



# ANNUAL REPORT 2023

## Shire of Manjimup

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# ACKNOWLEDGEMENT OF COUNTRY

*The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region, and we pay our respects to their Elders, past, present and emerging.*



Circular Pool. Photo credit: Sheri Laba

## MESSAGE FROM THE SHIRE PRESIDENT

We are proud to deliver a broad range of service and support to our community, along with a suite of strategic projects each year which improve the Shire's response to emerging needs in the community. We are pleased to present this Annual Report, which details the Shire's overall performance over the 2022-23 financial year.



The Corporate Business Plan underwent a minor revision to provide direction to Council as we strive to achieve the community's vision, desired community goals and strategies. Not only does it assist in translating the strategic direction of the Shire into actions at the operational level it demonstrates the Shire's capacity and ability to achieve the aspirations of the community, over the medium term.

As part of its review of its Strategic Community Plan in 2021, the Shire sought community input into its response to the changing climate, in order for the Shire to ensure that the existing and proposed climate change related actions are still relevant and achievable.

Some major projects have also kicked off or continued through this year. Construction has continued on the Pemberton Co-location project which will be completed in the coming months. The Co-location precinct will provide a new home for the Public Library, Returned Service League (RSL), Pemberton Community Resource Centre, Pemberton Arts Group, Pemberton History and Heritage Group, Pemberton Chamber of Commerce and Little Taddies Day Care.

The planning stage of the redevelopment of the Manjimup Rea Park and Collier Street sporting precinct continued in full swing through the 2022/23 Financial Year. The implementation of the proposed Manjimup Rea Park & Collier Street Redevelopment

(MRCR) is a key component of the Shire's efforts in striving towards meeting the future direction of the town's sport and recreational facilities mix.

Also in progress is the construction of the Manjimup Trail Bike Hub project. The project aims to create a destination that embraces trail bike riding and becomes a significant visitor attraction in (and around) Manjimup. The Manjimup Trail Bike Hub concept is about delivering an overall experience that, while focused on the trails, also extends to every aspect of trail bike riding.

Significant milestones, events, decisions and outcomes for the Shire of Manjimup throughout the 2022 and 2023 financial year are detailed below.

### **June 2022**

- Attended the Royal Life Saving Association 20<sup>th</sup> Year Anniversary for the Manjimup Call Centre.
- Attended the 11<sup>th</sup> Native Forest JUST Transitions Meeting in Bunbury.
- Met with the Director General of Department of Water and Environmental Regulation Michelle Andrews and Acting Chief Executive Officer Brett Dunn.

### **July 2022**

- Attended a Native Forest Just Transition meeting, the ninth meeting.
- Attended a meeting with John Carey, the Minister for Housing and Local Government with Acting Chief Executive Officer Brian Robinson.
- Attended a Local Emergency Management Committee meeting.
- Attended a Manjimup Chamber of Commerce and Industry Incorporated meeting.
- Council adopted a budget for the financial year 2022/23.

### **August 2022**

- Seasonal Labour Force Teams Meeting with the Chief Executive Officer and Melissa Teede from South West Development Commission.
- Provided a film interview for Rio Tinto's 15<sup>th</sup> 'Fly-In-Fly-Out' anniversary with Director of Community Services.
- Regional Road Group Meeting in Dardanup with the Director of Works.

- Met with Tourism WA Board members in Bridgetown at The Cidery with Warren Blackwood Alliance of council members.
- The Warren Blackwood alliance of Councils (WBAC) special meeting and launch of WBAC's Climate Change Policy.
- Deputy President and Councillors attended a Liberal Party morning tea at the Kingsley Motel which included a presentation by the Chief Executive Officer and a Question-and-Answer session.
- Met with Don Nicholls of the Pacific Islanders Workers Programmed with Chief Executive Officer Andrew Campbell.
- Attended St Joseph's Convent School 70th Anniversary with Councillor Ventris and Deanne Ventris.
- Opened a Foot and Mouth Disease (FMD) meeting/briefing conducted by the Department of Primary Industries and Regional Development (DPIRD) in the town Hall (150 people in attendance).
- Attended an industry and community development subgroup meeting with Minister Kelly.

## **September 2022**

- Attended the Native Forest Transition Meetings at WAPRES in Bunbury with Shires of Bridgetown/Greenbushes and Nannup. Also, in attendance were FIFWA and Manjimup and Bunbury Chambers of Commerce.
- The South West Local Government Association meeting held at the City of Bunbury.
- The full meeting of Native Forest Just Transition Meeting held at the South West Development Commission.
- Met with Rick Wilson MHR and Chief Executive Officer, Andrew Campbell.
- Meeting with Boyup Brook Shire President Richard Walker and Chief Executive Officer Dale Putland to discuss aged care with Chief Executive Officer Andrew Campbell.

## **October 2022**

- Northcliffe Photographic Awards at the Painted Tree Gallery.
- The Mayors and Presidents Forum as part of the WALGA Convention.
- The full meeting of Native Forest Just Transition Meeting held at the Lighthouse in Bunbury.
- A meeting at the Agriculture Department with Agriculture Minister Alannah McTiernan on the Government's Water Policy.
- The Warren-Blackwood Alliance of Councils Annual General Meeting and ordinary meeting.
- The Manjimup Chamber of Commerce and Industry Annual General Meeting and Council presentation by Chief Executive Officer Andrew Campbell.

- A meeting of the Local Government Insurance Scheme Western Australia Board.
- The Launch of the Grand Piano and Concert in the Town Hall.
- Met with the Acting Chief Executive Officer of BaptistCare, Mark Kolinac with Chief Executive Officer Andrew Campbell.

## **November 2022**

- I attended the Manjimup Senior High School Presentation Night;
- I attended a Reconciliation Action Plan Advisory Committee Meeting;
- I attended a Department of Biodiversity, Conservation and Attractions (DBCA) Forest Management Pop-up at the Manjimup Farmers Markets;
- I met with the Hon. Colin de Grussa, Shadow Minister for Agriculture;
- I attended the WA Water Users Coalition Forum in the Manjimup Town Hall;
- I attended the Manjimup Motor Cycle Club's Presentation Awards Night;
- I attended the Pemberton Trout Festival with Councillors Ventris and Lawrence;
- I met with John Ipsen and colleague from JTSI regarding the Native Forest Just Transition Grants and compensation;
- Attended the RAC President's Reception at the State Museum with Shire CEO Andrew Campbell and his wife;
- Attended Remembrance Day and laid a wreath on behalf of Council;
- Attended a 'Night with the Blokes' event at the Pemberton Sports Club;
- The Shire CEO and I met with Phil Brandrett, Regional Manager of Department of Fire and Emergency Services (DFES); and
- Attended a Macedonian Afternoon Tea, which was a fundraiser for the Manjimup Macedonian Hall.

## **December 2022**

- I attended a Ward Representation Briefing in Northcliffe with the Chief Executive Officer and Councillor Eiby.
- I attended the State Government Community Cabinet in Margaret River with the Chief Executive Officer.
- I attended the Pemberton Trout Hatchery 50th Anniversary with the Chief Executive Officer and Councillors Ventris and Lawrence.
- I met with the Minister for Fisheries, Don Punch MLA.
- I attended the South West Local Government Association Meeting with the Chief Executive Officer.
- I attended the Pemberton Markets.
- I attended the Regional Road Group Meeting in Dardanup with the Director of Works.
-

- I attended an Auditor General's Meeting with the Shire Audit Committee, Pemberton Aged Accommodation Incorporated meeting and a meeting with Triple M Radio regarding the Stock Route.
- I attended a Local Emergency Management Committee Meeting.
- I attended a Local Government Insurance Western Australia Board meeting.
- I attended the Manjimup Primary School Graduation Day.
- I attended St Joseph's Primary School Graduation Night.
- I attended a Rea Park and Collier Street Redevelopment Advisory Committee meeting.

### **January 2023**

- The Shire held its Annual Electors Meeting.
- I attended Australia Day at the Pemberton Pool.

### **February 2023**

- I attended a meeting of the Warren Blackwood Alliance of Councils at Boyup Brook with Chief Executive Officer Andrew Campbell and Councillor Jenkins.
- Met with Parkside regarding Pemberton Mill site.

### **March 2023**

- The Chief Executive Officer, Andrew Campbell has accepted a role as the Chief Executive Officer of Northampton and we wish him all the best in his future endeavours.
- The Chief Executive Officer and I met with Peter Tapiolas from Parkside.
- I attended the One Step Closer – Fund raiser for cancer at Pemberton.
- The Chief Executive Officer and I attended the South West Local Government Association meeting in Margaret River.
- I attended the funeral of Brian Piesse in Bunbury, who was previously the Shire President of Donnybrook Shire.
- I conducted inspections of dams in Manjimup and Pemberton to bring myself up to date with activities.
- The Chief Executive Officer and I met with Richard Tay from Manjimup Gallery Hotel.
- Yesterday I met with Sam Ramsey from National Emergency Management Agency.
- On the 7 March, the Councils of Bridgetown-Greenbushes, Nannup, Boyup Brook and ourselves will be meeting with Ministers Jarvis and McGurk. We discussed farm forestry and the impact it is having on Local Governments and potable water being made available for subdivision.

## April 2023

- A meeting of the Regional Road Group at the Shire of Dardanup with Catherine Mills.
- The CEO Review Committee meeting regarding appointment of the Chief Executive Officer.
- The Middlesex 100th Anniversary of Group Settlement.
- The Warren Blackwood Alliance of Councils meeting in Nannup with the Acting Chief Executive Officer.
- The Pemberton Arts Group Art exhibition opening with Councillors Ventris, Lawrence and Buegge.

## May 2023

- I attended the launch of the new Synergy charge station in Johnson Street.
- I attended the 15th anniversary of the Probus Club in Manjimup.
- I attended a Rea Park and Collier Street Redevelopment Advisory Committee meeting with Councillor Jenkins.
- Attended a Native Forest Just Transition meeting in Bunbury.
- Attended the South West Local Government Association meeting in Bridgetown.
- Attended and selected the Shire Acquisitive Sculpture prize at Pemberley. In attendance were Councillors Ventris, Lawrence and Buegge, Acting Chief Executive Officer Brian Robinson and Director Community Services Gail Ipsen Cutts.
- Attended ANZAC services at Pemberton and Manjimup and gave the Shire's ANZAC Day address.
- Attended a Pemberton Aged Accommodation meeting.
- Chaired a CEO Recruitment meeting with Councillors, Director of Business Greg Lockwood, and HR consultant Geoff Blades.
- Attended and made a speech at the launch of the Pinot Picnic at Karri Valley Resort.
- Attended a Warren Blackwood Alliance of Councils meeting with Councillors Jenkins, Buegge and Ventris and Acting Chief Executive Officer Brian Robinson.

## June 2023

- I attended a Warren Blackwood Alliance of Councils meeting in Bridgetown with Councillor Jenkins and Interim Chief Executive Officer Brian Robinson.
- I attended a Pemberton Co-location Advisory Committee Meeting with Councillor Ventris, chaired by the Director of Community Development, and attended by Councillor Buegge.
- I met with the Member for Warren Jane Kelsbie MLA with Interim Chief Executive Officer Brian Robinson and discussed the following matters:

- Regional library services
- Rea Park and Collier Street redevelopment (lights, grounds, pavilion, and access road)
- Pemberton Mill demolition and contamination
- Aboriginal Cultural and Heritage Act
- Old Pemberton school
- Development WA and the old primary school site development
- Cherry Glades Department of Housing
- Main Roads regarding funding and passing lanes
- Talison mining impact on surrounding communities
- Cherry Festival
- Airport
- Paramedics

A lot of what we do could not be achieved without funding support from both Federal and State Government. They have seen potential here, just as we do, and their investment is leading to economic and population growth in the Shire of Manjimup.

Our local volunteers who provide such a vast array of services, care and enjoyment within the Shire – you are at the core of what keeps people living here and keeps people coming back to visit. Thank you for your stoicism.

To our community members – both ratepayers and residents – you are the Shire of Manjimup. Your presence, your ideas, your passion for your region and your drive to make it a better place is what makes this region what it is. We are all so lucky to call this place home.

Warm regards,

**Paul Omodei**

**Shire President**

19 October 2023

# Interim Chief Executive Officer's Report

## Key Achievements

- Continued progression of the development of the Hotel Accommodation site within Manjimup;
- Continued the progression of the land transaction to facilitate a future High Dependency Aged Care Facility at the old Warren District Hospital site;
- Encouraged significant investment in several large economic development initiatives across the district;
- Continued to build on relationships established with the State Government and promote the needs of the Shire of Manjimup;
- Continued working within the Warren Blackwood Alliance of Councils to progress regional initiatives;
- Continued development of the Manjimup Trailbike Hub and progressed the project to construction phase;
- Reviewed the Shire's Corporate Business Plan;
- Worked with State Government and local stakeholders regarding the local timber industry and future plans for timber mills in the Shire;
- Continued working with RAC to further the electric charge station as part of the RAC Electric Highway;
- Continued pursuing regional investment opportunities through South West Development Commission; and
- Continued advocacy for the Shire in light of the proposed reforms to local government.



Walpole Wilderness. Photo Credit: Sheri Laba

## Arts & Culture

The Manjimup Art Gallery continued to stage an interesting and varied exhibition program in 2022-23.

The *Moments Made in Italy* exhibition by Margaret River painter Silvia Busetto provided an opportunity for people to reminisce on their heritage and memories of the past. Three generations of Manjimup locals with Italian heritage gathered at the Manjimup Gallery for the art which encouraged open discussion and collaborative feedback from the guests who wandered about the room.

The *Noongar Seasons: Nature in Transition* exhibition highlighted the Shire of Manjimup's location within the Karri Karrak area of the Noongar Nation.

As part of an art competition, Noongar artists were invited to submit a painting depicting one of the six Noongar seasons. Six winning works (one for each season) were selected for printing and exhibiting on fixed street banner frames in the main street of Manjimup in the second half of 2023. The project was made possible thanks to a generous grant from the Federal Department of Infrastructure, Transport, Regional Development and Communications' Indigenous Visual Arts Industry Support program.

Noongar Seasons: Nature in Transition exhibition opening night.



The annual *Fantastic Fungi* and *Manjimup Cherry Harmony Festival Art Award* -- 'What would you paint on your limb prosthesis' theme exhibitions continued to

attract a wide variety of works by photographers and artists throughout Western Australia.



Manjimup Cherry Harmony Festival Winner Manjimup Shire Artist Marilyn Barrington - Stand Tall

*Peregrinations of a Citizen Botanist* exhibition by Western Australian textile artist, Susie Vickery was well received by audiences of all ages, particularly due to its interesting links to our area and its themes of history, craft, science, interactive elements, and quirkiness which appealed to all ages.

On display at the Manjimup Town Hall, the exhibition was toured by ART ON THE MOVE, a not-for-profit visual arts organisation who encourage connections and foster a sense of belonging, creativity and a greater understanding of ourselves and the world through visual art.



Image credit: Susie Vickery, *Peregrinations of a Citizen Botanist* installed at Mundaring Arts Centre, 2019. Photo courtesy of the Artist and Jess Boyce

## Awards

### **Citizen of the Year Awards & Australia Day Celebrations**

About 300 people attended the Pemberton Pool to join in the Shire's official Australia Day celebrations and Citizen of the Year Awards on Thursday 26 January 2023.

Nineteen (19) nominations were received for the Citizen of the Year Award program. Winners are listed below;

- Youth Citizen of the Year (Under 25); Regan Marsh

- Community Citizen of the Year; Jodi Johnston
- Senior Citizen of the Year (Over 65); Lynn Minchin
- Award for Active Citizenship (Group/Event); Rotary Club of Manjimup

Two (2) new Australian citizens chose to make their pledge of commitment for their Citizenship during the Australia Day official ceremony.



**Pictured (L to R);** Award Winners – Rotary Club of Manjimup, Shire President Paul Omodei



**Pictured (L to R);** Award Winner – Jodi Johnston, Shire President Paul Omodei



**Pictured (L to R);** Award Winner – Lynn Minchin, Shire President Paul Omodei



**Pictured (L to R);** Youth Nominees – Regan Marsh (winner), Trinity Brickhill, Ashlee Chapman, Shire President Paul Omodei and Layla Dodd

### Youth Scholarship Award Recipients

School	Award	Recipient & Amount	
Denmark Senior High School	Leadership Award	Chantelle McKinlay	\$200
Denmark Senior High School	Community Spirit & Leadership Award	Jack Hunter	\$200
Manjimup Education Support Centre	Community Spirit & Leadership Award	Shay Bornatici	\$200
Manjimup Primary School	Community Spirit Award	Lilly Cooper	\$50

School	Award	Recipient & Amount	
East Manjimup Primary School	Community Spirit Award	Lawson Ward	\$50
St Joseph's Primary School	Community Spirit Award	Shelby Bendotti	\$50
Walpole Primary School	Community Spirit Award	Molly Vega	\$50
Northcliffe District High School	Community Spirit Award	Sage Nixon	\$50
Pemberton District High School	Community Spirit Award	Izaak Martyn	\$50
Pemberton District High School	Leadership Award	Amelia-Jane Quinton	\$200
Pemberton District High School	Excellence in Agricultural Programs	Seth Barnett	\$200
Kearnan College	Community Spirit Award	Peri Dronow	\$50
Kearnan College	Leadership Award	Hudson Lyster	\$200
Kearnan College	ATAR Dux Award	Alyssa Dow	\$500
Kearnan College	VET Dux Award	Chris Ipsen	\$500
Manjimup Senior High School	Leadership	Tessa Edwards	\$200
Manjimup Senior High School	Excellence in Agricultural Programs	Memphis Mayers/Izabella Crimp	\$200
Manjimup Senior High School	MSHS Runner Up ATAR Dux	Macklin Orr	\$500
Manjimup Senior High School	MSHS Runner Up VET Dux	Charles Cowell	\$500
Manjimup Senior High School	VET Honours	Jake Sharp	\$100
Manjimup Senior High School	VET Honours	Lindsay Powell	\$100
Manjimup Senior High School	VET Honours	Mackayla Lowe	\$100
Manjimup Senior High School	VET Honours	Bailey Harrison	\$100
Manjimup Senior High School	VET Honours	Waverley Edwards	\$100
Manjimup Senior High School	VET Honours	Jakob Quinney	\$100
Total Awarded			\$4,550

\* Manjimup Education Support Centre did not have a recipient for VET Dux Award or Community Spirit Award.

\* Northcliffe District High School did not have a recipient for the Leadership Award.

## Building & Reserve Improvements

The 2022/23 financial year saw 32 Building permits issued for new dwellings. This represented an increase of only one (1) new dwelling compared to the previous year.

Dwellings Approved	2019-2020	2020-2021	2021-2022	2022 -2023
July	0	2	2	1
August	0	2	2	1
September	2	2	3	4
October	0	5	2	4
November	0	8	3	4
December	3	9	1	2
January	2	11	4	3
February	3	4	7	3
March	1	8	2	4
April	0	10	2	0
May	0	5	2	2
June	3	4	1	4
<b>TOTAL</b>	<b>14</b>	<b>70</b>	<b>31</b>	<b>32</b>

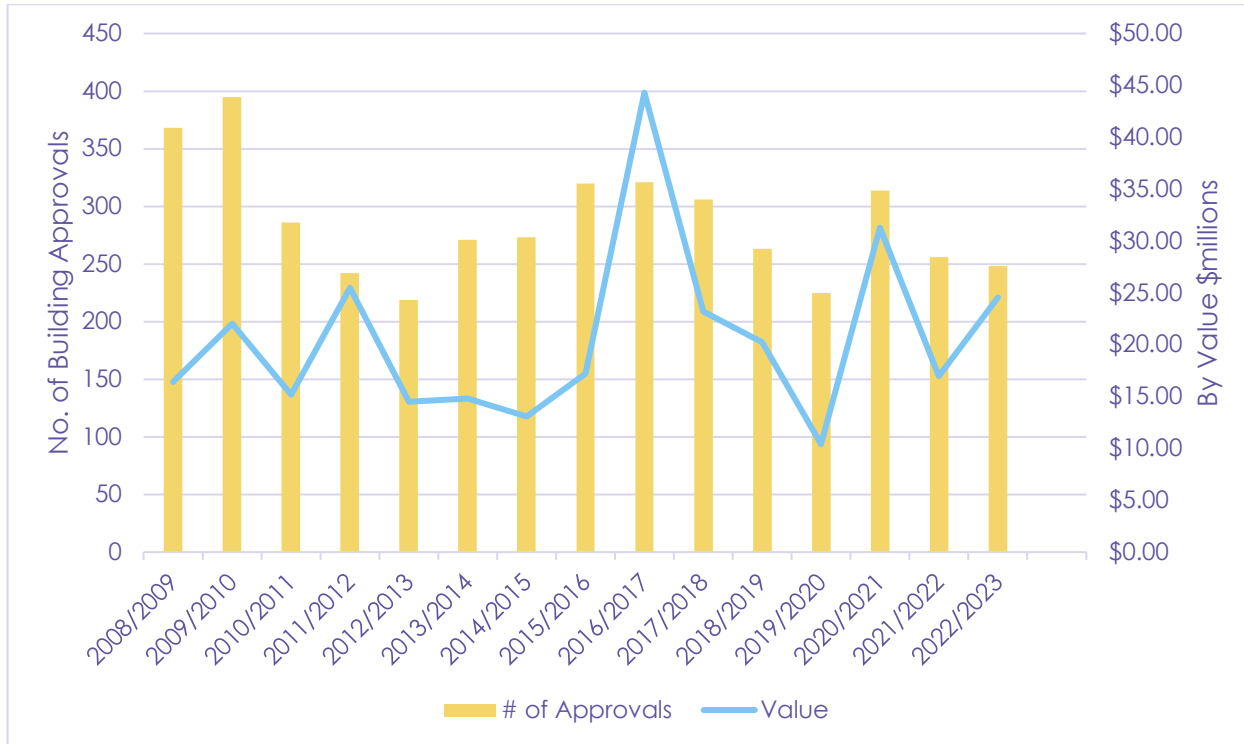
This year again saw an overall decrease in the total number of applications from 314 in the 20/21 year to 256 in the 21/22 year to 248 this financial year. Values for buildings for this financial year saw an increase of \$7.54 million dollars representing an increase of around 45% above the previous year's values. The increase in values was likely a result of the increased building costs throughout Australia and an ongoing effort by building officers to examine and question building valuations where undervalued.



Clem Collins floor replacement.  
Before (left) and after (right)



## Building Approvals



Applications for the year are broken down into the following –

- 227 Building permit applications;
- 8 Occupancy permit applications;
- 10 Demolition permit applications; and
- 3 Building Approval Certificate applications.

Of those, 44 building permit applications were certified applications, with the Shire Building Surveyors undertaking 2 of those certifications.

Uncertified building permit applications stood at 183, with Shire officers undertaking all certifications of those.

The average time taken for an application to be processed and approved was 8 days, a decrease compared to the previous year.

Being a Permit Authority the Shire of Manjimup has a responsibility to effect the provisions of the *Building Act 2011* and the *Building Regulations 2012*. The legislative responsibilities require that the Shire accept both Certified and Uncertified applications. Uncertified applications require the Shires Building Surveyors to undertake the assessments and certification of the application. In December of 2022 Ethan Stokes attained registration as a Level 3 Building Surveyor allowing the Manager Shire of Manjimup ANNUAL REPORT 2023

Building Services some much needed relief. Of the 227 Building Permit applications Shire Building Surveyors undertook 81% of the certifications.

While still undertaking the functions of the *Building Act 2011* the Building Services team also managed and administered many building projects throughout the year. Many of these projects were funded through the Local Roads and Community Infrastructure Grants (LRCI) rounds 2 and 3 with round 2 funding predominantly going to new projects such as the Mill Hall toilets in Pemberton and round 3 being targeted towards renewal of existing key building assets. The extent of works required indicated that maintenance funding over successive years was not adequate to address the decline in building conditions, however the LRCI grant has allowed for an improvement to the condition rating of the targeted buildings.

Our Building Maintenance and Renewal Team have continued with the maintenance program along with undertaking project management of select LRCI projects. This year saw the introduction of Gary Mills to the team who has ably been assisting the Building Maintenance Coordinator in the huge workload. Staff resourcing has been a key issue in the year with an inability to secure private contractors to undertake select works. This has added additional pressures on the team and will need to be addressed moving forward.

As an interim measure the Building Cleaning Team was challenged to assist the Building Maintenance team with some select works which resulted in the cleaning team undertaking some significant painting projects in the Manjimup Indoor Sports Pavilion and the Pemberton Sports Club. This team accepted the challenge set and convincingly demonstrated that they were up to the task with some outstanding results accomplished. This has led to the team being tasked with additional ongoing tasks assisting the building maintenance team.

Additionally, the building cleaning team continue to maintain our public facilities at high standards leading to high reputational credit for this Shire not only in the local community but the greater community outside of the Shire.

Significant projects for the year in brief –

- Upgrade works to the Manjimup Indoor Sports Pavilion;
  - Painting internal walls including brick court walls.
  - Replacement of Court lighting to new energy efficient LED high bay lighting.
  - Upgrade to kitchen and kiosk.
  - Upgrade and painting of ablutions.
  - New carpet to foyer and committee room.
  - Repairs to grandstand seating and concrete.
  - Installation of ceiling to grandstand.
  - Complete clean of all internal stadium walls.
- Upgrade works to Pemberton Sports Club;
  - Replacement of Court lighting to new energy efficient LED high bay lighting.
  - Replacement of lighting to all other areas in upper section.
  - Repairs and repainting of walls throughout upper section.
  - Repairs and repainting of ceilings throughout upper section
  - New carpet to all upper section excluding gym.
  - Upgrades to switch boards to make compliant.
  - Repainting of external entry foyer.
  - Upgrade and repaint of public ablutions.
  - Repair of roof leaks in multiple areas.
  - Repainting of internal court walls to stadium.
  - Replacement of failed exit door hardware.
  - Repairs to external stairs and paved landings.
- Completion of the Mill Hall Carpark public ablutions Pemberton
- Repair works to Manjimup Community Centre
  - New vinyl flooring to library and entry.
  - Preparation work for internal painting.
- Replacement of ablutions to the Walpole Boat Ramp Carpark.
- Works to Clem Collins Recreation Centre, Northcliffe.
  - Replacement of timber flooring to main hall.

- Replacement of Ceiling panels.
- Installation of “Flush System” to Manjimup Dump point.
- Assisted with completion of Smithbrook Fire Shed.
- Repairs to Acacia Park Toilets following tree damage, Northcliffe.
- Replacement of air conditioner at the main administration office.

Our building maintenance and renewal team have been progressively completing many other building maintenance tasks and emergency breakdowns ensuring that our public facilities are kept open and continue to service the community. The team also continue to assist the Manager of Building with the Building Asset Management plan through auditing and reporting on the condition of the Shire buildings.

Issues with the procurement of materials, price increases and the availability of local contractors that occurred in 2021/22 continued with further price increases occurring.

#### **Other achievements for the team in Building Services –**

- Ongoing dissemination of information and education to customers regarding building queries;
- Resolution of many outstanding unauthorised buildings achieved through the issue of multiple building approval certificates;
- Ongoing collaborative effort with Planning and Health regarding outstanding compliance issues;
- Attendance of DCU to provide collaborative information to applicants;
- Swimming pool inspection program;
- Representation on the Northcliffe Town Hall Advisory Committee;
- Representation on the Access and Inclusion Committee; and
- Continuation of the Shire's Public building inspection program.

This report highlights a dynamic year of building and reserve improvements, showcasing accomplishments and addressing challenges faced by the Building Services team in the 2022/23 financial year.

## Community Grants

The Shire of Manjimup has established a scheme to support the community through the provision of a Community Fund. The funds are allocated in three categories, being general community projects, youth and events. The community grant process is competitive, with the Shire allocating funding that best achieves the objectives of bringing activity into the district and providing benefits to the youth. The amount of direct funding handed out by the Shire of Manjimup as community grants, including youth and community contributions, is 2% of the previous year's rates revenue.

Funds were distributed over 3 categories as follows:

Community Grants	Amount
Event Grants	\$65,500
Youth & Chaplaincy	\$35,000
General Grants	\$86,173
<b>Total Allocated</b>	<b>\$186,673</b>

The full overview of Grant Recipients and amounts can be found below:

Event Grants	Amount
Art South WA, Southern Art & Craft Trail	\$1,500
Dirt High Promotions, Manjimup 15,000	\$5,000
Lions Club of Manjimup, Jazz in the Jarrah	\$3,000
Manjimup Baptist Church, Christmas in the Park / Carols by Candlelight	\$3,000
Manjimup Cherry Harmony Festival Inc, Manjimup Cherry Harmony Festival	\$5,000
Manjimup Speedway Club Inc, 2022-2023 Speedway Season	\$5,000
Northcliffe Visitor Centre Inc, Blooming Wild	\$5,000
Northcliffe Visitor Centre Inc, Karri Cup Mountain Bike Challenge	\$5,000
Pemberton Arts Group Inc, Annual Exhibitions	\$3,000
Pemberton Chamber of Commerce, New Years Eve Fireworks	\$3,000
Quinninup Community Association Inc, Quinninup Market Day	\$3,000

Event Grants	Amount
Southern Forest Arts Inc, The Stars Descend Chapter 2	\$5,000
Stadium Club Triathlon Inc, Karri Valley Triathlon	\$3,000
Truffle Kerfuffle Inc, Truffle Kerfuffle	\$5,000
Walpole Yacht Club Inc, In the Trees Regatta	\$5,000
Warren District Agricultural, Horticultural & Industrial Society, Warren Ag Show	\$5,000
Wine Industry Southern Forest Inc, Pinot Picnic	\$3,000

Youth & Chaplaincy Grants	Amount
Manjimup YouthCare Chaplaincy	\$7,000
Northcliffe Family Centre – NYTRO Youth	\$6,000
Pemberton Sports Club - Pemberton Youth Zone	\$6,000
Warren Valley Community Church - Revolution Youth	\$6,000
Youth Support Projects	\$10,000

General / Project Grants	Amount
1 <sup>st</sup> Manjimup Scout Group, Financial Assistance	\$1,100
Clever Clogs, Towards Net Zero Community Energy Forum	\$2,000
Manjimup Country Women's Association, Kitchen Upgrades	\$1,673
Julia Sykes School of Music, Grand Piano for Manjimup	\$5,000
Karri Country Good Foods, Commercial Kitchen Upgrade	\$2,000
Macedonian Community of Manjimup, Macedonian Hall Upgrade	\$1,500
Manji Men's Shed, Rent Assistance	\$3,500
Manjimup Cherry Harmony Festival Inc, Manjimup Art Award	\$1,500
Manjimup Farmers Market Inc, Manjimup Farmers Market Support	\$1,500

General / Project Grants	Amount
Manjimup Historical Society, Collection, Protection & History House	\$3,000
Manjimup Repertory Club, Air Conditioner for Repertory Club	\$2,000
Middlesex Social Club, 100 <sup>th</sup> Anniversary of Middlesex	\$1,500
Northcliffe District High School, School Banner Project	\$3,000
Northcliffe Family Centre, Cleaning & Maintenance Assistance	\$3,500
Northcliffe Men's Shed, Equipment Purchase	\$3,000
Northcliffe Pioneer Museum, Preservation & Directional Signage	\$3,000
Northcliffe Pioneer Museum, Financial Assistance	\$1,500
Pemberton Arts Group, Art Prizes	\$ 500
Pemberton Chamber of Commerce, Community Movies	\$1,500
Pemberton Community Resource Centre, WOW Pemberton	\$2,000
Pemberton Community Resource Centre, School Holiday Program	\$2,000
Pemberton Community Resource Centre, Small Business Week	\$1,500
Pemberton Cycling Association, Entry Statement & Trail Upgrade	\$2,500
Pemberton Heritage & History Group, 100 <sup>th</sup> Anniversary	\$1,500
Pemberton Heritage & History Group, Financial Assistance	\$1,500
Pemberton Mill Hall Committee, LED Lighting Upgrade	\$1,500
Pemberton RSL, Community BBQs for Pemberton	\$1,100
Pemberton Visitor Centre, Pemberton Mountain Bike Park Sign Plan	\$2,500
Quinninup Community Association, Financial Assistance	\$1,500

General / Project Grants	Amount
Southern Forest Arts, Annual Art & Cultural Program	\$3,000
Southern Forest Archers, 3D Targets	\$1,500
Southern Forest Freshwater Angling Club, Memorial Trout Ponds	\$3,000
Southern Forest LifeSPAN, Suicide Prevention Group Awareness	\$1,000
St John Ambulance Walpole, Community Transport Program	\$3,000
Walpole Community Resource Centre, Walpole Community Bus	\$2,000
Walpole Community Resource Centre, School Holiday Program	\$2,000
Walpole Makers Collective, Business Improvement & Efficiency	\$2,000
Walpole Nornalup Visitor Centre, IT Upgrade – Stage 2	\$2,000
Warren Arts Council, Event Liability Insurance	\$1,500
Warren Equestrian Centre, Irrigation & Dust Suppression	\$2,000
Warren Family History Group, Financial Assistance	\$ 800
Warren Hockey Association, Portable Hockey Equipment	\$1,500
Warren Pony Club, On Field Equipment Shed	\$1,000

## Environmental Health

The primary role of the Shire's Environmental Health Services (EHS) Team is to promote and ensure good human health and environmental practices within our community and environment. To achieve this the EHS Team is required to assess risk, regulate and enforce legislation governing public health for both the built and natural environment. As with past years, a number of external factors impacted on the workload of the EHS Team. These factors included, but were not limited to:

- a) Changeover in staff of the Environmental Health Team and a 6-month period with no permanent full-time staff in the team.
- b) Increased events in terms of both size and numbers;

- c) A greatly increased number of ratepayers value adding primary products, including the manufacture of high-risk foods;
- d) An increase in the number of Food Premises, Lodging Houses and other activities requiring approval by the EHS Team;
- e) An increase in the number of applications relating to on-site effluent disposals; and
- f) An increase in the number of public aquatic facilities including float tanks that were established for the first time in the Manjimup Townsite.

The following is a summary of the main functions undertaken by the EHS Team during 2022/23:

- Assessment of Event Management Plans and inspection of significant events involving the sale of food. A total of approximately 75 events were held in the Shire during the financial year, not including regular events such as the Manjimup and Walpole Markets.
- Issued approvals for 44 on-site effluent disposals with each application requiring site inspections, prior to issuing a 'Permit to Use'.
- Provision of detailed advice and the assessment of applications for new food businesses, lodging houses, caravan parks and camping grounds, public buildings, trading in public places, and temporary accommodation.
- Regulation of all approved health premises including commercial food businesses, not for profit food businesses comprising sporting clubs, school canteens and community groups, lodging houses, caravan parks/camp grounds, itinerant food traders, public buildings, aquatic facilities and skin penetration premises.
- Responded to enquiries, providing advice to new food businesses on compliance with food safety legislation, the New Food Safety Management Tools Standard 3.2.2A and the Food Standards Code including how to develop food safety systems for food manufacturing and labelling requirements.
- Inspections of food businesses to ensure compliant food safety practices are being correctly followed. Where required, the EHS Team will commence compliance and enforcement action to protect public safety. The EHS Team

utilised the previously has also developed a 'Food Business Self-Assessment Guide' to assist proprietors/food handlers to understand their legal requirements under the Food Standards Code.

- Investigating and responding to complaints from members of the public regarding alleged breaches of the Food Safety Legislation, Shire's Health Local Law as well as the *Health (Miscellaneous Provisions) Act 1911*, *Environmental Protection Act 1986* and all associated Regulations relating to issues such as noise, asbestos and unfit properties.
- Assisting the WA Department of Health with various health related investigations involving foodborne illnesses, a reported case of lead poisoning and mosquito borne diseases.
- Assessment of land use and development proposals for compliance with relevant health legislation and standards including applications for Planning Approval and Building Permits.

### **Windy Harbour Drinking Water Supply**

As a supplier of drinking water within the Windy Harbour Settlement, the Shire has an ongoing commitment to the effective management of the supply to ensure provision of safe, high quality drinking water supply to consumers. Whilst day to day maintenance of the disinfection system is carried out by operational staff at Windy Harbour, the EHS Team closely monitors the maintenance program and undertakes regular water sampling for microbial and chemical analysis to ensure compliance with the Australian Drinking Water Guidelines.

The Shire of Manjimup is unique in that it is the only Local Government in Western Australia with responsibility for the provision and management of a reticulated drinking water supply to the public. As required by the WA Department of Health's license conditions for the Shire to supply drinking water at the settlement, quarterly and annual reports are prepared by the EHS Team and submitted to the Department of Health. Copies of these reports are available to the public on the Shire of Manjimup website. The EHS Team will also inform the Department of Health of any anomalies in water analysis results and remediation action to be undertaken by the Shire.

## Water Sampling and Analysis

### Drinking Water

The EHS Team plays an important role in preventing and controlling communicable diseases of public health significance including water borne diseases within the community. Food businesses and lodging houses that are not connected to a reticulated water supply must provide a supply of safe potable water to their premises. If required, the EHS Team will undertake sampling to ensure compliance with the Australian Drinking Water Guidelines.

The general public can also request the EHS Team to undertake sampling of their drinking water supplies that are not connected to a reticulated water supply. Water samples are collected and forwarded to a NATA accredited laboratory in Perth for microbiological and/or chemical analysis. The EHS Team will then communicate the results and provide advice to the resident on how to deal with any anomalies. This program has proved to be very valuable for residents, particularly those who are more susceptible to waterborne illnesses including people whose immune systems are compromised, the elderly, pregnant women and young children, to ensure a water supply from a bore and/or rainwater tank is safe and suitable.

### Aquatic Facilities

The EHS Team ensures the health and safety of staff and patrons using public aquatic facilities located within the Shire by:

- monitoring risks to public health via monthly water sample testing;
- providing advice on relevant legislation; and
- providing advice on the causes of aquatic facility diseases and how to prevent them.

Aquatic facility operators are bound by the *Health (Aquatic Facilities) Regulations 2007* and Code of Practice. The Code was prepared to ensure that public aquatic facilities operate to a consistently high health and safety standard, by minimising the occurrence of disease, injury and other health-related complaints associated with their use.

## Future Challenges

### Health Inspection Program

The focus for the health inspection program is attempting to catch up on Food premise and Lodging House Inspections. There are 160 food premises and approximately 70 lodging houses in the Shire and there has been several new businesses starting. The impetus for the rise in lodging house construction is the shortage in housing and availability of lower end accommodation, which has led to purpose-built workers accommodation on site at the farms to be on the increase.

The health inspection program is behind schedule due to staff shortage and/or vacancies in Health at the Shire.

### Food Legislation

Further online meetings have been undertaken, regarding new legislation for Primary Production and Processing Standards (PPPS) – Berries, Leafy Greens and Melons. Shire of Manjimup is seen as a significant contributor to the State and national produce market.

Following extensive review by Food Standards Australia New Zealand (FSANZ) three new standards were gazetted on the 12 August 2022 and added to Chapter 4 of the Food Standards Code. There is now a 30-month transition period for implementation by February 2025. Under the *Food Act 2008* Local Governments are responsible for the enforcement of the new standards. This will include certain primary producers being required to register as food businesses. A presentation will be made to Council in the new year early 2024. New legislation has also been foisted on Local Government with the introduction of the new Food Safety Standard 3.2.2A and its implementation on 8 December 2023. There has been much confusion from concerned community groups who fear the impost of costs and loss of volunteers because of the new legislation. Health staff have been advising many queries about the Not-for-Profit Groups responsibilities and their exemption from the requirements.

Shire of Manjimup has a growing events calendar including cycling and mountain biking events, motocross, sailing and cultural and produce festivals. The EHS Team has

significant involvement in the approval of events held within the Shire, particularly where the sale of food to the public is involved. With many events revolving around, or involving food, the EHS team play a vital role in ensuring compliance with safety standards in order to maintain the Shire's reputation as a quality food destination as well as addressing potential offsite impacts such as noise.

## **Environmental Management**

The environmental assets in our Shire include:

- Reserves with a diversity of landforms such as forest, coast, wetlands, and rivers.
- Natural Resources such as water, air, soil and biodiversity.

Partnering with Environmental Community Groups, Natural Resource Management Organisations, and Government Departments to protect our environmental assets is ensuring ecologically sustainable development.

Environmental Sustainability activities undertaken within the 2022/2023 FY are summarised as follows:

### **WBAC Climate Change Action Plan Implementation Reference Group**

The Shire of Manjimup are participating in the Warren Blackwood Alliance of Councils (WBAC) Climate Change Action Plan Implementation Reference Group. The group has helped formulate the WBAC Climate Policy Statement and Subregional Climate Change Action Plan. These documents have been endorsed by the Shire of Manjimup.

### **Draft Environmental Sustainability Strategy**

Following a review of the Shire's existing environmental strategies, a draft Environmental Sustainability Strategy is underway. The new document is intended to supersede the Natural Environment Strategy, Environmental Management and Sustainability Strategy and Weed Strategy. The new strategy will allow for the adoption of the latest technologies and best practise techniques.

### **Windy Harbour Coastal Hazard Risk Management and Adaption Plan (CHRMAP)**

Windy Harbour has been identified as a coastal erosion hotspot in 2019. The Shire of Manjimup successfully applied for funding from the Western Australian Development

Commission and Department of Transport to identify coastal hazards, analyse risks and prioritise management and adaptation responses through an implementation plan.

The CHRMAP will inform the community and stakeholders about potential coastal hazard risks to key coastal infrastructure and assets and identify community and stakeholders' values during the process. The following activities have been undertaken for the CHRMAP in the 2022/23 FY:

- Coastal Assets and Values Survey has been completed to identify community values of the coastal assets.
- Chapter 1 – Establishing the Context, and Chapter 2 – Risk Identification has been completed.

### **Windy Harbour Weed Management Program**

The Weed Management Program was first implemented in 2017 as recommended in the Windy Harbour Management Plan. There are eight invasive weeds that are listed as a high priority in the Program. Mapping is updated annually, and control is undertaken where possible depending on resources. 2022/23 FY marks the end of three years of additional funding to control weeds, the following has been achieved:

- Three new incursions (species not previously recorded on the settlement) have been mapped and controlled.
- Weed mapping for all species updated.
- 87ha of Dune Onion Weed has been controlled.
- Communications with leaseholders for compliance and advice.
- Victorian Tea Tree reduced to 20% of original population.
- 498 Acacia longifolia plants removed.
- 1567 Bridal Creeper bulbs removed.

### **Manjimup Weed Action Group (MWAG)**

MWAG has assisted the Shire of Manjimup to control 42 species of invasive environmental weeds in this financial year. MWAG consists of organisations, government departments, local land managers, community members and Shire volunteers who are actively contributing to weed projects in our Shire reserves. This

financial year weed control has been undertaken in the following reserves; Windy Harbour Reserve, Broke Inlet, Walpole Foreshore Mottram Street Reserve, Quinninup townsite, Manjimup Heritage Park, Rae Park, Deanmill Heritage Trail, Linear Park, Yanmah Reserve, Palgarup Reserve and Road Reserves.

### **Citizen Science**

Community involvement is essential for capturing local information that is needed for future planning. The newly established Friends Of Windy Harbour will extend the current activities. The following citizen science programs are supported by the Shire of Manjimup;

- Western Ringtail Possum Tally,
- Great Cocky Count,
- Windy Harbour Coastal Monitoring, and
- Biodiversity mapping through Inaturalist app.

### **Pest Management**

The Shire of Manjimup partners with government departments and community groups to ensure cross boundary control of pests is undertaken effectively. In addition to operational control of pests in town sites, the control of feral pigs and cats have been undertaken in Windy Harbour this financial year.

### **State Natural Resource Management Grant Application**

If funded, the grant application, Empowering Community in Managing Threatened Species Habitat will enable dune restoration, threatened species monitoring and educational activities at Windy Harbour.

### **WALGA Biodiversity and Local Vegetation Management Project**

The Shire has been successful in two applications for the Western Australian Local Government Association (WALGA) Local Biodiversity and Native Vegetation Management Project as follows:

- Shire of Manjimup Road Reserve Conservation Values Assessment and Report; and
- Shire of Manjimup Biodiversity Assessments.

### **Warren Catchments Council / Southern Forests Community Landcare (SFCL)**

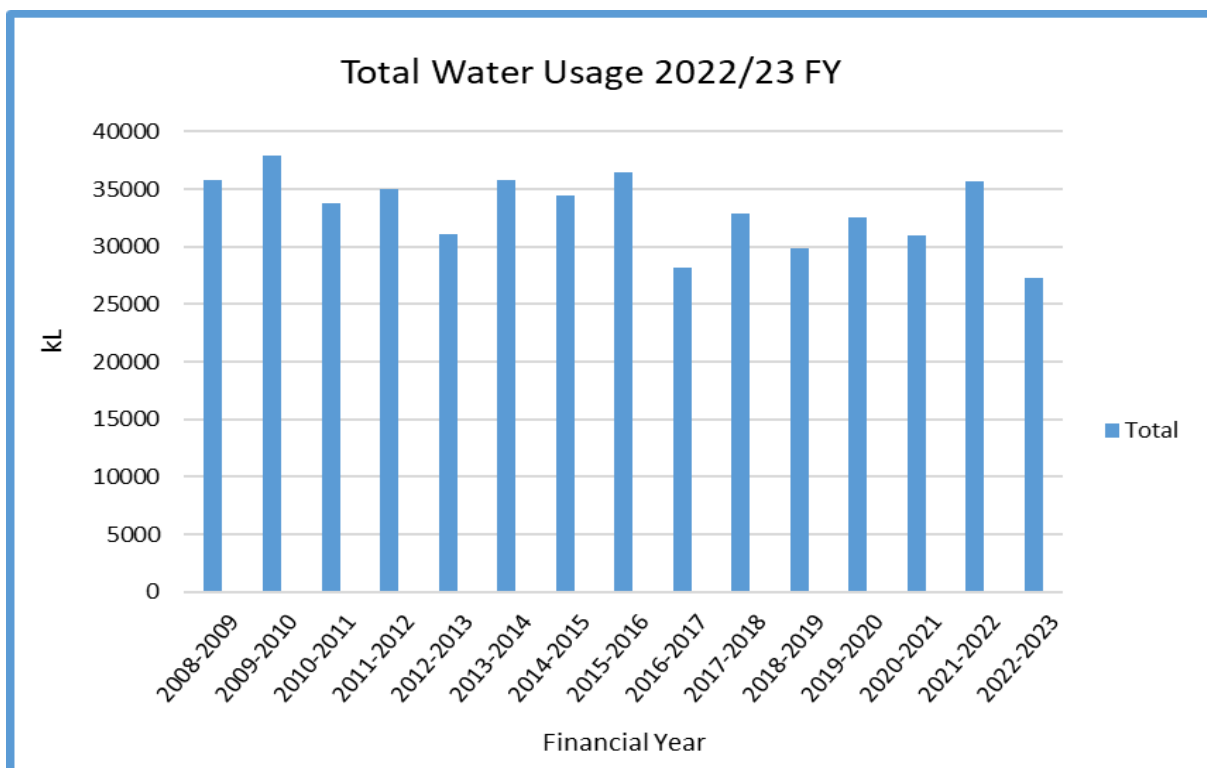
We support SFCL projects by providing a 4WD vehicle and utilising their services for fee where possible. Funding of \$7000 was provided to the SFCL to continue the Warren Ribbons of Blue water quality monitoring and action program. SFCL projects supported and promoted by the Shire include:

- Fox control on farms adjacent to Tone – Perup Nature Reserve.
- The Dung Beetles Ecosystem Engineers Project.
- Pollinators a Plenty Project

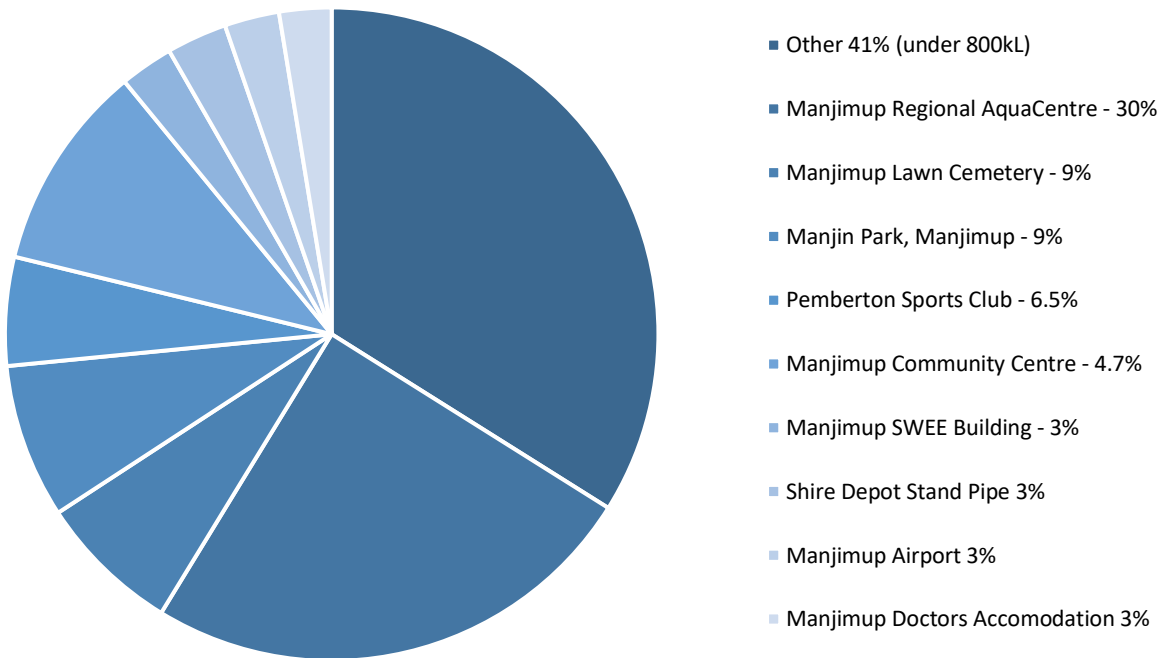
### Water and Electricity Usage Monitoring

The Shire of Manjimup's Corporate Business Plan (2022–2026) outlines that by encouraging design features, development practices and behaviours that demonstrate best practice water and energy efficiency, we can reduce water and electricity usage. Analysis of the water and electricity usage in this report should also consider the increases in infrastructure and community use in Shire of Manjimup facilities.

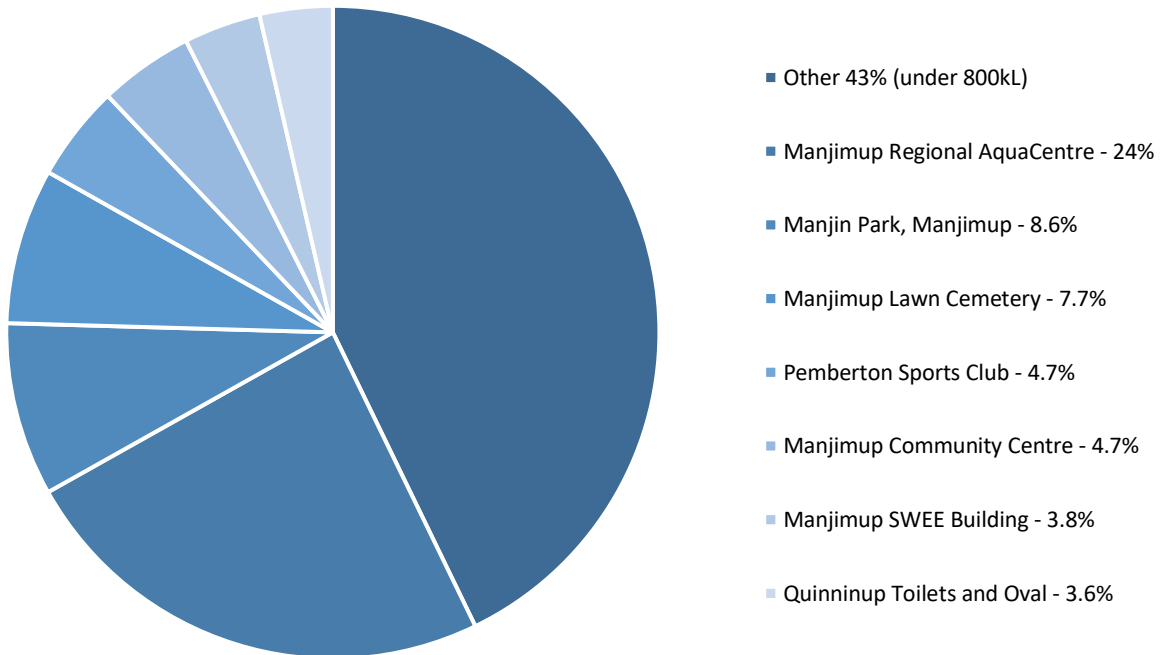
Due to Water Corporation meter reading in the 2021/22 FY, an adjustment to the water usage has been made and is shown in graph below. Between 2008/09 FY to 2022/23 FY, the Shire of Manjimup's water usage decreased by 23%.



Water Usage By Asset 2021/22 FY

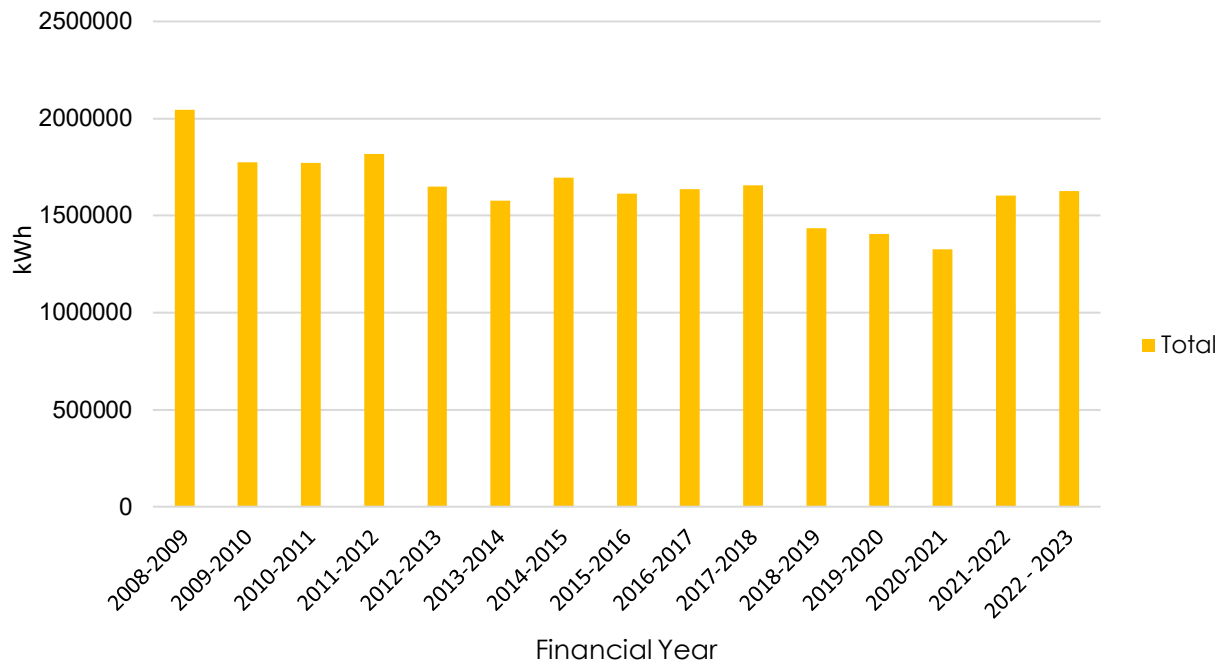


Water Usage By Asset 2022/23 FY

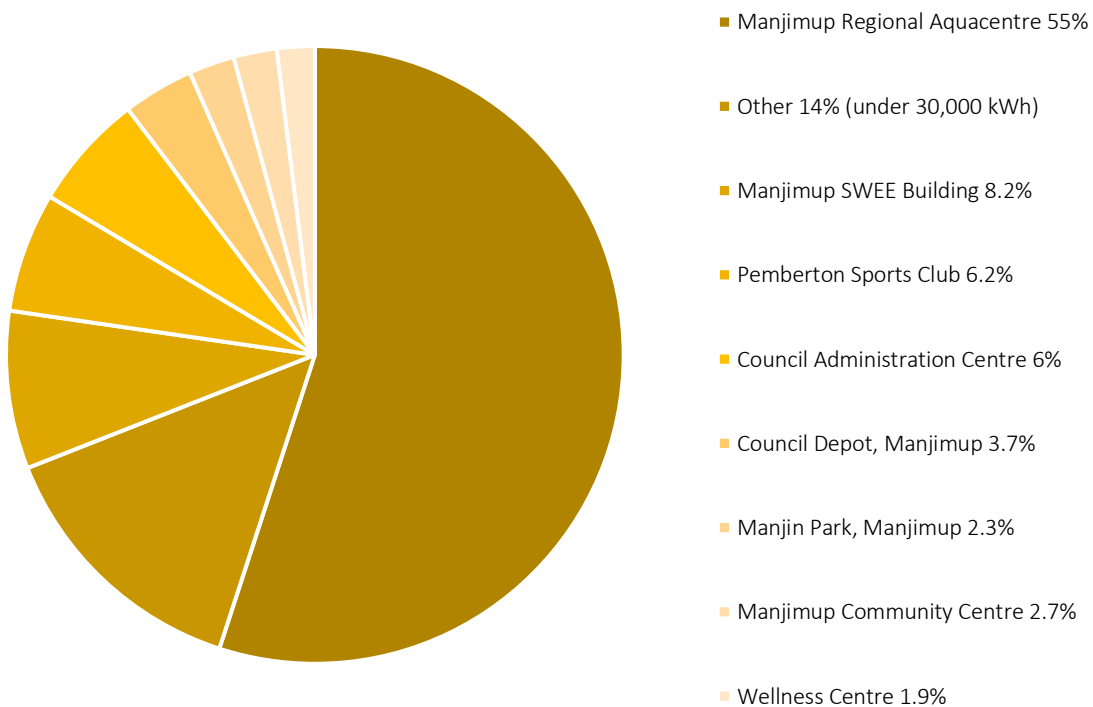


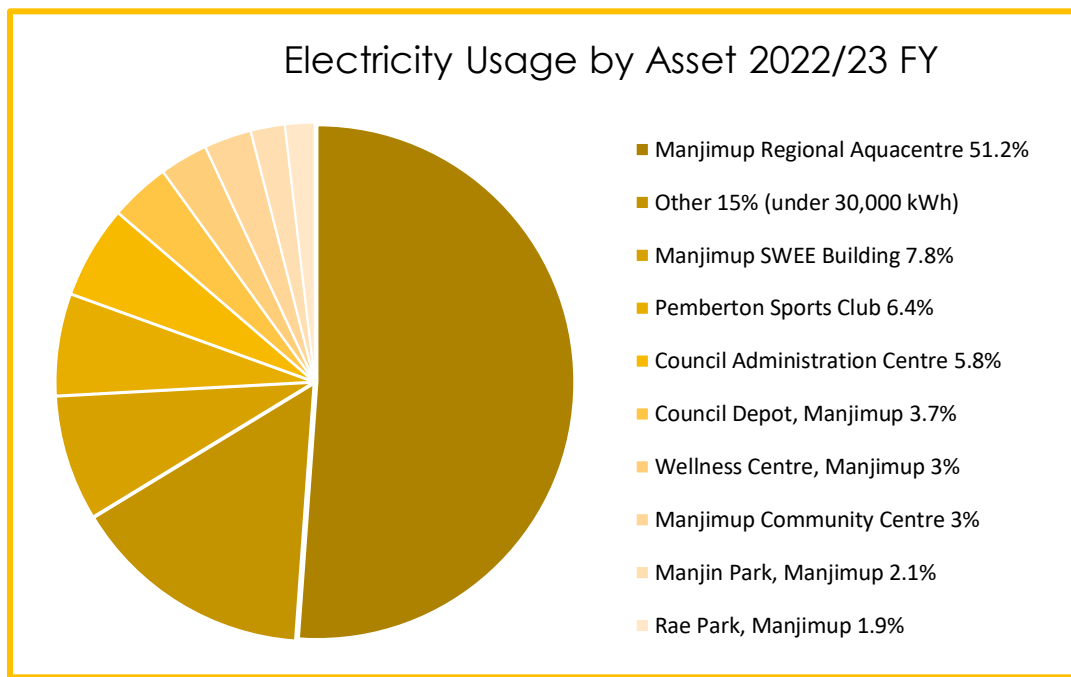
From 2008/09 to 2022/23 FY, the Shire of Manjimup's electricity usage decreased by 20%. The electricity usage does not include street lighting which is approximately 13% of the overall usage.

### Total Electricity Usage 2022/23 FY



### Electricity Usage by Asset 2021/22 FY





## Events

The Shire of Manjimup congratulate the many individuals and community groups who organise events as they contribute to our local economy, tourism, community pride and wellbeing.

Whilst encouraging public events within the Shire of Manjimup and recognising the many benefits they bring to the community; the Shire also has a responsibility to ensure they are managed in a safe and compliant manner.

Event organisers can apply for a cash contribution from the Shire through the competitive annual community grants process. Contributions to events are based on the impact they have on the local community (i.e., local impact versus regional/state/interstate). Council recognises the opportunity and economic benefit in supporting events that will market and promote the Shire to a target population.

In addition to providing cash contributions to events, the Shire supports local events in many other ways, including:

- Advice on appropriate venues;
- Advice on grant funding and letters of support;
- Promotion and advertising;

- Advice on risk & emergency management and risk & emergency management plans;
- Advice on COVID-19 Safety Plans and managing social distancing;
- Implementation and designs of traffic management plans & event signage;
- Waste Management advice (waste management plans) and assistance (event bins);
- Provision of public toilet cleaning and extra stock; and
- Regulatory approvals (i.e., food, trade, camping permits).

Council approved events in 2022/2023 were:

<b>July 2022</b>
No Events
<b>August 2022</b>
<ul style="list-style-type: none"> <li>• Karri Rally</li> </ul>
<b>September 2022</b>
<ul style="list-style-type: none"> <li>• Warren Horsemen's Club Long Weekend Ride</li> <li>• Pemberton Arts Group Annual Exhibition</li> <li>• Southern Forest Vinduro</li> <li>• Spring Concert in the Park – Mama Kin</li> <li>• Institute of Indigenous Wellbeing &amp; Sport WA School Holiday Program</li> </ul>
<b>October 2022</b>
<ul style="list-style-type: none"> <li>• Quinninup Market Day</li> <li>• Youth Advisory Group Movie Night</li> <li>• GP Down South Mental Health Expo</li> <li>• Pemby Trail Fest</li> <li>• Southern Forest Tour</li> </ul>
<b>November 2022</b>
<ul style="list-style-type: none"> <li>• Potters House Concert</li> <li>• Pemberton Trout Festival</li> <li>• En Pointe Dance Academy Concert</li> </ul>
<b>December 2022</b>
<ul style="list-style-type: none"> <li>• Paddock to Plate at Pemberley</li> </ul>

- Walpole Blessing of the Fleet & Thank A Volunteer Day Event
- Cherry Harmony Festival
- East Manjimup Primary School EOY Concert
- Youth Advisory Group Movie Night
- Manjimup Carols by Candlelight

#### January 2023

- Pemberton Australia Day
- Av' a G'day in Walpole

#### February 2023

- Jazz in the Jarrah
- Delirious West 200
- Southern Forest Steppers

#### March 2023

- Walpole in the Trees Regatta
- Targa South West
- Warren District Ag Show
- Karri Valley Triathlon
- Stars Descend Performance Northcliffe
- PMBC XC State Series (Relentless Blue)

#### April 2023

- Middlesex Hall 100th Anniversary
- Inflatable Day at Manjimup Heritage Park
- Food Truckin' for A Cause
- Comedy Night @ Pemberley Wines
- 2023 Karri Cup
- Hillbrook Wines Market Day
- ANZAC Day
- Sunset Picnic – Wild at Heart
- Pass the Pinot Pemberley Event

#### May 2023

- WA Gravity Enduro Mountain Bike Race

### June 2023

- Manjimup 15,000 **Cancelled**
- Pemberton Golf Club King Karri Cup
- Truffle Kerfuffle

### Other Events

- 2022/2023 Speedway Season: November to April
- Manjimup Farmer's Markets & Walpole Community Markets
- Various minor events such as art exhibitions, openings, markets, fundraising events, library and youth activities

## Financial Performance

The financial performance for the Shire of Manjimup for 2022/23 financial year again remained sound, coming in largely on budget after the removal of carry forward works.

The carried forward figure of \$7,926,507 is higher than expected due mainly to the delay in major projects due to the ongoing effect of contractor and material availability. Listed below are the major items/categories that make up the Carry Forward Surplus, they are:

- \$4,848,597 Advance payment of Financial Assistance Grant;
- \$1,730,439 Infrastructure road projects;
- Manjimup Trail Bike Hub Project (\$0 Municipal) \$885,707;
- \$471,153 various capital jobs (Whole Shire); and
- \$876,318 various abnormal items (Whole Shire).

This level of carry forward may be repeated again 2023/24 as the carry forward projects above must compete with already exhausted resources stretched by the many major projects in place from both the State and Federal Governments.

**Operating Income** of \$33,407,490 was received being \$617,522 under the adopted budget. Whilst the year end operating income is less than 1.8% of the overall income

budget there are some moderate variations between income classes. Normal operating revenue was \$5,407,150 ahead of budget due mainly to the advance payment of the 2023/24 Financial Assistance Grant \$4,848,597, this advance payment was subsequently carried forward to be expended in 2023/24 as per the purpose of the grant. The Shire's Fees and Charges category saw an extra \$1,994,065 collected, this was due to a significant growth in services related to the aged care sector. Interest received saw significant growth with an additional \$246,085 over a \$169,141 budget. The area that was under budget was the category of Capital related funding. The budget for capital grants was \$12,169,423 with only \$6,144,751 received. The reason for the shortfall in capital funding, is due to the deferring of a major bridge projects with \$4,809,000 of grant funding, as well as the delay of major Regional Road Group jobs in particular Nth Walpole Road and Old Vasse Road. The remaining shortfall relates to projects associated with Local Roads and Community Infrastructure funding, in particular Public Building renewal works in all towns as well as the lighting upgrade at the Rea Park/Collier Street recreation ground.

**Operating Expenditure** of \$32,106,922 was \$676,084 under budget. Generally operational accounts were underspent, with grant funded projects forming the majority of under expenditure for the year. The Manjimup Trail Bike Hub Project made up the majority of unspent funds at \$885,707 with other smaller grant funded projects rounding out the difference. Salary costs related to the provision of Home Care Package services was over budget for 2022/23 however this was directly offset with income from the service recipients funded package.

**Capital Expenditure** was significantly under budget with projects that were not completed in 2022/23 carried forward into 2023/24. They were:

- ✓ Property Plant and Equipment - \$2,827,285 under budget. Light Vehicles were underspent by \$442,000 due to the lack of availability of replacement vehicles. Plant and Equipment had 2 backhoes carried forward valued at \$445,000 collectively, a new 23-seater bus for \$220,000 and 2 trucks totaling \$300,000. Land and Building saw Manjimup Tennis Club Redevelop \$457,823, Pemberton Colocation Redevelopment \$199,149, the CBD Solar Efficiency Project of

\$152,131 and Upgrade of 5D Brockman St \$185,452 carried forward into 2023/24. The majority of these projects are expected to be completed in 2023/24.

- ✓ Infrastructure - \$9,296,519 under budget. This significant underspend is due to a lot of moderate sized projects yet to be completed and one project deferred. The deferred project was major works related to the Mordalup Rd Bridge of \$3,682,000. The other moderate projects are Holleys Rd Bridge \$507,000, South West Hwy Arch works \$500,000, Old Vasse Rd \$442,743, Nth Walpole Rd \$322,205, Windy Harbour Campground Extension \$231,361, Walpole Jetty Car Park \$289,000, Dean St drainage \$124,408, Rea Park / Collier St Reserve preparation works \$2,600,514. All projects have been carried forward and should be completed in 2023/24.

**New Loans** – Whilst the 2022/23 budget proposed 4 new loans being Stage 2a – Recreation/Community Facilities Upgrade \$500,000, Stage 2b – Collier Street/Rea Park Redevelopment \$2,500,000 and Stage 2c – Collier Street/Rea Park Redevelopment \$2,500,000, and the self-supporting loan the Manjimup Tennis club of \$250,000, they were not drawn down as they did not have any corresponding expenditure. The 4 loans will be carried forward into the 2023/24 budget.

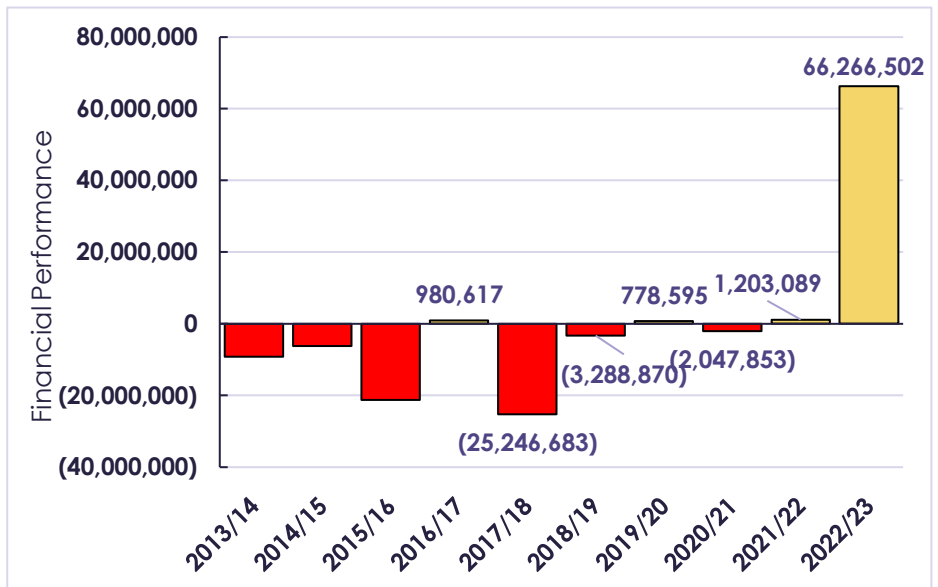
**Transfers to Reserve** were \$4,019,499 under budget due mainly to not drawing down on Stage 2 – Recreation Facility/Community Amenities Upgrade loan and a lack of trades putting funding back into the Plant Replacement Reserve.

**Transfers from Reserve** were \$2,320,707 under budget due mainly to projects not being completed that were funded by reserve. The main items are Plant Replacement \$917,258, Manjimup Home and Community Care Asset Replacement Reserve \$387,590 and the Windy Harbour Campground Extension \$319,351.

## Financial Performance

The operating profit for the year was \$66,266,502, after the removal of the Shire's Infrastructure Revaluation the profit was \$1,300,568, this is compared to a budgeted profit of \$1,242,006.

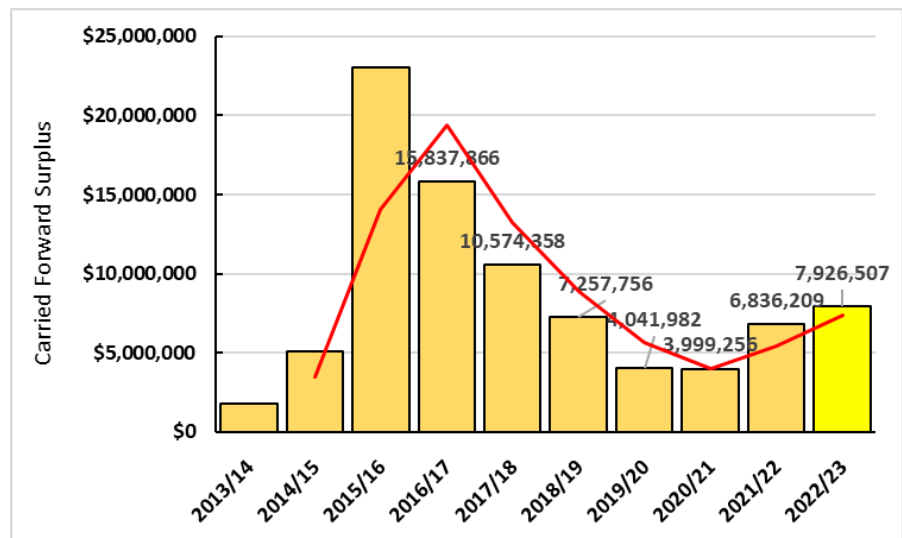
The removal of the valuation gives a clearer picture to the Cash related financial performance of the Shire.



## Carried Forward Surplus

The carried forward surplus is calculated as current assets (other than restricted assets) less current liabilities (other than those reserve funded).

The carried forward surplus was \$7,926,507 again this position has been heavily influenced by the prepayment of the Financial Assistance Grants. After deducting those projects that form part of the 2023/24 annual budget \$7,659,291 carry forward, the unspent carry forward position is \$267,216.

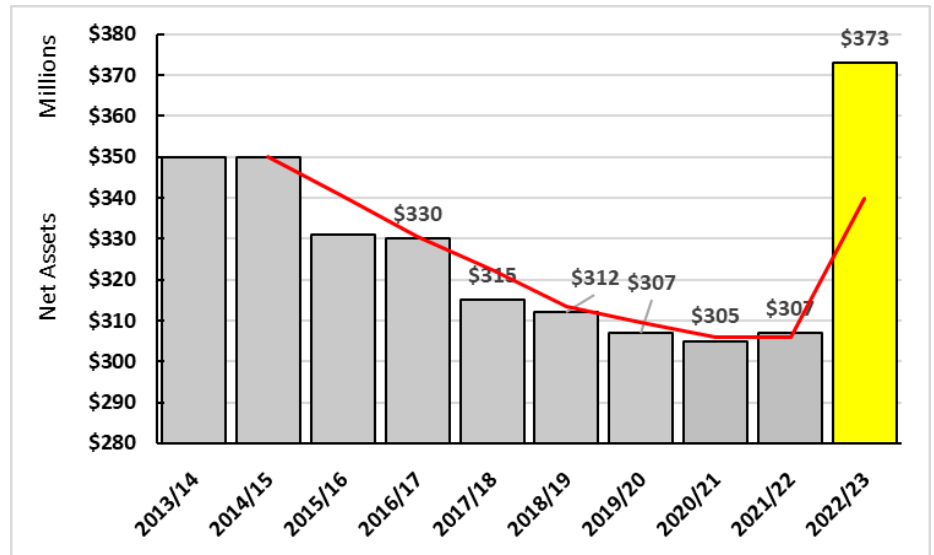


## Net Assets

Net assets on 30 June 2023 were \$373m, an increase of \$66m.

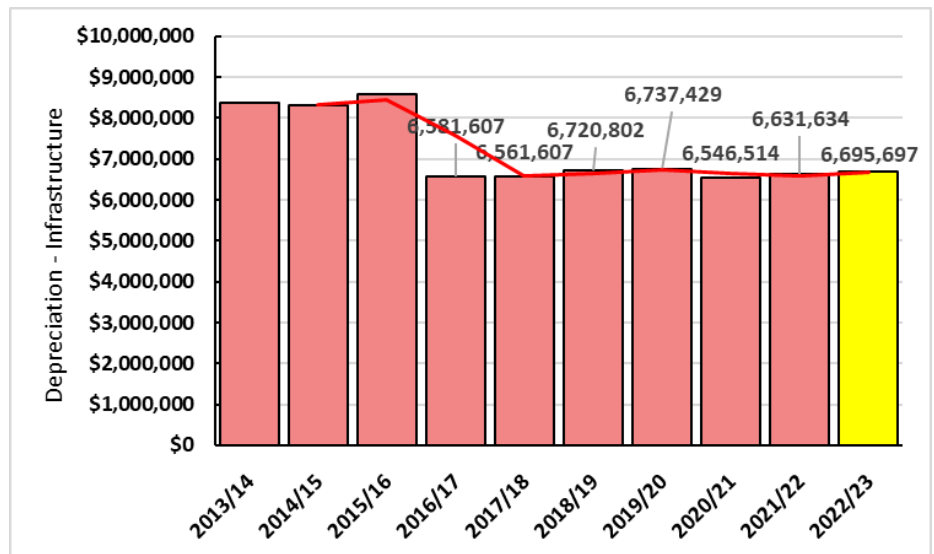
Depreciation on all asset classes totaled \$9.6m.

The main cause of the major increase in net assets is the revaluation of the asset class Infrastructure. The revaluation increased Infrastructure assets by \$66m. This increase has a direct correlation with the increase in costs associated with building and maintaining roads.



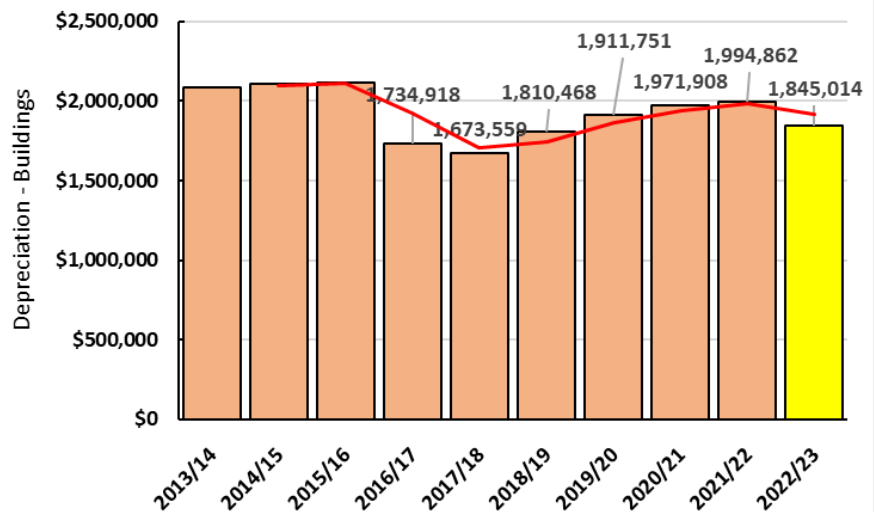
## Depreciation - Infrastructure

Depreciation on infrastructure for the year was \$6.6m being an increase of \$64,063 over the previous year.



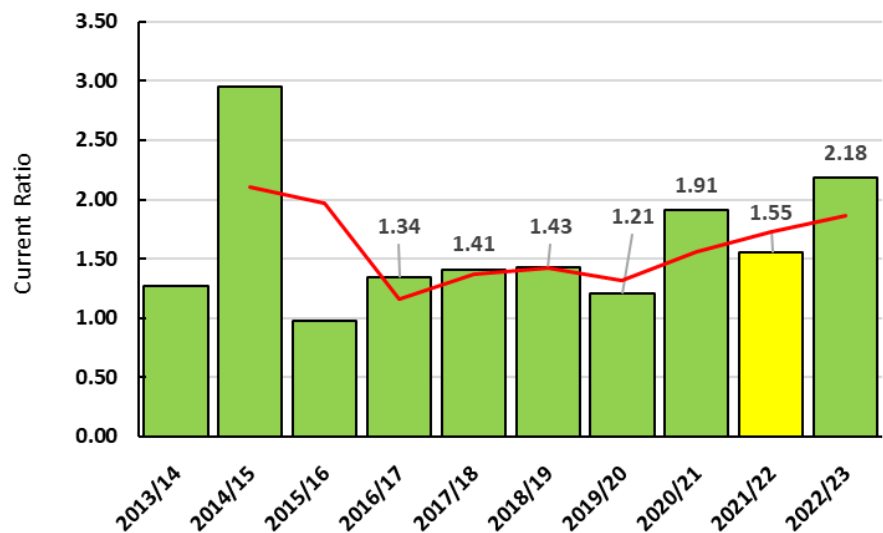
### Depreciation - Buildings

Depreciation on buildings for the year decreased by \$149,848 to \$1,845,014.



### Current Ratio

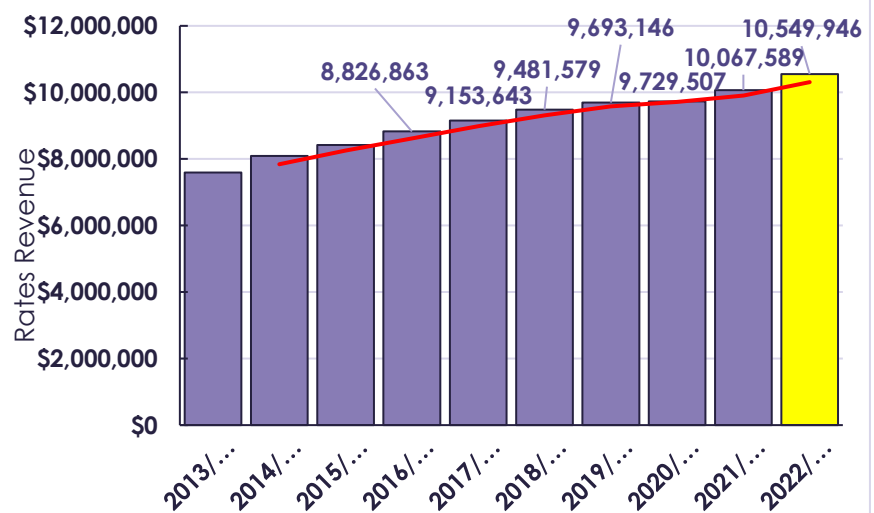
The current ratio is the ratio of current assets (less restricted assets) over current liabilities. This ratio was part of the Annual Financial Report but is no longer required, however it has been included due to its importance in tracking current assets to current liabilities. The ratio increased moderately in 2022/23 to 2.18, the ratio is above 1.0 being the standard set by the Department of Local Government Sports & Cultural Industries.



### Rates Revenue

Rates revenue increased in 2022/23 by \$482,357 to \$10.55m.

The 2022/23 financial year saw a budgeted 4.9% percent rate rise across, Unimproved, Gross Rental Value and Minimum Rate properties.

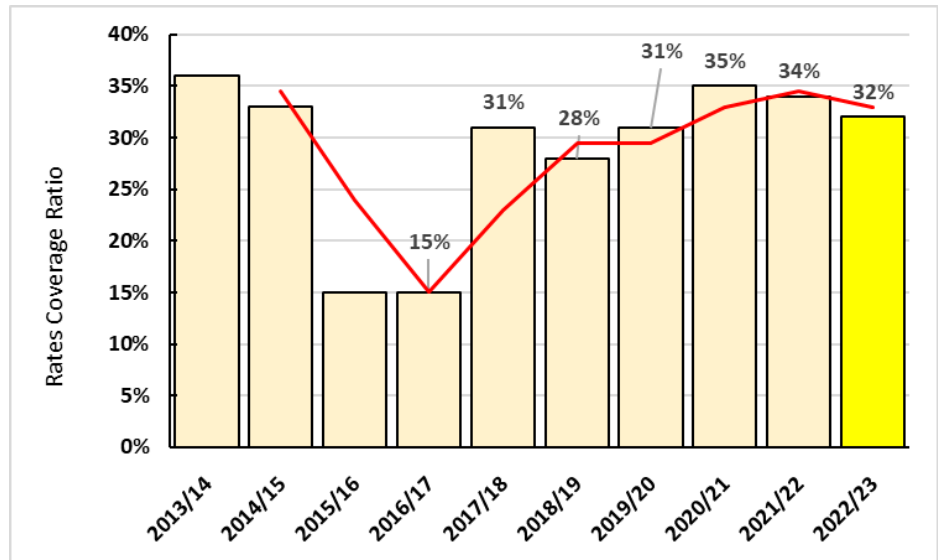


### Rates Coverage Ratio

The rates coverage ratio indicates the percentage of total revenue represented by rates.

The rates coverage ratio continued to return to a more traditional level after grant funding for major projects has been finalised.

The rates coverage ratio is 32% for 2022/23.

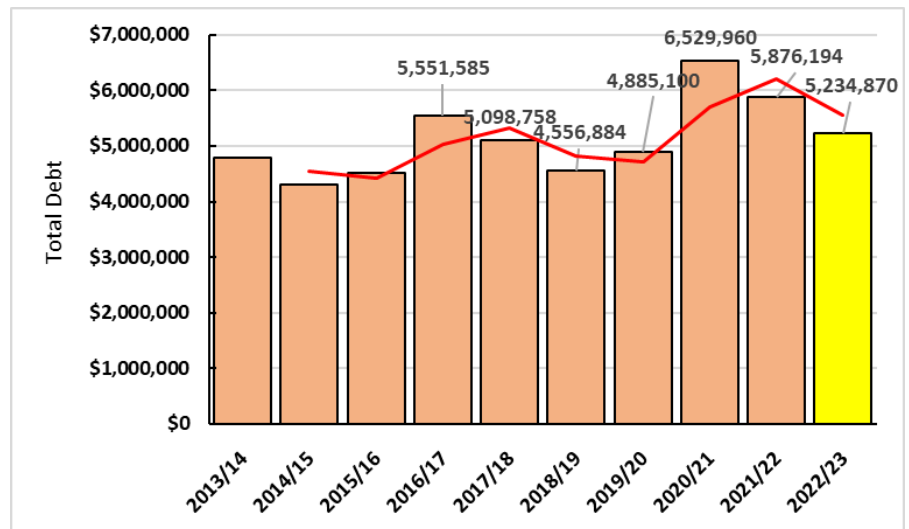


### Total Debt

Total debt decreased by \$641,324 to \$5.2m.

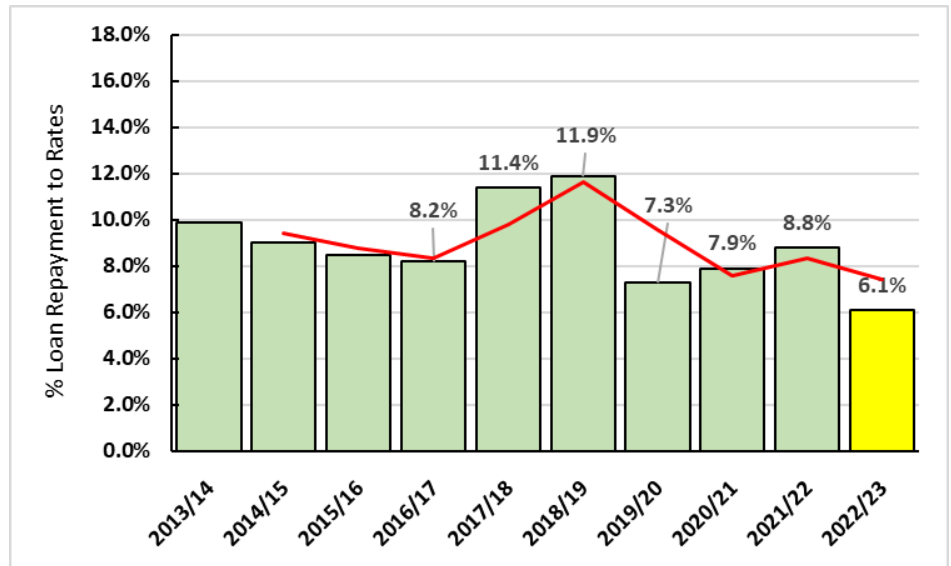
The 4 loans set down in the 2022/23 budget were not drawn down and were carried forward into the 2023/24 budget.

The reduction is due to scheduled repayments made during the 2022/23 financial year.



## Debt repayment to rates revenue

The percentage of debt repayment to rates revenue decreased to 6.1% being well within the Shire of Manjimup's self-imposed limit of 18%. Whilst overall debt position dropped in 2022/23, 4 loans were not drawn down that formed part of the 2022/23 budget, however, will affect the 2023/24 ratio when funded.

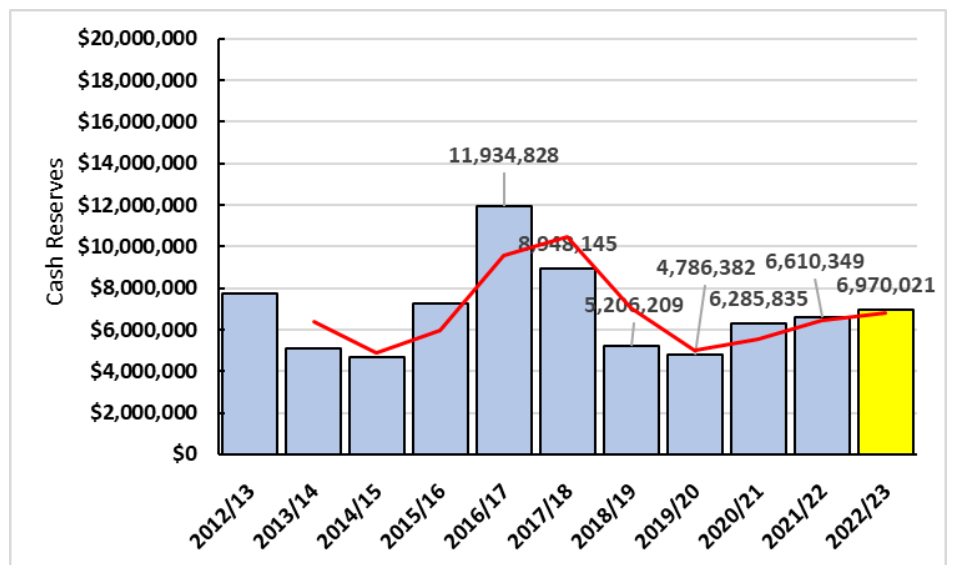


## Cash reserves

Cash reserves are maintained for special and identified purposes.

Reserves increased by \$359,672 in 2022/23 to \$6.97m.

This increase is due mainly to the delaying of expenditure due to product availability, particularly in the Plant Replacement Reserve which is holding at the 30 June 2023 \$826k more than budgeted.



## Financial Ratios

The Shire of Manjimup is required to publish its asset ratios for the current year and previous 2 years as required under the Financial Management Regulations. These ratios have been tabulated below:

Ratio type	2023	2022	2021
<b>Asset Consumption Ratio*</b>	0.61	0.53	0.53
<b>Asset Renewal Funding Ratio*</b>	0.69	0.64	0.63
<b>Asset Sustainability Ratio*</b>	0.68	0.60	0.53

\* All figures have been rounded to two decimal places.

The above ratios are calculated as follows:

$$\text{Asset Consumption Ratio} = \frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$$

$$\text{Asset Renewal Funding Ratio} = \frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$$

$$\text{Asset Sustainability Ratio} = \frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$$

Therefore, the ratios for 2023 are:

**Asset Consumption Ratio** is \$363,890,515 divided by \$596,553,441 which equals **0.61**.

**Asset Renewal Funding Ratio** is \$38,542,657 divided by \$56,254,808 which equals **0.69**.

**Asset Sustainability Ratio** is \$6,522,589 divided by \$9,641,860 which equals **0.68**.

Further detail on the Shire's financial ratios can be obtained from the Annual Financial Report for 2022/2023.

## Land Values

### Urban Land

GRV properties are revalued every six years. The last GRV revaluation was in 2017/18 and was effective as at 1 July 2018. The next GRV revaluation is scheduled for the 2024/2025 rating year.

### Farmland

UV properties are revalued each year. Unimproved values decreased marginally in 2022 by an average of 10.58%.

## Libraries

Shire Libraries continued to be busy spaces for children and adults. New memberships grew steadily. Shire libraries continued to focus on collection management to ensure a large selection of the latest and most popular titles were available to patrons, there was a greater focus on making the electronic resources more discoverable to patrons.

Manjimup Library reopened in February 2023 after minor renovations with new flooring, shelves, and a refreshed space.



New look at the Manjimup Library

The libraries' book displays – always a popular feature – show off offerings from the collection based on themes and the latest titles to entice borrowers. Shire libraries' Spring Book Sale in 2022 was a big hit with patrons and had many attendees.



Displays at the Manjimup, Northcliffe, Walpole, and Pemberton Library

## Children's Services

Ronald Dahl and the Imagination Seekers (September 2022) a theatrical and interactive experience. A thrilling story delivered through performance, games and creative play that explores Ronald Dahl's extraordinary stories.

All Shire libraries continued to host activities that sought to create and strengthen reading habits in children from an early age. These included weekly Rhyme and Story Time sessions, participation in National Simultaneous Storytime, Children's Book Week workshops and the Year One Super Reader program.

## Adult Services

The Bush Bounty event took participants on an enlightening journey through the six Noongar Seasons and showcased a variety of native edibles. It included the opportunity to taste some of the wonderful wild bush foods while learning about the nutritional and healing properties of Australian native food and



Bush Bounty - Dale Tillbrook workshop held in Manjimup.

medicine plants. The launch of the new After-hours book club (Oct 2022) including an author talk by Dr Meryl Broughton attracted a group of 19 participants and the Manjimup Library's daytime book club remained popular, attracting a core group of at least 7-10 attendees each month.

## Guest Authors

Grant funding permitted the staging of Children's Book Week workshops for Year 1 to 6 students in the Shire's four main towns. Western Australian children's book author and illustrator, Author Alton Walley shared different forms of interactive storytelling. Engaging with traditional styles and a mix of contemporary; students explored dance, music and movement whilst playing an active role in the re-telling of Alton's story 'Dolphin and Spearfisher'.



CBW – Alton Walley workshop held in Manjimup.

## Marketing & Tourism

The Shire continued its marketing effort during 2023/2024 on promotion of the region and visitor servicing support.

The following marketing and promotional initiatives under the plan were undertaken during the year:

- Financial Contributions:
  - Direct financial support to Manjimup, Pemberton, Northcliffe and Walpole Visitor Centres (\$204,000);
  - Direct financial support to the Southern Forests food Council (\$25,000)
  - Southern Forests and Valleys LTO – key financial partner and member organisation (\$60,750).
- Memberships
  - Membership of Australia's South West (ASW);
  - Membership Tourism Council WA;
  - Membership Australian Regional Tourism; and
  - Membership Museums WA;
- Marketing and Promotional Activities:
  - ASW's Holiday Planner, a publication with a print run of over 350,000 copies and distribution through formal channels internationally, interstate and intrastate.
  - Participation in the ASW and Tourism WA promotions;
  - Participation in WIN TV advertising;
  - Participation in ASW Holiday Map & Guide;
  - Key advertising and features in various media including; *The West Australian*, *Winter breaks*, *Caravanning Australia*, Win Television, *Herald Publishing*; *Prime Me* and *Sunday Times*;
  - Thematic promotions – Food and Produce, Active Adventure; Wildflowers and Winter breaks;
  - Alignment with significant icons such as the Bibbulmun Track, Munda Biddi Trail and the Walpole Wilderness Area.
  - Participation at the Caravan and Camping Show 2023,
- Publications / reprint / distribution

- Review and reprint (5000) of the visitor information maps for the region, provided free to each of the four Visitor Centres continue to be in high demand;
- Walk and Trail Guides – Walpole, Pemberton and Northcliffe and Manjimup;
- Event and Festival Support
  - Support for numerous events by way of financial (Community Grants), logistical and traffic management.

With the establishment of the Southern Forest and Valleys Local Tourism Organisation (LTO) there has been a focus on development partnerships and regional approaches to marketing the region. The Shire of Manjimup has made a significant funding commitment to support the LTO administration over the first 5 years. The Southern Forests & Valleys Tourism partnership with the Warren Blackwood Alliance of Councils (WBAC) in collaboration with the Shires of Bridgetown-Greenbushes, Nannup and Manjimup, Boyup Brook (Balingup) and Donnybrook.



## Property Care Team

The Property Care Team works under the banner of the Shire of Manjimup Parks and Gardens (as the Shire is a registered an Australian Disability Enterprise). They carry out various tasks which include all types of garden and yard maintenance. The team has taken on tasks such as paving and path maintenance, street furniture installation and also assisted in the



construction of a number of works for the Manjimup Town Centre Revitalisation project

and assisting with the ongoing maintenance from the project. The team also carries out several private works which include DBCA Manjimup grounds maintenance, Church of Latter-Day Saints in Bridgetown and maintenance works at a local truffle farm and other small businesses in the region. Camille Parke is the Property Care Team Coordinator to run the team. Her role is to oversee the day to day working of the team and to generate new private works.

## Ranger Services and Emergency Management

The primary role of the Ranger and Emergency Services section is to provide the community with valuable and essential services, with a focus on community safety. These services and roles include, but are not limited to:

- Animal control including dogs, cats and livestock;
- Animal welfare issues – conducting preliminary inspections and liaising with animal welfare agencies;
- Bushfire preparedness and response;
- Management of Bush Fire Brigades and equipment;
- Training of Bush Fire Brigades;
- Emergency Management – maintenance of Emergency Management Arrangements, Recovery and Evacuation Plans;
- Conduct bushfire mitigation works on shire-controlled lands;
- Parking and activities on thoroughfares; and
- Enforcement of numerous other legislation.

## Ranger Incident Investigations

Shire Rangers completed over 2,499 tasks throughout the year, these tasks include but are not limited to animal control, parking, litter and fire. The following is a summary of those activities and a comparison with the previous year:

Task	2021-2022	2022-2023
Dog Impound	93	62
Dog Euthanised	0	8
Dog Warning	290	135
Dog Infringement	22	42

Task	2021-2022	2022-2023
Dog Attack	10	15
Dog Complaint	143	129
Cat Impound	39	30
Cat Euthanised	13	25
Cat Warning	55	20
Cat Infringement	1	5
Cat Complaint	31	38
Other Impound	0	1
Other Euthanised	1	0
Other Complaint	13	36
Trapping	32	79
Welfare	20	26
Wildlife	5	15
Straying Stock	9	23
<b>Total Animals</b>	<b>659</b>	<b>689</b>
Fire Inspection	2392	1362
Fire Warning	73	56
Fire Advice	59	189
Fire Infringement	42	31
<b>Total Fire</b>	<b>2,587</b>	<b>1,638</b>
<b>OTHER DUTIES</b>		
Litter Warning	22	4
Litter Infringement	0	0
Litter Complaint	15	21
Parking Warning	49	53
Parking Infringement	0	0
Parking Complaint	13	13
Thoroughfares Warning	44	26
Thoroughfares Infringement	0	0
Thoroughfares Complaint	3	7

Task	2021-2022	2022-2023
Disability Warning	0	1
Disability Infringement	2	0
Camping Warning	8	13
Camping Infringement	5	0
Camping Complaint	6	6
Cameras	38	28
Towing	1	0
<b>Total Other</b>	212	172
<b>TOTAL TASKS FOR YEAR</b>	<b>3,458</b>	<b>2,499</b>

### Parking and Activities on Thoroughfares

The continued educational approach taken with respect to parking and activities on thoroughfares combined with several media releases resulted in significantly less incidents during the 2022/23 financial year. A combined total of 80 warnings issued for matters related to parking compared to 93 the previous year.

### Animal Control

Shire Rangers operate the Shire's Animal Management Facility where animals are impounded and cared for whilst in the care of the Shire. Where possible impounded animals are either returned to their owners or rehomed.

Educational approaches taken in 2022/23 were consolidated with a stronger enforcement approach resulting in significantly less incidents involving both dogs and cats, with less animals being impounded and halving the number of warnings issued.



Shire Rangers continue to be actively engaged in community education in attempts to combat issues of animal owners not picking up after their dogs and stray animals. The trapping of nuisance cats also continues to be a high priority. Cameras continue to be a vital tool, being placed to gather evidence in regard to straying cats or feral animals.

### **Bushfire Brigades**

The Shire of Manjimup is responsible for 20 Bush Fire Brigades with approximately 1,100 members located in the within the Shire. The Shire maintains 16 Emergency Services Levy appliances, 6 Brigade / Shire owned appliances and 50 slip-on units. The appliances are housed in 13 Bush Fire Brigade fire stations.

The Shire owns and maintains 14 strategic water tanks across the Local Government boundary which are also supported by a large number of Fast Fill Trailers that can be deployed to support a firefighting response.

Our bush fire radio network is made up of 5 radio towers that are all linked, with over 60 bush fire radios allocated to our bush fire brigade members and firefighting appliances. The Ranger and Emergency Services department has a Fire Duty Officer rostered on 24 hours a day throughout the high threat period approximately 6 months of the year. The Fire Duty Officers role is to receive DFES 000 calls and allocate the response to each brigade, logistical support for both the Chief and Deputy Chief Bush Fire Control Officers and the Brigades, any welfare needs the incident requires, issue warnings, advises to the public and keep the Chief Executive Officer informed of any escalating incidents. All brigades can be contacted through the Department of Fire and Emergency Services CAD system, this sends a SMS to any brigade the Chief or Deputy Chief Bush Fire Control Officers need to respond to a bushfire. The

DFES 20-11-2023  
14:08  
WALPOLEBFB TURN  
OUT TREE, GRASS,  
SCRUB FIRE GRAVITY  
SPRINGS 1285  
NORTH WALPOLE RD  
NORTH WALPOLE  
ESD GSC36675E-5  
<https://maps.google.com/?daddr=-34.87949,116.71063> INC 648775  
Pls Ack Comcen 1800  
198 140

SMS has a link to a Google map location of the fire enabling the responding crews a quick and easy guide for the best route to the fire.

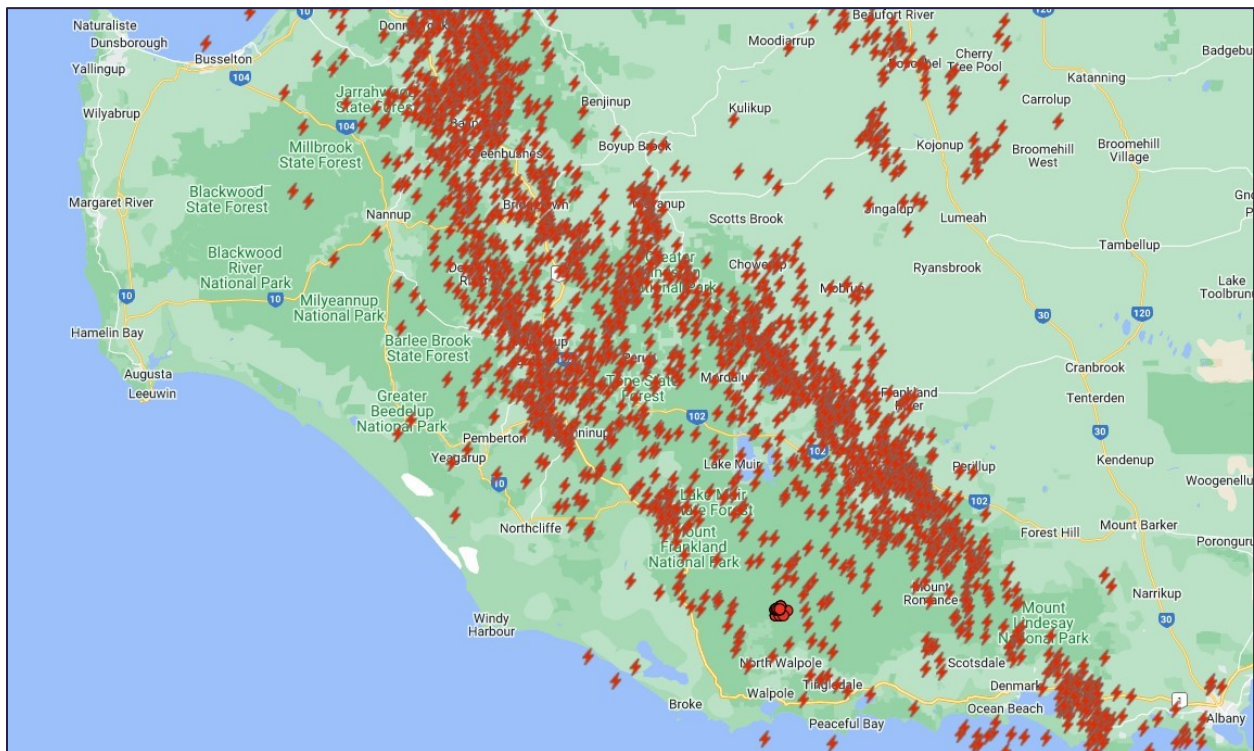
## Bushfire Response

Whilst the 2022–2023 bushfire season was reasonably mild our bush fire brigades responded to 25 bushfires across the Shire of Manjimup and deployed outside of our boundary on many occasions to help our neighboring Local Governments, in particular two deployments to the Shire of Donnybrook throughout January.

On the 10 January 2023 brigades responded to multiple fires across the region as a result of a large-scale lightning storm.

All of these fires were brought under control quickly by responding crews and the Department of Biodiversity, Conservation and Attractions.

## Lightning Strike 10 January 2023



On the 9 December 2022 our Bush Fire Brigades were asked to help with the response to the Pemberton Mill Fire. This was a prolonged effort by all responding crews and Incident Management Staff.



Pemberton Mill Fire Photographs

### **Bush Fire Brigade Training**

The Shire of Manjimup held six basic firefighting training courses throughout 2022-2023. With 36 members completing the Fire Fighting Skills courses and 27 members completing the Bushfire Awareness course. As well as the above courses Bush Fire Brigades attended appliance awareness training and more than 20 members attended a Ground Controller refresher with a DFES HELITAK at Collier Street Sporting Complex.



HELITAK Training

## Bushfire Mitigation and Prevention

Bushfire mitigation and prevention remains an area of focus for the department. The Shire has a large number of bushfire prone Reserves throughout the district and managing these Reserves is complex. Finding the correct balance between environment, biodiversity, fuel loads and community safety is challenging. The Shire of Manjimup has both a robust Fuel Hazard Reduction and Mitigation Plan and a Bushfire Risk Management Plan. These documents are designed to reduce the risk of bushfires on the community.

Mitigation treatments range from maintaining of firebreaks and fire service access routes, slashing of pastured reserves, planned burning, mulching of forest fuels and constructing low fuel zones around built-up areas.



Construction of a new Fire Service Access Route in Pemberton



Maintenance of a Low Fuel Zone around a built-up area in Northcliffe

The mitigation works are funded through the Shire annual budget and the State Government's Mitigation Activities Fund. The Shire received \$289,320 from the State Government fund to complete 36 Treatment areas.

## **Recreation**

### **Manjimup Regional AquaCentre**

AquaCentre were maintained gold standard recognition in the Waterwise Aquatic Facilities Program.

Managing staff availability and an aging facility have demanded a lot of resources and focus. Membership and patronage increased steadily. These issues have been experienced throughout the aquatic industry and resulted in some school swimming lesson programs being cancelled and multiple pools closing in WA.

Since the beginning of 2023 there has been a noticeable increase in birthday party bookings, now averaging 5 a month. Other youth events held included a movie night and end of school term pool party which were well attended.

There was one injury to the public which required surgery due to a fall when exiting the shallow pool. There were no other major injuries or drowning incidents.

### **KidSport**

The Shire has continued its partnership with the Department of Local Government, Sport and Cultural Industries to deliver the KidSport program for youth wishing to participate in sport in the region. A total of 149 vouchers were issued in 2022/23 to assist children to play the sport of their choice; \$14,172 was funded over the financial year, with swim school, basketball, soccer and football the main sports. This is expected to increase significantly in the 2023/24 financial year due to the increase of funds available per participant from \$150 to \$300 per year.

### **Recreation Facilities**

Regular meetings of the Manjimup Recreation Advisory Committee, established to advise Council through ongoing engagement from and consultation with sports

representatives and the wider community for the future development of Manjimup's recreation facilities.

Council has continued to provide support funds under the Recreation Centre Support Program in 2022/23 to the Pemberton, Northcliffe and Walpole Recreation Centres. In recognition of the important role that these centres play in the provision of services and programs to their communities, these funds are provided to assist the centres to operate in a sustainable matter.

Planning for the major redevelopment of the recreation facilities at Collier Street and Rea Park in Manjimup is progressing well. Costings and design development for key project components is underway with significant input from external stakeholder. Implementation of the power upgrade and field lighting project has commenced. This redevelopment is a key component of the Shire's efforts in striving towards meeting the future direction of the town's sport and recreational facilities mix.

## **Trails**

Manjimup Trail Bike Hub project implementation of Stage 1 is ongoing. Route development and consultation with DBCA continues. Website under development. Trail Centre construction nearing completion.

Business case for Pemberton Trails Town under development by Department of Biodiversity, Conservation and Attractions (DBCA). Concept design for trails in Pemberton Arboretum being developed by DBCA. Shire staff on project Reference Group.

Planning commenced for rail trail development, Manjimup to Pemberton. Input in planning and representation on the Community Reference Group for the Great Southern Adventure Trails, which includes the establishment of the Walpole and Nornalup Inlets Paddle Trails and the Valley of the Giants Trails Network.

Continuation of development of Warren Blackwood Stock Route (a long-distance horse trail from Bridgetown to Scott River and Broke Inlet). This is a project undertaken by the Warren Blackwood Alliance of Councils.

## **Roads, Bridges & Drainage**

### **Road and Infrastructure Construction (excluding bridges)**

Construction infrastructure expenditure covers the following categories:

- Sealed road construction;
- Bitumen road reseals;
- Gravel road re-sheeting;
- Drainage; and
- Footpaths.

Major reconstruction projects were undertaken on Perup Road, North Walpole Road, Wheatley Coast Road, Channybearup Road and Graphite Road plus preliminary work was done on Old Vasse Road at the intersection with Hawke Road.

Due to COVID-19 related contractor availability problems during 2022/23 a large reseal program was included in the budget for 2023/24. The list of projects is extensive and listed in Key projects table below.

Footpath projects were completed on Boronia Ridge, Walpole; Main Road and Meerup Road, Northcliffe and on Brockman Street, Pemberton.

### **Drainage**

All 2022/2023 road reconstruction projects included some replacement and/or upgrade of the storm water culverts. As with other construction projects throughout the district, the Shire faced difficulty engaging suitable contractors to undertake all of its projects, with the budgeted drainage works being no exception. Having said that, drainage upgrade works had commenced in Walpole and the Heritage Precinct in Pemberton.

## Bridge construction

Main Roads WA continued with planning works for a major upgrade to a bridge on Mordalup Road with the commencement of on-ground works delayed whilst vehicle access routes during construction are confirmed. Contractors to MRWA completed work on a bridge on each of Muirillup Road, Northcliffe and Hatchery Road, Pemberton.

## Capital Works Summary – Works undertaken during (linear metres)

Ward	Reconstruction/Widening			Reseal		Re-sheet	Footpath
	Total	Asphalt	Spray	Asphalt	Spray		
Central	440	440		1075			
Coastal							690
East	1940		1940		1340	2580	
North					1550	1990	
South	730		730	370	1480		93
West	650		650	540	3600		222
<b>Totals</b>	<b>3760</b>	<b>440</b>	<b>3320</b>	<b>1985</b>	<b>7970</b>	<b>4570</b>	<b>1005</b>

## Key projects for each construction infrastructure category

Construction	Actual	Budget
Roads - Channybearup Rd (barriers)	\$42,631	\$69,540
Roads - Channybearup Rd (SLK 3-4)	\$450,000	\$450,000
Roads - Seal Errington Lane	\$685	\$90,000
Roads - Graphite Rd (SLK0.5-0.8)	\$599,069	\$546,406
Roads - Graphite Rd (SLK TBD)	\$488,101	\$450,000
Roads - North Walpole Rd (SLK6.3-7.5)	\$316,123	\$315,450
Roads - North Walpole Rd (SLK TBD)	\$127,795	\$450,000
Roads - Old Vasse Rd (SLK Hawke Rd Intersection)	\$107,880	\$119,752
Roads - Old Vasse Rd (SLK TBD)	\$7,257	\$450,000

Roads - Perup Rd (SLK TBD)	\$526,388	\$525,000
Roads - Wheatley Coast Rd (TBD)	\$513,924	\$510,000
<b>Totals</b>	<b>\$3,179,853</b>	<b>\$3,9976,148</b>
<b>Reseals</b>	<b>Actual</b>	<b>Budget</b>
Reseal - 2766 Johnson Cres (previous unsealed roads in townsites)	\$66,798	\$129,491
Reseal - Allen Rd	\$44,412	\$50,000
Reseal - Boronia St Walpole	\$62,374	\$80,000
Reseal - Brockman St	\$25,950	\$26,000
Reseal - Browns Rd	\$32,321	\$33,499
Reseal - Eastbrook Rd	\$35,680	\$40,000
Reseal - Jamieson St	\$47,526	\$57,000
Reseal - Johnson St	\$54,982	\$49,667
Reseal - Linemarking	\$12,111	\$30,090
Reseal - Middlesex Rd	\$42,324	\$58,079
Reseal - Mitchelldean Rd	\$60,941	\$60,000
Reseal - Mordalup Rd	\$85,977	\$90,000
Reseal - Pemberton Rd North	\$44,352	\$50,000
Reseal - O'Connor St	\$90,137	\$70,250
Reseal - Rutherford St	\$0	\$60,000
Reseal - Somerville St	\$34,294	\$30,000
Reseal - Somerville St	\$56,867	\$53,000
Reseal - Windy Harbour Rd	\$0	\$74,487
Reseal - Yates St turnaround	\$14,454	\$24,360
<b>Totals</b>	<b>\$811,500</b>	<b>\$1,065,923</b>

Gravel Road Resheeting	Actual	Budget
Resheet - Black Georges Rd	\$38,964	\$40,000
Resheet - Broke Inlet Rd	\$0	\$82,000
Resheet - Corbalup Rd	\$1,905	\$88,000
Resheet - North Walpole Rd	\$0	\$55,000
Resheet - Peppermint Grove Rd	\$45,599	\$47,000
Resheet - Windy Harbour various	\$3,743	\$15,000
Resheet - Yanmah Rd	\$54,754	\$61,921
<b>Totals</b>	<b>\$144,965</b>	<b>\$388,921</b>
Drainage	Actual	Budget
Drainage - Pine St (L89 to L90)	\$3,162	\$50,000
Drainage - Various Walpole Priority 1	\$12,757	\$70,000
Drainage - Various Walpole Priority 1	\$0	\$120,000
Drainage - Walpole Priority 1	\$0	\$50,000
Drainage - Repair Rural Road Culverts	\$7,056	\$25,000
Drainage - Various Lid Replacement & Minor Repairs	\$0	\$25,000
<b>Totals</b>	<b>\$22,975</b>	<b>\$340,000</b>
Footpaths	Actual	Budget
Footpath - Footpath Renewals (Slab Replacement)	\$0	\$20,000
Footpath - Footpath Renewals (Slab Replacement Round 3)	\$738	\$150,000
Footpath - Northcliffe Retirement Village Round 3	\$21,273	\$35,000
Footpath - Boronia Ridge to Walpole CBD Round 3	\$20,972	\$25,000
Footpath - Renewal Upper & Lower Brockman St Pemberton CBD Round 3	\$52,538	\$60,000
Footpath - Renewal near Public Toilets NC CBD Rd3	\$4,667	\$20,000
Footpath - Main Rd	\$173,986	\$174,000
Kerbing - Kerb Replacement various	\$4,000	\$40,000
<b>Totals</b>	<b>\$278,174</b>	<b>\$524,000</b>
ROAD MAINTENANCE SUMMARY		
Road maintenance (refer below)	\$3,100,146	
Budget (refer below)	\$2,959,925	
% budgeted road maintenance program completed	100%	

ROAD MAINTENANCE COMPONENTS	ACTUAL	BUDGET
Bridge maintenance	\$152,515	\$160,337
Carpark maintenance	\$20,649	\$10,995
Gravel site assessment	\$0	\$0
Road maintenance - rural sealed	\$923,188	\$870,322
Road maintenance - rural unsealed	\$1,617,763	\$1,256,119
Road maintenance - urban	\$286,612	\$197,034
Road signs	\$22,130	\$75,000
Storm damage	\$116,460	\$127,185
Street cleaning	\$112,089	\$135,000
Road maintenance - vegetation removal	\$1,255	\$288,270
<b>TOTAL</b>	<b>\$3,252,661</b>	<b>\$3,120,262</b>
Less bridge maintenance	\$152,515	\$160,337
<b>Total road maintenance (excluding bridges)</b>	<b>\$3,100,146</b>	<b>\$2,959,925</b>

### Road maintenance

Expenditure on road maintenance for the 2022/2023 financial year was \$3,100,146 which is approximately 4.4% above the previous year. It is notable that this increase is 0.5% lower than the annual rate of inflation for Perth to June 2023 though some of this increase is likely a result of a wetter winter season requiring an increased regime of maintenance.

### Bridge maintenance

During this financial year all bridge maintenance work and inspections were carried out by Shire of Manjimup staff. Inspection reports were submitted to MRWA by the closing date of 30<sup>th</sup> April and all reports were deemed acceptable thus ensuring the continued assistance of MRWA in the funding of bridge upgrade works.

### Road Construction

Approximately 3,7600 linear metres of roads were reconstructed or widened during the year.



Perup Road construction project, before and after.



Channybearup Road construction project



Wheatley Coast Road reconstruction, before and after.



Graphite Road Manjimup

### Gravel Road Re-sheeting

Approximately 4.5 kilometres of gravel re-sheeting was undertaken in 2022/2023 consisting of work on Yanmah, Peppermint Grove (Sherman Loop) and Black Georges Road.



Yanmah Road, Yanmah



Peppermint Grove Road, Upper Warren

### Reseals

Due to post COVID-19 related contractor availability problems during 2021/2022 financial year, the budget for bitumen road reseals during the 2022/2023 year included both the funds allocated in the 2022/2023 budget plus most of those budgeted for completion during the 2021/2022 year. All projects with funds carried from the previous

year were completed along with the majority of jobs budgeted for that current year resulting in an expenditure of \$811,500 compared to the previous year when less than \$150,000 was spent.



Johnston Crescent Manjimup, before and after



Johnson Street Manjimup

## Footpaths

A total of 1005 linear metres of new path was constructed during the year.



Footpath Brockman Street, Pemberton



Footpath Main Road, Northcliffe (Stage 1)

## Seniors, Aged, Disabilities and Respite Services

The financial year 2022/23 has continued to bring about changes to the standards and legislations within the Aged and Disability sectors following both the Aged Care and Disability Royal Commissions into Quality and Safety. Manjimup Home and Community Care (MHCC) were proactive in auditing and reviewing quality and safety practices and continued to improve their quality of care and services against the Aged Care Quality and Safety Standards and the National Disability Insurance Scheme (NDIS) Practice Standards. Specifically, we commissioned and are currently implementing a Food Safety Plan which complies with contemporary Food Safety Standards. Our clinical services program continued to expand in response to consumer need.

COVID-19 and infection control remained a priority for the MHCC team with ongoing training with employees and volunteers to ensure the safety and continuity of care of consumers. The Wellness and Respite Community Centre reopened and activities, programs and venue hire were reintroduced. By the end of the financial year, all services and staffing levels had returned to pre-COVID normal.

During November and December 2022, MHCC took part in a Home Care Package Program (HCP) assurance review. Reviews are conducted by the Department of Health and Aged Care to ensure that funds are spent for approved purposes and in an efficient and effective way. Review No.2 – Unspent Funds (Commonwealth Portion) Summary Report can be found on the Department of Health and Ageing website.

## Town Planning

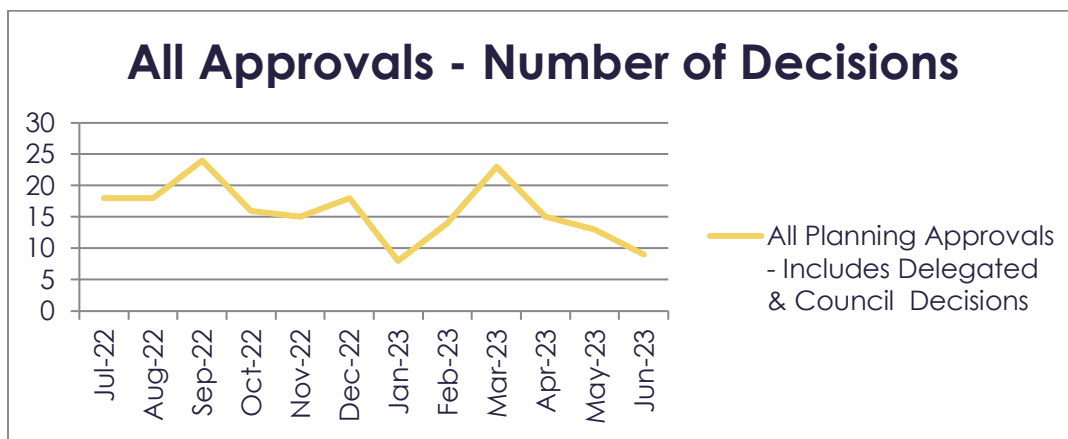
### Planning Applications

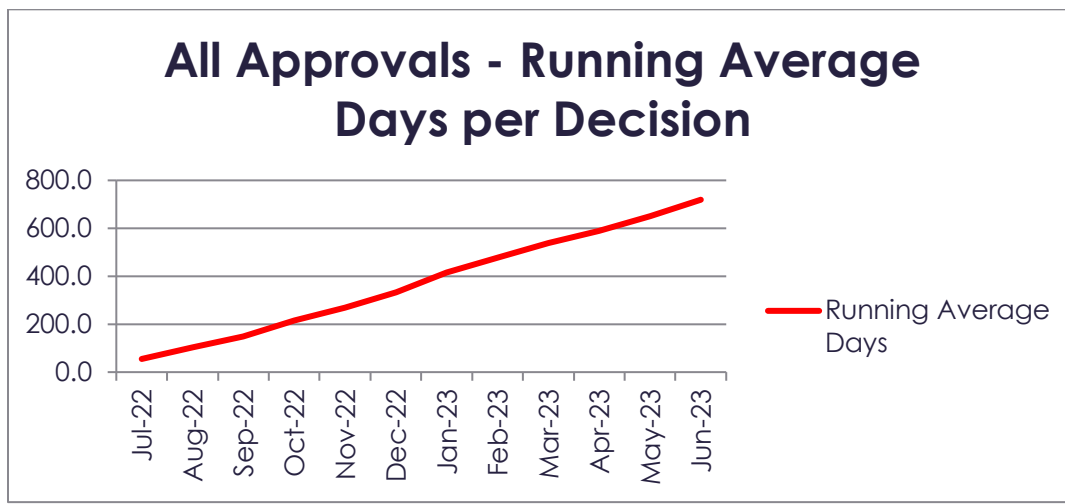
In 2022/23 there was an increase in the level of planning approvals sought with a total of 191 applications being determined, having a total value of \$20.6M. The previous financial year (2021/22) saw a slight decrease in the number of planning applications, from 190 in 2020/21 to 171, with a total value of \$22.1M.

Of these, 71 applications were determined by Council, the remainder (120) were determined under delegated authority. The average number of days to process a planning application was 60 days for all applications. Those applications determined under delegated authority were processed in an average of 43 days, well below required statutory timeframes.

### Subdivisions

The Western Australian Planning Commission referred a total of 18 applications for subdivision to the Shire for consideration and comment. This represented 6 more subdivision applications than 2021/22.





## Amendments

Scheme Amendment 27 was initiated to rezone Rural Residential land on Perup road to General Rural with advice also being received from the Environmental Protection Authority prior to advertising. Amendment 28 to rezoned land on Swimming Pool Road to Town Centre and Amendment 29 to amend Scheme text relating to Rural Workers Accommodation were also initiated.

## Trade Undertakings and Major Land Transactions

In accordance with the Financial management Regulations, the Shire is required to report on any trade undertakings or major land transactions. None of either occurred in the 2022/2023 Financial Year.

## Waste Management

### Overview

The Shire of Manjimup operates a licensed landfill and controlled liquid waste facility at the Manjimup Recycling and Refuse Centre (MRRC) and three registered transfer stations (Northcliffe, Pemberton and Walpole). Each of these sites is managed by an independent contractor. A small, registered landfill pit at Windy Harbour is operated by the settlement Caretaker. The waste facilities are complemented by an extensive kerbside collection service.

## **Highway Traveller Waste**

A one-year trial, discontinuing the provision of holiday period bulk waste bins at various locations around the Shire, extended through 2022/23. The trial instead provided increased street and public bin services and added transfer station opening hours for the three smaller towns during holiday periods. During the year there was a marked decrease in illegal dumping of domestic and commercial waste at highway stops during holiday periods. There was a slight increase in volume of waste disposed to town street and public bins. There was no uptake of the added transfer station opening hours. A report on the trial outcomes was prepared for Council to consider.

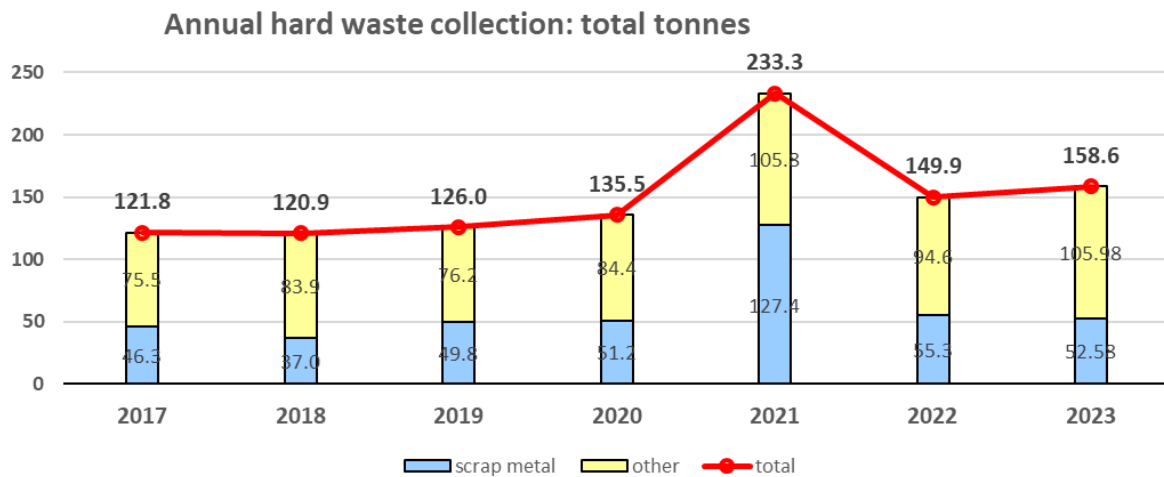
## **Waste collection**

The Shire of Manjimup's waste collection contractor is Cleanaway. Their services under the contract include provision of regular kerbside bin collection, street and public bin servicing (Manjimup only), transfers of hook-lift bulk bins from the three transfer stations, and an annual vergeside hard waste collection service. Waste was taken to the MRRC landfill and commingled recyclables to Cleanaway's Materials Recovery Facility in Perth.

## **Annual Vergeside Hard Waste Collection**

The annual vergeside hard waste collection removed slightly (5.8%) more material from the residential properties it is available to than was removed in the previous year. This was broadly in line with the trend observed over much of the previous decade, other than the sharp increase noted in May 2021, during the COVID pandemic, when many residents may have had more opportunity to sort through hard waste items previously stored around their sheds and back yards.

About 33% of the material collected (by weight) was scrap metal and able to be sent on to recyclers.



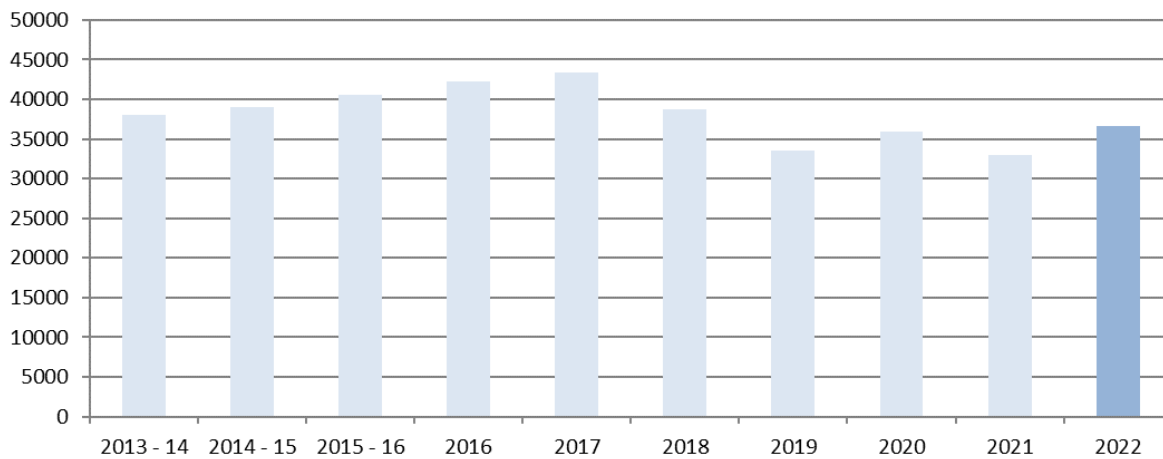
### Manjimup Recycling & Refuse Centre (MRRC)

Solid waste was received at the MRRC from the Shire's municipal services and operational activities, from domestic gardening and clean-up activities, from rural properties, commercial and agricultural activities, and from various construction and demolition projects.

The total volume of waste received at the MRRC during the year was 36,770 cubic metres. This represented an 11% increase over the previous year, but a 16% decrease on the annual figure from five years earlier.

The increase over the previous year reflected slightly greater volumes of general waste received than in the previous year. The five-year decrease was largely shaped by the significant reduction in construction and demolition waste compared to five years earlier at the height of the major municipal and civic reconstruction projects carried out across Manjimup and its surrounds, but also by the very gradual trend towards lower volumes of general waste per capita being disposed now than in the earlier half of the past decade. Whether or not this is to be a continuing trend will be monitored with great interest.

### total waste for 2022 and preceding decade (m<sup>3</sup>)

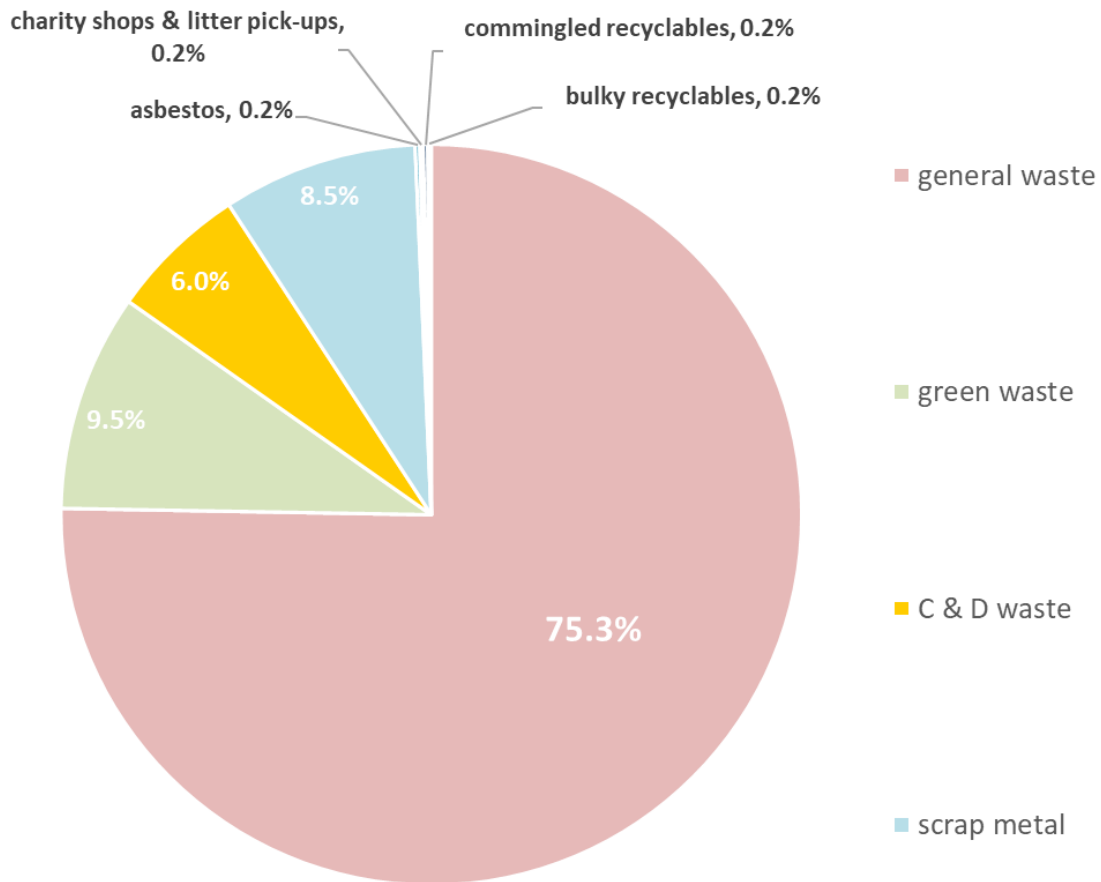


Our waste data record is a critical tool in predicting the requirements of our future waste services. During the year the Shire of Manjimup carried out a trial of the Cooee® waste data management platform which is designed to provide a greater ability to analyse and understand our waste data.

Another purpose of the Cooee® trial was to provide more detailed waste data for a study commissioned by the Shire of Manjimup and carried by our consultant ASK Waste Management. The MRRC Comprehensive Site Study aimed to provide useful insights into the potential longevity and better-practice management of the site. A final draft of the report is being prepared for Council to receive during the 2023/24 financial year. Once adopted, the report will guide future management of the MRRC for many years.

During the past year, general waste made up three quarters of all waste. The proportion of all waste which is garden green waste has tended to climb over the past five years from about 17% in 2016 to just over 26% in the most recent year. Conversely, construction and demolition waste volumes have continued to reduce in proportion to other wastes over the past five years, reflecting the peaks and troughs of major civic construction projects across the Shire.

proportions of solid wastes received MRRC 2022/23

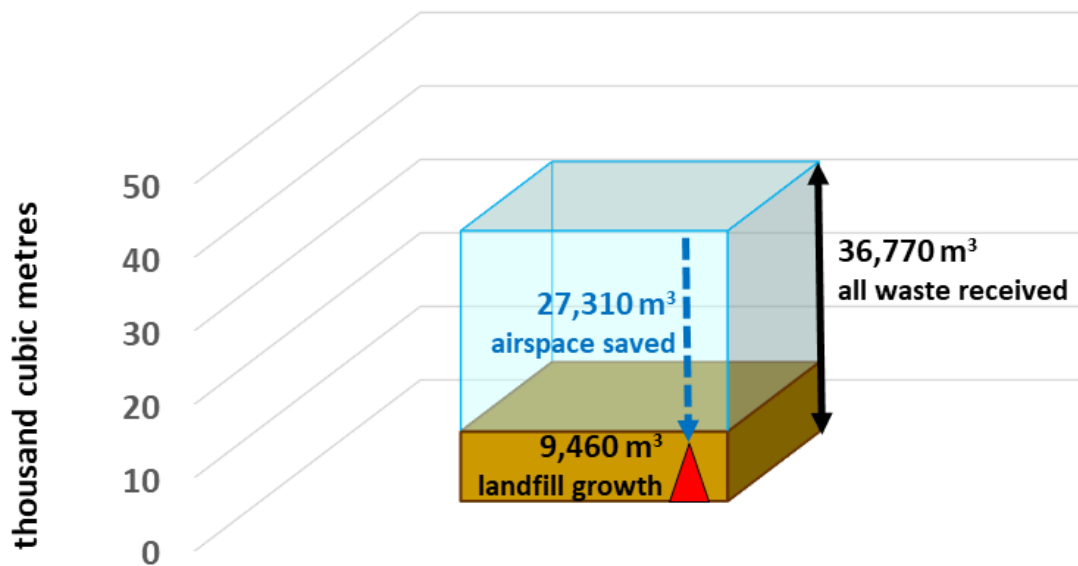


## Landfill

About 36,770 m<sup>3</sup> of waste was received at the MRRC during the year, measured or estimated on arrival. However, the spatial growth of the actual landfill over the same period was only 9,460 m<sup>3</sup>, as calculated by independent drone survey. This suggests that around 27,310 m<sup>3</sup> of airspace was preserved for future landfilling operations.

This 75% saving in landfill void space take-up is the result of two key measures. First, Council allocates significant budgeted funds to the diversion of certain waste materials from landfill (for example scrap metal, commingled household recyclables and bulky recyclables including mattresses and e-waste). Second, the Shire's site operations contractor, Verge Enviro, compacts the residual landfill diligently. Maintaining this high efficiency ratio is key to continuing the life of the MRRC landfill to its maximum potential.

## landfill airspace saved 2022 by diversion and compacting



### Recycling

Council continues to strongly support recycling through its allocation of budgets to this key activity. The two areas of focus are household commingled recycling and resource recovery from bulky recyclables.

The Shire's commingled recycling contractor (Cleanaway) continued to provide a reliable destination for our mixed household containers, paper and cardboard, collected by the Shire's regular fortnightly kerbside yellow-lid bin service (791 tonnes), and through drop-off bulk bins at the MRRC and at the three transfer stations (154 tonnes). However, regionally approximately 26% of material collected for recycling is contamination which must be sent to landfill. These figures suggest that for each resident, just under 70 kg of household recyclable material was successfully processed during the year, fractionally less than for the previous year.

Other waste streams diverted from landfill for resource recovery included scrap metal, e-waste (computers, televisions and other electric or electronic items), vehicle tyres, mattresses, vehicle and household batteries, cooking oil and motor oil, printer

cartridges, mobile phones and fluorescent light tubes. All of these materials were received in significant volumes.

Council's investment of funds and effort into the diversion of these bulky waste materials from landfill is critical to the management of all waste generated in the Shire of Manjimup. Comprehensive recycling has the triple benefits of our reduced reliance on new, raw resources, the minimisation of risk to the environment through fire and leachate pollution of our groundwater, and the minimisation in growth of our landfill. Each of these has very significant long-term benefits to all of us.

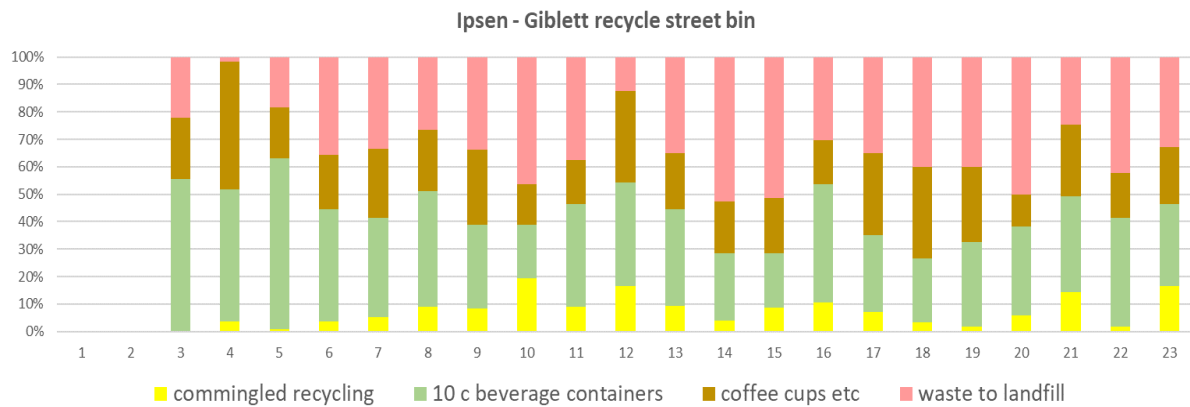
### **Street Recycle Bins**

During the latter part of the year two street bins in the Manjimup CBD were re-badged as street (public) recycle bins. For these two bins only, the contents were removed and audited weekly so as to better understand the success or otherwise of public place recycling in Manjimup.

Each week, each disposed item was classified as one of four types of material: commingled recyclables, Containers of Change bottles, cartons and cans (10 cent refundable), single use takeaway drink cups, or waste to landfill. The first two material types are recyclable, but the latter two are not.

Results for one of these street recycled bins showed that only about 45% of items disposed of into a street recycle bin in Manjimup were actually recyclable, a rate of success probably inadequate to warrant providing such bins more broadly.

Of these recyclable items, around 80% were eligible Containers for Change drink containers. This equated to over one dollar of refund per bin per week of lost opportunity for consumers to redeem their refunds.



## Youth & Family Services

The Shire of Manjimup, together with Manjimup Mitre 10 Retravisio and their suppliers, continued to deliver the Great Start School Program for a fifth year. The aim of the Great Start School Program is to assist disadvantaged children to start school with the basic necessities to help them get the most out of their education. Resources for the school packs were sourced by Manjimup Mitre10 Retravisio through its suppliers Dulux and Taubmans, and included a backpack, lunch box, drink bottle, ruler, pencil case, pencils, and a notebook.

The program was promoted across the Shire, where families or children were referred to the Shire of Manjimup by organisations that assist those in need i.e., Churches, Relationships Australia, Anglicare, Manjimup Combined Churches Emergency Relief, and local schools. The hope is that although these children and their families are experiencing some type of disadvantage or crisis, they will stay on the path of active participation in their education, so they can gain the same out of their schooling as their classmates and reach their full potential.

## Communication, Connection, and Networks

The Shire of Manjimup continues to be a partner in the Warren Blackwood Early Years Network (WBEYN) to support, advance and advocate on behalf of the community, organisations, and youngest citizens. Other partners in this network represent health and mental health organisations, Playgroup Australia, Family Centres, early year's educators, and Parenting Connections. The Shire is also an ongoing partner in the

Warren Blackwood Human Services Network, which aims to exchange ideas and information by human service & community development practitioners working within the Warren-Blackwood region.

Through the Engage and Empower Project, the Shire is a member of the WA Youth Development Network to connected community and youth development officers across local governments in the discussion, sharing and collaboration of youth-driven initiatives. The Shire is also a member of the Warren Blackwood Youth Mental Health & AOD Collaborative to increase coordination and integration of youth, mental health and AOD services to improve access and health outcomes for young people in the Warren Blackwood Region.

### **Youth Groups Support**

Through the Community Grants, the Shire provides financial support annually to the youth groups within the Shire. In 2023 these were; Revolution Youth in Manjimup, Pemberton Youth Zone (PYZ) in Pemberton, and Northcliffe Youth Group (NYG) in Northcliffe. This financial support allowed these youth groups to employ youth workers and run youth spaces that offered a range of youth activities.

### **Engage and Empower**

The Shire completed the delivery of the 2-year Youth Engage and Empower Project. The project, which was created to improve youth wellbeing and engagement across the Shire of Manjimup. Through the collaboration between the Shire of Manjimup, youth groups, schools, and youth agencies, and funded from Foundation for Rural Regional Renewal Tackling Tough Times Together (\$60,000), and the Criminal Property Confiscation Grants Program (\$95,053), with \$41,074 from the Shire of Manjimup, the project saw a range of activities, initiatives, and support measures implemented across the Shire for young people aged 12 to 25 years.

Delivered from July 2021 to June 2023, the project provided support to a wide range of areas including youth zone support, increased focus on mental health support and AOD awareness, increased connection and collaboration between youth and local Shire of Manjimup ANNUAL REPORT 2023

government, and facilitating new events and skill development opportunities for young people across the region.

### **Keeping Youth Connected to Council**

Youth engagement with Council and the Local Government has been supported and expanded through the 'Big Minds 4 Bright Futures' leadership workshops and Shire of Manjimup Youth Advisory Group (YAG), with local youth discussing current community issues, delivering presentations to Council, and creating youth community events.

### **Targeting Alcohol and Other Drugs (AOD)**

The Shire continued with the Southern Forest Alcohol and Other Drug Committee (SFAODC), a formal partnership agreement between the Shire of Manjimup, St John of God Bunbury's South West Alcohol and Drug Service and the WA Country Health Service and has been recognised as a Local Drug Action Team (LDAT) since 2018. Additionally, The Shire is a committee member of the Manjimup Local Drug Action Group (LDAG) Inc., a non-profit organisation that aims to take action to prevent and reduce alcohol and other drug related harm.

The LDAT (Southern Forests Alcohol and Other Drug Action Team) delivered the Engage and Empower 2022 AOD Program which provided AOD awareness and prevention through movie nights, community art projects, Responsible Service of Alcohol (RSA) and Mental Health training to targeted harm minimisation caused by alcohol and other drugs and promote healthy help-seeking behaviours.

## OTHER INFORMATION

### Freedom of Information

The *Freedom of Information (FOI) Act 1992* is applicable to the Shire of Manjimup. The FOI Coordinator for the Shire of Manjimup is Senior Administration & Property Officer, the Decision Maker is the Director of Business, and the Chief Executive Officer is the FOI Internal Review Officer.

During 2022/23, the Shire of Manjimup received one (1) request for information under the *Freedom of Information Act*. The average time to process each request was 24 days. In accordance with Section 96(1) the Shire of Manjimup has produced an "Information Statement" and is available at the Shire office in Manjimup or by contacting the FOI officer.

Year	22/23	21/22	20/21	19/20	18/19	17/18	16/17	15/16	14/15	13/14
New applications	1	1	5	3	2	4	0	2	3	1
Average process time (days)	24	36	33	25	20	26	N/A	38	28	8

### Record Keeping Compliance

The Shire of Manjimup is committed to good and compliant record keeping practices and complies with required legislation including the *State Records Act 2000*.

Record statistics generally indicate a trend of reduced written correspondence reflecting increased emails received.

	22/23	21/22	20/21	19/20	18/19	17/18	16/17	15/16	14/15	13/14
Correspondence IN	20,195	21,730	22,266	18,036	18,472	18,310	16,064	10,625	9,474	10,461
Correspondence OUT	6,335	7,363	6,411	5,255	5,518	6,217	5,526	9,980	11,183	12,603
Cheques issued	137	205	292	308	365	499	657	886	1,024	1,126
Hard copy Invoices processed	686	677	1,210	1,439	1,728	2,622	3,200	3,917	4,557	5,157

## Occupational Health & Safety

### New Act

On 31 March 2022, Western Australia passed new legislation regarding Work Health and Safety (WHS). After 12 months of transitional arrangements, the full *Work Health and Safety Act 2020* and regulations are now fully operational. Some aspects of the WHS regulations have changed over the transitional period. WorkSafe WA continues to consult with industry as a continuous improvement process around regulations in the state of Western Australia. Our Shire WHS Officer keeps communication lines open with WorkSafe WA, which aids in our capacity to keep up to date with any changes that may affect the way we work or provide services to our community in general.

### Summary of Activities

The WHS Officer has been working on several policies and procedures, improving contractor engagement and helping small business transition to the new WHS laws, updating details of contractors and encouraging safety awareness through information gained from WorkSafe WA.

It was formally noted by WorkSafe WA that a wider risk assessment be done for dust and airborne contaminants in Shire of Manjimup workplaces. This will be conducted over a period of time during spring and summer 2023-24 to get an indication of what we may be exposed to. It must be noted that assessments of dusts associated with mowing have been completed in previous years and processes for these risks have been put in place to reduce exposure for employees.

Shire workplaces have been inspected, as required, by our health and safety representatives although this has been relatively spasmodic as updates to the new legislation requires all of our inspection forms to be re-engineered to suit the different parts to the organisation. The Shire is working towards an easier assessment of inspections and training of Shire WHS Representatives has been ongoing. Other notable achievements during the year include:

Health and wellbeing

- Skin Assessments completed by LGIS contractors, Aspen Health. This was attended by sixty-nine of our employees (FT, PT and Casual), more than twice our than our last assessment in 2021.
- Influenza vaccination role out, conducted by Ambassadors Pharmacy.
- Manual Handling courses for employees.

#### Work Health and Safety Auditing

- Ongoing assessment of the Shire of Manjimup's WHS management system and Plan, a new document that will offer guidance and information on our WHS System.
- A number of initiatives are planned towards improving the WHS system as a whole and improving reporting measurable outcomes. These will include simpler incident/accident, hazard and public incident reports, manager/supervisor reporting, guidelines to help managers and supervisors and
- Updated inspection regimes for WHS Representatives to effectively monitor the workplace and cooperate with managers and supervisors to ensure that gaps in managing health and safety risks are clearly identified and solutions are investigated, implemented and monitored.

#### Committee Meetings

- Six safety committee meetings were held. The committee welcomed two new members, Erin Henderson from MHCC and Jason Giadresco from Rose Street Administration.
- Two members have resigned, and the committee thanks them for their contribution to health and safety within their respective areas and to the Shire of Manjimup in general.
- Training for Work Health and Safety Representatives has been undertaken for two members and our WHS Officer attended an Incident Cause Analysis Method (ICAM) course over two days in Bunbury. This course is for personnel that are lead investigators into any type of incident at the workplace. ICAM aims to provide lead investigators an applied understanding of the investigation methodology and learn the knowledge and skills required to effectively lead and facilitate

incident investigations. ICAM was instigated by BHP many years ago and is the recommended tool used by many organisations including WorkSafe WA and other government safety authorities throughout Australia.

- We had three of our employees attend a one-day ICAM course in Busselton, Andrew Johns, Melanie Blieschke and Ethan Stokes. This course is designed for personnel expected to be part of an incident investigation team to gain an applied understanding of the investigation methodology and learn the knowledge and skills required to be an effective team member in incident investigations. WHS has also acknowledged that MHCC should have a trained person within their department for added experience to the ICAM team.
- Other items WHS has been working on, although most will be under review in 2022/23 year, include:
  - Roles and responsibility policy – an item that come about during the 2017 OHS Audit, draft completed and being submitted for review.
  - WHS Legal compliance procedure – a process that enables the Shire to have a formal route of compliance to WHS. This was an item from the recent audit by LGIS as part of Shire management plan moving forward.
  - Emergency evacuation procedures – a generic and site-specific set of procedures for emergency situations, generic procedures are detailed and cover most situations that may have an emergency impact, these are for managers, supervisors, and wardens. Site-specific are summary of instructions for that particular site for use by all workers within that site.

# COUNCIL STATISTICS

Ward and Locality Map



Distance from Perth	301km
Area (sq. km)	7,028
Length of Sealed Roads	514 km
Length of Unsealed Roads	818 km
Population	9,112
Number of electors	6,468
Number of dwellings	5,016
Total Rates Levied	\$10,549,946
Total Revenue	\$33,407,490

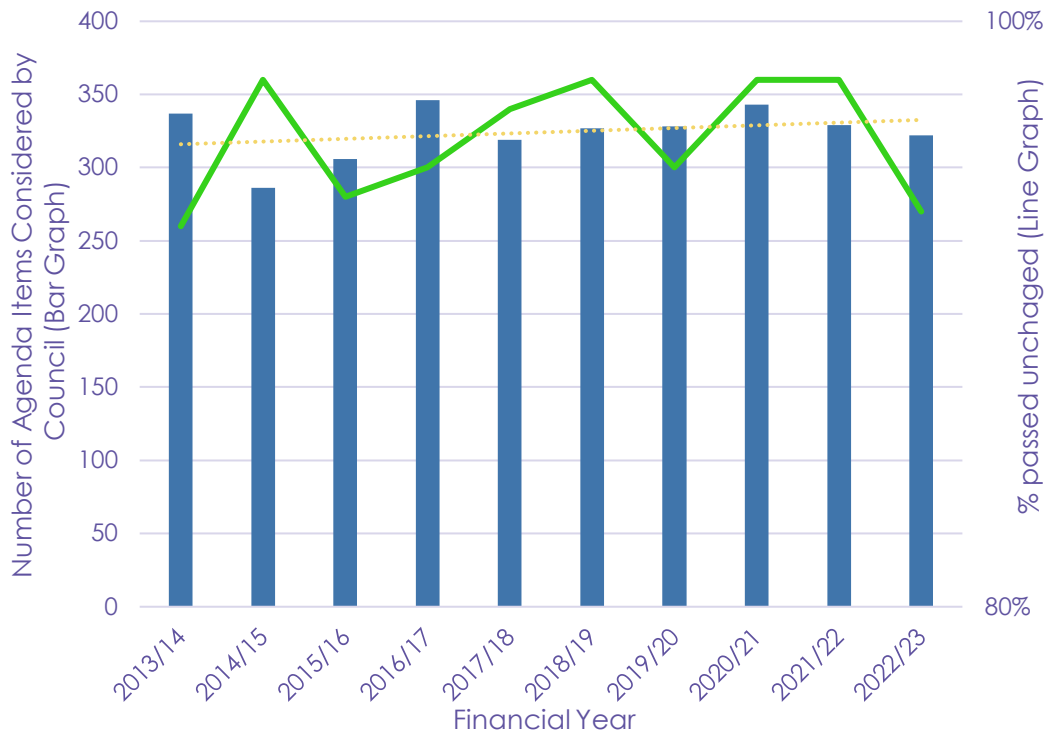
## Council Meetings and Record of Attendance

During 2022/2023, 16 Council meetings were held. One Council meeting was held in each of Pemberton, Northcliffe, and Walpole. The below table provides an overview of individual councillor attendance over this time.

Councillor	Ward	2022/23 Meeting Attendance		
		Possible	Attended	Leave/Apology
Cr Omodei	Central	16	15	1
Cr Winfield	East	16	14	2
Cr Skoss	North	16	15	1
Cr Willcox	South	16	16	0
Cr Lawrence	West	16	15	1
Cr Ventris	West	16	16	0
Cr Eiby	Coastal	16	14	2
Cr Taylor	Central	16	15	1
Cr Dawson Vidovich	Central	16	12	4
Cr Jenkins	Central	16	15	1
Cr Buegge	Central	16	15	1

## Council Decisions and Officer Prepared Agenda Items

A total of 322 Agenda items in the 2022/2023 financial year were considered by Council with an average of 20.12 items each Council meeting. There were 21 Officer Recommendations substantively changed by Council prior to resolution.



## Public Interest Disclosure

The *Public Interest Disclosure Act 2003* (amended 2012) applies to the Shire of Manjimup. The public disclosure officers for the Shire of Manjimup are Gail Ipsen Cutts and Evy Apeldoorn, who are required to report annually to the Commissioner via the online reporting to the 'Integrity and Conduct Survey'.

In 2020, Council reviewed and updated "Council Policy 1.2.7 - Support for Staff who make Public Interest Disclosures" reflecting the public sector standard guidelines. PID awareness was included in the standard Councillor and staff induction process. From 2021 all new staff will receive PID Awareness Training as a formal part of their organisational induction. PID refresher training was offered to all staff in July 2023.

## Report on Complaints made against Councillors

In accordance with Section 5.53 of the *Local Government Act 1995* and the associated *Local Government (Rules of Conduct) Regulations 2007*, there were no complaints made against Councillors for the financial year 2022/23.

## Report on Councillor Training to 30 June 2023

In accordance with the *Local Government Act 1995*, the Shire of Manjimup is to keep a register of training undertaken by Councillors over the course of each financial year. The current register is available to be viewed at [www.manjimup.wa.gov.au](http://www.manjimup.wa.gov.au).

## Payment of Councillor Sitting Fees

In accordance with Financial Management Regulation 44, the sitting fees paid to Councillors over the course of the 2022/23 Financial Year can be found on Page 30 of the Annual Financial Report.

## Prescribed Information for Payments to Employees

Section 5.53 (g) of the *Local Government Act 1995* requires disclosure of information as prescribed in relation to payments made to employees.

Number of Employees	Payment Range
4	\$100,000 - \$110,000
0	\$110,000 - \$120,000
2	\$120,000 - \$130,000
2	\$130,000 - \$140,000
1	\$140,000 - \$150,000
1	\$150,000 - \$160,000
0	\$160,000 - \$170,000
0	\$170,000 - \$180,000
0	\$180,000 - \$190,000

0	\$190,000 - \$200,000
0	\$200,000 - \$210,000
0	\$210,000 - \$220,000
0	\$220,000 - \$230,000

## Strategic Community Plan and Corporate Business Plan

In accordance with Section 5.56 of the *Local Government Act 1995*, and Regulation 19CA and 19C of the *Local Government (Administration) Regulations 1996* the following plans were formally adopted by Council in June 2013. The Strategic Community Plan was revised in 2017 and 2019, and a major revision undertaken in June 2021.

- The Strategic Community Plan covers a period of 10 years. This plan is to be reviewed every four years.
- The Corporate Business Plan covers a period of 4 years. This plan is to be reviewed annually.

The Shire of Manjimup has a comprehensive 10 year forward planning framework in place which can be viewed on the Shire website at [www.manjimup.wa.gov.au](http://www.manjimup.wa.gov.au).

A report on achievements from our Corporate Business Plan can be found on pages 92 -130.

## Conclusion

The 2022/23 financial year has again been very challenging for the Shire organisation. Staff and Councillors are to be congratulated for their understanding and efforts during this demanding time.

Working relationships between employees and Council are clearly defined and continue to be productive. It is considered that these relationships remain open at all times to assist the organisation to deliver the best results for the community in line with the Strategic Community Plan and updated Corporate Business Plan.

Financially, the Shire continues to have very robust, transparent, and accountable financial systems and funds are spent rationally to benefit the community in accordance with the Strategic Community Plan and adopted Annual Budget. The Shire prides itself on providing strong governance arrangements and for a number of years has rated highly compliant with financial and non-financial statutory measures.

In 2022/23 the Shire is looking forward to facilitating growth in the region by continuing to work with the commercial and not for profit sectors on prospective new projects and expansion of existing businesses in the region. Enabling proponents to access the Shire's key personnel via the Development Control Unit and Senior Management Team has enabled greater understanding of Shire's development requirements resulting in time efficient and less complicated approvals being issued.

Currently, the Shire has a very competent team of personnel in all levels and areas, with the Senior Management Team being highly qualified and experienced to lead the Shire, alongside Council, as the community and organisation strategic and transformational objectives continue to take shape. Shire staff are our biggest asset and significant work has been put into the development of the Shire's potential future senior leaders, and the current Senior Management Team will continue with these programs into 2022/23. Recently, Council appointed a new Chief Executive Officer, Ben Rose, who will take up the leadership of the organisation from late November 2023.

Finally, I would like to acknowledge the commitment and contribution of our dedicated staff plus our volunteers and the outstanding support of our funding agencies in 2022/23. Going forward, I look forward to prosperous times ahead for our whole community.

**Brian Robinson**

**INTERIM CHIEF EXECUTIVE OFFICER**

**SHIRE OF MANJIMUP**

**19 October 2023**



## Our Corporate Business Plan Actions FINANCIAL YEAR 2022 -2023



## Our Natural Environment

Community Goals				
1.1	Natural landscapes, habitats and resources are sustainably managed for the benefit of existing and future generations.			
1.2	Development is managed sustainably, and our environment is valued through policy and regulation.			
1.3	Our region is recognised for its iconic, world-class natural environment that can be enjoyed by all.			
1.4	Potential climate change impacts are anticipated and responded to.			
1.5	Waste management strategies are expanded, and a greater range of options provided to ensure we minimise the negative impacts on our environment.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A1. Support initiatives that protect and nurture biodiversity and endemic species.				
A1.1 Implement strategies contained in the <i>Environmental Management and Sustainability Strategy 2013</i>	Initiatives undertaken	Development and Regulation / All Directorates	Annual	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Continued support of weed control and revegetation programs.</li><li>Spraying associated with onion weed control at Windy Harbour.</li><li>Aim to reduce overall energy requirements despite increase in number of buildings and facilities.</li><li>Funding allocated for significant projects.</li><li>Sustainability Advisory Committee formed.</li><li>Hybrid vehicle purchased.</li><li>Warren Blackwood Alliance of Council's looking to aggregate initiatives to realise economies of scale. Subregional Climate Change Action Plan adopted by WBAC.</li><li>WBAC implementation project underway.</li><li>New LED lights for Rea Park to be installed.</li></ul>
A2. Implement measures to protect and enhance the amenity and diversity of the visual landscape.				
A2.1 Development Assessments are undertaken in accordance with the provisions of the <i>Local Planning Scheme #4</i> and consider the amenity where appropriate	Number of relevant complaints	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Note increasing use in sea containers.</li><li>Nil complaints received.</li></ul>
A3. Implement measures to mitigate or control the negative impact of feral animals on our natural environment.				
A3.1 Provide financial support to community based feral animal eradication groups	Assisted groups to report annually on outcomes	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Continued funding of local community groups undertaking eradication of feral animals.</li></ul>
A3.2 Work with stakeholders to form a partnership and strategic plan to manage feral animals across the Shire	Partnership is formed and agreed course of action determined	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>\$5,000 to Feral Pig Eradication at Lake Muir.</li><li>Continued challenge will be rabbit and pig control at Windy Harbour.</li><li>Completed pests program using grant funding obtained for weed and pest control (\$200,000).</li><li>Detailed consultation with the community over the management of pests.</li></ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A3.3 Pest and feral animal mitigation program	Complete in accordance with funding	Development and Regulation	Ongoing	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
A4. Improve weed management on land.				
A4.1 Implement strategies contained in the <i>Manjimup Weed Strategy 2008</i>	Initiatives undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Continued mapping weeds and activities in various areas with Weed Action Group.</li> <li>NRM Roadside Weeds Mapping.</li> <li>Future challenge will be achieving control of VTT, and onion weed in Windy Harbour.</li> </ul>
A4.2 Support Ribbons of Blue to manage weeds in the area	Annual outcomes report received from Ribbons of Blue / Manjimup Timber and Heritage Park water quality testing meets government guidelines	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Support provided as needed. Grant contribution paid for FY 22/23.</li> <li>Community education undertaken.</li> </ul>
A4.3 Undertake weed management on urban and rural road verges and in Shire reserves	Visibility and height of weeds / presence of weeds in road clearance envelope / successful implementation of rural road spraying program	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing operational activity.</li> </ul>
A4.4 Participate in the Manjimup Weed Action Group to share information on weeds of potential risk in the area and their possible management techniques	Number of meetings	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing participation at all meetings.</li> <li>Future challenges in that there is a growing range of weed species identified.</li> <li>Updated weeds list.</li> </ul>
A5. Manage fuel hazards to minimise the risk of serious fire threat to ecosystems, human life and property.				
A5.1 Implement the <i>Fuel Hazard Reduction &amp; Mitigation Plan 2015 - 2018</i>	Initiatives undertaken in accordance with the Plan	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>25 mitigation activity fund treatments to reduce fuel loads and bushfire risk across the landscape.</li> <li>Need for increased prescribed burning to address drying climate in the future.</li> <li>Works in accordance with Fuel Hazard Reduction and Mitigation Plan 2020-2024 finalised.</li> </ul>
A5.2 Encourage and assist with the management of fuel hazards on all other land, including state managed land in and abutting town sites	Number of wildfire events on relevant land	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>The number of events attended by Bush Fire Brigades increased, although and no major fire events.</li> <li>Challenging given the vast area of unmanaged state land.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A6. Manage natural waterways and lakes to encourage water flow and catchments for self-sustaining purposes.				
A6.1 Provide support to Warren Catchments Council to enhance and mitigate risks to our natural water ways	A vehicle is provided	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Annual support and contribution maintained.</li> </ul>
A7. Implement controls to protect air and water quality.				
A7.1 Seek expert advice from relevant government agencies when potential risks to air or water quality have been identified or when air or water quality have been compromised	Hazards identified / advice received	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Nil events recorded.</li> </ul>
A8. Effectively use development and land policies to protect and rehabilitate the environment whilst balancing the needs of the community.				
A8.1 Enforce the environmental protection provisions of the <i>Local Planning Scheme #4</i>	Number of prosecutions and retrospective approvals	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>One offender identified; court action completed.</li> <li>Future Challenge: Identification of offenders where clearing on public land.</li> <li>Numerous modified penalties issued.</li> </ul>
A9. Encourage design features, development practices and behaviours that demonstrate best practice water and energy efficiency.				
A9.1 Undertake initiatives to reduce energy consumption, improve energy efficiency and increase the use of renewable energy in regard to Shire operations	Energy supply costs / percentage of renewable energy source	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Use of Solar Bollards.</li> <li>Development of proposed solar panel system at Brockman Street Precinct and Shire Administration building.</li> <li>Reduction in consumption apparent.</li> </ul>
A9.2 Undertake initiatives to reduce water consumption, improve water efficiency and capture or reuse water in regard to Shire operations	Volume of water scheme use	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Installation of sensor/automatic taps and low flush toilets at Public Toilets (85%).</li> <li>Water reuse initiative undertaken in conjunction with Water Corporation. E.g., Shower head initiatives.</li> <li>Development of Water Capture System to be considered in future.</li> <li>Achieving a reduction in use despite increased buildings and facilities considered a future issue.</li> <li>Ongoing review of utility accounts highlighting an area of unexplained increased usage.</li> <li>AquaCentre obtained Gold Waterwise Aquatic Centre recognition.</li> <li>Ongoing promotion to event organisers to not use single use plastics.</li> <li>Provision of free water station for all community events.</li> </ul>
A9.3 Enforce compliance with energy and water efficiency requirements of the <i>Building Code of Australia</i>	Number of new developments exceeding minimum requirements / average efficiency ratings	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Enforcement achieved in accordance with normal processes.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A10. Encourage all aspects of sustainable farming and agriculture.				
A10.1 Support agricultural and food production strategies that encourage sustainable water and land use and agro-ecology	Initiatives supported	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Continued liaison with SFFC.</li> <li>Progressing Manjimup Agricultural Expansion Strategy priority projects to attract investment.</li> <li>Advocating agricultural initiatives to the State Government as a result of community compensation packages resulting from the Timber Industry reduction.</li> </ul>
A11. Support initiatives to curtail or prosecute littering, pollution and unauthorised clearing of vegetation.				
A11.1 Enforce compliance with the <i>Litter Act 1979</i>	Number of contractor clean-up call out hours	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing enforcement and education with a focus on domestic rubbish consumption being placed in public receptacles.</li> </ul>
A11.2 Enforce compliance with <i>Planning &amp; Development Act 2005</i> and <i>Environmental Protection Act 1986</i> in relation to unauthorised land clearing	Number breaches	of Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>As stated A8.1. Action undertaken and completed under Local Planning Scheme provisions for clearing.</li> </ul>
A11.3 Enforce compliance with the <i>Health (Miscellaneous Provisions) Act 1911</i> and <i>Environmental Protection Act 1986</i> in relation to pollution.	Number breaches	of Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No formal application.</li> </ul>
A12. Provide safe recreational-access to our natural assets whilst protecting environmental values and educating the community on how to enjoy their visit responsibly.				
A12.1 Provide environmental health and building compliance services to support the sustainability and safety of holiday huts located in state forest or national parks	Supports provided	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing support for Donnelly River Huts.</li> </ul>
A12.2 Implement strategies contained in the <i>Broke Inlet Management Plan 2009-2029</i>	Initiatives undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Activities limited to foreshore stabilisation and weed control, pending land tenure change.</li> <li>Modification of existing land tenure as recommended to be considered in the future.</li> </ul>
A12.3 Develop new infrastructure and access to the Walpole foreshore	Development completed and operational	Works Services and	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Stage 1 of Walpole Jetty Car Pak commenced May 2023.</li> <li>Further foreshore development pending securing funding (boardwalk).</li> </ul>
A13. Enforce compliance with designated camping areas.				
A13.1 Enforce compliance with <i>Caravan Parks and Camping Grounds Regulations 1997</i>	Number relevant complaints	of Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Developing issue with the use of Caravans as accommodation due to acknowledged Housing Crisis.</li> <li>Enforcement challenging.</li> <li>Ongoing patrols of townsites and settlements.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A14. Undertake climate change impact assessments, implement mitigation strategies and use them to inform land use and infrastructure plans.				
A14.1 Undertake a climate change impact assessment	Assessment undertaken and mitigating strategies identified	Development and Regulation	To be confirmed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Shire has participated in a regional WBAC project.</li> <li>Windy Harbour coastal hazard planning nearing completion.</li> </ul>
A14.2 Implementation of climate change mitigation strategies	Initiatives undertaken	Development and Regulation	To be confirmed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Shire has participated in Regional Program, due for release in July 2022.</li> </ul>
A14.3 Trapping and monitoring of mosquito populations	Production of monitoring reports	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No formal trapping program at present.</li> <li>Future funding to be secured for a trapping program.</li> </ul>
A14.4 Prepare a 25-year planning framework for coastal retreat management in Windy Harbour	Prepare plan	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Grants obtained, consultants appointed and project underway.</li> </ul>
A15. Continue to diversify waste management options and encourage waste avoidance, reduction, reuse and recycling.				
A15.1 Implement waste management community education campaigns	Campaigns undertaken	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Works underway with regular communication strategies in papers and website.</li> </ul>
A15.2 Work in partnership with stakeholders and communities to implement new waste management strategies and diversify options	New initiatives undertaken	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing, with continued roadside collections.</li> </ul>
A16. Provide and maintain public rubbish bins to minimise overflow and littering.				
A16.1 Partner with state agencies to provide effective waste control in peak tourist areas and during peak times	Number of complaints	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Works underway</li> </ul>
A17. Undertake a review of the organisation's environmental strategic planning documents.				
A17.1 Review and implement the <i>Natural Environment Strategy 2008</i>	Document reviewed Initiatives undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review undertaken.</li> <li>Initiatives reported.</li> <li>Preparing draft Environmental Sustainability Strategy to set new goals.</li> </ul>
A17.2 Review and implement the <i>Environmental Management &amp; Sustainability Strategy 2013</i>	Document reviewed. Initiatives undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review undertaken.</li> <li>Initiatives reported.</li> <li>Preparing draft Environmental Sustainability Strategy to set new goals.</li> </ul>
A17.3 Review and implement the <i>Shire's Weed Strategy 2008</i>	Document reviewed. Initiatives undertaken	Development and Regulation/ Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review undertaken.</li> <li>Initiatives reported.</li> <li>Preparing draft Environmental Sustainability Strategy to set new goals.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A17.4 Review the Shire's Risk Management Framework to incorporate 'Climate Change' as an organisational and community risk	Document reviewed. Initiatives undertaken	Office of CEO/Business	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Complete.</li> </ul>
A18. Pursue regional climate related opportunities through Warren Blackwood Alliance of Councils				
A18.1 Collaborate regionally with other local governments to deliver climate related initiatives	Initiatives undertaken	Office of CEO/ Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Climate change adaptation alliance formed with Warren Blackwood Alliance of Councils.</li> <li>Implementation project commenced.</li> </ul>
A19. Partner with Western Australian Local Government Association (WALGA) and government agencies to address climate – related issues.				
A19.1 Utilise WALGA's Climate Change Action Framework to guide the Shire's climate related actions where appropriate	Initiatives undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered where appropriate.</li> </ul>
A20. Advocate to State and Commonwealth Governments to act decisively on climate-related issues.				
A20.1 Support the initiatives of the State and Commonwealth governments to develop and implement clear national climate mitigation/adaption measures.	Advocacy actions undertaken where appropriate to the local government	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing advocacy.</li> <li>Participating in the Synergy EV Highway project.</li> <li>Council to consider the opportunities with WBAC regional partnerships.</li> </ul>
A20.2 Support State and Commonwealth initiatives to foster the transition to a resilient, low carbon economy.	Advocacy actions undertaken where appropriate to the local government	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Provide initiative support where appropriate.</li> </ul>
A20.3 Actively seek State and Commonwealth funding for climate adaptation/mitigation measures.	Funding acquired	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Will pursue funding as opportunities arise.</li> </ul>
A21. Advocate for sustainable water supply and security for our local communities.				
A21.1 Advocate for the secure, sustainable supply of potable drinking water to all Shire communities.	Advocacy actions undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing advocacy focussed on Northcliffe, Walpole and Quinlinup.</li> <li>Meetings with Water Corporation to discuss strategic initiatives.</li> </ul>
A21.2 Undertake to reuse domestic wastewater where appropriate	Initiatives undertaken	Development and Regulation/Works & Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Provide initiative support where appropriate.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
A21.3 Encourage landowners to install and maintain rainwater harvesting infrastructure to service their properties	Advocacy actions undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Provide initiative support where appropriate.</li> </ul>
A22. Advocate for sustainable renewable energy supply and security for our communities.				
A22.1 Support State and Commonwealth initiatives to utilise effective renewable energy solutions in all Shire communities	Supports provided	Office of CEO/ Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Solar program implemented.</li> <li>EV Highway project underway.</li> </ul>
A22.2 Encourage Shire landowners to utilise effective renewable energy solutions	Supports provided	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Provide initiative support where appropriate.</li> </ul>
A23. Undertake community engagement activities to raise awareness of Shire climate-related actions and sustainability activities.				
A23.1 Educate and advise local communities on actions and activities the Shire is undertaking	Education activities undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Activities undertaken when possible.</li> </ul>
A23.2 Undertake to learn from other organisations in developing and executing climate-related initiatives	Learning activities undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Peer monitoring ongoing.</li> <li>Opportunities through the WBAC partnership.</li> <li>Regular communication with other organisations regarding most effective and low-cost use of BRM used in road construction.</li> </ul>
A24. Advocate for the installation of Electric Vehicle (EV) charging infrastructure across the Shire				
A24.1 Identify suitable locations within each Shire town for the provision of EV charging infrastructure	Locations identified	Development and Regulation/ Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>New sites identified for construction in Walpole and Manjimup.</li> </ul>
A24.2 Secure grant funding or work with the private sector to establish EV charging infrastructure	Grant funding secured	Office of CEO/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>RAC EV charging in Pemberton operational.</li> <li>Synergy EV charging in Manjimup and Walpole agreed.</li> </ul>

## Our Prosperity

Community Goals				
2.1	New people and new businesses are attracted to the region.			
2.1	Existing core industries, such as agriculture and timber, are resilient, innovative and sustainable.			
2.2	The local economy is diversified and supports a range of industries and job opportunities.			
2.3	Industry and development is not hindered by excessive or complex compliance regulations.			
2.4	Local business thrives because it has access to information and support, and because the community maximises the use of local resources, services and products.			
2.5	The region grows in reputation as a world-class culinary, agricultural, environmental and trails tourism destination.			
2.6	Our quality primary and secondary education opportunities are maintained and access to a range of life-long learning and training opportunities is broadened.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B1. Build on the Manjimup town's capacity as a regional service centre for the Warren Blackwood.				
B1.1 Undertake a range of transformational activities in the Manjimup Timber & Heritage Park	Progress against project milestones	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Implementation of Management &amp; Development Plan 2022-2027 commenced and ongoing.</li> </ul>
B1.2 Complete footpath, traffic and parking infrastructure renewal projects in Manjimup CBD	Progress against project milestones	Development and Regulation/ Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>LCRI Footpath program in progress</li> </ul>
B1.3 Investigate, pre-plan and advocate for the extension of the Linear Park footpath from Seven Day Road through to Northcliffe	Initiatives undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Economic Impact Assessment and Cost Benefit Analysis completed. Projected positive return on investment. Funding strategy to be determined.</li> </ul>
B2. Attract business-class accommodation services to Manjimup.				
B2.1 Market the hotel development prospectus to potential investors	Potential investors identified and engaged / investment occurs	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Lease finalised. Development of site commenced.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B3. Undertake high impact campaigns to encourage new residents; targeting identified cohorts to relocate to priority areas of the Shire.				
B3.1 Seize initiatives and opportunities as they arise to promote the liveability of our communities	Population growth outcomes created	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Shire population increased by 151 persons between 2016 to 2021.</li> <li>Encourage primary production and ancillary activities.</li> <li>Work with local business to assist with barriers and issues</li> <li>Jobs created through Town Centre Revitalisation Project.</li> <li>Encouragement of new investment.</li> <li>Lobbying for the facilitation of services.</li> <li>Advocating for new industry as part of Native Timber Industry transition.</li> </ul>
B3.2 Work with the local community to develop population growth strategies in Walpole to improve the viability of key services	Targeted strategies identified / population growth outcomes created	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Town Revitalisation in Walpole ongoing.</li> <li>Local Planning Strategy review considering Walpole future development.</li> <li>SW Native Title Settlement land release.</li> </ul>
B3.3 Investigate the rationalisation of Crown land for the purposes of residential subdivision in Shire towns	Land identified Land swaps negotiated Subdivision and servicing undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Crown Land has been identified in each town for potential residential subdivision.</li> <li>A number of concept subdivision designs have been prepared.</li> </ul>
B4. Support sustainable agricultural expansion, value-adding and downstream processing, research and development, culinary and agri-tourism, land protections, and continued support for the Southern Forests Food Council.				
B4.1 Protect priority agricultural land through Local Planning Scheme #4 zonings	Development applications and subdivisions	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Actively working to obtain Council and WAPC endorsement to revised Local Planning Strategy and Scheme.</li> <li>Held meetings with Department of Planning, Lands and Heritage over Draft Local Planning Strategy/Scheme.</li> </ul>
B4.2 Contribute to Southern Forests Food Council marketing.	Contribution made	Community Services	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Partnered with LTO and Food Council – State on a Plate.</li> <li>Shire hosted an agri-tourism forum in February 2023 partnering with WA tourism.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B5. Collaborate with other stakeholders to develop a transient and seasonal worker strategy to balance their safety, accommodation and employment needs with the needs and aspirations of the residential community.				
B5.1 Facilitate issue resolution in regard to transient and seasonal workers	Resolutions supported	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Recommend modification of new LPS to increase flexibility in respect of workers accommodation locations and consider increasing length of stay to cover extended fruit season.</li> <li>Three significant applications for workers accommodation approved.</li> </ul>
B6. Encourage sustainable forest and timber industries, such as eco and adventure tourism, forest and fire management, craft wood, farmed timber and agroforestry.				
B6.1 Seize initiatives and opportunities as they arise	Economic development outcomes created	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Initiatives being advocated for as part of Native Timber Industry transition.</li> <li>Town Centre Revitalisation investment attraction.</li> </ul>
B7. Encourage wellness industries related to rehabilitation, mental and physical health, aged and disabilities related services and wellness tourism.				
B7.1 Advocate for and support related programs and industries, subject to suitability with Local Planning Scheme and Local Planning Strategy.	Initiatives supported	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing programs.</li> <li>Stakeholder in establishment of the WB Youth Mental Health Group.</li> <li>Youth Engage and Empower project.</li> <li>Manjimup Library in collaboration with Pacific Labour Facility obtained funding for a pilot English conversation class for Pacific Island and East Timorese workers.</li> </ul>
B8. Advocate for industry and links to intrastate, interstate and global markets and develop relationships that may assist the prosperity of our region.				
B8.1 Review and update the Warren Blackwood Regional Growth Plan	Plan is reviewed and new version adopted	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Shire has provided input into the South West regional planning at a State and Commonwealth level.</li> <li>Economic development forming part of Strategic Community Plan and related documents.</li> </ul>
B8.2 Seize initiatives and opportunities as they arise	Economic development outcomes created	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>A number of "commercial in confidence" initiatives in development.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B8.3 Review the benefits of our international sister-city relationship and explore the benefits of a similar relationship with a metropolitan local government authority	Benefits of existing sister-city relationship reviewed / Perth metropolitan sister-city feasibility and benefits explored	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Preliminary discussions with metropolitan local governments have been undertaken.</li> </ul>
B8.4 Create an open dialogue with the State Government to foster and build working relationships	Targeted lobbying of State Government	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Met with State Ministers on a number of issues.</li> <li>Regular meetings with State and Federal politicians.</li> </ul>
B9. Encourage and support initiatives to encourage extended service provision and activate town centres.				
B9.1 Provide free Wi-Fi in all town centres	Free Wi-Fi established in all four town centres	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Completed July 2022.</li> </ul>
B9.2 Advocate for infrastructure and human service provision in all town sites and settlements	Targeted lobbying of state agencies	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Met with State Ministers on a number of issues.</li> <li>Regular meetings with State and Federal politicians. Raised issues with elected members and heads of agencies on a number of issues.</li> </ul>
B10. Ensure the regulatory environment is easy to navigate and development, business and industry friendly.				
B10.1 Communicate the regulatory requirements of health, building and planning services clearly and simply	Customer satisfaction surveys / information sheets reviewed annually	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Information sheets subject of ongoing review in associated with reviews of Planning Policies. First review undertaken, with an increased number of information sheets now available.</li> <li>Maintain/update sheets as updates to policy and scheme occur.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B10.2 Assist development, business and industry interests to navigate the regulatory environment	Development Control Unit (DCU) meetings to assist prospective proponents	Office of CEO/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Development Control Unit available to prospective developers to discuss their intentions and receive statutory advice.</li> </ul>
B11. Establish purchasing preferences for the use of local resources, services and products.				
B11.1 Follow Council's adopted Regional Price Preference Policy (2.3.8) when making purchases	Mitigate breaches of the Policy	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Policy used as part of tendering and ordering process and assessment.</li> </ul>
B12. Provide development opportunities and support local small businesses to thrive.				
B12.1 Engage with local small business associations and chambers to seek feedback on initiatives or projects that may affect them	Consultations held	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Consultation ongoing.</li> <li>Native Timber Industry transition has created open dialogue with CoC representatives.</li> <li>Pemberton CCI has a role in Pemberton Community Hub.</li> <li>Provided support for Southern Forest Food Council.</li> <li>Manjimup Art Gallery supported SFFC by hosting Cherry Festival Food &amp; Art Tour participants at Gallery for the Cherry Festival Art Competition.</li> </ul>
B12.2 Explore economic development opportunities the Shire district	Initiatives undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing.</li> <li>Current timber industry decision focus.</li> </ul>
B12.3 Support the development of a Light Industrial Area in Pemberton	Advocate and undertake initiatives where possible	Office of CEO/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Collaboration initiated with SWDC to explore Crown Land rationalisation for light industrial opportunities in Pemberton.</li> <li>Inclusion within new planning strategy being investigated.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B13. Establish a Local Tourism Organisation to coordinate the efforts of government and industry in marketing and developing visitor services, amenities and attractions across the region.				
B13.1 Continue to support the Local Tourism Organisation	Supports provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Partnership marketing Projects commenced.</li> <li>Council agreed to enter partnership with WBAC Tourism SF&amp;V LTO and continue funding contribution.</li> <li>Wrap up of previous unsuccessful model.</li> <li>Annual funding allocated as per 5-year Plan. LTO model being totally reviewed and new model to commence late 2021.</li> <li>SFVLTO model unsuccessful and now managed under WBAC.</li> <li>Working in collaboration on various promotional campaigns.</li> <li>Future determined by Council in May-June.</li> </ul>
B13.2 Encourage the establishment and promotion of a state-level iconic visitor experience in the Southern Forests	Iconic experience identified and endorsed	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Working with various State agencies and organisations to continue investing in Tourism and experiential opportunities.</li> <li>Participation in Destinations Management Plan Project (Tourism WA and ASW)</li> <li>There are a number of iconic heroes that bring people to the region these are strongly promoted and marketed:</li> <li>Premium produce, wines, Heritage Park, Walpole Wilderness, Mountain Bike trails, Forests, Munda Biddi, Bibbulmun, National and Marine parks and Biodiversity hotspots, wildflowers.</li> <li>Heritage Park has a certain degree of WOW attraction for visitor, and this will continue to be explored.</li> <li>Valley of the Giants Trails project.</li> </ul>
B14. Encourage and support quality Southern Forests visitor servicing and marketing.				
B14.1 Implement strategies contained in the Marketing Strategy 2010 (under review)	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Caravan and camping promos</li> <li>4-wheel drive show – TV series</li> <li>ASW campaign partners</li> <li>Undertook digital marketing</li> <li>Destination WA visited in Feb-March 2023</li> </ul>
B14.2 Local Visitor Centres	Supports provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Organising SF VC quarterly meetings and Famils.</li> <li>4 Visitor centres receive an annual combined figure of \$180,000 direct to the VC.</li> <li>All VC are central to the Shire's Marketing activities and are regarded as key partners.</li> <li>Liaising with Walpole and Northcliffe VC to assist with sustainability.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B15. Further develop the 'Trails Hub' tourism destination concept and facilitate the implementation of a range of trail options connecting to and linking key destinations.				
B15.1 Partner with Department of Biodiversity, Conservation and Attractions and the Bibbulmun and Munda Biddi Foundations to maintain or improve trails on SoM managed land.	Contributions made to trail maintenance or upgrades	Community Services/Works & Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Bibbulmun Key Anniversary 2022-23 some local partnered celebrations.</li> <li>Meetings held with both organisations.</li> <li>Some significant Milestone anniversaries pending.</li> <li>DBCA initiative, in consultation with the Shire, for trailhead at Walpole Pioneer Park.</li> </ul>
B15.2 Support initiatives contained in the <i>South West Mountain Bike Master Plan 2015</i>	Supports provided	Community Services/Works & Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Business Case undertaken</li> <li>Business case for Pemberton Trails Town under development by DBCA.</li> <li>Concept design for trails in Pemberton Arboretum being developed by DBCA. Shire staff on project Reference Group.</li> <li>Promote Mountain Bike activities on a regular basis by installing signage, promote/develop parking areas etc. Please refer to Community Services Report for details.</li> </ul>
B15.3 Encourage and facilitate the next stage of implementation of the <i>Manjimup Trail Bike Hub</i>	Incorporated body established and plans created	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Stage 1 route planning in progress and ongoing.</li> <li>RFT for D&amp;C of Trail Centre in progress.</li> <li>Concept design for proposed Trail Bike Centre finalised and Development Approval obtained.</li> <li>New Project Manager recruited.</li> <li>Meetings held with Manjimup Trail Bike Association.</li> </ul>
B15.4 Support Pemberton to become an accredited Trail Town	Develop and implement initiatives	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Celebration attended by Triple M.</li> <li>Awaiting installation of signage at campsites and marketing of route by WBAC (project manager)</li> </ul>
B15.5 Support and maintain the Warren Blackwood Stock Route on Shire-managed land	Support and maintenance provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Awaiting installation of signage at campsite and marketing of Route (by Project Manager/ Warren Blackwood Alliance of Councils).</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
B15.6 Lobby and support the development of rail trails using existing corridors	Meet requirements of Plan developed by Department of Transport	Community Services/ Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Planning commenced rail trail development Manjimup to Pemberton.</li> <li>Proposed rail trail Manjimup-Pemberton included in Pemberton Trails Town business case.</li> <li>Seven Day Road to Diamond Tree in negotiation.</li> <li>Economic Impact Assessment and Cost Benefit Analysis completed. Projected positive return on investment. Funding strategy to be determined.</li> </ul>
B15.7 Support the development of recreational trails throughout the Shire	Supports provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Several trails' projects in progress, incl. Pemberton, Valley of the Giants, Walpole/ Nornalup Paddle Trails, Manjimup Trail Bike Hub, and path upgrade between Northcliffe Rec Grounds and town.</li> </ul>
B16. Support services and infrastructure to encourage caravan and RV tourism.				
B16.1 Make provision for long vehicles when developing or upgrading parking areas	Confirmation long vehicles have been accommodated	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Long Vehicle bays incorporated into Town Centre Revitalisation program.</li> </ul>
B16.2 Work with communities to determine priorities for new caravan and RV infrastructure	New infrastructure priorities identified	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Works considered in every approved infrastructure project.</li> </ul>
B17. Encourage tertiary education, research and development and training centres to the region, particularly to complement local industries (tourism, agriculture, forestry and forest management, biological and environmental sciences).				
B17.1 Seize initiatives and opportunities as they arise	Outcomes created	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing advocacy.</li> </ul>
B18. Engage youth and business in identifying and implementing actions to address the barriers and gaps in youth apprenticeships, traineeships, cadetships and employment.				
B18.1 Take opportunities to support local youth employment and training	Number of traineeships / numbers of youth employed by Shire	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Youth Engage Project: Providing of free youth RSA training.</li> <li>MHCC host students from TAFE and Manjimup Senior High School in community services, Aged and Disability and business studies. School Based, Part time and Full-time Traineeships are made available.</li> <li>Supporting two workplace experience programs through local high school this calendar year.</li> </ul>

## Our Community

Community Goals				
3.1	The range of support services in our community are useful, empowering and aligned to community needs now and in the future.			
3.2	The health and wellbeing of people of all ages and circumstances is supported within their own community.			
3.3	We respond to an ageing demographic by cultivating age-friendly communities that are also inherently dementia and disability friendly.			
3.4	A range of efficient, safe and accessible public transport options are provided across the region.			
3.5	Our whole community participates in strategies to ensure we are minimising risks in regard to bushfire and other natural emergencies.			
3.6	Residents feel safe, secure and comfortable at home, work and at play.			
3.7	Our community is vibrant, dynamic and fun because we have access to a broad range of art, cultural, social and recreational opportunities.			
3.8	Diversity, inclusivity and harmony are the foundations of our strong community spirit, and we celebrate and honour our diverse cultures, heritage and lifestyles.			
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C1. Encourage co-locations, partnerships and resource sharing to deliver community services.				
C1.1 Progress the Pemberton Co-location Project to develop a new shared and co-managed facility for the Pemberton Visitor Centre, Community Resource Centre and Public Library and associated groups	Progress against project milestones / a new facility is funded and built	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Balang Miya Pemberton Community Hub nearing completion.</li> <li>Lotterywest grant received by Pemberton CRC for fit out and placemaking of the Hub.</li> <li>7 community groups as partners.</li> <li>MOUs completed.</li> <li>Lease progress endorsed by Council.</li> <li>Note continued delays experienced for completion.</li> <li>Pemberton Public Library reopened to the public.</li> </ul>
C1.2 Investigate Co-location options for the Walpole Visitor Centre, Community Resource Centre and Public Library	Recommendations investigated and course determined	Community Services	To be reassessed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Preliminary meeting held with Walpole VC. Waiting for establishment of trailhead in Pioneer Park before progressing.</li> </ul>
C2. Support volunteer community groups, encourage participation (particularly in the areas of emergency management) and acknowledge contributions to the community.				
C2.1 Provide training and support to local volunteer emergency response teams	Emergency services volunteer participation	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Training programs co-ordinated by Community Emergency Services Manager.</li> </ul>
C2.2 Ensure serviceable level of bush fire-fighting equipment and machinery	Annual maintenance schedule is implemented	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Annual Maintenance Schedule completed and reviewed in preparation for fire season.</li> <li>Increased funding for SES perceived as a future issue.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C2.3 Support and encourage the development of local sport and recreation clubs	Supports provided / sports ground usage rates	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Relevant information (grants, training opportunities etc) distributed to clubs as needed.</li> <li>One on one support provided as needed.</li> </ul>
C2.4 Provide annual Community Grants to community groups and not-for-profit organisations for projects or activities that have a focus on benefiting communities within the Shire (2% of previous FY rates)	Grants provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Grant applications assessed by Council.</li> <li>Announcements in July/August 2022. Grant round 2023/24 closed mid-April</li> <li>Applications determined by newly formed Occasional Committee of Council.</li> </ul>
C2.5 Provide acknowledgement and support to a diverse range of local volunteer groups (both operational and financial support)	Support and acknowledgement provided e.g., 'Thank a Volunteer Day', Australia Day Awards	All Directorates (budget sits with Community Services)	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Funds distributed to community groups in each town to organise a TaVD activity.</li> <li>Core daily liaison.</li> <li>Manjimup Art Gallery supported the Cherry Harmony Festival Committee by providing logistical and promotional support and six weeks access to Gallery space at no charge for the staging of the Cherry Harmony Festival Art Awards exhibition.</li> </ul>
C2.6 Seek to retain and improve the retention of emergency services volunteers within the Shire	Retention of/increase in emergency services volunteers yearly	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
C3. Increase the availability of mental health, alcohol and other drug addiction, domestic violence and homelessness support.				
C3.1 Advocate for services and support programs and industries as needs identified	Advocacy undertaken and initiatives supported	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>\$14,990 from ADF approved toward youth project.</li> <li>Facilitation of Good Sports forum in Manjimup.</li> <li>Southern Forest Alcohol and Other Drug (SFAOD) meetings held.</li> <li>New public displays placed in Manjin Park and restrooms across Manjimup town locality.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C4. Maintain public libraries in all four towns and continue to expand and modernise services and activities.				
<p><b>Achievements/Activities –</b></p> <ul style="list-style-type: none"> <li>Manjimup Library minor renovations completed in January. New flooring and shelving.</li> <li>Third year of Year 1 Super Reader program initiated at all Shire primary schools</li> <li>Easter Bunny visited for Easter Storytime. Partner project with Manjimup Family Centre.</li> <li>Increased accessibility to e-books and online materials on Hoopla platform.</li> <li>Featured Roald Dahl and the Imagination seekers theatre group at Walpole Primary School and Manjimup Library.</li> </ul>				
C4.1 Continue to provide free public library services	Key service initiatives undertaken	Community Services	Ongoing	<ul style="list-style-type: none"> <li>Hosted to kindergarten visits from Kearnan and East Manjimup Primary School.</li> <li>Held book sale in October to raise funds.</li> <li>New afterhours book club established.</li> <li>Presentation by Dr Meryl Broughton.</li> <li>Book launch of book series 'Bruiser' by local author Diana Smith at Walpole Public Library.</li> <li>Manjimup Library funded and organised 11 Children's Book Week workshops featuring guest author/illustrator, Alton Walley. The workshops were staged in conjunction with local schools in Walpole, Pemberton, Northcliffe and Manjimup.</li> <li>Working with other Consortium colleagues to continue resource sharing despite withdrawal of funding.</li> </ul>
C5. Actively engage children and young people to better understand and encourage services and initiatives that respond to their needs and aspirations.				
<p><b>Achievements/Activities –</b></p> <ul style="list-style-type: none"> <li>Youth RSA training concluded February 2023.</li> <li>YAG holding community events and advising on community issues.</li> </ul>				
C5.1 Implement strategies contained in the Youth Strategy 2013-2023	Initiatives undertaken	Community Services	Ongoing	
<p><b>Achievements/Activities –</b></p> <ul style="list-style-type: none"> <li>Supporting Blackwood Youth Action in securing a leased venue for a youth space on Brockman Street.</li> <li>Ongoing conversations with PCYC and local police for Manjimup developing a 'Blue Light District'.</li> <li>Funding avenues being explored.</li> </ul>				
C5.2 Investigate and advocate for development of a dedicated youth space in Manjimup	Obtain grant funding to progress. Identification of a suitable location.	Community Services	Ongoing	

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C6. Advocate for the provision of out-of-school and school holiday programs.				
C6.1 Facilitate out of school programs across the shire	Programs conducted	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Manjimup Visitor Centre providing school holiday activities in Manjimup Heritage Park.</li> <li>"Hunt in the Heritage Park" booklet in the Park continues to be popular for young families and school aged children.</li> <li>YAG partnered with Walpole CRC to deliver a holiday movie night in January.</li> <li>Supporting Institute of Indigenous Wellbeing and Sport to provide school holiday event in Manjimup Heritage Park.</li> <li>Heritage Park inflatable day provided on Easter Monday as a youth engagement/positive health message event.</li> </ul>
C6.2 Provide annual Youth Grants to support youth groups, workers or projects operating within the shire	Youth services supported	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>As per Annual Grants.</li> <li>Pemberton Youth Zone re-established – scheduled to run fortnightly from April 2022.</li> <li>Community Grants provided to 3 youth groups within each town.</li> <li>Contribution made to chaplaincy at Manjimup Senior High School.</li> </ul>
C7. Improve early-years development and education outcomes.				
C7.1 Investigate the possibility of an education foundation (future fund) targeted at improving early-years education outcomes	Feasibility investigated and recommendations produced	Community Services	Targeted for 2021	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No capacity to develop at present.</li> </ul>
C7.2 Finalise and commence implementation of strategies contained in the <i>Early Years Strategy 2019</i>	Strategy is formally adopted / initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing – Network is well established and working independently.</li> <li>Shire libraries arranged for SciTech Early Childhood workshops in four main towns. 120 children participated.</li> </ul>
C8. Improve access to services that allow residents to stay well in their own community and manage their health conditions.				
C8.1 Continue provision of the Commonwealth Home Support Program through Manjimup HCC	Individuals supported / hours of support	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Registered CHIPS (Home support) Provider.</li> </ul>
C8.2 Provide disability support services through Manjimup HCC	Individuals supported / hours of support	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Registered National Disability Insurance Agency provider.</li> </ul>
C8.3 Provide Home Care Packages through Manjimup HCC	Individuals supported / hours of support	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Home Care Package provider.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C8.4 Deliver respite care through Manjimup HCC	Individuals supported / hours of support	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
C9. Plan and develop a diverse range of affordable housing options to meet the needs of older people, people with disabilities and other vulnerable groups.				
C9.1 Partner with the state Housing Authority to redevelop the Manjimup Primary School site for the Senior Housing Project	Number of houses delivered	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>State Government has deprioritised project.</li> <li>Ongoing for Stages 2 and 3 – current housing and construction overload is proving problematic.</li> <li>Half site has been handed to Development WA – need to recommence negotiations with them to progress commitment to the Cherry Glades project.</li> </ul>
C10. Continue to encourage and support age, dementia and disability-friendly initiatives across all domains of community life.				
C10.1 Implement strategies contained in the <i>Age-friendly Communities Plan 2016-2026</i>	Initiatives undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Seniors Housing investigation in Cherry Glades next stages. Note State Government has deprioritised project.</li> <li>Undertaken wherever the opportunity exists.</li> <li>New footpaths constructed.</li> <li>Accessibility parking and ramps upgraded in Manjimup.</li> <li></li> </ul>
C10.2 Implement strategies contained in the <i>Access &amp; Inclusion Plan 2018-2023</i>	Initiatives undertaken	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Investigating addition of accessible play equipment</li> <li>Wheelchair purchased for Manjimup Heritage Park.</li> </ul>
C10.3 Undertake a review of the <i>Access &amp; Inclusion Plan</i> every 5 years	Plan is reviewed and new version adopted every 5 years	Community Services	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Plan reviewed in 2018. Next review due 2023.</li> <li>Annual reporting achieved.</li> </ul>
C10.4 Implement recommendations from dementia-friendly communities pilot program	recommendations implemented	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing activity.</li> </ul>
C11. Engage with all stakeholders and establish improved public transport information, delivery and options across the Warren Blackwood region.				
C11.1 Lobby for improved access to and availability of public transport options	Lobbying activities undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Very challenging.</li> <li>Shire continues to provide transport subsidy for community bus hire and use for events.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C11.2 Make information available to the community regarding the range of transport options available across all communities, including public, commercial, private (e.g., Ride Share & Travel Partners) and not-for-profit providers and any accessible features or subsidy schemes	Information available and reviewed annually	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>MHCC currently providing information.</li> <li>To be further investigated as resources become available.</li> </ul>
C11.3 Provide community bus transport to and from major Shire events and activities	Events where transport support is provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Provided for key Shire partners and events.</li> <li>Advertising to be organised for Community Bus.</li> </ul>
C12. Support communities to acquire and upgrade 'community buses.				
C12.1 Provide support to communities seeking to purchase or upgrade community buses	Supports provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Support provided as required.</li> </ul>
C13. Plan for emergency and natural disaster response, management, evacuation and recovery.				
C13.1 Implement the Local Emergency Management Committee (LEMC) emergency arrangements as required	All LEMC plans are reviewed after a significant emergency or disaster	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
C13.2 Provide funds for the renewal or replacement of bush fire equipment, machinery and infrastructure	Asset renewal complies with Department of Fire and Emergency Services Local Government Grants Scheme guidelines	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>All expenditure undertaken in accordance with adopted budget and ESL.</li> </ul>
C13.3 Implement strategies to improve the long-term welfare and resilience of community members after an emergency or disaster	Strategies undertaken evaluated after a significant emergency or disaster	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Encourage collaboration between agencies through Emergency Relief Network meetings.</li> <li>Support mental health initiatives.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C14. Manage domestic animals and livestock to ensure the safety of both the animal and the community.				
C14.1 Enforce compliance with the <i>Cat Act 2011</i>	Number of cat registrations	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Registration numbers have increased, however complaints regarding stray cats have increased.</li> <li>Trapping of Nuisance Cats and ongoing education of ratepayers.</li> </ul>
C14.2 Enforce compliance with the <i>Dog Act 1976</i>	Number of dog registrations	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Registration numbers have increased.</li> </ul>
C14.3 Enforce compliance with the <i>Local Government (Miscellaneous Provisions) Act 1960</i> in regard to the containment of livestock	Number of incidences involving escaped livestock	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Aim to reduce number of stray stock cases through education and enforcement.</li> </ul>
C14.4 Amend the Shire of Manjimup Dog Local Laws and prepare new local laws	Laws are repealed and replaced	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No action at this time.</li> </ul>
C15. Manage environmental health risks in the community.				
C15.1 Develop a <i>Public Health Plan</i>	Plan is developed and implemented	Development and Regulation	To be confirmed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No action at this stage.</li> </ul>
C15.2 Implement strategies contained in the <i>Public Health Plan</i>	Initiatives undertaken	Development and Regulation	To be confirmed	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>No action at this stage.</li> </ul>
C15.3 Develop a <i>Public Buildings Inspection Program</i>	Plan is developed and implemented	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Qualified resources required to keep up with inspection regime.</li> </ul>
C15.4 Implement strategies contained in the <i>Public Buildings Inspection Program</i>	Initiatives undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Qualified resources required to keep up with inspection regime.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C16. Undertake a broad range of safe behaviour and risk awareness campaigns.				
C16.1 Community awareness campaigns in emergency management	Campaigns undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>New Fire Danger Rating campaign.</li> <li>Bush Fire Ready groups set up in Northcliffe and Walpole.</li> </ul>
C16.2 Community awareness campaigns in public safety and health	Campaigns undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Food safety awareness campaign undertaken.</li> <li>Regular newsletters issued by Environmental Health.</li> </ul>
C16.3 Community awareness campaigns in community safety and crime prevention	Campaigns undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Shire in partnership with St John of God for Alcohol and Other Drug programs – currently in doubt.</li> <li>Increased posters in public bathrooms to hold crime and safety prevention information.</li> </ul>
C16.4 Implement strategies contained in the <i>Southern Forests Alcohol and Other Drugs Strategic Plan 2016-2018</i>	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Currently Reviewing documentation.</li> <li>ADF Community Action Plan delivered through the Engage and Empower Project addressing local issues and increasing awareness.</li> </ul>
C17. Support the maintenance of law and order and initiatives to prevent crime.				
C17.1 Implement strategies contained in the <i>Community Safety and Crime Prevention Plan 2014-2018</i>	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Reviewing documentation.</li> <li>New info posters promoting harm minimisation and crime prevention.</li> <li>Reduction of criminal opportunity through diversionary activities provided in the Engage and Empower Project.</li> <li>Support to youth community groups to continue local diversionary initiatives to reduce antisocial/criminal behaviour in youth.</li> </ul>
C17.2 Utilise CCTV in crime hot spots or where genuine risk of crime against persons or public assets is identified	Initiatives implemented	Development and Regulation/All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>CCTV system in Manjimup CBD continues to function well and assist Police. Has been effective in cost recovery and/or compensation.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C17.3 Utilise Crime Prevention Through Environmental Design (CPTED) principles in the development or renewal of facilities and assets	Projects utilising design principles	Development and Regulation/Works & Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Principles being utilised in all townscape design and infrastructure.</li> </ul>
C18. Create, support and promote a broad range sporting, recreational and social opportunities that are accessible and inclusive for all ages and abilities.				
C18.1 Implement strategies contained in the Sports & Recreation Strategic Plan 2014-2024 in regard to community and club development and support	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Assisting Northcliffe Rec Association with facility development (24/7 gym, gazebo, BBQ).</li> <li>Activities as outlined in the Plan ongoing; see C2.</li> <li>Ongoing activities, incl. for youth and seniors, at AquaCentre.</li> <li>Rea Park &amp; Collier St Redevelopment - Lighting &amp; Power Upgrade project being implemented.</li> <li>Preliminary MRCR investigations nearly completed. Revised Master Plan supported in principle by Advisory Committee and Council. Costings and design development commenced. Grant application successful for new playing field lighting.</li> <li>Trails projects; see B15.</li> <li>Ongoing financial assistance to associations operating town recreation centres (Pemberton, Northcliffe and Walpole).</li> <li>Consultants engaged for review of Operational &amp; Governance Model for Pemberton Sports Centre.</li> </ul>
C18.2 Apply Council's adopted Donations Policy (2.3.4) in regard to participation in sport, recreation, art and culture	Donations made	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>14 donations made.</li> </ul>
C18.3 Administer state funded Kid Sport Vouchers	Number of vouchers issued	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Activity ongoing, now available at AquaCentre through KidSwim.</li> </ul>
C19. Support public events to ensure they are successful and safe.				
C19.1 Provide annual Event Grants to individuals or groups to assist with the marketing and promotional costs of hosting of public events in the shire	Grants provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Grants provided annually. See C2.4.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C19.2 Provide organisers with an Organiser's Manual for Public Events and other advice and approvals to support their event's success	Number of approved public events	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Events Package and one on one sessions provided.</li> </ul>
C19.3 Develop traffic management plans for not-for-profit groups organising public events	Number of public events supported with traffic management plans	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Incorporated into every approved event.</li> </ul>
C19.4 Provide in-kind infrastructure maintenance support to assist local venues to host public events	Support provided	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Incorporated into every approved event.</li> </ul>
C19.5 Make waste management and recycling packages available to public event organisers	Number of bookings of events waste management package	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Incorporated into every approved event.</li> </ul>
C20. Facilitate, develop and promote a broad range of cultural and art capabilities, facilities, events and achievements.				
C20.1 Implement strategies contained in the Arts & Culture Strategic Plan 2013-2023	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Travelling exhibition "Peregrinations of a Citizen Botanist" staged at Manjimup Town Hall.</li> <li>Hosted 2 free Nature Embroidery workshops at Manjimup Art Gallery as part of Peregrinations exhibition. Collaborated with Art on the Move.</li> <li>Collaborated with Walpole CRC to arrange free bus service to bring Walpole art lovers to Manjimup to view Peregrinations exhibition.</li> <li>'Moments Made in Italy' exhibition staged at Manjimup Art Gallery.</li> <li>Hosted watercolour workshops for students from Manjimup, Pemberton and Northcliffe.</li> <li>Displayed indigenous artwork to celebrate NAIDOC Week.</li> <li>Successful staging of Fantastic Fungi photographic exhibition.</li> <li>The Manjimup Cherry Harmony Festival Art Awards exhibition.</li> <li>Staged <i>Noongar Seasons: Nature in Transition</i>. Local schools engaged.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C21. Install and maintain quality public artworks for everyone to enjoy.				
C21.1 Develop an inventory of artworks in public spaces including condition reports and maintenance responsibility	Inventory complete and maintenance or renewal requirements determined	Community Services	Targeted for 2024	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Yet to commence.</li> </ul>
C21.2 Undertake maintenance or renewal of Shire artworks in public spaces	Public art maintained in accordance with the schedule	Works and Services/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered when opportunity and funds exist.</li> </ul>
C22. Document and conserve local historical records, stories and artefacts and make them available for everyone to study and enjoy.				
C22.1 Implement strategies contained in the <i>Heritage Connections Project Implementation Plan 2014-2024</i>	Initiatives prioritised and undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Some funds annually set aside in a Reserve, to save sufficient amount to implement the Plan.</li> <li>Probable relaunch 23/24 by leveraging grant funding.</li> </ul>
C22.2 Implement Manjimup Timber & Heritage Park interpretation strategies	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing implementation of Manjimup Heritage Park Management &amp; Development Plan 2022-2027.</li> </ul>
C22.3 Undertake a significance assessment and preservation needs analysis for Shire's own historical records and artefacts	Assessment and analysis completed	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Assessment commenced; some work undertaken.</li> </ul>
C22.4 Provide support to local history groups	Supports provided	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Support provided as required.</li> <li>Several historical groups have received a community grant.</li> </ul>
C23. Work with stakeholders to preserve and share local Indigenous tradition and culture, including identified sites of significance.				
C23.1 Support initiatives to preserve and share local indigenous tradition and culture where opportunities arise	Initiatives supported	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>NAIDOC week recognition and promotion</li> <li>Held Reconciliation Breakfast.</li> <li>Aboriginal name endorsed for the new Pemberton Community Hub.</li> <li>Aboriginal interpretation strategies and actions incorporated into draft Manjimup Heritage Park Management &amp; Development Plan.</li> <li>Manjimup Library organised a 'Bush Bounty' workshop focused on dietary and medicinal aspects of a wide variety of plants in Noongar culture.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
C23.2 Implement the outcomes as identified in the Reconciliation Action Plan	Actions undertaken in accordance with the Reconciliation Action Plan	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Final endorsement of RAP by Reconciliation Australia.</li> </ul>

## Our Infrastructure

Community Goals					
4.1	Infrastructure gaps in regard to energy, water, sewerage, and information and communication technology services are resolved.				
4.2	Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.				
4.3	Land use planning strategies support the sustainable development and growth of our communities.				
4.4	Town centres are accessible, attractive and inviting whilst maintaining their unique characters.				
4.5	Parks and open spaces are attractive and create opportunities for people to come together, socialise and enjoy a range of activity.				
4.6	Sport and recreation facilities sustain a broad range of pursuits.				
4.7	Community infrastructure planning responds to an ageing demographic and is also inherently dementia and disability friendly.				
4.8	Places of heritage value are recognised and retained.				
4.9	Transport infrastructure and networks provide for the safe movement of all users.				
Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year	
D1. Encourage local and regional renewable energy infrastructure and industry development and improvements to reliability of energy supply.					
D1.1 Lobby for improved dependability of energy supply across all communities, with improvements urgently sought in the Northcliffe and Quininup area	Lobbying activities undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Shire signed up to transition to 100% renewable energy under WALGA program.</li><li>Walpole Community Power project initiated.</li></ul>	
D2. Minimise any disadvantage to residents not able to access the National Broadband Network (NBN).					
D2.1 Lobby relevant government agencies to maximise community access to the National Broadband Network (NBN) and quality alternatives	Lobbying activities undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Ongoing.</li><li>Gap analysis undertaken by Regional Development Australia. Multiple areas identified in the Shire of Manjimup.</li></ul>	
D3. Pursue improved mobile phone coverage across the region.					
D3.1 Lobby for further improvements to mobile phone coverage across the region	Lobbying activities undertaken	Office of CEO/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Submissions made to National Blackspot program.</li><li>Telstra have been active in addressing Council and community on issues.</li><li>New phone tower planned to be installed on Perup Road.</li></ul>	
D4. Undertake planning for the provision of potable water and deep sewerage infrastructure where identified gaps exist.					
D4.1 Lobby relevant government agencies to improve water services and infrastructure to support industry diversification and downstream processing	Lobbying activities undertaken	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Meetings have occurred with Water Corporation regarding a number of issues, particularly related to insufficient water pressure. Ongoing advocacy.</li></ul>	
D5. Develop and maintain community infrastructure to a service-level that meets the community's needs.					
D5.1 Review and update the Asset Management Plan - Roads, Footpaths and Drainage	Plan is reviewed and new version adopted	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Operational activity.</li></ul>	

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D5.2 Implement the 10-year Forward Capital Works Program in relation to local road and bridge upgrades and renewals	Program is implemented within approved budget	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Operational activity.</li> </ul>
D5.3 Maintain local roads in accordance with Council's adopted Road Hierarchy Policy (9.1.14)	Program is implemented within approved budget	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Operational activity.</li> </ul>
D5.4 Undertake Roman Road Condition Assessments	Condition assessment is undertaken every 5-7 years	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Operational activity.</li> </ul>
D5.5 Review and update the Building Asset Management Plan 2009-2029	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Consolidated review well progressed being made to inform budget discussions. To be finalised.</li> <li>Appropriate resources needed to complete.</li> </ul>
D5.6 Undertake a review of the 10-year Building Maintenance Plan 2010-2020	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review well progressed, but finalisation delayed due to commitments of building maintenance officers.</li> <li>Appropriate resources needed to complete.</li> </ul>
D5.7 Maintain assets in accordance with the 10-year Building Maintenance Plan	Assets are maintained in accordance with the plan	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Maintenance in accordance with adopted budget, modified to address urgent matters.</li> <li>New Maintenance Plan to be prepared at a future date.</li> </ul>
D5.8 Continue upgrading waste management infrastructure	Upgrades are progressed in accordance with the schedule	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Operational activity.</li> </ul>
D5.9 Develop a Cemeteries Management Plan (new)	Plan is developed and implemented	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>To be finalised 2023/2024.</li> </ul>
D5.10 Implement the 15-year Forward Capital Works Program 2021-2036 in relation to drainage	Program is implemented within approved budget	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Operational activity.</li> </ul>
D5.11 Redevelop the Walpole Jetty car park and facilities	Grant funding secured	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Community consultation undertaken.</li> <li>Successful application for RBFS grant funding in October 2021, with works TBC June 2023.</li> </ul>
D5.12 Develop a new maintenance and renewal plan for the Manjimup Regional AquaCentre plant and infrastructure	New plan is developed	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Several sections of the Asset Management Plan for AquaCentre have been completed.</li> <li>Commencement of Shire-wide service/maintenance contracts.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D5.13 Implement the <i>Manjimup Regional AquaCentre Maintenance and Renewal Plan</i>	Maintenance is undertaken in accordance with the schedule and approved budget	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Implemented once Plan is available for use.</li> </ul>
D5.14 Review the <i>Heritage Park Master Plan 2012</i> and the <i>Heritage Park Management &amp; Development Plan 2006-2016</i> to develop a new management and maintenance plan once the current revitalisation project has been completed	New plan is developed	Community Services	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Completed.</li> </ul>
D6. Plan for and manage Windy Harbour holiday settlement infrastructure needs.				
D6.1 Finalise, review and update the <i>Windy Harbour Management Plan 2007-2017</i> , including provision for new land release	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Preliminary review of current recommendation status completed.</li> <li>Implementation of balance of recommendations and preparation of new Management Plan to be completed.</li> <li>Concept plans developed for caravan park and additional short-term accommodation within the park.</li> <li>Formal review to be undertaken in 2023/24.</li> </ul>
D7. Review or amend the Local Planning Scheme to meet the changing needs of community and industry.				
D7.1 Review and update the <i>Local Planning Strategy</i> every 5 years	Strategy reviewed every 5 years	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Consultants currently reviewing Strategy</li> <li>WAPC guidelines have change during process.</li> </ul>
D7.2 Review and update the <i>Local Planning Scheme</i> every 5 years	Scheme reviewed every 5 years	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review partially completed in house.</li> <li>Finalise review in 24/25.</li> </ul>
D8. Develop town centres to showcase their unique characters and encourage vibrant, mixed-use commercial and public spaces.				
D8.1 Undertake town centre revitalisations and main street upgrades in towns and communities	Initiatives undertaken	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Works carried out in accordance with budget allocations for Mainstreet Upgrades.</li> </ul>
D8.2 Facilitate local involvement in Town Centre Revitalisation Committees to determine priorities and endorse revitalisation plans	Community engagement	Works and Services/Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Directors of Development and Regulation, Community Services and Works / Manager of Parks Operations attend meetings as required.</li> </ul>
D9. Regulate tourism-based and commercial roadside signage to ensure it is appropriate, well-maintained and does not negatively impact on landscape visual amenity.				

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D9.1 Implement a roadside signage audit schedule across the Shire for the purposes of checking compliance and quality	Signage audit schedule is determined and implemented	Development and Regulation/ Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Audit of Manjimup undertaken. Balance of other townsites remain.</li> <li>Resourcing to complete audit an issue.</li> </ul>
D10. Provide for public parks and playgrounds that are accessible and attractive with well-maintained amenities and equipment.				
D10.1 Complete the Anunaka Park redevelopment	Obtain grant funding to complete	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered when funds and opportunity exist.</li> </ul>
D10.2 Implement the 15-year Forward Capital Works Program 2021-2036- and 15-year Playground Renewal Program in relation to playgrounds	Program is implemented within approved budget	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered when funds and opportunity exist.</li> </ul>
D10.3 Maintain public parks and gardens in accordance with the Council adopted Standard of Maintenance for Parks Assets within the Shire Policy (10.2.2) and approved budget	Maintenance meets Council's approved level of service	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Considered when funds and opportunity exist.</li> </ul>
D11. Maintain public gardens and roadside tree plantings with attractive, cost efficient, low maintenance and appropriate species for the location.				
D11.1 Undertake roadside tree planting and replacement in accordance with the Council adopted Street Tree Planting and Replacement Policies	Policy implemented	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Works ongoing.</li> </ul>
D12. Assist communities to build and maintain sport and recreation facilities whilst encouraging co-locations, collaborations and resource sharing wherever possible.				
D12.1 Implement strategies contained in the four town Recreation Facility Master Plans	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Construction of Manjimup Tennis Club underway.</li> <li>Rea Park &amp; Collier Street Redevelopment underway.</li> <li>Establishment of 24/7 gym at Northcliffe Rec Grounds.</li> </ul>
D12.2 Implement strategies contained in the Sports & Recreation Strategic Plan 2014-2024 in regard to infrastructure	Initiatives undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>See C18.1 and D12.1.</li> <li>Northcliffe skate park revitalisation underway.</li> <li>Design of new safety signage in Walpole, Pemberton and Northcliffe skate parks.</li> <li>Incorporation of AUSLAN/KWS in all skate park signage in progress.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D13. Support the development of a state-level sporting facility in the township of Manjimup.				
D13.1 Lobby and advocate in accordance with identified opportunities and feasibility	Lobbying activities undertaken	Community Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Rea Park/Collier Street redevelopment in progress.</li> </ul>
D14. Maintain a Municipal Heritage Inventory and include controls to protect places of significance.				
D14.1 Review and update the <i>Municipal Heritage Inventory 2008</i>	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review commenced, to be completed in house.</li> <li>Completion expected during 2023/24 financial year.</li> </ul>
D15. Undertake long-term regional transport infrastructure planning, giving consideration to future road, rail and air transport needs and user safety.				
D15.1 Work with relevant state departments to upgrade and provide safe, sustainable road infrastructure that assists the movement of industry, agricultural products and tourism	State and federal funding secured annually / percentage of approved budget expenditure	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Participate in Regional Road Group and other initiatives as opportunity arises to secure funding.</li> </ul>
D15.2 Advocate for ongoing upgrades to the South Western Highway to accommodate future traffic volumes	Confirmed schedule of works to be delivered by Main Roads WA	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Roundabout and new entry to Manjimup townsite completed.</li> <li>Works on South Western Highway between Pemberton Crossroads and Walpole continuing.</li> </ul>
D15.3 Review the <i>Manjimup Airfield Development Plan 2014-2019</i>	Plan is reviewed and new version adopted	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Programmed for financial year 2022/23.</li> </ul>
D15.4 Implement strategies contained in the <i>Manjimup Airfield Development Plan</i>	Initiatives undertaken	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Pending certification of airfield by CASA.</li> </ul>
D16. Provide adequate and safe parking facilities in town sites and enforce compliance with ACROD regulations and local laws.				
D16.1 Implement the 10-year <i>Forward Capital Works Program 2016-2026</i> in relation to roads and parking planning	Customer satisfaction surveys / design standards compliance audit every 5 years	Works and Services	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Ongoing works and projects as approved by the Road Infrastructure Committee and Council.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
D16.2 Enforce compliance disability parking regulations	Number of complaints, warnings and infringements	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Education/enforcement by Rangers as required.</li> </ul>
D16.3 Develop parking strategies for each Shire town	New local laws developed and implemented	Development and Regulation	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Under investigation.</li> <li>Parking strategy in Manjimup complete. Pemberton in development.</li> </ul>

## Our Local Government

Community Goals					
5.1	All elected members and Shire employees uphold the values of professionalism, proactivity, reliability, integrity and courtesy.				
5.2	The Shire's long-term planning and activities deliver on the community's goals and aspirations.				
5.3	Our elected members represent the best interests of the community.				
5.4	Community participation in decision making is maximised.				
5.5	The Shire communicates effectively with all its communities.				
5.6	The Shire is a resilient and financially stable organisation that uses public funds responsibly.				
5.7	Asset management plans are developed and implemented to maintain community assets at the appropriate standard.				
5.8	The Shire continuously improves organisational performance and service delivery.				
Action	KPI	Responsible Directorate		Status	2022/23 Initiated, Achieved and/or continued in next year
E1. Develop an organisational culture that upholds the values of professionalism, proactivity, reliability, integrity and courtesy in all its dealings.					
E1.1 Pursue awards and other formal recognition of achievement from external agencies	Formal accolades received	All Directorates		Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Considered when opportunity exists.</li></ul>
E1.2 Provide staff awards on the basis of demonstration of organisational Values	Formal accolades given	Office CEO	of	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Activity done annually.</li></ul>
E1.3 Work with the Leadership Group to develop a Customer Service Charter	Whole-organisation Customer Service Charter developed and adopted	Office CEO	of	Bring in 2024	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Committee was disbanded.</li><li>Customer Service Charters for LGs under consideration State-wide. Awaiting outcome of LG Act review.</li></ul>
E1.4 Ensure the Shire's Mission, Values and Code of Conduct provide specific guidance for organisational culture	Shire's Mission, Values and Code of Conduct are current, and staff are involved in reviews	Office CEO	of	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Code of Conduct reviewed bi-annually.</li></ul>
E1.5 Conduct regular Leadership Group meetings with a focus on organisation culture	One Leadership Forum annually / six breakfast meetings per annum	Office CEO	of	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Occurs on quarterly basis.</li></ul>
E1.6 Conduct regular all-staff meetings with a focus on developing a shared Vision, Mission and Values	All-staff meetings held biannually	Office CEO	of	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Meetings undertaken annually, and more regularly within Directorates.</li></ul>
E1.7 Maintain regular internal communications to recognise staff contributions to our shared Mission and Corporate Business Plan	12 Snapshots' produced annually	'Staff are Office CEO	of	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"><li>Activity occurring through regular print and electronic communications.</li></ul>
E2. Integrate the Shire's activities with the community's goals and vision whilst managing the long-term financial viability of the organisation.					

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
E2.1 Pursue 'advanced' standards in regard to the Local Government Integrated Planning and Reporting Framework	Outcomes of an internal standards assessment every 2 years	Office of CEO/Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Continuous improvement at each review interval.</li> <li>Improvements made to SCP and CBP documentation.</li> </ul>
E2.2 Review the Strategic Community Plan in accordance with Local Government Regulations and community's goals and vision	Major review every 4 years / desktop review every 2 years	Office of CEO/Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Review delayed due to new Council and a wait for new regulations for council planning.</li> </ul>
E2.3 Update the Corporate Business Plan annually to ensure it integrates with the Strategic Community Plan	Plan is updated annually to project the Shire's 4-year resource commitments to support the Strategic Community Plan	Office of CEO/Business	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Annual Budget process takes into account Strategic Community Plan.</li> </ul>
E2.4 Maintain a current Workforce Plan	Plan is reviewed annually and updated in light of any significant change	Office of CEO	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Plan updated.</li> </ul>
E2.5 Maintain a current Asset Management Strategy	Plan is reviewed annually and updated in light of any significant change	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Under review by external consultant.</li> </ul>
E2.6 Update the Long-Term Financial Plan annually	Plan is updated annually to project Shire's 10-year financial commitments	Business	To be completed in 2024	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Planning in place, review to run parallel with Strategic Community Plan and Corporate Business Plans.</li> </ul>
E2.7 Review and update the Plant Purchase and Replacement Schedule	Schedule is updated and costed	Works and Services	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Completed November 2022.</li> </ul>
E3. Actively participate in regional, state and national alliances to return benefit to the community.				
E3.1 Actively participate in the Warren Blackwood Alliance of Councils	Alliance meetings attended / regional initiatives undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Significant work undertaken.</li> <li>Continued development of LTO.</li> <li>Climate change initiatives</li> <li>Trails initiatives.</li> </ul>
E3.2 Actively participate in the South West Zone of the Western Australian Local Government Association	Zone meetings attended / regional initiatives undertaken	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Meetings attended by CEO and Shire President.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
E4. Develop policy established from well-researched and evidence-based data.				
E4.1 Council and Management Policies are kept current at all times	Number of expired policies reported at the time the Annual Report is formulated	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Policy Framework complete.</li> <li>Reviews of Policy ongoing as specified.</li> </ul>
E5. Assist and train elected members to provide strong and visionary leadership.				
E5.1 Councillors to undertake training in areas relevant to performing duties as an elected member	Number of Councillors attending training / number of statutory breaches determined	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Training of new councillors undertaken as required.</li> <li>Changes to Local Government Act will see additional requirements.</li> </ul>
E6. Encourage greater community involvement in the Council election process.				
E6.1 Retain postal voting as a mechanism to improve voter turnout in Council elections	In-person and postal-voter turnout rates	Office of the CEO	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Activity complete.</li> </ul>
E7. Keep the community well informed about Shire activities and provide genuine opportunities for the community to participate in decision making.				
E7.1 Implement strategies contained the <i>Communications Plan 2014</i>	Strategies undertaken	Office of CEO	Complete	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Activity achieved.</li> </ul>
E7.2 Review and update the <i>Communications Plan 2014</i>	Plan is reviewed and new version adopted	Office of CEO	Targeted for 2024	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Plan to be reviewed and updated in 2023/24</li> </ul>
E7.3 Undertake community engagement planning as a standard component of project management, where the project is likely to have an impact on any community member(s)	Public participation in decision making / community engagement initiatives undertaken / customer satisfaction surveys	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Undertaken as required.</li> <li>Achieved for major projects (e.g., Rea Park/Collier Street redevelopment)</li> </ul>
E7.4 Develop an organisational Governance Framework	Plan is developed and adopted	Office of CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Initial 'best practice' research undertaken.</li> </ul>
E7.5 Review the <i>Shire of Manjimup Standing Orders Local Law 2013</i>	Local Law is reviewed	Office of CEO		<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Awaiting LG Reform process to complete. Meeting procedures to come in 2024.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
E8. Increase elected member interactions with constituents to better represent the diverse needs and priorities of the different communities within the Shire.				
E8.1 Ensure Shire activities are conducted equitably across the region	Shire events, activities and meetings held in each town / community grants distribution across towns	All Directorates	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Council Meetings conducted in all major towns.</li> <li>Australia Day celebrations and Youth Week rotated across major towns.</li> <li>Events grants shared across Shire.</li> <li>Cultural opportunities shared through libraries.</li> <li>Funding available for significant community events.</li> </ul>
E8.2 Facilitate constituent meetings with elected members and CEO to discuss progress against the <i>Strategic Community Plan</i> and <i>Corporate Business Plan</i>	Number of meetings facilitated	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Initiatives considered in all reports to Council.</li> <li>Standing item in Council Briefing Sessions.</li> <li>Annual Electors Meeting held in accordance with statutory requirements.</li> </ul>
E9. Identify and mitigate organisational risks.				
E9.1 Maintain an organisation-wide <i>Risk Management Framework</i> and <i>Risk Register</i> to mitigate risks in all aspects of business	<i>Risk Management Plan</i> is current	Business	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Risk Management process under review.</li> <li>Contractor Management Policy being developed.</li> <li>Risk Themes reviewed and endorsed by Audit Committee.</li> </ul>
E9.2 Manage workplace occupational safety and health (OSH) risks to employees, volunteers, visitors and contractors	Performance against OSH Lead Indicators / initiatives undertaken	Office of the CEO	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>See E9.1 above.</li> <li>Carried out as part of daily operations.</li> </ul>
E10. Identify poor performing services areas, and the needs and aspirations of the community, and set targets for improving community satisfaction.				
E10.1 Customer satisfaction surveys are regularly undertaken and used to inform the <i>Strategic Community Plan</i> as well as priorities for quality improvement	Customer satisfaction survey report and recommendations every 4 years	Business	Undertaken in 2021	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>Completed FY 20/21 as part of Strategic Community Plan process. Council consulted on content. Will be reviewed next SCP review.</li> </ul>

Action	KPI	Responsible Directorate	Status	2022/23 Initiated, Achieved and/or continued in next year
E11. Embrace and increase the use of new technologies to better deliver services and communicate with the community.				
E11.1 Seek opportunities to better use technologies to deliver or improve services and communications	New initiatives undertaken	All Directorates (budget sits with Office of the CEO)	Ongoing	<b>Achievements/Activities –</b> <ul style="list-style-type: none"> <li>• Considered when funds and opportunity exist.</li> <li>• New core operating systems being refined.</li> <li>• Antenno has allowed for a direct portal between residents and staff when reporting issues in the Shire.</li> <li>• CCTV in Heritage Park and CBD.</li> <li>• Improved use of social media by organisation.</li> <li>• System scrutiny against cyber-attack.</li> <li>• Procedures to optimise use of new customer management software at AquaCentre under development.</li> </ul>