
Shire of Esperance

ORDINARY COUNCIL

TUESDAY 22 JUNE 2021

MINUTES

DISCLAIMER

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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.

Table of Contents / Index

ITEM NO.	ITEM HEADING	PAGE
1.	OFFICIAL OPENING	5
2.	ATTENDANCE	5
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	5
4.	APPLICATIONS FOR LEAVE OF ABSENCE	6
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	6
6.	DECLARATION OF MEMBERS INTERESTS	6
6.1	Declarations of Financial Interests – Local Government Act Section 5.60a	6
6.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	6
6.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	6
7.	PUBLIC QUESTION TIME	6
8.	PUBLIC ADDRESSES / DEPUTATIONS	8
9.	PETITIONS	8
10.	CONFIRMATION OF MINUTES	8
11.	DELEGATES' REPORTS WITHOUT DISCUSSION	8
12.	MATTERS REQUIRING A DETERMINATION OF COUNCIL	10
12.1	EXTERNAL SERVICES	10
12.1.1	Local Planning Policy - Blue Haven and Second Beach Development	10
12.1.2	Proposed Road Closure - Portion of Bostock Street adjoining Lot 10 (12) Bostock Street, West Beach	16
12.1.3	Release of Confidential Reports - Landfill	22
12.1.4	Trading Permit - Fly Esperance Pty Ltd	26
12.2	ASSET MANAGEMENT	31
12.2.1	CCTV Policy	31
12.3	CORPORATE & COMMUNITY SERVICES	37
12.3.1	Lease Request - Esperance Motor Raceway (Inc)	37
12.3.2	Car Hire Desk 3 – Esperance Airport Terminal Reassignment Request – Goldfields Air Services to Fly Esperance Pty Ltd	42
12.3.3	Financial Services Report - May 2021	47
12.3.4	2021/22 Community Grants Program - Budget Allocation	94
12.4	EXECUTIVE SERVICES	99
12.4.1	WALGA Annual General Meeting and WA Local Government Convention 2021	99
12.4.2	Information Bulletin - May 2021	122
12.4.3	Elected Member Professional Development Policy & EXE 007: Elected Member Entitlements Policy	155
12.4.4	Temporary Employment or Appointment of CEO Policy	171

12.4.5	Regional Climate Alliance Program	177
13.	REPORTS OF COMMITTEES	204
13.1	Minutes of Committees	204
14.	MOTIONS OF WHICH NOTICE HAS BEEN GIVEN	245
15.	MEMBERS QUESTIONS WITH OR WITHOUT NOTICE	246
16.	URGENT BUSINESS APPROVED BY DECISION	246
18.	PUBLIC QUESTION TIME	246
17.	MATTERS BEHIND CLOSED DOORS	247
17.1	Results of Tender for Sale of Land - Various Vacant Residential and Industrial Lots	247
17.2	New Community Fare Agreement - Regional Express (Rex) Airline	247
17.3	0358-21 - Esperance Beach Enclosure	247
17.4	0359-21 - Esperance Beach Swimming Lap Pool	247
17.5	Appointment of Director External Services	250
19.	CLOSURE	251

SHIRE OF ESPERANCE

MINUTES

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS ON 22 June 2021. COMMENCING AT 4PM

1. OFFICIAL OPENING

The Shire President declared the meeting open at 4:00pm and did an acknowledgement to country.

The Shire of Esperance acknowledges the Nyungar 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 President welcomed Councillors, staff, guests and members of the public to the meeting.

2. ATTENDANCE

Members

Cr I Mickel, AM JP	President	Rural Ward
Cr B Parker	Deputy President	Rural Ward
Cr J O'Donnell		Town Ward
Cr J Obourne		Town Ward
Cr R Chambers		Town Ward
Cr D Piercey, JP		Town Ward
Cr W Graham		Rural Ward
Vacant		Town Ward

Shire Officers

Mr S Burge	Chief Executive Officer
Mr M Walker	Director Asset Management
Ms M Ammon	Acting Director External Services
Mrs F Baxter	Director Corporate & Community Services
Mr R Hindley	Manager Strategic Planning & Land Projects
Miss A McArthur	Executive Assistant
Miss S Hawke	Trainee Administration Assistant – Executive Services
Ms S Shaddick	Manager Marketing & Communications (entered at 5.24pm)

Members of the Public & Press

Dr K Nieukerke	Observer
Mr K Mills	Item 7
Mr T Carmody	Item 7
Mr T Gray	Item 12.2.1
Ms E Smith	Media
Mr T McCracken	Media
Mr B Stevens	Observer (entered at 4.26pm)

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

Cr S McMullen	Town Ward
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4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

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

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

6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c

Cr Mickel declared an impartiality interest in item 12.4.1 as he is a life member of the Western Australian Local Government Association.

Mr Burge declared an impartiality interest in item 12.3.4 as he is a member of the Esperance Golf Club.

7. PUBLIC QUESTION TIME

1. Mr T Carmody – Cascade - Lake King Road

Mr Carmody raised a number of questions which were provided in writing to Shire Councillors.

Mr Carmody questioned what is meant by “5 Tonne Load Limit”. Does this mean a vehicle > 5 tonne is not permitted and does it mean a load of 5 tonne per axle, or does it mean a vehicle with a GCM of > 5 tonne is not permitted?

Mr Walker responded that the 5 tonne load limit is for any vehicle over 5 tonne in mass, without a permit.

Mr Carmody stated all non-permitted vehicles (ie single trailer semi) are permitted to travel on the Cascade - Lake King road.

Mr Walker responded no, any vehicle over 5 tonne in mass is not permitted, without a permit.

Mr Carmody stated that all permitted vehicles are not permitted, this includes oversize, farm machines be driven or carted and questioned if this statement is correct.

Mr Walker responded no, any vehicle over 5 tonne in mass is not permitted, without a permit.

Mr Carmody stated that it was noted by a transporter carting gypsum from Lake Tay that 41 oversize vehicles were observed on the road in the early part of 2021 and questioned if the Shire enforces the 5 tonne limit?

Mr Walker responded that the Shire has issued permits for oversize farm machinery to use this section of road between farming properties, given the safety of slow moving oversize loads and distance they would have to travel via the South Coast Hwy and Newdegate-Ravensthorpe road.

Mr Carmody stated there have been no infringement notices served regarding the 5 tonne limit, and questioned if his statement is correct?

Mr Walker responded the load limit is placed under the Road Traffic Code 2000 and enforced by the police and Main Roads WA heavy vehicle services, this is not enforced by the Shire.

Mr Carmody raised concerns relating to the implication of insurance. Mr Carmody stated, he was informed by a Shire employee that all insurance is null and void if any of the limitations are not observed. Mr Carmody questioned if Council can please remove the signage.

Mr Walker responded the Shire cannot remove the signage as the load limit is in place due to the road not being able to sustain traffic over 5 tonne without significant costs involved, which is not budgeted for.

Mr Carmody questioned if the above responses means all utilities are not allowed to travel along Cascade - Lake King road.

Mr Walker responded no, utilities are allowed to travel along the road as long as they are below the 5 tonne load limit.

Mr Carmody questioned if every ute using that road that has a capacity of gross vehicle mass isn't allowed to travel along Cascade - Lake King road.

Mr Walker responded that the gross vehicle mass doesn't matter as long as the whole vehicle is less than 5 tonne when travelling along that road. Mr Walker stated if a vehicle is unloaded and doesn't exceed the 5 tonne load limit, it can travel along the road.

Mr Carmody questioned if all tractors, harvesters, field bins and oversized loads coming down Cascade - Lake King road are illegal.

Mr Walker responded that the Shire understands oversize harvesters and machinery transiting between two farms are using the Cascade - Lake King road as it's shorter than taking the alternative South Coast Hwy and Newdegate-Ravensthorpe Road. Mr Walker stated the Shire also understands the safety factors of taking oversize vehicles along the Cascade - Lake King road as it is dangerous. Given these reasons the Shire has put a permit process in place and has been approving permits for vehicles to travel down Cascade - Lake King Road, unloaded and above the 5 tonne load limit to transit between two properties.

2. Mr T Gray – CCTV Policy

Mr Gray questioned if the Memorandum of Understanding (MOU) between the Shire of Esperance and the WA Police has been executed.

Mr Burge responded no, the MOU has not been executed yet.

Mr Gray questioned if the Shire knows when the MOU will be executed.

Mr Burge responded that the Shire expects it will be executive within the next few weeks.

Mr Gray stated that Council should defer item 12.2.1 CCTV Policy, given the incomplete nature without the MOU. Mr Gray suggested Council defer the item until a specific future date has been set for the execution of the MOU, so that a completed policy document can be considered by Council.

Cr Mickel responded that Councillors can take his statement into consideration when dealing with item 12.2.1 CCTV Policy.

Mr Gray questioned why would Council be considering a policy document that is incomplete.

Cr Mickel referred back to his previous response and thanked Mr Gray for his questions.

8. PUBLIC ADDRESSES / DEPUTATIONS

Nil

9. PETITIONS

Nil

10. CONFIRMATION OF MINUTES

Moved: Cr O'Donnell

Seconded: Cr Chambers

O0621-137

Council Resolution

That the Minutes of the Ordinary Council Meeting of the 25 May 2021 be confirmed as a true and correct record.

**CARRIED
F7 - A0**

11. DELEGATES' REPORTS WITHOUT DISCUSSION

Cr Chambers

8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks

Cr Obourne

8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks

Cr O'Donnell

24 May Visited Esperance Home Care and delivered Meals on Wheels
24 May Attended GSG Redevelopment Workshop
27 May Attended Cancer Council, The Biggest Morning Tea
27 May Attended ECCI, Shaping Our Future Forum
28 May Attended ECCI, Business Brekkie Bytes
30 May Attended Civic Centre 40th Birthday Celebrations
1 Jun Attended the viewing of In My Blood It Runs at the Civic Centre
4 Jun Attended Reconciliation Week Sundowner
8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks
10 Jun Attended a one day Effective Community Leadership Training Course at WALGA

Cr Parker

8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks

Cr Graham

27 May Attended ECCI, Shaping Our Future Forum
8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks

Cr McMullen

30 May Attended Civic Centre 40th Birthday Celebrations

Cr Piercey

8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks
8 Jun Attended Cannery Arts Centre AGM

Cr Mickel

30 May Attended Civic Centre 40th Birthday Celebrations
3 Jun Attended Reconciliation Week function at the Whale Tail organised by Hope Community
3 Jun Attended a site visit at the Esperance Motocross Club with President Mick Liebig regarding the club facilities and future plans
4 Jun Attended the "Esperance Weekender" launch and helped officially open their office by cutting the ribbon
4 Jun Attended Reconciliation Week Sundowner
8 Jun Attended Meeting with Hon. Don Punch MLA Minister for Fisheries, Disability Services, Innovation & ICT, Seniors & Aging and Deputy Director General Heather Brayford regarding past fatal shark attacks
9 Jun Attended the Horizon Power community information evening at the Yacht Club.
15 Jun Centre Care upper management
15 Jun Chaired the Business Roundtable meeting with ECCI and GEDC
16 Jun Met with representative of Esperance Gas Distribution Network regarding the future of low pressure gas distribution in Esperance
16 Jun Attended the Shark Science Forum held at Lucky Bay Brewing
17 Jun Attended Zoom meeting with RCWA
17 Jun Attended a meeting of AG Connect at Scaddan

12. MATTERS REQUIRING A DETERMINATION OF COUNCIL

12.1 EXTERNAL SERVICES

Item: 12.1.1

Local Planning Policy - Blue Haven and Second Beach Development

Author/s	Richard Hindley	Manager Strategic Planning & Land Projects
Authorisator/s	Mel Ammon	Acting Director External Services

File Ref: D21/16958

Applicant

Internal

Location/Address

Shire of Esperance

Executive Summary

For Council to consider preparing the proposed Local Planning Policy – Blue Haven and Second Beach Development (Attachment A).

Recommendation in Brief

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) prepare the Local Planning Policy – Blue Haven and Second Beach Development as contained in Attachment A.

Background

The Blue Haven and Second Beach area are located within a Special Control Area (SCA 7) which provides a range of development requirements. This Local Planning Policy is being prepared to provide a consistent approach in how the Scheme provisions are interpreted within the area known as the Blue Haven Second Beach Development Area.

Officer's Comment

The draft Local Planning Policy – Blue Haven and Second Beach Development is presented to Council for the purposes of seeking public comment as per Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2).

Clause 4.(1) of the Deemed Provisions requires the local government to resolve to prepare a local planning policy before it can be advertised.

Consultation

A briefing session was held on the 25 May 2021 where the draft Local Planning Policy was discussed.

As this policy is being prepared under Clause 4.(1) of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) it will need to be advertised not less than 21 days.

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2

Planning and Development Act 2005

Policy Implications

This item relates to policy development.

Local Planning Policies are guidelines used to assist the local government in making decisions under the Local Planning Scheme and may address land use as well as development requirements. Although Local Planning Policies are not part of the Local Planning Scheme they must be consistent with, and cannot vary, the intent of the Local Planning Scheme provisions. In considering an application for Planning Approval, the local government must have regard to a Local Planning Policy as required under Clauses 3(5) and 67 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2.

Strategic Implications

Strategic Community Plan 2017 - 2027

Built Environment

New developments that enhance the existing built environment

Encourage innovation and support new development

Corporate Business Plan 2020/21 – 2024/25

Built Environment

B3.3 Update and Implement Local Planning Scheme and Policies

Environmental Considerations

Nil

Attachments

A¹. Local Planning Policy – Blue Haven and Second Beach Development

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr O'Donnell

O0621-138

Council Resolution

That Council in accordance with Clause 4 of the Deemed Provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2) prepare the Local Planning Policy – Blue Haven and Second Development as contained in Attachment A

**CARRIED
F7 - A0**

(i) Name:	Policy LOCAL PLANNING POLICY: BLUE HAVEN SECOND BEACH DEVELOPMENT
Objective:	To provide a framework for the approval of development in the Blue Haven Second Beach Development Area shown as SCA7 in Local Planning Scheme No. 24.
Key Words:	Blue Haven, Second Beach, Development
Statutory Compliance:	<ul style="list-style-type: none">• Local Planning Scheme No. 24• Residential Design Codes

1. Aim

- (i) To provide development control within the area known as the Blue Haven Second Beach Development Area.

2. Scope

- (i) This Local Planning Policy applies in the area shown as SCA7 on the Local Planning Scheme No. 24 Scheme Map.

3. Policy Provision

3.1 Visual

- (i) No development will be permitted which, in the opinion of the local government, will be likely to endanger the visual amenity of Twilight Beach Road and the coastal views as seen from any lot or public place, and the ocean.

3.2 Setbacks

- (i) Setbacks are to be in accordance with the provisions of SCA7.
- (ii) Where a range of setbacks is provided any proposal for development at less than the higher setback will be referred to the adjoining landowner for comment in accordance with Clause 64 of the Deemed Provisions.

3.3 Amenity

- (i) The local government will expect any residential development, sheds or outbuildings to be constructed of materials that will not be intrusive or draw attention.
- (ii) The use of reflective material is not supported unless adequately screened from public view and adjoin properties by a dwelling or an alternative acceptable screen.

3.4 Clearing

- (i) No land shall be cleared, (other than for construction of buildings) without the prior permission of the local government in accordance with Part 7 of the Deemed Provisions. An application for such permission shall include a statement as to the measures that will be taken to prevent wind and water erosion and a plan showing the proposed landscaping, including the design and location of pathways and driveways.
- (ii) Clearing as required by the Fire Hazard Reduction Notice under the Bush Fire Act 1954 is exempt under Section 61 of the Deemed Provisions.

3.5 Outbuildings and incidental developments

- (i) The local government will not permit the erection of sheds or other buildings between a house erected on the lot and any road except in the case of a corner lot or a lot with dual street frontages where the local government may permit such a building to be built between the residence and any road other than Twilight Beach Road.

3.6 Fill

- (i) No land shall be filled or excavated without the prior permission of the local government in accordance with Part 7 of the Deemed Provisions. An application for such permission shall include a statement as to the measures that will be taken to prevent wind and water erosion and a plan showing the proposed landscaping, including the design and location of pathways and driveways.
- (ii) Fill within the area is subject to compliance with the Placement of Fill – Local Planning Policy.

3.7 Fencing

- (i) No fencing shall be erected without the prior permission of the local government, in accordance with Part 7 of the Deemed Provisions. The local government will consider the use of materials, colour and height of the fence in an attempt to ensure that such structures blend into the landscape.
- (ii) Fencing in accordance with Schedule 3 of the Fencing Local Law will generally be supported with the exclusion of Clause 2) as electric fences are prohibited in the Policy Area.

3.8 Development in Fire Prone Area

- (i) All new development for a habitable building and any other structure within 6 metres of a habitable building requires a BAL Assessment to be prepared and implemented. Development is to comply with AS 3959 – Construction of buildings in bushfire-prone areas.

- (ii) Any change of use where a development has not been previously developed in accordance with AS 3959 – Construction of buildings in bushfire-prone areas will not be supported where additional clearing is required to achieve compliance with the Standard.

Item: 12.1.2

**Proposed Road Closure - Portion of Bostock Street adjoining Lot 10 (12)
Bostock Street, West Beach**

Author/s	Peter Wilks	Senior Planning Officer
Authorisator/s	Richard Hindley	Manager Strategic Planning & Land Projects

File Ref: D21/17592

Applicant

Gray and Annette Slade

Location/Address

Lot 10 (12) Bostock Street



Executive Summary

For Council to consider granting final approval to the closure of a portion of the Bostock Street road reserve where it adjoins Lot 10 (12) Bostock Street, West Beach.

Recommendation in Brief

That Council;

1. Request the Minister of Lands to close the portion of the Bostock Street road reserve where it adjoins Lot 10 (12) Bostock Street, West Beach under Section 58 (1) of the Land Administration Act 1997.
2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.
3. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.

Background

The Shire was approached by the proponent to seek a resolution to an encroachment into the adjoining Reserve. During this time it was also noted that the owners of Lot 10 (12) Bostock Street had undertaken works in an unused portion of Bostock Street adjoining their property, and as the affected portion of land did not impact on Bostock Street it was considered appropriate to undertake the road closure process with an aim of amalgamating the affected portion of land into Lot 10 (12) Bostock Street.

Officer's Comment

From a planning perspective, the closure of the affected portion of Bostock Street is appropriate as the affected portion was originally meant to support a new road heading towards the Port which is no longer proposed for construction.

Should Council wish to proceed with the closure a formal request will be lodged with the Minister for Lands under Section 58(1) of the Land Administration Act 1997 to close the road portion and amalgamate the portion of road reserve into Lot 10 (12) Bostock Street, West Beach.

Consultation

The road closure process operates under Section 58 of the *Land Administration Act 1997*, which requires a minimum 35 day public comment/referral period to all affected landowners and government agencies are to be consulted. A notice was also placed in the *Esperance Express* on 3 April 2021.

The proposed Road Closure was advertised from 3 April 2021 to 18 May 2021. Five (5) submissions were received at the end of the advertising period, all of which came from government and servicing agencies. No submissions objected to the proposal.

Financial Implications

Once the proposal has been formally adopted by Council, all costs associated with the road closure process in regard to title adjustments and new titles are to be met by the applicant. Furthermore, at this stage the Applicant will need to indemnify the Minister of all costs and charges in association with the closure.

An application fee of \$800 applies to this application.

Asset Management Implications

The proposed road closure was discussed with Asset management staff, who have advised that they support the closure request.

The affected portion of Bostock Street will be amalgamated into adjoining Lot 10 (12) Bostock Street, West Beach.

Statutory Implications

Local Government Act 1995
Land Administration Act 1997

Policy Implications

Asset Management Policy ASS 006: Permanent Road Closures

Strategic Implications

Strategic Community Plan 2017 - 2027

Built Environment

New developments that enhance the existing built environment

Encourage innovation and support new development

Environmental Considerations

Nil

Attachments

A [!\[\]\(d5d7044e5caf6907399af2dced8d6ff8_img.jpg\)](#). Schedule of Submissions

B [!\[\]\(35dc653d59570f8f891c312eeece91a2_img.jpg\)](#). Plans

RECOMMENDATION AND DECISION

Moved: Cr Piercey

Seconded: Cr Graham

O0621-139

Council Resolution

That Council;

- 1. Request the Minister of Lands to close the portion of the Bostock Street road reserve where it adjoins Lot 10 (12) Bostock Street, West Beach under Section 58 (1) of the Land Administration Act 1997.**
- 2. Advise the Minister of Lands that in accordance with Section 56 (4) of the Land Administration Act 1997 that the Shire recognises that it is liable to indemnify the Minister against any claim for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.**
- 3. Requires all costs associated with the road closure process in regard to title adjustments and new titles to be met by the applicant.**

**CARRIED
F7 - A0**

Mr Hindley left the Chamber at 4.17pm and did not return.

Schedule of Submissions:			
No.	Submitter:	Submission:	Planning Officer
1	Main Roads WA	No objection.	Noted.
2	Department of Health	No objection.	Noted.
3	Department of Mines, Industry Regulation and Safety	No objection.	Noted.
4	Water Corporation	No objection.	Noted.
5	Department of Water and Environmental Regulation	No objection.	Noted.



NOTES

AMENDMENTS

Date	Description

Design : R. Hindley

Drawn : Susi Sweeney

Reviewed : R. Hindley

DRAFT
30/03/2021

SHIRE OF ESPERANCE

**12 BOSTOCK STREET ROAD RESERVE
RESUMPTION
WEST BEACH
ESPERANCE**

Date : 30/03/2021

Revision 00

Scale : 1 : 250

A4

Item: 12.1.3

Release of Confidential Reports - Landfill

Author/s	Scott McKenzie	Manager Council Enterprises
Authorisator/s	Mel Ammon	Acting Director External Services

File Ref: D21/18144

Applicant

External Services

Location/Address

Not applicable

Executive Summary

For Council to consider releasing two confidential reports relating to the cost to transport waste to Coolgardie and the search for a landfill in the Grass Patch region.

Recommendation in Brief

That Council request the CEO to place the following three documents on the Shire website for public inspection as per Section 5.95(7)(b) of the Local Government Act;

- 1) Waste Transport Cost v Landfill Assessment Report – February 2021 – 12541765 (our Ref D21/2313[v2]),
- 2) New Landfill Site Study – Determination of Appropriate Site Selection Criteria – July 2020 – 12531105-9222-5 (our Ref – D20/17428), and
- 3) New Landfill Site Selection Study – October 2020 – 12531105-8879-19 (our Ref – D20/25229), as attached and redacted to delete individual property owner information.

Background

Council considered the Waste Transport Cost v Landfill Assessment Report (Waste Transport Report) behind closed doors in the February 2021 Ordinary Council meeting. The agenda item included the Waste Transport Report as a confidential item.

Council were briefed on the New Landfill Site Study – Determination of Appropriate Site Selection Criteria during a briefing session in June 2020. The document has not been released to the public as yet. The criteria identified within this document was used to prepare the mapping within the new landfill Site Selection Study referred to below.

Council considered the New Landfill Site Selection Study during briefings sessions held in October 2020 and used a portion of this information to brief the Grass Patch community during a Community meeting on 5 November 2020. Individual property owners identified as being suitable for a landfill site without restrictions were then contacted via letter to ascertain their want to be included or excluded going forward with the search for a new landfill.

The Landfill Site Selection Study has not been released to the public as yet. If Council do decide to release the documentation, some pages and information that identify specific privately owned properties should be deleted or redacted to protect the privacy of the property owners. Information within the document relating to Lot 39 Logan Road has been retained within the proposed redacted document as this location has been previously identified in a Council motion.

Officer's Comment

During previous landfill searches, Council has been quite proactive with releasing information to the public as soon as practically possible. Now that the Shire has committed to a contract with the Shire of Coolgardie for the future disposal of waste, it would seem an ideal time to consider releasing the information.

Only Council can determine to deal with a matter behind closed doors under Section 5.23(2) of the Local Government Act 1995 as amended and therefore only Council can decide by resolution to make previously confidential information available for inspection. The relevant section of the Local Government Act is below;

Local Government Act 1995

Part 5 Administration

Division 7 Access to information

s. 5.96

- (7) Subsection (6) does not apply in respect of information in relation to a local government if —
- (a) the information is prescribed as information that is confidential but that may be available for inspection if the local government so resolves; and
 - (b) the local government has resolved that the information is to be available for inspection.

Consultation

GHD have indicated that they have no concerns with the two reports being released. The Shire of Coolgardie also supports the release of the Waste Transport Report.

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

As stated within Officer's Comment

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

Community confidence and trust in Council

Encourage community participation and insight into activities and decisions

Corporate Business Plan 2020/21 – 2024/25

N2.5 Plan for new landfill site

Environmental Considerations

Nil

Attachments

- A. Waste Transport Report - *Confidential*
- B. New Landfill Site Study - *Confidential*
- C. New Landfill Site Selection Study - Redacted - *Confidential*

RECOMMENDATION AND DECISION

Moved: Cr Piercey

Seconded: Cr Obourne

O0621-140

Council Resolution

That Council request the CEO to place the following two documents on the Shire website for public inspection as per Section 5.95(7)(b) of the Local Government Act;

- 1. Waste Transport Cost v Landfill Assessment Report – February 2021 – 12541765 (our Ref D21/2313[v2]),**
- 2. New Landfill Site Study – Determination of Appropriate Site Selection Criteria - July 2020 – 12531105-9222-5 (our Ref – D20/17428), and**
- 3. New Landfill Site Selection Study – October 2020 – 12531105-8879-19 (our Ref – D20/25229), as attached and redacted to delete individual property owner information.**

**CARRIED
F7 - A0**

Item: 12.1.4

Trading Permit - Fly Esperance Pty Ltd

Author/s	Paul Clifton	Manager Development & Statutory Services
Authorisator/s	Mel Ammon	Acting Director External Services

File Ref: D21/18603

Applicant

Fly Esperance Propriety Limited

Location/Address

Reserve 33694, the Esplanade (Lot 981) Esperance



Executive Summary

Fly Esperance Propriety Limited (Pty Ltd) are seeking approval to trade (selling of services) from Reserve 33694, The Esplanade (Lot 981) Esperance

Recommendation in Brief

That Council refuse the Traders Permit application submitted by Fly Esperance Pty Ltd to trade from Reserve 33694, The Esplanade (Lot 981) Esperance.

Background

Fly Esperance Pty Ltd operate 365 days a year from a leased booth at the Esperance airport from which all flights depart from. To further promote the business within the Esperance townsite, they have proposed to park a mobile office in a conspicuous location where members of the public can walk in a book a flight. It is desired that the office is mobile to enable Fly Esperance Pty Ltd to use this at events both locally and within Western Australia. A diagram of the mobile office is included as Attachment A.

Fly Esperance Pty Ltd have submitted an application for a Traders Permit to trade from Reserve 33694. In their application, Fly Esperance Pty Ltd have proposed that a fully self-contained mobile ticketing office will operate Monday through to Sunday 9am – 5pm from this location.

Officer's Comment

EXT 030 Trading in Public Places Policy is applicable in the consideration of this application. Fly Esperance Pty Ltd is selling a service from a vehicle that is parked in a public place. Based on this, it is considered that the activity falls within the definition of a Street Trader.

EXT 030 Trading in Public Places Policy also outlines general requirements applicable to all trading locations and identifies locations where trading can occur. The location proposed by Fly Esperance Pty Ltd is inconsistent with the policy in terms of Section C – Trading Approved Fixed Locations in that Reserve 33694 has not been identified as an approved fixed location.

As this proposal is inconsistent with the Policy, staff are unable to approve this application and the request requires consideration by Council. As it is contrary to the Trading in Public Places Policy, it is the officer's recommendation to refuse this application.

Option One

That Council refuse the Traders Permit application submitted by Fly Esperance Pty Ltd to trade from Reserve 33694, The Esplanade (Lot 981) Esperance.

Option Two

That Council approve the Traders Permit application submitted by Fly Esperance Pty Ltd to trade from Reserve 33694, The Esplanade (Lot 981) Esperance or Reserve 27318, The Esplanade (Lot 991), Esperance in a location to be negotiated.

Should Option Two be resolved, EXT 030: Trading in Public Places Policy will need to reflect this resolution.

Consultation

Nil

Financial Implications

Charges set as per Council Fees and Charges.

Asset Management Implications

Nil

Statutory Implications

Shire of Esperance Activities in Thoroughfares and Public Places and Trading Local Law 2016

EXT 030 Trading in Public Places Policy

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Growth And Prosperity

Esperance is seen as a destination of choice to live and work

Promote the Esperance lifestyle using environmental, built, cultural and social assets

Environmental Considerations

Nil

Attachments

A [!\[\]\(96cc62f861fdd6e50510c0224a756dff_img.jpg\)](#). Fly Esperance Pty Ltd - Mobile Office

RECOMMENDATION AND DECISION

Moved: Cr Obourne

Seconded: Cr Parker

O0621-141

Officer's Recommendation

That Council refuse the Traders Permit application submitted by Fly Esperance Pty Ltd to trade from Reserve 33694, The Esplanade (Lot 981) Esperance

Council Resolution

That Council approve the Traders Permit application submitted by Fly Esperance Pty Ltd to trade from Reserve 33694, The Esplanade (Lot 981) Esperance or Reserve 27318, The Esplanade (Lot 991), Esperance in a location to be negotiated.

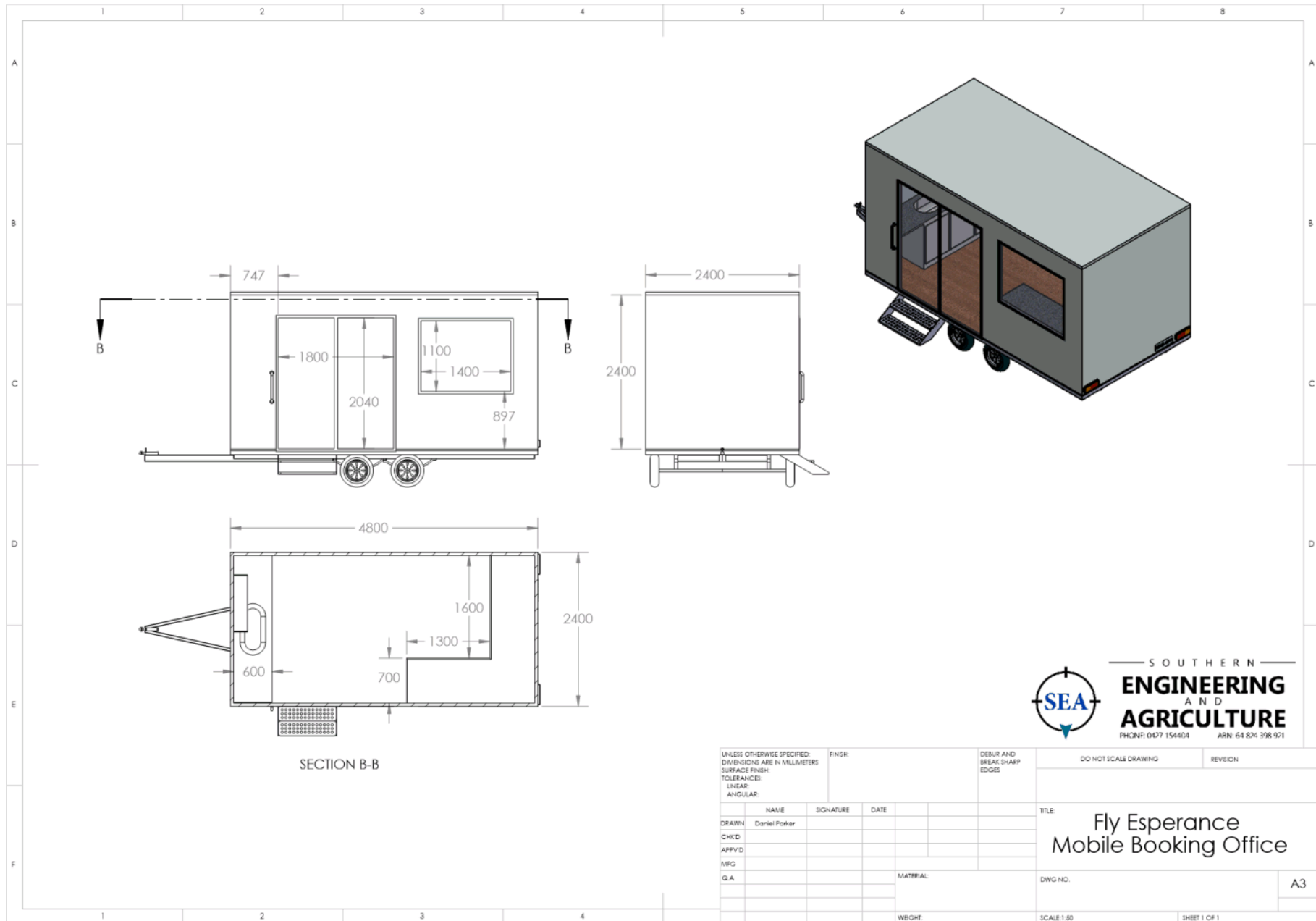
CARRIED

F4 – A3

(Against Cr Piercey, Cr Chambers & Cr Graham)

Reason: Council wanted to approve the Traders Permit and negotiate a location with Fly Esperance.

Mr Stevens entered the Chamber at 4:26pm.



12.2 ASSET MANAGEMENT

Item: 12.2.1

CCTV Policy

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

File Ref: D21/18316

Applicant

Internal

Location/Address

N/A

Executive Summary

For Council to consider adopting a new CCTV Policy

Recommendation in Brief

That Council adopt policy ASS New - CCTV

Background

At the March 2021 Ordinary Council Meeting Council resolved the following in response to the motion regarding CCTV from the Annual Meeting of Electors:

That Council:

- 1. Note Motion 3 from the Annual Meeting of Electors (February 2021) being;**
That Council develop appropriate policies, procedures and practices for CCTV equipment and information used in public surveillance in the Shire of Esperance to ensure the protection is kept of individual privacy.
- 2. Request the CEO to develop a policy for CCTV equipment and information used in public surveillance to ensure individual privacy is maintained; and**
- 3. Instruct the CEO to advise the Mover and Seconder of the Motion from the Annual Electors Meeting of Council's resolution.**

Following this resolution Shire officers have developed the attach CCTV Policy.

Officer's Comment

The CCTV Policy as attached breaks the CCTV systems owned and operated by the Shire into two:

Internal CCTV:	Closed Circuit Television recording staff and public internally and externally of the Shire of Esperance buildings.
Public CCTV:	Closed Circuit Television covering public open spaces and streets including linked mobile systems.

The new policy will give direction to staff on how to manage and operate the CCTV systems to ensure security, integrity and privacy are upheld.

Consultation

WA Police
Avantgarde Technologies

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

The statutory implications associated with this item are given in the following legislation:

- Local Government Act 1995
- WA Criminal Code Act Compilation Act 1913
- Criminal Procedures Act 2004
- State Records Act 2000

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Community Connection

A feeling of safety and confidence within our neighbourhoods and a sense of security
Develop and maintain a safe environment for the community

Corporate Business Plan 2020/21 – 2024/25

C6.8 Implement CCTV Master Plan

Environmental Considerations

Nil

Attachments

A¹. [Policy ASS New - CCTV](#)

RECOMMENDATION AND DECISION

Moved: Cr Obourne

Seconded: Cr Parker

O0621-142

Council Resolution

That Council adopt Policy ASS New – CCTV.

**CARRIED
F7 - A0**

Mr Gray left the Chamber at 3:34pm and did not return.

ASS NEW: CCTV

Document Status:	Current	CM Ref:	
Responsible Officer:	Manager Asset Planning	Version No:	
Date Adopted:		Resolution #:	
Date Reviewed:		Resolution #:	

Objective

To set out the Shire of Esperance's requirements in relation to the operation of Closed Circuit Television systems that it owns and operates.

Policy

Introduction

The shire owns and operates both an internal CCTV system and a public CCTV system. Digital images are recorded from both systems twenty four (24) hours, seven (7) days a week and are retained for a period of not less than thirty one (31) days.

The internal CCTV system monitors the Shire of Esperance building assets, the purpose of the Internal CCTV system is to:

- Assist in deterring antisocial and criminal behaviour
- Assist in deterring offences against persons and/or property.
- Assist staff with providing improved customer service.
- Assist staff with providing operational services.

The Public CCTV System monitors public open spaces and streets. The purpose of the Public CCTV system is to:

- Assist in deterring antisocial and criminal behaviour
- Assist in deterring offences against persons and/or property.
- Facilitate rapid response by WA Police and other emergency services as determined by WA Police when detecting instances of crime and anti-social behaviour.
- Capture footage of suitable quality (ideally facial identification) to ensure that recorded footage of crimes can be used by WA Police or their legal representative for effective prosecution.
- Reduce the public's perception of crime and the fear of crime.

This policy does not apply to the capture of videos or photos not linked to the Shires internal CCTV system or public CCTV system, i.e. live streaming of Council Meetings.

Definitions

Internal CCTV: Closed Circuit Television recording staff and public internally and externally of the Shire of Esperance buildings.

Public CCTV: Closed Circuit Television covering public open spaces and streets including linked mobile systems.

MOU: Memorandum of Understanding regarding the supply and use of public CCTV between the Shire of Esperance and the WA Police.

Ownership and Control

Internal CCTV system:

The Shire of Esperance Internal CCTV system is owned by and is the sole property of the Shire of Esperance, who ensure that the CCTV system is maintained in efficient working order. The Shire of Esperance have exclusive access to and control of all recorded footage.

The Shire of Esperance may allow access, only to the external building cameras, to WA Police as part of the Public CCTV system. The footage and data from these cameras would be available to WA Police without restriction.

Public CCTV system:

The Public CCTV system is owned by and is the sole property of the Shire of Esperance, who ensure that the CCTV system is maintained in efficient working order. The Shire of Esperance provides the CCTV system to WA Police who have exclusive access to, and control of, all recorded footage. These ownerships and controls reference the MOU between the Shire of Esperance and WA Police.

Viewing and requesting CCTV images/recordings

Internal CCTV system:

Live viewing of Internal CCTV Footage:

Shire staff, contractors and volunteers are able to view live internal CCTV footage that is operational required as part of their role.

Downloading Historic Internal CCTV Footage:

Shire of Esperance staff:

- An Internal CCTV Data Request form, must be filled in and signed by the requesting officers Manager before lodging it with the Manager Information Services who will verify and approve the request.
- The Manager Information Services or their delegate will assess and provide the data as requested based on priority (urgency and importance), ensuring that the request does not contravene governing standards before providing the data.

WA Police:

- WA Police may request footage from the Shire of Esperance Internal CCTV in order to supplement or assist with criminal investigations.
- Any and all requests for such data will need to be made in writing to the Shire of Esperance, the Manager Information Services will assess and provide the requested footage as required.

General Public:

- Members of the Public may request footage from the Shire of Esperance Internal CCTV through a Freedom of Information Request. Request will be governed by the requirements under the Freedom of Information Act 1992.

Public CCTV system

The police have the sole viewing rights to the Public CCTV system. Request for viewing and requesting images/recordings from public system can only be done through WA Police. The Shire of Esperance does not have access to the images and recordings from the Public CCTV System.

Standards, Legislation and MoU

The following Standards, Legislation and MoU are applicable to the ownership and operation of both the Internal CCTV and External CCTV systems:

- AS/NZS 62676:2020 Video Surveillance Systems for use in Security Applications
- Local Government Act 1995
- WA Criminal Code Act Compilation Act 1913
- Criminal Procedures Act 2004
- State Records Act 2000
- Memorandum of Understanding – Western Australia Police Force and Shire of Esperance

..... Policy Ends

12.3 CORPORATE & COMMUNITY SERVICES

Item: 12.3.1

Lease Request - Esperance Motor Raceway (Inc)

Author/s	Mary Bidstrup	Governance and Corporate Support Officer
Authoriser/s	Sarah Walsh	Coordinator Governance & Corporate Support

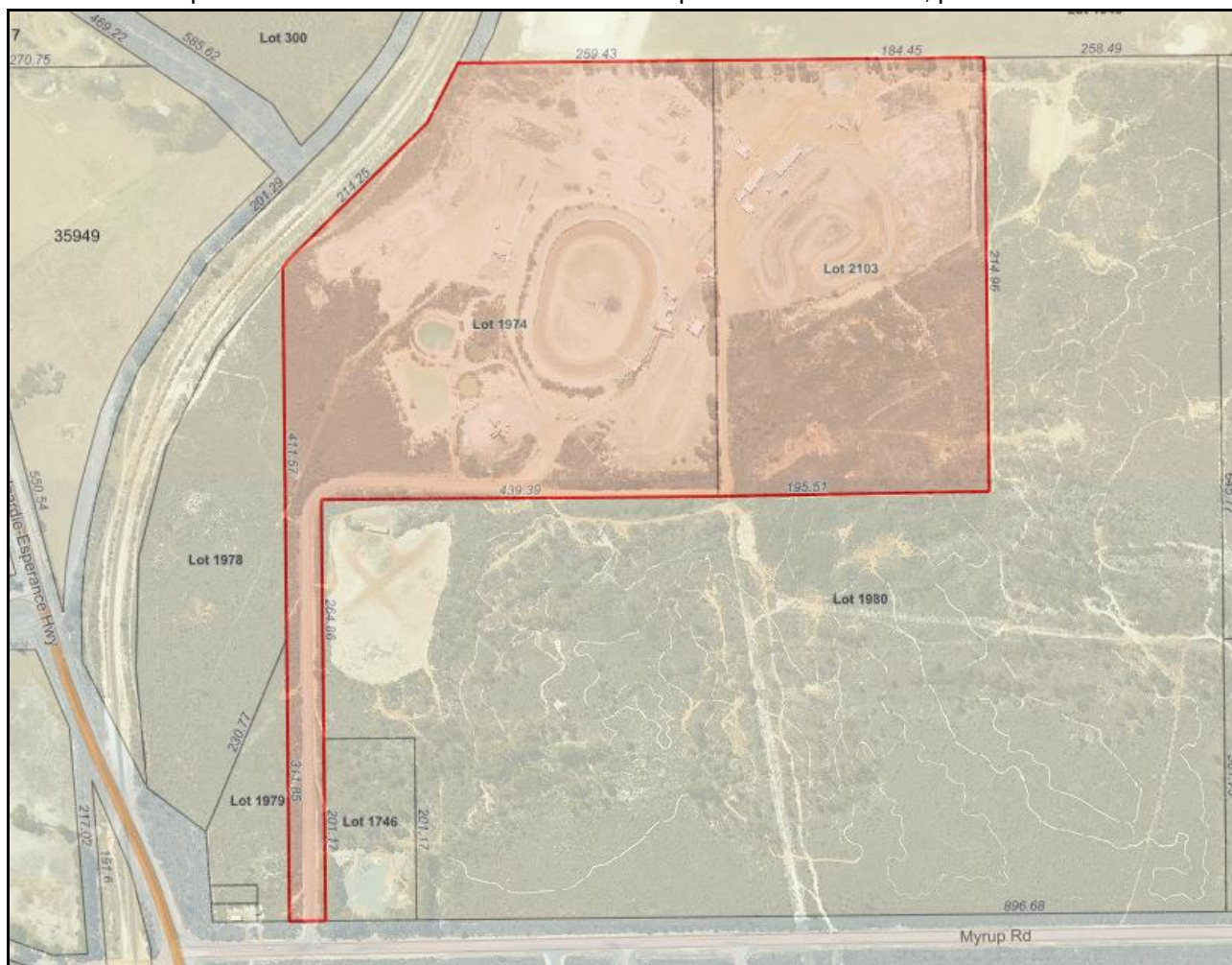
File Ref: D21/14432

Applicant

Esperance Motor Raceway (Inc)

Location/Address

Lot 1974 on Deposited Plan 213992 and Lot 2103 on Deposited Plan 192680, part Reserve 35037



Executive Summary

For Council to consider entering into a lease with the Esperance Motor Raceway (Inc) for Lot 1974 on Deposited Plan 213992 and Lot 2103 on Deposited Plan 192680, Reserve 35037.

Recommendation in Brief

That Council agrees to enter into a lease with the Esperance Motor Raceway (Inc) for Lot 1974 on Deposited Plan 213992 and Lot 2103 on Deposited Plan 192680, Reserve 35037.

Background

Lot 1974 on Deposited Plan 213992 and Lot 2103 on Deposited Plan 192680, part Reserve 35037, is leased by the Shire of Esperance to the Esperance Motor Raceway. Reserve 35037 has a Land Use of Recreation, with the Shire of Esperance holding the Management Order. The Esperance Motor Raceway has a Memorandum of Understanding with the Esperance Speedway Association, the Esperance Kart Klub (Inc.) and the Esperance Motorcycle Club stating that the Esperance Motor Raceway agrees with the Shire of Esperance to allow other Associations including these and other sporting bodies to access and use the land for the purpose of 'Recreational Motor Raceway for karting, motorcycling and other vehicles', and also lays out shared use and maintenance arrangement for facilities, caretakers premises, general matters and dispute resolution.

The original lease was signed in 1979, and the rental at that time was tied to repayments on a self-supporting loan which was paid out in 1989. A peppercorn rental has been paid since then, however the annual fee for the new lease will be \$100 ex GST per year, as per Council Policy COR 004: Building and Property Leases.

The most recent lease came into effect on 29 June 2000 and was registered at Landgate. This is currently an encumbrance on the two Certificates of Title which make up the lease area, and a Surrender of Lease application will need to be made to Landgate to remove it. The new lease will not be registered at Landgate.

Officer's Comment

Discussions with Shire Officers have determined there are compliance issues on site with uncertified and unapproved buildings which are being addressed by the organisations involved. These issues are expected to be resolved under the conditions of the lease document.

The Esperance Motor Raceway's request for a 21 year lease is supported by Shire Officers.

Consultation

Esperance Motor Raceway
Manager Development & Statutory Services
Manager Strategic Planning & Land Projects
Coordinator Environmental Health
Compliance Officer

Financial Implications

Surrender of lease fee from Landgate \$178.20
Annual lease fee of \$110 Inc GST
Lease preparation fee of \$130 Inc GST

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 – s.3.58 Disposal of Property

Policy Implications

COR 004: Building and Property Leases

Strategic Implications

Strategic Community Plan 2017 - 2027

Community Connection

A variety of accessible sport, recreation, arts and cultural activities that can be pursued by all

Facilitate and support sport, recreation, arts and cultural activities

Corporate Business Plan 2020/21 – 2024/25

Manage Shire Leases and Insurance

Environmental Considerations

Nil

Attachments

A¹. [!\[\]\(0d5ec72f61334709c3fc9450209b754f_img.jpg\)](#) Lease request - Esperance Motor Raceway

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr Piercey

O0621-143

Council Resolution

That Council, subject to Department of Lands' approval;

- 1. Lease Lot 1974 on Deposited Plan 213992 and Lot 2103 on Deposited Plan 192680, Reserve 35037, to the Esperance Motor Raceway (Inc);**
- 2. Term of the lease to be 21 years;**
- 3. Charge a Surrender of Lease fee of \$178.20 Inc GST;**
- 4. Charge an annual Lease fee of \$110 Inc GST;**
- 5. Charge a Lease preparation fee of \$130 Inc GST; and**
- 6. All lease terms and conditions to be as per Council's standard Sporting and Community Group Lease.**

**CARRIED
F7 - A0**

RE: Motor Raceway Lease 35037

To Sarah,

Esperance Motor Raceway requests the Esperance Shire to renew the lease of Reserve 35037 for a further 21 years.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Macalpine', followed by a long horizontal flourish.

Don Macalpine

Chairperson Esperance Motor Raceway Inc.

Item: 12.3.2

**Car Hire Desk 3 – Esperance Airport Terminal Reassignment Request –
Goldfields Air Services to Fly Esperance Pty Ltd**

Author/s	Mary Bidstrup	Governance and Corporate Support Officer
Authoriser/s	Sarah Walsh Felicity Baxter	Coordinator Governance & Corporate Support Director Corporate & Community Services

File Ref: D21/16716

Applicant

Goldfields Air Services
Fly Esperance Pty Ltd

Location/Address

Car Hire Desk 3 - Esperance Airport Terminal



Executive Summary

For Council to consider reassigning the lease for Car Hire Desk 3 at the Esperance Airport from Goldfields Air Services to Fly Esperance Pty Ltd.

Recommendation in Brief

That Council reassign the lease for Car Hire Desk 3 at the Esperance Airport from Goldfields Air Services to Fly Esperance Pty Ltd.

Background

Goldfields Air Services (Dougal McQuie) have held the lease for Car Hire Desk 3 at the Esperance Airport since late 2017, operating a scenic flight service. This service has now been taken over by Fly Esperance Pty Ltd (Christopher Hurst). It is expected that operations as run by Goldfields Air Services will continue.

Officer's Comment

Discussion with the Airport Operations Coordinator has determined that there are no concerns with this proposal being approved.

Officer spoke to current Lessee Dougal McQuie of Goldfields Air Services on 4 June 2021 and received confirmation that he agreed to and signed the Reassignment Request form for Car Hire Desk 3 at the Esperance Airport Terminal, and intends for the Lease to be transferred to Christopher Hurst of Fly Esperance Pty Ltd. Dougal stated that he signed the Reassignment Request form at the same time that Christopher Hurst did on 19 May 2021, and he is happy for the reassignment to happen at the earliest convenience of Council.

Christopher Hurst has confirmed that he has reviewed a copy of the lease and is agreeable to the existing terms and conditions.

Consultation

Goldfields Air Services
Fly Esperance Pty Ltd
Airport Operations Coordinator

Financial Implications

Lease variation fee of \$215 Inc GST

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995

Policy Implications

COR 004: Building and Property Leases

Strategic Implications

Strategic Community Plan 2017 - 2027

Growth And Prosperity

Esperance is seen as a destination of choice to live and work

Promote the Esperance lifestyle using environmental, built, cultural and social assets

Corporate Business Plan 2020/21 – 2024/25

Manage Shire Leases and Insurance

Environmental Considerations

Nil

Attachments

A¹. Lease Reassignment Request Goldfields Air Services to Fly Esperance Pty Ltd

RECOMMENDATION AND DECISION

Moved: Cr Graham

Seconded: Cr O'Donnell

O0621-144

Council Resolution

That Council;

- 1. Reassign the lease with Goldfields Air Services for Car Hire Desk 3 – Esperance Airport Terminal to Fly Esperance Pty Ltd; and**
- 2. Charge a lease variation fee of \$215 Inc GST.**

**CARRIED
F7 - A0**

Reassignment Request Leased Property



CURRENT TENANT DETAILS

Applicant Name:

Dougal McQuie

Phone/Mobile:

[REDACTED]

Email Address:

[REDACTED]

Business Name:

Goldfields Air Services

Residential Address:

[REDACTED]

Postal Address:

[REDACTED]

I wish to apply to the Shire of Esperance to assign the lease for the following property:

PROPERTY DETAILS

Esperance Airport Booth and Aircraft parking

PLEASE PROVIDE THE REASON FOR ASSIGNING THE LEASE

Fly Esperance Pty Ltd is taking over Esperance base

NEW TENANT DETAILS

Applicant Name:

Christopher Hurst

Phone / Mobile:

[REDACTED]

Email Address:

[REDACTED]

Business Name:

Fly Esperance Pty Ltd

03 December 2020

Reassignment Request Leased Property reviewed

COR-05

Residential Address:

[Redacted]

Postal Address:

[Redacted]

I have read and agree to the current lease terms and conditions.

☒ Yes ☐ No

PLEASE PROVIDE INFORMATION ON YOURSELF AND YOUR BUSINESS

Fly Esperance is the new company taking over from
Goldfields Air Services' Scenic Flight operations in Esperance.
All operations will remain as per currently run by GAS.

PLEASE PROVIDE INFORMATION ON YOUR PRODUCTS / SERVICES

Scenic Flights in the Esperance Region

ANY OTHER RELEVANT INFORMATION

Include trading hours etc.

7am - 5pm, 7 days/week.

Please note that applications may take up to 2 months to finalise due to reporting requirements.

Current Tenant's Signature

Date

New Tenant's Signature

Date

19/5/2021

Item: 12.3.3

Financial Services Report - May 2021

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

File Ref: D21/17452

Attachments

A [↓](#). Financial Services Report - May 2021

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr O'Donnell

O0621-145

Council Resolution

That the report entitled Monthly Financial Management Report (incorporating the Statement of Financial Activity) for the month of May 2021 as attached be received.

**CARRIED
F7 - A0**



SHIRE OF ESPERANCE

MONTHLY FINANCIAL MANAGEMENT REPORTS

(Incorporating Statement of Financial Activity)

MAY 2021

CORPORATE RESOURCES



CONTENTS – Monthly Financial Report

	Page
1. Compilation Report	1-2
2. Statement of Financial Activity (Reporting Program)	3
3. Statement of Financial Activity (Nature or Type)	4
4. Statement of Financial Performance (Income Statement)	5
5. Statement of Financial Position (Balance Sheet)	6
6. Net Current Assets	7
7. Variances to Statement of Financial Activity	8-11
8. Budget Amendments	12
9. Receivables Status	13
10. Investments	14
11. Graphical Budget Snapshots & Liquidity	15-16
12. Rates Collection Progress Report & Graph	17
13. Trust Fund Report	18
14. Payment of Accounts Listing (Paid under delegated authority)	19

Compilation Report

MANAGER FINANCIAL SERVICES
COMPILATION REPORT

MEETING DATE	: 22 nd June 2021
ACCOUNTING PERIOD	: The period ended 31 st May 2021
COMPILATION DATE	: 10 th May 2021
CONTENTS	: Monthly Financial Report

OVERVIEW

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

The Statement of Financial Activity by reporting program is presented on page 3 and shows a surplus as at 31 May of \$9,712,289.

Rates Collected

Rates collected at the end of May were 98.54% this is presented on page 17. At the same time 2020 rates collected was 98.47%.

It's with much sadness we say goodbye to Terri Parker - Rates Officer. Terri will be moving to an administration position at Esperance Homecare. Amanda Giles has accepted the rates position and will be commencing in early June.

We wish Terri all the best in her new position, and thank her for the exceptional work she has completed.

2021/2022 Fees and Charges

The 2021/2022 Fees and Charges have been finalised and endorsed in principal by Council during May.

2021/2022 Budget

The budget process for 2021/2022 is continuing. Meetings have been held with Directors and the CEO. The budget meetings will be held with Council during June.

The 2021/2022 Budget is scheduled for Council adoption at the end of July.

Compilation Report

Working Capital (Note 1- page 7)

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

Current surplus at the end of May is \$9,712,289. The surplus is shown on the bottom of the Statement of Financial Activity on page 3 and also on the bottom of Composition of Net Current Funding Position on page 7. It represents our ability to meet the short-term demands of our suppliers.

Unrestricted cash at bank is \$10,954,699 and this is shown on page 7. Reserve balance is \$26,359,805.

Tamsen Kirby
Assistant Accountant

STATEMENT OF FINANCIAL ACTIVITY

BY REPORTING PROGRAM

For the Period Ended 1 July 2020 to 31 May 2021



DESCRIPTION	2020/2021 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variances	
				Amount \$ (C-B)	% (C/B)
Operating					
Income					
03 - General Purpose Funding	(27,367,873)	(27,351,381)	(27,327,928)	23,453	100
04 - Governance	(538,072)	(221,800)	(233,258)	(11,458)	105
05 - Law, Order & Public Safety	(487,315)	(394,987)	(442,021)	(47,034)	112
07 - Health	(41,797)	(38,482)	(32,012)	6,470	83
08 - Education & Welfare	(5,360,486)	(4,915,309)	(5,111,250)	(195,941)	104
10 - Community Amenities	(4,872,527)	(4,595,914)	(4,686,801)	(90,887)	102
11 - Recreation & Culture	(3,566,186)	(1,740,826)	(2,132,221)	(391,395)	122
12 - Transport	(1,245,575)	(974,283)	(983,182)	(8,899)	101
13 - Economic Services	(1,089,398)	(908,332)	(1,004,958)	(96,626)	111
14 - Other Property & Services	(1,620,871)	(415,356)	(399,171)	16,185	96
Income Total	(46,190,100)	(41,556,670)	(42,352,802)	(796,132)	
Expenditure					
03 - General Purpose Funding	373,318	344,911	320,369	(24,542)	93
04 - Governance	2,205,172	2,000,392	1,747,434	(252,958)	87
05 - Law, Order & Public Safety	1,911,165	1,730,794	1,590,723	(140,071)	92
07 - Health	406,793	372,669	350,912	(21,757)	94
08 - Education & Welfare	5,829,899	4,630,785	3,950,632	(680,153)	85
10 - Community Amenities	4,888,116	4,412,987	4,028,437	(384,550)	91
11 - Recreation & Culture	13,559,833	12,298,646	10,940,988	(1,357,658)	89
12 - Transport	18,223,758	16,773,805	16,007,730	(766,075)	95
13 - Economic Services	2,176,139	1,969,040	1,579,514	(389,526)	80
14 - Other Property & Services	988,953	927,600	1,175,250	247,650	127
Expenditure Total	50,563,146	45,461,629	41,691,989	(3,769,640)	
Operating Total	4,373,046	3,904,959	(660,813)	(4,565,772)	
Capital					
Income					
04 - Governance	(82,705)	0	0	0	
05 - Law, Order & Public Safety	(904,555)	(105,000)	(178,880)	(73,880)	170
08 - Education & Welfare	(297,187)	(39,100)	(10,000)	29,100	26
10 - Community Amenities	(404,470)	(1,044)	(1,044)	(0)	100
11 - Recreation & Culture	(11,588,861)	(3,819,032)	(2,873,386)	945,646	75
12 - Transport	(7,846,103)	(5,063,492)	(5,730,317)	(666,825)	113
13 - Economic Services	(1,268,182)	(143,182)	(643,182)	(500,000)	449
14 - Other Property & Services	(3,067,116)	(2,216,818)	(2,196,455)	20,363	99
Income Total	(25,459,179)	(11,387,668)	(11,633,264)	(245,596)	
Expenditure					
04 - Governance	197,705	148,725	217,936	69,211	147
05 - Law, Order & Public Safety	938,055	764,549	320,638	(443,911)	42
08 - Education & Welfare	297,187	267,187	185,970	(81,217)	70
10 - Community Amenities	404,470	112,337	290,470	178,133	259
11 - Recreation & Culture	14,048,493	11,479,597	8,656,978	(2,822,619)	75
12 - Transport	19,550,927	18,009,049	12,770,382	(5,238,667)	71
13 - Economic Services	1,472,847	428,180	105,591	(322,589)	25
14 - Other Property & Services	960,777	931,542	168,236	(763,306)	18
15 - Funds Transfer	4,355,344	200,244	125,016	(75,228)	62
Expenditure Total	42,225,805	32,341,410	22,841,218	(9,500,192)	
Capital Total	16,766,626	20,953,742	11,207,953	(9,745,789)	
Total- Operating & Capital	21,139,672	24,858,701	10,547,141	(14,311,560)	
a) Asset Depreciation Charges	(17,626,993)	(16,202,620)	(16,147,184)		
b) Loss on Sale of Assets	(486,184)	(486,184)	(163,064)		
c) Profit on Sale of Assets	1,119,312	29,312	34,304		
d) Provision and Accruals	(213,500)	(159,533)	(54,639)		
e) Movement of Non-Current Receivable	0	0	(1,167)		
Less: Surplus / (Deficit) B/Fwd	3,927,680	3,927,680	3,927,680		
(Surplus)/Deficit	4,627	4,111,996	(9,712,289)		

STATEMENT OF FINANCIAL ACTIVITY
BY NATURE or TYPE
For the Period Ended 1 July 2020 to 31 May 2021



DESCRIPTION	2020/2021 Budget (A)	YTD Budget (B)	YTD Actuals (C)	Variance	
				Amount \$ (C-B)	% (C/B)
Operating					
Income					
Fees & Charges	(8,453,973)	(7,869,828)	(8,246,773)	(376,945)	105
Interest Earnings	(237,304)	(221,437)	(207,024)	14,413	93
Operating Grants & Subsidies	(7,690,666)	(7,029,797)	(7,427,994)	(398,197)	106
Profit on Asset Disposals	(1,119,312)	(29,312)	(34,304)	(4,992)	117
Rates	(21,525,460)	(21,525,460)	(21,513,319)	12,141	100
Reimbursements	(868,241)	(691,135)	(536,690)	154,445	78
Contributions & Donations Operating	(1,148,098)	(695,906)	(900,902)	(204,996)	129
Reserve Transfers into Muni	(5,147,046)	(3,493,795)	(3,485,795)	8,000	100
Income Total	(46,190,100)	(41,556,670)	(42,352,802)	(796,132)	
Expenditure					
Allocations	(614,477)	(563,277)	(528,789)	34,488	94
Depreciation	17,626,993	16,202,620	16,147,184	(55,436)	100
Insurance	667,747	664,349	667,747	3,398	101
Interest Expense	90,761	60,995	54,014	(6,981)	89
Loss on Asset Disposals	486,184	486,184	163,064	(323,120)	34
Material & Contracts	13,514,646	11,385,632	8,446,267	(2,939,365)	74
Other Expenditure	810,584	735,346	744,848	9,502	101
Utility Charges	1,083,636	988,065	1,040,944	52,879	105
Employment Expenses	16,897,072	15,501,715	14,956,711	(545,004)	96
Expenditure Total	50,563,146	45,461,629	41,691,989	(3,769,640)	
Total - Operating	4,373,046	3,904,959	(660,813)	(4,565,772)	(17)
Capital					
Income					
Non-Operating Grants & Subsidies	(14,488,942)	(8,051,956)	(8,373,613)	(321,657)	104
Reserve Transfers into Muni	(7,840,537)	(276,294)	(271,294)	5,000	98
Proceeds from Disposals	(2,891,203)	(2,889,953)	(2,766,117)	123,836	96
Proceeds from New Debentures	0	0	(20,000)	(20,000)	
Self Supporting Loan Principle Received	(163,497)	(129,465)	(163,150)	(33,685)	126
Non Operating Contributions & Donations	(75,000)	(40,000)	(39,091)	909	98
Income Total	(25,459,179)	(11,387,668)	(11,633,264)	(245,596)	
Expenditure					
Material & Contracts	30,516,775	25,316,456	17,478,978	(7,837,478)	69
Employment Expenses	3,743,002	3,431,043	2,764,456	(666,587)	81
Purchase of Assets	3,399,252	3,240,502	2,299,850	(940,652)	71
Repayment of Debentures	211,432	153,165	152,918	(247)	100
Reserve Transfers from Muni	4,355,344	200,244	125,016	(75,228)	62
Advances to Community Groups	0	0	20,000	20,000	
Expenditure Total	42,225,805	32,341,410	22,841,218	(9,500,192)	
Total - Capital	16,766,626	20,953,742	11,207,953	(9,745,789)	
Grand Total	21,139,672	24,858,701	10,547,141	(14,311,560)	
a) Asset Depreciation Charges	(17,626,993)	(16,202,620)	(16,147,184)		
b) Loss on Sale of Assets	(486,184)	(486,184)	(163,064)		
c) Profit on Sale of Assets	1,119,312	29,312	34,304		
d) Provision and Accruals	(213,500)	(159,533)	(54,639)		
e) Movement of Non-Current Receivable	0	0	(1,167)		
Less: Surplus / (Deficit) B/Fwd	3,927,680	3,927,680	3,927,680		
(Surplus)/Deficit	4,627	4,111,996	(9,712,289)		

SHIRE OF ESPERANCE

INCOME STATEMENT



Actuals for Month Ended 31 May 2021

	2020-21 BUDGET \$	2020-21 ACTUALS \$	VARIANCE \$	VARIANCE %
REVENUE				
Fees & Charges	(8,453,973)	(8,247,137)	(206,836)	98
Interest Earnings	(237,304)	(207,024)	(30,280)	87
Non-Operating Grants & Subsidies	(14,488,942)	(8,373,613)	(6,115,329)	58
Operating Grants & Subsidies	(7,690,666)	(7,427,994)	(262,672)	97
Profit on Asset Disposals	(1,119,312)	(34,304)	(1,085,008)	3
Rates	(21,525,460)	(21,513,319)	(12,141)	100
Reimbursements	(868,241)	(536,690)	(331,551)	62
Contributions & Donations Operating	(1,148,098)	(900,902)	(247,196)	78
Non Operating Contributions & Donations	(75,000)	(39,091)	(35,909)	52
Total Operating Revenue	(55,606,996)	(47,280,074)	(8,326,922)	85
Allocations	(614,477)	(528,789)	(85,688)	86
Depreciation	17,626,993	16,147,184	1,479,809	92
Insurance	667,747	667,747	0	100
Interest Expense	90,761	54,014	36,747	60
Loss on Asset Disposals	486,184	163,064	323,120	34
Material & Contracts	13,514,646	8,446,267	5,068,379	62
Other Expenditure	810,584	744,848	65,736	92
Utility Charges	1,083,636	1,040,944	42,692	96
Employment Expenses	16,897,072	14,956,711	1,940,361	89
Total Operating Expense	50,563,146	41,691,989	8,871,157	82
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS (SURPLUS)/DEFICIT	(5,043,850)	(5,588,085)		

**SHIRE OF ESPERANCE
MUNICIPAL FUND
Statement of Financial Position
Month Ending 31 May 2021**



Compared to 30th June 2020

	31/05/2021	30/06/2020
	\$	\$
Current Assets		
Cash and Cash Equivalents	37,314,504	37,435,254
Trade and Other Receivables	857,093	2,996,893
Inventories	418,311	436,411
Current Assets Total	38,589,908	40,868,558
Current Liabilities		
Trade and Other Payables	(946,410)	(5,495,968)
Current Portion of Long Term Borrowings	(85,398)	(210,939)
Provisions	(2,759,383)	(2,615,852)
Other	(164,886)	0
Current Liabilities Total	(3,956,077)	(8,322,759)
Non Current Assets		
Other Receivables	1,410,191	1,411,358
Inventories- Non Current	5,236,495	5,236,495
Property, Plant and Equipment	101,111,087	103,131,006
Infrastructure	411,591,314	406,070,173
Non Current Assets Total	519,349,087	515,849,032
Non Current Liabilities		
Long Term Borrowings	(2,017,499)	(2,017,498)
Provisions- Non Current	(5,659,420)	(5,659,419)
Non Current Liabilities Total	(7,676,919)	(7,676,917)
Net Assets	546,305,999	540,717,914
Equity		
Reserves- Cash Backed	(26,359,405)	(29,991,477)
Revaluation Surplus	(208,364,083)	(208,364,083)
Retained Surplus	(311,582,511)	(302,362,354)
Equity Total	(546,305,999)	(540,717,914)

SHIRE OF ESPERANCE
COMPOSITION OF NET CURRENT FUNDING
POSITION



Month Ending 31 May 2021

	31/05/2021	30/04/2021
Current Assets		
Cash & Cash Equivalents	10,954,699	11,554,435
Inventories	242,254	244,134
Trade & Other Receivables	857,239	1,470,978
Current Assets Total	12,054,192	13,269,547
Current Liabilities		
Current Portion of Long Term Borrowings	(27,377)	(27,377)
Other	(164,886)	(140,691)
Provisions	(1,203,267)	(1,203,267)
Trade & Other Payables	(946,373)	(879,622)
Current Liabilities Total	(2,341,903)	(2,250,958)
Total	9,712,289	11,018,589

Shire of Esperance For the Period Ended 31 May 2021

VARIANCES

Material Variances as per the Statement of Financial Activity:

Variances are explained if equal or greater than \$100,000 or 10% of the year to date budget amount - AASB 1031

Operating Income

Law Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
394,987	442,021	47,034	112

Unbudgeted reimbursement from DFES for Neridup BFB Central Tyre Inflation System. Animal registration has exceeded annual budget amount.

Health

YTD Budget	YTD Actuals	Variance \$	Variance %
38,482	32,012	-6,470	83

Invoice for works still yet to be raised.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
4,915,309	5,111,250	195,941	104

Homecare income received is higher than budgeted YTD.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
1,740,826	2,132,221	391,395	122

50% LRCI Round 2 funding of \$200,000 received sooner than expected for Esperance Golf Club irrigation and Surf Club building compliance work. BOILC and kiosk income are greater than expected YTD. BOILC trainee grant received sooner than expected. Civic centre show income has exceeded annual revised budget.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
908,332	1,004,958	96,626	111

EVC sales and commissions income, Blue Waters Lodge rent and building services fees and charges are higher than budget YTD.

Operating Expenditure

Governance

YTD Budget	YTD Actuals	Variance \$	Variance %
2,000,392	1,747,434	-252,958	87

Timing difference with overhead allocations. End of year Reserve transfer will correct this variance.

Law, Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
1,730,794	1,590,723	-140,071	92

Strategic firebreak program, fire fighting equipment and fire fighting expenses are lower than budget, YTD.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
4,630,785	3,950,632	-680,153	85

Various Homecare expenses are below budget YTD.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
4,412,987	4,028,437	-384,550	91

Public toilets and BBQs building maintenance and Wylie Bay building maintenance are below budget YTD. Construction waste crushing is yet to commence. Timing difference with Strategic Waste Initiatives expenditure.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
12,298,646	10,940,988	-1,357,658	89

Civic centre show expenses and building maintenance is below budget YTD. Timing difference with Esperance Golf Club irrigation, Surf club building compliance and Backpass Trial expenditure. Building maintenance for Condingup hall and park maintenance less than budgeted YTD.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
16,773,805	16,007,730	-766,075	95

Timing difference with road and street maintenance and road making plant profit and loss calculations.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
1,969,040	1,579,514	-389,526	80

Wild dog control is below budget YTD.

Other Property & Services

YTD Budget	YTD Actuals	Variance \$	Variance %
927,600	1,175,250	247,650	127

Timing difference with private works and overhead allocations.

Capital Income

Law, Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
105,000	178,880	73,880	170

50% LRCI Round 2 funding of \$50,000 received sooner than expected for CCTV.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
39,100	10,000	-29,100	26

Timing difference with proceeds on sale of assets for Homecare.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
3,819,032	2,873,386	-945,646	75

Timing difference with the receipt of grant funding for the new jetty. 50% LRCI Round 2 funding received sooner than expected for Pump Track Youth Precinct, Civic Centre rigging upgrade and Lap Pontoon.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
5,063,492	5,730,317	666,825	113

Timing difference with capital road grants and proceeds on sale of road making plant.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
143,182	643,182	500,000	449

First payment of the Commonwealth Drought Communities Program grant received earlier than budgeted.

Capital Expenditure

Governance

YTD Budget	YTD Actuals	Variance \$	Variance %
148,725	217,936	69,211	147

Timing difference with the purchase of IT assets.

Law Order & Public Safety

YTD Budget	YTD Actuals	Variance \$	Variance %
764,549	320,638	-443,911	42

Capital expenditure on new dog pound construction, Pioneer water tanks purchase and upgrade to CCTV underground infrastructure is less than budget YTD.

Education & Welfare

YTD Budget	YTD Actuals	Variance \$	Variance %
267,187	185,970	-81,217	70

Timing difference with the purchase of Homecare vehicles and building project.

Community Amenities

YTD Budget	YTD Actuals	Variance \$	Variance %
112,337	290,470	178,133	259

Timing difference with Wylie Bay Perimeter track, truck wash facility pump shed, trade waste dump point and Coomalbidgeup recycling service.

Recreation & Culture

YTD Budget	YTD Actuals	Variance \$	Variance %
11,479,597	8,656,978	-2,822,619	75

Town boat ramp, lap pontoon, outdoor netball development, POS fencing, Civic Centre rigging, pump track, Indoor Sports Stadium, Graham MacKenzie Stadium, Cannery sewer upgrade, various park upgrades, Noel White Centre and BOILC plant room heating upgrade are less than budget YTD.

Transport

YTD Budget	YTD Actuals	Variance \$	Variance %
18,009,049	12,770,382	-5,238,667	71

Timing difference with capital road expenditure and road making plant purchases.

Economic Services

YTD Budget	YTD Actuals	Variance \$	Variance %
428,180	105,591	-322,589	25

Timing difference with the expenditure on Myrup bore standpipe and Salmon Gums Tank refurbishment.

Other Property & Services

YTD Budget	YTD Actuals	Variance \$	Variance %
931,542	168,236	-763,306	18

Timing difference with stage 4 Flinders development.

**Shire of Esperance
For the Period Ended 31 May 2021**

BUDGET AMENDMENTS


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

Account #	Description	Council Ref	Net Change	Amended Budget Running Balance
	2020/21 Budget Estimated (Surplus)/Deficit			24,650
W3476	Design & Construct Dog Pound	O0720-260	278,000	302,650
01-8040-955-900	Building Maintenance Reserve	O0720-260	(278,000)	24,650
W1755	Connect Power to Dalyup BFB shed	O0720-236	8,000	32,650
01-3290-955-900	Building Maintenance Reserve	O0720-236	(8,000)	24,650
01-3420-105-057	Domestic Rubbish Removal	Reallocation	0	24,650
01-3420-105-058	Recycled Rubbish Removal	Reallocation	0	24,650
01-3420-105-059	Commercial Rubbish Removal	Reallocation	0	24,650
01-3210-115-175	Parks - Grants & Subsidies	Reallocation	0	24,650
01-3870-115-175	Esperance Museum - Grants & Subsidies	Reallocation	0	24,650
01-3420-110-130	Waste Levy	Reallocation	0	24,650
W1665	RoadWise - Esperance Road Respect Initiative	O0920-333	3,000	27,650
W1664	Community Assistance Roads	O0920-333	(500)	27,150
01-3930-115-155	Road & Street - Contribution	O0920-333	(2,500)	24,650
01-3870-300-300	Museum Wages	O1020-306	2,500	27,150
01-3870-105-040	Fees & Charges - Admissions	O1020-306	(2,500)	24,650
01-4090-115-175	Coastal Safety Campaign for Summer 2020/2021	O1020-332	(10,000)	14,650
01-4090-480-500	ELEMC - Sundries	O1020-332	10,000	24,650
W3770	Building Works - Unfit for Human Habitation	O1020-340	6,500	31,150
01-4200-115-175	Contributions - General	O1020-340	(6,500)	24,650
W3799	Overflow Expenditure	O1120-346	30,000	54,650
01-3230-105-085	Camping Income	O1120-346	(30,000)	24,650
W2054	Purchase of Blue Confidential Shredding bins	O1120-349	2,500	27,150
01-3420-125-230	Reimbursement from Activ funds held in trust	O1120-349	(2,500)	24,650
W3651	YHA Maintenance	O1120-358	50,000	74,650
01-3900-115-155	State Government Contribution to YHA Maintenance	O1120-358	(42,000)	32,650
01-7490-705-660	Purchase of Development 3 Area Properties	O1220-401	10,000	42,650
01-7490-955-902	Land Development Reserve	O1220-401	(10,000)	32,650
W2452-505-405	Community Perception Survey	O1220-402	19,300	51,950
01-7220-150-761	Coast Infrastructure LRCI grant	O0121-004	(322,556)	(270,606)
W3837	Lap Pontoon - James Street	O0121-004	322,556	51,950
01-8050-150-761	Technology Capital LRCI grant	O0121-004	(100,000)	(48,050)
W3838	CCTV Underground Upgrade	O0121-004	100,000	51,950
01-7210-150-761	Parks Capital LRCI grant	O0121-004	(600,000)	(548,050)
W3839	Pump Track - Youth Precinct	O0121-004	600,000	51,950
01-3240-115-175	Building LRCI grant	O0121-004	(300,000)	(248,050)
W3840	Surf Club Building Compliance	O0121-004	300,000	51,950
01-3230-115-175	Sporting Grounds LRCI grant	O0121-004	(100,000)	(48,050)
W3832	Esperance Golf Club Irrigation Upgrade	O0121-004	100,000	51,950
01-7910-150-761	Civic Centre Capital LRCI grant	O0121-004	(192,000)	(140,050)
W3841	Civic Centre Rigging Upgrade	O0121-004	192,000	51,950
W3730	LRCI Capital grant	O0121-029	(750,000)	(698,050)
W3835	River Road Construction	O0121-029	750,000	51,950
	Budget Review Amendments (Net)	O0321-091	(47,323)	4,627
Amended Budget as per Council Resolution (1)				4,627

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

**Shire of Esperance
For the Period Ended 31 May 2021**

RECEIVABLES STATUS

	Current	ATO	30 Days	60 Days	90 Days	90+Days	Total
General Receivables	327,853	0	28,755	1,282	2,164	3,407	363,460
Category							
Government Grants							\$0 A
Contributions & Reimbursements							\$428 B
Loan Repayments							\$0 C
Fees and Charges							\$2,979 D
Private Works							\$0 E
Proceeds Sale of Assets							\$0 F
							\$3,407

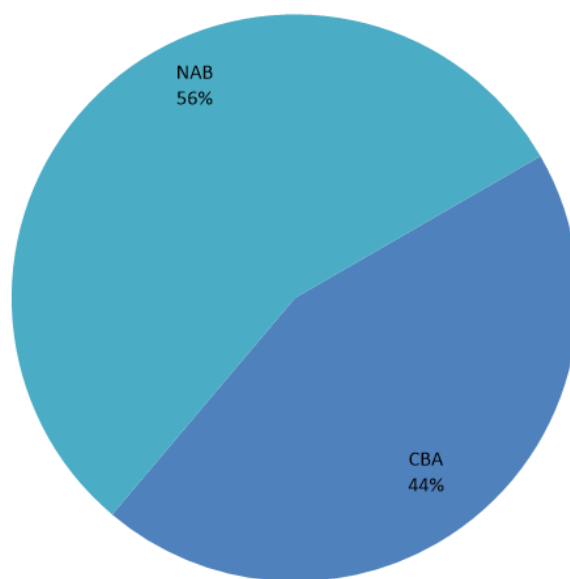
Amounts shown above include GST (where applicable)

90+Days Represented by:

A	<i>Government Grants:</i>		
		\$0	
	Total (A)	\$0	
B	<i>Contributions & Reimbursements:</i>		
		\$428	Staff payroll reimbursements
	Total (B)	\$428	
C	<i>Loan Repayments:</i>		
		\$0	
	Total (C)	\$0	
D	<i>Fees & Charges:</i>		
		\$519	Wylie Bay Waste Facility charges
		\$911	Esperance Homecare charges
		\$1,549	Rent at Museum Village
	Total (D)	\$2,979	
E	<i>Private Works:</i>		
		\$0	
	Total (E)	\$0	
F	<i>Proceeds Sale of Assets:</i>		
		\$0	
	Total (F)	\$0	

Cash Investments as at 31 May 2021

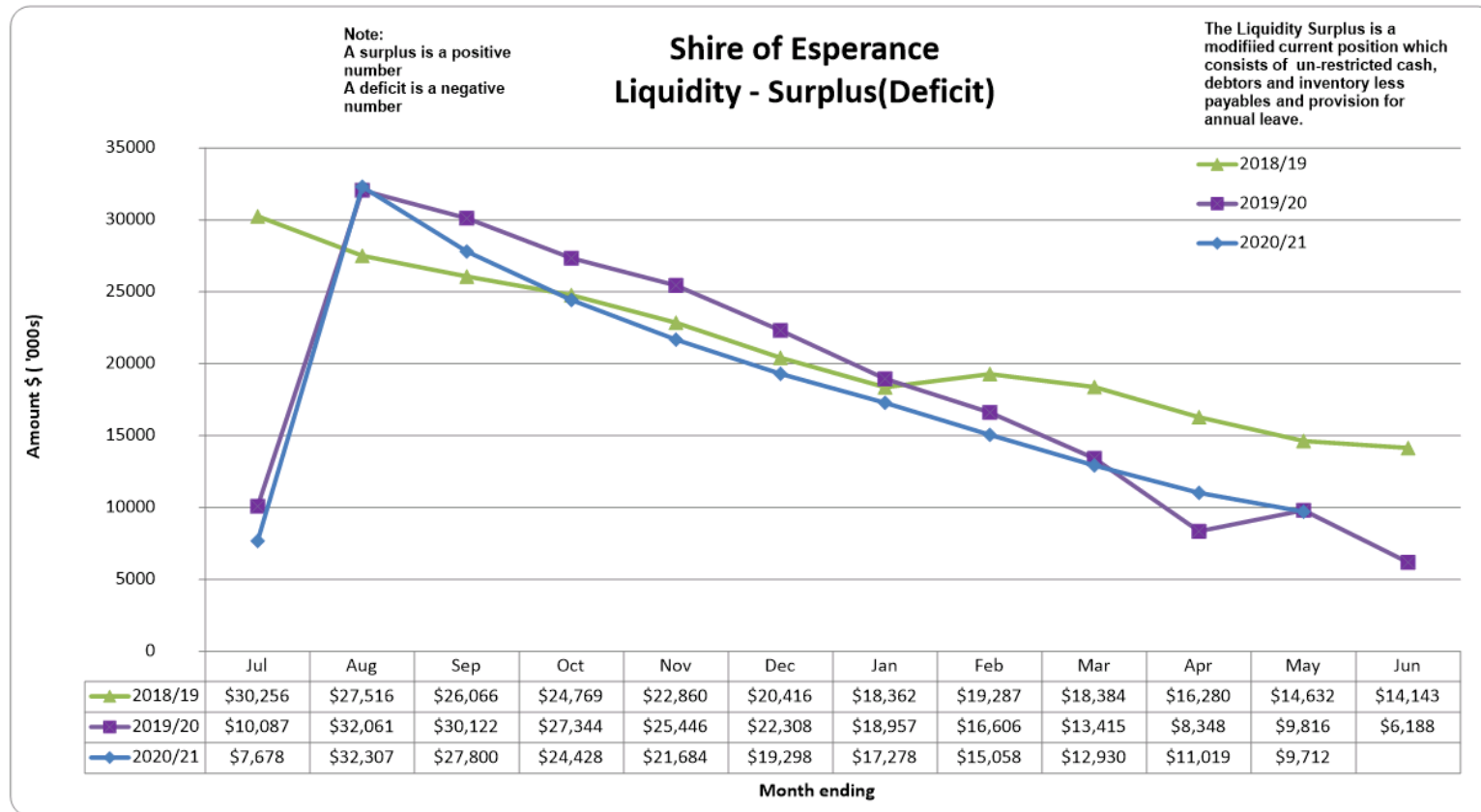
Diversification of Investments



Finance Institution	Amount	Rate	Term	Maturity	Type of Investment
NAB	\$ 4,000,000	0.33%	120	04-Jun-21	Term Deposit - Reserve
NAB	\$ 4,700,000	0.32%	90	15-Jun-21	Term Deposit - Reserve
NAB	\$ 8,500,000	0.40%	150	21-Jun-21	Term Deposit - Reserve
NAB	\$ 3,000,000	0.30%	90	05-Jul-21	Term Deposit - Reserve
CBA	\$ 4,000,000	0.29%	60	08-Jun-21	Term Deposit - Muni
CBA	\$ 6,037,462	0.20%	N/A	N/A	Business Online Saver - Muni
CBA	\$ 6,157,855	0.10%	N/A	N/A	Cash Management - Reserves
	\$ 36,395,317				

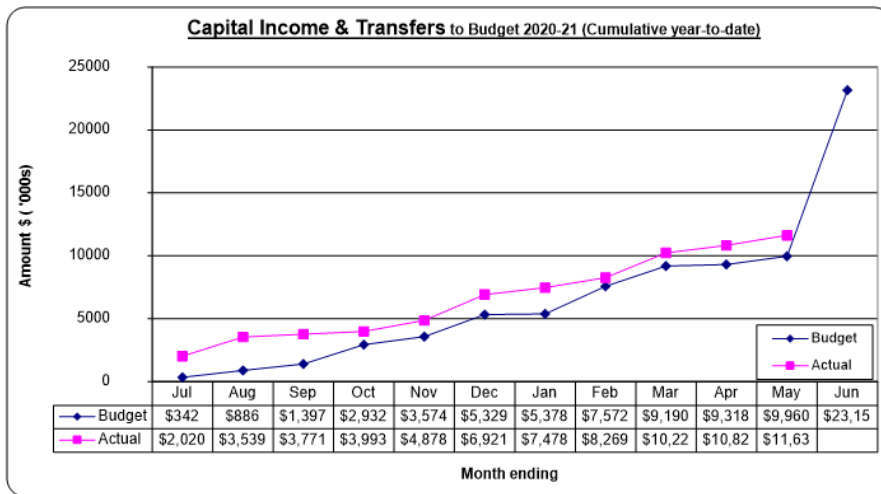
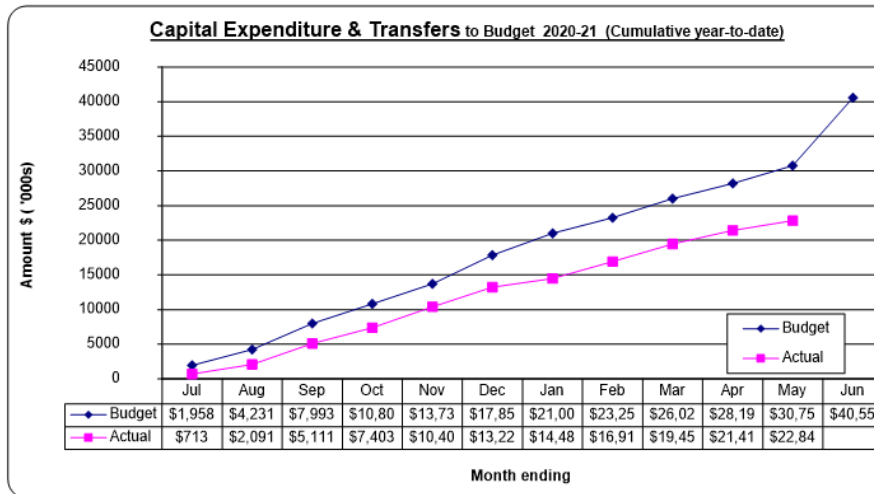
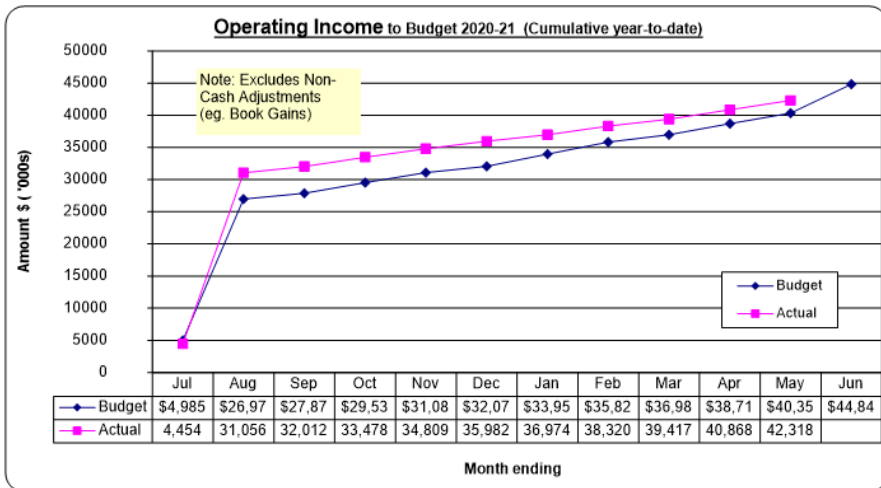
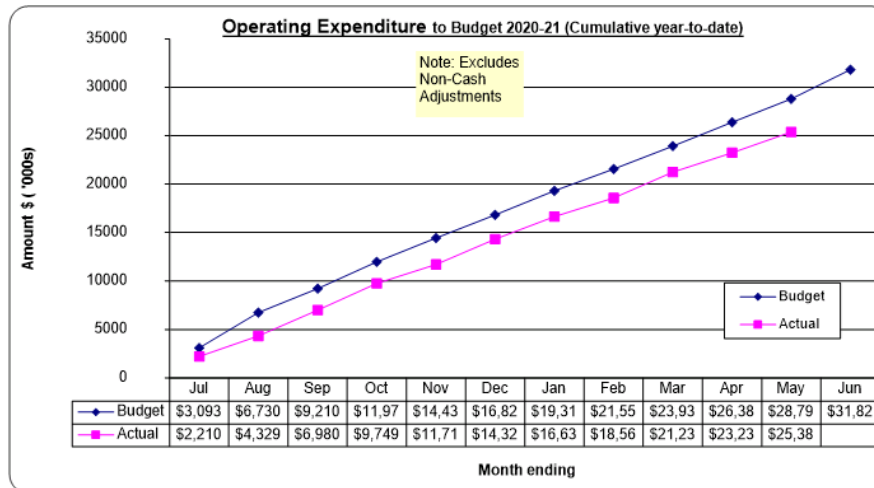
Interest Earnings

	Budgeted Amount	YTD Interest
Municipal	\$ 45,000	41,067
Reserve	\$ 140,304	116,587



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

Shire of Esperance - Progressive Budget Snap-Shot





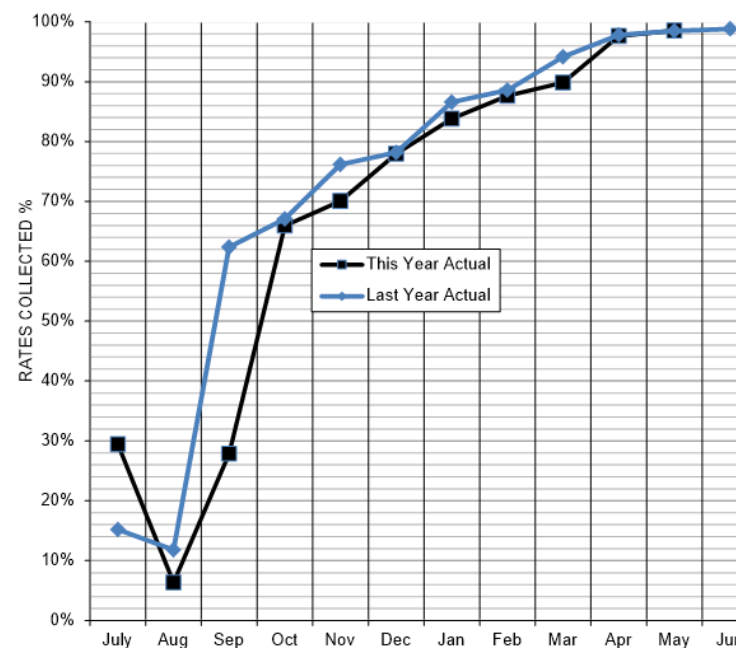
OTHER REPORTS AND GRAPHS

SHIRE OF ESPERANCE

SUMMARY OF RATE, RUBBISH AND ESL CHARGE DEBTORS AS AT 31st May 2021

Current Year (2020-21) Only	\$
Rates Levied	25,112,873
<u>Less Pensioner Rebates Granted</u>	-719,496
<u>Less Discount Granted and Adjustments</u>	-5,406
Total Current Year	24,387,971
Previous Years	
Arrears at 1st July 2020	310,549
Prepayments as at 1st July 2020	-1,147,590
Pensioner Deferred Rates at 1st July 2020	94,782
Total Arrears as at 1st July 2020	-742,258
Penalty Interest charged to Overdue	14,433
Receipts for Current Rates	-24,341,717
Prepayments	-31,290
Total Collections	-24,373,007
Total Current and Arrears Outstanding	-712,861
Add Prepayment of Rates	1,178,879
<u>Less Pensioner Deferred Rates</u>	-93,615
Net Rates Collectable	372,403
% Collected	98.54%

RATES COLLECTION PROGRESS (2020/2021)



**SHIRE OF ESPERANCE
TRUST FUNDS
as at 31 May 2021**

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 30-Jun-2020	Balance 31-May-2021
Contributions to Public Open Space	196,485	197,080
Other	593	1,124
General Bonds - Interest Bearing	10,477	39,837
Totals	207,555	238,042



PAYMENT OF ACCOUNTS LISTING
(PAID UNDER DELEGATED
AUTHORITY)

SHIRE OF ESPERANCE
THE ACCOUNTS REFERRED TO IN THE SCHEDULE AND SUMMARISED BELOW HAVE BEEN PAID
FOR THE PERIOD ENDING 31st May 2021

MUNICIPAL FUND

CHEQUES

ACTUAL PAYMENTS:	Cheques: 27594 - 27607	\$79,952.54
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EFT

ACTUAL PAYMENTS:	Transaction No's: E4271 - E4277	\$3,691,217.03
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CREDIT CARDS

ACTUAL PAYMENTS:	Transactions: 28/04/21 - 27/05/21	\$5,470.60
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PAID UNDER THE DELEGATED

AUTHORITY TO CEO

MUNICIPAL TOTAL: \$3,776,640.17

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

\$	2,921,549.06	77.36%
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TRUST FUND

CHEQUES

ACTUAL PAYMENTS:	Cheques : -	\$0.00
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EFT

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

TOTAL: \$3,776,640.17

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - Cheque Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
C27594	11/05/2012	- ***** CANCELLED *****	***** CANCELLED *****	\$0.00
C27595	06/05/2021	260 Horizon Power	Electricity charges	\$2,939.01
C27596	06/05/2021	8041 Esperance Home Care - Petty cash	Petty cash recoup - EHC	\$440.05
C27597	06/05/2021	10304 I M Bonar	Refund for cancelled accommodation	\$192.00
C27598	11/05/2012	- ***** CANCELLED *****	***** CANCELLED *****	\$0.00
C27599	17/05/2021	260 Horizon Power	Electricity charges	\$56,524.38
C27600	20/05/2021	100 Landgate	Lease surrender	\$178.20
C27601	20/05/2021	260 Horizon Power	Electricity charges	\$2,371.16
C27602	20/05/2021	290 Telstra	Telephone charges	\$917.81
C27603	11/05/2012	- ***** CANCELLED *****	***** CANCELLED *****	\$0.00
C27604	11/05/2012	- ***** CANCELLED *****	***** CANCELLED *****	\$0.00
C27605	20/05/2021	392 Water Corporation	Water usage charges	\$4,703.75
C27606	26/05/2021	260 Horizon Power	Electricity charges	\$1,187.17
C27607	26/05/2021	290 Telstra	Telephone charges	\$10,499.01
Total Creditor payments made by Cheque from Municipal Fund				79,952.54

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	1	Australian Taxation Office	Payroll deduction	\$137,761.00
E4271	06/05/2021	58	Boulevard Lottery Centre & Newsagency	Stationery	\$917.50
E4271	06/05/2021	126	Esperance Electrical Service	Electrical services	\$120.00
E4271	06/05/2021	187	Ixom Operations Pty Ltd	Cylinder & gas charges	\$1,511.53
E4271	06/05/2021	395	BOC Gases	Cylinder & gas charges – Pink Lake Urban Rural BFB	\$122.76
E4271	06/05/2021	505	Esperance Plumbing Service	Plumbing services	\$650.50
E4271	06/05/2021	536	Landgate	GRVs	\$163.17
E4271	06/05/2021	571	St John Ambulance Association in WA	First aid & CPR courses	\$418.00
E4271	06/05/2021	693	Condingup and Districts Recreation	Mowing & cleaning services January – March 2021	\$2,817.00
E4271	06/05/2021	796	State Emergency Service Unit Inc	4th Instalment ESL 2020/2021	\$8,072.35
E4271	06/05/2021	867	Esperance Mobile Welding	Repairs	\$53.90
E4271	06/05/2021	922	Boral Construction Materials Group	Bitumen supplies	\$13,134.00
E4271	06/05/2021	984	Thorp Realty Pty Ltd	Rent	\$2,360.00
E4271	06/05/2021	1148	Woodlands Distributors and Agencies	Dog waste bags	\$1,806.75
E4271	06/05/2021	1200	Quarry Road Bushfire Brigade	Reimbursement of services paid for and cleaning products purchased	\$3,315.72
E4271	06/05/2021	1215	Shire of Esperance Municipal Fund	Retention for Animal Welfare Facility & YHA bond kept for unpaid rent	\$3,300.00
E4271	06/05/2021	1259	South East Petroleum	Fuel supplies – Bushfire brigades	\$468.21
E4271	06/05/2021	1330	The Cannery Arts Centre	Apparatus air booking 18/04/2021 – 02/05/2021	\$1,000.00
E4271	06/05/2021	1435	Carroll & Richardson - Flagworld	Shire of Esperance flag	\$266.75
E4271	06/05/2021	1470	Express Your Self Printing	Stationery – EHC, Library & Admin	\$2,023.00
E4271	06/05/2021	1474	Trophy Kings	Engraving and plaques – Councillor Payne	\$88.00
E4271	06/05/2021	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$315.04
E4271	06/05/2021	1554	Esperance Lottery Centre & Newsagency	Stationery	\$27.50

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	1695	Bay of Isles Mini-Excavators	Plant hire & grease trap service	\$1,648.00
E4271	06/05/2021	1981	Esperance Sportspower	Uniforms - EHC	\$257.70
E4271	06/05/2021	2113	Banksia Medical Centre	Pre-employment - Drug & alcohol screenings	\$308.00
E4271	06/05/2021	2188	Star Transport	Pavers & freight	\$526.93
E4271	06/05/2021	2243	Esperance Community Arts	Printing of Arts Trail booklets	\$848.42
E4271	06/05/2021	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$1,641.20
E4271	06/05/2021	2496	Professionals Esperance Real Estate	Rent	\$2,420.00
E4271	06/05/2021	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$344.00
E4271	06/05/2021	3125	Condingup Tavern	Meals - EHC	\$120.00
E4271	06/05/2021	3452	Dr J Spencer	Pre-employment medical assessment	\$187.00
E4271	06/05/2021	3484	Esperance Podiatry	Podiatry services - EHC	\$1,190.00
E4271	06/05/2021	3526	Southern Suspension & 4 X 4 Centre	Parts & vehicle accessories	\$1,085.10
E4271	06/05/2021	3532	Esperance Bay Holiday Park	Bookeasy sales - Accommodation	\$152.00
E4271	06/05/2021	3588	Freiberg Office Solutions Pty Ltd	Office Screens	\$1,674.51
E4271	06/05/2021	3736	Easisalary Pty Ltd	Novated lease ITC credits April 2021	\$994.00
E4271	06/05/2021	3752	Securepay Pty Ltd	Monthly charge web payments	\$77.11
E4271	06/05/2021	3797	LED Esperance	Electrical supplies	\$78.64
E4271	06/05/2021	3889	S J & H P O'Brien	Repairs - Ports oval	\$2,236.14
E4271	06/05/2021	4276	Modern Teaching Aids Pty Ltd	Stock for resale - BOILC	\$74.64
E4271	06/05/2021	4311	R M & W G Herbert	Painting services - Cannery	\$3,248.31
E4271	06/05/2021	4315	Australasian Performing Right	Quarterly payment of annual music licence - BOILC	\$332.79
E4271	06/05/2021	4398	Moby Marine	Parts	\$52.00
E4271	06/05/2021	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$352.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	4699	Esperance Care Services Inc	Consumables Rags	\$66.00
E4271	06/05/2021	4891	South Coast Foodservice	Consumables	\$2,569.73
E4271	06/05/2021	4989	Woolworths Group Limited	Consumables	\$3,188.68
E4271	06/05/2021	5161	Pink Lake Tourist Park	Bookeasy sales - Accommodation	\$1,135.20
E4271	06/05/2021	5163	Anderson HL & CJ	Bookeasy sales - Accommodation	\$528.00
E4271	06/05/2021	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$2,692.80
E4271	06/05/2021	5168	Archipelago Apartments	Bookeasy sales - Accommodation	\$1,188.00
E4271	06/05/2021	5175	Goldies Place	Bookeasy sales - Accommodation	\$1,056.00
E4271	06/05/2021	5231	Mobile Windmill Service and Maintenance	40 days dogging	\$30,800.00
E4271	06/05/2021	5444	Reece Australia Pty Ltd	Gas bottle rental - Reclaim refrigerant	\$33.00
E4271	06/05/2021	5466	Horizon Power (Non Energy)	Design fee - Underground power Condingup	\$6,287.00
E4271	06/05/2021	5470	H Taylor	Books	\$48.00
E4271	06/05/2021	5604	Esperance Milk Supply	Milk - Admin & Depot	\$96.23
E4271	06/05/2021	5731	Esperance Clearwater Motel Apartments	Bookeasy sales - Accommodation	\$271.04
E4271	06/05/2021	5793	Tradelink Esperance	Plumbing supplies	\$404.32
E4271	06/05/2021	5796	Pink Lake IGA	Consumables – Bushfire brigades	\$204.38
E4271	06/05/2021	5877	Castletown Chemist	Webster packing - EHC	\$110.45
E4271	06/05/2021	5943	Red Dot Stores	Party decorations - BOILC	\$35.00
E4271	06/05/2021	6082	The Jetty Resort	Bookeasy sales - Accommodation	\$563.20
E4271	06/05/2021	6221	PFD Food Services Pty Ltd	Consumables	\$2,276.25
E4271	06/05/2021	6296	Aquarius	Souvenirs - EVC	\$409.04
E4271	06/05/2021	6423	Toll Transport Pty Ltd	Freight charges	\$327.47
E4271	06/05/2021	6495	MCM Protection Pty Ltd	Locking of toilet blocks February – March 2021	\$3,569.50

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	6537	ABCO Products Pty Ltd	Consumables - Depot	\$236.90
E4271	06/05/2021	6552	Esperance Bird and Animal Park	Bookeasy sales - Accommodation	\$976.80
E4271	06/05/2021	6744	Esperance Tennis Inc	Loan issued - Esperance Tennis Club	\$20,000.00
E4271	06/05/2021	7037	V & G Carbone	Rates refund	\$69,038.78
E4271	06/05/2021	7438	Independence Australia	Nursing products - EHC	\$2,875.65
E4271	06/05/2021	7471	G & J Wilson Plumbing and Gas Service	Plumbing services	\$7,056.32
E4271	06/05/2021	7479	La Cabane Retreat	Bookeasy sales - Accommodation	\$308.00
E4271	06/05/2021	7611	G A Hughes	Meal reimbursement	\$46.60
E4271	06/05/2021	7704	Vorgee Pty Ltd.	Pro Shop re-stock	\$2,818.20
E4271	06/05/2021	7790	Sanderson Brothers	Limestone gravel	\$51,706.44
E4271	06/05/2021	7797	Wicked Welding & Fabrication Pty Lt	Steel fabrication	\$841.50
E4271	06/05/2021	7803	Dr T W Pearn	Pre-employment medicals	\$374.00
E4271	06/05/2021	7871	S A Nevin	Consignment sales	\$8.00
E4271	06/05/2021	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$2,296.80
E4271	06/05/2021	7945	Choices Flooring Esperance	Replacement gym matting	\$10,188.90
E4271	06/05/2021	8001	Mediscreen	Recalibrate breathalyser	\$115.50
E4271	06/05/2021	8024	C A Poole	Recycled sanitiser bottles x25	\$1,655.00
E4271	06/05/2021	8099	Silver Chain Group Limited	Pendant monitoring - EHC	\$61.50
E4271	06/05/2021	8117	Foxtel Cable Television Pty Limited	Foxtel contract BOILC	\$105.00
E4271	06/05/2021	8235	C & L Burr Contractors	Esperance Airport – Remote for ambulance shed door	\$88.00
E4271	06/05/2021	8303	Liquor Barons Esperance	Chamber refreshments	\$93.98
E4271	06/05/2021	8380	Jade William & Leticia Hurley	Bookeasy sales - Accommodation	\$264.00
E4271	06/05/2021	8487	D A Whait	Jackpot winnings pay 22	\$150.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

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Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	8506	Le Grand Chateau Esperance	Bookeasy sales - Accommodation	\$170.00
E4271	06/05/2021	8568	Brownes Foods Operations Pty Limited	Dairy supplies - EHC	\$258.00
E4271	06/05/2021	8576	Transport Spares Australia Pty Ltd	Parts & filters	\$2,977.65
E4271	06/05/2021	8626	Gower Industries	Parts	\$407.10
E4271	06/05/2021	8670	Jetmen Mbangani Pty Ltd	Pre-employment medical	\$187.00
E4271	06/05/2021	8783	The Trustee for Recherche Medical	Pre-employment drug and alcohol tests	\$90.00
E4271	06/05/2021	8785	Social Pinpoint Pty Ltd	Standard subscription 2021/2022	\$12,628.00
E4271	06/05/2021	8800	South Regional TAFE	Asbestos management training & OHS training	\$4,252.00
E4271	06/05/2021	8914	Cleanaway Pty Ltd	Rubbish & recycling collections	\$292.53
E4271	06/05/2021	8918	Lucky Bay Brewing	Chamber refreshments	\$301.18
E4271	06/05/2021	8922	Herron Todd White (Western Australia)	Valuations	\$5,500.00
E4271	06/05/2021	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$3,472.50
E4271	06/05/2021	8999	Kerr, Roslyn May	Rent May 2021	\$550.00
E4271	06/05/2021	9075	WA Library Supplies	Library furniture	\$3,619.00
E4271	06/05/2021	9100	On Duty Diesel and Mechanical	Repairs	\$431.20
E4271	06/05/2021	9112	Esperance Outdoor Power Equipment	Parts	\$263.00
E4271	06/05/2021	9117	Esperance Gas Distribution Company	Gas	\$748.44
E4271	06/05/2021	9120	CS Legal	Debt collection	\$302.50
E4271	06/05/2021	9127	Unicare Health	Mobility aids - EHC	\$92.00
E4271	06/05/2021	9138	Department of Biodiversity Conservation	Park passes	\$5,850.02
E4271	06/05/2021	9147	Key Pest and Weed Control	Pest control	\$605.00
E4271	06/05/2021	9152	N B Husbands	Jackpot winnings pay 22	\$150.00
E4271	06/05/2021	9156	Bluemar Pty Ltd	Black Street reticulation project	\$11,214.74

Shire of Esperance

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Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	9157	B H Vincent	Advertising	\$297.00
E4271	06/05/2021	9163	Esperance Combined Tyres & Mechanical	Tyres and tyre services	\$1,912.50
E4271	06/05/2021	9207	Datacom Systems (AU) Pty Ltd	Admin & Depot toners	\$817.29
E4271	06/05/2021	9236	T Stewarts Engineering	Engineering services – Civic Centre	\$769.52
E4271	06/05/2021	9237	Esperance Metaland	Parts	\$56.96
E4271	06/05/2021	9254	Garwood International	Diesel engine, hydraulic pump & coupling	\$9,975.41
E4271	06/05/2021	9302	H & H Architects	Architectural services Tanker Jetty	\$6,885.95
E4271	06/05/2021	9306	Drake-Brockman Building and	Progress claim 3 – Esperance Pound Project	\$29,700.00
E4271	06/05/2021	9308	Florissons Home Furnishers	Blind repair including parts	\$50.00
E4271	06/05/2021	9330	Coastal Climate Choice Pty Ltd	Installation of air conditioner – Quarry Rd BFB	\$599.00
E4271	06/05/2021	9333	Estate of J T Boladeras	EHC refund	\$411.05
E4271	06/05/2021	9415	J Bell	Poster delivery – Civic Centre	\$200.00
E4271	06/05/2021	9451	The Choppin Block Butchers	Meat - EHC	\$843.13
E4271	06/05/2021	9455	C D & K A Hine	Bookeasy sales - Accommodation	\$567.60
E4271	06/05/2021	9472	Twilight Lawn & Home Maintenance	Gardening - EHC	\$60.50
E4271	06/05/2021	9503	EcoValley Honey - Winton Hughes Was	Consignment sales	\$38.40
E4271	06/05/2021	9518	Breakaway Cafe Esperance	Meals - EHC	\$158.00
E4271	06/05/2021	9531	Seas It All Pty Ltd	Bookeasy sales – Accommodation & tours	\$3,247.20
E4271	06/05/2021	9558	Mackenzies Electrical Service Pty Ltd	Electrical services	\$222.68
E4271	06/05/2021	9564	South East Auto & Heavy Diesel	Parts	\$70.39
E4271	06/05/2021	9578	Department of Mines, Industry	Building services levies 01/04/2021 – 30/04/2021	\$12,364.09
E4271	06/05/2021	9639	Avon Waste	Rubbish & recycling collections	\$36,193.58
E4271	06/05/2021	9641	Aussie Broadband Pty Ltd	Admin building broadband	\$382.90

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

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Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	9645	TPG Network Pty Ltd	EVC internet charges	\$130.90
E4271	06/05/2021	9657	Super Cheap Auto Pty Ltd	Parts	\$25.38
E4271	06/05/2021	9659	The Deli King	Training - Lunch	\$59.50
E4271	06/05/2021	9671	R P Western	Consignment sales	\$12.00
E4271	06/05/2021	9676	Mega Phones	Alarm monitoring - EHC	\$1,929.00
E4271	06/05/2021	9832	RAC Tourism Assets Pty Ltd	Bookeasy sales - Accommodation	\$406.56
E4271	06/05/2021	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$299.20
E4271	06/05/2021	9848	APPARATUS: Public Art and Cultural	Art consultancy services - Esperance Indoor Stadium	\$6,352.27
E4271	06/05/2021	10033	R J & T D Roberts	Rates refund	\$1,400.00
E4271	06/05/2021	10037	YHA Ltd	Blue Waters Lodge - Electricity	\$166.47
E4271	06/05/2021	10046	M Magennis	Training refund - BOILC	\$206.95
E4271	06/05/2021	10069	WANTSA Medical	Mobility aids - EHC	\$440.79
E4271	06/05/2021	10115	MBIT Technologies Pty Ltd	Business SMS service	\$11.00
E4271	06/05/2021	10145	DE & DL Henderson - The Rest	Bookeasy sales - Accommodation	\$924.00
E4271	06/05/2021	10157	Esperance Walking Tours	Bookeasy sales - Tours	\$52.80
E4271	06/05/2021	10159	C E MacKean	Construction work	\$5,388.00
E4271	06/05/2021	10218	D B Ambrose	Gardening - EHC	\$100.00
E4271	06/05/2021	10234	Shawline Publishing Group Pty Ltd	Consignment sales	\$10.17
E4271	06/05/2021	10260	G N Domahidy	Indoor Sports Stadium mural contract	\$26,400.00
E4271	06/05/2021	10269	Lite N' Easy Pty Ltd	Client meals - EHC	\$248.10
E4271	06/05/2021	10293	Scruffy Tractor Pty Ltd	Rates refund	\$4,371.42
E4271	06/05/2021	10295	T J & N A Buckley	Rates refund	\$1,000.00
E4271	06/05/2021	10296	A Sargood	Refund overflow camping fees - 2 nights	\$60.00

Shire of Esperance

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Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4271	06/05/2021	10297	R Curra	YHA bond refund	\$600.00
E4271	06/05/2021	10299	Esperance Community Singers	Entertainment - Jetty opening	\$250.00
E4271	06/05/2021	10300	M Gasperini	YHA bond refund	\$300.00
E4271	06/05/2021	10301	Z Miller	Refund 50% home based business application	\$111.00
E4271	06/05/2021	10303	H M Warner	Reimbursement of Working with Children Check	\$87.00
E4271	06/05/2021	10305	D G Davies	Reimbursement of pre-employment medical	\$282.70
E4271	06/05/2021	10306	Visit Brands Pty Ltd	Stubby holders - EVC	\$601.71
E4271	06/05/2021	10308	K E Trevan	Rates refund	\$141.77
E4272	12/05/2021	984	Thorp Realty Pty Ltd	Rates refund	\$438.28
E4272	12/05/2021	1660	Esperance Basketball Association	Refund of liquor bond	\$1,300.00
E4272	12/05/2021	4985	K J Waight	Study reimbursement	\$307.44
E4272	12/05/2021	10230	Danny's Firewood & Timber Supplies	Supply of timber - Salmon Gums water tank	\$19,850.65
E4272	12/05/2021	10309	C T Davies	Meal and transport reimbursement	\$286.22
E4272	12/05/2021	10316	F Di Gregorio	YHA bond refund	\$600.00
E4272	12/05/2021	10317	M C Henley	Refund of building permit fee	\$105.00
E4272	12/05/2021	10318	L Houston	Refund BOILC membership	\$343.00
E4273	20/05/2021	1	Australian Taxation Office	Payroll deduction	\$126,567.00
E4273	20/05/2021	58	Boulevard Lottery Centre & Newsagency	Stationery	\$187.50
E4273	20/05/2021	62	Building and Construction Industry	BCITF 01/04/2021 - 30/04/2021	\$12,190.35
E4273	20/05/2021	126	Esperance Electrical Service	Electrical services	\$1,181.00
E4273	20/05/2021	395	BOC Gases	Cylinder & gas charges	\$130.51
E4273	20/05/2021	448	Broons Group Pty Ltd	Roller parts	\$1,276.00
E4273	20/05/2021	505	Esperance Plumbing Service	Plumbing services	\$1,815.00

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4273	20/05/2021	536	Landgate	Mining tenements	\$40.60
E4273	20/05/2021	571	St John Ambulance Association in WA	First aid kits & 3 x first aid course	\$969.90
E4273	20/05/2021	797	Condingup P&C Association	Condingup P&C Community Fair exhibitor fee	\$15.00
E4273	20/05/2021	922	Boral Construction Materials Group	Bitumen supplies	\$79,139.01
E4273	20/05/2021	984	Thorp Realty Pty Ltd	Rent and bond top up	\$2,640.00
E4273	20/05/2021	1215	Shire of Esperance Municipal Fund	YHA bond kept for unpaid rent	\$300.00
E4273	20/05/2021	1315	Gibson Soak Water Co	Bottled water – Wylie Bay tip	\$132.00
E4273	20/05/2021	1319	Sheridan's For Badges	Name badges	\$426.25
E4273	20/05/2021	1346	Cannon Hygiene Australia Pty Ltd	Sanitary unit services	\$2,853.88
E4273	20/05/2021	1400	Bayview Motel Esperance	Bookeasy sales - Accommodation	\$730.40
E4273	20/05/2021	1470	Express Your Self Printing	Stationery, business cards, brochures, laminating	\$1,011.00
E4273	20/05/2021	1550	Comfort Inn Bay of Isles	Bookeasy sales - Accommodation	\$139.92
E4273	20/05/2021	1554	Esperance Lottery Centre & Newsagency	Newspapers and stationery	\$101.79
E4273	20/05/2021	1695	Bay of Isles Mini-Excavators	Grease trap services	\$960.00
E4273	20/05/2021	1885	Esperance Pistol Club	Community grants program	\$585.45
E4273	20/05/2021	1981	Esperance Sportspower	Staff uniforms	\$269.00
E4273	20/05/2021	2091	Sime Building Company Pty Ltd	Noel White progress payment & 50% retention refund	\$57,594.63
E4273	20/05/2021	2113	Banksia Medical Centre	Pre-employment medicals - EHC	\$352.00
E4273	20/05/2021	2269	Esperance Island View Apartments	Bookeasy sales - Accommodation	\$781.44
E4273	20/05/2021	2382	Griffs Electrical	Electrical works - Airport	\$2,673.00
E4273	20/05/2021	2496	Professionals Esperance Real Estate	Rent	\$1,402.85
E4273	20/05/2021	2763	Esperance Lock & Shoe Service	Key & lock supplies	\$48.50
E4273	20/05/2021	3082	M J & J L Scheer	West Beach boardwalk	\$39,822.38

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	3142	Australian Museums and Galleries	Conference registration – L Horn	\$250.00
E4273	20/05/2021	3227	Esperance Fire Services	Monthly fire panel testing	\$1,927.75
E4273	20/05/2021	3452	Dr J Spencer	Pre-employment medicals	\$374.00
E4273	20/05/2021	3526	Southern Suspension & 4 X 4 Centre	Repairs to Quarry Road BFB truck	\$519.75
E4273	20/05/2021	3532	Esperance Bay Holiday Park	Bookeasy sales - Accommodation	\$519.20
E4273	20/05/2021	3537	Esperance Turf & Landscape	Replace turf	\$3,421.00
E4273	20/05/2021	3797	LED Esperance	Electrical supplies	\$858.46
E4273	20/05/2021	3832	D P Dohnt	Volunteer call out fee for EHC clients	\$281.58
E4273	20/05/2021	3900	Esperance Cabinets	Cabinetry - Civic Centre	\$1,791.90
E4273	20/05/2021	4190	C Spittle	Jackpot winnings pay 23	\$150.00
E4273	20/05/2021	4311	R M & W G Herbert	Painting services - CBD	\$5,383.00
E4273	20/05/2021	4321	The Royal Life Saving Society (WA)	Bronze medallion course	\$59.40
E4273	20/05/2021	4404	Wren Oil	Oil disposal	\$16.50
E4273	20/05/2021	4567	WA Police Service	Volunteer police checks - EHC	\$267.20
E4273	20/05/2021	4618	JJ's Holiday Cottage	Bookeasy sales - Accommodation	\$1,408.00
E4273	20/05/2021	4745	Listech Pty Ltd	Subscription renewal 2021/2022	\$2,178.00
E4273	20/05/2021	4755	LGIS Insurance Broking - Jardine Lloyd	Contract works insurance – Animal Management Facility	\$624.62
E4273	20/05/2021	4798	Australia's Golden Outback	IGO grant funding	\$35,750.00
E4273	20/05/2021	4891	South Coast Foodservice	Consumables	\$9,488.87
E4273	20/05/2021	4980	Wrinkly Tin & Cladding Company Pty	Refund of building permit application fee	\$105.00
E4273	20/05/2021	4989	Woolworths Group Limited	Consumables	\$2,612.97
E4273	20/05/2021	5061	N. Tion Constructions	Lock boxes - EHC	\$1,099.20
E4273	20/05/2021	5092	Quality Publishing Australia	Maps and map books	\$780.41

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	5161	Pink Lake Tourist Park	Bookeasy sales - Accommodation	\$151.36
E4273	20/05/2021	5163	Anderson HL & CJ	Bookeasy sales - Accommodation	\$704.00
E4273	20/05/2021	5164	Esperance Beachfront Resort	Bookeasy sales - Accommodation	\$114.40
E4273	20/05/2021	5165	Driftwood Apartments	Bookeasy sales - Accommodation	\$2,261.60
E4273	20/05/2021	5168	Archipelago Apartments	Bookeasy sales - Accommodation	\$396.00
E4273	20/05/2021	5175	Goldies Place	Bookeasy sales - Accommodation	\$1,126.40
E4273	20/05/2021	5215	Public Transport Authority of WA	TransWA April 2021	\$5,185.30
E4273	20/05/2021	5295	Komatsu Australia Pty Ltd	Parts for bulldozer	\$4,850.64
E4273	20/05/2021	5371	WA Naturally Publications	Books – EVC	\$221.00
E4273	20/05/2021	5419	D Crawford	BOILC - Lawns maintenance	\$150.00
E4273	20/05/2021	5559	BookEasy Australia Pty Ltd	Commission	\$1,166.46
E4273	20/05/2021	5604	Esperance Milk Supply	Milk - Admin & Depot	\$58.20
E4273	20/05/2021	5614	G M Brotherton	Roadwise school visit prize - Driving lesson	\$70.00
E4273	20/05/2021	5754	M H Ammon	Reimbursement of salary sacrificed iPad	\$899.00
E4273	20/05/2021	5767	Seek Limited	Advertising positions vacant	\$649.00
E4273	20/05/2021	5796	Pink Lake IGA	Consumables - EHC	\$696.46
E4273	20/05/2021	5896	Toyota Financial Services	Lease payment	\$996.15
E4273	20/05/2021	6009	McLeods Barristers & Solicitors	Legal advice - Disposal of waste contract	\$1,431.63
E4273	20/05/2021	6024	SeatAdvisor Pty Ltd	March & April ticket sales	\$608.47
E4273	20/05/2021	6176	Market Creations Pty Ltd	Veeam Cloud Connect monthly fee	\$1,721.28
E4273	20/05/2021	6221	PFD Food Services Pty Ltd	Consumables	\$845.60
E4273	20/05/2021	6374	J C & J A Jose	Jackpot winnings pay 23	\$150.00
E4273	20/05/2021	6423	Toll Transport Pty Ltd	Freight charges	\$844.85

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	6495	MCM Protection Pty Ltd	Locking of toilet blocks - April 2021	\$1,875.50
E4273	20/05/2021	6537	ABCO Products Pty Ltd	Columbus floor cleaner parts	\$1,133.92
E4273	20/05/2021	6606	Esperance Sands Electrical	Electrical services	\$1,277.72
E4273	20/05/2021	6744	Esperance Tennis Inc	Leisure Centre bookings 01/09/2020 - 11/05/2021	\$301.50
E4273	20/05/2021	7005	The Weed Terminator	Weed spraying	\$11,925.54
E4273	20/05/2021	7058	Public Libraries Western Australia	Registration for seminar	\$150.00
E4273	20/05/2021	7103	Galaxy Enterprises	Tea towels – EVC	\$307.25
E4273	20/05/2021	7121	Saltwater Catering	Catering	\$198.00
E4273	20/05/2021	7422	Bindi Publishing	Books - EVC	\$111.00
E4273	20/05/2021	7425	Esperance Cleaning Service	Cleaning services	\$10,615.00
E4273	20/05/2021	7438	Independence Australia	Nursing products - EHC	\$1,986.19
E4273	20/05/2021	7471	G & J Wilson Plumbing and Gas Service	Plumbing and gas services	\$10,386.51
E4273	20/05/2021	7479	La Cabane Retreat	Bookeasy sales - Accommodation	\$660.00
E4273	20/05/2021	7512	EcoValley Retreat	Bookeasy sales - Accommodation	\$228.80
E4273	20/05/2021	7715	TD Contractors A/L Removal	Mini excavator services – CCTV upgrade	\$2,004.75
E4273	20/05/2021	7797	Wicked Welding & Fabrication Pty Ltd	Fabrication for Condingup house	\$55.44
E4273	20/05/2021	7871	S A Nevin	Consignment sales	\$8.00
E4273	20/05/2021	7879	Drillers Ridge Pty Ltd	Bookeasy sales - Accommodation	\$985.60
E4273	20/05/2021	7910	GMN Mechanical	Repairs	\$3,529.68
E4273	20/05/2021	7938	G & S Industries	CCTV Poles	\$15,488.93
E4273	20/05/2021	7980	Centrecare Incorporated	Employee assistance plan - Counselling	\$154.00
E4273	20/05/2021	8007	Cabcharge	Taxi vouchers used April 2021	\$102.17
E4273	20/05/2021	8045	J H Verbaant	Refund of building approval application	\$105.00

Shire of Esperance

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Tran Amount

Municipal Fund - EFT Payments

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E4273	20/05/2021	8057	SB Hazelden & SM Henning	Bookeasy sales - Accommodation	\$624.80
E4273	20/05/2021	8117	Foxtel Cable Television Pty Limited	Foxtel contract - BOILC	\$105.00
E4273	20/05/2021	8126	J W Budd	Bait meat for wild dog management	\$4,200.00
E4273	20/05/2021	8181	Archival Survival Pty Ltd	Archives supplies	\$2,751.82
E4273	20/05/2021	8205	Holiday Guide Pty Ltd	Commission	\$284.55
E4273	20/05/2021	8334	WBD Pty Ltd	Jetty headland kiosk footing design	\$1,650.00
E4273	20/05/2021	8469	M Sawyer	Community visitor's scheme reimbursement - EHC	\$23.40
E4273	20/05/2021	8497	The Print Shop Bunbury	4000 Flyers for Civic Centre shows	\$338.00
E4273	20/05/2021	8501	D J Hatter	Community visitor's scheme reimbursement - EHC	\$51.48
E4273	20/05/2021	8502	Statewide Building Certification WA	Certificate of Design Compliance - Jetty headland hard stand	\$759.00
E4273	20/05/2021	8506	Le Grand Chateau Esperance	Bookeasy sales - Accommodation	\$299.20
E4273	20/05/2021	8510	4 Cabling Pty Ltd	Assorted computer cables	\$287.80
E4273	20/05/2021	8544	Moore Australia (WA) Pty Ltd	Long term financial plan development	\$5,500.00
E4273	20/05/2021	8568	Brownes Foods Operations Pty Limited	Dairy supplies - EHC	\$221.01
E4273	20/05/2021	8783	The Trustee for Recherche Medical	Drug and alcohol test	\$45.00
E4273	20/05/2021	8800	South Regional TAFE	Traineeship fees - K Baker	\$2,586.50
E4273	20/05/2021	8856	J Eade	Flyer delivery fee - Civic Centre	\$400.00
E4273	20/05/2021	8972	Dunn's Cleaning Service Pty Ltd	Cleaning services	\$27,361.00
E4273	20/05/2021	8989	EnviroLab Services (WA) Pty Ltd	Bore monitoring	\$6,963.00
E4273	20/05/2021	9090	Brownbuilt Pty Ltd	Shelving requirements	\$1,031.80
E4273	20/05/2021	9092	Chilwell	Gravel	\$34,718.27
E4273	20/05/2021	9094	Network Innovations AsiaPac Pty Ltd	Satellite phones	\$79.99
E4273	20/05/2021	9100	On Duty Diesel and Mechanical	Repairs	\$8,750.07

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	9117	Esperance Gas Distribution Company	Gas	\$82.98
E4273	20/05/2021	9120	CS Legal	Debt collection	\$22.00
E4273	20/05/2021	9126	Sara Hall T/as Pink Lily Beauty Roo	Nail care - EHC	\$75.00
E4273	20/05/2021	9127	Unicare Health	Wheelchair and shower chair - EHC	\$557.00
E4273	20/05/2021	9138	Department of Biodiversity Conservation	Park passes	\$8,280.14
E4273	20/05/2021	9147	Key Pest and Weed Control	Pest control	\$275.00
E4273	20/05/2021	9156	Bluemar Pty Ltd	Cannery sewerage upgrade	\$1,679.44
E4273	20/05/2021	9236	T Stewarts Engineering	Steel fabrication	\$159.81
E4273	20/05/2021	9308	Florissons Home Furnishers	Desk & fan for volunteer office - EHC	\$520.00
E4273	20/05/2021	9393	Acurix Networks Pty Ltd	Public Wi-Fi network May 2021	\$625.90
E4273	20/05/2021	9451	The Choppin Block Butchers	Meat - EHC	\$514.76
E4273	20/05/2021	9455	C D & K A Hine	Bookeasy sales - Accommodation	\$858.00
E4273	20/05/2021	9501	Nicholas Clark Management Pty Ltd	Performance fee - Brass Monkeys	\$2,750.00
E4273	20/05/2021	9503	EcoValley Honey - Winton Hughes Was	Consignment sales	\$56.80
E4273	20/05/2021	9531	Seas It All Pty Ltd	Bookeasy sales - Tours	\$1,680.80
E4273	20/05/2021	9558	Mackenzies Electrical Service Pty L	Electrical services	\$283.21
E4273	20/05/2021	9559	Experience Esperance Tours	Bookeasy sales - Tours	\$440.00
E4273	20/05/2021	9583	A Cook	Community visitors scheme & call out fee - EHC	\$185.48
E4273	20/05/2021	9734	M P Hundley	Community visitors scheme reimbursement - EHC	\$17.16
E4273	20/05/2021	9838	Blue Haven Shell Studio Accommodation	Bookeasy sales - Accommodation	\$1,804.00
E4273	20/05/2021	9848	APPARATUS: Public Art and Cultural	Public arts project - Esperance Civic Centre & Indoor Stadium	\$3,994.72
E4273	20/05/2021	9857	D J Kennedy	Mowing - EHC	\$143.00
E4273	20/05/2021	9888	TRC Tourism Pty Ltd	Tourism strategy final report	\$10,626.00

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	9897	Dynamic Machining	Repairs to mower	\$107.25
E4273	20/05/2021	9914	Klopper Contracting Pty Ltd	Monthly hire charge of screen	\$233,868.08
E4273	20/05/2021	9937	Dalwallinu Concrete Pty Ltd	Concrete services – Road grids	\$49,940.00
E4273	20/05/2021	9994	M J Leske	Morning melodies entertainment	\$200.00
E4273	20/05/2021	10037	YHA Ltd	Water - Blue Waters Lodge	\$2,930.66
E4273	20/05/2021	10046	M Magennis	Reimbursement - Training	\$77.19
E4273	20/05/2021	10052	The Trustee for the Lab Unit Trust	James Street masterplan	\$14,850.00
E4273	20/05/2021	10111	Universal Marina Systems WA Pty Ltd	Floating pontoon - Town boat ramp	\$50,359.00
E4273	20/05/2021	10142	R-Group International Pty Ltd	Microsoft teams calling trial	\$41.76
E4273	20/05/2021	10157	Esperance Walking Tours	Bookeasy sales - Tours	\$52.80
E4273	20/05/2021	10179	The Trustee for Nixon Studio Trust	Esperance Civic Centre artwork progress payment	\$55,000.00
E4273	20/05/2021	10192	Esperance Gutter Cleaning	Gutter cleaning	\$1,600.00
E4273	20/05/2021	10218	D B Ambrose	Gardening - EHC	\$80.00
E4273	20/05/2021	10234	Shawline Publishing Group Pty Ltd	Consignment sales	\$30.51
E4273	20/05/2021	10268	White Sands Paving	Paving services	\$765.00
E4273	20/05/2021	10269	Lite N' Easy Pty Ltd	Meals - EHC	\$189.20
E4273	20/05/2021	10294	GV Warr & PR Warr - Pete's Fix It	Wall repairs from bed damage - EHC	\$356.40
E4273	20/05/2021	10302	Fotogenic Photography Equipment	Photo light box	\$273.37
E4273	20/05/2021	10312	Bread Local	Bread and canapés for French movie	\$171.00
E4273	20/05/2021	10314	Paramount Business Supplies Pty Ltd	Pin/whiteboards	\$2,328.70
E4273	20/05/2021	10322	E Ewing	YHA bond refund	\$300.00
E4273	20/05/2021	10323	J Nelson & D M Klenner	Rates refund	\$1,005.00
E4273	20/05/2021	10324	J A Parker	Animal registration part refund	\$80.00

Shire of Esperance

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Tran Amount

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E4273	20/05/2021	10325	V Reck	EBA – Administration costs	\$1,080.00
E4273	20/05/2021	10326	P C Lindsay	Meals reimbursement	\$73.15
E4274	20/05/2021	7576	Les Mills Asia Pacific	Contract Fee - May 2021	\$630.38
E4274	20/05/2021	8784	Sheriff's Office, Perth	Fines enforcement lodgement fee	\$770.00
E4274	20/05/2021	9321	Superchoice Services Pty Limited	Superannuation - April 2021	\$173,815.89
E4274	20/05/2021	9997	Sandwai Pty Ltd	Sandwai monthly fees - February 2021	\$3,569.50
E4275	24/05/2021	325	Easton WJ & V	Hire of earthmoving plant	\$25,329.15
E4275	24/05/2021	1469	Beachwind Enterprises Pty Ltd	Hire of earthmoving plant	\$268,907.65
E4275	24/05/2021	2079	Environmental Services (WA) Pty Ltd	Hire of street sweeper	\$17,693.70
E4275	24/05/2021	2693	Worth Kerbing	Kerbing services	\$8,024.50
E4275	24/05/2021	6014	Esperance Tree Lopping	Pruning and removal of trees and stumps	\$6,663.25
E4275	24/05/2021	6636	Esperance Earthworks Pty Ltd	Hire of earthmoving plant	\$5,722.75
E4275	24/05/2021	7522	Jacka Trenching and Fencing	Traffic control	\$14,524.95
E4275	24/05/2021	8230	Ballantyne Earthmoving	Hire of earthmoving plant and labour	\$229,867.44
E4275	24/05/2021	8317	Titan Contracting	Mowing services	\$21,344.40
E4276	26/05/2021	-	R De Groot	***** C A N C E L E D *****	\$0.00
E4276	26/05/2021	26	Blackwoods Atkins	Parts & equipment	\$320.41
E4276	26/05/2021	47	BE Stearne & Co Pty Ltd	Reticulation supplies	\$1,932.57
E4276	26/05/2021	63	Bunnings Ltd	Hardware	\$6,146.10
E4276	26/05/2021	111	Esperance Appliance Centre Pty Ltd	10 x Vacuums - EHC	\$3,780.00
E4276	26/05/2021	112	Esperance Ag Services	Parts & equipment	\$2,877.04
E4276	26/05/2021	121	Esperance Communications	Communication equipment & photocopier maintenance	\$17,365.35
E4276	26/05/2021	136	Powerplant Motorcycles	Brush cutters & parts	\$2,555.30

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4276	26/05/2021	323	Westrac Equipment Pty Ltd	Plant parts & repairs	\$1,261.03
E4276	26/05/2021	431	Assa Abloy Australia Pty Limited	Padlocks & keys	\$2,045.03
E4276	26/05/2021	440	Wesfarmers Kleenheat Gas Pty Ltd	Gas	\$317.00
E4276	26/05/2021	544	Paint Industries Pty Ltd	Road marking paint	\$548.46
E4276	26/05/2021	707	Haslams	Protective clothing	\$6,979.65
E4276	26/05/2021	742	Esperance Rural Supplies	Water tank & hardware	\$10,801.36
E4276	26/05/2021	1259	South East Petroleum	Fuel supplies	\$58,075.88
E4276	26/05/2021	1307	Feature Paints	Paint supplies	\$706.20
E4276	26/05/2021	1337	Sussex Industries Pty Ltd	Survey consumables	\$2,244.00
E4276	26/05/2021	1461	Kip & Steve's Mechanical Repairs	Parts & repairs	\$649.55
E4276	26/05/2021	1485	Freight Lines Group	Freight charges	\$14,138.00
E4276	26/05/2021	1575	GPC Asia Pacific Pty Ltd/Repco	Automotive supplies	\$815.34
E4276	26/05/2021	2246	Cutting Edges Pty Ltd	Parts	\$470.25
E4276	26/05/2021	2333	Winc Australia Pty Limited	Stationery	\$386.32
E4276	26/05/2021	2440	Staines Esperance	Parts for loader and repairs	\$8,990.62
E4276	26/05/2021	2469	Coates Hire	Equipment hire	\$73.32
E4276	26/05/2021	2979	Esperance Toyworld	Party decorations - BOILC	\$56.30
E4276	26/05/2021	3834	Dicks Electronics	Mobile phone, radios and electronic equipment	\$914.05
E4276	26/05/2021	4210	Farm & General EOPP	Parts & equipment	\$2,759.60
E4276	26/05/2021	4308	Esperance Motor Group	2" Lift kit with 150kg springs	\$2,500.00
E4276	26/05/2021	4556	Skipper Transport Parts	Parts	\$248.12
E4276	26/05/2021	4647	Marketforce	Advertising	\$6,764.88
E4276	26/05/2021	5051	Stratagreen	Cultivator	\$384.16

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4276	26/05/2021	5253	T-Quip	Replacement parts	\$1,000.20
E4276	26/05/2021	5503	David Gray & Co Pty Ltd	Bin supplies	\$3,928.10
E4276	26/05/2021	5623	Esperance Windscreens	Windscreen services	\$350.00
E4276	26/05/2021	5991	Esperance Smash Repairs Pty Ltd	Repairs	\$1,596.10
E4276	26/05/2021	6133	Dy-Mark (Aust) Pty Ltd	Line marker paint	\$330.29
E4276	26/05/2021	6183	Kleen West	Cleaning products	\$2,889.98
E4276	26/05/2021	6496	S D Waight	Coffee van for thank a volunteer day	\$171.00
E4276	26/05/2021	6714	Holcim Pty Ltd	Aggregate & kerb mix supplies	\$27,040.99
E4276	26/05/2021	7552	Beacon Equipment	Polesaws, chainsaw and parts	\$7,787.00
E4276	26/05/2021	7731	Daimler Trucks Perth	Parts	\$539.18
E4276	26/05/2021	8853	West Australian Newspapers Limited	Advertising - Wedding feature	\$1,300.00
E4276	26/05/2021	8955	Esperance Laundry and Linen (The	Laundry services	\$458.50
E4276	26/05/2021	8959	Topsigns	Signage requirements	\$3,387.38
E4276	26/05/2021	9006	Corsign WA Pty Ltd	Signage requirements	\$4,961.00
E4276	26/05/2021	9022	AFGRI Equipment Australia Pty Ltd	Filters	\$1,491.27
E4276	26/05/2021	9028	Terry White Chemmart Esperance	Webster packs and chemist items - EHC	\$845.08
E4276	26/05/2021	9056	Bradshaws Pharmacy	Medication - EHC	\$32.50
E4276	26/05/2021	9170	ThermoAir	Air conditioning services	\$1,650.05
E4276	26/05/2021	9428	Preview Industries Australia Pty Ltd	Archives supplies	\$1,006.57
E4276	26/05/2021	9464	Air Filter Dry Clean Systems WA	Air filter dry cleaning	\$2,038.03
E4276	26/05/2021	9574	Clarke & Stokes Agriservices Pty Ltd	Parts	\$2,897.76
E4276	26/05/2021	9642	Delnorth Pty Ltd	Guide posts	\$24,434.03
E4276	26/05/2021	9681	Murphys Spray & Blast Equipment	Parts	\$478.91

Shire of Esperance

List of accounts due by Council submitted to the Ordinary Council Meeting held on 22 June 2021 for confirmation in respect to accounts already paid.

Tran Amount

Municipal Fund - EFT Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Creditor</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
E4276	26/05/2021	10120	Perth Bin Hire	Glass for recycling	\$537.68
E4276	26/05/2021	10327	E I & M A Stevens	Rates refund	\$2,895.00
E4276	26/05/2021	10328	W D Sharp	Rates refund	\$460.43
E4276	26/05/2021	10331	L T Meldrum	Pre-employment medical reimbursement	\$198.00
E4276	26/05/2021	10332	C Roost	Refund swimming lessons	\$148.00
E4276	26/05/2021	10333	C B Rodgers	Refund building permit application fee	\$105.00
E4276	26/05/2021	10334	David Scheel Associates	Performance fee - Don't Shoot the Piano Player	\$2,000.00
E4277	31/05/2021	33	Australian Services Union	Payroll deduction	\$51.80
E4277	31/05/2021	140	Esperance Shire Staff Jackpot	Payroll deduction	\$600.00
E4277	31/05/2021	144	Esperance Staff Social Club	Payroll deduction	\$368.00
E4277	31/05/2021	154	LGRCEU	Payroll deduction	\$123.00
E4277	31/05/2021	1963	Child Support Agency	Payroll deduction	\$3,476.32
Total Creditor payments made by EFT from Municipal Fund					2,746,570.65

Municipal Fund - EFT Wage Payments

<i>EFT Ref / Cheque No</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
Bulk EFT	13/05/2021	Payroll (Net)	Wages for 29/04/2021 to 12/05/2021 (Period 23)	\$471,336.40
Bulk EFT	27/05/2021	Payroll (Net)	Wages for 13/05/2021 to 26/05/2021 (Period 24)	\$473,309.98
Total Employee Wage payments made by EFT from Municipal Fund				\$944,646.38

SHIRE OF ESPERANCE				
List of accounts direct debited from Council's Municipal Fund submitted to the Ordinary Council Meeting meeting held on 22nd June 2021 for confirmation in respect to accounts already paid.				
DATED	CREDITOR	NAME	PARTICULARS	AMOUNT
30/04/2021	Esperance French Hot Bread	Mel Ammon	Catering	100.00
4/05/2021	Woolworths	Mel Ammon	Batteries	18.99
5/05/2021	Department of Health Pharmaceutical	Mel Ammon	Swimming Pool chlorination permit - BOILC	127.00
19/05/2021	Caltex Woolworths Esperance	Mel Ammon	Fuel	100.01
28/04/2021	Techstreet LLC	Mathew Walker	Standards Australia	134.70
13/05/2021	Environmental Health	Mathew Walker	Pest management licence - K Walkerden	215.00
14/05/2021	WA Local Government	Mathew Walker	Procurement forum - J Appleby	110.00
14/05/2021	Software Publications	Mathew Walker	Learning content - Trainee Administration Assistant Asset Management	91.40
19/05/2021	Post Esperance	Mathew Walker	Postage	18.10
27/05/2021	Esperance Cour-DOJ	Mathew Walker	Application fee - Magistrates Court	101.70
29/04/2021	Redz Pies	Trevor Ayers	Tidy Towns launch - Consumables	36.00
29/04/2021	Woolworths	Trevor Ayers	Tidy Towns launch - Consumables	29.50
1/05/2021	Pink Lake Butchers	Trevor Ayers	Tidy Towns launch - Consumables	115.70
4/05/2021	Regional Express	Trevor Ayers	Flights - J Baskwell	98.98
4/05/2021	Westnet	Trevor Ayers	Visitor Centre web hosting	2.95
5/05/2021	Facebook	Trevor Ayers	Facebook advertising - Oompah	44.00
14/05/2021	Ricardos Investment	Trevor Ayers	Civic Centre volunteer costs	151.00
15/05/2021	Vend Pos	Trevor Ayers	Visitor Centre point of sale	118.30
20/05/2021	BWS Liquor	Trevor Ayers	Civic Centre kiosk purchase	596.00
26/05/2021	TryBooking Esperance	Trevor Ayers	ECCI Shaping our Future - T Ayers	50.50
1/05/2021	GoFax Pty Ltd	Shane Burge	Monthly account access	19.90
4/05/2021	Mailchimp	Shane Burge	Monthly subscription	115.06
5/05/2021	Regional Express	Shane Burge	Flight cancellation - E Austen	33.36
30/04/2021	Regional Express	Alli McArthur	Flight change - C Warr	33.36
30/04/2021	Facebook	Alli McArthur	Facebook advertising - Recruitment	212.93
17/05/2021	Software Publications	Alli McArthur	Learning content - Trainee Administration Assistant	49.95
18/05/2021	Sportspeople Group Pty	Alli McArthur	Job advertising - Aquatic Pool Operator	209.00
18/05/2021	Woolworths Online	Alli McArthur	Chamber refreshments	148.20
18/05/2021	Woolworths	Alli McArthur	Councillor farewell function	62.71
19/05/2021	Sage Perth FDI	Alli McArthur	Accommodation - C Warr	500.96
20/05/2021	Rydges Kalgoorlie	Alli McArthur	Accommodation - S Halls	313.35
3/05/2021	Regional Express	Felicity Baxter	Flights - J Baskwell	619.26
5/05/2021	State Law Publisher	Felicity Baxter	Advertising - Bush Fire Control Officers appointments	154.50

[illegible]

Item: 12.3.4

2021/22 Community Grants Program - Budget Allocation

Author/s	Shane Tobin	Community Development & Events Coordinator
Authorisator/s	Felicity Baxter	Director Corporate & Community Services

File Ref: D21/17809

Applicant

Internal Application

Location/Address

N/A

Executive Summary

For Council to consider the applications received under the Community Grants Program and determine allocations in the 2021/22 budget.

Recommendation in Brief

That Council includes funds into the 2021/22 Annual Budget, to be distributed in accordance with the criteria and guidelines of the Community Grants Program.

Background

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

- Supporting and stimulating diverse and dynamic projects, programs and activities;
- Encouraging collaboration through engagement and participation in the community;
- Facilitating stronger, more sustainable and resilient communities; and
- Supporting the maintenance and upgrade of community facilities.

The guidelines and application forms for the Community Grants Program are available on the Shire's website. The guidelines state that "The grants program is designed to provide limited financial assistance and is not intended to be relied upon as a primary or recurrent source of funding", and "All funding requests must not exceed 50% of the total project cost (with the exception of the Support category)."

Among other requirements, part of the guiding assessment criteria states that applicants need to demonstrate the community need for the project, benefit to the community, alignment to the Shire of Esperance Strategic Community Plan, organisational ability to effectively manage the project and capacity to make a financial and in-kind contribution towards the project.

A total of 27 applications, requesting \$357,766 were received under the 3 annual grant categories of the Community Grants Program:

- Assistance category (10 applications)
- Development category (8 applications)
- Events category (9 applications)

The fourth category of 'Support' is not applied for within this process, instead it is in place to enable small ad-hoc contributions to be made throughout the year.

As part of the vetting process, applications for Esperance Regional Tourism Inc; Esperance Fire & Rescue Service; Esperance & Districts Agricultural Society were withdrawn following discussion with Shire officers. These applications, totalling \$14,865, have not been included in the requested amount total.

Several applications requested on-kind Shire support, this includes \$660 towards Soundshell Hire for Moving Movies Inc; \$3,400 for Civic Centre hire for the Esperance Music Festival Inc. and \$1,680 Civic Centre hire for the Wildflower Festival.

At the January 2021 Ordinary Council meeting Council resolved to:

Pre-allocate one third of the project costs (up to a maximum of \$65,355.76) to Ports Football Club from the 2021/22 Community Grant Program for the replacement and upgrade of oval lighting at the Ports Oval on the Greater Sports Ground.

This Community Grant Program funding was confirmed in January 2021 due to meet the timing requirements of Ports Football Club's CSRFF grant application.

At the June 2020 Ordinary Council Meeting:

Confirms that operational funding for Esperance Community Arts and the Cannery Arts Centre Inc has the in-principle support of Council to continue at no less than the 2019/20 allocation of \$43,296 each per year for the 2021/22 and 2022/23 years, to assist with applications from both organisations to the Regional Arts Sector investment Fund.

This confirmation was to assist these two groups with their Regional Arts Sector Investment (RASI) funding applications, which required them to demonstrate an ongoing partnership with their LGA including sustained funding. Funding from the 2021/22 Community Grants Program to these organisations should be a minimum of \$43,296 per year to meet Council's existing in-principal commitment.

Officer's Comment

The Community Grants Program applications have been supplied to Council along with a summary of each application to assist with the assessment of applications received.

Total applications this year were valued at \$357,766, which is an increase on the \$267,585 applied for last year.

An annual allocation for the Support Category also needs to be approved for the 2021/2022 budget. It has been proposed that this be set at \$25,000, which is consistent with the three previous financial years.

It would be appropriate for Council to specify any conditions it wishes to attach to any of the allocations, the Officer Recommendation includes those proposed by the administration.

Consultation

The Community Grants Program applications have been workshopped with Council in May and early June, with several of the applicants also being invited to present to Council in early June.

Applications were originally assessed by the Community and Economic Development Team with input from other Shire officers where appropriate.

Financial Implications

Allocations approved in this agenda item will be factored into Council's 2021/22 Annual Budget.

Asset Management Implications

The Gibson Football Clubs Playground Project will be delivered in-line with the Shire's Public Open Space Strategy by advancing the allocated funding for FY 2023/34.

Statutory Implications

The statutory implications associated with this item are contained within Local Government Act 1995, Section 6.2 - Local Government to prepare annual budget.

Policy Implications

N/A

Strategic Implications

Strategic Community Plan 2017 - 2027

Community Connection

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

Create a social environment that is accessible and inclusive for all ages and abilities

Environmental Considerations

N/A

Attachments

Nil

RECOMMENDATION AND DECISION

Moved: Cr Piercey

Seconded: Cr Graham

O0621-146

Council Resolution

That Council:

1. Include \$325,724 into the 2021/2022 Annual Budget, to be distributed in accordance with the criteria and guidelines of the Community Grants Program:
 - a. Support category budget of \$25,000 allocated during the year in accordance with the criteria and guidelines of the Community Grants Program;
 - b. Assistance category budget of \$24,144, allocated as follows:

Organisation	Requested Amount	Approved Amount
Esperance Sonshine Broadcasters Inc (103.9 Hope FM Esperance Community Radio)	\$1,700	\$1,700
Coastal Warriors Cricket Club Inc	\$2,270	\$2,270
Condungup Basketball Association Inc	\$2,440	\$2,440
Esperance Playgroup Association	\$4,575	\$4,575
Esperance Soccer Association (Inc.)	\$1,500	\$1,500
Moving Movies Esperance Inc.	\$2,160	\$2,160
Mudjar Aboriginal Corporation	\$4,091	\$4,091
The Association of Red Hatted Groups of Australia Inc - Auspicing for Bay of Isles Babes	\$2,000	\$2,000
Christian Aboriginal Parent-Directed School Incorporated - Wongutha Campus	\$3,408	\$3,408

- c. Events category budget of \$32,400, allocated as follows:

Organisation	Requested Amount	Approved Amount
Cannery Arts Centre (Inc)	\$5,000	\$5,000
Condungup Primary School Parents and Citizens' Association Incorporated	\$2,000	\$2,000
Esperance Community Arts (Inc)	\$11,020	\$5,000
Grass Patch Community Development Association	\$2,000	\$2,000
Escare Incorporated - Auspicing for the Kids Fun Day Out Committee	\$10,000	\$10,000
Esperance Music Festival (Inc)	\$3,400	\$3,400
Rotary Club of Esperance Inc	\$5,000	\$5,000

- d. Development category budget of \$244,180, allocated as follows:

Organisation	Requested Amount	Approved Amount
The Cannery Arts Centre (Inc)	\$53,000	\$48,000

Esperance Brass Band Incorporated	\$6,000	\$5,000
Esperance Care Services Inc.	\$17,844	\$17,844
Esperance Community Arts (Inc)	\$51,648	\$48,000
Esperance Golf Club (Inc.)	\$50,000	\$50,000
Esperance Volunteer Fire & Rescue Service	\$10,000	\$10,000
Gibson Football Club (inc)	\$15,375	\$0
Ports Football Club	\$65,336	\$65,336

2. Advise the Gibson Football Club that Shire staff will work with them to deliver their playground project. This will be separate to the Community Grants Program.

**CARRIED
F7 - A0**

Mr Mills left the Chamber at 5.02pm and did not return.

12.4 EXECUTIVE SERVICES

Item: 12.4.1

WALGA Annual General Meeting and WA Local Government Convention 2021

Author/s	Alli McArthur	Executive Assistant
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D21/12556

Applicant

Executive Services

Location/Address

Internal

Executive Summary

For Council to consider nominating two (2) voting delegates for the 2021 WALGA Annual General Meeting, to be held in Perth on Wednesday 20 September 2021, as part of the 2021 Annual Local Government Convention.

Recommendation in Brief

That Council nominate two (2) Councillors as the Shire's Voting Delegates for the WALGA Annual General Meeting and request the CEO to register Councillors for the Local Government Convention 2021.

Background

The 2021 WA Local Government Convention & Trade Exhibition (Local Government Week) will be held Sunday 19 September – Tuesday 21 September 2021 at Crown Perth.

As per previous Local Government Weeks, WALGA will hold its Annual General Meeting, to discuss and consider local government industry issues. Each Council of WALGA has the ability to elect two (2) voting delegates to participate at the WALGA Annual General Meeting (non-voting delegates are also able and encouraged to attend).

Officer's Comment

Attendance at the annual WA Local Government Convention is open to all Councillors. Registration fees, travel and accommodation expenses will be paid by Council in advance for any Elected Member(s) choosing to attend the WA Local Government Convention.

The theme for the 2021 WA Local Government Convention is *Leading the Way: Looking Forward, Looking Back*, taking place against the backdrop of generational change for the sector with the reform of the Local Government Act on the horizon.

As a member of WALGA, it is important that Council also attend WALGA's Annual General Meeting, requiring the election of voting delegates by Council.

Financial Implications

The costs associated for this conference can be accommodated within 2021/22 budget: *Members of Council Travel, Accommodation and Conference expenses*. Anticipated costs are approximately \$3,000 per delegate, comprising registration of \$1,200; airfares in the vicinity of \$500 return and accommodation of approximately \$1000 per delegate plus meals and other miscellaneous expenses.

Due to his Honorary Life Membership with WALGA, Cr Mickel has a complementary Full Delegate Registration to this event. However this does not include optional events such as the Gala Dinner.

Policy Implications

Council Policy EXEC-007: Elected Member Entitlements

Strategic Implications

Strategic Community Plan 2017-2027

Leadership

L3 an organisational and community culture that encourages innovation and embraces change.

Attachments

A [↓](#). Local Government Week - Convention

B [↓](#). Notice of WALGA 2021 Annual General Meeting

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr Obourne

O0621-147

Council Resolution

That Council:

- 1. Nominate Councillors Cr Piercey and Cr Obourne as the Shire's Voting Delegates for the WALGA Annual General Meeting to be held in Perth on 20 September 2021.**
- 2. Request the CEO to register Councillor/s Cr Chambers, Cr Obourne, Cr O'Donnell, Cr Piercey, Cr Mickel to attend the 2021 Western Australian Local Government Convention held in Perth on 19 - 21 September 2021.**
- 3. Request the CEO to amend the September Agenda Briefing date to 23 September 2021.**

**CARRIED
F7 - A0**

LEADING THE **WAY**

Information and Registration

WA Local Government Convention
Sunday, 19 – Tuesday, 21 September 2021
Crown Perth

PRESENTED BY



PARTNERED SERVICE



PRINCIPAL SPONSOR





EVENT PARTNERS



Partnered Service

LGIS is proud to partner with WALGA at the WA Local Government Convention. The Convention provides a wonderful opportunity for everyone across the sector to come together, share experiences and network.

As the Local Government mutual indemnity Scheme, our members are at the heart of everything we do. We're proud to have stood with our members for over 25 years protecting your communities, organisations and people.

We understand the Local Government industry, its purpose, the risks involved, and our ultimate philosophy of working with you to deliver the best outcome for your communities.

We're also proactive we don't just wait for claims to happen - through our comprehensive Scheme risk program we're dedicated to working with members to manage their risk.

The team at LGIS look forward to seeing all of our members and exploring how we can support you.



Principal Sponsor

Civic Legal is proud to be the principal sponsor of the WA Local Government Convention again this year. We always look forward to catching up with you to hear your stories and to learn more about the issues Local Governments are facing.

Civic Legal has its roots in Local Government. Our specialist Local Government lawyers are passionate about working out the best solutions for Local Governments in all areas of Local Government law.

Drop by our booth to find out more, and to chat with our team. We can help you with complex contracts, leases, employment law matters, planning, litigation, SAT appeals, governance or any other issues your Local Government may face.

Enjoy the conference, and see you soon!

Best regards

Anthony Quahe
Managing Principal

Supporting Sponsor



Convention Breakfast Sponsor



Coffee Cart Sponsors





AN INVITATION

It is my pleasure to invite all Elected Members, Chief Executive Officers and Senior Managers to attend the 2021 WA Local Government Convention, scheduled for Sunday, 19 – Tuesday, 21 September at Crown Perth.



The theme for the 2021 Local Government Convention is Leading the WAY: Looking Forward, Looking Back, taking place against the backdrop of generational change for the sector with reform of the Local Government Act on the horizon.

Additionally, 2020 and 2021 has seen an unprecedented level of uncertainty experienced in areas such as local and international politics; the economy; the environment, together with the ongoing impact and evolving nature of the COVID-19 pandemic. The Convention program has been developed to specifically support and encourage Local Government representatives.

We are pleased to welcome the Honourable Julie Bishop as our Opening Keynote Speaker, and Australian of the Year – Ms Grace Tame, has agreed to deliver the Closing Keynote Speech.

The event will commence with the AGM, followed by a day and a half of plenary and concurrent sessions. These sessions will discuss both contemporary and controversial topics, while the overarching conference format provides opportunity to converse, debate, discuss and share ideas in a welcoming and professional forum.

There is also an opportunity to register for one of the optional field trips scheduled for Wednesday, 22 September.

A significant contingent of industry suppliers will be on display in the trade exhibition to demonstrate their latest products to the Local Government sector. I encourage you to take this once a year opportunity to meet with these suppliers and be updated on what is currently available.

Finally, I would like to express appreciation for the valuable support provided by our Partnered Service – LGIS and Principal Sponsor – Civic Legal. I also wish to thank our Supporting Sponsor; the Department of Local Government, Sport & Cultural Industries and our other sponsors, Ventia, Synergy and Credit Solutions.

I look forward to seeing you in September.

A handwritten signature in black ink that reads 'Tracey Roberts'.

Mayor Tracey Roberts JP
President



ABOUT THE EVENT

Who should attend?

The WA Local Government Convention is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by Executive Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

Optional events

Monday, 20 September

Australian Local Government Women's Association (ALGWA) AGM and Breakfast (\$70pp)
Convention Gala Dinner at Optus Stadium (\$165pp)

Tuesday, 21 September

Convention Breakfast with Jelena Dokic (\$95pp)
PHAIWA Local Government Policy Awards and Breakfast – For more information or to register for this breakfast, please visit www.phaiwa.org.au

Wednesday, 22 September

Field Trip: Bushmead Estate (\$70)
Field Trip: Construction Training Fund (\$70)
WALGA Forum on Aboriginal Engagement and Reconciliation

Partner Program

The Partner Program offers an interesting range of options for accompanying guests, including a full day tour to Fremantle. Social networking functions include the Opening Welcome Reception on Sunday evening and the Gala Dinner on Monday evening.

Elected Member training

WALGA Training has scheduled a selection of its Elected Member training opportunities prior and post-Convention for your convenience.

- **Friday, 17 September**
[Developing Specifications for Excellence](#)
- **Wednesday, 22 September**
[CEO Performance Appraisals](#)
- **Wednesday, 22 & Thursday, 23 September**
[Recovery Coordinators Course for Local Government](#)

More information on WALGA Training opportunities can be found in the [WALGA Training Directory](#) or on [WALGA Training Website](#).

2021 #shoWcAse in Pixels Competition

#shoWcAse in PIXELS is an annual exhibition of artwork from Local Governments, displayed on the iconic 45-metre high digital tower at the heart of Yagan Square in Perth City.

As one of the State's largest ongoing community arts projects, the event is widely acknowledged as being one of the most colourful and vibrant displays throughout the year.

The art competition was held in this format for the first time in 2019, which saw art submissions created from recycled products, wall murals and large-scale canvasses.

Artwork will be displayed in Yagan Square from Monday, **6 September** to Sunday, **26 September**, at 12:00pm each day (subject to changes by Yagan Square).



2019 Overall Winner – Shire of Meekatharra

KEYNOTE SPEAKERS



Hon Julie Bishop

The Honourable Julie Bishop served as Australia's Minister for Foreign Affairs from 2013 until her resignation in 2018. She was the first female to hold the role as well as the first female Deputy Leader of the Liberal Party, serving for 11 years.

As Foreign Minister, Ms Bishop was responsible for strengthening Australia's key strategic and economic relationships with Ministerial responsibility for more than 5000 departmental staff, 110 overseas missions as well as government agencies Australian Secret Intelligence Service and Australian Centre for International Agriculture Research.

In 2014, she led the international response to the downing of Malaysian Airlines flight MH17 over Ukraine, and was awarded the Commander of the Order of Merit of the Netherlands Ministry of Foreign Affairs.

Under her leadership, the 2017 Foreign Policy White Paper was developed, providing a comprehensive policy framework for the next decade; and the New Colombo Plan was established, enabling Australian undergraduates to live, study and work in the Indo-Pacific region. Within five years more than 40,000 students have participated in the Plan.

In a political career spanning over 20 years, Julie also served as Minister for Education, Science and Training, Minister for Women's Issues and Minister for Ageing.

Prior to entering politics, Ms Bishop was Managing Partner of the law firm Clayton Utz in Perth.

In 2020 Julie was awarded a Fisher Family Fellowship for the Future of Diplomacy Project at Harvard Kennedy School Belfer Centre for Science and International Affairs. In 2021 Julie was awarded the Kissinger Fellowship at the McCain Institute of International Leadership at Arizona State University. In 2021 Julie was appointed by the UK Government to the G7 Equality Advisory Council (GEAC).

Julie is the Chancellor of Australian National University, chair of Telethon Kid's Institute, Chair of The Prince's Trust Australia, member of the international advisory boards of Afiniti and the Human Vaccines Project and is the Patron of Shooting Stars – an education programme for young Aboriginal girls.

She has also established a boutique advisory firm, Julie Bishop and Partners.



Hon Jason Clare MP

**Shadow Minister for Regional Services, Territories and Local Government;
Housing and Homelessness**

Jason is a member of the Australian Parliament where he represents the seat of Blaxland in Western Sydney.

He was a Minister in the Rudd and Gillard Labor Governments, where he served as Minister for Home Affairs, Minister for Justice, Minister for Defence Materiel and Cabinet Secretary.

Jason is currently the Shadow Minister for Housing and Homelessness, Shadow Minister for Regional Services, Territories and Local Government.

He has also served as Shadow Minister for Communications, Shadow Minister for Trade and Investment and Shadow Minister for Resources and Northern Australia.

Jason's most important job though is being Louise's husband and Jack's dad.

Hon Mark Coulton MP

Federal Minister for Regional Health, Regional Communications and Local Government

Mark was first elected to the House of Representatives for the seat of Parkes, New South Wales, in 2007. He has since been re-elected in 2010, 2013, 2016 and 2019.

On 6 February 2020, Mark was sworn-in as the Minister for Regional Health, Regional Communications and Local Government.

During his time in the Federal Parliament, Mark has also held the positions of Deputy Speaker of the House of Representatives, National Party's Chief Whip, Shadow Parliamentary Secretary for Ageing and the

Voluntary Sector, Shadow Parliamentary Secretary for Water and Conservation and Shadow Parliamentary Secretary for Regional Development and Emerging Trade Markets.

Prior to his election to the House of Representatives, Mark was the Mayor of Gwydir Shire Council from 2004 until 2007.

Mark has an extensive agricultural background having spent 30 years as a farmer and grazier. Mark and his wife Robyn owned and operated a mixed farming system growing cereal crops and running beef cattle.





Anthony De Ceglie

Three-time Walkley Award winner and Editor-in-Chief of West Australian Newspapers

He first started his career as a cadet journalist in regional WA with the *Collie Mail* before becoming a journalist and sub editor at the *Mandurah Mail*.

Anthony previously worked as a reporter with *The Sunday Times* before becoming chief of staff and deputy editor of the newspaper and its website *Perth Now*.

During a secondment to New York in 2011, Anthony helped to launch the iPad newspaper *The Daily* before moving to Sydney to work for *The Daily Telegraph*.

In January 2019 he was appointed senior editor of *The West Australian*, becoming editor in chief in December that same year.

In addition to responsibility for *The West Australian*, *The Weekend West*, *The Sunday Times*, thewest.com.au and perthnow.com.au and the company's 19 regional publications, Anthony has overseen the successful integration of the Community Newspaper Group and Regional Newspapers and the launch of digital subscriptions on the west.com.au

Hon Pru Goward

The Honourable Pru Goward is a former Cabinet minister, Sex Discrimination Commissioner and was a pioneering television reporter with the ABC.

Pru has a long history of promoting women's rights, driving reform and getting it done and has frequently challenged institutional bullying and harassment.

Since leaving politics, Pru is a Professor of Social Interventions and Policy at Western Sydney University, a board member of Anglicare, a regular newspaper columnist, and a diversity and discrimination expert who has recently reviewed sexual misconduct for ministerial staff in the NSW Government and the NSW Supreme Court.

Her outstanding career as a senior government official and government minister saw reforms in Family Law and more recently child protection, social and affordable housing and urban planning.

With her drive, New South Wales overhauled the State Government's approach to domestic violence and is the only Australian state or territory to witness a decline in assault rates.

Prior to this, Pru was Australia's Sex Discrimination Commissioner for six years, promoting the landmark introduction of paid maternity leave, now a national entitlement. She also oversaw Australia's first statistically valid sexual harassment survey which continues to be the benchmark for governments and business and reported on the state of work-life balance for men and women in Australia. Pru was also the commissioner responsible for age discrimination.

As a senior current affairs reporter with the Australian Broadcasting Corporation for 19 years, Pru was ABC Television's first female correspondent, the inaugural presenter of Radio National Breakfast and the recipient of a prestigious Walkley Award for her courageous television profile of organized crime figure George Freeman.

She has authored *A Business of Her Own* and has co-authored a biography of John Howard.

Hon Pru Goward appears by arrangement with Saxton Speakers Bureau





Greg Hire

Founder, A Stitch in Time

As the former Perth Wildcats Vice-Captain, Greg Hire undoubtedly made a huge impact on basketball, however it could be argued his greatest contribution to our State is the work he is doing off the court. A championship player with both the Wanneroo (now Joondalup) Wolves in the State Basketball League, and the Perth Wildcats in the NBL, Hire was named 2018 Western Australian of the Year (Youth) for his efforts as an advocate for youth mental health. Hire grew up around domestic violence, drugs, alcohol, depression and a lack of positive role models and is heavily involved in community and youth sporting activities and other initiatives that aim to combat mental illness and youth suicide.

Greg played for the Perth Wildcats from 2010 until 2019; accumulating 243 games, winning four NBL Championships as Vice-Captain and recently has represented Australia at the World Cup in 3 on 3 Basketball, winning a Gold Medal at 2020 Asia Cup. As the founder of charity A Stitch in Time, his passion and efforts are now transpiring off the court in the work he is doing in the mental health space.

Paul Kelly

Editor-at-Large, The Australian

Paul Kelly is currently the Editor-at-Large at *The Australian*. He was previously Editor-in-Chief and he writes on Australian politics, public policy and international affairs.

Paul has covered Australian governments from Gough Whitlam to Scott Morrison and is a regular television commentator on Sky News. He is the author of nine books including *The Hawke Ascendancy*, *The End of Certainty* and *The March of Patriots*. His most recent book, *Triumph and Demise* covered the Rudd-Gillard era.

Paul has been a Fellow at the Kennedy School of Government at Harvard University and a Fellow at the Menzies Centre, King's College, London.





Glenn Mitchell

Glenn is a former leading ABC sports broadcaster. During his 20 years with ABC Sport in Perth he became a familiar voice around the country with his commentaries on international and domestic cricket and AFL football.

He also commentated at four Olympic Games (Atlanta, Sydney, Athens and Beijing), and three Commonwealth Games.

One of the ABC's senior cricket commentators, Glenn broadcast over 110 Tests and One Day Internationals, covering overseas tours against Sri Lanka, India, Pakistan, England and New Zealand.

But all through this period, Glenn was a sufferer of mental illness and in early 2011 he descended into a highly depressive state that resulted in him inexplicably resigning his dream position at the ABC and making an attempt on his own life. After overcoming his personal demons and reshaping his life, Glenn now aims to try and prevent others from enduring the torturous path he did by candidly speaking about his own journey.

Glenn Mitchell appears by arrangement with Cheri Gardiner & Associates

Grace Tame

After being raped and sexually abused by her maths teacher when she was just 15 years old, Grace Tame has spent the last 10 years turning her traumatic experience into being an advocate for survivors of child sexual abuse and a leader of positive change.

Recognising the injustice of Tasmania's gag order that prevented survivors from self-identifying publicly, Grace offered her story to the #LetHerSpeak campaign created by Nina Funnell, along with the stories of 16 other brave survivors. In 2019, she finally won the court order to speak out under her own name, making her the state's first female child sexual abuse survivor to do so.

Now, 26 and based in Hobart, Grace is dedicated to eradicating child sexual abuse in Australia, and supporting the survivors of child sexual abuse.

Her focus is around enabling survivors to tell their stories without shame, educating the public around the process and lasting effects of grooming and working with policy and decision-makers to ensure we have a federal legal system that supports the survivors, not just perpetrators.

She is also a passionate yoga teacher, visual artist, and champion long-distance runner, having won the 2020 Ross Marathon in a female course record time of 2:59:31.

Grace is the 2021 Australian of the Year.





Liam Bartlett

60 Minutes reporter, host of Radio LPR's morning program, award winning broadcaster and journalist

Having spent nearly 30 years working in Australian media, Liam is one of Perth's highest profile journalists and public broadcasters.

With a Bachelor of Economics from the University of Western Australia, he has held a series of high profile positions across all three major platforms – television, radio and print. His roles have included hosting the State-based 7.30 Report on ABC TV,

news anchor at STW Channel Nine in Perth, reporting for the Nine Network's Melbourne bureau of A Current Affair, columnist and feature writer for News Limited through the Sunday Times and the host of prime-time talkback shifts on Radio 6PR and 720 ABC Perth.

Liam Bartlett appears by arrangement with Cheri Gardiner & Associates

Convention Breakfast – Jelena Dokic

Jelena Dokic has had a storied and well-documented life and tennis career both on and off the tennis court. She started playing tennis when she was six years old and very quickly became the national champion in multiple age groups. However, the war erupted in former Yugoslavia and the family was forced to escape twice. Jelena and her family were refugees before settling in Australia when she was 11 years old.

In 1998, as a 15-year-old, Jelena won the US Open junior title and the French Open doubles title. She became number 1 junior in the world in 1998 and also made a Fed Cup debut the same year winning both her singles matches and becoming the youngest player ever to represent Australia in the Fed Cup.

In early 1999, still only 15 she won the Hopman Cup for Australia partnering Mark Philippoussis and also reached the 3rd round of the Australian Open at 15. Later that year at the age of 16, she caused one of the biggest upsets in tennis history beating world number 1 Martina Hingis as a qualifier. It still remains the only time a world number 1 has lost to a qualifier at Wimbledon. She went on to reach the quarter-finals of Wimbledon that year and it catapulted Jelena to prominence on the world stage.

In 2001 Jelena won her first WTA singles title in Rome. She went on to win two more titles that year and reach the top 10 in the world at the age of 18. At the age of 19 she reached world number 4.

After a string of injuries and a battle with depression, Jelena made a comeback to tennis in 2008 and had an incredible run at the 2009 Australian Open,

reaching the quarterfinals and also winning her first WTA title in nine years in Kuala Lumpur. Jelena's latter part of her career was riddled with injury and illness which forced her to retire early.

Jelena has penned the best-selling autobiography *Unbreakable*, a book which details her career and her life. In the book, she details the struggles of being a refugee, dealing with poverty, racism, bullying, and discrimination. She also talks about the physical and emotional abuse she suffered for over 20 years at the hands of her father which started when she was just six years old.

Jelena now pours her efforts into commentary and TV work for Channel 9, Fox Sports and Tennis Australia. She does work for multiple radio stations and she regularly writes columns.

Jelena Dokic appears by arrangement with ICM



THE PROGRAM

SUNDAY, 19 September (pre-conference)

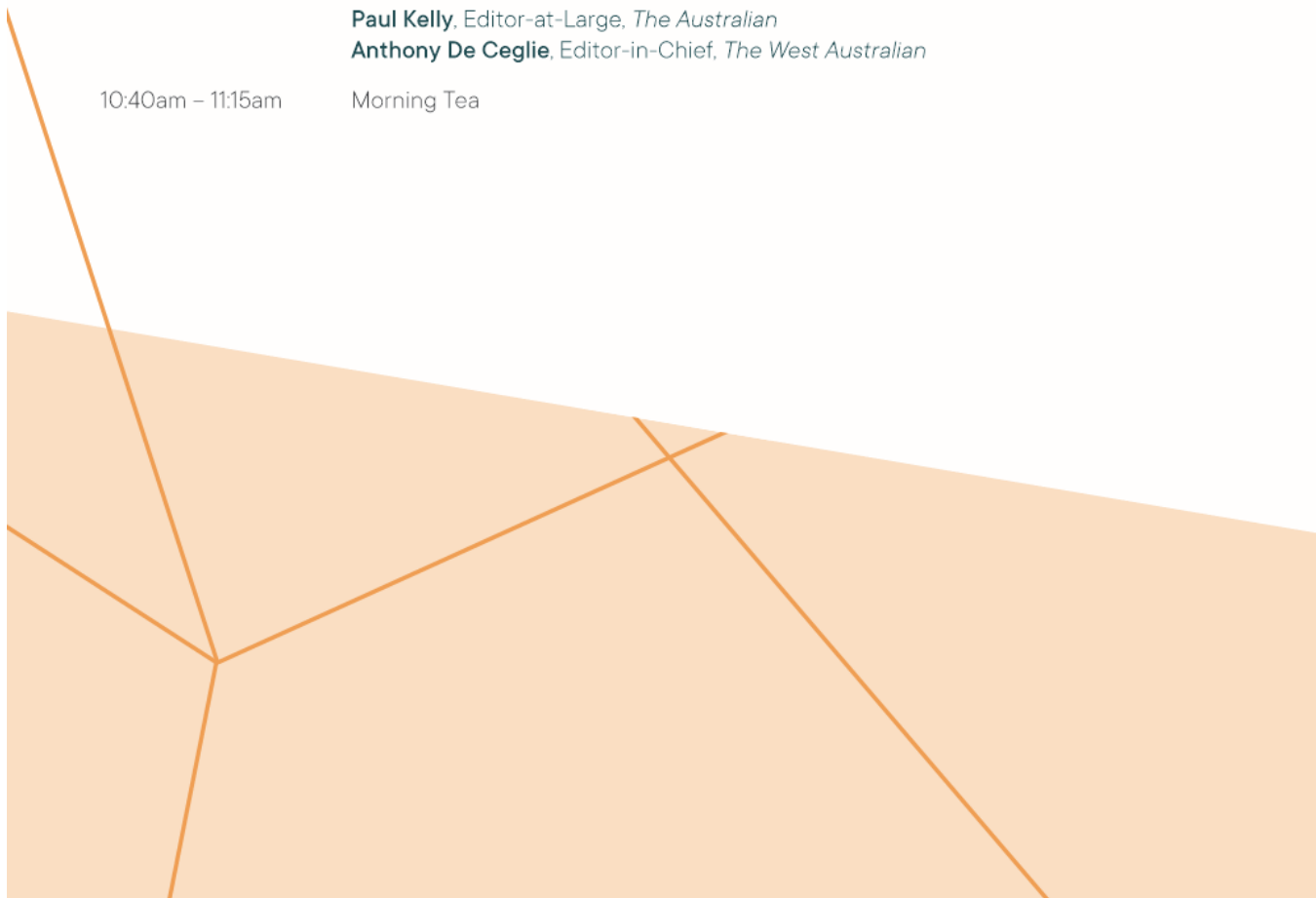
2:30pm – 6:00pm	Delegate Service Desk open for Convention Registration
3:00pm – 5:00pm	Mayors and Presidents' Forum (separate registration – by invitation only)
5:00pm – 6:30pm	Opening Welcome Reception A welcoming space to network your way through an evening of food, beverages, music and friendly conversation. Included in Full Delegate Registration.

Monday, 20 September

7:00am	Delegate Service Desk open for Convention Registration
7:00am – 8:30am	ALGWA (WA) AGM and Breakfast (\$70) Register online via Delegate Registration. Other enquiries to Cr Karen Wheatland, City of Melville – 0401 335 642 or CrKaren.Wheatland@melville.wa.gov.au
7:30am – 8:45am	Breakfast with Heads of Agencies This breakfast is for Mayors, Presidents and CEOs only and invitations will be sent directly. Sponsored by Aware Super.
9:00am – 12:45pm	WALGA Annual General Meeting (includes recognition of Honours Award recipients)
12:45pm – 1:45pm	Lunch for AGM attendees
12:45pm – 1:45pm	2021 Honour Awards Lunch (by invitation only)
1:50pm – 3:00pm	Opening Keynote Speaker: The Honourable Julie Bishop
3:00pm – 3:40pm	Afternoon Tea
3:40pm – 5:00pm	Local Government, a Federal Perspective Hon Mark Coulton MP , Minister for Regional Health, Regional Communications and Local Government Hon Jason Clare MP , Shadow Minister for Regional Services, Territories and Local Government; Housing and Homelessness Moderated by Liam Bartlett
6:30pm – 11:00pm	Gala Dinner, Optus Stadium (\$165) Put aside business for the night and enjoy a stunning view, food, drinks and dancing Includes announcement of #shoWcAse in Pixels winners

Tuesday, 21 September

7:00am	Delegate Service Desk open for Registration
7:00am – 8:45am	PHAIWA Local Government Policy Awards and Breakfast For more information or to register for this breakfast, please visit www.phaiwa.org.au
7:30am – 8:45am	Convention Breakfast with Jelena Dokic (\$95)
8:50am	Minding Your Mental Health - Panel Discussion Aboriginal and non-Aboriginal mental health is an issue that all Australians need to confront to offer genuine support and care for those affected and to help mitigate risks in workplaces and interactions. Local Government in particular, with its role as a major employer and provider of community services, needs to continuously explore how mental health issues manifest and evolve to best inform their options in responding. Hon Pru Goward , former Cabinet Minister Greg Hire , Founder, A Stitch in Time Glenn Mitchell , former leading ABC sports broadcaster
10:00am	State and Federal Political Insights A conversation centred on the political landscape including the current State Government's performance following the recent State Government Election and an overview of Federal Government initiatives, emerging critical issues and the media response. Paul Kelly , Editor-at-Large, <i>The Australian</i> Anthony De Ceglie , Editor-in-Chief, <i>The West Australian</i>
10:40am – 11:15am	Morning Tea



11:15am

CONCURRENT SESSIONS

Recovery from Emergencies in WA

Western Australia communities have been hit hard by emergencies in 2021. In February, a fire ignited in the Wooroloo area in the Shire of Mundaring. The blaze rapidly escalated to a level 3 fire, burning for almost a week and crossing two Local Government areas, destroying 86 homes and causing widespread damage.

In April, Tropical Cyclone Seroja made landfall between Kalbarri and Port Gregory. Winds of up to 170 kilometres an hour left a trail of destruction over 35,000 square kilometres of Western Australia. Throughout 10 Local Government areas; it destroyed homes, businesses, resorts, sheds, fences and water stations, leaving thousands of people homeless and without power and communication for extended periods.

Whilst Local Government has the legislative responsibility for recovery, the scale and significance of both of these recovery effects, has seen the State appoint a State Recovery Controller for each of these events to lead the whole of government approach to recovery efforts.

During this session, we will hear the experience of those involved and learn about how they managed the unique challenges of these extensive recovery efforts.

Governance: Roles & Responsibilities

The purpose and intent of the Local Government Act 1995 is to provide efficient and effective good governance to communities. Inherent in this purpose and intent is the separation of powers principle which, as Parliament considered when the Act was introduced in 1993, stated '...there will be clear specifications of the roles of key players ... to promote efficiency ...and to avoid conflicts caused by uncertainty...'.

The question of separation of powers remains a focus of Local Government advocacy and has featured in the Final Report of the Local Government Review Panel, Report of the Inquiry into the City of Perth and Select Committee into the Local Government Final Report.

This session will examine why this remains a topic of interest to the sector, scenarios that led to commentary in recent Reports and how proposals for improvements in role clarity will foster efficient and effective Local Government.

Elected Members:

Champions of economic resilience and community prosperity

As community leaders and key decision makers, Elected Members have an important role to play in supporting local economic development and prosperity. This session provides a valuable opportunity to get exclusive access to Economic Development Australia's (EDA's) new economic development education and training program and will cover important topics such as:

- principles for economic development planning
- leading recovery and building resilience for your community; and
- being an Economic Development Champion - promoting economic prosperity for your community

Economic Development Australia (EDA) is the national peak body for economic development professionals.



Tuesday, 21 September (continued)

12:45pm – 1:40pm

Lunch

1:40pm

CONCURRENT SESSIONS

Bushfire Volunteers

Western Australians in rural and pastoral areas rely heavily on Bush Fire Brigade volunteers to keep them safe from the threat of fire. Local Governments are responsible for administering and training the 19,500 volunteers in 565 bushfire brigades around the State.

This session will provide the latest information on volunteer workplace health and safety obligations, training opportunities and the changing landscape in attracting and retaining bushfire volunteers.

Local Government Audits

The WA State Government amended legislation and regulations to provide for the Auditor General to be responsible for undertaking Local Government audits effective from 1 July 2018. The Office of the Auditor General (OAG) phased in over three years the responsibility for undertaking the audits previously carried out by Local Government appointed commercial contract auditors.

This session will provide information on the:

- Experience of initial three years of financial audits
- Lessons learnt from the OAG perspective
- OAG perspective on Local Government financial statutory provisions
- Expectations for future auditing
- Overview of Local Government Performance Audits and future focus

Waste Avoidance and the impact of the Waste Export Bans

In WA, the majority of material that is recycled through the kerbside recycling bin is exported for reprocessing and use in new products. That's all set to change with the introduction of export bans for plastic, paper and cardboard. As of 1 July 2021, mixed plastic, which is about 4% of what is collected through the kerbside recycling bin, will no longer be able to be exported and will be reprocessed locally. While this is a good outcome in relation to increasing transparency of where material goes, it is likely to have a financial impact on the costs of kerbside recycling.

This session will outline the impact of the export bans, the local processing options being developed and ultimately the best thing that Local Government and the community can do with waste – avoid it completely.

3:10pm– 3:45pm

Afternoon Tea

3:45pm

Closing Speaker: Grace Tame

4:45pm

Official Close of the 2021 Local Government Convention

Wednesday, 22 September (post-conference)

8:30am Delegate Service Desk open

9:00am – 11:30am Field Trip: Bushmead Estate, Shaped by Nature (\$70)

Bushmead Estate, 16 km east of Perth's CBD, is a new land development located in the City of Swan that has placed the pristine natural bushland at the forefront of design, with every household connected to the bush. The development which will eventually be home to around 950 new dwellings aims to minimise the environmental footprint and places high importance on the retention of trees within the development. Bushmead is also one of the few estates in Western Australia to have received 6-Leaf EnviroDevelopment Accreditation, ensuring sustainable living for residents.

The land developer, Cedar Woods, will discuss the sustainability features of the estate and the process involved around tree retention from planning to construction, and participants will view a development shaped by the natural site features and experience the parks and walking trails of this unique community.

Includes bus transfers from Crown Perth and Morning Tea.

9:00am – 12:00pm Field Trip: Construction Futures Centre (\$70)



Construction Training Fund (CTF) is a government statutory authority creating a skilled Western Australian construction workforce. It collects a training levy, helps pay for training, conducts research, showcases training and career opportunities and makes a contribution to building our communities. It also operates an interactive venue, the Construction Futures Centre in Belmont, designed to educate school aged children, young adults and others to consider the many job options on offer within the industry.

Join this tour to explore a range of virtual and augmented reality technologies, artefacts, videos, games and static displays that offer a unique insight into the scope of WA's building and construction industry.

Includes bus transfers from Crown Perth and Morning Tea.

9:30am – 3:00pm WALGA Forum on Aboriginal Engagement and Reconciliation

Hear from State Government on key Native Title Settlements in WA, and learn from Local Governments about the process of commencing Reconciliation Action Plans (RAPs) through to embedding reconciliation activities as core business. Join Traditional Owners and Aboriginal leaders for a round-table yarn on opportunities and barriers experienced by local Aboriginal communities, and the positive impact Local Government can make. The program will cover Aboriginal engagement methods, employment and economic opportunities, cultural awareness and interpretation, and traditional ecological knowledge in landcare.

Separate registration - [CLICK HERE](#) for more information

PARTNER ACTIVITIES

Registration is required for all activities – prices include GST. Please contact WALGA for more information should your partner be interested in attending a particular conference session.

SUNDAY, 19 September

Fremantle Tour

8:30am – 4:00pm \$175

Departing Crown Perth at 8:30am we make our way to Fremantle where you will be taken on a private tour of Fremantle Prison. Following the tour, we will replenish ourselves with a two-course lunch at the National Hotel. From there we do a short walking tour of Fremantle before heading back to Crown Perth via train.

Please note: We recommend comfortable walking shoes for this tour.

Includes: Coach transfer, morning tea, tour of Fremantle Prison, Lunch at the National Hotel, walking tour, return train to Crown Perth and Guide

(Minimum 15 – maximum 20)

Opening Welcome Reception

5:00pm – 6:30pm \$85

MONDAY, 20 September

Shaken not Stirred Cocktail Course

2:00pm – 4:00pm \$90

Get ready to have fun and learn how to make cocktails! Held at Crown Perth, your Cocktail Master will teach you insider mixologist techniques and fun facts about each cocktail. All you have to do is sip and enjoy while the demonstrations are given and the ingredients for the next cocktail are prepared.

Includes: 2-hour cocktail course

(Minimum 15 maximum 35)

Convention Gala Dinner at Optus Stadium

6:30pm – 11:00pm \$165

TUESDAY, 21 September

Breakfast with Jelena Dokic

7:30am – 8:45am \$95

Optus Stadium Tour and Morning Tea

8:30am – 11:30am \$70

This private tour presents an exclusive opportunity to explore Optus Stadium. It will be followed by morning tea at the gorgeous City View Café.

Please note: We recommend comfortable walking shoes for this tour and a reasonable level of fitness as there is a lot of walking involved.

Includes: Guide, Morning Tea and Private Tour of Optus Stadium.

(Minimum 12 – maximum 20)

Matagarup Bridge Climb and Zip

12:30pm – 4:00pm \$175

Dare if you will, to climb Matagarup Bridge and Zip down. Afterwards we will have celebratory drinks and nibbles at The Camfield Tavern.

Includes: Matagarup Bridge Zip & Climb Adventure for 2 hours, Drinks & Nibbles and Guide

(Minimum 8 – maximum 16)

GENERAL INFORMATION

ONLINE CONVENTION REGISTRATIONS

Visit www.walga.asn.au/lgc21 to complete your registration online

Full Delegate fees cover the daily conference program, lunches, refreshments, and the Opening Reception on Sunday, 19 September. The Convention Gala Dinner on Monday evening and Convention Breakfast on Tuesday morning are optional, and a ticket fee applies.

Convention Fees

Prices are per person and are all inclusive of GST.

Deadline for all Registrations is

Wednesday, 1 September 2021

Convention Registration

Full Delegate	\$1,200
WALGA Life Members	Complimentary
Corporate	\$1,500

Optional Extras

ALGWA AGM and Breakfast (Monday)	\$70
Gala Dinner at Optus Stadium (Monday)	
Delegates/Exhibitors/Partners	\$165
Life Members and their partners	\$95
Convention Breakfast with Jelena Dokic (Tuesday)	\$95

Partners/Guests

Opening Reception (Sunday)	\$85
Lunch (Monday/Tuesday)	\$50
Partner Tours	Individual tour fees as listed

Please contact WALGA for more information should your partner like to attend a particular conference session.

Changes to your registration

You can modify your online booking at any time before the close of registrations. Once you have completed your registration, an email with your confirmation number will be emailed to you. Click on the link and enter your confirmation number to make any changes or additions to your reservation.

Registration cancellations must be advised in writing prior to the deadline date of **Wednesday, 1 September**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

Special Requirements

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

Accommodation

Hotel information is available at www.walga.asn.au/lgc21. Reservations are to be made direct with hotel. Please note that city hotels have limited guest parking so please clarify these arrangements when booking.

Crown Perth Parking

There is a range of free, paid, undercover and open car parks at Crown Perth; including over 3000 free parking bays available across the property plus 50 accessible ACROD parking bays.

To view the Crown Perth Parking Map, please [CLICK HERE](#). Access to Crown Perth is also available via train (Armadale & Thornlie Lines), bus (Great Eastern Highway) and taxi/ride share.

Information in this brochure is correct at time of printing but may be subject to change



ENQUIRIES

Ulla Prill, Event Manager | T 08 9213 2043 | E registration@walga.asn.au

PRESENTED BY



WALGA

ONE70 LV1, 170 Railway Parade, West Leederville WA 6007

T (08) 9213 2000 | **E** info@walga.asn.au

www.walga.asn.au

From: [Kathy Robertson](#)
To: [CEO](#)
Subject: Notice of WALGA 2021 Annual General Meeting
Date: Wednesday, 9 June 2021 10:59:37 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)

Sent on behalf of Nick Sloan, Chief Executive Officer, WALGA

Shane Burge
Chief Executive Officer
Shire of Esperance

Dear Shane

NOTICE OF WALGA 2021 ANNUAL GENERAL MEETING

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on **Monday, 20 September 2021** at Crown Perth.

The [Notice of the Annual General Meeting](#) contains general information on the meeting, guidelines for the preparation and submission of motions and the Voting Delegates Registration Form.

Key dates are as follows:

- **Friday, 2 July** – Deadline to submit motions proposing amendments to WALGA's constitution
- **Friday, 16 July** – Deadline to submit motions for the AGM Agenda
- **Friday, 27 August** – Registration of voting delegates closes
- **Monday, 20 September** – Annual General Meeting, Crown Perth

To submit motions, provide notification of voting delegates or for further enquiries, please contact Kathy Robertson, Executive Officer Governance on 9213 2036 or email krobertson@walga.asn.au.

Regards

Nick Sloan | Chief Executive Officer | WALGA
(p) (08) 9213 2025 | (e) nsloan@walga.asn.au





www.walga.asn.au | www.youreveryday.com.au

Our work regularly takes us across the State and as such WALGA would like to acknowledge the many traditional owners of the land on which we work throughout Western Australia. We pay our respects to their Elders, past, present and emerging.

This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Association unless this is clearly indicated. You should scan this email and any attachments for viruses. The WA Local Government Association accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

Item: 12.4.2

Information Bulletin - May 2021

Author/s	Sofie Hawke	Trainee Administration Assistant - Executive Services
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Authorisator/s	Shane Burge	Chief Executive Officer
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File Ref: D21/16276

Applicant

Internal

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

Work together to enhance trust, participation and community pride

Actively engage and communicate with the community to ensure informed decision making

Attachments

A [↓](#). Information Bulletin - May 2021

B [↓](#). Corporate Performance Report - May 2021

C [↓](#). Response - Request - Elected Member Electoral Commissioner - 4th May 2021

D [↓](#). Letter of Appreciation - RSL Esperance Sub Branch - 28 April 2021

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr O'Donnell

O0621-148

Council Resolution

That Council accepts:

- 1. Information Bulletin - May 2021**
- 2. Corporate Performance Report – May 2021**
- 3. Response - Request - Elected Member Electoral Commissioner - 4th May 2021**
- 4. Letter of Appreciation - RSL Esperance Sub Branch - 28 April 2021**

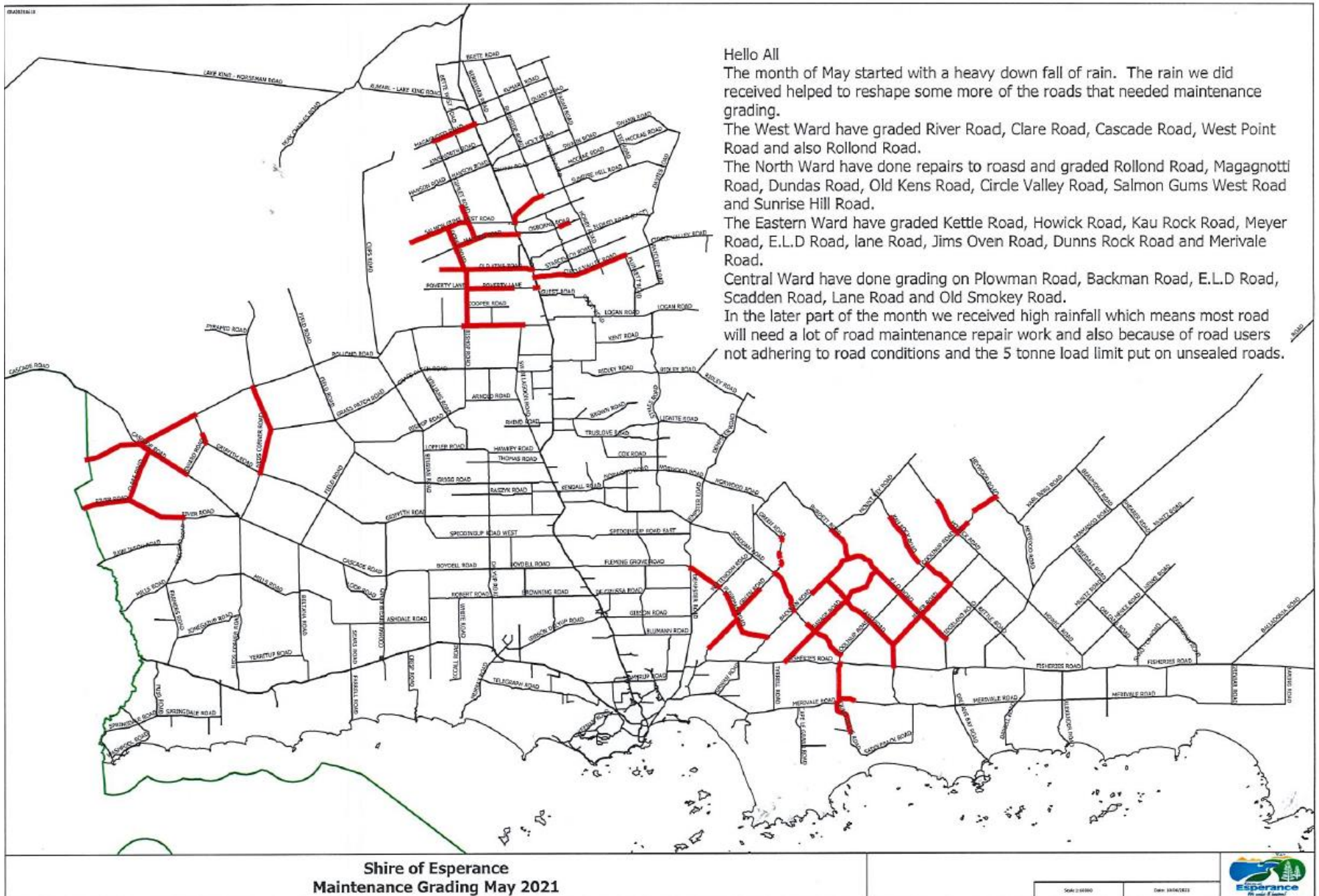
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INFORMATION BULLETIN

ORDINARY COUNCIL MEETING

May 2020



Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
27/05/2021	15917		D Durrant 11 Dauphin Crescent CASTLETOWN WA 6450	OB/0988/14	Lot: 1 Pln: 67219 3A Rogers Street CHADWICK	Occupancy - Showroom/Office-Cabinet Making Workshop & Veranda Entrance	Steel	Steel	Concrete	1	40.0	
20/05/2021	16675		K J Norton 5 Kiwi Close CASTLETOWN WA 6450	9566	Lot: 28 Pln: 804 49 Westmacott Street CASTLETOWN	Occupancy Permit - Office Building (Class 5)				1		
19/05/2021	17047		Ocean View Carpentry 10 George Street SINCLAIR WA 6450		Lot: 140 Pln: 9489 9 Jacaranda Drive CASTLETOWN	Occupancy Permit Class 9b – Church Alterations/Additions		Steel	Concrete	1	48.0	
10/05/2021	17707		M C Henley 6 Jehu Street ESPERANCE WA 6450		Lot: 83 Pln: 10893 4 Scanlon Street CHADWICK	Class 8 Shed Additions 123.75m2	Steel	Steel	Other	1	124.0	16,000.00
24/05/2021	17720		S West 24 Nugent Street CASTLETOWN WA 6450		Lot: 336 Pln: 1853 24 Nugent Street CASTLETOWN	Freestanding Carport 36.5m2		Steel	Concrete	1	37.0	6,000.00
13/05/2021	17723		Shire of Esperance Windich Street ESPERANCE WA 6450		Lot: 991 Pln: 220456 The Esplanade ESPERANCE	Stage 1 - Footings and Site Works - Coffee Cat & S' Juice Kiosks			Concrete	1	54.0	15,000.00
07/05/2021	17738		Auscon Pty Ltd Unit 8 170 Beechboro Road BAYSWATER WA 6053	BC12183	Lot: 807 Pln: 52175 23 Cannes Parade CASTLETOWN	Dwelling with Alfresco & Internal Access Garage 310.96m2	Brick, veneer	Steel	Concrete	1	311.0	353,000.00
24/05/2021	17742		C B Rodgers 9 Cabbie Close CASTLETOWN WA 6450		Lot: 25 Pln: 21354 9 Cabbie Close CASTLETOWN	Patio Addition 37m2		Steel	Concrete	1	37.0	1,500.00
03/05/2021	17743		WA Country Builders 96- 102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 185 Pln: 1376 50 Burton Road CASTLETOWN	Dwelling - Group - 4 Units with Carport & Porch incl. Retaining Walls	Brick, double	Steel	Concrete	4	322.0	722,987.00
12/05/2021	17744		Wrinkly Tin & Cladding Company Pty Ltd 3 Corry Street ESPERANCE WA 6450		Lot: 914 Pln: 50981 8 Mondrain Avenue CASTLETOWN	Shed 96m2	Steel	Steel	Concrete	1	96.0	18,600.00
17/05/2021	17752		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 45 Pln: 8296 38 Hamersley Street ESPERANCE	Dwelling With Attached Garage & Alfresco 252.15m2	Brick, veneer	Steel	Concrete	1	252.0	343,979.00
14/05/2021	17754		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 45 Pln: 8296 38 Hamersley Street ESPERANCE	Demolition of Existing Dwelling and Outhouse 120m2	Other	Steel	Concrete	1		10,000.00
05/05/2021	17755		WA Country Builders 96- 102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 184 Pln: 1376 48 Burton Road CASTLETOWN	Dwelling - Group - 4 Units with Carport & Porch Incl Retaining Walls	Brick, double	Steel	Concrete	4	322.0	740,337.00
26/05/2021	17756		Greg Horan Construction Pty Ltd Lot 9 Connolly Street PINK LAKE WA 6450	14356	Lot: 302 D: 41314 53 The Esplanade ESPERANCE	Occupancy Permit - Offices - Class 5	Other		Concrete	1		
19/05/2021	17759		WA Country Builders 96- 102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 1496 Pln: 207131 2,371 Boydell Road DALYUP	Dwelling with Porch, Garage and Verandahs 389m2	Brick, double	Steel	Concrete	1	389.0	462,822.00

Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
19/05/2021	17761		Johnson Building & Construction Shark Lake Road MONINGUP WA 6450		Lot: 855 D: 99220 21 Wiseman Street CASTLETOWN	Shed 36m2	Steel	Steel	Concrete	1	36.0	17,000.00
10/05/2021	17762		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 529 Pln: 73456 Eleven Mile Beach Road PINK LAKE	Dwelling 283m2 With Internal Access Garage & Alfresco	Brick, veneer	Steel	Concrete	1	283.0	410,784.00
25/05/2021	17764		R L Seivwright 9 Sommet Street CASTLETOWN WA 6450		Lot: 20 Pln: 22684 Cudgee Close MYRUP	Water Tank GT200 195,000L	Steel			1		14,000.00
07/05/2021	17765		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 277 Pln: 69443 90 Walmsley Street BANDY CREEK	Dwelling with Alfresco and Carport 203m2	Brick, double	Steel	Concrete	1	203.0	290,871.00
10/05/2021	17767		WA Country Builders 96- 102 Stirling Terrace ALBANY WA 6330	BC11422	Lot: 21 Pln: 22684 Cudgee Close MYRUP	Dwelling, Verandah, Carport, Alfresco & Water Tanks 370.82m2	Brick, double	Steel	Concrete	1	371.0	560,112.00
25/05/2021	17771		R J Suter Lot 69 Dunkley Circuit PINK LAKE WA 6450		Lot: 168 Pln: 219804 Sutcliffe Street CONDINGUP	Class 10b Shade Structure for Bowling Green 96m2 - Public Building	Timber	Steel	Other	1	96.0	10,000.00
21/05/2021	17773		Drake-Brockman Building and Construction Pty Ltd 201 Beech Street CASTLETOWN WA 6450	BC101783	Lot: 18 D: 66794 120 Pink Lake Road SINCLAIR	Dwelling Adds - Bedroom, Ensuite, Living Room, Laundry, Verandah 206m2	Fibre Cement	Steel	Concrete	1	206.0	175,000.00
25/05/2021	17774		Mechanical Project Services Pty Ltd 75 Collingwood Street Osborne Park WA 6017		Lot: 110 Pln: 209687 34 Andrew Street ESPERANCE	Installation of Solar Panels - Esperance Primary School				1		25,000.00
18/05/2021	17783		M James 141 Dempster Street ESPERANCE WA 6450	103491	Lot: 3 Pln: 1320 2 James Street ESPERANCE	Office Fitout - Class 5 - 245m2	Timber	Fibre Cement	Timber	1	245.0	50,000.00
18/05/2021	17784		Eikon Group Pty Ltd t/a Dixon Construction 71 The Esplanade ESPERANCE WA 6450	BC14605	Lot: 26 D: 38716 14 Brazier Street ESPERANCE	Dwelling with Internal Access Garage and Alfresco 216.20m2	Brick, double	Steel	Concrete	1	216.0	490,036.00
12/05/2021	17787		M T Withers 86 Walmsley Street BANDY CREEK WA 6450	BC100735	Lot: 5 D: 62704 88 Norseman Road CHADWICK	Completion of Storage Building (Class 7b) Stage 2	Steel	Steel	Concrete	1	240.0	35,000.00
13/05/2021	17789		G J Sime 6 Corry Street ESPERANCE WA 6450		Lot: 991 Pln: 220456 The Esplanade ESPERANCE	Stage 2: Transportable Buildings - Coffee Cat & S'Juice	Steel	Steel	Concrete	2	54.0	185,000.00
20/05/2021	17796		Demolition WA Pty Ltd T/as Kalgoorlie Salvage & Demolition 265 Forrest Street KALGOORLIE WA 6430		Lot: 316 Pln: 170181 Norseman Road CASTLETOWN	Demolition of 4 Toilet Blocks & Associated Tanks & Buildings				4	600.0	89,000.00
26/05/2021	17799		Brad Jones Construction 24 Corry Street ESPERANCE WA 6450	13341	Lot: 3030 Pln: 42783 White Street NULSEN	Dwelling - Single 108m2 (SL3)	Brick, double	Aluminium	Concrete	1	108.0	150,000.00
26/05/2021	17806		Brad Jones Construction 24 Corry Street ESPERANCE WA 6450	13341	Lot: 3030 Pln: 42783 White Street NULSEN	Dwelling - Single 108m2 (SL4)	Brick, double	Aluminium	Concrete	1	108.0	150,000.00

Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
27/05/2021	17807		Brad Jones Construction 24 Corry Street ESPERANCE WA 6450	13341	Lot: 3030 Pln: 42783 White Street NULSEN	Dwelling - Single 108m2 (SL5)	Brick, double	Aluminium	Concrete	1	108.0	150,000.00

Total number of Building Permits: 31 \$5,492,028.00

Building Approval Certificates (Unauthorised Structures)

Approval Date	Permit Number	Name & Address of Owner	Builder Name & Address	Reg No	Situation of Building	Type of Work	Materials of External Walls	Roof Covering	Main Material of Floor	No of Buildings	Floor Area Sq.M	Cost \$ Excluding Land
12/05/2021	17770		D M Klenner 136 Wittenoom Street BOULDER WA 6432		Lot: 24 Pln: 208785 The Terrace COOMALBIDGUP	UNAUTHORISED Change of Building Classification from 10a to 1a Dwelling				1		15,000.00
12/05/2021	17775		M T Withers 86 Walmsley Street BANDY CREEK WA 6450	BC100735	Lot: 5 D: 62704 88 Norseman Road CHADWICK	UNAUTHORISED Class 7b Temporary Occupancy Permit	Steel		Concrete	1	240.0	20,001.00
18/05/2021	17781		Vermey Building Company 11 Hill Street CHADWICK WA 6450	BC10647	Lot: 29 Pln: 39960 43 Tuart Forest Grove PINK LAKE	UNAUTHORISED Conversion of Class 10a Shed to Class 1a Ancillary Accom	Steel	Steel	Concrete	1	63.0	5,000.00

Total number of Building Approval Certificates (Unauthorised Structures): 3 \$40,001.00

Total number of Licences/Certificates Reported: 34 \$5,532,029.00

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

authority. Coordinator Building Services

Date: 02 June 2021

Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits

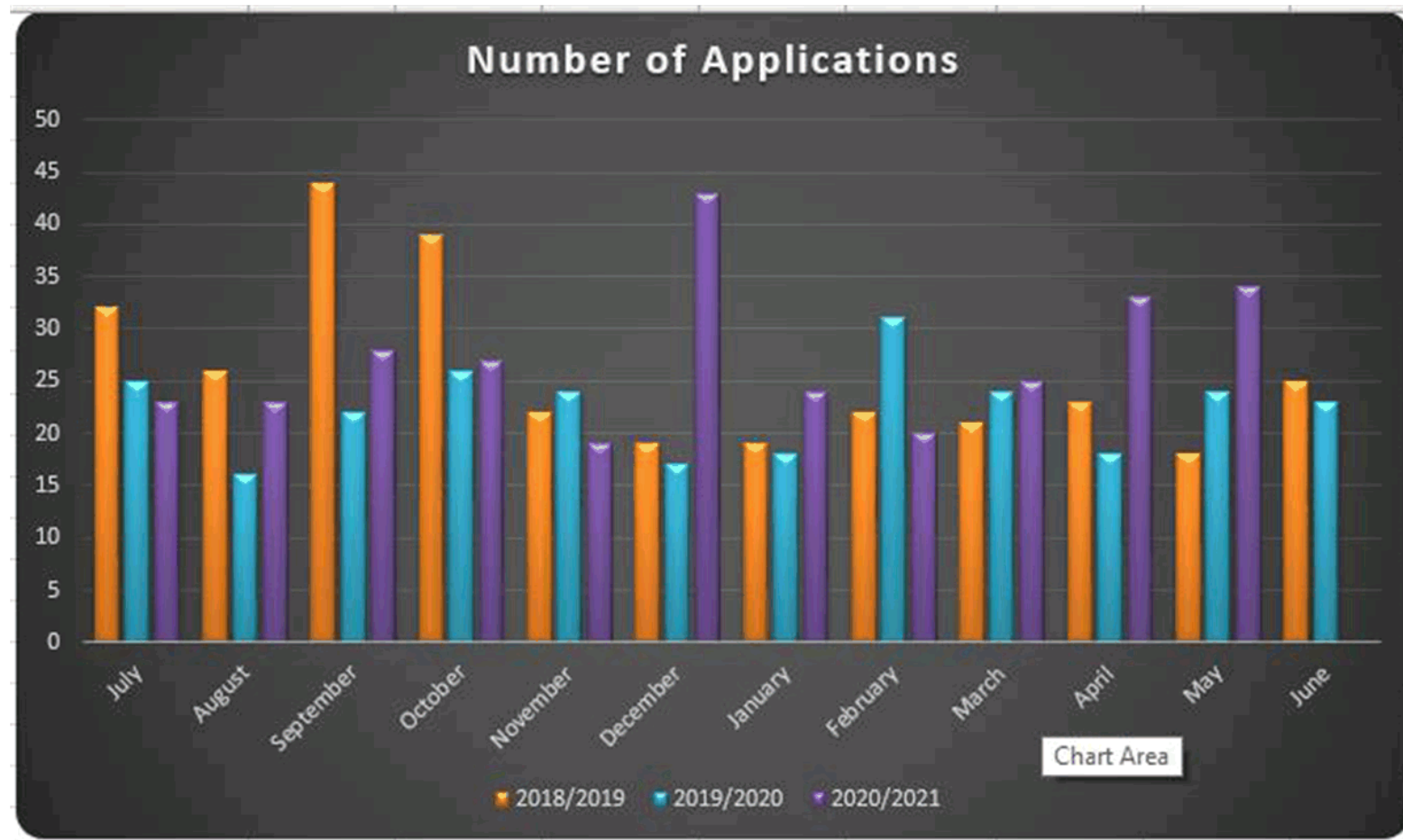
Building Statistics May 2021

Monthly Building Statistics 2020 - 2021																			
Month	August			October		November		December		January		February		March		April		May	
Classification	Work	Num	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	
1) Dwelling	New	1	7	\$1,902,605	4	\$1,439,295	8	\$2,740,358	5	\$1,854,466	7	\$2,836,108	3	\$1,089,264	12	\$4,534,116	12	\$4,824,928	
	Alter	3	3	\$78,293	3	\$633,583	1	\$0	3	\$27,000			3	\$214,766	2	\$70,000	1	\$175,000	
	Demo						1	\$27,500	2	\$61,000			1	\$10,000			1	\$10,000	
	Unauth		1	\$18,000													2	\$20,000	
2) Two or more sole occupancy Units	New																		
	Alter																		
	Demo																		
	Unauth																		
3) Residential Building	New																		
	Alter																		
	Demo																		
	Unauth																		
4) Caretakers Dwelling	New																		
	Alter																		
	Demo																		
	Unauth																		
5) Office Building	New	1					1	\$0									2	\$0	
	Alter	1	1	\$11,000	1	\$65,000	1	\$130,000							1	\$14,000	1	\$50,000	
	Demo																		
	Unauth																		
6) Retail	New												1	\$0			3	\$200,000	
	Alter				1	\$368,000	2	\$630,137	1	\$16,500	1	\$160,000	1	\$14,700					
	Demo						1	\$5,000											
	Unauth		1	\$18,500															
7) Carpark or Storage	New	1			1	\$0	2	\$0	2	\$55,000	3	\$2,079,396	1	\$230,000			2	\$35,000	
	Alter		1	\$5,000											1	\$3,665,983			
	Demo				1	\$34,760											1	\$20,001	
	Unauth																		
8) Laboratory/ Workshop	New		1	\$120,000	2	\$0							1	\$520,000	1	\$13,000			
	Alter		1	\$3,000			2	\$224,282							1	\$0	1	\$16,000	
	Demo																		
	Unauth																		
9) Health-care, Assembly or Aged care Building	New						2	\$0	1	\$0							1	\$0	
	Alter														1	\$0			
	Demo																		
	Unauth						1	\$5,000											
10) Non-habitable	New	7	7	\$122,790	3	\$103,000	14	\$460,929	6	\$204,600	4	\$66,700	11	\$180,700	8	\$370,152	5	\$90,600	
	Alter	7	4	\$55,500	3	\$25,000	4	\$64,000	4	\$30,448	4	\$76,994	1	\$10,000	6	\$104,090	1	\$1,500	
	Demo																1	\$89,000	
	Unauth	2					3	\$18,500			1	\$5,000	2	\$20,000					
SUB TOTAL		21	25	\$2,298,188	19	\$2,668,638	39	\$4,282,206	24	\$2,249,014	19	\$5,219,198	23	\$2,269,430	33	\$8,771,341	31	\$5,492,028	
Unauthorised TOTAL		2	2	\$36,500	0	\$0	4	\$23,500	0	\$0	1	\$5,000	2	\$20,000	0	\$0	3	\$40,001	
Totals		23	27	\$2,334,688	19	\$2,668,638	43	\$4,305,706	24	\$2,249,014	20	\$5,224,198	25	\$2,289,430	33	\$8,771,341	34	\$5,532,029	

Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

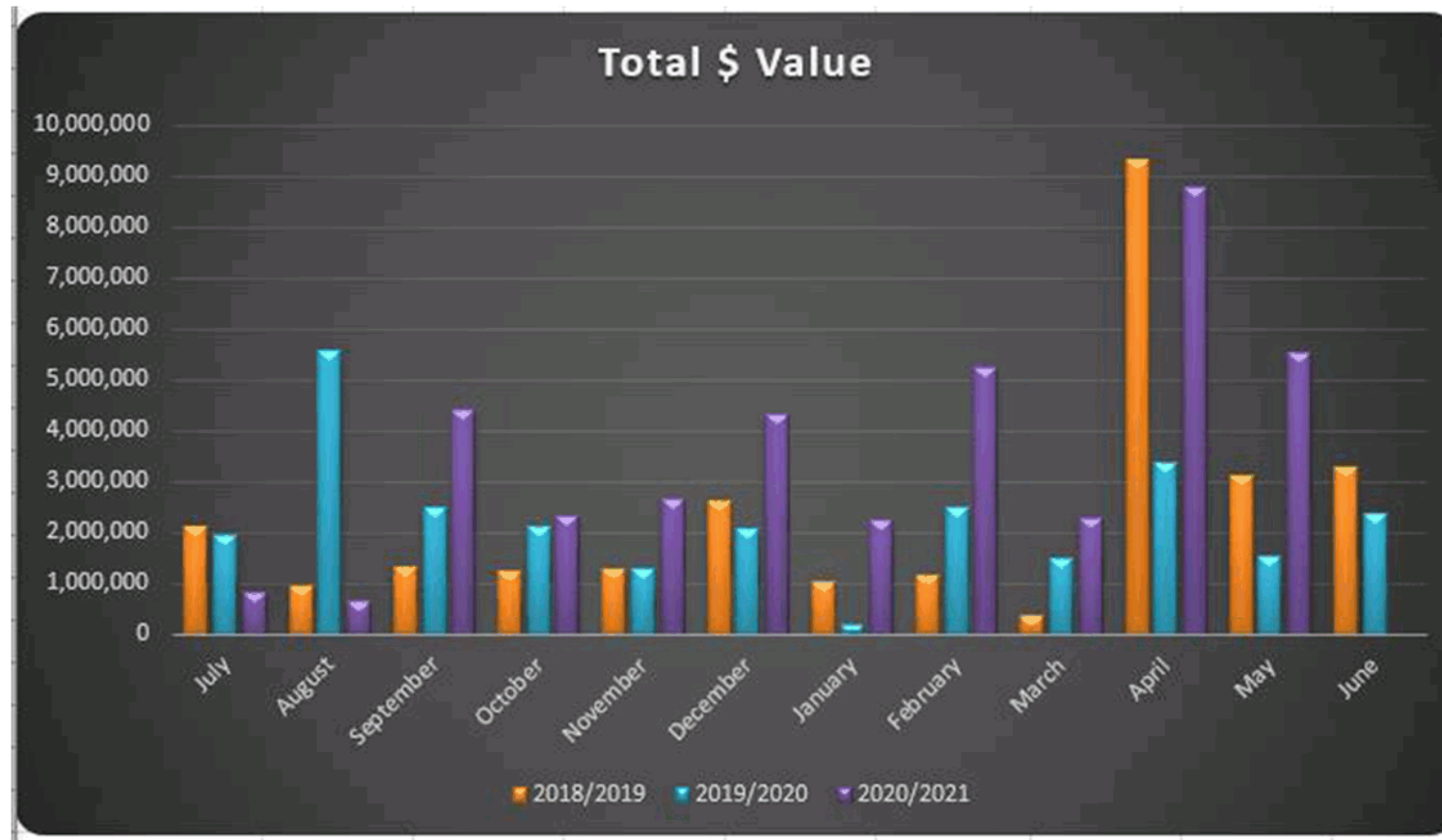
Building Permits



Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits



Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

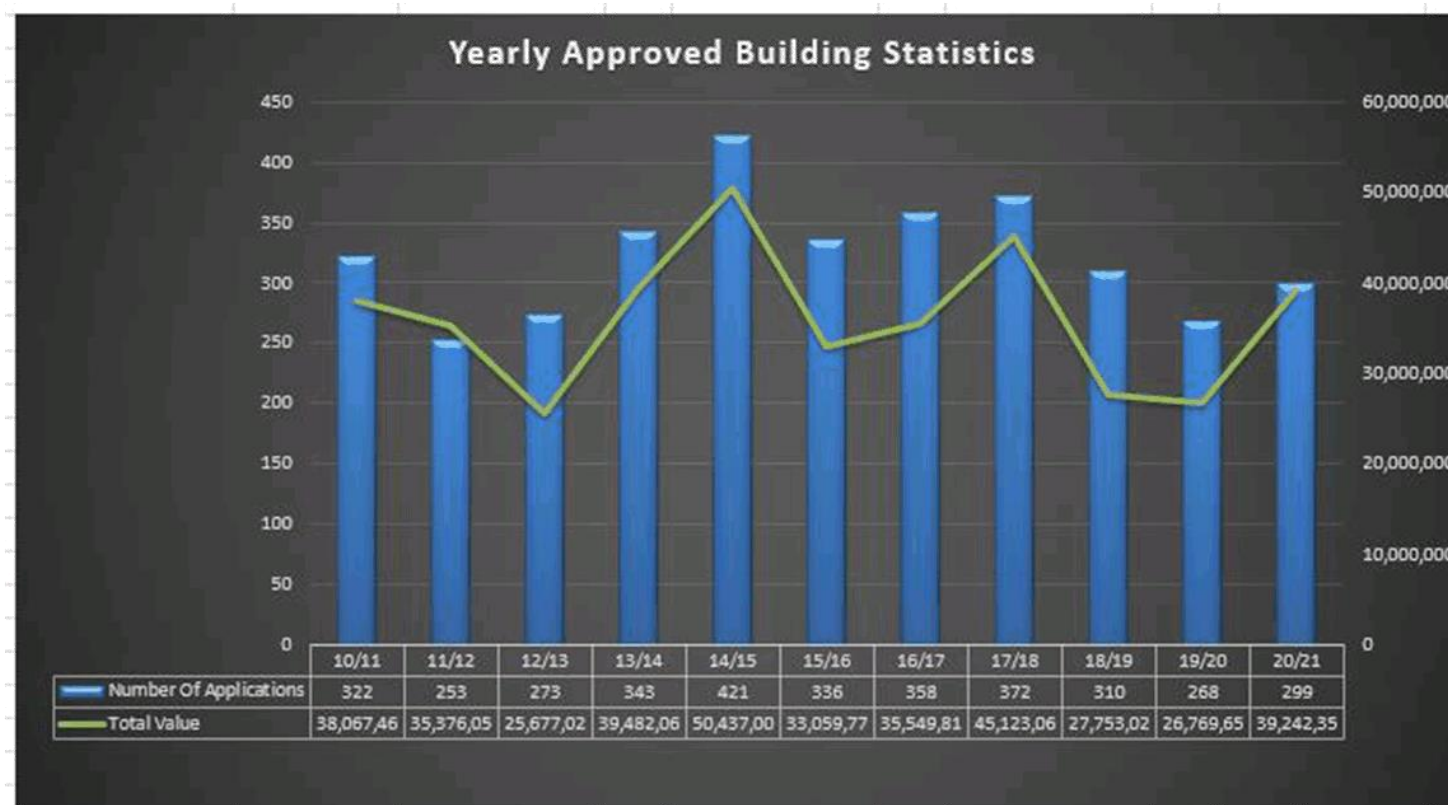
Building Permits

		Yearly Comparison																							
		2010 – 2011		2011 – 2012		2012 – 2013		2013 – 2014		2014 – 2015		2015 – 2016		2016 – 2017		2017 – 2018		2018 – 2019		2019 – 2020		2020 – 2021			
Classification	Work	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value	Num	Value			
1) Dwelling	New	\$21,918,885	54	\$15,716,116	65	\$19,605,426	81	\$27,937,550	90	\$30,707,421	53	\$17,607,463	48	\$16,181,359	55	\$17,073,970	33	\$12,193,831	31	\$12,413,292	65	\$23,685,151.00			
	Alter	\$2,593,189	24	\$2,421,174	26	\$1,048,665	24	\$1,130,463	31	\$2,868,633	22	\$1,269,092	30	\$1,585,043	26	\$1,164,960	27	\$1,651,836	26	\$2,423,142.00					
	Demo	\$78,275	3	\$25,355	4	\$52,000	6	\$117,500	8	\$79,000	3	\$88,000	8	\$246,500	3	\$94,000	1	\$8,000	5	\$68,000	7	\$128,500.00			
	Unauth		1	\$11,000	2	\$110,000	1	\$30,000	3	\$421,000	8	\$88,500	8	\$143,500	9	\$245,500	7	\$301,000	3	\$329,800	4	\$58,000.00			
2) Two or more sole occupancy Units	New						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Alter	\$210,000					0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Demo						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Unauth						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
3) Residential Building	New						0	\$0	0	\$0	0	\$0	1	\$53,970	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Alter	\$19,405	1	\$327,272	2	\$125,000	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Demo						0	\$0	1	\$500	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Unauth						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
4) Caretakers Dwelling	New	\$400,000					0	\$0	1	\$124,000	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Alter		1	\$20,000			0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Demo						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
	Unauth						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0.00			
5) Office Building	New	\$2,390,482	4	\$303,570	4	\$490,123	2	\$1,210,000	7	\$1,975,614	4	\$2,107,000	0	\$0	3	\$153,515	2	\$530,000	2	\$0	4	\$0.00			
	Alter	\$645,009	3	\$520,000	1	\$35,000	3	\$440,311	4	\$254,867	1	\$694,000	4	\$659,316	2	\$44,190	4	\$28,000	6	\$1,699,076	6	\$326,000.00			
	Demo				2	\$201,805	1	\$62,800	0	\$0	0	\$0	0	\$0	1	\$6,500	0	\$0	0	\$0	0	\$0.00			
	Unauth						0	\$0	1	\$25,000	0	\$0	0	\$0	0	\$0	0	\$0	1	\$5,000	0	\$0.00			
6) Retail	New	\$25,500					0	\$0	3	\$365,000	4	\$403,000	2	\$185,000	3	\$360,000	2	\$22,000	3	\$88,000	4	\$200,000			
	Alter	\$115,500	3	\$4,302,000	3	\$318,000	5	\$572,000	2	\$132,000	3	\$924,500	3	\$534,600	2	\$256,542	6	\$399,898	0	\$0	7	\$1,205,837			
	Demo		1	\$3,000			0	\$0	0	\$0	0	\$0	0	\$0	1	\$20,000	0	\$0	0	\$0	1	\$5,000			
	Unauth						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$18,500			
7) Carpark or Storage	New	\$385,000	5	\$2,631,519	4	\$342,000	5	\$382,000	9	\$1,811,400	4	\$304,814	4	\$117,500	7	\$3,709,410	5	\$989,422	6	\$518,584	13	\$2,393,396			
	Alter	\$86,000					1	\$250,000	2	\$1,642,810	0	\$0	2	\$2,615,488	2	\$1,257,780	2	\$109,700	6	\$2,434,500	2	\$3,670,983			
	Demo						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$120,000	1	\$34,760			
	Unauth						0	\$0	0	\$0	0	\$0	1	\$15,000	0	\$0	1	\$25,000	1	\$50,000	1	\$20,001			
8) Laboratory/ Workshop	New	\$6,075,000	5	\$2,421,400	3	\$758,000	5	\$1,231,472	4	\$2,515,000	8	\$2,901,279	7	\$1,592,000	2	\$434,000	3	\$410,500	4	\$1,934,544	6	\$803,000			
	Alter				1	\$9,000	0	\$0	2	\$340,000	4	\$3,122,326	1	\$19,290	1	\$20,000	0	\$0	0	\$0	5	\$243,282			
	Demo	\$18,000					0	\$0	2	\$14,000	2	\$14,000	1	\$50,000	0	\$0	0	\$0	0	\$0	0	\$0			
	Unauth						0	\$0	2	\$245,802	2	\$51,500	1	\$120,000	0	\$0	1	\$3,000	0	\$0	0	\$0			
9) Health-care, Assembly or Aged care Building	New	\$25,000	4	\$2,297,697			2	\$1,000,000	4	\$2,278,115	2	\$24,700	2	\$7,549,980	3	\$938,059	1	\$7,954,650	2	\$128,000	6	\$0			
	Alter	\$124,500	4	\$2,475,734	1	\$567,500	0	\$0	5	\$445,000	5	\$374,000	2	\$20,000	1	\$150,000	8	\$90,900	5	\$1,981,701	1	\$0			
	Demo				2	\$72,813	0	\$0	0	\$0	1	\$46,000	0	\$0	0	\$0	0	\$0	1	\$19,000	0	\$0			
	Unauth						0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$5,000			
10) Non-habitable	New	\$2,226,485	134	\$1,875,214	144	\$1,748,763	183	\$4,763,167	183	\$3,527,129	147	\$2,483,715	144	\$2,839,365	150	\$12,023,766	122	\$2,423,198	98	\$2,603,490	87	\$3,339,471			
	Alter	\$131,237	5	\$24,000	9	\$192,934	16	\$222,300	30	\$504,410	23	\$212,899	36	\$378,570	27	\$299,425	53	\$401,925	47	\$544,727	38	\$478,332			
	Demo		1	\$1,000			3	\$17,500	7	\$12,500	2	\$2,485	1	\$30,000	4	\$67,500	3	\$47,500	4	\$59,300	1	\$89,000			
	Unauth						5	\$115,000	20	\$147,800	38	\$340,500	52	\$613,330	70	\$797,950	29	\$271,190	15	\$120,800	12	\$109,000			
SUB TOTAL		\$38,067,467	252	\$35,365,051	271	\$25,567,029	337	\$39,337,063	395	\$49,597,399	288	\$32,579,273	296	\$34,657,981	293	\$44,079,617	272	\$27,152,834	248	\$26,264,050	280	\$39,031,854			
Unauthorised TOTAL		\$0	1	\$11,000	2	\$110,000	6	\$145,000	26	\$839,602	48	\$480,500	62	\$891,830	79	\$1,043,450	38	\$600,190	20	\$505,600	19	\$210,501			
Totals		\$38,067,467	253	\$35,376,051	273	\$25,677,029	343	\$39,482,063	421	\$50,437,001	336	\$33,059,773	358	\$35,549,811	372	\$45,123,067	310	\$27,753,024	268	\$26,769,650	299	\$39,242,355			

Shire of Esperance

Building Applications Approved from 1 May 2021 to 31 May 2021

Building Permits





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Executive Management Summary

May 2021

Shire of Esperance

Executive Management May 2021

Asset Management

Asset Management

Action Code	Action Name	Comments	Responsible Officer Position
L2.1	Manage Asset Management Directorate	Jetty completed but for a couple of minor details. Civic Centre painting completed, lighting to be completed in June; painting of EIS commenced and will be completed in 6 weeks. Pump Track to be awarded by end of May; Beach Enclosure and Beach Lap Pool out for tender and closing at end of May.	Director Asset Management

Shire of Esperance

Executive Management May 2021

Corporate and Community Services

Corporate and Community Services

Action Code	Action Name	Comments	Responsible Officer Position
L2.5	Manage Corporate Resources Directorate	The Corporate & Community Services Directorate continues to support the organisation. During the month of May, the Finance Team have been developing the operational budgets with Managers. The External Audit Plan and IT Disaster Recovery Plan were endorsed by the Audit Committee and adopted by Council. An onsite Interim Audit was conducted by Moore Australia under the direction of the Office of the Auditor General. The IT team have trialed hardware in preparation for the Teams telephonic system upgrade. In line with the Shire's RAP plan, the Governance team have worked with Media & Comms to prepare social media releases highlighting important milestones in the reconciliation journey and local stories and hosted the Pledge Canvas for Reconciliation Week - More than a word. Further to a busy recruitment period, HR have updated and implemented management procedures for Shire Volunteers. The Community and Economic Development team have hosted the 40th anniversary celebrations of the opening of the Civic Centre, as well as facilitating a series of productions and performances throughout the month. They have also collated and presented the Council's Community Grant Applications for the FY 2021/22 Budget. The James Street Community Engagement strategy has been well attended with valuable feedback received. Results will be collated to determine a preferred model to present to the Council and Community.	Director Corporate Resources

Shire of Esperance

Executive Management May 2021

External Services

External Services

Action Code	Action Name	Comments	Responsible Officer Position
L2.8	Manage External Services Directorate	Ongoing	Manager Community Support

Shire of Esperance

Executive Management May 2021

Executive Services

Office of the CEO

Action Code	Action Name	Comments	Responsible Officer Position
L1.1	Provide Leadership & Direction to Implement the Corporate Business Plan	Continual focus on key KPI's and achieving timely outcomes	Chief Executive Officer
L1.2	Represent and communicate community priorities at Federal, State, Regional & Local level	Met with Peter Rundle to discuss priorities for Esperance following the State Election. Facilitated a meeting between Councillors and Senators Ben Small and Slade Brockman. Had a send off and recognition for Hon Shelley Payne MLC.	Chief Executive Officer
L1.3	Facilitate Regular Public Council Meetings	Council meetings held during May	Chief Executive Officer
L1.7	Facilitate Councillors Requirements to Represent the Community	Met with DBCA regarding the proposed South Coast Marine Park and advocated for additional consultation processes to ensure the community is appropriately informed.	Chief Executive Officer
L2.3	Advocate for Improved Access to Non-Local Government Services	Meeting in Munglinup regarding phone reception and school bus service	Chief Executive Officer



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Council Priorities Summary

May 2021

Shire of Esperance

Council Priorities May 2021

Asset Management

Asset Management

Action Code	Action Name	Comments	Responsible Officer Position
N3.1	Manage Water Re-Use Scheme	Ongoing	Director Asset Management

Parks and Environment

Action Code	Action Name	Comments	Responsible Officer Position
B1.10	Implementation of CBD Streetscaping	A review of the Urban Node Trial has been completed with the community and businesses. The Streetscape Advisory Group are to provide feedback on the review to Council. Additional jetty street signs are also being installed in additional roundabouts in the CBD.	Manager Parks & Environment
N1.5	Implement Dempster Head Management Plan	Activities underway to implement the Dempster Head Management Plan include interpretive signage, track and walk trail directional markers, track rationalisation and erosion management. The Shire has been working with Esperance Tjaltjraak Native Title Aboriginal Corporation (ETNTAC) to complete restoration activities. A new interpretive sign for the reserve has been developed and installed. Another season of rabbit control has been commenced with the further release of Calicivirus in the reserve.	Manager Parks & Environment
N1.6	Coordinate Pink Lake Feasibility Study	The Pink Lake Feasibility Study has been completed and received by Council. The reports and next stages of the project were presented to council in August. Council endorsed to work with project partners on the next stage of the project and trial.	Manager Parks & Environment

Shire of Esperance

Council Priorities May 2021

Project Management

Action Code	Action Name	Comments	Responsible Officer Position
B1.3	Refurbishment of Noel White Centre	Completed.	Asset Administration Supervisor
B1.4	Upgrade of Graham Mackenzie Stadium	Council have resolved to conduct user group surveys and defer a decision on this for two years.	Asset Administration Supervisor
B1.8	Construct Esperance Waterfront Stage 3 - Tanker Jetty Replacement	Ongoing	Asset Administration Supervisor

Shire of Esperance

Council Priorities May 2021

Corporate and Community Services

Community and Economic Development

Action Code	Action Name	Comments	Responsible Officer Position
B1.16	Update Draft Greater Sports Ground Master Plan	User group feedback has been collated and discussed with the Greater Sports Grounds Redevelopment Committee. Agreed changes are being incorporated into the original draft.	Manager Community & Economic Development
G1.2	Develop Master Plan for the James Street Cultural Precinct	Consultation has taken place with 5 open community sessions held along with a couple of sessions with specific organisations that have requested them. A stand was manned at two Museum Village Market days. Displays have also been stationed at several Council buildings, on the CWA notice board and in the library of ESHS. Several community members have been assisted with inputting their comments. The consultation period closes on the 4th of June.	Manager Community & Economic Development
G3.3	Develop Tourism Strategy	The Tourism Strategy was endorsed by Council in April.	Manager Community & Economic Development
G3.1	Manage the Esperance Visitor Centre	<p>The Visitor Centre was once again very busy during May with door traffic at historical levels. The number of phone calls received and the value of accommodation and tour bookings were once again at record levels for the month. Souvenir and National Park Pass sales bounced back to record levels after a very low April while TransWA ticket sales continue to show a significant contraction which has been a consistent trend since Covid commenced.</p> <p>Online ratings of the service continued to show a high level of satisfaction with the service being provided by the Visitor Centre with an average rating of 4.5/5 being achieved.</p>	Manager Community & Economic Development

Shire of Esperance

Council Priorities May 2021

External Services

Community Support

Action Code	Action Name	Comments	Responsible Officer Position
C6.10	Implement the COVID-19 Recovery Action Plan	Ongoing	Manager Community Support

Council Enterprises

Action Code	Action Name	Comments	Responsible Officer Position
B2.7	Review the Airport Masterplan	The Airport Masterplan 2021-2040 was adopted by Council during the March 2021 Ordinary Council Meeting.	Acting Director External Services
B1.2	Manage the Wylie Bay Landfill Closure Plan	Ongoing	Acting Director External Services
N2.2	Investigate Food Organics and Garden Organics Processing	Progressing	Acting Director External Services
N2.3	Implement the Community Waste Strategy	Ongoing	Acting Director External Services

Shire of Esperance

Council Priorities May 2021

Action Code	Action Name	Comments	Responsible Officer Position
N2.4	Plan for new Landfill Site	Agreement with Coolgardie to transport waste has been signed. Location for Community Drop Off and Waste Transfer Station has been identified.	Acting Director External Services

Development and Statutory Services

Action Code	Action Name	Comments	Responsible Officer Position
C2.4	Develop and Implement Public Health Plan	Public Health Plan currently out for 60 days of public consultation. The Environmental Health team has been fielding questions relating to the plan during May 2021.	Manager Development & Statutory Services

Shire of Esperance

Council Priorities May 2021

Executive Services

Marketing and Communications

Action Code	Action Name	Comments	Responsible Officer Position
G3.2	Promote Esperance as a Tourism Destination	<p>Promotion continues. Manager partaking in regular AGO Zoom meetings to hear from others within the region. Visit Esperance social media channels continue to increase, however with the winter weather coming, the numbers are not high as the summer periods.</p> <p>Our department continues to assist Visitor Centre staff with requests for changes and alterations to promotional materials/brochures etc, as well as posting Esperance What's On events.</p> <p>Esperance has been mentioned in The West with a full page feature on the new Esperance Jetty. Manager of Marketing & Communications supplied images for the full page spread which was written by renowned travel writer Stephen Scourfield.</p> <p>Department has also been involved in the new AGO campaign 'Book Now', which is featuring heavily in Perth and interstate. This has resulted in around 13,000+ hits to the Visit Esperance website this month. We have also featured in Australian Traveller magazine with a 3 page spread article. The Esperance Tourism Strategy has been endorsed by Council and our department awaits instruction from Executive Management to find out how this will affect our current work tasks/duties in the future.</p>	Manager Marketing & Communications

Office of the CEO

Action Code	Action Name	Comments	Responsible Officer Position
L2.16	Foster and develop a customer focused and service oriented culture within the organisation	Continual focus on improved customer service	Chief Executive Officer



we make it
happen

Annual Road Program Monthly Report

May 2021

Shire of Esperance

Road Program Report May 2021

Built Environment

Efficient Transport Networks

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

Action Code	Action Name
B2.2	Renew, Upgrade and Build New Rural Infrastructure

Task

Task Name	Progress	Status
Cascade Road - South Coast Hwy	60%	Ongoing
Circle Valley Road - Resheet 3km west of Davis Rd	80%	Ongoing
Doney Road - Old Kens Road to Machens Road	0%	Not Started
Dunn Rock Road - Lime Road to east of bend	100%	Completed
Fisheries Road - Bandy Bridge upgrade & road widening	50%	Ongoing
Fisheries Road - Bend east of Epasco Farms	100%	Completed
Fisheries Road - End of existing road, start of track	80%	Ongoing
Fisheries Road - Various sections	100%	Completed
Freebairn Road - Campbell Road to Dempster Road	100%	Completed
Grass Patch Road - End of seal to west of Williams Road	50%	Ongoing
Henke Road - Fisheries to Howick Road	50%	Ongoing

Friday, 4 June 2021

Page 2 of 6

Shire of Esperance

Road Program Report May 2021

Task Name	Progress	Status
Henke Road - Howick Road to Orleans Road	60%	Ongoing
Hobby Road - Between Swan Rd and Holts Rd	20%	Ongoing
Howick Road - Henke to Howick Road seal & water tank	35%	Ongoing
Logan Road - Guest Road to Styles Road	5%	Ongoing
Magagnotti Road - Coolgardie HWY to Gimlet Road	10%	Ongoing
Magagnotti Road - Gimlet Road to start of farm access	10%	Ongoing
Orleans Bay Road - Continue from previous widening	100%	Completed
Plunkett Road - 3km north of Logans Rd	100%	Completed
Quast Road - Coolgardie HWY to east of rail line	10%	Ongoing
Quast Road - Coolgardie Road to west of Burnside Road	20%	Ongoing
River Road - End of seal to east of floodway	100%	Completed
Rollond Road - Various locations, SLK's may change	35%	Ongoing
Rollond Road - Various locations, SLK's may change	35%	Ongoing
Scaddan Road - Backman Road to East of bends	100%	Completed
Styles Road - Kents Road to Ridley Road	100%	Completed
Styles Road - Logans Road to Kents Road	100%	Completed
Telegraph Road - End of seal to end of road	100%	Completed
Truslove Road - Cox Road to Turner Road	100%	Completed
Tyrell Road - Fisheries to Merivale Road	100%	Completed

Shire of Esperance

Road Program Report May 2021

Action Code	Action Name
B2.3	Renew, Upgrade and Build New Urban Infrastructure

Task		
Task Name	Progress	Status
CARPARK Esplanade - Boat Ramp carpark	100%	Completed
CARPARK Forth Beach (pine trees)	100%	Completed
CARPARK GSG Carpark	0%	Not Started
CARPARK TOR Carpark between Pink Lake Road and Milner Street	60%	Ongoing
CONSTRUCTION Coora Close at Stearne Road and Cul-de-sac	100%	Completed
CONSTRUCTION Griffin Street at Griffin St Corner and Smith Street	100%	Completed
CONSTRUCTION Lease Road - Fuel Depot Access at Brazier Street and BP Entrance	0%	Not Started
CONSTRUCTION Longbottom Court at Longbottom Lane and Cul de sac (Lot 20)	70%	Ongoing
CONSTRUCTION Roundabout Esplanade Intersec at Norseman Road and Dempster Road	0%	Not Started
DRAINAGE WORKS Black Street and Black Street Pump	100%	Completed
DRAINAGE WORKS Brockman Street between Brockman Pump and Taylor Street	50%	Ongoing
DRAINAGE WORKS Catherine Street and Dixon Park Pump	100%	Completed

Shire of Esperance

Road Program Report May 2021

Task Name	Progress	Status
DRAINAGE WORKS Norseman Road between Florrisons and Beaurepaires	100%	Completed
DRAINAGE WORKS Woods Street and Simpson Street	50%	Ongoing
FOOTPATH CONSTRUCTION Castletown Qys between Castletown Qys and Daw Drive	5%	Ongoing
FOOTPATH CONSTRUCTION Harbour Road between Brazier Street and Shelden Road	70%	Ongoing
FOOTPATH CONSTRUCTION Opposite Cornell Street between Twilight Beach Road and Cycle Path	100%	Completed
FOOTPATH CONSTRUCTION Opposite Willowtree Ave between Twilight Beach Road and Cycle Path	100%	Completed
FOOTPATH CONSTRUCTION Period Village	100%	Completed
FOOTPATH CONSTRUCTION Pink Lake Slip Road between Backland Street and Freeman Street	0%	Not Started
FOOTPATH CONSTRUCTION Twilight Beach Road between Willowtree Ave and Cornell Street	100%	Completed
IMPROVEMENT Rotary Lookout at Doust Street	100%	Completed
IMPROVEMENT Roundabout at Dempster Street and William Street	100%	Completed
IMPROVEMENT Stair Replacement at Panorama Place and Bostock Street	50%	Ongoing
RESEALS - ASPHALT OVERLAY Alchera Village between Eyre Street and Cul-de-sac	100%	Completed
RESEALS - ASPHALT OVERLAY Goldfields Road between Westmacott Street and Walmsley Street	40%	Ongoing

Shire of Esperance

Road Program Report May 2021

Task Name	Progress	Status
RESEALS - ASPHALT OVERLAY Ingleton Place between Adelaide Street and Ingleton Place	100%	Completed
RESEALS - ASPHALT OVERLAY Ingleton Place between Cul-de-sac and Cul-de-sac	100%	Completed
RESEALS - ASPHALT OVERLAY Ingleton Place between Ingleton Place and Cul-de-sac	100%	Completed
RESEALS - ASPHALT OVERLAY Norseman Road between Harbour Road and Phyllis Street	50%	Ongoing
RESEALS - BITUMEN Lalor Drive between Fisheries Road and Windabout Way	100%	Completed



WESTERN AUSTRALIAN
Electoral Commission

LGE 282

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

Dear Mr Burge

Request to Leave Vacancy Unfilled

I refer to your letter dated 28 April 2021 in which you advised of the vacancy created by Councillor Shelley Payne following her election to the Legislative Council, effective from 7 April 2021, and your subsequent request to seek my agreement that the vacancy remain unfilled until the October 2021 ordinary elections.

I have considered the information provided in your correspondence and advise that approval is given under section 4.17(2) of the *Local Government Act 1995* to defer filling the vacancy until the October 2021 ordinary elections.

Should you require any further information please contact Phil Richards, Manager Election Events on 9214 0443.

Yours sincerely

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

Robert Kennedy
ELECTORAL COMMISSIONER

4 May 2021



Shire of Esperance
Mr Shane Burge

28 April 2021

Dear Mr Burge,

After COVID prevented the normal ANZAC Day Services last year, it was truly amazing for this years' Service to be such a well-supported event in Esperance.

The RSL Esperance Sub Branch would to thank you once again for your generosity and support once again for ANZAC Day.

Without the kindness and support from the Community and Businesses the ANZAC Day Service would not be the successful event it was this year.

Kind regards

A handwritten signature in black ink, appearing to read 'Jill Reynolds'.

Jill Reynolds
Secretary
RSL Esperance Sub Branch



Shire of Esperance
Mr Ian Mickel

28 April 2021

Dear Mr Mickel,

After COVID prevented the normal ANZAC Day Services last year, it was truly amazing for this years' Service to be such a well-supported event in Esperance.

The RSL Esperance Sub Branch would to thank you once again for your generosity and support once again for ANZAC Day.

Without the kindness and support from the Community and Businesses the ANZAC Day Service would not be the successful event it was this year.

Kind regards

A handwritten signature in black ink, appearing to read 'Jill Reynolds', written over the printed name.

Jill Reynolds
Secretary
RSL Esperance Sub Branch

Item: 12.4.3

Elected Member Professional Development Policy & EXE 007: Elected Member Entitlements Policy

Author/s	Alli McArthur	Executive Assistant
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D21/18046

Applicant
Internal

Location/Address
N/A

Executive Summary

For Council to consider endorsing the Elected Member Entitlements Policy as amended and the new Elected Member Professional Development Policy.

Recommendation in Brief

That Council endorse the Elected Member Entitlements Policy as amended and the new Elected Member Professional Development Policy.

Background

In January 2021, a compliance audit return was completed at the request of the Department of Local Government, Sport and Cultural Industries. Within the optional return it was identified that the Shire had not prepared and endorsed a policy in relation to the continuing professional development of council members.

Subsequent to this, advice was sought from the Western Australia Local Government Association (WALGA) regarding the contents that should be included within the policy and one was developed.

Officer's Comment

The professional development policy was developed through consultation with WALGA and comparing other local government's similar policies. Due to creation of this Professional Development Policy, the Elected Member Entitlement Policy required revising to ensuring information isn't repeated. Information that was carried over to the Professional Development Policy has not been altered with the exception of grammatical corrections.

The attached Elected Member Entitlements Policy shows all references to training and professional development have been removed and instead, included in the Elected Member Professional Development Policy.

The Elected Member Professional Development Policy has been cross referenced against the WALGA Template. All key information within the WALGA template has been included with the Shire policy. The Professional Development Policy provides a clear and in depth description of the requirements and process for Elected Members when planning to seek professional development or training.

Consultation

WALGA

Executive Management Team

Coordinator Corporate Reporting & Governance

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 – s5.128(1)

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

Community confidence and trust in Council

Encourage community participation and insight into activities and decisions

Corporate Business Plan 2020/21 – 2024/25

Facilitate Councillors' requirements to represent the community

Environmental Considerations

Nil

Attachments

A [↓](#). Amended Elected Member Entitlements Policy

B [↓](#). DRAFT Policy - Elected Member Professional Development

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr O'Donnell

O0621-149

Council Resolution

That Council endorse the:

- 1. Elected Member Professional Development Policy; and**
- 2. EXE 007: Elected Member Entitlements Policy as amended.**

**CARRIED
F7 - A0**



EXE 007: ELECTED MEMBER ENTITLEMENTS

Document Status:	Current	CM Ref:	D16/28999
Responsible Officer	Chief Executive Officer	Version No:	3
Date Adopted:	March 2010	Resolution #:	O0310-1426
Date Reviewed:	November 2019	Resolution #:	O1119-248

Objective

1. To define the parameters under which Elected Members may be reimbursed expenses to attend meetings, workshops, conferences and functions, as well as any other entitlements to which they are entitled as prescribed by legislation.
2. To determine the nature and extent of Elected Member attendance at conferences and/or seminars, and ensure the application of this policy provides for fairness, equity and opportunity for all Elected Members

Policy

Travelling Expenses

Travelling allowances to Councillors will be paid at the prescribed rate per kilometre determined by the Salaries and Allowances Tribunal, as per the following table:

Vehicle Type	Award Rate c/km
Motorbike	32.55
Motor Vehicle	58.37

The above rates will be paid to Councillors attending the following category of meetings as follows:

Ordinary /Special Meeting of Council	Full rate as per table above
Council Committee	Full rate as per table above
Community Meetings as Council Delegates	Half rate as per table above
Civic Receptions and Ceremonies	Half rate as per table above
Council Briefings/Informal Meetings	Half rate as per table above
Observers at Meetings	Nil payment

Councillors must be the authorised delegate or deputy standing in for a delegate to qualify for the travelling allowance to the meetings specified in the table above.

Where Councillors travel to attend conferences or seminars as elected representatives of the Shire, travel expenses will be paid by the Shire as detailed under the Conference and Training Costs, Travel and Related Expenses section of this policy.

Meeting Attendance Fees

Council Policy
EXE 007: Elected Member Entitlements

Minimum and maximum values payable to Elected Members for attending Council and committee meetings are prescribed within the *Local Government (Administration) Regulations 1996*. The precise value payable to Elected Members for attending meetings will be determined annually via resolution at Budget, within the parameters of the *Local Government (Administration) Regulations 1996* and the Salaries and Allowance Tribunal.

Communications Allowance

The Shire will pay Elected Members a communications allowance, the value of which will be determined annually via resolution at Budget, within the parameters of the *Local Government (Administration) Regulations 1996* and the Salaries and Allowance Tribunal. The intent of this allowance is to cover costs incurred by the Elected Member in using their own telephone, mobile phone, facsimile and portable electronic devices such as laptops, tablets and PDAs etc, for the purposes of their elected duties.

Child Care

Pursuant to the *Local Government (Administration) Regulations 1996*, the Shire will reimburse Elected Members child care costs incurred by an Elected Member because of the member's attendance at a Council or Committee meeting of which they are a member. Costs will be reimbursed at the actual cost per hour or \$30 per hour, whichever is the lesser amount, as determined by the Salaries and Allowances Tribunal.

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.

Professional Development

Entitlements for professional development are available within the Shire's Elected Member Professional Development policy.

Conference/Seminar Attendance

This statement applies to all conferences and seminars, in order that Council provides an opportunity for Elected Members to further their knowledge, professional development and to establish industry networks. Council recognises that Elected Members, in carrying out their duties and responsibilities, will be required to represent the Council by attendance at various conferences or seminars.

Definition

For the purpose of this policy Conference means: a gathering within a structured, learning environment or event related to the industry of local government in the form of a Conference, Congress, Seminar, Forum and Workshops.

Attendance

1. Subject to budgeted funds being available, an allocation of \$4,500 per financial year will be allocated to each Elected Member to attend approved conferences, including interstate and intrastate conferences. The cost of attending Local Government Week and travel and accommodation costs related to attending conferences and seminars will be included within this financial limit. The Budget allocation for Elected Members for Conferences/Seminars, and Travel and Accommodation will be reviewed annually.

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Council Policy
EXE 007: Elected Member Entitlements

2. Elected Members may be nominated and authorised to attend Conferences by:
 - (a) the Council through a resolution passed at a Council Meeting for interstate and/or international conferences; or
 - (b) the Shire President, or CEO acting within delegated authority, for intrastate conferences.
3. In applying this policy authority is delegated to the CEO to authorise attendance at intrastate conferences and to nominate and authorise a substitute Elected Member to attend any conference in lieu of the person/s approved, if they are unable to attend the conference.

Limitations on Conference Attendance

1. Elected Members conference attendance will be limited to the annual member allocation amount of \$4,500 and this will be applied to a combination of Local Government Week and other intrastate conferences to the combined maximum value of \$4,500 or alternatively one (1) interstate conference and other intrastate conferences to the maximum combined value of \$4,500. This allowance applies to all conferences but does not include dedicated training courses provided for Elected Members via WALGA or the Department of Local Government, this is determined under the Elected Member Training and Personal Development section of this policy.
2. The Council shall have the authority to nominate the Shire President to attend any conference; however the maximum value shall be 1.5 times the Member's allocation in any financial year.

Relevance of Conference for Elected Members

When considering Council representation by Elected Members at conferences or seminars, the Council or the CEO, acting under delegated authority will consider the following criteria:

- Priority will be given to Elected Members within the relevant portfolio.
- The Elected Member holding a position on the relevant Council Committee that deals with the subject matter of the conference.
- If no nominees are available from the relevant portfolio or Committee then the nomination will be at the discretion of Council.
- The current or future strategic direction and activities of the Shire and its priorities as related to the Shire's Strategic Community Plan.
- The equity of opportunity and the remaining period of office of the Elected Member concerned including recognition of the number of opportunities already provided to the respective Elected Member.
- A maximum of two (2) Councillors attending any one conference (excluding Local Government Week), unless resolved otherwise by Council.

Local Government Week

Attendance at the annual Local Government Week Conference is open to all Councillors, and is usually held the first week in August.

Council Policy
EXE 007: Elected Member Entitlements

The two (2) Voting Delegates at Local Government Week will be the Shire President and Deputy Shire President. In cases where one or both are not attending the conference, the Voting Delegates will be chosen from among the attending Elected Members.

Registration fees will be paid by Council in advance for any Elected Member(s) choosing to attend Local Government Week.

Elected Member Training and Personal Development

Elected Members are encouraged to identify any personal development requirements to enhance their effectiveness. An annual training allowance of \$3,000 per Elected Member will be available in order for Elected Members to undertake approved training courses for personal development. This allocation is for course fees only and does not include travel and accommodation costs.

Approved courses under this allowance include;

- Training courses provided by the Western Australian Local Government Association or Department of Local Government;
- Training and development related to the role of Elected Members; and
- Other Local Government specific training courses

All training and personal development requests must be made by submitting a training request form and be approved by;

- a) the Council through a resolution passed at a Council Meeting for interstate and/or international training courses; or
- b) the Shire President, or CEO acting within delegated authority, for intrastate conferences.

Travel, accommodation and registration will be arranged by the Executive Assistant to the Chief Executive Officer for all approved courses. Any costs incurred will be payable as per the Conference and Training Costs, Travel and Related Expenses section of this policy.

Elected Member Training and Conference Register

The Shire President must advise the CEO of any approved training, conferences or seminars and the CEO shall maintain an Elected Members Training and Conference Attendance Register including appropriate financial details to ensure the cost control implications of this policy.

Any requests to attend training, conferences or seminars for amounts above individual allowances must be approved by Council prior to the Elected Member registering for the training, conference or seminar.

There will not be any carryover of funds at the end of the year in relation to individual member conference allocations which are unspent.

Conference and Training Costs, Travel and Related Expenses

1. For each Council delegate authorised to attend a conference, training or seminar in accordance with this Policy, Council would cover direct expenses of such attendances, including the cost of registration, official conference functions/dinners/tours, travel arrangements, accommodation, and reasonable out-of-pocket expenses for the duration of the conference.
2. Reasonable out-of-pocket expenses would not include excessive in-room charges; mini bar costs; entertaining expenses; meals and drinks where provided for by

Council Policy
EXE 007: Elected Member Entitlements

conference registration; or personal costs such as dry-cleaning or personal care appointments.

3. Where the conference, training or seminar is held at a hotel, accommodation in the first instance will be sought from that particular hotel, or if not available, from an accommodation provider as near as practicable to the venue.

4. In the event that accommodation is not onsite, the Shire will reimburse Elected Members any taxi or public transport costs incurred for travel to or from the conference, training or seminar.

5. The preferred method of travel to and from a conference, training or seminar in Perth or interstate is via air travel. Alternatively, or where air travel is not available, the preferred method of road travel is by Shire provided vehicle. Where an Elected Member chooses to take their own private vehicle to suit personal arrangements, the Shire will:

- a) Pay the Elected Member the equivalent of a single return flight to Perth (equivalent to the cost of a Rex Community Fare) for travel by private motor vehicle; or
- b) Pay the Elected Member the rate stipulated in the table on page 1 of this Policy where the travel is outside of the Perth metropolitan region (i.e. Kalgoorlie, Ravensthorpe, Norseman etc.).

6. Where the mode of transport to attend a conference, training or seminar is a motor vehicle, the Shire will pay for parking costs incurred relating to attendance at the conference, training or seminar.

7. Hire cars will be made available to Elected Members to facilitate their attendance at a conference, training or seminar where the CEO considers it favourable as opposed to utilising taxi or public transport. In this instance parking costs will also be reimbursed.

8. Where meals are not included as part of the associated conference, training, seminar or accommodation, Elected Members will receive an allowance or reimbursement at the following rates in accordance with the Public Service Award 1992:

- Breakfast — \$16.30
- Lunch — \$16.30
- Dinner — \$46.50

Any expenditure over and above these amounts will be at the cost of the Elected Member.

9. Where the CEO or an Executive Manager pays for the costs of a group meal via corporate credit card, those Elected Members in attendance will not be paid the meal allowance referred to in point 8 above.

Elected Member Delegate — Accompanying Person

Where an Elected Member is accompanied at a conference or training course, all costs for or incurred by the accompanying person are at their personal expense and not covered by Council. The exception to this being the cost of shared accommodation, provided there is no increase in accommodation costs from the rate if the elected member attended the event alone.

Council Policy
EXE 007: Elected Member Entitlements

and attending any official conference dinner where partners would normally attend, then the Council would pay that cost.

Sharing of Knowledge

At the next Ordinary Council Meeting following the return from an approved conference, training or seminar, the Elected Member concerned shall provide at least a verbal report on the attendance for the information of other Elected Members. Any written papers or materials should be handed to the CEO for circulation within the organisation.

..... Policy Ends



Council Policy

POLICY #: ELECTED MEMBER PROFESSIONAL DEVELOPMENT

Document Status:	Draft	CM Ref:	D21/
Document Controller:	Executive Assistant	Version No:	1
Date Adopted:		Resolution #:	
Date Reviewed:		Resolution #:	

Objective

To ensure that Elected Members of the Shire of Esperance meet and comply with the prescribed professional development requirements under the Local Government Act 1995, and to encourage participation in other conferences and training specifically designed to enhance skills and knowledge relating to roles and responsibilities, as an Elected Member.

Definitions

Professional Development training, conferences, conventions, congresses, study tours, forums, information sessions, workshops and events related to local government

Policy

Compulsory Training

The *Local Government Act 1995* requires all Elected Members to undertake compulsory training within 12 months of being elected. The Shire of Esperance is required under the *Local Government Act 1995* to adopt and report on compulsory training, and additionally, continuing development for Elected Members of the Shire of Esperance.

Elected Members of the Shire of Esperance must undertake and successfully complete the following prescribed professional development training modules titled "Council Member Essentials" within a period of 12 months from election, unless a prescribed exemption applies:

- Understanding Local Government;
- Serving on Council;
- Meeting Procedures;
- Conflicts of Interest; and
- Understanding Financial Reports and Budgets.

All units and associated costs will be paid for by the Shire and must be completed within 12 months following election. The training is valid for 5 years.

It is Council's preference that the training is undertaken via the eLearning method which is the more cost efficient form of delivery. It is acknowledged however that there may be Elected Members who prefer to receive training face-to-face and/or opportunities to attend training which is being delivered in the region or in the Perth metropolitan area.

Council Policy
Policy #: Elected Member Professional Development

Ongoing Professional Development

The professional development of Elected Members is an important activity of the Shire to ensure that its decision making is of the highest standard and is the product of informed and ethical debate by well trained and committed Elected Members acting in the best interest of all of the community.

Elected Members are encouraged to nominate to attend other conferences or training opportunities to enhance and broaden their knowledge of local government issues to support the community.

In order to be eligible for approval under this policy, 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 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
- 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 community.

Eligible Formal Training Events

The formal training events to which this policy applies is limited to those conducted by, or organised by, any of the following organisations or individuals:

- The West Australian Local Government Association (WALGA);
- Local Government Professionals WA;
- Accredited training organisations offering training which directly related to the role and responsibilities of Elected Members;
- Information sessions organised by the Department of Local Government, Sport and Cultural Industries; or
- Seminars, training and/or information sessions provided by individuals with a demonstrably strong knowledge of local government in Western Australia.

The following are examples of other conferences or training opportunities as described above:

- WA Local Government Week;
- Special "one off" conferences sponsored by WALGA or the Department of Local Government, Sport and Cultural Industries on important local government issues;
- Annual conferences of major professions of local government;
- Conferences which advance the development of Elected Members in their role as Councillors; or

Council Policy
Policy #: Elected Member Professional Development

- Conferences of organisations on which an Elected Member has been elected or appointed as a delegate.

Approval of Professional Development

Councillors must submit their application for professional development to the Shire President or Chief Executive Officer. 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 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 will seek to take advantage of reduced prices for early registration.

The Shire President and Chief Executive Officer have the ability to approve or refuse applications for training or professional development. Considerations for approval include:

- The costs of attendance including registration, travel and accommodation (if required);
- The budget provisions allowed and the uncommitted or unspent funds remaining as per the Elected Member Entitlement Policy,
- Any justification provided by the applicant when the training is submitted for approval;
- The benefits to the Shire of the person attending;
- Identified skills gaps of elected members both individually and as a collective;
- The Elected Member holding a position on the relevant Council Committee that deals with the subject matter of the conference.
- If no nominees are available from the relevant portfolio or Committee then the nomination will be at the discretion of Council.
- The current or future strategic direction and activities of the Shire and its priorities as related to the Shire's Strategic Community Plan.
- The equity of opportunity and the remaining period of office of the Elected Member concerned including recognition of the number of opportunities already provided to the respective Elected Member.
- A maximum of two (2) Councillors attending any one conference (excluding Local Government Week), unless resolved otherwise by Council.

Travel Arrangements

All booking arrangements for conferences and training for Elected Members are coordinated through the Chief Executive's Office.

Bookings allocated to Elected Representatives of the Shire cannot be exchanged, downgraded or rebated. Efforts will be made to modify departure times only.

Council Policy
Policy #: Elected Member Professional Development

Bookings will not be revised to include personal travel that is not part of the scheduled conference itinerary. Efforts will be made to upgrade or alter the booking if the Elected Member is personally paying for the additional costs.

The proposed duration of conference or training attendance together with travel time and planned supplementary pre or post conference activities relevant to the Shire of Esperance will be notified to Council or the Chief Executive Officer for confirmation and/or amendment prior to the delegate's departure for the conference or training.

Loyalty Program and Reward Points

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

Reporting and Publishing

All Elected Members attending any conference or training are expected to report to Council on the benefits achieved by attending and should make the conference papers available to other Councillors.

A record of conferences or training attended by Elected Members will be maintained by the Chief Executive Officer.

The Chief Executive Officer is to prepare a report each financial year on professional development training completed by Elected Members in the financial year.

This report is to be published on the Shire official website within 1 month after the end of the financial year to which the report relates.

Conference/Seminar Attendance

This statement applies to all conferences and seminars, in order that Council provides an opportunity for Elected Members to further their knowledge, professional development and to establish industry networks. Council recognises that Elected Members, in carrying out their duties and responsibilities, will be required to represent the Council by attendance at various conferences or seminars.

Definition

For the purpose of this policy Conference means: a gathering within a structured, learning environment or event related to the industry of local government in the form of a Conference, Congress, Seminar, Forum and Workshops.

Attendance

1. Subject to budgeted funds being available, an allocation of \$4,500 per financial year will be allocated to each Elected Member to attend approved conferences, including interstate and intrastate conferences. The cost of attending Local Government Week and travel and accommodation costs related to attending conferences and seminars will be included within this financial limit. The Budget allocation for Elected Members for Conferences/Seminars, and Travel and Accommodation will be reviewed annually.
2. Elected Members may be nominated and authorised to attend Conferences by:
 - (a) the Council through a resolution passed at a Council Meeting for interstate and/or international conferences; or

Council Policy
Policy #: Elected Member Professional Development

- (b) the Shire President, or CEO acting within delegated authority, for intrastate conferences.
3. In applying this policy authority is delegated to the CEO to authorise attendance at intrastate conferences and to nominate and authorise a substitute Elected Member to attend any conference in lieu of the person/s approved, if they are unable to attend the conference.

Limitations on Conference Attendance

1. Elected Members conference attendance will be limited to the annual member allocation amount of \$4,500 and this will be applied to a combination of Local Government Week and other intrastate conferences to the combined maximum value of \$4,500 or alternatively one (1) interstate conference and other intrastate conferences to the maximum combined value of \$4,500. This allowance applies to all conferences but does not include dedicated training courses provided for Elected Members via WALGA or the Department of Local Government, this is determined under the Elected Member Training and Personal Development section of this policy.
2. The Council shall have the authority to nominate the Shire President to attend any conference; however the maximum value shall be 1.5 times the Member's allocation in any financial year.

Elected Member Training Allowance

An annual training allowance of \$3,000 per Elected Member will be available in order for Elected Members to undertake approved training courses for personal development. This allocation is for course fees only and does not include travel and accommodation costs.

Cost for travel and accommodation during approved training will be allocated from the \$4500 conference allowance.

Conference and Training Costs, Travel and Related Expenses

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

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

Expenses relating to conferences and training as approved, will be paid direct by the Shire. Expenses may include the following items:

- Airfare;
- Conference registration;
- Copy of conference proceedings;
- Accommodation;
- Meals

Incidental expenses include:

- Travel to and from the conference venue; and
- Travel to and from all airport destinations.

Council Policy
Policy #: Elected Member Professional Development

1. For each Council delegate authorised to attend a conference, training or seminar in accordance with this Policy, Council would cover direct expenses of such attendances, including the cost of registration, official conference functions/dinners/tours, travel arrangements, accommodation, and reasonable out-of-pocket expenses for the duration of the conference.
2. Reasonable out-of-pocket expenses would not include excessive in-room charges; mini bar costs; entertaining expenses; meals and drinks where provided for by conference registration; or personal costs such as dry-cleaning or personal care appointments.
3. Where the conference, training or seminar is held at a hotel, accommodation in the first instance will be sought from that particular hotel, or if not available, from an accommodation provider as near as practicable to the venue.
4. In the event that accommodation is not onsite, the Shire will reimburse Elected Members any taxi or public transport costs incurred for travel to or from the conference, training or seminar.
5. The preferred method of travel to and from a conference, training or seminar in Perth or interstate is via air travel. Alternatively, or where air travel is not available, the preferred method of road travel is by Shire provided vehicle. Where an Elected Member chooses to take their own private vehicle to suit personal arrangements, the Shire will:
 - a) Pay the Elected Member the equivalent of a single return flight to Perth (equivalent to the cost of a Rex Community Fare) for travel by private motor vehicle; or
 - b) Pay the Elected Member the rate stipulated in the table on page 1 of this Policy where the travel is outside of the Perth metropolitan region (i.e. Kalgoorlie, Ravensthorpe, Norseman etc.).
6. Where the mode of transport to attend a conference, training or seminar is a motor vehicle, the Shire will pay for parking costs incurred relating to attendance at the conference, training or seminar.
7. Hire cars will be made available to Elected Members to facilitate their attendance at a conference, training or seminar where the CEO considers it favourable as opposed to utilising taxis or public transport. In this instance parking costs will also be reimbursed.
8. Where meals are not included as part of the associated conference, training, seminar or accommodation, Elected Members will receive an allowance or reimbursement at the following rates in accordance with the Public Service Award 1992;

• Breakfast	\$16.30
• Lunch	\$16.30
• Dinner	\$46.50

Any expenditure over and above these amounts will be at the cost of the Elected Member.
9. Where the CEO or a Director pays for the costs of a group meal via corporate credit card, those Elected Members in attendance will not be paid the meal allowance referred to in point 8 above.

Council Policy
Policy #: Elected Member Professional Development

Elected Member Delegate – Accompanying Person

Where an Elected Member is accompanied at a conference or training course, all costs for or incurred by the accompanying person are at their personal expense and not covered by Council. The exception to this being the cost of shared accommodation, provided there is no increase in accommodation costs from the rate if the elected member attended the event alone, and attending any official conference dinner where partners would normally attend, then the Council would pay that cost.

Sharing of Knowledge

At the next Ordinary Council Meeting following the return from an approved conference, training or seminar, the Elected Member concerned shall provide at least a verbal report on the attendance for the information of other Elected Members. Any written papers or materials should be handed to the CEO for circulation within the organisation.

..... Policy Ends

Item: 12.4.4

Temporary Employment or Appointment of CEO Policy

Author/s	Alli McArthur	Executive Assistant
Authorisator/s	Shane Burge	Chief Executive Officer

File Ref: D21/18525

Applicant

Internal

Location/Address

N/A

Executive Summary

That Council consider adopting the Temporary Employment or Appointment of Chief Executive Officer (CEO) Policy.

Recommendation in Brief

That Council adopt the Temporary Employment or Appointment of CEO Policy.

Background

It was identified the Shire would benefit from having a detailed process for appointing an acting CEO. A Temporary Employment or Appointment of CEO policy has been subsequently developed.

Officer's Comment

The purpose of the policy is to ensure the Shire is in accordance with Section 5.39C of the *Local Government Act 1995* that details the processes for appointing an Acting or Temporary CEO for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

The attached policy has been developed using the WALGA template, and advice provided through the Executive Management Team. This policy provides a clear and in depth process for how an Acting CEO will be appointed at the Shire of Esperance.

Consultation

WALGA
Executive Management Team

Financial Implications

Nil

Asset Management Implications

Nil

Statutory Implications

Local Government Act 1995 - Section 5.39C

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Provide responsible resource and planning management for now and the future.

Corporate Business Plan 2020/21 – 2024/25

Facilitate Councillors' requirements to represent the community

Environmental Considerations

Nil

Attachments

A¹. [Temporary Employment or Appointment of CEO Policy](#)

RECOMMENDATION AND DECISION

Moved: Cr Obourne

Seconded: Cr Piercey

O0621-150

Council Resolution

That Council adopt the Temporary Employment or Appointment of CEO Policy.

**CARRIED
F7 - A0**



Council Policy

POLICY #: TEMPORARY EMPLOYMENT OR APPOINTMENT OF CEO

Document Status:	Draft	CM Ref:	D21/
Document Controller:	Manager Human Resources	Version No:	1
Date Adopted:		Resolution #:	
Date Reviewed:		Resolution #:	

Objective

To establish policy, in accordance with Section 5.39C of the *Local Government Act 1995* ('the Act'), that details the Shire of Esperance's processes for appointing an Acting or Temporary Chief Executive Officer (CEO) for periods of less than 12 months of planned or unplanned leave or an interim vacancy in the substantive office.

Definitions

Acting CEO	A person employed or appointed to fulfil the statutory position of CEO during a period where the substantive CEO remains employed, but is on planned or unplanned leave.
Temporary CEO	A person employed or appointed to fulfil the statutory position of CEO for the period of time between the end of the substantive CEO's employment and the appointment and commencement of a newly appointed substantive CEO.

Policy

Acting and Temporary CEO Requirements and Qualification

- (1) When the CEO is on planned or unplanned leave, or the CEO's employment with the Local Government has ended, an Acting or Temporary CEO is to be appointed in accordance with this Policy to fulfil the functions of CEO as detailed in Section 5.41 of the Local Government Act 1995, and other duties as set out in the Act and associated Regulations.
- (2) Through this policy and in accordance with section 5.36(2)(a) of the Act, the Council determines that employees appointed to the substantive positions of Director Corporate & Community Services, Director of External Services or Director Asset Management are considered suitably qualified to perform the role of Acting or Temporary CEO.
- (3) A person appointed to act in the position of Director Corporate & Community Services, Director of External Services or Director Asset Management is not included in the determination set out in Clause 3 (2).

Council Policy
Policy #: Temporary Employment or Appointment of CEO

Appoint Acting CEO – Planned and unplanned leave for periods up to 5 weeks

- (1) The CEO is authorised to appoint the Director Corporate & Community Services, Director of External Services or Director Asset Management in writing as Acting CEO, where the CEO is on planned or unplanned leave for periods not exceeding 5 weeks, subject to the CEO's consideration of the Director Corporate & Community Services, Director of External Services or Director Asset Management performance, availability, operational requirements and where appropriate, the equitable access to the professional development opportunity.
- (2) The CEO must appoint an Acting CEO for any leave periods greater than 48 hours and less than 5 weeks.
- (3) The CEO is to immediately advise all Council Members when and for what period of time the Director Corporate & Community Services, Director of External Services or Director Asset Management is appointed as Acting CEO.
- (4) If the CEO is unavailable or unable to make the decision to appoint an Acting CEO in accordance with (2), then the following line of succession shall apply:
 - a. The Director of Corporate & Community Services will be appointed as Acting CEO; or
 - b. If the Director of Corporate & Community Services is unable to act, the Director Asset Management will be appointed as Acting CEO; or
 - c. If the Director Asset Management is unable to act, the Director External Services will be appointed as Acting CEO.
- (5) Council may, by resolution, extend an Acting CEO period under subclause (4) beyond 5 weeks if the substantive CEO remains unavailable or unable to perform their functions and duties.

Appoint Acting CEO for extended leave periods greater than 5 weeks but less than 12 months.

- (1) This clause applies to the following periods of extended leave:
 - Substantive CEO's Extended Planned Leave which may include accumulated annual leave, long service leave or personal leave; and
 - Substantive CEO's Extended Unplanned Leave which may include any disruption to the substantive CEO's ability to continuously perform their functions and duties.
- (2) The Council will, by resolution, appoint an Acting CEO for periods greater than 5 weeks but less than 12 months, as follows:
 - a. Appoint one employee, or multiple employees for separate defined periods, as Acting CEO to ensure the CEO position is filled continuously for the period of extended leave; or
 - b. Conduct an external recruitment process in accordance with clause 5(1)(c)(iii).
- (3) The Shire President will liaise with the CEO, or in their unplanned absence the Director Corporate & Community Services to coordinate Council reports and resolutions necessary to facilitate an Acting CEO appointment.
- (4) Subject to Council's resolution, the Shire President will execute in writing the Acting CEO appointment with administrative assistance from the Director Corporate & Community Services.

Council Policy
Policy #: Temporary Employment or Appointment of CEO

Appoint Temporary CEO – Substantive Vacancy

- (1) In the event that the substantive CEO's employment with the Shire of Esperance is ending, the Council when determining to appoint a Temporary CEO may either:
 - a. by resolution, appoint Director Corporate & Community Services, Director of External Services or Director Asset Management as the Temporary CEO for the period of time until the substantive CEO has been recruited and commences their employment with the Local Government; or
 - b. by resolution, appoint Director Corporate & Community Services, Director of External Services or Director Asset Management as the interim Temporary CEO for the period of time until an external recruitment process for a Temporary CEO can be completed; or
 - c. following an external recruitment process in accordance with the principles of merit and equity prescribed in section 5.40 of the Act, appoint a Temporary CEO for the period of time until the substantive CEO has been recruited and commences employment with the Local Government.
- (2) The Shire President will liaise with the Director Corporate & Community Services, Director of External Services or Director Asset Management to coordinate Council reports and resolutions necessary to facilitate a Temporary CEO appointment.
- (3) The Shire President is authorised to execute in writing the appointment of a Temporary CEO in accordance with Councils resolution/s, with administrative assistance from the Director Corporate & Community Services, Director of External Services or Director Asset Management.

Remuneration and conditions of Acting or Temporary CEO

- (1) Unless Council otherwise resolves, an employee appointed as Acting CEO shall be remunerated at 75% of the cash component only of the substantive CEO's total reward package.
- (2) Council will determine by resolution, the remuneration and benefits to be offered to a Temporary CEO when entering into a contract in accordance with the requirements of Sections 5.39(1) and (2)(a) of the Act.
- (3) Subject to relevant advice, the Council retains the right to terminate or change, by resolution, any Acting or Temporary CEO appointment.

..... Policy Ends

Item: 12.4.5

Regional Climate Alliance Program

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

File Ref: D21/18756

Applicant
GVROC

Location/Address
Goldfields / Esperance Region

Executive Summary

For Council to consider its involvement in applying for grant funding for a pilot Regional Climate Alliance Program being applied for through GVROC.

Recommendation in Brief

That Council agree to support and participate in the GVROC Climate Alliance Program.

Background

At the last GVROC meeting held on 28 May GVROC resolved to submit an application for grant funding through the Regional Climate Alliance Program. The resolution was as follows:

That the GVROC:

- 1. Notes the EOI regarding the Regional Climate Alliance Program.***
- 2. Supports a Goldfields Climate Alliance of GVROC LGAs for this program and requests each LGA CEO to liaise with the Shire of Dundas CEO as the lead LGA to complete and submit an application by the due date of 21 June 2021.***
- 3. Agree to provide up to \$50,000 towards the hiring of consultants to assist in completing the application on behalf of the GVROC Goldfields Climate Alliance.***

RESOLUTION: Moved: Cr Tracey Rathbone - Shire of Coolgardie
Seconded: Cr Laurene Bonza - Shire of Dundas

Carried

Since the resolution of GVROC a meeting with the relevant Local Governments was held, which resulted in a consultant being appointed by GVROC to submit an application on behalf of the group.

Officer's Comment

If successful in the funding application the program will support the employment of a Regional Climate Alliance Coordinator. There are only two pilot programs available throughout regional WA. The application guidelines are provided in Attachment A.

The program aims to pilot the Alliance model in Western Australia. This program will also demonstrate how collective action, at a regional level, can enable Local Governments to overcome current capacity limitations and accelerate the delivery of climate change responses.

The Alliance model has proved to be successful in other States in Australia and therefore DWER, DFES, DLGSC and WALGA have partnered together to pilot the program in WA. The program is a two year model based around \$110,000 to assist with the employment of a coordinator and up to \$100,000 in competitive funds to deliver adaptation and mitigation projects on the ground.

At the meeting of Local Governments interested in participating in the program, a scope of how the program could be delivered within the Goldfields / Esperance region was drafted (Attachment B).

Participation in the program through GVROC will more than likely cost each Local Government between \$10k and \$15k per year for the two year program. This cost however is dependent upon the number of GVROC local governments participating in the program.

Some areas of interest that the GVROC alliance would like to focus their efforts include:

- Drought
- Bushfires
- Renewable Energy
- Water Security
- Regional Waste Solutions and Facility

It is the Officer's Recommendation to participate in the program as it clearly aligns with our Strategic Community Plan. Supporting and participating in this project is a way to action and potentially deliver and address climate adaptation and mitigation issues.

Option One

The Officers Recommendation is to support and participate in the GVROC application to the Regional Climate Alliance Program.

Option Two

Alternative Recommendation is to advise GVROC that the Shire of Esperance does not wish to participate in the Regional Climate Alliance Program.

Consultation

GVROC Executive Officer
GVROC Local Governments

Financial Implications

The financial implications arising from this report are expected to be in the range of \$10k to \$15k per year and this can be considered as part of budget allocations.

Asset Management Implications

Nil

Statutory Implications

Nil

Policy Implications

Participating in this program is consistent with the Shire's Cities Power Partnership and the pledges that have been made within.

Strategic Implications

Strategic Community Plan 2017 - 2027

Natural Environment

A community that values and protects our natural environment

Raise awareness and increase education on environmental issues.

Corporate Business Plan 2020/21 – 2024/25

N1.1 Develop partnerships with environmental stakeholders to deliver programs

N1.3 Seek funding for environmental projects

N3.2 Investigate opportunities to improve energy sustainability and efficiency of the Shire

Environmental Considerations

The environmental considerations arising from this report are consistent with investigating ways to address climate adaptation and mitigation issues.

Attachments

A [!\[\]\(3cb60d42b10e53f9522bb0b392c1c4cd_img.jpg\)](#). Regional Climate Alliance Program Guidelines

B [!\[\]\(d0262bbe9d2356661a2e89321dfcc781_img.jpg\)](#). GVROC Climate Alliance Draft Scope

RECOMMENDATION AND DECISION

Moved: Cr Chambers

Seconded: Cr Obourne

O0621-151

Council Resolution

That Council agree to support and participate in the GVROC Climate Alliance Program.

**CARRIED
F7 - A0**



Regional Climate Alliance Program

Expression of Interest to Form a Climate Alliance

Application Guidelines

May 2021



(Image: Denmark Inlet (Source: WALGA))



Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elders past, present and emerging.

Image: 'Untitled' (Derbari Yerrigan-Swan River)' by Jade Orchid Dolman Penangke (Source: WALGA)





Regional Climate Alliance Program-Application Guidelines

Contents

Introduction	2
Program overview	6
Purpose of the Program	6
Program Funding	6
Regional Climate Alliance Coordinator Position	7
Regional Climate Alliance Project Funding	7
Eligibility Criteria	8
Program Timeframes	10
How to apply	11
Advice and guidance	11
Assessment	12
Assessment Criteria	12
The Application and Assessment Process	12
Notification of assessment outcome	13
Key dates	13
Requirements for successful recipients	14
Program launch and promotion	14
Alliance Funding Agreement with WALGA	14
Project management	14
Payment of funding	14
Progress reporting	15
Program completion and evaluation	15
Legislative and Regulatory Requirements	16
Tax Implications	16
Acknowledging the State Government and WALGA's support	16
Insurance requirements	16
Disclaimer	17
Privacy policy	17
References	17





Introduction

The Western Australian Local Government Association (WALGA) is inviting Local Governments to submit an Expression of Interest to establish a climate alliance under the Regional Climate Alliance Program. The Program is an initiative under the State Government's [Western Australian Climate Policy](#) and aims to support regional Local Governments to take action on climate change, energy and sustainability through regional partnerships.

The Department of Water and Environmental Regulation (DWER), the lead agency for the initiative, has partnered with WALGA to administer the Program. WALGA will manage the program and \$420,000 will be available for two pilot Regional Climate Alliances with joint oversight from DWER, the Department of Local Government, Sport and Cultural Industries (DLGSC), and WALGA.

Program funding will support employment of a Regional Climate Alliance Coordinator within each of the two Alliances established. Funding will also be available to the Alliances to deliver climate adaptation and mitigation projects through a competitive grant process.

The Program aims to pilot the Alliance model in Western Australia and demonstrate how collective action, at a regional level, can enable Local Governments to overcome current capacity limitations and accelerate the delivery of climate change responses.

This Program builds on the Climate Resilient Councils project (2019-2021), a collaboration between WALGA, DWER, and the Department of Fire and Emergency Services; DLGSC, and the Local Government Insurance Service. The Program responds to the Climate Resilient Councils project's finding that while some of the larger Local Governments are progressing well in responding to climate change, most small regional Local Governments have made less progress.

Common barriers to the implementation of climate change planning and actions within Local Government include lack of resources, expertise, and competing priorities. Regional alliance models established in South Australia and Victoria have been found to be an effective way to overcome some of these barriers. These alliances have also demonstrated that jointly addressing climate change can result in positive environmental outcomes and reduction in current and future operating or capital costs. Since 2001, the state of Victoria has established nine Local Government climate alliances (Victorian Greenhouse Alliances) that cover 79 Local Government areas.

State Government supporting the Regional Climate Alliance Program

In November 2020, the State Government released the [Western Australian Climate Policy](#) outlining themes and initiatives to support a low carbon and climate resilient future. The policy recognises that Local Governments are at the forefront of dealing with climate risks and that there is value in working in partnership with the sector to ensure our communities are safe and our regions are resilient. This Program is a key initiative under the 'Resilient cities and region's' policy theme.



Objectives of the Regional Climate Alliance Program

1. Establish Regional Climate Alliances that can successfully develop and implement projects that are currently beyond the reach of individual Local Governments and that demonstrate a reduction in climate change risks and greenhouse gas emissions from community, business or Local Government activities;
2. Support Local Governments within the Alliances to build their capacity, beyond the life of the Program, to respond to climate change, and accelerate their adaptation and mitigation responses;
3. Provide opportunities for the Alliances to share capacity building resources between Alliances and the Local Government sector more broadly; and
4. Assess the efficacy of the Regional Climate Alliance model in WA and provide recommendations to DWER, DLGSC and WALGA on whether to expand the program and improve climate adaptation and mitigation action planning and implementation at the regional level, and any recommended improvements to the model.

Image: Kulin (Source: WALGA)



Benefits of the Regional Climate Alliance Model

COST SAVINGS through:

- Harnessing efficiencies and economies of scale to reduce operating or capital costs across local governments
- Allowing councils to participate in projects that they would not be able to individually

EXPERIMENTATION AND INNOVATION through:

Providing opportunities for trialling new projects that would not be undertaken by an individual Local Government.

CAPACITY BUILDING AND KNOWLEDGE SHARING through:

- Providing a forum to build networks and share information and knowledge-creating a "brains trust"
- Resource and document sharing
- Find out about what other Local Governments are doing
- Clear communication of initiatives within and beyond Local Governments.

EMISSIONS REDUCTION through:

Participation in climate mitigation projects

ADVOCACY through:

The Alliance providing consistent messaging across Local Governments and an opportunity for Local Governments to participate in advocacy on a range of issues.

DRIVING CLIMATE PROGRESS through:

The Alliance Coordinator who acts as a catalyst for action through encouraging interactions, coordinating work and identifying opportunities to strengthen climate action.

ACCESS TO TECHNICAL EXPERTISE through:

Providing an opportunity for Local Government staff to ask questions and build their own understanding of climate change and energy through the Alliance Coordinator.

TIME SAVING AND AVOIDING DUPLICATION through:

- Identifying lessons from other initiatives-what worked and what didn't
- Save staff time in preparing materials
- Allow resources to be built on and improved
- 'Sharing the wheel rather than reinventing it'
- Reduce duplication by collaborating

Adapted from *EAGA Impact Evaluation Report (2021)*





Program overview

Purpose of the Program

The Regional Climate Alliance Program is supporting the State Government's *Western Australian Climate Policy* action to build resilient cities and regions in WA. The purpose of the Program is to support non-metropolitan Local Governments to work together in regional partnerships to address climate adaptation and mitigation issues. The program will provide interested Local Governments with an opportunity to work with other Local Governments, whilst receiving funding and support from WALGA. Establishing alliances will support climate action in small Local Governments that are resource constrained, lack expertise and have competing priorities.

Program Funding

The Program will provide \$420,000 in funding for the Regional Climate Alliances between the 2021-23 financial years. Funding will be provided to employ two Regional Climate Alliance Coordinators and to deliver adaptation and mitigation projects on the ground. All amounts listed below are excluding GST.

Item	2021-22	2022-23	Total Funding
Regional Climate Alliance Coordinator Position	\$55,000 per Alliance	\$55,000 per Alliance	\$220,000
	\$110,000 total	\$110,000 total	
Project Funding (Subject to project funding applications)	Up to \$100,000	Up to \$100,000	\$200,000

Figure 1: The Regional Climate Alliance Program funding distribution.



Regional Climate Alliance Coordinator Position

Once established, each Regional Climate Alliance will have access to \$55,000 (exc GST) for the 2021-22 and 2022-23 financial years to fund the employment of a Regional Climate Alliance Coordinator Position.

Responsibilities

The Regional Climate Alliance Coordinator will be responsible for the following activities:

- Coordinating an initial Strategic Planning workshop with Local Government representatives within the Alliance to identify objectives, values and areas of mutual interest.
- Facilitating committees that support decision-making within the Regional Climate Alliance;
- Facilitating action planning (adaptation or mitigation) for the Regional Climate Alliance or Local Governments within the Regional Climate Alliance to support applications for Project Funding under this program;
- Preparing and submitting applications for Project Funding under this program, and where possible, from other funding programs and initiatives;
- Ensuring project funding is managed appropriately to deliver the outcomes of both the Program and the approved Project(s);
- Ensuring that appropriate financial records are maintained to support WALGA's Program Progress Reports;
- Providing input to a Program Evaluation undertaken by DWER, DLGSC, and WALGA on conclusion of the Program (mid 2023);
- Supporting the Regional Climate Alliances with the delivery of climate change responses and projects; and
- Providing briefings and promote knowledge sharing and awareness-raising within the Regional Climate Alliance, and with other Regional Climate Alliances.

Recruitment and management of the Coordinators will be the responsibility of the Local Governments within the Alliances. WALGA is available to be part of the selection panel when recruiting the Coordinators and a position description will be made available with the Resources on the WALGA [website](#).

Regional Climate Alliance Project Funding

The Regional Climate Alliances established under this Program will have access to up to \$100,000 (exc GST) for climate adaptation and mitigation projects in the 2021-22 and 2022-23 financial years. The annual project funding budget will be shared between alliances and distributed based on project funding applications. This approach will ensure proposed projects are collaborative, achieve mitigation or adaptation outcomes and are consistent with the Program's objectives.

Project funding applications will be assessed by a Committee represented by WALGA, DWER and DLGSC. Project application guidelines and an application form will be provided following the establishment of the Regional Climate Alliances.



Eligibility Criteria

To be eligible for the Program, applications must meet the following criteria:

1. Local Governments outside of the Perth and Peel regions are eligible to apply (see list below). Local Governments inside Perth and Peel regions are **not eligible**.
2. Applicants must provide evidence that all Local Governments within the application have formally agreed to participate through a Council decision, for the 2 year period of the Program.
3. A minimum of three Local Governments are required to form an alliance as part of the Program.

All Western Australian Local Governments **outside** the Perth Metropolitan and Peel Regions are eligible to apply. These Local Governments are:

- City of Albany
- Shire of Ashburton
- Shire of Augusta Margaret River
- Shire of Beverley
- Shire of Boyup Brook
- Shire of Bridgetown-Greenbushes
- Shire of Brookton
- Shire of Broome
- Shire of Broomehill-Tambellup
- Shire of Bruce Rock
- City of Bunbury
- City of Busselton
- Shire of Capel
- Shire of Carnamah
- Shire of Carnarvon
- Shire of Chapman Valley
- Shire of Chittering
- Shire of Christmas Island
- Shire of Cocos (Keeling) Islands
- Shire of Collie
- Shire of Coolgardie
- Shire of Coorow
- Shire of Corrigin
- Shire of Cranbrook
- Shire of Cuballing
- Shire of Cue
- Shire of Cunderdin
- Shire of Dalwallinu
- Shire of Dandaragan
- Shire of Dardanup
- Shire of Denmark
- Shire of Derby-West Kimberley
- Shire of Donnybrook-Balingup
- Shire of Dowerin
- Shire of Dumbleyung
- Shire of Dundas
- Shire of East Pilbara
- Shire of Esperance
- Shire of Exmouth
- Shire of Gingin
- Shire of Gnowangerup
- Shire of Goomalling
- City of Greater Geraldton
- Shire of Halls Creek
- Shire of Harvey
- Shire of Irwin
- Shire of Jerramungup
- City of Kalgoorlie-Boulder
- City of Karratha
- Shire of Katanning
- Shire of Kellerberrin
- Shire of Kent
- Shire of Kojonup
- Shire of Kondinin
- Shire of Koorda
- Shire of Kulin
- Shire of Lake Grace
- Shire of Laverton
- Shire of Leonora



- Shire of Manjimup
- Shire of Meekatharra
- Shire of Menzies
- Shire of Merredin
- Shire of Mingenew
- Shire of Moora
- Shire of Morawa
- Shire of Mount Magnet
- Shire of Mount Marshall
- Shire of Mukinbudin
- Shire of Murchison
- Shire of Nannup
- Shire of Narembeen
- Shire of Narrogin
- Shire of Ngaanyatjaraku
- Shire of Northam
- Shire of Northampton
- Shire of Nungarin
- Shire of Perenjori
- Shire of Pingelly
- Shire of Plantagenet
- Town of Port Hedland
- Shire of Quairading
- Shire of Ravensthorpe
- Shire of Sandstone
- Shire of Shark Bay
- Shire of Tammin
- Shire of Three Springs
- Shire of Toodyay
- Shire of Trayning
- Shire of Upper Gascoyne
- Shire of Victoria Plains
- Shire of Wagin
- Shire of Wandering
- Shire of West Arthur
- Shire of Westonia
- Shire of Wickpin
- Shire of Williams
- Shire of Wiluna
- Shire of Wongan-Ballidu
- Shire of Woodanilling
- Shire of Wyalkatchem
- Shire of Wyndham-East Kimberley
- Shire of Yalgoo
- Shire of Yilgarn
- Shire of York



Program Timeframes

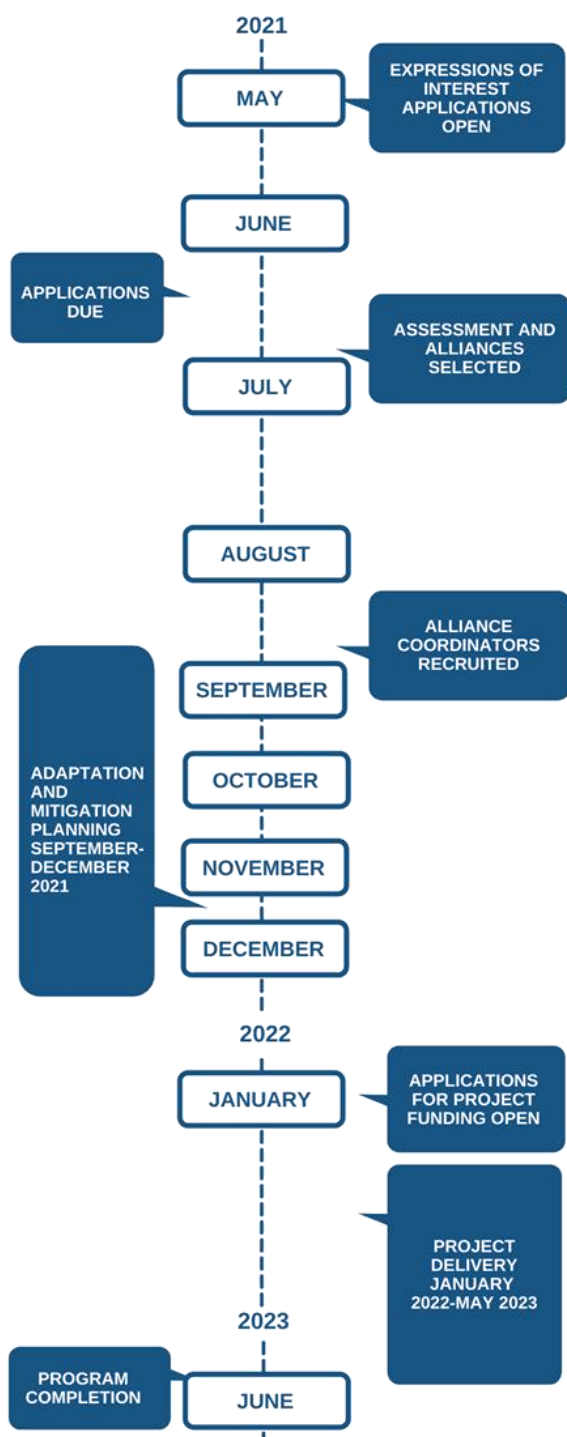


Image: Denmark Road (Source: WALGA)



How to apply

1

VISIT THE WEBSITE

www.walga.asn.au

Read the information about the Program on the website to see if you are eligible.

2

READ THE PROGRAM GUIDELINES AND GUIDANCE DOCUMENT

Familiarise yourself with the Program requirements and read the Guidance document for more information about the Alliance model.

3

COMPLETE AND SUBMIT THE APPLICATION BY THE CLOSING DATE AND TIME

Complete the application form and email to environment@walga.asn.au
Attach relevant documentation for supporting evidence.

Applications must be submitted by the following closing date and time:

**11:59pm on Monday, 21 June
2021**

Applicants must:

- Answer all questions in the application form
- Provide evidence of Council and CEO endorsement from all participating Councils in the application at the time of submission.

Advice and guidance

WALGA is administering the Regional Climate Alliance Program. It can provide information on these guidelines and further information on any topics outlined in the Climate Alliance Guidance document.



Assessment

Assessment Criteria

The table below outlines the criteria that will be used by the Committee to assess applications.

Criteria	Value	Description
Strategy and Governance	40%	<ul style="list-style-type: none"> Identified how participation in the Program will help to address climate change; Identified shared priorities or projects that reduce greenhouse gas emissions and/or improve climate change resilience; and Evidence of strategic thinking on how the alliance will be governed
Viability	30%	<ul style="list-style-type: none"> Contributions (in-kind or financial) from Local Governments to maximise the success of the Alliance (e.g. resourcing, facilities, direct investment); Consideration of how contributions will be shared between Local Governments; and Demonstrated consideration and understanding of how the Coordinator position will function and be resourced to deliver positive outcomes for the Alliance and more broadly
Partnership and collaboration	20%	<ul style="list-style-type: none"> Demonstrated ability to collaborate effectively with other Local Governments to achieve beneficial social, environmental or economic outcomes
Engagement	10%	<ul style="list-style-type: none"> Consideration of how the community, local businesses and other stakeholders will be informed and engaged to enhance climate change responses

The Application and Assessment Process

1. Check your eligibility
2. Attend a Regional Climate Alliance Program Information Session (optional)
3. Organise a workshop/meeting with Local Governments in your area to determine if you should form an Alliance.
4. Get Council and CEO approval
5. Submit an Expression of Interest application via email



Notification of assessment outcome

All applicants will be notified by email and letter of the assessment outcome.

Key dates

Milestone	Date due
Expression of interest application open	10 May 2021
Information session <ul style="list-style-type: none"> Eligible Local Governments invited to attend an information session 	May/June 2021
Applications close	21 June 2021
Successful applicants notified <ul style="list-style-type: none"> Local Governments formally advised of outcome of EOI Letter of Offer, Funding Agreement and Purchase Order provided to successful applicants 	30 June 2021
Agreement between the Alliance and WALGA <ul style="list-style-type: none"> Signed agreement outlining scope and conditions of program funding and management 	21 July 2021
Recruitment for Regional Climate Coordinator Position finalised <ul style="list-style-type: none"> Provision of funding for Coordinator roles 	31 August 2021
Strategic Planning undertaken <ul style="list-style-type: none"> The Alliances undertake adaptation and mitigation planning 	31 August – 30 December 2021
Project funding applications open	11 January 2022

It is understood that recruitment for the Regional Climate Coordinator position may take longer than the deadline indicated above and there may be some flexibility, as required.



Requirements for successful recipients

Program launch and promotion

WALGA, DWER and DLGSC must be:

- Invited to attend any formal launch events
- Advised 4 weeks prior to any formal events
- Acknowledged for their contribution in all communication and media for the project.

Alliance Funding Agreement with WALGA

Successful Alliances will be required to sign an Agreement with WALGA which will outline objectives, obligations of each party and conditions of funding. An agreement template will be provided by WALGA.

Project management

WALGA will ask each Local Government to nominate a representative to the Regional Climate Alliance Program.

The appointment of a representative demonstrates a commitment by the Local Governments to participate in the Alliance and will be the point of contact for WALGA during the Program. Multiple representatives may be selected by each Local Government to participate in the Working Groups and/Committees, as part of the Alliance, depending on the governance structure decided upon.

Payment of funding

WALGA will make payments for Coordinators and successful Projects at specified milestones. Payment details will be outlined in the Funding Agreement provided to the Alliances by WALGA.

A final Program Report and financial statement of expenditure is required within 1 month of completion of the Program.

Any unspent funds must be returned to WALGA.



Progress reporting

Successful applicants will be required to submit a Program Progress report at least every 3 months. A project report template will be provided by WALGA during the project delivery period and will address the following:

- Achievements against objectives outlined in the Program application;
- Brief summary of program progress (key decisions made, challenges and learnings, progress towards Alliance specific objectives);
- Outline of project expenditure and status of key milestones, including any delivery risks; and
- A brief summary of how stakeholders outside of Local Government have been engaged in the design, planning and delivery of the program or projects.

The recipient is responsible for alerting WALGA of any issues or risks to completion of the project at the first available opportunity.

Program Progress reports due

Deadline
13 September 2021
13 December 2021
14 March 2021
13 June 2022
19 September 2022
12 December 2022
13 March 2023
12 June 2023 (Final Report)

Program completion and evaluation

To align with DWER's delivery timeframe for this initiative, funding will only be available to established Alliances between 2021/22 and 2022/23 financial years.

At the conclusion of the Program:

- WALGA will continue to be available to provide support to the Alliances in the form of advice.



- Alliances will be asked to provide input to an evaluation report developed by DWER, DLSGC and WALGA. The report will identify learnings from the Program and make recommendations on how the model could be improved.

Legislative and Regulatory Requirements

In delivering the activities as part of the grant, recipients are required to comply with all relevant Commonwealth, state/territory legislations and regulations, and Local Laws relevant to the site(s).

Tax Implications

Applicants should consult the Australian Tax Office or seek professional advice on any taxation implications that may arise from this grant funding.

Acknowledging the State Government and WALGA's support

Local Governments and the Alliances should acknowledge and include the Department of Water and Environmental Regulation's and WALGA's logo in all promotional material and media related to the Regional Climate Alliance Program. Reference to the Program supporting the delivery of the State Government's *Western Australian Climate Policy* (2020) should also be included.

Co-branded promotional material is to be provided to DWER and WALGA for approval prior to publication.

Department of Water and Environmental Regulation

For additional information on associated publications or promotional material, please contact climate@dwer.wa.gov.au.

Western Australian Local Government Association

For additional information on logo requirements, please contact communications@walga.asn.au

Insurance requirements

Local Governments applying for funding via this program must have minimum public liability insurance cover of \$20 million.

We recommend that applicant organisations have personal accident and professional indemnity insurance, however this is not a condition of funding.



Disclaimer

Submission of application does not guarantee funding. The costs of preparing an application are borne by the applicant.

Privacy policy

WALGA will collect and store the information you provide to enable processing of your expression of interest application.

Any information provided by you will be stored on a database that will only be accessed by authorised personnel and is subject to privacy restrictions. The information will only be used for the purposed for which it was collected.

References

First Person Consulting 2021, *Evaluation of EAGA's Impact*, Eastern Alliance for Greenhouse Action, Melbourne, <<https://eaga.com.au/wp-content/uploads/2018/01/Impact-Evaluation-of-Eastern-Alliance-for-Greenhouse-Action-Summary.pdf>>

Department of Water and Environmental Regulation 2020, *Western Australian Climate Policy*, Government of Western Australia, Perth, <<https://www.wa.gov.au/service/environment/environment-information-services/western-australian-climate-change-policy>>

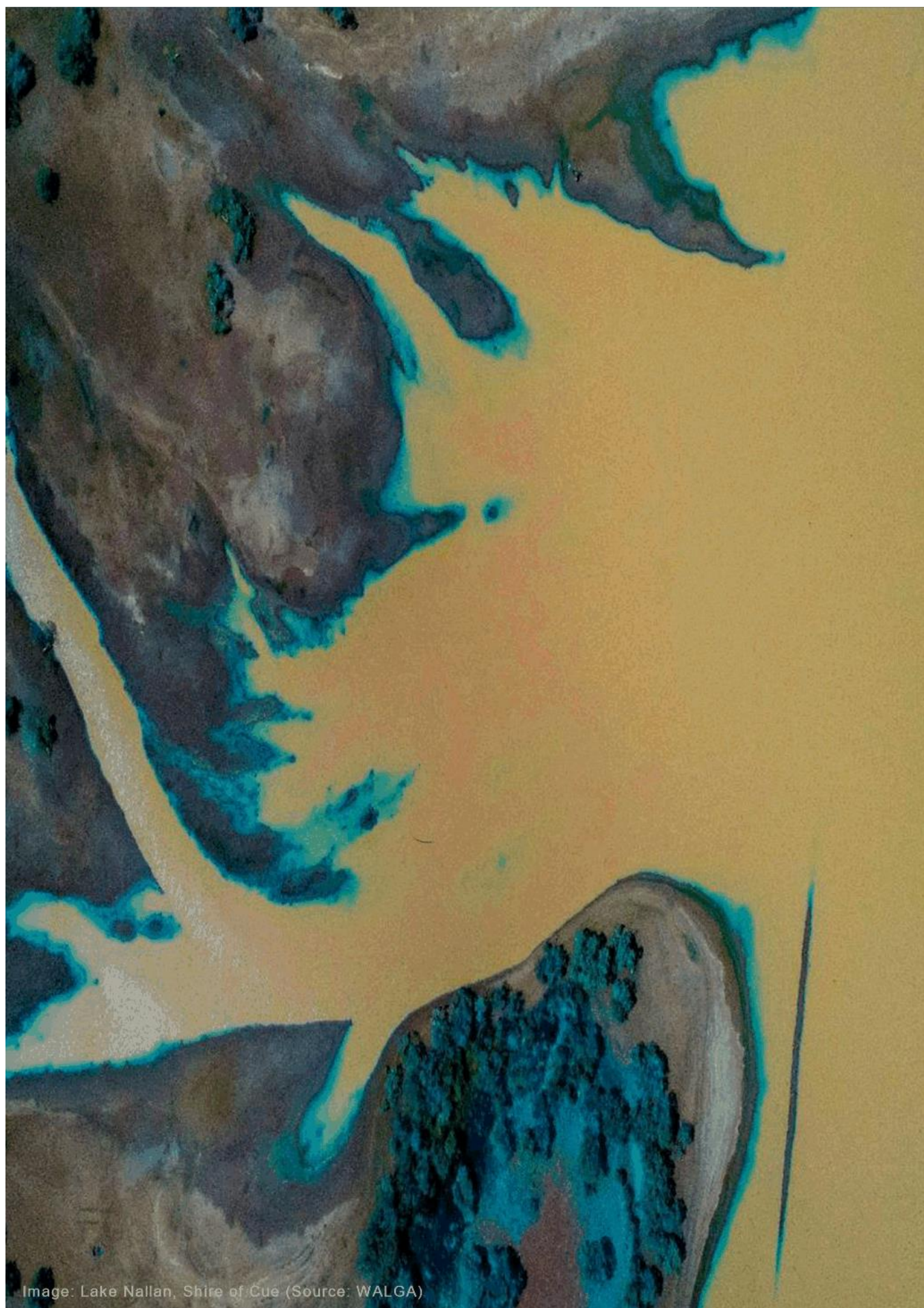


Image: Lake Nallan, Shire of Cue (Source: WALGA)

Shane Burge

From: mannadvisory@bigpond.com
Sent: Thursday, 10 June 2021 3:25 PM
To: 'James Trail'; Peter Naylor; Laura Dwyer; Kevin Hannagan; 'Peter Fitchat'; Brian Joiner; 'John Walker'; Shane Burge; 'Jim Epis'
Cc: 'Cr. Malcolm Cullen'; 'Dylan Martini'; 'Robert Hicks'; 'Tara Whitney'
Subject: Regional Climate Alliance Program - GVROC Application - follow-up from this morning's Zoom meeting with Consultants

Hi all,

Following the Zoom meeting this morning with our consultant, Tara Whitney of Whitney Consulting, it was requested that I email all CEOs regarding what the potential Alliance would look like and what the requirements/budget is for each LGA that wishes to participate in the Alliance. This was requested because each LGA that wishes to be part of the Alliance must provide a letter signed by their CEO and President providing support to the Alliance, which you will all no doubt require you Councils to sign-off on. All of this is required within the next 10 working days to meet the application deadline of 21 June 2021.

The Aim of the Goldfields Regional Climate Alliance

The aim of working together in the Alliance is the same as the reason GVROC was first established - to pool resources and networks to enable local governments in the Goldfields Esperance region to advocate for and deliver outcomes that would otherwise not be possible for such remote and small local government authorities. The shires in this alliance are all GVROC members and are committed to working together to tackle the challenges facing them in relation to climate change to build resilience and adaptability.

The intended objectives and benefits of the Alliance are:

- To coordinate the various individual projects currently being delivered or being planned by shires to maximise the collaboration opportunities, avoid duplication of effort, maximise use of limited resources and extend the learnings of all projects across the region
- Deliver a resource (Alliance Co-ordinator) that can assist the shires, local industry and communities to know what funding is available for climate resilience projects and assist in securing that funding to deliver the projects
- This resource will be a central contact point for shires, local industry and communities to discuss climate resilience ideas, projects and learnings so that shires can also collaborate with industry (inc mining) and community in the delivery of climate change response projects and in the extension of learnings
- Create an alliance that enables Goldfields-Esperance shires to liaise and connect with existing organisations and climate resilience projects being delivered, including the GGA South West Drought Innovation Hub. The Alliance Coordinator will facilitate these connections with the organisations, local industry, community, government and research institutions to:
 - o Advocate for Alliance involvement in projects where suitable
 - o Bring learnings and information on climate resilience funding and projects to the Alliance
 - o Co-design projects that align with the Alliance's climate priorities
 - o Advocate for projects and funding for the Alliance's climate priorities
- Develop, secure funding for and implement innovative projects in the Goldfields Esperance region to address climate change issues affecting the area
- Assess the efficacy of the Alliance model on the largest region in WA, Goldfields-Esperance, which is also one of the most diverse in nature, encompassing desert, temperate eucalypt woodlands and coastal national parks. This model has been proven in SA and Victoria but needs to be tested in the context of WA's landscapes and distances. GE is the largest of WA's regions and over three times the size of the state of Victoria so is the ideal trial location.

Commitment to the Alliance

As part of the Program guidelines and application form, an Alliance needs at least three regional LGAs to form the Alliance. Applicants must also provide evidence that all Local Governments within the application have formally agreed to participate in the Alliance through a Council decision, for the 2 year period of the Program and provide a letter signed from the CEO and Mayor/Shire President. While GVROC has committed to this process at its last meeting individual LGAs need to formally state as part of our application through a Council endorsed support letter back to me that they want to be in the Alliance. We need this within the coming week.

Budgets

While the Regional Climate Alliance Program will provide funding towards the Alliance Co-ordinator (\$55,000 per annum for two years) it is expected that the cost to employ and attract a suitable candidate to the Goldfields will entail a budget of approximately \$140,000 per annum inclusive of super and entitlements. This means that the GVROC and LGAs would need to cover the remaining \$85,000 per annum. The GVROC did commit \$50,000 towards this application, but Whitney Consulting has only cost us \$3,980 so there is still \$46,000 left in the pool that could also be provided towards the costs of the Alliance Co-ordinator bringing down the shortfall to \$62,000 per annum. Depending on how many of the GVROC LGAs want to commit to the Alliance e.g. at this stage it is possible from those that participated in the Zoom this morning we have 5 in the Alliance - CKB, Dundas, Menzies, Coolgardie and Esperance which would equate to each LGA needing to contribute \$12,000 per annum or \$24,000 across the two years towards this cost of employing the Alliance Co-Ordinator. If Laverton, Leonora, NG or Wiluna also join then this cost will come down proportionately. It is suggested that as part of your Council endorsed commitment to the Alliance that you also seek a maximum amount per annum that you are willing to commit to the Alliance.

The CKB has tentatively offered to be the lead local government for the Alliance and host the Alliance Coordinator and provide in-kind office space, administration support and also use of a car to travel the region to meet with Shires, which would be listed as an in-kind budget contribution towards our application. The CKB has advised it could also fully fund a sustainability officer/project officer role that could assist the Coordinator with delivering the Alliance projects, if the coordinator role was jointly funded across the Alliance Councils/GVROC.

In regard to projects, the program has available \$100k per year on a competitive basis between the two alliances to be funded under the program towards projects. It is expected that the Alliance Co-Ordinator once on board would look to develop up the projects and look at all sources of funding including this \$100k. e.g. source from Federal, State grants or partnerships with Mining industry etc. plus possible further LGA project contributions

Alliance Areas of Interest – for project proposals

At the Zoom meeting it was also discussed that the areas that the alliance would focus on would include:

- Drought
- Bushfires
- Renewable Energy
- Water Security
- Regional Waste Solutions and Facility

The application does not specify that we need to provide specific projects at this stage just the areas of climate impact/change that we are looking to pursue.

Information that is required from each LGA urgently is as follows:

For Whitney Consulting to complete the application below is the information needed:

- Letters of support from Mayor/Shire President and CEO for each Shire that they support and commit to the regional alliance (with Council approval)
- Information on how much each Shire is committing in \$\$ (preferably this is included in the letters)
- Confirmation on what CKB will provide in cash and inkind (sustainability officer, vehicle, office space etc)
- Any info on current/planned climate projects for each shire
- Confirmation re: shared climate priorities (discussed priorities were drought, bushfires, renewable energy, waste and water security - will it be all of these?)
- And info on why these priorities. Peter Fitchat talked about the issues with drought but Whitney Consulting would like to cover each priority and explain why it is a priority so they need some info on these issues

related to these shires - possibly could come from the GEDC documents Robert Hicks mentioned at meeting?

- The below information for each shire's Alliance contact person
 1. Local Government - department (i.e. Finance, Economic Development etc)
 2. Name
 3. Position
 4. Email
 5. Phone number
 6. Local Government Postal Address

Hopefully this provides the basis and background to allow each of you to now discuss with your Councils and advise your commitment and provide the other required details as soon as possible.

If you have any other questions please let me know.

Regards
Andrew

Andrew Mann

Managing Director and Principal - Mann Advisory
and

Executive Officer – Goldfields Voluntary Regional Organisation of Councils (GVROC)

A: PiVot on the Park, 459 Albany Highway, VICTORIA PARK WA 6100

M: 0403 447 303

W: www.mannadvisory.com.au



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13. REPORTS OF COMMITTEES

Item: 13.1

Minutes of Committees

Author/s	Sofie Hawke	Trainee Administration Assistant - Executive Services
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Authorisator/s	Shane Burge	Chief Executive Officer
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File Ref: D21/17455

Attachments

A [↓](#). Audit Committee - 04 May 2021

B [↓](#). Esperance Roadwise Committee - 10 May 2021

C [↓](#). Museum Management Reference Group - 31 May 2021

RECOMMENDATION AND DECISION

Moved: Cr Piercey

Seconded: Cr Chambers

O0621-152

Council Resolution

That Council accept the following unconfirmed minutes:

- 1. Audit Committee - 04 May 2021**
- 2. Esperance Roadwise Committee - 10 May 2021**
- 3. Museum Management Reference Group - 31 May 2021**

**CARRIED
F7 - A0**



Shire of Esperance

AUDIT COMMITTEE

TUESDAY 4 MAY 2021

MINUTES

DISCLAIMER

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

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

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

ATTACHMENTS

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

Table of Contents / Index

ITEM NO.	ITEM HEADING	PAGE
1.	OFFICIAL OPENING	5
2.	ATTENDANCE	5
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	5
4.	PUBLIC QUESTION TIME	5
5.	DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS	5
6.	DECLARATION OF MEMBERS INTERESTS	6
6.1	Declarations of Financial Interests – Local Government Act Section 5.60a	6
6.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	6
6.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	6
7.	CONFIRMATION OF MINUTES	6
8.	NEW BUSINESS OF AN URGENT NATURE	6
9.	MATTERS REQUIRING A DETERMINATION OF COMMITTEE	7
9.1	External Audit Plan for the Year Ending June 2021	
9.2	IT Disaster Recovery Plan	
10.	CLOSURE	13

SHIRE OF ESPERANCE

MINUTES

**AUDIT COMMITTEE MEETING HELD IN COUNCIL MEETING ROOM ON
4 May 2021
COMMENCING AT 10:30AM**

1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 11:02am.

2. ATTENDANCE

Members

Cr I Mickel	Shire of Esperance
Cr S McMullen	Shire of Esperance Presiding Member
Cr J Obourne	Shire of Esperance

Shire Officers

Mr S Burge	Chief Executive Officer
Mrs B O'Callaghan	Manager Financial Services
Mrs F Baxter	Director Corporate & Community Services
Mr R Meerman	Manager Information Services

Guests

Jay Teichert	Director Financial Audit Office of the Auditor General (via zoom)
Katherine Gardner	Engagement Supervisor Moore Australia (via zoom)
Wen-Shien Cha	Engagement Partner Moore Australia (via zoom)

Members of the Public & Press

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

Mr K Mills	Community Representative
Cr J O'Donnell	Shire of Esperance

4. PUBLIC QUESTION TIME

Nil

5. DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS

Nil

6. DECLARATION OF MEMBERS INTERESTS

- 6.1 Declarations of Financial Interests – Local Government Act Section 5.60a**
Nil
- 6.2 Declarations of Proximity Interests – Local Government Act Section 5.60b**
Nil
- 6.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**
Nil

7. CONFIRMATION OF MINUTES

Moved: Cr Mickel
Seconded: Cr Obourne

AU0521-126

That the Minutes of the Audit Committee Meeting of the 8 March 2021 be confirmed as a true and correct record.

CARRIED

8. NEW BUSINESS OF AN URGENT NATURE

Nil

Audit Committee: Minutes
4 May 2021

Page 7

9. MATTERS REQUIRING A DETERMINATION OF COMMITTEE

Item: 9.1

External Audit Plan for the Year Ending June 2021

Author/s	Felicity Baxter	Director Corporate & Community Services
Authoriser/s	Shane Burge	Chief Executive Officer

File Ref: D21/14107

Applicant
N/A

Location/Address
N/A

Executive Summary

Commencing this financial year, the office of the Office of the Auditor General has assumed control of the Shire's external audits. They have appointed Moore Australia to conduct the audit on their behalf, with oversight from the Office of the Auditor General.

In October 2017, an amendment to the Local Government Act (Auditing) was passed giving the Auditor General the mandate to audit Local Governments in Western Australia. This provides the authority to the Auditor General to conduct performance audits of Local Government as well as a responsibility for the annual financial audits.

Recommendation in Brief

That Council acknowledges the Office of the Auditor General and Moore Australia as the Shire's external auditors for the financial year 2021, and

That Council approves (with or without modification) the Shire's Auditor's External Audit Strategy for the year ending 30 June 2021 as presented as a confidential attachment to the report.

Background

The Office of the Auditor General (OAG) and Moore Australia have provided the External Audit Strategy for the year ending 30 June 2021 for review and discussion with the Shire's Audit Committee – refer confidential attachment.

The Auditor's examination of internal controls during the Interim Audit is designed primarily for the purpose of expressing an opinion on the financial statements of the Shire of Esperance. During this process, various checks and tests will be undertaken to ensure that the policies and procedures established by management and Council are adhered to.

Officer's Comment

From a management perspective, there are no matters additional to those detailed in the Audit Strategy recommended for inclusion in the Plan. Committee may however wish to discuss with the Auditor, additional matters for inclusion in the interim audit.

Option One

That Council approves (with or without modification) the Shire's Auditor's External Audit Strategy for the year ending 30 June 2021 as presented as a confidential attachment to the report.

Audit Committee: Minutes
4 May 2021

Page 8

Consultation

Office of the Auditor General
Moore Australia

Financial Implications

The financial implications arising from this report have been accommodated in the current Annual Budget.

Asset Management Implications

Nil

Statutory Implications

The statutory implications associated with this item includes:

Local Government Act 1995:

S7.1A – Audit committee

S7.1C – Decisions of audit committees

S7.9 – Audit to be conducted

S7.12A – Duties of local government with respect to audits

S7.12AA – provides for financial audits to be conducted by the auditor General.

Local Government Amendment (Auditing) Act 2017 – gives the auditor General the mandate to audit local governments in Western Australia.

Policy Implications

The Shire of Esperance Audit Committee duties and responsibilities as described in the Audit Committee Terms of reference include:

4. Recommend to Council the person or persons to be appointed as auditor
5. Develop and recommend to Council a written agreement for the appointment of the auditor.

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

A financially sustainable and supportive organisation achieving operational excellence

Provide responsible resource and planning management for now and the future.

Corporate Business Plan 2020/21 – 2024/25

L2 Provide responsible resource and planning management for now and the future

L2.6 Manage finance

Environmental Considerations

N/A

Attachments

A. Audit Strategy Memorandum 2021 - *Confidential*

RECOMMENDATION AND DECISION

9.1 External Audit Plan for the Year Ending June 2021

Moved: Cr Obourne

Seconded: Cr Mickel

AU0521-127

That the Audit Committee recommend that Council;

- 1. Acknowledges the Office of the Auditor General and Moore Australia as the Shire external auditors for the financial year 2021, and**
- 2. Notes (with or without modification) Moore Australia's Audit Strategy as approved by the Office of the Auditor General for the year ending 30 June 2021 as presented as a confidential attachment to the report.**

CARRIED

Audit Committee: Minutes
4 May 2021

Page 10

Item: 9.2

IT Disaster Recovery Plan

Author/s	Felicity Baxter	Director Corporate & Community Services
Authoriser/s	Shane Burge	Chief Executive Officer

File Ref: D21/14179

Applicant

Internal

Location/Address

N/A

Executive Summary

For the Audit Committee to consider the IT Disaster Recovery Plan.

Recommendation in Brief

That the Audit Committee recommend that Council adopt the attached IT Disaster Recovery Plan.

Background

The principal objective of the IT Disaster Recovery Plan is to develop, test and document a well-structured and easily understood plan that will help the Shire of Esperance recover as quickly and effectively as possible from an unforeseen disaster or emergency, which interrupts information systems, causing disruption of business operations. Additional objectives include the following:

- The need to ensure that all employees fully understand their duties in implementing such a plan
- The need to ensure that operational policies are adhered to within all planned activities
- The need to ensure that proposed contingency arrangements are cost-effective
- The need to consider implications on other Shire of Esperance office locations

Officer's Comment

The world is unpredictable, and a major incident may result in damage or breaches to the Shire's information systems and data. The aim of this plan is to enable agile response if a major incident should occur and create a plan to restore the Shire's data if it is lost. Not having a disaster recovery plan in place can put the organisation at risk of high financial costs, reputation loss and even risks for the data we hold about property owners and customers.

This plan would not operate necessarily in isolation. If a major incident was to occur, it may invoke the activation of the Incident Management Team (IMT) by the CEO. The IMT would then be responsible for the management of the incident recovery, including to what extent the IT Disaster Recovery Plan is required.

Consultation

Asset Management

Financial Implications

One of the aims of this plan is to mitigate potential financial loss which may occur if a major incident transpired.

Asset Management Implications

Consultation with the Asset Management team for storage and protection of back up data locations.

Audit Committee: Minutes
4 May 2021

Page 11

Statutory Implications

Local Government Act 1995

Policy Implications

Nil

Strategic Implications

Strategic Community Plan 2017 - 2027

Leadership

An organisational and community culture that encourages innovation and embraces change
Foster a culture of innovation

Corporate Business Plan 2020/21 – 2024/25

L2 - Provide responsible resource and planning management for now and the future

L2.10 – Manage information technology

Environmental Considerations

Nil

Attachments

A. IT Disaster Recovery Plan - *Confidential*

RECOMMENDATION AND DECISION

9.2 IT Disaster Recovery Plan

Moved: Cr Mickel

Seconded: Cr Obourne

AU0521-128

That the Audit Committee recommend that Council adopt the attached IT Disaster Recovery Plan.

CARRIED

10. CLOSURE

The Presiding Member declared the meeting closed at 11:43am.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____



Shire of Esperance

ESPERANCE ROADWISE COMMITTEE

MONDAY 10 MAY 2021

MINUTES

DISCLAIMER

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

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

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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

ATTACHMENTS

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

Table of Contents / Index

ITEM NO.	ITEM HEADING	PAGE
1.	OFFICIAL OPENING	4
2.	ATTENDANCE	4
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	4
4.	DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS	4
5.	DECLARATION OF MEMBERS INTERESTS	4
5.1	Declarations of Financial Interests – Local Government Act Section 5.60a	4
5.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	4
5.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	4
6.	CONFIRMATION OF MINUTES	5
7.	ADVISORY COMMITTEE RECOMMENDATIONS	5
8.	MATTERS REQUIRING A DETERMINATION OF COMMITTEE	5
9.	REPORTS	5
10.	FINANCIAL REPORTS	5
11.	GENERAL BUSINESS	5
12.	NEXT MEETING	6
13.	CLOSURE	6

SHIRE OF ESPERANCE
MINUTES
ESPERANCE ROADWISE COMMITTEE MEETING HELD IN COUNCIL MEETING
ROOM ON
10 May 2021
COMMENCING AT 2:30PM

1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 2:32pm.

2. ATTENDANCE

Members

Cr S McMullen	Shire of Esperance	Presiding Member
Mr D Lykke	Department of Health	
Mr J Jose	Department of Transport	
Mrs A McAlinden	Main Roads WA	
C I Mack-Johnston	Esperance Police (Deputy)	
Mr P Gaughan	St John Ambulance	
Rev R Dummermuth	Community Representative	

Ex Officio

Mr N Williams	Manager Asset Development
Ms E Prendergast	WALGA Roadwise Officer
Jeanette Appleby	Supervisor Asset Management
Hannah Logan	Trainee Administration Officer Asset Management

Public

3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

Cr R Chambers	Shire of Esperance (Deputy)
Mr M Walker	Director Asset Management
Ms M Smillie	Department of Health (Deputy)
Mrs J Fitzpatrick	Department of Education
Ms S Shortland	Department of Transport (Deputy)
Mr S Khan	Main Roads WA (Deputy)
Sgt Devine	Esperance Police

4. DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS

Nil

5. DECLARATION OF MEMBERS INTERESTS

- 5.1 Declarations of Financial Interests – Local Government Act Section 5.60a**
Nil
- 5.2 Declarations of Proximity Interests – Local Government Act Section 5.60b**
Nil
- 5.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**
Nil

Esperance Roadwise Committee: Minutes
10 May 2021

Page 5

6. CONFIRMATION OF MINUTES

Moved: Mr P Gaughan
Seconded: Mr R Dummermuth

RW0521-126

That the Minutes of the Esperance Roadwise Committee Meeting of the 29 March 2021 be confirmed as a true and correct record.

**CARRIED
F9 - A0**

7. ADVISORY COMMITTEE RECOMMENDATIONS

Nil

8. MATTERS REQUIRING A DETERMINATION OF COMMITTEE

Nil

9. REPORTS

Road Safety and Drug Education – Jill Fitzpatrick

I would like to report that I attended ESHS parent nights Thursday 22 and Tuesday 27 April.

Across the 2 nights I engaged with 55 parents and 14 students.

Key messages

120 supervised driving hours is known to reduce crash rate of solo novice drivers so aim for 120 hours not just the mandatory 50 hours;

Death and seriously injured rate is significantly reduced if vehicle is 5 star rated vehicle. Consider this when your novice driver is purchasing/driving a vehicle.

A Driving lesson voucher was provided and a great hook to engage with parents. Thanks to Engel for supplying tyre pressure gauges, phone socks, windscreen shades.

10. FINANCIAL REPORTS

Current Budget	\$800.00	
Expenses	\$14.16	(Driver Reviver Costs)
	\$70.00	(Unpresented - ESHS Driving Lesson)
Proposed 2021-22 Budget	\$1,000.00	

11. GENERAL BUSINESS

Committee Resignations & Nominations

- Amelia Fitzgerald has provided notice of her resignation from the committee.
- Sgt B Ashurst & S/C M Gulland have provided their resignation.
- PC Mack Johnstone & Sgt Ryan Devine have been nominated by the Esperance Police as the police representatives.

Plan for the future workshop

A workshop to be held on the 21st June 2021 to set committee direction for the future.

- Road safety week starts on the 16th May 2021
- 2021 Transport and Road Forum is delayed until the 1st July 2021

12. NEXT MEETING

Workshop 21st June 2021 10:30 – 2:30pm (30 Minute Lunch)

13. CLOSURE

The Presiding Member declared the meeting closed at 3:02pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____



Shire of Esperance

MUSEUM MANAGEMENT REFERENCE GROUP

MONDAY 31 MAY 2021

MINUTES

DISCLAIMER

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

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ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

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Table of Contents / Index

ITEM NO.	ITEM HEADING	PAGE
1.	OFFICIAL OPENING	4
2.	ATTENDANCE	4
3.	APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE	4
4.	DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS	4
5.	DECLARATION OF MEMBERS INTERESTS	4
5.1	Declarations of Financial Interests – Local Government Act Section 5.60a	4
5.2	Declarations of Proximity Interests – Local Government Act Section 5.60b	4
5.3	Declarations of Impartiality Interests – Admin Regulations Section 34c	4
6.	CONFIRMATION OF MINUTES	5
7.	MATTERS REQUIRING A DETERMINATION OF COMMITTEE	6
7.1	Appointment Of Presiding Member	7
8.	REPORTS	8
8.1	Museum Strategic Plan Status Report	8
9.	FINANCIAL REPORTS	21
10.	NEW BUSINESS OF AN URGENT NATURE	21
11.	CLOSURE	21

SHIRE OF ESPERANCE

MINUTES

**MUSEUM MANAGEMENT REFERENCE GROUP MEETING HELD IN COUNCIL
CHAMBERS MEETING ROOM ON 31 MAY 2021 COMMENCING AT 2PM**

1. OFFICIAL OPENING

The CEO declared the meeting open at 1:59pm.

2. ATTENDANCE

Members

Cr J O'Donnell	Shire of Esperance (Presiding Member)
Mr B Freeman	Esperance Bay Historical Society (Deputy)
Mr K Young	Esperance Mechanical Restoration Group
Mr D Smallwood	Esperance Family History Society
Mrs J Ford	Museum Volunteer Representative
Mr J Guest	Community Representative

Ex Officio

Ms L Horn	Cultural Officer
Mrs J Arnold	Library and Culture Coordinator
Mrs E Austen	Acting Manager Community Support
Mrs M Ammon	Acting Director External Services
Mr S Burge	Chief Executive Officer

Guests

Mrs P Smallwood	Esperance Family History Society
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3. APOLOGIES & NOTIFICATION OF GRANTED LEAVE OF ABSENCE

Wendy Plunkett	Esperance Bay Historical Society
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4. DEPUTATIONS, PRESENTATIONS, INSPECTIONS, PETITIONS

Nil

5. DECLARATION OF MEMBERS INTERESTS

- 5.1 Declarations of Financial Interests – Local Government Act Section 5.60a**
Nil
- 5.2 Declarations of Proximity Interests – Local Government Act Section 5.60b**
Nil
- 5.3 Declarations of Impartiality Interests – Admin Regulations Section 34c**
Nil

Museum Management Reference Group: Minutes
31 May 2021

Page 5

6. CONFIRMATION OF MINUTES

MOVED: J Ford
SECONDED: J Guest

That the Minutes of the Museum Management Reference Group Meeting of the 10 June 2019 be confirmed as a true and correct record.

CARRIED

Museum Management Reference Group: Minutes
31 May 2021

Page 6

7. MATTERS REQUIRING A DETERMINATION OF COMMITTEE

Item: 7.1

Appointment of Presiding Member

Author/s	Lynda Horn	Cultural Officer
Authorisor/s	Mel Ammon	Acting Director External Services

File Ref: D21/14926

Applicant
Internal

Executive Summary

To appoint the presiding member for the Museum Management Reference Group.

Recommendation in Brief

That the Chief Executive Officer (or nominee) call for nominations and appoint a presiding member.

Background

This is the first meeting of the Museum Management Reference Group since council elections and the committee is required to choose a presiding member from within its membership.

The Chief Executive Officer (or nominee) will call for nominations for the position of Presiding Member and if there is more than one nomination will conduct a secret ballot to determine the election

Statutory Implications

Local Government Act 1995, Part 5 Division 2, Schedule 2.3 Division 1

Strategic Implications

Strategic Community Plan 2017 - 2027

Community Leadership

Work together to enhance trust participation and community pride

Actively engage and communicate with the community to ensure informed decision-making

Attachments

Nil

Museum Management Reference Group: Minutes
31 May 2021

Page 7

RECOMMENDATION AND DECISION

7.1 Appointment Of Presiding Member

The Chief Executive Officer called for nominations for the position of presiding member.

The Chief Executive Officer advised he has received one (1) nomination for the position of Presiding Member as follows:

Cr J O'Donnell

As no further nominations were received, Cr O'Donnell was declared duly elected as Presiding Member.

Cr O'Donnell took the chair.

Mr S Burge left the meeting at 2:02pm and did not return.

Museum Management Reference Group: Minutes
31 May 2021

Page 8

8. REPORTS

Item: 8.1

Museum Strategic Plan Status Report

Author/s	Lynda Horn	Cultural Officer
Authorisor/s	Mel Ammon	Acting Director External Services

File Ref: D21/14931

Executive Summary

Review of the Esperance Museum Strategic Plan Status Report.

Background

The role of the Museum Management Reference Group as outlined in the Terms of Reference is as follows:

"Stakeholders of the Museum are vital in providing advice, knowledge and assistance with projects within the Esperance Museum. This reference group will work with Shire staff to achieve goals and strategies identified in the Esperance Museum Strategic Plan 2017-2023"

A status report providing an update on the work towards the goals and strategies identified in the Museum Strategic Plan has been provided for the group to review.

Attachments

- A. Status Report - Museum Strategic Plan 2017-2023

Museum Strategic Plan Status Report

A status report providing an update on the work towards the goals and strategies identified in the Museum Strategic Plan was provided for the group to review. Below are the discussion points and actions for follow up:

- D Smallwood and B Freeman requested a copy of the Museum collection policy. L Horn will provide a copy to all Reference Group members.
- J Ford asked for a follow up on the RSL records to review if an MOU is required.
- J Guest asked if there was an update on the EBHS MOU. M Ammon advised that due to staff shortages and having to act in other roles there has been a delay, however, there will be further communication with EBHS in the near future.
- B Freeman enquired about 1.3a and the discussions with the Visitor Centre colocation. M Ammon advised that since those discussions in 2018 the James Street Cultural Precinct Planning has evolved and the current community consultation around the whole cultural precinct will help guide the pathway forward.
- B Freeman asked how a curator fits in with the Museum. J Arnold advised that the curator position is a volunteer position and we have been trying to attract a volunteer into the position for some time. The role of the curator requires a dedicated volunteer with a specific skill set or willingness to learn. L Horn will follow up with EVRC to ensure the role is active on the Volunteer website.
- J Ford enquired about the interpretation plan progress. J Arnold advised that we are waiting on the draft report to be provided by the consultant. Once the draft has been reviewed it is anticipated that we will have a final document by the end of June.
- B Freeman requested improvements on the marketing of the Museum. J Ford asked B Freeman if there were any suggestions towards this. None were provided at this time. L Horn will work with the Shire's Media and Communications department towards improvements.
- D Smallwood advised that the Esperance Family History Society (EFHS) would like to work more closely with the Museum to provide more accessible Family History of local people. L Horn will follow up with EFHS and work collaboratively towards an outcome.
- D Smallwood asked if the Museum collects documents from organisations in town that are no longer operating and how they can be accessed. L Horn advised that the Museum Archives is a community resource and anyone can make an appointment to access the records at no cost. J Ford advised, as a Museum volunteer she is able to assist with providing guidance on what records should be kept and how they should be delivered to the Museum. It is also ideal that a 'volunteer' from the organisation assists in this process.

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



Responsibility Key (RK): VA (Volunteer Archivist), VO (Volunteer Object Officer), SMA (Shire of Esperance Museum Administration), SAM (Shire of Esperance Asset Management Department).
Timeframe Key (TK): ST (Short Term 2017-2019), MT (Medium Term 2019-2021), LT (Long Term 2021-2023)

Goal 1: Apply best practice in management, operations and customer service

Strategy: 1.1 Improve and align governance, management systems, policies, plans and reporting

Rationale: A clearer direction for the future will assist in succession planning and volunteer stability. Transparent work practices are needed to improve workflow and support volunteer work. Succession of capable volunteers to fill key roles must continue to be achieved to ensure that the Museum remains an active, dynamic and rewarding organisation that attracts experienced volunteers.

Action	RK	TK	Update/Notes
a) Review and update Museum policies and governing documents.	SMA	ST	<p>June 2018 Identification of policies that need to be reviewed/completed:</p> <ul style="list-style-type: none"> • Museum Collection Policy – adopted by council Sept 2017 • Conservation Policy • Exhibition Policy • Interpretation • Loans • Education • Volunteers <p>Review of Museum Management Committee undertaken and New Museum Management Reference Group established.</p>
b) Review and update Museum management practices and workflow.	SMA	ST	<p>June 2018 Identification of practices and workflows that need to be reviewed/completed:</p> <ul style="list-style-type: none"> • Donation • Accession

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<ul style="list-style-type: none"> De-accession MOSAIC data entry <p>June 2019 Work has commenced on the accession workflow process. Areas of improvement have been identified. Work will continue over the coming months to ensure that the workflow process and identified training is undertaken.</p> <p>May 2021 Have continually identified workflow practices. A number of Work Instructions have been reviewed and re-drafted. This is an ongoing item.</p>
c) Develop MOU's with partnering organisations.	SMA	ST	<p>June 2018 MOU Esperance Family History Society – Completed In November 2017 MOU Esperance Bay Historical Society – Draft with Shire Management for review.</p>
d) Develop a succession plan to maintain operational and key volunteer roles.	SMA	ST	<p>November 2018 Review of Volunteer Position Descriptions and Museum Hierarchy completed.</p> <p>June 2019 Roll out of Volunteer Position descriptions has commenced.</p> <p>May 2021 A catch-up with all Volunteers at the beginning of 2020 provided valuable in preparing forward planning. Unfortunately impacts of COVID and low staffing levels has delayed progression. This is an ongoing item.</p>
e) Implement and coordinate a sustainable Museum volunteer program.	SMA	ST	<p>June 2018 Working with the Shire HR department reviewing Volunteer Management Policy and Management Practice. Once completed these guiding documents will help form the basis of a volunteer program across the Shire and into</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<p>each department. The Museum volunteer program will be built up through this process.</p> <p>June 2019 Volunteer recruitment over the past 6 months has been successful under the improvements with working with HR.</p> <p>May 2021 Unfortunately impacts of COVID and low staffing levels has delayed progression. This is an ongoing item.</p>
f) Maintain memberships and subscriptions to relevant professional organisations.	SMA	ST	<p>June 2018 Identification of relevant organisations will be conducted in this financial year.</p> <p>June 2019 Membership to AMAGA this year</p> <p>May 2021 Continued membership with AMAGA has proven valuable.</p>

Strategy: 1.2 Support and empower volunteers

Rationale: Volunteers are the workforce behind the Museum and provide essential support for key activities such as accessioning, archives, research and front of house duties. A high priority is given to the volunteering program by providing an interesting, rewarding and friendly place for people of all ages to be actively involved and, in return, to share their time and skills.

Action	RK	TK	Update/Notes
a) Provide induction and training to ensure volunteers have the necessary skills, including an annual refresher course and professional development opportunities.	SMA	ST	<p>June 2018 Currently all new volunteers are undertaking building Induction with SMA member and on the ground training with existing volunteers supervised by SMA. Through the development of the Shire's Volunteer Management program, Museum Management Practices and Work Instructions and supervision from SMA this action will continue to develop.</p> <p>Identified training includes:</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<ul style="list-style-type: none"> • Mosaic Database – SMA attended Training on MOSAIC Database in Oct 2017, SMA to produce training guides for volunteers. • Archives – Basic Principles (provenance, original order, transcripts with originals etc). <p>June 2019 Two training sessions have been made available to volunteers in the past 6 months. One workshop on digitisation and a second on copyright.</p>
b) Develop volunteer guides for the displays and collection items.	SMA, VA, VO	MT	

Strategy: 1.3 Explore potential revenue raising opportunities and develop a sustainable operating model.

Rationale: The Museum is funded through the Shire of Esperance annual operational budget. However, a strategic imperative is that the Museum operations develop the capacity to support the future sustainability of the Museum.

Action	RK	TK	Update/Notes
a) Explore opportunities for partnering with other Shire services and facilities.	SMA	MT	<p>June 2018 Established working relationship with the Library which has enabled community and children's events being held at the Museum.</p> <p>November 2018 Discussions with Visitor Centre committee regarding possible colocation commenced.</p> <p>June 2019 Discussion with Council and Visitor Centre committee regarding the Cultural Precinct undertaken. Planning with Library for future activities in the coming 12 months commenced.</p> <p>May 2021 Continued partnership with Library Services team through the delivery of children services programs and school holiday activities. Cultural Precinct consultation undertaken in September 2020.</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



b) Explore grant funding opportunities to improve displays, enhance programs and boost overall visitor experience.	SMA	MT	June 2018 Linked to work in 2.2 (d). Support and funding for an Interpretation plan has been submitted to Council and grant funding will be sourced to compliment this.
c) Develop ways to boost visitor numbers.	SMA	MT	June 2018 Linked to work being undertaken in 3.1

Goal 2: Provide unique facilities, exhibits and interpretation

Strategy: 2.1 Improve collection management and address backlog

Rationale: High priority must be placed on continuing to research, document, conserve and display the artefacts and stories of all aspects of the cultural heritage of our community. To complement this, the Museum must continue to develop professional capabilities in collection management, conservation, information technology, display design and interpretation.

Action	RK	TK	Update/Notes
a) Review collection management practices and identify areas of improvement to streamline processes.	SMA, VA, VO	ST	June 2018 Review of all work practices as outlined in 1.1(b) will contribute towards this action.
b) Implement a backlog project to address outstanding items for accessioning and database clean-up.	SMA, VA, VO	ST	June 2018 Identification of backlog items is continuing. Each item is being documented so that we will have one file of all items that need to be completed. From this the items will be prioritised, project plans or work instructions will be developed. November 2018 This work is ongoing June 2019 Progress on this item has been made with the stocktake completed, more than 2/3 of the database checking undertaken and clean-up of outstanding items in the object room almost completed.

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<p>May 2021 Impacts by COVID and the Object storage room renovation saw the processing of backlog of items delayed. However, the new layout of the Object Store room has proven beneficial and will make workflows easier.</p>
c) Develop and implement a digitisation standard for collection management.	SMA, VA, VO	MT	
d) Review storage systems to identify future needs and short term solutions to ensure preservation of artefacts.	SMA, VA, VO	ST	<p>June 2018 Rearrangement and renovation of work areas in the Archives are has been undertaken and increased shelving. Currently the Accession workroom is undergoing rearrangement and renovation of work areas.</p> <p>November 2018 The Accession room has undergone a workspace renovation. The review and clean-up of the storage area has commenced. Identified that better storage in this room is required for longer term use.</p> <p>June 2019 Identified better storage solution for the Object room (formally Accession room). Purchasing brown built metal shelving and new layout of shelving will help with longer term storage. In addition, boxing items in conservation boxes to allow for stacking will also assist in storage. Building Services has identified that the floor in this room requires replacement. This will be a major focus in the first 6 months of the new financial year.</p> <p>May 2021 Object Storage room renovations completed in April 2020. The room has been redesigned and use of new shelving layout and boxing protocols is working well.</p>

Museum Management Reference Group: Minutes
31 May 2021

Page 16

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



e) Up skill volunteers into archive and accession roles to broaden the base available to undertake roles.	SMA, VA, VO	MT	
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Strategy: 2.2 Develop a long term vision and plan for displays and interpretation

Rationale: The development and display of a collection is the foundation of a successful museum. To remain relevant with cultural experiences it is important to look for new, meaningful and exciting ways to engage with audiences. Display designs that incorporate interactive and engaging elements will enhance the visitor experience.

Action	RK	TK	Update/Notes
a) Review current displays and create specific display plans with a focus on permanent and temporary displays, interpretation, relevance and interest for all ages and social groups.	SMA, VA, VO	MT	June 2018 The Skylab anniversary is in 2019 and a refresh of the current Skylab exhibit will be undertaken as part of the celebration planning. Support and funding for an Interpretation Plan has been submitted to Council. This works in hand with Action (d). November 2018 Skylab 40 th Anniversary plan is well underway. June 2019 Refresh of the Skylab Cabinet undertaken.
b) Work with Indigenous and culturally and linguistically diverse communities to broaden displays and interpretation.	SMA, VA, VO	MT	
c) Review the Significance Assessment within 3 years.	SMA, VA, VO	MT	
d) Develop a Museum Interpretation Plan within 4 years.	SMA, VA, VO	LT	June 2018 Support and funding for this plan has been submitted to Council. November 2018 Interpretation plan quotes received and report for management provided in September. Additional grant funding currently being sourced for project.

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<p>June 2019 Pursuing to lodge a grant funding application in the next few months for this project.</p> <p>May 2021 Grant funding received for an Interpretation Plan. Consultant commenced project in November 2020 and due for completion in June 2021</p>
e) Develop and implement a Conservation Plan within 5 years.	SMA, VA, VO	LT	

Strategy: 2.3 Develop a long term plan for facility maintenance and improvements

Rationale: Plan to ensure that there is depth and stability in moving forward contributing towards long term financial planning.

Action	RK	TK	Update/Notes
a) Review the current facility and identify short and long term maintenance requirements.	SAM	ST	<p>June 2018 Review of existing IT facilities, identification of resources needed and submit requests as identified. IT connection to the Shire, phone system and updated computers have been installed. IT department will include Museum IT maintenance requirements in their long term planning. Building Services have identified short term maintenance requirements and included in annual works schedule. Will be undertaking a long term review this coming year. Working with Asset Management to update the fire evacuation plans. Working with the Shire OHS officer to complete Risk Management and Emergency Response Plan. Upgrade and installation of a First Aid box.</p> <p>June 2019 Building Services have identified short term maintenance requirements for the next 12 months for inclusion in annual works schedule.</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			<p>New emergency Evacuation plans completed and installed. Evacuation drill to be scheduled. Upgraded first aid box installed in kitchen.</p> <p>May 2021 Building Services have identified structural issues with building and have incorporated a long term plan for maintenance. Updated Evacuation Plans installed.</p>
b) Explore future potential for growth/inclusion of the facility within the cultural precinct.	SMA, SAM	MT	<p>May 2021 Cultural Precinct consultation undertaken in September 2020</p>

Goal 3: Connect, engage and inspire our community

Strategy: 3.1 A marketing and communications plan to improve the Museum brand

Rationale: Developing a stronger identity and brand awareness of the Museum, highlighting its unique identity and ensuring a more visible and relevant role in the community to increase visitation.

Action	RK	TK	Update/Notes
a) Develop and implement a marketing and communications plan.	SMA	ST	<p>June 2018 A branding report has been provided to Management for review which includes the review of signage. Working with the Shire Executive Services team to put together a plan.</p> <p>June 2019 New external signage has been put in place. Executive Services continues to assist with marketing and communications.</p> <p>May 2021 The Media department continue to assist with promotional services.</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



b) Review and update promotional material.	SMA	ST	<p>June 2018 Working with the Executive Service team in the production of new brochures for the Museum. One brochure is designed for distribution via tourist/accommodation/vendor locations and a second more detailed brochure available at the Museum to enhance the visitor experience.</p> <p>November 2018 Brochures have been created and distributed.</p> <p>June 2019 New brochures have been working very well.</p>
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Strategy: 3.2 Connect with the public through improved programs, events and special activities

Rationale: Most members of the community will visit the museum once to view the displays. By offering exciting, fun experiences we have the opportunity to attract a broader audience who may not typically identify as a museum visitor and potentially may return to participate in an interesting activity program. Public activity programs are also potential income generators and will contribute to the long-term financial sustainability of the museum.

Action	RK	TK	Update/Notes
a) Develop a targeted program for community participation including a focus on young people.	SMA, VA, VO	MT	
b) Develop and offer programs, seminars, workshops and assistance to the community on heritage, preservation and conservation topics.	SMA, VA, VO	MT	
c) Utilise the Museum facilities to host community group activities and events.	SMA	ST	<p>June 2018 Utilisation of the Museum for activities has commenced through the working relationship with the Esperance Library. Development will continue.</p> <p>June 2019 Museum will be utilised for community activities during the Skylab 40th Anniversary Community Program.</p> <p>May 2021</p>

Shire of Esperance
Esperance Museum – Museum Strategic Plan Status Report
May 2021



			The Museum has been used as a venue for several activities and events including Women's Leadership group, school holiday activities and business after hours events.
d) Develop partnerships with local stakeholders, including education providers and other collecting organisations.	SMA, YA, VO	MT	

Strategy: 3.3 Improve access to the Collection for the community and visitors

Rationale: Providing better access to the Collection will increase the community's understanding of the Collection significance and therefore the community value. This will ultimately lead to the Collection's long term preservation and improved storage.

Action	RK	TK	Update/Notes
a) Research and implement digital access to the Collection through an online platform.	SMA	LT	
b) Research and develop the use of multi-media technology and other devices to interactively engage the audience in the displays.	SMA	LT	

Museum Management Reference Group: Minutes
31 May 2021

Page 21

9. FINANCIAL REPORTS

Nil

10. NEW BUSINESS OF AN URGENT NATURE

Nil

11. CLOSURE

The Presiding Member declared the meeting closed at 3.02pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____

14. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

MOTION

Moved: Cr Piercey
Seconded: Cr O'Donnell

That Council;

1. Request the CEO to provide a report to Council regarding the installation on Esperance foreshore of an historical reconstruction of the hut built by Black Jack Anderson on Middle Island, recognising the unique history of the area and Black Jack Anderson.
2. Further requests an analysis of potential benefits and risks to the Shire, alignment with strategic objectives, estimated costs/budget impact, and effect on projects already planned or commenced.
3. Requests that the report be provided to council at the August 2021 OCM.

AMENDMENT

Moved: Cr Obourne
Seconded:

That Council;

1. Request the CEO to provide a report to Council regarding the appropriate way to recognise the historic significance of Black Jack Anderson.
2. Further requests an analysis of potential benefits and risks to the Shire, alignment with strategic objectives, estimated costs/budget impact, and effect on projects already planned or commenced.
3. Requests that the report be provided to council at the August 2021 OCM.

MOTION LAPSED

The amendment lapsed due to lack of a seconder..

The original motion was put..

Council Resolution

That Council;

- 1. Request the CEO to provide a report to Council regarding the installation on Esperance foreshore of an historical reconstruction of the hut built by Black Jack Anderson on Middle Island, recognising the unique history of the area and Black Jack Anderson.**
- 2. Further requests an analysis of potential benefits and risks to the Shire, alignment with strategic objectives, estimated costs/budget impact, and effect on projects already planned or commenced.**
- 3. Requests that the report be provided to council at the August 2021 OCM.**

**LOST
F2 – A5**

*(Against Cr Chambers, Cr Obourne,
Cr Mickel, Cr Parker and Cr Graham)*

Rationale follows:

Black Jack Anderson, by all accounts, was a brutal man but he is part of our history and as such cannot be whitewashed from the records, just as Port Arthur's history cannot be erased.

Film rights have been signed and work regarding elements such as casting and locations should begin in August. We need to be ready to take full advantage of the tourism flow once the film will engender.

Albany is already laying claim to Black Jack as that is where he killed a man in a bar fight and also where his lady friend lived pre and post their liaison.

There is now an urgency to discover the feasibility of reconstructing Black Jack's hut to not only increase our much needed tourism but also to display to the film maker that Esperance is the correct place for the film's location.

The film will go ahead with or without the hut but the risk of losing out to Albany will reduce if we have the hut.

The possible financial benefits to the town could be enormous and this needs to be investigated.

15. MEMBERS QUESTIONS WITH OR WITHOUT NOTICE

Nil

16. URGENT BUSINESS APPROVED BY DECISION

MOTION

Moved: Cr Piercey
Seconded: Cr Graham

O0621-153

That Council accept the following late item:

17.5 Appointment of Director External Services

CARRIED
F7 - A0

Ms Shaddick entered the Chamber at 5:24pm.

18. PUBLIC QUESTION TIME

1. Mr B Stevens – Problem Trees

Mr Stevens questioned if Council has a policy regarding problem trees and stated he believes there is a policy that encourages staff to remove trees and not prune. Mr Stevens questioned if this statement is correct.

Mr Walker responded that it depends on the health of the tree if staff prune or remove problem trees. Mr Walker stated that the Shire does an assessment to work out the health of the tree and what the appropriate action would be. Mr Walker stated that this may include pruning but it may also include removing the tree if there are structural defects or ongoing issues that cannot be resolved by pruning.

Mr Stevens recommended Council to create a policy stating when trees are removed, three or more trees should be planted in an alternative location.

Cr Mickel thanked Mr Stevens for his comments and responded that he stands by Mr Walker's response and stated that there are two arborists employed by the Shire and they do whatever is possible to retain trees.

17. MATTERS BEHIND CLOSED DOORS

Officer's Comment:

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

Moving behind closed doors

Moved: Cr Chambers
Seconded: Cr Parker

O0621-154

Council Resolution

That the meeting proceed behind closed doors in accordance with section 5.23(2) of the Local Government Act 1995, to consider the following items, which are considered confidential for the reasons indicated.

17.1 Results of Tender for Sale of Land - Various Vacant Residential and Industrial Lots

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a matter that if disclosed, would reveal information that has a commercial value to a person, where the information is held by, or is about, a person other than the local government (Section 5.23(2)(e)(ii)); and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government (Section 5.23(2)(e)(iii)).

17.2 New Community Fare Agreement - Regional Express (Rex) Airline

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.3 0358-21 - Esperance Beach Enclosure

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

17.4 0359-21 - Esperance Beach Swimming Lap Pool

This report is considered confidential in accordance with the Local Government Act 1995, as it relates to a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting (Section 5.23(2)(c)).

**CARRIED
F7 – A0**

Mr Carmody, Mr Stevens, Ms Shaddick, Ms Smith, Mr McCracken and Dr Nieukerke left the Chamber at 5:28pm and did not return.

17.1 Results of Tender for Sale of Land - Various Vacant Residential and Industrial Lots

Moved: Cr Obourne
Seconded: Cr Chambers

O0621-155

Council Resolution

That Council

- 1. Accept the offer of \$12,000 for Lot 70 Dunn Street, Salmon Gums from David Ross Bastyan;**
- 2. Accept the offer of \$9,000 for Lot 1 Coolgardie-Esperance Highway, Grass Patch from MB & CA Longbottom trading as Longy's General Welding;**
- 3. List the unsold lots for sale through real estate agents as per the following**

table:

LOT	SIZE (SQM)	Listing Price
1 Pink Lake Road, Esperance	909	\$195,000
3 Mills Place, West Beach	1231	\$265,000
Lot 1035 Voile Lane, Castletown	1830	\$300,000
Lot 9 Baker Street, Scaddan	1010	\$5,000
Shark Lake Industrial Park		
20	6,909	\$95,000
21	3,166	\$55,000
122	7,284	\$99,000
123	4,498	\$75,000
124	27,066	\$199,000
125	8,782	\$115,000
47	105,804	\$450,000
26	29,445	\$220,000
127	31,986	\$240,000
128	31,986	\$240,000
129	14,896	\$165,000
130	14,884	\$165,000
131	4,212	\$70,000
132	5,713	\$85,000
33	16,740	\$175,000
34	16,549	\$175,000
35	16,361	\$170,000
36	16,142	\$170,000
37	15,969	\$170,000
38	13,915	\$155,000
40	10,195	\$125,000
41	9,559	\$120,000
42	6,963	\$95,000
43	5,750	\$85,000
44	4,936	\$80,000
45	4,067	\$70,000
46	4,420	\$75,000

4. 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 at Attachment C.

**CARRIED
F7- A0**

17.2 New Community Fare Agreement - Regional Express (Rex) Airline

Moved: Cr Chambers

Seconded: Cr Parker

O0621-156

Council Resolution

That Council

1. Authorise the CEO to enter into and sign a Community Fare Agreement with Regional Express (Rex) Airline to 30 June 2022 subject to Rex committing to continue the Community Fare at the current rate of \$139;
2. Set the annual head tax payable at \$1,000,000 (exc GST);
3. Inform Rex that should the Community Fare Agreement be discontinued for any reason, the head tax as per the Fees and Charges relevant at the time will be payable per passenger.

**CARRIED
F7 - A0**

SUSPENSION OF STANDING ORDERS

Moved: Cr Chambers

Seconded: Cr Obourne

That Section 3.3 of the Standing Orders be suspended to allow for discussion of item 17.3.

**CARRIED
F7 – A0**

RESUMPTION OF STANDING ORDERS

Moved: Cr Chambers

Seconded: Cr Obourne

That Standing Orders be resumed.

**CARRIED
F7 – A0**

17.3 0358-21 - Esperance Beach Enclosure

Moved: Cr Graham

Seconded: Cr Chambers

O0621-157

Officer's Recommendation

That Council awards the Request for Tender 0358-21 Esperance Beach Enclosure to Eco Shark Barrier Pty Ltd as per the lump sum price for their six pile option.

Council Resolution

That Council awards the Request for Tender 0358-21 Esperance Beach Enclosure to Eco Shark Barrier Pty Ltd as per the lump sum price for their six pile option and to extend the barrier to maximise the available grant funds.

**CARRIED
F7 - A0**

Reason: Council wanted to extent the barrier to maximise the available grant funds.

Mrs Baxter, Mr Walker and Cr Chambers left the Chamber at 5:52pm.

Mrs Baxter, Mr Walker and Cr Chambers returned to the Chamber at 5:55pm.

17.4 0359-21 - Esperance Beach Swimming Lap Pool

Moved: Cr Chambers

Seconded: Cr Parker

O0621-158

Council Resolution

That Council;

- 1. Awards the Request for Tender 0359-21 - Esperance Beach Swimming Lap Pool to Universal Marina Systems WA Pty Ltd as per the lump sum price; and**
- 2. Approves a budget variation as per the following table:**

Description		Budget Figure	Amended Figure	Variation
Lap Pontoon - James Street	W3837	322,556	432,556	110,000
Pump Track – Youth Precinct	W3839	600,000	390,000	(110,000)
Net result				Nil

**CARRIED
F5 – A2**

(Against Cr Graham and Cr Piercey)

17.5 Appointment of Director External Services

Moved: Cr Parker

Seconded: Cr Piercey

O0621-159

Council Resolution

That Council confirm the appointment of Ms Holly Phillips as the Director External Services.

**CARRIED
F7 - A0**

Coming from behind closed doors

Moved: Cr Chambers

Seconded: Cr Parker

O0621-160

That the meeting come from behind closed doors.

**CARRIED
F7 - A0**

17. CLOSURE

The President declared the meeting closed at 6:09pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____