



2016 *Annual Report*



Celebrating Our Diversity

Table of Contents

<i>Shire President's Report</i>	<i>3</i>
<i>Chief Executive Officer's Report.....</i>	<i>9</i>
Agricultural Expansion Project	9
Awards	12
Building & reserve improvements	13
Community Grants	14
Culture and Arts	15
Emergency Management	16
Environmental Management.....	19
Environmental Health	21
Events	25
Financial Performance	27
Land Values	31
Libraries	31
Lobbying and submissions	35
Marketing, Tourism & Business Development.....	36
Property Care Team	38
Recreation	38
Roads, Bridges & Drainage	40
Social Services	43
Town Planning.....	44
Waste Management.....	47
Youth Services	50
<i>Other Information.....</i>	<i>55</i>
Freedom of Information	55
Record Keeping Compliance.....	55
Council Statistics	58
Council Meetings and Record of Attendance.....	58
Council Decisions and Officer Prepared Agenda Items	58
Public Interest Disclosure	59
Funding Acknowledgments.....	60
<i>Report on Complaints made against Councillors.....</i>	<i>60</i>
<i>Prescribed Information for Payments to Employees.....</i>	<i>60</i>
<i>Plan for the Future, Strategic Community Plan and Corporate Business Plan</i>	<i>61</i>
<i>Conclusion</i>	<i>61</i>
<i>Report under the Disability Services Act 1993 – Performance Outcomes.....</i>	<i>75</i>
<i>Annual Financial Report.....</i>	<i>81</i>

Shire President's Report



2015/2016 was a monumental year for the Shire of Manjimup. It is thanks to the preparation of documents such as the annual report, when you actually take stock of everything that has been achieved during the given time period, that you actually realise the amount of work and dedication that has gone into achieving local priorities and fulfilling initiatives.

In October 2015, we had a Council election that saw a few new faces join us in the Chamber. Congratulations to Councillors Denise Jenkins, Robert Taylor and Lynn Daubney who were elected to the Central Ward. Congratulations also to Dean Bavich who was elected unopposed to the North Ward and Verrell Herbert to the West Ward. I was re-elected unopposed as Shire President and Councillor Dean Bavich was once again elected as the Deputy Shire President. I am deeply honoured to have the opportunity to be Shire President for a further two years, with 2015 marking my eleventh year in the seat. Being elected unopposed proves that the strength and unity of Council is better than ever and I am extremely grateful to my fellow Councillors for giving me the opportunity to see some of the Shire's most significant initiatives through to reality.

In addition, our South Ward Councillor, David Tapley, celebrated his 21st year as Councillor in 2016. Dave is a long time Walpole local who is affectionately known as the 'Mayor of Walpole'. I congratulate and thank Dave for his dedication to the community of Walpole and the greater Shire.

At the beginning of this reporting period, the Shire of Manjimup was still very much in the recovery phase following the O'Sullivan Bushfire event in Northcliffe, which occurred at the beginning of 2015. Hindsight is a wonderful thing, and it wasn't until the beginning of 2016 that we could truly see the positives that came out of our experiences and learnings throughout this traumatic time, particularly for the community of Northcliffe. Following the catastrophic bushfires that took place in Esperance and Harvey/Waroona at the beginning of 2016, the Shire of Manjimup was able to provide much needed assistance to the Shires of Esperance and Harvey, as they entered their own journeys' of recovery. We will continue to provide support where we can, as our fellow Local Government Authorities would do, and have done, for us.

In January 2016, the South West and Great Southern was hit with an abnormal rain event which resulted in considerable damage being caused to roads, footpaths and drainage infrastructure. The costs to repair the damage in the Shire of Manjimup exceeded the Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) activation level of confirmed eligible costs greater than \$240,000. In fact the Shires eligible costs were estimated to exceed \$1,000,000. The Director General of the Department of the Premier and Cabinet activated the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA) for the event 'Heavy Rainfall and Associated Flooding in the South West Regions of WA (18 - 21 January 2016)' on 2 February 2016.

It is unfortunate that these natural disasters somewhat interrupt our planned Capital Works program, but despite this, we continue to follow through with as much work is practicably possible in order to deliver the required outcomes for our community infrastructure.

On that note, without a strong organisation, dedicated leadership group and committed complement of staff, our goals as a Local Government could not be achieved. 30 June 2016 was two years since Andrew Campbell took over as Chief Executive Officer of the Shire of Manjimup. We have seen many a positive change come about from his strategic and inclusive management style, and on behalf of Council, I would like to thank Andrew and all of our Shire of Manjimup employees for their daily contributions and persistence.

It goes without saying that the success of this year was topped off by the announcement that took place in May 2016 - stage two of the Manjimup Town Centre Revitalisation has received \$22.3 million of Royalties for Regions through the 'Growing the South' program. This will see Manjimup, and the entire Shire, change forever. We are currently embarking on one of the biggest change and growth periods that has ever occurred in our region; there are very exciting times ahead.

Significant milestones, events, decisions and outcomes for the Shire of Manjimup throughout 2015 and 2016 are detailed, month-by-month, in the following table.

July 2015	<ul style="list-style-type: none"> • Council granted planning approval for the proposed Wellness and Respite Community Centre. It is proposed that this facility house a range of aged and disability support services including the Shire's Home and Community Care (HACC) operations, be a one-stop-shop for support services for aged persons and people with a disability and have a respite wing. This planning approval was required in order for the project to be 'shovel ready', which allowed the Shire to apply for much needed grant funding in order to see this facility completed in its entirety. • A new 'Liquor Accord', consisting of representatives from local liquor licensees, WA Police, WA Country Health Services and the Shire of Manjimup, released a poster outlining the Western Australian drinking laws in eight languages.
August 2015	<ul style="list-style-type: none"> • Council agreed to be a signatory to the 2015-2018 South West Zone Western Australian Local Government Association Memorandum of Understanding for the Provision of Mutual Aid During Emergencies and Post Incident Recovery. • Council endorsed Manjin Park as the site of the proposed Manjimup Youth Recreation Plaza, acknowledged the importance and preference for a central site for this facility and acknowledge the importance of youth engagement and consultation in the design phase of the Manjimup Youth Recreation Plaza project. • The Hon. Terry Redman MLA visited Manjimup to announce Lotterywest funding of \$1,044,000 which will be put towards the construction of the Wellness and Respite Community Centre. The funding will complement \$750,000, awarded to the Shire of Manjimup's Home and Community Care (HACC) in late 2014, for the same purpose. • For the second year running, celebrity science guest speakers Professor Lyn Beazley AO FTSE, Dr Karl Kruszelnicki, Dr Chris Smith and Professor Andy Whiteley have wowed the Southern Forests audience at the Growing Science Forum in Manjimup. The forum is an initiative of the Southern Forests SEED program, which is a part of the Agriculture Expansion Project, supported by Royalties for Regions SuperTowns funding and the Department of Agriculture and Food. • Nominations opened for five positions on Council, for a term of four years each.
September 2015	<ul style="list-style-type: none"> • Council endorsed a change in structure to the organisation (Shire of Manjimup) which saw the Statutory and Corporate Department split into two new directorates – 'Development and Regulation' and 'Business'. • Council endorsed a recommendation to accept the requirement to contribute \$1,562,000 in funding toward the Manjimup SuperTown Town Centre Revitalisation project if the Royalties for Regions "Growing the South" business case for this project is approved by the State Government. • Council endorsed the allocation of the total amount of funding of \$18,879 (donations) received following the O'Sullivan Bushfire Event of February 2015, to the Northcliffe Community Development Inc from the Shire of Manjimup Trust Fund, to distribute to community initiatives in line with their submission received by the Shire of Manjimup. • The Shire of Manjimup, as a part of the Warren Blackwood Strategic Alliance, commenced a project to implement a Local Tourism Organisation with a networking and information session in Manjimup. • The Shire of Manjimup publicly unveiled the 'Apple Picker' Heritage Icon adjacent to the Farmers' Market in Manjimup. This is the fourth heritage icon on display around the Shire, in a series that will continue to grow to tell the story of our region's resilience under the themes of people, settlement, industry and life. • Following an announcement from food giant PepsiCo, of the closure of the Smith's Chips Western Australian factory and distribution centre, Shire of Manjimup President Wade DeCampo expressed grave concerns for the WA potato industry, particularly in the Southern Forests.

October 2015	<ul style="list-style-type: none"> • Council adopted the revised and updated <i>Shire of Manjimup Strategic Community Plan 2015-2025</i> and <i>Corporate Business Plan 2015-2019</i>. • Council endorsed the Windy Harbour New Entry Road Concept Plan, including the proposal to close to through traffic the existing access through Chinatown on the grounds of the proposal being consistent with the adopted <i>Windy Harbour Management Plan 2007-2017</i>. • Council adopted the <i>Manjimup Community Recreation Hub Master Plan</i> which will guide the efforts and the investments of all stakeholders, inclusive of sporting clubs, community groups and the Shire of Manjimup. The Plan will ensure that investment decisions by all parties will be made in accordance with sound strategic planning and identified priorities. • Council approved the allocation of \$40,000 from the 'Shire Promotional Plan' budget to Bucktin Productions for the specific purpose of producing and filming '<i>Jasper Jones</i>' in Pemberton. • Council endorsed the release of the Draft Shire of Manjimup Community Safety and Crime Prevention Plan 2015-2020 for public comment for a period of four weeks. • Council elections were held, and both new and re-elected Councillors were sworn in at the commencement of the Ordinary Council Meeting held 22 October 2016. • Councillor Wade DeCampo was elected unopposed as Shire President and Councillor Dean Bavich as Deputy Shire President, both for a term of two years. • Six new entry signs into the Southern Forests region were installed in various locations. The signage is designed as an entry statement about the region and is co-branded with both the Shire of Manjimup and the Genuinely Southern Forests brands. • A magistrate ruled that a penalty of \$200,000, plus costs, be paid by Walpole landowner Sunland Pty Ltd for an act of unauthorised clearing works. The ruling is in favour of the Shire of Manjimup. This landmark case resulted when the Council voted to commence legal proceedings against the company, for direct contravention of clearing provisions established within the <i>Shire of Manjimup Local Planning Scheme No. 4</i>. • A star-studded cast was confirmed for the Western Australian feature film <i>Jasper Jones</i>, for which Pemberton was chosen as the primary production location. Craig Silvey, author of the book <i>Jasper Jones</i> which has been adapted for the screen, posted on social media announcing that renowned Australian actors Hugo Weaving (<i>The Matrix</i> trilogy, <i>The Lord of the Rings</i>, <i>The Hobbit</i>), Toni Colette (<i>Muriel's Wedding</i>, <i>The Sixth Sense</i>), Dan Wyllie and Matt Nable will be joined by upcoming talent Levi Miller, Aaron McGrath and Angourie Rice.
November 2015	<ul style="list-style-type: none"> • The Shire of Manjimup hosted two visitors – Brian and Peter - from Haiyan County in China, which is located in Jiaxing, the sister city to Bunbury. The purpose of their exchange tour, organised by the South West Development Commission and the Bunbury-Jiaying Business Office, was to gain a better understanding of Australian Government functionality, to familiarise themselves with the South West's key industries and enhance relationships with all sister cities of the South West and Jiaying. • The Manjimup Regional AquaCentre took delivery of a wheelchair, kindly donated by the Rotary Club of Manjimup, to assist AquaCentre patrons who have mobility problems to enter and exit the leisure pool safely and with greater ease.
December 2015	<ul style="list-style-type: none"> • Council resolved to extend its ongoing sympathy and support to individuals and families affected by the Syrian and broader refugee crisis, offer support from the Shire of Manjimup communities to participate in the refugee resettlement program, encourage regional resettlement as an excellent means of both supporting refugees and stimulating the growth and viability of rural and regional Australia and to formally advise both the State and Australian Governments that the Shire of Manjimup invites refugee resettlement within the region. • Council resolved to receive the \$212,419.17 paid to the Shire by Sunland Pty Ltd as a result of its prosecution for noncompliance with the Planning and Development Act 2005, provide for the total costs of \$62,853.48 for

	<p>prosecution with money held in the Strategic Asset reserve and provide for the Walpole community by investing in further infrastructure with money to be disbursed to the following projects:</p> <ol style="list-style-type: none"> Sealing road for RV access to dump point in Pioneer Park; Walpole Main Street seating, bins, etc; Walpole Foreshore revegetation; Foreshore Boardwalk plan and design; Walpole Jetty carpark; and in addition <p>4. Fund the costs of \$15,000 for underground power for then Middlesex Social Club subdivision.</p> <ul style="list-style-type: none"> Shire of Manjimup announced and celebrated its successful re-accreditation as an Australian Disability Enterprise (ADE) in conjunction with international day of people with a disability (IDPWD). As the only local Government in WA with this accreditation, the Shire of Manjimup is one of eight disability enterprises in Western Australia, providing viable and sustainable supported employment for people with disabilities. Two pieces of youth art, funded by the Department of Local Government and Communities, was unveiled at the Manjimup Regional AquaCentre. The Shire of Manjimup hosted a presentation titled <i>Methamphetamine - the past, the present, the future</i>, given by addiction specialist Dr Mat Coleman. This initiative was in response to growing concern on the rising incidence of methamphetamine use and associated crime in our communities. A new Shire of Manjimup website went live with a new look, structure and functionality. The improvements to the website enhances the services delivered by the Shire, provides a better user experience and makes for an easier and more efficient delivery of up to date information and tools to the community. The Shire of Manjimup hosted its first <i>Road Ribbon for Road Safety®</i> awareness ceremony, featuring a blessing of the roads, conducted by WA Police Chaplain Joe Newbold.
January 2016	<ul style="list-style-type: none"> The Shire of Manjimup was successful in its application for funding of \$44,335.46 (ex GST) through the Community Infrastructure Grants Program provided by the Disability Services Commission and administered by WALGA. The grant was sought to construct an accessible pathway and boardwalk linking History House to a number of the buildings in the Historic Hamlet at the Manjimup Timber and Heritage Park in Manjimup. Work on the floor of the Manjimup Indoor Sporting Pavilion (stadium) was completed and ready for the commencement of the basketball season. The floor was completely sanded back and new line markings applied for basketball, netball and badminton (court three only), which now meet international standards for each of these disciplines, with the colours chosen to provide an ideal contrast against the light coloured timber flooring. The annual Australia Day Ceremony and celebrations were held in Northcliffe.
February 2016	<ul style="list-style-type: none"> The Pemberton Community Resource Centre, Pemberton Visitor Centre and Shire of Manjimup Pemberton Public Library (the project partners) began the process of identifying the best site for a new or redeveloped facility where the three services will be co-located under one roof. Shire of Manjimup trainee Brodie Reeve was awarded the Certificate II Trainee of the Year at the 2016 Civil Contractors Federation (CCF) Industry and Training Awards.
March 2016	<ul style="list-style-type: none"> Council approved the release of the <i>Draft Manjimup Community Recreation Hub Feasibility Studies</i>, for community and stakeholder comment for a period of six weeks. Council resolved to contribute an additional \$10,000 to the Manjimup Art Deco Façade Painting Project. Council approved a six week period of consultation with the Windy Harbour leaseholders, in accordance with the <i>Windy Harbour Management Plan 2007-2017</i>, regarding the proposed bitumen sealing of the access road from the Windy Harbour playground through to the boat ramp car park.

	<ul style="list-style-type: none"> • Council endorsed the release of the <i>Draft Southern Forests Alcohol and Other Drug Management Plan 2016-2018</i> for public comment for a period of four weeks. • Local producers were given a unique opportunity to be a part of the 'Southern Forests Irrigation Scheme', which if implemented, will consist of an irrigation network that will transport water, via a series of pipes and pump stations, throughout the region. The Scheme is one of 11 projects being rolled out across regional WA under the State Government's \$40 million 'Water for Food' program, made possible by Royalties for Regions. • The Hon. Colin Holt MLC, Minister for Housing and the Hon. Terry Redman MLA, Minister for Regional Development, were in Manjimup to officially launch the Seniors Housing initiative for Manjimup. A public Invitation for Expressions of Interest was advertised inviting experienced developers/consortia to make a submission to deliver this project in Manjimup. • As a part of the community consultation for the design of the Manjin Rec Plaza (Manjimup Youth Recreation Plaza), two field trips to Collie and Busselton were hosted by the Shire of Manjimup, as well as a number of pre-design workshops conducted by world renowned skate park designers, CONVIC.
April 2016	<ul style="list-style-type: none"> • Council adopted the Shire of Manjimup <i>Community Safety and Crime Prevention Plan 2016-2020</i>. • An online survey for people to contribute their ideas and preferences for the Manjin Rec Plaza closed. • A series of guidelines were developed by the Shire to provide tips on travelling safely through the Southern Forests region. The tips are available in Chinese, Dutch, Estonian, French, German, Italian, Japanese, Korean and English. This initiative was a result of both industry and the Shire of Manjimup looking for ways to address the increasing number of deaths on our roads, in particular, international visitors.
May 2016	<ul style="list-style-type: none"> • Council adopted the Manjimup Community Recreation Hub Feasibility Studies. The projects will now be considered for inclusion as future developments in the Forward Capital Works Plan. • An initiative that has been in the pipeline for several years came to fruition for the Shire of Manjimup, with the opening of the 'Art Gallery' located at the Manjimup Community Centre. An official opening will take place, with the first exhibition titled 'Howard Taylor and Guy Grey-Smith: The Family Collections'. • The Pemberton Community Resource Centre, Pemberton Visitor Centre and Shire of Manjimup Public Library (the project partners) concluded stage one of the Pemberton Co-location project, which was to identify the best site for a new or redeveloped facility where the three services will be co-located under one roof. Whilst the first preference was the Old Pemberton School, the overall scores between the Old School and the second preference, the Pemberton Sports Club, were sufficiently close that the representatives are undertaking further investigation into the two sites before making a final decision. • The build and fit out of a housing complex in Manjimup for medical professionals is now complete and was formally opened by the Hon. Terry Redman MLA. Three townhouse style apartments were constructed as dual-use to cater for the varying nature of today's medical professionals. • The Hon. Terry Redman MLA visited Manjimup to officially announce \$22.3 million of Royalties for Regions funding, which will see stage two of the Town Centre Revitalisation Project fulfilled. This funding was allocated in the State Budget that was released on Thursday, 12 May 2016.
June 2016	<ul style="list-style-type: none"> • Council adopted the reviewed draft Shire of Manjimup Long Term Financial Plan 2016 – 2026. • The Shire of Manjimup signed a memorandum of understanding to adopt the Western Australian program - <i>Act-Belong-Commit</i> - in a bid to create a more mentally healthy region. • The stairs, viewing platform and giant slide were officially opened at the Manjimup Timber and Heritage Park following a ceremony conducted by the Hon. Terry Redman MLA. The occasion marked the closure of Stage One of the Manjimup Town Centre Revitalisation Project.

A lot of what we do could not be achieved without funding support from both Federal and State Government. They see potential here, just as we do, and their investment will lead 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 town 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,

A handwritten signature in black ink, appearing to read 'Wade DeCampo'.

Wade DeCampo
SHIRE PRESIDENT

Chief Executive Officer's Report

Key achievements

- Finalisation of the Revitalisation of Manjimup's Town Centre Project Stage 1.
- Receipt of funding for the Revitalisation of Manjimup's Town Centre Project Stage 2;
- Commencement of Revitalisation of Manjimup's Town Centre Project Stage 2 including the purchase of 5 Brockman Street, Manjimup;
- Conducted "In Person Voting" Local Government Election 2015;
- Completion of the Medical Professionals Housing Project;
- Review and adoption of the Strategic Community Plan, Corporate Business Plan and Long Term Financial Plan; and
- Implementation of an Electronic Document Management System and new Shire Website;

Agricultural Expansion Project

Southern Forests Food Council



As part of the Manjimup SuperTowns Agricultural Expansion project, the Southern Forests Food Council (SFFC) was awarded with \$5m and was subsequently established to represent the interests of local producers, and culinary and agri-tourism operators within the Southern Forests region. The SFFC launched the Genuinely Southern Forests regional brand in November 2013, and has undertaken marketing and promotional activities to build awareness and educate local, national and international markets on the quality and diversity of the region's produce.



Some of the activities that the SFFC has undertaken during the 2015/16 year include:

- Appointment of General Manager;
- Implemented the Self-Initiated Evaluation Report recommendations;
- Hosted Premium Food Centre funding announcement;
- Attended Asia Fruit Logistica in Hong Kong;
- Acquired a beef export licence for the Southern Forests Food Pty Ltd to enable beef sales into Asia;
- Attended Margaret River Gourmet Escape to continue Genuinely Southern Forests brand awareness and culinary connection to the region;
- Developed a range of branded grab-and-go bags for value adding to produce at retailer level;
- Continued to add to the Genuinely Southern Forests branded packaging range to assist producers with product identification (i.e. apple, stone fruit, avocados etc);
- Started trading Genuinely Southern Forests branded beef into Perth butcheries;

- Trialled shipments of Genuinely Southern Forests avocados to the east coast, achieving a price premium for the avocado growers;
- Promotional activities including Genuinely Southern Forests billboard and CAT transit buses in the Perth metropolitan area;
- TV commercials promoting Genuinely Southern Forests produce and featuring the branded grab-and-go bags;
- Supported the Cherry Harmony Festival, had a display at the SFFC office featuring the grab-and-go bags and promoting how the brand can be used on various produce lines;
- Major partner of the Truffle Kerfuffle to generate brand exposure and build the regions reputation as a culinary destination;
- Supported other events located in the region including, Unearthed Pemberton, Manjimup Country Club, Manjimup Farmers Market, Pemberton Classic, Stellar Violets, Walpole in the Trees Regatta and the Warren District Agricultural Show;
- Hosted Landline in the region, the Landline story on the SFFC has been one of their most viewed episodes of the year. This also resulted in many more public relations opportunities and a visitation of Victorian and New South Wales farmers to the Southern Forests region;
- Engaged with Warren Blackwood Alliance of Council and Australia South West on the development of regional tourism opportunities;
- Commenced trading to a retail chain in Hong Kong. This was a result from an earlier international trade development trip to Hong Kong and an introduction by Hong Kong Trade Development Council. This has taken considerable time and effort to get working, however we now have regular shipments leaving Southern Forests to Hong Kong. Each shipment is airfreighted, fully branded and reaches about 2,000 households;
- Attended Food Hotel Asia trade expo in Singapore in April 2016, made connections with top tier restaurants and have hosted a company delegation in the Southern Forests region as a result;
- Undertook over 20 retail promotions at metropolitan and regional stores promoting the Genuinely Southern Forests brand and produce;
- Coordinated and hosted Southern Forests producers on a grower group trip to New Zealand to investigate potential new industries. This has resulted in a commitment of around 20 hectares of kiwifruit to be planted in the Southern forests region in the coming years;
- Hosted various international and local trade and media delegations in the region; and
- Submitted and received approval for extension on the original \$5 million project funding, this will take the project funding through to 30th June 2018.

SEED Program

Activities of the Southern Forests SEED Program continued to engage students within and beyond the Manjimup region, showcasing careers in agriculture and opportunities for education and training in the Manjimup region.

Highlights from 2015-16 include:

- Ag Inspirations 2016 held in May which hosted 74 local year nine students on a 3 day explorative tour of careers in agriculture in the region;
- Establishment of the Southern Forests Young Farmers Network with workshops and training at South West Institute of TAFE being some activities undertaken;
- The appointment of a designated agriculture teacher at Manjimup Senior High School sparking an increased level of engagement and opportunities for local MSHS agriculture students to experience the local industry;
- Fresh Produce Alliance strategic marketing sessions with Lisa Cork linking school business and marketing students with real-life business strategy development in fresh produce; and
- Growing Science Forum held in the Manjimup Town Hall for 150 local high school students.

School programs continued to be a major focus of SEED Program activities with ongoing teacher Professional Development sessions and continued promotion of junior and middle school programs.

Interest from University students and outreach programs also increased which included Murdoch University presenting a livestock session at Ag Inspirations as well as Curtin University students visit and work placement.

By the end of the 2015-2016 Financial Year, SEED Program activities had engaged with more than 2000 students, teachers and people within the agricultural industry from the project inception in 2014.



Figure 1: Ag Inspirations 2016 @ Manjimup Truffles



Figure 4: Manjimup Senior High School Teacher PD Day at Fresh Produce Alliance & Silkwood, January 2016



Figure 2: Southern Forests Young Farmers Network @ their first meeting for 2016



Figure 5: Third year Curtin University students @ Charcoal Springs, May 2016



Figure 3: Growing Science Forum August 2015



Figure 6: Fresh Produce Alliance Strategic Marketing Sessions, September 2015

Awards

Australia Day 2016

The Australia Day celebration for 2016 was held in the town of Northcliffe.

The recipients of the Premier's Australia Day Active Citizenship Awards in each category were as follows:

- Premier's Australia Day Active Citizenship Award for a person over 25 years - **Pam Bodsworth**

Pam has demonstrated leadership in the operation of a significant community event, namely in her role as President of the Manjimup Cherry Harmony Festival committee, of which she has been a member for many years. Pam has also provided 18 years of outstanding service as a leader with the Girl Guides and as a contributor to many other community causes.

- Premier's Australia Day Active Citizenship Awards for a person under 25 years - **Olivia Daubney**

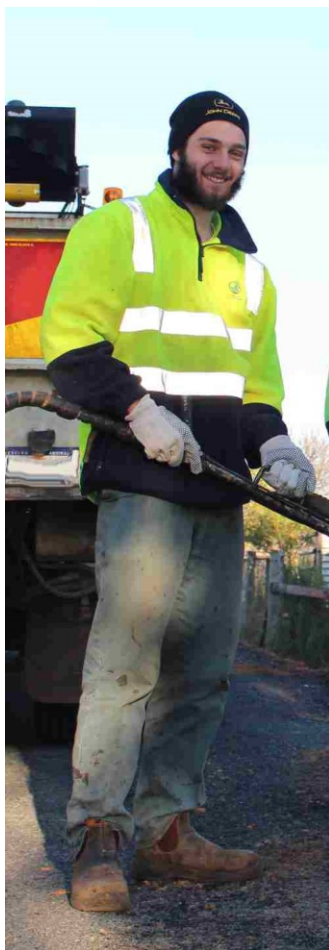
Olivia's nomination recognises her outstanding contribution to the community as a role model and an ambassador for the youth of this Shire. The themes she has pursued through her interest in fashion design have been influenced by her love of her home district and in turn her successes have served to promote our unique flora and fauna.

- Premier's Australia Day Active Citizenship Award for a community group or event - **Northcliffe Bush Fire Brigade**

The Northcliffe BFB has been proactive in carrying out fuel reduction burns throughout their area of operation. They have established water points in and around the town site of Northcliffe and applied for grants and raised funds to purchase further equipment.



Pictured left L-R: Shire President Wade DeCampo, Councillor Denise Jenkins, Rod Parkes (accepting Northcliffe Bush Fire Brigade award), Pam Bodsworth, Olivia Daubney and Councillor Cliff Winfield.



Certificate II Trainee of the Year

Shire of Manjimup trainee Brodie Reeve was awarded the Certificate II Trainee of the Year at the 2016 Civil Contractors Federation (CCF) Industry and Training Awards.

Announced at the President's Gala Dinner in February, Brodie was recognised as operating at a much higher level than a certificate II and commended for his enthusiastic approach to his work.

Brodie, pictured left, commenced working with the Shire as a school-based Civil Works trainee as part of a pilot program developed in partnership with Rio Tinto.

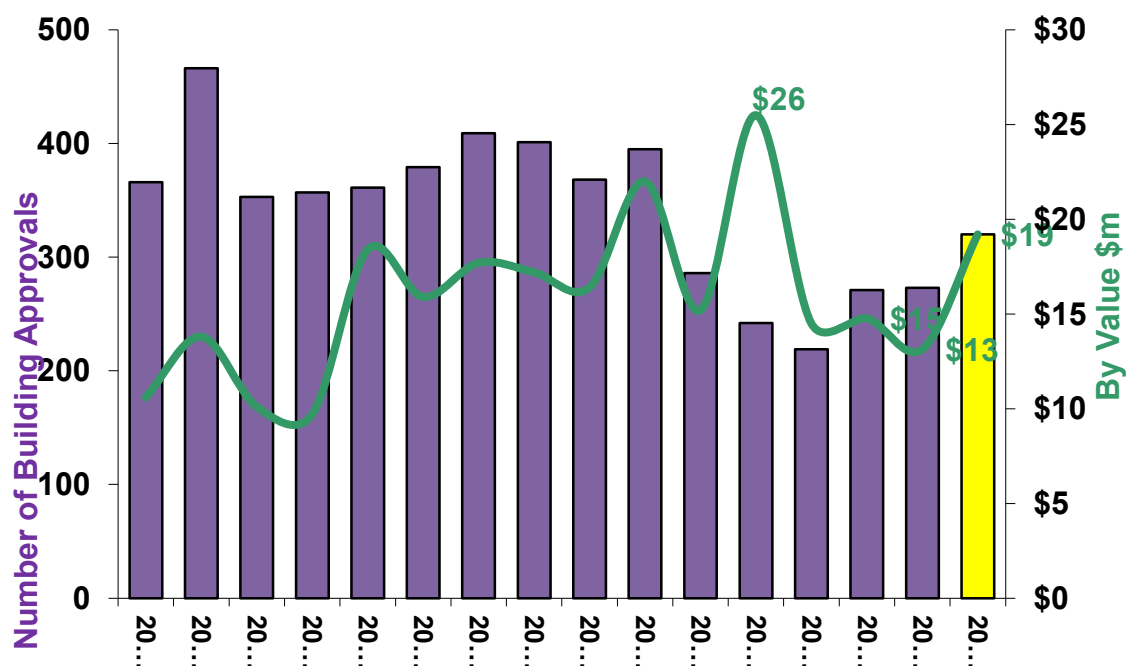
Brodie conducted his traineeship through Civil Train. His assessments were always completed on time and to a high standard and his supervisors describe Brodie as someone who picks up new concepts very quickly and successfully. He remains a valuable member of the Shire of Manjimup Works Team, and his enthusiastic and positive approach to work is appreciated and valued.

Building & reserve improvements

Building statistics

In 2015/16, the number of building applications was 320. The value of building approvals was \$19m which has decreased by 5%.

The average number of days taken to assess a building application (both certified and uncertified) was 8 days.



Major building & reserve improvements undertaken during the year were:

Apex Park toilet demolition
Old Pioneer Park toilet demolition
AquaCentre – new flagpoles alongside pool deck to replace failing poles, waterproofing repairs to accessible change room
Kitchen upgrade stage 2 Café timber park
Re-stumping - Old Quinninup Primary School
Manjimup Library / Art Gallery upgrade
Medical Professionals Housing Project
AquaCentre youth facilities
Shire Office foyer upgrade



Front Counter Refurbishment

Other notable things that occurred for the Building Department were –

- Bushfire regulations came into effect which resulted in significant changes to the way building permits were undertaken and additional significant upskilling of staff and information dissemination to the community;
- New apprentice for the Building Maintenance and renewal team;
- Appointment of new Building Maintenance Officer;
- Shift from contractor services for cleaning of Shire owned facilities in Manjimup to a number of new part time staff being employed to fulfil cleaning roles resulting in a much improved and cost effective service;
- Significant effort in Northcliffe to identify and legitimise unauthorised occupation of some buildings.

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 as follows:

Community Grants	Amount
Community Groups	\$112,906
Youth	\$36,000

Culture and Arts



The Shire of Manjimup continued to support the Arts by organising another annual cultural performance. The Australia Chamber Orchestra age away a dazzling performance attended by 210 community members in the Manjimup Town Hall in May.

During the 2015/16 financial year, two new heritage icons, the Butter Factory and Apple Picker icon, were fabricated and installed in Manjimup. These icons are part of the implementation of the Shire Heritage Connections Plan.



An initiative that has been in the pipeline for several years has come to fruition for the Shire of Manjimup, with the opening of the 'Art Gallery' located at the Manjimup Community Centre. Work commenced in early January 2015, and has included the extension of the 'art stack' room which was formerly utilised as a storage area, removal of the wood fire, filling in of wall vents, installation of controlled heating and cooling to keep the artwork in pristine condition and new doors to enable disability access. The new Manjimup Art Gallery was officially opened on 1 May 2016. There are already big plans for what is to be shown in the Art Gallery at the conclusion of its first exhibition. As well as ceramics, patchwork and the Shire's art collection, the gallery will be a member of 'Art on the Move' which is a travelling collection of pieces, plus there will be opportunities for local artists to hire the venue out for a period to display their own works.



Financial assistance and in-kind services were provided to various arts and culture organisations across the Shire to support their activities and major events, including:

- Australia Day celebrations;
- Anzac services;
- Pemberton Arts Group exhibition;

- Unearthed Festival at Pemberton;
- Manjimup Historical Society;
- Pemberton Photography Club;
- Walpole, Nornalup and Districts Historical Society;
- Warren Art and Craft Group;
- Warren Arts Council;
- Warren District Agricultural Show;
- Jazz in the Jarrah;
- Carols by Candlelight;
- Truffle Kerfuffle;
- Cherry Harmony Festival;

The Shire of Manjimup also provided financial support to the Manjimup and Pemberton Chambers of Commerce and Industry to procure and display Christmas decorations in the main streets of each town.

Emergency Management



Photo taken near Northcliffe

The Shire of Manjimup is responsible for 26 Bushfire Brigades with over 1,300 members within the Shire.

During the year, our Bush Fire Brigades responded to several large fires within the Shire of Manjimup as well as assisting with the effects of the major Waroona and Pinjarra wildfires.

Outside of responding to wildfire events, brigades were called upon to help with several structural fires supporting Fire and Rescue Brigades inside the town sites.

Shire of Manjimup staff assisted in both the firefighting aspects and the recovery of the Waroona fire.

Prevention and Preparedness

Prevention of bush fires has been the focus of the Ranger and Emergency Services Department. The Shire of Manjimup has a large number of forested reserves throughout the district. Managing these reserves is complex and finding the correct balance between environment, biodiversity, fuels loads and public safety is challenging.



Slashing in windy harbour to protect new lots

The Shire of Manjimup has a robust Fuel Hazard Reduction and Mitigation Plan, designed to reduce the threat of wildfires on the community that may result from Council vested lands. The Plan uses mitigation strategies such as firebreaks and firebreak maintenance, slashing, parkland clearing, building protection zones and fuel hazard reduction burning.

This year Shire of Manjimup staff and bushfire volunteers carried out several prescribed burns throughout the Shire. Staff and mitigation crews were also involved in several burns on land vested with the State Government and other land owners within the town sites of Manjimup, Pemberton and Northcliffe.



Community Emergency Services Manager Todd Ridley and DFES Bushfire Management Officer Joy Borison at a Prescribed Burn near Pemberton

In November, Shire of Manjimup, Department of Fire and Emergency Services, the Department of Parks and Wildlife and the Red Cross held an open day in Northcliffe. With the theme being Prepare, Act, Survive, the day was well attended by both Northcliffe locals and members of the wider community. The public had the opportunity to talk with members of staff from the four departments and discuss prescribed burning, mitigation and emergency plans, recovery, preparedness and wellness of people after the Northcliffe fire.



Photo on the Northcliffe bushfire open day

The Bush Fire Advisory Committee (BFAC) meet quarterly to make recommendations to Council on bush fire related issues. BFAC is made up of a Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Senior Fire Control Officer, Training Coordinator, Shire staff, DFES and DPAW emergency management staff, as well as Bush Fire Brigade zone representatives from the Shire bush fire network.

**Shire of Manjimup
Annual Report
For the year ended 30 June 2016**

The Firebreak and Fuel Hazard Reduction Notice is produced by the Shire of Manjimup each year, setting clear regulations that land owners must comply with to make their property and surrounding community safe from wildfire.

The Shire of Manjimup's Local Emergency Management Committee (LEMC) meets on a regular basis throughout the year where members are involved in State Bush Fire exercises and other exercises to test the Shire of Manjimup Emergency Management Arrangements. The committee is made up of members from the Shire of Manjimup, Department of Fire and Emergency Services, Department of Parks and Wildlife, WA Police, State Emergency Services, Department of Agriculture and Food and Child Protection and Family Services.

The Shire of Manjimup supported the efforts of their volunteers this year with several Bushfire Brigade Members receiving long services medal awards for their commitment to the brigade network and the safety of the community.



CBFCO Remo Pessotto, FCO Robert Thorn, FCO Rod Parkes and DCBFCO Brad Wren receiving long services medals from DFES Phil Brandrett

Rangers

Rangers provide the community with an essential service, covering dogs, cats, animal welfare, littering, environmental issues, fire and emergency management, parking, legislation and local law enforcement.

During any fire, rangers are engaged in animal management, running supplies, providing support to the local Bushfire Brigades and the Chief Bush Fire Control Officers, rapid asset protection assessment and firefighting.

This year 122 Dogs and 37 Cats were impounded, with the vast majority of those animals being returned to their owners or being rehomed. Rangers investigated 13 Dog Attack reports. Animal registrations for both dogs and cats are on the increase as the public become more educated to the benefits of registration and microchipping their animals, which results in a timely return of animals to their owners.



Ranger Ashleigh Reeve

Patrols of Manjimup, Pemberton and Northcliffe are carried out daily, with satellite communities receiving a patrol twice weekly. Rangers have a strong focus on education and safety and work with the community to achieve the best results.

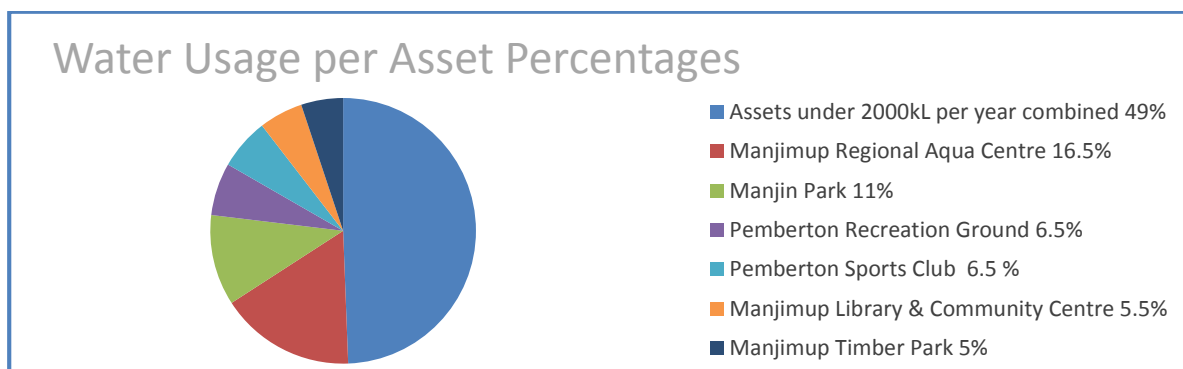
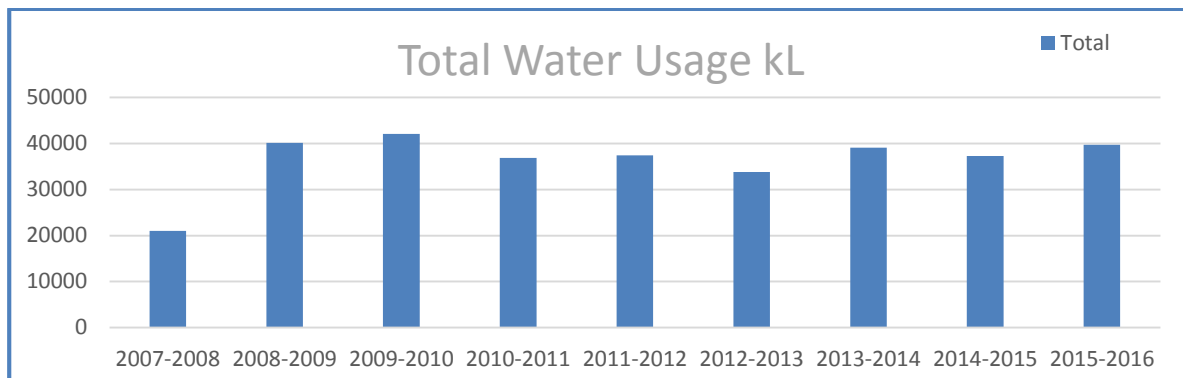
Littering has been high on the Ranger's agenda, with the general public becoming better educated to the residual ramifications of littering. Rangers are now receiving increased reports from the general public. The littering reports are predominantly in bush land, state forest and Shire Reserves. The rubbish is mainly green waste which can be so detrimental to the environment and also domestic waste and abandoned car bodies.

Rangers have had increased issues with the following: straying stock on roads this is usually due to inadequate fencing and various animal welfare issues, with the continuing support from the RSPCA.

Environmental Management

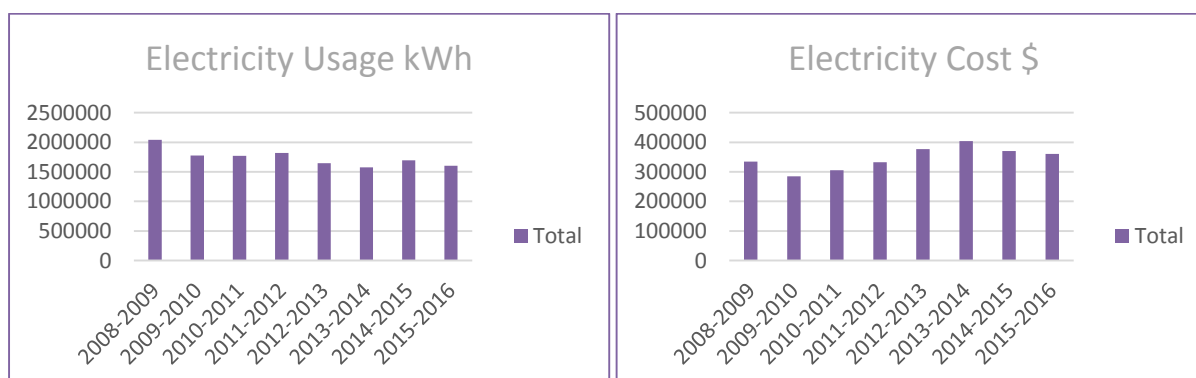
Water Usage

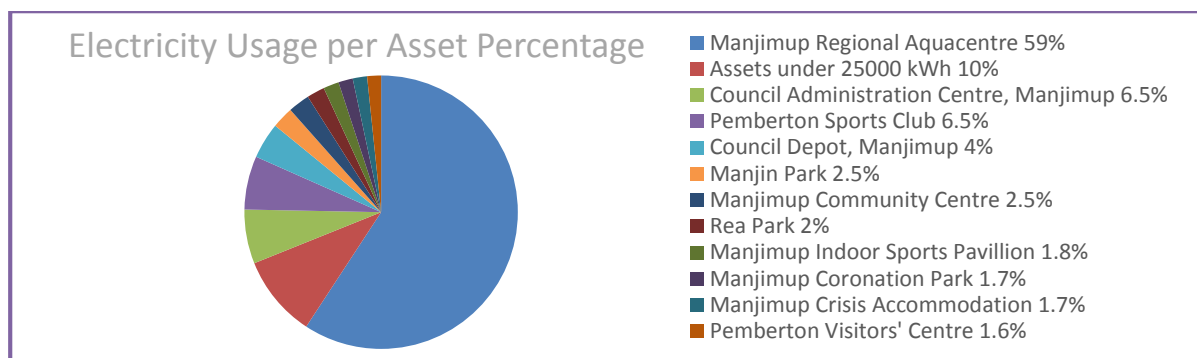
In 2015/16 the Shire of Manjimup's water usage increased by 6.5% from the previous financial year. The Manjimup Regional AquaCentre have received a WaterWise accreditation. The Water Corporation and the Leisure Institute of WA Aquatics have developed the WaterWise Aquatic Centre program to recognise Aquatic Centres for their water saving achievements through the implementation of water efficiency actions.



Energy Usage

In 2015/16 the Shire of Manjimup's electricity usage decreased by 5.5% and total cost of electricity decreased by 2.5% compared to the last financial year. The Manjimup Regional AquaCentre had a decrease of 8.4% in electricity usage compared to the last financial year.





Natural Resource Management (NRM)

The success of our NRM projects are due to strong partnerships with the following organisations; Warren Catchment Council, South West Catchment Council, Walgenup Aboriginal Corporation and Department of Parks and Wildlife.

Mottram Street Reserve

The Department of Environment's Green Army round two, grant stages one and two, have been completed. The third and final stage has been started and is due to finish in November 2016. The project aim is to protect threatened species habitat by controlling weeds and revegetating the Mottram Street Reserve brook through to Blackberry Retreat.

Camfield, Broke Inlet

South West Catchment Council and Department of Parks and Wildlife have been continuing a foreshore planting, stabilisation and signage partnership project.

Walpole Foreshore

The Denmark Green Army contributed to the weed control on Walpole Foreshore.

The Foreshore Stabilisation Project will not utilise the South West Catchment Council Groundworks funding grant, based on the design of the erosion control and the large scale of erosion. More effective techniques will be investigated.

Windy Harbour Reserve

Warren Catchments Council started an environs project to control weeds and hosted community weeding days. Coast West New Beach Access Point grant has been delayed as consultation with the South West Boojarah Working Group continues.

Warren Catchments Council (WCC)

The Shire supports the WCC community Landcare projects by providing a 4WD vehicle and utilising their services for fee. Cr Tapley represented Council on the WCC Committee of Management. Funding of \$7,000 was provided to the WCC to continue the Warren Ribbons of Blue water quality monitoring and action program.

Feral animals

Funding of \$5,000 was provided to the Lake Muir/Denbarker Community Feral Pig Eradication Group (LMDCFPEG) to support them in their continued community-based feral pig control program around the Lake Muir and Walpole Wilderness districts.

Planet Footprint

In 2015/16 Planet Footprint continued to measure our carbon footprint and to generate baseline data against which the effects of energy efficiency initiatives can be measured. In the next financial year the Shire of Manjimup will not be using the Planet Footprint service as the cost did not equal relative savings. The data for water and electricity will be collated internally in subsequent years.

Environmental Health

It has been a busy 2015/16 year in Environmental Health section, fortunately for the right reasons. During the year, there has been increases in approvals for waste water systems (↑59%), new food business registrations (↑114%) and an increase in the number of stall holder permits issued (↑11%). In addition there has been a marked increase in other quantifiable tasks the department performed as displayed in Table 1. Time attributed to these increases has seen a decrease in the time available to conduct a number of food premises assessments and therefore the number of reportable food premises assessments performed for the period decreased by 38% on the previous year's number of 47.

Table 1: Quantifiable tasks performed by the Environmental Health team during the 2015/16 year with comparison shown with previous year.

Tasks	2014/15	2015/2016	
	Number performed		% Change
Septic tank approvals assessed & issued	32	51	59%
Formal complaints responded to	14*	30	114%
Water sampling for analysis	179	259	44%
Caravan and Camping ground inspections	8*	11#	37%
Food premises assessments carried out	47*	29	-38%
New food business registrations issued	19	28	47%
Stall holder's licences issued	35	39	11%
Lodging house accommodation premises inspected	16*	26	62%
Food business annual renewals	124	138	11%
Lodging House renewals	53	54	1%
Caravan Park renewals	9	10	1%

includes assessment for temporary camping for events

*Indicative of initial inspections / responses only. Follow-up visits / actions not included.

The decrease does not reflect time taken for the assessments of the additional 28 new food businesses which require at least one assessment and therefore would bring the total to 57, nor can it account for the research and assessment undertaken in the case of a major manufacturer operation such as the Fresh Produce Alliance.

Table 2: A number of new food business applications for registration under the Food Act 2008 occurred throughout the 2015/16 financial year were assessed and processed. Some of the more notable ones included;

Two Little Blackbirds
Kemps Green Tea
Pembi Court Fish & Chips

New Leaf Orchards
Fresh Food Alliance
Little Cake House

As the food production sector is forecasted to grow within our Shire, a strategic approach has been adopted by the Environmental Health team which goes in some way to assist in minimising organisational risk. This past year saw the EH team fully implement a new application process and the introduction of an accompanying guideline to assist the establishment of potential new food businesses. The process and accompanying guideline provides for a consistent and transparent approach for what information is required, a step by step guide to the process and information on how a new food business is assessed. This process is one that is also used for existing food business premises, wishing to undergo substantial modifications.

A significant amount of work has been undertaken to provide guidance to officers and businesses alike through the creation of a *Food Act and Regulation Compliance and Enforcement Guideline*. The final document, which is currently under review, will be made available on the Shire's Website.



Figure 1: Entree being plated at the 2015 Cherry Harmony Festival Long Table Lunch held amongst the fruit cherry trees of Newtons Orchards.

The information provided in the Environmental Health section of the Shire's website has recently been reviewed and updated to the newest format as have a number of policy reviews which went before Council for consideration. Work has been progressing with developing mobile capture forms for electronic in field reporting. Additionally there has been the following activities undertaken by the Environmental Health team:

- Focus has been placed on the larger public buildings throughout the Shire which come under the Health (Public Building) Regulations. As these premises have the capacity to hold significant numbers, work assessing these facilities have been given a priority. The premises which are covered by the regulations encompass both privately and Shire owned premises; and
- The Shire was forced to temporarily close the Kurandra Rd liquid waste facility as the volumes being received from contractors exceeded original approvals. The site therefore had to be closed to ensure that the Shire was complying with the maximum volumes permitted by the Department of Environmental Regulation (DER) site license. Environmental Health have worked with the DER to submit an amendment for the licence, with the amendment being granted on 6 July 2016. This outcome was assisted by the excellent outcome of the compliance audit which audited both our records and the facility.

During the 2015/16 year, the following initiatives were progressed by the Environmental Health team:

- Worked with the Shire's Event Liaison officer and event organisers before, during and post events throughout the year to assess and mitigate risk, ensure compliance with the relevant regulations and standards.

Table 3: Notable events Environmental Health have worked with both in an intra-departmental capacity in making assessments and also assisting event organisers ranging from community groups to commercial operators. An "Event" space becomes a "Public Building" regardless of whether structures exist.

Truffle Kerfuffle
4WD at Speedway
Lions Convention
Cherry Harmony Festival
Manjimup 15,000

Quinninup markets
Stellar Violets Luncheon
The Enchanted Garden
Walpole Markets



**Figure 2: Image taken at inspection during the bump in of
The Truffle Kerfuffle event held at Fonty's pool in Manjimup, June 2016.**

- Water sampling continued with the Shire sampling program taking in the Windy Harbour Drinking Water Supply, the Manjimup Regional AquaCentre as well as off-scheme:
 - Caravan parks;
 - Lodging houses; and
 - Food premises.
- Annual private bore water sampling at Windy Harbour was performed. The response from registered bore owners was poor compared to last year, with only 44% of bores made available for sampling. This sampling exercise was conducted as a part of a risk management strategy employed to minimise the risk to public health. All results were negative for E.coli.
- The Shire played an active role as member of the Manjimup Alcohol Management Project Team developing the - *Southern Forests Alcohol Think Again Action Plan*.
- Made a submission to the Department of Local Government and Communities on the Caravan Parks and Camping Ground legislation review.
- Assessed and processed an application for a new Nature Based Park under the amended Caravan and Parking Ground Regulations.
- Assisted Shire of Harvey with their disaster recovery response.
- A number of Environmental Health policies were reviewed in the year.
- The collaborative work continued with the Department of Parks and Wildlife (DPaW), the Shire's Building Services and Health in property inspections to finalise DPaW's formalisation of leases at the Donnelly and Gardiner Rivers and Broke Inlet.
- The Principal Environmental Health Officer and Environmental Health Technical Officer undertook training in the following areas:
 - Department of Health Water quality;
 - Foodborne illness investigation;
 - Occupational Health and Safety;
 - Asbestos awareness; and
 - SWLGA Emergency Management Conference.



Figure 3: Image taken during event monitoring to assess compliance with permit conditions at the "Enchanted Garden" event held at Fonty's Pool in Manjimup. Due to the target audience demographic and music genre it was considered a high risk event and Shire officers worked diligently with organisers and the property owners to ensure patron safety and assist in making the event a success.

- Active participation in the Environmental Health Australia (WA) and the South West Regional Environmental Health Group.
- Manjin Park Dump Point was made operational, however as there was some savings an extension on the timeline for acquittal was granted and some additional improvements will be made this coming year.
- Commissioned the Windy Harbour Drinking Quality Management Plan update.
- Produced an information sheet to assist food businesses and consumers navigate the Food Standards requirements for food labelling.



Figure 4: Pollution response. Image taken investigating illegal burning activities where rubbish is burnt along with other materials. Most man-made timber products contain chemical substances that result in toxic fumes once ignited.

- On several occasions, the team responded to pollution reports relating to sewage spills and noise complaints. Noise issues ranged from gas guns and machinery noise to roosters and bleating lambs.

Events

Event organisers can apply for a cash contribution from the Shire through the competitive 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 supported several events in other ways, namely:

- Event assistance – such as signage;
- Event set up / clean up;
- Event road traffic management (plans);
- Toilet cleaning, extra stock;
- Trade, liquor & food permits; and
- Event organisation

Council supported events (those in **bold** were events run by the Shire) in 2015/16 were:

2015	EVENT	2016	EVENT
July		January	Jazz in the Jarrah
			Mountain Bike Australia MTB Race
September	85 Anniversary & Reunion Walpole		Avag'Day in Walpole
			Northcliffe Australia Day
			Australia Day Twilight Concert
October	Live Life with Relish		
	Quinninup Market Day	February	Enchanted Garden
	Walk for Cancer		
	Orchidup Open Day	March	Pemberton Classic
	Steps for Stessy		Walpole Regatta
	Manjimup Gateway October Festival		Warren Agriculture Show
	PDMBC Race		Walpole Easter Markets
			Karri Valley Triathlon
November	Driven to Drive 4x4 Race		
	Climate Change Northcliffe Gathering	April	Four Seasons Concert
	Turn on the Lights		WA Gravity Enduro
	Walpole Fun Run		National Youth Week Festival
			Anzac Day Celebrations
December	Cherry Harmony Festival		
	Carols by Candlelight	May	Manjimup Endurance Ride
	Pemberton New Year's Eve Fireworks		Community Dinner
	Chop the Cancer		WA Car Club Car Rally
			Targa Rally
	Speedway Series – January to April	June	Karri Cup
	5 Race Meets		Manjimup 15,000
			Truffle Kerfuffle
			Driven to Drive 4x4 Race
During the year there were also various minor events such as art exhibitions, library visiting authors and youth activities.			



ACO – Four Seasons Concert



2016 Australia Day Award Nominees



National Youth Week Festival

Financial Performance

The financial performance for the Shire of Manjimup for 2015/16 again remained sound, coming in largely on budget (after allowing for unexpended carried forward works).

The carried forward works figure of \$23,273,750 is one of the largest the Shire has seen in many years but it is due to a very late inflow of significant grant money for projects or abnormal items to be completed in 2016/17. They are:

- \$20,290,000 Manjimup Town Centre Revitalisation Stage 2;
- \$2,036,024 Seniors Affordable Housing Project;
- \$515,300 various capital jobs (Whole Shire); and
- \$421,747 various abnormal items (Whole Shire).

Income of \$45,283,909 was \$2,073,301 below the revised budget. The main reason for this under collection of income was due to Capital Revenue. Significant capital grants cannot be claimed projects have begun with expenditure to claim in arrears, for example \$1,044,000 from Lotterywest for the Home and Community Care - Wellness & Lifestyle Centre.

Operating expenditure was \$32,638,021 which is \$3,332,753 under budget. The predominant reason for this under expenditure are again projects that have not yet started, for example the Affordable Seniors Housing Project where a \$2,000,000 remain unspent as the Department of Housing finalise the planning of the project. Another item affecting this under expenditure is a carry forward of \$746,912 for the Manjimup Agriculture Expansion Project.

Capital expenditure was significantly under budgets with projects that were not complete in 2015/16 being carried forward into 2016/17. Specifically;

- ✓ Land & Buildings were \$2.4m under budget mainly due to the finalisation for extension funding for the Home and Community Care – Wellness & Lifestyle Centre;
- ✓ Infrastructure was \$24.2m under budget. This significant underspend was due to the late announcement and funding received for the Manjimup Town Centre Revitalisation Stage 2 for \$22.9m; and
- ✓ Plant & Equipment was under expended by \$737,567 due to the unavailability of Road Plant and not receiving the budget Fire and Emergency Services equipment set down in the budget.

New Loans saw \$631,159 of new income injected into the 2015/16 financial year. Two loans remained not drawn down due to late finalisation of the draw down amount for both the Medical Professional Housing driveway / fit out and the Self Supporting Loan for Dunreath Cottages. These loans form part of the 2016/17 adopted budget.

Asset Disposal was \$154,627 under budget due to the carrying forward of plant purchases and trades.

Transfers to Reserve were \$5,482,290 above budget due mainly to Grants Received in Advance transferred to reserve as well as the movement of the first \$2m payment for the Manjimup Town Centre Revitalisation Stage 2.

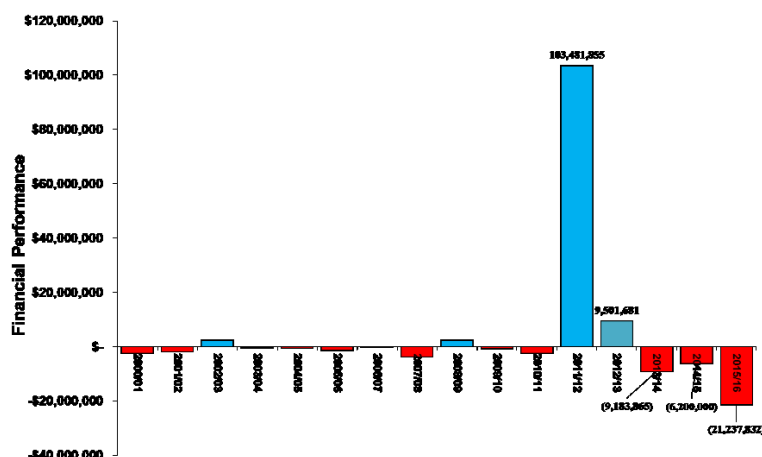
Transfers from Reserve were \$953,187 as the final amounts from the previous Manjimup Town Centre Revitalisation Project were being finalised.

Financial Performance

The operating loss for the year was \$21,237,832 compared to a budgeted profit of \$11.4m.

It is important to note that the operating loss is inclusive of significant abnormal items being:

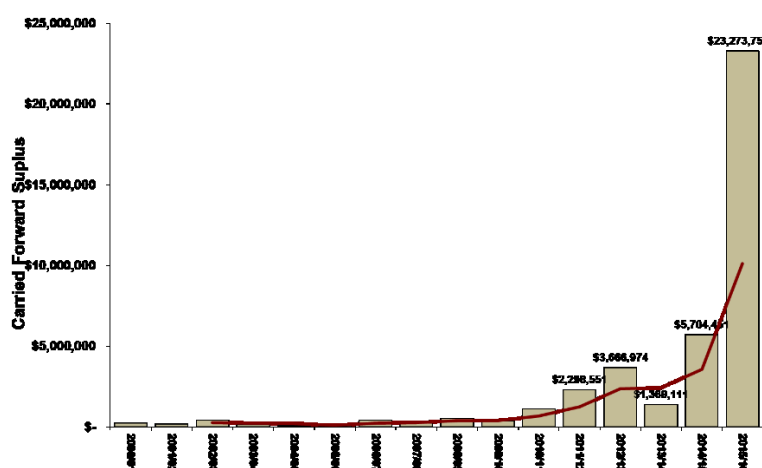
- Significant grants received in advance to be expended in 16/17.
- Revaluation of assets resulting in a loss of \$33.8m



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 \$23,273,750 however after deducting grants received in advance and adjusting for the level of carried forward works funded from 2015/16 rates, the net carried forward position was a minor surplus of \$10,678.

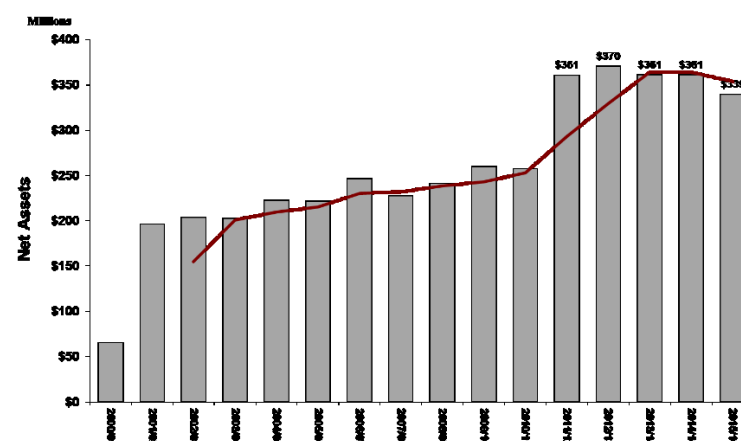


Net Assets

Net assets at 30 June 2016 were \$339m a decrease of \$21.2m.

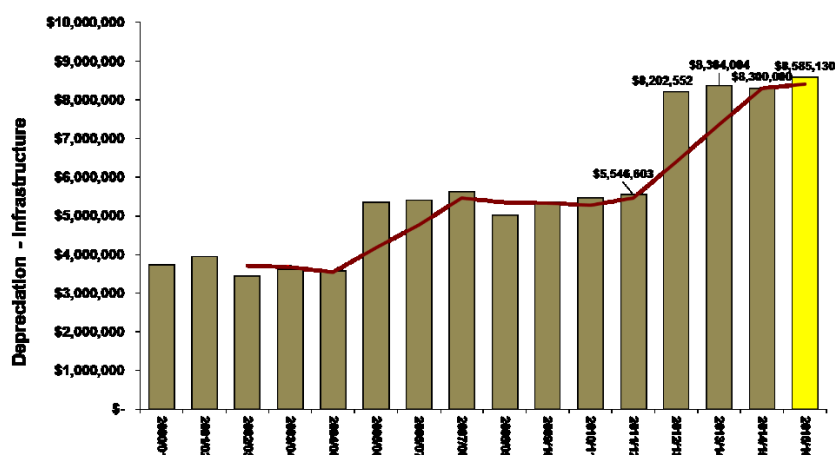
Depreciation on all asset classes totalled \$12m up \$63k.

A revaluation across all asset classes decreased assets by \$33m. This revaluation covered all asset classes with Infrastructure and Building being carried out by external independent licensed valuers.



Depreciation - Infrastructure

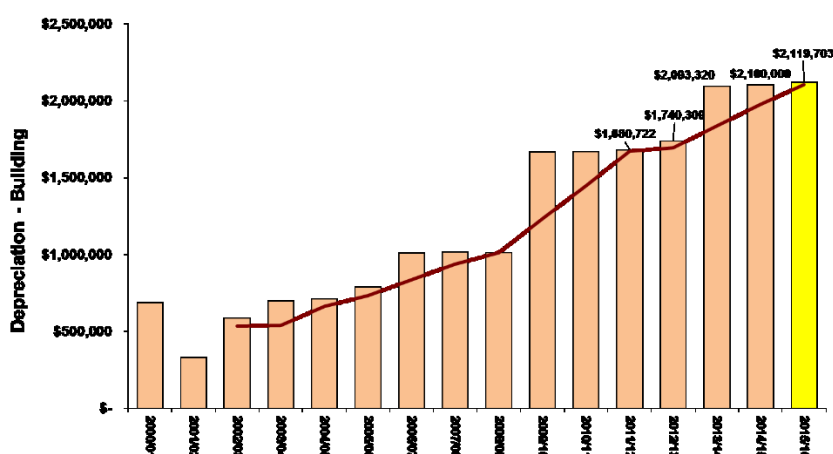
Depreciation on infrastructure for the year was \$8.5m being an increase of \$110k over the previous year.



Depreciation - Buildings

Depreciation on buildings for the year was relatively steady at \$2.1m.

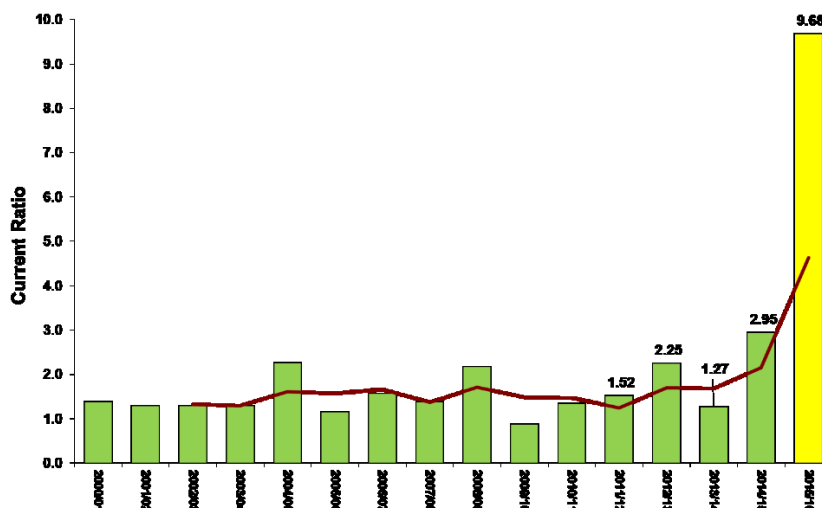
A modest \$24k from previous year



Current Ratio

The current ratio is the ratio of current assets over current liabilities.

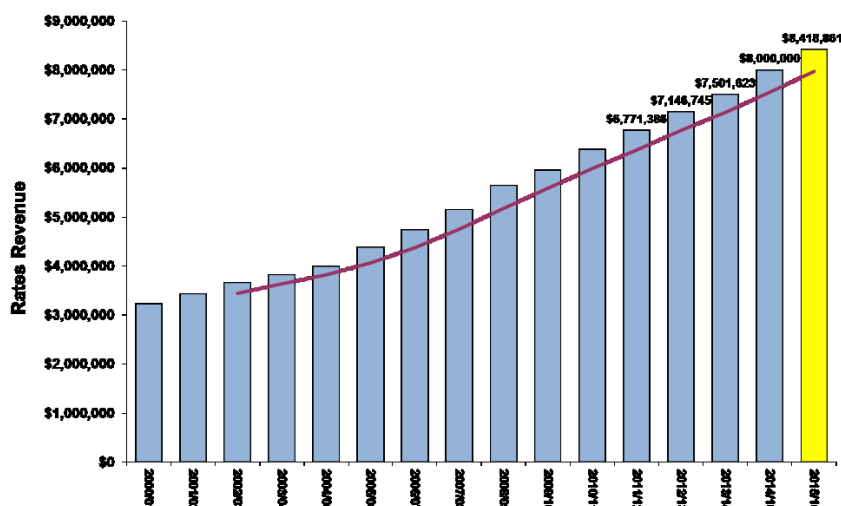
The ratio improved significantly in 2015/16 to 9.68 owing to grant funding received.



Rates Revenue

Rates revenue increased in 2015/16 by 5.2% to \$8.4m.

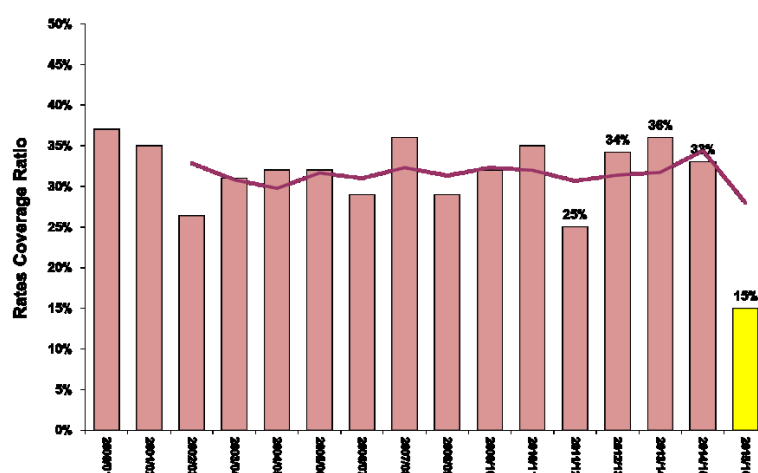
The rate increase includes real rates growth resulting from subdivisions together with general increase in rates on existing properties.



Rates Coverage Ratio

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

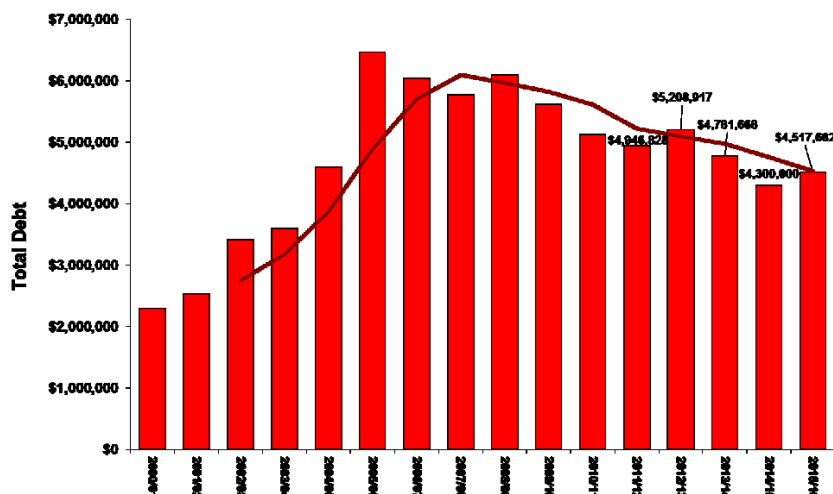
Rates coverage ratio decreased in 2015/16 to 15% as the percentage of grant funding significantly increased.



Total Debt

Total debt increased by 4% to \$4.5m.

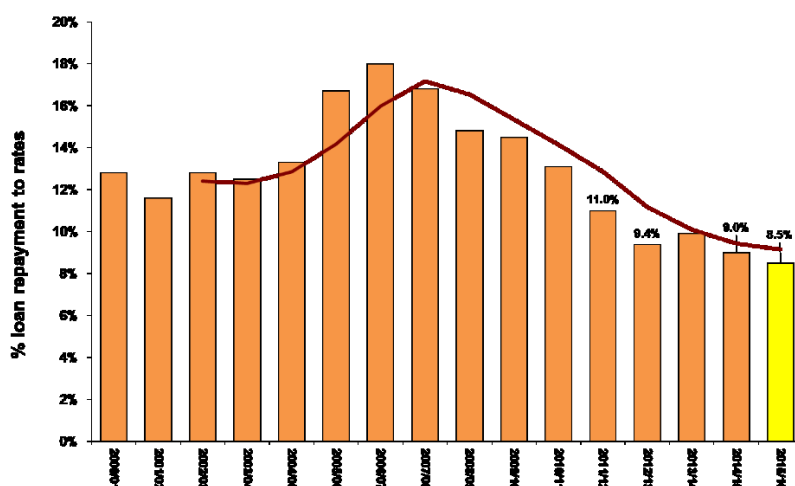
Funds were borrowed for capital projects, particularly the Medical Professional Housing project.



Debt repayment to rates revenue

The percentage of debt repayment to rates revenue decreased to 8.5% remaining well within Councils' self-imposed limit of 18%.

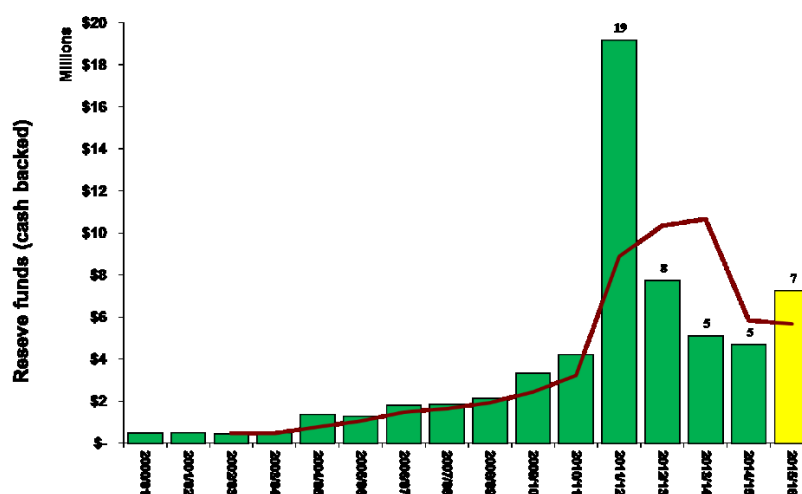
The ability to service debt is the strongest in the last 15 years. This ratio will improve even further over ensuing years as old debt is retired.



Cash reserves

Cash reserves are maintained for special and identified purposes.

Reserves increased by \$2.6m in 2015/16 to \$7.25m.



Land Values

Urban land

GRV properties are revalued every four years. The next GRV revaluation is due in 2017/18 and is effective as at 1 July 2018.

Farmland

UV properties are revalued each year. Unimproved values increased marginally in 2015 by an average of 0.4%.

Libraries

The Shire of Manjimup Libraries offer high quality resources, service provision and facilities. The libraries embody a philosophy of inclusion, which facilitates the improvement of literacy within the Shire of Manjimup communities – for the social and economic benefit of individuals and the Shire as a whole. The ever changing dynamics of libraries allows the Shire's branches to appeal to a wide audience, providing not only resources, but a social hub for groups and a safe place for families and individuals to use within their community.

During 2015/16, the Shire of Manjimup Libraries loaned 71,091 items and added 481 new borrowers a decrease of 3% loans and 10% increase in borrowers. The Manjimup Public Library opening hours were extended by 5.5 hours per week and the days of opening in Pemberton were changed to better suit the needs of the community.

Colocation

There were big changes to the Manjimup Library's layout as part of the new colocation with the Art Gallery, to allow the Art Gallery to be open to the public at the same time as the library. Books by specific featured artists and genres have been ordered to support exhibitions.



A wider pathway was created and doors removed at the entrance to the library to make it wheelchair accessible and the circulation desk was fitted with adjustable height workspaces for staff and customers.

The rear corridor connecting to the Family Centre has been revitalised as an IT/study hub with desks and chairs available for those who wish to work on their own IT hardware and/or receive tutoring after

school. With more activities and events the existing workroom was extended to store the old rate books and create an office space. Customer feedback regarding all the changes has been overwhelmingly positive and staff are greatly appreciative of the updated facilities.

Children's Services

As a core focus of the Shire of Manjimup Libraries, Children's Services continued to be one of the best and most effective means of introducing early literacy to children. With Library based programs such as Rhyme Time and Story Time, combined with State funded programs such as Better Beginnings, the Shire Libraries continue to offer our communities a path to reading by developing pre-literacy skills.

Research shows that for many young children, public libraries are the first contact with the world of books and reading, and we continued to further engage our young borrowers by participating in programs such as Better Beginnings, Summer Reading Club, Children's Book Week and National Simultaneous Storytime.



All four Shire Libraries host a Rhyme Time and Story Time event; Manjimup's Rhyme Time is facilitated by the Child Health Nurse who engages with the parent's on health and wellness matters prior to the Librarian performing the story and engaging the children with a craft activity.

A special Better Beginnings new mothers' group session was held on the 9th of June at the Manjimup Library with the objective of promoting literacy from birth and encourage further participation in the Rhyme Time events. The plan is to host quarterly sessions for these first time mothers in Manjimup.



Better Beginnings Program bags containing books and literacy information were given to all the Kindergarten aged children in the Shire of Manjimup. The Manjimup Library hosted 19 kindergarten aged children from East Manjimup Primary for a special Better Beginnings event, where they enjoyed story time, a morning tea and were presented with a Better Beginnings pack.

Further Better Beginnings events for Kindy aged children from each school are planned throughout the coming year.

Young Adult Services

Shire Libraries continue to provide a safe environment for school children to complete homework and study, with resources available – literally - at their fingertips. The Manjimup Educational Support team attends the Library every Friday during school terms, and have been enjoying positive results with the engagement in reading by the youth and a measureable increase in literacy. The lending and involvement continues to promote lifelong learning through reading and improving opportunities for their future.

Several students walk to Manjimup Library after school to complete their homework prior to collection by their parents and others to receive tutoring in a variety of subjects. Providing additional resources and longer loan periods for home schooled children have also been introduced.

The Manjimup Library has also hosted three students for work experience from Manjimup High School (2 students for 1 day over 6 weeks) and Kearnan College (1 student for 2 weeks). This opportunity for local teenagers will continue in the coming year as well as research into supporting traineeships.

Adult Services

From early January the existing Library Policy was rescinded and replaced by a management policy which allows more flexibility to adjust as the Shire works towards integrating a new Library Management System. As a result of this the borrowing period was increased from two to three weeks, and all borrowers are now able to borrow up to 10 items. This has been positively received by the borrowers, especially the children who take 10 items without hesitation.

In Manjimup the five computers provided by Broadband for Seniors continue to be used consistently every day and the trained volunteers have provided one on one sessions for seniors learning computer skills, how to access social media, download books and fill in the forms now required by so many Government Departments whose services have moved to online only.

Home deliveries for the house bound continue, thanks to the existing partnership with Silver Chain and HACC.

Manjimup Library benefits greatly from engaging 14 volunteers to perform certain roles to improve and maintain the operational efficiency of the library. These volunteers are through Enable, Active and Life without Barriers, and they perform tasks such as labelling and packaging the inter-library loans ready for shipment, shelving of returned books and cleaning of the shelves. Direct volunteers also cover donations and new books, process the discard and return-exchanges with the State Library and staff the book sales.

Collection Management

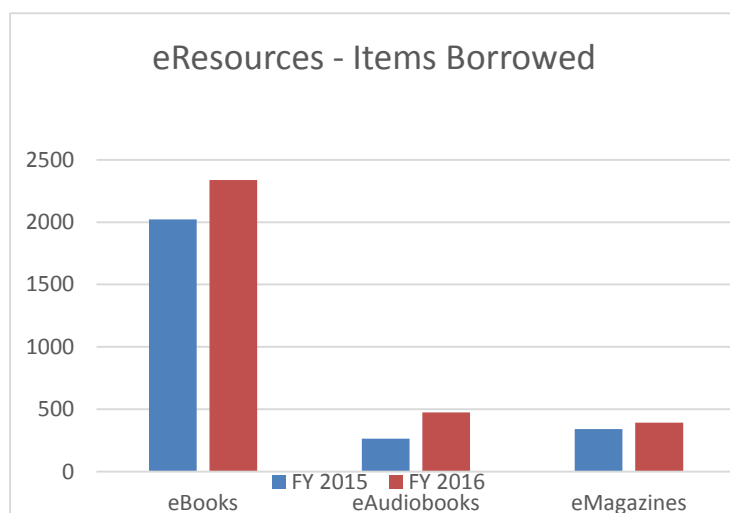
A primary goal for this year was collection management. The Shire Libraries undertook the first stocktake in over 10 years. As a result, the focus was to decrease overall holding across all Shire Libraries in line with national standards, change the ratio of fiction to non-fiction books based on borrower usage patterns and conduct quarterly exchanges at the State Library. This strategy is to cater to the demands of the existing borrowers, drive new borrowers and ensure the collection keeps moving towards the national standards. An added benefit is the reduced reliance on inter-library loans, which in turn reduces freight costs.



January and February were devoted to 'weeding' the collection, which included pulling books that have not been issued for over two years and removing multiple or outdated books on similar subjects in the adult non-fiction section. The total stock items held across all Shire Libraries was reduced from approximately 39,038 to 24,490 items, and the items per capita holding across all Shire Libraries was significantly reduced from 3.8 to a stock take figure of 2.7 which is much closer to the national standard of 2.2. These reductions were achieved by turning over the collection through the exchanges conducted with the State Library and local Book Sales for items discarded under the Discard Policy Guidelines.

Technology

Libraries continue to promote online library and e-resources that provide e-books, e-audio, e-magazines and many databases of information.



These can be accessed with either a Public Library or a State Library membership, both of which are free. The uptake and utilisation of these resources continues to grow, with total items borrowed increasing by 22% - rising from 2,628 in 2014/15 to 3,204 in 2015/16.

A Consortia of 11 Shires in the South West Region, of which the Shire of Manjimup is a part, has been collaborating to develop a 'One-Card' library management system (LMS) for Shire of Manjimup libraries to share resources, increase efficiencies and reduce the reliance on inter-library loans through the State Library. This system

will be 'cloud-based' and the Shire anticipates improved connectivity for the Pemberton, Northcliffe and Walpole. The responses to the Request for Quote have been analysed, the contract details negotiated by the Principle Shire – Dardanup and the Agreement with costs were emailed to partner Local Governments for signing. The planned rollout of the new LMS is in the first quarter of 2016/17.

Promotions

An Author workshop and Writing Memoirs with Sarah Evans were hosted in the Manjimup, Pemberton and Walpole libraries on 10, 11 and 13 of November as part of the Annual Library Book Fair.

Funded by a \$2,400 grant from writing WA, the focus of the workshops was on “writing memoirs” and had 24 participants. Walpole also hosted an author book launch with great success.

All Shire Libraries participated in National Simultaneous Story Time on the 25th of May. This year’s book was *I Got This Hat*, and library staff in the Manjimup Library teamed with the theme by wearing their most outrageous hats. Children and their parents participated in crafting their own hats and listening to hat themed stories run by library staff.



The Manjimup Library got into the Christmas spirit by hosting a special carolling event. The Australian Singers local chapter choir entertained patrons with a selection of Christmas carols and staff provided a Christmas themed morning tea.

Two Book Sales were held during the year – the first as part of the Annual Library Book Fair in November, and the Autumn Book Sale, held from 6th to 9th of April, both at the Manjimup Public Library. The book sales incorporated a wide range of titles as a result of the collection management strategy, and funds raised were used to

expand the diversity of the collection, with a large portion spent locally via a new partnership for discounted rates with the Manjimup Newsagency.

The Shire of Manjimup Libraries are multi-faceted, with staff continuing to provide a high quality service to both patrons and our organisation alike. Libraries provide space for relaxation and social inclusion, while facilitating the provision of Shire information to the communities. Accordingly, the Shire of Manjimup Public Libraries need to continue to strive towards relevant service provision and keep abreast of new technologies, while endeavouring to remain a warm, friendly and inclusive space for the entire community.

Lobbying and submissions

Community matters

In addition to normal lobbying activities, the Shire produced media releases and initiatives to address the following State and Federal matters that are of importance to the local communities:

- Illegal clearing;
- Tourism;
- Potato industry;
- Support for fire agencies;
- ‘Water for Food’ project;
- Safe driving in the Southern Forests region;
- Volunteer bushfire brigades;
- Backpacker tax;
- Mental illness;
- Combatting alcohol and drug abuse in the community; and
- Waste management.

Formal submissions and/or meetings took place regarding the following matters:

- Changes to the ‘backpacker tax’;
- A local tourism organisation;
- Tourist icon;
- Manjimup being declared a ‘Regional Growth Centre’;
- Growth of Agriculture in the region;
- The potato industry; and
- Renewable Energy Targets.

Marketing, Tourism & Economic Development

Marketing



The Shire continued its marketing effort during 2015/16 with a total expenditure of \$274,359 on promotion of the region.

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

- Direct financial support to the four Visitor Centres;
- Warren Blackwood Strategic Alliance membership;
- Membership of Australia's South West (ASW) and participation in 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 promotion;
- Review and reprint (5000) of the visitor information maps for the region, provided free to each of the four Visitor Centres and continue to be in high demand;
- Following the success of the *Explore the Southern Forests* visitor guide, the four Visitor Centres have initiated a combined website which is currently under construction;
- Support for numerous events by way of financial, logistical and traffic management;
- Alignment with significant icons such as the Bibbulmun Track, Munda Biddi Trail and the Walpole Wilderness Area;
- Partnered ASW in the Southern Forests recovery (O'Sullivan Fires) marketing campaign;
- Television Feature - *Destinations WA*, Manjimup Story screened 30 November 2014 – key promotion for adventure based tourism experiences in the Southern Forests;
- Key advertising and features in various media including; *The West Australian*, *Winter breaks* and *Caravanning Australia*; and
- Design and print of a second edition of *Explore Southern Forests* Visitor Guide for distribution to Visitor Centres around Western Australia. This edition also includes the Shires of Bridgetown-Greenbushes, Nannup and the town of Balingup in the Shire of Donnybrook.



Tourism

A strong focus has been on progressing the development of a Local Tourism Organisation (LTO), coordinated by the Warren Blackwood Alliance of Councils (WBAC) in collaboration with the Shires of Bridgetown-Greenbushes, Nannup and Manjimup. The WBAC contracted a tourism consultant who developed a strategy to deliver a sustainable tourism model which identifies best practice operational models for an LTO. The WBAC is investigating implementation plans and conducting industry consultation.



Economic development

Entry Signage



The Shire of Manjimup has installed six new entry signs into the Southern Forests region. The signage is designed as an entry statement about the region and is co-branded with both the Shire and the Genuinely Southern Forests brands.

New Shire Website

A new Shire of Manjimup website went live in December with a new look, structure and functionality to enhance the services delivered by the Shire, provide a better user experience and make for an easier and more efficient delivery of up to date information and tools to the community.

Giant Slide Opening at Timber and Heritage Park

The stairs, viewing platform and giant slide was officially opened at the at Manjimup Timber and Heritage Park following a ceremony conducted by the Hon. Terry Redman MLA on Friday, 24 June 2016.

Town Centre revitalisation – Stage 2

In May 2016, the Shire of Manjimup received \$22.29 million of funding through Royalties for Regions for stage 2 of the Manjimup Town Centre Revitalisation Project. The project consists of the following eight components, which will be completed by the end of 2019:

- New northern town site access;
- Transformation of Timber & Heritage Park;
- Removal of unused rail corridor and creation of town site wide linear recreation park;
- Construction of additional pedestrian access points and car parking from Mottram Street;
- Creation of an investment ready accommodation site;
- Brockman Street revitalisation and creation of a town square;
- Mottram Street enhancements; and
- Pedestrian and cycling linkages.

Medical Professional Housing

The formal opening ceremony for the Medical Professional Housing complex was conducted on 5 May 2016. Three townhouse style apartments have been constructed as dual-use to cater for the varying nature of today's medical professionals. The project received \$1.2 million of funding through the Royalties for Regions 'Country Local Government Fund', as well as a \$708,000 contribution from the Shire of Manjimup.

Property Care Team



The Shire of Manjimup's property care team provides assistance to the teams within the infrastructure services directorate and are also available to assist members of the public and local businesses and organisations with general garden or horticultural tasks, such as:

- Mowing
- Mulching
- Picking (crops)
- Pruning
- Rubbish removal
- Snipping
- Weed control
- Yard maintenance & clean-up

Recreation

Manjimup Regional AquaCentre

The AquaCentre held a Public Information and Feedback session in April. The community members in attendance were encouraged to provide feedback to the AquaCentre and were provided with information relating to facility and program development.

The outdoor area at the AquaCentre is being developed to provide a youth and family friendly space. Trees have been planted in the outdoor area of the facility and several pieces of art work, created in collaboration with students of the Shire, have been installed, with further upgrades planned.

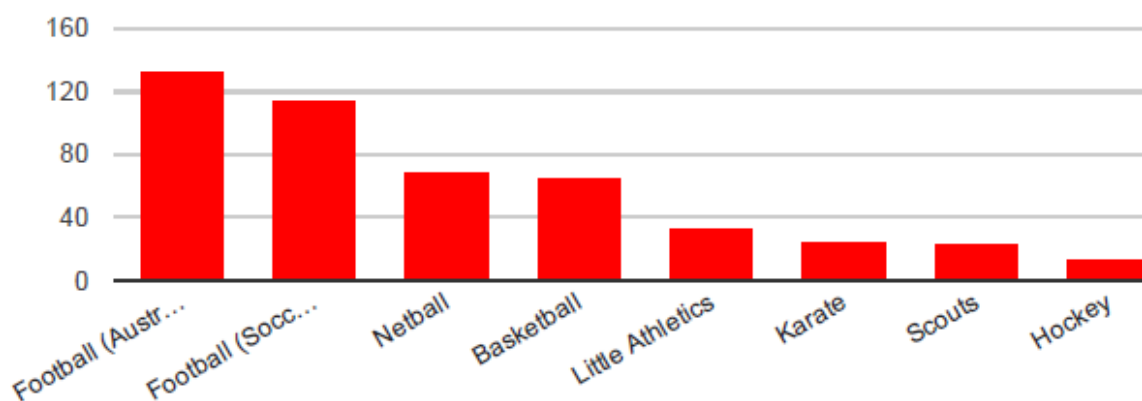
The AquaCentre group fitness timetable was updated in May in response to industry trends and participant consultation. Class attendance is steady, despite the change being made at the beginning of the off peak season. The AquaCentre is seeing a slight growth in all areas of memberships. Freestylers Swim School is continuing the upwards trend in number of enrolments.

KidSport

The Shire has continued its partnership with the Department of Sport and Recreation to deliver the KidSport program for youth wishing to participate in sport in the region.

A total of 519 vouchers were issued in 2015/16 to assist children to play the sport of their choice, with 33 clubs participating in the KidSport program. \$61,450 has been funded over the financial year. The figure below shows the top 10 sporting activities funded by KidSport within the Shire.

Top sports



Club Development Officer

The Department of Sport & Recreation, the Shire of Manjimup and the Shire of Nannup fund a Club Development Officer (CDO) Scheme for the Warren Blackwood region. The aim of the CDO is to support the development and sustainability of sporting and recreation clubs. The CDO supports club committees to run efficiently and improve financial sustainability, develop strategic plans, financial plans, risk management plans, maintenance plans, governance structures, constitutions, policies and procedures. The CDO also provides workshops to support committee development and training, assists clubs with grant applications and help clubs develop marketing, promotion and communication strategies. The CDO scheme is now in its third year and is being very well received by the clubs. Workshops numbers have been strong with over 120 sport and community clubs attending one series of workshops. The CDO scheme will continue to build strong committees, assist clubs to achieve their development goals and provide leadership, education, training, and development opportunities for the clubs, their committee members and volunteers.

Recreation Facilities Master Planning

The Manjimup Community Recreation Hub project has been completed. The resulting Needs Assessment, Master Plan and Feasibility Studies for 3 major projects will guide the future development of the three sporting precincts in Manjimup: the Manjimup Recreation Grounds, Collier Street and Rea Park. The documents will assist Council and sporting/community groups with the future transformation of the sporting facilities in a feasible and sustainable way, whilst meeting the needs of a growing population and a regional centre. The project received financial support from the Department of Sport and Recreation.

A similar master planning process has been initiated for the Northcliffe Recreation Grounds, with the Needs Assessment being completed and the Master Plan under development.

The Shire of Manjimup has engaged world renowned recreation and skate park designers - CONVIC - to develop a suitable design for a new multipurpose recreation plaza, to be located in the Manjin Park precinct in Manjimup. The vision for the Manjin Rec Plaza is for it to be a central, family friendly hub, with facilities and fixed equipment that cater for several recreational activities including skateboarding, scooter riding and bmx riding.

Trails

Council allocated funding to conduct a feasibility study into a Trails Hub for motorised trail bikes in the Manjimup region. The Shire received additional funding from the Department of Sport and Recreation and engaged consultant Trail Bike Management Australia to conduct the study. A trails hub is a town which is widely known for its trails offering through the provision of high quality trails, strong branding, trail-user-related services, facilities and businesses, supportive governance and resourcing structure and maintenance regime. The study's aim is to investigate and recommend potential sites for a trails hub and prepare concept plans, cost calculations and draft operational plans. After extensive community consultation the draft report will be available for comment in November 2016.

Other Recreation

Council's Recreation Centre Support Program has provided support funds 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.

The court floor in the Manjimup Indoor Sports Pavilion has undergone a major revamp, with a full sand-back, new sports lining and new coating.

The Walpole Country Club have completed the installation of 18 synthetic golf greens. This project was made possible by contributions of the Department of Sport and Recreation (CSRFF grant), the Shire of Manjimup and South West Development Commission (Royalties for Regions funding).

Bike racks have been installed in Walpole.



Department of
Sport and Recreation

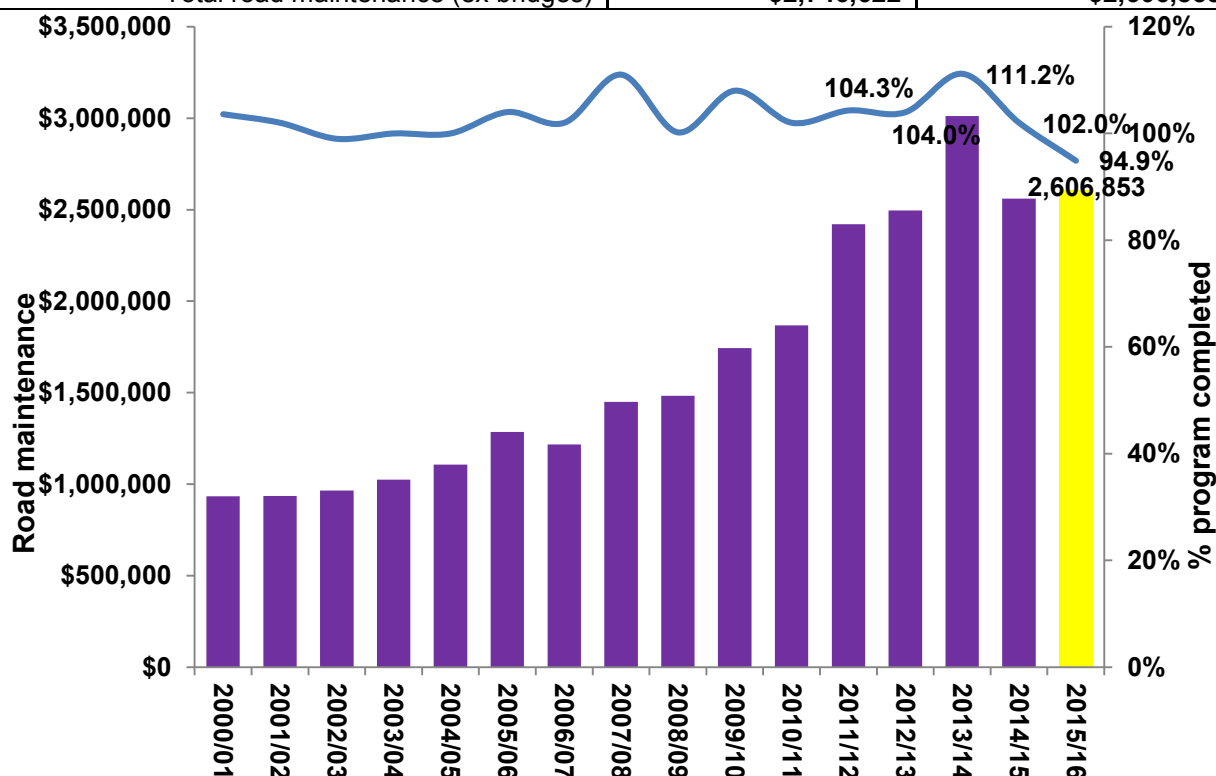


Roads, Bridges & Drainage

Road maintenance

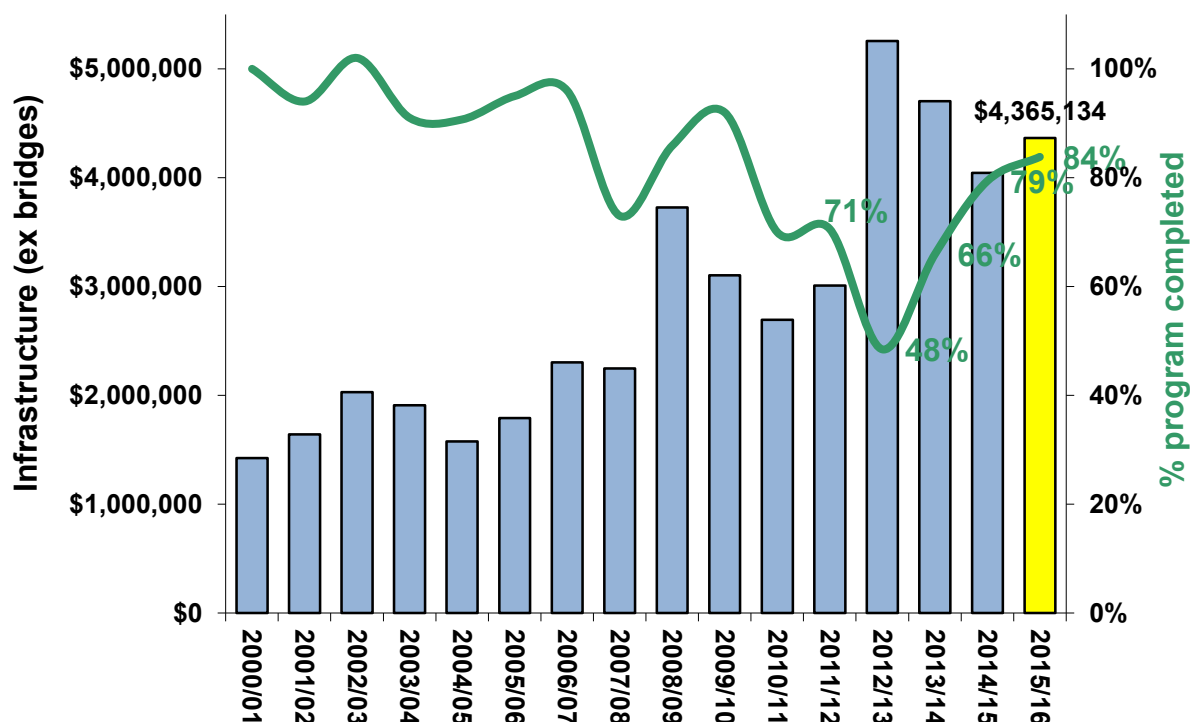
Expenditure on road maintenance for the 2015/16 financial year was \$2,606,853, approximately 2% more than the previous financial year. An extensive program of rural road side vegetation clearance was undertaken and significant repairs to a number of rural sealed road failures were completed.

ROAD MAINTENANCE SUMMARY		
Road maintenance (refer below)	\$2,606,853	
Budget (refer below)	\$2,746,622	
% road maintenance program completed	95%	
ROAD MAINTENANCE COMPONENTS		
	BUDGET	ACTUAL
Bridge routine maintenance	\$176,100	\$162,843
Car park maintenance	\$10,400	\$10,623
Gravel site assessment	\$220,000	\$164,545
Road maintenance - rural sealed	\$706,894	\$797,748
Road maintenance - rural unsealed	\$1,077,028	\$937,024
Road maintenance - urban	\$185,000	\$195,134
Road sign - directional	\$11,000	\$1,659
Road sign - general traffic control	\$85,000	\$63,280
Storm damage	\$116,900	\$100,916
Street cleaning	\$98,000	\$94,170
Road maintenance - vegetation removal	\$236,400	\$241,754
TOTAL	\$2,922,722	\$2,769,696
Less Bridge routine maintenance	\$176,100	\$162,843
Total road maintenance (ex bridges)	\$2,746,622	\$2,606,853



Road and Infrastructure Construction (excluding bridges)

Total expenditure on road construction in 2015/16 was \$4,365,154 which equals 83% of the final budget allocation. A number of significant projects are programed to be completed over more than one year including those on Rutherford Street and Franklin Street, Manjimup and Walpole main street (Nockolds Street), Walpole.



Construction infrastructure expenditure covers the following categories:

Infrastructure Category	Actual
Drainage	\$82,684
Footpaths	\$53,131
Miscellaneous (including main street projects & MPDH)	\$325,274
Road construction and reseals	\$2,594,259
Gravel road re-sheeting	\$493,403
Super Towns	\$816,403
Total infrastructure	\$4,365,154



New footpath on Bourne Place, Manjimup

Summary of key projects for each construction infrastructure category:

Construction	Actual
Mottram St Slip Lane	23,145
Pemberton Main Street	237,901
Ipsen St	10,666
Wetherell St	79,810
Edwards St Construction	118,403
Windy Harbour Rd Construction	376,607
Middleton Rd Construction	425,029
Perup Rd Construction	350,427
Bridge Rd Construction	403,921
Graphite Rd	122,610
Walpole Main Street	16,446

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Reseals	
Middleton Rd	10,948
Graphite Rd	103,809
Windy Harbour Rd	80,455
North Walpole Rd	69,414
Channybearup Rd / Vasse Hwy Intersection	6,835
Middlesex Rd	29,745
Latham Ave Reseal	51,268
Vista St Reseal	14,751
Perup Rd Reseal	200,000
Rutherford St Reseal	4,541
Franklin St Reseal	47,021
Manjimup Laneways Reseal	20,029
Pemberton Laneways Reseal	43,365
Gravel Road Resheeting	
Piano Gully Rd	31,699
Cheetham Rd	20,015
Paganini Rd	24,217
Diamond Tree Rd	59,143
Cosy Creek Rd	56,523
Windy Harbour settlement various	4,018
Junction Rd	104,429
Double Bridge Rd	93,960
Starkies Rd	35,580
Muirillup Rd	48,481
Linfarne Rd	15,338
Drainage	
Annunaka Park Compensation Basin	5,425
Mottram St - Drainage	5,356
Giblett St to Pritchard St	33,903
Brockman St Laneway Pemberton– Coverley Lane	19,000
Brockman St Laneway Pemberton – Barnsby Lane	19,000
Footpaths	
Footpath Infill - Mottram St C/F	17,803
Various Retro Fit Pram Ramps & Gaps	14,248
Guppy St	9,393
Mill Town to Northcliffe	11,707
Miscellaneous	
Supertown Town Centre Revitalisation C/F	816,403
Medical Professionals Housing Driveway	70,927



Sealing work to Coverley Lane in Pemberton



New kerbing placed prior to asphalt re-sealing on Edwards Street, Manjimup

Gravel road re-sheeting

Approximately 12.5 kms of gravel re-sheeting was undertaken in 2015/16.

Drainage

No significant drainage projects were undertaken during 2015/16.

Footpaths

A total of 600 linear metres of new footpath was constructed, with significant projects detailed in the table below.

Miscellaneous works

A car park in Pemberton main street was upgraded to a sealed surface and town entrance statements constructed. New street lights were installed along Mottram Street, Manjimup. Work commenced on an upgrade to Nockolds Street, Walpole. An asphalt driveway access to the new Manjimup Medical Professionals housing project on O'Connor Street, Manjimup was completed.

Bridge maintenance

Most bridge maintenance work is carried out by the Shire of Manjimup although some tasks require the engagement of specialist contractors. During 2015/16 all work was undertaken by Shire staff.

Bridge construction

No bridge construction work was undertaken.

Works Summary – Works undertaken during 2015/16 (linear metres)

Ward	Reconstruction	Asphalt	Seal	Re-seal	Re-sheet	Kerb	Footpath
Central		700			500	900	60
Coastal	2350			3600	3950		
East	1500			7900	4150		
North				6700	2350		
South	1350	500		3100			
West			600	200	1500	200	
	5200	1200	600	21,500	12450	1100	60

Social Services

HACC (Home and Community Care)



HACC Art of Dementia Group

2015/16 saw a continuation of HACC services throughout the Shire including Manjimup, Pemberton and Northcliffe. The focus remained on supporting individuals to build on their abilities and emotional and physical wellbeing and service flexibility. The past year saw the introduction of weekly supported swimming at the AquaCentre and fortnightly art classes for individuals with dementia; both initiatives have been very successful.

HACC was successful in its bid to become a registered disability service provider for the WA National Disability Insurance Scheme (NDIS). This contract gives the Shire of Manjimup the capacity to assist people with disabilities and their families to create innovative, personalised, flexible and sustainable plans enabling them to have control over available resources, decision making and choice.

Funding of \$249,365 was granted by Royalties for Regions for the respite wing of HACC's Wellness and Respite Community Centre. A further \$91,021 grant from Southern Inland Health Initiative will enable HACC to fit out the respite and therapy rooms and design and build the central courtyard sensory garden. Building is due to commence in early 2017.



Social Services

The Southern Forests Alcohol and Other Drug (SFAOD) project aims at reducing alcohol and other drug related harm by implementing broad-range strategies in line with best practice models. These have included:

- The development and adoption of the *Southern Forests Alcohol and Other Drug Strategic Plan*. The Strategic Plan was broadened to include methamphetamines and cannabis as a result of local concerns and emerging trends across Australia.
- Promoting the 'Under 18, No alcohol. The safest choice' message to youth at the Walpole Youth Festival and at the unveiling of the Manjimup AquaCentre Youth Sculpture Project;
- Four media releases: 'New poster targets the region's locals and visitors', 'Mums-to-be encouraged to not drink alcohol', 'Alcohol campaign has high community relevance' and 'Alcohol and drug abuse focus of forums'.
- Two meetings with licensees, police and Shire staff to reduce alcohol related harm in licensed venues. Two liquor licensing information seminars were held in collaboration with the Department of Racing, Gaming and Liquor.
- A Shire of Manjimup Alcohol Workplace Program was implemented to raise awareness of the harms associated with risky alcohol consumption. The Program comprised of two education sessions delivered by SJOG Bunbury SWCADS, encouraging staff to take the Alcohol Self Check to determine whether their drinking habits are putting them at risk.
- Conducted an alcohol and drug quiz with young people, standard pour drinking demonstrations and provided Southern Forest Alcohol Think Again merchandise to approximately 150 participants at the Cherry Harmony Festival.
- Submitted a Local Drug Action Group Strive application to implement a localised secondary supply media campaign.



Manjimup workshop with Assunta DiFrancesco - Project Officer for the Southern Forests Alcohol Think Again project with Steve Spallarossa from the Department of Racing, Gaming and Liquor.

Town Planning

Key activities undertaken in 2015/16 that were beyond the normal statutory function were:

- The Planning and Development Regulations 2015 were introduced by the State. The Regulations introduced “Deemed to Apply” provisions, essentially standardising various matters contained in WA Local Planning Schemes and introducing new requirements in relation to Bush Fire Attack assessment. Shire employees have developed comprehensive guidance notes on the Bush Fire requirement, which are now available on the Shire website.
- Comprehensive Review and Consolidation of the Local Planning Policy Manual is being undertaken. It is anticipated that the new manual will be advertised for public comment in 2016/17.
- Council has resolved to proceed with a review of *Local Planning Scheme No 4 and the Local Planning Strategy* with the support of the Western Australian Planning Commission. Consultants have been appointed for the review of the strategy. It is anticipated that both the Draft Local Planning Scheme and Strategy will be advertised for public comment in early 2017.
- Commenced the detailed design/functional concepts relating to the Manjimup Town Revitalisation Project – Component 6 (Manjimup Town Centre).
- Commenced preparation of a Management Plan for Pioneer Park, Walpole.

Manjimup Town Centre Revitalisation

During 2015/16, as a part of Manjimup Town Revitalisation Project, the following projects were completed:

- The new awnings on the north side of Brockman Street were completed in early 2015/16 as one of the final works associated with Stage 1 of the revitalisation project. The works were overseen by the Shire’s Works and Services Directorate.
- Preparation of detailed designs for the replacement Ablution Block at Coronation Park, in addition to a new smaller ablution block design for use at the rear of the Town Hall and on Giblett Street opposite Retravisson.
- Review of the original Town Revitalisation Plans and preparation of detailed functional concepts for the Manjimup Central Business District.
- Preparation of a conceptual bin design for use within the Central Business District and Linear Park. Each bin to be fitted with laser cut panels depicting local scenes and themed as follows:
 - a) Food and Beverage within Brockman Street (Giblett St to Rose St);
 - b) Landscape/Flora and Fauna throughout the CBD and Linear Park; and
 - c) A recreation theme in Manjin Park adjacent to the proposed new recreation plaza.
- A conceptual sign design using the Shire logo was prepared for use on the external of new buildings to be constructed. The logo will initially be rolled out with new buildings associated with the revitalisation project, but will be possibly rolled out throughout the Shire.
- Detailed measurements were undertaken within the Central Business District, confirming that approximately 3.5km of kerbing within the CBD will be replaced as part of the revitalisation project. New footpaths using standard red pavers will be laid along approximately half of this length, with the cream header abutting existing red pavers to be replaced.



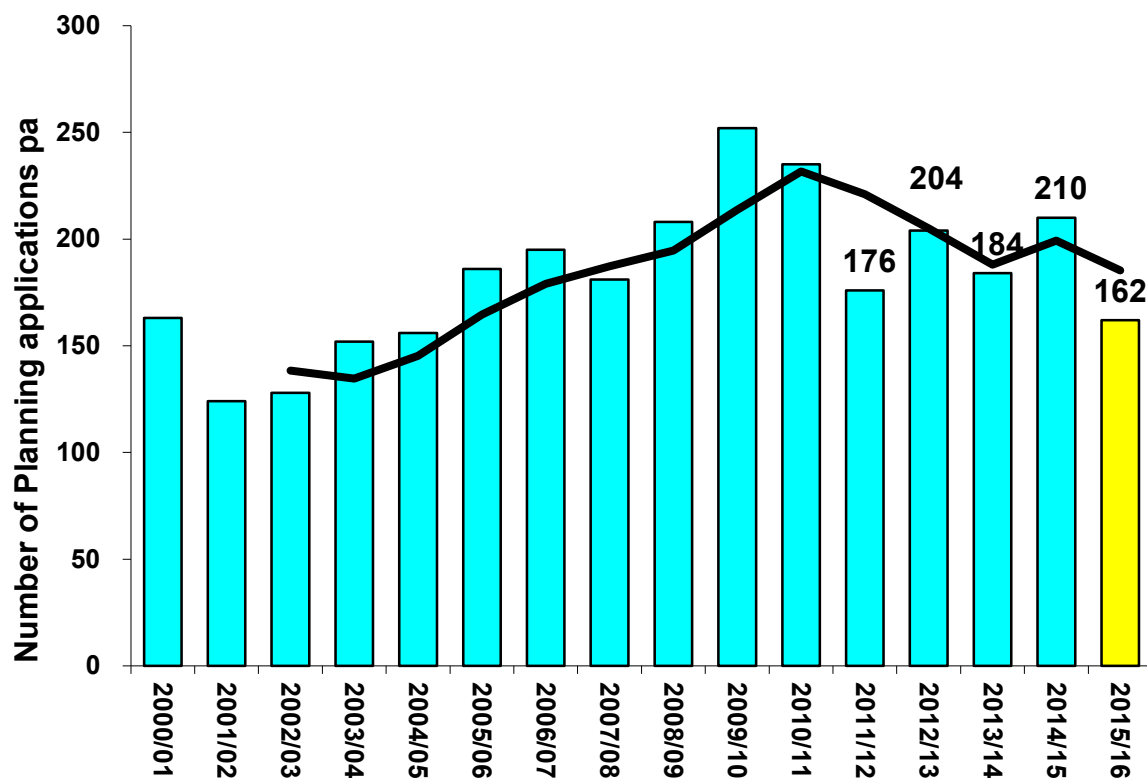
Concept for New CBD Bin Surrounds.

Planning Applications

In 2015/16 there was a 22.9% decrease in the number of planning applications to 162. The values of planning applications decreased to \$14.3m, representing an increase of 11% over the prior year.

The average number of days to process a planning application was 19.7 days (reduced from 22.9).

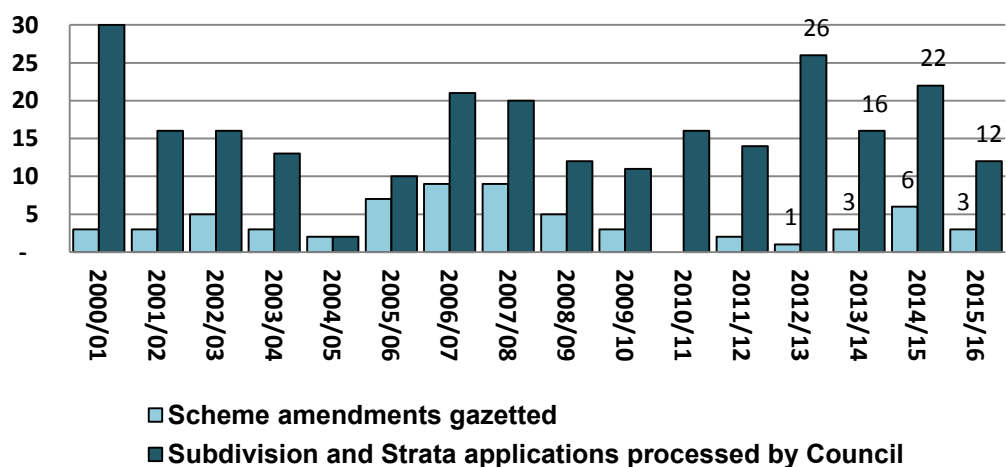
58% of planning applications were approved under delegated authority.



Subdivisions & Scheme Amendments

Applications for subdivisions and strata are decreased by 45% in 2015/16 to 12.

Scheme amendments approved by the Minister for Planning doubled, reflecting a trend for changes to the local planning scheme gazetted 3.5 years ago.



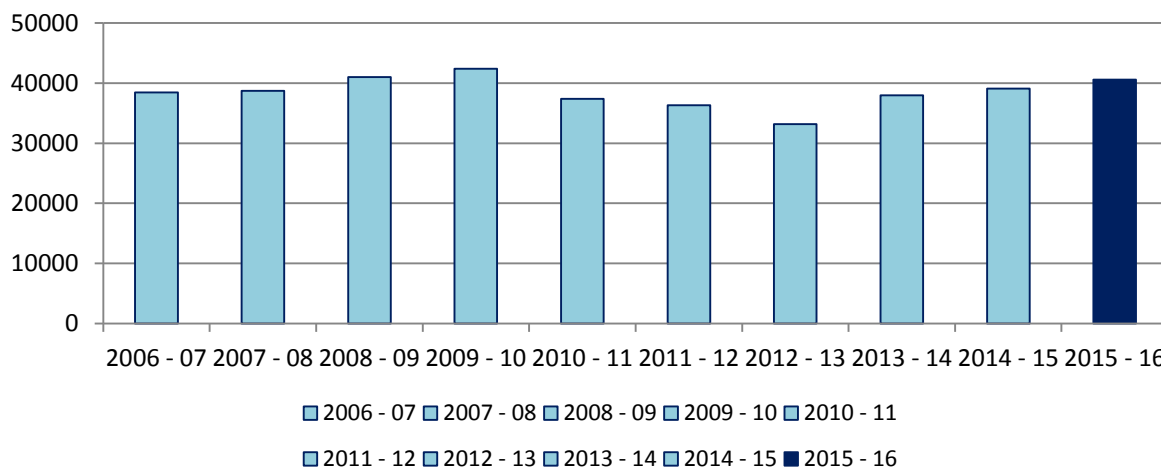
Waste Management

Overview

Waste received at the Manjimup Recycling and Refuse Centre (MRRC) on Ralston Road Manjimup came from various sources including rural and town site properties, commercial and agricultural activities, construction and demolition projects, waste collection service provision and Shire activities.

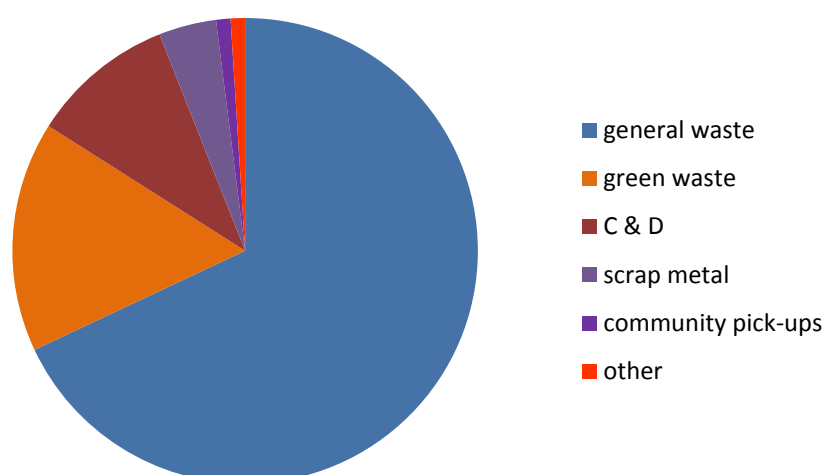
The total volume of waste received at the MRRC in the 2015/16 financial year was 40,723 m³. This represented a 3.9% increase over the preceding year.

total waste for 2015 - 16 and the preceding decade (m³)



General waste to landfill made up 68% of the total volume. The other major contributors to waste volume were green waste (16%), construction and demolition waste (10%) and scrap metal (4%).

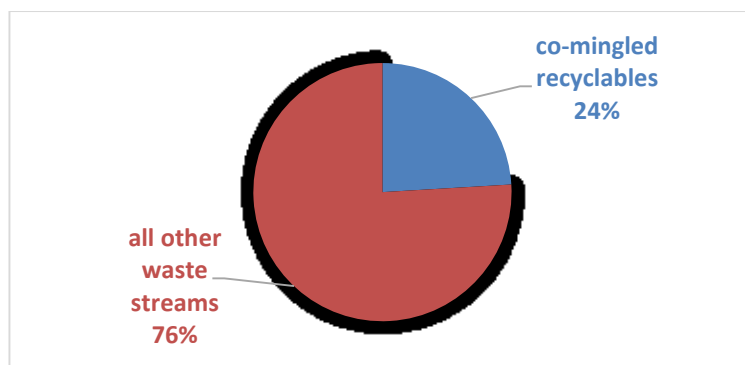
Community groups, charities, the Green Army and Department of Parks and Wildlife brought in 127 cubic metres of waste (<1% of all waste), largely from litter and illegal waste pick-up events in public places, for which Council does not apply a fee.



Recycling

Co-mingled recyclable materials (cardboard and paper, and plastic, glass and metal household containers) brought to the MRRC from rural properties accounted for less than 1% of total volume.

Co-mingled recyclables collected through the Shire's regular fortnightly kerbside collection service in the townsites and settlements do not go through the MRRC, but are sent directly to the Warren Blackwood Waste Materials Recovery Facility in Manjimup where they are sorted and baled for transport to their various recycling destinations. These collections amounted to 806 tonnes of recyclable waste during the year. In total, co-mingled recyclables accounted for 24% of the volume of waste processed in the Shire.



E-waste (computers, televisions and the like) continued to be accepted free-of-charge and diverted from landfill, being sent on to recycling in Perth. The total weight of e-waste sent to recycling during the year was 12 tonnes.

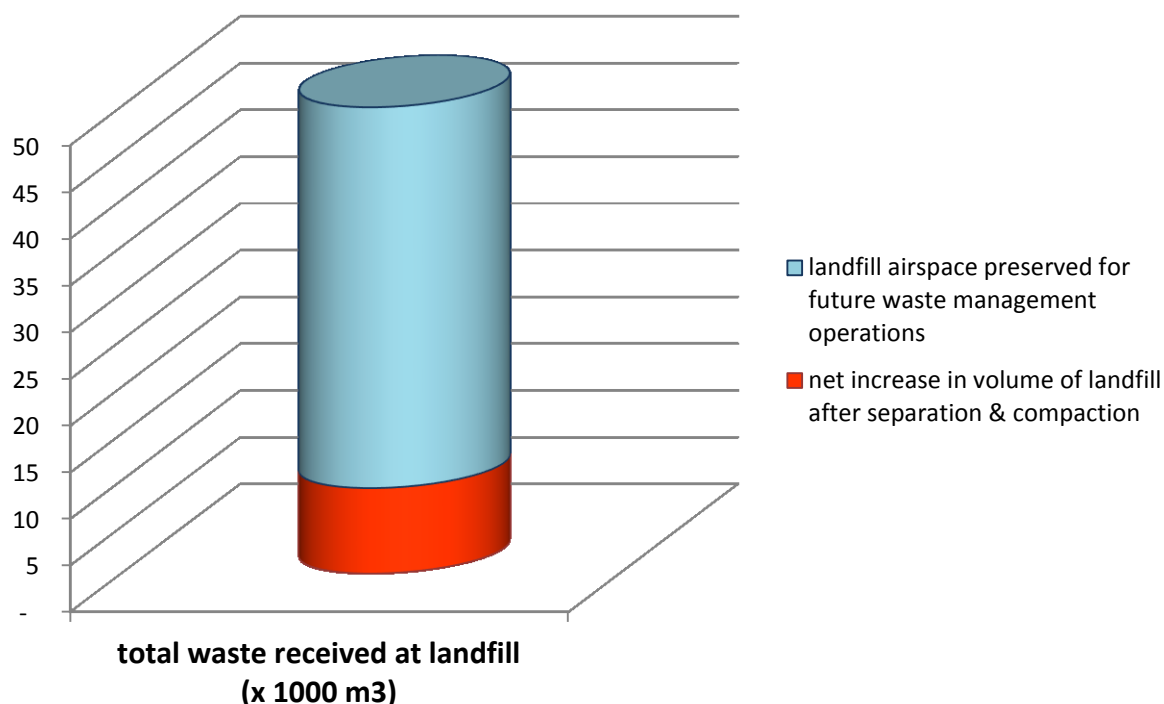
Vehicle tyres were sent to recycling from the MRRC and the transfer stations at Northcliffe, Pemberton and Walpole. A total of 499 tyres weighing 8.9 tonnes were dispatched.

During the year several "community recycling drop-off points" have been established at all four Shire libraries and at other locations around the Shire in order to provide a convenient means for any household, business or agency in the Shire to direct hi-tech waste such as used household batteries, old mobile phones and printer cartridges to appropriate recycling destinations.



Landfill

Despite receiving over 40,000 m³ of waste, the MRRC landfill volume increased by just 9,216 m³ in the twelve months to January 2016.



This 1 to 4.42 “efficiency ratio” was achieved through the diligent separation and diversion of particular waste streams from landfill into refuse and recycling, and through the regular mechanical compaction of waste buried in the landfill. Maintaining a high efficiency ratio is key to extending the life of the MRRC landfill.

Environmental Monitoring

Ground waters under the MRRC and transfer stations continue to be monitored quarterly for change in water table levels, for increases in ion concentrations, nutrients or metals and for decreases in groundwater quality, any of which might indicate an intrusion of leachates from the waste sites into the groundwater. No significant changes were detected during the year.

Dust suppression, litter control and fire hazard reduction have all been carried out according to licence conditions.

Infrastructure

The weighbridge at the MRRC has had driver walkways and steps fitted at each end to facilitate the safe movement of waste personnel.

A new liquid waste facility (LWF) is under construction and expected to be operational by 2017, replacing the Kurandra Road LWF.

Waste Management Officer

At the end of January 2016 Klaus Mueller retired after many years as the Shire of Manjimup Waste Management Officer (WMO), leaving in place a very sound waste management program. Mark Sewell was appointed WMO in February 2016.

The new WMO has attended several training sessions including asbestos awareness, landfill management and the annual WA Waste & Recycling Conference.

Youth Services

Student Youth Advisory Councils



Through the groundwork laid down with school Principals in the Shire of Manjimup in 2015, the Shire is now seeing student councils meet with Council and expand into a Youth Advisory Council role. Meetings were held with the Principals of Kearnan College, Manjimup Senior High School, Pemberton District School, Northcliffe District School and Walpole Primary School with all being keen to be involved in the project. The school Principals saw the involvement with the Shire as a chance for their students to extend themselves and the student councils to have some real meaning. To date Walpole and Manjimup Senior High School students have met with Council at their briefing sessions to raise questions and discuss ideas. These meetings have seen the implementation of a Community Youth Art Project at Walpole and possible car park improvements at the Manjimup Senior High School.

Youth Sculpture Unveiling

In April 2015, the Shire of Manjimup was selected as one of four local government areas to pilot the 'Regional Youth Collaborative Project'. Receiving \$25,000 from the Department of Local Government and Communities, the Shire coordinated with local artists and schools on the creation of a sculptured outdoor lounge room that was installed at the Manjimup Regional AquaCentre. Schools that were involved in the project were Manjimup Senior High School, Northcliffe District High School, St Joseph's Pemberton and Kearnan College Manjimup.

In 2015/16 local youth enjoyed creating the outdoor lounge and at the unveiling, expressed how very impressed they were with the end result of their handiwork. The furniture has been made to complement the planned enhancement and beautification of the outdoor area at the AquaCentre, which will create a more useable and vibrant space for the community, particularly youth, to enjoy.



National Youth Week – Regional Event



The Shire of Manjimup worked with the City of Busselton, and Shires of Capel, Augusta/Margaret River and Nannup to deliver a free regional youth event held at the new Busselton Youth Precinct. The Shire provided a bus and took youth over to enjoy a range of activities including bands, stand up paddle boarding and skate board spray painting. The collaborative event made the day bigger and better for all Local Government involved a more enjoyable event for the youth who participated.

National Youth Week – Local Event

The third National Youth Week event hosted by the Shire of Manjimup Youth Network and supported by the Department of Local Government and Communities was this year held at Walpole. This was a free event and as always buses were put on for the youth and carers to ensure access for all. The event has grown each year with this year seeing over 200 community members enjoying the day. Activities included tie dying, skateboard WA workshops and clinics, bubble soccer and much more.



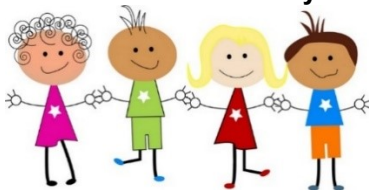
Shire of Manjimup Youth Network

The Shire of Manjimup hosts the Shire of Manjimup Youth Network (SOMYN), designed to foster partnerships and healthy working relationships across all areas of youth health and wellbeing. A budget of \$1,000 is allocated to assist in supporting the SOMYN. Previously the Shire facilitated the Local Drug Action Group (LDAG) to speak to SOMYN in regards to membership, youth leader training and grant funding that this would give the youth zones access to operational funds. Pemberton Youth Zone took up LDAG membership which saw the Pemberton Youth Zone being able to contribute \$3,000 in grant funding towards this year's National Youth Week event. Northcliffe has also recently taken up membership with LDAG.

Shire of Manjimup Early Years Strategy

The future of any society depends on its ability to foster the education, health and wellbeing of the next generation. Today's children will become tomorrow's citizens, workers and parents. Research shows that failing to provide children with what they need to build strong foundations for healthy and productive lives, we put future prosperity and security at risk. This premise has seen the Shire engage Rachel Halbert, who is utilising her 200 hour university placement, to write an *Early Years Strategic Plan* to provide guidance, scope and an action plan for those who seek to improve outcomes for the youngest members of our community.

Warren Blackwood Early Years Network



The Shire of Manjimup continues to be a driving force within the Warren Blackwood Early Years Network (WBEYN) to support, advance and advocate on behalf of the community, organisations and youngest citizens. The Shire, as part of the WBEYN, convenes bi-monthly meetings with ongoing representation from health, mental health, Playgroup Australia, Manjimup & Northcliffe Family Centres, early years educators and the Department of Local Government and Communities (DLGC). The key project undertaken by the Shire of Manjimup to further the network has been to develop a Strategic Plan to provide direction and support and address the low Australian Early Development Census (AEDC) scores.

Shire of Manjimup Youth Scholarship Awards – Winners 2015

The Shire provided \$5,400 in youth scholarships and awards for 2015/16. Nominations were made by school principals, with the following students receiving the awards for 2015:

Recipient Name	School	Award
Ethan Burton	Denmark Senior High School	Community Spirit & Leadership
Tully Lane	Denmark Senior High School	Leadership Award
Taiya Barnsby	East Manjimup Primary School	Community Spirit
Abbey Kilrain	Kearnan College	Community Spirit
Emily Hester	Kearnan College	Leadership Award
Joshua Moynihan	Kearnan College	VET Dux Award
Eloise Skoss	Kearnan College	ATAR Dux Award
Sebastian Omodei	Manjimup Primary School	Community Spirit
Joel Campbell	Manjimup Senior High School	Leadership Award
Amber Brown	Manjimup Senior High School	Runner up ATAR Dux Award
Jasmine Bin Omar	Manjimup Senior High School	Running up VET Dux Award
Slade Fardella	Manjimup Senior High School	Excellence in Agriculture Award
Chloe Weston	Manjimup Senior High School	Community Spirit & Leadership
Dylan Edgar	Manjimup Senior High School	VET Honour Award
William Masters	Manjimup Senior High School	VET Honour Award
Julia Armstrong	Manjimup Senior High School	VET Honour Award
Couver Robertson	Manjimup Senior High School	VET Honour Award
Bailey Young	Manjimup Senior High School	VET Honour Award
Fadel Booth	Manjimup Senior High School	VET Honour Award
Erin Buckley	Manjimup Senior High School	VET Honour Award
Kevin Durks	Manjimup Senior High School	VET Honour Award
Rachel Cleverly	Manjimup Senior High School	VET Honour Award
Hayley Browne	Manjimup Senior High School	VET Honour Award
Jasmine Bin Omar	Manjimup Senior High School	VET Honour Award
Bianca Mills	Manjimup Senior High School	VET Honour Award
Chloe Pears	Manjimup Senior High School	VET Honour Award
Jason Beaver	Manjimup Education Support Centre	Community Spirit
Matthew Backhouse	Northcliffe District High School	Community Spirit
Andre Hawliy	Northcliffe District High School	Leadership Award
Jasmine Farr	Pemberton District High School	Community Spirit
Ashlyn Turner	Pemberton District High School	Leadership Award
Darcy Roche	Pemberton District High School	Excellence in Agriculture Award
Bailey Jaksic	MSHS Senior School Engagement	Community Spirit & Leadership
Jonty Barnsby	St Joseph's Primary School	Community Spirit
Lailani Ewing	Walpole Primary School	Community Spirit

Community Safety and Crime Prevention

Dr Mat Coleman Presentation

Dr. Mat Coleman, a specialist in addiction, was engaged to raise awareness with his presentation titled "Methamphetamine - the past, the present, the future". This Shire of Manjimup initiative was in response to growing concern on the rising incidence of methamphetamine use and associated crime in local communities.

Approximately 85 attendees from the region included general practitioners, ambulance officers, police officers, nurses, social workers and teachers, with some attendees travelling from Nannup and Walpole to attend. St John of God provided financial assistance for the event.

Dr. Coleman talked about effects that methamphetamine has on a user's brain, saying it is far more potent than other addictive substances such as nicotine and even narcotics. Outlining the negative health and mental side effects for the user, Dr. Coleman explained that when people stop using methamphetamine, there is a period of acute withdrawals, followed by 12-18 months for recovery, adding that "the most beneficial treatment, by far, is residential rehab." The catering and accommodation costs for Dr. Coleman were generously provided by St John of God.

Local Drug Action Group

Local Drug Action Groups Inc. is a non-profit organisation that aims to take action to prevent and reduce alcohol and other drug related harm. Its mission is to empower the whole of community to respond to alcohol and other drug issues by providing resources and support. The Shire of Manjimup are active committee members of the Local Drug Action Groups in Manjimup, Pemberton, Northcliffe and Walpole. In Manjimup, the LDAG members host an alcohol information stall at the Cherry Harmony Festival and promote education through creating media releases and advertising. The Alcohol & Other Drug Project Officer, Assunta Di Francesco and Community Development Officer, Sharon Wilkinson attended the Local Drug Action Group 20th year Conference in April 2016. The conference was themed "Communities in Action: Challenging the Drinking Culture". Presentations were heard from speakers who were community champions and shared their experiences and outlined the action strategies that worked for them with their successful campaigns. There was also a lot of discussion and focus on Fetal Alcohol Spectrum Disorder which was incredibly informative as well as several other interesting and educational sessions.

Workshops with the Dept. of Racing, Gaming & Liquor

The Shire's Community Development Office teamed up with the Department of Racing, Gaming and Liquor to hold a 'Community Gaming' presentation in Pemberton and in Manjimup on 25 and 26 of May 2015 respectively. The community gaming workshops were designed to provide charitable groups, community based organisations and sporting bodies with an understanding of the community gaming laws in Western Australia. This included information around raising funds through a gaming activity (raffles, bingo etc.) and advice on the statutory requirements and process involved if or when an application is required. The two hour presentation was an informal presentation to allow people to ask as many questions as they needed. The workshops were well attended with feedback complimenting the presenter and acknowledging how much they learnt from the presentation.

Community Safety and Crime Prevention Plan

"A safe community is one where people are able to pursue, and obtain, the fullest life possible without fear or hindrance from crime and disorder".

It is the view of State Government that, as the tier of government closest to the community, Local Government is well placed to assist Community Safety & Crime Prevention partnerships by facilitating the development of a local strategic plan and 'housing' the plan on behalf of the local community. Therefore, in August 2005 the Shire of Manjimup entered into a partnership with the Western Australia Office of Crime Prevention as part of a new State Government initiative for reducing crime and improving community safety. In accordance with this philosophy the Shire of Manjimup undertook to review the *Community Safety and Crime Prevention Plan 2011-2015*. The plan was revised with input from the community and duly adopted by Council on 14 April 2016. The *Community Safety and Crime Prevention Plan* provides a record of the commitment being made by the community of the Shire of Manjimup that it values the wider community and accepts the important role and responsibility it plays in improving the quality of life for all everyone.

Mental Health

Act-Belong-Commit

In an endeavor employees and the broader community, the Shire of Manjimup has signed a Memorandum of Understanding to become a partner with the Act Belong Commit program. Following the signing of the Memorandum of Understanding, Sharon Wilkinson completed training with Mentally Healthy WA around Act-Belong-Commit and will now be working with the AquaCentre, Home and Community Care, Libraries and the broader community to deliver activities and education that promote a mentally healthy attitude and the message that good mental health needs to be cultivated in the same way as good physical health.

Community Services

Thank a Volunteer Day (TAVD)

The Shire of Manjimup distributed grant funds received by the Department of Local Government and Communities to local community organisations for the purpose of acknowledging volunteers through various events. By hosting events in Manjimup, Pemberton, Northcliffe, Quinninup and Walpole, a larger portion of volunteers were able to be thanked on a more personal level. 55 organisations were involved in the events which brought communities together and highlighted the important and sometimes dangerous roles that our volunteers play. This year, due to competing commitments, organisations in Pemberton were unable to host the scheduled TAVD. To ensure that the Pemberton volunteers continued to be recognised, the Community Services team stepped in to host a Thank a Volunteer Day BBQ and mini golf evening at the Pemberton Discovery Centre.

Thank a volunteer day creates a sense of pride for volunteers to be publically acknowledged for the critical roles that they perform. Being rural and sometimes remote, our communities do not always have access to, or the support of vital services afforded people in metropolitan areas therefore our volunteers are an integral component in keeping communities safe and alive. It is imperative that we acknowledge and thank our volunteers and showcase to younger generations the importance of the work done and time given to keep communities safe and alive. The various Thank a Volunteer Day events held in the Shire of Manjimup showcased how enriched our lives are by these deserving individuals and community groups. The overall impact of the events is that the communities honour the volunteers who play a crucial role in the welfare of small rural communities while inspiring others to become involved and to take their turn in contributing to their communities.

Community Bus Management and Promotion



January 2016 saw the Shire of Manjimup resume management of the Community Bus due to under utilisation of the bus and the resulting financial implications. Bookings, maintenance and care of the bus is managed by the team at the Depot with Community Services managing the promotion of the bus. Through an effective booking system and heightened promotion, the Shire has seen the pleasing result of the bookings increase from 18 to 26 when comparing January to July 2015 to January to July 2016.

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 Statutory & Corporate Services and the Chief Executive Officer is the FOI Internal Review Officer.

During 2015/16, the Shire of Manjimup received two (2) requests for information under the *Freedom of Information Act*. The average time to process each request was 38 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.

	15/16	14/15	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07	05/06	04/05
New applications	2	3	1	3	2	5	5	3	8	3	1	3
Average time to process (days)	38	28	8	37	46	35	32	44	38	39	9	14

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*.

A new Electronic Document Management Systems was the next designated area for development with HPE Records Manager being the program of choice. Shire Records Officers and other staff attended specific training about the whole processes of records management. The Shire now has the HPE Record Manager operating with all staff committing and dealing with records in an electronic environment.

Record statistics indicate a trend of reduced correspondence reflecting increased email traffic.

	15/16	14/15	13/14	12/13	11/12	10/11	09/10	08/09	07/08	06/07
Correspondence IN	10,625	9,474	10,461	10,875	12,512	12,734	12,702	13,842	14,894	14,661
Correspondence OUT	9,980	11,183	12,603	12,218	20,012	19,379	14,310	15,142	15,055	17,836
Cheques issued	886	1,024	1,126	1,340	1,507	1,590	1,657	1,920	2,075	2,265
Invoices processed	3,917	4,557	5,157	5,057	5,139	4,755	4,763	5,016	4,533	4,951

Safety

Safety within the Shire can be significantly improved and risks reduced by the systematic application of safety management principles and processes. A gap analysis of Shire safety systems was conducted by the Local Government Insurance Service (LGIS) in April 2016 and the Shire's current safety management system was aligned with LGIS 3 Steps to Safety program. This program was established to recognise and meet the needs of the Shire with the aim to drive safety performance and minimise claim costs, based on the Government of Western Australia Department of Commerce WorkSafe Plan. The analysis of the full system review provided a comprehensive outline of actual effectiveness of the Shire's safety management system and identified areas requiring improvement. The Shire, in partnership with LGIS, has developed a new Occupational Safety and Health action plan that involves a significant amount of work in preparation for a full audit in early 2017.

Extension of Health Monitoring

Emphasis was placed on the development of a workplace health program which was presented in a calendar format and introduced to workers in the 2015/16 period. The availability of these programs assisted in the mitigation of health risks that became evident following the staff health assessments. Staff particularly benefited from the skin cancer screening program. A total of 54 staff were assessed and a total of 26% of the workers were referred for further evaluation and treatments. There were 14 "high risk" referrals in which individuals were asked to see their GP within one month of screening.

Education related to alcohol and other drugs was implemented in December 2015 to not only familiarise workers with current policies and procedures but also to provide them with sufficient tools to efficiently manage issues related to substance abuse. A random alcohol and other drug testing program was run over two days in early 2016 and this proved the education program was successful. Various health seminars and exercise programs were introduced for the first time which proved to be beneficial for those who attended.

Reporting on Occupational Safety and Health

The Shire received 10 workers compensation claims for the financial year July of which 7 resulted in LTI (Lost time injuries).

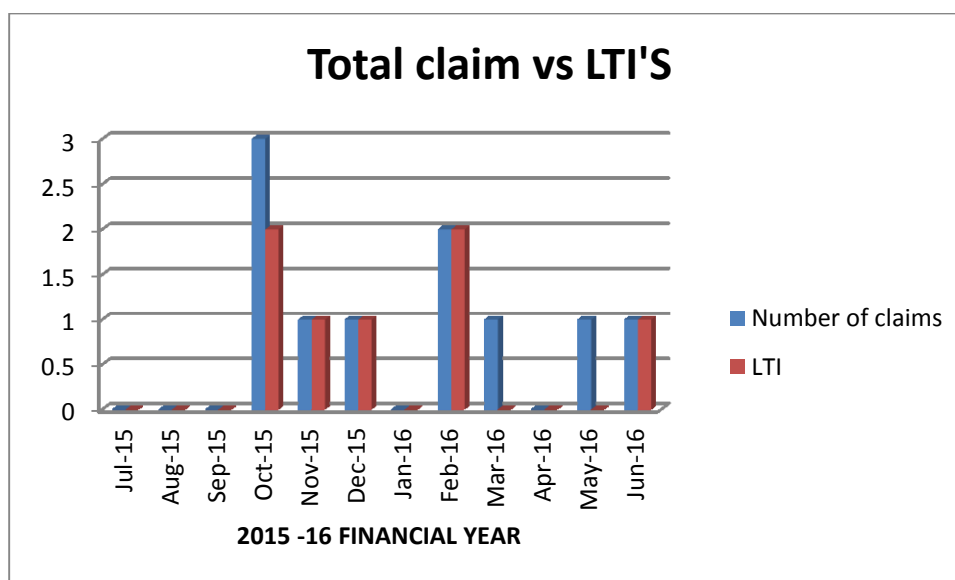
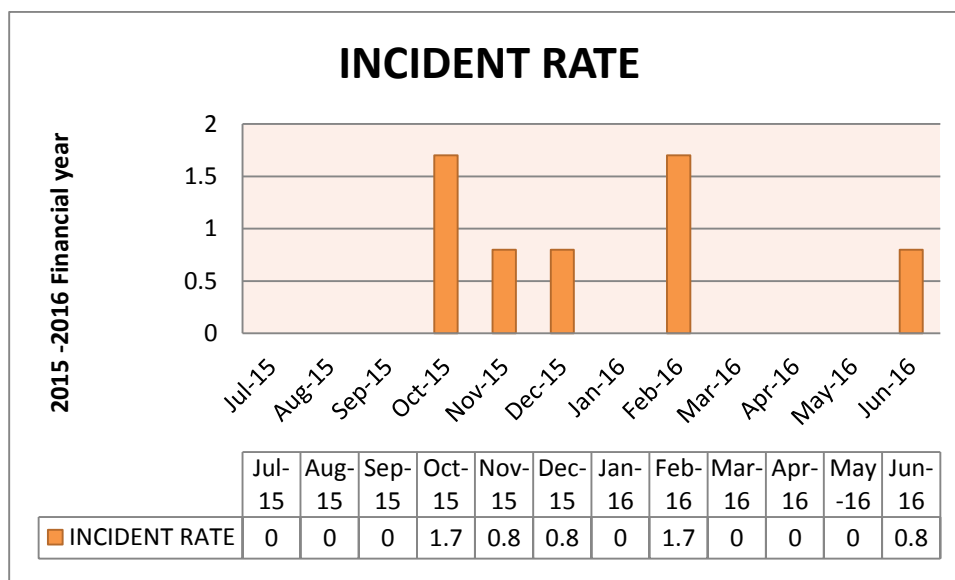


Figure 5: SoM Number of compensation submissions VS actual LTI



*Figure 6 Frequency rate = LTI / (FTE) * 1,000,000*

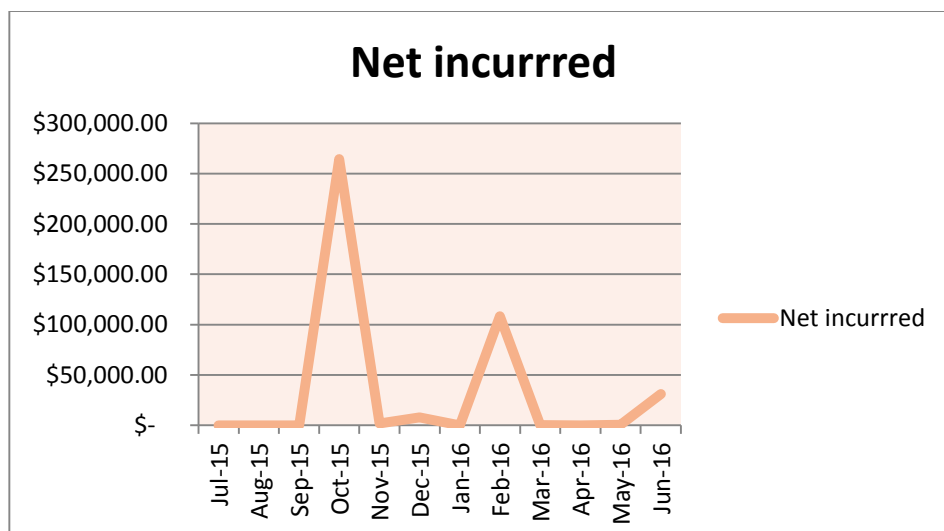


Figure 7: Total net incurred on all workers compensation claims submitted for financial year totalled \$414,161.31 which includes medical and related expenses (including rehabilitation, incidental travel expenses and loss of earnings).

In order for the Shire to successfully manage workers compensation and injury management there needs to be not only a focus on preventing accident and ill-health in the workplace, but to support workers which are more seriously affected and require their return to work managed through a process of rehabilitation.

Staff

The Shire considers it has a role to play providing cadetship, traineeship and apprentice opportunities for local school leavers. During the year the Shire entered into a partnership arrangement with Rio Tinto to provide one trainee position in the civil and mechanical fields.

Shire staff also participated in several fund raising activities during the year for Leukaemia and Men's Health.

Staff turnover remains low at 10% (industry average 19.5%) reflecting a stable and content workforce.

	2016	2015	2014	2013	2012	2011	2010
# of Staff (FTE's)	123	123	119	113	112	109	103
# grant funded staff FTE's (included in above total)	17.5	16	12	13	12	12	9
# core FTE's (excluding grant funded positions)	105.5	107	107	100	100	97	94
# staff employed (including fulltime, part time and casual i.e. not FTE positions but total number separate individuals)	184	162	164	163	158	137	137
# appointments (permanent staff)	9	11	26	17	19	26	
# terminations & resignations (permanent staff)	11	13	10	18	12	26	26
% staff turnover (Termination / FTE)	10%	11%	8.5%	15%	11%	19%	19%

Council Statistics

Council statistics (compiled by the West Australian Municipal Association and printed in the Municipal Directory for 2016).



Distance from Perth	301
Area (sq km)	7,028
Length of Sealed Roads	514 km
Length of Unsealed Roads	818 km
Population	9,183
Number of electors	6,370
Number of dwellings	4,931
Total Rates Levied	\$7.8M
Total Revenue	\$29Mm

Council Meetings and Record of Attendance

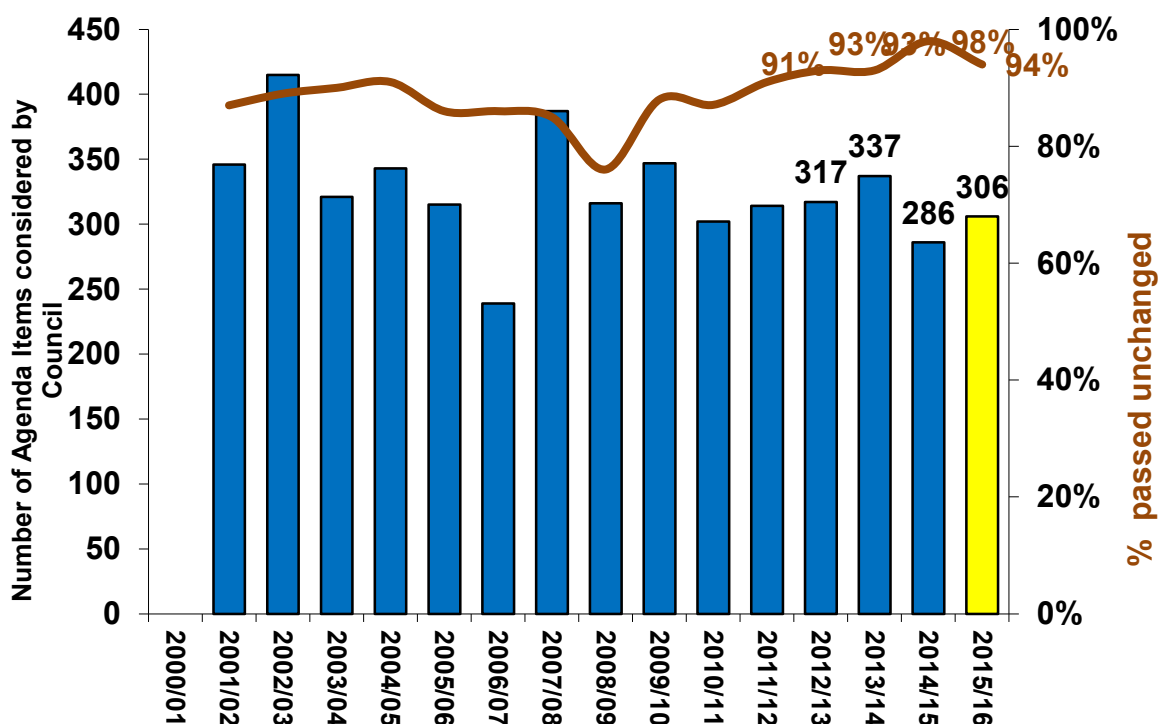
During 2015/16 Council meetings were held, with one meeting held in each of the outer towns of Pemberton, Northcliffe and Walpole. Outer town meetings were normally followed with a formal Council dinner with guests invited from that town.

The average Council meeting duration was 41 minutes with the shortest meeting 20 minutes and the longest meeting 64 minutes. Listed below is the record of attendance by each Councillor:

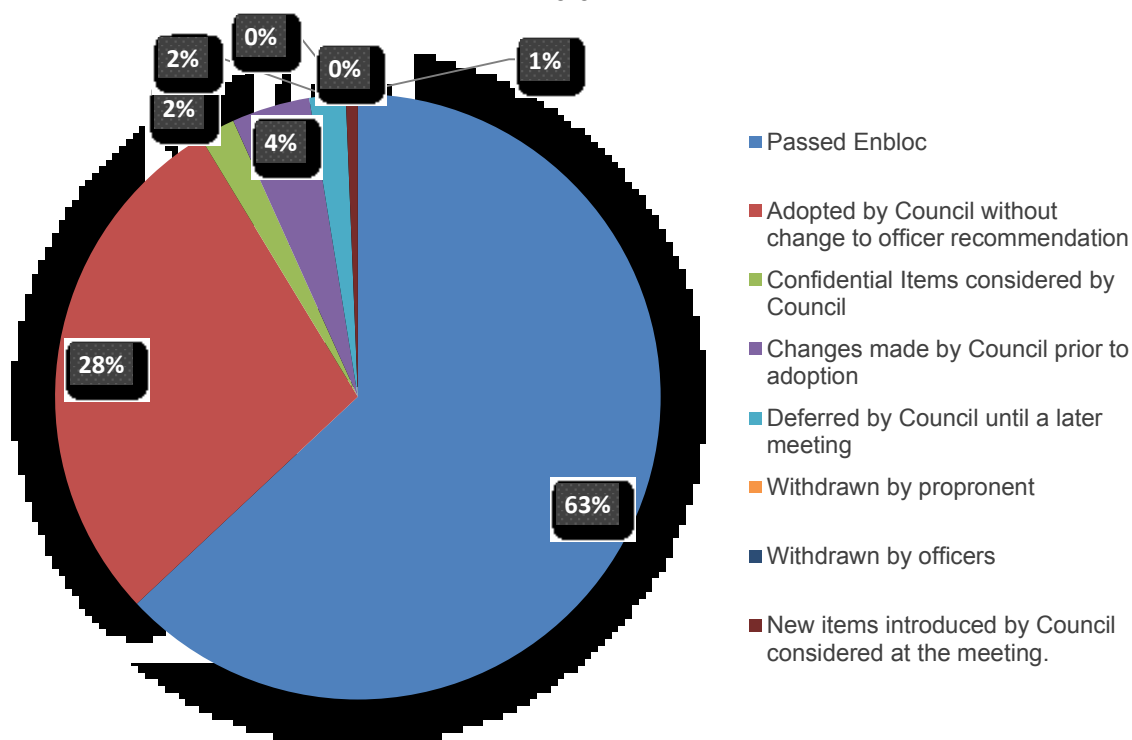
Councillor	Ward	2014/15 Meeting Attendance		
		Possible #	Attended #	Leave Apology
Cr Wade DeCampo (Shire President)	West	16	16	0
Cr Bavich (Deputy President)	Central	16	15	1
Cr Chodorowski	West	5	4	1
Cr Daubney	North	16	14	2
Cr Jenkins	Central	16	14	2
Cr Tapley	South	16	15	1
Cr Karamfiles	Central	5	4	1
Cr Omodei	Central	16	14	2
Cr Logan	Central	16	14	2
Cr Winfield	Coastal	16	15	1
Cr Munro	Central	16	16	0
Cr Herbert (Sworn in 22 Oct 2015)	East	11	10	1
Cr Taylor (Sworn in 22 Oct 2015)	Central	11	11	0

Council Decisions and Officer Prepared Agenda Items

Council considered a total of 306 Agenda items in the 2015/16 financial year at an average of 19 items each Council meeting. A summary of how those agenda items were dealt with by Council is outlined below:



An analysis of the 306 items considered by Council during the year shows the number of items which were:



Public Interest Disclosure

The Public Interest Disclosure Act 2003 applies to the Shire of Manjimup. The public disclosure officer for the Shire of Manjimup is Ms Gail Ipsen Cutts, who is required to report annually to the Commissioner via the online reporting to the 'Integrity and Conduct Survey'.

In December 2014, 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. PID procedures were presented to Managers and senior supervisors at the annual management forum.

Funding Acknowledgments

Appreciation is extended to the following funding agencies for their generous financial support towards Council's 2015/16 program:

- Australian Government Department of Infrastructure, Transport, Regional Development and Local Government – Roads to Recovery, FAG, RADS;
- Australian Government Department of Communities – Youth Outreach Program;
- Australian Government Department of Health and Ageing – HACC, Healthy Communities;
- Australian Government - Natural Resource Management;
- Australian Government – Local Government Energy Efficiency Program;
- Australian Government Department of Families – Healthy Relationships Program;
- Healthways;
- LotteryWest;
- Local Government Insurance Services – Experience Fund;
- Country Arts WA;
- Tourism WA;
- South West Development Commission;
- Office of Crime Prevention;
- Department of Local Government – Strategic Planning Capacity Building;
- Department of Regional Development – Royalties for Regions;
- Department of Sport and Recreation – CSRFF, Youth Sport;
- Department of Environmental Protection;
- Department of Transport – Recreational Boating Scheme, Recreation Trails;
- Main Roads WA – RRG, Regional Bike Network, LG & Community Safety, TIRES; and
- Department of Fire and Emergency Services

Report on Complaints made against Councillors

In accordance with Section 5.53 of the *Local Government Act* and the associated *Local Government (Rules of Conduct) Regulations 2007* the complaints made against Councillors for 2015/16 were:

Number of entries in the register: 1

How the complaints were handled:

Reported to the Department of Local Government and Communities as a Minor Breach. Outcome yet to be determined.

Prescribed Information for Payments to Employees

Section 5.53 (g) of the *Local Government Act* requires disclosure of information as prescribed in relation to payments made to employees. For the 2015/16 year, there were no payments made to employees for which prescribed information is required to be disclosed.

Number of Employees	Payment Range
4	\$100,000 - \$110,000
1	\$110,000 - \$120,000
3	\$120,000 - \$130,000
1	\$130,000 - \$140,000
	\$140,000 - \$150,000
	\$150,000 - \$160,000
1	\$160,000 - \$170,000

Plan for the Future, *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 the following plans were formally adopted by Council in June 2013 and then the plans were adopted with minor revision in October 2015.

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

Council reviewed and adopted the *Long term Financial Plan 2016 – 2026* in June 2016 as per the reviewed *Corporate Business Plan*.

Council intend to review the *Asset Management Strategy* and Plans during 2016/17.

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

A report on achievements in our strategic planning can be found on pages 63 – 75.

Conclusion

2015/16 has been a very challenging but rewarding year, culminating in the securing of \$22.29M in “Growing Our South” Royalties for Regions funding from the State in May 2016, to complete the final stage of the Revitalisation of Manjimup’s Town Centre Project. The completion of some major projects has been fulfilling and in particular the Manjimup Medical Professionals Housing Project, finalising stage 1 of the Revitalisation of Manjimup’s Town Centre Project and the creation of an Art Gallery in Manjimup being the major highlights.

Shire staff are our biggest asset and very low staff turnover rates comparative to Local Government across Western Australia clearly indicates that the organisation is in a very strong and stable position. Local Government that we see today is very diverse and has transformed and evolved markedly from yesteryear. 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 organisations’ strategic and transformational objectives take shape.

Working relationships between Staff and Council are clearly defined and are productive. It is considered that these relationships remain open at all times to assist the organisation to deliver the best results for the community.

Financially the Shire continues to have very robust, transparent and accountable financial systems and funds are spent rationally to benefit the community. The Shire prides itself on providing strong governance arrangements and for a number of years has rated highly compliant with statutory measures assessed by the State.

A continued focus on the building of cross functional teams within the organisation has seen several significant achievements across our business and has resulted in funding success for numerous projects, completion of major projects on time and within budget plus being able to provide for more effective service delivery to the community. It is considered that 2016/17 will be quite significant with additional work load demands on staff however I am convinced that our strong team has the necessary skills and competencies to deliver major projects whilst at the same time maintaining “business as usual”. Whilst it is expected that some internal changes will be necessary, we are in a very strong position to successfully adapt to rapidly changing circumstances.

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 2015/16. I look forward to prosperous times ahead for our whole community.



ANDREW CAMPBELL
CHIEF EXECUTIVE OFFICER

**Shire of Manjimup
Annual Report
For the year ended 30 June 2016**

OUR NATURAL ENVIRONMENT- Custodians of our natural landscape and resources

Desired Community Outcome:			Community Strategies from Strategic Community Plan:		
We value, and work to nurture and enhance, our natural environment and prioritise protection of our natural resources and landscape in all our endeavours			Strategy 1.1: Sustainably manage our unique natural environment for the benefit of existing and future generations. Strategy 1.2: Anticipate and respond to potential climate change impacts. Strategy 1.3: Protect prime agricultural land through effective land use strategies.		
Action/ Deliverable(s)	Key Performance Indicator (KPI)	Responsible Unit	Link to SCP	Target Date	2015/16Initiated, Achieved and/or continued in next year
Council Action #1. Continue to promote and support litter reduction programs in the Shire including the provision of jointly funded peak holiday season disposal bins.	Continued funding of litter reduction programs	Works and Services	Community strategy 1.1	Annual	Activities/ Achievements- - Continued providing services on waste collection including hard wastes Future Challenges- - Continue the funding for the litter reduction program - Ensuring domestic waste from residents is not impacting on bin volumes
Council Action #2. Continue to undertake action targets outlined in the Shire of Manjimup Environment and Sustainability Strategy.	Number of Shire of Manjimup Natural Environment Strategy Objectives and Action Targets achieved	Statutory Services	Community strategy 1.1, 1.2, 1.3	Annual	Activities/ Achievements- - Weed control and revegetation works in various town Future Challenges- - Energy demand management to reduce cost
Council Action #3. Preserve the heritage of the region.	Review MHI periodically	Statutory Services	Community strategy 1.3	1/06/2015	Activities/ Achievements- - Heritage list is designed to ensure that heritage matters are given due regard when place applications are considered over the property Future Challenges- - Regular review of the MHI

OUR PROSPERITY - Nurturing healthy industry, innovation and a diverse economy

Desired Community Outcome:				Community Strategies from Strategic Community Plan:		
Desired Community Outcome: Our community prospers, because we: <ul style="list-style-type: none"> • we recognise the vital contribution of our primary industries • we provide opportunities for economic growth • we support and foster industry initiative and innovation to enhance economic development • we will not pursue growth at any cost • we will support the diversification of our economy. 				Strategy 2.1: Strengthen and diversify our primary industries, including agriculture, forestry and tourism. Strategy 2.2: Develop a more self-reliant community by maximising the use of local resources. Strategy 2.3: Pursue sustainable and appropriate economic growth for the community. Strategy 2.4: Provide an encouraging environment that stimulates sustainable growth in the shire. Strategy 2.5: Build on Manjimup's role as a subregional centre where appropriate resources and services are provided.		
Action/ Deliverable(s)	Key Performance Indicator (KPI)	Responsible Unit	Link to SCP	Target Date	Council Priority	2015/16Initiated, Achieved and/or continued in next year
Council Action #4. Review, update and implement where possible the objectives and strategies outlined in the Shire of Manjimup Marketing Strategy.	Number of Shire of Manjimup Marketing Strategy initiatives undertaken	Corporate Services	Community strategy 2.1, 2.2, 2.3, 2.4, 2.5	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Alliance driven project. The establishment of a LTO for the region continues- Consultant and Steering group Appointed - The establishment of a SRT0 for the region continues. - SF Forum facilitated by Alliance held and grants submitted - appointment to design and produce the new Visitor Guide for the combined shires of Manjimup, Nannup and Bridgetown - Entry signage for Shire Boundary Future Challenges- <ul style="list-style-type: none"> -
Council Action #5. Preserve horticulture activity and water resources by protecting priority agriculture land.	Area of productive agricultural land zoned Priority Agriculture by the Local Planning Scheme	Statutory Services	Community strategy 1.3	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Ensure no reduction in the area of productive agricultural land zoned Priority Agriculture by the Local Planning Scheme Future Challenges- <ul style="list-style-type: none"> - Establish appropriate protection mechanism in statutory and land use planning processes
Council Action #6. Implement the recommendations identified in the Council's Economic Development Strategy and Plan. Ensure appropriate resourcing and resource opportunities are available to implement recommendations.	Number of Shire of Manjimup Economic Development Strategy and Plan objectives and actions achieved	Corporate Services	Community strategy 2.1, 2.2, 2.3, 2.4, 2.5	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Manjimup town Centre Revitalisation Project Stage 2 has been funded with \$22.29 million. - There are eight components of projects identified to complete by end of 2019 including new northern town site access, transformation of timber and heritage park, Removal of rail corridor and creation of wide linear park, Additional access point and car parking from Mottram Street, an investment ready accommodation site, Brockman Street town square, Mottram Street/ Southwestern Highway enhancement and pedestrian and cyclic linkages around the town. Future Challenges- <ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan - Continue the project implementation

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Council Action #7. Consider sister city relationship with a key trading partner.	Annual report summarising progress	Corporate Services	Community strategy 2.5	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Shire of Manjimup hosted two visitors – Brian and Peter - from Haiyan County in China, which is located in Jiaying, the sister city to gain a better understanding of Australian Government functionality, to familiarize themselves with the South West's key industries and enhance relationships with all sister cities of the South West and Jiaying. Future Challenges- <ul style="list-style-type: none"> - Review the value of Chinese Sister City relationship with Jiashan
Council Action #8. Promote Manjimup as the regional centre for the Warren-Blackwood region.	Number of promotion activities undertaken each year	Corporate Services	Community strategy 2.5	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Encourage of economic development initiatives - Event funding and promotion - Inclusion in SW Blueprint and SW Planning Framework Future Challenges- <ul style="list-style-type: none"> - Priorities - Continuing existing momentum
Council Action #9. Pursue development of e-commerce capabilities. Council to lobby telecommunication service providers to improve capacity and quality of telecommunication networks in the region to help build e-commerce presence for the Warren Blackwood region.	Number of e-commerce related businesses within the Shire or communication capacity increases	Corporate Services	Community strategy 2.3, 2.5	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Progressing with the mobile tower installation around the Shire - NBN program underway Future Challenges- <ul style="list-style-type: none"> - Keeping up with fast changing technology.
Council Action #10. Engage an Economic Development Officer within Council.	Economic Development Officer employed	Corporate Services	Community strategy 2.1, 2.2, 2.3, 2.4, 2.5	Annual	Low	Activities/ Achievements- <ul style="list-style-type: none"> - No action. Future Challenges- <ul style="list-style-type: none"> - Funding Resources

OUR COMMUNITY - A connected, resilient and inclusive community

Desired Community Outcome:				Community Strategies from Strategic Community Plan:		
We are a connected, friendly, industrious and diverse community that fosters inclusion, resilience and self-sufficiency, where people feel safe, capable and supported in their endeavours.				Strategy 3.1: Strengthen our community identity and spirit, recognising the diversity of our people, cultures and places. Strategy 3.2: Proactively create safe, healthy and liveable Shire. Strategy 3.3: Encourage and facilitate community contribution to making the Shire of Manjimup a better place to live, work and visit. Strategy 3.4: Make useful and empowering resources available to build an inclusive community. Strategy 3.5: Foster a sense of belonging to "one community" and supporting each other. Strategy 3.6: Managing growth, that ensures vibrant townships retention of their characters and housing choice/ affordability		
Action/ Deliverable(s)	Key Performance Indicator (KPI)	Responsible Unit	Link to SCP	Target Date	Council Priority	2015/16Initiated, Achieved and/or continued in next year
Council Action #11. Continue to review and implement a public communication program linked to a time critical calendar.	Implementation of the Shire of Manjimup's communication programme initiatives	Corporate Services	Community strategy 3.1, 3.4	Annual	Priority	Activities/ Achievements- - Regular update on the Shire scene, advertising, press releases & public notice on Shire website, Facebook page Future Challenges- - Implement the Communication strategy as per the action plan
Council Action #12. Maintain the Manjimup Fuel Hazard Reduction Strategy and continue to undertake a rolling program of hazard reduction burns on Council's reserves in or near townships. Continue to fund fire control team to work with the community carrying out fuel reduction burns on road verges outside town boundaries.	Length of road verge and area of all reserves undergoing fuel hazard reduction measures.	Statutory Services	Community strategy 1.1, 3.2	Annual	Priority	Activities/ Achievements- - Annual Fuel hazard reduction work carried out as planned - Dedicated Fuel Hazard Reduction Officer Future Challenges- - Increase the area of all reserves undergoing fuel hazard reduction measures.
Council Action #13. Review, update and implement the strategies and tasks outlined in the Implementation Plan of Manjimup Disability Access and Inclusion Plan.	Implementation of Disability Access and Inclusion Plan initiatives	Community Services	Community strategy 3.1, 3.2, 3.3,3.4, 3.5	Annual	High	Activities/ Achievements- - Completed Manjimup Warren Masonic Lodge project to install disabled access to Lodge building - Began preliminary planning for project to install accessible pathway linking History House to other buildings in the Historic Hamlet after notification of success in application for grant funds Supported Access & Inclusion Advisory Committee meeting - Continuing planning with Australian Chamber Orchestra (ACO) Collective to visit Manjimup Sunday 1 May 2016 for a Four Seasons concert. Discussions with the Unearthed Festival regarding a collaboration in order to hold a post-concert opening of the Gallery at the Manjimup Community Centre and a fine local foods afternoon tea. Future Challenges-

						<ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #14. Review, update and implement the strategies and planned actions outlined in the Implementation Plan of the Manjimup Youth Strategy Plan.	Implementation of the Manjimup Youth Strategy Plan initiatives	Community Services	Community strategy 3.1, 3.2, 3.3,3.4, 3.5	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Councillors, Walpole & Northcliffe District Schools, St Joseph's Pemberton, Manjimup HS and Kearnan College have agreed to being involved in a Youth Advisory Council. To improve sustainability, the YAC will be an extension of the current School Student Councils. - YAC's to start interaction with council in 2016 CDO working with schools and youth to facilitate meetings. - Sculpture Project - Design and Construction workshops finalised. Unveiling of furniture held. Continuing with two workshops to complete top of concrete tables. - A Youth Leadership Survival Camp at Worker's Pool, Nannup from July 13 to July 15 has been designed to inspire and support participants through experiences that will challenge them and help them develop their leadership skills. Students aged between 12 and 18 years old are being offered the opportunity to attend a three day survival camp with the focus on "leadership" and "resilience". The survival camp was the idea of the Nannup, Manjimup and Pemberton Local Drug Action Groups who worked in conjunction with the Augusta Margaret River, Nannup and Manjimup Shires along with the Northcliffe Family Centre to make it happen. Gene Hardy from Cape to Cape Explorer tours will coordinate the camp and challenge the young people to learn new survival skills. There will also be a drug and alcohol component facilitated by Gene from Cape to Cape - Youth Advisory Council working with schools to introduce youth councils to shire council and develop project ideas. Walpole met with Council and a project to beautify the public toilets at the skate park in Walpole has resulted. Pemberton and Manjimup Senior High School scheduled in to meet Council. Future Challenges- <ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #15. Continue to review and implement the objectives and the strategies outlined in the Active Aging Strategic Plan "Seniors planning for their Future".	Implementation of the Shire of Manjimup Active Aging Strategic Plan initiatives	Community Services	Community strategy 3.1, 3.2, 3.3,3.4, 3.5	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - DoH Special Project team appointed - Formal Launch 12 March 2016 , prospectus launched and EOI for interested developers launched - Service outputs on track - Tender for registered disability service provider is successful and contract commence in 1 July 2016. - Wellness and Lifestyle Centre funding approved and architectural final drawings underway Future Challenges- <ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Council Action #16. Continue to develop strong inter agency relationships with other Hazard Management Authorities.	Relationships summarised in Council's Annual Report	Statutory Services	Community strategy 3.2	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Quarterly progress report and LEMC meeting Future Challenges- <ul style="list-style-type: none"> - Keeping HMA enthusiasm in the LEMC Process
Council Action #17. Continue to provide a 24/7 call centre response service.	Number of calls received per month	Statutory Services	Community strategy 3.2	Annual	High	Activities/ Achievements- <ul style="list-style-type: none"> - Service provided Future Challenges- <ul style="list-style-type: none"> - Continuation of appropriate call out response
Council Action #18. Encourage and support the community through providing mentoring, networking and support services to non-profit and community care organisations to build capacity.	Capacity building initiatives undertaken.	Corporate Services	Community strategy 3.3	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Shire engaged with various NFP's Community Care organisations providing relevant advice relating to structure, functioning and financial control Future Challenges- <ul style="list-style-type: none"> - Large demand for Shire assistance
Council Action #19. Develop community briefings and workshops on topics of community, safety, health and wellbeing and keep the community informed.	Number of community briefing workshops held each year.	Statutory Services / Community Services	Community strategy 3.3, 3.4, 3.5	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Northcliffe Fire Preparedness Street Meet & Outreach Program - Walpole Health Forum Future Challenges- <ul style="list-style-type: none"> - Resource to conduct the activities
Council Action #20. Continue to review and implement the strategies and the actions outlined in the Shire of Manjimup Community Safety Plan.	Implementation of the Shire of Manjimup Community Safety Plan initiatives	Community Services	Community strategy 3.1, 3.2, 3.3, 3.4, 3.5	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - SJOG Bunbury (SWCADS) delivered three alcohol related presentations titled "Alcohol and health and wellbeing over the festive season" to Shire staff. - SFAOD Strategic Plan adopted by Council 16th June 2016. Presented information about the SFAOD Strategic Plan to the Northcliffe Family and Community Centre's Board of Management - Planned and implemented Dept. of Liquor, Racing and Gaming to present 2 workshops on Liquor Licensing compliance for licensees in the Shire of Manjimup and surrounds. Workshops were held in Pemberton and Manjimup and well attended with positive feedback - A survey was developed to evaluate the effectiveness of the Shire Alcohol Workplace Program implemented from July-December 2015. The survey will be distributed to staff via Survey Monkey and hard copies for those who do not have access to a computer. Future Challenges- <ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #21. Continue to undertake the objectives and actions outlined in the Manjimup Emergency Management Plan. Prepare a	Valid Plans and number of activation test exercises conducted	Statutory Services	Community strategy 1.1	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Relevant plans in place Future Challenges- <ul style="list-style-type: none"> - Continue the implementation of strategies and tasks outlined in the implementation plan

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

program of activation exercises to test the plan.						
Council Action #22. Continue to provide support to volunteer emergency services.	Emergency Services Levy funding provided awarded to emergency services agencies	Statutory Services	Community strategy 3.2	Annual	Medium	Activities/ Achievements- - Training provided Future Challenges- - Retaining volunteers
Council Action #23. Review, update and implement the strategies and planned actions outlined in the Implementation Plan of the Arts and Cultural Plan.	Number of Shire of Manjimup Arts and Cultural Plan objectives and actions achieved	Community Services	Community strategy 3.1, 3.3, 3.4, 3.5	Annual	Medium	Activities/ Achievements- - Australian Chamber Orchestra (ACO) Collective will be visiting Manjimup on Sunday 1 May 2016 for a Four Seasons concert. The promotion and marketing plus ticket sales is a collaborative event with the Uearthed Festival Pemberton. A post-concert opening of the Gallery will be held at the Manjimup Community Centre. - Manjimup Butter Factory icon installed and unveiled adjacent to the three palm trees in Ralston Street Manjimup - Manjimup Art 'Gallery was completed on time and within budget; Shire President officially opened on 1st May. Professor Ted Snell opened the exhibition of Howard Taylor and Guy Grey-Smith: from the Family Collections which ran until June 26th. The visitor numbers on average in the first 3 weeks were 25 per day, and then slowed to an average of 8. Manjimup High School Art students and the Educational Support students all attended. The library has been extended out into the main foyer to manage the art gallery and provide more space with a modern safe circulation desk. The corridor which runs between the Library and community centre has been converted to a study, mentoring and Wi-Fi friendly space for library users. Future Challenges- - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #24. Provide marketing funding to key festivals and events that attract visitors.	Number of Council controlled or sponsored local events held throughout the Shire	Community Services	Community strategy 3.1	Annual	Medium	Activities/ Achievements- - Contribution to the festival and event assistance and traffic management Future Challenges- - Financial resources

OUR INFRASTRUCTURE - Efficient & proactive service provision and planning

Desired Community Outcome:				Community Strategies from Strategic Community Plan:		
Health, water, energy, communications and transport infrastructure is delivered and managed at a level of service to support our growth as a community and the achievement of our vision and goals.				Strategy 4.1: Optimise investment for a safe and reliable transport network. Strategy 4.2: Provide appropriate and financially sustainable community infrastructure that supports our standard of living Strategy 4.3: Manage public assets prudently and in a financially sustainable manner. Strategy 4.4: Support initiatives that promote recycling and reuse of resources.		
Action/ Deliverable(s)	Key Performance Indicator (KPI)	Responsible Unit	Link to SCP	Target Date	Council Priority	2015/16Initiated, Achieved and/or continued in next year
Council Action #25. Undertake the actions identified within the Shire of Manjimup Asset Management Strategy and Asset Management Plans including consideration of rationalisation of assets.	Number of Shire of Manjimup Asset Management Strategy improvement actions achieved	Works Services and	Community strategy 4.1, 4.2, 4.3, 4.4	Annual	Priority	Activities/ Achievements- - Infrastructure being maintained on the basis of priority Future Challenges- - Rationalisation of assets
Council Action #26. Adopt, regularly review and adequately resource the implementation of the Shire of Manjimup's Roads, Footpaths and Drainage Assets Asset Management Plan including rationalisation and "fit for purpose" considerations.	Operations, maintenance and renewal activities outlined in Asset Management Plan completed	Works Services and	Community strategy 4.1, 4.2, 4.3,	Annual	Priority	Activities/ Achievements- - Progress on reviewing the Asset Management Plans Future Challenges- - Review and adoption of FCWP - Adoption of Asset Management Plans - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #27. Establish alliances and partnerships with private and government infrastructure providers and lobby for service levels in the Shire.	Level of engagement with State and Commercial providers	Corporate Services/ Works and Services	Community strategy 4.2, 4.3	Annual	High	Activities/ Achievements- - Relationships continue to be built with Western Power, Water Corporation, NBN Co and Telstra for key infrastructure Future Challenges- - External funding availability
Council Action #28. Provide a focus on gravel supplies.	Estimated gravel supply quantity and strategic location	Works Services and	Community strategy 4.1, 4.2, 4.3,	Annual	High	Activities/ Achievements- - Monitor the required gravel for the Shire infrastructure projects Future Challenges- - Monitoring gravel supply - Identify new gravel sources
Council Action #29. Audit all playgrounds and skate parks for safety and Australian standards compliance.	Audit report completed	Works Services and	Community strategy 4.2, 4.3	Annual	High	Activities/ Achievements- - Carried out maintenance work as schedule Future Challenges- - Expansion of asset data and work schedules
Council Action #30.		Statutory Services		Annual	Medium	Activities/ Achievements- - Continued all general and specific maintenance within the settlement

**Shire of Manjimup
Annual Report
For the year ended 30 June 2016**

Continue to review and implement the objectives and the strategies outlined in the Windy Harbour Management Plan.	Number of Windy Harbour Management Plan Objectives and Action Targets achieved		Community strategy 4.2, 4.3, 4.4			Future Challenges- - Finalise and installation of a new board walk beach access
Council Action #31. Undertake a formal rationalisation study of Council owned, leased and operated buildings to identify opportunities to implement cost savings without compromising customer service standards.	Rationalisation study completed	Statutory Services	Community strategy 4.2, 4.3,	1/06/2015	Medium	Activities/ Achievements- - Maintenance program carried out as per annual schedule Future Challenges- - Review of Building maintenance program prioritisation, rationalisation and implementation
Council Action #32. Review alternative uses for non-commercial recyclable material.	Annual Review	Works and Services	Community strategy 4.4	Annual	Medium	Activities/ Achievements- - New Waste Management Officer reviewing situation. Future Challenges- - Alternative waste process for general waste composting etc.
Council Action #33. Undertake a benchmarking exercise to determine the levels of service for local-government-managed infrastructure provided by other Councils of similar size within south west region, Western Australia and Australia.	Completed benchmarking study	Works and Services / Statutory Services	Community strategy 4.2, 4.3, 3.3,	1/12/2016	Medium	Activities/ Achievements- - Works and Services Directorate reviewed some service levels Future Challenges- - Benchmarking exercises to determine level of service
Council Action #34. Prepare and review townscape strategies.	Strategies reviewed and adopted	Statutory Services	Community strategy 4.2, 4.3	Annual	Medium	Activities/ Achievements- - Walpole town centre revitalisation program started to implement Future Challenges- - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #35. Implement Townscape Development plans for townscape CBD's including underground power where practicable.	Progress report on achievements	Works and Services	Community strategy 4.2, 4.3	Annual	Medium	Activities/ Achievements- - Pemberton town centre revitalisation Future Challenges- - Continue the implementation of strategies and tasks outlined in the implementation plan
Council Action #36. Continue to implement the recommendations of the Shire's Sport and Recreation Plan.	Number of Shire of Manjimup Sport and Recreation Plan recommended actions achieved.	Community Services	Community strategy 4.2, 4.3	Annual	Medium	Activities/ Achievements- - Feasibility studies finalised opened for public comment for Manjimup Community recreation Master Plan - Draft plan developed for Manjimup Youth Plaza - Workshop with clubs - Grant assistance for clubs Future Challenges-

						- Continue the implementation of strategies and tasks outlined in the implementation plan
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OUR CIVIC LEADERS - Governed and represented with vision and integrity

Desired Community Outcome:				Community Strategies from Strategic Community Plan:		
Our community leaders have a vision for the community, are accessible, operate with transparency and integrity, and act in good faith on behalf of their constituents.				Strategy 5.1: Embrace the Integrated Planning and Reporting Framework Strategy 5.2: Embrace strategic planning processes and appropriate policy development. Strategy 5.3: Engage in transparent decision-making processes and promote individual accountability Strategy 5.4: Provide appropriate forums to maximise community participation in decision making. Strategy 5.5: Effectively communicate with the community.		
Action/ Deliverable(s)	Key Performance Indicator (KPI)	Responsible Unit	Link to SCP	Target Date	Council Priority	2015/16Initiated, Achieved and/or continued in next year
Council Action #37. Assign a resource focus toward economic development, road maintenance, road construction and drainage.	% expenditure and new funding allocated towards economic development, road and drainage construction and maintenance	Corporate Services	Community strategy 5.1, 5.3, 4.2, 4.3	Annual	Priority	Activities/ Achievements- - Annual Project implementation as per the Forward Capital Works Program and Long Term Financial Plan Future Challenges- - FCWP and LTTP review and adoption
Council Action #38. Pursue amalgamation and other joint services opportunities.	Annual review of action	Corporate Services	Community strategy 5.1, 5.2, 5.3	Annual	High	Activities/ Achievements- - Providing external service to Nannup and Bridgetown - Greenbushes Future Challenges- - Extend the opportunity with Warren Blackwood Alliance of Councils
Council Action #39. Limit entry into services and activities provided by others unless there is adequate compensation or available resources.	Annual review of action / reports to Council	Corporate Services	Community strategy 5.1, 5.2, 5.3	Annual	High	Activities/ Achievements- - Property Care Team is active Future Challenges- - Making smart business decisions in the community interest
Council Action #40. Manage debt to ensure ability to comfortably pay back.	Loan repayments not to exceed 17% of rate revenue	Statutory Services	Community strategy 5.1, 4.1, 4.3, 4.2	Annual	High	Activities/ Achievements- - Loan repayments within self-imposed limits Future Challenges- - Demand for financial resources
Council Action #41. Increase Reserve Funds to ensure funding is available for future commitments.	% reserve funds (excluding unspent grants) / annual revenue	Statutory Services	Community strategy 5.1, 4.1, 4.3, 4.2	Annual	High	Activities/ Achievements- - In-line with budget opportunity Future Challenges- - Significant further increase required
Council Action #42.	Annual review			Annual	High	Activities/ Achievements- - Rates reviewed for 2015/16

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Review relativities between UV and GRV rate base in line with Grants Commission assessments.		Statutory Services	Community strategy 5.1, 5.3, 4.2, 4.3			Future Challenges- - GRV Revaluation in 2017/18
Council Action #43. Keep the organisation informed of activities of other sections, progress on projects and workloads through internal communication methods.	Regular internal communication bulletin sent	Corporate Services	Community strategy 5.5	Regular	High	Activities/ Achievements- - Monthly circulation of staff Snap shot with payslips Future Challenges- - Time taken for level of reporting expected
Council Action #44. Monitor achievement of benchmarks to remuneration via Enterprise Agreements.	EBA used to monitor service delivery	Corporate Services	Community strategy 5.5	Annual	High	Activities/ Achievements- - EA Implemented with benchmarks tied to increases. Future Challenges- - Benchmarks to be evolved.
Council Action #45. Continue to resource a Customer Response Management system.	Time taken to respond to complaints, number of complaints per annum, and number of service requests per annum	Statutory Services	Community strategy 5.5	Annual	High	Activities/ Achievements- - CRM system (Ozone) implemented Future Challenges- - Staff buy in. - Continue with regular update and training
Council Action #46. Regularly review levels of delegated authority to match responsibility.	Annual review of delegation register	Corporate Services	Community strategy 5.2	Annual	High	Activities/ Achievements- - Annual Review Completed Future Challenges- - Review once every year
Council Action #47. Provide opportunities for local apprenticeships, traineeships and cadetships.	Number of apprentices, trainees or cadets employed per annum	Corporate Services	Community strategy 5.3	Annual	High	Activities/ Achievements- - Provided opportunities for school leavers Future Challenges- - Cost
Council Action #48. Governance is maintained at a high level of compliance.	Annual Compliance Audit Return achievement	Corporate Services	Community strategy 5.1, 5.2, 5.3	Annual	High	Activities/ Achievements- - High compliance results achieved Future Challenges- - Maintain current compliance level
Council Action #49. Maintain the ward system and hold a Council meeting in each town at least once a year.	Number of Council meetings held in each town.	Corporate Services	Community strategy 5.4, 5.5	Annual	High	Activities/ Achievements- - Held one meeting in each town in rolling basis Future Challenges- - Continue to schedule to hold a Council meeting in each town once a year
Council Action #50. Maintain strong relationships between Council and the administration through good information, communication and joint planning.	Attendance by Council and relevant administration staff are Council meetings	Corporate Services/ Works and Services/ Statutory Services/ Community Services	Community strategy 5.1, 5.3	Annual	High	Activities/ Achievements- - Ongoing - Increased number of general updates and information presentation to Council throughout the year Future Challenges- - Time and effort required can distract from other activities

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Council Action #51. Allocate sufficient resources to invest time in visiting key funding providers and discussing mutual opportunities.	Number of meetings held with key stakeholders	Corporate Services	Community strategy 4.2, 4.3, 5.1	Annual	High	Activities/ Achievements- - Meeting regularly with infrastructure providers, SWDC, and various State Agencies and elected representatives Future Challenges- - Very Competitive funding pools
Council Action #52. Allocate sufficient resources to lobby the State Government and service providers for upgrades to essential infrastructure.	Number of submissions to service providers for upgrades to essential infrastructure.	Corporate Services	Community strategy 5.1, 5.3	Annual	High	Activities/ Achievements- - Opportunities taken where possible Future Challenges- - Time restraints and need to prioritise
Council Action #53. Review all fees and charges for use of Shire ovals, buildings, playing fields and other infrastructure.	Review of fees and charges completed	To be assigned	Community strategy 4.2, 4.3	1/12/2013	Medium	Activities/ Achievements- - Fees & charge reviewed and adopted for 2015/16 Future Challenges- - Annual review of fees & charges
Council Action #54. Organisation wide participation in customer service training.	Percentage of staff completed customer service training	Corporate Services	Community strategy 5.4	Annual	Medium	Activities/ Achievements- - Disability Awareness, Public Disclosure Interest Training for staff Future Challenges- - Training as required
Council Action #55. Continue to undertake customer service awards.	Annual customer service awards program	Corporate Services	Community strategy 5.4,	Annual	Medium	Activities/ Achievements- - Staff awarded with Customer Service achievement Future Challenges- - Continue the awards system annually or some other method
Council Action #56. Undertake Customer and employee surveys to identify improvement areas.	Completion of survey	Corporate Services	Community strategy 5.5	Tri-annual	Medium	Activities/ Achievements- - Employee Survey carried out and analysed Future Challenges- - Triennial Customer Satisfaction Survey
Council Action #57. Encourage and support personal development training.	Training days completed per person	Corporate Services/ Statutory Services/ Works and Services/ Community Services	Community strategy 5.3, 3.4, 2.2	Annual	Medium	Activities/ Achievements- - Staff attended the training as required Future Challenges- - Identify training and capability development for staff development for staff where required
Council Action #58. Ongoing use modern technology to support mobile information for the organisation.	Complete screening study to identify opportunities for mobile applications/information services	Corporate Services	Community strategy 5.5	1/01/2015	Medium	Activities/ Achievements- - New core operating system to take the Shire to the next level Future Challenges- - Keeping up with changing technology
Council Action #59. Develop risk management framework.	Risk management framework adopted.	Corporate Services	Community strategy 5.2	Annual	Medium	Activities/ Achievements- - Risk Management Policy has been updated Future Challenges- - Review Risk Management Framework
Council Action #60.						Activities/ Achievements-

Shire of Manjimup
Annual Report
For the year ended 30 June 2016

Focus on advertising Council elections and actively promote the desire for diversification at Council election time.	Voter turnout (Number of voters as % of enrolled population)	Corporate Services	Community strategy 5.4, 5.5	Biannual	Medium	<ul style="list-style-type: none"> - Advertising, Electoral Roll Functions, Nomination process and coordination for 2015 Local Government election Future Challenges- <ul style="list-style-type: none"> - Raised Councillors Profile for those continuing - Voter apathy
Council Action #61. Training for Elected Members.	Number of elected member training programs undertaken per annum	Corporate Services	Community strategy 5.1, 5.3	Annual	Medium	Activities/ Achievements- <ul style="list-style-type: none"> - Councillors attended required training program Future Challenges- <ul style="list-style-type: none"> - Annual training for Councillors

Report under the Disability Services Act 1993 – Performance Outcomes

The Access and Inclusion Advisory Committee is an advisory committee of Council. It usually meets four times per year.

The Shire of Manjimup Access & Inclusion Plan 2013-2018 guides Council in ensuring its provision of services is accessible to all members of the community. Progress on achieving the Plan's outcomes is reported on annually. During the 2015/16 financial year, the Shire of Manjimup:

Manjimup Art Gallery and Public Library:

- Replaced entrance to Art Gallery with new wheelchair accessible doors
- Replaced emergency exit from Art Gallery with new wheelchair accessible doors
- Replaced 3 internal doors in Public Library with wheelchair accessible doors
- Installed new circulation desk at Manjimup library/Art Gallery with wheelchair access point

Increased library collection of alternative-format materials for people with disabilities

Changed layout of library shelving to ensure 1.5m wheelchair access

Volunteer led training in library for computer users with a disability

Recruitment of volunteers with a disability

Feedback through library customer comments book sought from people with disabilities

Assistance for people with disabilities who can't read/visually impaired to select resources in libraries

Change the path levels to ease access to the Public Library & Gallery (Manjimup)

Install correct height and placement hand rails to Art Gallery & Public Library (Manjimup)

Add high visibility signage to the steps up to the Art Gallery & Public Library (Manjimup)

Install automatic doors at main entrance to the Art Gallery & Public Library (Manjimup)

Increase signage size within Library (Manjimup)

Accessible pathway to History House

Existing ACROD bays remarked (Manjimup)

Implementation rollout plan upgrades & remarking of ACROD bays & pram ramps across Shire

KidSport information is provided for children with disability and all clubs who are able to accommodate disabled children

Walpole Health booklet was compiled and distributed so residents know how to access services. All disability services were included in this booklet.

Supported clubs to have building disabled access reviewed so they can plan for inclusion in their future planning

Registered Disability Service Provider - Approved June 2016

Providing support to stay independent at home

Ongoing training for support workers

Providing volunteering opportunities in the workplace (HACC)

Providing support to access HACC events and activities

Manjimup Regional AquaCentre:

- Access stairs with railings to leisure pool
- staff completed manual handling training focussed on hoists and lifting
- Manjimup Rotary provided funds to purchase a submersible bariatric wheelchair
- Hoist control box in Accessible change room moved for safety purposes

Companion card accepted at public facilities and annual cultural event

Planned three-year roll-out of disability awareness training, whole-of-organisation

Review of strategies to ensure Outcome 7

Assisted Manjimup Warren Masonic Lodge to secure funding for disabled access

Continuing functioning of the Access & Inclusion Advisory Committee

Ongoing monitoring of unauthorised usage of ACROD parking

Ongoing employment of people with disabilities (Property Care Team)

Improve access and exits in Pemberton Recreation Stadium
 Replacing external stairs Walpole Recreation Centre - compliant to AS1428
 Planning & design 4 accessible new toilets blocks (Manjimup)
 Publications and Print - largely prepared in accordance with accessible print media guidelines
 All community consultation sessions of Shire all held in accessible buildings

The Property Care Team continues to be an integral part of the Works and Services Directorate. The Team plays an ongoing role in the maintenance of various Shire parks and gardens and engages with the business sector to secure additional fee-for-service property care work.

The performance measures of the Shire of Manjimup in achieving the five key outcome areas outlined in the 2013 Plan are summarised below:

Outcome 1: People with disabilities have the same rights and opportunities as other people to access the services of and any events organised by the Shire of Manjimup.	
STRATEGY	ASSESSED PERFORMANCE
1.1 Conduct an audit of all front-line services to assess the mechanisms and resources currently in place to adapt to the needs of people with disabilities	An audit has been completed for AquaCentre, Libraries, HACC, Customer Services
1.2 Ensure all contractors or agents planning or delivering services or works on behalf of the Shire are aware of their obligations under the Disability Services Act 1993	Information relating to the contractor's obligations are included tender documents and inductions
1.3 The Shire of Manjimup (or its contractors or agents) plans and evaluates its public events, including festivals, meetings and consultations, to consider access and inclusion	An Accessible Events Checklist is completed for all events organised by the Shire (or its contractors or agents)
1.4 Where an event meets the criteria to be deemed accessible it will be communicated in the event's marketing materials	Events marketed as accessible
1.5 The promotional materials and/or registration forms for events, where applicable, to include Please advise of any access / dietary requirements or communication support you may need to participate	Undertaken

Outcome 2: People with disabilities have the same rights and opportunities as other people to access the buildings and other facilities of the Shire of Manjimup.	
STRATEGY	ASSESSED PERFORMANCE
2.1 Conduct ongoing reviews of all existing Shire owned buildings and facilities to identify barriers to access and inclusion	Improvements to access are reported in the Shire's Annual Report
2.2 Continue to build new and upgrade existing footpaths to meet universal access requirements	Ongoing rollout of universal access footpaths or cycle path upgrades undertaken each financial year as per ten year plan; Review of ten-year forward plan of footpath works to be undertaken; Review of Shire of Manjimup Local Bike Plan, which incorporates pedestrian paths, scheduled for 2016/17. The generation of additional pedestrian and cycle linkages in Manjimup is a component of the Town Centre Revitalisation, to be completed by December 2017.
2.3 Ensure all new Shire infrastructure developments and redevelopments provide access to people with disabilities within legislative parameters	All new developments or redevelopments to satisfy the current: <ul style="list-style-type: none"> • Building Act 2011

	<ul style="list-style-type: none"> • Building Code of Australia • Disability (Access to Premises Buildings) Standards 2010 • Australian Standard 1428
2.4 Maintain a register of ACROD parking in Manjimup, Pemberton, Northcliffe and Walpole in terms of quantity and location and include a comment on: <ul style="list-style-type: none"> • whether each town has satisfied the minimum ratio of ACROD bays • which 'Standard' the bay complies with (old or new standards) 	Review the Policy 5.2.4 Disabled Parking Bays Identification and Enforcement every five years to ensure the register is current
2.5 Infringements are to be issued where non-compliance occurs in relation to ACROD bays	Regular ongoing compliance checks across all four towns continued by the Shire Rangers and a record of the number of infringements issued is kept
2.6 Where reasonable and practical the Shire will endeavour to incorporate design features (not just access pathways) that improve accessibility and inclusion of children in playground redevelopments	Adventure playground redevelopment incorporated multiple access and inclusion design aspects. Inclusive concept design of proposed new Manjin Recreation Plaza.

Outcome 3: People with disabilities receive information from the Shire of Manjimup in a format that will enable them to access the information as readily as other people are able to access it.

STRATEGY	ASSESSED PERFORMANCE
3.1 Improve community awareness that Council information can be made available in alternative formats upon request	Included on some mediums, such as Shire website.
3.2 Improve staff awareness of accessible information needs and how to obtain information in other formats	All reasonable and practical requests for information to be provided in alternative formats are fulfilled. Three-year roll-out of disability awareness training for all Shire staff
3.3 Ensure that the Shire's website meets contemporary good practice	New website has been launched.
3.4 Shire promotional materials, newsletters and documentation regarding services, facilities and customer feedback are to be developed in an accessible format using clear and concise language	Promotional materials and documentation regarding services, facilities and customer feedback are to comply with the State Government Access Guidelines for Information, Services and Facilities

Outcome 4: People with disabilities receive the same level and quality of service as other people from the staff of the Shire of Manjimup

STRATEGY	ASSESSED PERFORMANCE
4.1 Improve staff awareness of access and inclusion issues and improve skills to provide a quality customer service to people with disabilities	All new staff are provided with the information required to understand their obligations in equitable customer service for people with a disability as part of their induction Autonomous learning resources are available for all staff to improve their own awareness; Access and Awareness training undertaken by HACC and AquaCentre staff. Cultural awareness training provided in house.
4.2 Improve the Councillors awareness of access and inclusion issues and support them to communicate, where required, with people with disabilities	Councillors are provided with the information required to understand the Shire's objectives in relation to access and inclusion as part of their induction

4.3 Volunteers assisting the Shire with delivery of a service to customers are supported in providing a quality service to people with disabilities	Volunteers, where appropriate, are provided with the information required to understand the obligation to deliver equitable customer service for people with a disability as part of their induction and included in training that may be on offer.
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Outcome 5: People with disabilities have the same rights and opportunities as other people to make complaints to the Shire of Manjimup.	
STRATEGY	ASSESSED PERFORMANCE
5.1 Ensure that current grievance mechanisms are accessible for people with disabilities in an appropriate format	Refer to Strategies 3.1 and 3.3
5.2 Improve staff knowledge so they can facilitate and support the receipt of complaints from people with a disability	Refer to Strategies 3.2 and 4.1
5.3 Ensure that grievance processes and outcome satisfaction survey forms are available in formats to meet the needs of people with disabilities	Refer to Strategy 3.4

Outcome 6: People with disabilities have the same rights and opportunities as other people to participate in any public consultation by the Shire of Manjimup	
STRATEGY	ASSESSED PERFORMANCE
6.1 Ensure people with disabilities are provided an opportunity to comment on facilities, services or events delivered by the Shire of Manjimup (See also Strategy 8.4)	<p>Comment is specifically sought from people with disabilities, their families or carers in relation to:</p> <ul style="list-style-type: none"> • customer satisfaction surveys • evaluations of existing facilities, services or events • planning for new facilities services or events • community consultations <p>Where applicable, contractors or agents are instructed to seek comment from people with disabilities, their families or carers in relation to the above</p>
6.2 Promote the existence and role of the Shire's Access & Inclusion Advisory Committee to the community	The relevant information is available on the Shire's website or in other formats, on request

Outcome 7: People with disabilities have the same rights and opportunities as other people to obtain and maintain employment with the Shire of Manjimup	
STRATEGY	ASSESSED PERFORMANCE
7.1 The Shire's recruitment strategies ensure equal employment opportunity	<p>Equal Employment Opportunity Annual Returns are completed</p> <p>Adaptive equipment and work processes are provided to staff or prospective staff where reasonable and practical;</p> <p>Shire commencing Quality Assurance.</p>
7.2 The Shire actively promotes itself as an equal opportunity employer	Job vacancies are promoted across a wide spectrum of networks
7.3 The Shire considers people with disabilities for traineeships, apprenticeships, work experience and work placement	<p>Currently employ a team under a supported employment programme (Property Care Team).</p> <p>All placement requests by people with disabilities or their training provider are given the same consideration as requests by people without disability</p> <p>Adaptive equipment and work processes are provided to trainees or prospective trainees where reasonable and practical</p>

Outcome 8: The Shire of Manjimup strategically manages the monitoring and review of the Access & Inclusion Plan	
STRATEGY	ASSESSED PERFORMANCE
8.1 The Access & Inclusion Advisory Committee meets quarterly to monitor and review the Plan's implementation	4 meetings held per year
8.2 Regularly report progress on the implementation of the Plan	A report is contained in the Shire's Annual Report An annual progress report is provided to the Disability Services Commission
8.4 Review Council's Access & Inclusion Policy every five years	Reviewed and adopted by Council in August 2013.
8.5 The Access & Inclusion Advisory Committee makes recommendations to Council on matters arising not clearly dealt with by the Plan	The Committee uses Council's Access & Inclusion Plan Policy Statement as a guiding document to consider any matter arising that are not clearly covered by the Plan
8.6 Commence broad community consultation to review the existing Plan	A report on the individuals, agencies and key stakeholders engaged in the consultation Various methods or formats of consultation were used. Plan was open for public consultation and feedback for 4 weeks and through one on one session and public meetings.
8.7 The Shire's Access & Inclusion Plan is reviewed at least every five years	Access & Inclusion Plan formally amended by Council, a copy of the amended plan lodged with the Disability Services Commission

Outcome 9: The Shire of Manjimup strategically manages the monitoring and review of the Access & Inclusion Plan	
STRATEGY	ASSESSED PERFORMANCE
9.1 Support and encourage partnership networks of local organisations that are best placed to collectively plan and coordinate strategies to address the needs of our local disability communities	Develop and maintain a database of local or regional stakeholder agencies and organisations Partnerships formed for specialised community art projects, facility design and social activities for women and men with disabilities.
9.2 Provide relevant funding advice and support to groups and individuals on their access and inclusion projects. Support may be provided to: <ul style="list-style-type: none"> • identify funding sources • assist with proof reading and editing funding applications • provide letters of support 	Various letters of support provided
9.3 Advise those organising public events within the Shire on best practice for accessibility	The number of event organisers provided with relevant advice on access and inclusion A section on access and inclusion has been incorporated and updated in the Shire's Organiser's Manual: Public Events
9.4 Encourage excellence and best practice in access and inclusion	Promote and engage with: <ul style="list-style-type: none"> • Access & Inclusion Awards • Ambassador programs • Relevant scholarships • Disability Awareness Week Communicate good news stories regarding the Shire's or community's achievements in access and inclusion to the media
9.5 Advise local developers (commercial or private) on the statutory obligations that maximise accessibility	Undertaken via legislative compliance and consultative practices.

**Shire of Manjimup
Annual Report
For the year ended 30 June 2016**

9.6 Advocate to local community groups, businesses and tourist venues the requirements for and benefits flowing from the provision of accessible venues	Incorporated in the Shire's Event Manual
9.7 Advocate for and support the process to develop improved public transport delivery and options in the Warren Blackwood	Accessible public transport is offered for key shire events.
9.8 Advocate for the ongoing improvement to broadband and other communications technology infrastructure throughout the Shire	Roll-out of National Broadband Network in the Shire currently in progress.
9.9 Where spaces are available in relevant access and inclusion training courses provided to Shire employees those spaces will be offered to members of the local community at cost	Ongoing.