Roads WA

#### **Location/Address**

Reserve 49549, Lot 16 Shark Lake Road.



#### **Executive Summary**

For Council to consider excising a portion of Reserve 49549, Lot 16 Shark Lake Road, in favor of Main Roads WA, to enable the construction of a Heavy Vehicle Parking Bay.

#### **Recommendation in Brief**

That Council

1. Support the request from Main Roads WA for the excision of approximately 1.1488 ha and reserve amendment to Reserve 49549 being Lot 16 on DP57177, for the creation of a new Reserve under the control of the Commissioner of Main Roads; and
2. Consent to Main Roads WA, including its agents and contractors, gaining early entry to the land prior to the excision, subject to Main Roads WA indemnifying the Shire of Esperance against any liabilities or obligations related to the land.

#### **Background**

Main Road WA has been in discussion with the Shire regarding the construction of a Heavy Vehicle Parking Bay (HVPB) around Shark Lake Industrial Park for a number of years. They have finally settled on their preferred location on the Coolgardie Esperance Highway just north of Shark Lake Road. The proposed location requires the excision of a 1.15 Ha of Reserve 49549, that is under Management Order to the Shire of Esperance for the purpose of recreation and drainage. The 1.15 Ha, along with a portion of privately owned land, would then be placed into a new Reserve under the control of the Commissioner of Main Roads for the proposed HVPB. See attached request and land dealing plans.

At the December Ordinary Council meeting, Council resolved:

*That Council lay the item on the table until after a briefing with Main Roads, CBH and Shire of Esperance regarding Shark Lake road intersections.*

Following this resolution, Council had a briefing with Main Roads WA and CBH on Friday 20<sup>th</sup> February 2026 to discuss the Coolgardie Esperance Hwy intersections at Shark Lake and the proposed HVPB.

### **Officer's Comment**

Shire Officers have been working with Main Roads WA on a number of options for a HVPB around the Shark Lake area, that is currently lacking a facility for heavy vehicle parking, including the final location chosen By Main Roads WA. The HVPB will be constructed at the cost of Main Roads WA and be their ongoing responsibility. The excision of 1.15 Ha of Reserve 49549 to create a new reserve over the HVPB will ensure Main Roads WA have the correct land tenure for the project.

Shire Officers support this request and see no issues with the proposed excision effecting the Shire's requirements for the remainder of Reserve 49549. If Council support the excision request, given it may not be finalised by the time the works are proposed to start, it is reasonable to give early access to Main Roads WA subject to indemnification of the Shire.

The briefing with Main Roads WA and CBH was a productive discussion around how traffic is managed through this section of highway with a number of actions coming out of the meeting. At the end of briefing it was agreed to proceed with the HVPB Reserve excision.

### **Consultation**

Main Roads WA

Council briefing with Main Roads WA and CBH on 20<sup>th</sup> February 2026

### **Financial Implications**

Main Roads WA will pay the associated costs of the excision.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Land Administration Act 1997

### **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 – 2032

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

Objective 10.3. Improve access to parking.

### **Environmental Considerations**

Nil

### **Attachments**

- A. [Main Roads WA - Letter - Shark Lake Road HVPB](#)
- B. [Land Dealing Plan 2560-088](#)
- C. [Land Dealing Plan 2560-088 Aerial](#)

**Item 12.2.1 Proposed Excision of Reserve 49549 – Shark Lake**

**Moved: Cr Starcevich**

**Seconded: Cr Harp**

**O0326-049**

**That Council**

- 1. Support the request from Main Roads WA for the excision of approximately 1.1488 ha and reserve amendment to Reserve 49549 being Lot 16 on DP57177, for the creation of a new Reserve under the control of the Commissioner of Main Roads; and**
- 2. Consent to Main Roads WA, including its agents and contractors, gaining early entry to the land prior to the excision, subject to Main Roads WA indemnifying the Shire of Esperance against any liabilities or obligations related to the land.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



**mainroads**  
WESTERN AUSTRALIA

OFFICIAL

Enquiries: Clinton Kealley on 08 9265 5201  
Our Ref: 24/2836  
Your Ref:

5 November 2025

Mathew Walker  
Director Asset Management  
Shire of Esperance  
PO Box 507  
Esperance WA 6450

**Via email**

Mr Walker

**PROPOSED ROAD HEAVY VEHICLE PARKING BAY – SHARK LAKE ROAD  
COOLGARDIE ESPERANCE HIGHWAY, MONJINGUP**

Main Roads Western Australia is arranging approvals to acquire land required for construction of a Heavy Vehicle Parking Bay (HVPB) on Coolgardie Esperance Highway near the intersection of Shark Lake Road.

Correspondence between yourself and Main Roads regional manager, Shane Power, in November 2021 identified suitable land at Lots 45 and 46 Shark Lake Road. This land is no longer available and a nearby site has been identified on a portion of privately owned land being Lot 7 (CBH) and Reserve 49549 which is managed by the Shire of Esperance.

The land requirements for this project are shown on attached Land Dealing Plans 2560-087 and 2560-088.

The HVPB management will be placed under the control of the Commissioner of Main Roads as a reserve with the likely purpose being 'Road Purposes'. Construction is scheduled for commencement in the 2026/2027 financial year.

In order to commence this project, the land required for the HVPB will need to be excised from affected Reserve 49549. Thus, the Shire's consent will be required for the following:

1. Excision and reserve amendment to Reserve 49549 being Lot 16 on DP57177. Reserve 49549 is currently set aside for the purpose of 'Recreation & Drainage' under a management order to the Shire of Esperance.

A copy of the titles and plans is attached.

Main Roads will arrange and pay the cost of survey of the HVPB.

It is possible that the excisions from the Crown land will not be finalised prior to the commencement of works. Should that be the case, consent from the Shire will be required for early entry onto the Shire's reserve to carry out the works.

OFFICIAL

To facilitate the construction of infrastructure and the amendment of the reserve for the HVPB, Main Roads kindly requests the Shire to provide its consent for the excision from Reserve 49549 and for early access.

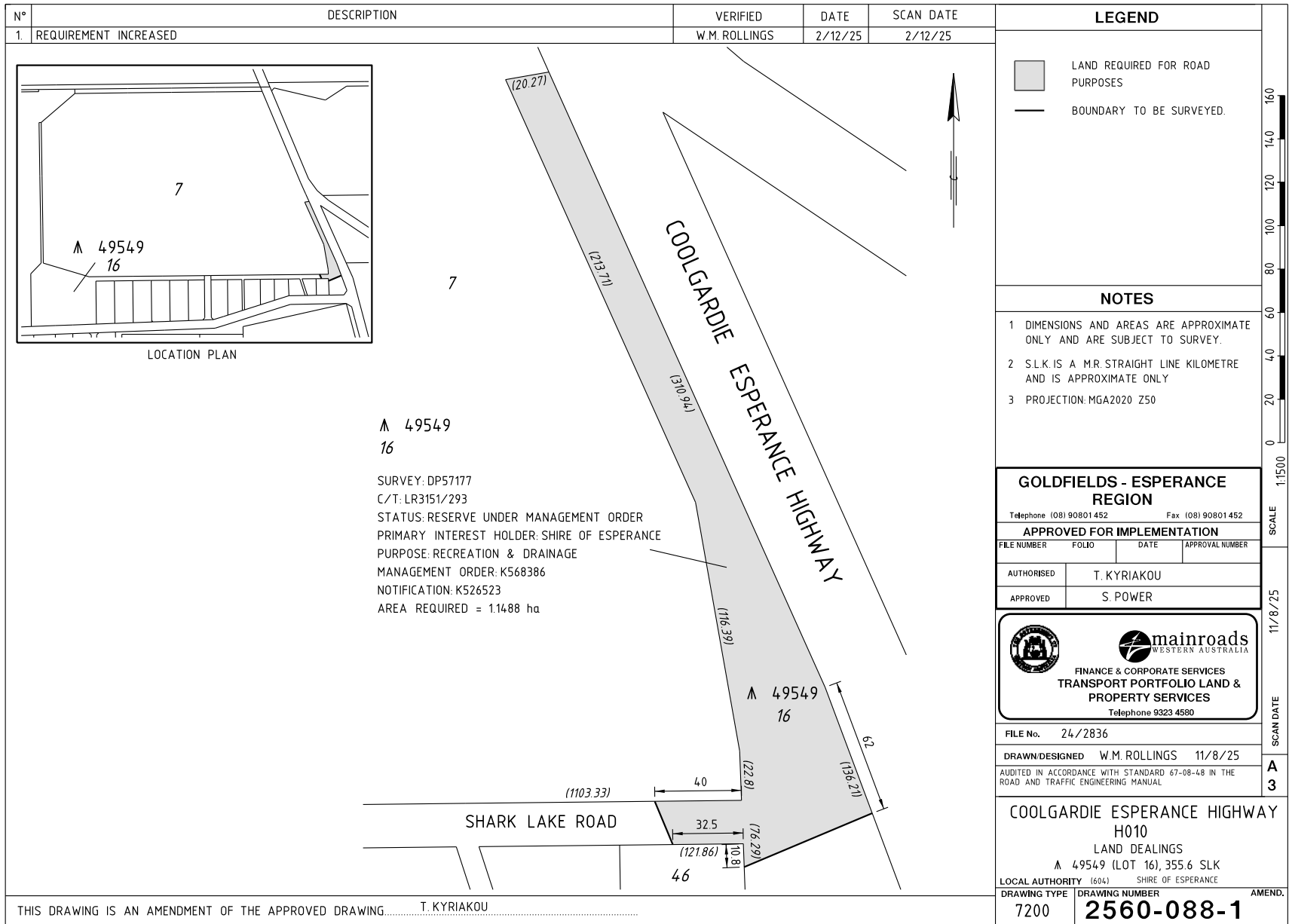
If the matter needs to go to a council meeting, please inform me of the date on which the council resolution is passed, or alternatively, provide me with a copy of the minutes from the meeting. Subsequently, I will provide DPLH with a copy of the minutes and consent and coordinate the reserve excision.

If you require any further information, please contact me on telephone 08 9265 5201 or email [clinton.kealley@mainroads.wa.gov.au](mailto:clinton.kealley@mainroads.wa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Kealley', written in a cursive style.

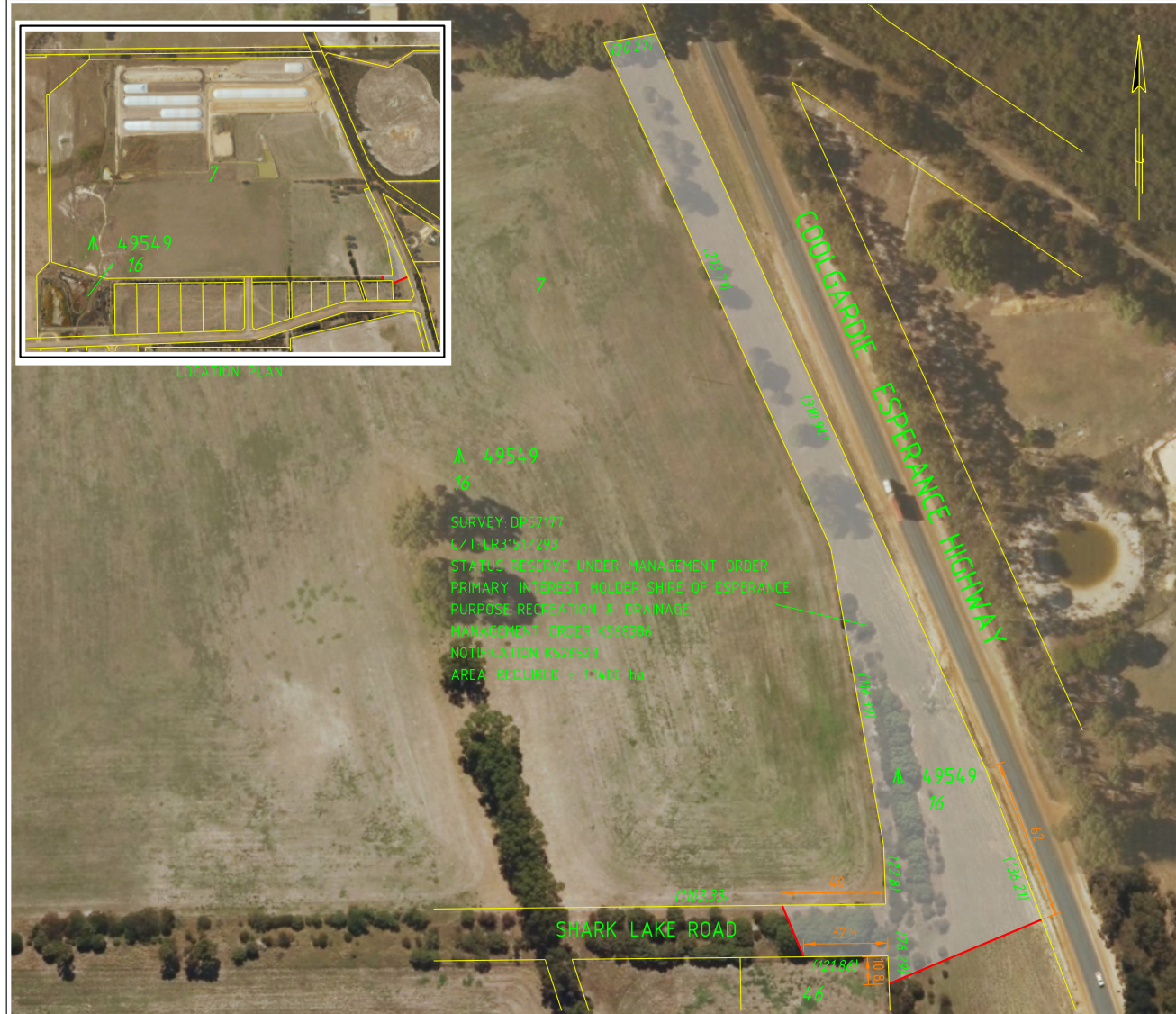
Clinton Kealley  
**Acting Principal Land Tenure Manager**



| N° | DESCRIPTION           | VERIFIED      | DATE    | SCAN DATE |
|----|-----------------------|---------------|---------|-----------|
| 1. | REQUIREMENT INCREASED | W.M. ROLLINGS | 2/12/25 | 2/12/25   |



LOCATION PLAN



A 49549  
16  
SURVEY DP57177  
C/T LR351/293  
STATUS RESERVE UNDER MANAGEMENT ORDER  
PRIMARY INTEREST HOLDER SHIRE OF ESPERANCE  
PURPOSE RECREATION & DRAINAGE  
MANAGEMENT ORDER K568386  
NOTIFICATION K526523  
AREA REQUIRED = 11488 ha

**LEGEND**

LAND REQUIRED FOR ROAD PURPOSES

BOUNDARY TO BE SURVEYED.

**NOTES**

- 1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
- 2 S.L.K. IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
- 3 PROJECTION: MGA2020 250

**GOLDFIELDS - ESPERANCE REGION**  
Telephone (08) 90801452 Fax (08) 90801452

**APPROVED FOR IMPLEMENTATION**

| FILE NUMBER | FOLIO | DATE | APPROVAL NUMBER |
|-------------|-------|------|-----------------|
|             |       |      |                 |

AUTHORISED: T. KYRIAKOU  
APPROVED: S. POWER

**mainroads**  
WESTERN AUSTRALIA  
FINANCE & CORPORATE SERVICES  
TRANSPORT PORTFOLIO LAND & PROPERTY SERVICES  
Telephone 9323 4580

FILE No. 24/2836  
DRAWN/DESIGNED W.M. ROLLINGS 11/8/25  
AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL

**COOLGARDIE ESPERANCE HIGHWAY H010**  
LAND DEALINGS  
A 49549 (LOT 16), 355.6 SLK  
LOCAL AUTHORITY (604) SHIRE OF ESPERANCE

DRAWING TYPE 7200 DRAWING NUMBER 2560-088-1 AMEND.

THIS DRAWING IS AN AMENDMENT OF THE APPROVED DRAWING..... T. KYRIAKOU .....

SCALE 1:1500  
160  
140  
120  
100  
80  
60  
40  
20  
0

11/8/25  
SCAN DATE  
A  
3

### **MOVING BEHIND CLOSED DOORS**

**Moved:** Cr de Haas  
**Seconded:** Cr McWilliam

**O0326-050**

**That the meeting proceed behind closed doors in accordance with section 5.23(4) of the Local Government Act 1995, to consider the following item:**

#### **12.2.2 0666-26 – Kirwan Road – Blue Gum Plantation – Site Rehabilitation**

*Considered confidential in accordance with the Local Government Act 1995, as it relates to information contained in a tender received by the local government for a contract to the extent that the information is a tendered price. (Section 5.23(4)(c)(i)).*

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

All members of the Public left at 4:27pm

#### **Item: 12.2.2**

#### **0666-26 - Kirwan Road - Blue Gum Plantation - Site Rehabilitation**

|                     |                  |                           |
|---------------------|------------------|---------------------------|
| <b>Author/s</b>     | Bianca Lottering | Administration Officer    |
| <b>Authorisor/s</b> | Mathew Walker    | Director Asset Management |

**File Ref: D26/6944**

#### **Applicant**

Internal

#### **Location/Address**

Lot 12 Kirwan Road, Merivale

#### **Executive Summary**

For Council to Consider Request for Tender 0666-26 Kirwan Road – Blue Gum Plantation – Site Rehabilitation.

#### **Recommendation in Brief**

That Council awards Request for Tender 0666-26 Kirwan Road – Blue Gum Plantation – Site Rehabilitation to JTC Contracting Pty Ltd as per the lump sum price.

#### **Background**

The Shire of Esperance requires a suitably qualified contractor to rehabilitate a harvested blue gum plantation located at Lot 12 Kirwan Road Merivale.

Submissions were called for Request for Tender 0666-26 Blue Kirwan Road – Blue Gum Plantation, Site Rehabilitation with a closing time of 2.00pm, Thursday 19 February 2026.

A three (3) person evaluation panel (Panel) consisting of the Director Asset Management, Manager Asset Operations and Foreman Rural Materials Sourcing & Contracts individually read and assessed the tender submissions from JTC Contracting Pty Ltd and ATAAL Pty Ltd based on the following weighted Matrix:

| Criteria                     | Weighting |
|------------------------------|-----------|
| Financial Benefit to Council | 40%       |
| Relevant Experience          | 30%       |

|                     |     |
|---------------------|-----|
| Tenderers Resources | 30% |
|---------------------|-----|

The assessment matrix allows the tenders to be evaluated in an unbiased manner whereby the tender with the highest overall score may be considered to be the most advantageous tender. The evaluation is used as a guide only and is not necessarily binding.

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

A copy of the Evaluation Report 0666-26 Kirwan Road – Blue Gum Plantation – Site Rehabilitation (Evaluation Report) is attached to this item. From the evaluation report JTC Contracting Pty Ltd is the recommended tenderer on the basis of the selection criteria offering the best value for money.

#### **Consultation**

Nil

#### **Financial Implications**

The financial implications arising from this report are covered in the budget allocation of \$360,000 for this project.

#### **Asset Management Implications**

Nil

#### **Statutory Implications**

Local Government Act 1995, Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4 Division 3

#### **Policy Implications**

POL 0017: Procurement

#### **Strategic Implications**

Council Plan 2022 – 2032

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

Objective 14.1. Provide transparent, accountable and effective leadership.

#### **Environmental Considerations**

Nil

#### **Attachments**

- A. Evaluation Report - 0666-26 Kirwan Road - Blue Gum Plantation - Site Rehabilitation - *Confidential*

**Item 12.2.2 0666-26 – Kirwan Road – Blue gum Plantation – Site Rehabilitation**

**Moved: Cr Graham**  
**Seconded: Cr McWilliam**

**O0326-051**

**That Council awards Request for Tender 0666-26 Kirwan Road – Blue Gum Plantation Site Rehabilitation to JTC Contracting Pty Ltd as per the lump sum price.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**COMING FROM BEHIND CLOSED DOORS**

**Moved: Cr Graham**  
**Seconded: Cr McWilliam**

**O0326-052**

**That the meeting come from behind closed doors.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

All members of the public returned at 4:30pm

The Acting Shire President read aloud the above resolution

## **12.3 CORPORATE & COMMUNITY SERVICES**

### **Item: 12.3.1**

#### **Policy Review - Asset Management**

|                       |                                  |  |
|-----------------------|----------------------------------|--|
| <b>Author/s</b>       | Sarah Walsh                      | Coordinator Governance & Corporate Support                             |
| <b>Authorisator/s</b> | Mathew Walker<br>Felicity Baxter | Director Asset Management<br>Director Corporate and Community Services |

**File Ref: D25/34703**

#### **Applicant**

Internal

#### **Location/Address**

N/A

#### **Executive Summary**

For Council to review the section of the Policy Manual that relates to Asset Management.

#### **Recommendation in Brief**

That Council adopt the Asset Management policies inclusive of amendments, inclusions 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 Asset Management policies. Please refer to Attachment A for policy details.

| <b>Policy Name</b>  | <b>New Ref No.</b> | <b>Recommended Amendment</b>  |
|---|--------------------|---|
| Private Connections to Shire Drainage   | POL 0070           | Update responsible position title   |
| Property Owners Contribution to Underground Power                                 | POL 0071           | Rescind - policy refers to program that no longer exists, so is no longer relevant.   |
| Permanent Road Closures   | POL 0072           | Update responsible position title   |
| Street Verge Development  | POL 0073           | Include provision for owners/occupiers to maintain verges adjacent to their properties. In Conditions section, include shire infrastructure to point 2 and 'alter or damage street trees' to point 3. Include reference to native verge garden, and hard surface treatments. Include mulch and crushed limestone as acceptable materials. |
| Mineral Exploration within Land & Road Reserves Managed by the Shire of Esperance | POL 0074           | Update responsible position title   |

|  |          |   |
|--|----------|---|
| Delegated Authority to Approve Off-Site Signage on Main Road | POL 0075 | Update responsible position title   |
| Guidelines for Subdivisional Development                     | POL 0076 | Update responsible position title   |
| On-Farm Drainage   | POL 0077 | No changes  |
| Street Tree  | POL 0078 | Include references to specify that landowners are not permitted to prune or remove street trees.                                      |
| Commercial Wildflower Harvesting and Native Seed Collecting  | POL 0079 | No changes  |
| Asset Management   | POL 0080 | Update responsible position title   |
| Esperance Rural Public Toilet Cleaning                       | POL 0081 | Update responsible position title   |
| Crossover Construction                                       | POL 0082 | Update responsible position title   |
| GPS Fleet Tracking   | POL 0083 | No changes  |
| Internal Drone (Remotely Piloted Aircraft System) Use        | POL 0084 | No changes  |
| Public Art   | POL 0085 | No changes  |
| CCTV   | POL 0086 | Update responsible position title   |
| Esperance Tanker Jetty Timber                                | POL 0087 | No changes  |
| Reserve Funding for Community Halls                          | POL 0088 | Removed 'accessing additional funding' section and included reference to community grants in the 'accessing reserve funding' section. |
| Memorials in Public Places                                   | POL 0089 | Remove point 3 and move requirement for written application to be submitted to CEO to the end of document.                            |

### Consultation

Asset Management

### 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⇒](#). Asset Management Policies - *Under Separate Cover*

**Item 12.3.1 Policy Review – Asset Management**

**Moved:** Cr Harp  
**Seconded:** Cr de Haas

**O0326-053**

**That Council adopt the Asset Management policies inclusive of amendments, inclusions and deletions as reviewed.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**Item: 12.3.2**

**Review of Policies - POL 0049 & POL 0034**

|                     |             |  |
|---------------------|-------------|--|
| <b>Author/s</b>     | Sarah Walsh | Coordinator Governance & Corporate Support |
| <b>Authorisor/s</b> | Shane Burge | Chief Executive Officer                    |

**File Ref: D26/2753**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to review the Elected Member Entitlements and the Elected Member Professional Development policies.

**Recommendation in Brief**

That Council endorses the Elected Member Entitlements and the Elected Member Professional Development policies inclusive of amendments, inclusions 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.

The Executive Services policies were put to Council in December 2025 for their biennial review. At this meeting, Council resolved to exclude the Elected Member Entitlements and the Elected Member Professional Development policies to allow WALGA to provide comments.

**Officer's Comment**

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

| <b>Policy Name</b>  | <b>New Ref No.</b> | <b>Recommended Amendment</b>  |
|---|--------------------|---|
| Elected Member Entitlements   | POL 0034           | Remove any entitlements covered under Regulation and Salaries and Allowances Tribunal.<br>Change Policy name to reflect uniforms. |
| Elected Member Professional Development<br><b>*absolute majority required</b> | POL 0049           | Full re-write of the policy based upon WALGA model template   |

**Consultation**

WALGA

**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 14. Community confidence and trust in Council*

Objective 14.1. Provide transparent, accountable and effective leadership.

### **Environmental Considerations**

Nil

### **Attachments**

A. [Elected Member Professional Development](#)

B. [Elected Member Uniform Entitlements](#)

**Item 12.3.2 Review of Policies – POL 0049 & POL 0034**

**Moved:** Cr de Haas

**Seconded:** Cr Harp

**O0326-054**

**That Council endorse the Elected Member Uniform Entitlements and the Elected Member Professional Development policies inclusive of amendments, inclusions and deletions as reviewed.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



## POL 0049: Elected Member Professional Development

### COUNCIL POLICY

#### Policy Objective

To give effect to the Shire of Esperance's commitment to facilitate continuing professional development of Council Members, which enhances their knowledge and develops their skills, thus augmenting Council's capacity for well-informed decision-making and the provision of good government for our community.

This policy provides a framework to assist Council Members to identify and access relevant training and defines the expenses that will be paid by the Shire of Esperance.

This policy supports compliance with sections 5.127 and 5.128 of the *Local Government Act 1995* (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

#### Policy Scope

This policy applies to Council Member training and continuing professional development, including mandatory training required under s.5.126 of the Act.

#### Policy Statement

##### 1. Budget Allocations

The Shire of Esperance Annual Budget will include:

###### a. Whole of Council Training and Development

An allocation for Council as a whole, to be used for:

- Council Member Induction, dealt with under Part 2 of this Policy;
- Mandatory Council Member Training, dealt with under Part 3 of this Policy, and
- Council Capacity Building, dealt with under Part 4 of this Policy.

###### b. Council Member Professional Development

An annual allocation of \$7,000 for each Council Member to be used for individual Continuing Professional Development, as specified under Part 5 and Part 6 of this Policy. Council Members may select training and professional development including travel and accommodation expenses to be funded from this allocation, subject to approval in accordance with this Policy.

Unexpended allocations at the end of a financial year will be carried forward to the following financial year, after which any unspent funds will be returned to general funds.

Any professional development proposal that exceeds an individual Council Member's allocation will be referred for Council decision. Alternatively, the Council Member may choose to privately fund any shortfall. This will not be eligible for reimbursement from a future budget allocation.

## **2. Council Member Induction**

Following each election, the Shire of Esperance will conduct a comprehensive induction program, providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government. Continuing/previously elected Council Members are encouraged to participate in nominated elements of the induction program, to assist in fostering a team culture and to refresh their understanding.

## **3. Mandatory Council Member Training**

Council Members are required to complete the Council Member Essentials Course within 12-months from the day on which they are elected, unless exempt under Regulation 36 of the *Local Government (Administration) Regulations 1996*. Council Members should confirm with the Chief Executive Officer whether they are eligible for an exemption.

The Shire of Esperance's preferred provider is WALGA, and course delivery is available both on-line and face to face. Council Members will be provided with enrolment options, and the Shire of Esperance will coordinate bookings and arrangements to implement their selection.

Where a majority of Council Members would prefer face to face training, the Shire of Esperance may arrange on-site delivery and may coordinate this in cooperation with neighbouring Local Governments to achieve cost savings.

Council Members who are not yet required to complete the Mandatory Training may still choose to participate, with associated costs attributed to the Whole of Council Training and Development budget allocation.

## **4. Council Capacity Building**

Within a reasonable period after an election, a Council Workshop will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in Part 8 of this policy.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

## **5. Continuing Professional Development Formats**

Eligible Continuing Professional Development formats include, but are not limited to:

- Short courses;
- Training courses;
- Workshops;
- Seminars;
- Conferences;

- Formal qualifications, or individual units or modules as components of formal qualifications; and
- Membership of professional development organisation, where the membership incorporates access to Continuing Professional Development.

**Providers**

Continuing Professional Development should be delivered by industry recognised training providers, peak bodies or professional organisations.

**Outcomes**

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the Shire of Esperance as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the Shire of Esperance;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the Shire of Esperance community.

Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the Shire of Esperance's Strategic Community Plan, Corporate Business Plan or other strategic documents.

Council Members are encouraged to identify and share relevant Continuing Professional Development opportunities with Council and the CEO. The CEO will also identify and inform Council Members of relevant opportunities.

**5.1 Application and Approval**

**Request for approval**

Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

Applications, including all required details, are to be submitted in reasonable time for registration. Where possible, the Shire of Esperance will seek to take advantage of reduced prices for early registration.

#### **Approval**

Approval for Council Member attendance may be granted by:

- (a) the Chief Executive Officer where the:
  - (i) application complies with this policy;
  - (ii) event is to be held within Australia; and
  - (iii) the Council Member has sufficient funds available in their professional development allocation to meet all costs of attendance.
- (b) resolution of Council where the:
  - (i) application has been refused by the Chief Executive Officer;
  - (ii) application does not comply with this policy;
  - (iii) estimated costs of attendance exceed the available balance of the Council Member's professional development allocation; or
  - (iv) event is to be held outside of Australia.

#### **Limitations**

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings (i.e. a meeting where important strategic decisions are required or where the meeting may lack a quorum), unless Council has otherwise resolved.

Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.

Approval will not be granted for training or continuing professional development that is scheduled to occur in the last six months of a Council Member's term of office.

#### **5.2 Sharing of Knowledge**

In order to realise the maximum benefit for the Shire of Esperance, Council Members will provide a report on their attendance, key features and benefits of the training or professional development within a reasonable period after completion. Council Members may include ideas and innovations identified through the professional development for discussion at future Council Member workshops, where the matter relates to the Shire of Esperance's strategic objectives.

Knowledge sharing may be provided as a presentation or verbal update to an informal Council workshop, or a written report provided to the Chief Executive Officer and circulated to all Council Members. Where relevant, copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

## **6. Registration, travel and expenses**

The Shire of Esperance will be responsible for the costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

### **Event Registration and Bookings**

Travel, registration fees and accommodation are to be arranged directly by the Shire of Esperance's administration.

Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

### **Travel**

Where travel is involved, the actual costs of travel to and from the event venue are to be met by the Shire of Esperance in accordance with the current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members (the Determination).

Travel arrangements are to be by the most cost effective and reasonably convenient mode.

Air travel is to be by Economy Class at a time that is convenient to the Council Member. As far as is practicable, tickets will be purchased well in advance and take advantage of available discount fares.

A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval may only be granted where the cost is approximately equivalent to the most cost-effective mode of travel.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the Shire of Esperance by the Council Member before the Shire of Esperance confirms the booking/s.

### **Registration**

Registration fees may include, where applicable, event registration, conference program dinners, technical tours and accompanying workshops identified within the event program.

### **Accommodation**

Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations prescribed in the Determination.

If it is not reasonable to expect travel to occur on the day of the event, the booking may allow for arrival the day prior to commencement, and departure the day following the close of the event.

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid to the Shire of Esperance by the Council Member (including any additional associated or travel costs) prior to the Shire of Esperance confirming the booking.

**Loyalty Program and Reward Points**

Council Members are not to obtain personal benefit from expenditure of Shire of Esperance funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the Shire of Esperance.

**Meals and Incidental Expenses**

Funding for meals and incidental expenses is to be provided in accordance with the Determination.

Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not to be paid by the Shire of Esperance.

Incidental taxi, economy ride share or public transport modes of transport (i.e. to / from airport, event venue) may be claimed for reimbursement on submission of receipts.

**Accompanying persons/entertainment costs**

Council Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions).

The Shire of Esperance may coordinate accompanying person bookings and registrations for travel, accommodation and the event / function, with costs incurred to be paid to the Shire of Esperance by the Council Member prior to the Shire of Esperance confirming the booking/s.

**Booking Change / Modification Costs**

Costs incurred for changing or modifying a booking for travel or accommodation, where the change or modification is:

- a. At the request of the Council Member, are to be paid by the Council Member; or
- b. A requirement or for the convenience of the Shire of Esperance, are to be paid by the Shire of Esperance.

**Cancellations**

Costs incurred for cancellation of registration, travel or accommodation, where the cancellation is:

- a. At the request of the Council Member, are to be attributed to the Council Member's individual allocation; or
- b. A requirement or for the convenience of the Shire of Esperance, are to be paid by the Shire of Esperance.

### 7. Report on training

The Shire of Esperance is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.

The report will include the following details of both mandatory training and continuing professional development completed by Council Members:

- Name of Council Member;
- Date of election;
- Whether the Council Member is required to complete Mandatory Training, and if applicable, the due date for completion and date of completion;
- Title of each training course or module completed or event/conference attended;
- The date attended or completed;
- The training provider or event/conference organiser;
- The cost of attendance; and
- Location of the training or event.

The report will be provided to Council Members for their information, before being published on the Shire of Esperance’s website within one month of the end of the financial year.

### 8. Council Member Commitment

Council Members are committed to:

- a. Take a positive approach to identifying opportunities for improvement and professional development.
- b. Prepare for, participate in and complete professional development and training approved/booked under this policy.
- c. Apply the benefits of professional development to fulfilling their Council Member role, including by sharing their knowledge with other Council Members.
- d. Make reasonable efforts to confirm their availability, or otherwise, to the CEO before booking deadlines.
- e. When requested, advise the CEO of alternative dates / times that they would be available to facilitate their participation in training.
- f. Advise the CEO, at the earliest opportunity, if they are unable to attend planned / booked training. Where training costs are unable to be refunded, applicable costs will be debited to the individual Council Member’s allocation.

### 9. Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council’s review following each ordinary election. The Shire of Esperance will ensure the policy review occurs within the first 12-months following each ordinary election.

.....End.....

### 10. Document Information

Responsible Position Executive Assistant

Risk Rating Medium

**11. Referencing Documents**

- *Local Government Act 1995*
- *Public Service Award 1992*

**12. Revision History**

| Date     | Version | CM Reference  | Reason for Change   | Resolution # | Next Review |
|----------|---------|---------------|---|--------------|-------------|
| Jun 2021 | 1       | D21/20126     | New policy  | O0621-149    | Jun 2022    |
| Jan 2022 | 2       | D21/20126[v2] | Biennial review, no change.   | O0122-012    | Jan 2024    |
| Jun 2022 | 3       | D21/20126[v3] | Include provisions for high level qualifications.   | O0622-148    | Jun 2024    |
| Jan 2024 | 4       | D21/20126[v4] | Change references of conferences and training to be professional development, minor rewording and formatting. | O0124-004    | Jan 2026    |
| Feb 2026 | 5       |               | Full re-write based upon WALGA model template   |              | Jan 2028    |



## POL 0034: Elected Member Uniform Entitlements

COUNCIL POLICY

### Purpose

To define the parameters under which Elected Members may have access to uniforms.

### Scope

This policy applies to all Elected Members at the Shire of Esperance.

### Definitions

N/A

### Practice

#### Shire Uniforms

The Shire will provide Elected Members with \$495.00 (Inc GST) towards a uniform allocation, from the Shire’s clothing supplier, in every new two year election term.

Additional items may be purchased by Elected Members from the Shire’s clothing supplier by contacting the Executive Assistant. Additional items will be paid for by the purchaser.

.....End.....

### Document Information

|                      |                         |
|----------------------|-------------------------|
| Responsible Position | Chief Executive Officer |
| Risk Rating          | Low                     |

### Referencing Documents

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- Elected Member Professional Development Policy

### Revision History

| Date     | Version | CM Reference | Reason for Change  | Resolution # | Next Review |
|----------|---------|--------------|--|--------------|-------------|
| Mar 2010 | 1       | D12/30       | New policy   | O0310-1426   |             |
| Jul 2015 | 2       |              | Travelling Expenses c/km change as per award, Shire Uniform wording change - providing choice, Change from Executive Manager to Director, Local Govt Week – superfluous phrase removal | O0715-014    | Jul 2017    |
| Apr 2018 | 3       | D16/28999    | Update document controller. Update travel, meals and child care allowances as per Salaries and Allowances  | O0418-083    | Apr 2020    |

|          |   |               |  |           |          |
|----------|---|---------------|--|-----------|----------|
|          |   |               | Tribunal. Include paragraph for training and amend conference and seminar section.   |           |          |
| Nov 2019 | 4 | D16/28999[v2] | Change responsible officer, amend wording of meal allowance paragraph and amend child care allowance in line with SAT allowance amount.  | O1119-248 | Nov 2021 |
| Jun 2021 | 5 | D16/28999[v3] | Amend to remove professional development information due to separate policy for this.  | O0621-149 | Jun 2023 |
| Jan 2022 | 6 | D16/28999[v4] | Update Communications Allowance section in line with current practice  | O0122-012 | Jan 2024 |
| Jan 2024 | 7 | D16/28999[v5] | Include scope, remove references to removed sections and replace with reference to professional development policy in travelling expenses section, replace semicolon with full stop in first paragraph of uniform section. | O0124-004 | Jan 2026 |
| Mar 2026 | 8 |               | Remove any entitlements covered under Regulation and Salaries and Allowances Tribunal.<br>Change Policy name to reflect uniforms.  |           | Jan 2028 |

**Item: 12.3.3**

**Review of Policies - POL 0016 & POL 0017**

|                     |                 |  |
|---------------------|-----------------|--|
| <b>Author/s</b>     | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisor/s</b> | Felicity Baxter | Director Corporate and Community Services  |

**File Ref: D26/6601**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to review the Building and Property Agreements and Procurement policies.

**Recommendation in Brief**

That Council endorses the Building and Property Agreements and Procurement policies inclusive of amendments, inclusions 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.

The Corporate & Community Services policies were put to Council in January 2026 for their biennial review. The Building and Property Agreements Policy and Procurement Policy were not put forward at this meeting, as further discussions were required before completing their reviews.

**Officer's Comment**

The Procurement Policy was discussed with the Auditors to make further improvements in risk mitigation. The policy has been expanded to include provisions for recipient created tax invoices and credit card purchases.

A briefing was held with Council to discuss changes to the Building and Property Agreements Policy, including the change to the village purpose and renaming.

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

| <b>Policy Name</b>               | <b>Ref No.</b> | <b>Recommended Amendment</b>   |
|----------------------------------|----------------|--|
| Building and Property Agreements | POL 0016       | Added information to Purpose section for greater clarity. Updated classification example information. Updated Market Village references following name change in Feb 2026. Updated section 5.a. regarding the Market Village Purpose and application criteria. |
| Procurement                      | POL 0017       | Include reference to professional memberships and exemptions being in writing. Add recipient created tax   |

|  |  |   |
|--|--|---|
|  |  | invoices and transaction cards to purchase order exemptions. Minor rewording for clarity. |
|--|--|---|

**Consultation**

Director Asset Management  
Manager Financial Services  
Auditors  
Council

**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. Building and Property Agreements Policy
- B. Procurement Policy

**Item 12.3.3 Review of Policies – POL 0016 & POL 0017**

**Moved:** Cr McWilliam  
**Seconded:** Cr Starcevich

**O0326-055**

**That Council adopt the Building and Property Agreements Policy and Procurement Policy inclusive of amendments, inclusions and deletions as reviewed.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



## POL 0016: Building and Property Agreements

### COUNCIL POLICY

#### Purpose

To determine a set of property classifications that can be applied to all Council's properties providing for consistency in ~~agreement~~ documentation [for building and property agreements such as leases, licences and memorandum of understanding](#) and [for](#) equity in terms and conditions within and between various property classifications.

#### Scope

All land owned or managed by the Shire of Esperance must have a valid agreement in place if;

1. a third party wishes to establish improvements on the land; or
2. a third party wishes to utilise the land or a Shire owned structure located on the land.

#### Definitions

N/A

#### Practice

This policy recognises the variety and diversity of agreements and that no one particular style of agreement is appropriate for all purposes; consequently a set of template agreement documents have been developed in consultation with McLeods Barristers and Solicitors to be used for each particular requirement.

##### 1. Property Classifications

All properties are classified using specific principles as detailed within this policy.

- a. Commercial Premises – Open Market
  - i. Commercial sites offered by tender or disposed by section 3.58 of the *Local Government Act 1995*.
  - ii. Market rent determined by valuation with individual rent as determined by Council.
  - iii. All outgoings for these sites is recouped or supplied direct to the Tenant.
  - iv. CEO approval required prior to any sub-letting of premises.
  - v. Council may charge rates, emergency services levy (ESL), insurance and valuation costs on these properties.
  - vi. Council will collect a bond of 3 months' rent for these properties, excluding land only agreements.
  - vii. Properties in this classification will utilise the Commercial Agreement (Non-Retail Shop) Template.

Examples of properties within this classification are:

|  |  |
|--|--|
| RAC Caravan Park   | Esperance Lots 316 & 430, Res 26967        |
| Esperance Mini Golf  | Portion of Res 28207                       |
| BP Australia   | Part Lot 15, Esperance Airport             |
| Car Hire Desks (4)   | Gibson – Portion Lot 15, Esperance Airport |
| Airport Hangars (8)  | Gibson – Portion Lot 15, Esperance Airport |
| <del>Telstra Corporation</del> Communication Tower – Helms Drive                               | Esperance Loc 2112, Res 45368              |
| <del>Telstra Corporation</del> Communication Tower – Howick Hill                               | Lot 524, Res 47555                         |
| <del>Telstra Corporation</del> Communication Tower – <del>Telecommunications</del> Salmon Gums | Part of Salmon Gums Lot 123                |

b. Commercial Premises – Retail Shops

- i. All outgoings are recouped or charged direct to the Tenant
- ii. Rent determined by Council in conjunction with market rental valuation
- iii. Disposal to be in accordance with section 3.58 *Local Government Act 1995*, noting exemptions that apply via Regulation 30 of *Local Government (Functions and General) Regulations 1996*.
- iv. CEO approval required prior to any sub-letting of the premises.
- v. Council may charge rates, emergency services levy (ESL), insurance and valuation costs on these properties.
- vi. Leases within [The Museum Market](#) Village will be charged rates.
- vii. Council will collect a bond of 3 months' rent for these properties, excluding land only agreements.
- viii. Properties in this classification will utilise the Commercial Agreement (Retail Shop) Template.

Examples of properties within this classification are:

|  |   |
|--|---|
| <del>Museum Park</del> <a href="#">The Market</a> Village Buildings (11) | Esperance Lots 56,57,58,61,62, Res 2815 |
| <del>Mobile Jetty Headland Food Van</del> Sites (4)                      | Esperance – Portion Lot 991, Res 27318  |

c. Specific Sports Facilities

- i. Development of facilities by Shire or Club on Council land often with capital cost shared between Shire, Department of Sport and Recreation and Club or any combination of this mix of funding.
- ii. Exclusive use of the premises for a specific sport.
- iii. All outgoings (excluding rates) are recouped or charged direct to the Tenant.
- iv. CEO approval required prior to any sub-letting of the premises.
- v. Groups, Clubs and Organisations are encouraged to submit applications via the Community Grants Program when requesting Council's financial assistance.
- vi. Council may charge emergency services levy (ESL) costs on these properties.
- vii. Properties in this classification will utilise the Community Agreement Template.

Examples of properties within this classification are:

|   |  |
|---|--|
| <del>Gun Club Caretakers Cottage</del><br><del>Clay Target Club</del> | Fisheries Rd, Res 28099  |
| Equestrian Club   | Res 31708  |
| Esperance Speedway  | Myrup Rd, Res 35037  |
| Golf Club - Pink Lake   | Res 34829  |
| <del>Golf Club - Salmon Gums</del>                                    | <del>Salmon Gums, R30223, R30224</del>                           |
| Netball Pavilion, Esperance   | <del>Lot 310 Jane St</del><br><del>500 Black Street</del>        |
| Pistol Club – Skrolys Park  | Skrolys Park   |
| Surf Lifesaving Club House  | Res 41860  |
| Tennis Club, Esperance  | <del>L310</del><br><del>500 Black St</del><br><del>Jane St</del> |
| Esperance Bay Turf Club   | Lot 202 Fisheries Rd, Bandy Creek                                |
| Esperance Golf Club   | Res 38227  |
| Multi Sports Pavilion   | <del>L500</del><br><del>865</del> Black St                       |

- d. Halls and Community Centres
  - i. Developed facilities with mostly Council funding assistance, grants or self-supporting loans for the capital costs.
  - ii. Available for general community use and income retained for this casual hire to offset minor expenses, i.e. the agreement allows for casual hire.
  - iii. All outgoings (excluding rates) are recouped or charged direct to the Tenant.

- iv. Groups, Clubs or Organisations would be encouraged to submit applications via the Community Grants Program when requesting Council's financial assistance.
- v. Funding may also be available under the Shire's Reserve Funding for Community Halls Policy.
- vi. Council may charge emergency services levy (ESL) costs on these properties.
- vii. Properties in this classification will utilise the Community Agreement Template.

Examples of properties within this classification are:

|                              |                             |
|------------------------------|-----------------------------|
| Community Hall – Beaumont    | Parmango Rd                 |
| Community Hall – Cascade     | L49 Mitten Watson Rd        |
| Community Hall – Dalyup      | Res 26309 South Coast H'way |
| Community Hall – Grass Patch | Shepherd St                 |
| Community Hall – Salmon Gums | Res 30224 John & Moore Sts  |
| Community Hall – Condingup   | L1 Sutcliffe St, Condingup  |

- e. Community Services – Category 1
  - i. Exclusive use or special purpose community funded facilities with minimal Council capital contribution, however located on Council controlled land.
  - ii. All outgoing (excluding rates) are recouped or charged direct to the Tenant.
  - iii. Groups, Clubs or Organisations would be encouraged to submit applications via the Community Grants Program when requesting Council's financial assistance.
  - iv. Council may charge emergency services levy (ESL) costs on these properties.
  - v. Properties in this classification will utilise the Community Agreement Template.

Examples of properties within this classification are:

|                                    |                                   |
|------------------------------------|-----------------------------------|
| Agricultural Society Facilities    | <a href="#">L500 968</a> Black St |
| Cannery Arts Centre (Gallery Only) | Norseman Road                     |
| Community Hall – Scouts            | L686 The Esplanade                |
| Hospital Hostel                    | L241 Hicks St                     |

|           |   |
|-----------|---|
| Playgroup | Esperance Lot 388, R31633 & Lot 389, R34556 |
|-----------|---|

f. Community Services – Category 2

- i. Development of facilities mainly by Government funds on land controlled/vested to Shire of Esperance.
- ii. Facilities are operated by government agencies or community based incorporated business.
- iii. All outgoings are charged directly to Tenants.
- iv. Council may charge rates, emergency services levy (ESL) and insurance costs on these properties.
- v. Properties in this classification will utilise the Community Agreement Template.

Examples of properties within this classification are:

|  |   |
|--|---|
| Recherche Aged Welfare Committee         | Esperance Lot 893, Eyre St                              |
| Esperance Child Care Centre (Lingalonga) | Esperance Town Lots 171 &172 <a href="#">Randell St</a> |
| Esperance Lotteries House                | Part Esperance Lot 3 Forrest St                         |
| Old Station Master's Office              | Part Lot 103 Dempster Street                            |

2. Property Agreement Register

The Chief Executive Officer will maintain a register of all Council properties that have agreements in place. Details within the Register will include; name of the Tenant, description of the property, term of the agreement and fees.

3. Lease Preparation Fees

A Lease Preparation Fee shall be charged to all leases and licences as set within the Annual Schedule of Fees & Charges upon commencement.

Leases bound by the *Commercial Tenancy (Retail Shops) Agreements Act 1985* will not be charged lease preparation fees in accordance with section 14(b) of the Act.

Memorandum of Understanding (MOU) agreements will not be charged preparation fees.

4. Agreement Fees

In relation to establishing a guide for the calculation of fees the following shall be applied to the particular property classifications as detailed within this policy, for example -

- a. Commercial Premises – Open Market – As determined by Council after obtaining a market rental valuation.
  - b. Commercial Premises – Retail Shops – As determined by Council after obtaining a market rental valuation.
  - c. All other classifications would generally be \$100 ex GST per annum for community groups, clubs, not for profit organisations.
5. ~~Museum Park Period~~The Market Village
- a. Usage

The commercial properties within ~~T~~the ~~Museum Park Period~~Market Village will provide services or retail goods. Applications will be assessed using the following criteria –

- Contributes goods and/or services for tourists and the Esperance community;
- Provides diverse locally produced goods and services that promote local and regional tourism;
- Provides a unique product or service which is not currently available;
- Attracts an increase in visitation to The Market Village;
- Supports further activation of the area.

~~promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets.~~

- b. Agreement Fees

Fees for ~~T~~the ~~Museum Park Period~~Market Village will be calculated on the average of the base commercial rental (obtained from local real estate) for the town centre. This figure will be discounted by 20% to recognise the condition and setback location of the Market Vvillage from Dempster Street.

- c. Management Group

Tenants at ~~T~~the ~~Museum Park Period~~Market Village will be encouraged to establish an informal management group to -

- i. Oversee the needs of The Period-Market Village tenants
  - ii. Pursue marketing and promotional opportunities
  - iii. Encourage local arts, crafts and other appropriate industries to become involved
  - iv. Activities within the precinct
6. Maintenance Obligations

Maintenance obligations of each Tenant will be specified in each agreement document.

Generally this will be determined as follows;

- a. Land Only  
Agreements for those properties which have no structures located on the site, or structures not owned by the Shire, will require the Tenant to be responsible for all maintenance, repair and renewal of any structures.
- b. Shire Owned Structures  
Agreements for those properties which have Shire owned structures located on the site will require the Tenant to be responsible for minor

maintenance of the structures. Minor maintenance will include items such as repair or replacement of door handles, door locks, light fittings, globe replacement, internal glass breakage and general cleaning etc.

The Shire will be responsible for structural repairs and will have a building maintenance budget allocation and renewal schedule for the premises.

7. Implementation

Any amendments to the standard lease documentation including maintenance and cleaning schedules is to be negotiated with individual groups, clubs or organisations and introduced on the following timetable -

- a. when an existing agreement expires and the Tenant requests a renewal; and
- b. when new agreements are considered and approved by the Council.

8. Agreement Types

All property agreements will be subject to terms and conditions outlined within the document as determined by the property classifications within this policy.

The Shire of Esperance currently utilises the following types of agreements -

- a. Lease  
Provides the Tenant (Lessee) with exclusive use of the premises.
- b. Licence  
Provides the Tenant (Licensee) with non-exclusive use of the premises. Licenced properties must remain open and accessible to members of the public.
- c. Memorandum of Understanding  
A Memorandum of Understanding (MOU) will be used in cases where the Tenant is not an incorporated group, or for short term arrangements.

.....End.....

**Document Information**

|                      |  |
|----------------------|--|
| Responsible Position | Coordinator Governance and Corporate Support |
| Risk Rating          | Medium                                       |

**Referencing Documents**

- *Local Government Act 1995*
- *Commercial Tenancy (Retail Shops) Agreements Act 1985*
- *Local Government (Functions and General) Regulations 1996*
- Shire of Esperance Schedule of Fees and Charges

**Revision History**

| Date      | Version | CM Reference | Reason for Change | Resolution # | Next Review |
|-----------|---------|--------------|-------------------|--------------|-------------|
| Feb 2007  | 1       |              | New policy        | O0207-0987   |             |
| Sept 2007 | 2       | D12/15       |                   |              |             |

|           |   |               |  |           |          |
|-----------|---|---------------|--|-----------|----------|
| Aug 2015  | 3 |               | Removal of unnecessary background wording  | O0815-010 |          |
| Sept 2015 | 4 |               | Amend museum village provisions to include new rent calculation and require rates to be charged on village premises.   | O0915-022 |          |
| Mar 2018  | 5 | D16/28987     | Update document controller title<br>Minor wording changes<br>Amend museum village buildings to (11)<br>Remove Bob Stevens from classification (ii) example<br>Rename 2. to be Lease Register<br>Remove reference to order register by property classification<br>Insert 'ex GST' in 4. (iii)<br>Insert 'from 2015' in museum village lease fees paragraph,<br>Remove reference to supplementary document in 5. | O0318-073 | Mar 2020 |
| Jan 2020  | 6 | D16/28987[v2] | Include rates charge information in various categories, exempt CTA leases from being charged lease preparation fees, remove irrelevant information and amend implementation paragraph  | O0120-013 | Jan 2022 |
| Feb 2022  | 7 | D16/28987[v3] | Update policy to include all agreements, not just leases.<br>Update responsible officer title.<br>Include relevant information from COR 003 Museum Park Building Lease Arrangements and COR 014 Public Land Improvement Licence. Update property classification criteria and update examples as necessary. Reword sections 2-8.  | O0222-033 | Feb 2024 |
| Dec 2023  | 8 | D16/28987[v4] | Update classification tables, amend title for classification B, include separate use for Station Master's Ticket Box and minor wording/formatting changes.   | O1223-203 | Dec 2025 |
| Dec 2024  | 9 | D16/28987[v5] | Update to remove Old Station Master's Office from Museum Village section and include as part of Community Service Category 2.  | O1224-099 | Dec 2026 |



## POL 0017: Procurement

### COUNCIL POLICY

#### Purpose

1. To ensure compliance with all relevant legislation including the *Local Government Act 1995 (Act)* and the *Local Government (Functions and General) Regulations 1996 (Regulations)*;
2. To ensure all purchasing activities are recorded in compliance with the *State Records Act 2000* and internal record management practices of the Shire of Esperance (Shire);
3. To demonstrate that best value for money is attained for the Shire;
4. To mitigate probity risk, by establishing processes that promote openness, transparency, fairness and equity to all potential suppliers;
5. To ensure that sustainable benefits such as environmental, social and local economic factors are considered in the overall value for money assessment; and
6. To ensure all purchasing activities are conducted in a consistent and efficient manner organisational-wide, and that ethical decision making is demonstrated.

#### Scope

This policy is to be followed by all Shire employees.

#### Definitions

N/A

#### Practice

The Shire is committed to delivering best practice in procurement, aligned with the principles of transparency, probity and good governance, and in compliance with all statutory requirements.

All purchasing activities undertaken at the Shire are to be in accordance with this Policy.

##### 1. Ethics and Integrity

All officers and employees of the Shire undertaking purchasing activities must have regard for the Code of Conduct and shall observe the highest standards of ethics and integrity. All officers and employees of the Shire must act in an honest and professional manner at all times which supports the standing of the Shire.

##### 2. Value for Money

Value for money is an overarching principle governing procurement that allows the best possible outcome to be achieved for the Shire. It is important to note that compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, quality standards, sustainability, life cycle costing and service benchmarks.

An assessment of the best value for money outcome for any purchasing should consider -

- a. All relevant whole-of-life costs and benefits including transaction costs associated with acquisition, delivery, distribution, as well as other costs such as, but not limited to, holding costs, consumables, deployment, maintenance and disposal;
- b. The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- c. Financial viability and capacity to supply without risk of default (competency of the prospective suppliers in terms of managerial and technical capabilities and compliance history); and
- d. A strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable.
- e. Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced, conforming offer.

### 3. Local Purchasing

After having due regard to, but not limited to, the quality of the product, availability of after sales service, supply date, freight costs and degree of urgency, the Shire officers are encouraged to purchase locally.

### 4. Purchasing from Aboriginal Businesses

After having due regard to, but not limited to, the quality of the product, availability of after sales service, supply date, freight costs and degree of urgency, Shire officers are encouraged to purchase from Aboriginal Businesses.

### 5. Sustainable Procurement

After having due regard to, but not limited to, the quality of the product, availability of after sales service, supply date, freight costs and degree of urgency, Shire officers are encouraged to consider purchase that minimise negative environmental and social impacts.

### 6. Purchasing Value and Thresholds

Purchasing value is to be based on the following considerations -

- a. Exclusive of Goods and Services Tax (GST); and
- b. The actual or expected value of a contract over the full contract period, including all options to extend; or the extent to which it could be reasonably expected that the Shire will continue to purchase a particular category of goods, services or works and what total value is or could be reasonably expected to be purchased. If a purchasing threshold is reached within three years for a particular category of goods, services or

works (including low value, repetitive contracts), then the purchasing requirement under the relevant threshold (including the tender threshold) must apply; and

- c. Must incorporate any variation to the scope of the purchase and be limited to a 10% tolerance of the original purchasing value.

The table below prescribes the procurement practices the Shire must adhere to, based on purchasing value:

| Purchasing Value     | Procurement Practice   |
|----------------------|--|
| < \$5,000            | Direct purchase from suppliers. The Officers' professional discretion is required to ensure best value is maintained.  |
| \$5,000 - \$75,000   | <p>Seek a sufficient number of written quotes, minimum of two (2), containing price and a sufficient amount of information relating to the specification of the goods or services being purchased. Procurement decision to be based on all value for money considerations. Record keeping requirements must be maintained in accordance with Shire policies and procedures.</p> <p>Alternative process: A Selective or Public Request for Quote process is undertaken and an evaluation panel is established to assess the submissions.</p>  |
| \$75,000 - \$250,000 | <p>Seek a sufficient number of written quotes, minimum of three (3), containing price and a sufficient amount of information relating to the specification of the goods or services being purchased. For this purchasing value range, the procurement decision should not be based on price alone. It is strongly recommended that consideration be given to qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors.</p> <p>Alternative process: A Selective or Public Request for Quote process is undertaken</p> |

|             |  |
|-------------|--|
| > \$250,000 | and an evaluation panel is established to assess the submissions.<br><br>Conduct a public tender process unless exempt by Part 4, Division 2, Section 11 (2) of <i>Local Government (Functions and General) Regulations 1996</i> . |
|-------------|--|

Where it is considered beneficial, tenders may be called for contracts with an anticipated purchasing value < \$250,000. In this is the preferred option, a public tender process shall be undertaken in accordance with Part 4, Division 2 of the Regulations.

#### Exemptions to Procurement Practice

An exemption to procurement practice may apply in the following instances -

- a. The purchase is to be obtained from expenditure authorised in an emergency
- b. The purchase is obtained- from a pre-qualified supplier under the WALGA Preferred Supplier Program or Common Use Arrangements
- c. The purchase is supplied from a government of the State or the Commonwealth or any of its agencies, or by a Local Government or a Regional Local Government
- d. The purchase is from a sole supplier of the goods or services
- e. The purchase is petrol or oil, or any other liquid or any gas used for internal combustion engines
- f. The purchase is from a pre-qualified supplier under a Panel established by the Shire
- g. The following purchases where the value does not exceed \$250,000 ~~Exex~~ GST over 3 consecutive years -
  - i. Primary road building materials
  - ii. Memberships and subscriptions
  - iii. Legal services
  - iv. Professional Memberships, Conferences, seminars and training
  - v. Software maintenance, support or the renewal of licensing fees
  - vi. Purchasing from the original manufacturer whereby any other purchase may void the warranty
  - vii. Arts or cultural performances
  - viii. Aboriginal cultural services
  - ix. Procurement as determined by a Director up to \$150,000 ~~Exex~~ GST or the CEO up to \$250,000 ~~Exex~~ GST exempted in writing.

#### 7. Evaluation Panel

An evaluation panel shall be established prior to a Request for Tender or Request for Quote process and include a mix of skills and experience relevant to the nature of the procurement. For contracts with an anticipated purchasing value of -

- a. \$10,000 - \$150,000 - the panel must contain a minimum of two (2) members; or
- b. >\$150,000 - the panel must contain a minimum of three (3) members.

#### 8. Panels of Pre-Qualified Suppliers

In accordance with regulation 24AC of the Regulations, a local government may select to establish a panel of pre-qualified suppliers (Panel) when -

- i. it has a written policy that makes provision in respect of the matters set out in sub-regulation 24AC (2) of the Regulations (this Policy); and
- ii. the local government is satisfied that there is, or will be, a continuing need for the particular goods or services to be supplied by pre-qualified suppliers.

##### a. Objective

The Shire will consider establishing a Panel for purchasing activity when most of the following factors apply -

- i. it determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;
- ii. there are numerous potential suppliers in the local and regional procurement-related market sector(s) that offer 'value for money';
- iii. the purchasing activity under the intended Panel is ~~considered to be~~ of a low to medium risk;
- iv. the Panel will streamline and improve procurement processes; and
- v. it has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.

##### b. Panel Establishment

- i. Should the Shire determine it is advantageous to establish a Panel, it must do so in accordance with Part 4, Division 3 of the Regulations and its internal procurement procedures.
- ii. A Panel may be established for one supply requirement, or a number of similar supply requirements under defined categories within the Panel.
- iii. Where a Panel is to be established, the Shire will endeavour to appoint at least three (3) suppliers to the Panel, or to each category within the Panel, on the basis of best 'value for money'.

##### c. Panel Purpose

The Shire will generally establish a Panel to deliver its agreed level of service to the community, as the Shire often requires additional labour and/or plant to support the efficient operation of its permanent workforce. The establishment of a Panel allows the Shire to sub-contract its additional operational requirements on an as-needed basis, at an hourly rated fixed for the term of the Panel.

d. Purchasing from a Panel

| Purchasing from a Panel |  |
|-------------------------|--|
| Direct Purchase         | The Shire may award any quantity of work to any Supplier on the basis of the principals set out in Distributing Work Amongst a Panel. All purchases will be undertaken via a purchase order or the provision of Recipient Created Tax Invoice (RCTI) as per the accepted schedule of rates by the Shire as part of their appointment to the Panel. |
| Quotation Process       | Selected Suppliers will be invited to quote for each item of work available under the Panel and afforded a minimum response period of seven (7) calendar days. In every instance, all responses received will be assessed against pre-determined evaluation criteria to determine the best value for money response.                               |

e. Distributing Work Amongst a Panel

In considering the distribution of work amongst a Panel, the Shire will take into account the Supplier's -

- i. Accepted Schedule;
- ii. Performance during the term of the Panel;
- iii. Equipment, plant, or capability relative to the particular item of work;
- iv. Response time and/or availability; and
- v. Vicinity to the work location.

f. Panel Communication Agreement

To ensure clear, consistent, and regular communication between all parties to a Panel, the Shire agrees to -

- i. Utilise its eProcurement portal for all Panel initiation processes; and

- ii. Allocate each Panel a dedicated contact person for the term of the Panel.

#### 9. Authorising Officer

An Authorising Officer is a Shire employee who is authorised to incur expenditure and claims for payment, within a set monetary limit.

#### 10. Purchase Orders

The Shire requires purchase orders to be raised and issued prior to the goods or services being supplied. The Authorising Officer will ensure expenditure incurred is within their set monetary limit.

#### Exemptions to raising a purchase order

While its best practice to raise purchase orders ~~for the following~~, they are not a requirement ~~effor~~ the ~~procurement policy following –~~

- a. Utility accounts
- b. Telephone accounts
- c. Fuel accounts
- d. Lease accounts
- e. Rent accounts

f. Recipient Created Tax Invoices

g. Transaction Cards

f.h. Any other purchase at the discretion of Manager Financial Services or Director Corporate and Community Services

~~g.a. Recipient Created Tax Invoices~~

~~h. Council approved tenders and contracts (raising purchase orders for this category after an invoice is received may be permitted, provided it matches the schedule of rates within the contract)~~

#### 11. Fleet Fuel Cards and Fuel Bowser Fobs

All appropriate fleet vehicles will be issued with a fleet fuel card and/or a fuel bowser fob for fuel purchases only and/or to be used at the fuel bowser at the depot. If a fleet vehicle is allocated to a Shire officer, that officer is responsible for the security and appropriate use of the fleet fuel card and/or a fuel bowser fob. The fleet fuel card and/or fuel bowser fob is only to be used for the fleet vehicle to which it is issued.

#### 12. Records Management

All activities associated with procurement at the Shire must be recorded and retained. For a Request for Tender, Request for Quote, or Panels of Pre-Qualified Suppliers process this includes -

- a. tender documentation;

- b. internal documentation;
- c. evaluation documentation;
- d. enquiry and response documentation; and
- e. notification and award documentation.

For a direct purchasing process this includes -

- a. quotation documentation;
- b. internal documentation; and
- c. order forms and requisitions.

Record retention shall be in accordance with the minimum requirements of the *State Records Act 2000*, and the Shire’s internal *Records Management Policy*.

13. Breach of Procurement Policy

Officers found to have breached this Policy may, at the discretion of the Chief Executive Officer -

- a. have their purchasing rights revoked;
- b. be subject to disciplinary action, including possible termination without notice; and
- c. be required to reimburse the Shire for the amount of the unauthorised expenditure.

.....End.....

**Document Information**

|                      |   |
|----------------------|---|
| Responsible Position | Director Corporate and Community Services |
| Risk Rating          | Medium                                    |

**Referencing Documents**

- *Local Government Act 1995*

**Revision History**

| Date      | Version | CM Reference | Reason for Change  | Resolution # | Next Review |
|-----------|---------|--------------|--|--------------|-------------|
| Feb 2007  | 1       |              | New policy   | O0207-0987   | Feb 2009    |
| Sept 2007 | 2       | D12/80       |  | O0907-1121   | Sept 2009   |
| Jun 2013  | 3       |              | Title change, include buy local section, add purchasing threshold of \$2000 requiring 1 quote, define authorised officers, include fuel cards and credit cards, reduce tender section, include breach information. | O0613-011    | Jun 2015    |

|          |    |               |  |           |          |
|----------|----|---------------|--|-----------|----------|
| Aug 2015 | 4  |               | Removal of wording from 'Authorising Officer' paragraph  | O0815-010 | Aug 2017 |
| Nov 2015 | 5  |               | Update in line with change of regulations to require at least 3 quotes for purchases between \$100,000 and \$150,000.  | O1115-024 | Nov 2017 |
| Apr 2016 | 6  |               | Include prequalified supplier panel information, adjustments to reflect WALGA best-practice model and minor corrections and formatting.  | S0416-001 | Apr 2018 |
| Mar 2018 | 7  | D16/28989     | Change to position titles in credit card limit section, update document controller   | O0318-073 | Mar 2020 |
| Jan 2020 | 8  | D16/28989[v2] | Inclusion of Aboriginal purchasing and exemptions. Minor wording, credit card limit changes.   | O0120-013 | Jan 2022 |
| Apr 2020 | 9  | D16/28989[v3] | Include more focus on buying local   | O0420-110 | Apr 2022 |
| Feb 2022 | 10 | D16/28989[v4] | Update responsible officer. Add section for sustainable procurement. Reword procurement practice table. Include Common Use Agreements and final dot point in exemptions section. Reword 11 to include reference to Fuel Bowser Fobs. Remove Corporate Credit Card section. | O0222-033 | Feb 2024 |
| Dec 2023 | 11 | D16/28989[v5] | Biennial review. No change.  | O1223-203 | Dec 2025 |

**Item: 12.3.4**

**Review of Code of Conduct for Council Members, Committee Members and Candidates**

|                       |                 |  |
|-----------------------|-----------------|--|
| <b>Author/s</b>       | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisator/s</b> | Felicity Baxter | Director Corporate and Community Services  |

**File Ref: D26/6604**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

As part of the latest tranche of updates to West Australian Local Government legislation, the Model Code of Conduct regulations require key updates around the introduction of a new Local Government Inspector role. Subsequent updates to the Shire's Model Code of Conduct are required to be endorsed by Council and enacted by 31 March 2026.

**Recommendation in Brief**

That Council adopt the Code of Conduct for Council Members, Committee Members and Candidates, including additions and deletions as reviewed.

**Background**

A code of conduct sets out the expected behaviour of the individuals within an organisation. Given that the local government is a public entity, and the possible wide-ranging consequences and impacts of Council and committee decisions, it is important that the standard of conduct is set high to preserve the Shire's reputation.

Section 5.103 of the *Local Government Act 1995*, requires all local governments to prepare and adopt a Code of Conduct to be observed by Council Members, Committee Members and Candidates.

In March 2021, Council adopted the Code of Conduct for Council Members, Committee Members and Candidates, following introduction of the *Local Government (Model Code of Conduct) Regulations 2021* which repealed the *Local Governments (Rules of Conduct) Regulations 2007*.

**Officer's Comment**

Following recent reforms to the *Local Government Act 1995*, there have been changes made to the model code of conduct regulations, to include reference to the Inspector and Monitor processes.

The Shire of Esperance's code of conduct includes information in addition to the model code within the Citation clause, which has not been changed in this review.

The document has been transferred to the current document branding of the Shire, and reference numbers have been amended to be aligned with the model code regulations. These formatting changes are not reflected in the attachment to this report.

The following is a summary of recommended changes to the code of conduct clauses to align with the model code of conduct regulations. Please refer to Attachment A for further details.

| Clause   | Comment  |
|--|--|
| 11: Complaint about alleged breach                                   | Inserted (4)(a)(b), (5) and (6)<br>Note inserted under 11(5) is additional to the model code regulations             |
| 14A: Appointment of Monitor  | New clause inserted  |
| 14B: Performance of local government's functions under cl. 12 and 13 | New clause inserted  |
| 15: Other provisions about complaints                                | Inserted (3)   |
| Division 4: Rules of Conduct   | Amended notes wording to reference s.8A.3 rather than s.5.105. Replaced minor breach references with conduct breach. |
| 20: Relationship with local government employees                     | Remove (1)(c) referencing volunteers.  |
| 21: Disclosure of information  | Amended definition of closed meeting in (1)  |
| Acknowledgement  | Inserted signature panel   |

### Consultation

Executive Management Team

### Financial Implications

Nil

### Asset Management Implications

Nil

### Statutory Implications

*Local Government Act 1995 – s.5.103 Model code of conduct for council members, committee members and candidates*

*Local Government (Model Code of Conduct) Regulations 2021*

### Policy Implications

Nil

### Strategic Implications

Council Plan 2022 – 2032

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

Objective 14.1. Provide transparent, accountable and effective leadership.

### Environmental Considerations

Nil

### Attachments

[A1](#). Reviewed Code of Conduct for Councillors, Committee Members and Candidates

**Item 12.3.4 Review of Code of Conduct for Council Members, Committee Members and Candidates**

**Moved:** Cr Harp  
**Seconded:** Cr Davies

**O0326-056**

**That Council adopt the Code of Conduct for Council Members, Committee Members and Candidates, including additions and deletions as reviewed.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



# **SHIRE OF ESPERANCE**

## **Code of Conduct**

**Council Members, Committee Members  
and Candidates**

**March 2026**

Code of Conduct  
Council Members, Committee Members and Candidates

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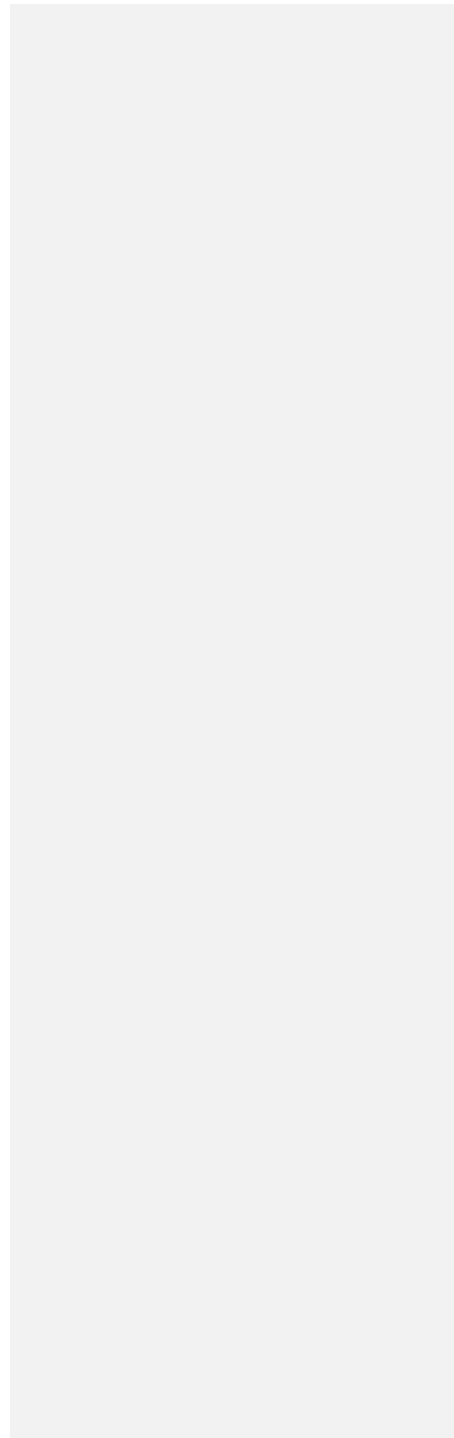
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### Revision History

| Date     | Version | CM Reference | Reason for Change                         | Next Review |
|----------|---------|--------------|---|-------------|
| Feb 2021 | 1       | D21/8259     | New code of conduct.                      | Feb 2026    |
| Mar 2026 | 2       | D21/8259[v2] | Updated in line with reviewed model code. | Mar 2031    |
|          |         |              |   |             |

### 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

Code of Conduct  
Council Members, Committee Members and Candidates

## Division 1 – Preliminary Provisions

### 1. Citation

This is the Shire of Esperance's Code of Conduct for Council Members, Committee Members and Candidates and sets out acceptable standards of professional conduct.

The Code provides a guide and a basis of expectations for Elected Members, Committee Members and Candidates. It encourages a commitment to ethical and professional behaviour and encourages greater transparency and accountability within the Shire of Esperance.

### Statutory Environment

The Shire of Esperance's Code of Conduct observes statutory requirements of the *Local Government Act 1995* (s.5.103 – Model code of conduct for council members, committee members and candidates) and *Local Government (Model Code of Conduct) Regulations 2021*.

**Commented [SW1]:** This information has been included in addition to the model code of conduct.

### 2. Terms used

- (1) In this code —
  - Act** means the *Local Government Act 1995*;
  - Candidate** means a candidate for election as a council member;
  - Complaint** means a complaint made under clause 11(1);
  - Publish** includes to publish on a social media platform.
- (2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

## Division 2 – General principles

### 3. Overview of General Principles

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

### 4. Personal integrity

- (1) A council member, committee member or candidate should —
  - (a) act with reasonable care and diligence; and
  - (b) act with honesty and integrity; and
  - (c) act lawfully; and

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- (d) identify and appropriately manage any conflict of interest; and
  - (e) avoid damage to the reputation of the local government.
- (2) A council member or committee member should —
- (a) act in accordance with the trust placed in council members and committee members; and
  - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
  - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
  - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

**5. Relationship with others**

- (1) A council member, committee member or candidate should —
  - (a) treat others with respect, courtesy and fairness; and
  - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

**6. Accountability**

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

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Council Members, Committee Members and Candidates

### Division 3 – Behaviour

#### 7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

#### 8. Personal integrity

- (1) A council member, committee member or candidate —
  - (a) must ensure that their use of social media and other forms of communication complies with this code; and
  - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
  - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
  - (b) must comply with all policies, procedures and resolutions of the local government.

#### 9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

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## 10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

## 11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
  - (a) in writing in the form approved by the local government; and
  - (b) to a person authorised under subclause (3); and
  - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.
- (4) A complaint must be dealt with under clauses 12 to 15 unless —
  - (a) the complaint is referred to the Inspector in accordance with subclause (5); and
  - (b) the Inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.

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(5) If the *Local Government (Model Code of Conduct) Regulations 2021* regulation 3A applied to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.

Note: complaints must be referred to the Inspector if the person who is the subject of the complaint has been found to have committed a behavioural breach on at least 2 previous occasions, on or after 1 January 2026.

(6) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

## 12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
  - (a) take no further action; or
  - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
  - (a) engage in mediation;
  - (b) undertake counselling;
  - (c) undertake training;
  - (d) take other action the local government considers appropriate.

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- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
  - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

**13. Dismissal of complaint**

- (1) The local government must dismiss a complaint if it is satisfied that —
- (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
  - (b) either —
    - (i) the behaviour was dealt with by the person presiding at the meeting; or
    - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

**14. Withdrawal of complaint**

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
- (a) in writing; and
  - (b) given to a person authorised under clause 11(3).

**14A. Appointment of Monitor**

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor —

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- (a) the Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
- (b) the local government must comply with the direction.

**14B. Performance of local government's functions under cl.12 and 13**

- (1) The local government's functions under clauses 12 and 13 must be performed by the council.
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of the council comprising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government —
  - (a) a member of the council of any local government;
  - (b) a member of the governing body of any regional subsidiary;
  - (c) an employee of any local government or regional subsidiary;
  - (d) an employee of WALGA or the Local Government Professionals Australia (WA);
  - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following —
    - (i) local governments;
    - (ii) members of councils;
    - (iii) employees of local governments.
- (4) A resolution made under subclause (3) must include the following —
  - (a) a statement to the effect that the council is satisfied that the person being authorised is suitably qualified and experienced to perform the function;
  - (b) an explanation as to why the council is satisfied as referred to in paragraph (a);

Code of Conduct  
Council Members, Committee Members and Candidates

(c) a statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.

(5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

### 15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.
- (3) Clause 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

### Division 4 – Rules of conduct

Notes for this Division:

- (1) Under section ~~6-4058A.3~~(1) of the Act, a council member commits a ~~minor conduct~~ breach if the council member contravenes a rule of conduct. ~~This Section 8A.3(2) of the Act~~ extends ~~this~~ to the contravention of a rule of conduct that occurred when the council member was a candidate.
- (2) A ~~minor conduct~~ breach is dealt with ~~by a standards panel under section 6-440 under Part 8A Division 5~~ of the Act.

### 16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

### 17. Misuse of local government resources

- (1) In this clause —  
**electoral purpose** means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

Code of Conduct

Council Members, Committee Members and Candidates

**resources of a local government** includes —

- (a) local government property; and
  - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

**18. Securing personal advantage or disadvantaging others**

- (1) A council member must not make improper use of their office —
- (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
  - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

**19. Prohibition against involvement in administration**

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

**20. Relationship with local government employees**

- (1) In this clause —
- local government employee** means a person —
- (a) employed by a local government under section 5.36(1) of the Act; or
  - (b) engaged by a local government under a contract for services; or
  - ~~(c) engaged by a local government as a volunteer.~~
- (2) A council member or candidate must not —
- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or

Code of Conduct

Council Members, Committee Members and Candidates

- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
  - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
- (a) make a statement that a local government employee is incompetent or dishonest; or
  - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

## 21. Disclosure of information

- (1) In this clause —

**Closed meeting** —

(a) means a ~~council or committee meeting, or a~~ part of a council or committee meeting, that is closed to members of the public under section 5.23(2), ~~(3) or (4)~~ of the Act; and

(b) includes a council or committee meeting held before 1 January 2026, or part of a council or committee meeting held before 1 January 2026, that was closed to members of the public under section 5.23(2) of the Act as in force before 1 January 2026.

**Confidential document** means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

**Document** includes a part of a document;

**Non-confidential document** means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member -

Code of Conduct

Council Members, Committee Members and Candidates

- (a) derived from a confidential document; or
  - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
  - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
  - (c) that is already in the public domain; or
  - (d) to an officer of the Department; or
  - (e) to the Minister; or
  - (f) to a legal practitioner for the purpose of obtaining legal advice; or
  - (g) if the disclosure is required or permitted by law.

**22. Disclosure of interests**

- (1) In this clause —
- interest*** —
- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
  - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
  - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or

Code of Conduct

Council Members, Committee Members and Candidates

- (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
  - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
  - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
  - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
  - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

### 23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

**Acknowledgment**

I acknowledge that I have read, understood and commit to following the Shire of Esperance's Code of Conduct for Council Members, Committee Members and Candidates.

Signature

Date

**Item: 12.3.5**

**Lease Request - Portion Lot 15 Coolgardie-Esperance Highway Gibson**

|                     |                 |  |
|---------------------|-----------------|--|
| <b>Author/s</b>     | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisor/s</b> | Felicity Baxter | Director Corporate and Community Services  |

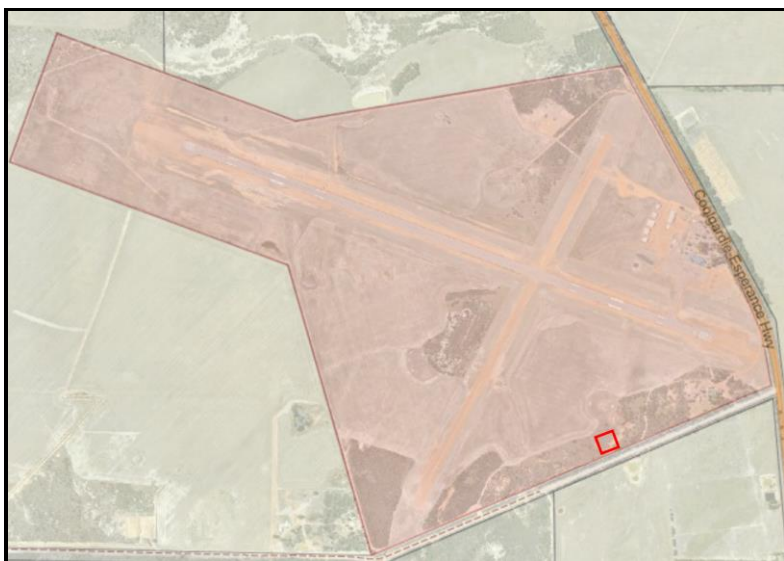
**File Ref: D26/442**

**Applicant**

Commonwealth of Australia represented by Geoscience Australia

**Location/Address**

Portion Lot 15 Coolgardie-Esperance Highway Gibson



**Executive Summary**

For Council to consider entering into a lease with the Applicant for portion of Lot 15 Coolgardie-Esperance Highway Gibson.

**Recommendation in Brief**

That Council enter into a lease with the Applicant for portion of Lot 15 Coolgardie-Esperance Highway Gibson.

**Background**

In January 2025, the SouthPAN Branch of Geoscience Australia reached out to Airport staff to discuss whether it would be possible to utilise part of the Airport site for use as a GPS Reference Station which collects data to provide improved positioning and navigation services.

An appropriate portion of the Airport site was identified, and the proposal was discussed with other users who may be affected by the proposal.

**Officer's Comment**

Since Geoscience Australia first reached out, further discussions on the proposal have been held and a draft lease agreement was provided by Geoscience Australia, requesting a term of 10 years with a 10 year further term option.

Officers have been negotiating the terms of the agreement to ensure this aligns with the Shire's standard terms, which is now ready for Council approval.

Advertising for the disposal of property is not required, as the Applicant is representing the Commonwealth and is therefore exempt under r.30(2)(c)(ii) of the *Local Government (Functions and General) Regulations 1996*.

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

The Shire last obtained an independent valuation for land at the Esperance Airport in February 2019, which provided a rental rate of \$6.94/m<sup>2</sup> inc GST.

The current rental rate charged for land only leases at the Airport is \$7.35/m<sup>2</sup> inc GST. As the site will be 480m<sup>2</sup>, annual rent at this rate will be \$3,528.00 inc GST.

### **Consultation**

Geoscience Australia  
Airport Operations Coordinator  
Manager Economic Development  
Drafting & Surveying Team

### **Financial Implications**

Lease preparation fee of \$650.00 inc GST  
Annual rent \$3,528.00 inc GST

### **Asset Management Implications**

Nil – land only arrangement.

### **Statutory Implications**

*Local Government Act 1995* – s.3.58 Disposing of property  
*Local Government (Functions and General) Regulations 1996* – r.30(2) Dispositions of property excluded from Act s.3.58

### **Policy Implications**

Building and Property Agreements Policy

### **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**

A1. Request to Lease - SouthPAN Branch Geoscience Australia

**Item 12.3.5 Lease Request – Portion Lot 15 Coolgardie-Esperance Highway Gibson**

**Moved: Cr Starcevich**

**Seconded: Cr de Haas**

**O0326-057**

**That Council enter into a lease with the Commonwealth of Australia represented by Geoscience Australia for portion of Lot 15 Coolgardie-Esperance Highway Gibson, subject to;**

- 1. The lease term being 10 years, with a 10 year further term option;**
- 2. Annual lease fee of \$3,528.00 inc GST being payable, subject to annual rent reviews based on CPI, and that Council consider this to be a true indication of the current market rental rate;**
- 3. Lease preparation fee of \$650.00 inc GST being payable by Geoscience Australia;**
- 4. All lease terms and conditions being as per the negotiated lease provided by Geoscience Australia and Council's leasing requirements.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

From: Angus Davis [REDACTED]  
Sent: Tuesday, 28 January 2025 2:34 PM  
To: Airport <[airport@esperance.wa.gov.au](mailto:airport@esperance.wa.gov.au)>  
Cc: Hanna Slattery [REDACTED]  
Subject: SouthPAN - Property Enquiry [SEC=OFFICIAL]

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

Good afternoon Nick,

Thanks for your time on the phone, by way of introduction, my name is Angus and I am working on the SouthPAN project ([Southern Positioning Augmentation Network \(SouthPAN\) | Geoscience Australia](#)) for Geoscience Australia.

As part of the program, Geoscience Australia are looking at establishing a GPS Reference Station (GRS) site in Esperance and wanted to investigate the opportunity to utilise a location at Esperance Airport. I was hoping to discuss the opportunity further with yourself to understand how the Shire of Esperance and Geoscience Australia could work together on this project.

I have completed a preliminary review with our GPS engineers and identified some preferred sites near the NDB that could be considered further, any feedback on suitability would be appreciated. I also noticed that the local DBYD information indicated an optic fibre cable to the NDB, however I understand that Telstra may be no longer maintaining their assets?

The link, [Expressions of interest \(EOI\) for SouthPAN ground station site hosts | Geoscience Australia](#), outlines the EOI process to hosting a site and provides information on the GRS requirements with the key elements summarised below:

- Site implementation from late 2025/2026
- GRS lifespan of 20 years
- Mains power link
- Optic Fibre comms link to site where possible
- Good sky visibility - sites should be above surrounding terrain and away from tall buildings, structures, and vegetation
- Site free of contamination

I look forward to a response and further discussing the project at your convenience.

Kind Regards,  
Angus

Angus Davis | SouthPAN GRS Civil Works Project Manager  
SouthPAN Branch | Space Division  
t: [REDACTED] f: [REDACTED] [www.qa.gov.au](http://www.qa.gov.au)

**Item: 12.3.6**

**Lease Request - Portion Lot 144 Carey Street Condingup**

|                      |                 |  |
|----------------------|-----------------|--|
| <b>Author/s</b>      | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisior/s</b> | Felicity Baxter | Director Corporate and Community Services  |

**File Ref: D26/391**

**Applicant**

St John Ambulance (St John)

**Location/Address**

Portion Lot 144 Carey Street Condingup, Reserve 38975



**Executive Summary**

For Council to consider entering into a lease with St John Ambulance for their portion of Lot 144 Carey Street Condingup.

**Recommendation in Brief**

That Council

1. Enter into a lease with St John Ambulance for portion of Lot 144 Carey Street Condingup; and
2. In the interim, enter into a Memorandum of Understanding with St John Ambulance for portion of Lot 144 Carey Street Condingup.

**Background**

As part of the replacement of the Condingup Bush Fire Brigade facility, St John Ambulance, Condingup Sub Brach, approached the Shire to consider building a co-location facility that they could base their Condingup operations out of. The Shire agreed to this arrangement, subject to St John Ambulance agreeing to pay the cost for the additional bay to be constructed at the rear of the facility, which was agreed to.

The construction of the Condingup Bush Fire Brigade facility is now completed, and an agreement is required with St John Ambulance to set out the formal responsibilities for the premises. As this is one of the Shire's Bush Fire Brigade facilities, no lease is required for the Fire Brigade component.

**Officer's Comment**

This facility has been designed to have sperate sections for the storage of vehicles and equipment and a shared common area. St John will have exclusive use of the ambulance bay and 'office two' for storage of their vehicle and equipment (shown in green on the attached map). They will also have shared access

to the common areas including the kitchen, bathroom and open plan area within the building (shown in yellow on the attached map). Please refer to the site map attached.

Currently the Reserve the facility is on has no “power to lease”. Planning Officers have begun the process with DPLH for an amendment to the management order for the reserve to include the “power to lease”. This process will take months to complete.

Give the Shire currently has no power to lease the portion of the Reserve, it is recommended that a Memorandum of Understanding be put in place while waiting for the power to lease to be included over the reserve. Once the power to lease is provided, a formal lease agreement would be entered into in accordance with Council’s Community Lease template.

As St John Ambulance have paid the cost for the additional bay to be constructed at the rear of the facility, it is recommended that rent be charged at the community rental rate of \$110 inc. GST per year.

### **Consultation**

St John Ambulance  
Manager Ranger & Emergency Services  
Manager Development Services  
Director Asset Management

### **Financial Implications**

Annual rent: \$110 inc GST  
Lease preparation fee \$160 inc GST

### **Asset Management Implications**

As per annual maintenance schedule.

### **Statutory Implications**

*Local Government Act 1995* s3.58 disposing of property  
*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 2.1. Improve access to quality health services.

### **Environmental Considerations**

Nil

### **Attachments**

- A. Lease Application - St John Ambulance
- B. Condongup Bush Fire Shed Internal Layout

**Item 12.3.6 Lease Request – Portion Lot 144 Carey Street Condingup**

**Moved: Cr McWilliam**

**Seconded: Cr Graham**

**O0326-058**

**That Council;**

1. Enter into a lease with St John Ambulance for portion of Lot 144 Carey Street Condingup, subject to;
  - a. Power to lease being provided on Reserve 38975,
  - b. Department of Lands' approval;
  - c. Term of the lease being 10 years;
  - d. Annual rent of \$110 inc GST being payable;
  - e. Lease preparation fee of \$160 inc GST being payable;
  - f. The disposition being advertised in accordance with s3.58 of the *Local Government Act 1995*; and
  - g. All lease terms and conditions being as per Council's standard Community Lease template; and
2. In the interim, enter into a Memorandum of Understanding with St John Ambulance for portion of Lot 144 Carey Street Condingup.

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



# Property Agreement Application

## Applicant Details

|                     |  |
|---------------------|--|
| Applicant Name      | St John Ambulance Western Australia Ltd                  |
| Business Name       | St John Ambulance Western Australia Ltd                  |
| Residential Address | 209 Great Eastern Highway Belmont Western Australia 6104 |
| Postal Address      | PO Box 183 Belmont Western Australia 6984                |
| Phone Number        | [REDACTED]   |
| Email Address       | [REDACTED]   |

Reviewed: July 2024

## Property Details

I wish to enter into an agreement with the Shire of Esperance for use of the following property:

**Lot 144 Carey Street CONDINGUP WA 6450**

## General Information

Please provide information on yourself and/or your business.

ambulance service

Property Agreement Application

## Use of Premises

Please describe how you intend to use the property, including information on products/services you provide.

storage of vehicle - ambulance for Condingup  
 storage of uniforms and wet weather gear for crew.  
 restroom facilities.  
 Condingup facility will not be staffed by ambulance team members and office space and training rooms used ad hoc as needed

product/service is volunteer run ambulance for community response. paid ambulance staff and admin staff available from Esperance Subcentre.

FORM 0010



**Museum Village Usage** *(only required for Museum Village property applications)*

Please explain how your business will fit with the Museum Village Usage of 'promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets'

N/A

Reviewed: July 2024

**Operating Hours**

Please advise your proposed operating hours.  
Note: for Vending Machine agreements, please advise how you intend to maintain satisfactory service levels (e.g. stock within the machine, minimal mechanical outages)

community response efforts from local volunteers could occur at any time of the week however deployments of the ambulance are infrequent.

Property Agreement Application

**Term of Agreement**

Please advise how long you would like the agreement to be for.

10 years


**Any Other Relevant Information**

Please include any other information relevant to your application.

FORM 0010

**Notes**

1. Applications may take up to 3 months to finalise due to reporting and advertising requirements.
2. Museum Village / Jetty Headland applicants should not offer products which are identical to that offered by existing vendors at the precinct.

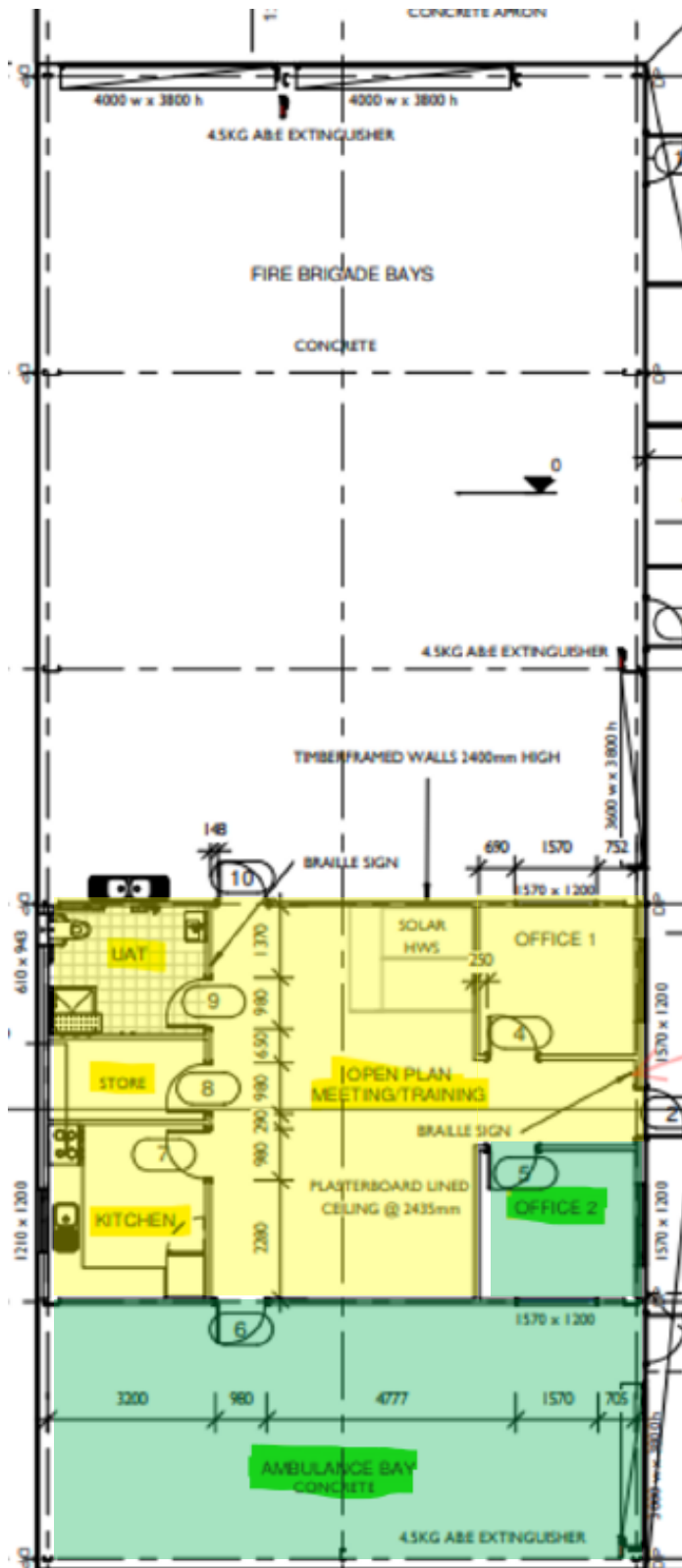


20/11/2025

**Signature Applicant**

**Date**





**Item: 12.3.7**

**Lease for Portion Lot 100 Dempster Street - Old Methodist Church**

|                     |                 |   |
|---------------------|-----------------|---|
| <b>Author/s</b>     | Kim Harp        | Governance & Corporate Support Assistant  |
| <b>Authorisor/s</b> | Felicity Baxter | Director Corporate and Community Services |

**File Ref: D26/6868**

**Applicant**

Benjamin and Jodie Kowal trading as Naturally Esperance

**Location/Address**

Old Methodist Church, Portion of Lot 100 Dempster Street, Esperance



**Executive Summary**

Following a re-survey of the premises, that Council agrees to update the lease value granted to Benjamin and Jodie Kowal for the Old Methodist Church to \$16,072.00 inc GST being payable subject to annual rent reviews based on CPI, and that Council considers this to be a true indication of the current market rental rate.

**Recommendation in Brief**

Annual lease fee of \$16,072.00 inc GST being payable subject to annual rent reviews based on CPI, and that Council considers this to be a true indication of the current market rental rate.

**Background**

Benjamin and Jodie Kowal (Applicants) have leased the Old Methodist Church since the lease was reassigned in January 2021, with expiry being September 2025.

The Applicants were granted a five-year lease renewal for the Old Methodist Church at the July 2025 Ordinary Council Meeting.

Discussion with Asset Management staff in July 2025 identified that all lease area plans require review as they appear to be inaccurate, and that resurveys of each premises should be undertaken to ensure accurate plans are available.

Unfortunately, the need for resurveying premises within The Market Village was not identified prior to the Applicant's lease request being put to Council, however the Applicants were advised of the delay in finalising their lease until the completion of the resurvey for the Old Methodist Church.

The new survey of the building has now been completed and has resulted in an increase in lease area from 82.3m<sup>2</sup> to 98m<sup>2</sup>, which now means that the rent amount resolved at the July 2025 council meeting is incorrect.

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

The rental rate approved for this lease at the July 2025 meeting was \$164/m<sup>2</sup> per annum. Since this time, a revaluation of the rental prices for the precinct has been obtained, which has increased the rental rate to \$187/m<sup>2</sup>.

As the delay was caused by the time taken for Shire staff to complete the resurvey of the premises, it is recommended that the rate approved in July 2025 continue to be used for this lease, however this rate is to be applied to the new lettable area for the premises.

Following the resurvey, the lettable area of the building increased by 15.7m<sup>2</sup>, which will result in the annual rent amount increasing by \$2,574.80 inc GST per annum, from \$13,497.20 inc GST as approved in July 2025, to \$16,072.00 inc GST at the new survey size.

The Applicants have been contacted to advise of the proposed change to the rental amount following the results of the re-survey and have raised no concerns with this adjustment being made.

#### **Consultation**

Director Asset Management  
Coordinator Drafting and Design  
Benjamin and Jodie Kowal

#### **Financial Implications**

Annual lease fee \$16,072.00 inc GST

#### **Asset Management Implications**

As per Asset Management Schedules

#### **Statutory Implications**

*Local Government Act 1995 - Section 3.58 Disposing of Property*  
*Commercial Tenancy (Retail Shops) Agreement Act 1985*

#### **Policy Implications**

Building and Property Agreements Policy

#### **Strategic Implications**

Council Plan 2022 – 2032

*Prosperity - Outcome 12. A prosperous and diverse economy*

Objective 12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.

#### **Environmental Considerations**

Nil

#### **Attachments**

A. Lease Area Plan - Museum Village - Old Methodist Church

**Item 12.3.7 Lease for Portion Lot 100 Dempster Street – Old Methodist Church**

**Moved: Cr de Haas**  
**Seconded: Cr McWilliam**

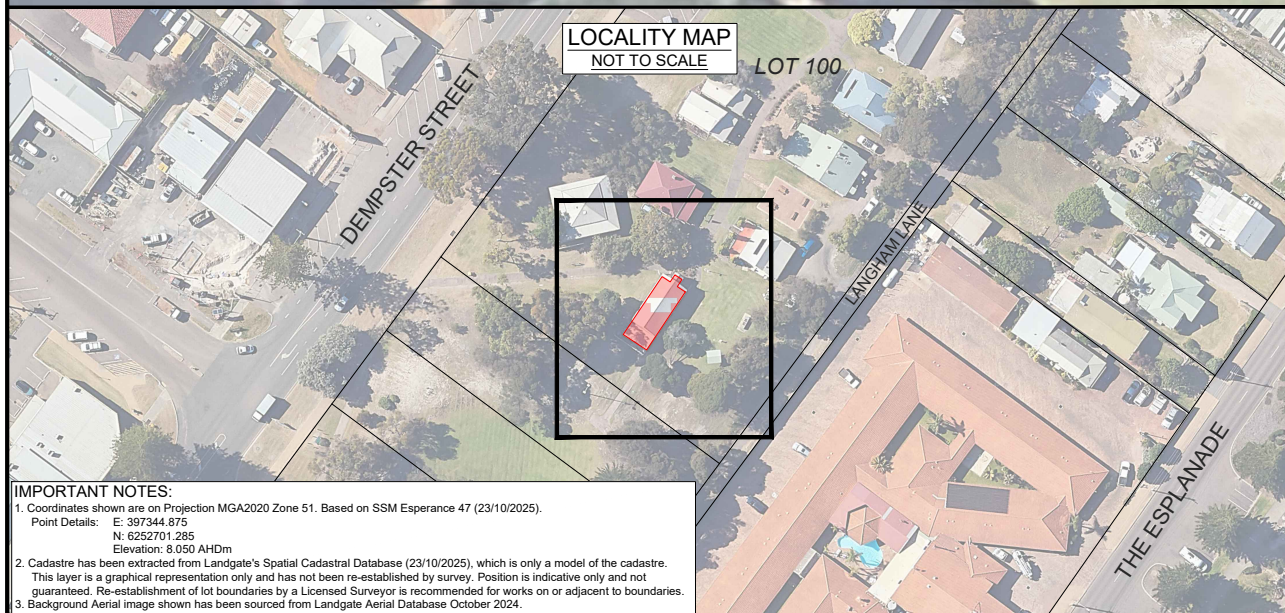
**O0326-059**

**That Council;**

- 1. Amend the Annual lease fee of the lease for the Old Methodist Church to \$16,072.00 inc GST being payable subject to annual rent reviews based on CPI, and that Council considers this to be a true indication of the current market rental rate; and**
- 2. Readvertise the disposal of property at the new rental rate as per legislative requirements.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



**IMPORTANT NOTES:**

- Coordinates shown are on Projection MGA2020 Zone 51. Based on SSM Esperance 47 (23/10/2025).  
Point Details: E: 397344.875  
N: 6252701.285  
Elevation: 8.050 AHDm
- Cadastre has been extracted from Landgate's Spatial Cadastral Database (23/10/2025), which is only a model of the cadastre. This layer is a graphical representation only and has not been re-established by survey. Position is indicative only and not guaranteed. Re-establishment of lot boundaries by a Licensed Surveyor is recommended for works on or adjacent to boundaries.
- Background Aerial image shown has been sourced from Landgate Aerial Database October 2024.

|  |   |   |   |
|--|---|---|---|
|  <p><b>SHIRE OF ESPERANCE</b></p> | <p><b>LEASE PLAN</b></p> <p>MUSEUM VILLAGE - OLD METHODIST CHURCH (SHOP 12)</p> <p>LOT 100 (#48) on DP 416257, DEMPSTER STREET, ESPERANCE</p>           |   | <p>RAW FILENAME<br/>Museum Village - Methodist Church Lease MGA2020.dwg</p> <p>DESIGNED<br/>J. CORTELLINO</p> <p>DATE<br/>23/10/25</p> <p>REVIEWED<br/>J. CORTELLINO</p> <p>DATE<br/>27/10/25</p> |
|  | <p>FILENAME<br/>118500101_FINAL.dwg</p> <p>DRAWN<br/>S. SWEENEY</p> <p>DATE<br/>23/10/25</p> <p>APPROVED<br/>J. CORTELLINO</p> <p>DATE<br/>27/10/25</p> | <p>SHEET SIZE<br/>A3</p> <p>SCALE<br/>1 : 100</p> <p>DATUM<br/>MGA2020</p> <p>SURVEYOR<br/>S.H., J.F., &amp; J.C.</p> <p>DATE<br/>AUG '25</p> | <p>SCALE BAR<br/>0 2 4 Meters</p> <p>SHEET No.<br/>1 of 1</p> <p>DRAWING NO.<br/>118500101-01</p> <p>REVISION NO.<br/>-00</p>   |

**Item: 12.3.8**

**Expressions of Interest - Old Matron's Quarters, The Market Village Portion of Lot 100 Dempster St.**

|                       |                 |   |
|-----------------------|-----------------|---|
| <b>Author/s</b>       | Kim Harp        | Governance & Corporate Support Assistant  |
| <b>Authorisator/s</b> | Felicity Baxter | Director Corporate and Community Services |

**File Ref: D26/6803**

**Applicant**

Skye Jordan  
Trish Brewer  
Andrea McVeigh  
Susen Hohensee

**Location/Address**

Portion of Lot 100 – Dempster Street, Esperance WA 6450



**Executive Summary**

For Council to consider the Expressions of Interest received to lease the Old Matron's Quarters in The Market Village.

**Recommendation in Brief**

That Council enter into a lease with Skye Jordan for the Old Matron's Quarters in The Market Village.

**Background**

The Old Matron's Quarter's has been surrendered by its previous tenant at the February OCM.

The premises was advertised for Expressions of Interest with four applications being received as follows:

| <b>Applicant</b> | <b>Description</b>   |
|------------------|--|
| Skye Jordan      | MidwifeMe - Wanting a 5-year lease. Applied previously - 2024, 2026 and current. Private midwifery. Locally owned and operated by a registered midwife with a passion for education and community. Currently operates through Museum Village markets, events and collaborations with locals and non-locals. Supports |

|                |  |
|----------------|--|
|                | women, babies and families throughout pregnancy, birth and early parenting through evidence based, compassionate and personalised care. A boutique shop front (Village Mother & Baby) will provide limited appointment-based support services as well as offering items for pregnancy and post-partum care, breast feeding, newborn essentials, children's footwear, gifts, and educational resources. Sustainably sourced and community focussed Australian designed products will be used with priority being given to locally and regionally made products. Is linked to its website.   |
| Trish Brewer   | Trish's Treasure Trove - Wanting 5-year lease. Applied previously - 2025 and current. Locally owned and operated making customised gifts, homewares and apparel. Has been in operation for five years. Will sell her unique products and open the space up to other crafters and local talent to display and sell their hand made goods, not found in elsewhere in Esperance.  |
| Andrea McVeigh | Urban Om - Wanting 2 years lease with a 3-year option. Applied previously 2025 and current. Leased the Old Hospital in Museum Village from 2015 to 2020 with various sub tenants and casual hire arrangements being put in place to maximise the space and offset the cost of the lease. Urban Om is locally owned and operated offering appointment-based head spas, facials and reimagined remedial massage. The other distinct identity that will operate within the space will be Hush. A small artisan retail studio operated by a partner of Urban Om. selling its own range of gifts and keepsakes as well as locally designed beach and travel accessories carrying designs by Urban Om. Together they will create a destination experience combining retail and wellness. |
| Susen Hohensee | Salty Haven Creations - Silversmith and Jeweller - Wanting 1 year lease with 4 yearly options. No previous applications. Open to sharing the space with another applicant. Locally owned and operated in home studio. Creates unique, handmade, mixed silver, copper, brass and resin jewellery and other hand-crafted items. Uses recycled Australian metals and can offer jewellery repairs and custom pieces. Intends to set up a retail and studio space   |

#### Officer's Comment

Discussion with officers has determined that all applicants would be able to operate from within the building. All applicants meet the newly proposed criteria for leases in The Market Village as set by the Building and Property Agreements Policy.

Environmental Health has noted that Andrea McVeigh's application may require approval for skin penetration if any dry needling or beauty procedures are offered. No other requirements, for any applications, have been noted by Shire Officers.

Ms Jordan intends to open 5 days per week (Tuesday - Saturday) and 6 days per week during peak season, markets and special events.

Ms Brewer intends to open 6 days per week, (Tuesday to Sunday).

Ms McVeigh intends to open 4 days per week, (Wednesday - Saturday) and on Market Days with Monday and Tuesday being by appointment only.

Ms Hohensee intends to open 5 days per week, (Wednesday - Sunday).

Ms Jordan's proposal is considered to best fit the use of The Market Village as set within the proposed Building and Property Agreements Policy. MidwifeMe and Village Mother & Baby is a well-established

business at The Market Village Markets that is looking for a home. Ms Jordan has guaranteed foot traffic from her already established client base and market presence. Ms Jordan's business is a unique offering to the Esperance community with her combination of scheduled appointments and family orientated retail items not readily available elsewhere in Esperance.

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

Council's Building and Property Agreements Policy stipulates that lease fees for the Museum Village are to be the average CBD rate, as determined by local real estate, less 20%. Discussion with local real estate agents in February 2026 determined the current average CBD rent less 20% to be \$187/m<sup>2</sup> inc GST.

The property is currently being resurveyed, and the rent payable will be based on the confirmed square meterage once available.

### **Consultation**

Skye Jordan  
Trish Brewer  
Andrea McVeigh  
Susen Hohensee  
Planning Services  
Building Services  
Projects and Building  
Environmental Health Services

### **Financial Implications**

Annual rent of \$187/m<sup>2</sup> inc GST payable by successful applicant subject to annual rent reviews based on CPI.

### **Asset Management Implications**

As per Building Maintenance Schedule of Works.  
Fit out will be at tenant's cost.

### **Statutory Implications**

*Local Government Act 1995 – s.3.58 Disposing of Property*  
*Commercial Tenancy (Retail Shops) Agreement Act 1985*

### **Policy Implications**

Building and Property Agreements Policy

### **Strategic Implications**

Council Plan 2022 – 2032

*Prosperity - Outcome 12. A prosperous and diverse economy*

Objective 12.1. Attract and retain diverse industries and enterprises to grow the economy and local jobs.

### **Environmental Considerations**

Nil

**Attachments**

- A. Expression of Interest - Old Matron's Quarters Museum Village - Skye Jordan - 2026/02/10
- B. Expression of Interest - Old Matron's Quarters Museum Village - Trish Brewer - 2026/02/16
- C. Expression of Interest - Old Matron's Quarters Museum Village - Andrea McVeigh - 2026/02/23
- D. Expression of Interest - Old Matron's Quarters Museum Village - Susen Hohensee - 2026/02/24

**Item 12.3.8 Expressions of Interest – Old Matron’s Quarters, The Market Village Portion of Lot 100 Dempster St**

**Moved: Cr de Haas**  
**Seconded: Cr Starcevich**

**O0326-060**

**That Council;**

- 1. Enter into a lease with Skye Jordan for the Old Matron’s Quarters in The Market Village portion Lot 100 Dempster Street, subject to;**
  - a. The lease term being 5 years;**
  - b. Annual rent being \$187/m2 inc GST, subject to annual rent reviews based on CPI, and that Council consider the rental rate to be a true indication of the current market rental rate;**
  - c. The disposition being advertised in accordance with s.3.58 of the *Local Government Act 1995*; and**
  - d. All lease terms and conditions being as per Council’s standard Commercial Lease (Retail Shop) template.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



# Property Agreement Application

## Applicant Details

|                     |                                  |
|---------------------|----------------------------------|
| Applicant Name      | Skye Jordan                      |
| Business Name       | MidwifeMe/ Village Mother & Baby |
| Residential Address | [REDACTED]                       |
| Postal Address      | [REDACTED]                       |
| Phone Number        | [REDACTED]                       |
| Email Address       | Midwifeme@outlook.com.au         |

## Property Details

I wish to enter into an agreement with the Shire of Esperance for use of the following property:

The Old Matron's Quarters

## General Information

Please provide information on yourself and/or your business.

I am an Endorsed Privately Practising Midwife (EPPM) providing comprehensive woman-centred care to expectant mothers and families in Esperance. In addition to clinical mid referee services, I operate a dedicated baby and mother retail space that supports families from pregnancy through to early parenthood. The store offers carefully selected products that are not otherwise available in Esperance, improving access for local families who would traditionally need to travel or shop online elsewhere. Where possible, we also proudly stock locally made products, supporting regional makers and small businesses, while keeping our offering relevant to the local community. To further strengthen community connection, we regularly attend local markets, creating opportunities for families to engage with our services in an approachable and supportive

## Use of Premises

Please describe how you intend to use the property, including information on products/services you provide.

The property will be a combined clinical and retail space. The front room on the right will be a private clinic where I provide midwifery services through my current business, MidwifeMe. The remainder of the premises (Village Mother & Baby), will operate as the thoughtfully curated retail store offering pregnancy birth baby and postpartum products. In addition, I intend to sell childrens shoes. This is a product category currently unavailable in Esperance. As part of my commitment to community well-being, I intend to host free clinics and education sessions for families. These will include support services such as breastfeeding guidance, baby wearing education, and early parenting support. Additionally, one of the smaller rooms at the back right of the property will be converted into a dedicated breastfeeding and baby change room. This service is currently limited in Esperance and the space will provide parents with a clean, private, and comfortable area to feed and care for their babies while visiting the precinct.

Reviewed: July 2024

Property Agreement Application

FORM 0010



**Museum Village Usage** (only required for Museum Village property applications)

Please explain how your business will fit with the Museum Village Usage of 'promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets'

A key component of the retail space is the inclusion of locally and regionally made products where ever suitable. Currently, MidwifeMe stocks several locally-made items including dummy clips, crocheted toys etc. In addition to retail offerings, I intend to provide a baby equipment hire service for travelling families including items such as portable cots, strollers, and other essential infant equipment.

**Operating Hours**

Please advise your proposed operating hours.  
Note: for Vending Machine agreements, please advise how you intend to maintain satisfactory service levels (e.g. stock within the machine, minimal mechanical outages)

Monday: Closed  
Tuesday to Friday: 9am-5pm  
Saturday: 9am-12pm.  
Sunday: Closed, except during peak tourism periods, special events, and markets

**Term of Agreement**

Please advise how long you would like the agreement to be for.  
5 Years

**Any Other Relevant Information**

Please include any other information relevant to your application.  
Securing a space within the Museum Village represents an important step in continued growth of my business. It will allow me to further establish a professional storefront, strength and brand recognition, and build operational sustainability, ultimately enabling progression to a larger, permanent bricks and mortar location within Esperance. This pathway reflects my long-term commitment to investing in a local community and contributing to a thriving small business

**Notes**

- 1. Applications may take up to 3 months to finalise due to reporting and advertising requirements.
- 2. Museum Village / Jetty Headland applicants should not offer products which are identical to that offered by existing vendors at the precinct.

 10.02.2026

Signature Applicant

Date



Reviewed: July 2024

Property Agreement Application

FORM 0010



# Property Agreement Application

## Applicant Details

|                     |                        |
|---------------------|------------------------|
| Applicant Name      | TRISH BREWER           |
| Business Name       | TRISH'S TREASURE TROVE |
| Residential Address | [REDACTED]             |
| Postal Address      | [REDACTED]             |
| Phone Number        | [REDACTED]             |
| Email Address       | [REDACTED]             |

Reviewed: July 2024

## Property Details

I wish to enter into an agreement with the Shire of Esperance for use of the following property:

**THE OLD MATRONS QUARTERS**

## General Information

Please provide information on yourself and/or your business.

Owner and operator of Trish's Treasure Trove for the last 5 years. I make customised gift, homewares and apparel.

Property Agreement Application

## Use of Premises

Please describe how you intend to use the property, including information on products/services you provide.

I intend to sell my products in store as well as open it up for other crafters to place their hand made goods for sale in the space as well.

FORM 0010



**Museum Village Usage** *(only required for Museum Village property applications)*

Please explain how your business will fit with the Museum Village Usage of 'promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets'

promote the local talent in the area with custom one of a kind wares that you wont find in the local shops.

Reviewed: July 2024

**Operating Hours**

Please advise your proposed operating hours.  
Note: for Vending Machine agreements, please advise how you intend to maintain satisfactory service levels (e.g. stock within the machine, minimal mechanical outages)

TUESDAY - SATURDAY 10 - 4.30  
SUNDAY : - 8 - 1PM

Property Agreement Application

**Term of Agreement**

Please advise how long you would like the agreement to be for.

**5 YEARS**

**Any Other Relevant Information**

Please include any other information relevant to your application.

FORM 0010

**Notes**

1. Applications may take up to 3 months to finalise due to reporting and advertising requirements.
2. Museum Village / Jetty Headland applicants should not offer products which are identical to that offered by existing vendors at the precinct.

*Trish Brewer*

16/2/26

**Signature Applicant**

**Date**





## Property Agreement Application

### Applicant Details

|                     |                |
|---------------------|----------------|
| Applicant Name      | Andrea McVeigh |
| Business Name       | Urban Om       |
| Residential Address | [REDACTED]     |
| Postal Address      | As above       |
| Phone Number        | [REDACTED]     |
| Email Address       | [REDACTED]     |

### Property Details

I wish to enter into an agreement with the Shire of Esperance for use of the following property:

**The Old Matrons Quarters, Museum Village.**

### General Information

Please provide information on yourself and/or your business.

I have worked in the wellness industry for over 23 years, primarily as a remedial massage therapist, and am now expanding into a combined retail and wellness space that will integrate beautifully into the Museum Village environment.  
In addition to my clinical experience, I hold a degree in Graphic Design from Curtin University and operate a design business concurrently.  
This proposal brings together my extensive experience in body therapy with a vibrant, locally inspired retail concept that reflects the spirit of Esperance and contributes creatively to the Museum Village community.

### Use of Premises

Please describe how you intend to use the property, including information on products/services you provide.

The premises will operate as a cohesive destination experience, combining retail and wellness under a unified vision of creativity, health and coastal inspiration.  
The retail component, HUSH, will operate as a small artisan retail studio centred around a signature collection of locally designed beach and travel accessories. This collection will include printed towels, sarongs, hats, lightweight scarves, belt bags, cosmetic pouches, reusable water bottles and travel mugs featuring my own original designs, created in collaboration with my partner and inspired by Esperance's beaches, dunes, salt lakes and brilliant blue waters. The colours, patterns and textures reflect the calm, open beauty of our coastline. Each piece will be thoughtfully designed locally and professionally produced to ensure quality, durability and artistic integrity. Alongside this collection, HUSH will offer a carefully curated range of coastal-inspired ceramics, candles, gifts and keepsakes that complement the relaxed, beachside aesthetic. The intention is to create a space that feels welcoming, creative and connected to place — somewhere visitors can find something beautiful and meaningful to take home, and locals can discover items to treasure or give as gifts. The range will thoughtfully complement the variety of artisan offerings already present within the Museum Village Markets.  
Urban Om will operate as an appointment-based wellness space offering headspa treatments, facials and my signature Cocoon treatment — remedial massage re-imagined. Together, the two offerings will provide an experience that blends creativity and wellbeing, encouraging visitors and locals to slow down, unwind and reflect on the natural beauty and relaxed coastal pace of Esperance.  
While HUSH and Urban Om maintain distinct identities, they are integrated under a single cohesive concept, ensuring visitors experience both artistic creativity and wellness within one carefully curated environment. Together, they offer a distinctive, destination-worthy experience that celebrates design, wellbeing and the unique coastal character of Esperance.

Reviewed: July 2024

Property Agreement Application

FORM 0010

**Museum Village Usage** *(only required for Museum Village property applications)*

Please explain how your business will fit with the Museum Village Usage of ‘*promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets*’

HUSH and Urban Om align with the Museum Village’s purpose by contributing a design-led, locally inspired creative business that enhances both the artisan character and tourism appeal of the precinct. As a local designer, I create original artwork inspired directly by Esperance’s coastline, translating the region’s colours and landscapes into professionally produced retail pieces. This ensures the products are not generic souvenirs, but authentic, artistically developed items that reflect and promote the identity of the region. Urban Om introduces a complementary wellness offering that broadens the Village’s appeal beyond traditional retail. By providing headspa treatments, facials and my signature Cocoon treatment — a specialised remedial massage designed to deeply relax, restore and re-energise — the business encourages visitors and locals to spend extended time within the precinct, strengthening its role as a destination rather than a brief shopping stop. The shop presentation will incorporate natural textures and greenery, with subtle references to water to reflect the surrounding landscape. The intention is to create a space that feels welcoming and engaging for both locals and visitors, and visually suited to the artisan character of the Village.

Reviewed: July 2024

**Operating Hours**

Please advise your proposed operating hours.  
Note: for Vending Machine agreements, please advise how you intend to maintain satisfactory service levels (e.g. stock within the machine, minimal mechanical outages)

Operating hours will prioritise Sunday Market Days and weekdays from Wednesday to Saturday, ensuring accessibility for both local residents and tourists, with Monday and Tuesday open by appointment.

Property Agreement Application

**Term of Agreement**

Please advise how long you would like the agreement to be for.

**2 years with a further 3 year option.**

**Any Other Relevant Information**

Please include any other information relevant to your application.

I believe my overall business concept is highly financially viable with strong long-term prospects. The retail offering is supported by Urban Om’s wellness treatments and a loyal, established client base. My goal is to create an aesthetically beautiful space that offers something new and unique to the Museum Village, while also thriving and integrating seamlessly into the welcoming atmosphere of the markets. The size of the premises is ideal for this vision, allowing for a carefully curated environment that is inviting, engaging and memorable.

FORM 0010

**Notes**

1. Applications may take up to 3 months to finalise due to reporting and advertising requirements.
2. Museum Village / Jetty Headland applicants should not offer products which are identical to that offered by existing vendors at the precinct.

23.02.2026

**Signature Applicant**

**Date**





## Property Agreement Application

Reviewed: July 2024

### Applicant Details

|                     |                       |
|---------------------|-----------------------|
| Applicant Name      | Susan Hohensep        |
| Business Name       | Salty Haven Creations |
| Residential Address | [Redacted]            |
| Postal Address      | as above              |
| Phone Number        | [Redacted]            |
| Email Address       | [Redacted]            |

### Property Details

I wish to enter into an agreement with the Shire of Esperance for use of the following property:

Old Matron's Quarters

### General Information

Please provide information on yourself and/or your business.

I am a self thought silversmith & Jeweller, started my business 4 years ago as a small hobby business and it has been growing since then. I do a mix of Silver, Copper, Brass & Resin Jewellery, using Australian metal and handcraft my pieces in Esperance at my studio at home but would like you set up a stall / shop where I can show people as well how I am creating my Jewellery. I also work as a support worker in town.

Property Agreement Application

### Use of Premises

Please describe how you intend to use the property, including information on products/services you provide.

I would like to create my Jewellery at the shop and sell there as well, I would set up a little corner / workstation and the rest of the shop would be sales room. I use Australian silver, copper, brass & Resin, creating my pieces from scratch. I also do other little Resin & wood project every now and then like Jewellery holder, coasters, Ring holder etc. I could also offer to fix Jewellery for locals or travellers at the shop and custom pieces.

FORM 0010



Reviewed: July 2024

Property Agreement Application

FORM 0010

**Museum Village Usage** (only required for Museum Village property applications)

Please explain how your business will fit with the Museum Village Usage of 'promote arts, crafts and goods inspired and produced both locally and regionally, and tourism retail outlets'

My business is all about handmade products, crafted by myself, inspired by the beautiful coastline & nature of Esperance & WA. I only use recycled silver & copper + Brass from Australia. Always happy to get customized items for locals and travellers.

**Operating Hours**

Please advise your proposed operating hours.  
Note: for Vending Machine agreements, please advise how you intend to maintain satisfactory service levels (e.g. stock within the machine, minimal mechanical outages)

wed - Sun, happy to adapt to hours from other shops like 9am to 5pm

**Term of Agreement**

Please advise how long you would like the agreement to be for.

If possible 1 year with option of extension to test it for 1 year

**Any Other Relevant Information**

Please include any other information relevant to your application.

If someone else would be happy to share the place, I would be open for sharing to space as well.  
Thank you for considering me.

**Notes**

- 1. Applications may take up to 3 months to finalise due to reporting and advertising requirements.
- 2. Museum Village / Jetty Headland applicants should not offer products which are identical to that offered by existing vendors at the precinct.



23/02/26

Signature Applicant

Date



**Item: 12.3.9**

**Adoption of Council Plan 2026-2036**

|                     |                 |  |
|---------------------|-----------------|--|
| <b>Author/s</b>     | Sarah Walsh     | Coordinator Governance & Corporate Support |
| <b>Authorisor/s</b> | Felicity Baxter | Director Corporate and Community Services  |

**File Ref: D26/6603**

**Applicant**

Internal

**Location/Address**

Esperance Local Government Area

**Executive Summary**

For Council to consider adopting the Council Plan 2026-2036 and requests the Chief Executive Officer give local public notice of the reviewed plan as per the requirements of the *Local Government Act 1995*.

**Recommendation in Brief**

That Council adopt the Council Plan 2026-2036 and requests the Chief Executive Officer give local public notice of the reviewed plan as per the requirements of the *Local Government Act 1995*.

**Background**

The Integrated Planning and Reporting Framework incorporates a suite of strategic plans that ensure local governments plan responsibly and sustainably for their community. These plans detail our resourcing capabilities for operational services and major projects, maintenance of community assets and predicted long term financial expectations.

The Strategic Community Plan is the strategy and planning document that reflects the longer-term community and local government goals and aspirations. The local government is responsible for developing and reviewing the Council Plan, however its implementation is a shared responsibility with other partners such as state agencies and the community.

The Corporate Business Plan is a key operational document which identifies Council priorities and details current services, future operations and major projects expected to be undertaken by the Shire over the next four years. The Council Plan incorporates both the Strategic Community Plan and Corporate Business Plan into one succinct document

Monthly and quarterly reports are prepared for Council and included in the Ordinary Council Meeting Agendas. These reports contain information directly related to the progress being achieved on the actions outlined in the Plans.

**Officer's Comment**

The Shire engaged strategic planning consultants Catalyse to assist with facilitating a major review of the Council Plan.

The review began in August 2025, with the Organisational Management Group (OMG) completing business unit reviews, and incorporating the feedback received through the 2025 community scorecard. This was then workshopped with OMG in September in preparation for council and community workshops in November, following the 2025 local government elections. Further refinement of the document was undertaken with the Executive Management Team in December, and with Council in February.

The financial information is yet to be confirmed, and the endorsed financial summary will be inserted into the Council Plan on the Financial Summary page once the review of the Long-Term Financial Plan has been completed.

### **Consultation**

Community Members  
Council  
Organisational Management Group  
Executive Management Team  
Catalyse

### **Financial Implications**

Advertising costs for local public notice process.

### **Asset Management Implications**

As required to undertake projects included within the Plan.

### **Statutory Implications**

*Local Government Act 1995 – s.5.56 Planning for the future*

*Local Government (Administration) Regulations 1996:*

- 19C Strategic community plans, requirements for
- 19DA Corporate business plans, requirements for

### **Policy Implications**

Nil

### **Strategic Implications**

Council Plan 2022 – 2032

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

Objective 14.1. Provide transparent, accountable and effective leadership.

### **Environmental Considerations**

Nil

### **Attachments**

A⇒. Council Plan 2026-2036 - *Under Separate Cover*

**Item 12.3.9 Adoption of Council Plan 2026-2036**

**Moved:** Cr Harp  
**Seconded:** Cr Davies

**O0326-061**

**That Council;**

- 1. Adopt the Shire of Esperance Council Plan 2026-2036, subject to inclusion of financial summary information as determined by the Long Term Financial Plan; and**
- 2. Request the Chief Executive Officer to give local public notice of the reviewed plan as per the requirements of the *Local Government Act 1995*.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**Item: 12.3.10**

**Financial Services Report - March 2026**

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

**File Ref: D26/7083**

**Executive Summary**

To present to Council the Monthly Financial Report for the period ending 28 February 2026.

**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**

[A1](#). Monthly Financial Report February 2026

**Item 12.3.10 Financial Services Report – March 2026**

**Moved:** Cr de Haas  
**Seconded:** Cr McWilliam

**O0326-062**

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

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

Jan Facey and Natasha Burnett left the chambers at 4:51pm and did not return.



## **SHIRE OF ESPERANCE**

# **MONTHLY FINANCIAL MANAGEMENT REPORTS**

(Incorporating Statement of Financial Activity)

## **FEBRUARY 2026**

### **CORPORATE & COMMUNITY SERVICES**

## MANAGER FINANCIAL SERVICES COMPILATION REPORT

|                        |                               |
|------------------------|-------------------------------|
| MEETING DATE:          | 24 MARCH 2026                 |
| ACCOUNTING PERIOD:     | PERIOD ENDED 28 FEBRUARY 2026 |
| MATERIALITY THRESHOLD: | \$100,000 <b>OR</b> 10%       |

### OVERVIEW

The Statement of Financial Activity shows a surplus at 28 February of \$21,880,051.

### RATES COLLECTED

Rates collected at the end of January were 95.53%. Collections at the same time last year were 95.14%.

The due date for the final instalment is 11th March.

### 2025-2026 FINANCIAL YEAR

Interim audit is due to start early March, with OAG visiting the Shire on the week of the 9th.

Preparation for the 2026/2027 budget will begin in March, with works to commence on proposed fees and charges.

### 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 received notification that the grant applications were open and a claim has now been lodged.

### 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 February is \$21,880,051. 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 \$51,875,321 and this is shown on the Statement of Financial Position. Reserve balance is \$29,085,294, also shown on the Statement of Financial Position.

Sarah Bridge  
Corporate Accountant

**SHIRE OF ESPERANCE  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

|   | <b>2025-26<br/>Budget</b> | <b>2025-26<br/>Budget YTD</b> | <b>2025-26<br/>Actual YTD</b> |
|---|---------------------------|-------------------------------|-------------------------------|
|   | \$                        | \$                            | \$                            |
| <b>Revenue</b>  |                           |                               |                               |
| Rates   | 28,077,679                | 27,826,378                    | 27,978,057                    |
| Grants, subsidies and contributions                                       | 11,778,094                | 8,566,077                     | 7,543,122                     |
| Fees and charges  | 12,565,051                | 8,755,237                     | 9,710,034                     |
| Interest revenue  | 1,801,500                 | 900,979                       | 1,115,480                     |
| Other revenue   | 2,058,999                 | 519,295                       | 762,174                       |
|   | <b>56,281,323</b>         | <b>46,567,966</b>             | <b>47,108,868</b>             |
| <b>Expenses</b>   |                           |                               |                               |
| Employee costs  | (25,013,978)              | (16,280,917)                  | (16,185,200)                  |
| Materials and contracts   | (19,777,450)              | (9,265,612)                   | (8,993,996)                   |
| Utility charges   | (1,476,201)               | (820,868)                     | (871,533)                     |
| Depreciation  | (23,684,722)              | (15,586,243)                  | (16,101,350)                  |
| Finance costs   | (83,670)                  | (37,799)                      | (41,054)                      |
| Insurance   | (958,994)                 | (959,894)                     | (914,331)                     |
| Other expenditure   | (865,739)                 | (628,833)                     | (648,721)                     |
|   | <b>(71,860,754)</b>       | <b>(43,580,166)</b>           | <b>(43,756,185)</b>           |
|   | <b>(15,579,431)</b>       | <b>2,987,800</b>              | <b>3,352,682</b>              |
| Capital grants, subsidies and contributions                               | 36,174,101                | 15,237,195                    | 11,647,033                    |
| Profit on asset disposals   | 199,233                   | -                             | -                             |
| Loss on asset disposals   | (75,216)                  | (4,477)                       | -                             |
|   | <b>36,298,118</b>         | <b>15,232,718</b>             | <b>11,647,033</b>             |
| <b>Net result for the period</b>  | <b>20,718,687</b>         | <b>18,220,518</b>             | <b>14,999,715</b>             |
| <b>Other comprehensive income for the period</b>                          |                           |                               |                               |
| <i>Items that will not be reclassified subsequently to profit or loss</i> |                           |                               |                               |
| Changes in asset revaluation surplus                                      | -                         | -                             | -                             |
| <b>Total other comprehensive income for the period</b>                    | <b>-</b>                  | <b>-</b>                      | <b>-</b>                      |
| <b>Total comprehensive income for the period</b>                          | <b>20,718,687</b>         | <b>18,220,518</b>             | <b>14,999,715</b>             |

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

**SHIRE OF ESPERANCE  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

|  | 2025-26<br>Budget<br>(a) | 2025-26<br>Budget YTD<br>(b) | 2025-26<br>Actual YTD<br>(c) | 2025-26<br>Variance |               |
|--|--------------------------|------------------------------|------------------------------|---------------------|---------------|
|  | \$                       | \$                           | \$                           | \$(c)-(b)           | ((c)-(b))/(b) |
|  |                          |                              |                              | \$                  | %             |
| <b>OPERATING ACTIVITIES</b>  |                          |                              |                              |                     |               |
| <b>Revenue from operating activities</b>                                 |                          |                              |                              |                     |               |
| Rates  | 28,077,679               | 27,826,378                   | 27,978,057                   | 151,679             | 1%            |
| Grants, subsidies and contributions                                      | 11,778,094               | 8,566,077                    | 7,543,122                    | (1,022,955)         | -12%          |
| Fees and charges   | 12,565,051               | 8,755,237                    | 9,710,034                    | 954,797             | 11%           |
| Interest revenue   | 1,801,500                | 900,979                      | 1,115,480                    | 214,501             | 24%           |
| Other revenue  | 2,058,999                | 519,295                      | 762,174                      | 242,879             | 47%           |
| Profit on asset disposals  | 199,233                  | -                            | -                            | -                   | -             |
|  | 56,480,556               | 46,567,966                   | 47,108,867                   | 540,901             | 1%            |
| <b>Expenditure from operating activities</b>                             |                          |                              |                              |                     |               |
| Employee costs   | (25,013,978)             | (16,280,917)                 | (16,185,200)                 | 95,717              | -1%           |
| Materials and contracts  | (19,552,450)             | (9,265,612)                  | (8,993,996)                  | 271,616             | -3%           |
| Utility charges  | (1,476,201)              | (820,868)                    | (871,533)                    | (50,665)            | 6%            |
| Depreciation   | (23,684,722)             | (15,586,243)                 | (16,101,350)                 | (515,107)           | 3%            |
| Finance costs  | (83,670)                 | (37,799)                     | (41,054)                     | (3,255)             | 9%            |
| Insurance  | (958,994)                | (959,894)                    | (914,331)                    | 45,563              | -5%           |
| Other expenditure  | (865,739)                | (628,833)                    | (648,721)                    | (19,888)            | 3%            |
| Loss on asset disposals  | (75,216)                 | (4,477)                      | -                            | 4,477               | -100%         |
|  | (71,710,970)             | (43,584,643)                 | (43,756,185)                 | (171,542)           | 0%            |
| <b>TOTAL OPERATING ACTIVITIES</b>  | <b>(15,230,414)</b>      | <b>2,983,323</b>             | <b>3,352,682</b>             | <b>369,359</b>      | <b>12%</b>    |
| <b>NON-OPERATING ACTIVITIES</b>  |                          |                              |                              |                     |               |
| <b>Inflows from non-operating activities</b>                             |                          |                              |                              |                     |               |
| Capital grants, subsidies and contributions                              | 37,164,338               | 15,237,195                   | 11,647,033                   | (3,590,162)         | -24%          |
| Proceeds from disposal of assets   | 1,355,000                | 10,000                       | 708,473                      | 698,473             | 6985%         |
| Proceeds - self supporting loans   | 107,724                  | 75,204                       | 75,204                       | -                   | 0%            |
| Proceeds on other loans and receivables                                  | 2,734,907                | 300,000                      | -                            | (300,000)           | -100%         |
|  | 41,361,969               | 15,622,399                   | 12,430,710                   | (3,191,689)         | -20%          |
| <b>Outflows from non-operating activities</b>                            |                          |                              |                              |                     |               |
| 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)             | (8,222,086)                  | (12,332,914)                 | (4,110,828)         | 50%           |
| Payments for construction of infrastructure                              | (19,865,154)             | (9,769,638)                  | (9,955,954)                  | (186,316)           | 2%            |
| Repayment of Borrowings  | (167,663)                | (99,176)                     | (99,176)                     | -                   | 0%            |
|  | (72,655,862)             | (18,090,900)                 | (22,425,815)                 | (4,334,915)         | 24%           |
| <b>TOTAL NON-OPERATING ACTIVITIES</b>                                    | <b>(31,293,893)</b>      | <b>(2,468,501)</b>           | <b>(9,995,105)</b>           | <b>(7,526,604)</b>  | <b>305%</b>   |
| <b>NON CASH AMOUNTS EXCLUDED</b>   |                          |                              |                              |                     |               |
| Depreciation   | 23,684,722               | 15,586,243                   | 16,101,350                   | 515,107             | 3%            |
| Loss on asset disposals  | 75,216                   | 4,477                        | -                            | (4,477)             | -100%         |
| Profit on asset disposals  | (199,233)                | -                            | -                            | -                   | -             |
| Provisions & accruals  | 279,652                  | 60,954                       | 116,043                      | 55,089              | 90%           |
| Movement of Non-Current Receivables                                      | -                        | -                            | 3,287                        | 3,287               | -             |
| <b>TOTAL NON-CASH AMOUNTS EXCLUDED</b>                                   | <b>23,840,357</b>        | <b>15,651,674</b>            | <b>16,220,680</b>            | <b>569,006</b>      | <b>4%</b>     |
| <b>MOVEMENT IN SURPLUS OR DEFICIT</b>                                    |                          |                              |                              |                     |               |
| Surplus at the start of the financial year                               | 2,809,730                | 2,809,730                    | 2,809,731                    | 1                   | 0%            |
| Amount attributable to operating Activities                              | (15,230,414)             | 2,983,323                    | 3,352,682                    | 369,359             | 12%           |
| Amount attributable to non-operating Activities                          | (31,293,893)             | (2,468,501)                  | (9,995,105)                  | (7,526,604)         | 305%          |
| Non-cash amounts excluded  | 23,840,357               | 15,651,674                   | 16,220,680                   | 569,006             | 4%            |
| Reserve Movements  | 19,829,783               | 958,577                      | 9,492,063                    | 8,533,486           | 890%          |
| <b>Surplus/(deficit) remaining after the imposition of general rates</b> | <b>(44,437)</b>          | <b>19,934,803</b>            | <b>21,880,051</b>            | <b>1,945,248</b>    | <b>10%</b>    |

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

**SHIRE OF ESPERANCE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

|                                      | <b>2025-26<br/>YTD</b> | <b>2024-25<br/>Actuals</b> |
|--------------------------------------|------------------------|----------------------------|
|                                      | \$                     | \$                         |
| <b>CURRENT ASSETS</b>                |                        |                            |
| Cash & cash equivalents              | 51,875,321             | 47,273,666                 |
| Trade & other receivables            | 3,867,000              | 1,261,614                  |
| Inventories                          | 1,024,459              | 958,802                    |
| <b>TOTAL CURRENT ASSETS</b>          | <b>56,766,780</b>      | <b>49,494,082</b>          |
| <b>NON-CURRENT ASSETS</b>            |                        |                            |
| Other receivables                    | 1,019,909              | 1,023,196                  |
| Inventories                          | 3,859,610              | 3,859,610                  |
| Property, plant & equipment          | 130,596,459            | 133,767,622                |
| Infrastructure                       | 587,892,913            | 600,823,100                |
| <b>TOTAL NON-CURRENT ASSETS</b>      | <b>723,368,891</b>     | <b>739,473,528</b>         |
| <b>TOTAL ASSETS</b>                  | <b>780,135,671</b>     | <b>788,967,610</b>         |
| <b>CURRENT LIABILITIES</b>           |                        |                            |
| Trade & other payables               | 3,187,206              | 5,476,353                  |
| Borrowings                           | 198,648                | 198,648                    |
| Provisions                           | 3,804,788              | 3,750,937                  |
| Other current liabilities            | 45,782                 | -                          |
| <b>TOTAL CURRENT LIABILITIES</b>     | <b>7,236,424</b>       | <b>9,425,938</b>           |
| <b>NON-CURRENT LIABILITIES</b>       |                        |                            |
| Borrowings                           | 1,538,850              | 1,538,850                  |
| Provisions                           | 5,324,408              | 5,324,408                  |
| <b>TOTAL NON-CURRENT LIABILITIES</b> | <b>6,863,258</b>       | <b>6,863,258</b>           |
| <b>TOTAL LIABILITIES</b>             | <b>14,099,682</b>      | <b>16,289,196</b>          |
| <b>NET ASSETS</b>                    | <b>766,035,989</b>     | <b>772,678,414</b>         |
| <b>EQUITY</b>                        |                        |                            |
| Revaluation surplus                  | 402,620,856            | 402,620,856                |
| Reserve accounts                     | 29,085,294             | 38,577,357                 |
| Retained surplus                     | 334,329,839            | 331,480,201                |
| <b>TOTAL EQUITY</b>                  | <b>766,035,989</b>     | <b>772,678,414</b>         |

**SHIRE OF ESPERANCE  
COMPOSITION OF NET CURRENT ASSETS  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

|   | <b>2025-26<br/>YTD</b> | <b>2024-25<br/>Actuals</b> |
|---|------------------------|----------------------------|
|   | \$                     | \$                         |
| <b>CURRENT ASSETS</b>   |                        |                            |
| Cash & cash equivalents   | 51,875,321             | 47,273,666                 |
| Trade & other receivables   | 3,867,000              | 1,261,614                  |
| Inventories   | 1,024,459              | 958,802                    |
| <b>TOTAL CURRENT ASSETS</b>   | <b>56,766,780</b>      | <b>49,494,082</b>          |
| <b>CURRENT LIABILITIES</b>  |                        |                            |
| Trade & other payables  | 3,187,206              | 5,476,353                  |
| Borrowings  | 198,648                | 198,648                    |
| Provisions  | 3,804,788              | 3,750,937                  |
| Other current liabilities   | 45,782                 | -                          |
| <b>TOTAL CURRENT LIABILITIES</b>  | <b>7,236,424</b>       | <b>9,425,938</b>           |
| <b>NET ASSETS</b>   | <b>49,530,356</b>      | <b>40,068,144</b>          |
| Less: Total adjustments to net current assets                           | (27,650,305)           | (37,258,413)               |
| <b>Closing funding surplus/(deficit)</b>                                | <b>21,880,051</b>      | <b>2,809,731</b>           |
| <b>Current assets and liabilities excluded from budgeted deficiency</b> |                        |                            |
| <b>Adjustments to net current assets</b>                                |                        |                            |
| Less: Reserve account   | (29,085,293)           | (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                  |
| Total adjustments to net current assets                                 | (27,650,305)           | (37,258,413)               |

**SHIRE OF ESPERANCE  
EXPLANATION OF MATERIAL VARIANCES  
FOR THE PERIOD ENDED 28 FEBRUARY 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. %           |
|---|--------------------|------------------|
|   | \$                 | %                |
| <b>Revenue from operating activities</b>  |                    |                  |
| <b>Rates</b>  | <b>151,679</b>     | <b>0.55%</b>     |
| Ex Gratia rates received earlier than budget expectations. Budget phasing for this area will be corrected during budget review.   |                    | Timing           |
| <b>Grants, subsidies and contributions</b>  | <b>(1,022,955)</b> | <b>(11.94%)</b>  |
| Federal Assistance Grants came in below budget expectations.  |                    | Permanent        |
| Home Care Program Federal funding is tracking behind budget expectations.   |                    | Timing           |
| Difference in timing on receipt of Mitigation Funding when compared to budget expectations.   |                    | Timing           |
| <b>Fees and charges</b>   | <b>954,797</b>     | <b>10.91%</b>    |
| 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.  |                    |                  |
| <b>Interest revenue</b>   | <b>214,501</b>     | <b>23.81%</b>    |
| Interest earned on reserves are tracking ahead of budget expectations.  |                    | Timing           |
| <b>Other revenue</b>  | <b>242,879</b>     | <b>46.77%</b>    |
| New insurance payments received during the year.  |                    | Permanent        |
| <b>Expenditure from operating activities</b>  |                    |                  |
| <b>Materials and contracts</b>  | <b>271,616</b>     | <b>(2.93%)</b>   |
| Home Care Program expenses are tracking behind budget expectations. This is in line with the lower funding received.  |                    | Timing           |
| <b>Depreciation</b>   | <b>(515,107)</b>   | <b>3.30%</b>     |
| 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           |
| <b>Loss on asset disposals</b>  | <b>4,477</b>       | <b>(100.00%)</b> |
| Plant and equipment asset disposals to start occurring in first quarter of 2026.  |                    | Timing           |
| <b>Inflows from non-operating activities</b>  |                    |                  |
| <b>Proceeds from capital grants, subsidies and contributions</b>  | <b>(3,590,162)</b> | <b>(23.56%)</b>  |
| Budget phasing on coastal infrastructure projects are contributing to this variance and will be reviewed during the budget review process.  |                    | Timing           |
| <b>Proceeds from disposal of assets</b>   | <b>698,473</b>     | <b>100.00%</b>   |
| Sales of lots in Flinders are ahead of budget expectations.   |                    | Permanent        |
| <b>Proceeds on other loans and receivables</b>  | <b>(300,000)</b>   | <b>(100.00%)</b> |
| Self Supporting Loan for community group will be taken out in the latter half of the financial year.  |                    | Timing           |
| <b>Outflows from non-operating activities</b>   |                    |                  |
| <b>Payments for property, plant and equipment</b>   | <b>(4,110,828)</b> | <b>50.00%</b>    |
| Construction of the Graham Mackenzie Stadium is tracking ahead of budget expectations, as are purchases of heavy vehicles.  |                    | Timing           |
| <b>Payments for construction of infrastructure</b>  | <b>(186,316)</b>   | <b>1.91%</b>     |
| Rural roads works are tracking ahead of budget expectations.  |                    | Timing           |
| <b>Reserve Movements</b>  | <b>8,533,486</b>   | <b>890.22%</b>   |
| 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**

**FEBRUARY 2026**

SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 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)     | \$19.93 M      | \$21.88 M      | \$1.95 M        |

Refer to Statement of Financial Activity

| Cash and cash equivalents |                  |            |
|---------------------------|------------------|------------|
|                           | \$               | % of total |
| Unrestricted Cash         | \$22.79 M        | 43.9%      |
| Restricted Cash           | \$29.09 M        | 56.1%      |
| <b>Total</b>              | <b>\$51.88 M</b> |            |

| Payables       |                   |               |
|----------------|-------------------|---------------|
|                | \$                | % Outstanding |
| Trade Payables | (\$0.91 M)        |               |
| 0 to 30 Days   | (\$0.91 M)        | 100.0%        |
| Over 30 Days   | \$0.00 M          | 0.0%          |
| Over 90 Days   | \$0.00 M          | 0.0%          |
| <b>Total</b>   | <b>(\$3.19 M)</b> |               |

| Receivables      |                 |             |
|------------------|-----------------|-------------|
|                  | \$              | % Collected |
| Rates Receivable | \$2.16 M        | 95.5%       |
| Trade Receivable | \$1.01 M        |             |
| Over 30 Days     | \$0.55 M        | 14.3%       |
| Over 90 Days     | \$0.46 M        | 11.8%       |
| <b>Total</b>     | <b>\$3.87 M</b> |             |

Key Operating Activities

| Amount attributable to operating |                |                |                 |
|----------------------------------|----------------|----------------|-----------------|
| Adopted Budget                   | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$15.23 M)                      | \$2.98 M       | \$3.35 M       | \$0.37 M        |

Refer to Statement of Financial Activity

| Rates Revenue |           |            |
|---------------|-----------|------------|
|               | \$        | % Variance |
| YTD Actual    | \$27.98 M |            |
| YTD Budget    | \$27.83 M | 0.5%       |

| Grants and Contributions |          |            |
|--------------------------|----------|------------|
|                          | \$       | % Variance |
| YTD Actual               | \$7.54 M |            |
| YTD Budget               | \$8.57 M | (11.9%)    |

| Fees and Charges |          |            |
|------------------|----------|------------|
|                  | \$       | % Variance |
| YTD Actual       | \$9.71 M |            |
| YTD Budget       | \$8.76 M | 10.9%      |

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)                          | (\$2.47 M)     | (\$10.00 M)    | (\$7.53 M)      |

Refer to Statement of Financial Activity

| Proceeds on sale |          |         |
|------------------|----------|---------|
|                  | \$       | %       |
| YTD Actual       | \$0.71 M |         |
| Adopted Budget   | \$0.01 M | 6984.7% |

| Asset Acquisition |             |         |
|-------------------|-------------|---------|
|                   | \$          | % Spent |
| YTD Actual        | (\$22.33 M) |         |
| Adopted Budget    | (\$17.99 M) | 24.1%   |

| Capital Grants |           |            |
|----------------|-----------|------------|
|                | \$        | % Received |
| YTD Actual     | \$11.65 M |            |
| Adopted Budget | \$15.24 M | (23.6%)    |

| Borrowings           |          |
|----------------------|----------|
| Principal repayments | \$0.10 M |
| Interest expense     | \$0.04 M |

| Reserves         |            |
|------------------|------------|
| Reserves balance | \$29.09 M  |
| Net Movement     | (\$9.49 M) |

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

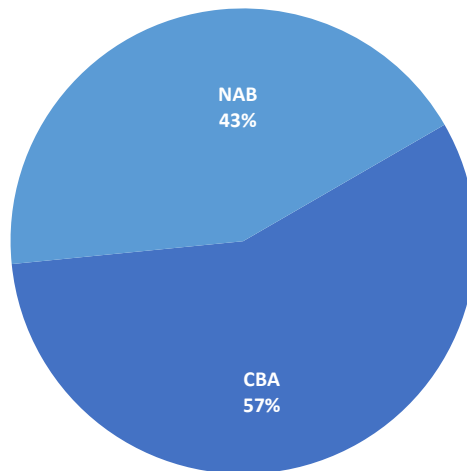
**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**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                 | \$ 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                 | \$ 3,000,000         | 4.46% | 90   | 25-May-26 | Term Deposit - Muni              |
| NAB                 | \$ 3,000,000         | 4.45% | 90   | 25-May-26 | Term Deposit - Reserve           |
| NAB                 | \$ 4,000,000         | 4.45% | 90   | 25-May-26 | Term Deposit - Reserve           |
| CBA                 | \$ 7,519,392         | 3.70% | N/A  | N/A       | Business Online Saver - Muni     |
| CBA                 | \$ -                 | 0.25% | N/A  | N/A       | Cash Deposit A/C - Muni          |
| CBA                 | \$ 4,738,560         | 3.70% | N/A  | N/A       | Business Online Saver - Reserves |
| CBA                 | \$ -                 | 0.25% | N/A  | N/A       | Cash Deposit A/C - Reserves      |
|                     | <b>\$ 46,257,952</b> |       |      |           |                                  |

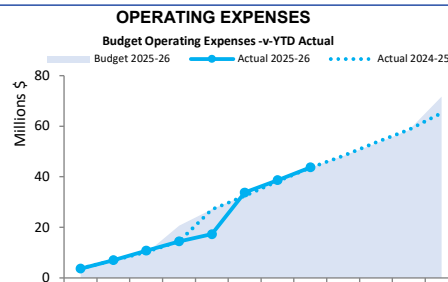
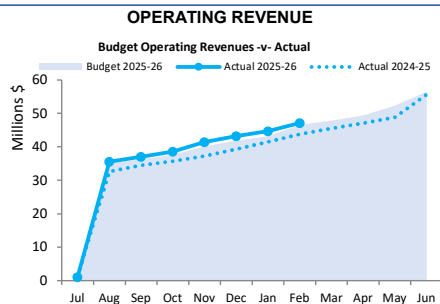
**(b) Investment Interest Earnings**

|           | Budget  | YTD Interest |
|-----------|---------|--------------|
| Municipal | 398,977 | 385,385      |
| Reserve   | 380,556 | 601,516      |

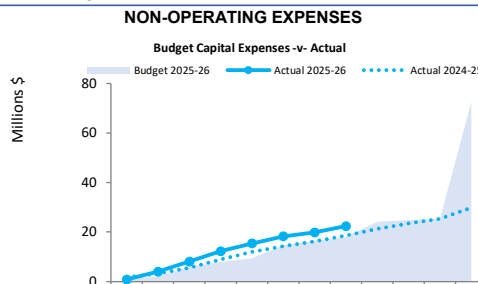
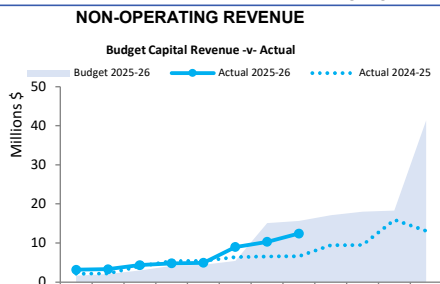
**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**3 KEY INFORMATION - GRAPHICAL**

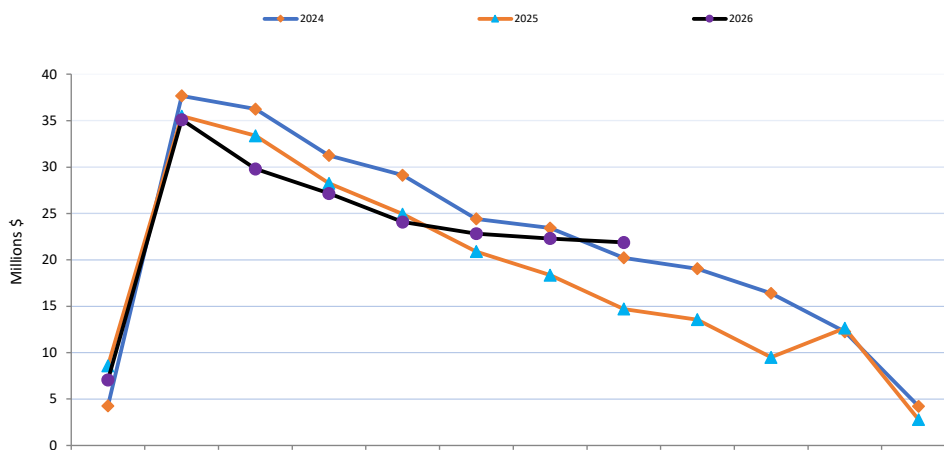
**OPERATING ACTIVITIES**



**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.

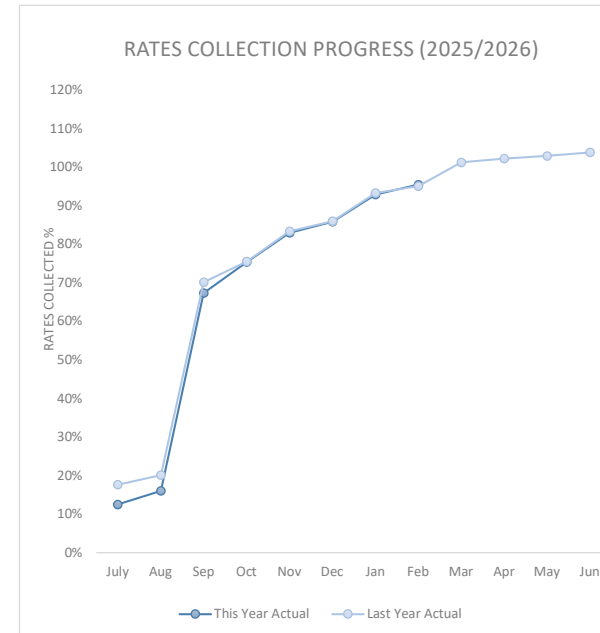
The current year to date value is graphed against the immediate past year as a comparative.

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 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                                 | 26,711,971        |
| Waste Charges Levied                         | 4,349,416         |
| ESL Levied                                   | 1,027,226         |
| Other Charges Levied                         | 103,213           |
| <b>Total Levied 2025/2026</b>                | <b>32,191,826</b> |
| Less Collections                             | (31,191,081)      |
| <b>Total Current and Arrears Outstanding</b> | <b>1,455,040</b>  |
| <b>% Collected</b>                           | <b>95.53%</b>     |
| Pensioners on Instalments                    | 110,358           |
| Non Pensioners on Instalments                | 1,660,470         |
| Pensioners with Due Date 30/06/2026          | 73,558            |
| Outstanding with no Instalment Option        | 447,127           |
| Prepayments                                  | (850,010)         |
| Interims                                     | 13,537            |
| <b>Total Current and Arrears Outstanding</b> | <b>1,455,040</b>  |



**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**5 BUDGET AMENDMENTS**

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

| Account #                                       | Description  | Council Ref | Net Change | Amended Budget Running Balance |
|---|--|-------------|------------|--------------------------------|
|   |  |             |            | \$                             |
|   | 2025/26 Budget Estimated Surplus/(Deficit)           |             |            | (44,437)                       |
| 01-8080-705-664                                 | Esperance SES Off-Road ATV                           | O1125-049   | 43,300     | (1,137)                        |
| 01-8080-150-762                                 | DFES Reimbursement                                   | O1125-049   | (43,300)   | (44,437)                       |
| 01-8080-190-972                                 | Disposal of 2008 Polaris ATV                         | O1125-049   | (10,000)   | (54,437)                       |
|   | Plant Reserve  | O1125-049   | 10,000     | (44,437)                       |
| 01-7730-705-663                                 | BOILC AHU Replacement                                | O1125-050   | 138,390    | 93,953                         |
| 01-7730-955-900                                 | Building Maintenance Reserve                         | O1125-050   | (138,390)  | (44,437)                       |
| Multiple Work Orders                            | Community Energy Upgrades - Multiple Shire Buildings | O1225-095   | 1,893,878  | 1,849,441                      |
| Multiple Work Orders                            | Community Energy Upgrades Funding                    | O1225-095   | (946,938)  | 902,503                        |
| Multiple Work Orders                            | Building Maintenance Reserve                         | O1225-095   | (616,786)  | 285,717                        |
| Multiple Work Orders                            | Aerodrome Reserve                                    | O1225-095   | (169,571)  | 116,146                        |
| W5081   | EHC Asset Replacement Reserve                        | O1225-095   | (82,517)   | 33,629                         |
| W5087   | Sanitation Reserve                                   | O1225-095   | (78,066)   | (44,437)                       |
|   | Increase to surplus carried forward                  | O1225-106   | (14,597)   | (59,034)                       |
| W4157-219-511                                   | Increase to 24/25 carry forwards                     | O1225-106   | 14,597     | (44,437)                       |
| <b>Amended Budget as per Council Resolution</b> |  |             |            | <b>(44,437)</b>                |

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

**6 GENERAL RECEIVABLES**

|                     | Current | 30 Days | 60 Days | 90 Days | 90+Days | Total     |
|---------------------|---------|---------|---------|---------|---------|-----------|
|                     | \$      | \$      | \$      | \$      | \$      | \$        |
| General Receivables | 518,016 | 71,861  | 24,018  | 3,952   | 455,617 | 1,073,464 |
| Percentage          | 48.26%  | 6.69%   | 2.24%   | 0.37%   | 42.44%  |           |

**90+Days Represented by:**

|                                |                |
|--------------------------------|----------------|
| Government Grants              | 0              |
| Contributions & Reimbursements | 2,393          |
| Loan Repayments                | 0              |
| Fees and Charges               | 453,224        |
| Private Works                  | 0              |
| Proceeds Sale of Assets        | 0              |
|                                | <u>455,617</u> |

Amounts shown above include GST (where applicable)

**SHIRE OF ESPERANCE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 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<br>2024-2025 | Balance<br>28/02/2026 |
|--|----------------------|-----------------------|
| Contributions to Public Open Space                     | 221,039              |                       |
| Shire of Esperance                                     |                      | 53,403                |
| S D Staines  |                      | 18,068                |
| Fiume Nel Terra Developments Pty Ltd                   |                      | 121,672               |
| Esplanade Investments                                  |                      | 33,155                |
| 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 |                      | 26,676                |
| Activ Foundation Inc - Community Fundraising           |                      | 21,589                |
| Indoor Sports Stadium Mangement - GMS Funds            |                      | 0                     |
| Adventureland Management Committee Inc                 |                      | 3,569                 |
| Telstra Corporation Ltd                                |                      | 11,642                |
| Elsie Cox Testamentary Trust EHC                       |                      | 242,322               |
| <b>Totals</b>  | <b>998,820</b>       | <b>544,232</b>        |

**Item: 12.3.11**

**Payment of Accounts Listing - March 2026**

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

**File Ref: D26/7085**

**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 – 28 February 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

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

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

**Attachments**

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

**Item 12.3.11 Payment of Account Listing – March 2026**

**Moved: Cr McWilliam**  
**Seconded: Cr Starcevich**

**O0326-063**

**That Council:**

- 1. Receive the list of accounts paid for the period 1 – 28 February 2026 as listed in the attachment.**
- 2. Receive the list of accounts paid using credit cards and other purchasing cards for the period 1 – 28 February 2026 as listed in the attachment.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**SHIRE OF ESPERANCE**  
**THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID**  
**FOR THE PERIOD ENDING 28 FEBRUARY 2026**

**MUNICIPAL FUND**

***Cheques***

|                  |                 |          |
|------------------|-----------------|----------|
| ACTUAL PAYMENTS: | Cheques: C27784 | \$587.45 |
|------------------|-----------------|----------|

***EFT***

|                  |                                 |                |
|------------------|---------------------------------|----------------|
| ACTUAL PAYMENTS: | Transaction No's: E4877 - E4887 | \$4,629,712.08 |
|------------------|---------------------------------|----------------|

***Credit Cards***

|                  |  |             |
|------------------|--|-------------|
| ACTUAL PAYMENTS: | Transactions: 24/01/2026 -<br>25/02/2026 | \$29,801.95 |
|------------------|--|-------------|

**Paid under the delegated authority to the CEO**

|                         |                       |
|-------------------------|-----------------------|
| <b>MUNICIPAL TOTAL:</b> | <b>\$4,660,101.48</b> |
|-------------------------|-----------------------|

***Estimated % local payments (including credit cards)***

|                       |               |
|-----------------------|---------------|
| <b>\$2,907,437.31</b> | <b>62.39%</b> |
|-----------------------|---------------|

**TRUST FUND**

***Cheques***

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

***EFT***

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

|                     |               |
|---------------------|---------------|
| <b>TRUST TOTAL:</b> | <b>\$0.00</b> |
|---------------------|---------------|

|               |                       |
|---------------|-----------------------|
| <b>TOTAL:</b> | <b>\$4,660,101.48</b> |
|---------------|-----------------------|

### Shire of Esperance

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

#### Municipal Fund - Cheque Payments

| EFT Ref /<br>Cheque No  | Date       | Creditor | Payee                           | Description                                       | Amount           |
|---|------------|----------|---------------------------------|---|------------------|
| C27784  | 20/02/2026 | 386      | Shire of Esperance - Petty Cash | Petty cash recoup - EHC, Library & Visitor Centre | \$ 587.45        |
| <b>Total Creditor payments made by Cheque from Municipal Fund</b> |            |          |                                 |   | <b>\$ 587.45</b> |

#### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                           | Description                       | Amount       |
|------------------------|------------|----------|---------------------------------|-----------------------------------|--------------|
| E4877                  | 31/01/2026 | 5791     | W J & F J Graham                | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 7543     | G Harp                          | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 9807     | R G Chambers                    | Councillor Payment - January 2026 | \$ 5,963.33  |
| E4877                  | 31/01/2026 | 9808     | J L Obourne                     | Councillor Payment - January 2026 | \$ 2,838.29  |
| E4877                  | 31/01/2026 | 10309    | C T Davies                      | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 10554    | L P De Haas                     | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 11322    | G M Johnston                    | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 11330    | S Starcevich                    | Councillor payment - January 2026 | \$ 1,919.79  |
| E4877                  | 31/01/2026 | 11978    | G A McWilliam                   | Councillor payment - January 2026 | \$ 1,919.79  |
| E4878                  | 02/02/2026 | 33       | Australian Services Union (ASU) | Payroll deduction                 | \$ 450.50    |
| E4878                  | 02/02/2026 | 140      | Esperance Shire Staff Jackpot   | Payroll deduction                 | \$ 596.00    |
| E4878                  | 02/02/2026 | 154      | LGRCEU                          | Payroll deduction                 | \$ 144.00    |
| E4878                  | 02/02/2026 | 1963     | Child Support Agency            | Payroll deduction                 | \$ 1,756.52  |
| E4878                  | 02/02/2026 | 4014     | Australian Taxation Office      | Payroll deduction                 | \$ 649.66    |
| E4879                  | 04/02/2026 | 32       | Australia Post                  | Postage                           | \$ 3,599.19  |
| E4879                  | 04/02/2026 | 260      | Horizon Power                   | Electricity charges               | \$ 13,264.96 |
| E4879                  | 04/02/2026 | 290      | Telstra                         | Telephone charges                 | \$ 6,538.26  |
| E4879                  | 04/02/2026 | 314      | WA Treasury Corporation         | Loan repayment                    | \$ 5,483.24  |
| E4879                  | 04/02/2026 | 392      | Water Corporation               | Water usage charges               | \$ 5,691.42  |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                               | Description                       | Amount        |
|------------------------|------------|----------|-------------------------------------|-----------------------------------|---------------|
| E4879                  | 04/02/2026 | 2562     | Commonwealth Bank of Australia      | Merchant fees                     | \$ 9,231.75   |
| E4879                  | 04/02/2026 | 7576     | Les Mills Asia Pacific              | Membership package                | \$ 754.52     |
| E4879                  | 04/02/2026 | 8117     | Foxtel Cable Television Pty Limited | Foxtel subscription               | \$ 155.00     |
| E4879                  | 04/02/2026 | 8784     | Sheriff's Office, Perth             | Lodgement fees                    | \$ 177.00     |
| E4879                  | 04/02/2026 | 9321     | Superchoice Services Pty Limited    | Superannuation payment            | \$ 147,204.33 |
| E4879                  | 04/02/2026 | 11364    | Ezidebit Pty Ltd                    | Ezidebit services - BOILC         | \$ 1,116.21   |
| E4880                  | 05/02/2026 | 1        | Australian Taxation Office          | Payroll deduction                 | \$ 194,974.00 |
| E4880                  | 05/02/2026 | 100      | Landgate                            | Title searches                    | \$ 34.50      |
| E4880                  | 05/02/2026 | 126      | Esperance Electrical Service        | Electrical services               | \$ 14,941.50  |
| E4880                  | 05/02/2026 | 381      | Optus Communications                | Mobile charges for CCTV           | \$ 59.99      |
| E4880                  | 05/02/2026 | 571      | St John Ambulance Association in WA | Training, education and equipment | \$ 1,685.50   |
| E4880                  | 05/02/2026 | 650      | Sheldon Paint and Panel             | Parts & repair services           | \$ 661.69     |
| E4880                  | 05/02/2026 | 867      | Esperance Mobile Welding            | Maintenance services              | \$ 122.10     |
| E4880                  | 05/02/2026 | 1148     | Woodlands Distributors and Agencies | Dog waste bag supplies            | \$ 2,414.28   |
| E4880                  | 05/02/2026 | 1197     | Six Mile Hill Bush Fire Brigade     | Reimbursement                     | \$ 67.52      |
| E4880                  | 05/02/2026 | 1201     | Pink Lake Bush Fire Brigade         | Reimbursement                     | \$ 193.59     |
| E4880                  | 05/02/2026 | 1215     | Shire of Esperance Municipal Fund   | Project retention                 | \$ 69,084.98  |
| E4880                  | 05/02/2026 | 1330     | The Cannery Arts Centre             | Small community grant funding     | \$ 2,200.00   |
| E4880                  | 05/02/2026 | 1346     | Cannon Hygiene Australia Pty Ltd    | Sanitary services                 | \$ 296.40     |
| E4880                  | 05/02/2026 | 1400     | Bayview Motel Esperance             | Bookeasy sales - Accommodation    | \$ 217.80     |
| E4880                  | 05/02/2026 | 1470     | Express Yourself Printing Esperance | Printing & stationery supplies    | \$ 298.00     |
| E4880                  | 05/02/2026 | 1550     | Comfort Inn Bay of Isles            | Bookeasy sales - Accommodation    | \$ 459.00     |
| E4880                  | 05/02/2026 | 1662     | Esperance Trim And Canvas           | Canvas supplies                   | \$ 561.33     |
| E4880                  | 05/02/2026 | 1695     | Bay of Isles Mini-Excavators        | Plant hire                        | \$ 13,110.25  |
| E4880                  | 05/02/2026 | 1709     | Forpark Australia                   | Playground equipment              | \$ 739.75     |
| E4880                  | 05/02/2026 | 1870     | Co-operative Bulk Handling Ltd      | Refund                            | \$ 12,924.84  |
| E4880                  | 05/02/2026 | 1981     | Esperance Sportspower               | Gym equipment - BOILC             | \$ 125.95     |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                 | Description                            | Amount       |
|------------------------|------------|----------|---------------------------------------|--|--------------|
| E4880                  | 05/02/2026 | 2317     | Southern Cross Austereo Pty Ltd       | Radio advertising                      | \$ 3,168.00  |
| E4880                  | 05/02/2026 | 2496     | Professionals Esperance Real Estate   | Rent                                   | \$ 3,580.00  |
| E4880                  | 05/02/2026 | 2763     | Esperance Lock & Shoe Service         | Key & lock supplies                    | \$ 21.00     |
| E4880                  | 05/02/2026 | 2823     | Institute of Public Works Engineering | Training & education                   | \$ 3,410.00  |
| E4880                  | 05/02/2026 | 3227     | Esperance Fire Services               | Hire & service of fire equipment       | \$ 1,538.23  |
| E4880                  | 05/02/2026 | 3545     | Look Brilliant Pty Ltd                | Promotional material                   | \$ 803.00    |
| E4880                  | 05/02/2026 | 3835     | WA Local Government Association       | Training & education                   | \$ 1,699.50  |
| E4880                  | 05/02/2026 | 4148     | Bay of Isles Community Outreach Inc   | Confidential shredding services        | \$ 141.00    |
| E4880                  | 05/02/2026 | 4422     | C C & J A King                        | Consignment sales                      | \$ 19.20     |
| E4880                  | 05/02/2026 | 4947     | Toll Ipec Pty Ltd                     | Freight costs                          | \$ 297.42    |
| E4880                  | 05/02/2026 | 4989     | Woolworths Group Limited*             | Consumables & supplies                 | \$ 1,460.08  |
| E4880                  | 05/02/2026 | 5051     | Stratagreen                           | Gardening & landscaping supplies       | \$ 104.25    |
| E4880                  | 05/02/2026 | 5164     | Esperance Beachfront Resort           | Bookeasy sales - Accommodation         | \$ 315.00    |
| E4880                  | 05/02/2026 | 5295     | Komatsu Australia Pty Ltd             | Earthmoving parts & equipment          | \$ 2,593.06  |
| E4880                  | 05/02/2026 | 5449     | Australian Grown                      | Stock for resale - EVC                 | \$ 1,497.15  |
| E4880                  | 05/02/2026 | 5604     | Esperance Milk Supply                 | Milk supplies                          | \$ 119.88    |
| E4880                  | 05/02/2026 | 5622     | Subway Esperance                      | Catering                               | \$ 66.00     |
| E4880                  | 05/02/2026 | 5767     | Seek Limited                          | Advertising positions vacant           | \$ 2,057.00  |
| E4880                  | 05/02/2026 | 5793     | Tradelink Esperance                   | Plumbing supplies                      | \$ 203.32    |
| E4880                  | 05/02/2026 | 6164     | Data 3 Limited                        | Annual virtualisation software renewal | \$ 34,930.03 |
| E4880                  | 05/02/2026 | 6221     | PFD Food Services Pty Ltd             | Consumables & supplies                 | \$ 909.90    |
| E4880                  | 05/02/2026 | 6495     | MCM Protection Pty Ltd                | Monitoring & security services         | \$ 3,597.00  |
| E4880                  | 05/02/2026 | 6552     | Esperance Bird and Animal Park        | Bookeasy sales - Accommodation         | \$ 4,695.60  |
| E4880                  | 05/02/2026 | 6609     | Environmental Health Australia (WA)   | Training & education                   | \$ 2,180.00  |
| E4880                  | 05/02/2026 | 6641     | DMS Diesels                           | Repairs, parts & supplies              | \$ 360.93    |
| E4880                  | 05/02/2026 | 7425     | Esperance Cleaning Service            | Cleaning services                      | \$ 1,394.25  |
| E4880                  | 05/02/2026 | 7801     | Land Insights                         | Contractor - Planning services         | \$ 29,923.93 |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                    | Description                                     | Amount        |
|------------------------|------------|----------|--|---|---------------|
| E4880                  | 05/02/2026 | 7823     | Genesis Accounting                       | Training & education                            | \$ 2,200.00   |
| E4880                  | 05/02/2026 | 7845     | Nespresso Professional                   | Re-stock for kiosk - BOILC                      | \$ 226.00     |
| E4880                  | 05/02/2026 | 7879     | Drillers Ridge Pty Ltd - 8 Taylor St     | Bookeasy sales - Accommodation                  | \$ 3,182.00   |
| E4880                  | 05/02/2026 | 7932     | All West Building Approvals Pty Ltd      | Compliance consultant                           | \$ 495.00     |
| E4880                  | 05/02/2026 | 7936     | LJS Mobile Engineering                   | Parts & repairs                                 | \$ 1,177.00   |
| E4880                  | 05/02/2026 | 8024     | C A Poole                                | Consignment sales                               | \$ 40.00      |
| E4880                  | 05/02/2026 | 8201     | K L Smithson                             | Performance fee - Town tunes                    | \$ 150.00     |
| E4880                  | 05/02/2026 | 8459     | Condingup Machinery Wreckers             | Parts & repairs                                 | \$ 1,497.74   |
| E4880                  | 05/02/2026 | 8497     | The Print Shop Bunbury                   | Office & stationery supplies                    | \$ 1,714.90   |
| E4880                  | 05/02/2026 | 8644     | AM Wreckers Group Pty Ltd                | Towing services                                 | \$ 220.00     |
| E4880                  | 05/02/2026 | 8693     | Mailguard Pty Ltd                        | Annual email protection software                | \$ 10,560.00  |
| E4880                  | 05/02/2026 | 8783     | The Trustee for Recherche Medical        | Pre-employment medical assessment               | \$ 200.00     |
| E4880                  | 05/02/2026 | 8933     | Aurelia's Ice Creamery and Cafe          | Catering  | \$ 1,995.60   |
| E4880                  | 05/02/2026 | 8972     | Dunn's Cleaning Service Pty Ltd          | Cleaning services                               | \$ 160.00     |
| E4880                  | 05/02/2026 | 9138     | Department of Biodiversity Conservation  | Plant identification services                   | \$ 231.00     |
| E4880                  | 05/02/2026 | 9147     | Key Pest and Weed Control                | Pest control inspections & services             | \$ 748.00     |
| E4880                  | 05/02/2026 | 9156     | Blumar Pty Ltd                           | Engineering & design services                   | \$ 12,936.00  |
| E4880                  | 05/02/2026 | 9163     | Esperance Combined Tyres & Mechanical    | Tyres, repairs & parts                          | \$ 8,416.50   |
| E4880                  | 05/02/2026 | 9207     | Datacom Systems (AU) Pty Ltd             | Printer toners & supplies                       | \$ 1,134.52   |
| E4880                  | 05/02/2026 | 9218     | Avantgarde Technologies Pty Ltd          | CCTV maintenance and cloud connect subscription | \$ 3,893.56   |
| E4880                  | 05/02/2026 | 9236     | T Stewarts Engineering                   | Supply, fabricate, materials & parts            | \$ 273.66     |
| E4880                  | 05/02/2026 | 9237     | Esperance Metaland                       | Supply, fabricate, materials & parts            | \$ 6,430.99   |
| E4880                  | 05/02/2026 | 9306     | Drake-Brockman Building and Construction | Building & construction works                   | \$ 683,941.30 |
| E4880                  | 05/02/2026 | 9312     | C J & A G Davies                         | Jackpot winnings - Pay 16                       | \$ 150.00     |
| E4880                  | 05/02/2026 | 9473     | Banksia Park Farm Eggs                   | Consumables - EHC                               | \$ 120.00     |
| E4880                  | 05/02/2026 | 9478     | Base Entertainment Pty Ltd               | Ticket sales - Ireland the Voyage               | \$ 14,577.71  |
| E4880                  | 05/02/2026 | 9503     | EcoValley Honey - Winton Hughes          | Consignment sales                               | \$ 190.40     |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee  | Description                         | Amount       |
|------------------------|------------|----------|--|-------------------------------------|--------------|
| E4880                  | 05/02/2026 | 9531     | Esperance Island Cruises                     | Bookeasy sales                      | \$ 1,925.00  |
| E4880                  | 05/02/2026 | 9558     | Mackenzies Electrical Service Pty Ltd        | Electrical services                 | \$ 352.53    |
| E4880                  | 05/02/2026 | 9639     | Avon Waste                                   | Rubbish & recycling collections     | \$ 68,157.75 |
| E4880                  | 05/02/2026 | 9641     | Aussie Broadband Pty Ltd                     | Monthly internet charges            | \$ 537.00    |
| E4880                  | 05/02/2026 | 9645     | TPG Network Pty Ltd                          | Monthly internet charges            | \$ 130.90    |
| E4880                  | 05/02/2026 | 9838     | Blue Haven Shell Studio Accommodation        | Bookeasy sales - Accommodation      | \$ 387.00    |
| E4880                  | 05/02/2026 | 9857     | D J Kennedy                                  | Gardening services - EHC            | \$ 77.00     |
| E4880                  | 05/02/2026 | 10115    | MBIT Technologies Pty Ltd                    | Monthly business SMS service        | \$ 11.00     |
| E4880                  | 05/02/2026 | 10191    | Silver Podiatry                              | Podiatry services - EHC             | \$ 360.00    |
| E4880                  | 05/02/2026 | 10218    | D B Ambrose                                  | Gardening services - EHC            | \$ 650.00    |
| E4880                  | 05/02/2026 | 10241    | HeliSpirit                                   | Bookeasy sales                      | \$ 944.28    |
| E4880                  | 05/02/2026 | 10269    | Lite N' Easy Pty Ltd                         | Meal preparation and delivery - EHC | \$ 1,683.52  |
| E4880                  | 05/02/2026 | 10353    | T M Folkes                                   | Jackpot winnings - Pay 16           | \$ 150.00    |
| E4880                  | 05/02/2026 | 10389    | Total Green Recycling Pty Ltd                | E-waste recycling services          | \$ 6,618.23  |
| E4880                  | 05/02/2026 | 10416    | J M Smith                                    | Rent                                | \$ 718.21    |
| E4880                  | 05/02/2026 | 10432    | Australasian Sports Floors Horner Pty Ltd    | Annual re-coat for EIS flooring     | \$ 16,379.00 |
| E4880                  | 05/02/2026 | 10466    | 35 Degrees South                             | Survey design services              | \$ 9,702.00  |
| E4880                  | 05/02/2026 | 10518    | Townzies Turf and Gardens                    | Gardening services - EHC            | \$ 99.00     |
| E4880                  | 05/02/2026 | 10564    | WA Girl Macrame                              | Consignment sales                   | \$ 52.68     |
| E4880                  | 05/02/2026 | 10649    | Bitumen Distribution Pty Ltd                 | Bitumen emulsion supplies           | \$ 14,124.00 |
| E4880                  | 05/02/2026 | 10675    | Archipelago Apartments                       | Bookeasy sales - Accommodation      | \$ 801.90    |
| E4880                  | 05/02/2026 | 10757    | In Motion Esperance                          | Pre-employment medical assessments  | \$ 660.00    |
| E4880                  | 05/02/2026 | 10825    | Third Angle Engineering Pty Ltd              | Playground equipment replacement    | \$ 20,389.60 |
| E4880                  | 05/02/2026 | 10859    | BM Electrical WA Pty Ltd (Lister Electrical) | Electrical services                 | \$ 231.00    |
| E4880                  | 05/02/2026 | 10867    | Department of the Premier and Cabinet        | Waste and Health local law gazette  | \$ 6,036.77  |
| E4880                  | 05/02/2026 | 10931    | Safetek Solutions Pty Ltd                    | Parts & supplies                    | \$ 606.65    |
| E4880                  | 05/02/2026 | 10942    | Thorp Realty Pty Ltd                         | Rent                                | \$ 1,600.00  |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee   | Description                         | Amount       |
|------------------------|------------|----------|---|-------------------------------------|--------------|
| E4880                  | 05/02/2026 | 10946    | Materials Handling Pty Ltd                            | Machinery for workshop              | \$ 7,498.70  |
| E4880                  | 05/02/2026 | 10956    | MBL Food & Packaging T/A South Coast Food Service     | Consumables & supplies              | \$ 2,250.70  |
| E4880                  | 05/02/2026 | 10958    | Newsxpress Esperance Lottery Centre                   | Office & stationery supplies        | \$ 1,357.49  |
| E4880                  | 05/02/2026 | 11001    | Axon Public Safety Australia Pty Ltd                  | Body cam subscription - Rangers     | \$ 14,087.86 |
| E4880                  | 05/02/2026 | 11034    | Cloud Eleven Esperance Pty Ltd                        | Volunteer meals for EHC             | \$ 76.70     |
| E4880                  | 05/02/2026 | 11110    | Esperance Outdoor Power Equipment                     | Parts & equipment                   | \$ 492.65    |
| E4880                  | 05/02/2026 | 11115    | APLOMB Occupational Therapy                           | Occupational therapy services - EHC | \$ 585.00    |
| E4880                  | 05/02/2026 | 11191    | Bay Diversified Pty Ltd                               | Weed spraying and control services  | \$ 11,918.96 |
| E4880                  | 05/02/2026 | 11246    | J Donovan   | Performance fee - Town tunes        | \$ 150.00    |
| E4880                  | 05/02/2026 | 11337    | S Narayanasamy & D Varghese T/A Curry Around Town     | Catering - Library community event  | \$ 1,000.00  |
| E4880                  | 05/02/2026 | 11342    | Dhueys Electrical Pty Ltd                             | Electrical services                 | \$ 847.00    |
| E4880                  | 05/02/2026 | 11356    | Good Chat Designs                                     | Consignment sales                   | \$ 163.00    |
| E4880                  | 05/02/2026 | 11401    | Levi's Woodworking                                    | Consignment sales                   | \$ 82.40     |
| E4880                  | 05/02/2026 | 11439    | Kath Guest t/as Heart of the Mallee                   | Consignment sales                   | \$ 40.00     |
| E4880                  | 05/02/2026 | 11469    | Joryn Haulage   | Potable water services              | \$ 700.00    |
| E4880                  | 05/02/2026 | 11486    | R K Seinor  | Reimbursement                       | \$ 36.00     |
| E4880                  | 05/02/2026 | 11518    | Mega Phones   | Monthly pendant monitoring          | \$ 1,129.16  |
| E4880                  | 05/02/2026 | 11527    | JA Miller & KL Miller T/A Pharkarwee                  | Wild dog services                   | \$ 8,448.00  |
| E4880                  | 05/02/2026 | 11554    | Esperance Tjaltjraak Native Title                     | Mitigation services                 | \$ 1,839.20  |
| E4880                  | 05/02/2026 | 11611    | Blue Dog Ag Mechanical Pty Ltd                        | Mechanical parts & services         | \$ 573.54    |
| E4880                  | 05/02/2026 | 11618    | Esperance Windscreens                                 | Supply & install windscreens        | \$ 833.31    |
| E4880                  | 05/02/2026 | 11660    | Cassie Wehrenberg                                     | Consignment sales                   | \$ 105.60    |
| E4880                  | 05/02/2026 | 11688    | Work Metrics Pty Ltd                                  | Monthly subscriptions               | \$ 462.00    |
| E4880                  | 05/02/2026 | 11699    | Long Pty Ltd T/A Perth Commercial Fridges & Equipment | Kitchen equipment for BOILC         | \$ 7,810.00  |
| E4880                  | 05/02/2026 | 11711    | Supagas Pty Limited                                   | Bulk & bottle gas supplies          | \$ 955.22    |
| E4880                  | 05/02/2026 | 11718    | Sonic HealthPlus                                      | Pre-employment medical assessments  | \$ 433.40    |
| E4880                  | 05/02/2026 | 11732    | Steven Alan Taylor TA Steve Taylor                    | Performance fee - Town Tunes        | \$ 150.00    |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee   | Description                    | Amount        |
|------------------------|------------|----------|---|--------------------------------|---------------|
| E4880                  | 05/02/2026 | 11751    | Karli Rae Florisson                                 | Consignment sales              | \$ 93.60      |
| E4880                  | 05/02/2026 | 11770    | Blue Haven Properties (WA) Pty Ltd                  | Bookeasy sales - Accommodation | \$ 792.00     |
| E4880                  | 05/02/2026 | 11839    | Absolute Hot Water & Gas                            | Plumbing services              | \$ 637.85     |
| E4880                  | 05/02/2026 | 11844    | Daniel Enterprises WA Pty Ltd                       | Mechanical parts & services    | \$ 7,109.72   |
| E4880                  | 05/02/2026 | 11851    | Pink Lake IGA                                       | Consumables & supplies         | \$ 520.22     |
| E4880                  | 05/02/2026 | 11875    | Celestial Nature                                    | Consignment sales              | \$ 100.00     |
| E4880                  | 05/02/2026 | 11898    | SEA Heavy Diesel Pty Ltd                            | Mechanical parts & services    | \$ 3,469.65   |
| E4880                  | 05/02/2026 | 11934    | Milcharm Pty Ltd                                    | Plant hire services            | \$ 7,942.00   |
| E4880                  | 05/02/2026 | 11944    | Boharp T/as Esperance Plumbing Services             | Electrical services            | \$ 5,846.78   |
| E4880                  | 05/02/2026 | 11991    | Department of Local Government, Industry Regulation | Building service levies        | \$ 15,453.12  |
| E4880                  | 05/02/2026 | 12023    | Estate of J W Halter                                | Refund                         | \$ 26.00      |
| E4880                  | 05/02/2026 | 12047    | T Rogash  | Reimbursement                  | \$ 156.71     |
| E4880                  | 05/02/2026 | 12053    | Knowles Family Trust TA /JK HD Mechanical           | Mechanical parts & services    | \$ 21,599.88  |
| E4880                  | 05/02/2026 | 12061    | SU Australia Ministries Limited                     | Small community grant funding  | \$ 2,200.00   |
| E4880                  | 05/02/2026 | 12069    | Salary Packaging Australia Pty Ltd                  | Novated lease                  | \$ 43.50      |
| E4880                  | 05/02/2026 | 12078    | Rouse Hill Tractors                                 | Parts & supplies               | \$ 161.78     |
| E4880                  | 05/02/2026 | 12079    | Fat Zebra Pty Ltd                                   | Monthly charge                 | \$ 86.79      |
| E4880                  | 05/02/2026 | 12083    | J Leach   | Refund                         | \$ 65.00      |
| E4880                  | 05/02/2026 | 12087    | C G O'Brien   | Refund                         | \$ 134.14     |
| E4880                  | 05/02/2026 | 12091    | Fluidra Group Australia Pty Ltd                     | Parts & equipment              | \$ 1,713.80   |
| E4880                  | 05/02/2026 | 12092    | C Hoo   | Refund                         | \$ 30.00      |
| E4881                  | 16/02/2026 | 260      | Horizon Power                                       | Electricity charges            | \$ 38,197.46  |
| E4881                  | 16/02/2026 | 290      | Telstra   | Telephone charges              | \$ 30.80      |
| E4881                  | 16/02/2026 | 392      | Water Corporation                                   | Water usage charges            | \$ 18,106.71  |
| E4881                  | 16/02/2026 | 9321     | Superchoice Services Pty Limited                    | Superannuation payment         | \$ 142,230.65 |
| E4881                  | 16/02/2026 | 11308    | Fleetcare Pty Ltd                                   | Fleet lease                    | \$ 2,580.01   |
| E4881                  | 16/02/2026 | 11364    | Ezidebit Pty Ltd                                    | Ezidebit services - BOILC      | \$ 770.92     |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                | Description                           | Amount        |
|------------------------|------------|----------|--------------------------------------|---------------------------------------|---------------|
| E4882                  | 18/02/2026 | 1        | Australian Taxation Office           | BAS payment                           | \$ 130,319.00 |
| E4883                  | 19/02/2026 | 1        | Australian Taxation Office           | Payroll deduction                     | \$ 186,892.00 |
| E4883                  | 19/02/2026 | 126      | Esperance Electrical Service         | Electrical services                   | \$ 7,776.50   |
| E4883                  | 19/02/2026 | 187      | Ixom Operations Pty Ltd              | Cylinder & gas charges                | \$ 2,973.43   |
| E4883                  | 19/02/2026 | 395      | BOC Gases                            | Cylinder & gas charges                | \$ 135.86     |
| E4883                  | 19/02/2026 | 410      | Pink Lake Butchers                   | Consumables - EHC                     | \$ 808.53     |
| E4883                  | 19/02/2026 | 650      | Sheldon Paint and Panel              | Parts & repair services               | \$ 1,160.54   |
| E4883                  | 19/02/2026 | 749      | RAECO                                | Parts & supplies                      | \$ 324.50     |
| E4883                  | 19/02/2026 | 1045     | Stewart & Heaton Clothing Co Pty Ltd | PPE clothing and gear                 | \$ 5,343.46   |
| E4883                  | 19/02/2026 | 1092     | Piano Magic                          | Piano tuning services                 | \$ 375.00     |
| E4883                  | 19/02/2026 | 1271     | Department of Transport              | Disclosure of information fee         | \$ 20.40      |
| E4883                  | 19/02/2026 | 1315     | Gibson Soak Water Co                 | Bottled water supplies                | \$ 381.00     |
| E4883                  | 19/02/2026 | 1346     | Cannon Hygiene Australia Pty Ltd     | Sanitary services                     | \$ 214.19     |
| E4883                  | 19/02/2026 | 1368     | N G Williams                         | Reimbursement                         | \$ 385.00     |
| E4883                  | 19/02/2026 | 1470     | Express Yourself Printing Esperance  | Printing and stationery supplies      | \$ 1,935.00   |
| E4883                  | 19/02/2026 | 1550     | Comfort Inn Bay of Isles             | Bookeasy sales - Accommodation        | \$ 1,503.00   |
| E4883                  | 19/02/2026 | 1695     | Bay of Isles Mini-Excavators         | Plant hire                            | \$ 150.00     |
| E4883                  | 19/02/2026 | 1981     | Esperance Sportspower                | Corporate uniforms order              | \$ 4,613.50   |
| E4883                  | 19/02/2026 | 2113     | Banksia Medical and Health           | Commercial vehicle medical assessment | \$ 220.00     |
| E4883                  | 19/02/2026 | 2317     | Southern Cross Austereo Pty Ltd      | Radio advertising                     | \$ 3,498.00   |
| E4883                  | 19/02/2026 | 2496     | Professionals Esperance Real Estate  | Rent                                  | \$ 3,580.00   |
| E4883                  | 19/02/2026 | 2763     | Esperance Lock & Shoe Service        | Key & lock supplies                   | \$ 34.50      |
| E4883                  | 19/02/2026 | 2900     | Esperance Bay Yacht Club Inc         | Venue hire                            | \$ 1,614.20   |
| E4883                  | 19/02/2026 | 3152     | WA Rangers Association               | 3 year membership                     | \$ 240.00     |
| E4883                  | 19/02/2026 | 3227     | Esperance Fire Services              | Hire & service of fire equipment      | \$ 1,165.67   |
| E4883                  | 19/02/2026 | 3533     | Mike Henley Mechanical & Fabrication | Repairs, parts & services             | \$ 8,079.34   |
| E4883                  | 19/02/2026 | 3736     | Easisalary Pty Ltd                   | Novated lease                         | \$ 630.00     |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                   | Description                          | Amount       |
|------------------------|------------|----------|---|--------------------------------------|--------------|
| E4883                  | 19/02/2026 | 3797     | LED Esperance                           | Electrical supplies                  | \$ 10.81     |
| E4883                  | 19/02/2026 | 4068     | Total Asphalt And Traffic Management    | Asphalt upgrades & services          | \$ 72,865.47 |
| E4883                  | 19/02/2026 | 4321     | The Royal Life Saving Society (WA)      | Swim school resources                | \$ 231.00    |
| E4883                  | 19/02/2026 | 4422     | C C & J A King                          | Consignment sales                    | \$ 19.20     |
| E4883                  | 19/02/2026 | 4466     | Leisure Institute of Western Australia  | Annual membership                    | \$ 577.50    |
| E4883                  | 19/02/2026 | 4534     | Condingup P&C Community Fair            | Small community grant funding        | \$ 3,000.00  |
| E4883                  | 19/02/2026 | 4567     | WA Police Service                       | Volunteer police checks              | \$ 35.20     |
| E4883                  | 19/02/2026 | 4819     | 1st Esperance Scout Group               | Supplier for Edge of the Bay         | \$ 500.00    |
| E4883                  | 19/02/2026 | 4947     | Toll Ipec Pty Ltd                       | Freight charges                      | \$ 419.27    |
| E4883                  | 19/02/2026 | 4989     | Woolworths Group Limited*               | Consumables & supplies               | \$ 1,338.58  |
| E4883                  | 19/02/2026 | 4998     | Western Australian Electoral Commission | Local Government Elections 2025      | \$ 55,533.70 |
| E4883                  | 19/02/2026 | 5042     | Officeworks Business Direct             | Office & stationery supplies         | \$ 296.35    |
| E4883                  | 19/02/2026 | 5051     | Stratagreen                             | Landscaping supplies                 | \$ 205.92    |
| E4883                  | 19/02/2026 | 5092     | Quality Publishing Australia            | Maps for resale - EVC                | \$ 744.81    |
| E4883                  | 19/02/2026 | 5194     | Jatek Engineering                       | Steel supplies & fabrication         | \$ 17,924.50 |
| E4883                  | 19/02/2026 | 5267     | Hema Maps Pty Ltd                       | Maps for resale - EVC                | \$ 681.85    |
| E4883                  | 19/02/2026 | 5274     | Davric Australia                        | Souvenirs for resale - EVC           | \$ 3,941.74  |
| E4883                  | 19/02/2026 | 5437     | Skullduggery Furniture                  | Cut & fit jetty timbers for bollards | \$ 4,268.00  |
| E4883                  | 19/02/2026 | 5604     | Esperance Milk Supply                   | Milk supplies                        | \$ 119.88    |
| E4883                  | 19/02/2026 | 5767     | Seek Limited                            | Advertising positions vacant         | \$ 1,919.50  |
| E4883                  | 19/02/2026 | 5793     | Tradelink Esperance                     | Plumbing supplies                    | \$ 10.35     |
| E4883                  | 19/02/2026 | 5896     | Toyota Financial Services               | Lease payments                       | \$ 572.08    |
| E4883                  | 19/02/2026 | 6009     | McLeods Barristers & Solicitors         | Legal advice                         | \$ 1,631.08  |
| E4883                  | 19/02/2026 | 6024     | SeatAdvisor Pty Ltd                     | Ticket sales - January 2026          | \$ 456.01    |
| E4883                  | 19/02/2026 | 6221     | PFD Food Services Pty Ltd               | Consumables & supplies               | \$ 806.25    |
| E4883                  | 19/02/2026 | 6418     | McMullen's Blinds Sails Canvas          | Shade sail services                  | \$ 11,946.00 |
| E4883                  | 19/02/2026 | 6495     | MCM Protection Pty Ltd                  | Monitoring & security services       | \$ 5,516.50  |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                 | Description  | Amount       |
|------------------------|------------|----------|---------------------------------------|--|--------------|
| E4883                  | 19/02/2026 | 6537     | ABCO Products Pty Ltd                 | Coastal camping ground supplies                    | \$ 1,196.32  |
| E4883                  | 19/02/2026 | 6552     | Esperance Bird and Animal Park        | Bookeasy sales - Accommodation                     | \$ 516.00    |
| E4883                  | 19/02/2026 | 6641     | DMS Diesels                           | Repairs, parts and services                        | \$ 17,142.94 |
| E4883                  | 19/02/2026 | 6897     | Aptella Pty Ltd                       | Upgrades & support for survey robots               | \$ 5,269.00  |
| E4883                  | 19/02/2026 | 7043     | Connect Call Centre Services          | Call centre services                               | \$ 252.34    |
| E4883                  | 19/02/2026 | 7373     | Analytical Reference Laboratory (WA)  | Water testing services                             | \$ 445.50    |
| E4883                  | 19/02/2026 | 7425     | Esperance Cleaning Service            | Cleaning services                                  | \$ 35,640.00 |
| E4883                  | 19/02/2026 | 7438     | Independence Australia                | Nursing products & supplies - EHC                  | \$ 3,724.77  |
| E4883                  | 19/02/2026 | 7465     | Dome Esperance                        | Client & volunteer meals - EHC                     | \$ 13.25     |
| E4883                  | 19/02/2026 | 7574     | JA Russell (Australia) Pty Ltd        | Refund   | \$ 16,803.01 |
| E4883                  | 19/02/2026 | 7703     | Talis Consultants                     | Concept design consultancy services                | \$ 2,750.00  |
| E4883                  | 19/02/2026 | 7704     | Vorgee Pty Ltd.                       | Proshop order - BOILC                              | \$ 782.10    |
| E4883                  | 19/02/2026 | 7715     | TD Contractors                        | Plant and labour hire                              | \$ 14,179.00 |
| E4883                  | 19/02/2026 | 7801     | Land Insights                         | Contractor - Planning services                     | \$ 23,612.89 |
| E4883                  | 19/02/2026 | 7879     | Drillers Ridge Pty Ltd                | Bookeasy sales - Accommodation                     | \$ 378.40    |
| E4883                  | 19/02/2026 | 7945     | Choices Flooring Esperance            | Cricket pitch works - GSG                          | \$ 9,935.93  |
| E4883                  | 19/02/2026 | 8428     | Helloworld Esperance                  | Flights for exchange students - Twin Towns         | \$ 12,958.20 |
| E4883                  | 19/02/2026 | 8459     | Condingup Machinery Wreckers          | Parts & supplies                                   | \$ 173.25    |
| E4883                  | 19/02/2026 | 8497     | The Print Shop Bunbury                | Printing supplies and services                     | \$ 1,193.50  |
| E4883                  | 19/02/2026 | 8626     | Gower Industries                      | Parts & supplies                                   | \$ 122.30    |
| E4883                  | 19/02/2026 | 8663     | Commercial Aquatics Australia Pty Ltd | Annual servicing of pool plant & equipment - BOILC | \$ 20,240.00 |
| E4883                  | 19/02/2026 | 8670     | Jetmen Mbangani Pty Ltd               | Pre-employment medical assessments                 | \$ 220.00    |
| E4883                  | 19/02/2026 | 8783     | The Trustee for Recherche Medical     | Pre-employment medical assessments                 | \$ 50.00     |
| E4883                  | 19/02/2026 | 8794     | Garage Sale Trail Foundation Ltd      | Annual membership                                  | \$ 4,100.34  |
| E4883                  | 19/02/2026 | 8800     | South Regional TAFE                   | Training and education                             | \$ 290.50    |
| E4883                  | 19/02/2026 | 8914     | Cleanaway Pty Ltd                     | Rubbish & recycling collections                    | \$ 544.64    |
| E4883                  | 19/02/2026 | 8933     | Aurelia's Ice Creamery and Cafe       | Catering   | \$ 624.50    |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                    | Description                           | Amount        |
|------------------------|------------|----------|--|---------------------------------------|---------------|
| E4883                  | 19/02/2026 | 8972     | Dunn's Cleaning Service Pty Ltd          | Cleaning services                     | \$ 880.00     |
| E4883                  | 19/02/2026 | 8989     | Envirolab Services (WA) Pty Ltd          | Water testing services                | \$ 2,580.01   |
| E4883                  | 19/02/2026 | 8994     | Information Proficiency                  | Annual software subscription          | \$ 6,051.64   |
| E4883                  | 19/02/2026 | 9037     | Ergolink                                 | Office equipment                      | \$ 142.00     |
| E4883                  | 19/02/2026 | 9147     | Key Pest and Weed Control                | Pest control inspections & services   | \$ 847.00     |
| E4883                  | 19/02/2026 | 9163     | Esperance Combined Tyres & Mechanical    | Tyres, repairs & parts                | \$ 7,840.00   |
| E4883                  | 19/02/2026 | 9207     | Datacom Systems (AU) Pty Ltd             | Printer toners & supplies             | \$ 3,637.33   |
| E4883                  | 19/02/2026 | 9218     | Avantgarde Technologies Pty Ltd          | CCTV subscription - Dec 25 - June 26  | \$ 9,856.00   |
| E4883                  | 19/02/2026 | 9236     | T Stewarts Engineering                   | Supply, fabricate, materials & parts  | \$ 5,531.33   |
| E4883                  | 19/02/2026 | 9237     | Esperance Metaland                       | Supply, fabricate, materials & parts  | \$ 3,724.72   |
| E4883                  | 19/02/2026 | 9306     | Drake-Brockman Building and Construction | Building and construction works       | \$ 122,256.20 |
| E4883                  | 19/02/2026 | 9308     | Florissons Home Furnishers               | Office equipment                      | \$ 200.00     |
| E4883                  | 19/02/2026 | 9431     | Dudley Newton Optometrists               | Prescription safety eyewear           | \$ 450.00     |
| E4883                  | 19/02/2026 | 9473     | Banksia Park Farm Eggs                   | Consumables                           | \$ 150.00     |
| E4883                  | 19/02/2026 | 9503     | EcoValley Honey - Winton Hughes          | Consignment sales                     | \$ 242.40     |
| E4883                  | 19/02/2026 | 9542     | MCD Contracting Pty Ltd                  | Boyanup Fire mitigation               | \$ 11,486.00  |
| E4883                  | 19/02/2026 | 9639     | Avon Waste                               | Rubbish & recycling collections       | \$ 50,455.46  |
| E4883                  | 19/02/2026 | 9894     | Calibre Care                             | Mobility equipment - EHC              | \$ 8,305.00   |
| E4883                  | 19/02/2026 | 10142    | R-Group International Pty Ltd            | Teams phone package - January 2026    | \$ 3,237.03   |
| E4883                  | 19/02/2026 | 10146    | S & N Creations                          | Souvenirs for resale                  | \$ 599.50     |
| E4883                  | 19/02/2026 | 10218    | D B Ambrose                              | Gardening services                    | \$ 422.50     |
| E4883                  | 19/02/2026 | 10241    | HeliSpirit                               | Bookeasy sales - Accommodation        | \$ 755.08     |
| E4883                  | 19/02/2026 | 10269    | Lite N' Easy Pty Ltd                     | Meal preparation and delivery - EHC   | \$ 1,865.85   |
| E4883                  | 19/02/2026 | 10325    | V Reck                                   | Administration fees                   | \$ 4,248.10   |
| E4883                  | 19/02/2026 | 10416    | J M Smith                                | Rent                                  | \$ 720.00     |
| E4883                  | 19/02/2026 | 10439    | Techstreet Pty Ltd                       | Standards and management subscription | \$ 14,495.19  |
| E4883                  | 19/02/2026 | 10459    | Cloud Payment Group                      | Debt collection services              | \$ 3,870.25   |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee   | Description                         | Amount        |
|------------------------|------------|----------|---|-------------------------------------|---------------|
| E4883                  | 19/02/2026 | 10466    | 35 Degrees South                                  | Drafting & surveying services       | \$ 6,204.00   |
| E4883                  | 19/02/2026 | 10518    | Townzies Turf and Gardens                         | Gardening services - EHC            | \$ 445.50     |
| E4883                  | 19/02/2026 | 10564    | WA Girl Macrame                                   | Consignment sales                   | \$ 158.92     |
| E4883                  | 19/02/2026 | 10577    | Roo Brew Pty Ltd T/A Lucky Bay Brewery            | Bar stock - Civic Centre            | \$ 734.74     |
| E4883                  | 19/02/2026 | 10619    | C N Smith   | Catering                            | \$ 99.60      |
| E4883                  | 19/02/2026 | 10630    | Le Grande Distillery Pty Ltd                      | Bar stock - Civic Centre            | \$ 738.02     |
| E4883                  | 19/02/2026 | 10735    | Cabcharge Pty Ltd                                 | Taxi expenses - January 2026        | \$ 123.90     |
| E4883                  | 19/02/2026 | 10798    | Live Life Alarms / Flight Plan Digital            | Mobile alarm annual renewal - EHC   | \$ 90.00      |
| E4883                  | 19/02/2026 | 10800    | Airport Consultancy Group - Engineering           | Aviation engineering services       | \$ 7,645.00   |
| E4883                  | 19/02/2026 | 10848    | Retravisio Esperance - JAPMR Pty Ltd              | Whitegoods & equipment              | \$ 63.00      |
| E4883                  | 19/02/2026 | 10859    | BM Electrical WA Pty Ltd (Lister Electrical)      | Electrical services                 | \$ 13,413.82  |
| E4883                  | 19/02/2026 | 10925    | Brolly Australasia                                | Marketing subscription              | \$ 4,989.60   |
| E4883                  | 19/02/2026 | 10940    | BMT Commercial Australia Pty Ltd                  | Consulting services                 | \$ 12,107.32  |
| E4883                  | 19/02/2026 | 10941    | R I Henderson                                     | Videography services - BOILC        | \$ 3,487.00   |
| E4883                  | 19/02/2026 | 10942    | Thorp Realty Pty Ltd                              | Rent                                | \$ 1,300.00   |
| E4883                  | 19/02/2026 | 10956    | MBL Food & Packaging T/A South Coast Food Service | Consumables & supplies              | \$ 5,137.93   |
| E4883                  | 19/02/2026 | 10958    | Newsxpress Esperance Lottery Centre               | Magazine subscription               | \$ 236.59     |
| E4883                  | 19/02/2026 | 10985    | Rebecca Staunton Physiotherapy                    | Physiotherapy services - EHC        | \$ 3,399.00   |
| E4883                  | 19/02/2026 | 11012    | Esperance Fresh Food Pty Ltd                      | Catering                            | \$ 43.96      |
| E4883                  | 19/02/2026 | 11032    | J Franzone  | Photography services                | \$ 2,400.00   |
| E4883                  | 19/02/2026 | 11034    | Cloud Eleven Esperance Pty Ltd                    | Client & volunteer meals - EHC      | \$ 62.00      |
| E4883                  | 19/02/2026 | 11053    | David Macdermott T/A Mermaid Leather              | Consignment sales                   | \$ 12.00      |
| E4883                  | 19/02/2026 | 11058    | Howat WA Pty Ltd T/A The Weed Terminator          | Mitigation - Slashing and mulching  | \$ 164,010.00 |
| E4883                  | 19/02/2026 | 11064    | J L Hepburn                                       | Jackpot winnings - Pay 17           | \$ 150.00     |
| E4883                  | 19/02/2026 | 11110    | Esperance Outdoor Power Equipment                 | Parts & equipment                   | \$ 809.40     |
| E4883                  | 19/02/2026 | 11115    | APLOMB Occupational Therapy                       | Occupational therapy services - EHC | \$ 97.50      |
| E4883                  | 19/02/2026 | 11176    | Tunstall Healthcare                               | Monitoring alarm & sim charges      | \$ 125.20     |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee  | Description                           | Amount      |
|------------------------|------------|----------|--|---------------------------------------|-------------|
| E4883                  | 19/02/2026 | 11270    | Rise n Shine Group Pty Ltd                             | Refund                                | \$ 295.00   |
| E4883                  | 19/02/2026 | 11316    | BreezeConnect  | Monthly subscription                  | \$ 48.50    |
| E4883                  | 19/02/2026 | 11342    | Dhueys Electrical Pty Ltd                              | Electrical services                   | \$ 165.00   |
| E4883                  | 19/02/2026 | 11356    | Good Chat Designs                                      | Consignment sales                     | \$ 75.00    |
| E4883                  | 19/02/2026 | 11375    | Hart Sport Australia Pty Ltd                           | Equipment for swim school - BOILC     | \$ 592.40   |
| E4883                  | 19/02/2026 | 11376    | Elite Pool Covers Holdings Pty Ltd                     | Pool equipment & parts                | \$ 15.00    |
| E4883                  | 19/02/2026 | 11401    | Levi's Woodworking                                     | Consignment sales                     | \$ 52.00    |
| E4883                  | 19/02/2026 | 11431    | Southern Suspension & 4x4 Centre                       | Service, parts & repairs              | \$ 400.00   |
| E4883                  | 19/02/2026 | 11434    | Justin Freind TA Bel Canto Performing Arts             | Performance fee - Morning Melodies    | \$ 300.00   |
| E4883                  | 19/02/2026 | 11439    | Kath Guest t/as Heart of the Mallee                    | Consignment sales                     | \$ 200.00   |
| E4883                  | 19/02/2026 | 11469    | Joryn Haulage  | Potable water supply - Airport        | \$ 1,400.00 |
| E4883                  | 19/02/2026 | 11508    | Coastmac Pty Ltd T/A Coastmac Trail                    | One new plant trailer                 | \$ 7,649.99 |
| E4883                  | 19/02/2026 | 11518    | Mega Phones  | Monthly pendant monitoring            | \$ 1,212.67 |
| E4883                  | 19/02/2026 | 11527    | JA Miller & KL Miller T/A Pharkarwee                   | Wild dog services                     | \$ 8,470.00 |
| E4883                  | 19/02/2026 | 11565    | Seas It All T/A Esperance Foreshore                    | Bookeasy - Accommodation              | \$ 783.00   |
| E4883                  | 19/02/2026 | 11588    | Green Thumb Gardening Esperance                        | Gardening services                    | \$ 462.00   |
| E4883                  | 19/02/2026 | 11593    | Nicholas Sortberg T/A Nicholas                         | Performance fee - Town Tunes          | \$ 150.00   |
| E4883                  | 19/02/2026 | 11611    | Blue Dog Ag Mechanical PTY LTD                         | Mechanical repairs, parts & services  | \$ 25.48    |
| E4883                  | 19/02/2026 | 11621    | David John Coyne T/A Esperance Carpentry & Maintenance | Carpentry and maintenance works - EHC | \$ 1,320.00 |
| E4883                  | 19/02/2026 | 11636    | Folktales Rest   | Bookeasy sales - Accommodation        | \$ 326.80   |
| E4883                  | 19/02/2026 | 11651    | I Creedon  | Reimbursement                         | \$ 87.00    |
| E4883                  | 19/02/2026 | 11660    | Cassie Wehrenberg                                      | Consignment sales                     | \$ 121.60   |
| E4883                  | 19/02/2026 | 11671    | Stark Training   | Training & education                  | \$ 6,705.00 |
| E4883                  | 19/02/2026 | 11698    | Bookeasy Australia Pty Ltd                             | Bookeasy fees - January 2026          | \$ 985.64   |
| E4883                  | 19/02/2026 | 11711    | Supagas Pty Limited                                    | Bulk & bottled gas supplies           | \$ 4,176.66 |
| E4883                  | 19/02/2026 | 11740    | Kool Cones Esperance                                   | Supplier for event - Connect Nulsen   | \$ 430.00   |
| E4883                  | 19/02/2026 | 11751    | Karli Rae Florisson                                    | Consignment sales                     | \$ 124.80   |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee                                     | Description                                   | Amount       |
|------------------------|------------|----------|---|---|--------------|
| E4883                  | 19/02/2026 | 11770    | Blue Haven Properties (WA) Pty Ltd        | Bookeasy sales - Accommodation                | \$ 1,108.80  |
| E4883                  | 19/02/2026 | 11790    | Safemaster Safety Products Pty Ltd        | Safety roof parts & products                  | \$ 36,344.00 |
| E4883                  | 19/02/2026 | 11815    | Esperance Trophies & Laser Engraving      | Engraving services                            | \$ 16.00     |
| E4883                  | 19/02/2026 | 11839    | Absolute Hot Water & Gas                  | Plumbing services                             | \$ 2,766.50  |
| E4883                  | 19/02/2026 | 11843    | JSA Services WA                           | Safety consultants services                   | \$ 8,325.00  |
| E4883                  | 19/02/2026 | 11844    | Daniel Enterprises WA Pty Ltd             | Mechanical parts, repairs & services          | \$ 9,658.96  |
| E4883                  | 19/02/2026 | 11851    | Pink Lake IGA                             | Consumables and supplies                      | \$ 762.65    |
| E4883                  | 19/02/2026 | 11855    | Liquor Merchant Holdings                  | Bar stock - Civic Centre                      | \$ 2,195.98  |
| E4883                  | 19/02/2026 | 11875    | Celestial Nature                          | Consignment sales                             | \$ 70.40     |
| E4883                  | 19/02/2026 | 11898    | SEA Heavy Diesel Pty Ltd                  | Mechanical parts, repairs and services        | \$ 1,523.30  |
| E4883                  | 19/02/2026 | 11902    | Starcevich Electrical                     | Electrical services                           | \$ 880.73    |
| E4883                  | 19/02/2026 | 11942    | Wayward Nation                            | Marketing consultant                          | \$ 5,940.00  |
| E4883                  | 19/02/2026 | 11944    | Boharp T/as Esperance Plumbing Services   | Electrical services                           | \$ 2,045.68  |
| E4883                  | 19/02/2026 | 11999    | Astris PME Pty Ltd                        | Mobility equipment - EHC                      | \$ 1,025.00  |
| E4883                  | 19/02/2026 | 12044    | QPlay                                     | Playground parts & equipment                  | \$ 1,166.00  |
| E4883                  | 19/02/2026 | 12053    | Knowles Family Trust TA /JK HD Mechanical | Mechanical parts, repairs & services          | \$ 3,162.50  |
| E4883                  | 19/02/2026 | 12060    | Innes Electrical & Air                    | Electrical services                           | \$ 5,669.93  |
| E4883                  | 19/02/2026 | 12069    | Salary Packaging Australia Pty Ltd        | Novated lease payments                        | \$ 43.50     |
| E4883                  | 19/02/2026 | 12080    | MRA & FP Mackenzie T/A Driftwood          | Consignment sales                             | \$ 124.80    |
| E4883                  | 19/02/2026 | 12081    | The Trustee for the Showfront Group       | Storage furniture                             | \$ 32,118.90 |
| E4883                  | 19/02/2026 | 12084    | Jillian Chrisp TA Studio Shuggi           | Technician consultant services - Civic Centre | \$ 2,674.00  |
| E4883                  | 19/02/2026 | 12085    | G Rann                                    | Technician consultant services - Civic Centre | \$ 3,052.28  |
| E4883                  | 19/02/2026 | 12089    | I Menezes Pereira                         | Performance fee - Library                     | \$ 600.00    |
| E4883                  | 19/02/2026 | 12093    | Information Services and Technology       | Annual support plan                           | \$ 352.00    |
| E4883                  | 19/02/2026 | 12095    | Southern Arc Electrical Pty Ltd           | Electrical services                           | \$ 319.00    |
| E4883                  | 19/02/2026 | 12096    | J Greasley                                | Refund  | \$ 607.78    |
| E4883                  | 19/02/2026 | 12097    | Country Women's Association - Mallee      | Catering                                      | \$ 1,200.00  |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor  | Payee | Description                             | Amount        |
|------------------------|------------|---|-------|---|---------------|
| E4883                  | 19/02/2026 | 12098 M Waters  |       | Small community grant funding           | \$ 500.00     |
| E4883                  | 19/02/2026 | 12101 R Findlay   |       | Refund                                  | \$ 65.00      |
| E4883                  | 19/02/2026 | 12102 O Findlay   |       | Refund                                  | \$ 65.00      |
| E4883                  | 19/02/2026 | 12103 Esperance Biosecurity Association Inc.              |       | Reimbursement                           | \$ 960.00     |
| E4883                  | 19/02/2026 | 12104 R Y Vermeersch                                      |       | Refund                                  | \$ 706.71     |
| E4884                  | 23/02/2026 | 325 Easton WJ & V   |       | Hire of earthmoving plant               | \$ 29,601.00  |
| E4884                  | 23/02/2026 | 1469 Beachwind Enterprises Pty Ltd                        |       | Hire of earthmoving plant               | \$ 109,416.45 |
| E4884                  | 23/02/2026 | 2693 Worth Kerbing  |       | Kerbing services                        | \$ 4,950.00   |
| E4884                  | 23/02/2026 | 6014 Esperance Tree Lopping                               |       | Pruning and removal of trees and stumps | \$ 25,250.50  |
| E4884                  | 23/02/2026 | 6636 Esperance Earthworks Pty Ltd                         |       | Hire of earthmoving plant               | \$ 167,662.00 |
| E4884                  | 23/02/2026 | 7522 Jacka Trenching and Fencing                          |       | Traffic control                         | \$ 31,581.00  |
| E4884                  | 23/02/2026 | 7679 G & B Haulage  |       | Hire of Equipment                       | \$ 113,217.50 |
| E4884                  | 23/02/2026 | 8317 Titan Contracting                                    |       | Mowing services & traffic control       | \$ 43,700.25  |
| E4884                  | 23/02/2026 | 10615 Quaintrelle (WA) Pty Ltd T/A Environmental Services |       | Hire of street sweeper                  | \$ 16,658.02  |
| E4884                  | 23/02/2026 | 11537 CB Traffic Solutions Pty Ltd                        |       | Traffic control                         | \$ 23,373.79  |
| E4884                  | 23/02/2026 | 11590 MLP Civil   |       | Plant hire                              | \$ 254,901.10 |
| E4885                  | 25/02/2026 | 26 Blackwoods Atkins                                      |       | Parts & equipment                       | \$ 2,458.76   |
| E4885                  | 25/02/2026 | 47 B E Stearne & Co Pty Ltd                               |       | Reticulation supplies                   | \$ 481.25     |
| E4885                  | 25/02/2026 | 63 Bunnings Ltd*  |       | Hardware & supplies                     | \$ 14,999.51  |
| E4885                  | 25/02/2026 | 77 Cockburn Cement Limited                                |       | Cement & pallet charges                 | \$ 67,313.40  |
| E4885                  | 25/02/2026 | 112 Esperance Ag Services                                 |       | Parts & equipment                       | \$ 1,245.68   |
| E4885                  | 25/02/2026 | 287 Swans Veterinary Services                             |       | Veterinary services                     | \$ 693.00     |
| E4885                  | 25/02/2026 | 323 Westrac Equipment Pty Ltd                             |       | Plant parts & repairs                   | \$ 6,041.55   |
| E4885                  | 25/02/2026 | 707 Haslams   |       | Protective clothing                     | \$ 3,940.48   |
| E4885                  | 25/02/2026 | 1259 South East Petroleum*                                |       | Fuel supplies                           | \$ 112,789.45 |
| E4885                  | 25/02/2026 | 1307 Feature Paints                                       |       | Paint supplies                          | \$ 1,340.60   |
| E4885                  | 25/02/2026 | 1461 Kip & Steve's Mechanical Repairs                     |       | Mechanical parts, repairs and services  | \$ 4,339.79   |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No | Date       | Creditor | Payee   | Description                             | Amount        |
|------------------------|------------|----------|---|---|---------------|
| E4885                  | 25/02/2026 | 1485     | Freight Lines Group                           | Freight charges                         | \$ 30,974.26  |
| E4885                  | 25/02/2026 | 1575     | GPC Asia Pacific Pty Ltd/Repco                | Automotive supplies                     | \$ 3,147.56   |
| E4885                  | 25/02/2026 | 2122     | Iplex Pipelines Australia P/L                 | Pipes parts & supplies                  | \$ 3,135.31   |
| E4885                  | 25/02/2026 | 2188     | Star Transport                                | Freight charges                         | \$ 125.27     |
| E4885                  | 25/02/2026 | 2246     | Cutting Edges Pty Ltd                         | Parts & supplies                        | \$ 1,847.50   |
| E4885                  | 25/02/2026 | 2297     | Major Motors Pty Ltd                          | Vehicle parts & supplies                | \$ 1,316.63   |
| E4885                  | 25/02/2026 | 2333     | Winc Australia Pty Limited                    | Office & stationery supplies            | \$ 961.92     |
| E4885                  | 25/02/2026 | 2469     | Coates Hire                                   | Plant hire                              | \$ 1,657.70   |
| E4885                  | 25/02/2026 | 3774     | Goodchild Enterprises                         | Battery parts & supplies                | \$ 1,311.20   |
| E4885                  | 25/02/2026 | 3898     | Tutt Bryant Equipment                         | Parts & supplies                        | \$ 245.15     |
| E4885                  | 25/02/2026 | 4210     | Farm & General EOPP                           | Parts & supplies                        | \$ 18,879.81  |
| E4885                  | 25/02/2026 | 4647     | Marketforce - Omnicom                         | Advertising charges                     | \$ 780.54     |
| E4885                  | 25/02/2026 | 4648     | Wurth Australia Pty Ltd                       | Parts & supplies                        | \$ 212.25     |
| E4885                  | 25/02/2026 | 5215     | Public Transport Authority of WA              | TransWA - January 2026                  | \$ 1,966.52   |
| E4885                  | 25/02/2026 | 5253     | T-Quip  | Parts & supplies                        | \$ 317.64     |
| E4885                  | 25/02/2026 | 5908     | Heatley Sales Pty Ltd                         | Parts & supplies                        | \$ 151.80     |
| E4885                  | 25/02/2026 | 6183     | Kleen West                                    | Cleaning supplies                       | \$ 12,867.10  |
| E4885                  | 25/02/2026 | 6407     | Dell Australia Pty Limited                    | Computer equipment & supplies           | \$ 331.76     |
| E4885                  | 25/02/2026 | 6714     | Holcim Pty Ltd                                | Aggregate & kerbmix supplies            | \$ 125,755.69 |
| E4885                  | 25/02/2026 | 7788     | Humes Wembley Cement                          | Materials and supplies                  | \$ 1,028.50   |
| E4885                  | 25/02/2026 | 8959     | Topsigns                                      | Various signage                         | \$ 3,948.78   |
| E4885                  | 25/02/2026 | 9022     | AFGRI Equipment Australia Pty Ltd             | Oil filter supplies                     | \$ 2,406.32   |
| E4885                  | 25/02/2026 | 9574     | Clarke & Stokes Agriservices Pty Ltd          | Reticulation parts and supplies         | \$ 671.46     |
| E4885                  | 25/02/2026 | 9657     | Super Cheap Auto Pty Ltd                      | Automotive supplies                     | \$ 149.43     |
| E4885                  | 25/02/2026 | 10701    | Esperance Truck Pro Pty Ltd                   | Parts & spares                          | \$ 4,393.78   |
| E4885                  | 25/02/2026 | 10741    | Esperance Rural Supplies - Elders             | Products & supplies                     | \$ 763.33     |
| E4885                  | 25/02/2026 | 10993    | Etech WA Pty Ltd T/As Esperance Communication | Monthly printing charges - January 2026 | \$ 4,988.42   |

### Municipal Fund - EFT Payments

| EFT Ref /<br>Cheque No   | Date       | Creditor | Payee   | Description                   | Amount              |
|--|------------|----------|---|-------------------------------|---------------------|
| E4885  | 25/02/2026 | 11082    | South East Petroleum - BFB Accounts                 | Fuel supplies                 | \$ 1,956.09         |
| E4885  | 25/02/2026 | 11160    | Sigma Telford Group                                 | Pool supplies - BOILC         | \$ 289.30           |
| E4885  | 25/02/2026 | 11216    | Precisionscreen Pty Ltd                             | Materials & supplies          | \$ 1,443.85         |
| E4885  | 25/02/2026 | 11459    | R&J Batteries Pty Ltd                               | Batteries, cables & terminals | \$ 192.50           |
| E4885  | 25/02/2026 | 11501    | SoundBay Pty Ltd T/A Mannys Music & Sound Equipment | Sound equipment               | \$ 4,572.00         |
| E4885  | 25/02/2026 | 11571    | Wyoming Transport                                   | Freight charges               | \$ 1,375.00         |
| E4885  | 25/02/2026 | 11840    | Powerplant Motorcycles                              | Parts & equipment             | \$ 1,899.00         |
| E4885  | 25/02/2026 | 12057    | PTG Consulting Pty Ltd                              | Road safety audit services    | \$ 11,000.00        |
| E4886  | 26/02/2026 | 32       | Australia Post                                      | Postage charges               | \$ 1,122.20         |
| E4886  | 26/02/2026 | 260      | Horizon Power                                       | Electricity charges           | \$ 45,761.07        |
| E4886  | 26/02/2026 | 290      | Telstra   | Telephone charges             | \$ 1,155.00         |
| E4886  | 26/02/2026 | 314      | WA Treasury Corporation                             | Loan repayment                | \$ 15,947.92        |
| E4886  | 26/02/2026 | 392      | Water Corporation                                   | Water usage charges           | \$ 16,143.69        |
| E4886  | 26/02/2026 | 2562     | Commonwealth Bank of Australia                      | Merchant fees                 | \$ 1,334.96         |
| E4886  | 26/02/2026 | 7580     | BP Australia Pty Ltd (6791)                         | Air BP refuelling             | \$ 645.73           |
| E4886  | 26/02/2026 | 9997     | Sandwai Pty Ltd                                     | Monthly subscription - EHC    | \$ 2,356.20         |
| E4886  | 26/02/2026 | 11364    | Ezidebit Pty Ltd                                    | Ezidebit services - BOILC     | \$ 356.97           |
| E4887  | 27/02/2026 | 33       | Australian Services Union (ASU)                     | Payroll deduction             | \$ 397.50           |
| E4887  | 27/02/2026 | 140      | Esperance Shire Staff Jackpot                       | Payroll deduction             | \$ 604.00           |
| E4887  | 27/02/2026 | 154      | LGRCEU  | Payroll deduction             | \$ 132.00           |
| E4887  | 27/02/2026 | 1963     | Child Support Agency                                | Payroll deduction             | \$ 1,756.52         |
| E4887  | 27/02/2026 | 4014     | Australian Taxation Office                          | Payroll deduction             | \$ 638.20           |
| <b>Total Creditor payments made by EFT from Municipal Fund</b> |            |          |   |                               | <b>4,629,712.08</b> |

**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 24/03/2026 for confirmation in respect to accounts already paid via credit cards.

| DATE       | CREDITOR                              | PARTICULARS  | AMOUNT      |
|------------|---------------------------------------|--|-------------|
| 5/02/2026  | Twilio Sendgrid                       | Monthly BOILC point of sale subscription                 | \$ 132.96   |
| 4/02/2026  | Leisure Coast Hospitality & Packaging | Kitchen cleaning supplies                                | \$ 144.67   |
| 5/02/2026  | Try booking Anglicare                 | Training & education                                     | \$ 554.40   |
| 9/02/2026  | Netflix                               | Monthly subscription                                     | \$ 20.99    |
| 10/02/2026 | Xero                                  | Monthly subscription                                     | \$ 75.00    |
| 17/02/2026 | Leisure Coast Hospitality & Packaging | Kitchen cleaning supplies                                | \$ 33.00    |
| 19/02/2026 | Subway Esperance                      | Catering   | \$ 127.00   |
| 2/02/2026  | Dome Esperance                        | Performance fee - Town Tunes - Voucher                   | \$ 150.00   |
| 3/02/2026  | Google Cloud                          | Google maps integration                                  | \$ 24.63    |
| 3/02/2026  | Ezi Gofax Pty Ltd                     | Monthly fax licence                                      | \$ 29.85    |
| 4/02/2026  | NTAA                                  | Training & education                                     | \$ 569.00   |
| 5/02/2026  | Intuit Mailchimp                      | Monthly media subscription                               | \$ 317.10   |
| 9/02/2026  | Starlink Internet                     | Remote internet monthly charges                          | \$ 1,502.00 |
| 10/02/2026 | Microsoft                             | Azure cloud storage - Esperance Coastal Safety           | \$ 2.42     |
| 13/02/2026 | Bosstab                               | Electronic supplies                                      | \$ 733.70   |
| 16/02/2026 | Wunan Health                          | Pre-employment medical assessment                        | \$ 359.15   |
| 16/02/2026 | Vend Pos                              | Monthly Visitors Centre point of sale subscription       | \$ 279.00   |
| 18/02/2026 | Starlink Internet                     | Remote internet monthly charges                          | \$ 108.00   |
| 27/01/2026 | Try booking LGIS                      | Training & education                                     | \$ 132.50   |
| 3/02/2026  | Try booking LGIS                      | Training & education                                     | \$ 132.50   |
| 5/02/2026  | Humanitix - Auspire                   | Training & education                                     | \$ 128.63   |
| 9/02/2026  | Nesuto Curtin                         | Accommodation - Drone training - Perth                   | \$ 1,187.00 |
| 25/02/2026 | Nesuto Curtin                         | Accommodation - Drone training - Perth                   | \$ 54.00    |
| 27/01/2026 | Standards Australia                   | National construction code licences                      | \$ 1,202.38 |
| 27/01/2026 | Community BuildAR                     | Booking fee for conference                               | \$ 50.99    |
| 27/01/2026 | Flickr                                | Supplies for events                                      | \$ 280.00   |
| 27/01/2026 | Esperance Toyworld                    | Pride awards supplies                                    | \$ 39.95    |
| 29/01/2026 | WA News                               | Newspaper subscription                                   | \$ 96.00    |
| 2/02/2026  | The Melbourne Hotel                   | Accommodation - Local Government Week - Perth            | \$ 8,002.26 |
| 2/02/2026  | Plaza Hotel Kalgoorlie                | Accommodation - GVROC meeting - Kalgoorlie               | \$ 268.71   |
| 2/02/2026  | Plaza Hotel Kalgoorlie                | Accommodation - GVROC meeting - Kalgoorlie               | \$ 268.71   |
| 2/02/2026  | Plaza Hotel Kalgoorlie                | Accommodation - GVROC meeting - Kalgoorlie               | \$ 268.71   |
| 2/02/2026  | Facebook                              | Advertising charges                                      | \$ 10.84    |
| 2/02/2026  | Uber                                  | Travel - Drone training - Perth                          | \$ 36.69    |
| 3/02/2026  | Aurea Hotel Perth King                | Accommodation - Councillor training - Perth              | \$ 426.30   |
| 3/02/2026  | Woolworths                            | Catering   | \$ 44.00    |
| 3/02/2026  | Woolworths                            | Kitchen supplies   | \$ 27.00    |
| 5/02/2026  | REX                                   | Flights - Workers Compensation appointment - Perth       | \$ 408.95   |
| 9/02/2026  | Wonil Hotel Perth                     | Accommodation - Workers Compensation appointment - Perth | \$ 293.05   |
| 9/02/2026  | Uber                                  | Travel - Drone training - Perth                          | \$ 32.45    |
| 16/02/2026 | Uber                                  | Travel - Conference - Perth                              | \$ 37.74    |
| 16/02/2026 | Grammarly Co                          | Annual marketing subscription                            | \$ 208.38   |
| 16/02/2026 | Uber                                  | Travel - Conference - Perth                              | \$ 47.43    |
| 16/02/2026 | Uber                                  | Travel - Conference - Perth                              | \$ 49.28    |
| 17/02/2026 | Uber                                  | Travel - Conference - Perth                              | \$ 73.96    |
| 17/02/2026 | REX                                   | Flight - Conference - Perth                              | \$ 163.36   |
| 18/02/2026 | Uber                                  | Travel - Conference / Training - Perth (4 trips)         | \$ 153.49   |
| 19/02/2026 | Tribe Hotel Perth                     | Accommodation - Training & education - Perth             | \$ 689.52   |
| 19/02/2026 | Tribe Hotel Perth                     | Accommodation - Training & education - Perth             | \$ 392.22   |
| 19/02/2026 | Tribe Hotel Perth                     | Accommodation - Training & education - Perth             | \$ 862.91   |
| 19/02/2026 | Tribe Hotel Perth                     | Accommodation - Training & education - Perth             | \$ 377.51   |
| 27/01/2026 | Shell Ravensthorpe                    | Fuel supplies  | \$ 295.06   |
| 3/02/2026  | DWER - Water                          | Clearing permit  | \$ 200.00   |
| 16/02/2026 | Esperance Communications              | Electronic supplies                                      | \$ 10.00    |
| 18/02/2026 | Terracycle.Com                        | Recycling supplies                                       | \$ 264.80   |

**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 24/03/2026 for confirmation in respect to accounts already paid via credit cards.

| DATE       | CREDITOR                                   | PARTICULARS  | AMOUNT              |
|------------|--|--|---------------------|
| 6/02/2026  | Australian Institute of Building Surveyors | Training & education                                       | \$ 880.00           |
| 10/02/2026 | Timber Queensland                          | Training & education                                       | \$ 399.00           |
| 11/02/2026 | South West Pets                            | Staff leaving gift   | \$ 300.00           |
| 23/02/2026 | Luxe Floral And Home                       | Staff gift   | \$ 110.00           |
| 3/02/2026  | Barbeques Galore Esperance                 | Event supplies   | \$ 238.00           |
| 4/02/2026  | Florissons Home Furniture                  | Office furniture & supplies                                | \$ 645.00           |
| 9/02/2026  | Dominos Esperance                          | Catering for volunteers                                    | \$ 61.16            |
| 12/02/2026 | Western Australian Hotels                  | Training & education                                       | \$ 272.23           |
| 17/02/2026 | Esperance Visitor Centre                   | Accommodation for Technician - Civic Centre                | \$ 340.00           |
| 4/02/2026  | Main Roads Western Aus                     | Oversize permit  | \$ 50.00            |
| 3/02/2026  | Main Roads Western Aus                     | Oversize permit  | \$ 50.00            |
| 4/02/2026  | Construction Training                      | Levy fees  | \$ 87.84            |
| 5/02/2026  | Boulevard News Esperance                   | Staff leaving gift   | \$ 14.99            |
| 5/02/2026  | West End Lady                              | Staff leaving gift   | \$ 152.48           |
| 5/02/2026  | Sara Jade Hall                             | Staff leaving gift   | \$ 150.00           |
| 10/02/2026 | Construction Training                      | Levy fees  | \$ 1,380.00         |
| 16/02/2026 | Shire Of Esperance                         | Vehicle registration                                       | \$ 226.75           |
| 17/02/2026 | Shire Of Esperance                         | Vehicle registration                                       | \$ 375.45           |
| 23/02/2026 | Casa Levy                                  | Annual registration  | \$ 40.00            |
| 25/02/2026 | Moasure                                    | Survey equipment   | \$ 1,648.90         |
|            |  | <b>Total Credit Card Purchases 24/01/2026 - 25/02/2026</b> | <b>\$ 29,801.95</b> |

## SHIRE OF ESPERANCE PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/03/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

| DATE       | CREDITOR | PARTICULARS         | AMOUNT      |
|------------|----------|---------------------|-------------|
| 17/02/2026 | Bunnings | Hardware & supplies | -\$ 268.10  |
| 09/01/2026 | Bunnings | Hardware & supplies | \$ 568.10   |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 59.94    |
| 10/02/2026 | Bunnings | Hardware & supplies | -\$ 568.10  |
| 09/01/2026 | Bunnings | Hardware & supplies | \$ 568.10   |
| 06/01/2026 | Bunnings | Hardware & supplies | \$ 14.26    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 137.94   |
| 28/01/2026 | Bunnings | Hardware & supplies | \$ 56.05    |
| 29/01/2026 | Bunnings | Hardware & supplies | \$ 13.30    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 94.02    |
| 30/01/2026 | Bunnings | Hardware & supplies | \$ 243.20   |
| 30/01/2026 | Bunnings | Hardware & supplies | \$ 14.93    |
| 30/01/2026 | Bunnings | Hardware & supplies | \$ 8.35     |
| 29/01/2026 | Bunnings | Hardware & supplies | \$ 4.86     |
| 29/01/2026 | Bunnings | Hardware & supplies | \$ 178.97   |
| 29/01/2026 | Bunnings | Hardware & supplies | \$ 144.50   |
| 28/01/2026 | Bunnings | Hardware & supplies | \$ 1,187.05 |
| 28/01/2026 | Bunnings | Hardware & supplies | \$ 287.33   |
| 27/01/2026 | Bunnings | Hardware & supplies | \$ 176.04   |
| 27/01/2026 | Bunnings | Hardware & supplies | \$ 33.87    |
| 27/01/2026 | Bunnings | Hardware & supplies | \$ 1,196.60 |
| 27/01/2026 | Bunnings | Hardware & supplies | \$ 242.26   |
| 27/01/2026 | Bunnings | Hardware & supplies | \$ 340.79   |
| 24/01/2026 | Bunnings | Hardware & supplies | \$ 27.94    |
| 23/01/2026 | Bunnings | Hardware & supplies | \$ 23.54    |
| 23/01/2026 | Bunnings | Hardware & supplies | \$ 1,241.95 |
| 22/01/2026 | Bunnings | Hardware & supplies | \$ 54.24    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 288.70   |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 182.83   |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 37.40    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 31.02    |
| 09/02/2026 | Bunnings | Hardware & supplies | \$ 11.78    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 17.80    |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 695.56   |
| 21/01/2026 | Bunnings | Hardware & supplies | \$ 1,797.71 |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 102.10   |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 60.47    |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 22.37    |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 8.94     |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 12.72    |
| 20/01/2026 | Bunnings | Hardware & supplies | \$ 13.58    |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 36.50    |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 59.50    |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 35.14    |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 106.30   |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 14.85    |
| 19/01/2026 | Bunnings | Hardware & supplies | \$ 357.03   |
| 16/01/2026 | Bunnings | Hardware & supplies | \$ 24.45    |
| 16/01/2026 | Bunnings | Hardware & supplies | \$ 48.92    |
| 15/01/2026 | Bunnings | Hardware & supplies | \$ 73.45    |
| 15/01/2026 | Bunnings | Hardware & supplies | \$ 203.80   |
| 15/01/2026 | Bunnings | Hardware & supplies | \$ 69.90    |
| 14/01/2026 | Bunnings | Hardware & supplies | \$ 5.38     |
| 14/01/2026 | Bunnings | Hardware & supplies | \$ 26.40    |
| 14/01/2026 | Bunnings | Hardware & supplies | \$ 163.71   |
| 14/01/2026 | Bunnings | Hardware & supplies | \$ 96.90    |
| 14/01/2026 | Bunnings | Hardware & supplies | \$ 16.52    |
| 13/01/2026 | Bunnings | Hardware & supplies | \$ 4.86     |
| 13/01/2026 | Bunnings | Hardware & supplies | \$ 42.99    |
| 12/01/2026 | Bunnings | Hardware & supplies | \$ 659.43   |
| 12/01/2026 | Bunnings | Hardware & supplies | \$ 88.14    |

## SHIRE OF ESPERANCE PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/03/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

| DATE       | CREDITOR             | PARTICULARS            | AMOUNT       |
|------------|----------------------|------------------------|--------------|
| 12/01/2026 | Bunnings             | Hardware & supplies    | \$ 65.84     |
| 11/01/2026 | Bunnings             | Hardware & supplies    | \$ 9.86      |
| 09/01/2026 | Bunnings             | Hardware & supplies    | \$ 55.24     |
| 09/01/2026 | Bunnings             | Hardware & supplies    | \$ 50.20     |
| 09/01/2026 | Bunnings             | Hardware & supplies    | \$ 42.39     |
| 09/01/2026 | Bunnings             | Hardware & supplies    | \$ 14.72     |
| 08/01/2026 | Bunnings             | Hardware & supplies    | \$ 28.49     |
| 08/01/2026 | Bunnings             | Hardware & supplies    | \$ 17.81     |
| 08/01/2026 | Bunnings             | Hardware & supplies    | \$ 18.98     |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 640.12    |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 57.29     |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 69.63     |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 11.80     |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 40.12     |
| 07/01/2026 | Bunnings             | Hardware & supplies    | \$ 124.50    |
| 06/01/2026 | Bunnings             | Hardware & supplies    | \$ 37.40     |
| 06/01/2026 | Bunnings             | Hardware & supplies    | \$ 1,481.13  |
| 06/01/2026 | Bunnings             | Hardware & supplies    | \$ 366.79    |
| 05/01/2026 | Bunnings             | Hardware & supplies    | \$ 138.43    |
| 05/01/2026 | Bunnings             | Hardware & supplies    | \$ 29.44     |
| 04/01/2026 | Bunnings             | Hardware & supplies    | \$ 49.10     |
| 04/01/2026 | Bunnings             | Hardware & supplies    | \$ 82.76     |
| 01/01/2026 | Bunnings             | Hardware & supplies    | \$ 68.39     |
| 15/01/2026 | Woolworths           | Consumables & supplies | \$ 37.20     |
| 17/02/2026 | Woolworths           | Consumables & supplies | \$ 126.81    |
| 16/02/2026 | Woolworths           | Consumables & supplies | \$ 27.95     |
| 16/02/2026 | Woolworths           | Consumables & supplies | \$ 4.65      |
| 13/02/2026 | Woolworths           | Consumables & supplies | \$ 69.10     |
| 13/02/2026 | Woolworths           | Consumables & supplies | \$ 25.75     |
| 13/02/2026 | Woolworths           | Consumables & supplies | \$ 64.75     |
| 10/02/2026 | Woolworths           | Consumables & supplies | \$ 104.38    |
| 10/02/2026 | Woolworths           | Consumables & supplies | \$ 253.64    |
| 05/02/2026 | Woolworths           | Consumables & supplies | \$ 18.60     |
| 06/02/2026 | Woolworths           | Consumables & supplies | \$ 102.15    |
| 05/02/2026 | Woolworths           | Consumables & supplies | \$ 74.50     |
| 04/02/2026 | Woolworths           | Consumables & supplies | \$ 84.55     |
| 07/02/2026 | Woolworths           | Consumables & supplies | \$ 156.95    |
| 06/02/2026 | Woolworths           | Consumables & supplies | \$ 92.10     |
| 06/02/2026 | Woolworths           | Consumables & supplies | \$ 23.00     |
| 30/01/2026 | Woolworths           | Consumables & supplies | \$ 70.50     |
| 03/02/2026 | Woolworths           | Consumables & supplies | \$ 2.00      |
| 03/02/2026 | Woolworths           | Consumables & supplies | \$ 104.05    |
| 30/01/2026 | Woolworths           | Consumables & supplies | \$ 100.95    |
| 30/01/2026 | Woolworths           | Consumables & supplies | \$ 73.65     |
| 23/01/2026 | Woolworths           | Consumables & supplies | \$ 141.89    |
| 22/01/2026 | Woolworths           | Consumables & supplies | \$ 45.05     |
| 23/01/2026 | Woolworths           | Consumables & supplies | \$ 108.50    |
| 28/01/2026 | Woolworths           | Consumables & supplies | \$ 186.37    |
| 21/01/2026 | Woolworths           | Consumables & supplies | \$ 54.00     |
| 22/01/2026 | Woolworths           | Consumables & supplies | \$ 265.51    |
| 21/01/2026 | Woolworths           | Consumables & supplies | \$ 20.05     |
| 19/01/2026 | Woolworths           | Consumables & supplies | \$ 242.61    |
| 27/01/2026 | Woolworths           | Consumables & supplies | \$ 20.25     |
| 27/01/2026 | Woolworths           | Consumables & supplies | \$ 34.25     |
| 16/01/2026 | Woolworths           | Consumables & supplies | \$ 62.95     |
| 30/01/2026 | South East Petroleum | Fuel supplies          | \$ 837.16    |
| 30/01/2026 | South East Petroleum | Fuel supplies          | \$ 15,930.31 |
| 30/01/2026 | South East Petroleum | Fuel supplies          | \$ 2,387.03  |
| 29/01/2026 | South East Petroleum | Fuel supplies          | \$ 1,536.18  |
| 23/01/2026 | South East Petroleum | Fuel supplies          | \$ 4,191.00  |
| 23/01/2026 | South East Petroleum | Fuel supplies          | \$ 11,580.80 |

## SHIRE OF ESPERANCE

### PURCHASING CARDS PAYMENT LISTING

List of accounts due by Council submitted to the Ordinary Council Meeting held on 24/03/2026 for confirmation in respect to accounts already paid via purchasing cards, as summarised in Payment of Accounts Listing.

| DATE       | CREDITOR             | PARTICULARS   | AMOUNT               |
|------------|----------------------|---------------|----------------------|
| 23/01/2026 | South East Petroleum | Fuel supplies | \$ 4,693.92          |
| 21/01/2026 | South East Petroleum | Fuel supplies | \$ 1,395.00          |
| 21/01/2026 | South East Petroleum | Fuel supplies | \$ 1,136.21          |
| 21/01/2026 | South East Petroleum | Fuel supplies | \$ 3,056.33          |
| 21/01/2026 | South East Petroleum | Fuel supplies | \$ 5,027.88          |
| 21/01/2026 | South East Petroleum | Fuel supplies | \$ 1,697.96          |
| 19/01/2026 | South East Petroleum | Fuel supplies | \$ 1,361.98          |
| 19/01/2026 | South East Petroleum | Fuel supplies | \$ 14,727.24         |
| 16/01/2026 | South East Petroleum | Fuel supplies | \$ 4,937.79          |
| 14/01/2026 | South East Petroleum | Fuel supplies | \$ 1,144.22          |
| 12/01/2026 | South East Petroleum | Fuel supplies | \$ 11,280.50         |
| 07/01/2026 | South East Petroleum | Fuel supplies | \$ 23,656.38         |
| 07/01/2026 | South East Petroleum | Fuel supplies | \$ 1,067.50          |
| 07/01/2026 | South East Petroleum | Fuel supplies | \$ 943.32            |
| 31/01/2026 | South East Petroleum | Fuel supplies | \$ 200.74            |
| 31/01/2026 | South East Petroleum | Fuel supplies | \$ 1,956.09          |
|            |                      |               | <b>\$ 132,543.71</b> |

**Item: 12.3.12**

**2025/26 Budget Review**

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

**File Ref: D26/5947**

**Executive Summary**

Prudent management of the Shire's Annual Budget includes a full review of the Shire's progress midway through the financial year. This report presents a review of the 2025/26 Annual Budget based on actuals as of 23 February 2026.

**Recommendation in Brief**

That Council adopt the 2025/26 Budget Review which includes the attached budget requests.

**Background**

Council undertakes a Budget Review to assess the impact of actual events upon the adopted budget. The Budget Review document contains actual transactions as of 23 February 2026 and a predicted figure for each account by the end of the financial year. The predicted figures attempt to quantify the likely difference that invariably occurs between the budget and the end of financial year actual result.

A detailed dissection of the income and expenditure variations is supplied as an attachment. The report lists all accounts which have a variance (surplus or deficit) from which was estimated in the annual budget. All the variances shown require Council approval by Absolute Majority to adjust the original budget. If Council resolves to adjust the budget as per the attachment, it will provide a predicted \$85,567 deficit by 30 June 2026.

**Officer's Comment**

The Budget Review has been compiled in the statutory reporting program format like the monthly financial report. Five columns of information have been presented as follows:

1. The first column being the Council's adopted budget.
2. The second column being Council's current approved budget including any budget amendments already adopted by Council.
3. The third column contains the actual result recorded year to date (23 February 2026).
4. The fourth column contains the revised budget amount.
5. The fifth column being the predicted variance.

Expenditure is presented in brackets, and revenue is presented without brackets. While the actuals year to date are as of 23 February 2026, workings for the revised budget amounts are based on actuals at 31 December 2025.

The Budget Review process is essentially designed to ensure that the adopted budget is being adhered to and there are no material variances that may cause a deficiency in "cash" to occur at financial year's end.

The original 2025/26 Budget as adopted by Council resulted in a \$44,437 deficit. Since adoption, budget amendments have been presented and adopted by Council however they did not affect the net position.

The following adjustments from the mid-year Budget Review results in an increase of the deficit to \$85,567.

Movements in the budget can be explained as follows:

| <b>Operating Income Movement</b>              |  |                    |
|---|--|--------------------|
| General Rates                                 | Caused mainly by a reduction in rateable GRV Commercial.   | <b>(\$80,038)</b>  |
| Grants & Subsidies, Contributions & Donations | <p>In prior years, advanced payment of Financial Assistance Grants received at year end was not budgeted for, causing some disparity between budget and actuals. Finance are now budgeting for these advanced payments and are sending them straight to the Unspent Grants Reserve, indicated below under Movements to Reserves.</p> <p>Financial Assistance Grants received for the current financial year came in circa \$440k less than budget estimates, with the Shire's overall allocation of this funding going backwards by 0.02% when compared to the previous year.</p> <p>Other contributors to the movement include:</p> <ul style="list-style-type: none"> <li>- Split of scheduled payments for Mitigation Activity Funding over the grant period resulted in more of the funding coming through in later years rather than in earlier years as originally anticipated.</li> <li>- Changes in Esperance Home Care grants as transition to new funding programs are implemented.</li> </ul> | <b>\$3,123,644</b> |
| Fees and Charges                              | <p>Increases in expected Fees and Charges revenue across several areas including the following:</p> <ul style="list-style-type: none"> <li>- Planning application fees have risen by circa \$55k.</li> <li>- Bay of Isles Leisure Centre and other sporting revenue has increased by circa \$50k.</li> <li>- Estimated revenue for Museum entry fees has gone up 24.6%.</li> <li>- Civic Centre hire fees have risen by \$20k.</li> <li>- Overflow expected income has risen by \$20k.</li> </ul>  | <b>\$126,952</b>   |
| Interest Revenue                              | Increase relates to interest earnings on rates being higher than predicted.  | <b>\$7,000</b>     |
| Other Revenue                                 | This increase to original budget is mainly due to insurance reimbursements.  | <b>\$307,123</b>   |
| <b>Operating Expense Movement</b>             |  |                    |
| Employee Costs                                | Original budget estimated an uplift of 4.5% in salaries during negotiation of the Shire's Industrial Agreement. Final negotiations settled at a 5% uplift. Despite this, numerous vacancies across the Shire during the start of the year has meant that employment cost increases have been kept to a minimum.  | <b>(\$28,613)</b>  |

|   |  |                    |
|---|--|--------------------|
| Materials and contracts                     | <p>Fire mitigation activity expenses have decreased in line with the timing of funding being received, as indicated in the income movements.</p> <p>Esperance Home Care program expenses have decreased in relation to decreases to expected funding revenue. Consultant expenses have increased to provide ongoing support through the transition to new funding program.</p> <p>Rural roads were affected by a record breaking harvest this year, increasing costs in the road maintenance program. The capital roads program for this financial year has been adjusted to accommodate these increased operating costs.</p> <p>\$20k has been added to undertake vegetation management at Flinders Estate as per the budget request attached. This is being funded by the Land Purchase and Development Reserve.</p> | <b>\$163,225</b>   |
| Utility Charges                             | <p>Increase is mainly attributable to:</p> <ul style="list-style-type: none"> <li>- Increase in utilities across parks of circa \$13k</li> <li>- Increase in electricity charges at BOILC of \$20k</li> </ul>  | <b>(\$36,857)</b>  |
| Depreciation                                | Depreciation has been recalculated for the year with major movements coming from roads.  | <b>(\$962,284)</b> |
| Insurance                                   | The decrease in budget is mainly attributable to asset insurance actuals relating to plant and vehicles which came in lower than original budget expectations.   | <b>\$44,557</b>    |
| Other Expenditure                           | Increase is mainly attributable to valuation increases for rates.  | <b>(\$5,725)</b>   |
| <b>Non-Operating Income Movement</b>        |  |                    |
| Capital Grants, Subsidies and Contributions | <p>Increase is mainly attributable to:</p> <ul style="list-style-type: none"> <li>- \$500k grant approved from Main Roads for Cascade Road Re-sheet</li> <li>- \$400k funding from the Safer Local Roads and Infrastructure Program for works on Merivale Road.</li> <li>- \$450k grant for the Artificial Reef project.</li> </ul>  | <b>\$1,577,330</b> |
| <b>Non-Operating Expenditure Movement</b>   |  |                    |
| Employee Costs                              | Decrease in employee costs on capital projects relating to roads and streets, with funds being redirected to operating costs for rural road maintenance works.   | <b>\$314,814</b>   |

|                                 |  |                      |
|---------------------------------|--|----------------------|
| Materials and Contracts         | <p>Decrease is largely attributable to correction of the budget allocation for the Myrup Waste Facility project between building and infrastructure works and the purchase of plant and equipment for the new facility. This decrease is offset by an increase under Purchase of Assets.</p> <p>\$153k in projects have been reduced and redirected to coastal infrastructure works following damaging weather events increasing coastal degradation.</p> <p>Increases related to the roads program and the Artificial Reef project, being funded by a combination of grants and reserve funding, as indicated above.</p>  | <b>\$4,280,695</b>   |
| Purchase of Assets              | <p>Increase is largely attributable to correction of the budget allocation for the Myrup Waste Facility project between building and infrastructure works and the purchase of plant and equipment for the new facility. This increase is offset by a decrease under Materials and Contracts.</p>   | <b>(\$4,853,237)</b> |
| <b>Reserve Movement</b>         |  |                      |
| Movements to Reserves           | <p>The increase is largely attributable to the movement of Financial Assistance Grants, to be received at the end of the financial year, to the Unspent Grants Reserve.</p>  | <b>(\$4,248,431)</b> |
| Movements from Reserves         | <p>Mainly attributable to the following:</p> <ul style="list-style-type: none"> <li>- \$300k from the Community Infrastructure Reserve for the Artificial Reef project, as outlined in the attached budget request.</li> <li>- \$20k from the Land Purchase and Development Reserve for vegetation management at Flinders Estate, as outlined in the attached budget request.</li> <li>- Circa \$126k from the Building Maintenance Reserve to complete construction works on Depot shed.</li> <li>- \$75k from the Esperance Home Care Asset Replacement Reserve for construction works for the Home Care laundry, as outlined in the attached budget request.</li> </ul> | <b>(\$641,570)</b>   |
| <b>Overall Change (deficit)</b> |  | <b>(\$41,131)</b>    |

The original budget commenced with a \$44,437 deficit. Subsequent budget amendments have resulted in a slightly larger deficit of \$85,567. This is an encouraging result considering Financial Assistance Grant funding came in circa \$440k lower than expected as well as the increasing expenses across employee costs and the rural roads maintenance program. Increases in some fees and charges expectations, a reworking of the roads program across capital and operating, as well as a concerted effort from all business areas of the Shire to pull back on non-urgent items have contributed to being able to offset these challenges.

**Consultation**

- Director Corporate and Community Services
- Director External Services
- Director Asset Management
- Chief Executive Officer

### **Financial Implications**

As details in the attached Budget review documentation

### **Asset Management Implications**

Nil

### **Statutory Implications**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996 – 33(a) Review of Budget*

### **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. Budget Review 2025/2026
- B. MYR Budget Bid - Artificial Reef Project
- C. MYR Budget Bid - Flinders Estate Vegetation Management
- D. MYR Budget Bid - Esperance Home Care Laundry
- E. MYR Budget Bid - CBD Impact Assessment

**Item 12.3.12 2025/26 Budget Review**

**Moved: Cr de Haas**

**Seconded: Cr Davies**

**O0326-064**

1. **Adopt the 2025/2026 Budget Review.**
2. **Approve the attached budget request for an increase in capital expenditure of \$750,000 for the Artificial Reef project, to be funded by the Community Infrastructure Reserve and grant funding, as included in the bottom line.**
3. **Approve the attached budget request for an increase in operating expenditure of \$20,000 for vegetation management at Flinders Estate, funded by the Land Purchase and Development Reserve, as included in the bottom line.**
4. **Approve the attached budget request for capital expenditure of \$75,000 for the construction of a firewall for the Esperance Home Care laundry, to be funded by the Esperance Home Care Asset Replacement Reserve, as included in the bottom line.**
5. **Approve the attached budget request for operating expenditure of \$20,000 for the engagement of consultants to conduct a CBD Impact Assessment, as included in the bottom line.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

Andrea McViegh left the Chambers at 4:58pm and did not return

SHIRE OF ESPERANCE  
MANAGEMENT BUDGET 2025-26  
FOR THE YEAR ENDING 30 JUNE 2026

|   | Original<br>Budget<br>2025-26 | Current<br>Budget<br>2025-26 | Actuals<br>YTD<br>2025-26 | Revised<br>Budget<br>2025-26 | Predicted<br>Variance |   |
|---|-------------------------------|------------------------------|---------------------------|------------------------------|-----------------------|---|
| <b>OPERATING ACTIVITIES</b>                           |                               |                              |                           |                              |                       |   |
| <b>Revenue from operating activities</b>              |                               |                              |                           |                              |                       |   |
| General rates   | 28,077,679                    | 28,077,679                   | 27,981,281                | 27,997,641                   | (80,038)              | ▼ |
| Grants and subsidies                                  | 9,511,787                     | 9,511,787                    | 6,289,190                 | 13,358,209                   | 3,846,422             | ▲ |
| Contributions and donations                           | 2,266,307                     | 2,266,307                    | 1,013,099                 | 1,543,529                    | (722,778)             | ▲ |
| Fees and charges                                      | 12,565,051                    | 12,565,051                   | 9,595,037                 | 12,692,003                   | 126,952               | ▲ |
| Interest revenue                                      | 1,801,500                     | 1,801,500                    | 886,885                   | 1,808,500                    | 7,000                 | ▲ |
| Other revenue   | 2,058,999                     | 2,058,999                    | 732,771                   | 2,366,122                    | 307,123               | ▲ |
| Profit on asset disposals                             | 199,233                       | 199,233                      | -                         | 199,233                      | -                     |   |
|   | 56,480,556                    | 56,480,556                   | 46,498,263                | 59,965,237                   | 3,484,681             |   |
| <b>Expenditure from operating activities</b>          |                               |                              |                           |                              |                       |   |
| Employee costs  | (25,013,978)                  | (25,013,978)                 | (15,414,852)              | (25,042,591)                 | (28,613)              | ▲ |
| Materials and contracts                               | (19,556,127)                  | (19,556,127)                 | (8,754,391)               | (19,392,902)                 | 163,225               | ▼ |
| Utility charges                                       | (1,476,201)                   | (1,476,201)                  | (814,180)                 | (1,513,058)                  | (36,857)              | ▲ |
| Depreciation  | (23,684,722)                  | (23,684,722)                 | (14,093,753)              | (24,647,006)                 | (962,284)             | ▲ |
| Finance costs   | (79,993)                      | (79,993)                     | (44,758)                  | (79,993)                     | -                     |   |
| Insurance   | (958,994)                     | (958,994)                    | (914,331)                 | (914,437)                    | 44,557                | ▼ |
| Other expenditure                                     | (865,739)                     | (865,739)                    | (644,201)                 | (871,464)                    | (5,725)               | ▲ |
| Loss on asset disposals                               | (75,216)                      | (75,216)                     | -                         | (75,216)                     | -                     |   |
|   | (71,710,970)                  | (71,710,970)                 | (40,680,466)              | (72,536,667)                 | (825,697)             |   |
| <b>OPERATING TOTAL</b>                                | <b>(15,230,414)</b>           | <b>(15,230,414)</b>          | <b>5,817,796</b>          | <b>(12,571,430)</b>          | <b>2,658,984</b>      |   |
| <b>NON-OPERATING ACTIVITIES</b>                       |                               |                              |                           |                              |                       |   |
| <b>Inflows from non-operating activities</b>          |                               |                              |                           |                              |                       |   |
| Capital grants, subsidies and contributions           | 36,174,101                    | 37,164,338                   | 9,757,736                 | 38,741,668                   | 1,577,330             | ▲ |
| Reimbursements  | -                             | -                            | -                         | -                            | -                     |   |
| Proceeds from Loans                                   | 2,734,907                     | 2,734,907                    | -                         | 2,734,907                    | -                     |   |
| Proceeds from disposal of assets                      | 1,345,000                     | 1,355,000                    | 708,473                   | 1,355,000                    | -                     |   |
| Proceeds from self supporting loans                   | 107,724                       | 107,724                      | 75,204                    | 107,724                      | -                     |   |
|   | 40,361,732                    | 41,361,969                   | 10,541,413                | 42,939,299                   | 1,577,330             |   |
| <b>Outflows from non-operating activities</b>         |                               |                              |                           |                              |                       |   |
| Employee costs  | (6,144,344)                   | (6,144,344)                  | (2,852,604)               | (5,829,530)                  | 314,814               | ▼ |
| Materials and contracts                               | (60,031,259)                  | (60,045,856)                 | (15,990,969)              | (55,765,161)                 | 4,280,695             | ▼ |
| Purchase of assets                                    | (4,222,432)                   | (6,297,998)                  | (2,848,240)               | (11,151,235)                 | (4,853,237)           | ▲ |
| Repayment of Loans                                    | (167,663)                     | (167,663)                    | (99,176)                  | (167,663)                    | -                     |   |
|   | (70,565,698)                  | (72,655,861)                 | (21,790,988)              | (72,913,589)                 | (257,728)             | ▲ |
| <b>NON-OPERATING TOTAL</b>                            | <b>(30,203,966)</b>           | <b>(31,293,892)</b>          | <b>(11,249,575)</b>       | <b>(29,974,290)</b>          | <b>1,319,602</b>      | ▼ |
| <b>TOTAL MOVEMENT BEFORE ADJUSTMENTS</b>              | <b>(45,434,380)</b>           | <b>(46,524,306)</b>          | <b>(5,431,779)</b>        | <b>(42,545,720)</b>          | <b>3,978,586</b>      | ▼ |
| <b>ADJUSTMENTS TO STATEMENT OF FINANCIAL ACTIVITY</b> |                               |                              |                           |                              |                       |   |
| <b>Reserve Movements</b>                              |                               |                              |                           |                              |                       |   |
| Movements to Reserve                                  | (4,985,664)                   | (4,995,664)                  | (505,626)                 | (9,244,095)                  | (4,248,431)           |   |
| Movements from Reserve                                | 23,740,117                    | 24,825,447                   | 9,515,854                 | 24,183,877                   | (641,570)             |   |
| <b>Non Cash Write Back</b>                            |                               |                              |                           |                              |                       |   |
| Depreciation  | 23,684,722                    | 23,684,722                   | 14,093,753                | 24,647,006                   | 962,284               |   |
| Gain on Asset Disposal                                | (199,233)                     | (199,233)                    | -                         | (199,233)                    | -                     |   |
| Loss on Asset Disposal                                | 75,216                        | 75,216                       | -                         | 75,216                       | -                     |   |
| Movement in Accruals                                  | 279,652                       | 279,652                      | (39,039)                  | 187,652                      | (92,000)              |   |
| <b>Surplus Brought Forward</b>                        | <b>2,795,133</b>              | <b>2,809,730</b>             | <b>2,809,730</b>          | <b>2,809,730</b>             | <b>-</b>              |   |
| <b>SURPLUS/(DEFICIT) AT END OF PERIOD</b>             | <b>(44,437)</b>               | <b>(44,436)</b>              | <b>20,442,893</b>         | <b>(85,567)</b>              | <b>(41,131)</b>       | ▼ |

**Shire of Esperance**  
**2025-26 Budget**  
For the year ending 30 June 2026

Management Accounting Report

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>03 - General Purpose Funding</b>                                |                               |                               |                         |                              |
| <b>Other Revenue</b>   |                               |                               |                         |                              |
| <b>3115 - Other Revenue - Operating</b>                            |                               |                               |                         |                              |
| 15 - Operating Grants & Subsidies                                  | (3,901,153)                   | (3,901,153)                   | (2,593,007)             | (7,762,490)                  |
| 25 - Interest Earnings   | (1,673,000)                   | (1,673,000)                   | (760,243)               | (1,673,000)                  |
| 35 - Reserve Transfers into Muni                                   | (4,305,147)                   | (4,305,147)                   | (4,305,147)             | (4,305,147)                  |
| <b>3115 - Other Revenue - Operating Total</b>                      | <b>(9,879,300)</b>            | <b>(9,879,300)</b>            | <b>(7,658,397)</b>      | <b>(13,740,637)</b>          |
| <b>Rates</b>   |                               |                               |                         |                              |
| <b>3110 - Rates - Operating</b>                                    |                               |                               |                         |                              |
| 5 - Rates  | (28,077,679)                  | (28,077,679)                  | (27,981,281)            | (27,997,641)                 |
| 10 - Fees & Charges  | (1,200)                       | (1,200)                       | (750)                   | (1,200)                      |
| 20 - Reimbursements  | (17,000)                      | (17,000)                      | (11,255)                | (17,000)                     |
| 25 - Interest Earnings   | (120,500)                     | (120,500)                     | (118,588)               | (127,500)                    |
| 50 - Material & Contracts  | 46,000                        | 46,000                        | 26,403                  | 38,000                       |
| 60 - Other Expenditure   | 40,387                        | 40,387                        | 19,631                  | 45,387                       |
| 35 - Reserve Transfers into Muni                                   | (5,000)                       | (5,000)                       | (5,000)                 | (5,000)                      |
| 230 - Allocations  | 351,774                       | 351,774                       | 204,873                 | 356,433                      |
| <b>3110 - Rates - Operating Total</b>                              | <b>(27,783,218)</b>           | <b>(27,783,218)</b>           | <b>(27,865,968)</b>     | <b>(27,708,521)</b>          |
| <b>03 - General Purpose Funding Total</b>                          | <b>(37,662,518)</b>           | <b>(37,662,518)</b>           | <b>(35,524,365)</b>     | <b>(41,449,158)</b>          |
| <b>04 - Governance</b>   |                               |                               |                         |                              |
| <b>Community Support</b>   |                               |                               |                         |                              |
| <b>3700 - Community Support - Operating</b>                        |                               |                               |                         |                              |
| 45 - Employment Expenses   | 172,922                       | 172,922                       | 94,809                  | 174,673                      |
| 50 - Material & Contracts  | 9,200                         | 9,200                         | 3,434                   | 6,000                        |
| 70 - Depreciation  | 10,723                        | 10,723                        | 3,475                   | 10,723                       |
| 230 - Allocations  | (149,635)                     | (149,635)                     | (76,336)                | (153,117)                    |
| <b>3700 - Community Support - Operating Total</b>                  | <b>43,210</b>                 | <b>43,210</b>                 | <b>25,382</b>           | <b>38,279</b>                |
| <b>Corporate &amp; Community Services</b>                          |                               |                               |                         |                              |
| <b>3100 - Corporate &amp; Community Services - Operating</b>       |                               |                               |                         |                              |
| 20 - Reimbursements  | (200,000)                     | (200,000)                     | (103,357)               | (200,000)                    |
| 45 - Employment Expenses   | 380,590                       | 380,590                       | 241,585                 | 358,101                      |
| 50 - Material & Contracts  | 426,800                       | 426,800                       | 108,775                 | 368,833                      |
| 40 - Profit on Asset Disposals                                     | (5,000)                       | (5,000)                       | -                       | (5,000)                      |
| 85 - Insurance   | 27,860                        | 27,860                        | 25,910                  | 25,910                       |
| 90 - Utility Charges   | 44,600                        | 44,600                        | 21,920                  | 44,600                       |
| 70 - Depreciation  | 276,896                       | 276,896                       | 167,053                 | 297,827                      |
| 35 - Reserve Transfers into Muni                                   | (157,000)                     | (157,000)                     | -                       | (157,000)                    |
| 230 - Allocations  | (670,580)                     | (670,580)                     | (384,806)               | (666,633)                    |
| <b>3100 - Corporate &amp; Community Services - Operating Total</b> | <b>124,166</b>                | <b>124,166</b>                | <b>77,080</b>           | <b>66,638</b>                |
| <b>7100 - Corporate &amp; Community Services - Capital</b>         |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                              | -                             | (131,625)                     | (39,488)                | (131,625)                    |
| 220 - Purchase of Assets   | 100,818                       | 364,068                       | 16,709                  | 354,959                      |
| 225 - Proceeds from Disposals                                      | (30,000)                      | (30,000)                      | -                       | (30,000)                     |
| 50 - Material & Contracts  | 104,000                       | 104,000                       | -                       | 24,000                       |
| 35 - Reserve Transfers into Muni                                   | (90,667)                      | (222,292)                     | (10,667)                | (142,292)                    |
| <b>7100 - Corporate &amp; Community Services - Capital Total</b>   | <b>84,151</b>                 | <b>84,151</b>                 | <b>(33,446)</b>         | <b>75,042</b>                |
| <b>Executive Services</b>  |                               |                               |                         |                              |
| <b>3000 - Executive Services - Operating</b>                       |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                           | (32,240)                      | (32,240)                      | (14,791)                | (14,791)                     |
| 20 - Reimbursements  | (500)                         | (500)                         | (149)                   | (500)                        |
| 45 - Employment Expenses   | 566,536                       | 566,536                       | 376,084                 | 544,533                      |
| 50 - Material & Contracts  | 183,500                       | 183,500                       | 105,008                 | 184,448                      |
| 70 - Depreciation  | 7,643                         | 7,643                         | -                       | 7,643                        |
| 230 - Allocations  | (599,162)                     | (599,162)                     | (376,145)               | (611,330)                    |
| <b>3000 - Executive Services - Operating Total</b>                 | <b>125,777</b>                | <b>125,777</b>                | <b>90,007</b>           | <b>110,003</b>               |
| <b>External Services</b>   |                               |                               |                         |                              |
| <b>3050 - External Services</b>                                    |                               |                               |                         |                              |
| 45 - Employment Expenses   | 603,860                       | 603,860                       | 381,165                 | 623,480                      |
| 50 - Material & Contracts  | 31,350                        | 31,350                        | 21,275                  | 32,510                       |
| 70 - Depreciation  | 6,690                         | 6,690                         | -                       | 6,690                        |
| 230 - Allocations  | (629,062)                     | (629,062)                     | (370,854)               | (649,426)                    |
| <b>3050 - External Services Total</b>                              | <b>12,838</b>                 | <b>12,838</b>                 | <b>31,586</b>           | <b>13,254</b>                |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Financial Services</b>  |                               |                               |                         |                              |
| <b>3120 - Financial Services - Operating</b>                       |                               |                               |                         |                              |
| 10 - Fees & Charges  | (6,200)                       | (6,200)                       | (5,234)                 | (5,234)                      |
| 45 - Employment Expenses   | 1,084,156                     | 1,084,156                     | 669,224                 | 1,078,745                    |
| 50 - Material & Contracts  | 190,000                       | 190,000                       | 131,249                 | 181,600                      |
| 230 - Allocations  | (889,334)                     | (889,334)                     | (523,449)               | (880,991)                    |
| <b>3120 - Financial Services - Operating Total</b>                 | <b>378,622</b>                | <b>378,622</b>                | <b>271,789</b>          | <b>374,120</b>               |
| <b>Governance &amp; Corporate Support</b>                          |                               |                               |                         |                              |
| <b>3170 - Governance &amp; Corporate Support - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges  | (2,800)                       | (2,800)                       | (1,395)                 | (2,800)                      |
| 45 - Employment Expenses   | 482,596                       | 482,596                       | 368,312                 | 528,331                      |
| 50 - Material & Contracts  | 78,000                        | 78,000                        | 38,095                  | 77,132                       |
| 85 - Insurance   | 345,514                       | 345,514                       | 345,734                 | 345,734                      |
| 35 - Reserve Transfers into Muni                                   | (200,000)                     | (200,000)                     | (197,253)               | (250,000)                    |
| 230 - Allocations  | (640,010)                     | (640,010)                     | (733,032)               | (698,397)                    |
| <b>3170 - Governance &amp; Corporate Support - Operating Total</b> | <b>63,300</b>                 | <b>63,300</b>                 | <b>(179,540)</b>        | <b>-</b>                     |
| <b>Human Services</b>  |                               |                               |                         |                              |
| <b>3160 - Human Services - Operating</b>                           |                               |                               |                         |                              |
| 15 - Operating Grants & Subsidies                                  | (28,741)                      | (28,741)                      | (28,741)                | (28,741)                     |
| 17 - Contributions & Donations Operating                           | (15,600)                      | (15,600)                      | (6,729)                 | (6,730)                      |
| 20 - Reimbursements  | (2,000)                       | (2,000)                       | (40,052)                | (30,000)                     |
| 45 - Employment Expenses   | 973,918                       | 973,918                       | 645,339                 | 985,531                      |
| 50 - Material & Contracts  | 103,800                       | 103,800                       | 50,913                  | 75,900                       |
| 70 - Depreciation  | 12,865                        | 12,865                        | 6,531                   | 11,196                       |
| 230 - Allocations  | (802,193)                     | (802,193)                     | (484,391)               | (810,255)                    |
| <b>3160 - Human Services - Operating Total</b>                     | <b>242,049</b>                | <b>242,049</b>                | <b>142,870</b>          | <b>196,901</b>               |
| <b>Information Mgmt Services</b>                                   |                               |                               |                         |                              |
| <b>3150 - Information Management - Operating</b>                   |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                           | (18,720)                      | (18,720)                      | (4,474)                 | (4,474)                      |
| 20 - Reimbursements  | -                             | -                             | (3,917)                 | (3,917)                      |
| 45 - Employment Expenses   | 316,591                       | 316,591                       | 183,926                 | 302,667                      |
| 50 - Material & Contracts  | 32,500                        | 32,500                        | 22,802                  | 37,500                       |
| 230 - Allocations  | (292,691)                     | (292,691)                     | (169,346)               | (300,498)                    |
| <b>3150 - Information Management - Operating Total</b>             | <b>37,680</b>                 | <b>37,680</b>                 | <b>28,991</b>           | <b>31,278</b>                |
| <b>IT Services</b>   |                               |                               |                         |                              |
| <b>3140 - Information Technology - Operating</b>                   |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                           | -                             | -                             | (1,694)                 | (8,800)                      |
| 45 - Employment Expenses   | 678,889                       | 678,889                       | 387,790                 | 651,083                      |
| 50 - Material & Contracts  | 978,276                       | 978,276                       | 481,068                 | 978,884                      |
| 35 - Reserve Transfers into Muni                                   | (100,000)                     | (100,000)                     | (100,000)               | (100,000)                    |
| 230 - Allocations  | (1,112,492)                   | (1,112,492)                   | (604,801)               | (1,341,372)                  |
| <b>3140 - Information Technology - Operating Total</b>             | <b>444,673</b>                | <b>444,673</b>                | <b>162,363</b>          | <b>179,795</b>               |
| <b>7140 - Information Technology - Capital</b>                     |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                              | (51,823)                      | (51,823)                      | (51,823)                | (51,823)                     |
| 220 - Purchase of Assets   | 83,000                        | 83,000                        | -                       | 83,000                       |
| 50 - Material & Contracts  | 51,823                        | 51,823                        | -                       | 51,823                       |
| <b>7140 - Information Technology - Capital Total</b>               | <b>83,000</b>                 | <b>83,000</b>                 | <b>(51,823)</b>         | <b>83,000</b>                |
| <b>Marketing &amp; Communications</b>                              |                               |                               |                         |                              |
| <b>3010 - Marketing &amp; Communications - Operating</b>           |                               |                               |                         |                              |
| 20 - Reimbursements  | -                             | -                             | (5,287)                 | (5,287)                      |
| 45 - Employment Expenses   | 382,568                       | 382,568                       | 212,265                 | 372,078                      |
| 50 - Material & Contracts  | 137,400                       | 137,400                       | 75,784                  | 115,687                      |
| 70 - Depreciation  | 13,219                        | 13,219                        | 3,044                   | 13,219                       |
| 230 - Allocations  | (466,160)                     | (466,160)                     | (240,289)               | (441,666)                    |
| <b>3010 - Marketing &amp; Communications - Operating Total</b>     | <b>67,027</b>                 | <b>67,027</b>                 | <b>45,517</b>           | <b>54,031</b>                |
| <b>Members of Council</b>  |                               |                               |                         |                              |
| <b>3020 - Members of Council - Operating</b>                       |                               |                               |                         |                              |
| 20 - Reimbursements  | (2,000)                       | (2,000)                       | (2,252)                 | (2,000)                      |
| 45 - Employment Expenses   | 6,000                         | 6,000                         | 2,427                   | 2,427                        |
| 50 - Material & Contracts  | 200,050                       | 200,050                       | 145,769                 | 188,741                      |
| 60 - Other Expenditure   | 287,222                       | 287,222                       | 162,364                 | 290,064                      |
| 85 - Insurance   | 1,628                         | 1,628                         | 1,505                   | 1,505                        |
| 70 - Depreciation  | 6,019                         | 6,019                         | 3,511                   | 6,019                        |
| 230 - Allocations  | 786,812                       | 786,812                       | 476,697                 | 787,815                      |
| <b>3020 - Members of Council - Operating Total</b>                 | <b>1,285,731</b>              | <b>1,285,731</b>              | <b>790,020</b>          | <b>1,274,571</b>             |
| <b>04 - Governance Total</b>                                       | <b>2,992,224</b>              | <b>2,992,224</b>              | <b>1,400,797</b>        | <b>2,496,912</b>             |

|  | 2025-26 ORIGINAL BUDGET | CURRENT APPROVED BUDGET | ACTUALS YEAR TO DATE | 2025-26 REVISED BUDGET |
|--|-------------------------|-------------------------|----------------------|------------------------|
| <b>05 - Law, Order &amp; Public Safety</b>                           |                         |                         |                      |                        |
| <b>Community Emergency Services</b>                                  |                         |                         |                      |                        |
| <b>4070 - Community Emergency Services - Operating</b>               |                         |                         |                      |                        |
| 17 - Contributions & Donations Operating                             | (135,000)               | (135,000)               | (87,351)             | (135,000)              |
| 45 - Employment Expenses   | 345,972                 | 345,972                 | 226,540              | 360,959                |
| 50 - Material & Contracts  | 46,000                  | 46,000                  | 28,006               | 46,000                 |
| <b>4070 - Community Emergency Services - Operating Total</b>         | <b>256,972</b>          | <b>256,972</b>          | <b>167,195</b>       | <b>271,959</b>         |
| <b>8070 - Community Emergency Services - Capital</b>                 |                         |                         |                      |                        |
| 220 - Purchase of Assets   | 60,000                  | 60,000                  | 56,455               | 60,000                 |
| <b>8070 - Community Emergency Services - Capital Total</b>           | <b>60,000</b>           | <b>60,000</b>           | <b>56,455</b>        | <b>60,000</b>          |
| <b>Emergency Management</b>  |                         |                         |                      |                        |
| <b>4090 - Emergency Management - Operating</b>                       |                         |                         |                      |                        |
| 15 - Operating Grants & Subsidies                                    | -                       | -                       | (381,969)            | (381,969)              |
| 17 - Contributions & Donations Operating                             | (658,952)               | (658,952)               | -                    | -                      |
| 20 - Reimbursements  | (5,000)                 | (5,000)                 | (4,652)              | (5,000)                |
| 50 - Material & Contracts  | 864,761                 | 864,761                 | 252,967              | 603,718                |
| 70 - Depreciation  | 1,200                   | 1,200                   | -                    | 1,200                  |
| 230 - Allocations  | 77,231                  | 77,231                  | 46,776               | 77,858                 |
| <b>4090 - Emergency Management - Operating Total</b>                 | <b>279,240</b>          | <b>279,240</b>          | <b>(86,878)</b>      | <b>295,807</b>         |
| <b>Fire Prevention - DFES</b>  |                         |                         |                      |                        |
| <b>4100 - Fire Prevention - DFES - Operating</b>                     |                         |                         |                      |                        |
| 15 - Operating Grants & Subsidies                                    | (411,578)               | (411,578)               | (318,719)            | (408,719)              |
| 20 - Reimbursements  | -                       | -                       | (144,455)            | (144,455)              |
| 45 - Employment Expenses   | -                       | -                       | 3,833                | -                      |
| 50 - Material & Contracts  | 354,061                 | 354,061                 | 256,054              | 497,968                |
| 85 - Insurance   | 57,517                  | 57,517                  | 55,206               | 55,206                 |
| 70 - Depreciation  | 566,238                 | 566,238                 | 323,388              | 583,015                |
| 230 - Allocations  | 69,068                  | 69,068                  | 38,864               | 73,819                 |
| <b>4100 - Fire Prevention - DFES - Operating Total</b>               | <b>635,306</b>          | <b>635,306</b>          | <b>214,171</b>       | <b>656,834</b>         |
| <b>8100 - Fire Prevention - DFES - Capital</b>                       |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                                | (2,309,876)             | (2,335,876)             | (7,800)              | (2,480,331)            |
| 220 - Purchase of Assets   | -                       | 52,000                  | 6,740                | 203,195                |
| 45 - Employment Expenses   | -                       | -                       | 524                  | -                      |
| 50 - Material & Contracts  | 2,045,520               | 2,045,520               | 235,551              | 2,045,520              |
| 35 - Reserve Transfers into Muni                                     | -                       | (26,000)                | -                    | (26,000)               |
| <b>8100 - Fire Prevention - DFES - Capital Total</b>                 | <b>(264,356)</b>        | <b>(264,356)</b>        | <b>235,015</b>       | <b>(257,616)</b>       |
| <b>Other Law, Order &amp; Public Safety</b>                          |                         |                         |                      |                        |
| <b>4050 - Other Law, Order &amp; Public Safety - Operating</b>       |                         |                         |                      |                        |
| 45 - Employment Expenses   | -                       | -                       | 338                  | -                      |
| 50 - Material & Contracts  | 60,000                  | 60,000                  | 44,890               | 60,000                 |
| 85 - Insurance   | 110                     | 110                     | 102                  | 102                    |
| 90 - Utility Charges   | 1,500                   | 1,500                   | 675                  | 1,500                  |
| 70 - Depreciation  | 40,038                  | 40,038                  | 19,392               | 41,843                 |
| 230 - Allocations  | 52,982                  | 52,982                  | 48,681               | 56,107                 |
| <b>4050 - Other Law, Order &amp; Public Safety - Operating Total</b> | <b>154,630</b>          | <b>154,630</b>          | <b>114,078</b>       | <b>159,552</b>         |
| <b>Ranger Services</b>   |                         |                         |                      |                        |
| <b>4040 - Ranger Services - Operating</b>                            |                         |                         |                      |                        |
| 10 - Fees & Charges  | (71,100)                | (71,100)                | (118,420)            | (106,550)              |
| 15 - Operating Grants & Subsidies                                    | -                       | -                       | -                    | (20,000)               |
| 17 - Contributions & Donations Operating                             | (893)                   | (893)                   | -                    | (893)                  |
| 20 - Reimbursements  | (5,000)                 | (5,000)                 | (371)                | (5,000)                |
| 45 - Employment Expenses   | 633,243                 | 633,243                 | 408,510              | 629,774                |
| 50 - Material & Contracts  | 77,393                  | 77,393                  | 50,019               | 108,653                |
| 60 - Other Expenditure   | -                       | -                       | 327                  | -                      |
| 70 - Depreciation  | 14,633                  | 14,633                  | 410                  | 13,037                 |
| 230 - Allocations  | 179,077                 | 179,077                 | 106,129              | 187,939                |
| <b>4040 - Ranger Services - Operating Total</b>                      | <b>827,353</b>          | <b>827,353</b>          | <b>446,605</b>       | <b>806,960</b>         |
| <b>State Emergency Services</b>                                      |                         |                         |                      |                        |
| <b>4080 - State Emergency Service - Operating</b>                    |                         |                         |                      |                        |
| 15 - Operating Grants & Subsidies                                    | (30,500)                | (30,500)                | (26,301)             | (30,500)               |
| 50 - Material & Contracts  | 3,000                   | 3,000                   | 4,474                | 5,117                  |
| 60 - Other Expenditure   | 27,500                  | 27,500                  | 32                   | 25,383                 |
| <b>4080 - State Emergency Service - Operating Total</b>              | <b>-</b>                | <b>-</b>                | <b>(21,796)</b>      | <b>-</b>               |
| <b>8080 - State Emergency Service - Capital</b>                      |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                                | -                       | (43,300)                | (44,556)             | (43,300)               |
| 220 - Purchase of Assets   | -                       | 43,300                  | 44,556               | 43,300                 |
| 225 - Proceeds from Disposals  | -                       | (10,000)                | -                    | (10,000)               |
| <b>8080 - State Emergency Service - Capital Total</b>                | <b>-</b>                | <b>(10,000)</b>         | <b>-</b>             | <b>(10,000)</b>        |
| <b>05 - Law, Order &amp; Public Safety Total</b>                     | <b>1,949,145</b>        | <b>1,939,145</b>        | <b>1,124,845</b>     | <b>1,983,496</b>       |

|   | 2025-26 ORIGINAL BUDGET | CURRENT APPROVED BUDGET | ACTUALS YEAR TO DATE | 2025-26 REVISED BUDGET |
|---|-------------------------|-------------------------|----------------------|------------------------|
| <b>07 - Health</b>  |                         |                         |                      |                        |
| <b>Environmental Health Services</b>                          |                         |                         |                      |                        |
| <b>4200 - Environmental Health Services - Operating</b>       |                         |                         |                      |                        |
| 10 - Fees & Charges   | (75,500)                | (75,500)                | (38,447)             | (75,500)               |
| 15 - Operating Grants & Subsidies                             | (3,000)                 | (3,000)                 | (566)                | (3,000)                |
| 17 - Contributions & Donations Operating                      | (8,000)                 | (8,000)                 | (43)                 | (8,000)                |
| 20 - Reimbursements   | -                       | -                       | (1,030)              | (1,030)                |
| 45 - Employment Expenses                                      | 436,573                 | 436,573                 | 256,704              | 449,247                |
| 50 - Material & Contracts                                     | 48,700                  | 48,700                  | 18,759               | 47,200                 |
| 70 - Depreciation   | 5,778                   | 5,778                   | 3,371                | 5,778                  |
| 230 - Allocations   | 109,911                 | 109,911                 | 66,698               | 114,966                |
| <b>4200 - Environmental Health Services - Operating Total</b> | <b>514,462</b>          | <b>514,462</b>          | <b>305,445</b>       | <b>529,661</b>         |
| <b>07 - Health Total</b>                                      | <b>514,462</b>          | <b>514,462</b>          | <b>305,445</b>       | <b>529,661</b>         |
| <b>08 - Education &amp; Welfare</b>                           |                         |                         |                      |                        |
| <b>Home Care</b>  |                         |                         |                      |                        |
| <b>3810 - Home Care - Operating</b>                           |                         |                         |                      |                        |
| 10 - Fees & Charges   | (664,368)               | (664,368)               | (339,439)            | (573,570)              |
| 15 - Operating Grants & Subsidies                             | (4,673,694)             | (4,673,694)             | (2,815,541)          | (4,272,669)            |
| 17 - Contributions & Donations Operating                      | (207,291)               | (207,291)               | (88,083)             | (150,002)              |
| 20 - Reimbursements   | (278,772)               | (278,772)               | (148,634)            | (303,635)              |
| 45 - Employment Expenses                                      | 3,751,889               | 3,751,889               | 2,238,256            | 3,744,787              |
| 50 - Material & Contracts                                     | 2,110,407               | 2,110,407               | 680,799              | 1,831,759              |
| 85 - Insurance  | 9,035                   | 9,035                   | 8,518                | 8,518                  |
| 90 - Utility Charges  | 27,980                  | 27,980                  | 10,669               | 25,980                 |
| 70 - Depreciation   | 230,304                 | 230,304                 | 81,057               | 176,853                |
| 35 - Reserve Transfers into Muni                              | (8,810)                 | (8,810)                 | (3,004)              | (8,810)                |
| 230 - Allocations   | (66,376)                | (66,376)                | 0                    | (302,357)              |
| <b>3810 - Home Care - Operating Total</b>                     | <b>230,304</b>          | <b>230,304</b>          | <b>(375,403)</b>     | <b>176,853</b>         |
| <b>7810 - Home Care - Capital</b>                             |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                         | -                       | (82,517)                | (24,755)             | (82,517)               |
| 220 - Purchase of Assets                                      | 50,000                  | 215,033                 | -                    | 215,033                |
| 50 - Material & Contracts                                     | 55,000                  | 55,000                  | -                    | 130,000                |
| 35 - Reserve Transfers into Muni                              | (105,000)               | (187,517)               | -                    | (262,516)              |
| <b>7810 - Home Care - Capital Total</b>                       | <b>-</b>                | <b>(1)</b>              | <b>(24,755)</b>      | <b>-</b>               |
| <b>Senior Citizens Centre</b>                                 |                         |                         |                      |                        |
| <b>3840 - Senior Citizens Centre - Operating</b>              |                         |                         |                      |                        |
| 10 - Fees & Charges   | (100)                   | (100)                   | (100)                | (100)                  |
| 45 - Employment Expenses                                      | 36,192                  | 36,192                  | 8,206                | 16,192                 |
| 50 - Material & Contracts                                     | 24,353                  | 24,353                  | 9,162                | 13,386                 |
| 85 - Insurance  | 6,026                   | 6,026                   | 5,604                | 5,604                  |
| 70 - Depreciation   | 49,400                  | 49,400                  | 28,125               | 48,214                 |
| 35 - Reserve Transfers into Muni                              | (4,000)                 | (4,000)                 | -                    | (4,000)                |
| 230 - Allocations   | 18,309                  | 18,309                  | 9,944                | 20,364                 |
| <b>3840 - Senior Citizens Centre - Operating Total</b>        | <b>130,180</b>          | <b>130,180</b>          | <b>60,940</b>        | <b>99,660</b>          |
| <b>7840 - Senior Citizens Centre - Capital</b>                |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                         | -                       | (28,433)                | (8,530)              | (28,433)               |
| 220 - Purchase of Assets                                      | -                       | 56,866                  | -                    | 56,866                 |
| 50 - Material & Contracts                                     | 14,000                  | 14,000                  | 15,159               | 14,000                 |
| 35 - Reserve Transfers into Muni                              | -                       | (28,433)                | -                    | (28,433)               |
| <b>7840 - Senior Citizens Centre - Capital Total</b>          | <b>14,000</b>           | <b>14,000</b>           | <b>6,629</b>         | <b>14,000</b>          |

|   | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|---|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Seniors, Youth &amp; Children</b>                          |                               |                               |                         |                              |
| <b>3860 - Seniors, Youth &amp; Children - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges   | (300)                         | (300)                         | (200)                   | (300)                        |
| 15 - Operating Grants & Subsidies                             | (38,567)                      | (38,567)                      | -                       | (38,567)                     |
| 20 - Reimbursements   | (1,500)                       | (1,500)                       | (2,531)                 | (3,070)                      |
| 45 - Employment Expenses                                      | 32,743                        | 32,743                        | 599                     | 2,743                        |
| 50 - Material & Contracts                                     | 65,806                        | 65,806                        | 9,394                   | 64,839                       |
| 85 - Insurance  | 2,135                         | 2,135                         | 1,985                   | 1,985                        |
| 90 - Utility Charges  | 3,150                         | 3,150                         | 2,852                   | 4,850                        |
| 70 - Depreciation   | 115,021                       | 115,021                       | 67,490                  | 115,697                      |
| 35 - Reserve Transfers into Muni                              | (9,449)                       | (9,449)                       | -                       | (9,449)                      |
| 230 - Allocations   | 18,450                        | 18,450                        | 10,543                  | 18,590                       |
| <b>3860 - Seniors, Youth &amp; Children - Operating Total</b> | <b>187,489</b>                | <b>187,489</b>                | <b>90,132</b>           | <b>157,318</b>               |
| <b>Volunteer Resource Centre</b>                              |                               |                               |                         |                              |
| <b>3850 - Volunteer Resource Centre - Operating</b>           |                               |                               |                         |                              |
| 10 - Fees & Charges   | (750)                         | (750)                         | (859)                   | (750)                        |
| 15 - Operating Grants & Subsidies                             | (130,000)                     | (130,000)                     | (110,590)               | (130,000)                    |
| 20 - Reimbursements   | -                             | -                             | (1,996)                 | (1,996)                      |
| 45 - Employment Expenses                                      | 99,281                        | 99,281                        | 62,382                  | 99,555                       |
| 50 - Material & Contracts                                     | 31,469                        | 31,469                        | 14,202                  | 33,191                       |
| <b>3850 - Volunteer Resource Centre - Operating Total</b>     | <b>-</b>                      | <b>-</b>                      | <b>(36,861)</b>         | <b>-</b>                     |
| <b>08 - Education &amp; Welfare Total</b>                     | <b>561,973</b>                | <b>561,972</b>                | <b>(279,317)</b>        | <b>447,831</b>               |
| <b>10 - Community Amenities</b>                               |                               |                               |                         |                              |
| <b>Cemeteries</b>   |                               |                               |                         |                              |
| <b>3530 - Cemeteries - Operating</b>                          |                               |                               |                         |                              |
| 10 - Fees & Charges   | (158,600)                     | (158,600)                     | (143,965)               | (177,800)                    |
| 45 - Employment Expenses                                      | 192,035                       | 192,035                       | 138,675                 | 192,035                      |
| 50 - Material & Contracts                                     | 63,021                        | 63,021                        | 38,986                  | 75,021                       |
| 85 - Insurance  | 760                           | 760                           | 706                     | 706                          |
| 90 - Utility Charges  | 5,020                         | 5,020                         | 3,567                   | 5,020                        |
| 70 - Depreciation   | 68,394                        | 68,394                        | 40,329                  | 69,136                       |
| 230 - Allocations   | 40,426                        | 40,426                        | 26,171                  | 41,973                       |
| <b>3530 - Cemeteries - Operating Total</b>                    | <b>211,056</b>                | <b>211,056</b>                | <b>104,471</b>          | <b>206,091</b>               |
| <b>7530 - Cemeteries - Capital</b>                            |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                         | -                             | (20,266)                      | (6,080)                 | (20,266)                     |
| 220 - Purchase of Assets                                      | -                             | 40,533                        | -                       | 40,533                       |
| 50 - Material & Contracts                                     | 10,000                        | 10,000                        | -                       | 10,000                       |
| 35 - Reserve Transfers into Muni                              | -                             | (20,267)                      | -                       | (20,267)                     |
| <b>7530 - Cemeteries - Capital Total</b>                      | <b>10,000</b>                 | <b>10,000</b>                 | <b>(6,080)</b>          | <b>10,000</b>                |
| <b>Environmental Services</b>                                 |                               |                               |                         |                              |
| <b>4060 - Environmental Services - Operating</b>              |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                      | (446,720)                     | (446,720)                     | (342,293)               | (446,720)                    |
| 45 - Employment Expenses                                      | 231,746                       | 231,746                       | 135,702                 | 232,069                      |
| 50 - Material & Contracts                                     | 471,742                       | 471,742                       | 347,573                 | 462,242                      |
| 70 - Depreciation   | 2,700                         | 2,700                         | 1,287                   | 2,206                        |
| 230 - Allocations   | 76,336                        | 76,336                        | 43,747                  | 80,347                       |
| <b>4060 - Environmental Services - Operating Total</b>        | <b>335,804</b>                | <b>335,804</b>                | <b>186,016</b>          | <b>330,144</b>               |
| <b>Planning Services</b>                                      |                               |                               |                         |                              |
| <b>4010 - Planning Services - Operating</b>                   |                               |                               |                         |                              |
| 10 - Fees & Charges   | (271,850)                     | (271,850)                     | (214,631)               | (329,500)                    |
| 17 - Contributions & Donations Operating                      | (17,160)                      | (17,160)                      | (4,526)                 | (17,160)                     |
| 45 - Employment Expenses                                      | 329,585                       | 329,585                       | 161,044                 | 321,841                      |
| 50 - Material & Contracts                                     | 558,605                       | 558,605                       | 126,704                 | 629,805                      |
| 70 - Depreciation   | 7,274                         | 7,274                         | 3,660                   | 6,874                        |
| 35 - Reserve Transfers into Muni                              | (524,855)                     | (524,855)                     | -                       | (524,855)                    |
| 230 - Allocations   | 291,314                       | 291,314                       | 174,962                 | 301,919                      |
| <b>4010 - Planning Services - Operating Total</b>             | <b>372,913</b>                | <b>372,913</b>                | <b>247,213</b>          | <b>388,924</b>               |
| <b>Public Toilets &amp; BBQ's</b>                             |                               |                               |                         |                              |
| <b>3520 - Public Toilets &amp; BBQ's - Operating</b>          |                               |                               |                         |                              |
| 20 - Reimbursements   | -                             | -                             | (5,097)                 | -                            |
| 45 - Employment Expenses                                      | 77,601                        | 77,601                        | 70,675                  | 62,601                       |
| 50 - Material & Contracts                                     | 661,989                       | 661,989                       | 286,610                 | 614,457                      |
| 85 - Insurance  | 9,085                         | 9,085                         | 8,451                   | 8,456                        |
| 90 - Utility Charges  | 16,250                        | 16,250                        | 9,619                   | 18,547                       |
| 70 - Depreciation   | 57,082                        | 57,082                        | 31,407                  | 53,841                       |
| 35 - Reserve Transfers into Muni                              | (115,200)                     | (115,200)                     | -                       | (115,200)                    |
| 230 - Allocations   | 27,352                        | 27,352                        | 17,183                  | 29,333                       |
| <b>3520 - Public Toilets &amp; BBQ's - Operating Total</b>    | <b>734,159</b>                | <b>734,159</b>                | <b>418,848</b>          | <b>672,035</b>               |
| <b>7520 - Public Toilets &amp; BBQ's - Capital</b>            |                               |                               |                         |                              |
| 220 - Purchase of Assets                                      | 26,950                        | 26,950                        | 26,390                  | 26,950                       |
| <b>7520 - Public Toilets &amp; BBQ's - Capital Total</b>      | <b>26,950</b>                 | <b>26,950</b>                 | <b>26,390</b>           | <b>26,950</b>                |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Waste Management</b>                          |                               |                               |                         |                              |
| <b>3420 - Waste Management - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges                              | (5,680,050)                   | (5,680,050)                   | (5,163,695)             | (5,687,288)                  |
| 17 - Contributions & Donations Operating         | (94,335)                      | (94,335)                      | (94,335)                | (94,335)                     |
| 20 - Reimbursements                              | (2,000)                       | (2,000)                       | -                       | (2,000)                      |
| 25 - Interest Earnings                           | (8,000)                       | (8,000)                       | (8,054)                 | (8,000)                      |
| 45 - Employment Expenses                         | 1,576,176                     | 1,576,176                     | 969,961                 | 1,574,009                    |
| 50 - Material & Contracts                        | 3,409,361                     | 3,409,361                     | 1,577,531               | 3,407,661                    |
| 40 - Profit on Asset Disposals                   | (46,406)                      | (46,406)                      | -                       | (46,406)                     |
| 85 - Insurance                                   | 5,674                         | 5,674                         | 5,277                   | 5,277                        |
| 90 - Utility Charges                             | 2,080                         | 2,080                         | 818                     | 2,080                        |
| 70 - Depreciation                                | 221,084                       | 221,084                       | 129,616                 | 237,843                      |
| 35 - Reserve Transfers into Muni                 | (809,265)                     | (809,265)                     | (253,142)               | (834,265)                    |
| 230 - Allocations                                | 223,367                       | 223,367                       | 134,263                 | 233,288                      |
| <b>3420 - Waste Management - Operating Total</b> | <b>(1,202,314)</b>            | <b>(1,202,314)</b>            | <b>(2,701,760)</b>      | <b>(1,212,136)</b>           |
| <b>7420 - Waste Management - Capital</b>         |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies            | -                             | (78,066)                      | (23,420)                | (78,066)                     |
| 220 - Purchase of Assets                         | 1,541,000                     | 1,697,132                     | 1,421,565               | 6,349,700                    |
| 225 - Proceeds from Disposals                    | (115,000)                     | (115,000)                     | -                       | (115,000)                    |
| 45 - Employment Expenses                         | -                             | -                             | 86,438                  | -                            |
| 50 - Material & Contracts                        | 12,288,194                    | 12,288,194                    | 2,330,505               | 6,485,626                    |
| 35 - Reserve Transfers into Muni                 | (11,214,194)                  | (11,292,260)                  | (3,098,016)             | (10,142,260)                 |
| <b>7420 - Waste Management - Capital Total</b>   | <b>2,500,000</b>              | <b>2,500,000</b>              | <b>717,072</b>          | <b>2,500,000</b>             |
| <b>10 - Community Amenities Total</b>            | <b>2,988,568</b>              | <b>2,988,568</b>              | <b>(1,007,831)</b>      | <b>2,922,008</b>             |
| <b>11 - Recreation &amp; Culture</b>             |                               |                               |                         |                              |
| <b>Bay of Isles Leisure Centre</b>               |                               |                               |                         |                              |
| <b>3730 - BOILC - Admin - Operating</b>          |                               |                               |                         |                              |
| 10 - Fees & Charges                              | (268,000)                     | (268,000)                     | (162,265)               | (277,200)                    |
| 20 - Reimbursements                              | (1,000)                       | (1,000)                       | -                       | (1,000)                      |
| 45 - Employment Expenses                         | 1,143,550                     | 1,143,550                     | 709,077                 | 1,145,178                    |
| 50 - Material & Contracts                        | 551,114                       | 551,114                       | 273,669                 | 510,597                      |
| 85 - Insurance                                   | 41,431                        | 41,431                        | 38,531                  | 38,531                       |
| 90 - Utility Charges                             | 324,000                       | 324,000                       | 227,632                 | 344,000                      |
| 70 - Depreciation                                | 337,782                       | 337,782                       | 189,861                 | 329,698                      |
| 35 - Reserve Transfers into Muni                 | (53,456)                      | (53,456)                      | -                       | (53,456)                     |
| 230 - Allocations                                | 413,892                       | 413,892                       | 235,953                 | 438,591                      |
| <b>3730 - BOILC - Admin - Operating Total</b>    | <b>2,489,313</b>              | <b>2,489,313</b>              | <b>1,512,458</b>        | <b>2,474,939</b>             |
| <b>3740 - BOILC - Pool - Operating</b>           |                               |                               |                         |                              |
| 10 - Fees & Charges                              | (765,000)                     | (765,000)                     | (521,959)               | (785,000)                    |
| 20 - Reimbursements                              | -                             | -                             | (3,197)                 | -                            |
| 45 - Employment Expenses                         | 666,821                       | 666,821                       | 378,633                 | 644,802                      |
| 50 - Material & Contracts                        | 51,000                        | 51,000                        | 51,784                  | 76,379                       |
| <b>3740 - BOILC - Pool - Operating Total</b>     | <b>(47,179)</b>               | <b>(47,179)</b>               | <b>(94,738)</b>         | <b>(63,819)</b>              |
| <b>3750 - BOILC - Dry - Operating</b>            |                               |                               |                         |                              |
| 10 - Fees & Charges                              | (345,000)                     | (345,000)                     | (238,430)               | (365,000)                    |
| 45 - Employment Expenses                         | 202,417                       | 202,417                       | 143,790                 | 200,215                      |
| 50 - Material & Contracts                        | 38,000                        | 38,000                        | 20,193                  | 35,500                       |
| <b>3750 - BOILC - Dry - Operating Total</b>      | <b>(104,583)</b>              | <b>(104,583)</b>              | <b>(74,447)</b>         | <b>(129,285)</b>             |
| <b>7730 - BOILC - Admin - Capital</b>            |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies            | (46,385)                      | (275,066)                     | (114,990)               | (275,066)                    |
| 220 - Purchase of Assets                         | 111,710                       | 707,462                       | 15,100                  | 707,462                      |
| 50 - Material & Contracts                        | 382,385                       | 382,385                       | 233,541                 | 334,435                      |
| 35 - Reserve Transfers into Muni                 | (339,610)                     | (706,681)                     | (210,050)               | (658,731)                    |
| <b>7730 - BOILC - Admin - Capital Total</b>      | <b>108,100</b>                | <b>108,100</b>                | <b>(76,398)</b>         | <b>108,100</b>               |
| <b>7740 - BOILC - Pool - Capital</b>             |                               |                               |                         |                              |
| 220 - Purchase of Assets                         | 6,357                         | 6,357                         | 6,234                   | 6,234                        |
| <b>7740 - BOILC - Pool - Capital Total</b>       | <b>6,357</b>                  | <b>6,357</b>                  | <b>6,234</b>            | <b>6,234</b>                 |

|  | 2025-26 ORIGINAL BUDGET | CURRENT APPROVED BUDGET | ACTUALS YEAR TO DATE | 2025-26 REVISED BUDGET |
|--|-------------------------|-------------------------|----------------------|------------------------|
| <b>Civic Centre</b>                                    |                         |                         |                      |                        |
| <b>3910 - Civic Centre - Operating</b>                 |                         |                         |                      |                        |
| 10 - Fees & Charges                                    | (217,000)               | (217,000)               | (203,734)            | (240,000)              |
| 15 - Operating Grants & Subsidies                      | (112,000)               | (112,000)               | -                    | (112,000)              |
| 17 - Contributions & Donations Operating               | (21,840)                | (21,840)                | (14,417)             | (21,840)               |
| 20 - Reimbursements                                    | (2,500)                 | (2,500)                 | (44,823)             | (44,823)               |
| 45 - Employment Expenses                               | 393,268                 | 393,268                 | 255,284              | 375,018                |
| 50 - Material & Contracts                              | 367,549                 | 367,549                 | 292,181              | 433,882                |
| 40 - Profit on Asset Disposals                         | (500)                   | (500)                   | -                    | (500)                  |
| 85 - Insurance   | 30,373                  | 30,373                  | 28,247               | 28,247                 |
| 90 - Utility Charges                                   | 32,350                  | 32,350                  | 18,065               | 32,350                 |
| 70 - Depreciation                                      | 281,403                 | 281,403                 | 148,587              | 270,053                |
| 35 - Reserve Transfers into Muni                       | (52,500)                | (52,500)                | -                    | (52,500)               |
| 230 - Allocations                                      | 98,034                  | 98,034                  | 59,341               | 103,290                |
| <b>3910 - Civic Centre - Operating Total</b>           | <b>796,637</b>          | <b>796,637</b>          | <b>538,730</b>       | <b>771,177</b>         |
| <b>7910 - Civic Centre - Capital</b>                   |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                  | (1,132,918)             | (1,132,918)             | (132,918)            | (1,132,918)            |
| 220 - Purchase of Assets                               | 125,000                 | 125,000                 | 49,984               | 95,828                 |
| 225 - Proceeds from Disposals                          | (12,500)                | (12,500)                | -                    | -                      |
| 50 - Material & Contracts                              | 1,512,524               | 1,512,524               | 13,800               | 1,512,524              |
| 35 - Reserve Transfers into Muni                       | (349,606)               | (349,606)               | -                    | (349,606)              |
| <b>7910 - Civic Centre - Capital Total</b>             | <b>142,500</b>          | <b>142,500</b>          | <b>(69,134)</b>      | <b>125,828</b>         |
| <b>Coastal Infrastructure</b>                          |                         |                         |                      |                        |
| <b>3220 - Coastal Infrastructure - Operating</b>       |                         |                         |                      |                        |
| 10 - Fees & Charges                                    | (57,600)                | (57,600)                | (44,404)             | (52,000)               |
| 15 - Operating Grants & Subsidies                      | -                       | -                       | -                    | (10,000)               |
| 20 - Reimbursements                                    | (7,000)                 | (7,000)                 | -                    | -                      |
| 45 - Employment Expenses                               | 322,326                 | 322,326                 | 171,742              | 332,326                |
| 50 - Material & Contracts                              | 660,754                 | 660,754                 | 214,895              | 709,754                |
| 85 - Insurance   | 34,681                  | 34,681                  | 32,252               | 32,252                 |
| 90 - Utility Charges                                   | 16,000                  | 16,000                  | 6,230                | 16,000                 |
| 70 - Depreciation                                      | 694,251                 | 694,251                 | 396,104              | 681,057                |
| 230 - Allocations                                      | 85,727                  | 85,727                  | 55,624               | 90,185                 |
| <b>3220 - Coastal Infrastructure - Operating Total</b> | <b>1,749,139</b>        | <b>1,749,139</b>        | <b>832,444</b>       | <b>1,799,574</b>       |
| <b>7220 - Coastal Infrastructure- Capital</b>          |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                  | (1,327,250)             | (1,327,250)             | -                    | (1,777,250)            |
| 45 - Employment Expenses                               | -                       | -                       | 57,924               | -                      |
| 50 - Material & Contracts                              | 1,892,827               | 1,907,424               | 125,927              | 2,687,424              |
| 35 - Reserve Transfers into Muni                       | -                       | -                       | -                    | (300,000)              |
| <b>7220 - Coastal Infrastructure- Capital Total</b>    | <b>565,577</b>          | <b>580,174</b>          | <b>183,851</b>       | <b>610,174</b>         |
| <b>Culture</b>   |                         |                         |                      |                        |
| <b>3720 - Culture - Operating</b>                      |                         |                         |                      |                        |
| 45 - Employment Expenses                               | -                       | -                       | 1,344                | 5,000                  |
| 50 - Material & Contracts                              | 63,540                  | 63,540                  | 21,019               | 58,540                 |
| 85 - Insurance   | 4,956                   | 4,956                   | 4,609                | 4,609                  |
| 70 - Depreciation                                      | 82,003                  | 82,003                  | 43,466               | 74,513                 |
| 35 - Reserve Transfers into Muni                       | (32,500)                | (32,500)                | -                    | (32,500)               |
| 230 - Allocations                                      | 19,229                  | 19,229                  | 10,756               | 20,279                 |
| <b>3720 - Culture - Operating Total</b>                | <b>137,228</b>          | <b>137,228</b>          | <b>81,194</b>        | <b>130,441</b>         |
| <b>7720 - Culture - Capital</b>                        |                         |                         |                      |                        |
| 80 - Non-Operating Grants & Subsidies                  | (14,903,000)            | (14,903,000)            | (1,490,300)          | (14,903,000)           |
| 50 - Material & Contracts                              | 15,903,000              | 15,903,000              | 571,047              | 15,903,000             |
| 35 - Reserve Transfers into Muni                       | (1,000,000)             | (1,000,000)             | -                    | (1,000,000)            |
| <b>7720 - Culture - Capital Total</b>                  | <b>-</b>                | <b>-</b>                | <b>(919,254)</b>     | <b>-</b>               |
| <b>Esperance Museum</b>                                |                         |                         |                      |                        |
| <b>3870 - Esperance Museum - Operating</b>             |                         |                         |                      |                        |
| 10 - Fees & Charges                                    | (32,500)                | (32,500)                | (34,635)             | (40,500)               |
| 45 - Employment Expenses                               | 199,856                 | 199,856                 | 118,644              | 219,211                |
| 50 - Material & Contracts                              | 297,677                 | 297,677                 | 72,808               | 277,247                |
| 85 - Insurance   | 12,593                  | 12,593                  | 11,711               | 11,711                 |
| 90 - Utility Charges                                   | 7,000                   | 7,000                   | 1,825                | 7,000                  |
| 70 - Depreciation                                      | 97,286                  | 97,286                  | 45,532               | 78,556                 |
| 35 - Reserve Transfers into Muni                       | (131,300)               | (131,300)               | -                    | (131,300)              |
| 230 - Allocations                                      | 96,906                  | 96,906                  | 52,167               | 104,934                |
| <b>3870 - Esperance Museum - Operating Total</b>       | <b>547,518</b>          | <b>547,518</b>          | <b>268,054</b>       | <b>526,859</b>         |
| <b>7870 - Esperance Museum - Capital</b>               |                         |                         |                      |                        |
| 50 - Material & Contracts                              | 222,000                 | 222,000                 | 38,777               | 222,000                |
| <b>7870 - Esperance Museum - Capital Total</b>         | <b>222,000</b>          | <b>222,000</b>          | <b>38,777</b>        | <b>222,000</b>         |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Esperance Period Village</b>                          |                               |                               |                         |                              |
| <b>3790 - Esperance Period Village - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges                                      | (122,199)                     | (122,199)                     | (78,075)                | (120,000)                    |
| 20 - Reimbursements                                      | (11,000)                      | (11,000)                      | (13,849)                | (11,094)                     |
| 45 - Employment Expenses                                 | -                             | -                             | 8,464                   | -                            |
| 50 - Material & Contracts                                | 94,511                        | 94,511                        | 28,160                  | 94,511                       |
| 85 - Insurance   | 5,952                         | 5,952                         | 5,537                   | 5,539                        |
| 90 - Utility Charges                                     | 24,400                        | 24,400                        | 12,686                  | 25,100                       |
| 70 - Depreciation  | 49,904                        | 49,904                        | 20,423                  | 35,010                       |
| 35 - Reserve Transfers into Muni                         | (9,000)                       | (9,000)                       | -                       | (9,000)                      |
| 230 - Allocations  | 130,319                       | 130,319                       | 133,364                 | 140,016                      |
| <b>3790 - Esperance Period Village - Operating Total</b> | <b>162,887</b>                | <b>162,887</b>                | <b>116,710</b>          | <b>160,082</b>               |
| <b>7790 - Esperance Period Village - Capital</b>         |                               |                               |                         |                              |
| 50 - Material & Contracts                                | 18,000                        | 18,000                        | -                       | 18,000                       |
| 35 - Reserve Transfers into Muni                         | (18,000)                      | (18,000)                      | -                       | (18,000)                     |
| <b>7790 - Esperance Period Village - Capital Total</b>   | <b>-</b>                      | <b>-</b>                      | <b>-</b>                | <b>-</b>                     |
| <b>Library</b>   |                               |                               |                         |                              |
| <b>3710 - Library - Operating</b>                        |                               |                               |                         |                              |
| 10 - Fees & Charges                                      | (14,200)                      | (14,200)                      | (10,151)                | (14,700)                     |
| 15 - Operating Grants & Subsidies                        | -                             | -                             | -                       | (2,000)                      |
| 17 - Contributions & Donations Operating                 | (9,800)                       | (9,800)                       | (11,225)                | (29,600)                     |
| 20 - Reimbursements                                      | (1,000)                       | (1,000)                       | (1,500)                 | (1,500)                      |
| 45 - Employment Expenses                                 | 511,226                       | 511,226                       | 336,545                 | 541,255                      |
| 50 - Material & Contracts                                | 201,034                       | 201,034                       | 72,768                  | 176,217                      |
| 85 - Insurance   | 9,743                         | 9,743                         | 9,061                   | 9,061                        |
| 90 - Utility Charges                                     | 6,620                         | 6,620                         | 4,571                   | 6,620                        |
| 70 - Depreciation  | 74,082                        | 74,082                        | 47,353                  | 81,176                       |
| 35 - Reserve Transfers into Muni                         | (2,500)                       | (2,500)                       | -                       | (2,500)                      |
| 230 - Allocations  | 181,851                       | 181,851                       | 104,065                 | 196,122                      |
| <b>3710 - Library - Operating Total</b>                  | <b>957,056</b>                | <b>957,056</b>                | <b>551,487</b>          | <b>960,151</b>               |
| <b>7710 - Library - Capital</b>                          |                               |                               |                         |                              |
| 220 - Purchase of Assets                                 | 19,911                        | 19,911                        | 19,881                  | 19,881                       |
| <b>7710 - Library - Capital Total</b>                    | <b>19,911</b>                 | <b>19,911</b>                 | <b>19,881</b>           | <b>19,881</b>                |
| <b>Parks</b>   |                               |                               |                         |                              |
| <b>3210 - Parks - Operating</b>                          |                               |                               |                         |                              |
| 10 - Fees & Charges                                      | (1,250)                       | (1,250)                       | (460)                   | (1,250)                      |
| 15 - Operating Grants & Subsidies                        | (40,000)                      | (40,000)                      | -                       | -                            |
| 20 - Reimbursements                                      | (2,000)                       | (2,000)                       | -                       | (28,480)                     |
| 45 - Employment Expenses                                 | 1,179,878                     | 1,179,878                     | 665,457                 | 1,179,878                    |
| 50 - Material & Contracts                                | 643,076                       | 643,076                       | 383,461                 | 631,556                      |
| 85 - Insurance   | 16,239                        | 16,239                        | 15,103                  | 15,102                       |
| 90 - Utility Charges                                     | 169,419                       | 169,419                       | 75,146                  | 182,859                      |
| 70 - Depreciation  | 1,444,206                     | 1,444,206                     | 844,123                 | 1,447,508                    |
| 230 - Allocations  | 50,030                        | 50,030                        | 36,303                  | 52,657                       |
| <b>3210 - Parks - Operating Total</b>                    | <b>3,459,598</b>              | <b>3,459,598</b>              | <b>2,019,132</b>        | <b>3,479,830</b>             |
| <b>7210 - Parks - Capital</b>                            |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                    | (307,283)                     | (307,283)                     | (87,654)                | (347,283)                    |
| 220 - Purchase of Assets                                 | -                             | -                             | 6,454                   | 81,454                       |
| 225 - Proceeds from Disposals                            | -                             | -                             | -                       | (12,500)                     |
| 45 - Employment Expenses                                 | -                             | -                             | 5,781                   | -                            |
| 50 - Material & Contracts                                | 651,886                       | 651,886                       | 129,965                 | 744,901                      |
| <b>7210 - Parks - Capital Total</b>                      | <b>344,603</b>                | <b>344,603</b>                | <b>54,546</b>           | <b>466,572</b>               |
| <b>Public Halls</b>                                      |                               |                               |                         |                              |
| <b>3290 - Public Halls - Operating</b>                   |                               |                               |                         |                              |
| 20 - Reimbursements                                      | (14,000)                      | (14,000)                      | (15,023)                | (15,074)                     |
| 45 - Employment Expenses                                 | 30,967                        | 30,967                        | 10,573                  | 50,967                       |
| 50 - Material & Contracts                                | 275,096                       | 275,096                       | 61,825                  | 224,129                      |
| 85 - Insurance   | 31,329                        | 31,329                        | 29,136                  | 29,137                       |
| 90 - Utility Charges                                     | 4,700                         | 4,700                         | 4,042                   | 4,400                        |
| 70 - Depreciation  | 250,507                       | 250,507                       | 130,247                 | 223,280                      |
| 35 - Reserve Transfers into Muni                         | (137,500)                     | (137,500)                     | -                       | (137,500)                    |
| 230 - Allocations  | 69,743                        | 69,743                        | 60,056                  | 74,409                       |
| <b>3290 - Public Halls - Operating Total</b>             | <b>510,842</b>                | <b>510,842</b>                | <b>280,856</b>          | <b>453,748</b>               |
| <b>7290 - Public Halls - Capital</b>                     |                               |                               |                         |                              |
| 50 - Material & Contracts                                | 120,000                       | 120,000                       | 30,224                  | 105,224                      |
| <b>7290 - Public Halls - Capital Total</b>               | <b>120,000</b>                | <b>120,000</b>                | <b>30,224</b>           | <b>105,224</b>               |

|   | 2025-26 ORIGINAL BUDGET | CURRENT APPROVED BUDGET | ACTUALS YEAR TO DATE | 2025-26 REVISED BUDGET |
|---|-------------------------|-------------------------|----------------------|------------------------|
| <b>Self Supporting Loans</b>                                    |                         |                         |                      |                        |
| <b>4900 - Self Supporting Loans - Operating</b>                 |                         |                         |                      |                        |
| 20 - Reimbursements   | (47,477)                | (47,477)                | (31,528)             | (47,477)               |
| 65 - Interest Expense   | 47,477                  | 47,477                  | 26,494               | 47,477                 |
| <b>4900 - Self Supporting Loans - Operating Total</b>           | -                       | -                       | (5,034)              | -                      |
| <b>8900 - Self Supporting Loans - Capital</b>                   |                         |                         |                      |                        |
| 215 - Repayment of Debentures                                   | 107,724                 | 107,724                 | 69,542               | 107,724                |
| 217 - Advances to Community Groups                              | 300,000                 | 300,000                 | -                    | 300,000                |
| 218 - Proceeds from New Debentures                              | (300,000)               | (300,000)               | -                    | (300,000)              |
| 219 - Self Supporting Loan Principle Rcvd                       | (107,724)               | (107,724)               | (75,204)             | (107,724)              |
| <b>8900 - Self Supporting Loans - Capital Total</b>             | -                       | -                       | (5,662)              | -                      |
| <b>Sport and Recreation Management</b>                          |                         |                         |                      |                        |
| <b>3260 - Sport and Recreation Management - Operating</b>       |                         |                         |                      |                        |
| 10 - Fees & Charges   | (1,500)                 | (1,500)                 | (1,191)              | (1,500)                |
| 20 - Reimbursements   | (1,000)                 | (1,000)                 | -                    | (1,000)                |
| 50 - Material & Contracts                                       | 4,500                   | 4,500                   | 69                   | 4,500                  |
| 90 - Utility Charges  | 1,800                   | 1,800                   | 737                  | 1,800                  |
| 230 - Allocations   | 14,503                  | 14,503                  | 8,485                | 14,484                 |
| <b>3260 - Sport and Recreation Management - Operating Total</b> | <b>18,303</b>           | <b>18,303</b>           | <b>8,099</b>         | <b>18,284</b>          |
| <b>Sporting Complexes</b>                                       |                         |                         |                      |                        |
| <b>3240 - Sporting Complexes - Operating</b>                    |                         |                         |                      |                        |
| 10 - Fees & Charges   | (145,000)               | (145,000)               | (87,990)             | (153,000)              |
| 20 - Reimbursements   | (4,500)                 | (4,500)                 | (3,102)              | (4,500)                |
| 45 - Employment Expenses  | 177,132                 | 177,132                 | 108,967              | 176,889                |
| 50 - Material & Contracts                                       | 196,527                 | 196,527                 | 130,513              | 193,027                |
| 85 - Insurance  | 37,669                  | 37,669                  | 35,032               | 35,032                 |
| 90 - Utility Charges  | 56,100                  | 56,100                  | 32,527               | 56,100                 |
| 70 - Depreciation   | 408,990                 | 408,990                 | 145,768              | 249,888                |
| 35 - Reserve Transfers into Muni                                | (1,000)                 | (1,000)                 | -                    | (1,000)                |
| 230 - Allocations   | 63,378                  | 63,378                  | 51,001               | 67,471                 |
| <b>3240 - Sporting Complexes - Operating Total</b>              | <b>789,296</b>          | <b>789,296</b>          | <b>412,716</b>       | <b>619,907</b>         |
| <b>3241 - Overflow Camping - Operating</b>                      |                         |                         |                      |                        |
| 10 - Fees & Charges   | (400,000)               | (400,000)               | (313,501)            | (420,000)              |
| 45 - Employment Expenses  | 125,753                 | 125,753                 | 65,791               | 85,299                 |
| 50 - Material & Contracts                                       | 221,000                 | 221,000                 | 106,581              | 178,500                |
| <b>3241 - Overflow Camping - Operating Total</b>                | <b>(53,247)</b>         | <b>(53,247)</b>         | <b>(141,129)</b>     | <b>(156,201)</b>       |
| <b>7240 - Sporting Complexes - Capital</b>                      |                         |                         |                      |                        |
| 218 - Proceeds from New Debentures                              | (2,434,907)             | (2,434,907)             | -                    | (2,434,907)            |
| 80 - Non-Operating Grants & Subsidies                           | (3,091,508)             | (3,091,508)             | (1,368,363)          | (3,128,983)            |
| 220 - Purchase of Assets  | 10,000                  | 10,000                  | -                    | 10,000                 |
| 45 - Employment Expenses  | -                       | -                       | 2,642                | -                      |
| 50 - Material & Contracts                                       | 6,819,641               | 6,819,641               | 5,261,992            | 6,819,641              |
| 35 - Reserve Transfers into Muni                                | (906,097)               | (906,097)               | (906,097)            | (906,097)              |
| <b>7240 - Sporting Complexes - Capital Total</b>                | <b>397,129</b>          | <b>397,129</b>          | <b>2,990,174</b>     | <b>359,654</b>         |
| <b>Sporting Grounds</b>   |                         |                         |                      |                        |
| <b>3230 - Sporting Grounds - Operating</b>                      |                         |                         |                      |                        |
| 10 - Fees & Charges   | (57,000)                | (57,000)                | (15,745)             | (57,000)               |
| 20 - Reimbursements   | (1,025,000)             | (1,025,000)             | (16,488)             | (1,009,923)            |
| 45 - Employment Expenses  | 255,612                 | 255,612                 | 196,950              | 255,612                |
| 50 - Material & Contracts                                       | 1,594,765               | 1,594,765               | 238,827              | 1,594,765              |
| 85 - Insurance  | 3,366                   | 3,366                   | 3,131                | 3,132                  |
| 90 - Utility Charges  | 125,582                 | 125,582                 | 58,657               | 125,332                |
| 230 - Allocations   | 49,546                  | 49,546                  | 35,383               | 51,340                 |
| <b>3230 - Sporting Grounds - Operating Total</b>                | <b>946,871</b>          | <b>946,871</b>          | <b>500,715</b>       | <b>963,258</b>         |
| <b>7230 - Sporting Grounds - Capital</b>                        |                         |                         |                      |                        |
| 45 - Employment Expenses  | -                       | -                       | 16,564               | -                      |
| 50 - Material & Contracts                                       | 257,091                 | 257,091                 | 77,048               | 257,091                |
| 35 - Reserve Transfers into Muni                                | (22,500)                | (22,500)                | -                    | (22,500)               |
| <b>7230 - Sporting Grounds - Capital Total</b>                  | <b>234,591</b>          | <b>234,591</b>          | <b>93,612</b>        | <b>234,591</b>         |
| <b>Television &amp; Radio</b>                                   |                         |                         |                      |                        |
| <b>3270 - Television &amp; Radio - Operating</b>                |                         |                         |                      |                        |
| 50 - Material & Contracts                                       | 7,550                   | 7,550                   | 2,731                | 7,550                  |
| 85 - Insurance  | 314                     | 314                     | 293                  | 293                    |
| 90 - Utility Charges  | 13,000                  | 13,000                  | 5,312                | 13,000                 |
| 230 - Allocations   | 5,125                   | 5,125                   | 3,047                | 5,086                  |
| <b>3270 - Television &amp; Radio - Operating Total</b>          | <b>25,989</b>           | <b>25,989</b>           | <b>11,382</b>        | <b>25,929</b>          |
| <b>7270 - Television &amp; Radio - Capital</b>                  |                         |                         |                      |                        |
| 50 - Material & Contracts                                       | 160,000                 | 160,000                 | -                    | 160,000                |
| 35 - Reserve Transfers into Muni                                | (160,000)               | (160,000)               | -                    | (160,000)              |
| <b>7270 - Television &amp; Radio - Capital Total</b>            | -                       | -                       | -                    | -                      |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Water Supply</b>                                  |                               |                               |                         |                              |
| <b>3250 - Water Supply - Operating</b>               |                               |                               |                         |                              |
| 10 - Fees & Charges                                  | (172,000)                     | (172,000)                     | (60,026)                | (172,000)                    |
| 45 - Employment Expenses                             | 135,156                       | 135,156                       | 84,989                  | 135,156                      |
| 50 - Material & Contracts                            | 105,200                       | 105,200                       | 30,793                  | 105,200                      |
| 85 - Insurance                                       | 1,339                         | 1,339                         | 1,245                   | 1,245                        |
| 90 - Utility Charges                                 | 17,400                        | 17,400                        | 5,557                   | 17,400                       |
| 230 - Allocations                                    | 22,952                        | 22,952                        | 13,000                  | 23,993                       |
| <b>3250 - Water Supply - Operating Total</b>         | <b>110,047</b>                | <b>110,047</b>                | <b>75,559</b>           | <b>110,994</b>               |
| <b>7250 - Water Supply - Capital</b>                 |                               |                               |                         |                              |
| 50 - Material & Contracts                            | 153,000                       | 153,000                       | -                       | -                            |
| <b>7250 - Water Supply - Capital Total</b>           | <b>153,000</b>                | <b>153,000</b>                | <b>-</b>                | <b>-</b>                     |
| <b>11 - Recreation &amp; Culture Total</b>           | <b>14,809,483</b>             | <b>14,824,080</b>             | <b>9,241,039</b>        | <b>14,404,126</b>            |
| <b>12 - Transport</b>                                |                               |                               |                         |                              |
| <b>Esperance Airport</b>                             |                               |                               |                         |                              |
| <b>3510 - Esperance Airport - Operating</b>          |                               |                               |                         |                              |
| 10 - Fees & Charges                                  | (1,678,926)                   | (1,678,926)                   | (1,063,862)             | (1,678,300)                  |
| 15 - Operating Grants & Subsidies                    | -                             | -                             | (8,756)                 | -                            |
| 17 - Contributions & Donations Operating             | (8,756)                       | (8,756)                       | -                       | (8,756)                      |
| 20 - Reimbursements                                  | (9,000)                       | (9,000)                       | (9,823)                 | (14,871)                     |
| 45 - Employment Expenses                             | 481,395                       | 481,395                       | 337,531                 | 519,090                      |
| 50 - Material & Contracts                            | 492,299                       | 492,299                       | 165,556                 | 481,963                      |
| 85 - Insurance                                       | 13,070                        | 13,070                        | 12,155                  | 12,155                       |
| 90 - Utility Charges                                 | 57,500                        | 57,500                        | 31,418                  | 57,500                       |
| 70 - Depreciation                                    | 532,542                       | 532,542                       | 308,134                 | 532,873                      |
| 35 - Reserve Transfers into Muni                     | (490,486)                     | (490,486)                     | (41,037)                | (480,486)                    |
| 230 - Allocations                                    | 126,275                       | 126,275                       | 83,190                  | 134,809                      |
| <b>3510 - Esperance Airport - Operating Total</b>    | <b>(484,087)</b>              | <b>(484,087)</b>              | <b>(185,494)</b>        | <b>(444,023)</b>             |
| <b>7510 - Esperance Airport - Capital</b>            |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                | -                             | (169,571)                     | (50,871)                | (169,571)                    |
| 220 - Purchase of Assets                             | 6,000                         | 345,142                       | -                       | 345,142                      |
| 45 - Employment Expenses                             | -                             | -                             | 2,831                   | -                            |
| 50 - Material & Contracts                            | 351,974                       | 351,974                       | 87,393                  | 401,974                      |
| 35 - Reserve Transfers into Muni                     | (357,974)                     | (527,545)                     | (73,163)                | (577,545)                    |
| <b>7510 - Esperance Airport - Capital Total</b>      | <b>-</b>                      | <b>-</b>                      | <b>(33,811)</b>         | <b>-</b>                     |
| <b>Licensing Department</b>                          |                               |                               |                         |                              |
| <b>3880 - Licensing Department - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges                                  | (300,000)                     | (300,000)                     | (194,176)               | (300,000)                    |
| 20 - Reimbursements                                  | (1,000)                       | (1,000)                       | (1,834)                 | (2,000)                      |
| 45 - Employment Expenses                             | 279,664                       | 279,664                       | 178,959                 | 289,447                      |
| 50 - Material & Contracts                            | 6,230                         | 6,230                         | 17,086                  | 23,430                       |
| 230 - Allocations                                    | 160,552                       | 160,552                       | 93,104                  | 160,899                      |
| <b>3880 - Licensing Department - Operating Total</b> | <b>145,446</b>                | <b>145,446</b>                | <b>93,139</b>           | <b>171,776</b>               |
| <b>Road Making Plant</b>                             |                               |                               |                         |                              |
| <b>3540 - Road Making Plant - Operating</b>          |                               |                               |                         |                              |
| 20 - Reimbursements                                  | (250)                         | (250)                         | (578)                   | (600)                        |
| 50 - Material & Contracts                            | 44,000                        | 44,000                        | 15,417                  | 44,000                       |
| 40 - Profit on Asset Disposals                       | (52,307)                      | (52,307)                      | -                       | (52,307)                     |
| 70 - Depreciation                                    | 263,780                       | 263,780                       | 118,467                 | 247,102                      |
| 75 - Loss on Asset Disposals                         | 75,216                        | 75,216                        | -                       | 75,216                       |
| <b>3540 - Road Making Plant - Operating Total</b>    | <b>330,439</b>                | <b>330,439</b>                | <b>133,306</b>          | <b>313,411</b>               |
| <b>7540 - Road Making Plant - Capital</b>            |                               |                               |                         |                              |
| 220 - Purchase of Assets                             | 1,981,686                     | 1,981,686                     | 1,160,322               | 1,981,686                    |
| 225 - Proceeds from Disposals                        | (562,500)                     | (562,500)                     | (34,626)                | (562,500)                    |
| 35 - Reserve Transfers into Muni                     | (80,186)                      | (80,186)                      | (44,753)                | (80,186)                     |
| <b>7540 - Road Making Plant - Capital Total</b>      | <b>1,339,000</b>              | <b>1,339,000</b>              | <b>1,080,943</b>        | <b>1,339,000</b>             |
| <b>Roads &amp; Streets</b>                           |                               |                               |                         |                              |
| <b>3930 - Road &amp; Street - Operating</b>          |                               |                               |                         |                              |
| 15 - Operating Grants & Subsidies                    | (8,000)                       | (8,000)                       | -                       | (8,000)                      |
| 20 - Reimbursements                                  | (2,000)                       | (2,000)                       | -                       | (2,000)                      |
| 45 - Employment Expenses                             | 2,759,030                     | 2,759,030                     | 1,759,516               | 2,759,030                    |
| 50 - Material & Contracts                            | 3,512,133                     | 3,512,133                     | 2,631,879               | 4,144,133                    |
| 90 - Utility Charges                                 | 434,990                       | 434,990                       | 228,789                 | 433,290                      |
| 70 - Depreciation                                    | 15,429,645                    | 15,429,645                    | 9,732,137               | 16,683,664                   |
| <b>3930 - Road &amp; Street - Operating Total</b>    | <b>22,125,798</b>             | <b>22,125,798</b>             | <b>14,352,321</b>       | <b>24,010,117</b>            |
| <b>7930 - Road &amp; Street - Capital</b>            |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                | (11,004,058)                  | (11,004,058)                  | (6,251,655)             | (11,909,458)                 |
| 45 - Employment Expenses                             | 6,144,344                     | 6,144,344                     | 2,678,651               | 5,829,530                    |
| 50 - Material & Contracts                            | 13,368,836                    | 13,368,836                    | 6,651,424               | 14,062,039                   |
| <b>7930 - Road &amp; Street - Capital Total</b>      | <b>8,509,122</b>              | <b>8,509,122</b>              | <b>3,078,420</b>        | <b>7,982,111</b>             |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Rural Depots &amp; Housing</b>                          |                               |                               |                         |                              |
| <b>3570 - Rural Depots &amp; Housing - Operating</b>       |                               |                               |                         |                              |
| 20 - Reimbursements  | (2,000)                       | (2,000)                       | (416)                   | (2,000)                      |
| 45 - Employment Expenses                                   | 1,500                         | 1,500                         | 895                     | 1,500                        |
| 50 - Material & Contracts                                  | 85,658                        | 85,658                        | 20,471                  | 87,658                       |
| 85 - Insurance   | 6,018                         | 6,018                         | 5,598                   | 5,597                        |
| 90 - Utility Charges                                       | 20,320                        | 20,320                        | 10,267                  | 20,320                       |
| 70 - Depreciation  | 57,326                        | 57,326                        | 36,906                  | 63,268                       |
| <b>3570 - Rural Depots &amp; Housing - Operating Total</b> | <b>168,822</b>                | <b>168,822</b>                | <b>73,722</b>           | <b>176,343</b>               |
| <b>7570 - Rural Depots &amp; Housing - Capital</b>         |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                      | -                             | (98,816)                      | (29,645)                | (98,816)                     |
| 220 - Purchase of Assets                                   | -                             | 197,634                       | -                       | 197,634                      |
| 50 - Material & Contracts                                  | 35,000                        | 35,000                        | -                       | 35,000                       |
| 35 - Reserve Transfers into Muni                           | -                             | (98,818)                      | -                       | (98,818)                     |
| <b>7570 - Rural Depots &amp; Housing - Capital Total</b>   | <b>35,000</b>                 | <b>35,000</b>                 | <b>(29,645)</b>         | <b>35,000</b>                |
| <b>12 - Transport Total</b>                                | <b>32,169,540</b>             | <b>32,169,540</b>             | <b>18,562,900</b>       | <b>33,583,735</b>            |
| <b>13 - Economic Services</b>                              |                               |                               |                         |                              |
| <b>Building Services</b>                                   |                               |                               |                         |                              |
| <b>4020 - Building Services - Operating</b>                |                               |                               |                         |                              |
| 10 - Fees & Charges  | (145,558)                     | (145,558)                     | (88,201)                | (147,722)                    |
| 17 - Contributions & Donations Operating                   | (28,000)                      | (28,000)                      | (21,330)                | (29,270)                     |
| 45 - Employment Expenses                                   | 519,926                       | 519,926                       | 324,415                 | 525,317                      |
| 50 - Material & Contracts                                  | 23,550                        | 23,550                        | 5,250                   | 21,080                       |
| 70 - Depreciation  | 11,701                        | 11,701                        | 6,826                   | 11,701                       |
| 230 - Allocations  | 289,630                       | 289,630                       | 173,854                 | 300,203                      |
| <b>4020 - Building Services - Operating Total</b>          | <b>671,249</b>                | <b>671,249</b>                | <b>400,814</b>          | <b>681,309</b>               |
| <b>Caravan Park</b>  |                               |                               |                         |                              |
| <b>4210 - Shire Caravan Park - Operating</b>               |                               |                               |                         |                              |
| 10 - Fees & Charges  | (400,000)                     | (400,000)                     | (206,640)               | (400,000)                    |
| 230 - Allocations  | 13,316                        | 13,316                        | 7,857                   | 13,274                       |
| <b>4210 - Shire Caravan Park - Operating Total</b>         | <b>(386,684)</b>              | <b>(386,684)</b>              | <b>(198,783)</b>        | <b>(386,726)</b>             |
| <b>Economic Development</b>                                |                               |                               |                         |                              |
| <b>4170 - Economic Development - Operating</b>             |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                   | -                             | -                             | (5,000)                 | (5,000)                      |
| 45 - Employment Expenses                                   | 107,140                       | 107,140                       | 61,790                  | 105,408                      |
| 50 - Material & Contracts                                  | 16,800                        | 16,800                        | 16,319                  | 40,500                       |
| 70 - Depreciation  | 4,335                         | 4,335                         | 3,502                   | 6,003                        |
| 35 - Reserve Transfers into Muni                           | (7,500)                       | (7,500)                       | (7,000)                 | (7,500)                      |
| 230 - Allocations  | 238,369                       | 238,369                       | 141,343                 | 243,766                      |
| <b>4170 - Economic Development - Operating Total</b>       | <b>359,144</b>                | <b>359,144</b>                | <b>210,954</b>          | <b>383,177</b>               |
| <b>Esperance Visitor Centre</b>                            |                               |                               |                         |                              |
| <b>3920 - Esperance Visitor Centre - Operating</b>         |                               |                               |                         |                              |
| 10 - Fees & Charges  | (193,000)                     | (193,000)                     | (119,904)               | (195,000)                    |
| 45 - Employment Expenses                                   | 354,640                       | 354,640                       | 241,722                 | 363,759                      |
| 50 - Material & Contracts                                  | 231,850                       | 231,850                       | 98,702                  | 227,700                      |
| 85 - Insurance   | 678                           | 678                           | 630                     | 630                          |
| 90 - Utility Charges                                       | 5,000                         | 5,000                         | 1,976                   | 5,000                        |
| 70 - Depreciation  | 4,857                         | 4,857                         | 1,944                   | 3,333                        |
| 35 - Reserve Transfers into Muni                           | (66,900)                      | (66,900)                      | -                       | (66,900)                     |
| 230 - Allocations  | 140,478                       | 140,478                       | 80,984                  | 148,901                      |
| <b>3920 - Esperance Visitor Centre - Operating Total</b>   | <b>477,603</b>                | <b>477,603</b>                | <b>306,055</b>          | <b>487,423</b>               |
| <b>7920 - Esperance Visitor Centre - Capital</b>           |                               |                               |                         |                              |
| 50 - Material & Contracts                                  | 10,000                        | 10,000                        | -                       | 10,000                       |
| <b>7920 - Esperance Visitor Centre - Capital Total</b>     | <b>10,000</b>                 | <b>10,000</b>                 | <b>-</b>                | <b>10,000</b>                |
| <b>Rural Services</b>                                      |                               |                               |                         |                              |
| <b>3350 - Rural Services - Operating</b>                   |                               |                               |                         |                              |
| 15 - Operating Grants & Subsidies                          | (99,554)                      | (99,554)                      | -                       | (99,554)                     |
| 17 - Contributions & Donations Operating                   | (220,000)                     | (220,000)                     | (110,077)               | (220,000)                    |
| 20 - Reimbursements  | (300,000)                     | (300,000)                     | -                       | (300,000)                    |
| 45 - Employment Expenses                                   | 17,000                        | 17,000                        | 1,733                   | 17,000                       |
| 50 - Material & Contracts                                  | 786,595                       | 786,595                       | 111,314                 | 786,595                      |
| 90 - Utility Charges                                       | 500                           | 500                           | 177                     | 500                          |
| 35 - Reserve Transfers into Muni                           | (153,041)                     | (153,041)                     | (153,041)               | (153,041)                    |
| 230 - Allocations  | 37,095                        | 37,095                        | 21,876                  | 36,943                       |
| <b>3350 - Rural Services - Operating Total</b>             | <b>68,595</b>                 | <b>68,595</b>                 | <b>(128,018)</b>        | <b>68,443</b>                |
| <b>7350 - Rural Services - Capital</b>                     |                               |                               |                         |                              |
| 50 - Material & Contracts                                  | -                             | -                             | 371                     | -                            |
| <b>7350 - Rural Services - Capital Total</b>               | <b>-</b>                      | <b>-</b>                      | <b>371</b>              | <b>-</b>                     |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Shire Building Management</b>                                 |                               |                               |                         |                              |
| <b>4030 - Shire Building Management - Operating</b>              |                               |                               |                         |                              |
| 20 - Reimbursements  | -                             | -                             | (643)                   | -                            |
| 45 - Employment Expenses   | (8,720)                       | (8,720)                       | 1,452                   | (8,720)                      |
| 50 - Material & Contracts  | 15,200                        | 15,200                        | 16,267                  | 15,200                       |
| 40 - Profit on Asset Disposals                                   | (6,480)                       | (6,480)                       | -                       | (6,480)                      |
| <b>4030 - Shire Building Management - Operating Total</b>        | <b>-</b>                      | <b>-</b>                      | <b>17,076</b>           | <b>-</b>                     |
| <b>8030 - Shire Building Management - Capital</b>                |                               |                               |                         |                              |
| 220 - Purchase of Assets   | 65,000                        | 65,000                        | -                       | 65,000                       |
| 225 - Proceeds from Disposals                                    | (25,000)                      | (25,000)                      | -                       | (25,000)                     |
| <b>8030 - Shire Building Management - Capital Total</b>          | <b>40,000</b>                 | <b>40,000</b>                 | <b>-</b>                | <b>40,000</b>                |
| <b>Tourism &amp; Area Promotion</b>                              |                               |                               |                         |                              |
| <b>3900 - Tourism &amp; Area Promotion - Operating</b>           |                               |                               |                         |                              |
| 20 - Reimbursements  | (13,000)                      | (13,000)                      | (3,493)                 | (13,000)                     |
| 45 - Employment Expenses   | 69,911                        | 69,911                        | 46,003                  | 69,911                       |
| 50 - Material & Contracts  | 311,682                       | 311,682                       | 122,637                 | 311,682                      |
| 85 - Insurance   | 301                           | 301                           | 280                     | 280                          |
| 90 - Utility Charges   | 11,000                        | 11,000                        | 6,191                   | 11,000                       |
| 70 - Depreciation  | 19,451                        | 19,451                        | 11,609                  | 20,148                       |
| 35 - Reserve Transfers into Muni                                 | (31,250)                      | (31,250)                      | -                       | (31,250)                     |
| 230 - Allocations  | 96,432                        | 96,432                        | 54,361                  | 94,711                       |
| <b>3900 - Tourism &amp; Area Promotion - Operating Total</b>     | <b>464,527</b>                | <b>464,527</b>                | <b>237,588</b>          | <b>463,482</b>               |
| <b>13 - Economic Services Total</b>                              | <b>1,704,434</b>              | <b>1,704,434</b>              | <b>846,057</b>          | <b>1,747,108</b>             |
| <b>14 - Other Property &amp; Services</b>                        |                               |                               |                         |                              |
| <b>Asset Management</b>  |                               |                               |                         |                              |
| <b>3200 - Asset Management - Operating</b>                       |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                         | -                             | -                             | (2,746)                 | (16,120)                     |
| 20 - Reimbursements  | (4,000)                       | (4,000)                       | (4,428)                 | (5,000)                      |
| 45 - Employment Expenses   | 923,995                       | 923,995                       | 450,351                 | 960,882                      |
| 50 - Material & Contracts  | 239,300                       | 239,300                       | 102,976                 | 235,300                      |
| 70 - Depreciation  | 126,775                       | 126,775                       | 51,026                  | 108,972                      |
| 230 - Allocations  | 400,069                       | 400,069                       | 234,699                 | 410,224                      |
| <b>3200 - Asset Management - Operating Total</b>                 | <b>1,686,139</b>              | <b>1,686,139</b>              | <b>831,879</b>          | <b>1,694,258</b>             |
| <b>Asset Management Planning</b>                                 |                               |                               |                         |                              |
| <b>3470 - Asset Planning &amp; Development - Operating</b>       |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                         | (30,160)                      | (30,160)                      | (43)                    | (43)                         |
| 20 - Reimbursements  | -                             | -                             | (13,750)                | (13,750)                     |
| 45 - Employment Expenses   | 898,298                       | 898,298                       | 612,642                 | 869,396                      |
| 50 - Material & Contracts  | 46,500                        | 46,500                        | 10,803                  | 43,500                       |
| 70 - Depreciation  | 6,117                         | 6,117                         | -                       | 6,117                        |
| 230 - Allocations  | 180,488                       | 180,488                       | 87,978                  | 150,991                      |
| <b>3470 - Asset Planning &amp; Development - Operating Total</b> | <b>1,101,243</b>              | <b>1,101,243</b>              | <b>697,629</b>          | <b>1,056,211</b>             |
| <b>Depot, Store &amp; Office</b>                                 |                               |                               |                         |                              |
| <b>3580 - Depot, Store &amp; Office - Operating</b>              |                               |                               |                         |                              |
| 10 - Fees & Charges  | (1,500)                       | (1,500)                       | (82)                    | (1,500)                      |
| 45 - Employment Expenses   | 452,435                       | 452,435                       | 302,873                 | 468,849                      |
| 50 - Material & Contracts  | 266,793                       | 266,793                       | 167,996                 | 251,322                      |
| 85 - Insurance   | 11,462                        | 11,462                        | 10,660                  | 10,660                       |
| 90 - Utility Charges   | 45,000                        | 45,000                        | 23,285                  | 45,000                       |
| 70 - Depreciation  | 91,600                        | 91,600                        | 54,366                  | 115,929                      |
| 35 - Reserve Transfers into Muni                                 | (57,500)                      | (57,500)                      | -                       | (57,500)                     |
| <b>3580 - Depot, Store &amp; Office - Operating Total</b>        | <b>808,290</b>                | <b>808,290</b>                | <b>559,098</b>          | <b>832,760</b>               |
| <b>7580 - Depot, Store &amp; Office - Capital</b>                |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                            | -                             | (82,962)                      | (24,889)                | (82,962)                     |
| 220 - Purchase of Assets   | 35,000                        | 200,924                       | -                       | 200,924                      |
| 45 - Employment Expenses   | -                             | -                             | 337                     | -                            |
| 50 - Material & Contracts  | 78,000                        | 78,000                        | 129,110                 | 204,381                      |
| 35 - Reserve Transfers into Muni                                 | -                             | (82,962)                      | -                       | (209,343)                    |
| <b>7580 - Depot, Store &amp; Office - Capital Total</b>          | <b>113,000</b>                | <b>113,000</b>                | <b>104,559</b>          | <b>113,000</b>               |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Flinders Development</b>  |                               |                               |                         |                              |
| <b>4180 - Flinders Development - Operating</b>                         |                               |                               |                         |                              |
| 20 - Reimbursements  | -                             | -                             | (1,133)                 | (1,133)                      |
| 50 - Material & Contracts  | 61,470                        | 61,470                        | 72                      | 81,470                       |
| 40 - Profit on Asset Disposals   | (88,540)                      | (88,540)                      | -                       | (88,540)                     |
| 35 - Reserve Transfers into Muni                                       | (59,470)                      | (59,470)                      | -                       | (79,470)                     |
| 230 - Allocations  | 10,104                        | 10,104                        | 6,010                   | 10,025                       |
| <b>4180 - Flinders Development - Operating Total</b>                   | <b>(76,436)</b>               | <b>(76,436)</b>               | <b>4,949</b>            | <b>(77,648)</b>              |
| <b>8180 - Flinders Development - Capital</b>                           |                               |                               |                         |                              |
| 225 - Proceeds from Disposals  | (600,000)                     | (600,000)                     | (673,847)               | (600,000)                    |
| 45 - Employment Expenses   | -                             | -                             | 912                     | -                            |
| 50 - Material & Contracts  | 1,000,000                     | 1,000,000                     | 36,859                  | 1,000,000                    |
| 35 - Reserve Transfers into Muni                                       | (1,000,000)                   | (1,000,000)                   | (37,771)                | (1,000,000)                  |
| <b>8180 - Flinders Development - Capital Total</b>                     | <b>(600,000)</b>              | <b>(600,000)</b>              | <b>(673,847)</b>        | <b>(600,000)</b>             |
| <b>Industrial Park Development</b>                                     |                               |                               |                         |                              |
| <b>4190 - Shark Lake Industrial Park Development - Operating</b>       |                               |                               |                         |                              |
| 10 - Fees & Charges  | -                             | -                             | (4,469)                 | (5,952)                      |
| 17 - Contributions & Donations Operating                               | (10,000)                      | (10,000)                      | (10,000)                | (10,000)                     |
| 50 - Material & Contracts  | 7,000                         | 7,000                         | -                       | 7,000                        |
| 65 - Interest Expense  | 28,812                        | 28,812                        | 14,560                  | 28,812                       |
| 230 - Allocations  | 12,929                        | 12,929                        | 11,180                  | 13,500                       |
| <b>4190 - Shark Lake Industrial Park Development - Operating Total</b> | <b>38,741</b>                 | <b>38,741</b>                 | <b>11,271</b>           | <b>33,360</b>                |
| <b>8190 - Shark Lake Industrial Park Development - Capital</b>         |                               |                               |                         |                              |
| 215 - Repayment of Debentures  | 59,939                        | 59,939                        | 29,635                  | 59,939                       |
| <b>8190 - Shark Lake Industrial Park Development - Capital Total</b>   | <b>59,939</b>                 | <b>59,939</b>                 | <b>29,635</b>           | <b>59,939</b>                |
| <b>Other Properties &amp; Services</b>                                 |                               |                               |                         |                              |
| <b>3490 - Other Properties &amp; Services - Operating</b>              |                               |                               |                         |                              |
| 10 - Fees & Charges  | (169,000)                     | (169,000)                     | (65,569)                | (151,060)                    |
| 20 - Reimbursements  | -                             | -                             | (15,357)                | (15,189)                     |
| 45 - Employment Expenses   | 575                           | 575                           | 3,196                   | 1,011                        |
| 50 - Material & Contracts  | 41,301                        | 41,301                        | 40,415                  | 66,132                       |
| 85 - Insurance   | 17,136                        | 17,136                        | 18,632                  | 18,632                       |
| 90 - Utility Charges   | 2,940                         | 2,940                         | 8,970                   | 5,910                        |
| 70 - Depreciation  | 27,339                        | 27,339                        | 37,742                  | 64,712                       |
| 230 - Allocations  | 58,574                        | 58,574                        | 54,271                  | 62,249                       |
| <b>3490 - Other Properties &amp; Services - Operating Total</b>        | <b>(21,135)</b>               | <b>(21,135)</b>               | <b>82,301</b>           | <b>52,397</b>                |
| <b>7490 - Other Properties &amp; Services - Capital</b>                |                               |                               |                         |                              |
| 80 - Non-Operating Grants & Subsidies                                  | (2,000,000)                   | (2,000,000)                   | -                       | (2,000,000)                  |
| 220 - Purchase of Assets   | -                             | -                             | 11,396                  | -                            |
| 50 - Material & Contracts  | 2,526,558                     | 2,526,558                     | 22,276                  | 2,526,558                    |
| 35 - Reserve Transfers into Muni                                       | (526,558)                     | (526,558)                     | (25,618)                | (526,558)                    |
| <b>7490 - Other Properties &amp; Services - Capital Total</b>          | <b>-</b>                      | <b>-</b>                      | <b>8,054</b>            | <b>-</b>                     |

|  | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|--|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>Outside Works</b>                                     |                               |                               |                         |                              |
| <b>3590 - Outside Works - Operating</b>                  |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                 | (21,840)                      | (21,840)                      | -                       | -                            |
| 20 - Reimbursements                                      | (85,000)                      | (85,000)                      | (63,977)                | (85,000)                     |
| 45 - Employment Expenses                                 | (2,140,082)                   | (2,140,082)                   | (1,335,436)             | (2,154,373)                  |
| 50 - Material & Contracts                                | (1,123,963)                   | (1,123,963)                   | (630,470)               | (1,285,102)                  |
| 60 - Other Expenditure                                   | -                             | -                             | 2,049                   | -                            |
| 230 - Allocations  | 397,464                       | 397,464                       | 245,672                 | 412,852                      |
| <b>3590 - Outside Works - Operating Total</b>            | <b>(2,973,421)</b>            | <b>(2,973,421)</b>            | <b>(1,782,162)</b>      | <b>(3,111,623)</b>           |
| <b>7590 - Outside Works - Capital</b>                    |                               |                               |                         |                              |
| 220 - Purchase of Assets                                 | -                             | -                             | 6,454                   | 6,454                        |
| <b>7590 - Outside Works - Capital Total</b>              | <b>-</b>                      | <b>-</b>                      | <b>6,454</b>            | <b>6,454</b>                 |
| <b>Plant &amp; Vehicle Operations</b>                    |                               |                               |                         |                              |
| <b>3550 - Plant &amp; Vehicles - Operating</b>           |                               |                               |                         |                              |
| 10 - Fees & Charges                                      | (2,000)                       | (2,000)                       | (227)                   | (2,000)                      |
| 17 - Contributions & Donations Operating                 | (240,000)                     | (240,000)                     | (152,686)               | (240,000)                    |
| 20 - Reimbursements                                      | (10,000)                      | (10,000)                      | (8,975)                 | (10,000)                     |
| 45 - Employment Expenses                                 | 683,892                       | 683,892                       | 282,758                 | 684,458                      |
| 50 - Material & Contracts                                | 60,703                        | 60,703                        | 157,043                 | 71,479                       |
| 85 - Insurance   | 215,000                       | 215,000                       | 193,490                 | 193,589                      |
| 70 - Depreciation  | 37,118                        | 37,118                        | 7,331                   | 18,685                       |
| 230 - Allocations  | (744,713)                     | (744,713)                     | (506,763)               | (716,211)                    |
| <b>3550 - Plant &amp; Vehicles - Operating Total</b>     | <b>-</b>                      | <b>-</b>                      | <b>(28,029)</b>         | <b>-</b>                     |
| <b>Plant Depreciation</b>                                |                               |                               |                         |                              |
| <b>3560 - Plant Depreciation - Operating</b>             |                               |                               |                         |                              |
| 50 - Material & Contracts                                | (1,638,521)                   | (1,638,521)                   | (813,844)               | (1,584,906)                  |
| 70 - Depreciation  | 1,638,521                     | 1,638,521                     | 799,155                 | 1,584,906                    |
| <b>3560 - Plant Depreciation - Operating Total</b>       | <b>-</b>                      | <b>-</b>                      | <b>(14,689)</b>         | <b>-</b>                     |
| <b>Private Works</b>                                     |                               |                               |                         |                              |
| <b>3600 - Private Works - Operating</b>                  |                               |                               |                         |                              |
| 10 - Fees & Charges                                      | (140,000)                     | (140,000)                     | (45,479)                | (140,000)                    |
| 45 - Employment Expenses                                 | 60,000                        | 60,000                        | 53,634                  | 60,000                       |
| 50 - Material & Contracts                                | 40,000                        | 40,000                        | 21,456                  | 40,000                       |
| <b>3600 - Private Works - Operating Total</b>            | <b>(40,000)</b>               | <b>(40,000)</b>               | <b>29,612</b>           | <b>(40,000)</b>              |
| <b>Project Management</b>                                |                               |                               |                         |                              |
| <b>3460 - Projects &amp; Buildings - Operating</b>       |                               |                               |                         |                              |
| 17 - Contributions & Donations Operating                 | -                             | -                             | (14,620)                | (22,360)                     |
| 45 - Employment Expenses                                 | 391,142                       | 391,142                       | 279,669                 | 414,048                      |
| 50 - Material & Contracts                                | 16,500                        | 16,500                        | 5,068                   | 11,000                       |
| 230 - Allocations  | 71,350                        | 71,350                        | 117,017                 | 181,917                      |
| <b>3460 - Projects &amp; Buildings - Operating Total</b> | <b>478,992</b>                | <b>478,992</b>                | <b>387,134</b>          | <b>584,605</b>               |
| <b>14 - Other Property &amp; Services Total</b>          | <b>575,352</b>                | <b>575,352</b>                | <b>253,848</b>          | <b>603,713</b>               |

|   | 2025-26<br>ORIGINAL<br>BUDGET | CURRENT<br>APPROVED<br>BUDGET | ACTUALS YEAR<br>TO DATE | 2025-26<br>REVISED<br>BUDGET |
|---|-------------------------------|-------------------------------|-------------------------|------------------------------|
| <b>15 - Funds Transfer</b>                      |                               |                               |                         |                              |
| <b>Funds Transfer</b>                           |                               |                               |                         |                              |
| <b>8700 - Funds Transfer - Capital</b>          |                               |                               |                         |                              |
| 95 - Reserve Transfers from Muni                | 4,985,664                     | 4,995,664                     | 505,626                 | 9,244,095                    |
| <b>8700 - Funds Transfer - Capital Total</b>    | <b>4,985,664</b>              | <b>4,995,664</b>              | <b>505,626</b>          | <b>9,244,095</b>             |
| <b>15 - Funds Transfer Total</b>                | <b>4,985,664</b>              | <b>4,995,664</b>              | <b>505,626</b>          | <b>9,244,095</b>             |
| <b>Corporate &amp; Community Services</b>       |                               |                               |                         |                              |
| <b>Community Development &amp; Events</b>       |                               |                               |                         |                              |
| <b>3780 - Community Development</b>             |                               |                               |                         |                              |
| 10 - Fees & Charges                             | (4,000)                       | (4,000)                       | (6,727)                 | (10,727)                     |
| 15 - Operating Grants & Subsidies               | (35,000)                      | (35,000)                      | (5,000)                 | (50,000)                     |
| 17 - Contributions & Donations Operating        | (41,000)                      | (41,000)                      | (26,636)                | (53,635)                     |
| 20 - Reimbursements                             | (2,500)                       | (2,500)                       | (3,818)                 | (11,818)                     |
| 45 - Employment Expenses                        | 426,613                       | 426,613                       | 310,551                 | 442,311                      |
| 50 - Material & Contracts                       | 387,690                       | 387,690                       | 192,522                 | 411,722                      |
| 60 - Other Expenditure                          | 510,630                       | 510,630                       | 459,798                 | 510,630                      |
| 35 - Reserve Transfers into Muni                | (45,096)                      | (45,096)                      | (45,096)                | (45,096)                     |
| 230 - Allocations                               | 194,263                       | 194,263                       | 116,914                 | 199,024                      |
| <b>3780 - Community Development Total</b>       | <b>1,391,600</b>              | <b>1,391,600</b>              | <b>992,508</b>          | <b>1,392,411</b>             |
| <b>Corporate &amp; Community Services Total</b> | <b>1,391,600</b>              | <b>1,391,600</b>              | <b>992,508</b>          | <b>1,392,411</b>             |

**Shire of Esperance**  
**Shire of Esperance**  
**2025-26 Budget**  
*For the year ending 30 June 2026*

**Management Budget**  
**Movements in Cash Reserves**

| Reserve Name                                       | Actual Opening Balance<br>01 July 2025 | Transfers In |            |           | Transfers Out |              |              | Total        | Closing Balance<br>30 June 2026 | 2025-26 Budget<br>Net Change<br>\$ |
|--|--|--------------|------------|-----------|---------------|--------------|--------------|--------------|---------------------------------|------------------------------------|
|  |  | Interest     | Allocation | Total     | Operating     | Carryovers   | Capital      |              |                                 |                                    |
| Land Purchase & Development Reserve                | 3,381,384                              | 93,986       | 601,133    | 695,119   | (20,000)      | (2,005,028)  | (1,088,500)  | (3,113,528)  | 962,975                         | (2,418,409)                        |
| Eastern Suburbs Water Pipeline Reserve             | 42,975                                 | 1,194        | -          | 1,194     | -             | -            | -            | -            | 44,169                          | 1,194                              |
| Jetty Reserve                                      | 642,476                                | 17,858       | 152,145    | 170,003   | -             | -            | -            | -            | 812,479                         | 170,003                            |
| Aerodrome Reserve                                  | 7,419,616                              | 206,228      | 811,896    | 1,018,124 | (176,000)     | (601,460)    | (290,571)    | (1,068,031)  | 7,369,709                       | (49,907)                           |
| Off Street Parking (CBD) Reserve                   | 611,746                                | 17,003       | -          | 17,003    | -             | -            | -            | -            | 628,749                         | 17,003                             |
| Sanitation Reserve                                 | 12,276,671                             | 341,230      | 1,555,541  | 1,896,771 | (145,000)     | (3,272,459)  | (7,719,066)  | (11,136,525) | 3,036,917                       | (9,239,754)                        |
| Esperance Homecare Fundraising Reserve             | 1,768,365                              | 49,152       | -          | 49,152    | -             | (8,810)      | -            | (8,810)      | 1,808,707                       | 40,342                             |
| Plant Replacement Reserve                          | 173,174                                | 4,813        | 592,400    | 597,213   | -             | (80,186)     | -            | (80,186)     | 690,201                         | 517,027                            |
| Building Maintenance & Renewal Reserve             | 2,841,961                              | 78,992       | 97,157     | 176,149   | -             | (1,877,085)  | (1,131,557)  | (3,008,642)  | 9,468                           | (2,832,493)                        |
| Employee Entitlements - Long Service Leave Reserve | 1,592,202                              | 44,255       | -          | 44,255    | -             | -            | -            | -            | 1,636,457                       | 44,255                             |
| Governance & Workers Compensation Reserve          | 329,242                                | 9,151        | 80,000     | 89,151    | (250,000)     | -            | -            | (250,000)    | 168,393                         | (160,849)                          |
| EHC Asset Replacement Reserve                      | 608,819                                | 16,922       | -          | 16,922    | -             | -            | (262,516)    | (262,516)    | 363,225                         | (245,594)                          |
| IT System & Process Development Reserve            | 132,750                                | 3,690        | 54,338     | 58,028    | (100,000)     | -            | -            | (100,000)    | 90,778                          | (41,972)                           |
| Esperance Homecare Annual Leave Reserve            | 274,015                                | 7,616        | -          | 7,616     | -             | -            | -            | -            | 281,631                         | 7,616                              |
| Esperance Homecare Long Service Leave Reserve      | 303,952                                | 8,448        | -          | 8,448     | -             | -            | -            | -            | 312,400                         | 8,448                              |
| Priority Projects Reserve                          | 1,110,724                              | 30,873       | 54,338     | 85,211    | (50,000)      | (47,355)     | -            | (97,355)     | 1,098,580                       | (12,144)                           |
| Community Infrastructure                           | 309,000                                | 8,589        | -          | 8,589     | -             | -            | (300,000)    | (300,000)    | 17,589                          | (291,411)                          |
| Unspent Grants Reserve                             | 4,758,285                              | -            | 4,305,147  | 4,305,147 | -             | (4,758,285)  | -            | (4,758,285)  | 4,305,147                       | (453,138)                          |
|  | 38,577,357                             | 940,000      | 8,304,094  | 9,244,095 | (741,000)     | (12,650,668) | (10,792,210) | (24,183,878) | 23,637,574                      | (14,939,783)                       |

### 2025-26 BUDGET REVIEW – BUDGET REQUEST

**Title:** Artificial Reef  
**Area:** 7220-715 - W4374

Consideration is requested for the financial adjustments listed below. Justification for each adjustment is provided to support consideration.

| Impact                             | 2025-26<br>\$ | 2026-27<br>\$ | 2027-28<br>\$ | 2028-29<br>\$ | 2029-30<br>\$ |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Expenses                           | -             | (7,500)       | (7,500)       | (7,500)       | (7,500)       |
| Net Operating Balance              | -             | (7,500)       | (7,500)       | (7,500)       | (7,500)       |
| Effect on SFA surplus/(deficit)    | -             | -             | -             | -             | -             |
| Cumulative effect Retained Surplus | -             | (7,500)       | (15,000)      | (22,500)      | (30,000)      |
| Asset Investment                   | (750,000)     | -             | -             | -             | -             |
| Adjustment to Salaries             | -             | -             | -             | -             | -             |
| Additional FTE's                   | -             | -             | -             | -             | -             |
| <b>Source of Funding</b>           |               |               |               |               |               |
| Muni                               | -             | -             | -             | -             | -             |
| Grants & Subsidies                 | 450,000       | -             | -             | -             | -             |
| Community Infra Reserve            | 300,000       | -             | -             | -             | -             |

**TYPE OF EXPENDITURE**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Capital (>\$5,000)<br><input checked="" type="checkbox"/> New Asset<br><input checked="" type="checkbox"/> Replacement Asset | <input type="checkbox"/> General Expenditure<br><input type="checkbox"/> New project/expense<br><input type="checkbox"/> Continuation of closing project/expense |
|--|--|

**FUNDING TIMING**

- |  |                                  |
|--|----------------------------------|
| <input checked="" type="checkbox"/> Specified Term | <input type="checkbox"/> Ongoing |
|--|----------------------------------|

**INVESTMENT REQUEST**

To increase the budget for the Artificial Reef Project. Project estimate is \$950,000.

**DETAIL OF REQUEST**

The Shire currently has \$219,000 in budget for the project. It is proposed to increase this by \$750,000 with 300,000 from the Community Infrastructure Reserve and \$450,000 from grant funding. Proposal Attached.

The project is capital in nature. The asset is expected to have an estimated useful life of 100 years based upon examples across other local governments. Ongoing depreciation is estimated at \$7.5k a year. As this amount is non-cash it does not affect the SFA surplus/deficit. The effect to retained surplus on the group accounts is shown in the table above.

**RISK**

See attached proposal.

**CONSULTATION**

See attached proposal.



REFERENCE  
DOCUMENT ID  
AUTHOR Mathew Walker – Director Asset Management  
DATE 9 October 2025

## Esperance Jetty Artificial Reef Proposal

### Background

The Esperance Jetty (formally Esperance Tanker Jetty) is significantly important to the cultural fabric of fishing in Western Australia. It has supported a range of fishers both local and tourists over many decades. It also provides an important source of recreation to the public, as well as environmental, social and economic benefits to the local community. The Shire of Esperance (Shire) in 2021 spent considerable resources on the demolition and rebuild of the Esperance Jetty. With a long history of fishing at the former jetty, the new structure provides improved facilities, including all ability fishing locations, dedicated fishing area, a fish cleaning station and lighting so that fishing can be undertaken at any time of the day.

As part of the process to rebuild the Esperance Jetty, the Shire was granted a Reserve Management Order over the Jetty sea bed, approximately 50m either side of the jetty. Given this Management Order and that the jetty extends out into water 6m deep at low tide, it was identified there could be an opportunity to augment the structure with purpose-built concrete modules to create an artificial reef. This would provide even greater productive habitat for reef associated fish species such as breaksea cod, blue groper, harlequin and swallowtail, as well as commonly fished species, such as herring, skippy, whiting, flathead and squid.

### Development

The Shire of Esperance partnered with Recfishwest in 2023 to undertake the Esperance Jetty Augmentation Feasibility Study (Feasibility Study) to determine the viability of the augmentation of the Esperance Jetty with artificial reef modules.

The Feasibility Study concluded an artificial reef augmentation project, is technically feasible, would require Commonwealth and State based approvals and would hold great benefits for the recreational fishing community and the local and regional economy. A key benefit of this artificial reef is that it will be accessible to almost anyone in the community as there will be no need for a boat or specialist equipment to access it. The benefits of the Esperance Jetty augmentation also aligns strongly with the Fisheries Minister approved Fishing Development Plan (2022-2025) by maintaining and improving land-based fishing access.

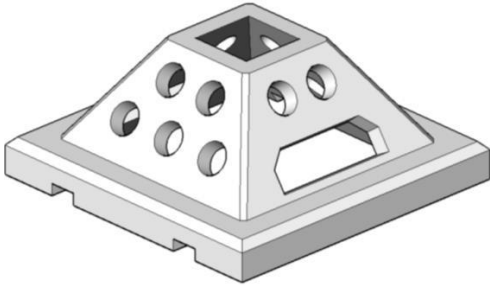

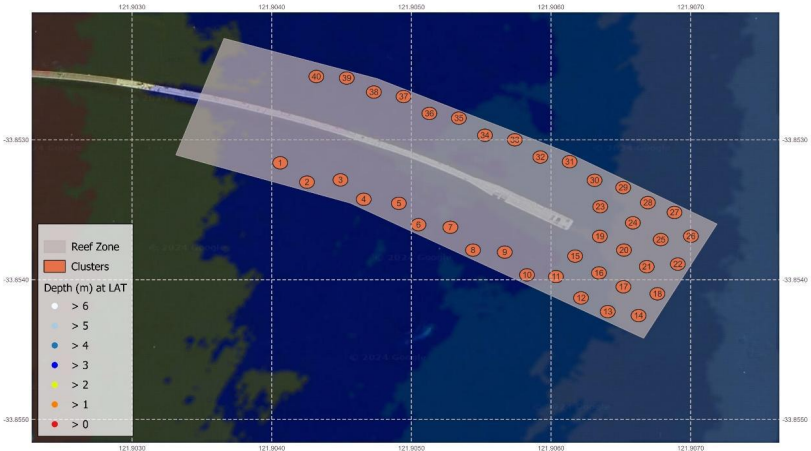
Following the Feasibility Study, the Shire partnered with Recfishwest and committed \$70,000 to obtaining the required permits and approvals. Relevant approvals included:

- A permit under the *Environment Protection (Sea Dumping) Act 1981* for the placement of an artificial reef, administered by the Commonwealth Department of Climate Change, Energy the Environment and Water (DCCEEW);

- Approval from the WA Department of Primary Industries and Regional Development's (DPIRD) under Regulation 147B of the *Fish Resources Management Regulations 1995*, with consideration for DPIRD's *Policy on Habitat Enhancement Structures in WA*; and
- Approval to *Install Objects in Navigable Waters*, by the WA Department of Transport (DoT).

The Shire received a Sea Dumping Permit (No. 2024-4073) from DCCEEW on 24 June 2025 and approvals from DPIRD on 7 October 2025. An approval to *Install Objects in Navigable Waters* was granted to the Shire by DoT in 2024, in support of the Sea Dumping Permit application.

The approvals grant the placement of 40 cluster locations, with up to 5 reef modules per cluster, for a total of up to 200 reef modules as per the below design:

|   |  |
|---|--|
| <b>Material</b>   |  |
| <ul style="list-style-type: none"> <li>• Steel reinforcement bars plus steel fibre reinforced, chemically inert concrete</li> <li>• Height: 0.85 m</li> <li>• Diameter (length): 1.90 m</li> <li>• Diameter (width): 1.90 m</li> <li>• Weight 1,350 kg</li> </ul> |  |
| <b>Design &amp; Prototype</b>   |  |
|    |  |
| <b>Layout plan</b>  |  |
|   |  |

### Budget

The Shire has funded the design and development of the project to get it to this point. The Shire has also committed \$200,000 in cash towards the construction of the artificial reef, along with in-kind support for the project in the form of project management, administration support and long-term monitoring.

A High-level cost estimate has been provided from Legacy Reefs to supply and install 200 modules for \$887,610

| Item  | Total            |
|---|------------------|
| Number of reef modules                          | 200              |
| Module Fabrication & Transport to loading Jetty | \$695,000        |
| Vessel Costs                                    | \$163,000        |
| LR Onsite PM / Deployment involvement           | \$30,000         |
| Contingency ~7.5%                               | \$62,000         |
| <b>Total</b>                                    | <b>\$950,000</b> |

### Conclusion

With the construction of the Esperance Jetty, there exists an opportunity to augment the structure to create an artificial reef that would be accessible to land-based fishing. This would provide even greater productive habitat for reef associated fish species such as breaksea cod, blue groper, harlequin and swallowtail, as well as commonly fished species, such as herring, skippy, whiting, flathead and squid.

The Shire in partnership with Recfishwest has obtained the Federal Sea Dumping Permit issued 24 June 2025 and the State Fish Resource Management Regulation approval on the 7 October 2025. The project is now shovel ready.

The Shire has committed \$200,000 in cash towards the construction of the Esperance Jetty Artificial Reef, along with in-kind support.

### Opportunity

To construct the Esperance Jetty Artificial Reef with all 200 modules, the Shire needs an additional \$750,000 in funding. This would be the first significant land-based fishing artificial reef project in the State and (based on preliminary desktop research) will be the largest artificial reef accessible to land-based fishers in Australia.

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*ENVIRONMENT PROTECTION (SEA DUMPING) ACT 1981*

SEA DUMPING PERMIT No. 2024-4073

for

**Shire of Esperance**  
(ABN: 60 034 434 085)

I, ALEX MOORE, a delegate of the Minister for the Environment and Water, acting under Sections 19 and 21 of the *Environment Protection (Sea Dumping) Act 1981*, hereby grant a sea dumping permit to the Shire of Esperance, 77 Windich Street, Esperance, Western Australia, 6450 (ABN: 60 034 434 085), for the placement of an artificial reef for recreational fishing purposes comprising of two hundred (200) steel reinforced concrete modules, alongside the Esperance Jetty, Esperance, Western Australia commencing on the date of signature of this permit.

This permit is valid until 25 June 2055, subject to conditions specified in Appendices 1 and 2.

DATE: 24 day of June 2025



ALEX MOORE  
Delegate of the Minister

*This permit comprises nine (9) pages, including Appendices 1 & 2.*

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OFFICIAL



Department of  
**Primary Industries and  
Regional Development**

Our reference: A14703011

Mathew Walker  
Director Asset Retirement  
Shire of Esperance  
PO Box 507  
ESPERANCE WA 6450

Date: 7 October 2025

Dear Mathew,

### **APPROVAL FOR THE INSTALLATION OF ESPERANCE JETTY ARTIFICIAL REEF**

On 27 June 2025, the Department of Primary Industries and Regional Development (Department) received an application from Recfishwest, on behalf of the Shire of Esperance, seeking approval to install an artificial reef alongside the Esperance Jetty in waters vested in the Shire of Esperance.

Under Regulation 147B of the *Fish Resources Management Regulations 1995* (FRMR), approval is required before the installation of a fish aggregating device (which includes artificial reefs) for fishing purposes in WA waters.

In assessing your application, I have considered *Fisheries Management Paper No. 256 – Policy on Habitat Enhancement Structures in Western Australia* (FMP 256). I note that the Shire of Esperance has also obtained a Sea Dumping (Artificial Reef) Permit under the Commonwealth Government *Environment Protection (Sea Dumping) Act 1981* and will retain ownership and liability for the structure once installed.

I am pleased to inform you that the proposal complies with the requirements of FMP 256, and I hereby approve the installation of the Esperance Jetty Artificial Reef as specified in your application, in accordance with Regulation 147B of the FRMR. I request that a final report outlining the reef's location, configuration, and coordinates be provided to the Department upon completion of installation.

Any enquiries regarding this matter should be directed to Mark Pagano (08) 6551 4448 in the first instance.

Yours sincerely,

A handwritten signature in black ink that reads 'P. Dobson'.

Pia Dobson  
**Executive Director Fisheries and Aquaculture, as delegate for the CEO**  
cc. Andrew Rowland, CEO, Recfishwest

1 Nash St Perth 6000  
Locked Bag 4, Bentley Delivery Centre, WA 6983  
Telephone 1300 374 731 enquiries@dpird.wa.gov.au  
**dpird.wa.gov.au**  
ABN: 18 951 343 745

## 2025-26 BUDGET REVIEW – BUDGET REQUEST

**Title:** Flinders – Vegetation Management  
**Area:** 4180

Consideration is requested for the financial adjustments listed below. Justification for each adjustment is provided to support consideration.

| Impact                             | 2025-26<br>\$ | 2026-27<br>\$ | 2027-28<br>\$ | 2028-29<br>\$ | 2029-30<br>\$ |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Expenses                           | (20,000)      | (10,000)      | (10,000)      | (10,000)      | (10,000)      |
| Asset Investment                   | -             | -             | -             | -             | -             |
| Adjustment to Salaries             | -             | -             | -             | -             | -             |
| Net Operating Balance              | (20,000)      | (10,000)      | (10,000)      | (10,000)      | (10,000)      |
| Cumulative effect Retained Surplus | (20,000)      | (30,000)      | (40,000)      | (50,000)      | (60,000)      |
| Effect on SFA surplus/(deficit)    | -             | -             | -             | -             | -             |
| <b>Source of Funding</b>           |               |               |               |               |               |
| Muni                               | -             | -             | -             | -             | -             |
| Grants & Subsidies                 | -             | -             | -             | -             | -             |
| Land Development Reserve           | 20,000        | 10,000        | 10,000        | 10,000        | 10,000        |

### TYPE OF EXPENDITURE

- |   |  |
|---|--|
| <input type="checkbox"/> Capital (>\$5,000)<br><input type="checkbox"/> New Asset<br><input type="checkbox"/> Replacement Asset | <input checked="" type="checkbox"/> General Expenditure<br><input checked="" type="checkbox"/> New project/expense<br><input type="checkbox"/> Continuation of closing project/expense |
|---|--|

### FUNDING TIMING

- |   |   |
|---|---|
| <input type="checkbox"/> Specified Term | <input checked="" type="checkbox"/> Ongoing |
|---|---|

### INVESTMENT REQUEST

The subdivisions around Flinders Estate require ongoing vegetation management to ensure the buffers are maintained. Stage 4 in particular requires establishment and maintenance of a 100m buffer to remove the BAL ratings for developments.

### DETAIL OF REQUEST

As part of the Flinders Stage 4 subdivision, approval was received to clear a 100m buffer from vegetation that would remove the BAL rating requirements. This was partly cleared as part of Firebreak works last year but needs to be continued to ensure the full buffer is established.

Once the full buffer is established there will be a requirement to maintain this annually. The initial costs are estimated at \$20k with an ongoing maintenance estimate of \$10k per annum. It is proposed that the initial and ongoing works be funded from the Land Purchase and Development Reserve.

The proposal is entirely operating in nature and the effects to the SFA and Retained Surplus are shown in the table above. Any unspent amounts will return to reserve at the end of each year unless required to be carried forward.

**RISK**

The request will reduce fire risk at the Flinders Estate subdivision.

**CONSULTATION**

Internal Park & Environment.

### 2025-26 BUDGET REVIEW – BUDGET REQUEST

**Title:** Homecare Laundry – Fire wall Construction  
**Area:** Projects & Buildings / Homecare

Consideration is requested for the financial adjustments listed below. Justification for each adjustment is provided to support consideration.

| Impact                             | 2025-26<br>\$ | 2026-27<br>\$ | 2027-28<br>\$ | 2028-29<br>\$ | 2029-30<br>\$ |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Expenses                           | -             | (1,071)       | (1,071)       | (1,071)       | (1,071)       |
| Asset Investment                   | (75,000)      | -             | -             | -             | -             |
| Adjustment to Salaries             | -             | -             | -             | -             | -             |
| Additional FTE's                   | -             | -             | -             | -             | -             |
| Net Operating Balance              | -             | (1,071)       | (1,071)       | (1,071)       | (1,071)       |
| Cumulative effect Retained Surplus | -             | (1,071)       | (2,142)       | (3,213)       | (4,284)       |
| Effect on SFA surplus/(deficit)    | -             | -             | -             | -             | -             |
| <b>Source of Funding</b>           |               |               |               |               |               |
| Muni                               | -             | -             | -             | -             | -             |
| Grants & Subsidies                 | -             | -             | -             | -             | -             |
| EHC Asset Replacement              | 75,000        | -             | -             | -             | -             |

**TYPE OF EXPENDITURE**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Capital (>\$5,000)<br><input checked="" type="checkbox"/> New Asset<br><input type="checkbox"/> Replacement Asset | <input type="checkbox"/> General Expenditure<br><input type="checkbox"/> New project/expense<br><input type="checkbox"/> Continuation of closing project/expense |
|---|--|

**FUNDING TIMING**

- |  |                                  |
|--|----------------------------------|
| <input checked="" type="checkbox"/> Specified Term | <input type="checkbox"/> Ongoing |
|--|----------------------------------|

**INVESTMENT REQUEST**

The existing Homecare Laundry does not meet building approval requirements due to boundary setbacks. Without rectification, the facility cannot be certified, creating significant compliance and operational risk. Constructing a fire-rated wall is the only viable option that resolves the compliance issue while retaining operational functionality of the site.

Drake Brockman Construction has provided a quotation to design, certify and construct the required fire wall to ensure compliance and retain the laundry in its current functional location. The total cost is \$70,453.14 + GST, excluding statutory building fees.

In addition, the Shire will incur statutory building approval fees, which include the Building Permit Fee, Building Services Levy and the Certificate of Design Compliance (CDC). These fees are expected to total approximately \$2,500 (GST inclusive).

### **DETAIL OF REQUEST**

The Shire's Homecare Laundry does not currently meet building approval requirements due to its proximity to adjoining boundaries. The structure must either be relocated a minimum of 3 metres from the neighbouring fence and buildings or be upgraded through the construction of a compliant fire-rated wall. Relocating the building is not feasible as it would position the laundry in the middle of the existing carpark, creating significant access constraints, safety issues, and operational disruption to the compound and gardeners shed.

The most practical, cost-effective and operationally sound solution is to construct a fire-rated wall and retain the facility in its current location. The requested budget will cover design, approvals, construction, and associated site works. There are no major ongoing costs beyond standard maintenance

#### **Project Cost Summary:**

- Fire Wall Construction (Drake Brockman Construction): \$70,453.14 + GST
- Building Approval Fees (Permit, Levy, CDC): \$2,500 (incl. GST)
- Estimated Total Project Cost: ~\$75,000 + GST

#### **Scope of work (as per Drake Brockman Construction costing):**

Drake Brockman Construction Costing -

- Organise CBC for the existing laundry block and CDC for the new fire wall.
- Preliminary works, site establishment, fencing and security.
- Concrete works, structural steel columns, brickwork and associated labour.
- Scaffolding hire, waste removal, administration and project management.
- Application fees, builder's margin and BCITF levy.
- Consultant and engineering fees as itemised.
- Building permit, BSL and CDC costs (estimated at \$2,500)

#### **Expected outcome:**

- Building approval granted for the Homecare Laundry.
- Facility retained in its current, operationally optimal location.
- Avoidance of major access disruption to compound and gardeners shed.
- Compliance with NCC requirements and reduced organisational risk.

#### **Background:**

- Current laundry position breaches boundary setback requirements.
- Moving the structure is not feasible and would significantly impact operations.
- A fire-rated wall is the only practical, cost-effective option to achieve compliance while preserving site functionality.

#### **Options considered:**

1. Relocate laundry building – impractical due to carpark obstruction, access blockage and operational inefficiency.
2. Construct fire-rated wall – preferred solution; resolves all compliance issues with minimal disruption.

#### **Ongoing or changed costs:**

- No significant change to operational expenditure.
- Standard asset maintenance only.

The initial works will be funded from the EHC Asset Replacement reserve. Ongoing maintenance requirements will be negligible over the first few years and, as such, haven't been included. Any maintenance costs that are required will be funded from the EHC Fundraising Reserve.

The asset will be added to the building which has a useful life of 70 years resulting in \$1,071 in depreciation per annum. As this amount is non-cash it does not affect the SFA surplus/deficit and does not require funding from the reserve. The effect to retained surplus on the group accounts is shown in the table above.

## **RISK**

### **Risk Reduction:**

- Significantly reduces compliance and safety risk associated with the current non-compliant structure.
- Avoids potential enforcement action or operational shutdown if left unresolved.

### **Risk of Maintaining Status Quo:**

- Continued non-compliance with the Building Code.
- Potential insurance implications and operational risk to Homecare services.

### **Implementation Risks:**

- Minor disruption to laundry access during construction.
- Contractor access must be managed within a busy operational compound.

## **CONSULTATION**

- Projects & Buildings team
- Manager Aged Care & Disability Services & Home Care Operations team
- Director Asset Management
- Director External Services
- Drake Brockman Construction (quotation and scope)
- Building Surveyor / Certifier (preliminary compliance advice)

## 2025-26 BUDGET REVIEW – BUDGET REQUEST

**Title:** CBD Impact Assessment  
**Area:** External Services

Consideration is requested for the financial adjustments listed below. Justification for each adjustment is provided to support consideration.

| Impact                             | 2025-26<br>\$ | 2026-27<br>\$ | 2027-28<br>\$ | 2028-29<br>\$ | 2029-30<br>\$ |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|
| Expenses                           | (20,000)      | -             | -             | -             | -             |
| Asset Investment                   | -             | -             | -             | -             | -             |
| Adjustment to Salaries             | -             | -             | -             | -             | -             |
| Additional FTE's                   | -             | -             | -             | -             | -             |
| Net Operating Balance              | (20,000)      | -             | -             | -             | -             |
| Cumulative effect Retained Surplus | (20,000)      | (20,000)      | (20,000)      | (20,000)      | (20,000)      |
| Effect on SFA surplus/(deficit)    | (20,000)      | -             | -             | -             | -             |
| <b>Source of Funding</b>           |               |               |               |               |               |
| Muni                               | (20,000)      | -             | -             | -             | -             |
| Grants & Subsidies                 | -             | -             | -             | -             | -             |
| Reserves                           | -             | -             | -             | -             | -             |

### TYPE OF EXPENDITURE

- |   |   |
|---|---|
| <input type="checkbox"/> Capital (>\$5,000)<br><input type="checkbox"/> New Asset<br><input type="checkbox"/> Replacement Asset | <input type="checkbox"/> General Expenditure<br><input checked="" type="checkbox"/> New project/expense<br><input type="checkbox"/> Continuation of closing project/expense |
|---|---|

### FUNDING TIMING

- |  |                                  |
|--|----------------------------------|
| <input checked="" type="checkbox"/> Specified Term | <input type="checkbox"/> Ongoing |
|--|----------------------------------|

### INVESTMENT REQUEST

To engage a qualified consultant to provide a report and presentation to Council on the following items.

1. Understanding of the potential impacts and benefits of the proposed shopping centre on Sheldon Rd in relation to the Esperance Town Centre and associated activity centres in Castletown and Pink Lake.
2. Recommendations to help guide further activation of the CBD to offset any identified impacts.
3. Recommendations on developer contributions towards additional infrastructure and service requirements the Shire maybe required to undertake.

This report is intended to assist the Shire in responding to any formal submissions to the WAPC should the Developer proceed with a development application for the site.

The expected cost is \$20,000 funded from savings in other areas.

### **DETAIL OF REQUEST**

The proposed scope of works is based on the Western Australian Planning Commission (WAPC) State Planning Policy 4.2 in relation to Activity Centres. This State Government policy and methodology have been specifically developed to assess the benefits and impacts of major shopping centres (activity centres) which seek to locate outside town centres.

The key piece of work includes a Retail Needs Assessment (NA) and Net Benefit Test (NB) for the subject site.

The retail needs assessment focuses on current retail floor space – future requirements, assessment of economic viability of the proposal and estimate of the impact of the sustainability of the town centre and other activity centre hierarchy.

The net benefit assessment includes the nature and degree of community benefits likely to be generated and economic activation assessment of the proposal and site.

Please see draft scope attached noting additional deliverables will be

1. Identification of CDB activation opportunities and
2. Recommendation of developer contributions for the project.

As part of the development application process Council will be requested to provide a formal submission to WAPC and the report will help guide the Shire's response and importantly it will be aligned with the WAPC policy for similar developments.

### **RISK**

With a potentially large development outside the town centre, it is important that Council takes steps to understand the potential risks and impacts this may have on the town centre. Identifying opportunities to offset any adverse findings will also be important to minimise impact on the town centre.

### **CONSULTATION**

Internal



# Shire of Esperance

Chadwick Retail Needs Assessment and Net  
Benefit Test Reverse Brief

May 2025



## 1 PROJECT BRIEF

The Shire of Esperance (the Shire) is investigating the suitability and viability of a proposed neighbourhood in Chadwick (the subject site). The Shire is requesting the services of a suitably qualified consultant to complete a retail Needs Assessment (NA) and Net Benefit (NB) Test for the subject site with consideration of State Planning Policy 4.2 – Activity Centres and guidelines<sup>1</sup>.

The NA and NB Test should address the following scope of work to inform an evidence-based understanding of demand and supply factors affecting the proposed neighbourhood centre, and its subsequent impact on the Esperance Town Centre. The scope of work shall be completed within ten weeks. The following table summarises the scope in a format suited to a Request for Quote brief (Figure 1).

**Figure 1. Scope of Work and Indicative Timing**

| Analysis Component                  | Tasks   | Timing             |
|-------------------------------------|---|--------------------|
| Trade Area Identification           | Identification of the spatial boundary from which the subject site will generate most of its customers through consideration of: <ul style="list-style-type: none"> <li>• Built and natural spatial barriers that affect the size of the trade area</li> <li>• Purpose and role of the neighbourhood centre</li> <li>• Sparseness of retail supply in regional areas</li> </ul> | One to two weeks   |
| Demand Analysis                     | Analysis of demand factors that will impact retail uses at the subject site: <ul style="list-style-type: none"> <li>• Age profile</li> <li>• Population and dwelling forecast</li> <li>• Visitation and visitor growth forecasts</li> <li>• Income</li> <li>• Expenditure</li> <li>• Retail Trends</li> </ul>   |                    |
| Supply Analysis                     | Analysis of supply factors that will impact retail uses at the subject site: <ul style="list-style-type: none"> <li>• Identification of existing retail complexes; their location, floorspace and mix of uses</li> <li>• Identification of planned expansions and developments; their location, floorspace and mix of uses</li> </ul>   | One to two weeks   |
| Viability and Floorspace Assessment | Utilise the evidence-base to determine the supportable level and associated timing of retail floorspace at the proposed subject site.   | Two to three weeks |
| Impact Test                         | Determine the impact of developing retail floorspace at the subject site on the Town Centre and other centres (i.e. Pink Lake and Castletown) agreed to with the Client. Estimate the percentage change in Shop/Retail turnover for each centre and compare to SPP4.2 Implementation Guidelines impact levels. The model applied should use publicly                            | One week           |

<sup>1</sup> Department of Planning, Lands and Heritage, *State Planning Policy 4.2 – Activity Centres*, [Link](#)

Chadwick RNA and NBT Reverse Brief



| Analysis Component         | Tasks   | Timing   |
|----------------------------|---|----------|
|                            | available data and apply an objective methodology, in alignment with SPP4.2 guidelines.   |          |
| Community Benefits         | Detail the net benefit of retail uses at the subject site according to SPP4.2 Implementation Guidelines Net Benefit Assessment Template. Community benefits may include the development's contribution to: <ul style="list-style-type: none"> <li>• Strategic alignment</li> <li>• Productivity</li> <li>• Quality of life</li> <li>• Infrastructure and services</li> <li>• Equity and social inclusion</li> </ul> | One week |
| Presentation and Reporting | Summarise key findings of analysis in a clear and concise presentation to the Shire. Detail methodology, key assumptions and findings in a report.  | One week |



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## 2 METHODOLOGY

A generic Pracsys methodology for delivering a NA and NB Test is provided below. The following tasks are integral components of an analysis to inform the Shire's understanding of the steps required for a consultant to establish the supportable level of retail floorspace at the subject site and measure the impact of the site on the Town Centre.

### **Task 1: Start-up and Background Review**

- Attend a project start-up meeting to confirm:
  - Scope of work and methodology
  - Timeline and deliverables
- Receive data and review relevant documents, including:
  - Data sources from the project team including information on known residential developments as well as existing and proposed retail developments
  - Conduct literature review to supplement existing information from planning documents

**Outcome:** Establish project timeline and deliverables. Develop an understanding of the project background and context.

### **Task 2: Demand Analysis**

- Determine the spatial bounds of NA (trade area) of the proposed neighbourhood centre using:
  - Pracsys research and understanding of spatial bounds and regional context
  - Project team understanding
  - Role and purpose of a neighbourhood centre according to SPP4.2
- Identify relevant demographics and socio-economic indicators of the trade area, including:
  - Age structure
  - Occupation
  - Population growth projections
  - Household growth projections
  - Household income distribution
  - Retail expenditure
  - Retail trends
- Analyse demographic and socio-economic indicators and their implications for retail demand
- Investigate the tourism expenditure contribution to total retail expenditure

**Outcome:** An understanding of the demographic and socio-economic factors that will affect demand for Shop/Retail uses in the Shire.

Chadwick RNA and NBT Reverse Brief



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**Task 3: Supply Analysis**

- Identify and profile potential competing Shop/Retail uses within the identified trade area including:
  - Role, purpose and activity centre classification
  - Retail floorspace
  - Retail use mix
  - Location
- Best practice data sources for NAs (i.e. DPLH Land Use and Employment Survey) are not available for regional areas such as the Shire. The data will be obtained from the following sources:
  - Information provided by the Shire
  - Extensive desktop research
- Identify any additional planned future developments and/or expansion of existing centres based on relevant local/commercial structure plans and other secondary research

**Outcome:** An understanding of the current retail catalogue of existing floorspace. An understanding of the future competitive environment.

**Task 4: Retail Gravity Model**

- Collate demand and supply data to generate a dynamic gravity model to allocate expenditure to identified centres (please refer to **Pracsys Approach** for details of the gravity modelling)
- Input the coordinates of retail centre/s into QGIS mapping software
- Input the coordinates of the subject site
- Calculate future floorspace productivity and test proposed floorspace or determine supportable floorspace based upon estimated expenditure capture
- Truth-test resultant floorspace productivities with identified benchmarks and industry standards
- Discuss the potential retail expenditure captured now and, in the future, based on the results of the modelling
- Determine the viability of the proposed retail floorspace based on the analysis conducted

**Outcome:** Provide an assessment of the economic viability of the proposed neighbourhood centre at the subject site.

Chadwick RNA and NBT Reverse Brief



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**Task 5: Retail Impact Test**

- Utilise the retail gravity model constructed to estimate the likely impact of the development on the retail turnover volumes of centres within the trade area activity centre hierarchy
  - Repeat the assessment every five years over a 15-year time period
  - Consider inclusion of centres outside the trade area based on anticipated feedback
- Assess impacts according to the SPP 4.2 Implementation Guidelines including the viability and vibrancy of other centres, and the impact on access to services by the community
- Provide commentary on the competitive response of impacted centres and the proposed development

**Outcome:** An estimate of the proposed neighbourhood centre's impact on the sustainability of the activity centre hierarchy.

**Task 6: Community Benefits**

- Estimate the quantitative community benefits attributable to the development of the subject site, including consideration of:
  - Construction phase employment
  - Construction phase output
  - Operation phase employment
  - Operation phase output
  - Number of vehicle trips (this benefit will be considered in terms of total distance travelled)
- Provide high-level commentary on the proposed neighbourhood centre's delivery of qualitative community benefits, including consideration of the following (as relevant based on the SPP 4.2 Net Benefit Test Implementation Guidelines):
  - Strategic alignment
  - Productivity
  - Environmental sustainability
  - Quality of life
  - Infrastructure and services
  - Equity and social inclusion
- Provide supporting commentary relating to which stakeholders will experience the benefit

**Outcome:** An understanding of the nature and degree of community benefits likely to be generated by the proposed neighbourhood centre.

Chadwick RNA and NBT Reverse Brief



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**Task 7: Economic Activation Assessment**

- Apply economic principles to compare the suitability of the Shop/Retail floorspace uses at the current site and proposed site. Principles of Economic Activation include:
  - Purpose of Place
  - Access – Arrival Points
  - Origins – Car Parking and Transport Nodes
  - Exposure – Pedestrian Movement
  - Destinations – Major attractions
  - Control – Strategic Sites
- In discussion with the project team, identify opportunities and constraints associated with the proposed uses at each site including planning considerations

**Outcome:** A critical assessment of the subject site's suitability to supply retail floorspace uses based on economic principles of spatial activation.

**Task 8: Presentation and Reporting**

- Prepare a summary presentation that details:
  - Supply and demand analysis
  - Supportable floorspace
  - Impact test
  - Community benefits
- Prepare a draft report that addresses all aspects included with the presentation while capturing key inputs, assumptions and sources
- Refine final report based on client feedback (one round of feedback included)
- Submit final report

**Outcome:** A presentation and report detailing retail supply and demand factors, supportable retail floorspace and impact of the proposed neighbourhood centre.

## **12.4 EXECUTIVE SERVICES**

### **Item: 12.4.1**

#### **WALGA Feedback on Electoral Reform**

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

**File Ref: D26/6437**

#### **Applicant**

WALGA

#### **Location/Address**

N/A

#### **Executive Summary**

For Council to consider providing feedback to WALGA regarding Local Government electoral reforms that are expected to be proposed by the State Government.

#### **Recommendation in Brief**

That Council request the CEO to make a submission on electoral reform to WALGA based upon the following-

1. Continues to support half spill elections every 2 years to retain continuity of knowledge and continue with smoother and more consist local leadership;
2. Continues to support voluntary voting;
3. Considers that compulsory voting should be introduced if full spill elections are introduced every 4 years so there is a greater community participation in the election of a full spill Council; and
4. Would like to see a simpler voting method be introduced such as online or computer application to increase voter participation.

#### **Background**

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, expressed support for a four-year election cycle, citing concerns about voter fatigue and the rising costs of conducting biennial elections. These messages were repeated in Minister Beazley's address at WALGA's 2025 Local Government Convention, which also raised the possibility of compulsory voting. These comments have prompted renewed interest and discussion across the sector.

By proactively progressing this consultation, WALGA is seeking to obtain sector feedback that will ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

Local Governments are requested to provide a Council endorsed response to the Discussion Paper by 27 March 2026. This feedback will inform an item to be presented to State Council.

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

WALGA has developed a Discussion Paper (Attachment 1) to undertake early sector engagement to ensure WALGA's position reflect the sectors current views. The focus of the discussion paper is specifically focused on;

- Full spill elections every 4 years; and

- Compulsory voting at Local Government elections

A brief workshop was held with Councillor on the 20<sup>th</sup> January to seek their informal views around the questions around the two topics to assist in providing answers to the questions contained within the discussion paper.

The following four questions are asked in relation to election frequency;

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

At the workshop Councillors expressed their preference to support half spill elections every two years with the main reasons being continuity of knowledge and continued consistency in approach on behalf of the community. Concern was raised that there may not be enough solid candidates to run in full spill elections and would be easier for factions to be developed and elections being run based upon topical platforms.

The following four questions are asked in relation to compulsory or voluntary voting;

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

At the workshop Councillors expressed their preference to continue to support voluntary voting however if the frequency of Local Government elections were changed to every 4 years, then compulsory voting should accompany that change. Would additionally like to see a simpler voting method being introduced such as via computer or app voting to increase voter turnout.

### **Consultation**

Workshop with Councillors held on the 20<sup>th</sup> January 2026.

### **Financial Implications**

Nil as currently forms advocacy and sector preference on the topic.

### **Asset Management Implications**

Nil

### **Statutory Implications**

Nil

### **Policy Implications**

Nil

**Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

Community confidence and trust in Council

**Environmental Considerations**

Nil

**Attachments**

[A↓](#). Discussion Paper - Electoral Reform

**Item 12.4.1 WALGA Feedback on Electoral Reform**

**Moved: Cr Starcevich**

**Seconded: Cr de Haas**

**O0326-065**

**That Council request the CEO to make a submission on electoral reform to WALGA based upon the following-**

- 1. Continues to support half spill elections every 2 years to retain continuity of knowledge and continue with smoother and more consist local leadership;**
- 2. Continues to support voluntary voting;**
- 3. Considers that compulsory voting should be introduced if full spill elections every 4 years was introduced so there is a greater community participation in the election of a full spill Council; and**
- 4. Would like to see a simpler voting method be introduced such as online or computer application to increase voter participation.**

**CARRIED**

**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*



# Electoral Reform Discussion Paper

## 1. Background

### 1.1. Purpose

The purpose of this discussion paper is to request Council-endorsed Local Government feedback to inform WALGA's advocacy on Local Government electoral reforms expected to be proposed by the State Government, specifically:

- full spill elections every 4 years; and
- compulsory voting at Local Government elections

These options have been raised in statements by the Minister for Local Government, Hon Hannah Beazley MLA, but no formal proposals have yet been provided for consultation. While WALGA has relevant advocacy positions (discussed further below), the purpose of this discussion paper is to undertake early sector engagement to ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

### 1.2. WALGA existing advocacy positions

#### 1.2.1. Elections

WALGA has established advocacy positions reflecting the sector's support of voluntary voting and elections of half the offices on Council every two years. These advocacy positions are provided in Appendix 1.

In late 2024 WALGA conducted a review of its Elections Advocacy Positions to ensure they reflected the sector's contemporary view.

Local Government responses at that time indicated strong (98%) support for half spills every two years, which was reflected in the adopted Advocacy Position [2.5.16 Elections](#).

While voluntary voting was supported by an overall majority of responses (74%), compulsory voting was supported by a majority (64%) of metropolitan respondents and a majority (61%) of Class 1 and 2 respondents.

State Council requested that the WALGA secretariat undertake further investigation of the implications of compulsory and voluntary participation in Local Government elections before reporting back to State Council.

In the interim, Advocacy Position [2.5.15 Participation in Local Government Elections](#) was retained, expressing support for voluntary voting with a note that further work was being undertaken.

This investigation was ongoing when the Minister for Local Government raised the prospect of further Local Government election reform.

A State by State comparison of electoral statistics is provided in Appendix 2.



### 1.2.2. Election costs

In 2024, WALGA conducted a review of five Local Government biennial election cycles up to and including the 2023 Local Government elections. The review demonstrated significant cost increases and concerns about the lack of transparency in costings provided by the Western Australian Electoral Commission (WAEC).

In September 2024, State Council adopted Advocacy Position [2.5.18 Local Government Elections Analysis 2015-2023](#), calling for an independent audit of the WAEC's cost allocation methods and the introduction of Service Level Agreements to ensure transparency of costing methodology.

Cost implications are a relevant consideration in assessing the appropriateness of any proposed electoral reform. However, the current lack of transparency in costing methodology makes it impossible to confidently forecast cost impacts.

This discussion paper seeks to identify the factors associated with each reform proposal that may affect election costs. This is further complicated by the interaction of possible reform options and external economic factors.

WALGA has requested that the Department of Local Government, Regulation and Industry Safety (LGIRS) and the Western Australian Electoral Commission, undertake modelling to identify the cost implications of any proposed reforms.

A comparison of available electoral costs data, State by State, is included as Table 4 in Appendix 2.

WALGA has contacted other Local Government associations to ask if they have experienced changes in costs associated with compulsory four-year, all-in all-out, local government elections. As this has been the approach in most jurisdictions for some time, responses were largely unable to address changes in cost.

## 2. Election Frequency

### Current situation

Western Australia holds biennial elections, with half of the offices on Council elected every two years for four-year terms. All other Australian jurisdictions hold full spill elections every four years (four-year terms).

### Considerations

Considerations include:

- Voter participation and fatigue
- Continuity, knowledge retention and mentorship for new Council Members
- Stable whole-of-Council mandate and collective accountability
- Capacity for candidate recruitment
- Administrative requirements
- Extraordinary vacancies and backfilling
- Timing and transitional arrangements

### Re-election rates



WALGA has analysed the composition of Councils following the last two Local Government elections in other Australian jurisdictions, all of which have full spill elections. A comparison of available data on re-election rates is included as Table 2 in Appendix 2.

This data suggests that on average, re-elected Council Members make up between 47% and 57% of Council following full spill elections.

By comparing over 700 consecutive ordinary election results, the review identified nine occasions when the membership of Council following an ordinary election was 100% different from the Council following the previous ordinary election. However, four of these local governments held mid-term extraordinary elections, meaning the changes in membership occurred over two or more elections within a four-year period.

#### **Costs**

In one respect, a change to a four-year cycle would reduce costs by reducing the number of elections. However, the cost of each election may increase. The WAEC uses the number of vacancies to inform quotations for the conduct of elections. Full spill elections would double the number of vacancies, with possible increased costs associated with printing and postage and increased staffing for the count.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of a change in election frequency may also vary between Local Governments.

#### **Questions**

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

### **3. Compulsory or Voluntary Voting**

#### **Current situation**

Voting in Local Government elections is voluntary in Western Australia and South Australia. All other Australian jurisdictions have compulsory voting.

#### **Considerations**

Considerations include:

- Voter participation and democratic legitimacy
- Voter engagement, awareness and/or fatigue
- Administrative and enforcement requirements
- Application to owner and occupier rolls

#### **Participation rates**

A comparison of available participation data is included as Table 3 in Appendix 1.

#### **Costs**



The WAEC uses expected participation rates to inform quotations for the conduct of elections. It is likely that an increased participation rate would increase election costs through higher reply-paid charges and increased staffing for the count. However, in-person elections become more cost effective than postal elections at higher participation rates.

WALGA cannot definitively determine an overall cost impact to Local Government without the requisite cost-modelling from the WAEC. WALGA has requested that the WAEC provide this modelling to LGIRS. The cost impact of compulsory voting may also be different for each Local Government depending on their current participation rates and methods for holding elections, and whether these would change significantly.

Tasmania implemented compulsory voting in Local Government elections in 2022. Local Government Association Tasmania (LGAT) advised that this resulted in reasonably significant cost increases. The Tasmanian Electoral Commission reported a \$9.32 per elector cost for the first compulsory Local Government elections in 2022, a 35% increase from \$6.92 in 2018. An analysis of the factors contributing to this increase is not available and it may be challenging to draw direct comparisons between Tasmania and WA.

It is likely that the cost impact of compulsory voting would be moderated if elections also transition to a 4 yearly cycle.

DRAFT



**Questions**

5. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
6. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
7. What are the key considerations informing this view?
8. Any other comments?

DRAFT



# Appendix 1- WALGA Elections Advocacy Positions

## 2.5.15 Participation in Local Government Elections

|                          |  |
|--------------------------|--|
| Position Statement       | <p>The Local Government sector supports voluntary participation in Local Government elections.</p> <p><i>Noting that State Council at its 6 December 2024 State Council meeting resolved that the WALGA Secretariat further investigate implications of compulsory and voluntary participation in Local Government elections and report back to State Council.</i></p> |
| Background               | <p>Voluntary participation in Local Government elections is a long-established position of the Local Government sector, and was confirmed as a result of sector feedback received during the Local Government reform process.</p>  |
| State Council Resolution | <p>December 2024 - 090.5/2024</p> <p>February 2022 – 312.1/2022</p> <p>December 2020 – 142.6/2020</p> <p>March 2019 – 06.3/2019</p> <p>December 2017 – 121.6/2017</p> <p>October 2008 – 427.5/2008</p>   |
| Supporting Documents     | <p>Advocacy Positions for a New Local Government Act</p> <p>WALGA submission: Local Government Reform Proposal (February 2022)</p>   |

## 2.5.16 Elections

|                    |  |
|--------------------|--|
| Position Statement | <p>The Local Government sector supports:</p> <ol style="list-style-type: none"><li>1. Councillors serve four-year terms with elections every two years and half of the Council positions spilled at each election.</li><li>2. First-Past-The-Post (FPTP) voting system for Local Government elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections.</li><li>3. First-Past-The-Post (FPTP) voting system for internal Council elections.</li></ol> |
|--------------------|--|



4. Councils holding elections by means of in-person, postal and/or electronic voting.
5. Current legislative provisions of Mayor/President of Class 1 and Class 2 Local Governments being directly elected by the community and Class 3 and Class 4 Local Governments determining whether its Mayor or President is elected by the Council or by the community.

Background

The sector positions on Local Government elections have been long-established. This was confirmed as a result of sector feedback received during the Local Government reform process.

Following the 2023 Local Government Elections where legislative reforms to Local Government elections processes were first implemented, sector wide consultation was conducted on key elements of the elections advocacy positions to determine if they accurately reflected the sector's contemporary view.

State Council Resolution

- December 2024 - 091.5/2024
- February 2022 - 312.1/2022
- December 2020 - 142.6/2020
- March 2019 - 06.3/2019
- December 2017 - 121.6/2017
- October 2008 - 427.5/2008

## 2.5.18 Local Government Elections Analysis 2015-2023

Position Statement

That WALGA advocate to the State Government:

1. For an independent Local Government election audit, focusing on the Western Australia Electoral Commission's (WAEC) service delivery and cost allocation methods and costing applications used, to confirm that marginal cost recovery principles are applied and that the costing program is being effectively managed.
2. For the requirement for the WAEC to develop and implement Service Level Agreements with Local Governments, similar to those agreements currently used in New South Wales and Victorian Local Government elections and that includes:
  - a. transparency of costing methodology,
  - b. direct engagement with Local Governments pre and post elections, and
  - c. the roles and responsibilities of the WAEC and Local Governments in the conduct of elections.



3. For a review of the legislative framework that would allow for more than one election services provider to conduct Local Government elections.
4. For a mandated WAEC Report to Parliament specific to Local Government elections post each election cycle, outlining costs, results, voter turnout and matters for improvement both in the conduct of elections and the legislation, if relevant.

Background

A comprehensive review and analysis of five election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process in Western Australia was carried out by WALGA.

With a focus on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), the analysis has found evidence of the rising cost and reduced service level of conducting Local Government elections in Western Australia.

Elected Member feedback, costs vs service comparisons and engagement by the sector with WALGA's governance services over the 2023 Local Government election period, are the basis for the position outlined above.

State Council Resolution September 2024 - 065.4/2024



## Appendix 2 - Election Statistics

*The data in the following tables is derived from publicly available reports issued by the respective State Electoral Commissions for the elections they conducted. The different content and format of reporting in each jurisdiction can make direct comparisons challenging.*

**Table 1: Comparative overview**

| Jurisdiction       | Compulsory/optional voting | Frequency                 | Postal/In Person     |
|--------------------|----------------------------|---------------------------|----------------------|
| Western Australia  | Optional                   | Half spill every 2 years  | Postal or in person  |
| South Australia    | Optional                   | Full spill every 4 years. | Postal.              |
| Northern Territory | Compulsory                 | Full spill every 4 years  | Postal or in person. |
| Queensland         | Compulsory                 | Full spill every 4 years. | Postal or in person. |
| New South Wales    | Compulsory                 | Full spill every 4 years. | In person.           |
| Victoria           | Compulsory                 | Full spill every 4 years. | Postal               |
| Tasmania           | Compulsory                 | Full spill every 4 years. | Postal               |

**Table 2: Average percentage of returning Council Members (at individual Council level)**

*States with full spills only. Calculated using publicly reported ordinary election results including elections conducted by private providers.*

| State           | Most recent election year<br>Average % of Council Members who were Council Members the previous term | Previous election year<br>Average % of Council Members who were Council Members the previous term |
|-----------------|--|---|
| Queensland      | <b>2024</b><br>47%   | <b>2021</b><br>49%  |
| New South Wales | <b>2024</b><br>54%   | <b>2021</b><br>49%  |
| Victoria        | <b>2024</b><br>46%   | <b>2020</b><br>47%  |
| South Australia | <b>2022</b><br>57%   | <b>2018</b><br>48%  |
| Tasmania        | <b>2022</b><br>53%   | <b>2018</b><br>54%  |



**Table 3: Percentage of all elected candidates who were returning Council Members (at State level)**

*States with full spills only. Official state level percentage reported by electoral commissions for elections they conducted.*

| State           | Most recent election year<br>% of returning Council Members | Previous election year<br>% of returning Council Members |
|-----------------|---|--|
| Queensland      | <b>2024</b><br>43.2%  | <b>2021</b><br>46.0%                                     |
| New South Wales | <b>2021</b><br>56.8%  | <b>2016/17 (amalgamations)</b><br>60.6%                  |
| Victoria        | <b>2024</b><br>43.0%  | <b>2020</b><br>51.9%                                     |
| South Australia | <b>2022</b><br>50.0%  | <b>2018</b><br>55.3%                                     |
| Tasmania        | <b>2022</b><br>46.0%  | <b>2018</b><br>48.0%                                     |

**Table 4: Election participation rates**

| State | Election Year   | Election Year                          | Election Year  |
|-------|---|--|--|
| WA    | <b>2023</b><br>31.2%  | <b>2021</b><br>30.2%                   | <b>2019</b><br>29.1%   |
| NSW   | <b>2024</b><br>84.54%   | <b>2021 (2020 postponed)</b><br>83.56% | <b>2016/2017 (amalgamations)</b><br><b>2017:</b> 79.58%<br><b>2016:</b> 79.27% |
| NT    | <b>2025</b><br><i>Official report not yet available.</i>      | <b>2021</b><br>61.3%                   | <b>2017</b><br>58.5%   |
| QLD   | <b>2024</b><br>82.31%   | <b>2020 (COVID impacted)</b><br>77.71% | <b>2016</b><br>83.04%  |
| SA    | <b>2022</b><br>32.9%  | <b>2018</b><br>31.6%                   | <b>2014</b><br>31.99%  |
| TAS   | <b>2022 (First election with compulsory voting)</b><br>84.79% | <b>2018</b><br>58.72%                  | <b>2014</b><br>54.58%  |
| VIC   | <b>2024</b><br>81.46%   | <b>2020</b><br>81.47%                  | <b>2016</b><br>72.15%  |



Table 5: Election costs

*Election costs invoiced to Local Governments.*

| State | Election Year   | Election Year  | Election Year  |
|-------|---|--|--|
| WA    | 2023<br><i>postal elections only</i><br>\$5.17 per elector<br>1,763,392 electors<br>(115 districts) | 2021<br><i>postal elections only</i><br>\$4.06 per elector<br>1,727,712 electors<br>(92 districts) | 2019<br><i>postal elections only</i><br>\$3.70 per elector<br>1,619,431 electors<br>(86 districts)   |
| NSW   | 2024<br>\$55.67million<br>5,242,086 electors<br>(125 councils)                                      | 2021<br>\$46million ( <i>budgeted</i> )<br>4,838,137 electors<br>(122 councils)                    | 2016/2017<br>2017<br>\$19.17 million<br>2.73 million electors<br>(45 councils)<br>2016<br>\$14.11 million<br>1.97million electors<br>(76 councils) |
| NT    | 2025<br>NA  | 2021<br>\$1,864,193<br>142,546 electors  | 2017<br>\$1,593,775<br>133,927 electors  |
| SA    | 2022<br>\$8.93million (ex GST)<br>\$6.93 per elector (ex GST)                                       | 2018<br>\$6.57million (ex GST)<br>\$5.41 per elector (ex GST)                                      | 2014<br>\$4.36million (ex GST)<br>\$3.77 per elector (ex GST)  |
| TAS   | 2022<br><i>voting became compulsory</i><br>\$9.32 per elector<br>410,975 electors                   | 2018<br>\$6.92 per elector<br>356,810 electors   | 2014<br><i>first all-in all-out</i><br>\$5.59 per elector<br>375,355 electors  |

*Note: Data in this table is taken from reports published by the relevant Electoral Commissions. Due to differences in the ways electoral costs are apportioned, a per elector cost is only provided if it was reported. Data for QLD and VIC is not clearly discernible in Election Reports, and therefore not presented in this table.*

Cr Obourne and Cr Harp declared a Financial Interest in the following item and left the Chambers at 5:01pm.

*As the Presiding Member had declared a Financial Interest in this item and vacated the Chair, the Acting Chief Executive Officer called for nominations for a Presiding Member to chair the meeting for Item 12.4.2 Esperance Chamber of Commerce Sponsorship Proposal.*

*Cr Graham nominated.*

*There being no further nominations, Cr Graham accepted the nomination and assumed the role of Presiding Member.*

**Item: 12.4.2**

**Esperance Chamber of Commerce Sponsorship Proposal**

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

**File Ref: D26/6669**

**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 1<sup>st</sup> 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](#)

**Item 12.4.2 Esperance Chamber of Commerce Sponsorship Proposal**

**Moved:** Cr de Haas  
**Seconded:** Cr McWilliam

**O0326-066**

**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 1<sup>st</sup> July 2026.**
- 3. Request an annual report from the ECCI outlining the progress achieved through the sponsorship agreement.**

**CARRIED  
F5 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Graham*

Cr Obourne and Cr Harp returned to the Chambers at 5:05pm

Cr Obourne took the chair.



## 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).



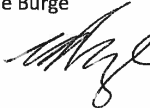
### SILVER SPONSORSHIP AGREEMENT

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](mailto: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](mailto: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](mailto:ChrisWilson@whiteroomfinance.com.au) | 🌐 <https://whiteroomfinance.com.au/esperance/>

👤 **Book a Meeting with me**

**MOVING BEHIND CLOSED DOORS**

**Moved:** Cr Davies  
**Seconded:** Cr de Haas

**00326-067**

**That the meeting proceed behind closed doors in accordance with section 5.23(4) of the Local Government Act 1995, to consider the following item:**

**12.4.3 Sale of Residential Land**

*Considered confidential in accordance with the Local Government At 1995, as it relates to legal advice, or other information, over which the local government holds legal professional privilege (Section 5.23(4)(a)).*

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

All remaining members of the public left the Chambers at 5:08pm and did not return.

**Item: 12.4.3**

**Sale of Residential Land**

|                     |                |                              |
|---------------------|----------------|------------------------------|
| <b>Author/s</b>     | Shane Liddelow | Manager Economic Development |
| <b>Authorisor/s</b> | Shane Burge    | Chief Executive Officer      |

**File Ref: D26/7013**

**Applicant**

Internal Report

**Location/Address**

Flinders Estate Stage 4 - Bandy Creek



### **Executive Summary**

Approval is sought to proceed to tender for a number of vacant lots of land, with any lots that don't receive an offer through the tender process to continue to be sold via Chief Executive Officer (CEO) delegation for a further six-month period.

### **Recommendation in Brief**

That Council:

1. Direct the CEO to advertise all unsold lots within Flinders Stage 4 (excluding any lots that are under contract at the time the tender is advertised) for sale by tender.
2. Relist all lots that don't receive an offer through the tender process.
3. Delegate authority to the CEO to negotiate and accept offers on these listed properties.

### **Background**

The current delegated authority to the CEO to accept offers on identified vacant lots is due to expire in April 2026.

Delegated authority to the CEO can only be provided for a maximum of 6 months following a tender or auction process being undertaken. If a delegation isn't provided all negotiations require Council Decisions for each stage of the negotiation. This obviously has the potential to both make negotiations a lengthy and drawn-out process as well as resulting in it playing out in the public domain. Neither of these outcomes is generally conducive to attracting purchasers.

There is currently a total of 18 lots available for sale in Flinders, all other lots that were available have sold.

### **Officer's Comment**

Submissions are rarely received for tenders issued for vacant land, especially in the situation where all lots have previously been available for purchase, as all of these have. This recommendation removes the need for Council to reconsider these lots prior to them being re-listed with real estate agents unless a submission is received. In the event that one or more tender submissions is received, this recommendation will allow all lots not involved in a submission to be listed with real estate agents while the tenders are being considered, minimising the time the lots are off the market.

It is recommended that Council continue to rely upon the land price list provided at the Council meeting September 2024 against the valuation of the land in 2023, noting that 11 lots have sold since the pricing was established.

### **Consultation**

Elders Real Estate have taken over the marketing and sale of properties on behalf of the Shire (outside of tender periods) and provide feedback on the local market.

### **Financial Implications**

Income from any sale of land is placed in the Land Development reserve to ensure that income from the sale of land assets doesn't get utilised on an operational expense or depreciating asset as per the intent of the Land Asset policy and procedures.

### **Asset Management Implications**

Sale of these lots removes the Council's obligations to maintain them.

**Statutory Implications**

The statutory implications associated with this item are contained within:

Local Government Act 1995

Section 3.58 – Disposing of Property

**Policy Implications**

Sale of non-strategic freehold land and placement of fund in reserve for future land development or acquisition of strategic land is consistent with the Councils Public Land Asset Strategy.

**Strategic Implications**

Council Plan 2022 – 2032

*Leadership*

A financially sustainable and supportive organisation achieving operational excellence

**Environmental Considerations**

Nil

**Attachments**

- A. Stage 4 Lot Prices September 2024 - *Confidential*

**Item 12.4.3 Sale of Residential Land**

**Moved: Cr McWilliam**  
**Seconded: Cr Starcevich**

**O0326-068**

**That Council**

- 1. Direct the CEO to advertise all unsold lots as detailed below at 2. (excluding any lots that are under contract at the time the tender is advertised) for sale by tender.**
- 2. List all properties in the schedule within Attachment A at the Listing Prices identified.**
- 3. Delegate authority to the CEO to negotiate and accept offers on these listed properties at or above the Minimum Acceptable Sale Price identified in the schedule within Attachment A.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**COMING FROM BEHIND CLOSED DOORS**

**Moved: Cr de Haas**  
**Seconded: Cr Graham**

**O0326-069**

**That the meeting come from behind closed doors.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

The Acting Shire President read aloud the above resolution

**Item: 12.4.4**

**Common Seal Usage October 2025 to February 2026**

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

**File Ref: D26/7614**

**Applicant**

Internal

**Executive Summary**

For Council to receive the Common Seal Register

**Recommendation in Brief**

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

**Background**

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

Exceptions to the above are:

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

**Officer's Comment**

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

**Consultation**

WALGA

**Financial Implications**

Nil

**Asset Management Implications**

Nil

**Statutory Implications**

Local Government Act 1995 – 9.49a Execution of Documents

### **Policy Implications**

POL 0036: Execution of Documents and Common Seal Usage

### **Strategic Implications**

Council Plan 2022 – 2032

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

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

### **Environmental Considerations**

Nil

### **Attachments**

A<sup>1</sup>. Shire of Esperance Common Seal Usage - October 2025 to February 2026

**Item 12.4.4 Common Seal Usage October 2025 to February 2026**

**Moved:** Cr Graham

**Seconded:** Cr Harp

**O0326-070**

**That Council receive the report entitled Shire of Esperance Common Seal Usage for the period of October 2025 to February 2026.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

### The Shire of Esperance Common Seal Usage

| <b>October 2025</b>  |  |
|----------------------|--|
| 1 October 2025       | Section 70A Notification – Lot 15 Harbour Road   |
| 7 October 2025       | Purchase of Lot 79 Synnot Street and Lot 22 Gibson Street  |
| 23 October 2025      | Disclosure Notice – 24 Tribune Parade, Bandy Creek   |
| <b>November 2025</b> |  |
| 4 November 2025      | Sale of 24 Tribune Parade, Bandy Creek   |
| 20 November 2025     | Sale of 16 Tribune Parade, Bandy Creek   |
| 20 November 2025     | Sale of 14 Hillier Avenue, Bandy Creek   |
| <b>December 2025</b> |  |
| 3 December 2025      | Lease Portion Lot 991 The Esplanade – Reserve 27318  |
| 3 December 2025      | Request for Gazettal – Shire of Esperance Local Laws 2025  |
| 3 December 2025      | Lease Transfer – Old Court House, Museum Village – Elodie Goldsmith – Grace Totterdale                             |
| 8 December 2025      | Local Law – Activities in Thoroughfares and Public Places and Trading Local Law 2025                               |
| <b>January 2026</b>  |  |
| 7 January 2026       | Deed of Surrender of Lease – Lot 100 Dempster Street – Old Chemist Shop – Museum Village – Sara Hall               |
| <b>February 2026</b> |  |
| 4 February 2026      | Lease – Old Chemist Shop – Museum Village – 100 Dempster Street  |
| 10 February 2026     | Lease - Lot 500 Shepherd Street, Grass Patch – Grass Patch Community Development Association                       |
| 10 February 2026     | Landgate Lease Surrender – Telstra – Helms Drive   |
| 17 February 2026     | Deed of Extension of Lease – Southern Ports – Adventureland Playground   |
| 17 February 2026     | Lease – Portion Lot 100 Dempster Street – Old Sinclair House – Amanda Thomas                                       |
| 20 February 2026     | Lease – Portion Lot 100 Dempster Street – Old Sinclair House – Amanda Thomas – Duplicate due to error in agreement |
| 20 February 2026     | Sale of 7 Adkins Street, Bandy Creek   |

**Item: 12.4.5**

**Information Bulletin - March 2026**

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

**File Ref: D26/7191**

**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 - March 2026
- B. Council Priorities Summary - Corporate Performance - February 2026
- C. Status Report - Outstanding Council Resolutions

**Item 12.4.5 Information Bulletin**

**Moved:** Cr McWilliam

**Seconded:** Cr Graham

**O0326-071**

**That Council accepts:**

- 1. Information Bulletin – March 2026**
- 2. Council Priorities Summary – Corporate Performance - February 2026**
- 3. Status Report – Outstanding Council Resolutions**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

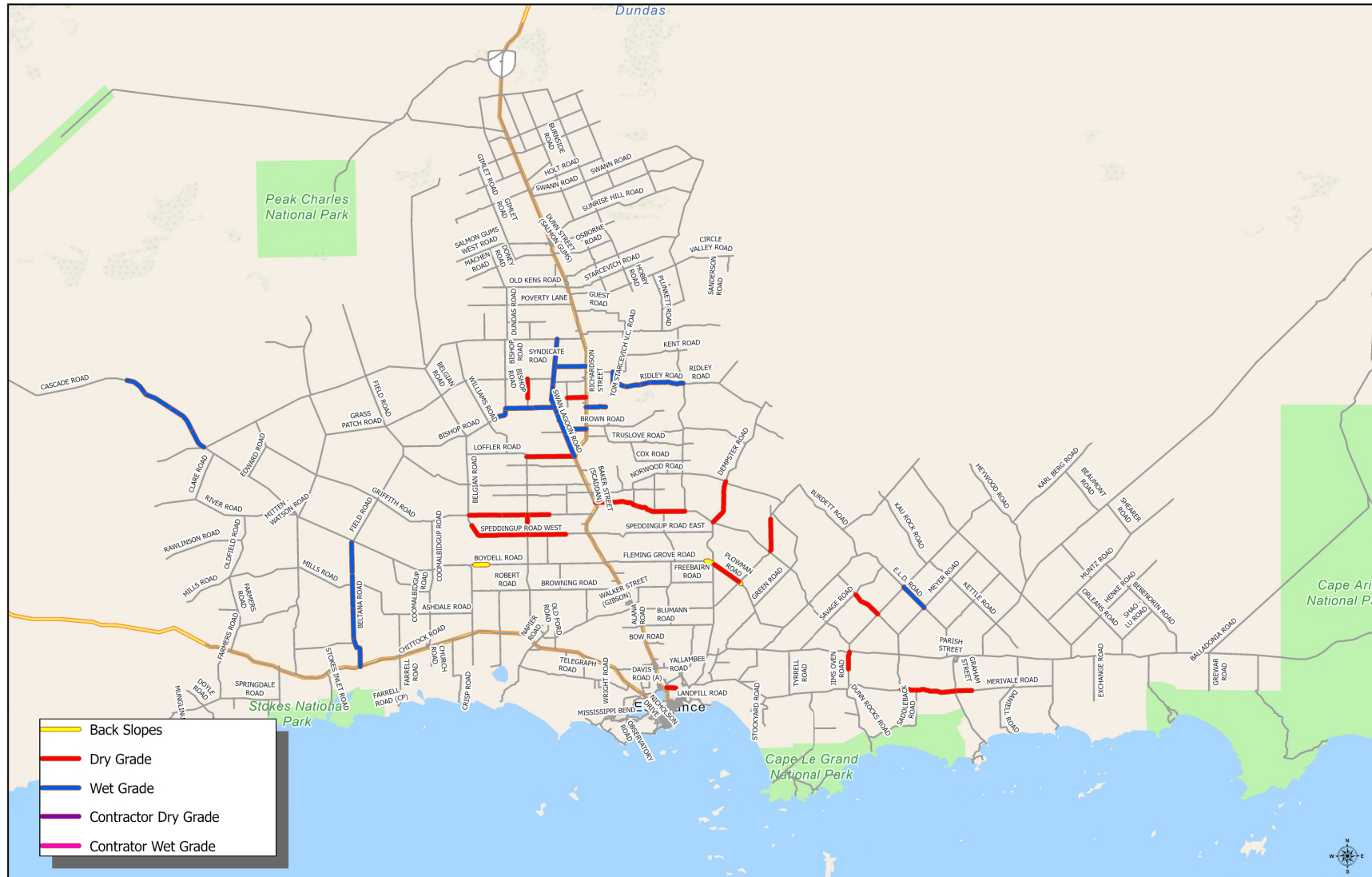


# INFORMATION BULLETIN

## ORDINARY COUNCIL MEETING

March 2026





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Created On: 6/03/2026 10:44 AM

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Shire of Esperance Road Grading Feb 2026

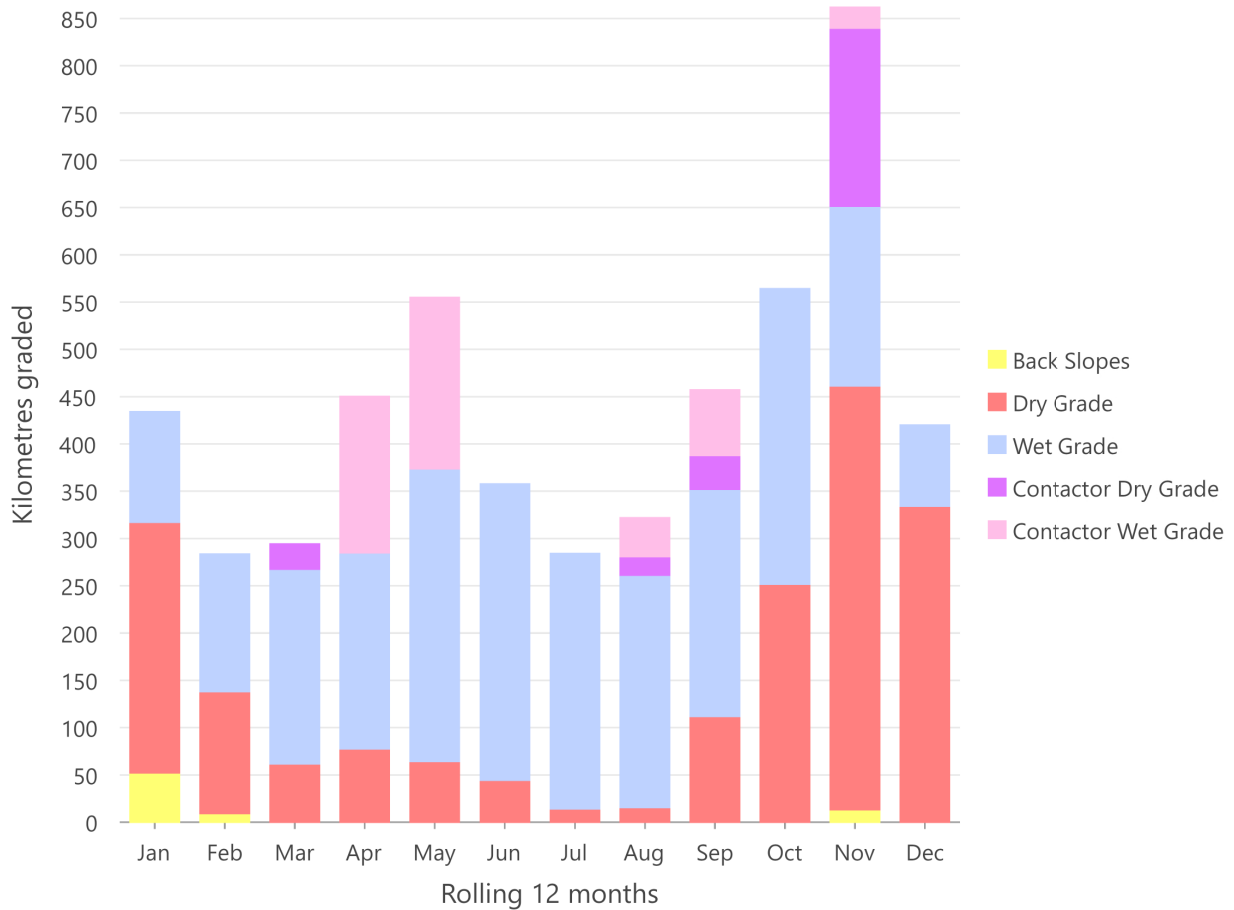
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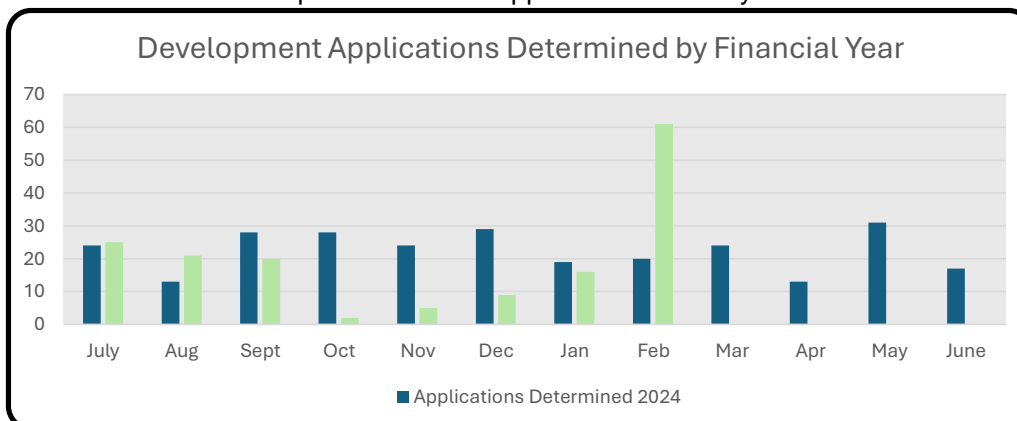
## Road Grading Chart Feb 2026



Kilometres graded by month and grade type



Development Services Approvals – February 2026



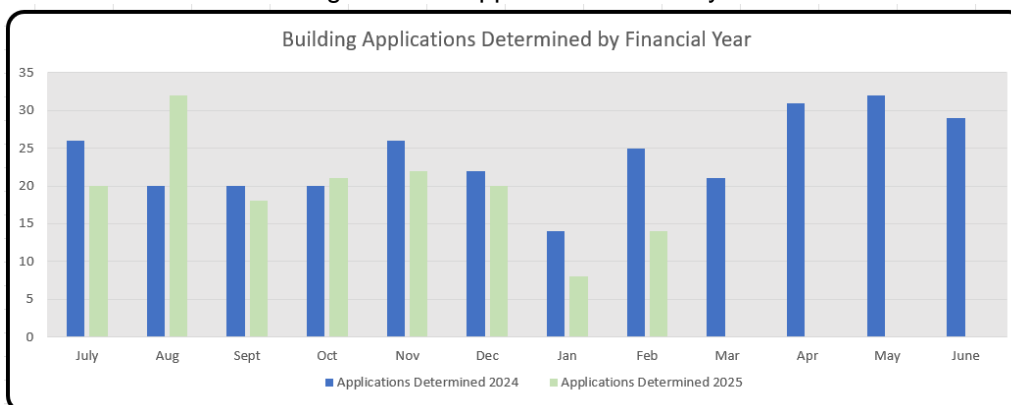
| Property                          | Proposal                               |
|-----------------------------------|--|
| 3 Ormonde Street BANDY CREEK      | Dwelling – Single House                |
| 15 Windich Street ESPERANCE       | Dwelling – Multiple                    |
| 52 Cape Le Grande Road MERIVALE   | Home Business & Outbuilding (Patio)    |
| 18 Randell Street ESPERANCE       | Dwelling – Grouped (6 Units)           |
| 16 Hillier Ave BANDY CREEK        | Dwelling – Single House                |
| 7 Muresk Close WEST BEACH         | Outbuilding (Shed)                     |
| Lot 140 Hancock Road CHADWICK     | Ancillary Dwelling, Garage, Water Tank |
| 22 Whitegum Ave CASTLETOWN        | Outbuilding (Shed)                     |
| 45 Sims Street ESPERANCE          | Short Term Accommodation               |
| 22 Castletown Quays CASTLETOWN    | Alfresco / Arbour                      |
| Lot 1 Kipping Road CHADWICK       | Outbuilding (Shed)                     |
| Lot 132 Shark Lake Road MONJINGUP | Industrial Building                    |
| 404 South Coast Hwy MONJINGUP     | Outbuilding (Shed)                     |
| 2 Castletown Quays CASTLETOWN     | Dwelling – Alterations / Additions     |
| Lot 25 Sims Street NULSEN         | Warehouse / Storage                    |
| 1544 Fisheries Road MYRUP         | Alternative Short Stay Accommodation   |
| 138 Burton Road CASTLETOWN        | Carport                                |
| 208 Canning Drive PINK LAKE       | Dwelling – Single House                |
| 17 Jacaranda Drive CASTLETOWN     | Warehouse / Storage                    |
| 16 Cabble Close CASTLETOWN        | Holiday House                          |
| 8 Cologne Street CASTLETOWN       | Holiday House                          |
| 14 Phillips Street WEST BEACH     | Fence                                  |
| 1 Sharkey Street ESPERANCE        | Holiday House                          |
| 49 Norseman Road CASTLETOWN       | Fuel Depot                             |
| 68 Westmacott Street CASTLETOWN   | Patio                                  |
| 9 Pink Lake Road ESPERANCE        | Outbuilding (Shed)                     |
| 27 Westmacott Road CASTLETOWN     | Outbuilding (Shed)                     |
| 31 Hood Way CASTLETOWN            | Shade Sails (x6)                       |
| 101 Dempster Street ESPERANCE     | Dwelling – Alterations / Additions     |
| 88 Westmacott Street CASTLETOWN   | Pergola – Exempt                       |
| 487 Napier Road DALYUP            | Dwelling – Single House                |

| <b>Property</b>                       | <b>Proposal</b>                    |
|---------------------------------------|------------------------------------|
| Lot 850 Norseman Road CASTLETOWN      | Industrial Building                |
| 5 Tchan Street NULSEN                 | Dwelling - Ancillary               |
| 1946 Boydell Road DALYUP              | Dwelling – Alterations / Additions |
| 3/46 Dempster Street ESPERANCE        | Outbuilding (Shed)                 |
| 3/46 Dempster Street ESPERANCE        | Group Dwelling – Unit 3            |
| 39 Spencer Road PINK LAKE             | Carport, Patio and Deck            |
| 14 Hillier Ave BANDY CREEK            | Dwelling – Single House            |
| 7 Magistrate Drive CASTLETOWN         | Holiday House                      |
| 12 Taylor Street ESPERANCE            | Dwelling – Single House            |
| 133 Lalor Drive WINDABOUT             | Outbuilding (Shed)                 |
| 79 Dempster Street ESPERANCE          | Consulting Rooms                   |
| 884 Farmers Road EAST MUNGLINUP       | Dwelling – Single House            |
| 6185 Parmango Road BEAUMONT           | Telecommunications Infrastructure  |
| Lot 1764 Cape Le Grand Rd MERIVALE    | Telecommunications Infrastructure  |
| 6 Goodliff Street WEST BEACH          | Front Fence                        |
| 75 Walmsley Street BANDY CREEK        | Outbuilding (Shed)                 |
| Lot 1 Mills Road EAST MUNGLINUP       | Telecommunications Infrastructure  |
| 1 Pink Lake Road ESPERANCE            | Dwelling – Single House            |
| 7 Johns Street SINCLAIR               | Patio - Retrospective              |
| 7 Tupper Street ESPERANCE             | Dwelling – Alterations / Additions |
| 490 Boydell Road GIBSON               | Outbuilding (Shed)                 |
| 10 Taylor Street ESPERANCE            | Outbuilding (Shed)                 |
| 21 Smith Street WEST BEACH            | Dwelling – Alterations / Additions |
| 23 North Road CASTLETOWN              | Outbuilding (Shed)                 |
| 6 Amelia Circuit WEST BEACH           | Outbuilding (Shed)                 |
| 59 Tuart Forest Grove Place PINK LAKE | Outbuilding (Shed)                 |
| 9 Chantilly Circuit CASTLETOWN        | Dwelling – Single House            |
| 1/32 Hicks Street ESPERANCE           | Home Business – Food Business      |
| 27 Hood Way CASTLETOWN                | Outbuilding (Shed)                 |
| 10 Common Road PINK LAKE              | Alfresco                           |

**Specific Comments relating to Monthly Statistics**

- 6 Holiday Houses / Short Term Accommodation applications approved.
- 15 Outbuilding (Shed) applications & 10 Patios / Carports approved.
- 2 Home Businesses approved.
- 14 Dwellings and 5 Alterations / Additions to a Dwelling approved.
- 9 Commercial / Industrial applications approved

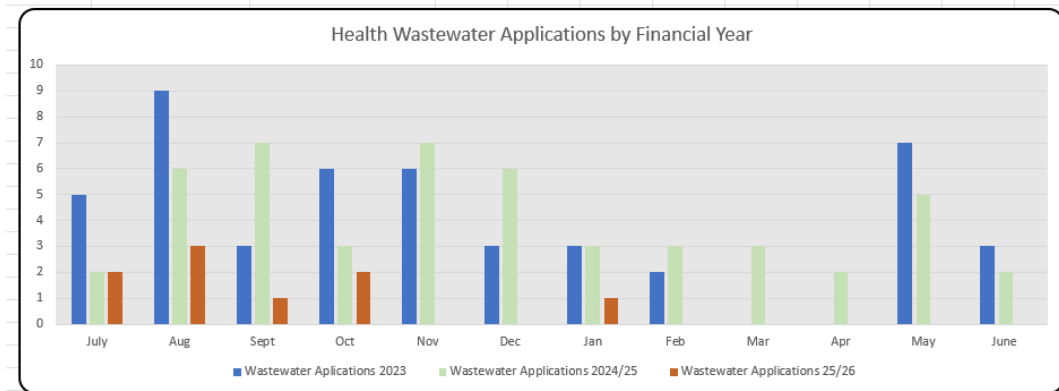
Building Services Approvals – February 2026



| Property                             | Proposal   | Values (\$)    |
|--------------------------------------|--|----------------|
| 19 Scanlon Street<br>CHADWICK        | Occupancy Permit - Class 8/7b Building & Construction Workshop 979m2   | 0              |
| 28 Smith Street WEST<br>BEACH        | Amendment to Retaining Wall  | 0              |
| 90 Pink Lake Road<br>SINCLAIR        | Ranbuild Shed on Existing Concrete Slab 54m2                           | 14,000         |
| 6 Burton Road<br>CASTLETOWN          | Shed 41m2  | 18,000         |
| 5 Tchan Street<br>NULSEN             | Ancillary Dwelling with Alfresco and Porch 71m2                        | 190,000        |
| 1 Dempster Street<br>ESPERANCE       | Dwelling Re-Roof and New Carport Patio & Retaining Wall Additions 24m2 | 250,000        |
| 9 Catherine Street<br>CASTLETOWN     | Steel Frame Shed 45.5m2 (Easy Shed)                                    | 18,800         |
| 19 Frearson Street<br>CASTLETOWN     | Dwelling Games Room Addition 50m2                                      | 150,000        |
| Lot: 1163 West Point Road<br>CASCADE | Machinery Storage Shed 1152m2 (Class 7b)                               | 384,633        |
| 3 Castletown Quays<br>CASTLETOWN     | Full Demolition of House and Garage                                    | 22,000         |
| 39 Dempster Street<br>ESPERANCE      | Short Stay Accommodation Units x15 (Class 1b) with Retaining Walls     | 2,449,155      |
| 26 Black Street<br>ESPERANCE         | Retaining Wall for Hockey Turf   | 43,920         |
| 69A Johns Street<br>SINCLAIR         | Dwelling with Alfresco and Carport & Associated Retaining Walls 273m2  | 664,214        |
| 11 George Street<br>SINCLAIR         | Patio Addition 18m2  | 3,000          |
|                                      |  |                |
|                                      | Total  | \$4,207,722.00 |

**Specific Comments relating to Monthly Statistics**

- Currently there are 45 Building Permit applications awaiting technical assessments, Development Approval, or waiting for further information to be provided.
- 9 Pool Barrier Inspections were undertaken in January – 4 barriers were non-compliant.
- The Bayview Motel were issued their Building Permit for an additional 15 Units – 2 of these units will be fully accessible.



### February Wastewater Applications

**Specific Comments relating to Environmental Health Activities in February**

- No new wastewater applications. Business as normal for February.



# Council Plan Summary

## February 2025



Shire of Esperance

Council Plan February 2025

## People

### A safe community

| Action Code | Action Name   | Comments  | Responsible Officer Position |
|-------------|---|---|------------------------------|
| 1.1.1       | Advocate for increased police presence  | Nothing further to report 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   | Sterilisation grant won, welfare partnerships being investigated. | 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 | Advocated with Minister Michael specifically around government support required for an MRI machine in Esperance along with considerable funding support from the local community. | Chief Executive Officer      |
| 2.2.1       | Lead implementation of the Esperance Greater Sports Ground Redevelopment Masterplan   | Continuing to work with Esperance Hockey Association on the Hockey Turf project. GMS on track to be   | Director Asset Management    |

Shire of Esperance

Council Plan February 2025

| Action Code | Action Name   | Comments  | Responsible Officer Position   |
|-------------|---|---|--------------------------------|
|             |   | completed in May. Assisting Soccer with the potential for a lighting project for the 3rd Soccer pitch.  |                                |
| 2.2.2       | Provide a third soccer pitch at the Greater Sports Ground                               | Design will commence shortly. Topsoil has been stockpiled for use at the GSG. Planning to remove the bitumen and gravel on the old netball courts in the next couple of months for reuse on Fuel Depot Access Road construction.                                  | Director Asset Management      |
| 2.2.3       | Graham Mackenzie Stadium Project  | Minor delay with netting installer, project completion pushed out to end of May/early June 2026. All other aspects of project progressing well.   | Manager Projects and Buildings |
| 2.2.4       | Implement the actions from the Bay of Isles Leisure Centre Management Plan              | The Purpose Project videos have been well received by community, patrons and staff. Ideas for the 26/27 business plan are being determined with a focus on swim school efficiencies and stadium operations.   | Manager Recreation and Culture |
| 2.3.1       | Design, construct and pursue further funding for James Street Cultural Precinct Stage 1 | Funding applications being finalised, further options being explored.   | Director External Services     |
| 2.4.1       | Explore sustainable funding sources to attract, manage and support local volunteers     | EVRC have secured a \$1,400 subsidy from Volunteering WA (VWA) to support the EVRC Administration Officer attending the VWA / Martin J Cowling training 'From Toxicity to Transformation: Creating a Healthy Volunteer Ecosystem' in Perth on Wednesday 18 March. | Project Officer EVRC           |
| 2.4.2       | Explore options to recognise, reward and incentivise volunteers                         | EVRC are currently in the process of organising Martin J Cowling to attend Esperance to deliver a 'Managing Toxic Volunteers' workshop and a youth engagement / consultation forum. These activities are supported  | Project Officer EVRC           |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name | Comments  | Responsible Officer Position |
|-------------|-------------|---|------------------------------|
|             |             | <p>through the EVRC VWA funding for this financial year.</p> <p>EVRC are also in the early stages of planning for National Volunteer Week 2026 where the theme is 'It's your year to volunteer'. Some current ideas for NVW include an expo type event where Volunteer Involving Organisation representatives would have the opportunity to engage with existing and potential volunteers to promote their volunteer roles and to look at possible new volunteer roles.</p> |                              |

**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  | As opportunities arise.  | Director Asset Management                |
| 3.1.2       | Provide assistance with events and activities within the community   | Connect Nulsen in partnership with Esperance Care Services - increase community connection in Nulsen and encourage stronger relationships within Nulsen. | Supervisor Clubs & Community Development |
| 3.1.3       | Facilitate Aboriginal dual naming of significant places  | As opportunities arise.  | Director Asset Management                |
| 3.1.4       | Partner with traditional custodians to develop cultural trails with maps and interpretive signs to raise awareness, knowledge and understanding about local Aboriginal history and stories | Not started. Scheduled to start next financial year as a project. Other smaller initiatives will be investigated as opportunities present.               | Manager Parks & Environment              |

Shire of Esperance

Council Plan February 2025

| Action Code | Action Name   | Comments   | Responsible Officer Position              |
|-------------|---|--|---|
| 3.1.5       | Establish and strengthen relationships with local Aboriginal Stakeholders and organisations     | Officers held a community engagement event at Nulsen's Olympian Park in February. The afternoon event offered community members a chance to provide input into the Playground & Public Open Space Strategic Plan review and other related community matters. Good feedback was received from a range of residents, down to primary school aged kids who are at the heart of the project. | Director Corporate and Community Services |
| 3.1.6       | Support the Partnership Agreement with Esperance Tjaltrjaak Native Title Aboriginal Corporation | No partnership related events during February.   | Chief Executive Officer                   |
| 3.2.1       | Advocate for increased child care services through promotional campaigns                        | No new campaigns currently running.  | Chief Executive Officer                   |
| 3.2.2       | Provide regular events and activities to inform and engage the youth within our community       | Launched Connect Nulsen - park catch ups with the Nulsen Community to allow community members an opportunity to connect with each other and form stronger relationships.<br>Organise and finalise flight for the French Exchange students.<br>Assisted with the consultation for public open spaces at Adventure Land Park.  | Supervisor Clubs & Community Development  |
| 3.2.3       | Implement youth precinct concept plan   | Working on lighting rewire for budget consideration.   | Director Asset Management                 |
| 3.3.1       | Advocate for improved aged care facilities and palliative care                                  | Awaiting the outcome of the transfer of management to another provider for the Esperance Aged Care Facility.   | 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 February 2025**

| 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. | Manager Asset Development    |
| 3.3.4       | Provide improved beach access for people with disability                     | Continuing to maintain access.   | Director Asset Management    |
| 3.3.5       | Implement actions and initiatives resulting from DAIP discussions and forums | Building Services committee members presented to Council in February.        | Director External Services   |

Shire of Esperance

Council Plan February 2025

## Planet

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

| Action Code | Action Name  | Comments  | Responsible Officer Position |
|-------------|--|---|------------------------------|
| 4.1.1       | Partner with Traditional Owners to manage culturally sensitive nature reserves   | Stage 3 works are continuing at Tjaltjraak Boodja Park in a partnership with ETNTAC. A revised works schedule will be developed shortly and a potential project submitting to the Coastwest Program (DPLH) for consideration for funding.<br>The Shire has provided support to ETNTAC for a funding application to the Aboriginal Ranger Program. | 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. The Shire has sent a letter to the State and Federal Government requesting the project be considered for funding.  | Manager Parks & Environment  |
| 4.1.3       | Provide a Coastal Hazard Risk Management Adaption Plan (CHRMAP) for West Beach   | Commencement continues to be limited by resourcing.   | Manager Development Services |
| 4.1.4       | Review the Coastal Management Plan   | The Environmental Services Team in Asset Management are continuing with the review with the consultant. A briefing session was undertaken with Council during February. The Environmental Services Team are now consulting with key stakeholders to further develop the coastal management plan.  | 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, this will assess environmental impacts and guide future works programs.   | Manager Parks & Environment  |

**Shire of Esperance**

**Council Plan February 2025**

| 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   | Booster Pumps currently out for tender.  | 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 | Following up with Minister Dawson's office around conducting an opportunity analysis to realise benefits for the Esperance community from the South Coast Marine Park. | 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               | Solar and Battery project currently out to tender. | Director Asset Management      |
| 5.1.2       | Install renewable energy (solar PV and battery storage) on council buildings where feasible | Solar tender currently out, due to close in March. | Manager Projects and Buildings |

Shire of Esperance

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| 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 | Tender for solar installs out due to close in March. Tinting RFQ closed, PO to be awarded ASAP for works to commence.  | Manager Projects and Buildings             |
| 5.1.4       | Incorporate eco-friendly vehicles into fleet as options become viable  | There is always an 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  | Working with Talis on the design, expect this to be completed mid-year. Once design is complete approvals will be sought.  | Director Asset Management                  |
| 5.2.2       | Commence construction of the Community Drop Off and Transfer Station at Myrup  | Earthworks for the Workshop and storage sheds commencing in April. The builder should be commencing footing works in April.  | 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. Site works are closer to commencement.  | 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 has continued developing a sort and save program with the aim of encouraging customers to sort waste and recoverable items in their trailer before coming out to the waste facility.   | Manager Sustainability & Resource Recovery |

Shire of Esperance

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**Greater community readiness and resilience to cope with natural disasters and emergencies**

| Action Code | Action Name   | Comments  | Responsible Officer Position         |
|-------------|---|---|--------------------------------------|
| 6.1.1       | Implement the Bush Fire Risk Management Plan including accessing funding opportunities within the State Government's Mitigation Activity Fund | <p>The Shire is well underway with delivery of Year 1 of the Mitigation Activity Fund (MAF) Grant Program - 3Y Round. To date, 65% of mechanical works have been completed across 30 locations, and the remaining works are on track for completion by the end of March.</p> <p>The delay in completion was due to funding not being secured until late 2025. Additional treatments are currently being assessed and progressed through a variation application to maximise any cost savings achieved to date.</p> <p>The Bushfire Risk Mitigation Coordinator continues to oversee treatment implementation and progress reporting, alongside ongoing updates to system asset records and risk data.</p> | Bushfire Risk Mitigation Coordinator |
| 6.1.2       | Facilitate innovative initiatives and networks to help build drought resistance and resilience  | Working with DWER on dam covers for Cascade and Scaddan.  | Director Asset Management            |
| 6.1.3       | Advocate for more emergency services personnel in Esperance   | Nothing further to report this month.   | Chief Executive Officer              |
| 6.1.4       | Facilitate coastal safety measures in partnership with the Coastal Safety Working Group   | The Coastal Safety Working Group met in early February to review coastal safety priorities and inter-agency coordination. Key discussions included signage improvements, shark tower functionality, marine hazard response arrangements, and coastal communications. The group is progressing several initiatives, including  | Manager Ranger & Emergency Services  |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name  | Comments  | Responsible Officer Position        |
|-------------|--|---|-------------------------------------|
|             |  | outgoing correspondence regarding funding streams and coastal safety infrastructure, to strengthen coordination, communication, and preventative safety measures along the coast.   |                                     |
| 6.1.5       | Advocate for appropriate coastal safety infrastructure and resources | The Coastal Safety Working Group met in early February to review coastal safety priorities and inter-agency coordination. The group continues to advocate for improved coastal safety infrastructure and resources, progressing several initiatives and agency engagements to strengthen coastal safety arrangements and community awareness. | Manager Ranger & Emergency Services |

Shire of Esperance

Council Plan February 2025

Place

Responsible planning and development

| Action Code | Action Name  | Comments  | Responsible Officer Position |
|-------------|--|---|------------------------------|
| 7.1.1       | Develop Flinders structure plan and report to Council  | Survey information being incorporated into Structure Plan.  | Director External Services   |
| 7.1.2       | Advocate for provision of adequate, affordable utilities and communications infrastructure to support population and economic growth | Met with Telstra who advised that 5 new mobile towers would be deployed within the Shire of Esperance over the next 12 months.<br>Met with Watercorp for update on commissioning new bores around 11 mile. Workshop with Watercorp planned in mid March on Esperance Future Water Supply and Opportunities. | 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) | Development WA will be presenting to Councillors late March on their concept ideas for land held within Esperance. | Chief Executive Officer      |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name  | Comments   | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 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      |
| 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) | Awaiting funding application outcomes to the Regional Housing Support Fund for Flinders Stage 3 and Workers Accommodation Project. | 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 in Dempster Street when the CBD is a little less busy following the Summer season. Bin surrounds will be installed shortly. Works on Dempster Street Islands are planned to commence mid March. | Manager Parks & Environment  |
| 9.2.1       | Provide attractive and welcoming entrances into Esperance | Town Entry Statements currently being fabricated.   | Director Asset Management    |
| 9.2.2       | Facilitate more tree planting across the Shire            | Focus is now on establishing trees and watering programs. Planting has been in public open space and road verges within the townsite.   | Manager Parks & Environment  |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name   | Comments   | Responsible Officer Position   |
|-------------|---|--|--------------------------------|
| 9.3.1       | Implement Civic Centre improvements   | Still awaiting seating proposal and cost estimate for bathroom/accessibility upgrades  | Manager Projects and Buildings |
| 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. Playground has been installed and main bike track construction is underway. | 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 is currently out for public comment. Two consultation sessions were undertaken at playgrounds at Olympian Way and at Adventureland Park.                               | Manager Parks & Environment    |

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

| Action Code | Action Name  | Comments   | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 10.1.1      | Implement the Esperance 2050 Cycling Strategy  | Ongoing as per budget and schedule for footpath and trail upgrades.                                      | Manager Asset Development    |
| 10.1.2      | Construct sealed shoulders on roads to improve safety for cyclists and vehicles                | As per budget program.   | Director Asset Management    |
| 10.1.3      | Provide safety measures along The Esplanade and Fisheries Road to improve pedestrian crossings | Waiting on the Design Road Safety Audit report, once this has been reviewed works will be programmed in. | Director Asset Management    |

Shire of Esperance

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| Action Code | Action Name   | Comments   | Responsible Officer Position |
|-------------|---|--|------------------------------|
| 10.2.1      | Implement Road Safety Management Plan 2024-2030   | As per the action strategies.  | Director Asset Management    |
| 10.2.2      | Advocate for Main Roads to provide road upgrades and more passing lanes   | Council had a discussion with Main Roads WA and CBH around Shark Lake access.  | Director Asset Management    |
| 10.2.3      | Advocate with Main Roads WA to undertake a transport corridor upgrade plan for Harbour Road, including South Coast Hwy Intersection upgrade and Pink Lake Road Intersection Upgrade | Main Roads WA had a briefing with Shire Officers in Late February to discuss some options. A briefing with Council is planned to be held in the coming months.   | Director Asset Management    |
| 10.2.4      | Implement the Shire of Esperance Road Construction and Maintenance Program  | As per the construction program. Currently working on Howick Rd, Merivale Rd and Quarry Rd.  | Director Asset Management    |
| 10.3.1      | Implement the Esperance Town Centre Parking, Traffic and Pedestrian Strategy  | Forrest St works are on hold over the peak season.   | 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. Kerbing in front of Lingalonga to be completed next week. Other works on hold until tourist traffic volumes decrease.       | Manager Asset Development    |
| 10.4.1      | Implement the Esperance Airport Masterplan (including an upgrade to the main runway, replacement of the runway lighting system, and additional apron space)                         | Carpark extension work at airport underway (Additional 26 bays). CCTV upgrades planned to be completed by this financial year. Department of Transport & Major Infrastructure are still reviewing Main Runway Upgrade business case. Meeting with REX CEO and managers | Manager Economic Development |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name                                   | Comments  | Responsible Officer Position |
|-------------|---|---|------------------------------|
|             |   | Wednesday 25 Feb. CEO positive on future of REX and support from new owners and Federal government. Shire has submitted application for financial reimbursement from fees outstanding by REX through Federal Funding program. On time performance in last few months has been good. |                              |
| 10.4.2      | Design, Fund and Construct new Airport runway | Still working with Department of Transport & Major Infrastructure on the Business Case.   | Director Asset Management    |

Shire of Esperance

Council Plan February 2025

## Prosperity

### Access to quality education and lifelong learning opportunities

| Action Code | Action Name  | Comments   | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 11.1.1      | Advocate for South Regional TAFE to develop and promote specialist courses in relevant areas                         | Nothing further to report this month.  | Chief Executive Officer      |
| 11.1.2      | Advocate for urgent upgrades and a rebuild of Esperance Senior High School   | Met with Minister Michael and advocated for upgrades to the Esperance Senior High School.              | Chief Executive Officer      |
| 11.1.3      | Facilitate discussions with universities to explore options for a remote student services campus in Esperance        | 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 | Meeting with Renewables Bio who are now looking to develop a Canola Oil Processing Plant and also carbon credit farming. Meeting planned with Council to present latest direction. | Manager Economic Development |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name  | Comments   | Responsible Officer Position |
|-------------|--|--|------------------------------|
| 12.1.3      | Promote Esperance as a suitable centre for research and development, and pilot projects.   | Participated in DPIRD Advanced Biofuel Strategy Stakeholder workshop with other local governments to provide feedback on how biofuel industries could work in our communities. | 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 | ECCI have approached the Shire for sponsorship and as part of the request, the ECCI will look to complete a feasibility study on the shared workspace.                         | 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 signs being built. Men in Sheds preparing jetty timber sign supports. Detailed design work on James St progressing well.  | 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.   | Continue to liaise with potential developers and updating reports and information that might assist with investment decisions.  | Chief Executive Officer            |
| 13.2.2      | Implement the recommendations from the Esperance Accommodation Study  | Shire advocated for the Key Worker project whilst Minister Michael and Dawson visited Esperance last month. Follow up letters requesting support for the Key Worker project and Flinders Stage 3 have also been sent. | Manager Economic Development       |

**Shire of Esperance**

**Council Plan February 2025**

| <b>Action Code</b> | <b>Action Name</b>  | <b>Comments</b>  | <b>Responsible Officer Position</b> |
|--------------------|---|--|-------------------------------------|
| 13.2.3             | Advocate for Traditional Owners to develop and promote cultural heritage tourism activities | Discussions with ETNTAC via H&H architects for involvement with James St remain positive. Focus will be on art and cultural elements with the precinct. Town Entry Signage being developed and recognising the Wudjari people in the design. | Manager Economic Development        |
| 13.2.4             | Advocate for the development and promotion of tourism experiences                           | No further updates.  | Manager Economic Development        |
| 13.2.5             | Implement wayfinding and interpretive tourism signage                                       | Currently proofing signs, noting that a change of the name for the "Market Village" is required.   | Director Asset Management           |

Shire of Esperance

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## 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          | Workshop held with Council and Catalyse to discuss final changes. Feedback provided to designer. Awaiting final publication. | Governance & Corporate Support Coordinator |
| 14.1.2      | Provide public reports on progress towards achievement of priority projects and outcomes | Monthly report provided to Council.  | Governance & Corporate Support Coordinator |

### Operational excellence and financial sustainability

| Action Code | Action Name  | Comments   | Responsible Officer Position              |
|-------------|--|--|---|
| 15.1.1      | Review the Long Term Financial Plan and informing plans per IPR framework  | The Executive Team have met over a series of workshops to review and update the Shire's Long Term Financial Plan 2026/27 to 2035/36. Updates for key projects, rural road maintenance, impacts of higher inflation and borrowing cost strategies have been the core focus. Workshops with Councillors have been scheduled during March and April, with an aim to present the fully updated plan to Council at the April OCM. | Director Corporate and Community Services |
| 15.1.2      | Review and implement initiatives to improve internal business efficiencies and service delivery (such as more online services and digital forms) | Planning has started to complete the pre-requisites to continue the P2P project. A new consultant has been sourced by Civica to complete the eForms project. No dates for completion has been provided but we are pushing for it to be   | Manager Information Services              |

**Shire of Esperance**

**Council Plan February 2025**

| Action Code | Action Name | Comments   | Responsible Officer Position |
|-------------|-------------|--|------------------------------|
|             |             | completed as soon as possible.<br>Work has commenced on the Public Mapping system using ESRI, with testing of the first build underway. It is expected to have it live by mid March. |                              |

**A well informed and engaged community**

| Action Code | Action Name  | Comments   | Responsible Officer Position       |
|-------------|--|--|------------------------------------|
| 16.1.1      | Review the Communication and Engagement Strategy   | Currently in peer review. Due to increased workload the draft strategy preparing to go to council for review in April. | 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). | Engaged in a number of events in relation to the Public Open Space consultation.                                       | 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 |

| Date              | Item Number   | Item  | Responsible Officer              | Notes   |
|-------------------|---------------|---|----------------------------------|---|
| <b>28/11/2017</b> | <b>12.1.2</b> | <b>Proposed Road Closure - Portion of Exchange Road and Unnamed Road, Howick</b>  | <b>Sheffield-van Mierlo, Zoe</b> |   |
|                   | O1117-257     | <p>That Council</p> <ol style="list-style-type: none"> <li>1. Request the Minister for Transport; Planning; Lands to close a portion of the road reserve known as Exchange Road under Section 58 (1) of the Land Administration Act 1997.</li> <li>2. Advise the Minister for Transport; Planning; Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 the Shire recognises it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.</li> <li>3. Request that the closed road be converted into a reserve managed by the Shire of Esperance for the purpose of conservation.</li> </ol> | External Services                | <p>09 Feb 2022 1:59pm Phillips, Holly<br/>Portion of Exchange Road is complete. The unnamed road is still on hold due to issues with DBCA and offsets once it is merged with their reserve. This is a low priority task for both the Shire and DPLH.</p> <p>11 Aug 2022 2:18pm Phillips, Holly<br/>Lands contacted the Shire on 5/8/22. They will be moving towards issuing surveying instructions in order to finalise the matter.</p> <p>05 Sep 2022 1:04pm Hindley, Richard<br/>Lands preparing the survey documents.</p> <p>10 Jan 2023 10:23am Phillips, Holly<br/>No further progress has been made on this matter. The Shire continues to await notification from DPLH.</p> <p>05 May 2023 10:08am Hindley, Richard<br/>Followed up with DPLH-Lands.</p> <p>02 Jun 2023 1:09pm Hindley, Richard<br/>Survey documents being prepared by DPLH - survey instruction will be issued once approved.</p> <p>12 Feb 2024 8:26am Hindley, Richard<br/>Amended survey instructions to maintain legal road frontage to crown reserve.</p> <p>13 May 2024 4:05pm Hindley, Richard<br/>Amended Survey Plan being prepared.</p> <p>04 Jul 2024 2:25pm Hindley, Richard<br/>Amended survey being lodged.</p> <p><b>12 Feb 2026 8:54am Sheffield-van Mierlo, Zoe</b><br/><b>With DPLH - Lands - Still being processed</b></p> |
| <b>25/05/2021</b> | <b>12.2.2</b> | <b>Andrew &amp; Dempster Street Roundabout Review</b>   | <b>Walker, Mathew</b>            |   |
|                   | O0521-141     | <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the information provided on the Andrew Street and Dempster Street Roundabout which includes the traffic movement study and formal assessment on traffic flow.</li> </ol>  | Asset Management                 | <p>08 Jan 2025 4:17pm Walker, Mathew<br/>Working on installing the barrier in the coming months.</p> <p><b>02 Dec 2025 2:33pm Walker, Mathew</b><br/><b>Barriers are scheduled to be installed in the first quarter of 2026</b></p>   |

| Date       | Item Number | Item  | Responsible Officer            | Notes  |
|------------|-------------|---|--------------------------------|--|
|            |             | <ol style="list-style-type: none"> <li>2. Request the CEO to provide a report on the number of recorded accidents since commissioning, the severity and if anyone needed transferring to hospital, when the information becomes available.</li> <li>3. Request the Streetscape Advisory Committee to conduct community consultation on the Andrew Street &amp; Dempster Street Roundabout functionality and landscaping and provide recommendations to Council at the August Ordinary Council Meeting.</li> </ol>   |                                |  |
| 26/09/2023 | 12.3.3      | <b>Lease - Airport Check-in Desk and Office</b>   | <b>Walsh, Sarah</b>            |  |
|            | O0923-174   | <p>That Council;</p> <ol style="list-style-type: none"> <li>1. Enter into a new lease with Regional Express Pty Ltd for a portion of the Esperance Airport Terminal Building, Lot 15 Coolgardie-Esperance Highway Gibson</li> <li>2. Lease expiry date to be 2 July 2028;</li> <li>3. Charge an annual lease fee of \$5,596.32 inc GST, subject to annual CPI increases, and consider this to be a true indication of the current market rental rate;</li> <li>4. Charge a lease preparation fee of \$630 inc GST; and</li> <li>5. Advertise the disposition in accordance with s3.58 of the <i>Local Government Act 1995</i> for Disposing of Property.</li> </ol> | Corporate & Community Services | <p>29 Jan 2026 10:43am Walsh, Sarah Spoke with Manager Economic Development to see if we can recommence lease negotiations now that REX has been sold. Awaiting current contact details to be provided for this.</p> <p><b>28 Feb 2026 8:14am Walsh, Sarah</b><br/><b>Current lease and negotiation spreadsheet sent to Warrick Lodge from REX to recommence lease process. Received out of office, advising that Warrick will be back 11/03/2026.</b></p> |
| 31/10/2023 | 12.3.1      | <b>Lease - Salmon Gums Caravan Park</b>   | <b>Walsh, Sarah</b>            |  |

| Date | Item Number | Item  | Responsible Officer            | Notes   |
|------|-------------|---|--------------------------------|---|
|      | O1023-185   | <p>That Council enter into a lease with the Salmon Gums Development Group Incorporated for Lot 131 Nulsen Street and Portion of Lot 121 Salmon Gums East Road, Salmon Gums, subject to;</p> <ol style="list-style-type: none"> <li>1. Lease term being 21 years;</li> <li>2. Annual lease fee of \$110 Inc GST being payable;</li> <li>3. Lease preparation fee of \$150 Inc GST being payable;</li> <li>4. Camping to occur in current sites only until development of the area is approved and the current management order amended; and</li> <li>5. Any development on site to be discussed with relevant officers to ensure relevant approvals are received.</li> </ol> | Corporate & Community Services | <p>11 Feb 2025 12:44pm Walsh, Sarah<br/>Manager Development Services advised that the inspection should be undertaken by week ending 14 Feb and the report should be available in March.</p> <p>28 Feb 2025 7:48am Walsh, Sarah<br/>Awaiting environmental report which should be available in March.</p> <p>20 Mar 2025 11:46am Walsh, Sarah<br/>Verbal confirmation that there is no contamination on site. Awaiting written confirmation of this.</p> <p>07 Apr 2025 9:00am Walsh, Sarah<br/>Received update that report is undergoing final edits and is almost ready to be issued. Summary provided stating that "results conclude that in relation to contamination, no evidence has been found that Lot121 is not suitable for use as a caravan park, and the PSI concludes that no further investigation is required in relation to contamination".</p> <p>29 Apr 2025 4:42pm Walsh, Sarah<br/>Manager Development Services confirmed that environmental report has been received. They will now start the process with the Department of Lands to excise the gun club from its current reserve and include into the caravan park reserve. It is suggested that the lease remain on hold until the land changes have been finalised.</p> <p>06 Jun 2025 8:40am Walsh, Sarah<br/>Awaiting response from Department of Lands.</p> <p>27 Jun 2025 12:22pm Walsh, Sarah<br/>Manager Development Services advised that this was progressing with DPLH.</p> <p>28 Jul 2025 12:56pm Walsh, Sarah<br/>Awaiting response from DPLH.</p> <p>05 Sep 2025 9:21am Walsh, Sarah<br/>To be followed up with Manager Development Services for update.</p> <p>02 Oct 2025 3:36pm Walsh, Sarah<br/>Provided background information to new Manager Development Services and requested update.</p> <p>07 Nov 2025 9:24am Walsh, Sarah<br/>Awaiting update from Manager Development Services.</p> <p>29 Jan 2026 10:44am Walsh, Sarah<br/>Awaiting update from Manager Development Services - no updates have come through following requests.</p> <p><b>26 Feb 2026 3:23pm Walsh, Sarah</b></p> |

| Date       | Item Number | Item  | Responsible Officer              | Notes  |
|------------|-------------|---|----------------------------------|--|
|            |             |   |                                  | <b>Manager Development Services following up with DPLH for update, awaiting response. Provided update to Salmon Gums Development Group.</b>  |
| 25/03/2025 | 12.1.1      | <b>Closure of Public Access Way - Chestnut and Magnolia Laneway - Lots 736 and 738 Magnolia Crescent, Castletown</b>  | <b>Sheffield-van Mierlo, Zoe</b> |  |
|            | O0325-039   | That Council;<br><ol style="list-style-type: none"> <li>Request the Minister of Lands to close the indicated portion of the public access way known as Lots 736 and 738 Magnolia Crescent, Castletown under Section 58 (1) of the <i>Land Administration Act 1997</i>.</li> <li>Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.</li> <li>Require the applicant to indemnify the Shire of Esperance against any costs and claims that may arise as a result of the proposed closure including in regards to adjustments and new titles.</li> </ol> | External Services                | 08 May 2025 9:06am Wilks, Peter<br>Proposed Public Access Way Closure forwarded to DPLH for determination<br>03 Sep 2025 9:00am Wilks, Peter<br>No further actions on part of Shire Officers<br>13 Oct 2025 7:38am Hoffrichter, Chantelle - Reallocation<br>Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle<br>02 Dec 2025 2:14pm Sheffield-van Mierlo, Zoe<br>Awaiting confirmation from DPLH<br><b>12 Feb 2026 8:55am Sheffield-van Mierlo, Zoe</b><br><b>Awaiting confirmation from DPLH</b> |
| 22/04/2025 | 12.2.1      | <b>Public Toilet Facilities within the CBD - Petition</b>   | <b>Walker, Mathew</b>            |  |
|            | O0425-062   | That Council:<br><ol style="list-style-type: none"> <li>Acknowledge the concerns of the petition on public toilet facilities within the CBD; and</li> </ol>   | Asset Management                 | 11 Aug 2025 3:28pm Hoffrichter, Chantelle<br>Waiting to undertake inspection of potential toilet facilities with design consultant to look at the suitability of the toilets and any works required for use as public toilets. Consultant is currently away.<br>02 Dec 2025 2:39pm Walker, Mathew  |

| Date       | Item Number | Item  | Responsible Officer      | Notes  |
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|            |             | <ol style="list-style-type: none"> <li>2. Request the CEO:                             <ol style="list-style-type: none"> <li>a. Approach businesses along Dempster Street, from Andrew Street to Williams Street, for the potential to use existing private toilets for public use; and</li> <li>b. Report the outcomes back to Council.</li> </ol> </li> </ol>  |                          | <p>Concept design complete, discussion planned with Council in Dec 2025 to go through the proposal.</p> <p><b>19 Dec 2025 4:06pm Walker, Mathew</b><br/> <b>Briefing with Council held. Suggested design changes sent around. Will now get a cost estimate done and start discussions with the building owners.</b></p>                      |
| 22/04/2025 | 12.2.2      | <b>Surrender of Reserve 31710 Freebairn Road</b>  | <b>Appleby, Jeanette</b> |  |
|            | O0425-063   | That Council <ol style="list-style-type: none"> <li>1. Request that the Minister for Lands cancel Crown Reserve 31710 under sections 50 and 51 of the the <i>Land Administration Act 1997</i> (LAA 1997) as it is surplus to the Shire of Esperance requirements.</li> <li>2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.</li> <li>3. Require the applicant to indemnify the Shire of Esperance against any costs and claims that may arise as a result of the cancellation of Crown Reserve 31710 and accept the land as is.</li> </ol> | Asset Management         | <p>08 Jul 2025 10:12am Hoffrichter, Chantelle<br/>                     Council Resolution sent to DPLH and Paddy Barber. DPLH to finalise the cancellation of the Reserve and sell to adjoining landowner Paddy Barber.</p> <p><b>02 Dec 2025 2:42pm Walker, Mathew</b><br/> <b>With DPLH, process expected to take up to 12 months.</b></p> |

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| 22/04/2025 | 12.1.1      | <b>Local Planning Scheme No. 24 - Amendment No. 10</b>   | <b>Sheffield-van Mierlo, Zoe</b> |  |
|            | O0425-059   | <p>That Council in accordance with Regulation 50(3)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015 support draft Amendment No. 10 with the proposed modifications to address issues raised in the submissions:</p> <ol style="list-style-type: none"> <li>1. Amending the Scheme Map to show Lot 203 Fisheries Road, Myrup as 'Rural Smallholdings' and 'RS3' and Amend Schedule 9 RS3 by including Lot 203 Fisheries Road, Myrup in the Description of land column.</li> <li>2. Amending the Scheme Map by replacing the R12.5 density with R30 for Lots 1 – 6, 12, 13, 16, 19 – 25 Stubbs Street and Lots 100 – 105, 509 Jane Street. Esperance.</li> <li>3. Amend the Scheme Map by placing additional use A35 over Lot 5 South Coast Highway and insert the following into Schedule 3 – No. '35', Location ' Lot 5 South Coast Highway, Pink Lake', Base Zone 'Rural Residential', Additional Use(s) 'As an 'A' use – Transport Depot' and Development Standards/Conditions '1. Any application for a 'Transport Depot' is to be accompanied by an associated traffic impact assessment. 2. The site is limited to 5 commercial vehicles. 3. Irrespective of condition 2 during</li> </ol> | External Services                | <p>22 May 2025 3:29pm Hindley, Richard<br/>Documents forwarded to DPLH and under assessment by them.<br/>05 Jun 2025 10:05am Hindley, Richard<br/>Documents with DPLH for Review.<br/>03 Jul 2025 9:02am Hindley, Richard<br/>Documents being assessed by DPLH.<br/>01 Sep 2025 7:38am Hoffrichter, Chantelle - Reallocation<br/>Action reassigned to Wilks, Peter by Hoffrichter, Chantelle<br/>13 Oct 2025 7:39am Hoffrichter, Chantelle - Reallocation<br/>Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle<br/>02 Dec 2025 2:15pm Sheffield-van Mierlo, Zoe<br/>Officer corresponding with DPLH<br/><b>12 Feb 2026 8:55am Sheffield-van Mierlo, Zoe</b><br/><b>Request from DPLH for modifications to text - to be completed</b></p> |

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|------|-------------|--|---------------------|-------|
|      |             | harvest the site is limited to no more than 10 commercial vehicles.'   |                     |       |
|      | 4.          | Amending the Scheme Map by applying the 'Cultural and Natural Resource Zone' to UCL Lot 1992 on DP215119, UCL Lot 1468 on DP156659, UCL Lot 1469 on DP156660, UCL Lots 1647, 1999, 1646 on DP215120, UCL PINs 996923, 788422, 788441, 996726, 996725, 788440, 996730.  |                     |       |
|      | 5.          | Amending Table 4 – Zoning and Land Use Table by modifying the land use permissibility of 'Agriculture-Intensive" from a 'D' to an 'A' in the 'Rural' zone.   |                     |       |
|      | 6.          | Amending Amendment Clause 2(a) by replacing 'Stormwater Management Manual of Western Australia (DWER, 2004)' with 'Stormwater Management Manual for Western Australia (the former Department of Water (DoW, 2004-2007).'   |                     |       |
|      | 7.          | Amend Clause 2(b) by replacing 'stormwater management will be required as a condition of development approval demonstrating the ability to retain all stormwater to site in accordance with a 1:100-year rainfall event using a 72 hour model and in accordance with current best practice as per the Stormwater Management Manual for Western Australia (DWER, 2004) (or its replacement).' With ' Stormwater |                     |       |

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|            |             | <p>management systems should be designed in consultation with DWER and the relevant local government and be consistent with the Stormwater Management Manual for Western Australia (DoW, 2004-2017), Australian Rainfall and Runoff- (Commonwealth of Australia (Ball J, Babister M, Nathan R, Weeks W, Weinmann E, Retallick M, Testoni I) 2019), Australian Run-off- Quality: A guide to water sensitive urban design (Institution of Engineers Australia, Melbourne Victoria, 2006) and Local Government Guidelines for Subdivisional Development (IPWEA, 2017) (or their replacement).'</p> <p>8. Amending the Scheme Map by changing the zoning of Reserve 14301 from 'Public Open Space' to 'Environmental Conservation'</p> <p>9. Amending the Scheme Map by changing the zoning of Reserve 31099 from 'Government Services' to 'Environmental Conservation'</p> <p>10. Amending the Scheme Map by changing the zoning of Reserve 27355 from 'Public Open Space' to 'Environmental Conservation'</p> |                           |       |
| 22/04/2025 | 12.1.2      | Local Planning Strategy Amendment 3   | Sheffield-van Mierlo, Zoe |       |

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|            | O0425-060   | <p>That Council, pursuant to Part 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> resolve to:</p> <ol style="list-style-type: none"> <li>1. Initiate Amendment No. 3 to the Local Planning Strategy.</li> <li>2. Amend the Local Planning Strategy by: <ol style="list-style-type: none"> <li>2.1. Amending the Strategy Maps to include a range of Tourism, Rural Residential, and Rural Smallholding, Rural and Conservation areas as designated in the amendment.</li> </ol> </li> <li>3. Forward Local Planning Strategy Amendment 3 under Part 3 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> to the WAPC for their review and for consent to advertise the amendment for public inspection under Part 3, Clause 13 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</li> </ol> | External Services              | <p>08 May 2025 9:05am Wilks, Peter<br/>Strategy Amendment forwarded to WAPC for their assessment and consent to advertise on 7 May 2025.<br/>13 Oct 2025 7:39am Hoffrichter, Chantelle - Reallocation Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle<br/>02 Dec 2025 2:16pm Sheffield-van Mierlo, Zoe<br/>Awaiting WAPC outcome<br/><b>12 Feb 2026 8:56am Sheffield-van Mierlo, Zoe</b><br/><b>Awaiting WAPC outcome</b></p> |
| 24/06/2025 | 12.3.2      | <b>Lease Renewal - Airport Hangar Lots 1, 2, 3, 4, 6, 7 and 8 - Lot 15 Coolgardie-Esperance Highway Gibson</b>   | <b>Walsh, Sarah</b>            |  |
|            | O0625-087   | <p>That Council enters into a lease with Scott Mackie and Darren Rogers for Esperance Airport Hangar Lots 1, 2, 3, 4, 6, 7 and 8, part of Lot 15 Coolgardie-Esperance Highway, Gibson, subject to:</p> <ol style="list-style-type: none"> <li>1. Lease term being 20 years;</li> <li>2. Annual lease fee of \$15,010.17 inc GST being payable, subject to</li> </ol>   | Corporate & Community Services | <p>07 Jul 2025 10:10am Godwin, Elise<br/>Lease has been drafted ready for review<br/>28 Jul 2025 1:05pm Walsh, Sarah<br/>Lease is currently being drafted. Will be sent for review in due course.<br/>01 Sep 2025 2:39pm Graham, Blaise<br/>Awaiting consolidated lease area plan from Asset Planning.<br/>02 Oct 2025 3:40pm Walsh, Sarah</p>   |

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|            |             | <p>annual rent reviews based on CPI, and that Council consider this to be a true indication of the current market rental rate;</p> <p>3. Lease preparation fee of \$635 inc GST being payable;</p> <p>4. The disposition being advertised in accordance with s3.58 of the <i>Local Government Act 1995</i>;</p> <p>5. Advertising fee of \$185 inc GST being payable; and</p> <p>6. All lease terms and conditions being as per Council's standard commercial lease template.</p>  |                                  | <p>Awaiting lease area plan from Asset Planning &amp; Development Team. As discussed with Asset Management recently, this may result in a different lease area m2 being charged and if so, a further report to Council will be required for the amendment.</p> <p>07 Nov 2025 9:28am Walsh, Sarah</p> <p>Awaiting lease area plan. Advised that this should be available shortly.</p> <p>02 Dec 2025 10:34am Walsh, Sarah</p> <p>Awaiting updated lease area plan from Jason's team.</p> <p>05 Jan 2026 12:40pm Walsh, Sarah</p> <p>Awaiting updated lease area plan from Jason's team.</p> <p>29 Jan 2026 9:29am Walsh, Sarah - Reallocation</p> <p>Action reassigned to Walsh, Sarah by Walsh, Sarah - Blaise moving to HR team.</p> <p>29 Jan 2026 10:44am Walsh, Sarah</p> <p>Awaiting updated lease area plan - Jason has advised this should be available in early February.</p> <p><b>26 Feb 2026 3:25pm Walsh, Sarah</b></p> <p><b>Awaiting updated lease area plan - Requested that this be made a priority.</b></p> |
| 24/06/2025 | 12.1.4      | <b>Property Transfer and Development Partnership Proposal - 4 and 4A Hicks Street Reserve 26980</b>  | <b>Sheffield-van Mierlo, Zoe</b> |   |
|            | O0625-086   | <p>That Council support the Goldfields Individual and Family Support Association Inc's property transfer and development partnership proposal; and</p> <p>1. Request that the Department of Planning, Lands and Heritage amend the land use on Reserve 26980 by removing 'Shire Workforce Accommodation' and adding 'Disability Accommodation and Support; and</p> <p>2. Advise the Department of Planning, Lands and Heritage that the Shire of Esperance wishes to surrender its Management Orders in favour of Goldfields Individual and Family</p> | External Services                | <p>07 Jul 2025 10:11am Godwin, Elise</p> <p>Request sent to DPLH</p> <p>01 Sep 2025 7:38am Hoffrichter, Chantelle - Reallocation</p> <p>Action reassigned to Wilks, Peter by Hoffrichter, Chantelle</p> <p>13 Oct 2025 7:39am Hoffrichter, Chantelle - Reallocation</p> <p>Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle</p> <p>02 Dec 2025 2:35pm Sheffield-van Mierlo, Zoe</p> <p>With DPLH for processing</p> <p><b>12 Feb 2026 8:57am Sheffield-van Mierlo, Zoe</b></p> <p><b>With DPLH for processing</b></p>   |

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|                   |               | Support Association Inc. (GIFSA); and<br>3. Built assets are to be transferred to GIFSA on an as is basis.   |                                  |   |
| <b>24/06/2025</b> | <b>12.1.2</b> | <b>Closure of Public Access Way - Lot 55 Wiese Way, Castletown</b>   | <b>Sheffield-van Mierlo, Zoe</b> |   |
|                   | O0625-084     | That Council<br><br>1. Request the Minister of Lands to close the public access way identified as Lot 55 Wiese Way, Castletown under Section 58 (1) of the <i>Land Administration Act 1997</i> .<br><br>2. Advise the Minister of Lands that in accordance with Section 56 (4) of the <i>Land Administration Act 1997</i> that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.<br><br>3. Require the applicant to indemnify the Shire of Esperance against any costs and claims that may arise as a result of the proposed closure including in regards to adjustments and new titles. | External Services                | 07 Jul 2025 10:15am Godwin, Elise<br>Request for closure forwarded to DPLH on 1 July 2025<br>13 Oct 2025 7:39am Hoffrichter, Chantelle - Reallocation<br>Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle<br>02 Dec 2025 2:17pm Sheffield-van Mierlo, Zoe<br>Awaiting confirmation from DPLH<br><b>12 Feb 2026 8:56am Sheffield-van Mierlo, Zoe</b><br><b>Awaiting confirmation from DPLH</b> |
| <b>22/07/2025</b> | <b>12.1.2</b> | <b>Local Planning Scheme No. 24 - Amendment No. 11</b>   | <b>Sheffield-van Mierlo, Zoe</b> |   |
|                   | O0725-087     | That Council:<br><br>1. In pursuance of Section 75 of the <i>Planning and Development Act, 2005</i> amend Local Planning Scheme No. 24 by:<br><br>(c) Amending the Scheme Map by reclassifying a portion of Reserve 24077 from 'Public   | External Services                | 01 Sep 2025 7:38am Hoffrichter, Chantelle - Reallocation<br>Action reassigned to Wilks, Peter by Hoffrichter, Chantelle<br>13 Oct 2025 7:39am Hoffrichter, Chantelle - Reallocation<br>Action reassigned to Sheffield-van Mierlo, Zoe by Hoffrichter, Chantelle<br><b>02 Dec 2025 2:33pm Sheffield-van Mierlo, Zoe</b><br><b>Amendment referred to EPA for comment and advertised.</b>                                |

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|            |             | <p>Open Space' to 'Environmental Conservation' as depicted on the Scheme Amendment Map.</p> <p>2. The amendment is standard under the provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reason(s):</p> <p>(d) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;</p> <p>(h) any other amendment that is not a complex or basic amendment.</p> <p>3. Refer Amendment 11 to the EPA under Section 81 of the <i>Planning and Development Act 2005</i> and resolve to proceed to advertising of the amendment for public inspection after referral to the EPA.</p> |                          |   |
| 28/10/2025 | 12.2.1      | <b>Road Widening - Lot 598 and Lot 6 Pink Lake Road</b>   | <b>Appleby, Jeanette</b> |   |
|            | O1025-025   | <p>That Council:</p> <p>1. Support the dedication of portions of Lot 598 on Plan 79274 and Lot 6 on Plan 82068 Pink Lake Road to be dedicated as road reserve;</p> <p>2. Request the Minister of Lands to dedicate:</p>   | Asset Management         | <p><b>02 Dec 2025 2:49pm Walker, Mathew Landowners have been advised and requested to sign the subdivision and provide a completed new creditor form so the Shire can pay for the land.</b></p> |

| Date              | Item Number | Item   | Responsible Officer            | Notes   |
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|                   |             | <ul style="list-style-type: none"> <li>a. The 58.85m<sup>2</sup> portion of Lot 598 on Plan 79274 as road reserve.</li> <li>b. The 85.11m<sup>2</sup> portion of Lot 6 on Plan 82068 as road reserve.</li> </ul> <p>3. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.</p>           |                                |   |
| <b>25/11/2025</b> | <b>17.2</b> | <b>Expression of Interest - Toowacka Campsite</b>  | <b>Walsh, Sarah</b>            |   |
|                   | O1125-065   | <p>That Council enter into a lease with Dabungool Cultural Experiences for portion of Reserve 37535, Lot 457 South Coast Highway Monjingup, subject to;</p> <ul style="list-style-type: none"> <li>1. Department of Lands' approval;</li> <li>2. Term of the lease being 5 years;</li> <li>3. Annual lease fee being \$110 Inc GST, and that Council consider the rental rate to be a true indication of the current market rental rate;</li> <li>4. Lease preparation fee of \$160 inc GST;</li> <li>5. The Tenant being responsible for land management of the leased area;</li> </ul> | Corporate & Community Services | <p>02 Dec 2025 10:38am Walsh, Sarah<br/>Applicants have been notified of council resolution. Draft document to be sent for review shortly.</p> <p>05 Jan 2026 12:46pm Walsh, Sarah<br/>Working through firebreak clause with Emergency Management Team before finalising draft document as this was not included in initial draft sent to Lessee for review.</p> <p>29 Jan 2026 10:47am Walsh, Sarah<br/>Awaiting updated lease area plan for inclusion in draft lease. Firebreak clause to be adjusted following discussion with Emergency Management Team before sending back to Lessee for final confirmation of terms.</p> <p><b>26 Feb 2026 3:25pm Walsh, Sarah</b><br/><b>Awaiting updated lease area plan from the drafting team - requested that this be made a priority.</b></p> |

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|                   |               | <ol style="list-style-type: none"> <li>6. All relevant approvals being sought for development of the site; and</li> <li>7. The disposition being advertised in accordance with s.3.58 of the <i>Local Government Act 1995</i> for Disposing of Property.</li> </ol>  |                                |   |
| <b>25/11/2025</b> | <b>12.3.8</b> | <b>Surrender of Lease - Lot 64 Thompson Street WEST BEACH</b>  | <b>Walsh, Sarah</b>            |   |
|                   | O1125-059     | <p>That Council surrender the lease with the Esperance Bay RC Car Club Incorporated for portion of Reserve 27626, Lot 64 Thompson Street, West Beach subject to;</p> <ol style="list-style-type: none"> <li>1. Lease surrender fee of \$250 being payable;</li> <li>2. Any outstanding invoices being paid prior to the surrender being finalised; and</li> <li>3. Removal of all remaining infrastructure and rubbish from site.</li> </ol> | Corporate & Community Services | <p>02 Dec 2025 10:38am Walsh, Sarah<br/>Applicants have been notified of council resolution. Draft document to be sent for review shortly.</p> <p>05 Jan 2026 12:45pm Walsh, Sarah<br/>Draft document sent to Lessee for review.</p> <p>29 Jan 2026 9:35am Godwin, Elise - Reallocation<br/>Action reassigned to Harp, Kim by Godwin, Elise</p> <p>29 Jan 2026 10:37am Walsh, Sarah<br/>Following up site cleanup with lessee and awaiting confirmation of lease surrender terms.</p> <p>29 Jan 2026 10:38am Godwin, Elise - Reallocation<br/>Action reassigned to Walsh, Sarah by Godwin, Elise</p> <p><b>26 Feb 2026 3:24pm Walsh, Sarah</b><br/><b>Update from RC Car Club that the site clean up should be completed by end of March.</b></p> |
| <b>25/11/2025</b> | <b>12.3.7</b> | <b>Licence Reassignment Request - Airport Vending Machine Sites 3 &amp; 4</b>  | <b>Walsh, Sarah</b>            |   |
|                   | O1125-058     | <p>That Council</p> <ol style="list-style-type: none"> <li>1. Reassign the licence with Cody Smith for Esperance Airport Vending Machine Sites 3 and 4, portion Lot 15 Coolgardie-Esperance Highway Gibson, to Chrysa Fayette Tan; and</li> <li>2. Charge a reassignment fee of \$250.</li> </ol>  | Corporate & Community Services | <p>02 Dec 2025 10:37am Walsh, Sarah<br/>Applicants have been notified of council resolution. Draft document to be sent for review shortly.</p> <p>05 Jan 2026 12:43pm Walsh, Sarah<br/>Assignee and Assignor have agreed to terms. Sent to Assignor for signing.</p> <p>29 Jan 2026 9:29am Walsh, Sarah - Reallocation<br/>Action reassigned to Walsh, Sarah by Walsh, Sarah - Blaise moving to HR team.</p> <p>29 Jan 2026 10:45am Walsh, Sarah<br/>Awaiting receipt of signed leases from Assignor - will be followed up shortly.</p> <p><b>26 Feb 2026 3:24pm Walsh, Sarah</b></p>   |

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|            |             |   |                                  | <b>Cody advised that he has received the documents for signing and will send them back shortly.</b>   |
| 16/12/2025 | 12.3.5      | <b>Lease Variation - Lot 500 Black Street - Multisports Pavilion</b>  | <b>Walsh, Sarah</b>              |   |
|            | O1225-100   | That Council, subject to the Department of Lands' approval – <ol style="list-style-type: none"> <li>1. Vary the lease with Esperance Hockey Association for portion of Lot 500 Black Street;</li> <li>2. Charge a lease variation fee of \$250 inc GST; and</li> <li>3. Waive development and building application fees (excluding BCITF and Building Services Levy) associated with the synthetic turf project.</li> </ol> | Corporate & Community Services   | 05 Jan 2026 12:53pm Walsh, Sarah<br>Document drafted, awaiting updated lease area plan from Jason's team before sending to Lessee for review.<br>29 Jan 2026 9:35am Godwin, Elise - Reallocation<br>Action reassigned to Harp, Kim by Godwin, Elise<br>29 Jan 2026 10:39am Godwin, Elise - Reallocation<br>Action reassigned to Walsh, Sarah by Godwin, Elise<br>29 Jan 2026 10:40am Walsh, Sarah<br>Draft lease document sent to Lessee for review. Awaiting confirmation of terms.<br>02 Feb 2026 11:48am Walsh, Sarah<br>Received confirmation of terms. Requested section 18 approval from DPLH.<br>05 Feb 2026 3:06pm Walsh, Sarah<br>Received approval from DPLH. Posted documents for signing.<br><b>26 Feb 2026 3:25pm Walsh, Sarah</b><br><b>Awaiting receipt of signed documents.</b> |
| 16/12/2025 | 12.2.1      | <b>Salmon Gums Quarry MoU</b>   | <b>Walker, Mathew</b>            |   |
|            | O1225-092   | That Council enter into the Salmon Gums Quarry Memorandum of Understanding between the Water Corporation and the Salmon Gums Development Group, for a term of five years plus a five year extension.  | Asset Management                 | <b>19 Dec 2025 4:01pm Walker, Mathew</b><br><b>MoU has been signed and circulated by the Shire. Waiting on other parties to sign the MoU</b>  |
| 16/12/2025 | 12.1.1      | <b>Local Planning Scheme No. 24 - Amendment No. 12</b>  | <b>Sheffield-van Mierlo, Zoe</b> |   |
|            | O1225-090   | That Council: <ol style="list-style-type: none"> <li>1. In pursuance of Section 75 of the Planning and Development Act 2005 amend Local Planning Scheme No. 24 by:</li> <li>2. Rezoning Lot 12 Coolgardie-Esperance Highway, Myrup from</li> </ol>  | External Services                | <b>12 Feb 2026 8:58am Sheffield-van Mierlo, Zoe</b><br><b>With planning contractor for processing</b>   |

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|      |             | the 'Rural' zone to the 'Rural Smallholdings' zone.   |                     |       |
|      | 3.          | Amending the Scheme text in Schedule 3 – Additional Uses by inserting an Additional Use for Lot 12 Coolgardie-Esperance Highway, Myrup as follows:              |                     |       |
|      | No. A33     | Base Zone<br>Rural Smallholdings  | A<br>In<br>(I       |       |
|      | 4.          | Amending the Scheme text in Schedule 4 – Restricted Uses by inserting a Restricted Use for Lot 12 Coolgardie-Esperance Highway, Myrup as follows:               |                     |       |
|      | No. R4      | Description of land<br>Lot 12 Coolgardie-Esperance Highway,<br>Myrup  | I<br>I              |       |
|      | 5.          | Amending the Scheme text in Schedule 9 – Rural Smallholdings – Special Provisions by inserting a row for Lot 12 Coolgardie-Esperance Highway, Myrup as follows: |                     |       |
|      | No. RS4     | Description of land<br>Lot 12 Coolgardie-Esperance Highway,<br>Myrup  |                     |       |

| Date       | Item Number | Item  | Responsible Officer            | Notes   |
|------------|-------------|---|--------------------------------|---|
|            |             | <ul style="list-style-type: none"> <li>6. Modifying Special Control Area 3A (Shark Lake Industrial Park) to Special Control Area 3B.</li> <li>7. Amending the Scheme Map accordingly.</li> <li>8. Determine that the amendment is standard under the provisions of regulation 35.(2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for the following reason(s):                             <ul style="list-style-type: none"> <li>(b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;</li> <li>(g) any other amendment that is not a standard or basic amendment.</li> </ul> </li> <li>9. Refer Amendment 12 to the EPA under Section 81 of the <i>Planning and Development Act 2005</i> and resolve to proceed to advertising of the amendment for public inspection after referral to the EPA.</li> </ul> |                                |   |
| 27/01/2026 | 17.2        | <b>Lease Surrender Request - Portion Lot 100 Dempster Street</b>  | <b>Harp, Kim</b>               |   |
|            | O0126-025   | That Council;<br><br>1. Surrender the lease with Lana Marshall for portion of Lot 100 Dempster Street, Old Doctor's Surgery in the Museum Village, subject to;  | Corporate & Community Services | 29 Jan 2026 10:32am Walsh, Sarah - Reallocation Action reassigned to Harp, Kim by Walsh, Sarah<br>29 Jan 2026 10:42am Walsh, Sarah<br>Council resolution sent to Lana. Documentation to be drafted in due course.<br><b>28 Feb 2026 8:08am Walsh, Sarah</b><br><b>Documentation drafted, awaiting new lease commencement date prior to finalising. Lana to be contacted to book in her vacate inspection.</b> |

| Date       | Item Number | Item   | Responsible Officer            | Notes   |
|------------|-------------|--|--------------------------------|---|
|            |             | <ol style="list-style-type: none"> <li>a. Rent continuing to be paid until a new tenancy commences;</li> <li>b. Lease surrender fee of \$250 inc GST being paid;</li> <li>c. All outstanding invoices being paid; and</li> <li>d. Any improvements made to the premises being remediated to a satisfactory condition at the Lessee's cost.</li> </ol> <ol style="list-style-type: none"> <li>2. Advertise the premises for expressions of interest.</li> </ol> |                                |   |
| 27/01/2026 | 12.3.5      | <b>Lease Extension Request - Lot 1027 The Esplanade</b>  | Walsh, Sarah                   |   |
|            | O0126-019   | That Council request that Southern Ports Authority extend the current lease with the Shire of Esperance for Adventureland Park, portion of Lot 1027 The Esplanade, Reserve 28207 for the further term of 10 years.   | Corporate & Community Services | 29 Jan 2026 10:48am Walsh, Sarah<br>Council resolution sent to Lessor. Awaiting confirmation of next steps to progress the renewal.<br><b>26 Feb 2026 3:28pm Walsh, Sarah</b><br><b>SOE Signed document, awaiting execution by SPA.</b> |
| 27/01/2026 | 12.3.4      | <b>Lease Request - Lot 577 Coolgardie-Esperance Highway Monjingup</b>  | Walsh, Sarah                   |   |
|            | O0126-018   | That Council enter into a lease with the Department of Fire and Emergency Services for portion of Lot 577 Coolgardie-Esperance Highway Monjingup, Reserve 14545, subject to; <ol style="list-style-type: none"> <li>1. Department of Lands' approval;</li> <li>2. Lease term being 10 years with 2x 5 year further term options;</li> <li>3. Lease preparation fee being waived; and</li> </ol>  | Corporate & Community Services | 29 Jan 2026 10:48am Walsh, Sarah<br>Council resolution sent to Lessee. Requested that the draft lease terms be updated accordingly.<br><b>26 Feb 2026 3:26pm Walsh, Sarah</b><br><b>Awaiting copy of updated lease to come through.</b> |

| Date       | Item Number | Item   | Responsible Officer            | Notes  |
|------------|-------------|--|--------------------------------|--|
|            |             | <p>4. Terms and conditions to be as provided by the Department of Fire and Emergency Services as negotiated with staff, subject to;</p> <p>a. Lease fee being \$110 inc GST per annum, subject to annual increases based on current Emergency Services Levy charges.</p>   |                                |  |
| 24/02/2026 | 17.2        | <p><b>Expressions of Interest - Old Doctor's Surgery - Museum Village - Lot 100 Dempster Street</b></p>  | Harp, Kim                      |  |
|            | O0226-043   | <p>That Council:</p> <p>1. Enter into a lease with Nikki Starr for the Old Doctor's Surgery in the Museum Village portion Lot 100 Dempster Street, subject to;</p> <p>a. The lease term being 5 years;</p> <p>b. Annual rent being \$187/m2 inc GST, subject to annual rent reviews based on CPI, and that Council consider the rental rate to be a true indication of the current market rental rate;</p> <p>c. The disposition being advertised in accordance with s.3.58 of the <i>Local Government Act 1995</i>; and</p> <p>d. All lease terms and conditions being as per Council's standard Commercial Lease (Retail Shop) template.</p> | Corporate & Community Services | <p>28 Feb 2026 8:11am Walsh, Sarah<br/>Council resolution sent to applicants. Documentation to be drafted and advertising to take place in due course.<br/><b>10 Mar 2026 10:08am Harp, Kim</b><br/><b>New Lease Area Plan received 06/03/2026. Advertising Period for Disposal of Property to Nikki Amin Starr t/as Ms Mustard Knits begins 14/03/26 and finishes 28/03/2026. Appointment will be made with Ms Starr to finalise the property lease following the March OCM</b></p> |

| Date       | Item Number | Item  | Responsible Officer            | Notes   |
|------------|-------------|---|--------------------------------|---|
| 24/02/2026 | 17.1        | <b>Surrender Of Lease - Portion of Lot 100 Dempster Street - Old Matron's Quarters - Museum Village</b>   | <b>Harp, Kim</b>               |   |
|            | O0226-042   | <p>That Council surrender the lease with Nikki Starr for the Old Matron's Quarters in the Museum Village, portion Lot 100 Dempster Street, subject to;</p> <ol style="list-style-type: none"> <li>1. Lease Surrender Fee of \$250 being paid;</li> <li>2. Rent continuing to be payable until a new lease at the premises commences;</li> <li>3. All outstanding invoices being paid; and</li> <li>4. Removal of all alterations made to the premises during Ms. Starr's tenancy.</li> </ol>                        | Corporate & Community Services | <p><b>28 Feb 2026 8:10am Walsh, Sarah</b><br/> <b>Council resolution sent to Nikki. Documentation to be drafted. Expressions of interest for the property to be put to Council in March 2026 OCM.</b></p>   |
| 24/02/2026 | 12.3.3      | <b>Lease Renewal Request - 17 Nicholson Drive Pink Lake</b>   | <b>Walsh, Sarah</b>            |   |
|            | O0226-037   | <p>That Council enter into a lease with the Pink Lake Country Club (inc.) for 17 Nicholson Drive Pink Lake, Reserve 34829, subject to;</p> <ol style="list-style-type: none"> <li>1. Department of Lands' approval;</li> <li>2. Lease term being 10 years, with 10 year further term option;</li> <li>3. Annual lease fee of \$110 inc GST;</li> <li>4. Lease preparation fee of \$160 inc GST; and</li> <li>5. All lease terms and conditions being as per Council's standard community lease template.</li> </ol> | Corporate & Community Services | <p><b>26 Feb 2026 3:29pm Walsh, Sarah</b><br/> <b>Sent notification to Lessee and included confirmation of tenure so they can progress their water licence renewal with DWER while we work through the lease. Document will be drafted and sent for review in due course.</b></p> |

**13. REPORTS OF COMMITTEES**

Nil

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

Nil

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

Nil

**16. URGENT BUSINESS APPROVED BY DECISION**

**MOTION**

**Moved: Cr de Haas**

**Seconded: Cr Harp**

**00326-072**

**That Council accept the following late items:**

**16.1 0665-26 Solar and Battery System Installation**

**16.2 0667-26 Supply and Deliver Dredge Booster Pumps**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**MOVING BEHIND CLOSED DOORS**

**Moved: Cr Harp**

**Seconded: Cr Graham**

**00326-073**

**That the meeting proceed behind closed in accordance with section 5.23(4) of the Local Government Act 1995, to consider the following items:**

**16.1 0665-26 Solar and Battery System Installation**

*Considered confidential in accordance with the Local Government Act 1995, as it relates to information contained in a tender received by the Local Government for a contract to the extent that the information is a tendered price (Section 5.23(4)(c)(i)).*

**16.2 0667-26 Supply and Deliver Dredge Booster Pumps**

*Considered confidential in accordance with the Local Government Act 1995, as it relates to information contained in a tender received by the Local Government for a contract to the extent that the information is a tendered price (Section 5.23(4)(c)(i)).*

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**Item: 16.1**

**0665-26 Solar & Battery System Installation**

|                     |                  |                           |
|---------------------|------------------|---------------------------|
| <b>Author/s</b>     | Bianca Lottering | Administration Officer    |
| <b>Authorisor/s</b> | Mathew Walker    | Director Asset Management |

**File Ref: D26/8536**

**Applicant**

Internal

**Location/Address**

Various Shire Buildings

**Executive Summary**

For Council to Consider Request for Tender 0665-26 Solar & Battery System Installation.

**Recommendation in Brief**

That Council awards Request for Tender 0665-26 Solar & Battery System Installation to Save Energy Pty Ltd as per the lump sum price.

**Background**

As part of the Community Energy Upgrade Fund, the Shire has received funding to install solar panels and battery energy storage systems 16 Shire buildings. At the December Ordinary Council Meeting, Council approved a budget variation to enable the project to commence. The Shire released a Tender for 15 of the 16 buildings, excluding the Waste Management Facility as this building is yet to be constructed.

Submissions were called for Request for Tender 0665-26 Solar & Battery System Installation with a closing time of 2.00pm, Thursday 12 March 2026.

A three (3) person evaluation panel (Panel) consisting of the Director Asset Management, Manager Projects and Buildings and Supervisor Projects and Buildings individually read and assessed the tender submissions from based on the following weighted Matrix:

| Criteria                     | Weighting |
|------------------------------|-----------|
| Financial Benefit to Council | 40%       |
| Relevant Experience          | 30%       |
| Demonstrated Understanding   | 30%       |

The assessment matrix allows the tenders to be evaluated in an unbiased manner whereby the tender with the highest overall score may be considered to be the most advantageous tender. The evaluation is used as a guide only and is not necessarily binding.

**Officer's Comment**

A copy of the Evaluation Report 0665-26 Solar & Battery System Installation (Evaluation Report) is attached to this item. From the evaluation report Save Energy Pty Ltd is the recommended tenderer on the basis of the selection criteria offering the best value for money.

**Consultation**

Nil

### Financial Implications

The financial implications arising from this report are covered in the budget approved a budget for this project.

### Asset Management Implications

The asset management implication arising for the Community Energy Upgrade Fund project are detailed in the following table using the following life expectancy for the components:

- Solar panels and system – 20 years
- Batteries – 10 years
- Window film – 15 years

|                                | Capital   | Annual    | Comments                 |
|--------------------------------|-----------|-----------|--------------------------|
| Capital - Panels & System      | 1,282,838 |           |                          |
| Capital - Batteries            | 466,400   |           |                          |
| Capital - Window Film          | 121,638   |           |                          |
| Interest (economic cost)       |           | 37,878    | 4% pa on Shire's portion |
| Depreciation - Panels & System |           | 64,142    | Over 20 years            |
| Depreciation - Batteries       |           | 46,640    | Over 10 years            |
| Depreciation - Window Film     |           | 8,109     | Over 15 years            |
| Maintenance (ongoing cost)     |           | 37,878    | 2% of capital            |
| Energy Saving                  |           | (280,000) |                          |
|                                |           | (85,353)  | Per year                 |

### Statutory Implications

Local Government Act 1995, Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4 Division 3

### Policy Implications

POL 0017: Procurement

### Strategic Implications

Council Plan 2022 – 2032

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

Objective 14.1. Provide transparent, accountable and effective leadership.

### Environmental Considerations

Nil

### Attachments

- A. Evaluation Report - 0665-26 - Solar and Battery System Installation - *Confidential*

**Item 16.1 0665-26 Solar & Battery System Installation**

**Moved:** Cr Harp  
**Seconded:** Cr Davies

**O0326-074**

**That Council awards Request for Tender 0665-26 Solar & Battery System Installation to Save Energy Pty Ltd as per the lump sum price.**

**CARRIED  
F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**Item: 16.2**

**0667-26 Supply and Deliver Dredge Booster Pumps**

|                     |                  |                           |
|---------------------|------------------|---------------------------|
| <b>Author/s</b>     | Bianca Lottering | Administration Officer    |
| <b>Authorisor/s</b> | Mathew Walker    | Director Asset Management |

**File Ref: D26/8729**

**Applicant**

Internal

**Location/Address**

N/A

**Executive Summary**

For Council to Consider Request for Tender 0667-26 Supply and Deliver Dredge Booster Pumps.

**Recommendation in Brief**

That Council awards Request for Tender 0667-26 Supply and Deliver Dredge Booster Pumps to KETO Pump Technology Services Pty Ltd as per the lump sum price, subject to the dredging contractor endorsement.

**Background**

As part of the Esperance Bay Sand Back-Passing Infrastructure project to manage coastal erosion, Stage two of the project is to supply two containerised diesel booster pumps for the sand back passing operations.

Submissions were called for Request for Tender 0667-26 Supply and Deliver Dredge Booster Pumps with a closing time of 2.00pm, Thursday 19 March 2026.

A three (3) person evaluation panel (Panel) consisting of the Director Asset Management, Manager Asset Operations and Technical Officer - Fleet individually read and assessed the tender submissions IHC South Africa Pty Ltd and KETO Pump Technology Services Pty Ltd based on the following weighted Matrix:

| Criteria                            | Weighting |
|-------------------------------------|-----------|
| Whole of Life                       | 40%       |
| Technical                           | 30%       |
| Operations                          | 25%       |
| Locality of Dealer or Service Agent | 5%        |

The assessment matrix allows the tenders to be evaluated in an unbiased manner whereby the tender with the highest overall score may be considered to be the most advantageous tender. The evaluation is used as a guide only and is not necessarily binding.

**Officer's Comment**

A copy of the Evaluation Report 0667-26 Supply and Deliver Dredge Booster Pumps (Evaluation Report) is attached to this item. From the evaluation report KETO Pump Technology Services Pty Ltd is the recommended tenderer on the basis of the selection criteria offering the best value for money.

The design of the booster pumps has been based on the technical requirements calculated by BMT. As the dredge booster pumps will be used by the third-party dredging contractor, endorsement from them on the tendered pumps is prudent.

**Consultation**

Nil

**Financial Implications**

The financial implications arising from this report are covered in the budget allocation for this project.

**Asset Management Implications**

The whole of life implications are detailed in the Evaluation Report.

**Statutory Implications**

Local Government Act 1995, Section 3.57 and Local Government (Functions and General) Regulations 1996, Part 4 Division 3

**Policy Implications**

POL 0017: Procurement

**Strategic Implications**

Council Plan 2022 – 2032

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

Objective 14.1. Provide transparent, accountable and effective leadership.

**Environmental Considerations**

Nil

**Attachments**

- A. Evaluation Report - 0667-26 Supply and Deliver Dredge Booster Pumps -  
*Confidential*

**Item 16.2 0667-26 Supply and Deliver Dredge Booster Pumps**

**Moved: Cr Starcevich**  
**Seconded: Cr Graham**

**O0326-075**

**That Council awards Request for Tender 0667-26 Supply and Deliver Dredge Booster Pumps to KETO Pump Technology Services Pty Ltd as per the lump sum price, subject to the dredging contractor endorsement.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

**COMING FROM BEHIND CLOSED DOORS**

**Moved: Cr McWilliam**  
**Seconded: Cr de Haas**

**O0326-076**

**That the meeting come from behind closed doors.**

**CARRIED**  
**F7 - A0**

*For: Cr McWilliam, Cr Davies, Cr de Haas, Cr Starcevich, Cr Harp, Cr Graham, Cr Obourne*

Acting Shire President read aloud the above resolutions

**17. MATTERS BEHIND CLOSED DOORS**

Nil

**18. PUBLIC QUESTION TIME**

Nil Questions

**19. CLOSURE**

The Acting President declared the meeting closed at 5:26pm.

**These Minutes were confirmed at a meeting held on \_\_\_\_\_**

**Signed \_\_\_\_\_**

**Presiding Member at the meeting at which the Minutes were confirmed.**

**Dated \_\_\_\_\_**