



Annual Report 2018/19





About this document

This document has been prepared by the Shire of Waroona as a report of the Shire of Waroona activities during the period 1 July 2018 to 30 June 2019.

The Annual Report is the final component of the Shire's Integrated Planning & Reporting Framework, and is a mechanism of communicating with the community and key stakeholders in a transparent and accountable way.



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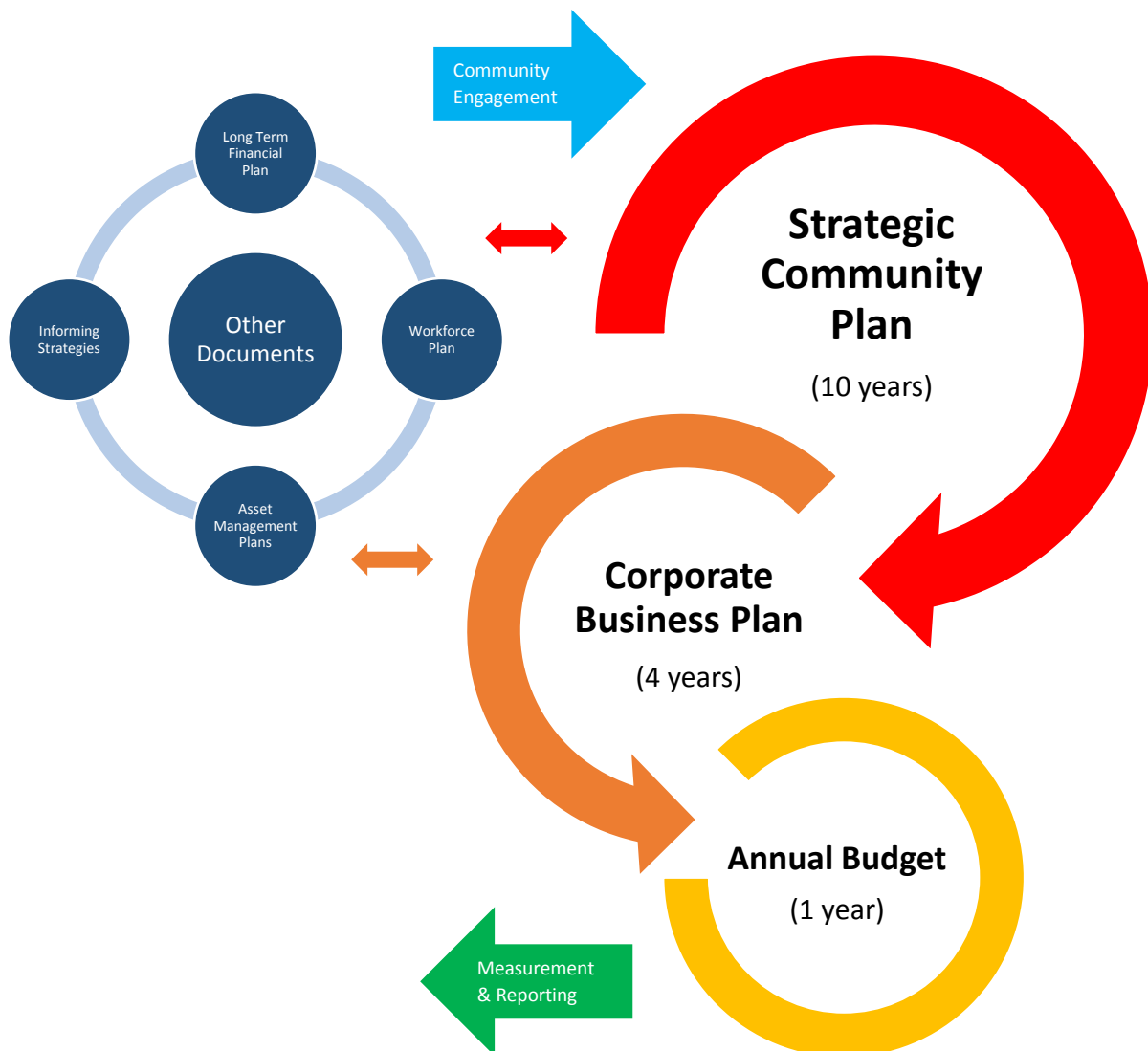
Background

State Government Requirements

The *Local Government Act 1995*, Part 5, Division 5, Section 5.56 requires all local governments to plan for the future of the district. The Corporate Business Plan together with the Strategic Community Plan, Long Term Financial Plan, Workforce Plan, Asset Management Plan and Informing Strategies forms the Shire's plan for the future, and has been prepared to achieve compliance with the *Local Government (Administration) Regulations 1996*. Development of the plan has also aligned with the Department of Local Government's Integrated Planning and Reporting Framework and Guidelines.

Integrated Planning & Reporting Framework

The framework, introduced by the State Government in 2012, requires each local government to have a Strategic Community Plan, a Corporate Business Plan and other informing strategies in place to ensure the future provision of services is sustainable. The elements of the framework are shown below:



The Strategic Community Plan expresses the long-term community aspirations that have been developed with extensive consultation. It is an overarching document that covers a period of 10 years.

Informing strategies are used to ensure adequate resourcing of the plans and include the Long Term Financial Plan, Workforce Plan, Asset Management Plans and other informing strategies.

A comprehensive report on the achievements of these plans is included in the Annual Report prepared each year.

The Corporate Business Plan is an integral part of this framework, activating the objectives of the Strategic Community Plan and informing the annual budget process to ensure the priorities of the community are achievable.

Integrated Planning & Reporting Review Cycle

Strategic Community Plan	<ul style="list-style-type: none">• Minor Review - Every 2 years• Major Review - Every 4 years
Corporate Business Plan	<ul style="list-style-type: none">• Minor Review - Annually• Major Review - Every 4 years
Long Term Financial Plan	<ul style="list-style-type: none">• Minor Review - Annually• Major review - Every 4 years
Workforce Plan	<ul style="list-style-type: none">• Minor Review - Annually• Major Review - Every 4 years
Asset Management Plans	<ul style="list-style-type: none">• Minor Review - Annually• Major Review - Every 4 years
Informing Strategies	<ul style="list-style-type: none">• Minor Review - Every 5 years• Major Review - Every 10 years
Annual Budget	<ul style="list-style-type: none">• Minor Review - 6 months• Major Review - Annually
Annual Report	<ul style="list-style-type: none">• Major Review - Annually



Shire President's Report

In writing this annual report on our Council's activities over the past 12 months, I am proud that many of the projects that were started were instigated by strong community groups who had a vision to provide facilities for a wide range of activities and services in our shire.

We had construction commencing on the Preston Beach Community Centre, improvements to the major road link to the Forrest Highway with an upgraded bridge and approaches to it on the western side on Coronation Road, and the completion of upgrades to the Memorial Hall.



Other community infrastructure commenced construction in our Shire by other associations, including nine new independent living units and social inclusion centre at Quambie Park and the Waroona Community Men's Shed. The completion of the St John Ambulance training centre and refurbishment of the existing building was a highlight in emergency services.

All these projects demonstrate that when people come together with a common goal to get a project off the ground, then it will happen, which is a sign of a healthy community and one that each group should be proud of.

We also had new initiatives in opening up other areas in our shire for overnight stays for self-contained recreational vehicles. We enjoyed another fantastic Agricultural Show and this was complemented by the annual All Aussie Car Day and Lion's Vintage Machinery Day. Visitors and locals also enjoyed the Troutfest and the inaugural Grapest 5K Run which all help in attracting people to enjoy this special part of the state.

The Shire has also seen an increased focus in some large scale horticultural pursuits which has been largely attributable to the Harvey Water piped irrigation asset. I feel we will see a resurgence in agriculture in this area going forward which as we know was one of the foundations of our shire.

We enjoyed the spillway on the Waroona Dam running for the first time in many years and it was refreshing to see the dam at capacity. Management issues around the dam were raised after a busy summer period and this is something the Council will focus on and advocate for in the coming future.

Local Government is increasingly challenging and continually scrutinised. To satisfy all the community needs and balance costs is always difficult but not impossible. It can be restrictive at times which can sometimes translate into indifference but please know we always try and make decisions based on fairness and the best information we have available at the time.

With this small snapshot of the previous year, I am pleased to submit my report for the 2018\19 period and sincerely thank all the Councillors and Staff for the great job they do in maintaining and managing our Shire.

Cr Mike Walmsley
Shire President



Chief Executive Officer's Report

As Mr. Ian Curley was Chief Executive Officer at 30 June 2019, I present this Chief Executive Officer's report generally on his behalf.

The financial year started off with a review of the Shire of Waroona Strategic Community Plan. Under the *Local Government Act 1995*, a Strategic Community Plan review must be undertaken every four years, with a minor review to be completed midway through that time. This minor review of the 2016 Strategic Community Plan was considered and endorsed at the August 2018 Council meeting.



In December, Council accepted a very generous offer from Mr. Irvine Muir, to receive land at 1631 Coronation Road for the purpose of construction of a new Waroona West Volunteer Bush Fire Brigade station. With this generous offering, Council called for tenders for this new building in June 2019.

As always, the Alcoa Waroona Sustainability Fund was a key driver in the development of community projects. In February, Council made the decision to fund the following projects:

- Creation of light installations throughout town by the Waroona Community Lights Committee;
- Completion of site works for the new Waroona West Volunteer Bush Fire Brigade station;
- Development of the Waroona Youth Precinct;
- Extension of the Waroona Agricultural Society clubroom;
- Installation of solar panels on the new residential units at Quambie Park;
- Installation of solar panels on the new Waroona Community Men's Shed;
- Upgrade of lighting and bar shutters at Waroona Bowling & Social Club; and
- Upgrade of playground equipment at Centennial Park.

A review of Local Planning Policies was undertaken and formally endorsed in March 2019. Amendments were endorsed for improved planning practices in Heritage, Ancillary Accommodation, Intensive Agriculture, Sea Containers, Outbuildings, Holiday Houses, Waroona East Hills Development and Bed & Breakfast establishments. Further review of all planning policies and practices will be undertaken to ensure there is less bureaucracy and a focus on positive development for the Shire into the future. Also in March, an amount of \$130,000 was allocated to re-line the Shire's pool.

In May, there was a very fitting presentation to former Shire President, Cr Noel Dew to recognise his 20 sterling years of service to the Council.

As I commence as the new Chief Executive Officer in a resource-sharing arrangement with the Shire of Murray, I wish to truly thank the Councillors, staff and community for the very warm welcome to the district. I am eagerly looking forward to working with all and working towards tangible and positive outcomes for all residents.

Dean Unsworth
Chief Executive Officer



Shire of Waroona – Sea to Scarp

Located in the south western corner of Western Australia’s Peel region, the Shire of Waroona is just over 100 kilometres from the state capital of Perth, less than 50 kilometres from the Peel regional city of Mandurah, and less than 100 kilometres from the South West regional centre of Bunbury.

The shire stretches from sea to scarp between the Indian Ocean and the Darling Scarp, featuring pristine beaches, coastal lakes, fertile farmlands and peaceful jarrah forests. Covering a total area of 835 km², the Shire includes the localities of Waroona, Hamel, Lake Clifton and Preston Beach.



Vision

“We care for our coast, our country, and our community. We will build on our foundations to be socially, environmentally and financially sound and sustainable.”

Mission

“The Council will provide leadership, and pursue actions and outcomes to enhance the quality of life for the people of the area by providing a wide variety of quality services, supported by adequate assets and infrastructure, as per our broad themes and key areas of emphasis.”

Values

- Leadership and excellence in management;
- Quality service provision;
- Integrity, ethics and honesty;
- Act in a fair and equitable manners;
- Trust and respect; and
- Professionalism, accountability and responsiveness.



Our Community

The snapshot below illustrates the comparison of trends in the Waroona shire to state and national trends. Generally, the shire is following trends in regards to increasing or decreasing, however in some elements, the level of change is vastly different.

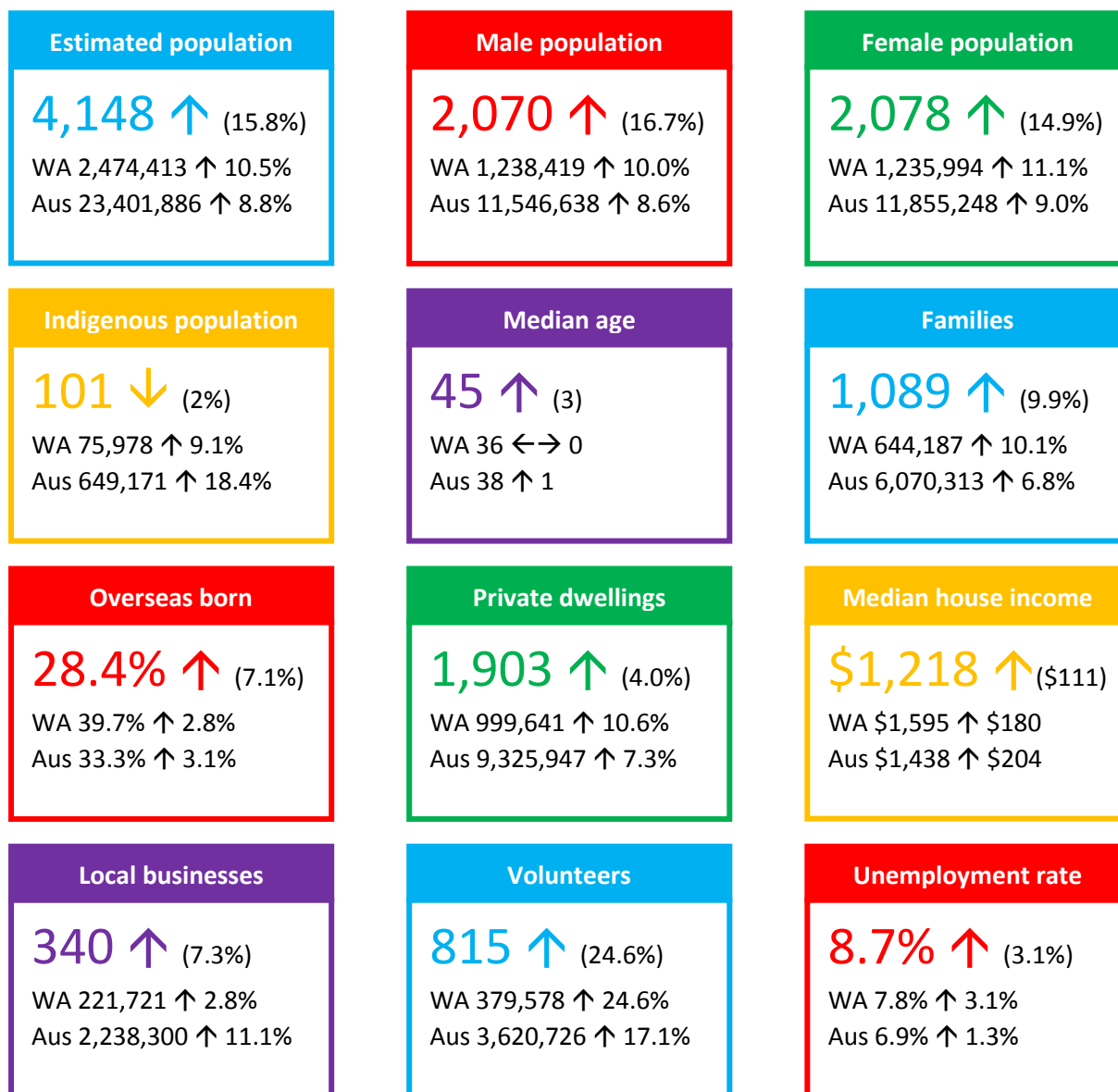


Figure 1 - Changes in statistics from 2011 to 2016. Source: ABS 2011 Census; ABS 2016 Census.

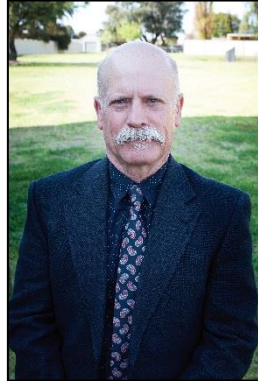


Our Council

The role of Council is to represent the community, provide leadership and guidance, facilitate communication between the community and the Shire, and set strategic direction and policy.



Cr Mike Walmsley
President



Cr Larry Scott
Deputy President



Cr Noel Dew



Cr John Mason



Cr Naomi Purcell



Cr John Salerian JP



Cr Laurie Snell



Cr Craig Wright

Ordinary / Special Council Meeting Attendance 2018/19

Councillor	# Meetings Held	# Meetings Attended
Cr Mike Walmsley	12	11
Cr Larry Scott	12	10
Cr Noel Dew	12	11
Cr John Mason	12	10
Cr Naomi Purcell	12	12
Cr John Salerian JP	12	11
Cr Laurie Snell	12	12
Cr Craig Wright	12	9



Roles & Responsibilities

Council

In fulfilling its role, Council sets the Shire of Waroona's strategic direction, oversees the Shire's finance and resources, determines its policies, and ensures that the Council's statutory and community responsibilities are performed effectively and efficiently. The Waroona Shire Council meets on the fourth Tuesday of each month in the Council Chambers, with all meetings open to the public. All meetings of Council and its committees are conducted in accordance with the Local Government Act. Meeting times and dates are published on Council's website.

President

The *Local Government Act 1995* states that the role of the President is to:

- Preside at meetings in accordance with the Act;
- Provide leadership and guidance to the community in the district;
- Carry out civic and ceremonial duties on behalf of the local government;
- Speak on behalf of the local government;
- Perform such other functions as are given to the Mayor or President by the Act or any other written law; and
- Liaise with the CEO on the local government's affairs and the performance of its functions.

Councillors

The *Local Government Act 1995* states that the role of a Councillor is to:

- Represent the interest of electors, ratepayers and residents of the district;
- Provide leadership and guidance to the community in the district;
- Facilitate communication between the community and the Council;
- Participate in the local government's decision making processes at Council and Committee meetings; and
- Perform such other functions as are given to a Councillor by the Local Government Act or any other written law.

Committees

To assist Council in performing its role, the Shire has a number of statutory and advisory committees. Because Council is responsible for such a large number and broad range of activities and functions, committees play an important role in focusing attention and expertise in specific areas. There are a number of different types of committees, each of which serves a particular purpose. There are also committees that make recommendations to Council on specific matters or projects. Councillors are also members of a number of external committees (statutory or otherwise) that assist other authorities and groups in performing their functions. To clarify the role and scope of each committee, there are usually a *Terms of Reference* in place to determine the committee's membership, responsibilities, extent of decision making and reporting requirements.



Our Organisation

Ian Curley
Chief Executive Officer



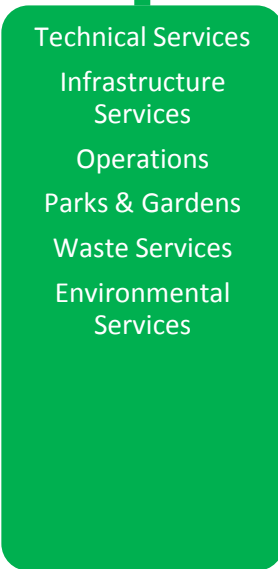
Laurie Tilbrook
Director Corporate Services



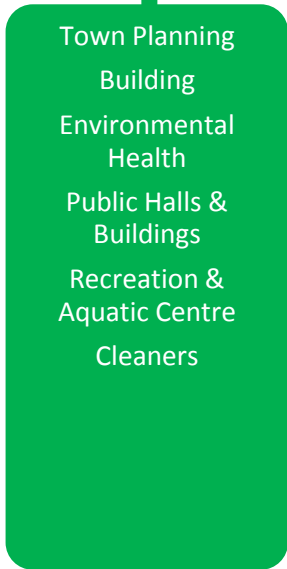
Louis Fouche
Director Strategic Development



Pat Steinbacher
Director Technical Services



Leonard Long
Executive Manager Planning & Building



Five Year Key Summary of Statistics

Statistic	2014/15	2015/16	2016/17	2017/18	2018/19
Operating Revenue	\$7,371,231	\$7,651,194	\$8,411,511	\$7,854,670	\$8,159,461
Operating Expenditure	\$9,092,955	\$11,026,802	\$10,468,288	\$10,957,304	\$10,420,833
Operating Grants, Contributions & Subsidies	\$2,042,001	\$2,044,031	\$2,383,260	\$1,492,570	\$1,638,205
Fees & Charges Revenue	\$1,314,698	\$1,288,418	\$1,447,516	\$1,481,077	\$1,433,532
Capital Grants Revenue	\$1,164,889	\$1,361,092	\$2,465,918	\$1,809,331	\$2,026,290
Capital Expenditure	\$1,588,599	\$2,443,726	\$2,609,765	\$2,492,559	\$3,522,894
Asset Valuation	\$127,361,229	\$126,982,138	\$130,732,461	\$129,949,168	\$129,749,817
Total Net Assets	\$129,587,336	\$127,747,422	\$133,018,290	\$132,134,387	\$134,247,914
Reserve Balance	\$2,076,704	\$1,647,516	\$2,508,330	\$2,317,381	\$2,397,934
# Rateable Properties	2,700	2,707	2,713	2,715	2,726
Minimum General Rate	\$880	\$940	\$1,010	\$1,065	\$1,115
Rates Levied	\$3,790,972	\$4,105,583	\$4,405,008	\$4,688,601	\$4,888,697
Planning Applications Received	100	108	103	74	53
Planning Applications Determined	99	117	101	67	55
Building Applications Received	134	164	109	119	115
Building Applications Determined	129	159	101	120	114
Library Items Loaned	11,401	10,272	10,054	14,518	12,343
Local Stock Resources	10,082	9,339	9,336	9,583	8,677



This Year in Waroona



July
NAIDOC Cultural Showcase



August
Science Café



September
Trout Fest



October
Waroona Agricultural Show



November
Remembrance Day



December
Community Christmas Gala



January
Australia Day Celebrations



February
WYLD Sports Panel



March
Movie Under The Stars



April
Youth Fest



May
Emergency Services Dinner



June
Preston Beach Tree Planting



Awards & Accreditations

Local Government Professionals Australia – National Federation Awards

These awards recognise the achievements of individuals and teams working to advance the profession of local government, and achieve great things for their communities on a national level. This year Community Development Officer Brad Vitale was the recipient of the National Emerging Leader Award.



Photo 1: Shire President Cr Mike Walmsley with CDO Brad Vitale, Local Government Professionals WA CEO Candy Choo & Acting CEO Laurie Tilbrook

Local Government Professionals WA – State Awards

These awards aim to formally recognise the significant contributions made by professionals working in the field of local government in Western Australia. This year Community Development Officer Brad Vitale was the recipient of the State Emerging Leader Award.



Photo 2: Local Government Professionals WA President Ian Cowie, CDO Brad Vitale & WA Super CEO Fabian Ross

Local Government Professionals WA – Community Development Awards

These awards aim to formally recognise the significant contributions made by Community Development professionals across a range of organisations working in the field of community development in Western Australia. This year the Shire was the recipient of two awards:

Innovative Partnership Award – Baldja Program

Young Leader Award – Brad Vitale

Public Health Advocacy Institute of WA Awards

These awards illustrate the important role that local government plays in promoting happy and healthy children and young people.

This year the Shire received the award for Aboriginal Child Health and Healthy & Safe Food, and a commendable for Nature Play. The Shire was announced the overall regional winner.



Photo 3: Shire President Cr Mike Walmsley, CEO Ian Curley, Minister for Local Government Hon. David Templeman, Cr Laurie Snell & Cr Naomi Purcell. Credit – Public Health Advocacy Institute of WA

Theme 1: Local Economy

“Managing our future growth”

Local Business Support

There are 316 businesses in the shire, with 32 of these being registered as home-based businesses. The Shire supports the establishment, development and sustainability of local businesses. This year the Shire continued its status as a Small Business Friendly Local Government, supporting over 300 small business owners in the shire, particularly through:

- Working closely with the Waroona Business Support Group and Peel Chamber of Commerce and Industry;
- Promoting local purchasing and procurement;
- Co-hosting the annual Business Sundowner; and
- Maintaining the business support section on the Shire website that aligns a support pathway from local through to federal.



Photo 4: Business Sundowner held at Waroona Memorial Hall

Town Centre Masterplan

The Shire commenced the investigation into reviewing the 2003 Town Centre Masterplan. This reviewed masterplan will ensure that future developments to the town centre align

with strategic objectives and community expectations, further develop the town’s liveliness and activeness for current residents and visitors, and attract investment by future residents, visitors and industry. Funding to review the masterplan will be sought in 2019/20.

Extractive Industry

The Shire has been working with extractive industry (sand and limestone) operators to work towards improving the roads within the network that carry bulk haulage operations. There are agreements in place with several operators that see them contribute to the ‘up front’ road upgrade costs as well as an annual contribution that, in essence, pays the ratepayers back for the use of Shire roads. In return, these roads are gradually upgraded.

Waroona Mural

The Shire contributed funding towards the first major project for the Waroona Business Support Group, which was the development of the colourful mural that is located in the town centre on South Western Highway. The objective was to beautify the main street and encourage activity in the town centre.

The mural depicts some of the natural attractions that can be found in the shire when exploring from sea to scarp.



Photo 5: Brenton See art mural

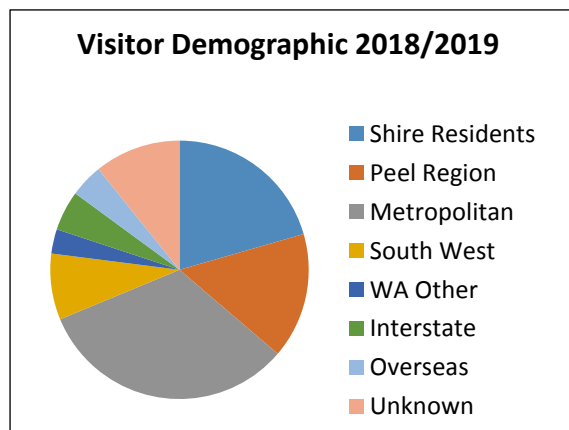
Visitor Centre

The Visitor Centre has 3 main functions:

- Visitor servicing and information;
- Area promotion; and
- Art and craft gallery.

Visitor Servicing & Information

This year, almost 7,200 visitors were welcomed to the Centre, and over 300 visitor related telephone and email enquiries were attended to. The visitor demographic is led by metropolitan travellers followed by local residents.



Around 200 different brochures, flyers and maps are available free to assist visitors and residents, and each year thousands are handed out. The range includes local, regional and Western Australian tourism services; local business, community and interest groups, events and history; and activities such as bushwalking and fishing. Visitors arriving outside normal operating hours take over 1,250 brochures and maps from the after-hours information stand annually.

Area Promotion

During the year a diverse range of promotional initiatives and opportunities provided local, regional and state-wide exposure for both the gallery and the Shire.

Annual, regular and one-off advertisements, editorial and articles are created for the print media and appear in newspapers, planners, newsletters, magazines and maps. A wider net is also cast when story outlines are sent to, and picked up, by the various media.

Art & Craft Gallery

The Centre maintains a quality gallery creating interesting and attractive displays with a focus on local produce, art and craft. This function provides a sales outlet for around 40 local and regional contributors with stock including artworks, craft items, fine woodwork, sculptures, preserves, textiles, soap, ceramics and cards. Local artists and artisans are given support as are the various organisations looking to strengthen culture and art in the community and region.



Photo 6: Waroona Visitor Centre

24 Hour Recreational Vehicle Free Stay Areas

A 24 Hour Recreational Vehicle Free Stay area was trialled at the Preston Beach carpark between May 1 and October 31 2018. Following the success of this trial, Council established the trial site as a permanent site for the period of May 1 to October 31 each year, and provided additional trial sites at Waroona Showgrounds and Drakesbrook Weir for the period May 1 to October 31 2019. Signage and brochures have been developed to promote these areas and conditions of use.



Education & Training

The Shire supports a range of educational training and recreational initiatives through the provision of premises at highly subsidised rents. These include Waroona Community Resource Centre, Arts & Crafts, Girl Guides, Playgroup, Pensioners' Social Club, Senior Citizens' Welfare and Youth Advisory Council.

The Shire also promotes opportunities for work experience and skills development through the organisation. This year the Shire was involved in return to work programmes, traineeships and student work experience with local schools.

This year the Shire supported Waroona Community Resource Centre to deliver a nationally accredited Certificate II in Hospitality to ten students through recognised training organisation REACH for Training.

Coronation / Peppermint Grove Roads

This important east-west route for the Shire of Waroona and, with the completion of the Dorsett Road project, increased attention was returned to these roads. As the busiest Shire controlled road, it will play a significant role in our transport network between our major centres as well as between our Shire and other regions. As such, we are focussing on getting the route up to a standard where it can be centre lined and speed limited so that it can efficiently and safely perform its role into the future as traffic volumes increase.

Land Development

The Shire continues to work with developers to ensure the provision of serviced land within the shire. This year the Shire recommended approval of an additional 4 lots which varied from road creation to additional residential lots.

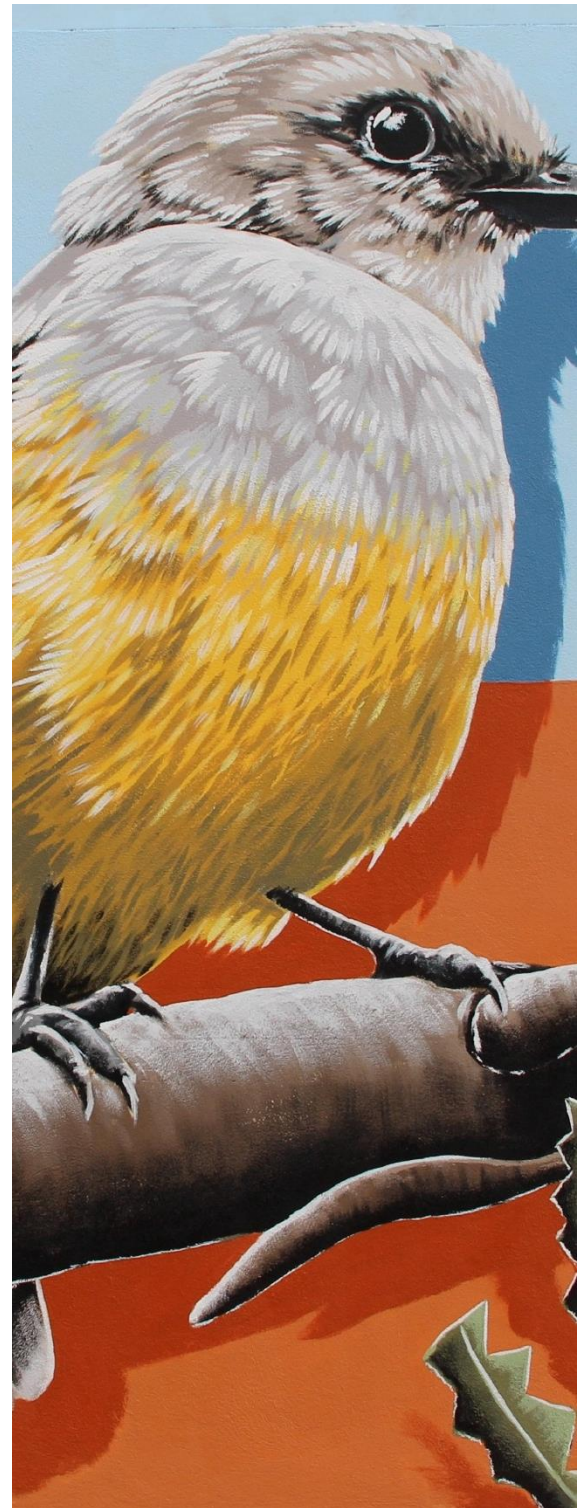


Photo 7: Brenton See art mural



Theme 2: Environment

“Conserving our unique environment”

Environmental Awareness & Conservation

The Shire coordinates and supports activities that promote environmental awareness and conservation in the community. This year the Shire held the annual Preston Beach Dune Restoration Project which included hundreds of trees being planted, and a major litter collection along the coast. A similar initiative was held in Lake Clifton for the first time, with students from Waroona District High School Bushrangers working alongside Lake Clifton Landcare Group volunteers to revegetate around the historic lime kiln area.

The Shire supported the second Trout Fest, which was organised by Recfishwest and provided an opportunity for the community to learn about freshwater fishing, fly casting and tackle and rigging.



Photo 8: Tree planting at Lake Clifton

Preston Beach Bollards & Signage

This year the Shire replaced the historic tractor tyres with large bollards to define the no fishing area, and to restrict vehicle access to the main public swimming area. The Shire regularly installs and maintains signage to deliver public information, and also restrict vehicle access on specific beach areas and environmentally sensitive areas.

Beach Emergency Numbers

The Shire received funding from the State Government to install signage for the Beach Emergency Numbers (BEN) system, which aims to improve emergency response times. The BEN signs display unique codes based on a prefix followed by a one to four digit number, the official location name of the beach, the address, suburb, and nearest intersection. All this information along with the GPS coordinates for the sign has been sent to emergency services. By quoting the nearest BEN sign code, users will increase the capacity for first responders to accurately pinpoint the exact location of an emergency. BEN signs may also be referred to when reporting shark sightings.



Photo 9: Beach Emergency Numbers signs



Partnerships

The Shire actively supports and collaborates with a number of local and regional organisations to conserve the environment including Lake Clifton Landcare Group, Peel Biosecurity Group, Peel Harvey Catchment Council and Peron Naturaliste Partnership. This year the Shire strengthened its partnership with the Peel Harvey Biosecurity Group by providing office space and enhancing the group's presence within the community.

Recycling Services

The Shire of Waroona provides the following recycling services to the local community:

- Kerbside co-mingled recycling 240L bin pick-up once a fortnight;
- Cardboard recycling drop-off at the Buller Road Refuse Disposal Site; and
- Ink Cartridge, Battery and Mobile Phone recycling drop-off at the Shire Administration Office and Waroona Community Resource Centre.

Buller Road Transfer Station

Works continued this year to transform the Buller Road Waste Facility from its outdated modes of operation to a modern transfer station set up. This will immediately improve access and safety for the public as well as future proof the facility to both allow it to accept more waste volumes as the Shire grows and allow it to be converted to a standalone facility when, at some point in the future, the landfill is no longer operational and all waste is transported off site.

Peel Trails Strategy

The Shire continues as a member of the Peel Trails Group to further its understanding of current and future trails projects in the Peel region. Last year the Peel Regional Leaders

Forum contracted Common Ground consultants to complete a review and update of the Peel Regional Trails Strategy and Shire of Waroona Trails Masterplan. This project will be completed in 2019/20.



Photo 10: Informal trails at Lake Navarino. Credit - MAPTO and Russell Ord Photography



Theme 3: Land Use

“Responsible land use planning and protecting rural land”

Local Planning Policies Review

The addressing of the day to day operational issues of the Local Planning Policies forms part of the Shire’s ongoing improvement of its local planning framework. The regular review of Local Planning Policies plays an important role in ensuring that all policies are up to date with current legislation, best practice and are achieving their relevant objectives.

The following broad changes were made to the Shire’s Local Planning Policies this year:

Policies revoked:

- LPP1 – Community Consultation
- LPP3 – Commercial Vehicle Parking
- LPP5 – Setbacks and Building Envelopes
- LPP8 – Moyanup Heights and Lake Moyanup Estate - (Urban 5 - Special Residential Zone)
- LPP10 – Fencing
- LPP11 – Home Based Business
- LPP12 – Brooklyn Rise Special Residential Zone Building Standards
- LPP14 – Industrial / Commercial Development
- LPP15 – Extractive Industry
- LPP16 – Geographic Names
- LPP22 – Water Sensitive Urban Design
- LPP23 – Landscaping
- LPP24 – Vegetation Management

Policies modified:

- LPP4 – Heritage
- LPP6 – Signage
- LPP7 – Ancillary Accommodation
- LPP13 – Intensive Agriculture
- LPP18 – Sea Containers

- LPP25 – Outbuildings
- LPP26 – Holiday Homes
- LPP27 – Waroona East Hills Development
- LPP28 – Bed and Breakfast Accommodation

Overall the changes to the Local Planning Policies are considered to comply with current legislation and are expected to result in an increased level of efficiency and consistency.

Town Planning Scheme Amendments

The Shire dealt with 2 scheme amendments, of which 1 has been gazetted. Each scheme amendment takes into consideration the potential impact it would have on the environment.

Development Applications

A total of 53 Development Applications were received by the Shire this year. As part of the standard assessment of these applications, the impact on the environment is considered prior to any determinations being made.



Photo 11: Hay season in Hamel. Credit - MAPTO and Russell Ord Photography

Theme 4: Society / Community Wellbeing

“Maintain strong sense of community and effective community wellbeing”

Library

Library membership has increased by 82 new members this year to a total of 1,185 members. The Library has loaned 14,839 items to members, with local stock purchases and donations standing at 3,869 items. Library visits have increased since Wi-Fi has been made available. Using Sirsi is beneficial to our patrons, enabling them access to a huge catalogue of items throughout the South West Consortia.

This year the Library hosted Coral’s Charity Knitters with 12-15 Ladies attending each week. The Book Club is going strong with four new members and Lego Club continues to run on a Saturday morning. Private tutoring is held on Tuesday afternoons and Wednesday mornings in the school terms. Better Beginning Bags was successful again this year with both local schools receiving book bags for their Kindergarten aged children.

Recreation & Aquatic Centre

The Waroona Recreation & Aquatic Centre continues to provide an outstanding service to the community by facilitating a number of activities including badminton, basketball, group fitness, gym, netball, squash, swimming, tennis, and volleyball. Overall, the usage of the Centre has increased with 83 gym memberships, 81 group fitness memberships and 112 swimming memberships.

Two key events held this year were Raise It @ The WRAC (to support the CanTeen bike riding fundraisers) and the Halloween Party (in celebration of WA Children’s Week). Given the success of both of these events, the Shire will consider holding them annually.

Maintenance of Recreation Areas

The Shire’s Parks and Gardens team works hard to maintain and improve parks, sporting areas and general recreation areas by applying effective modern horticultural practices to not only manage existing vegetation and infrastructure but also to continuously improve the appearance and aesthetics of the areas.

Parks and Gardens tasks are shared between the Shire’s own employees and a contractor. Our Parks employees have participated in focussed horticultural training which further improves our response in this area. In addition to these, this year we have entered into an agreement with a third party training organisation who provided us with a young horticultural trainee which has proven to be a mutually beneficial arrangement and one we hope to continue into the future.

The Shire continues to work closely with the Department of Health by undertaking a strict water sampling schedule of the Drakesbrook Weir to ensure the water quality is safe for recreational users.



Photo 12: Drakesbrook Weir



A number of damaged playground items were replaced at the beach carpark at Preston Beach as well as the full replacement of a shelter in the same area. This replacement was necessary after the existing unit had rusted out.

Various footpath repairs were completed as well as the installation of a number of pram ramps to existing footpaths. The new ramps assist with access and mobility for all path users and ensure we are complying with modern accessibility standards.

Awards

The Shire presented the 2019 Australia Day Awards at this year's Australia Day Breakfast. The recipients were as follows.

Shire of Waroona Certificate of Appreciation:
Coral's Charity Knitters

Shire of Waroona Meritorious Community Service Award – 25 Years and Over: Jenny Rose and Judy Carroll

Australia Day Council of WA Citizen of the Year:
Greg Lewis

Australia Day Council of WA Award for Active Citizenship: Waroona Senior Citizens' Welfare Committee



Photo 13: Australia Day award recipients with Shire President

The Shire continued its sponsorship of the Community Group of the Year category for the Peel Volunteer of the Year Awards. This year the

award was presented by the Shire President to WA Mum's Cottage.

Citizenships

The Shire welcomed 8 new citizens, with 2 ceremonies conducted at the Australia Day Breakfast.

Alliance Against Depression Project

Due to the success of the Youth Mental Health Program in 2017/18, the Shire received further funding from WA Primary Health Alliance to deliver a 12 month program that trials the Alliance Against Depression Framework. The aim of the project was to enhance and better integrate health services at a local level, focusing on social and emotional wellbeing, suicide prevention, and alcohol and drug services, with a holistic whole of community approach. This program not only had positive outcomes in health and wellbeing, but provided opportunities in other areas including education and employment. Over 40 activities were delivered including after school programs, mental health first aid training, camps and the development of a community Postvention Plan.



Photo 14: Local youth at Camp Hero

Interagency

The Shire coordinates and chairs the Waroona Interagency Group. This group meets bi-monthly and provides a forum for agencies that deliver community services to share knowledge

and work collectively to address issues generally concerning community safety and wellbeing. The forum provides an opportunity for members to network and access collegial support.

This year saw a continuation of the change to the format and functioning of the Waroona Interagency Group to allow presentations and guest speakers to open the meeting, and greater opportunities for Waroona Interagency Group projects and initiatives. The Group now boasts a database of over 70 representatives from over 50 stakeholders including local governments, government agencies, health service providers and community organisations.

Closed Circuit Television

The Shire continues to maintain and seek opportunities to upgrade and expand the Closed Circuit Television system located throughout the shire.

ESTEAM - Peel Bright Minds

This year the Shire partnered with Peel Bright Minds to deliver a range of localised community programs to promote engineering, science, technology, entrepreneurship, arts and mathematics (ESTEAM). Three of the most popular events in the region were the science café, naked scientist show, and pop-up stall at Youth Fest. Peel Bright Minds aim to inspire a curious community and promote the importance of ESTEAM in the future development of education, training and employment.



Photo 15: Professor Lyn Beazley at the Science Cafe

Youth Advisory Council

The Shire facilitates the Waroona Youth Advisory Council (YAC) which provides a forum for young people to get together and discuss youth issues, initiatives and projects to advise the Shire. This year YAC reviewed its governance structures and objectives to align with Council and increase their strategic focus. Throughout the year, YAC organised a range of projects and activities including:

- Leadership day at Forest Edge;
- Movie Under The Stars;
- M8 the call can W8 road safety campaign;
- School holiday activities; and
- Youth Fest.



Photo 16: Movie Under The Stars

Arts & Culture

The Shire hosts and supports a number of events that celebrate local arts and culture including NAIDOC Week, Sea to Art Exhibition and Australia Day.

Community Organisations

The Shire aims to provide community organisations and sporting clubs with support and assistance through Club Development. This year the Shire assisted with the Department of Local Government, Sport and Cultural Industries' Regional Roadshow and Clubs Information session, supported the Peel Sports

Forum, engaged with state sporting associations at the Peel region's first 'SSA/LG Meeting' and facilitated the 'Hunting and Gathering' grant writing workshop.

The Shire assists local community organisations, particularly with supporting events with human, material and financial resources. This year, the Shire provided an estimated amount of \$120,000 towards community events including:

- NAIDOC Cultural Showcase;
- Vintage Machinery Rally;
- Waroona Agricultural Show;
- Remembrance Day;
- Business Sundowner;
- White Ribbon Sundowner;
- Thank A Volunteer Breakfast;
- Turning On The Lights Ceremony;
- Lions Christmas Gala;
- Carols By Candlelight;
- Carols on the Lawn;
- Just Cruizin Street Machines Christmas Light Tour;
- Pre-Australia Day Pool Party;
- Australia Day;
- Pam Corker Fete;
- Raise It @ The WRAC;
- Movie Under The Stars;
- Youth Fest;
- All Australian Car Day;
- ANZAC Day;
- South West Aboriginal Basketball Carnival;
- Emergency Services Dinner; and
- Various community markets.

The Shire continues to support over 40 local community organisations and sporting clubs.

Volunteers

The Shire supports all local volunteers whether they be individuals, in community organisations or part of sporting clubs. Volunteers and community organisations have access to assistance including the club development

manual, training and skills development, grant assistance, marketing and promotion and general advice.

The Shire recognises and values the local volunteers for their ongoing commitment and invaluable contribution to the community. Emergency services volunteers were acknowledged at the annual Emergency Services Dinner, and all volunteers in the shire had the opportunity to be recognised at the annual Volunteer Breakfast, with Councillors and Executive Staff working in the kitchen.



Photo 17: St John Ambulance officers at Emergency Services Dinner

School Partnerships

The Shire continues to strengthen its partnership with Waroona District High School and St Joseph's Primary School Waroona, assisting both schools with events, projects and grant applications, including:

- Community Development Grants;
- R U OK Day;
- M8 the call can W8 initiative;
- NAIDOC Week activities;
- 3 Tier Mental Health program;
- safeTALK accreditation;
- In Your Head Youth Mental Health forum; and
- Banners in the Terrace Competition.



Community Lights Project

Waroona Community Lights Committee is installing light features throughout the community to boost tourism and activate the nightlife. The project has already seen lights and decorations in the Town Christmas tree during the summer months, and recently the installation of projected LED lights at the information bay near the Visitor Centre. This year the Shire assisted the Community Lights Committee with grant applications and planning of a project to extend to Drakesbrook Place and Centennial Park. As a result, an additional four installations were displayed.



Photo 18: This year's additions to the Community Lights Project

Youth Precinct

The Shire commenced the development of a concept plan for the creation of a public open space accessible to the community and visitors providing equipment, facilities and infrastructure for people of all ages to connect and play – creating a youth precinct, family hub and recreational hotspot in the community. The Shire appointed CONVIC as the consultants for this project, and have completed an inception meeting, review of relevant information, plans and context, site assessment, pre-design consultation workshops and community surveys. This project will progress in 2019/20.

Memorial Link

The Shire commenced the development of a concept plan for the creation of a public open space accessible to the community and visitors in the town centre that links Waroona Memorial Hall with Waroona War Memorial, embracing an ANZAC and wartime theme. The Shire appointed Ecoscape as the consultants for this project, and have completed an inception meeting, site visit and review of relevant information, plans and context, and preliminary concept plan. This project will progress in 2019/20.

Community Parks

The Shire commenced the development of concept plans for the creation of public open spaces accessible to the community and visitors providing equipment, facilities and infrastructure for people of all ages to connect and play in the communities of Hamel, Lake Clifton and Preston Beach. The Shire appointed Ecoscape as the consultants for this project, and have completed an inception meeting, site visit, review of relevant information, plans and context, community surveys, and preliminary concept plan. This project will progress in 2019/20.

Community Development Grants

Each year funding of up to \$800 is available for local community organisations to assist with projects and activities that enhance the community in line with Community Development principles, and the Shire of Waroona Strategic Community Plan.

16 applications were submitted for this year's grant round, including three first time applicants. The successful applicants that received a share of the total allocated amount of \$7,500 were Family Support Service, Greener Pastures Sanctuary, Lions Club of Waroona, Preston Beach Volunteer Bushfire Brigade,



Seniors' Recreation Council of WA – Peel Branch, Waroona Agricultural Society, Waroona Bowling & Social Club, Waroona Community Men's Shed, Waroona Community Resource Centre, Waroona Football and Netball Club, Waroona Hamel RSL, Waroona Junior Netball Association, Waroona Karate Club and Waroona Wagerup Yarloop Meals on Wheels.

Alcoa Waroona Sustainability Fund

The Alcoa Waroona Sustainability Fund provides financial assistance to facilities and projects with enduring value for the communities surrounding the Wagerup Refinery. Funds are allocated to community organisations, initiatives, processes and activities that contribute to the Waroona shire. Applications can be for a broad range of community development projects both large and small that make a positive contribution to the economic, social, recreational or environmental sustainability of the communities within the shire.

24 applications were submitted for this year's grant round. The successful applicants that received a share of the total allocated amount of \$310,000 were:

- Quambie Park - \$40,000 towards solar panels on new residential units;
- Shire of Waroona - \$40,000 towards new playground equipment at Centennial Park;
- Shire of Waroona - \$50,000 towards development of youth precinct;
- Waroona Agricultural Society - \$50,000 towards extension of clubroom;
- Waroona Bowling and Social Club - \$30,000 towards lighting and bar shutters;
- Waroona Community Lights - \$30,000 towards light installations;
- Waroona Community Men's Shed - \$20,000 towards solar panels on new shed; and
- Waroona West Volunteer Bushfire Brigade - \$50,000 towards site works for new station.

KidSport

The Shire continued the implementation of the KidSport Program managed by Department of Local Government, Sport and Cultural Industries. KidSport enables eligible children aged 5-18 years to participate in community sporting and recreation activities by offering financial assistance of \$150 per year towards their club fees.

This year, the Shire processed 103 applications to a total value of \$10,670.00. Since the inception of the program in 2012, 854 applications have been processed to a total amount of \$97,725.20, enabling 385 children to participate in sport and recreation in the shire.

Emergency Management

For the 2018/19 financial year, Council on behalf of the State Government, collected \$238,260 in property levies associated with the Emergency Services Levy (ESL). A portion of these funds (\$40,000) is returned to Council to assist in the operations of local fire brigades, Subject to acceptance of capital funding submissions, Council may also receive funding for equipment and/or building facilities. Recently Council was advised of a successful grant to construct a new fire brigade facility for the Waroona West Volunteer Bush Fire Brigade, with construction expected to commence in late 2019.

This year Council adopted an Emergency Risk Management Plan. The document sets out the risks to the shire across five specific hazards; Fire (Bushfire), Storm, Road Transport Emergency, Hazmat and Rail Crash. The document will be used to do further assessment on risk mitigation in the future.

Council also entered a Bushfire Risk Management Planning Program Grant Agreement with the State Government and the Shires of Harvey and Murray.



Theme 5: Assets, Resources, Financial Management & Sustainability

“Responsible stewardship of assets, effective resources supervision, and pursuit of best practice financial management and sustainability”

Asset Management

Asset management is a significant corporate function that requires an organisation wide approach, and is a component of the strategic planning process and preparation of the Annual Budget.

The effective management of assets is crucial to the sustainable delivery of local government services in order to prioritise asset maintenance, renewal and replacement over the life of an asset. The Asset Management Framework is illustrated below:

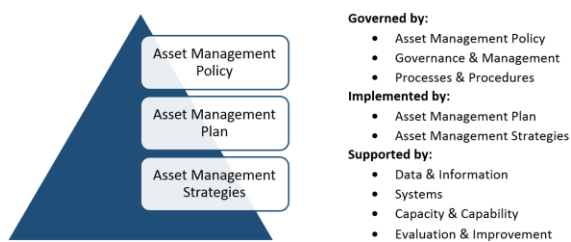


Figure 2: Asset Management Framework

Council has adopted policies in relation to its asset management practices and obligations. These policies are supported by an Asset Management Plan and the following Asset Management Strategies:

- Buildings;
- Drainage;
- Footpaths;
- Parks & Other Infrastructure;
- Furniture, Plant & Equipment; and
- Roads & Bridges.

These strategies will be reviewed with the Asset Management Plan next year, following an extensive consolidation of asset data and predictive financial modelling.

Buildings

The Shire's Buildings assets have a total replacement value of \$35,476,700, with an annual depreciation expense of \$873,657.

Drainage

The Shire's Drainage assets have a total replacement value of \$12,568,107, with an annual depreciation expense of \$178,334.

Footpaths

The Shire's Footpaths assets have a total replacement value of \$1,288,780, with an annual depreciation expense of \$35,003.

Parks & Other Infrastructure

The Shire's Parks & Other Infrastructure assets have a total replacement value of \$10,719,215, with an annual depreciation expense of \$28,238.

Furniture, Plant & Equipment

The Shire's Furniture, Plant & Equipment assets have a total replacement value of \$3,048,064, with an annual depreciation expense of \$344,044.

Roads & Bridges

The Shire's Roads & Bridges assets have a total replacement value of \$95,553,381, with an annual depreciation expense of \$1,614,037.

Capital Works Program

Figure 3 shows the Shire's Capital Expenditure.



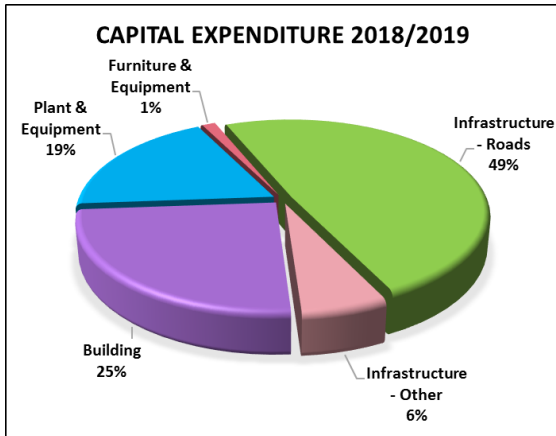


Figure 3: Capital expenditure

Roads Maintenance

The Shire continued its ongoing road network asset management strategies with a range of road related works activities ranging from bitumen reseals to full reconstruction of road sections.

Bitumen reseals maintain and prolong the life of roads and streets and are a vital regular maintenance activity. Streets and roads such as Brooks Avenue, Walmsley Street, Mitchell Avenue and Henning Street received reseals this year. Unfortunately these initially failed but will be rectified by the Shire's contractor at no additional cost.

Gravel re-sheeting is a similarly important maintenance activity for unsealed roads and Wealand Road was targeted this year.

Other major road reconstruction works included sections of Coronation and Johnston Roads which are all considered roads of regional significance and therefore eligible for funding under the Regional Road Group which attracts two thirds funding from the State Government via Main Roads WA. Dorsett Road had been the main focus of these funds, however with this road complete for now, attention has turned back to Coronation and Johnston as the main Regional Road Group funded projects.



Photo 19: Coronation Road reconstruction

The Commodity Route and State Black Spot programs are administered by the Regional Road Group as well and are also two thirds/one thirds funded.

The Commodity Route program targets roads that are not seen to be regionally significant but that still carry significant volumes of commodities. This year saw a section of Somers Road upgraded which completes the entire Somers/Buller Road route between Coronation Road and our refuse site, which offers much improved and safer access for both users of the refuse site as well as private operators in the area.



Photo 20: Somers Road reconstruction

The State Black Spot program is designed to treat and improve road sections that are over represented in terms of accidents. This year a section of Southern Estuary Road was reconstructed to improve one of the 'S' bends that was seeing an increased number of accidents.





Photo 21: Southern Estuary Road reconstruction

Bridges

With only two bridges in the Shire, bridge related matters were few, other than some works that were carried out to the Harvey River bridge on Lake Clifton Road. These were fully funded by Main Roads WA.



Photo 22: Repairs to Lake Clifton Road bridge

Public Facility Maintenance

The Shire continues to develop a comprehensive maintenance plan that is geared towards preventative maintenance and is closely linked to the annual budget. Manufacturer’s service requirements are strictly adhered to, to ensure the best possible longevity of the plant and equipment.

All the Council owned buildings are inspected annually to ensure that the buildings comply with the relevant Public Buildings legislation. During the year only minor issues have been identified which could be rectified straight

away, resulting in a 100% approval rate of Council owned buildings.

This year major project included automated doors installed at the Visitor Centre and the refurbishment of the ablutions at the Recreation & Aquatic Centre, both to enhance a social environment that is accessible and inclusive of all ages and abilities.



Photo 23: Waroona Historical Society & Museum external painting

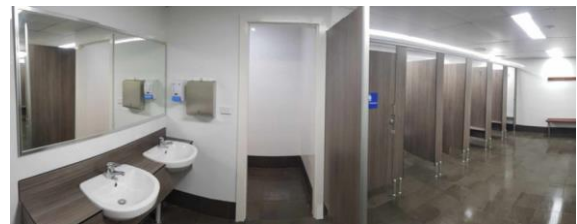


Photo 24: Waroona Recreation & Aquatic Centre ablution refurbishment

Plant

The main item of plant replacement was the changeover of the multi-tyred roller, replacing the existing unit which was very much out of date and no longer compliant with modern standards. In the last few years the Shire has been hiring in a multi-tyred roller during each construction season which has been costing in the order of \$30,000 per annum. Given this it was felt that it was more viable to purchase a new replacement which will pay for itself in savings in hire costs.

Other plant replacement tasks included the changeover of a Parks & Gardens tractor and a light truck as well as refurbishment of a slide on water cart unit.



Waste Management

A major development in the Waste Management area is the upgrading of the access and personnel workspace at the Buller Road Waste Facility. The existing entry kiosk had reached the end of its serviceable life and could not meet current Occupational Safety & Health requirements. Therefore the decision was made to purchase a second hand site office and the opportunity was also take to upgrade the access road into the site, as part of the larger program to work towards a transfer station in the next few years. The new entry kiosk and associated road works have been installed and completed.

Irrigation Network

The Shire has made sound progress towards the replacement of the main water supply line that runs from the Harvey Water supply near the rail line to the tanks at the football oval. To date the horizontal boring and installation of a sleeve under the highway has taken place and similar works are about to commence to install a sleeve under the rail line. Funds will be included in the draft 2019/20 annual budget to complete the installation of the new line.

Financial Performance

Council's auditor has reported a highly successful audit for the 2018/19 financial year, with no issues of non-compliance identified. Overall, debt levels remain well within manageable levels with no new loans taken out. The auditor also noted that Council did not meet the minimum standard for the Asset Sustainability Ratio and Operating Surplus Ratio. Although it is acknowledged that the inability to achieve the minimum standard is common for many local governments, Council has been able to project a progressive improvement when adopting its Long Term Financial Plan.

A full copy of the Annual Financial Statements & Auditor's Report is located at page 41 of this report.

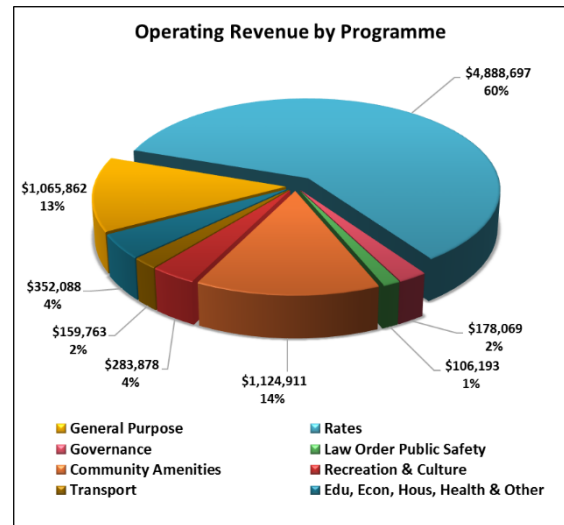


Figure 4: Operating revenue by programme

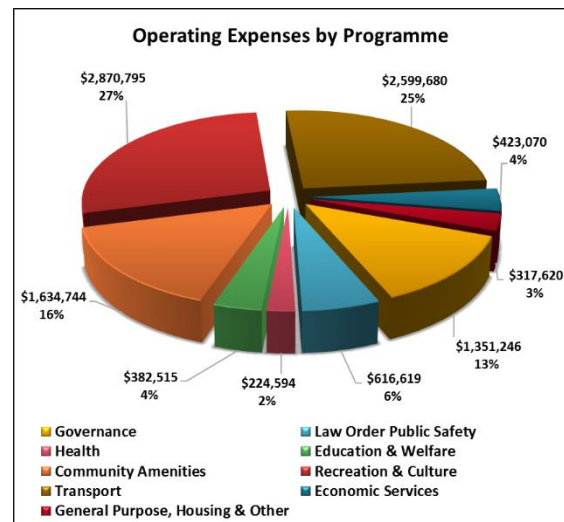


Figure 5: Operating expenses by programme

Rating

A general rate revenue increase of 3.95% applied for the 2018/19 financial year, with rate revenue totalling \$4,888,697. This increase was lower than forecast in the Long Term Financial Plan. Minimum rates for both Gross Rental Value (GRV) and Unimproved Value (UV) rated properties increased from \$1,065 to \$1,115.

A revaluation of unimproved values resulted in an overall increase of 0.0035% which



represented an insignificant change in the calculation of rates for 2018/19.

Unpaid rates at the 30th June 2019 totalled \$148,612. Detailed rating information is contained within the Financial Statements & Auditor's Report section of this report.

Corporate Management System

This year Council commenced a planning process to upgrade its computer software. The upgrade is likely to be implemented over a 4 year period, and will result in complete integration of internal processes including accounting, customer service requests, risk management, and digitised applications, to name a few.

It is expected that the system will use mobile computing technology and ultimately allow for increased interaction by members of the public.

Waroona Community Men's Shed

Construction of the Waroona Community Men's Shed occurred this year supported by funding from the Federal and State Governments, Alcoa Waroona Sustainability Fund, Shire of Waroona and the organisation itself. This facility will not only house the Men's Shed and their equipment, but also the Community Car.



Photo 25: Construction commences for Waroona Community Men's Shed

Preston Beach Community Centre

Demolition of the old Preston Beach Community Centre, and construction of the new facility was completed this year. This state of the art facility was supported by funding from the Federal and State Governments, Alcoa Waroona Sustainability Fund, Lotterywest, and Shire of Waroona.

The new Preston Beach Community Centre will service the community for years to come with offices, meeting rooms, social areas, kitchen and patio.



Photo 26: Preston Beach Community Centre

Waroona West Volunteer Bushfire Brigade Shed

A very generous donation of land saw the commencement of planning into the construction of the Waroona West Volunteer Bush Fire Brigade Shed. This project will continue into the next year.

Pool Lining Replacement

The Shire has committed funding in the 2019/20 annual budget to replace the pool lining at the Waroona Recreation & Aquatic Centre. This is a major project for the centre and will require the closing of the pool for several months, however will not be required again for decades.



Theme 6: Good Governance

“Active civil leadership and excellence in management”

Plans / Governance / Compliance

Council maintains several plans and strategies to ensure future provision of services is sustainable. These documents comprise the Integrated Planning & Reporting Framework illustrated on page 4. The aim of this framework is to ensure that Council’s activities reflect the aspirations of the community and demonstrates how these will be prioritised and funded.

Strategic Community Plan

This year Council adopted a minor review of the Strategic Community Plan, with slight amendments to the format but no changes to the strategies or actions. The next major review of this document will be completed in 2019/2020.

Corporate Business Plan

This year Council adopted an updated Corporate Business Plan containing forecasts for 2018/19 – 2021/22. A major review of this document will be completed next financial year.

Long Term Financial Plan

This year Council adopted an updated Long Term Financial Plan containing forecasts for 2018/19 – 2027/28. A major review of this document will be completed next financial year.

Asset Management Plan

A major update of the current Asset Management Plans has commenced and will be completed in 2019/20 for consideration by Council.

Workforce Plan

A major update of the current Workforce Plan has commenced and will be completed in 2019/20 for consideration by Council.



Photo 27: Shire of Waroona administration staff

Informing Strategies

This year Council adopted a new Community Safety & Crime Prevention Strategy to assist with addressing actions identified in major plans and corporate documents. The Strategy was prepared through a collaboration with WA Police Community Engagement, local Police, community groups, and health and wellbeing organisations.

Annual Budget

Council adopted the 2018/19 budget in August 2018, and will adopt the 2019/20 budget in August 2019. A review of the budget cycle will be completed next financial year to investigate bringing forward the adoption of the budget.

Annual Report

Council adopted the reformatted Annual Report in December 2017, with this new format to be continued.



Policies

This year, Council conducted an extensive review of its policy documentation. This process involved:

- Identification of new required policies;
- Significant, basic, or no amendments to existing policies; and
- Deletion of redundant policies.

The completed documentation is categorised as follows:

- Community;
- Corporate & Governance;
- Finance;
- Human Resources;
- Planning & Regulatory; and
- Works & Engineering.

Resource Sharing

The Shire continues to work in close collaboration with the Shire of Murray in an endeavour to maximise potential for the sharing of resources. Substantial efficiencies can be achieved including access to staff and expertise that may otherwise be unavailable or subject to consultancy. Currently the Shire has resourcing sharing arrangements with the Shire of Murray for:

- Emergency Management;
- Environmental Health;
- Information Technology; and
- Ranger Services.

Media Releases & Promotion

The Shire provides information concerning the community in a variety of sources including Drakesbrook Despatch, Harvey-Waroon Reporter, Mandurah Mail, Preston Beach Annual Newsletter, Western Councillor, Purely Peel, Peel Magazine, and Council's website and Facebook. The Shire also distributes

information through letters and electronic mail network. This year the Shire updated its website to improve accessibility and functionality, developed an official Council Facebook page, and continued to purchase street banners and signage to advertise commemoratives dates and community events.

Waroon Directory

At this year's Business Sundowner, Council launched the Waroon Directory – a new online community and business directory. This directory enables community organisations and businesses to create and maintain their own entries and link to social media accounts to ensure the most current details are available 24/7.

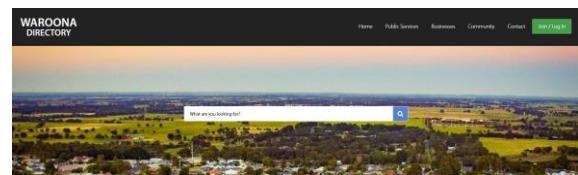


Photo 28: Waroon Directory homepage

Peel Digital Assets Library

The Shire partnered with Peel Development Commission, City of Mandurah, and the Shires of Boddington, Murray and Serpentine-Jarrahdale to create a fresh, innovative, state of the art digital library to position the Peel region as a diverse and vibrant destination in which to live, work, invest and visit. The goals of this project were to build a significant digital asset library consisting of convincing, creative, inspirational digital assets, including high quality still digital images, audio-visual and drone footage; and to help increase brand awareness, encourage investment and development, grow the community, drive revenue and employment, improve visitation and increase overall market share for the Peel region.

Future Major Projects

The following projects and initiatives are proposed to commence or continue in 2019/20:

- Memorial Link
- Preston Beach Foreshore Plan
- Town Centre Masterplan & Strategy
- Waroona West Volunteer Bush Fire Brigade Shed
- Waroona Youth Precinct

Statutory Reports

Complaints Register

In accordance with the *Local Government Act 1995*, local governments are required to maintain a register recording complaints and action taken in relation to complaints made to the Local Government Standards Panel about Council members breaching the rules of conduct or contravention of a local law under the Act.

No complaints have been entered into the register during this reporting period.

Disability Access Inclusion Plan

In accordance with the *Disability Services Act 1993*, local governments are required to develop and implement a Disability Access and Inclusion Plan to ensure people with disabilities have equal access to Council facilities and services. This Plan was reviewed in consultation with the Disabilities Services Commission, with amendments included in the adoption of a revised Plan in 2017/18.

Employee Information

The number of Shire employees entitled to an annual salary of \$100,000 or more is set out below in bands of \$10,000. The publishing of this information is in accordance with the *Local Government (Administration) Regulations 1996*.

Salary Range		This Reporting Period	
\$100,000	-	\$109,999	1
\$110,000	-	\$119,999	1
\$120,000	-	\$129,999	1
\$130,000	-	\$139,999	1
\$140,000	-	\$149,999	1
\$150,000	-	\$159,999	1
\$160,000	-	\$169,999	0
\$170,000	-	\$179,999	0
\$180,000	-	\$189,999	0
\$190,000	-	\$199,999	1

Freedom of Information

Council's Freedom of Information policy and guidelines are reviewed annually as part of the full policy manual review. No modifications were made to the statement in this reporting period. Four Freedom of Information applications were processed in this reporting period.



Legislative Review

Council is required to assess each of its local laws to ensure there are no negative impacts on competition and to determine how any restrictive practices might be overcome, or to propose amendments to existing local laws. Every 8 years Council is required to review all its local laws with the next full review due in 2021/22. This review is proposed to be brought forward to commence in 2019/20.

The following local laws are currently valid:

- Activities on Thoroughfares and Trading in Public Places 2001;
- Cemeteries 2001;
- Dogs 2001;
- Extractive Industries 2014;
- Fencing 2014;
- Health 2001;
- Local Government Property 2014;
- Repeal 2014; and
- Standing Orders 2001

Note: The Standing Orders 2001 local law is to be considered for repeal and to be replaced by an updated 'Meeting Procedures' local law.

National Competition Policy

National Competition Policy is designed to enhance the efficiency and effectiveness of public sector agencies and lead to more efficient use of all economic reserves. There are a number of specific requirements for local governments in the areas of competition, neutrality, legislation review and structural reform. The Shire has no local laws or policies that contain anti-competitive provision and has had no complaints during this reporting period.

Competitive Neutrality

The Shire has not acquired any new entities in this reporting period that have required competitive neutrality testing.

State Records Act

The Shire is required to manage its records in accordance with the *State Records Act 2000* and the Shire's Record Keeping Plan. This Plan was submitted in accordance with the Act and is approved until 2022, at which time it will be reviewed. Council has adopted its own internal procedural policy with respect to the Plan:

- Efficiency and effectiveness of the Plan is monitored on an ongoing basis by the use of report tracking methods incorporating management software;



- New employees receive face-to-face induction from the Records Officer, covering an overview of the Plan, Record Keeping Procedure Manual, and staff responsibilities, including the capture of emails and procedures for forwarding records for capture into the corporate management system;
- Staff training is conducted on an ongoing basis by providing information services at staff meetings and one-on-one meetings with new staff;
- Software training in the Shire's record tracking system is conducted as required; and
- Offsite storage procedures have been introduced and subsequently reviewed.



Grant Funding

Funding Source	Project	Amount
Alcoa	Annual operating contribution	\$ 102,100
Alcoa	Community & Youth Precinct	\$ 7,500
Alcoa	Summer Event Series	\$ 5,500
Alcoa	Youth Activities Youth Leadership	\$ 10,000
Alcoa Waroona Sustainability Fund	Preston Beach Community Centre	\$ 50,000
Alcohol & Drug Foundation	Local Drug Action Team	\$ 22,000
Bunbury Dampier Pipeline	Ex-Gratia Rates	\$ 2,554
Department of Attorney General	CCTV and lighting	\$ 22,000
Department of Communities	Thank A Volunteer Day	\$ 1,000
Department of Communities	WA Youth Week	\$ 3,000
Department of Fire & Emergency Services	Emergency Services Levy	\$ 47,570
Department of Infrastructure	Preston Beach Community Centre	\$ 51,818
Department of Local Government, Sport & Cultural Industries	KidSport	\$ 10,225
Department of Local Government, Sport & Cultural Industries	Redevelopment of Waroona Recreation & Aquatic Centre ablutions	\$ 30,205
Department of Primary Industries & Regional Development	Protection of the environment	\$ 27,500
Department of Prime Minister & Cabinet	NAIDOC Week	\$ 2,000
Federal Government	Blackspot	\$ 140,000
Federal Government	Direct Grant	\$ 90,101
Federal Government	Federal Assistance Grant – Other	\$ 310,035
Federal Government	Federal Assistance Grant – Roads	\$ 905,906
Federal Government	Federal Assistance Grant – Untied	\$ 403,048
Federal Government	Roads to Recovery	\$ 174,697
Kingpoint Holdings	Contribution to volunteer rangers	\$ 11,138
Landcare	Contribution to Landcare	\$ 112,153
Lotterywest	Preston Beach Community Centre	\$ 234,565
Main Roads WA	Regional Road Group	\$ 600,000
Meerlinga Foundation	WA Children's Week	\$ 1,000
WA Police Force	Resources for Youth Fest	\$ 824
WA Primary Health Alliance	Alliance Against Depression Program	\$ 100,000
TOTAL		\$ 3,478,439



**TO BE INCLUDED AFTER
ADOPTION BY COUNCIL**



**TO BE INCLUDED AFTER
ADOPTION BY COUNCIL**



**TO BE INCLUDED AFTER
ADOPTION BY COUNCIL**





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