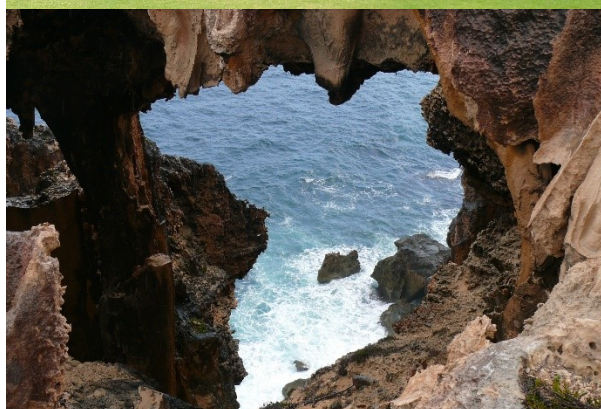




2018 Annual Report



Celebrating Our Diversity

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Shire President's Report



Shire President's Report

The efficient operation of the Shire doesn't occur without a considerable amount of dedication, hard work and determination by Councillors, Management and Staff. The 2017/2018 financial year has been no exception to the ongoing commitment to meet the goals of the Strategic Community Plan, the Corporate Business Plan and Long Term Financial Plan. The Manjimup Town Centre Revitalisation Project has been a massive project, bringing with it huge challenges resulting in a positive outcome of increased skills and abilities which will have a beneficial impact on our management of projects into the future.

Council's focus has remained on continuing to implement initiatives and projects to enhance economic growth, encourage investment, promote the region as a unique tourism and culinary destination and drive population retention and growth.

The Manjimup Town Centre Revitalisation Project is progressing despite the requirement to return \$3 million dollars to the State Government following the State election. This required the Shire of Manjimup to reprioritise, persevere and become more resourceful. Alternative funding was sought, resources from elsewhere in the project budget were redirected and elements of components were delayed until a more feasible approach could be determined. The project is entering the final stages now with most components complete or close to completion, the major remaining components are the construction of the South West Energy Experience (SWEE) building, the transformation of Brockman Street and the Perup/Graphite Road re-alignment.

It was a year of rewards and accolades for the Shire with the AquaCentre's Freestylers Swim School being announced as winner of the Western Australian AUSTSWIM Recognized Swim Centre 2017, Home and Community Care was named as a finalist in the Aged and Community Services Western Australia, Excellence in Care Awards 2017, in the organisation category. We received major recognition at the Economic Development Australia 2017 Awards, taking out the National Award for Economic Development Excellence, in the Economic Development initiatives Under 15,000 Residents category, and were the first Local Government in Australia to be presented with an Alzheimer's WA Certificate of Commitment. In another first, we were the first Local Government in Australia to launch the mobile device app Antenno, which provides residents and visitors with a conduit to receive and report information from/to the Shire from their mobile device.

A youth questionnaire was conducted throughout November with around 23% of youth taking the opportunity to provide some feedback to the Shire. Overall, this sample of young people in Manjimup are actively involved in community clubs, events and activities, including volunteering activities in addition to leisure and sporting activities. Although substantial proportions anticipate leaving the region for further study or work opportunities, no major negatives about the town were evident in their responses to various questions.

The numerous successes throughout the year are accredited to the dedication and forward planning of the leadership team and hard work of committed staff, and I wish to thank all of the employees of the Shire of Manjimup for their contributions and persistence. Significant milestones, events, decisions and outcomes for the Shire of Manjimup throughout the 2017 and 2018 financial year are detailed overleaf.

July 2017

- Freestylers, the Shire of Manjimup's Regional AquaCentre Swim School was announced as the winner of the Western Australian AUSTSWIM Recognised Swim Centre 2017, beating ten other teams.
- Alzheimer's WA in partnership with the Shire of Manjimup held two workshops for stakeholders, business representatives and the public to seek information and feedback on the Shire of Manjimup becoming one of Western Australia's first dementia friendly communities.
- Manjimup's Home and Community Care (HACC) agency was named as a finalist in the Aged and Community Services Western Australia, Excellence in Care Awards 2017, in the organisation category.
- Lotterywest announced that the Shire of Manjimup had been successful in obtaining a grant \$1,168,869 for the Manjin Recreation Plaza and the Sandra Donovan Sound Shell.
- The Shire of Manjimup launched the mobile device App Antenno. Antenno is a local government specific app designed to provide residents, ratepayers, visitors and investors with up to date information and reminders about the things that affect them in the places they care about and provides a method of reporting issues directly to the Shire via your mobile phone.

August 2017

- A tripartite agreement was reached between the Shire of Manjimup, the Public Transport Authority and Arc Infrastructure (formerly Brookfield Rail) to release a 3.9km section of rail corridor through the Manjimup town site from Graphite Road to 100m south of Seven Day Road. This Use and Occupation Agreement allowed the Shire to move forward with plans under Stage 2 of the Town Centre Revitalisation Project to create a "Linear Park" redefining the "east – west" separation of the Manjimup town site and permitting significant connectivity improvements.
- The Shire of Manjimup received notification that \$3,000,000 was required to be returned to State Government from the Royalties for Regions component of the Revitalisation of the Manjimup Town Centre Project following the State election.
- Pemberton was announced as a finalist in the 2017 GWN7 Top Tourism Town Awards.

October 2017

- The Shire of Manjimup achieved another significant milestone in being the first Local Government in Australia to be presented with an Alzheimer's WA Certificate of Commitment. The Certificate recognises the Shire's commitment to achieving a Dementia Friendly Community. In partnership with Alzheimer's WA the Shire implemented a specific set of principles designed to meet the criteria of a Dementia Friendly Community.
- The Australian Government Department of Industry, Innovation and Science have announced that the Shire of Manjimup have been successful in obtaining a grant for \$2,677,725 through the Building Better Regions Fund. The funds are being used for the South West Energy Experience (SWEE), a new multipurpose world class facility which incorporates a new bespoke museum, café and visitor servicing centre in the Manjimup Timber and Heritage Park.
- The Shire received major recognition at the Economic Development Australia 2017 Awards, taking out the National Award for Economic Development Excellence, in the Economic Development initiatives Under 15000 Residents category.
- A sod turning ceremony was held at the Manjimup Timber and Heritage Park to celebrate the commencement of the construction phase of the Sandra Donovan Sound Shell.
- At the Ordinary Council Meeting held on 26 October 2017, I was honoured to be re-elected unopposed as the Shire President. Cr Cliff Winfield was elected as Deputy Shire President.
- At the same meeting we welcomed three new Councillors, Cr Wendy Eiby; Coastal Ward, Cr Murray Ventris; West Ward and Cr Jayde Salomone; Central Ward. Cr David Tapley; South Ward and Cr Cliff Winfield; East Ward, retained their positions.

November 2017

- Throughout November the Shire conducted a youth questionnaire, around 23% of youth in the region took the opportunity to have their say. Although substantial proportions anticipate leaving the region for further study or work opportunities, no major negatives about the town were evident in their responses to various questions.
- On Thursday 2 November the Shire had the pleasure of hosting a luncheon for Her Excellency the Honourable Kerry Sanderson AC, Governor of Western Australia. The lunch was attended by representatives of the various community groups of which the Governor is a patron, at her request.

December 2017

- The Shire of Manjimup's Southern Forests SEED program released a report by Youth Insight, exploring secondary student perceptions on agricultural careers providing valuable insight into how the agricultural industry can re-position itself to attract new entrants.

January 2018

- A 10 station realSpaces outdoor gym was installed in Manjin Park, Manjimup. This was made possible by Real Insurance, which had pledged a \$1 million funding program to assist Local Government's with the procurement of outdoor gyms, aimed at helping all Australians improve their health and wellbeing whilst enjoying the benefits of outdoor exercise.
- The Shire of Manjimup's official Citizen of the Year Awards Ceremony took place in conjunction with Walpole Community Resource Centre's annual "Av' a G'day" on Australia Day Friday 26 January 2018.

February 2018

- The Shire of Manjimup's annual community grants round for 2018/19 opened in 2018, allowing another opportunity for community groups and organisations to seek funding for projects, events or activities. Each year Council allocates up to 2% of the Shire's previous year's rates income back to the community by way of grants. Last year this equated to \$134,898 in cash support for local events, sports clubs, community centres, art projects, community gardens, youth zones and more.
- The Gold Coast 2018 Commonwealth Games Queen's Baton arrived in Manjimup on Thursday 22 February as part of the WA leg of the Relay. Locals and visitors lined the streets and crowded the Timber Park to watch our baton bearers carry the Baton.
- The Manjin Recreation Plaza was completed and opened for use. The rec plaza is a major piece of the Town Centre Revitalisation Project and has been a very long time on the drawing board for Manjimup's youth.

March 2018

- The Shire of Manjimup Youth Network hosted a wonderfully successful Young Women Empowered Expo at the Manjimup Indoor Recreation Stadium. The day was attended by over 300 young ladies from the Warren Blackwood region who came to enjoy themselves, learn some new skills and hear messages about how to maintain good mental health, at what can be a very difficult time of their lives.

April 2018

- More than 250 people streamed into the Manjimup Timber and Heritage Park on Friday night 20 April 2018 to witness the official opening of the Sandra Donovan Sound Shell and to observe the striking structure. The Sound Shell was officially opened by the Hon. Adele Farina MLC. Accompanied by the Hon. Terry Redman MLA, LotteryWest Grants Manager Nerreda Hillier, Chief Executive Officer Andrew Campbell, Director of Community Services Gail Ipsen Cutts, Project Manager Jessica Winters and Timber and Heritage Park Curator Ian Wilson, Ms Farina also officially opened the Community Volunteer Hub and the accessible walkways in the hamlet.
- Shire representatives attended a march in Bunbury to protest the imminent closure of camp schools around the State. Over 100 concerned residents and business owners marched from the Blair Street foreshore car park to Hon. Adele Farina's Office in Victoria Street Bunbury.

May 2018

- It was a full house at the Manjimup Wellness and Respite Community Centre for the official opening on Friday 18 May 2018. Opened by Hon. Rick Wilson MP, the long awaited Centre houses the Shire's Home Community Care team and focuses on home care and aged and disability services across the region, as well as respite care.
- At the ordinary Council meeting held in Manjimup on 3 May 2018 Cr Dean Bavich submitted his resignation from Council. Cr Bavich had served on Council since 2010 and was Deputy Shire President from 2013 to 2017.
- The Shire was successful in securing a grant for \$307,085 in round two of the Safer Communities Fund. The funds will be used for the Manjimup Town Centre Safety Enhancement Project, which incorporates closed circuit television throughout Manjin Park, the Manjimup Heritage Park, and Brockman Street with a direct linkage to the Manjimup Police Station, and safety and lighting improvements to the Manjimup Heritage Park

- Council adopted the Bicycle and Footpath Plan 2017-2027. The overall purpose of the plan is to improve walking, cycling and mobility scooter infrastructure. This will improve the lives and social connectivity of the local community by reinforcing and facilitating the use of these as preferential transport modes over driving. The purpose of this plan is to provide a safe, comfortable, attractive, sustainable and integrated network, connecting centres of activity and regional attractions within the four Shire townsites.

June 2018

- The Northcliffe Public Library co-located with the Northcliffe Visitor Centre in a move that has increased the library opening hours from 15 hours a week to 49 hours a week.
- Council adopted the Pioneer Park Management Plan. The purpose of the Management Plan is to facilitate the future development and consolidation of Pioneer Park as a gateway to the Walpole Wilderness Area and an important driver rest stop, strategically located on the South Western Highway.

A lot of what we do could not be achieved without funding support from both Federal and State Government. They have seen potential here, just as we do, and their investment is leading to economic and population growth in the Shire of Manjimup. Our local volunteers who provide such a vast array of services, care and enjoyment within the Shire – you are at the core of what keeps people living here and keeps people coming back to visit. Thank you for your stoicism.

To our community members – both ratepayers and residents – you are the Shire of Manjimup. Your presence, your ideas, your passion for your 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,



Paul Omodei
SHIRE PRESIDENT

Chief Executive Officer's Report

Key achievements

- Continued the Revitalisation of Manjimup's Town Centre Project Stage 2 with major progress achieved, including;
 - Construction and opening of the Sandra Donovan Soundshell;
 - Completion of the roundabout on South West HighwayAll other projects are in the final stages of planning/tendering or underway;
- Finalised the tripartite rail corridor agreement with Arc Infrastructure;
- Assisted in the Local Government Elections October 2017, swearing in 3 new Councillors;
- Welcomed the WA State Premier to the Shire for the Manjimup Cherry Festival;
- 100% Compliance Audit Return status;
- Continued to build on relationships established with the State Government and promote the needs of the Shire of Manjimup; and
- Maintained a "business as usual" organisation performance during an exceptionally busy project period.

Agricultural Expansion Project

Southern Forests Food Council



As part of the Manjimup SuperTown's 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 2017/18 year include:

- SFFC maintains over 400 members, of which over 270 are producer members. SFFC also maintains a mailing list of over 500 people which are additional to SFFC members;
- SFFC continues to work with a New Zealand based company to develop gold kiwifruit industry in the region, rootstock are under propagation with grower commitment to be finalised;
- SFFC has participated in a prefeasibility study for the production and processing of hemp within the Shire of Manjimup;

- SFFC participated in a peer economic review of Oz Scientific's Spray Drying Prefeasibility Stage 1.
- The SFFC continues to receive and liaise with international trade enquiries, both through existing relationships and new enquiries through the SFFC website and industry connections. With the new export partnership agreement with Allstates Farms and other prospective partners the SFFC will now be able to facilitate sourcing, consolidating and supplying produce for export markets;
- Social Media engagement with the SFFC includes total Facebook likes of 3,352, total Instagram followers 2,333. Nine media releases were issued through the SFFC website;
- The Genuinely Southern Forests 2017 RMC concluded in early June 2017. SFFC is currently receiving and collating participant feedback for a post-campaign report. SFFC will use this information to inform and develop an annual retail marketing campaign with aim to relaunch. The SFFC will again secure buy in from participating retailers.

Arts & Culture

The Shire of Manjimup facilitated several successful community art projects throughout the year to develop local arts and culture, encourage greater community inclusion, creative engagement and build a stronger community spirit.

Interest in the Manjimup Art Gallery space continues to grow. The Gallery hosted a diverse range of exhibitions in the review period, principally by local artists. They included works across a range of media including photography, watercolours, oils, print making and ephemeral art.



Local Print Maker, Fay Dunstan, setting up for the 'Lino Printmaking for All' workshop offered during The Wild Cards Exhibition

The new Sandra Donovan Sound Shell was officially opened in April 2018. It is named in honour of Sandra Donovan who had devoted herself to the musical needs of the community. The opening was celebrated by a full program of outstanding stream of local talent. The Sound Shell delivers a multi-functional, robust and accessible performance venue in Manjimup, encompassing a state-of-the-art, fully equipped stage, fully functional backstage area, multi-purpose room and amenities.

Over the course of 2017/18 the refurbishment of the State Timber Museum in the Manjimup Heritage Park was completed, and the museum was officially re-opened in August 2018. Other works undertaken in the Park included restoring, relocating and displaying relics, and finalising the design of the South West Energy Experience (to be constructed by December 2019). Furthermore the construction of the Volunteer Hub, Blacksmith Shop, and Agricultural Shed were completed, and funds were secured from Lotterywest for the fit out of these buildings.

The Queens Baton Relay event was held on 22 February 2018, with approximately 700 people attending. Highlights of the event were the baton relay, children's entertainment and live music, supported by Act-Belong-Commit.

The 2018 Shire of Manjimup Arts Acquisitive Prize (\$5,000) was presented as part of the Pemberton Unearthed Festival at the Pemberley Sculptures in the Vineyard. The 3D prize was awarded for the Wren's Nest sculpture by artist Dennis Wilson. The sculpture is currently displayed at the Wellness and Respite Community Centre.

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;
- Northcliffe Pioneer Museum;
- Warren Art and Craft Group;
- Warren Arts Council;
- Warren District Agricultural Show;
- Warren Family History Group;
- Sing Australia Manjimup;
- Southern Forest Arts;
- 15 Minutes Wonders Conference Walpole;
- Pemberton's Got Talent;
- Quinninup Annual Market Day;
- Jazz in the Jarrah;
- Carols by Candlelight;
- Truffle Kerfuffle; and
- 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.

Awards

Citizen of the Year Awards - Australia Day 2018

The Shire of Manjimup Citizen of the Year Awards ceremony was held in conjunction with Walpole's annual Av' a G'day event on Friday 26 January at Pioneer Park in Walpole. Citizen of the Year Awards promote, recognise and celebrate significant contributions to community life and active citizenship within the Shire of Manjimup. In 2018 there were 19 nominations received across 4 categories, with each nomination receiving a commendation award. The winner of each category were as follows:

1. Citizen of the Year - Mark Hudson

Mark was one of the key driving forces in the creation of the iconic Pemberton Mountain Bike Park, a wonderful community asset for use by locals and visiting mountain bike riders. He has developed strong connections within the mountain bike community, which assists the many mountain biking events he organises at the Bike Park. Mark also maintains the 30km of trails which lie within the park. Mark is constantly thinking of ideas and ways to improve the region, for the benefit of the local community as well

as visitors. Mark was the previous president of the Pemberton Visitor Centre board for several years and an active volunteer officer through St John Ambulance.

2. Youth Citizen of the Year (Under 25 years) - Khiara Holdsworth

Khiara is a kind, caring and giving young person which is demonstrated by her activity in the community. In 2017, Khiara was a student counsellor at Northcliffe High School, as well as vice sports captain where she was involved in the creation of a number of activities for fellow students and well as fundraising activities for the school P&C. Khiara assisted the student council at Northcliffe in helping the Seniors Housing Village in the painting of garden gnomes. She participates in local sporting groups such as soccer, netball development squad and basketball. Khiara has strong leadership qualities, which shine through at Northcliffe Youth Group. She is always first to volunteer, always encourages others and shows strong initiative.

3. Senior Citizen of the Year (Over 65 years) - Harvey Giblett

A lifetime community supporter for many community groups and events within the Shire of Manjimup. Harvey kindly donates the grounds and support for the Cherry Harmony Festival Long Table Meal. He donates fresh produce to many organisations and events including scouts, health promotional programs and schools. Harvey is involved with the Southern Forest Food Council where he assists in promoting local produce and enhancing innovative agriculture. Harvey continuously promotes employment opportunities for locals and travellers and fosters opportunities for growth of employees. He is a huge driving force in increasing water security within the Warren Blackwood. He attends community events, often volunteering his time to assist before, during and after the event in a range of tasks. He offers sponsorship and support for local football clubs as well as being an active member in the Rotary Club of Manjimup, Life member of the Deanmill Football Club and Patron of the Warren District Agricultural Society.

4. Award for Active Citizenship (Community Group/Event) - Walpole Yacht Club

In 2011, the Walpole Yacht Club was nearly condemned through severe storm damage. With low membership and no active sailing program, a decision needed to be made with the community to save the club. Since then, the club has been greatly reinvigorated with membership, weekly sailing activities and the reestablishment of the Walpole in the Trees Regatta, made possible by the members and volunteers within the Walpole community. The Regatta brings over 500+ people to the region and is continuously growing, currently the largest regional sailing regatta in WA. The Walpole Yacht Club has seen a large increase in memberships and a renewed interest across all age groups and demographics in active sailing, water and other club activities. The Walpole Yacht club forms part of the Walpole Sport Alliance which aims for clubs in Walpole to support each other and events.



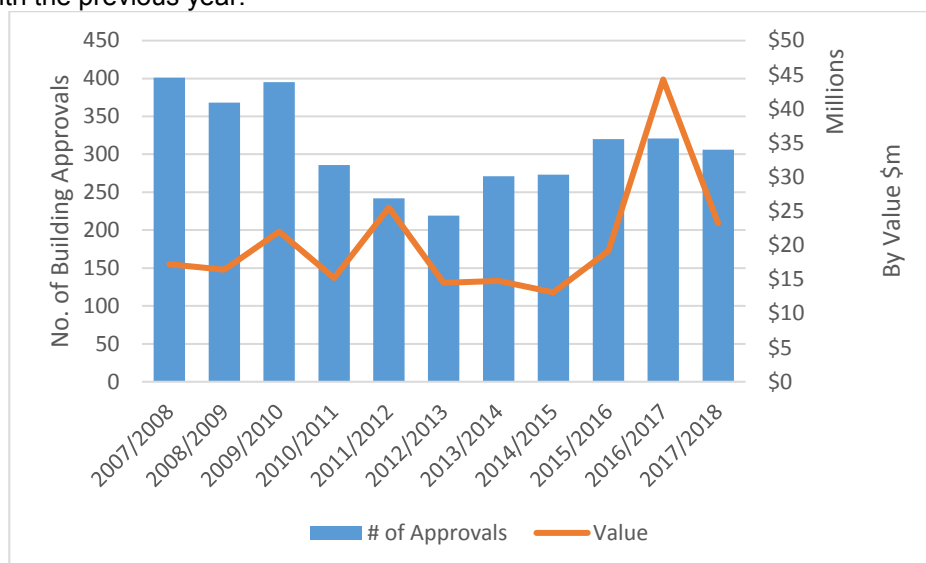
Winning Recipients of Citizen of the Year Awards (left to right): Frank Cooper representing Walpole Yacht Club, Mark Hudson, Khiara Holdsworth and Harvey Giblett.

National Economic Development Award – October 2017

The Chief Executive Officer Andrew Campbell attended the National Economic Development Australia Conference in October 2017 and received the National Economic Development Award for ‘Economic Development Initiatives for Populations Under 15,000’ for the Revitalisation of Manjimup’s Town Centre Stage 1.

Building & Reserve Improvements

In the 2017/18 year, the number of building applications decreased marginally from 321 in 2016/17 to 306 for the year. The value of these building approvals decreased significantly from \$44.3M in 2016/17 to \$23.223M in 2017/18. This decrease would be a representation of predominantly a decrease in some of the larger commercial applications such as the Bannister Downs Dairy where in the previous year this application would have caused a spike in the values for the year. The average number of days taken to assess a building application (both certified and uncertified) was 7 days, which represents a consistent approach with the previous year.



Major building & reserve improvements undertaken by the Building Services section during the 2017-18 year were:

- Construction completion of the new public ablution in Brockman Street Manjimup;
- Completion of the new public ablution Giblett Street Manjimup;
- Relocation and renovation of the Manjin Park “Train” playground;
- The upgrade to the South section of Manjin Park including public barbeques, shelters, tables, retaining walls, new reticulation and lawns;
- The construction management of the new skate park in Manjimup;
- Construction of various components of the Manjin Park redevelopment including the new basketball courts, retaining walls, drainage and seating;
- The extension of the Building Services workshop at the Heritage Park which included an exclusive area set aside for the Community Gardens Group;
- Installation of the new fans to the Manjimup Indoor Sports Pavilion to alleviate the condensation issues during winter, to which was a success due to there being no condensation issues during the 2018 netball season;
- Construction of accessible ramps to the Settlers house and Dr Bills Surgery in the Heritage Park;
- Assistance with the refurbishment of the State Timber Museum;
- Refurbishment of the Brockman Street Toilets in Pemberton;
- Installation of new portioning to the male and female ablutions Clem Collins Recreation centre Northcliffe;
- Replacement of the carpet to the upper section of the Walpole Recreation Centre;
- Construction of the new accessible ramp at Coronation Park to access the lower level carpark and Coronation Park ablutions;
- The installation of an Adult change table within Coronation Park public ablutions, being one of the first public facilities in the state to offer this facility;



Trying to keep the sun off during a pour on the new skate park



Curved Flashing being installed to prevent roof leaks in refurbished State Timber Museum



New Adult Change table Coronation Park Ablutions



Floor being poured in the New Ablution Giblett Street



Manjin Park Train saying goodbye to its old home



Manjin Park Playground Train being moved to new location



Retaining Wall construction Coronation park



The installation of barriers and handrails Coronation Park

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
General Grants	\$112,906
Youth & Chaplaincy	\$ 37,000
Events	\$ 72,700

The full overview of Grant Recipients can be found below:

Youth Grants

Pemberton Sports Club
Pemberton Youth Zone
YouthCare Manjimup
Walpole, Nornalup & Districts Community Development Group
Northcliffe Family Centre

Event Grants

Truffle Kerfuffle Inc
Dirt High Promotions Inc
Warren District Agricultural Society Inc
Manjimup Chamber of Commerce & Industry Inc.
Manjimup Cherry Harmony Festival Inc
Manjimup Speedway Club Inc
Southern Forests Campdraft & Rodeo Club Inc
Manjimup Baptist Church
Lions Club Manjimup
Manjimup Farmers Market Inc
The Rose Centre Complementary Care Group Inc
Stadium Triathlon Club
Targa West Pty Ltd

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Pemberton Photography Club (NCF Visitors Centre)
Pemberton Visitors Centre
Pemberton Mill Hall – Pemberton Got Talent
Northcliffe Visitors Centre – Karri Cup
Northcliffe Visitors Centre – Blooming Wild
Walpole Yacht Club Inc.
Walpole ANZAC Day Event 2018
Walpole Community Resource Centre – 15 Minutes of Wonder Conference
Quinninup Community Association – Market Day

General and Financial Assistance Grants

Friends of Manjimup Library & Art Gallery
Warren Arts Council
Manjimup Photo Club Inc
Sing Australia Manjimup (Manjimup Farmers Market)
Warren Art and Craft Group Inc
Manji Men's Shed
Manjimup District Rifle Club
Manjimup Community Gardens (Manjimup CRC)
Manjimup Historical Society Inc.
The Rose Centre Complementary Care Group Inc
Sacred Heart Parish Youth Group
Pemberton Play Group
Pemberton Mill Hall - Screen
Pemberton Arts Group Inc - Exhibition
Pemberton Youth Zone - Offline
Pemberton Visitors Centre – Pool Kiosk
Pemberton Community Resource Centre – Barista Bonanza
Northcliffe Pioneer Museum Inc. - Internal Signs
Southern Forest Arts Inc. – Annual Program
Northcliffe Family Centre - Financial
Northcliffe District High School P & C – Food Hall
St. John Ambulance Walpole - Financial
Walpole Community Resource Centre – Carpet Mats
Walpole Family Centre - Financial
Walpole Community Resource Centre Inc – School Holiday Program
Walpole Men Shed Inc - Financial
Warren Catchment Council Inc. – Weeds Quinninup
Quinninup Community Association – Financial

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 and Ranger Services



The Shire of Manjimup is responsible for 23 Volunteer Bushfire Brigades with over 1,300 members located within the Shire.

During the year, our Bushfire Brigades responded to several large fires within the district as well as assisting with the fires in Albany and Margaret River local government areas.

On the 24 May 2018 after a long dry spell a strong weather event moved through the regional. On that day the Shire of Manjimup's Bushfire Brigade network responded to 20 bushfires.

Emergency Service staff have organised several bushfire, structural fire, fire control officers and first aid courses as well as being involved in a partnership program with DFES and the Pemberton direct high school with year seven students spreading a week learning about emergency services

Prevention of bushfire has been the focus of the Ranger and Emergency Services Department. The Shire has a large number of vegetated Reserves throughout the district and managing these Reserves is complex. Finding the correct balance between environment, biodiversity, fuel loads and public safety is proving challenging.

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.



Shire employees and Bush Fire Brigade volunteers carried out several prescribed burns throughout the district. Employees and mitigation crews were also involved in several burns on land vested in the State Government and other land owners within the town sites of Manjimup, Pemberton and Northcliffe.

The photo on the left shows volunteer Bushfire Brigades helping Shire staff conduct a Prescribed Burn in Mottram Street Reserve.

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Number of Prescribed burns carried out by the Shire on Shire Reserve	9
Number of Burns carried out by the Shire on other Crown Reserves (UCL / Hospital / Railway)	4
Total area burnt (Shire Reserves)	90ha
Number of parcels of land treated by mechanical means	82 parcels of land
Area treated by mechanical means	58ha
Number of incidents attended by BFB	41



The Ranger and Emergency Services department provide the community with valuable and essential services, regarding many different situations and services including:

- Fire;
- Property inspections;
- Firebreak inspections;
- Animal welfare issues;
- Dogs and Cats;
- Littering and environmental issues;
- Parking; and
- Enforcing legislation including Local laws.

Shire Rangers also, unlike many other local governments within Western Australia, operate the Shire's Animal Management Facility where the animals are impounded and cared for before either being returned to the owners or re-homed.

<i>Impounded Cats</i>	<i>34</i>
<i>Impounded Dogs</i>	<i>101</i>
<i>Warnings</i>	<i>52</i>
<i>Dog Attacks</i>	<i>18</i>
<i>Infringements (not including fire)</i>	<i>14</i>
<i>Straying Stock</i>	<i>46</i>
<i>Complaints Cats</i>	<i>49</i>

Shire Rangers have been actively engaged in community education in attempts to combat issues of animal owners not picking up after their dogs, littering, disable parking and illegal camping within the town sites.

The trapping of nuisance cats has been a high priority for Shire Rangers as stray cat numbers appear to be excessive and requiring a form of control.

Registrations of both dogs and cats were on the increase again most likely due to the continued education program highlighting statutory obligations as a responsible animal owners.

Environmental Management

The natural assets in our Shire Reserves contain a diversity of landforms such as forest, coast, wetlands, and rivers. Partnering with Environmental Community Groups, Natural Resource Management Organisations, and Government Departments is improving our biodiversity.

Monitoring, data collection and control measures protect our reserves and heritage from climate and recreational pressures.

Warren Catchments Council (WCC)

We support 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 \$7000 was provided to the WCC to continue the Warren Ribbons of Blue water quality monitoring and action program.

WCC projects that the Shire of Manjimup has supported and promoted

- Victorian Tea Tree Eradication (VTT) at Windy Harbour. First Stage of machine mulching completed from a \$10,000 SWCC grant.
- NRM Roadside Weeds Mapping.
- Salinity Mitigation in the upper Warren.
- NRM Community Capability Program to support volunteers.
- East Manjimup Primary School NRM Grant – Restoring Manjimup Brook Stage 4.
- Ongoing control of isolated populations of highly invasive environmental weeds.
- Bush Ranger Cadets – Environmental management at Manjimup Timber and Heritage Park.
- Ribbons of Blue – Community Education and Water quality monitoring at Manjimup Timber and Heritage Park Constructed Wetland.
- Quinninup Residents Association – community weed control and training. Two workshops and a busy bee were undertaken to improve the community's capability.

South West Catchments Council

The following projects have also been in partnership with the Department of Biosecurity Conservation and Attractions.

- VTT Eradication at Windy Harbour. Second stage of machine mulching and follow up spraying completed from a \$7000 SWCC grant. Over 10ha of VTT has been controlled during this stage. This has removed a majority of the mature seed bearing plants, with follow up control it should be possible to completely eradicate this Environmental Weed.
- Broke Inlet (Camfield), continuing weed control, foreshore planting, stabilisation, and signage with Conservation Volunteers Australia and WCC.
- Walpole Foreshore Enhancement and Protection planning.
- Great Cocky Count Forum. With Birdlife and WCC presenting the status of our Cockatoo populations and encouraging citizen science monitoring.

Coast West New Beach Access Point

This State NRM funded project has successfully been acquitted. The new staircase has been built in Windy Harbour and the access way to the beach is no longer eroding the dune. Aboriginal Heritage was protected during construction and will now be protected by the structure. Coastal engineers recommended that the structure end at the secondary dune, however storm events and erosion of the primary dune may still make the incline very steep. Further work may be needed to seasonally allow for easy access. Signage has been installed to inform visitors of the significance of the area and to keep dogs under control as they can disturb nesting shorebirds.

CoastSWaP

As a member of CoastSWaP we attended a stakeholder's forum in Walpole that helped us improve our management of coastal reserves by building resilience and health in the vegetation and our community. CoastSWaP have released a Strategic Plan for 2017 to 2020.

Feral animals

Funding of \$5,000 was provided to the Lake Muir Denbarker Community Feral Pig Eradication Group.

Manjimup Weed Action Group (MWAG)

MWAG consists of organisations, departments and community members actively working on weeds in our Shire. We support MWAG by contributing to regular meetings with secretarial duties. We have also been mapping our weeds and control activities. One weed priority is to assess and control weeds in areas that have had fuel hazard reduction burns, this can be the most effective way to tackle weeds.

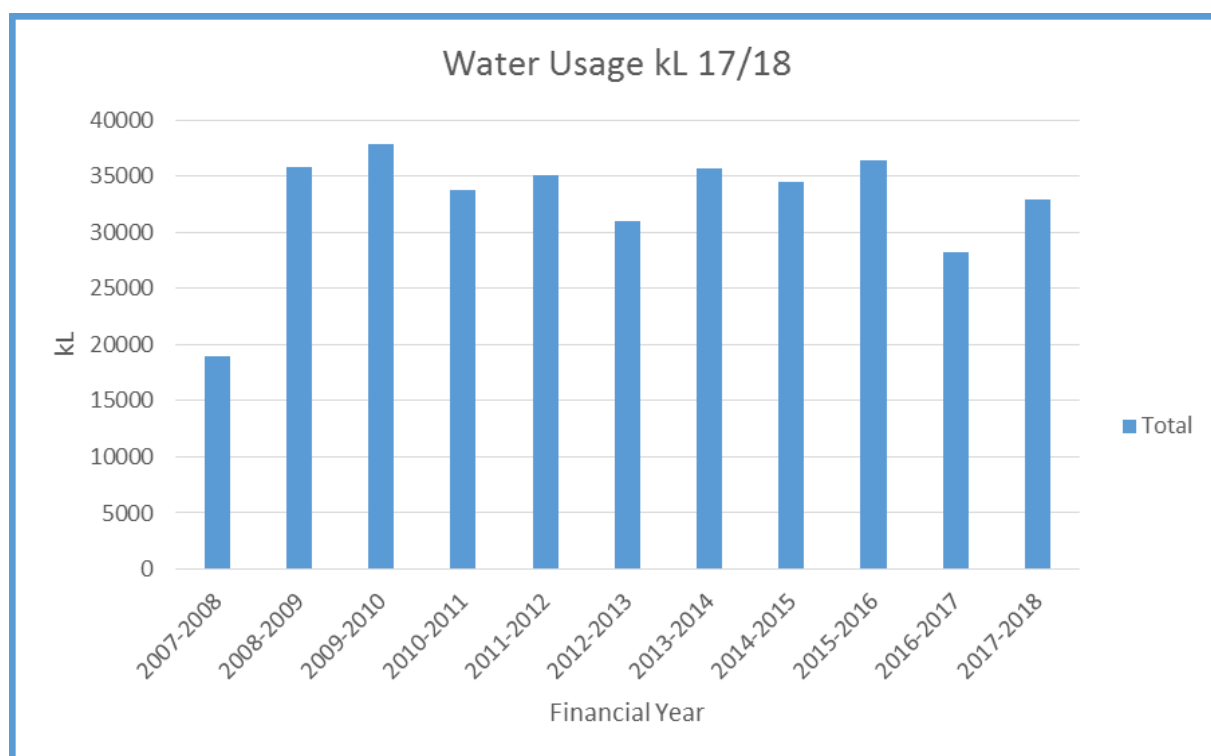
Our environmental volunteers are contributing to community weed projects in Windy Harbour, Quinninup, Middlesex, Walpole Foreshore, Mottram Street Reserve, Broke Inlet, Manjimup Timber and Heritage Park and road reserves.

MWAG is helping the Shire of Manjimup control 36 species of environmental weeds.

Warren Biosecurity Group

Community engagement and education is an important part of this project administered by WCC. The group are applying to become a recognised biosecurity group that will have the ability to raise funds for biosecurity activities in our Shire.

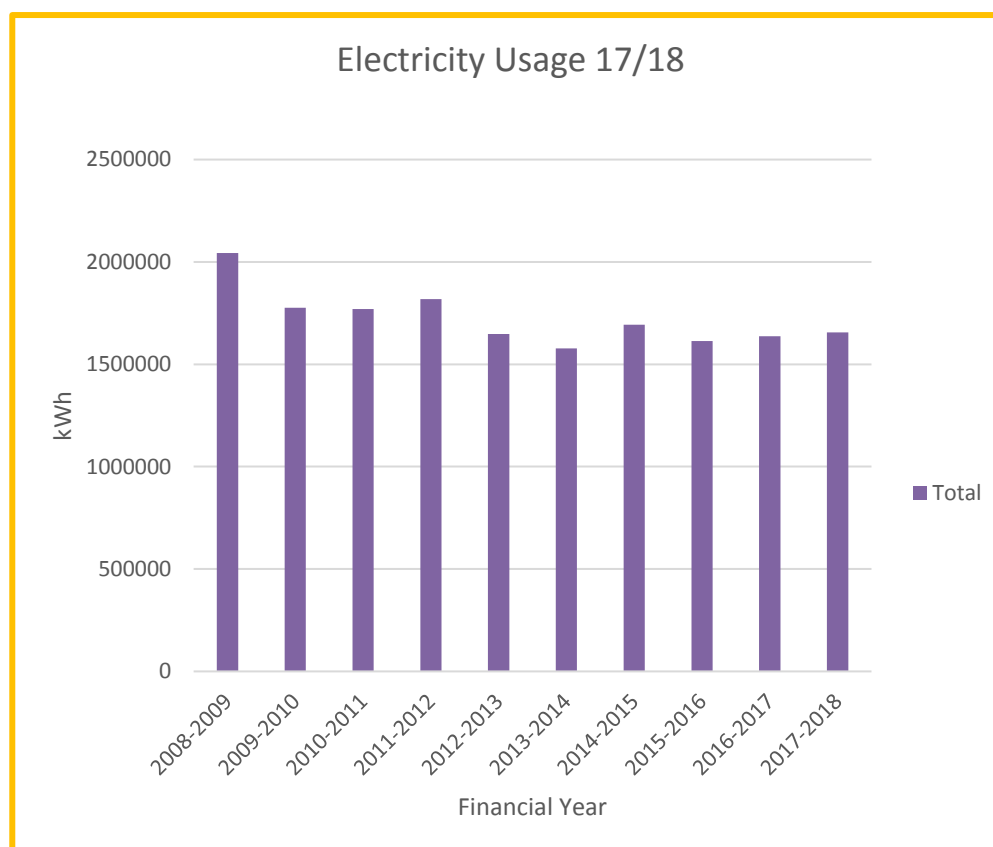
A work shop and public meetings were held to educate and get community feedback.



Energy Usage

In 2017/18 the Shire of Manjimup's electricity usage increased by 2%.

Funding for a solar project in Manjimup has been applied for under the Federal Smart Cities and Suburbs Program. If funded the project could take the Council Administration building, Coronation Park and Manjin Park off the grid. This could save \$45,000 (158,000 kWh) a year.



Environmental Health

The aim of Environmental Health Services (EHS) is to promote wellbeing in the community to ensure the conduct and operation of premises and activities comply with accepted public health standards and practices. The team works to protect the quality of the environment and to improve and manage public health by implementing objectives identified in the Shire's Strategic Community Plan 2017 – 2027.

There are three primary pieces of legislation which Environmental Health Officers (EHO's) are delegated to enforce are detailed below:

1. **Public Health (Miscellaneous Provisions) Act 2016**, currently under transition from the **Health Act 1911**

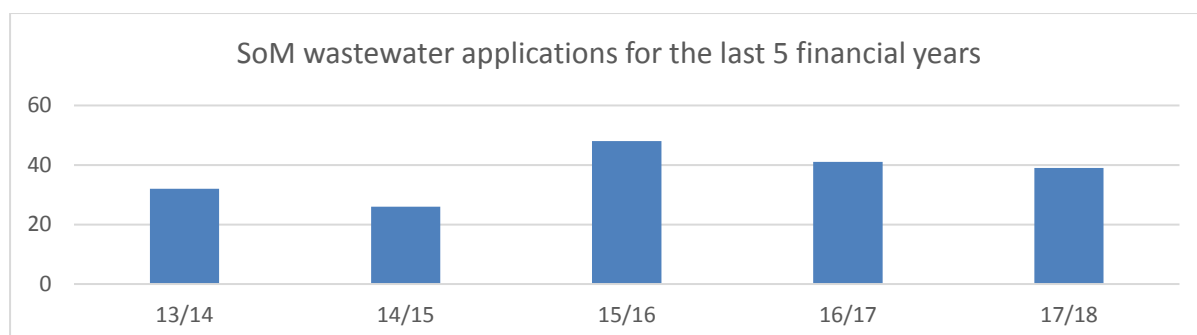
Temporary Accommodation

Activities within the Shire of Manjimup relating to temporary accommodation associated with tourism and temporary workers requires a strong focus on compliance. The Shire licenses 10 caravan parks and 55 lodging houses, which require biannual inspections. There have been concerns with a small number of premises keeping up with routine maintenance, however, these are being worked through with management.

Event organisers are also applying for temporary camping facilities to allow patrons to stay at the event site. This needs to be carefully managed to ensure such facilities do not undermine services provided by local accommodation operators.

Wastewater

Wastewater applications were processed for 39 properties within the Shire during the last financial year, marginally less than 2016/17. Most of the applications were for properties in outlying areas (not connected to the Ministers Sewer) and required two site visits. The regulations governing wastewater systems are currently under review and it is expected they will change significantly to align with relevant Australian Standards and the *Draft Government Sewage Policy 2016* in the next financial year.



Events

An increased professionalism in the coordination of events run annually is evident in the number of issues identified at inspections. Smaller and new events (with fewer volunteers) have struggled with meeting some of the requirements of the *Health (Public Buildings) Regulations 1992* in particular risk and emergency management. To address this EHS has worked with Community Services to assist community groups with developing their plans.

Nuisance

Complaints received by the Shire in respect of matters considered to be nuisances for by general public vary greatly and are generally covered under the *Shire of Manjimup Health Local Laws 1998*. Unfortunately, these complaints often relate to neighbour disputes, which the Shire seeks to resolve through mediation.

In April 2018, a tracking system was implemented to keep a record of the number and type of complaints the Shire receives. Early data indicates 50% of complaints relate to noise, just over 50% of these are rooster related. Asbestos concerns and conditions of short-term accommodation (backpackers) also appear regularly. The data collected will be monitored for emerging trends, which may require some form of intervention.

Water Sampling

The Shire undertakes a comprehensive water-sampling program, which includes:

- Monthly sampling of drinking water at Windy Harbour. Samples are taken at four representative residences around the town site and tested for microbial quality, pH and chlorine levels. Samples are also taken from the storage tanks with additional samples taken for further chemical analysis.

Results for the 2017/18 period indicate consistent compliance with the above Guidelines with two areas under watch. Trihalomethanes and True Colour of the water have at times exceeded health guideline values however, neither of these are of immediate concern to public health. No complaints have been received from the public in relation to drinking water quality.

- Monthly samples are taken of recreational waters which includes public swimming baths and swimming facilities in natural waters. Samples are tested for microbial quality, pH and chlorine levels.

Results from these sampling regimes in 2017/18 showed some microbial non-compliances which can be expected from locations associated with natural waters. When a swimming area is deemed unsafe for swimming, warning signage is placed in appropriate locations to warn potential users.

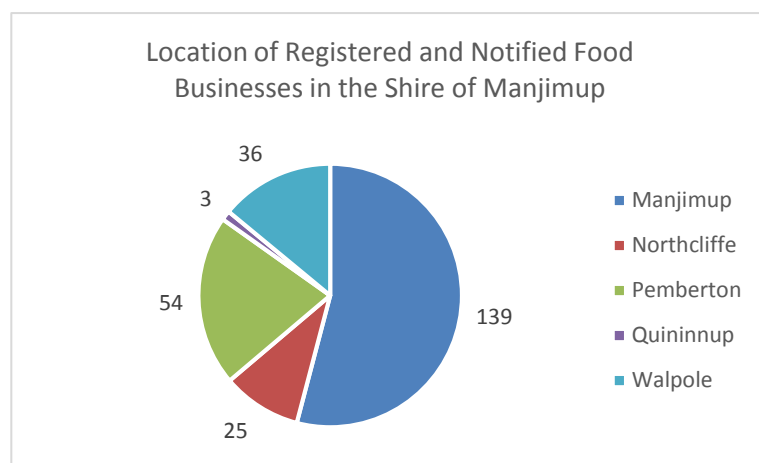
- Samples of drinking water are taken routinely at premises providing food and or accommodation to the public as a part of their inspections. Drinking water is also tested on the request of residents in particular from rainwater tanks. This program has proved to be very valuable for residents with health issues in ensuring they have access to safe and suitable water.

The Draft 2016 Windy Harbour Drinking Water Plan is awaiting feedback from the Department of Health after which it can have a final review and be presented to Council for approval some time during the next financial year.

2. Food Act 2008

The Shire has a very strong food safety program, it involves approving, annual registering, food safety training, inspections and when required follow-up action. Food premises are categorised by the risk of their food handling activities, those with higher risks require greater scrutiny. In the 2017/18 financial year the Shire had 106 medium and 41 low risk food businesses registered. Community groups, who trade

infrequently, are also registered and consist of 36 low and 63 medium risk businesses. More than half of the Shires food businesses are located within the Manjimup town site.



No formal actions were taken against food businesses during the 2017/18 financial year however, follow-up inspections and schedules of works were required for around 20% as a result of routine inspections.

Inspections of food stalls at events has identified the need for better information to be circulated prior to the event on setup requirements in temporary locations. The Most common issues include appropriate handwashing facilities, floor covering, food covering protection and labelling. A simple listing will be developed and provided with permits to reduce the likelihood of issues requiring resolution on event day.

As a part of the annual renewal of registrations process, a new system of tracking contact with food businesses will be developed and implemented. This system will provide alerts in advance of inspections being due, it will allow for geographical alignment of inspections to add value to travel time and will provide better data to assess outcomes of inspections.

3. Environmental Protection Act 1985

Noise

Complaints raised with the Shire relating to noise are increasing as the density of housing increases. The *Environmental Protection (Noise) Regulations 1997* determine allowable levels of noise however are complicated and sometimes cumbersome to enforce. The Shire takes a position of resolving noise issues via mediation in the first instance and if unsuccessful, implementation of the regulations follows.

In many cases, other legislation may be used to achieve the desired outcome. For example, currently the most common noise complaint is from roosters crowing, the Health Local Laws require EHO approval for a rooster to be kept in a residential area under certain circumstances. The controlling of these certain circumstances, or using the option to refuse the request, indirectly resolves the noise issue.

Employee Changes

Environmental Health Services had a complete changeover of staff during this year. Sheri Laba who had been working as the Environmental Health Technician for five years changed position within the Shire to become the Public Relations Officer. The Principal Environmental Health Officer, Evon Smith took on another position at the City of Bunbury after four years in Manjimup.

Events

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

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

Event organisers can apply for a cash contribution from the Shire through the competitive annual community grants process. Contributions to events are based on the impact they have on the local

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community (i.e. local impact versus regional/state/interstate). Council recognises the opportunity and economic benefit in supporting events that will market and promote the Shire to a target population.

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

- Advice on appropriate venues;
- Advice on grant funding and letters of support;
- Promotion and advertising;
- Advice on risk management and risk management plans;
- Implementation and designs of traffic management plans & event signage;
- Waste Management advice (waste management plans) and assistance (event bins);
- Provision of toilet cleaning and extra stock; and
- Regulatory approvals (i.e. food, trade, camping permits).

Council approved events (those in **bold** were events run by the Shire) in 2017/18 were:

September 2017
• <i>Hudson's Circus</i>
October 2017
• <i>Quinninup Annual Market Day</i>
• Messy Play Day
• <i>Northcliffe Annual Tug-of-war event</i>
• <i>Walk for Cancer</i>
November 2017
• <i>Walpole Fun Run</i>
December 2017
• <i>Family Festive Fun Night</i>
• <i>Cherry Harmony Festival</i>
• <i>Carols by Candlelight</i>
• <i>Pemberton Hotel NYE Fireworks</i>
January 2018
• <i>Pemberton Mountain Bike Nationals</i>
• <i>Av' A G'day in Walpole in collaboration with Citizen of the Year Awards</i>
• <i>Afternoon @ Pemberton Pool</i>
February 2018
• <i>Kin Rodeofest</i>
• Commonwealth Games Queen's Baton Relay
March 2018
• <i>Walpole Regatta</i>
• <i>Pemberton Classic Cycle Race</i>
• <i>Warren District Ag Show</i>
• <i>Karri Valley Triathlon</i>
• <i>Southern Forests Campdraft</i>
• Young Women Empowered Expo
• <i>Fun in the Park</i>
• <i>Targa Gravel Rally</i>
• <i>Manjimup Motorcycle Club State Title Round</i>
April 2018
• <i>Walpole Easter Markets</i>
• Sandra Donovan Sound Shell Opening
• <i>Northcliffe Karri Cup Mountain Bike Event</i>
• <i>Pemberton Unearthed Festival</i>
• <i>ANZAC Day ceremonies</i>
May 2018
• <i>Pemberton Trail Running Festival</i>
• <i>Targa Rally</i>

<i>June 2018</i>
<ul style="list-style-type: none"> • <i>Manjimup 15,000</i> • <i>WA Gravity Enduro Mountain Bike Event</i> • <i>Truffle Kerfuffle</i>
<i>Other Events</i>
<ul style="list-style-type: none"> • <i>Speedway Season: November to April</i> • <i>Manjimup Farmer's Market: 1 & 3 Saturday of each Month</i> • <i>Various minor events such as art exhibitions, openings, markets, fundraising events, library and youth activities</i>

Av' a G'day in Walpole & Citizen of the Year Awards



Commonwealth Games Queen's Baton Relay



Young Women Empowered Expo



Financial Performance

The financial performance for the Shire of Manjimup for 2017/18 again remained sound, coming in largely on budget after the removal of carry forward works.

The carried forward figure of \$10,574,358 has reduced from the two previous financial years due to the spending of Town Centre Revitalisation funding and other significant projects. Listed below are the major items/categories that make up the Carry Forward Surplus, they are:

- \$5,407,423 Revitalisation of Manjimup's Town Centre project Stage 2;
- \$2,162,860 Advance payment of General Purpose Grant;
- \$1,095,052 Seniors Affordable Housing Project;
- \$365,230 Manjimup Agriculture Expansion Project;
- \$967,427 various capital jobs (Whole Shire); and
- \$576,366 various abnormal items (Whole Shire).

Operating Income of \$28,571,929 was \$1,364,677 under the revised budget. The predominant reason for this reduced collection of income centred on Capital Grants. The majority of these grants are only paid on completion of projects and as they formed part of the carry forward remain unclaimed. The Revitalisation of Manjimup's Town Centre project made up \$2,677,725 of the unclaimed grants with the Manjimup Wellness and Respite Community Centre have \$322,062 of grant money to be expended. The Shire of Manjimup also received the advance payment of General Purpose Grants which saw unbudgeted grant income of \$2,162,860 to be utilised in the 2018/19 financial year.

Operating Expenditure of \$28,097,845 was \$3,148,057 under budget. The main cause for the under expenditure was due to no expenditure occurring in 2017/18 for the Seniors Affordable Housing Project with a budget of \$2,095,052. Manjimup Ag Expansion project took up \$365,230 of unspent funds with various other abnormal carry forwards of \$576,366. Overall operating expenditure was within budget with savings in insurance and other expense categories.

Capital Expenditure was significantly under budget with projects that were not completed in 2017/18 carried forward into 2018/19. They were:

- ✓ Land & Buildings - \$502,041 under budget. The major carry forward was the Manjimup Wellness and Respite Community Centre of \$322,062, which is scheduled to be finalised in December 2018;
- ✓ Plant & Equipment - \$327,536 under budget. Works and Services have delayed the purchase of two trucks valued at \$280,000, those plant items are expected in 2018/19;
- ✓ Infrastructure - \$13,487,136 under budget. This significant underspend is due to Revitalisation of Manjimup's Town Centre project Stage 2 of \$12,178,986. The Town Centre project expenditure will continue until December 2019 when the project is due for completion.

New Loans saw an increase in Loan Liability of \$289,400. The newly drawn down loans related to the installation of a 100kW PV Solar System at the Manjimup Regional AquaCentre for \$149,400, and a Self Supporting Loan to the Pemberton Golf Club for \$140,000 to assist in the building of a new club house.

Asset Disposal was \$41,253 under budget due to the carrying forward of plant purchases and trades.

Transfers to Reserve were \$5,354,124 above budget due mainly to Grants Received in Advance transferred to reserve as well as the movement of the first \$4m payment for Revitalisation of Manjimup's Town Centre project Stage 2.

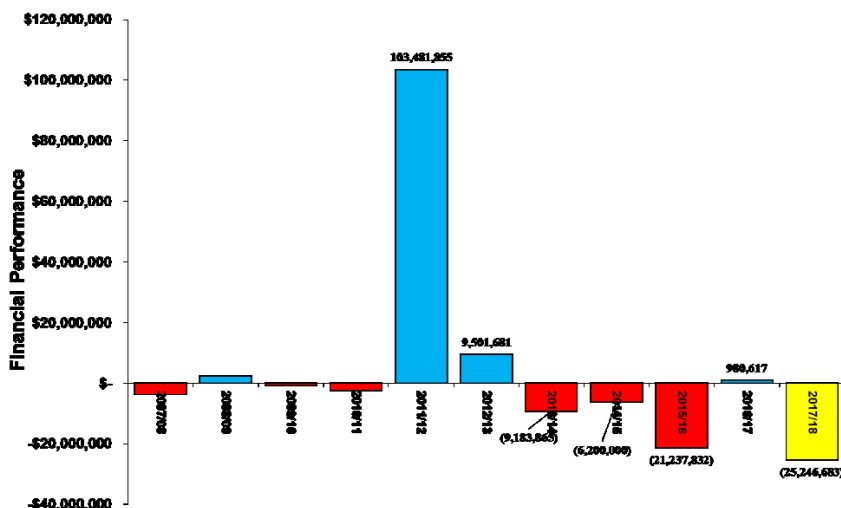
Transfers from Reserve were \$541,764 under budget due mainly to the carrying forward of reserve funded capital projects particularly the purchasing of road construction plant for Works & Services.

Financial Performance

The operating loss for the year was \$25,246,683 compared to a budgeted loss of \$1,309,296.

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

- Infrastructure Revaluation causing a reduction in assets of \$25,720,768.
- Processing of a \$500,000 Escrow account between the Shire of Manjimup and ARC Infrastructure.

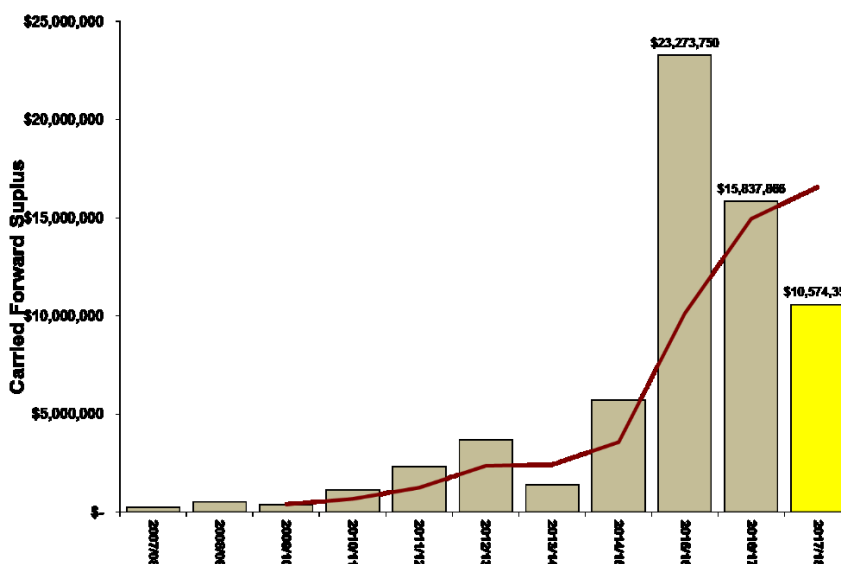


Carried Forward Surplus

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 \$10,574,358 however after deducting grants received in advance and adjusting for the level of carried forward works funded from 2017/18 rates, the net carried forward position was a minor loss of \$72,709.

This minor loss is as a result of grant funded expenditure occurring in 2017/18 with income expected in 2018/19.

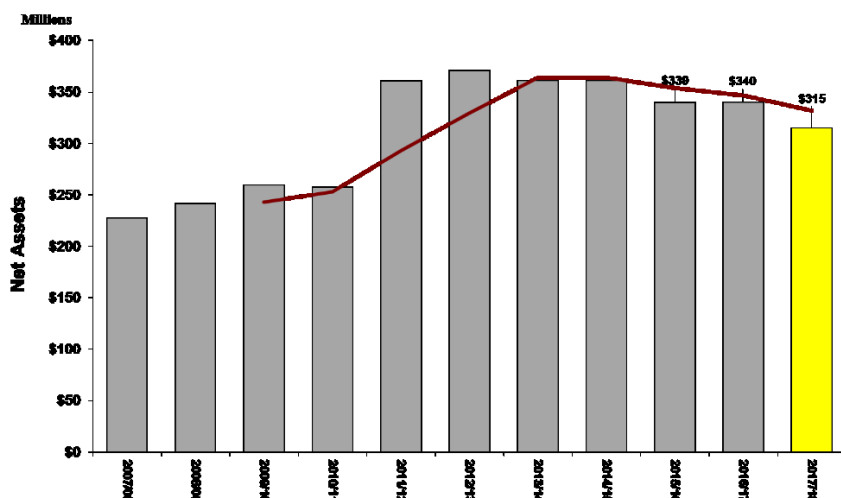


Net Assets

Net assets at 30 June 2018 were \$315m, a decrease of \$25m.

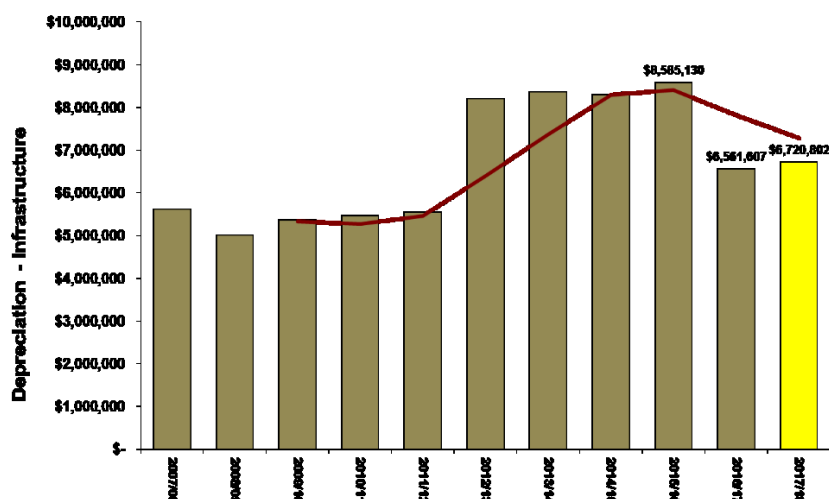
Depreciation on all asset classes totalled \$9.5m.

The main cause of the reduction in net assets being the Infrastructure Revaluation of \$26m.



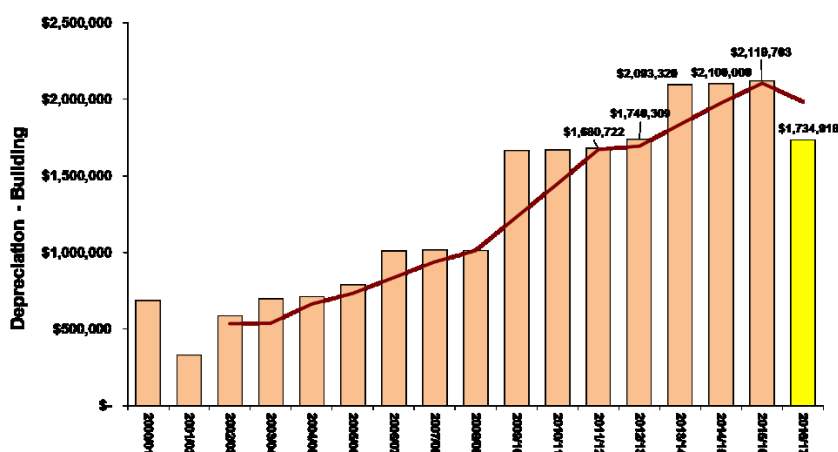
Depreciation - Infrastructure

Depreciation on infrastructure for the year was \$6.7m being an increase of \$159,195 over the previous year.



Depreciation - Buildings

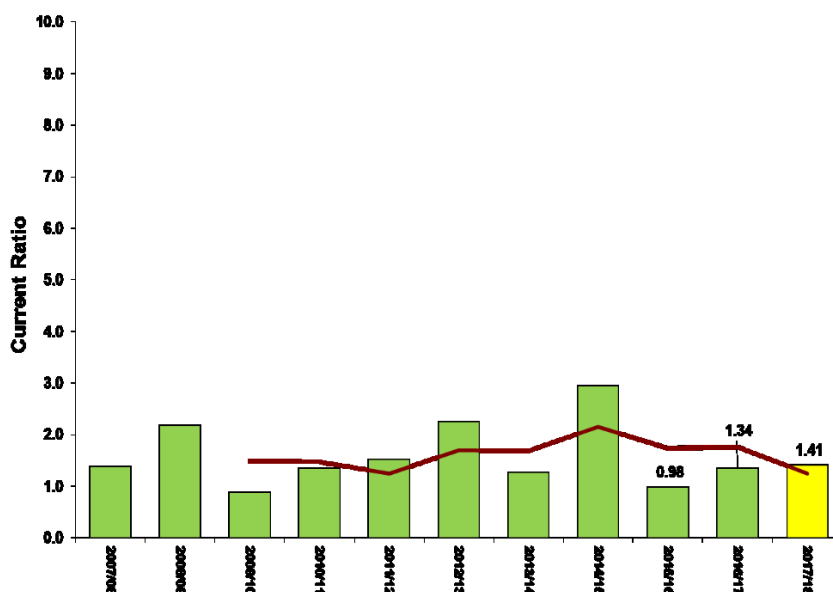
Depreciation on buildings for the year decreased by \$61,359 to \$1,673,559.



Current Ratio

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

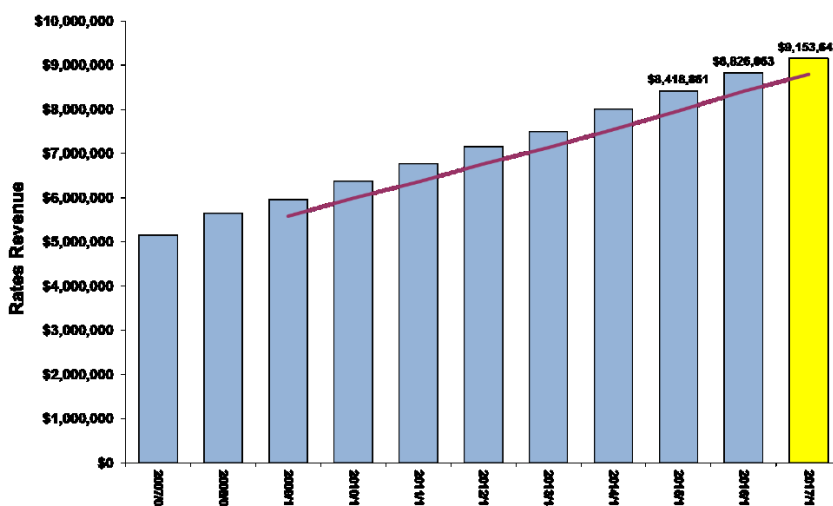
The ratio improved slightly in 2017/18 to 1.41.



Rates Revenue

Rates revenue increased in 2017/18 by \$326,780 to \$9.15m.

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

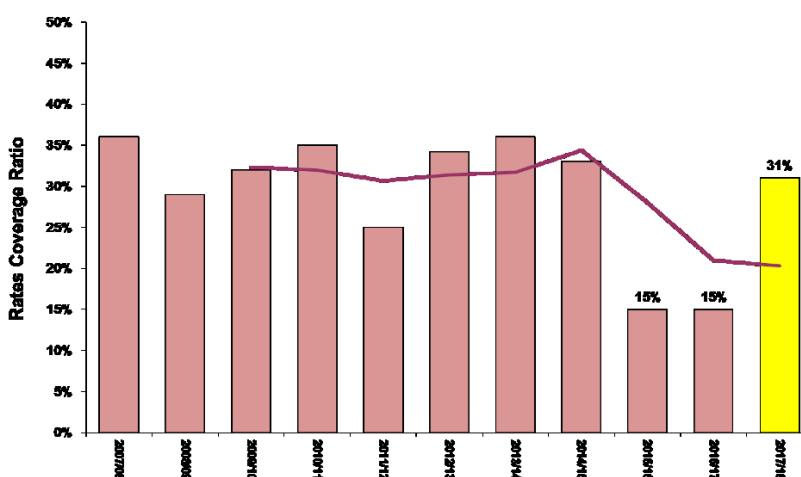


Rates Coverage Ratio

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

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

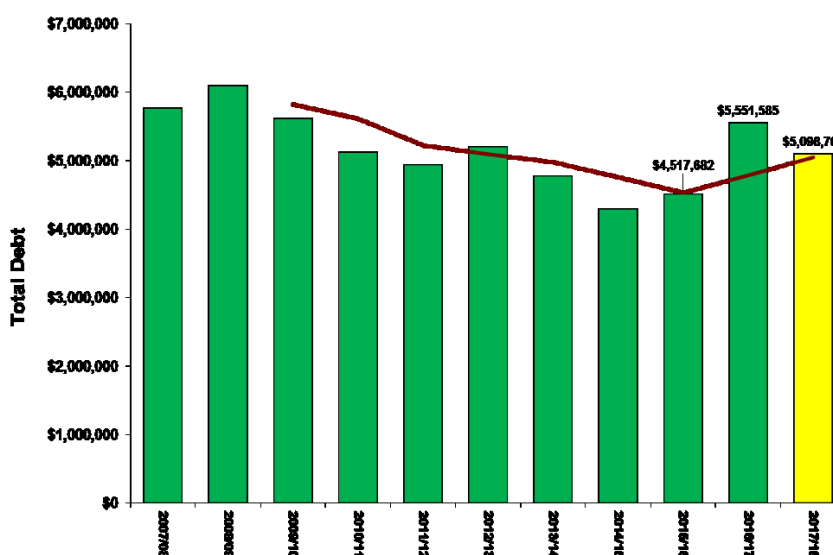
The rates coverage ratio is 31% for 2017/18.



Total Debt

Total debt decreased by \$452,817 to \$5.1m.

Funds were borrowed for a 100kW PV Solar System for the Manjimup Regional AquaCentre of \$149,400 and \$140,000 for Pemberton Golf Club via a Self Supporting Loan.

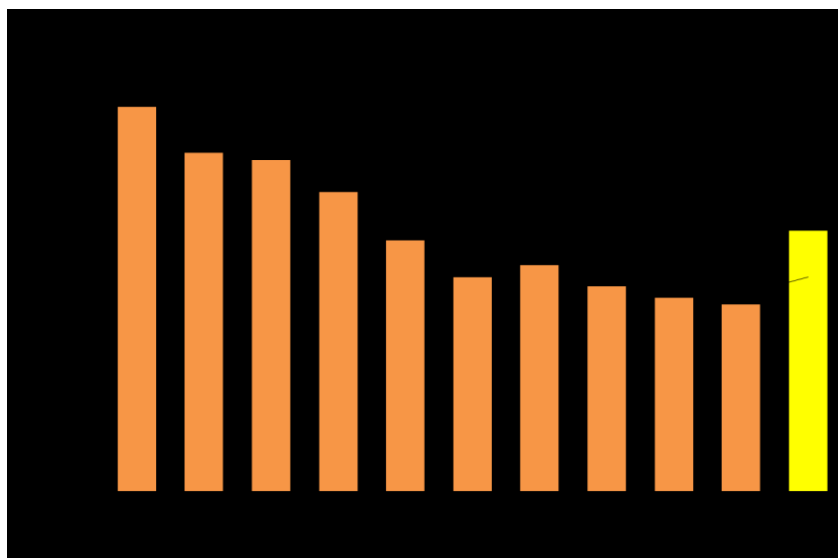


Debt repayment to rates revenue

The percentage of debt repayment to rates revenue increased to 11.4% remaining well within the Shire of Manjimup's self-imposed limit of 18%.

The primary reason for the increase was the Department of Fire & Emergency Services making a lump sum payment for the Self Supporting Loan held by the Department.

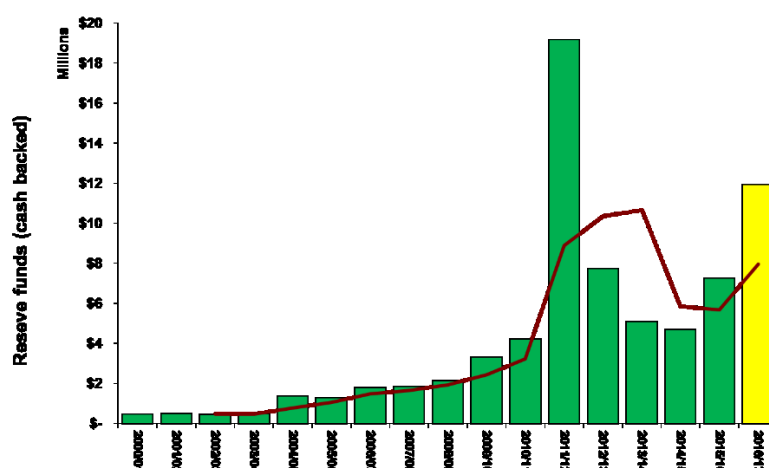
The ability to service debt is the strongest in the last 15 years. This ratio will improve even further over ensuing years as old debt is retired.



Cash reserves

Cash reserves are maintained for special and identified purposes.

Reserves decreased by \$3m in 2017/18 to \$9m mainly attributed to grant funded capital projects being expended.



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. The average increase to GRV properties was 7.4%.

Farmland

UV properties are revalued each year. Unimproved values increased marginally in 2018 by an average of 1.6%.

Libraries

The Shire of Manjimup Library network continues to provide resources and services that support all sectors of the community. It fosters literacy development in young children/adults through a range of well-attended activities linked to wider state and national programs that are both interesting and educational. A number of recent changes to layout and location of the Manjimup and Northcliffe Libraries have resulted in a more accessible library experience for borrowers. A diverse range of Guest Author presentations introduced our adult readers to a range of different genres and our Book Club has a consolidated group of core members who meet monthly for a lively discussion on a variety of themes. Our collections are regularly reviewed and renewed through resource exchanges and the purchase of new materials. Borrowers enjoying access to our extensive range of e-resources welcomed our newest application, Kanopy, which offers the opportunity to stream over 30,000 movies.

Changes to Local Libraries

The Manjimup Library undertook a reorganisation of its layout which was facilitated by a donation of metal shelving from the Albany Library. The result is a lighter, more easily accessible space particularly for patrons in wheelchairs and those who are visually impaired, and an expanded Children's area.

In late June, the Northcliffe Public Library was relocated into the Northcliffe Visitor Centre. This colocation arrangement has improved the long term sustainability of not-for-profit organisations in the area and significantly extending the opening hours of the Northcliffe Library. The vacated library space is being converted into a much needed meeting room for community groups in the Northcliffe area and will be managed by the Northcliffe Community Resource Centre.

Children's Services (Early Years Strategy)

Our libraries continue to stage a variety of programs and activities that support the Early Years Strategy (currently being developed) aimed at improving the development of children aged from 0-8 years. Interactive Rhyme Time and Story Time programs, developed through the *Better Beginnings* initiative, continue to grow in popularity across all libraries. They encourage parents to begin reading to children from an early age fostering language development and nurturing social interaction with other children. West Australian Children's author, Sian Turner conducted a special Rhyme Time and Story Time event in December to promote her new book *Can I come too Eliza-Lou?* Children joined the author in developing rhymes, singing songs, reading stories and completing a craft activity.

During National Children's Book Week in August 2017, Shire of Manjimup Public Libraries partnered with local schools to host several events with the *Escape to Everywhere* theme. Children of all ages participated in Teddy Bear's Tea Party events at the Manjimup and Pemberton Libraries and a book character costume parade through the main street of Manjimup by a local school. Other events included a song writing workshop by local musician, Mary Myfanway and local author, Sarah Evans and a wild play event conducted by Children's author and illustrator, Leanne White and William the Puppet at the Manjimup library and a local school.

More than 70 children across the Shire of Manjimup's four libraries participated in National Simultaneous Story time in May 2018. Our libraries joined with counterparts across Australia to read the very entertaining *Hickory Dickory Dash* by Tony Wilson concurrently.

Youth Services

We have reviewed and streamlined the Library's Young Adult fiction section ensuring our young adult borrowers have access to a varied collection of resources including many popular book series and a significant selection of graphic novels.

The study hub is developing into an important work and meeting place for students to complete homework, research assignments and group projects. More broadly, the space is often used by tutors and other patrons looking for a quiet place to work on individual projects.

Guest Authors

Through a combination of local contacts and cooperation with other South West libraries we staged a number of author events featuring diverse genres and drawing large audiences of book lovers and potential authors.

Juliet Marillier gave a presentation on her love of writing to book fans at the Pemberton Public Library in October. A community bus was chartered to enable Northcliffe patrons to attend the event.

Robert Whyte, Australia's top arachnology researcher conducted an all ages *From Fear to Fascination – learning to love Spiders!* event in October 2017 at the Manjimup Library where he discussed spider myths, explained the importance of spiders in our ecosystems, and how to safely catch and identify them.

In December 2017, local author, Sarah Evans, launched her new book *A Christmas Proposal* at the Manjimup Library and another local author, Nicola E. Sheridan, gave an entertaining and insightful presentation on her experience in developing mythological creatures as characters in her books.



Local author, Nicola E Sheridan

Community Engagement

Book clubs

The Manjimup Library Book Club continues to strengthen with a core group of 12 participants. The group read a variety of books over the course of the year and reviewed and discussed their themes at monthly meetings. The diversity of the book selection is encouraging members to read genres they may not have otherwise considered resulting in interesting and thought provoking discussions.

Volunteers

The Shire of Manjimup Library network continues to benefit from local volunteers who enthusiastically support and enhance our services. Volunteers from a variety of backgrounds assist with packaging inter-library loans, shelving books, covering new books and processing return-exchanges with the State Library.

Digital Resources

Recognising that borrowers like to access information in different ways, the Shire of Manjimup libraries offer resources in a range of formats. New technologies now facilitate online, user-friendly access to thousands of e-resources for download onto Apple and Android devices. They include e-books, e-audio-books, movies and e-magazines on many diverse topics including reference materials such as dictionaries and encyclopaedias. The library's newest application, Kanopy, offers the opportunity to stream over 30,000 movies.

Borrowers have free access to these databases in the library or in the comfort of their home.

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:

- Wildlife;
- Pet Ownership;
- Tourism;
- Emergency Services;
- Agriculture;
- Safe driving in the Southern Forests region;
- Swimming Pool safety;
- Volunteers;
- Youth initiatives;
- Seniors initiatives;
- Future of Camp Schools in WA;
- Combatting alcohol and drug abuse in the community; and
- Vandalism.

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

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- Revitalisation of Manjimup's Town Centre project;
- Local Government Act Review - Phase 1;
- Review of the South West Blueprint;
- Southern Forests Irrigation Scheme;
- Future Use of State Timber Mill Sites;
- Regional Development Commissions;
- Future of Baptist Care in Manjimup;
- Growth of agriculture in the region;
- Retaining the old Warren District Hospital;
- Seniors Housing Project;
- Use of Karri Lake, Quinninup for recreation;
- Retention of the Royalties for Regions Program; and
- Local issues with the Department of Biodiversity, Conservation and Attractions.

Marketing, Tourism & Economic Development

Marketing



The Shire continued its marketing effort during 2017/2018 with a total expenditure of \$279,754 on promotion of the region and visitor servicing support.

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;
- Participation the ASW, Blackwood River Valley and Southern Forests, Sunday Times promotion.
- ASW Holiday Planner
- 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;
- 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;
- Key advertising and features in various media including; *The West Australian*, *Winter breaks*, *Caravanning Australia*, *Have a Go News* and

Sunday Times.

- Southern Forests and Valleys Visitor Guide distribution throughout Western Australia (Visitor Centres).
- Thematic promotions – Food and Produce, Active Adventure; Wildflowers and Winter breaks.
- Partnering Visitor Centre on GWN television promotion.
- Upgrade of Visitor Information Bays at Pemberton North and Northcliffe townsites.
- Professional Journalism Photoshoot Southern Forest Images partnership with ASW.

WESTERN AUSTRALIA

Come for the trees, stay for the experience

Spring in the Southern Forests is all about sunrises, wildflowers and fresh produce – particularly cherries. The forests come alive with wildflowers, creating a tapestry of spectacular colour and new growth everywhere. There are many world heritage sites, with a number of them located in the region. The forest comes alive with the sounds of numerous bird species, some of which are only found in the Southern Forests. Delight in spending the beautiful make blue waves and the ocean.



To find out about all the other things you can do in our region, contact our visitor centres or visit:
www.southernforests.com.au
Manjimup 08 9771 1001
Pemberton 08 9770 1100
Northcliffe 08 9770 1100
Walpole 08 9040 1111



Well! Are you ready to take off your heavy winter coat and get ready to sing along with the birds?

If the answer is 'yes', then the Southern Forests is where you should be. There are thousands of hectares of forest to experience, with exposures of wilderness to discover. Stare and admire its splendor, take its majesty, and find and take to enjoy. There are plenty of places to go and things to do with the whole family.

For further information contact our Visitor Centres:

Manjimup Visitor Centre 08 9771 1001

Pemberton Visitor Centre 08 9770 1100

Northcliffe Visitor Centre 08 9770 1100

Walpole Visitor Centre 08 9040 1111

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 established a Steering Group which has progressed the LTO with an agreed model and 5 year transitional budget. The LTO is scheduled for start-up in April 2019.

Revitalisation of Manjimup's Town Centre – Stage 2

In May 2016, the Shire of Manjimup received \$22.29 million of funding through Royalties for Regions for stage 2 of the Revitalisation of Manjimup's Town Centre Project. The project consists of the following eight components, which are all well underway and 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, Manjimup revitalisation and creation of a town square;
- Mottram Street enhancements; and
- Pedestrian and cycling linkages.

More information about the Revitalisation of Manjimup's Town Centre Project can be found at www.manjimup.wa.gov.au or by visiting the Community Information Office at 5 Brockman Street, Manjimup.

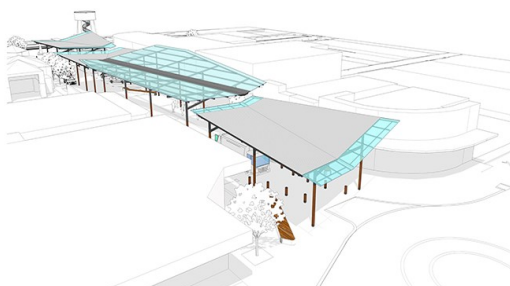




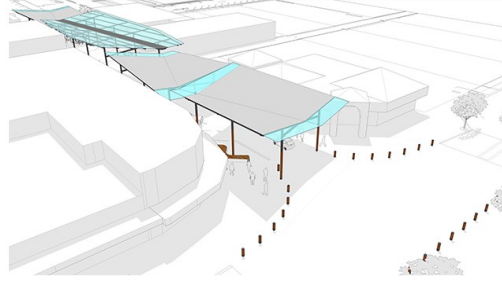
EAST VIEW



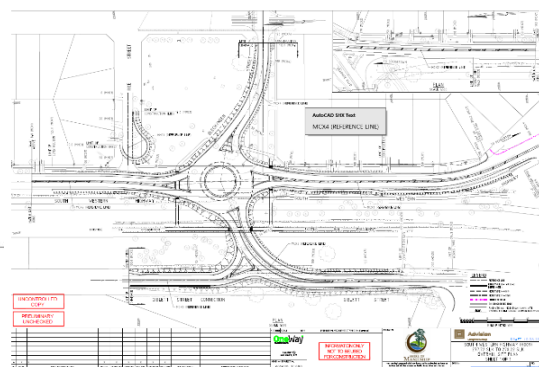
WEST VIEW



NORTH AERIAL



SOUTH AERIAL



Property Care Team



The Property Care team works under the banner of the Shire of Manjimup (as the Shire is a registered an Australian Disability Enterprise). They carry out various tasks which include all types of garden and yard maintenance. The team has taken on tasks such as paving and path maintenance, street furniture installation and also assisted in the construction of the new linear park path for the Manjimup Town Centre Revitalisation project. The team also carries out several private works which include DBCA Manjimup and Pemberton grounds maintenance, Church of Latter Day Saints in Bridgetown and other small businesses in the region. The Shire has just appointed Shannon Hughes as the new coordinator to run the team. His role is to oversee the day to day working of the team and to generate new private works. With the appointment of the new coordinator this should open up new opportunities for the team to new challenges given Shannon's previous experience in paving and hard landscaping.

Recreation

Manjimup Regional AquaCentre

- The AquaCentre was audited by Royal Life Saving for Aquatic Code of Practice Compliance and received a 98% compliance score.
- Ongoing maintenance on Air Source Heat System and preparation of tender to replace this old system with a new system in 2018-19.
- New group fitness classes, CX Workx and kids classes, were added to time table
- Grant funding from Department of Local Government, Sport and Cultural Industries allowed for the set-up of a new seniors' program: Seniors Tai Chi
- Freestylers, the AquaCentre's Swim School, continues to grow, with more parents enrolling their children to learn essential lifesaving swimming skills. A Junior Lifesaving Holiday program was launched.

KidSport

The Shire has continued its partnership with the Department of Local Government, Sport and Cultural Industries to deliver the KidSport program for youth wishing to participate in sport in the region. A total of 222 vouchers were issued in 2017/18 to assist children to play the sport of their choice. \$18,489 has been funded over the financial year.

Club Development Officer

Over the past years, the Department of Local Government, Sport and Cultural Industries, and the Shires of Manjimup and Nannup funded a Club Development Officer (CDO) Scheme for the Warren Blackwood region. The 2017/18 financial year was the Scheme's final year, as funding for the Scheme by the Department will cease. During the year the following support was provided to clubs:

- Fifteen constitution workshops to support clubs with the changes to the Incorporations Associations Act were held throughout November.
- A Club Governance workshop to guide club operations, recruiting and retaining committee members and conducting efficient and effective meetings.
- Continued one on one support with clubs to improve club governance, review and update constitutions, develop strategic plans and budgets, etc.
- Continued work with Clubs and parents to use the new KidSport system.
- Developing an internal club audit which looks at club finances, membership, governance, facilities, equipment, committee, the sport, volunteers and risk.

Recreation Facilities

- The Northcliffe Recreation Grounds Master Plan, guiding the future development of the Grounds, was finalised and adopted by Council in September 2018.
- The Manjimup Recreation Advisory Committee, established to advise Council through ongoing engagement from and consultation with sports representatives and the wider community for the future development of Manjimup's recreation facilities, met three times.
- Council has continued to provide support funds under the Recreation Centre Support Program in 2017/18 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 preparation for the installation of a new security system in the Manjimup Indoor Sports Pavilion has been completed, with the system scheduled to be installed in September 2018.
- The construction of the new multipurpose Manjin Recreation Plaza in Manjimup by world renowned company Convic was completed in March 2018. The versatile design of the plaza has been well received by the community, and the facility is very well used by people of all ages for skating, scooting and BMX riding. The official opening celebration, combination with the Youth Festival, was originally scheduled for April 2018, but had to be rescheduled due to inclement weather (to held in October 2018).
- Grant funding from Lotterywest was obtained for extension of the playground at the Northcliffe Recreation Grounds; the new equipment will be installed in 2018/19.



Department of
**Local Government, Sport
and Cultural Industries**



Bicycle and Footpaths

- The Local Bicycle and Footpath Plan 2017-2027 was reviewed through community consultation. The revised Plan was adopted by Council in May 2018.
- The Deanmill Heritage Trail was upgraded as part of Manjimup Town Centre Revitalisation Project to make it more accessible.
- Two grant submissions under the Regional Bike Network Funding were successful for new paths to be constructed in Walpole and Pemberton.

Trails

Council moved to make \$25,000 available for next planning phase of the Manjimup Trail Bike Trail Hub project. During this phase, further planning and securing funding for implementation was achieved. The objectives of this project are 1) to establish a Foundation to successfully develop, market and manage the Hub, trails and infrastructure, and 2) to ensure the implementation stages are 'funding submission ready'. The project will be undertaken in 2018-19.

A new brochure for Bushwalking in Pemberton, Northcliffe & Windy Harbour was designed, printed and distributed.

The Warren Blackwood Alliance of Councils continues to work towards establishing the Warren Blackwood Stock Route (a long distance horse trail from Bridgetown to Scott River and Broke Inlet). Works have been undertaken for the construction of multiple camp grounds along the route.

Roads, Bridges & Drainage

Road maintenance

Expenditure on road maintenance for the 2017/18 financial year was \$2,282,561 which is approximately 13% less than the previous year. This drop in expenditure can be attributed to the following:

- A cut of over \$130,000 in the untied State direct grant; and
- The inability to undertake a major road construction project as a result of a disputed native vegetation clearance application.

ROAD MAINTENANCE SUMMARY		
Road maintenance (refer below)	\$2,282,561	
Budget (refer below)	\$2,766,757	
% budgeted road maintenance program completed	82.5%	
ROAD MAINTENANCE COMPONENTS	BUDGET	ACTUAL
Bridge routine maintenance	\$153,779	\$149,288
Carpark maintenance	\$10,658	\$6,477
Gravel site assessment	\$220,000	\$9,412
Road maintenance - rural sealed	\$734,086	\$707,862
Road Maintenance - rural un-sealed	\$978,688	\$856,403
Road maintenance - urban	\$190,829	\$178,848
Road signs	\$144,641	\$34,861
Storm damage	\$122,261	\$170,084
Street cleaning	\$100,695	\$96,837
Road maintenance - vegetation removal	\$264,899	\$221,777
TOTAL	\$2,920,536	\$2,431,849
Less bridge routine maintenance	\$153,779	\$149,288
Total road maintenance (ex bridges)	\$2,766,757	\$2,282,561

Road and Infrastructure Construction (excluding bridges)

Construction infrastructure expenditure covers the following categories:

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

Shire of Manjimup
Annual Report
For the year ended 30 June 2018

Major reconstruction projects were undertaken on Perup, Windy Harbour and Graphite Roads; widening works were undertaken on Middleton and Richardson Roads and a section of Middlesex Road was reformed and sealed. A number of significant reseal projects were completed on rural roads; on many the existing bitumen edge was reformed and sealed prior to placement of the reseal. Gravel re-sheeting on unsealed roads included further works on Old Vasse Road and a significant length on Peppermint Grove. Only two small footpath projects were undertaken during the year and design work was completed on drainage projects that will be constructed during the 2018-2019 financial year.

Summary of key projects for each construction infrastructure category

Construction	Actual	Budget
<i>Giblett St (Pritchard to Ipsen) C/F</i>	\$ 7,842	\$6,609
<i>Graphite Rd SLK 0.2 to 0.6 C/F</i>	\$ 132,630	\$132,837
<i>Middleton Rd SLK 7.45 to 8.45 C/F</i>	\$ 157,777	\$157,777
<i>Perup Rd SLK 24.7 to 26.2 C/F</i>	\$ 355,679	\$355,679
<i>Seven Day Rd C/F</i>	\$ 11,928	\$87,363
<i>Kerbing - Various Replacements</i>	\$ 1,850	\$50,000
<i>Townsite Mainstreet Upgrade Northcliffe C/F</i>	\$ 3,839	\$147,911
<i>Walpole Main Street C/F</i>	\$ 2,255	\$52,061
<i>Graphite Rd</i>	\$ 226,875	\$286,762
<i>Windy Harbour Rd</i>	\$ 458,371	\$450,000
<i>Middleton Rd</i>	\$ 371,887	\$450,000
<i>Richardson Rd</i>	\$ 275,713	\$270,000
<i>Perup Rd</i>	\$ 434,462	\$435,000
<i>Middlesex Rd</i>	\$ 160,517	\$160,000
<i>North Walpole Rd</i>	\$ 88,944	\$88,944
<i>Diamond Tree Rd / Eastbourne Rd</i>	\$ 76,013	\$76,000
<i>Minor Works Various</i>	\$ 29,536	\$40,000
	\$2,796,118	\$3,246,963

Reseals		Budget
<i>Hind Rd / Graphite Rd Intersection C/F</i>	\$ 13,885	\$7,850
<i>Guppy St C/F</i>	\$ 11,180	\$32,019
<i>Ipsen St C/F</i>	\$ 48,191	\$40,000
<i>Richardson Rd C/F</i>	\$ 51,229	\$55,000
<i>Wheatley Coast Rd C/F</i>	\$ 58,399	\$55,000
<i>Giblett St/Pritchard St Intersection</i>	\$ 8,748	\$100,000
<i>Ralston Rd</i>	\$ 44,963	\$50,000
<i>Bridge Rd</i>	\$ 43,219	\$38,000
<i>Wheatley Coast Rd</i>	\$ 61,082	\$68,000
<i>Kelly St</i>	\$ 1,114	\$28,968
<i>Dickinson/Broadway/Pine</i>	\$ 1,659	\$60,146
	\$343,669	\$534,983

Gravel Road Resheeting		
<i>Corbalup Rd C/F</i>	\$ 20,283	\$20,282
<i>Black Georges Rd</i>	\$ 33,597	\$43,000
<i>West Boundary Rd</i>	\$ 10,429	\$6,000
<i>Springall Rd</i>	\$ 14,319	\$30,000

<i>Hillbrook Rd</i>	\$ 53,865	\$51,000
<i>Windy Harbour Various</i>	\$ 9,730	\$15,000
<i>Peppermint Grove Rd</i>	\$ 78,189	\$80,000
<i>Gardiner Rd</i>	\$ 50,512	\$45,000
<i>Old Vasse Rd</i>	\$ 35,000	\$41,633
	\$305,924	\$331,915

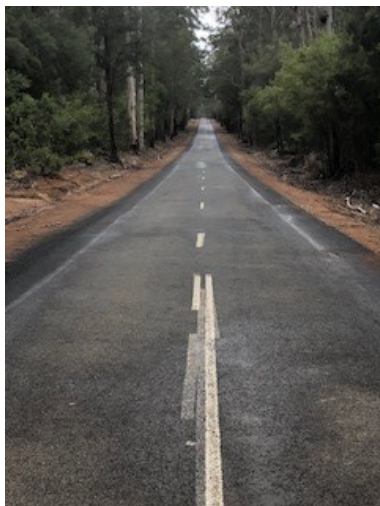
Drainage		
<i>Cnr Blechynden & Stokes St C/F</i>	\$ 1,506	\$31,594
<i>Rural Road Culverts</i>	\$ 10,006	\$25,000
<i>Rural Lid Replacement & Minor Repairs</i>	\$ 5,368	\$25,000
<i>Blechynden St</i>	\$ 1,643	\$35,000
<i>Rose St</i>	\$ 6,771	\$90,000
	\$25,294	\$206,594

Footpaths		
<i>Duffield St</i>	\$ 32,830	\$50,000
<i>Zamia St (Windy Harbour Rd to Jubilee Pk)</i>	\$ 6,041	\$7,000
	\$38,871	\$57,000

Images of Works

Road Widening

Approximately 5 kilometres of sealed road was widened during the year



Middleton Road, Northcliffe



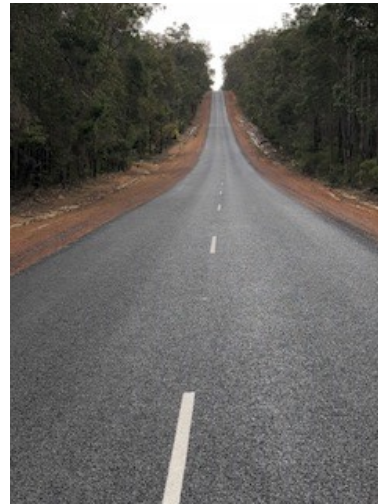
Richardson Road, Northcliffe

Road Construction

Approximately 4 kilometres of resealed road was reconstructed.



Windy Harbour Road, Northcliffe



Perup Road

Gravel Road Re-sheeting

Approximately 6.5km of gravel re-sheeting was undertaken in 2018/19.



Old Vasse Road, Pemberton



Black Georges Road, Middlesex

Reseals

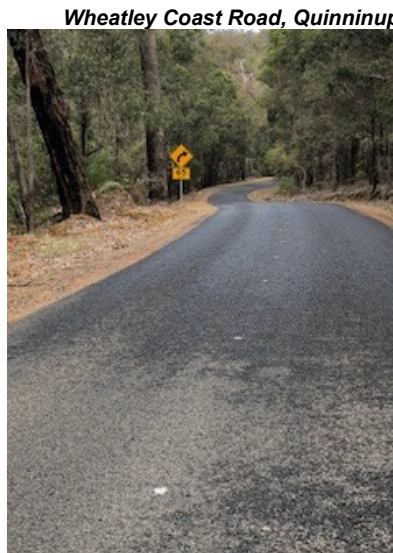
Over 7.5 kilometres of bitumen roads were resealed during the year.



Hind Road, near Deanmill



Ipsen Street, Manjimup



Wheatley Coast Road, Quinninup

Footpaths

A total of 200m of new path was constructed during the year.



Duffield Street, Manjimup

Drainage

Most road reconstruction projects included elements of drainage upgrade however all major drainage projects for the financial year have been scheduled for completion during the 2018/19 financial year.

Bridge maintenance

Most bridge maintenance work is carried out by the Shire of Manjimup although some tasks require the engagement of specialist contractors. During 2017/18 all maintenance work was undertaken by Shire of Manjimup staff.

Bridge construction

Major works were undertaken on Perup Road, on Middlesex Road and on Middleton Road. All works were managed by Main Roads Western Australia and completed by specialist contractors.

Works Summary – Works undertaken during 2017/18 (linear metres)

Ward	Reconstruction/Widening			Reseal		Re-sheet	Footpath
	Total	Asphalt	Spray	Asphalt	Spray		
Central	400	400			1700	500	200
Coastal	8100		8100		1800	1100	
East	3000		3000		1700	3200	
North					1500		
South					900	1000	
West	50		50			750	
	11550	400	11150	0	7600	6550	200

Social Services



Liz Lockyear and Rick Wilson officially opening the Manjimup Wellness and Respite Community Centre

Manjimup Community Home Care

2017/18 saw a continuation of innovative and flexible service provision throughout the Warren Blackwood region.

Much time and energy was consumed by the Wellness and Respite Community Centre building project; keeping abreast of developments, designing interiors and resolving issues and problems which were par for the course in a project of this scope.

Employees embraced the challenges associated with a growing organisation, learning new operating systems, coping with an increase in the service provision for both the aged and disability sectors and adapting these new services to reflect new commonwealth standards.

The big move from the Education Department building to the brand new Wellness and Respite Community Centre was a substantial and time consuming undertaking, however the rewards that this contemporary, light, well considered building are now providing are greatly appreciated by all staff. The building was officially opened by Rick Wilson on 18 May 2018 in a successful and joyful event attended by large numbers of the senior community, dignitaries and other interested community members.

Manjimup Community Home Care continued to support and enrich the lives of people living with dementia; the dementia specific “Boronia Club” was developed late 2017 and currently runs 2 days per week in the new “home like” community room within the Wellness centre. The space is arranged in such a way as to feel homely and familiar through the use of colourful soft furnishings and homely touches. Participants engage in exercise, games, song, storytelling, gardening, art and a range of other creative and stimulating activities and has proven to be such a success that additional Boronia club days are being considered.

A handful of new employees were recruited to cope with increased client numbers and a registered nurse was employed to develop policies and procedures for the running of the respite facility due to be open for business in July.

The advent of the Wellness and Respite Community Centre has provided the district with an attractive range of new contemporary venues for hire and steady bookings for the conference room, club room, meeting room and therapy room commenced.

Town Planning

Key activities undertaken in 2017/18 that were beyond the normal statutory function were:

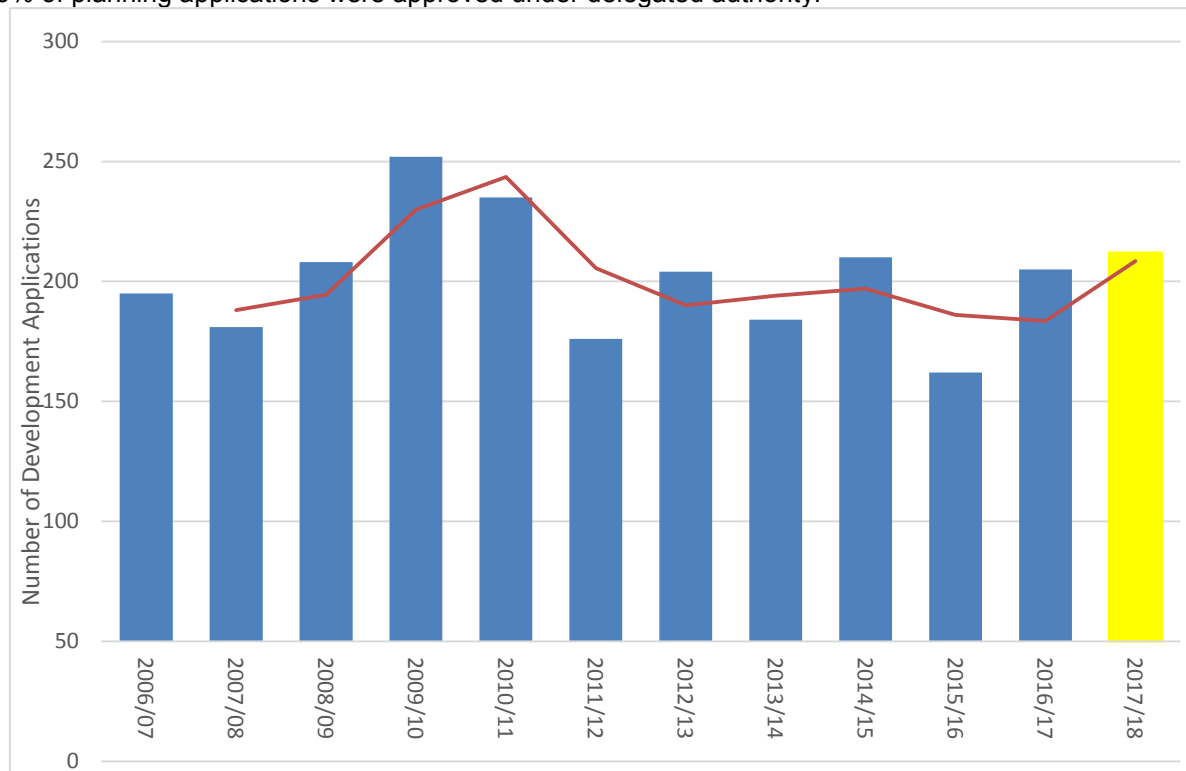
- Progression of a review of *Local Planning Scheme No 4 and the Local Planning Strategy* with the support of the Western Australian Planning Commission. Consultants are nearing completion of a final draft for Council's consideration;
- Supervised Town Revitalisation works, including completion of paving in Giblett and Rose Streets;
- Participated in Tender process and oversaw completion of Manjin Rec Plaza.
- Progressed the detailed design/functional concepts relating to the Manjimup Town Revitalisation Project – Component 6 (Manjimup Town Centre);
- Attended weekly Town Centre Revitalisation program meetings;
- Finalised a draft Management Plan for Pioneer Park, Walpole;
- Continued review of Council's Municipal Heritage Inventory document;
- Worked with new owners of Karri Valley Resort;
- Prepared and lodged grant for funding for Northcliffe Forest Park;
- Progressed the consideration of the closure of Leman Street, Manjimup;
- Undertook review the status of Windy Harbour Management Plan recommendations;
- Attended South West Joint Development Assessment Panel, recommending approval of the \$12m redevelopment of Rest Point Caravan Park in Walpole;
- Investigation improved drainage at Windy Harbour and continued works associated with redevelopment and expansion of the Windy Harbour Campground;
- Attended Regional Innovation Summit;
- Attended New Horizons – developments in the electricity sector;
- Facilitated design workshop for Linear Park;
- Implemented provisions of State Planning Policy 3.7 Planning in Bushfire Areas requiring Bushfire Attack Level (BAL) and Bushfire Management Plans for certain developments within the Shire;
- Enforced the provisions of Shire of Manjimup Local Planning Scheme No.4;
- Continued participation on project management team for the construction of the Wellness and Respite Centre;
- Representation of Council at State Administrative Tribunal regarding a number of request for reconsiderations (appeals);
- Met with Water Corporation representatives to discuss Walpole water supply;
- Arranged for preliminary structural design of Brockman Street precinct roof;
- Commenced review of Local Planning Policy related to Dams;
- Oversaw appointment of consultant and preparation of a drainage study of the Mill House Precinct in Joint Venture with Heritage Council of WA;
- Appointed new Statutory Planning Co-Ordinator;
- Appointed new Principal Environmental Health Officer;
- Appointed new Building Maintenance Officer;
- Attended public meeting in Pemberton regarding Mill House Precinct Drainage Study;
- Progressed Town Centre Revitalisation Committees in Manjimup, Northcliffe, Pemberton and Walpole.

Planning Applications

In 2017/18 there was a minor increase in the number of planning applications to 212, up from 203 in 2016/17. The values of planning applications increased to \$30.3m, representing an increase of \$8.5m over the prior year.

The average number of days to process a planning application was 45 days (increased from 30) and 69% of planning applications were approved under delegated authority.

69% of planning applications were approved under delegated authority.



Subdivisions & Scheme Amendments

Applications for subdivisions and strata are increased by 9 in 2017/18 to 19.

There were no Scheme amendments approved in 2017/18.

Waste Management

The Shire of Manjimup operates a licensed landfill facility at the Manjimup Recycling and Refuse Centre (MRRC) and three registered transfer stations at Northcliffe, Pemberton and Walpole. These sites are each managed by an independent contractor. A small registered landfill at Windy Harbour is operated by the settlement Caretaker.

Waste Collection

The Shire continued to utilise the contracted services of Cleanaway to provide regular kerbside collection services for general waste (weekly) and household co-mingled recyclable materials (fortnightly) to towns, settlements and some rural roads.

Waste collection services also extended to the provision of street and public bins. Holiday and long weekend highway skips for campers and travellers were provided at strategic locations with financial support from the Department of Biodiversity, Conservation & Attractions (DBCA) and Main Roads WA.

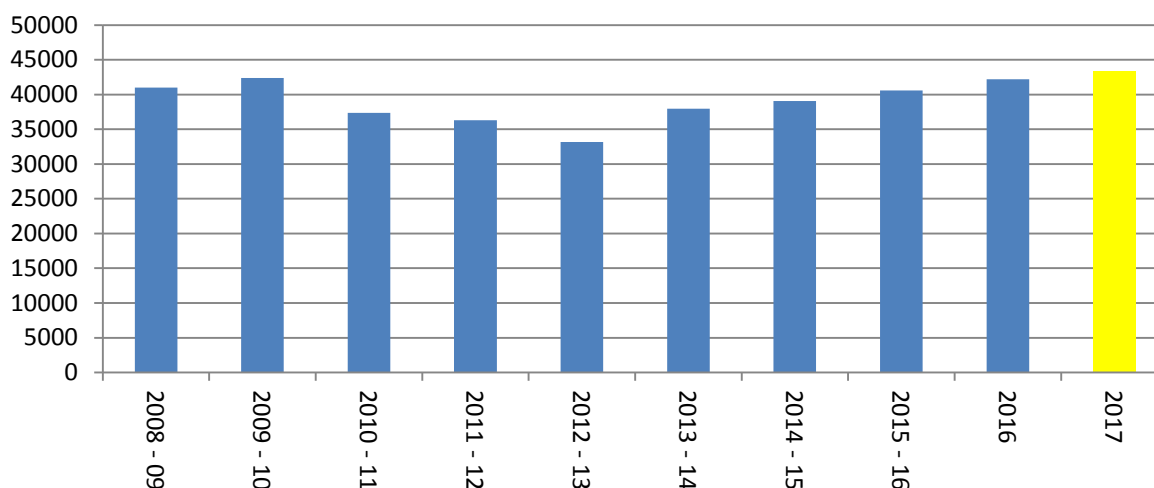
The annual vergeside hard waste collection was again provided to towns, settlements and particular rural roads, resulting in 121 tonnes of household hard waste being removed, of which 31% was able to be sent on to scrap metal recyclers.

Manjimup Refuse & Recycling Centre (MRRC)

Waste received at the MRRC came from various sources including the kerbside collections, transfer stations, rural properties, commercial and agricultural activities, construction and demolition projects, and from normal Council activities.

The total volume of waste received at the MRRC in the year ended 31/12/17 was 43,404 m³. This represented a 4% increase over the previous reporting year but a 31% increase on the figure from five years earlier.

total waste for 2017 and preceding decade (m³)



General waste sent to landfill made up 58% of the total volume, down 9% on the previous year. The other major contributors to waste volume were green waste (16%, down 1%), construction and demolition (C & D) waste (15%, up 5%) and scrap metal (4%, no change).

Community groups, charities, roadside litter collectors (including the Manjimup Senior High School Bushranger Cadets) and the Department of Biodiversity Conservation and Attractions brought in 122 cubic metres of waste largely made up of contaminants found in donated clothing charity skips, litter and illegal dumped waste clean-up events in public places, for which Council does not apply a fee.

proportions of waste types recieved in 2017



During the year the Shire and Scottie's Excavations (the MRRC operators) entered into a three year extension of the waste management contract with some minor variations. The updated agreement incorporates a small number of new operational tasks which have arisen over the previous few years.

Manjimup Liquid Waste Facility (LWF)

The Manjimup Liquid Waste Facility, located within the MRRC premises, has continued to operate under a works approval administered by the Department of Water and Environmental Regulation (DWER). During 2017/18 a chain mesh exclusion fence was constructed to make the LWF pond system fully secure and accessible only through strict adherence to a safe operating protocol. The works approval is due to

expire in November 2018 by which time it is expected the MRRC premises licence will be varied to incorporate the disposal, storage and treatment of particular categories of liquid (controlled) waste.

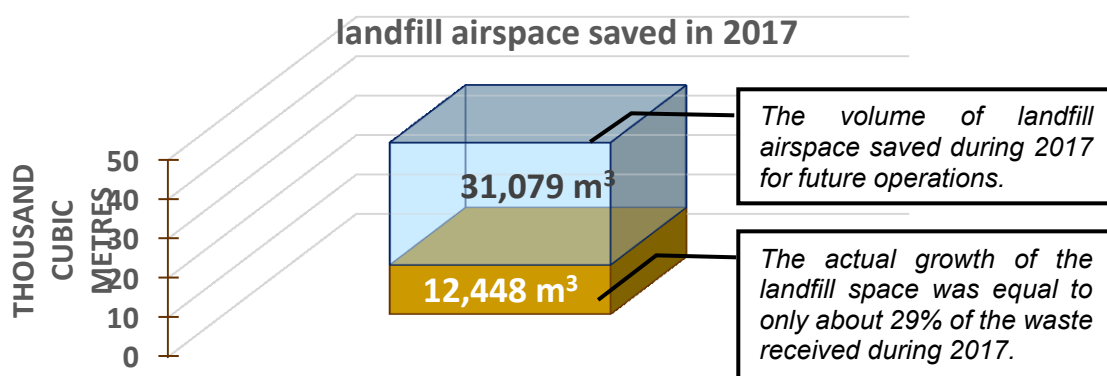


Manjimup LWF, April 2018 – the new exclusion fence provides a barrier to unauthorised entry.

Landfill

Despite almost 43,500 m³ of waste being received at the MRRC during 2017, the landfill volume increased by just under 12,500 m³ in that twelve month period, with over 31,000 m³ of airspace over the landfill remaining available for future landfilling operations. This efficiency was achieved by the contracted site operator's (Scottie's Excavations) diligent focus on two fundamental tasks: the careful separation and diversion of all possible recyclable materials from landfill and thorough compaction of the waste materials which do get buried in the landfill.

Maintaining this high efficiency ratio is key to extending the life of the MRRC landfill to its maximum potential.



Environmental Monitoring

Groundwater under the MRRC and transfer stations continues to be monitored four times annually for changes in water table level and groundwater quality indicating an intrusion of leachates from the waste sites into the groundwater. No significant changes were detected during the year, although fluctuations in some parameters detected downstream of the oldest sections of the landfill are cause for continued careful monitoring.

Recycling

Residents and businesses throughout the Shire are able to direct a great range of waste streams to recycling instead of to landfill. Commingled (household) recyclable material collected at the three transfer

stations and the MRRC, and through the Shire's regular fortnightly kerbside collection service, was sent directly to the Cleanaway Depot in Manjimup to be aggregated and sent on the Cleanaway's new Perth "Super MRF", amounting to an estimated 750 tonnes of recyclable waste.

Periodic sample audits suggest that around 7% of the collected material was contaminant (waste or materials other than the four key commingled recycling streams). This compares favourably to a metropolitan average of around 15%.

Other waste streams diverted from landfill for recycling included scrap metal, some smaller concrete rubble from civil works, e-waste (computers, televisions and the like), vehicle tyres, mattresses, vehicle and household batteries, cooking oil and motor oil, printer cartridges, mobile phones, used handheld batteries and fluorescent light tubes. All of these materials were received in significant volumes.

Youth and Family Services

Great Start School Program

At the commencement of the 2018 school year, the Shire of Manjimup together with Manjimup Mitre 10 Retravisation and their suppliers, continued with the 'Great Start School Packs'. The aim of the project is to assist disadvantaged children to start school with the basic necessities to help them get the most out of their education. Resources for the school packs were sourced by Manjimup Mitre 10 Retravisation through its suppliers Dulux and Taubmans, and included a backpack, lunch box, drink bottle, ruler, pencil case, pencils and a note book. The program was promoted across the Shire, where families or children were referred to the Shire of Manjimup by organisations that assist those in need such as local Churches, Relationships Australia, Anglicare, Manjimup Combined Churches Emergency Relief, and local schools. The hope is that although these children and their families are experiencing some type of disadvantage, they will stay on the path of active participation in their education, so they can gain the same out of their schooling as their classmates and reach their full potential. With the program being in its second year we are now also seeing families being referred from the Crisis Centre when they arrive with no belongings. For children to be able to continue to go to school whilst living through a crisis is an integral part to lessening the long term effects of the trauma that a child experiences.

National Youth Week

Originally scheduled in April the Youth Festival Day was postponed until the 27th October due to inclement weather. The event will be held at the Recreation Plaza and will include activities such as a Stunt Jump, Kokedama, Skate & Scoot mini comps and workshops, Henna art and Bucking Bull to name a few.

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 year's educators and the Department of Local Government and Communities (DLGC). The key projects 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, host a very successful Messy Play day and develop a logo to enable branding and promotion of the network.

- Facilitated and Chaired 8 WBEYN meetings
- Obtained funding from Parenting Connections WA to purchase raincoats for Messy Play Day.
- Hosted a Messy Play Day
- Facilitating meetings around expanding the availability of Out of School Care, Holiday Care and Day Care

Shire of Manjimup

- Working with Parenting Connections WA to source programs and services that will be delivered the Shire of Manjimup
- Partnered with 'Investing with our Youth' in providing assistance to Little Taddies, Pemberton to relocation to more suitable premises.

- Monthly meetings with WACHS as key drivers of the Early Years Networks. Planning to assist WBEYN to meet its aims, grow stakeholders and implement strategies.
- Continued working with Warren Blackwood Early Years Network to develop Shire of Manjimup Early Years Strategic Plan.
- Meeting with Parenting Connections network to source programs and services that will be delivered in the Shire of Manjimup
- Continued working on the Shire of Manjimup Early Years Strategic Plan.

Messy Play Day



As a member of the WBEYN the Shire has coordinated the organisation of a Messy Play Day for children aged 0-6 which was held on 5th October 2017. This event was organised in conjunction with WA Country Health Service and assisted by a university placement student, to promote sensory development play with parents. Messy Play is about giving children fun sensory play experiences without parents having to cope with the mess and clean-up that quite often puts parents off having messy play time with their children. By giving children the opportunity to investigate materials with no preconceived knowledge, you're helping them develop and refine their cognitive, social and emotional, physical, creative and linguistic skillsets.

The Messy Play Day was funded through the Shire of Manjimup, Western Australian Country Health Services and Parenting Connections and partnered with by:

- Manjimup Fire and Rescue;
- Manjimup Family Centre;
- Shire of Manjimup;
- WA Country Health;
- Local Drug Action Group (LDAG);
- Shire of Manjimup Library;
- East Manjimup Primary School (EMPS);
- Playgroup WA;
- Relationships Australia;
- Manjimup Community Resource Centre;
- South West Aboriginal Medical Services (SWAMS);
- South Regional TAFE; and
- Kearnan College.

The event attendance exceeded expectations with over 143 families and 223 children registering. The success of the day has seen the event become an annual event with plans well underway for the 2018 Messy Play Day.

Young Women Empowered Expo

The Young Women's Expo idea was generated by the Shire of Manjimup Youth Network (SOMYN) in response to school teachers, local businesses and counsellor's concerns as to the levels of self-harm being seen amongst young women in the region. The overall aim of the Young Women's Expo was to:

- Reduce the instances of self-harm
- Reduce the uptake of self-harm

Through:

- Educate on what self-esteem and self-worth are and the importance of healthy self-appreciation
- Educate on what good mental health is and how to maintain it
- Through the young ladies understanding of self-harm it is hoped they will develop empathy and thus peer support for each other.
- Educate on a range of coping strategies including the Act-Belong-Commit holistic strategy
- Introduce local successful young women as role models
- Provide information on people/agencies/organisations that can offer assistance if young women are not coping or need help.

It was felt that by hosting an expo and providing the participants with an understanding of how to pro-actively look after their mental and emotional health, lifelong strategies can be developed to nurture and maintain the mind and body. Maintaining good mental health contributes to young ladies in the region having a much greater chance of reaching their full potential, be confident enough to be active community members and have sound skills to preserve good mental health into the future. The ability of young women being able to grow up to positively cope with the stressors of life cannot be undervalued for the individual, family and community as a whole.

Although there were delays and challenges the project came together on the day and was a success. Some of the statistics and successes of the day which shows that the group truly achieved the goals and aims that we aspired to were;

- 289 girls register at the door. Not all the participants on the bus from Pemberton registered on arrival so numbers were above 300. This does not include the parents that came with their daughters.
- Feedback to the organisers from the young ladies on the day, was overwhelmingly positive and many comments were made as to how much the young ladies got out from the powerful speakers.
- One young lady who is transitioning from a young man thought that the speakers were amazing and inspirational.
- The young ladies canvassed could not think of any activities that they would like to see that were not included nor could they make any suggestion on how to improve the day.
- The word 'inspirational' has been used in just about every piece of feedback received which I think is more valuable than 'fun' and shows that the aims were achieved.
- Two young ladies approached speakers on difficulties they are currently facing with one disclosing that she was self-harming but had not told anybody previously. Having Dr Sarah Youngson and Headspace there enabled a quick and seamless referral process for these young ladies.
- Two organisations are now looking at replicating the event.
- An email received from the principal of Kearnan College praised the event stating: 'On behalf of the College - and our many students who attended Saturday's event - we would like to thank the Shire and all involved parties for the coordination of this initiative. This week I have made a point of gathering feedback from a range of our students who attended. All have offered most favourable feedback, as have parents who attended. Issues pertaining to emotional health and wellbeing are of most importance. Likewise, I believe it is important that we equip our young women with a toolkit which will help them thrive in their world. Please pass our gratitude on the relevant colleagues.'
- Calls from the community, participants and those involved to run the expo as an annual event.
- A double page report in the Rural, Regional and Remote Women's Network magazine praising the success of the event.
- The Shire of Manjimup was presented with a Children's Environment and Health Local Government Policy Award for the Young Women Empowered Expo at Local Government Week 2018.

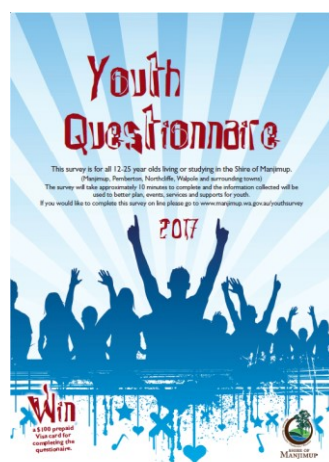


Youth Survey

During November 2017 youth aged between 12 and 25 were asked to share some information on their lives and lifestyles to help the Shire of Manjimup understand where we might contribute best to assist young people meet the challenges associated with their age groups and living rurally and remotely. The 2017 questionnaire was in follow up to the 2012 youth survey and was expanded to ask questions around the young people's wellbeing. The Youth Questionnaire asked young people for their input around such topics as study and their work, physical and mental health, transport and accommodation. With 1 in 4 people aged 16-24 years in Australia experiencing a mental disorder within the last 12 months and suicide being the leading cause of death in young people and children aged 5-17 (19.3%) the questionnaire included questions to gain an insight into how our younger community members are faring to find what services, activities and advocacy would best benefit them.

The questionnaire could be accessed on line through the Shire of Manjimup's website or a paper copy was made available at the Shire of Manjimup Offices, all libraries within the Shire, the Manjimup Community Resource Centre and the Manjimup Family Centre. The questionnaire was also provided to the high schools where youth were asked to fill it in during Health class.

The increased level of responses from 2012 to 2017 shows the Shire has improved our ability to consult and engage youth within the Shire. This is particularly relevant for the 18-24 year old age group where there were no respondents in the 2012 year survey whereas 18% of respondents in 2017 were from this age group. The 2017 survey of 331 respondents is a large sample size and gives validation to the responses provided. A report has now been received on the findings of the survey and will be used to guide the Shires work with youth into the future. It is envisaged that a youth questionnaire will be repeated every four years to continue to gauge the health and wellbeing of our young people and provide feedback on our efforts.



Community Safety and Crime Prevention

Southern Forest Alcohol and Other Drug Management Project (SFAODMP)

The SFAODMP represents a formal partnership agreement between the Shire of Manjimup, St John of God Bunbury's South West Alcohol and Drug Service and the WA Country Health Service. As part of the agreement, SJOG Bunbury provides funding for a part time Project Officer to oversee the project, while the Shire provides the workplace venue and in-kind support as well as working closely with the Community Development Officer in strategies planning and education. Furthermore a project committee was established with representation from other agencies to guide the project. The SFAODMP meets every six weeks. The SFAODMP have been investigating sponsorship of the local Football league to promote the 'Alcohol Think Again' message in a group that has a history of misuse of alcohol. This financial year saw the Shire along with St John of God be accepted as a Local Drug Action Team. The application was approved which has provided \$10,000 towards the development of a Community Action Plan. The Community Action Plan will also support the updating of the SFAODMP Strategic Plan

- Chaired four SFA&ODMP committee meetings
- Working with new Project Officer to reshape the direction of the SFAODMP committee and to develop sustainability i.e. applying for LDAT status to provide consistent funding, building community engagement.

- LDAT submission accepted with \$10,000 of funding to instigate program.
- Council presentation delivered to update councillors on the Committees progress SFAODMP Plan requires review and LDAT action plan requires developing - Planning for community consultation to guide said activities.
- Providing understanding and project involvement for ECU student on AOD
- Meetings with SJOG re items and agenda for SFAODMP.
- Meetings with SJOG re LDAT progression and responsibilities
- Participated in webinar: Preventing youth violence in your Local Government area
- Attended a Crime Prevention and Community Engagement Forum hosted by the Western Australian Police with key note speakers.

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 is an active committee member of the Manjimup Local Drug Action Groups. In Manjimup, the LDAG members promoted education through being supporting and being involved in the Young Women Empowered Expo. A LDAG representative hosted a 'beer goggle' activity to educate the young ladies as well as providing financial support. The LDAG has also provided funding towards the National Youth Week and will be involved by running a Chocolate Wheel with age appropriate questions around AOD.

Other Information

Freedom of Information

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

During 2017/18, the Shire of Manjimup received four requests for information under the *Freedom of Information Act*. The average time to process each request was 26 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.

	17/18	16/17	15/16	14/15	13/14	12/13	11/12	10/11	09/10	08/09	07/08
New applications	4	0	2	3	1	3	2	5	5	3	8
Average time to process (days)	26	N/A	38	28	8	37	46	35	32	44	38

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*.

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 written correspondence reflecting increased emails received.

	17/18	16/17	15/16	14/15	13/14	12/13	11/12	10/11	09/10	08/09
Correspondence IN	18310	16,064	10,625	9,474	10,461	10,875	12,512	12,734	12,702	13,842
Correspondence OUT	6217	5,526	9,980	11,183	12,603	12,218	20,012	19,379	14,310	15,142
Cheques issued	499	657	886	1,024	1,126	1,340	1,507	1,590	1,657	1,920
Invoices processed	2622	3,200	3,917	4,557	5,157	5,057	5,139	4,755	4,763	5,016

Safety

Safety within the Shire can be significantly improved and risks reduced by the systematic application of safety management principles and processes. The Shire was successful in achieving the Silver Certificate status awarded from the Occupational Safety and Health audit undertaken by Local Government

Insurance Services (LGIS) in June 2017. Throughout 2018 the Shire, in partnership with LGIS, has developed an Occupational Safety and Health action plan as a result of the audit to further improve our safety management systems. This has seen a reduction in workers compensation claims for the 2017/2018 financial year.

Ongoing provision of Health Monitoring

A workplace health program was introduced in 2016/2017, which provided program to assist in the mitigation of health risks that became evident following the staff health assessments. Employees were offered healthy heart assessments, and 35 employees participated in this assessment.

A total of 35 employees took part in the Ultimate Shape Up program, which provided support to employees to improve their fitness and health. This program provided one-on-one support, as well as an online portal, cooking classes and health assessments. In addition employees participated in annual flu vaccinations and injury prevention training.

Reporting on Occupational Safety and Health

The Shire received 12 workers compensation claims for the financial year to June 2018, one less than 2017/2018. Of the 12 workers compensations claim 4 resulted in LTI (Lost Time Injuries).

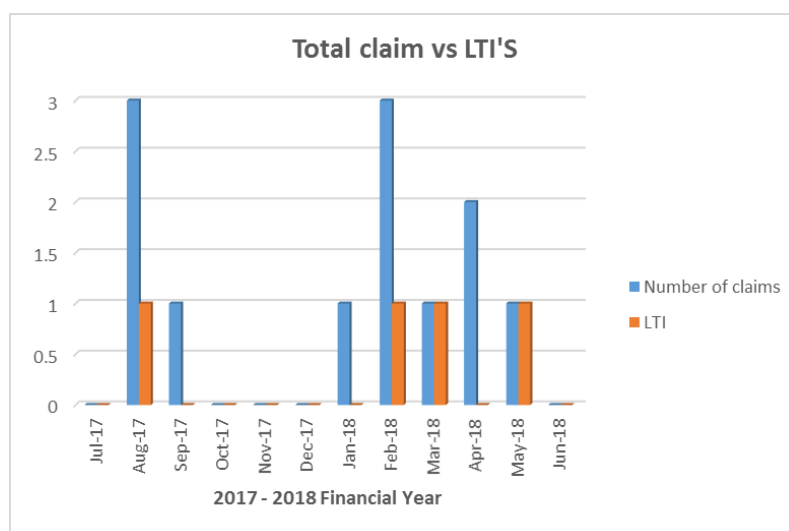


Figure 1: SoM Number of compensation submissions VS actual LTI

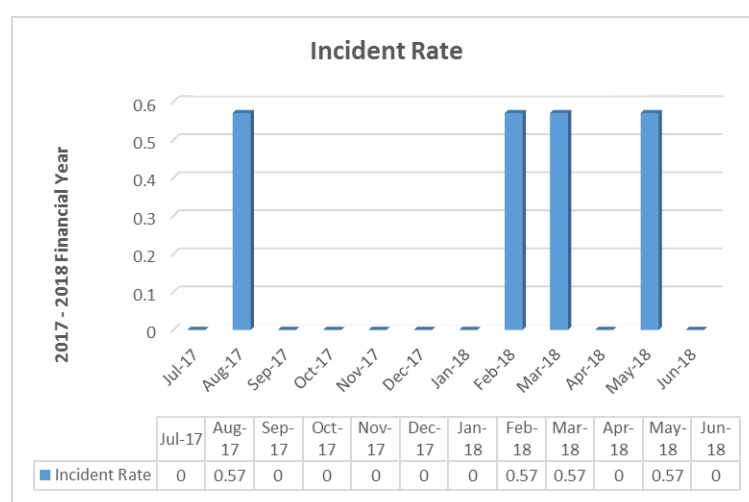


Figure 2 Frequency rate = LTI / (FTE) * 1,000,000

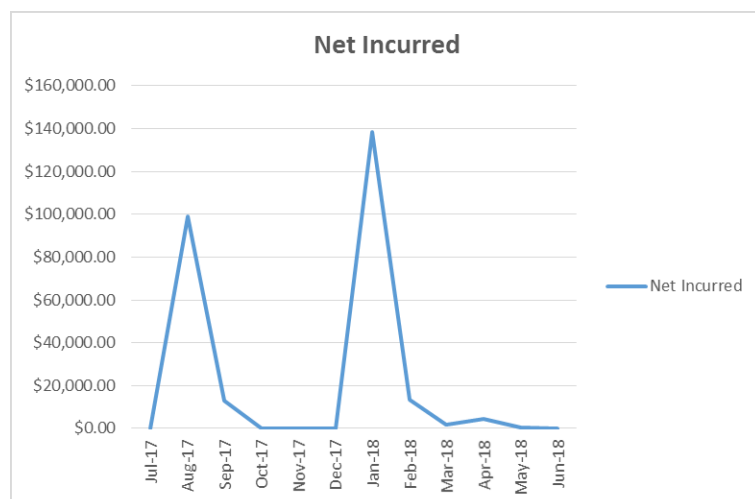


Figure 3: Total net incurred on all workers compensation claims submitted for financial year which includes medical and related expenses (including rehabilitation, incidental travel expenses and loss of earnings).

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 continued with a partnership arrangement with Rio Tinto to provide one trainee position in the civil and mechanical fields. In addition the Shire employs an apprentice carpenter, and has hosted numerous work experience students from local high schools, and universities.

Staff turnover remains low at 11.32% (industry average 19.5%) reflecting a stable workforce. Focus has been placed on developing a People Plan for the Shire to further improve the working environment and productivity. Leadership has been a key focus during the 2017/2018 financial year.

	2018	2017	2016	2015	2014	2013	2012	2011
# of Staff (FTE's)	123.7	122.5	123	123	119	113	112	109
# grant funded staff FTE's (included in above total)	17.8	15.7	17.5	16	12	13	12	12
# core FTE's (excluding grant funded positions)	105.9	106.8	105.5	107	107	100	100	97
# staff employed (including fulltime, part time and casual i.e. not FTE positions but total number separate individuals)	195	196	184	162	164	163	158	137
# appointments (permanent staff)	11	6	9	11	26	17	19	26
# terminations & resignations (permanent staff)	14	16	11	13	10	18	12	26
% staff turnover (Termination / FTE)	11.32%	13%	10%	11%	8.5%	15%	11%	19%

Council Statistics



Distance from Perth	301
Area (sq. km)	7,028
Length of Sealed Roads	514 km
Length of Unsealed Roads	818 km
Population	9,253
Number of electors	6,705
Number of dwellings	5,016
Total Rates Levied	\$8.8M
Total Revenue	\$65m

Council Meetings and Record of Attendance

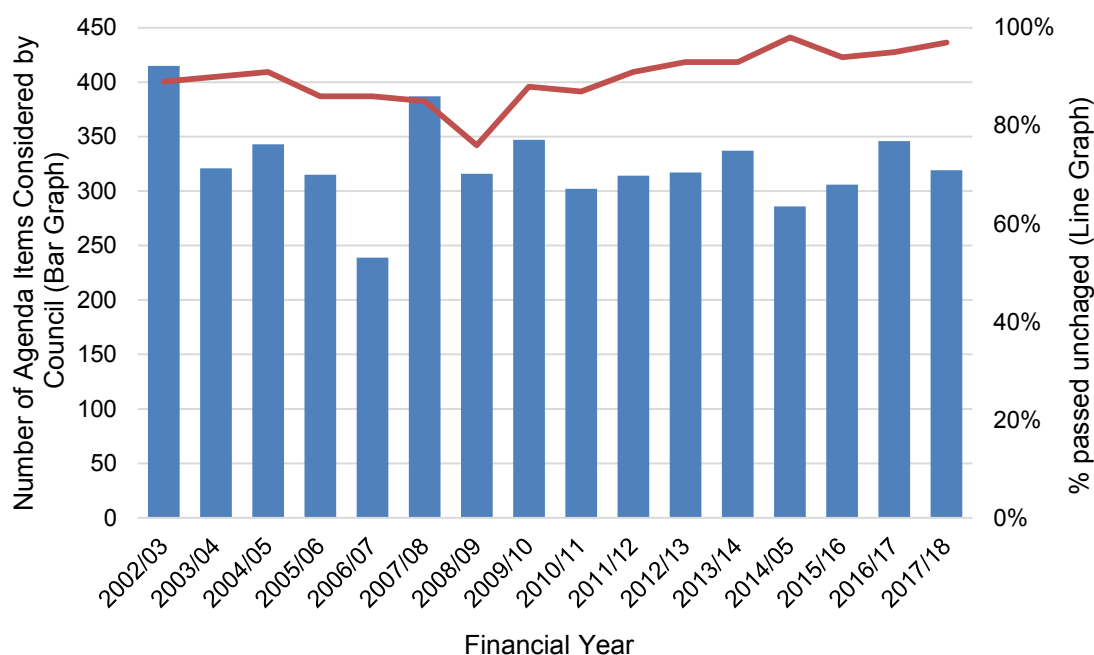
During 2017/18 Council meetings were held, with one meeting held in each of the outer towns of Pemberton, Northcliffe and Walpole. Outer town meetings were normally followed with a formal Council dinner with guests invited from that town.

The average Council meeting duration was 62 minutes with the shortest meeting being 20 minutes and the longest meeting 1hour 48 minutes. Listed below is the record of attendance by each Councillor:

Councillor	Ward	2017/18 Meeting Attendance		
		Possible #	Attended #	Leave / Apology
Cr DeCampo (Until 20 October 2017)	West	5	3	2
Cr Omodei (Shire President)	Central	16	15	1
Cr Bavich (Deputy President til 20 October 2017, resigned 5 May 2018)	North	14	11	3
Cr Munro (Until 20 October 2017)	Coastal	5	5	0
Cr Daubney	Central	16	13	3
Cr Jenkins	Central	16	13	3
Cr Logan (Until 20 October 2017)	Central	5	3	2
Cr Taylor	Central	16	14	2
Cr Winfield (Deputy President from 20 October 2017)	East	16	15	1
Cr Tapley	South	16	16	0
Cr Herbert	West	16	15	1
Cr Ventris (From 20 October 2017)	West	11	11	0
Cr Eiby (From 20 October 2017)	Coastal	11	10	1
Cr Salomone (From 20 October 2017)	Central	11	9	2

Council Decisions and Officer Prepared Agenda Items

Council considered a total of 319 Agenda items in the 2017/18 financial year at an average of 19.9 items each Council meeting. A summary of how those agenda items were dealt with by Council is outlined below:



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.

Funding Acknowledgments

Appreciation is extended to the following funding agencies for their generous financial support towards Council's 2017/18 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;
- Australian Government - Department of Industry, Innovation and Science, Department of Home Affairs – Safer Communities Fund;
- Children's Book Council of Australia (WA Branch);
- Dementia Australia;
- The Good Things Foundation;
- Healthways; Act-Belong-Commit Evening in the Park;
- Heritage Council of WA;
- LotteryWest;
- National Library of Australia;
- National Stronger Regions Fund;
- Seniors Week- Council on the Ageing;
- Disability Services Commission;
- Real Insurance – Outdoor gym in Manjin Park

- Local Government Insurance Services – Experience Fund;
- Museums Australia;
- 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 Local Government, Sport and Cultural Industries – CSRFF, KidSport, Seniors Recreation Activation Program, Young Women Expo, National Youth Week;
- Roadwise – National Youth Week;
- Department of Communities: Thank a Volunteer Day;
- Department of Environmental Protection;
- Department of Premier & Cabinet;
- Department of Transport – Recreational Boating Scheme, Recreation Trails Regional, Airport Development Scheme;
- Main Roads WA – RRG, Regional Bike Network, LG & Community Safety, TIRES;
- Department of Fire and Emergency Services;
- South West Catchments Council;
- Western Power; and
- Western Australian Local Government Grants Commission.

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 2017/18 were:

Number of entries in the register: 1

How the complaints were handled:

Reported to the Department of Local Government and Communities as a possible Serious Breach. The Department of Local Government and Communities has yet to make a determination on the complaint.

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 2016/17 year, there were no payments made to employees for which prescribed information is required to be disclosed.

Number of Employees	Payment Range
3	\$100,000 - \$110,000
3	\$110,000 - \$120,000
2	\$120,000 - \$130,000
3	\$130,000 - \$140,000
	\$140,000 - \$150,000
	\$150,000 - \$160,000
1	\$160,000 - \$170,000

Strategic Community Plan and Corporate Business Plan

In accordance with Section 5.56 of the *Local Government Act 1995*, and Regulation 19CA and 19C of the *Local Government (Administration) Regulations* the following plans were formally adopted by Council in June 2013 and then the plans were adopted with minor revision in October 2015 and a major revision in June 2017.

- *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.

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 from our Corporate Business Plan can be found on pages 57-106.

Conclusion

2017/18 has been a very challenging but rewarding year particularly with the continued implementation of Stage 2 of the Revitalisation of Manjimup's Town Centre project. The Shire has endeavoured to maintain "business as usual" approach whilst this significant project is underway and it is a credit to both employees and Councillors in this unprecedented busy time. Our focus has not deviated from the requirement to maintain normal operations at a high standard and this is a credit to all.

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, has transformed and has evolved markedly from past operations. Currently the Shire has a very competent team of personnel in all levels and areas with the Senior Management Team being highly qualified and experienced to lead the Shire, alongside Council, as the community and organisation strategic and transformational objectives take shape.

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 2018/19 will also be quite significant with additional work load demands on employees and Councillors however it has already been demonstrated that our team has the necessary skills and competencies to deliver major projects whilst continuing to operate efficiently and effectively under normal operations and responsibilities.

Working relationships between employees 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 in line with the Strategic Community Plan and Corporate Business Plan.

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

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 2017/18 and I look forward to prosperous times ahead for our whole community.



Andrew Campbell
CHIEF EXECUTIVE OFFICER

Our Corporate Business Plan Actions 2017/2018

1. Our Natural Environment

Community Goals				
1.1 Natural landscapes, habitats and resources are sustainably managed for the benefit of existing and future generations.				
1.2 Development is managed sustainably and our environment is valued through policy and regulation.				
1.3 Our region is recognised for its iconic, world-class natural environment that can be enjoyed by all.				
1.4 Potential climate change impacts are anticipated and responded to.				
1.5 Waste management strategies are expanded and a greater range of options provided to ensure we minimise the negative impacts on our environment.				
Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A1. Support initiatives that protect and nurture biodiversity and endemic species.				
A1.1 Implement strategies contained in the <i>Environmental Management and Sustainability Strategy 2013</i>	Initiatives undertaken	Development and Regulation	Annual	Achievements/Activities – <ul style="list-style-type: none"> Continued support of weed control and revegetation programs; Additional public lighting being through Installation of Solar Lighting; Mulching associated with Victorian Tea Tree eradication program at Windy Harbour; Foreshore planting and stabilisation at Broke Inlet Introduced first recycling street bins in Manjimup CBD; Aim to reduce overall energy requirements despite increase in number of buildings and facilities.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A2. Implement measures to protect and enhance the amenity and diversity of the visual landscape.				
A2.1 Development Assessments are undertaken in accordance with the provisions of the <i>Local Planning Scheme #4</i> and consider the amenity where appropriate	Number of relevant complaints	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Note changing construction design and materials (i.e use of sea containers) Nil complaints received.
A3. Implement measures to mitigate or control the negative impact of feral animals on our natural environment.				
A3.1 Provide financial support to community based feral animal eradication groups	Assisted groups to report annually on outcomes	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Continued funding of local community groups undertaking eradication of feral animals.
A3.2 Work with stakeholders to form a partnership and strategic plan to manage feral animals across the shire	Partnership is formed and agreed course of action determined	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> \$5,000 to Feral Pig Eradication at Lake Muir. Future challenge will be rabbit control at Windy Harbour
A4. Improve weed management on land.				
A4.1 Implement strategies contained in the <i>Manjimup Weed Strategy 2008</i>	Initiatives undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Continued mapping weeds and activities in various areas with Weed Action Group; NRM Roadside Weeds Mapping. Future challenge will be achieving control of VTT and onion weed in Windy Harbour.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A4.2 Support Ribbons of Blue to manage weeds in the area	Annual outcomes report received from Ribbons of Blue / Manjimup Timber and Heritage Park water quality testing meets government guidelines	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Support provided as needed. Report received.
A4.3 Undertake weed management on urban and rural road verges and in Shire reserves	Visibility and height of weeds / presence of weeds in road clearance envelope / successful implementation of rural road spraying program	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Works completed in 2017/18.
A4.5 Participate in the Manjimup Weed Action Group to share information on weeds of potential risk in the area and their possible management techniques	Number of meetings	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Ongoing participation at all meetings. Future challenges in that there is a growing range of weed species identified.
A5. Manage fuel hazards to minimise the risk of serious fire threat to ecosystems, human life and property.				
A5.1 Implement the <i>Fuel Hazard Reduction & Mitigation Plan 2015 - 2018</i>	Initiatives undertaken in accordance with the Plan	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Nine (9) prescribed burns on Shire reserve (90ha) and four (4) on other land. 58ha of land mechanically treated. Need for increased prescribed burning to address drying climate in the future.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A5.2 Encourage and assist with the management of fuel hazards on all other land, including state managed land in and abutting town sites	Number of wild fire events on relevant land	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> The number of events attended by Bush Fire Brigades Increase, although no major fire events. Challenging given the vast area of unmanaged state land.
A6. Manage natural waterways and lakes to encourage water flow and catchments for self-sustaining purposes.				
A6.1 Provide support to Warren Catchments Council to enhance and mitigate risks to our natural water ways	A vehicle is provided	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Annual support and contribution maintained.
A7. Implement controls to protect air and water quality.				
A7.1 Seek expert advice from relevant government agencies when potential risks to air or water quality have been identified or when air or water quality have been compromised	Hazards identified / advice received	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Nil events recorded.
A8. Effectively use development and land policies to protect and rehabilitate the environment whilst balancing the needs of the community.				
A8.1 Enforce the environmental protection provisions of the <i>Local Planning Scheme #4</i>	Number of prosecutions and retrospective approvals	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> One offender identified, court action pending. Identification of offenders where clearing on public land.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A9. Encourage design features, development practices and behaviours that demonstrate best practice water and energy efficiency.				
A9.1 Undertake initiatives to reduce energy consumption, improve energy efficiency and increase the use of renewable energy in regards to Shire operations	Energy supply costs / percentage of renewable energy source	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Use of Solar Bollards. • Development of proposed solar panel system at Aqua Centre and roof over Brockman Street. • Funding identified as a future issue.
A9.2 Undertake initiatives to reduce water consumption, improve water efficiency and capture or reuse water in regards to Shire operations	Volume of scheme water use	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Installation of sensor/automatic taps and low flush toilets at Public Toilets (60%). • Development of Water Capture System to be considered in future. • Reduction in use despite increased buildings and facilities considered a future issue.
A9.3 Enforce compliance with energy and water efficiency requirements of the <i>Building Code of Australia</i>	Number of new developments exceeding minimum requirements / average efficiency ratings	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Enforcement achieved in accordance with normal processes.
A10. Encourage all aspects of sustainable farming and agriculture.				
A10.1 Support agricultural and food production strategies that encourage sustainable water and land use and agro-ecology	Initiatives supported	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Ensure no reduction in the area of productive agricultural land zoned "Priority Agriculture" by the Local Planning Scheme. • Professional and technical Shire assessments provided for all proposed development of Priority Agricultural land.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A11. Support initiatives to curtail or prosecute littering, pollution and unauthorised clearing of vegetation.				
A11.1 Enforce compliance with the <i>Litter Act 1979</i>	Number of contractor clean-up call out hours	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> 41 incidents investigated, 16 warnings and 5 infringements issues. Note: Records were not kept for two months of the year. Record keeping to be addressed.
A11.2 Enforce compliance with <i>Planning & Development Act 2005</i> and <i>Environmental Protection Act 1986</i> in relation to unauthorised land clearing	Number of breaches	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> As stated A8.1. Action taking under LG Act.
A11.3 Enforce compliance with the <i>Health (Miscellaneous Provisions) Act 1911</i> and <i>Environmental Protection Act 1986</i> in relation to pollution	Number of breaches	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> No formal application.
A12. Provide safe recreational-access to our natural assets whilst protecting environmental values and educating the community on how to enjoy their visit responsibly.				
A12.1 Provide environmental health and building compliance services to support the sustainability and safety of holiday huts located in state forest or national parks	Supports provided	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Support provided for Donnelly River Huts.
A12.2 Implement strategies contained in the <i>Broke Inlet Management Plan 2009-2029</i>	Initiatives undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities limited to foreshore stabilisation and weed control, pending land tenure change. Modification of existing land tenure as recommended to be considered in the future.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A12.3 Undertake Walpole foreshore development and infrastructure planning	Concept planning completed / budget estimated	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> No funds available to progress at this time.
A12.4 Develop new infrastructure and access to the Walpole foreshore	Development completed and operational	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> See A12.3. Will be undertaken after funds become available, community consultation completed.
A13. Enforce compliance with designated camping areas.				
A13.1 Enforce compliance with <i>Caravan Parks and Camping Grounds Regulations 1997</i>	Number of relevant complaints	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Ongoing issues with unauthorised camping by backpackers outside townsites. Enforcement challenging.
A14. Undertake climate change impact assessments, implement mitigation strategies and use them to inform land use and infrastructure plans.				
A14.1 Undertake a comprehensive climate change impact assessment	Assessment undertaken and mitigating strategies identified	Development and Regulation	To be confirmed	Achievements/Activities – <ul style="list-style-type: none"> No action at this stage.
A14.2 Implementation of climate change mitigation strategies	Initiatives undertaken	Development and Regulation	To be confirmed	Achievements/Activities – <ul style="list-style-type: none"> No action at this stage.
A14.3 Trapping and monitoring of mosquito populations	Production of monitoring reports	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> No formal trapping program at present. Future funding to be secured for a Trapping program.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
A15. Continue to diversify waste management options and encourage waste avoidance, reduction, reuse and recycling.				
A15.1 Implement waste management community education campaigns	Campaigns undertaken	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Completed for 2017/18.
A15.2 Work in partnership with stakeholders and communities to implement new waste management strategies and diversify options	New initiatives undertaken	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Continuance of road side collections.
A16. Provide and maintain public rubbish bins to minimise overflow and littering.				
A16.1 Partner with state agencies to provide effective waste control in peak tourist areas and during peak times	Number of complaints	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Completed in 2017/18.

2. Our Prosperity

Community Goals				
2.1 New people and new businesses are attracted to the region.				
2.1 Existing core industries, such as agriculture and timber, are resilient, innovative and sustainable.				
2.2 The local economy is diversified and supports a range of industries and job opportunities.				
2.3 Industry and development is not hindered by excessive or complex compliance regulations.				
2.4 Local business thrives because it has access to information and support, and because the community maximises the use of local resources, services and products.				
2.5 The region grows in reputation as a world-class culinary, agricultural, environmental and trails tourism destination.				
2.6 Our quality primary and secondary education opportunities are maintained and access to a range of life-long learning and training opportunities is broadened.				
Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
B1. Build on the Manjimup town's capacity as a regional service centre for the Warren Blackwood.				
B1.1 Construct the Manjimup Wellness and Respite Community Centre	Centre constructed and operational	Community Services	Completed	Achievements/Activities – <ul style="list-style-type: none"> Completed March 2018.
B1.2 Construct Stage One Brockman Street food and beverage precinct	Progress against construction milestones	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Predesign of roof completed. Drainage design underway. To be completed by May 2019.
B1.3 Develop a Stage Two Brockman Street Precinct strategy	Strategy developed	Office of CEO	Complete	Achievements/Activities – <ul style="list-style-type: none"> Activity completed.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
B1.4 Undertake a range of transformational activities in the Manjimup Timber & Heritage Park	Progress against project milestones	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Soundshell, Agricultural Shed, Blacksmiths and Volunteer Hub completed. • State Timber Museum refurbishment completed. • Hamlet pathways completed.
B1.5 Complete footpath, traffic and parking infrastructure renewal projects in Manjimup CBD	Progress against project milestones	Development and Regulation Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Footpath program 90% complete. Two carparks remaining. • To be completed by May 2019.
B1.6 Develop a Linear Park linking the southern and northern ends of Manjimup town site	Progress against project milestones	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Manjin Rec Plaza complete along with outdoor gym. • Design works complete, construction contracts awarded for path construction. • Manjin Park and Linear Park works to be completed by end of November 2018.
B1.7 Undertake a range of upgrades to Mottram Street to improve safety, visual appeal and to encourage traffic flow to the Manjimup CBD	Progress against construction milestones	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Works being completed progressively in line with Town Centre Revitalisation program. • Support services to encourage caravan and RV tourism.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
B2. Attract business-class accommodation services to Manjimup.				
B2.1 Market the hotel development prospectus to potential investors	Potential investors identified and engaged / investment occurs	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Electronic documentation in draft Video in final stage of production
B3. Undertake high impact campaigns to encourage new residents; targeting identified cohorts to relocate to priority areas of the Shire.				
B3.1 Seize initiatives and opportunities as they arise to promote the liveability of our communities	Population growth outcomes created	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Shire population increased by 68 persons between 2011 and 2016. Encourage primary production and ancillary activities. Work with local business Jobs created through Town Centre Revitalisation Project.
B3.2 Work with the local community to develop population growth strategies in Walpole to improve the viability of key services	Targeted strategies identified / population growth outcomes created	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Town Revitalisation in Walpole ongoing. Local Planning Strategy review considering Walpole future development.
B4. Support sustainable agricultural expansion, value-adding and downstream processing, research and development, culinary and agri-tourism, land protections, and continued support for the Southern Forests Food Council.				
B4.1 Continue with the Manjimup Agricultural Expansion Strategy until June 2018	Number of MAEP Management Committee meetings held / achievement recorded	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Project extended to Dec 2018. Management Committee ongoing.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
B4.2 Advocate for additional funds to continue with the Manjimup Agricultural Expansion Strategy beyond June 2018	Targeted lobbying of State Government	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Funds secured for 3 additional years of Southern Forest Food Council.
B4.3 Protect priority agricultural land through <i>Local Planning Scheme #4</i> zonings	Development applications and subdivisions	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Actively working to obtain Council and WAPC endorsement to revised Local Planning Strategy and Scheme.
B4.4 Contribute to Southern Forests Food Council marketing	Contribution made	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Achieved. \$25K provided in funding. Promotional partner.

B5. Collaborate with other stakeholders to develop a transient and seasonal worker strategy to balance their safety, accommodation and employment needs with the needs and aspirations of the residential community.				
B5.1 Facilitate issue resolution in regards to transient and seasonal workers	Resolutions supported	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> New Policy adopted encouraging season campgrounds. Public Notices used to encourage landowners to consider options. Three significant development applications approved for workers accommodation. Recommend modification of new LPS to increase flexibility in respect of workers accommodation locations and consider increasing length of stay to cover extended fruit season.
B6. Encourage sustainable forest and timber industries, such as eco and adventure tourism, forest and fire management, craft wood, farmed timber and agroforestry.				
B6.1 Seize initiatives and opportunities as they arise	Economic development outcomes created	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Town Centre Revitalisation job creation in Stages 1 & 2. Solar panels over Brockman Street precinct.
B7. Encourage wellness industries related to rehabilitation, mental and physical health, aged and disabilities related services and wellness tourism.				
B7.1 Advocate for and support related programs and industries	Initiatives supported	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Young Women's Expo Aquacentre fitness classes. HACC programs.

B8. Advocate for industry and links to intrastate, interstate and global markets and develop relationships that may assist the prosperity of our region.				
B8.1 Review and update the <i>Regional Economic Development Plan 2013/14</i>	Plan is reviewed and new version adopted	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Shire has provided input into the South West Regional Blueprint.
B8.3 Maintain a Memorandum of Understanding (MOU) with Rio Tinto to train students and workers in the shire in skills attractive to the mining industry	MOU obligations met	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Relationship maintained. Has been finalised at the request of Rio Tinto. Apprentice has been trained.
B8.4 Review the benefits of our international sister-city relationship and explore the benefits of a similar relationship with a metropolitan local government authority	Benefits of existing sister-city relationship reviewed / Perth metropolitan sister-city feasibility and benefits explored	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Preliminary discussions with metropolitan local governments have been undertaken.
B8.5 Create an open dialogue with the State Government to foster and build working relationships	Targeted lobbying of State Government	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Met with State Ministers on a number of issues. Met with State and Federal politicians.

B9. Encourage and support initiatives to encourage extended service provision and activate town centres.				
B9.1 Provide free Wi-Fi in all town centres	Free Wi-Fi established in all four town centres	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Installed where funding allows.
B9.2 Advocate for infrastructure and human service provision in all town sites and settlements	Targeted lobbying of state agencies	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Met with State Ministers on a number of issues. Met with State and Federal politicians.
B10. Ensure the regulatory environment is easy to navigate and development, business and industry-friendly.				
B10.1 Communicate the regulatory requirements of health, building and planning services clearly and simply	Customer satisfaction surveys / information sheets reviewed annually	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> First review undertaken, increasing number of information sheets. Maintain/update sheets as updates to policy and scheme occur.
B10.2 Assist development, business and industry interests to navigate the regulatory environment	Development Control Unit (DCU) meetings to assist prospective proponents	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Development Control Unit available to prospective developers to discuss their intentions and receive statutory advice.

B11. Establish purchasing preferences for the use of local resources, services and products.				
B11.1 Follow Council's adopted <i>Regional Price Preference Policy (2.3.8)</i> when making purchases	Breaches of the Policy	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Policy used as part of tendering process and assessment.
B12. Provide development opportunities and support local small businesses to thrive.				
B12.1 Provide support to the Small Business Centre Warren Blackwood	Supports provided	Office of CEO	Completed	Achievements/Activities – <ul style="list-style-type: none"> Small Business Centre ceased operation due to expiry of contract. Ongoing engagement with Business South West.
B12.2 Engage with local small business associations and chambers to seek feedback on initiatives or projects that may affect them	Consultations held	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Consultation ongoing.
B13. Establish a Local Tourism Organisation to coordinate the efforts of government and industry in marketing and developing visitor services, amenities and attractions across the region.				
B13.1 Support the establishment of a Local Tourism Organisation	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Contact with visitor centres in Shire ongoing. Numerous consultations undertaken in respect of Manjimup TCR project.

B13.2 Encourage the establishment and promotion of a state-level iconic visitor experience in the Southern Forests	Iconic experience identified and endorsed	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Marketing of Shire's natural assets undertaken. Manjimup Heritage Park, State Timber Museum and South West Energy Experience.
B14. Encourage and support quality Southern Forests visitor servicing and marketing.				
B14.1 Implement strategies contained in the <i>Marketing Strategy 2010</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Use of social media, print and Shire website to promote Support of local Visitor Centres continuing.
B15. Further develop the 'Trails Hub' tourism destination concept and facilitate the implementation of a range of trail options connecting to and linking key destinations.				
B15.1 Partner with the Bibbulmun and Munda Biddi Foundations to maintain or improve trails and provide amenities	Contributions made to trail maintenance or upgrades	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Trail maintenance undertaken. Works undertaken to Deanmill Heritage Trail and Walpole trails.
B15.2 Support initiatives contained in the <i>South West Mountain Bike Master Plan 2015</i>	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Participated in Steering Group and workshops.
B15.3 Encourage and facilitate the next stage of planning and implementation of the <i>Manjimup Trail Bike Feasibility Study 2017</i>	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Funding and project support provided by Shire.

B15.4 Support development of the Warren Blackwood Stock Route	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Project partner. • Implementation of route and facilities underway.
B15.5 Develop a scoping plan for the development of rail trails using existing corridors	Plan is developed	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Included in Bike Strategy.
B16. Support services and infrastructure to encourage caravan and RV tourism.				
B16.1 Make provision for long vehicles when developing or upgrading parking areas	Confirmation long vehicles have been accommodated	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Long Vehicle bays incorporated into Town Centre Revitalisation program.
B16.2 Work with communities to determine priorities for new caravan and RV infrastructure	New infrastructure priorities identified	Works and Services		Achievements/Activities – <ul style="list-style-type: none"> • Other works considered in every approved infrastructure project.
B17. Encourage tertiary education, research and development and training centres to the region, particularly to complement local industries (tourism, agriculture, forestry and forest management, biological and environmental sciences).				
B17.1 Seize initiatives and opportunities as they arise	Outcomes created	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • No action this financial year, opportunities have not been identified/presented.
B18. Engage youth and business in identifying and implementing actions to address the barriers and gaps in youth apprenticeships, traineeships, cadetships and employment.				
B18.1 Take opportunities to support local youth employment and training	Number of traineeships / number of youth employed by Shire	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Support 2 aboriginal school based trainees.

				<ul style="list-style-type: none">• Support workplace experience programs through local high schools• Youth Festival, Young Women's Expo, Young Volunteers initiatives.• Currently partner with Rio Tinto employing an apprentice mechanic until September 2018.
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3. Our Community

Community Goals				
3.1 The range of support services in our community are useful, empowering and aligned to community needs now and in the future.				
3.2 The health and wellbeing of people of all ages and circumstances is supported within their own community.				
3.3 We respond to an ageing demographic by cultivating age-friendly communities that are also inherently dementia and disability friendly.				
3.4 A range of efficient, safe and accessible public transport options are provided across the region.				
3.5 Our whole community participates in strategies to ensure we are minimising risks in regards to bushfire and other natural emergencies.				
3.6 Residents feel safe, secure and comfortable at home, work and at play.				
3.7 Our community is vibrant, dynamic and fun because we have access to a broad range of art, cultural, social and recreational opportunities.				
3.8 Diversity, inclusivity and harmony are the foundations of our strong community spirit and we celebrate and honour our diverse cultures, heritage and lifestyles.				
Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
C1. Encourage co-locations, partnerships and resource sharing to deliver community services.				
C1.1 Progress the Pemberton Co-location Project to develop a new shared and co-managed facility for the Pemberton Visitor Centre, Community Resource Centre and Public Library	Progress against project milestones / a new facility is funded and built	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Concepts and probable costing established. • Discussions with State Government have commenced.
C1.2 Temporarily relocate the Pemberton Public Library until a new permanent facility is constructed	Pemberton Public Library is relocated to temporary accommodation	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Temporary accommodation being investigated.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
C1.3 Undertake building modifications and establish co-management arrangements with the co-located Northcliffe Visitor Centre, Community Resource Centre and Public Library	Progress against project milestones	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Co-location of facilities completed.
C1.4 Investigate colocation options for the Walpole Visitor Centre, Community Resource Centre and Public Library	Recommendations investigated and course determined	Community Services	To be reassessed	Achievements/Activities – <ul style="list-style-type: none"> Has been investigated. Not prioritised at this time.
C2. Support volunteer community groups, encourage participation (particularly in the areas of emergency management) and acknowledge contributions to the community.				
C2.1 Provide training and support to local volunteer emergency response teams	Emergency services volunteer participation	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Training programs co-ordinated by Community Emergency Services Manager.
C2.2 Ensure serviceable level of bush fire-fighting equipment and machinery	Annual maintenance schedule is implemented	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Annual Maintenance Schedule completed and reviewed. Increased funding required for State Emergency Services maintenance perceived as a future issue.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
C2.3 Provide training and support to local sport and recreation clubs	Supports provided / sports ground usage rates	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Club Development Officer program completed. Further constitution workshops to be undertaken. Funding allocated from Annual Budget.
C2.4 Provide annual Community Grants to community groups and not-for-profit organisations for projects or activities that have a focus on benefiting communities within the Shire	Grants provided	Community Services	Annual	Achievements/Activities – <ul style="list-style-type: none"> Completed. Funds distributed.
C2.5 Provide acknowledgement and support to a diverse range of local volunteer groups	Support and acknowledgement provided / Thank a Volunteer Day program delivered annually	All Directorates (budget sits with Community Services)	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Undertaken whenever the opportunity exists. 'Thank a Volunteer' day delivered in each town through six events. HACC and Libraries undertake their own events.
C3. Increase the availability of mental health, alcohol and other drug addiction, domestic violence and homelessness support.				
C3.1 Advocate for services and support programs and industries as needs identified	Advocacy undertaken and initiatives supported	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Support provided by Shire. LDAG convened regularly by Shire.

C4. Maintain public libraries in all four towns and continue to expand and modernise services and activities.				
C4.1 Continue to provide free public library services	Key service initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Accessibility to e-books and online material increased. • Member of Library Consortium across WA.
C5. Actively engage children and young people to better understand and encourage services and initiatives that respond to their needs and aspirations.				
C5.1 Implement strategies contained in the <i>Youth Strategy 2013-2023</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Youth Survey undertaken.
C6. Advocate for the provision of out-of-school and school holiday programs.				
C6.1 Facilitate out of school programs across the shire	Programs conducted	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Early Years Strategy being prepared.
C6.2 Provide annual Youth Grants to support youth groups, workers or projects operating within the shire	Youth services supported	Community Services	Annual	Achievements/Activities – <ul style="list-style-type: none"> • Grants provided to youth groups within each town. • Contribution made to chaplaincy at Manjimup Senior High School.
C7. Improve early-years development and education outcomes.				
C7.1 Investigate the possibility of an education foundation (future fund) targeted at improving early-years education outcomes	Feasibility investigated and recommendations produced	Community Services	Targeted for 2021	Achievements/Activities – <ul style="list-style-type: none"> • Awaiting outcomes of Early Years Strategy.
C7.2 Finalise and commence implementation of strategies contained in the <i>Early Years Strategy 2017</i>	Strategy is formally adopted / initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Yet to be adopted by Shire.

C8. Improve access to services that allow residents to stay well in their own community and manage their health conditions.				
C8.1 Continue provision of the Commonwealth Home Support Program through Manjimup HACC	Individuals supported / hours of support	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Registered CHIPS Provider.
C8.2 Provide disability support services through Manjimup HACC	Individuals supported / hours of support	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Registered NDIA provider.
C8.3 Provide Home Care Packages through Manjimup HACC	Individuals supported / hours of support	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> CHIPS and Home Care Package provider.
C9. Ensure all community members have access to quality fresh produce regardless of their circumstances.				
C9.1 Apply Council's adopted Community Gardens Policy (3.9.2)	Policy is applied	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Major towns have Community Gardens.

C10. Plan and develop a diverse range of affordable housing options to meet the needs of older people, people with disabilities and other vulnerable groups.				
C10.1 Partner with the state Housing Authority to redevelop the Manjimup Primary School site for the Senior Housing Project	Number of houses delivered	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Site rehabilitation completed. • Subdivision of site approved. • Civil works awarded. • Sales package drafted.
C11. Continue to encourage and support age, dementia and disability-friendly initiatives across all domains of community life.				
C11.1 Implement strategies contained in the <i>Age-friendly Communities Plan 2016-2026</i>	Initiatives undertaken	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Undertaken whenever the opportunity exists. Implementation throughout other towns and balance of Manjimup townsite. • Seniors Housing underway. • New Hospital opened. • Wellness and Respite Centre opened. • New footpaths constructed. • Footpaths and accessibility parking/ramps etc substantially upgraded in Manjimup through TCR program.
C11.2 Implement strategies contained in the <i>Access & Inclusion Plan 2013-2018</i>	Initiatives undertaken	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> • Plan reviewed. • New development undertaken in accordance with applicable standards.

C11.3 Undertake a review of the <i>Access & Inclusion Plan</i> every 5 years	Plan is reviewed and new version adopted every 5 years	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Plan reviewed in 2018.
C11.4 Partner with Alzheimer's Australia WA to pilot a dementia-friendly communities program	Pilot program completed and recommendations made	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Pilot program completed successfully. Dementia friendly design incorporated into Town Centre Revitalisation. Additional projects being rolled out.
C11.5 Implement recommendations from dementia-friendly communities pilot program	recommendations implemented	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> See above (C11.4).
C12. Engage with all stakeholders and establish improved public transport information, delivery and options across the Warren Blackwood region.				
C12.1 Lobby for improved access to and availability of public transport options	Lobbying activities undertaken	Community Services	Targeted for 2020	Achievements/Activities – <ul style="list-style-type: none"> Ongoing. Very challenging to progress.
C12.2 Make information available to the community regarding the range of transport options available across all communities, including public, commercial, private (e.g. Ride Share & Travel Partners) and not-for-profit providers and any accessible features or subsidy schemes	Information available and reviewed annually	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> HACC currently providing information. To be further investigated.
C12.3 Provide community bus transport to and from major Shire events and activities	Events where transport support is provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Provided for key Shire partners and events.

C13. Support communities to acquire and upgrade 'community buses'.				
C13.1 Provide support to communities seeking to purchase or upgrade community buses	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Support provided as required.
C14. Plan for emergency and natural disaster response, management, evacuation and recovery.				
C14.1 Implement the Local Emergency Management Committee (LEMC) emergency arrangements as required	All LEMC plans are reviewed after a significant emergency or disaster	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> No significant changes occurred.
C14.2 Provide funds for the renewal or replacement of bush fire equipment, machinery and infrastructure	Asset renewal complies with Department of Fire and Emergency Services Local Government Grants Scheme guidelines	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> SES Walpole completed. DFES BFB and Shire funding expenditure co-ordinated by CESM.
C14.3 Implement strategies to improve the long term welfare and resilience of community members after an emergency or disaster	Strategies undertaken evaluated after a significant emergency or disaster	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Participated in DFES preparedness training.
C15. Manage domestic animals and livestock to ensure the safety of both the animal and the community.				
C15.1 Enforce compliance with the <i>Cat Act 2011</i>	Number of cat registrations	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Registration numbers have increased, however stray cat numbers appear excessive. 34 cats impounded during the year. Trapping of Nuisance Cats and ongoing education of ratepayers.

C15.2 Enforce compliance with the <i>Dog Act 1976</i>	Number of dog registrations	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Registration numbers have increased. A total of 101 dog impoundments. There were 18 dog attacks.
C15.3 Enforce compliance with the <i>Local Government (Miscellaneous Provisions) Act 1960</i> in regards to the containment of livestock	Number of incidences involving escaped livestock	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> A total of 46 cases of straying stock occurred. Aim to reduce number of stray stock cases through education and enforcement.
C16. Manage environmental health risks in the community.				
C16.1 Develop a <i>Public Health Plan (new)</i>	Plan is developed and implemented	Development and Regulation	To be confirmed	Achievements/Activities – <ul style="list-style-type: none"> No action at this stage.
C16.2 Implement strategies contained in the <i>Public Health Plan (new)</i>	Initiatives undertaken	Development and Regulation	To be confirmed	Achievements/Activities – <ul style="list-style-type: none"> No action at this stage.
C16.3 Develop a <i>Public Buildings Inspection Program (new)</i>	Plan is developed and implemented	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Inspection program is being refined. Inspections have commenced. Qualified resources required to keep up with inspection regime.
C16.4 Implement strategies contained in the <i>Public Buildings Inspection Program (new)</i>	Initiatives undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Implementation delayed due to staff turnover. Expect to complete inspection prior to preparation of 2019/20 annual budget.

C16.5 Repeal the <i>Shire of Manjimup Health Local Laws 1998</i> and prepare new laws	Laws repealed and replaced	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Yet to be completed.
C17. Undertake a broad range of safe behaviour and risk awareness campaigns.				
C17.1 Community awareness campaigns in emergency management	Campaigns undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Pemberton and Surrounding Areas Fire Protection Information workshop. Aim to expand program to other areas of Shire.
C17.2 Community awareness campaigns in public safety and health	Campaigns undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Nil at this stage. No resources available at this time.
C17.3 Community awareness campaigns in community safety and crime prevention	Campaigns undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Shire in partnership with St John of God. Oversees Local Drug Action Group. Communicates awareness at Shire events.
C17.4 Implement strategies contained in the <i>Southern Forests Alcohol and Other Drugs Strategic Plan 2016-2018</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities as outlined in the Plan ongoing.
C18. Support the maintenance of law and order and initiatives to prevent crime.				
C18.1 Implement strategies contained in the <i>Community Safety and Crime Prevention Plan 2014-2018</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities as outlined in the Plan ongoing.

C18.2 Utilise CCTV in crime hot spots or where genuine risk of crime against persons or public assets is identified	Initiatives implemented	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> CCTV being installed on all new buildings. CPTED Study complete and application made for grant funds for new CCTV system.
C18.3 Utilise Crime Prevention Through Environmental Design (CPTED) principles in the development or renewal of facilities and assets	Projects utilising design principles	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Principles being utilised in all townscape design and infrastructure.
C19. Create, support and promote a broad range sporting, recreational and social opportunities that are accessible and inclusive for all ages and abilities.				
C19.1 Implement strategies contained in the <i>Sports & Recreation Strategic Plan 2014-2024</i> in regards to community and club development and support	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities as outlined in the Plan ongoing.
C19.2 Apply Council's adopted <i>Donations Policy (2.3.4)</i> in regards to participation in sport, recreation, art and culture	Donations made	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Policy reviewed in previous financial year.
C19.3 Administer state funded KidSport Vouchers	Number of vouchers issued	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activity ongoing.
C20. Support public events to ensure they are successful and safe.				
C20.1 Provide annual Event Grants to individuals or groups to assist with the marketing and promotional costs of hosting of public events in the shire	Grants provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Grants provided annually.

C20.2 Provide organisers with an Organiser's Manual for Public Events and other advice and approvals to support their event's success	Number of approved public events	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Organiser's Manual reviewed and modernised.
C20.3 Develop traffic management plans for not for profit groups organising public events	Number of public events supported with traffic management plans	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Incorporated into every approved event.
C20.4 Provide in-kind infrastructure maintenance support to assist local venues to host public events	Support provided	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Incorporated into every approved event.
C20.5 Make waste management and recycling packages available to public event organisers	Number of bookings of events waste management package	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Incorporated into every approved event.
C21. Facilitate, develop and promote a broad range of cultural and art capabilities, facilities, events and achievements.				
C21.1 Implement strategies contained in the <i>Arts & Culture Strategic Plan 2013-2023</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities as outlined in the Plan ongoing.
C22. Install and maintain quality public artworks for everyone to enjoy.				
C22.1 Develop an inventory of artworks in public spaces including condition reports and maintenance responsibility	Inventory complete and maintenance or renewal requirements determined	Community Services	Targeted for 2020	Achievements/Activities – <ul style="list-style-type: none"> Yet to commence.
C22.2 Undertake maintenance or renewal of Shire artworks in public spaces	Public art maintained in accordance with the schedule	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when opportunity and funds exist.

C23. Document and conserve local historical records, stories and artefacts and make them available for everyone to study and enjoy.				
C23.1 Implement strategies contained in the <i>Heritage Connections Project Implementation Plan 2014-2024</i>	Initiatives prioritised and undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities as outlined in the Plan ongoing.
C23.2 Implement Manjimup Timber & Heritage Park interpretation strategies	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Interpretation Plan for Park complete. Strategies developed for each exhibit. To be completed by December 2019.
C23.3 Undertake a significance assessment and preservation needs analysis for Shire's own historical records and artefacts	Assessment and analysis completed	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Assessment commenced. Some work undertaken.
C23.4 Provide support to local history groups	Supports provided	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Support provided as required.
C24. Work with stakeholders to preserve and share local Indigenous tradition and culture, including identified sites of significance.				
C24.1 Support initiatives to preserve and share local indigenous tradition and culture where opportunities arise	initiatives supported	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Preparing RAPP document "Welcome to Country" at Council and key Shire events. Local elder representation on reference groups.

4. Our Infrastructure

Community Goals				
4.1 Infrastructure gaps in regards to energy, water, sewerage, and information and communication technology services are resolved.				
4.2 Community infrastructure is delivered and maintained at a level of service that is aligned with community needs now and in the future.				
4.3 Land use planning strategies support the sustainable development and growth of our communities.				
4.4 Town centres are accessible, attractive and inviting whilst maintaining their unique characters.				
4.5 Parks and open spaces are attractive and create opportunities for people to come together, socialise and enjoy a range of activity.				
4.6 Sport and recreation facilities sustain a broad range of pursuits.				
4.7 Community infrastructure planning responds to an ageing demographic and is also inherently dementia and disability friendly.				
4.8 Places of heritage value are recognised and retained.				
4.9 Transport infrastructure and networks provide for the safe movement of all users.				
Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D1. Encourage local and regional renewable energy infrastructure and industry development and improvements to reliability of energy supply.				
D1.1 Lobby for improved dependability of energy supply across all communities, with improvements urgently sought in the Northcliffe and Quinninup area	Lobbying activities undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Nil at this time. Subject to State Budget.
D2. Advocate for the proposed Bunbury to Albany pipeline to transport natural gas to the region.				
D2.1 Lobby relevant government agencies for a pipeline to transport natural gas to the region.	Lobbying activities undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Nil at this time. Subject to State Budget.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D3. Minimise any disadvantage to residents not able to access the National Broadband Network (NBN).				
D3.1 Lobby relevant government agencies to maximise community access to the National Broadband Network (NBN) and quality alternatives	Lobbying activities undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Meetings held with NBN representatives prior to roll out of NBN in Manjimup. Changes to State Policy, NBN now fibre to the node, relying on original copper from node to the home. High level of undulation and vegetation coverage impacting on effectiveness of telecommunication towers.
D4. Pursue improved mobile phone coverage across the region.				
D4.1 Lobby for further improvements to mobile phone coverage across the region	Lobbying activities undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Shire Officers have provided feedback to blackspot review. Two new towers in Diamond and Karri Valley to be constructed in 2018/19.
D5. Undertake planning for the provision of potable water and deep sewerage infrastructure where identified gaps exist.				
D5.1 Lobby relevant government agencies to improve water services and infrastructure to support industry diversification and downstream processing	Lobbying activities undertaken	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Input into South West Strategic Blueprint. Challenge to obtaining commitments to funding for design, construction and maintenance.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D6. Develop and maintain community infrastructure to a service-level that meets the community's needs.				
D6.1 Review and update the <i>Asset Management Plan - Roads, Footpaths and Drainage 2013/14</i>	Plan is reviewed and new version adopted	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Operational activity.
D6.2 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to local road and bridge upgrades and renewals	Program is implemented within approved budget	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Operational activity.
D6.3 Maintain local roads in accordance with Council's adopted <i>Road Hierarchy Policy (9.1.14)</i>	Program is implemented within approved budget	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Operational activity.
D6.4 Undertake Roman Road Condition Assessments	Condition assessment is undertaken every 5-7 years	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Operational activity.
D6.5 Review and update the <i>Building Asset Management Plan 2009-2029</i>	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Review yet to commence at 30 June 2017. Appropriate resources needed to complete.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D6.6 Undertake a review of the <i>10-year Building Maintenance Plan 2010-2020</i>	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Review yet to commence at 30 June 2017. Appropriate resources needed to complete.
D6.7 Maintain assets in accordance with the <i>10-year Building Maintenance Plan</i>	Assets are maintained in accordance with the plan	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Maintenance in accordance with adopted budget, modified to address urgent matters. New Maintenance Plan to be prepared at a future date.
D6.8 Continue upgrading waste management infrastructure	Upgrades are progressed in accordance with the schedule	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Chain-link fence constructed to secure Liquid Waste Facility.
D6.9 Develop a <i>Cemeteries Management Plan (new)</i>	Plan is developed and implemented	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> To be finalised in 2019.
D6.10 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to drainage	Program is implemented within approved budget	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Works undertaken in 2017/18.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D6.11 Redevelop the Walpole Jetty car park and facilities	Progress against construction milestones	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Community consultation undertaken. Funds secured,
D6.12 Develop a new maintenance and renewal plan for the Manjimup Regional AquaCentre plant and infrastructure	New plan is developed	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> To be completed in 2019.
D6.13 Implement the <i>Manjimup Regional AquaCentre Maintenance and Renewal Plan (new)</i>	Maintenance is undertaken in accordance with the schedule and approved budget	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Implemented once Plan is available for use.
D6.14 Review the <i>Timber & Heritage Park Master Plan 2012</i> and the <i>Timber & Heritage Park Management & Development Plan 2006-2016</i> to develop a new management and maintenance plan once the current revitalisation project have been completed	New plan is developed	Community Services	Targeted for 2020	Achievements/Activities – <ul style="list-style-type: none"> To be undertaken once works in Park are complete.
D6.15 Construct the Manjimup Recreation Plaza in Manjin Park	Progress against construction milestones	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Activity completed.
D6.16 Redevelop the Manjimup Community Centre egress and entrance	Progress against construction milestones	Community Services	Targeted for 2019	Achievements/Activities – <ul style="list-style-type: none"> Funding has been received.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D6.17 Undertake a Shire building and user needs audit and analysis in Pemberton to maximise usage and sustainability of assets	Audit and analysis is completed	Community Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Activity completed.
D7. Plan for and manage Windy Harbour holiday settlement infrastructure needs.				
D7.1 Review and update the <i>Windy Harbour Water Treatment and Drinking Water Quality Management Plan 2007</i>	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Project delayed due to staff turnover. Draft Plan with State Health Department for review. Will be finalised following State Health review/feedback.
D7.2 Review and update the <i>Windy Harbour Management Plan 2007-2017</i> , including provision for new land release	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Preliminary review of current recommendation status completed. Implementation of balance of recommendations and preparation of new Management Plan to be completed.
D8. Review or amend the Local Planning Scheme to meet the changing needs of community and industry.				
D8.1 Review and update the <i>Local Planning Strategy</i> every 5 years	Strategy reviewed every 5 years	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Consultants currently reviewing Strategy. WAPC Guidelines have changed during process.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D8.2 Review and update the <i>Local Planning Scheme</i> every 5 years	Scheme reviewed every 5 years	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Review partially completed in house. Finalise review in 2018/2019.
D9. Develop town centres to showcase their unique characters and encourage vibrant, mixed-use commercial and public spaces.				
D9.1 Undertake town centre revitalisations and main street upgrades in towns and communities	Initiatives undertaken	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> To be completed by December 2019 in line with Town Centre Revitalisation program.
D9.2 Facilitate local involvement in Townscape Committees to determine priorities and endorse revitalisation plans	Community engagement	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Director of Works/Manager of Parks Operations attend meetings as required.
D10. Regulate tourism-based and commercial roadside signage to ensure it is appropriate, well-maintained and does not negatively impact on landscape visual amenity.				
D10.1 Implement a roadside signage audit schedule across the Shire for the purposes of checking compliance and quality	Signage audit schedule is determined and implemented	Development and Regulation Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Audit completed of Manjimup. Balance of other townsites remain. Resourcing to complete audit an issue.
D11. Provide for public parks and playgrounds that are accessible and attractive with well-maintained amenities and equipment.				
D11.1 Complete the Anunaka Park redevelopment	Progress reports	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when funds and opportunity exists.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D11.2 Develop a <i>10-year Playground Renewal Plan (new)</i>	Plan is developed and incorporated into the <i>10-year Forward Capital Works Program 2016-2026</i>	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when funds and opportunity exists.
D11.3 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to playgrounds	Program is implemented within approved budget	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when funds and opportunity exists.
D11.4 Maintain public parks and gardens in accordance with the Council adopted <i>Standard of Maintenance for Parks Assets within the Shire Policy (10.2.2)</i> and approved budget	Maintenance meets Council's approved level of service	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when funds and opportunity exists.
D12. Maintain public gardens and road side tree plantings with attractive, cost efficient, low maintenance and appropriate species for the location.				
D12.1 Undertake road-side tree planting and replacement in accordance with the Council adopted <i>Street Tree Planting and Replacement (Town Based) Policies</i>	Policy implemented	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Completed in 2017/18.
D13. Assist communities to build and maintain sport and recreation facilities whilst encouraging co-locations, collaborations and resource sharing wherever possible.				
D13.1 Implement strategies contained in the four town <i>Recreation Facility Master Plans</i>	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Concepts for tennis progressed. Some funding captured for Northcliffe –playground.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D13.2 Implement strategies contained in the <i>Sports & Recreation Strategic Plan 2014-2024</i> in regards to infrastructure	Initiatives undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activities linked to plan ongoing.
D14. Support the development of a state-level sporting facility in the township of Manjimup.				
D14.1 Lobby and advocate in accordance with identified opportunities and feasibility	Lobbying activities undertaken	Community Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Trail Bike Plan. Mountain Bike Hub. Manjimup Motocross supported.
D15. Maintain a Municipal Heritage Inventory and include controls to protect places of significance.				
D15.1 Review and update the <i>Municipal Heritage Inventory 2008</i>	Plan is reviewed and new version adopted	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Review commenced, to be completed in house. Completion expected during 2018/19 financial year.
D16. Undertake long-term regional transport infrastructure planning, giving consideration to future road, rail and air transport needs and user safety.				
D16.1 Work with relevant state departments to upgrade and provide safe, sustainable road infrastructure that assists the movement of industry, agricultural products and tourism	State and federal funding secured annually / percentage of approved budget expenditure	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Participate in Regional Road Group and other initiatives as opportunity arises to secure funding.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D16.2 Advocate for ongoing upgrades to the South Western Highway to accommodate future traffic volumes	Confirmed schedule of works to be delivered by Main Roads WA	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Roundabout and new entry to Manjimup townsite completed. Works on South Western Highway between Pemberton Crossroads and Walpole continuing.
D16.3 Review the <i>Manjimup Airfield Development Plan 2014-2019</i>	Plan is reviewed and new version adopted	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Programmed for FY 2019/20
D16.4 Implement strategies contained in the <i>Manjimup Airfield Development Plan</i>	Initiatives undertaken	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Approved upgrades to runway completed in mid-2018.
D17. Provide adequate and safe parking facilities in town sites and enforce compliance with ACROD regulations and local laws.				
D17.1 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to roads and parking planning	Customer satisfaction surveys / design standards compliance audit every 5 years	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Road Infrastructure Committee created by Council to highlight priorities.
D17.2 Enforce compliance disability parking regulations	Number of complaints, warnings and infringements	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Education/enforcement by Rangers as required.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
D17.3 Review Shire parking local laws	New local laws developed and implemented	Development and Regulation	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> New Draft Local Laws adopted. Yet to be finalised. Finalise Local Laws in 2018/19 financial year.
D18. Enhance the footpath and bike path networks to enable intra-town mobility and safety of all ages and abilities.				
D18.1 Implement the <i>10-year Forward Capital Works Program 2016-2026</i> in relation to footpaths (informed by <i>Local Bicycle Plan including Footpath Plan 2017 - 2027</i> and other influencing factors)	Program is implemented within approved budget	Works and Services	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Zamia St, Northcliffe upgraded. Manjimup footpath upgrades/renewals undertaken.

5. Our Local Government

Community Goals	
5.9	All elected members and Shire employees uphold the values of professionalism, proactivity, reliability, integrity and courtesy.
5.10	The Shire's long-term planning and activities deliver on the community's goals and aspirations.
5.11	Our elected members represent the best interests of the community.
5.12	Community participation in decision making is maximised.
5.13	The Shire communicates effectively with all its communities.
5.14	The Shire is a resilient and financially stable organisation that uses public funds responsibly.
5.15	Asset management plans are developed and implemented to maintain community assets at the appropriate standard.
5.16	The Shire continuously improves organisational performance and service delivery.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E1. Develop an organisational culture that upholds the values of professionalism, proactivity, reliability, integrity and courtesy in all its dealings.				
E1.1 Pursue awards and other formal recognition of achievement from external agencies	Formal accolades received	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when opportunity exists. Awards received for Young Women's Expo, Messy Play Day. HACC received award for Wellness and Respite Centre. Economic Development Award received for Town Centre Revitalisation Stage 1.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E1.2 Provide staff awards on the basis of demonstration of organisational Values	Formal accolades given	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activity done annually.
E1.3 Work with the Staff Consultative Committee to develop a Customer Service Charter	Whole-organisation Customer Service Charter developed and adopted	Office of CEO	Not Active	Achievements/Activities – <ul style="list-style-type: none"> Committee to be potentially disbanded. Customer Service Charters for LG's under consideration State-wide. Awaiting outcome of LG Act review.
E1.4 Ensure the Shire's Mission, Values and Code of Conduct provide specific guidance for organisational culture	Shire's Mission, Values and Code of Conduct are current and staff are involved in reviews	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Code of Conduct reviewed annually.
E1.5 Conduct regular Leadership Group meetings with a focus on organisation culture	One Leadership Forum annually / six breakfast meetings per annum	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Occurs on six-weekly basis.
E1.6 Conduct regular all-staff meetings with a focus on developing a shared Vision, Mission and Values	All-staff meetings held biannually	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Meetings undertaken annually.
E1.7 Maintain regular internal communications to recognise staff contributions to our shared Mission and <i>Corporate Business Plan</i>	12 'Staff Snapshots' are produced annually	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Activity achieved.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E2. Integrate the Shire's activities with the community's goals and vision whilst managing the long-term financial viability of the organisation.				
E2.1 Pursue 'advanced' standards in regards to the Local Government Integrated Planning and Reporting Framework	Outcomes of an internal standards assessment every 2 years	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> To be undertaken in 2019.
E2.2 Review the <i>Strategic Community Plan</i> in accordance with Local Government Regulations and community's goals and vision	Major review every 4 years / desktop review every 2 years	Business	To be completed in 2019	Achievements/Activities – <ul style="list-style-type: none"> To be undertaken in 2019.
E2.3 Update the <i>Corporate Business Plan</i> annually to ensure it integrates with the <i>Strategic Community Plan</i>	Plan is updated annually to project the Shire's 4-year resource commitments to support the <i>Strategic Community Plan</i>	Business	To be completed in 2019	Achievements/Activities – <ul style="list-style-type: none"> Annual Budget process takes into account SCP. To be undertaken in 2019.
E2.4 Maintain a current <i>Workforce Plan</i>	Plan is reviewed annually and updated in light of any significant change	Business	To be completed in 2019	Achievements/Activities – <ul style="list-style-type: none"> Plan under review.
E2.5 Maintain a current <i>Asset Management Strategy</i>	Plan is reviewed annually and updated in light of any significant change	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Under review by external consultant.
E2.6 Update the <i>Long Term Financial Plan</i> annually	Plan is updated annually to project Shire's 10-year financial commitments	Business	To be completed in 2019	Achievements/Activities – <ul style="list-style-type: none"> To be completed by 30 June 2019.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E2.7 Review and update the <i>Plant Purchase and Replacement Schedule 2006</i>	Schedule is updated and costed	Works and Services	Complete	Achievements/Activities – <ul style="list-style-type: none"> Completed and approved by Committee December 2017.
E3. Actively participate in regional, state and national alliances to return benefit to the community.				
E3.1 Actively participate in the Warren Blackwood Alliance of Councils	Alliance meetings attended / regional initiatives undertaken	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Significant work undertaken. Continued development of LTO. Approval of the Warren Blackwood Stock Route.
E3.2 Actively participate in the South West Zone of the Western Australian Local Government Association	Zone meetings attended / regional initiatives undertaken	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Meetings attended by CEO and Shire President.
E4. Develop policy established from well-researched and evidence-based data.				
E4.1 Council and Management Policies are kept current at all times	Number of expired policies reported at the time the Annual Report is formulated	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Policy Framework complete. Reviews of Policy ongoing.
E5. Assist and train elected members to provide strong and visionary leadership.				
E5.1 Councillors to undertake training in areas relevant to performing duties as an elected member	Number of Councillors attending training / number of statutory breaches determined	Office of CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Training of new councillors undertaken as required.

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E6. Encourage greater community involvement in the Council election process.				
E6.1 Introduce postal voting as a mechanism to improve voter turnout in Council elections	In-person and postal-vote turnout rates	Office of the CEO	Complete	Achievements/Activities – <ul style="list-style-type: none"> Activity complete.
E6.2 Deliver a multi-media promotional strategy to encourage community members to nominate for election	Number of contested electoral wards	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Advertised through print and electronic media.
E7. Keep the community well informed about Shire activities and provide genuine opportunities for the community to participate in decision making.				
E7.1 Implement strategies contained the <i>Communications Plan 2014</i>	Strategies undertaken	Office of CEO	Complete	Achievements/Activities – <ul style="list-style-type: none"> Activity achieved.
E7.2 Review and update the <i>Communications Plan 2014</i>	Plan is reviewed and new version adopted	Office of CEO	Targeted for 2019	Achievements/Activities – <ul style="list-style-type: none"> Plan to be reviewed and updated.
E7.3 Undertake community engagement planning as a standard component of project management, where the project is likely to have an impact on any community member(s)	Public participation in decision making / community engagement initiatives undertaken / customer satisfaction surveys	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Undertaken as required. Undertaken and achieved for major projects.
E8. Increase elected member interactions with constituents to better represent the diverse needs and priorities of the different communities within the Shire.				

Action	KPI	Responsible Directorate	Status	2017/18 Initiated, Achieved and/or continued in next year
E8.1 Ensure Shire activities are conducted equitably across the region	Shire events, activities and meetings held in each town / community grants distribution across towns	All Directorates	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Council Meetings conducted in all major towns. Australia Day celebrations and Youth Week rotated across major towns.
E8.2 Facilitate constituent meetings with elected members and CEO to discuss progress against the <i>Strategic Community Plan</i> and <i>Corporate Business Plan</i>	Number of meetings facilitated	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Standing item in Council Briefing Sessions.
E9. Identify and mitigate organisational risks.				
E9.1 Maintain an organisation-wide <i>Risk Management Framework and Risk Register</i> to mitigate risks in all aspects of business	<i>Risk Management Plan</i> is current	Business	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Policy reviewed. Procedures and framework under review.
E9.2 Manage workplace occupational safety and health (OSH) risks to employees, volunteers, visitors and contractors	Performance against OSH Lead Indicators / initiatives undertaken	Office of the CEO	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Risk Management process under review. Contractor Management Policy being developed.

E10. Identify poor performing services areas, and the needs and aspirations of the community, and set targets for improving community satisfaction.				
E10.1 Customer satisfaction surveys are regularly undertaken and used to inform the <i>Strategic Community Plan</i> as well as priorities for quality improvement	Customer satisfaction survey report and recommendations every 4 years	Business	Targeted for 2019	Achievements/Activities – <ul style="list-style-type: none"> Not due this financial year.
E11. Embrace and increase the use of new technologies to better deliver services and communicate with the community.				
E11.1 Seek opportunities to better use technologies to deliver or improve services and communications	New initiatives undertaken	All Directorates (budget sits with Office of the CEO)	Ongoing	Achievements/Activities – <ul style="list-style-type: none"> Considered when funds and opportunity exist New core operating systems being refined. Antenno activated July 2017. Solar lighting grant applied for Brockman Street. CCTV in Heritage Park and CBD.

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 2017/18 financial year, the Shire of Manjimup:

Finalised Access Pathway and Ramps to Historic Hamlet buildings in Manjimup Heritage Park
Upgrade of Pemberton public toilets - improvement to access
Established new access ramp from Johnson Crescent to Coronation Park in Manjimup
Construction of new public accessible toilet block on cr. Giblett and Ipsen Streets, Manjimup
Construction of new public accessible toilet block on Brockman Street, Manjimup
Installation of accessible changing facilities in public toilet block in Coronation Park, Manjimup
Re-paving of footpaths in Manjimup CBD, incl. pram ramps and installation of solar lighting at ramp intersections with roads
Construction of new skate park, with accessible ramp
Accessible play equipment installed in new Walpole Playground
Establishment of shared bicycle and footpath through sealing of Deanmill Heritage Trail, to increase accessibility for seniors, prams, etc.
Installation of accessible picnic tables in Linear Park abutting Manjin Recreation Plaza
Marked existing ACROD bays in Manjimup (incl. CBD and Manjimup Indoor Stadium)
Implementation rollout plan upgrades & remarking of ACROD bays & pram ramps in Manjimup CBD
Ongoing monitoring of unauthorised usage of ACROD parking
Construction of new car park incl. ACROD bay in Rose St, Manjimup
Manjimup Regional AquaCentre - renewal of accessible/family change room
New and upgraded footpaths along Mottram St, Manjimup
Construction new footpaths in Walpole and Northcliffe
Strategies in place to ensure Outcome 7 are achieved. Review was undertaken and confirmed Outcome 7 objectives are addressed.
Manjimup Heritage Park - Community Volunteer Hub - Completion of new build restoration workshop to disability access standards including new Universal Access Toilet.
Construction of ramps/retaining and pathways in Manjin Park, making new BBQ area and playground easier accessible.
Manjimup Wellness and Respite Community Centre - new build, construction completed (multi-purpose facility encompassing Manjimup Home and Community Care offices, day centre, consulting rooms, respite, dementia care, therapy, meeting rooms and conference facilities)
Advertisements and public notices pertaining to Community Services enable inclusivity
Manjimup Heritage Park - Establish Accessible Barbeque Area - Works begun. Procurement of Furniture Underway.
Manjimup Heritage Park - Main Access Path Formation and Seal - Seal existing main path network to access standards - design commenced, procurement underway.
Manjimup Heritage Park - State Timber Museum - Refurbishment currently underway, incl. retrofitting existing building to meet access standards (incl. new Universal Accessible Toilet) and new design based on dementia friendly principles.
Manjimup Heritage Park - construction South West Energy Experience - new build, currently in design to full access standards.
Manjimup Heritage Park - Car Parking - Designing new car parking for entire park including 5 disability parking bays with set down areas and coach drop off beside universal toilet and shelter.
Refurbishment of courtyard at Town Hall/Shire Offices to improve access to amenities
Funding secured for refurbishment of entryway at Manjimup Public Library aimed at greatly increasing access for users
Funding secured for development of outdoor sensory activity zone in Manjimup Public Library

Funding secured for playground extension at Northcliffe Recreation Centre, incl. accessible play equipment.
Revision of Shire of Manjimup Local Bicycle and Footpath Plan
Commencement of installation of sealed pathway in Linear Park, between Ipsen and Ralston Streets together with East/West connections
Construction of new roundabout on highway, incl. pram ramps in Manjimup
Design of new path network in Allambie Park, Manjimup
Funding secured for new footpaths along Swimming Pool Rd, Pemberton, Latham Ave in Walpole
Planning for new car park at Walpole Family Centre.
Introduction of new feature to submit feedback and complaints in Shire community communication mobile phone App (called Antenno)
Access and Inclusion Advisory Committee has broad representation across the sector
All community consultation sessions of Shire all held in accessible buildings
Ongoing volunteering positions for disabled persons in various areas of the workplace
Providing volunteering opportunities in Shire public libraries for people with access and inclusion needs
Ongoing employment and coordination of people with disabilities (Property Care Team)
Ongoing training for Home And Community Care administration and support workers
Increased libraries collection of alternative-format materials for people with access and inclusion needs
KidSport information is available for children with disabilities and all clubs who are able to accommodate disabled children
Assistance for people with varied access and inclusion needs (incl. people with poor literacy & visually impairments) to select libraries resources
Participated in pilot program to develop Manjimup into a Dementia Friendly Town
Review of Shire of Manjimup Access & Inclusion Strategic Plan
Development of brochure for accessible printed information & provide training to Shire of Manjimup staff
Roll-out of disability awareness training, whole-of-organisation will be completed by July 2018. Training at induction will be implemented in 2018/2019
Providing ongoing disability awareness training for Aged & Disability staff
Review of promotional materials, to amend wording to be more inclusive
One-on-one support in all Shire public libraries for users to help access audio books, and accessible online resources and education
Citizen of the Year Award Ceremony & Av'a G'day in Walpole. Free, inclusive and accessible event
2018 Queen's Baton Relay & Evening in the Park. Free, inclusive and accessible event
Messy Play Day for Early Years (target audience 0-5 and carers). Free, inclusive event at accessible facility with emphasis on physical play and development.
Organisation of Young Women's Empowered expo: free, accessible and inclusive event for young people and their families, held in Manjimup. Free public transport included.
Providing support for elderly and disabled to stay independent at home
Providing support for elderly and disabled to access Shire of Manjimup events and activities
Expansion of HACC services to include WA NDIS services
Colocation of Northcliffe Public Library with Northcliffe Visitor Centre, resulting in increased hours of operation allowing access to library resources 7 days a week.
Refurbishment of Manjimup Public Library with new shelving and improved layout, facilitating increased access to wheelchair and visually impaired users.
Facilitating 'Be Connected workshops' for local seniors to learn basics in computing and using the internet
Event Organisers Manual offers advice on access friendly events - Review of manual scheduled for 2017/18
Companion card accepted at public facilities

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.

Manjimup, invited by Alzheimer's Australia WA, participated in a pilot to become the first Dementia friendly town in Western Australia. This pilot ran through to mid-2018, and was completed by a celebration where stories were shared on the positive effects of the pilot, in particular through increased community understanding and thereby reduced stigma around dementia.

In 2017/18 the Shire of Manjimup undertook a full review of its Access and Inclusion Plan 2013-2018. The new Access and Inclusion Plan 2018-2023 was adopted by Council in July 2018. Following the review of the Access and Inclusion Plan, the Shire reviewed the Access and Inclusion Policy 3.8.1 (previously adopted by Council in 2014).

The performance measures of the Shire of Manjimup in achieving the five key outcome areas outlined in the 2013 - 2018 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 in 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 undertaken of Shire of Manjimup Local Bicycle and Footpath Plan, which incorporates pedestrian paths. The generation of additional pedestrian and cycle linkages in Manjimup is a component of the Town Centre Revitalisation, to be completed by December 2019.

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 • 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; construction completed March 2018.

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 with regular monitoring and review.
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. Under regular monitoring and review.

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.

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>

	Adaptive equipment and work processes are provided to trainees or prospective trainees where reasonable and practical
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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 2018.
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. New Plan adopted in July 2018
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

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9.5 Advise local developers (commercial or private) on the statutory obligations that maximise accessibility	Undertaken via legislative compliance and consultative practices.
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.