



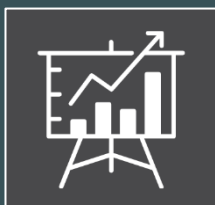
SHIRE OF
WAROONA
SEA TO SCARP

CORPORATE BUSINESS PLAN

2025-2029

TOWARDS
2030

Document No: CGL005



About this document

The Corporate Business Plan is the Shire's four year planning document and is an integral part of the Integrated Planning and Reporting Framework.

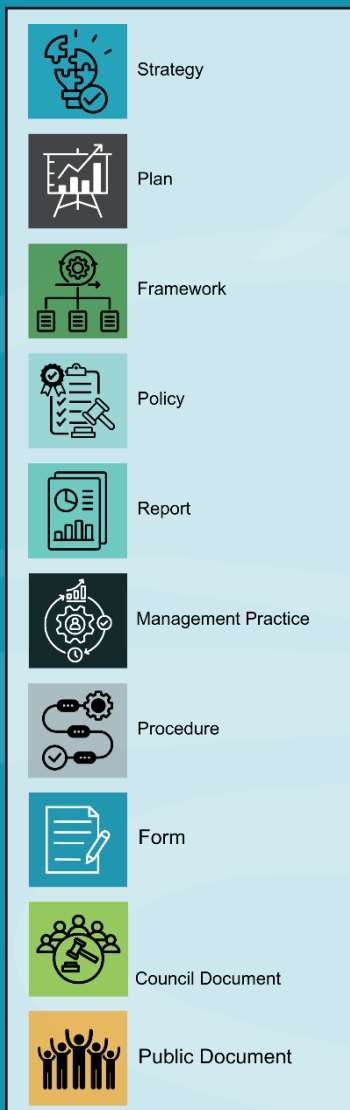
This plan activates the objectives of the Strategic Community Plan and informs the annual budget process to ensure the priorities of the community are strategically aligned and affordable.

Disclaimer

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Accessibility

This document is available in alternative formats such as large print, electronic, audio or Braille, on request.



Document Control

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“The Shire of Waroona 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 835km², the Shire includes the localities of Waroona, Hamel, Lake Clifton and Preston Beach”.

Shire President's Message

I am pleased to share with you the Corporate Business Plan, which sets out the vision for our Council over the next four years. This plan covers all the areas we look after in our community and is an important part of how we report back to you. It also helps guide the work we do to serve you.

The plan includes projects and programs that we've identified through listening to your feedback, with clear timelines for when they'll be delivered. While having the right funding and resources is key to making these things happen, our focus remains on what's expected of local government and ensuring we continue providing the quality services our community relies on.

It's crucial that we take good care of the community assets we've built together and that we make smart decisions about maintaining and growing them for future generations. The Corporate Business Plan also introduces many exciting new projects that will help our Shire grow and become even more vibrant and liveable.

I hope you'll take the time to read about them and feel proud of the work your local government is doing to bring these ideas to life.

Mike Walmsley
Shire President



Chief Executive Officer's Message



This four-year Corporate Business Plan follows on from our Waroona 2030 Strategic Community Plan, which has been newly updated.

This Plan identifies how the Shire of Waroona will meet the vision and strategic objectives that have been formed in conjunction with our community.

You are invited to read this important document that introduces the Councillors, senior staff and the organisational structure, and illustrates the projects and initiatives that will take the Shire of Waroona forward. Major projects continue to roll out such as the Big Shed at Railside Park and a new trail from Waroona Town to the Drakesbrook Weir, with more to come.

As you will see, the next four years is a very exciting time for our district with a renewed focus on economic development and tourism through the Destination Management Plan.

Mark Goodlet
Chief Executive Officer

Our Council



Cr Mike Walmsley
Shire President



Cr Naomi Purcell
Deputy Shire President



Cr John Mason



Cr Karen Odorisio



Cr Larry Scott

Our Leadership Team



Mark Goodlet
Chief Executive Officer

- Strategy
- Elections
- Major Projects
- Council Services
- Business Improvement

Ashleigh Nuttall
Director Corporate & Community Services

- Finance
- Community Services
- Economic Development
- Governance
- Risk Management
- Information Technology
- Recreation Services
- Tourism
- Communication & Marketing

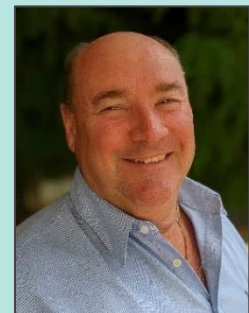


Kirsty Ferraro
Director Customer & Development Services

- Customer Service
- Library Services
- Human Resources
- Work Health & Safety
- Building Services
- Regulatory Services
- Planning Services
- Environmental Management
- Community Safety & Emergency Services

Bradley Oborn
Director Infrastructure Services

- Technical Services
- Works & Operations
- Asset Management Services
- Waste Management



Our Purpose

We create environments where community, culture and commerce can flourish

Our Vision

A celebration of natural beauty, country values and vibrant prosperity

Our Values

- 1. We support our community in a collaborative manner with enthusiasm and fairness*
- 2. We commit to building a resilient community*
- 3. We encourage diversity and inclusiveness and celebrate uniqueness*
- 4. We listen to the community and respond to their needs*
- 5. We strive to deliver consistently high standards of service*



About the Corporate Business Plan

The Corporate Business Plan is the Shire's blueprint for action over the next four years. As an integral part of the Shire's Integrated Planning & Reporting Framework, this Plan contains tasks and projects which activate the strategies of the Strategic Community Plan. It also plays a vital role in guiding the Shire's annual budget – ensuring that every purchase reflects what is important to the community.

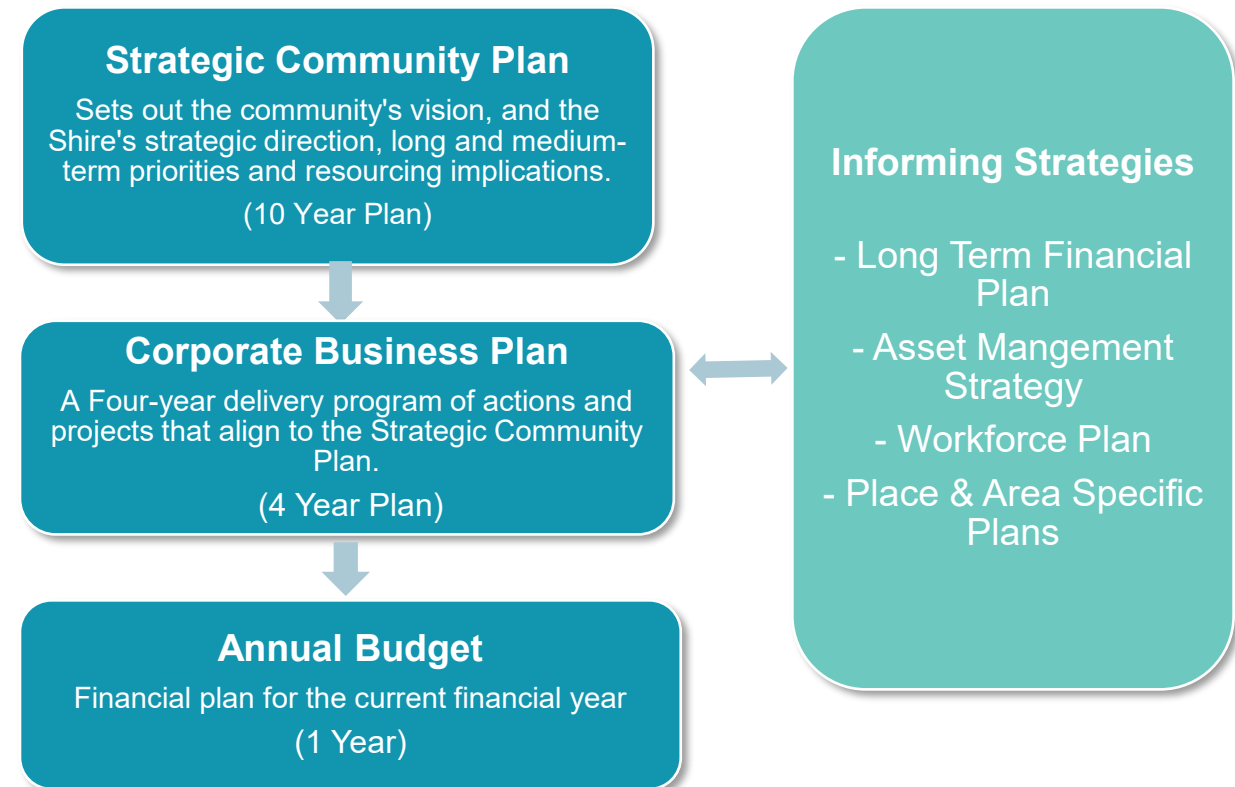
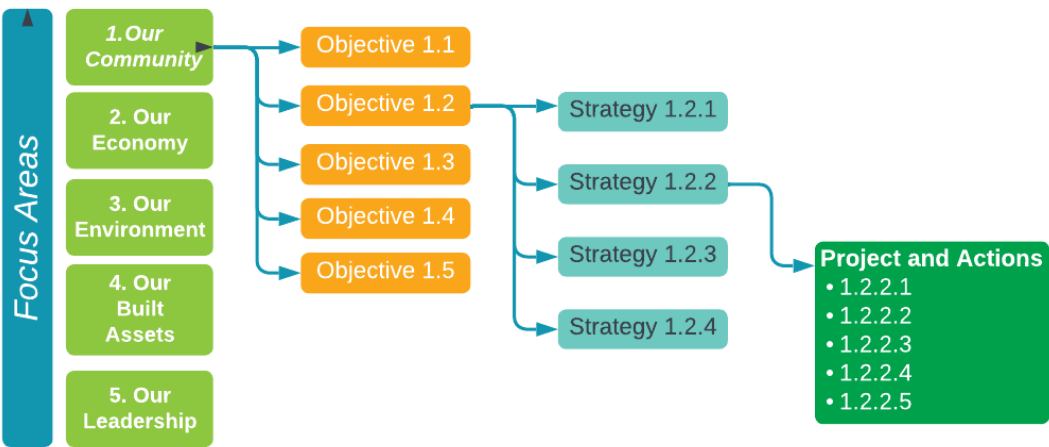


Figure 1: Elements of the Integrated Planning & Reporting Framework. Source: Department of Local Government, Sport & Cultural Industries.



How to Read the Corporate Business Plan

Objectives, Strategies and Actions



For each focus area, a series of objectives have been developed as targets for the Shire to work towards. The Shire has adopted a number of strategies, and subsequent projects and actions to directly support the achievement of each objective.

Delivery Indicators

The delivery of each project/action over the next four years has been considered and categorised using three indicators:

- Plan
- Implement
- Review



Focus Areas & Aspirations to 2034

Our Community

To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.

Our Economy

To create a diverse economy base that supports opportunity and employment.

Our Environment

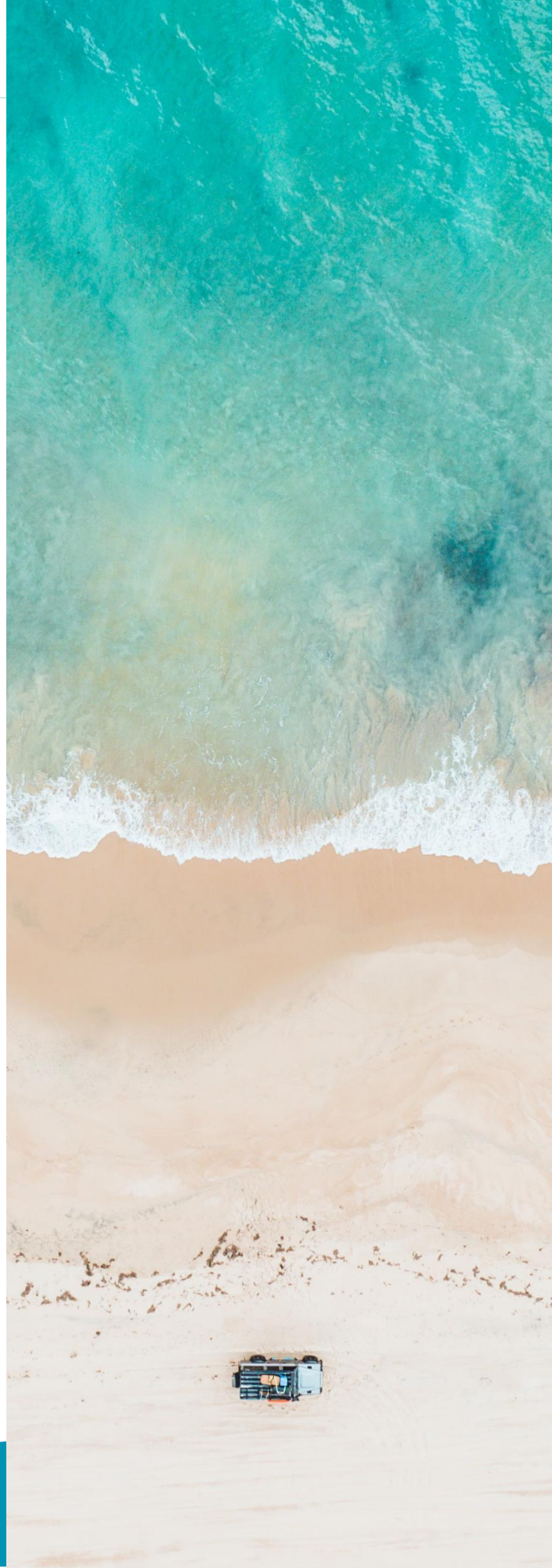
To continually care for, protect and enhance our environment for the generations to come.

Our Built Assets

To build and effectively manage our assets to continually improve our standard of living.

Our Leadership

To embed strong leadership through good governance, effective communication and ensuring value for money.



Our Community

To have a connected and involved community that improves our quality of life through developing quality places and implementing quality town planning.

Objective 1.1 Create a connected, safe, and cohesive community with a strong sense of community pride

Strategy 1.1.1 Develop an identity for the Shire and the communities it comprises

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.1.1 Implement the Community Development Strategy 2025-2028 through community development annual action plans.	Community Development	● Implement	● Implement	● Review	● Implement
1.1.1.2 Undertake a signage audit and seek funding for signage upgrades and new installs	Development Services	● Plan	● Implement	● Implement	
1.1.1.3 Undertake a review of town entrances to develop improved and localised character and entrance statements	Development Services	● Plan	● Implement		

Strategy 1.1.2 Pursue a social environment that is accessible and inclusive for all ages and abilities

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.2.1 Advocate for and support initiatives that are accessible and inclusive for all community members.	Community Development	● Implement	● Implement	● Implement	● Implement
1.1.2.2 Consider the needs of people of all abilities and backgrounds in the planning and implementation of Community Development initiatives.	Community Development	● Implement	● Implement	● Implement	● Implement
1.1.2.3 Plan for the funding and construction of access improvement at Preston Beach	Executive Services	Completed in 2023/24			
1.1.2.3 Review, implement and report on the Access & Inclusion Plan	Corporate Services	● Implement	● Implement	● Implement	● Implement
1.1.2.5 Prepare and plan for the upgrade of the administration building front entrance to be disability access compliant for residents and community members	Infrastructure Services	Completed in 2024/25			

Strategy 1.1.3 Grow and develop an age-friendly community

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.3.1 Support and facilitate targeted initiatives in response to the needs and aspirations of older people	Community Development	● Implement	● Implement	● Implement	● Implement

Strategy 1.1.4 Become a youth engaged and supportive community

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.4.1 Support and facilitate targeted initiatives in response to the needs and aspirations of young people	Community Development	● Implement	● Implement	● Implement	● Implement

Strategy 1.1.5 Develop and facilitate events of a local and regional scale

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.5.1 Support or facilitate events in response to the needs and aspirations of the local community	Community Development	● Implement	● Implement	● Implement	● Implement

Strategy 1.1.6 Ensure the safety of our community

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.1.6.1 Deliver a range of activities that improve the safety of the community as outlined in the Community Development Strategy	Community Development	● Implement	● Implement	● Implement	● Implement
1.1.6.2 Develop, implement and maintain bush fire risk management planning	Safety & Emergency Services	● Implement	● Review	● Implement	● Implement
1.1.6.3 Review Local Emergency Management Arrangements	Safety & Emergency Services	● Review			

Objective 1.2 Maximise and connect our natural assets to the community**Strategy 1.2.1 Connect natural assets, waterways, parks and reserves to the community**

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.2.1.1 Develop and implement a Public Open Space Strategy	Infrastructure Services	● Plan	● Implement	● Implement	● Implement

Strategy 1.2.2 Upgrade the amenity of the Drakesbrook Weir

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.2.2.1 Prepare a Business Plan for the implementation of the Drakesbrook Weir Masterplan	Office of the CEO	● Plan	● Plan		
1.2.2.2 Progressively implement the Drakesbrook Weir Masterplan	Office of the CEO		● Plan	● Implement	● Implement
1.2.2.3 Progressively implement the Drakesbrook Weir Management Plan	Infrastructure Services	● Implement	● Implement	● Implement	● Implement

Objective 1.3 A planning framework that is visionary, supports community connectivity and enables participation that ensures quality, diverse and innovative planning outcomes that meets community aspirations

Strategy 1.3.1 Ensure our Town Planning Scheme and Local Planning Strategy facilitates quality and diverse planning outcomes

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.3.1.1	Prepare a new Local Planning Strategy	Planning Services	● Plan	● Implement	● Implement	● Implement
1.3.1.2	Prepare a new Town Planning Scheme	Planning Services	● Plan	● Plan	● Implement	● Implement

Strategy 1.3.2 Consider new growth areas and prepare District Structure Plans

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.3.2.1	Prepare District Structure Plans as required	Planning Services			● Plan	● Plan

Objective 1.4 Encourage an active and healthy community with an improved quality of life

Strategy 1.4.1 Promote a mentally and physically health lifestyle

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.4.1.1	Develop and implement a Recreation Centre Activation Strategy outlining plans for attraction and increased usage of the Waroona Recreation & Aquatic Centre	Recreation Services	● Plan	● Implement	● Implement	● Implement



Strategy 1.4.2 Support local community, sporting and recreational groups and initiatives

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.4.2.1	Develop and implement a Waroona Club Development Program that supports sport and recreation clubs to be sustainable	Recreation Services	● Plan	● Implement	● Implement	● Implement
1.4.2.2	Implement an annual Micro Grants program to support new community led initiatives	Community Development	● Implement	● Implement	● Implement	● Implement
1.4.2.3	Develop a Waroona Sport and Recreation Precinct Masterplan	Office of the CEO	● Plan	● Plan	● Plan	● Plan

Strategy 1.4.3 Actively take opportunities to enhance public health

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.4.3.1	Implement priority actions from the Public Health Plan	Environmental Health Services	● Review	● Implement	● Implement	● Review
1.4.3.2	Develop a Library Activation Strategy that provides library programs to reduce social isolation and promote lifelong learning	Library Services	● Plan	● Implement	● Implement	● Implement

Strategy 1.4.4 Foster and value our volunteers

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.4.4.1	Recognise volunteer contributions through awards and functions	Community Development	● Implement	● Implement	● Implement	● Implement

Strategy 1.4.5 Support and enhance health services in Waroona

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.4.5.1	Support the community to lead healthy and fulfilling lives through activities outlined in the Community Development Strategy	Community Development	● Implement	● Implement	● Implement	● Implement

Objective 1.5 Value, protect and celebrate our rich history and culture
Strategy 1.5.1 Pursue actions to preserve areas and materials of historical significance

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
1.5.1.1	Support the Waroona Historical Society and maintain the museum facility	Corporate Services/ Technical Services	● Implement	● Implement	● Implement	● Implement
1.5.1.2	Review the Local Heritage Survey	Planning & Sustainability				● Review

Strategy 1.5.2 Foster arts and culture throughout the Shire					
Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.5.2.1 Support and facilitate initiatives that showcase the Shire's cultural diversity, heritage, and public art.	Community Development	<div><div></div>Implement</div>	<div><div></div>Implement</div>	<div><div></div>Implement</div>	<div><div></div>Implement</div>

Strategy 1.5.3 Support, embrace and celebrate our local Aboriginal community					
Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
1.5.3.1 Support and facilitate targeted initiatives in response to the needs and aspirations of the Aboriginal and Torres Strait Islander community	Community Development	<div><div></div>Implement</div>	<div><div></div>Implement</div>	<div><div></div>Implement</div>	<div><div></div>Implement</div>



Our Economy

To create a diverse economy base that supports opportunity, education, and employment.

Objective 2.1 Develop an economy that is focused on growth, knowledge and innovation, and infrastructure, and protects prime agricultural land

Strategy 2.1.1 Maximise the inherent economic opportunities in the Waroona functional economic region

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
2.1.1.1 Regularly meet with and present to state and federal members and government agencies to encourage economic development opportunities and government departments to the Shire	Office of the CEO	● Implement	● Implement	● Implement	● Implement

Strategy 2.1.2 Enhance the agriculture industry in Waroona as a dominant economic sector

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
2.1.2.1 Prepare and promote business cases for key industries to attract private investment	Office of the CEO	● Implement	● Implement	● Implement	● Implement
2.1.2.2 Support the development of permanent accommodation for seasonal agricultural workers	Office of the CEO	● Plan	● Plan	● Plan	● Plan

Objective 2.2 Develop a locally supported resilient, stable, and innovative business community that embraces creativity, resourcefulness, and originality

Strategy 2.2.1 Support local businesses, Waroona Business Support Group and initiatives

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
2.2.1.1 Collaborate with the Waroona Business Support Group and Peel Chamber of Commerce and Industry to develop initiatives	Office of the CEO	● Implement	● Implement	● Implement	● Implement
2.2.1.2 Maintain status as a small business friendly local government	Office of the CEO	● Implement	● Implement	● Implement	● Implement

Objective 2.3 Create a vibrant, inviting and thriving town centre and maximise Waroona's natural assets, culture, and heritage as drivers for tourism development

Strategy 2.3.1 Encourage community and business initiatives to refresh the appearance of the town centre

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
2.3.1.1 Progressively implement the Waroona Revitalisation Strategy and Masterplan	Office of the CEO	● Implement	● Plan	● Implement	● Implement
2.3.1.2 Implement the Townscape Façade grant initiative	Planning Services	● Plan	● Plan	● Implement	● Implement

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
2.3.1.3	Prepare Streetscape Improvement Plans for South Western Highway within Waroona Town Centre	Office of the CEO	<div><div></div></div> Plan	<div><div></div></div> Plan	<div><div></div></div> Implement	<div><div></div></div> Implement
2.3.1.4	Prepare a Local Planning Policy to guide the design of development within Waroona Town Centre	Planning Services	Completed in 2024/25			
Strategy 2.3.2 Develop key sectors of the tourism economy where Waroona has a competitive advantage						
Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
2.3.2.1	Support the development of a Preston Beach caravan park	Office of the CEO	<div><div></div></div> Implement	<div><div></div></div> Implement	<div><div></div></div> Implement	<div><div></div></div> Implement
2.3.2.2	Implement the Destination Management Action Plan to support the Destination Management Strategy.	Community Development	<div><div></div></div> Implement	<div><div></div></div> Implement	<div><div></div></div> Implement	<div><div></div></div> Implement
Strategy 2.3.3 Develop new trails and enhance and promote existing trails						
Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
2.3.3.1	Develop and implement Shire of Waroona Trails Plan	Office of the CEO	<div><div></div></div> Plan	<div><div></div></div> Implement	<div><div></div></div> Implement	<div><div></div></div> Implement



Our Environment

To continually care for, protect and enhance our environment for the generations to come.

Objective 3.1 Protect and enhance our existing natural assets, waterways, bushland, and biodiversity

Strategy 3.1.1 Collaborate with local environmental community organisations and volunteers

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.1.1.1 Support initiatives and activities implemented by Peel Harvey Catchment Council, Peel Biosecurity Group and other relevant organisations	Environmental Services	● Implement	● Implement	● Implement	● Implement
3.1.1.2 Actively participate in the Peron Naturaliste Partnership and associated activities	Environmental Services	● Implement	● Implement	● Implement	● Implement
3.1.1.3 Support not-for-profit organisations to implement regular litter clean ups	Community Development	● Implement	● Implement	● Implement	● Implement
3.1.1.4 Provide ongoing support to Waroona Landcare	Corporate Services	● Implement	● Implement	● Implement	● Implement
3.1.1.5 Contribute toward the refurbishment of the Department of Agriculture building	Building Services	● Implement	● Implement		
3.1.1.6 Support local Environmental Groups through centralisation of services at the Environmental Centre	Development Services	● Plan	● Plan	● Implement	● Implement

Strategy 3.1.2 Develop future plans and strategies to protect and enhance Preston Beach and Yalgorup National Park

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.1.2.1 Support the Preston Beach Volunteer Rangers	Safety & Emergency Services	● Implement	● Implement	● Implement	● Implement
3.1.2.2 Develop a Preston Beach Management Plan for tourism and environmental protection.	Development Services	● Plan	● Implement	● Implement	● Implement

Strategy 3.1.3 Advocate for and action protection of the environment

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.1.3.1 Advocate for Shire's Mining Statement	Office of the CEO	● Implement	● Implement	● Implement	● Implement
3.1.3.2 Develop an Environmental Strategy	Development Services	● Plan	● Plan		

Objective 3.2 Proactively manage resources and practice sustainability through responsible management of water, energy, fire control and waste
Strategy 3.2.1 Secure water resources to ensure water sustainability for agricultural, economic, and recreational needs

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.2.1.1 Advocate for Shire's Water Initiatives	Office of the CEO	● Implement	● Implement	● Implement	● Implement

Strategy 3.2.2 Secure energy resources to ensure energy sustainability for community needs

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.2.2.1 Progressively install solar panels on all applicable Council buildings	Building Services	● Implement	● Implement	● Implement	● Implement

Strategy 3.2.3 Responsibly manage Council and community water and energy use

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.2.3.1 Investigate the feasibility of hybrid vehicles	Asset Management Services	Completed in 2024/25			
3.2.3.1 Monitor water and energy use for Shire facilities	Development Services	● Implement	● Implement	● Implement	● Implement

Strategy 3.2.4 Improve waste management practices through diversion, reuse and recycling

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
3.2.4.1 Implement and manage the actions outlined in the endorsed Waste Plan 2020-2030	Infrastructure Services	● Implement	● Implement	● Implement	● Implement



Our Built Assets

To build and effectively manage our assets to continually improve our standard of living.

Objective 4.1 Public spaces and infrastructure that are accessible and appropriate for our community, and meet the purpose and needs of multiple users

Strategy 4.1.1 Plan community facilities for current and future generations

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
4.1.1.1 Develop and implement the concept and design plans for the Waroona Community Precinct Phase 1	Office of the CEO	Completed in 2024/25			
4.1.1.1 Implement the concept and design plans for Waroona Community Precinct Phase 2 – Big shed.	Office of the CEO	● Implement			
4.1.1.2 Develop and implement the concept and design plans for Waroona Community Precinct Phase 3 – Irrigation House building.	Office of the CEO	● Plan	● Implement	● Implement	
4.1.1.3 Implement the Drakesbrook Cemetery Masterplan.	Asset Management Services	● Implement	● Implement	● Implement	● Implement

Objective 4.2 Manage assets in a consistent and sustainable manner

Strategy 4.2.1 Plan and effect appropriate maintenance, renewal, replacement, and disposal of assets

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
Redevelop the Waroona Recreation & Aquatic Centre pool concourse	Recreation Services	Completed in 2023/24			
4.2.1.1 Renew and upgrade footpaths	Infrastructure Services	● Implement	● Implement	● Implement	● Implement
4.2.1.2 Implement the actions outlined in the Lake Clifton Master Plan.	Office of the CEO	● Plan	● Implement	● Implement	● Implement
4.2.1.3 Develop and implement a long term and funded building renewal program	Asset Management Services	● Plan	● Implement	● Implement	● Implement
4.2.1.4 Sewer Infill for Waroona Town	Office of the CEO	● Plan	● Plan	● Plan	● Plan

Objective 4.3		Suitable housing and transport infrastructure to meet the needs of our diverse community				
Strategy 4.3.1		Develop and promote diverse and affordable housing and accommodation				
Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
4.3.1.1	Prepare a Land Rationalisation Strategy for Council reserves, owned land, and property	Office of the CEO	● Plan	● Implement	● Implement	● Implement
Strategy 4.3.2		Develop and promote an efficient, safe, and connected local and regional transport network				
Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
4.3.2.1	Lobby for a road train assembly and breakdown area	Infrastructure Services	● Implement	● Implement	● Implement	



Our Leadership

To embed strong leadership through good governance, effective communication and ensuring value for money.

Objective 5.1 A sustainable future through embracing change, applying technological advancement, and pursuing efficiencies

Strategy 5.1.1 Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability, and pursue professional development opportunities

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
5.1.1.1 Ensure Councillors complete the required training, and encourage knowledge building through attending courses, community engagement and workshops	Corporate Services	● Implement	● Review	● Implement	● Review
5.1.1.2 Review all Local Laws	Corporate Services	● Implement			
5.1.1.3 Review the Strategic Community Plan	Corporate Services		● Review		● Review
5.1.1.4 Review the Corporate Business Plan	Corporate Services	● Review	● Review	● Review	● Review

Strategy 5.1.2 Maintain long term financial sustainability

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
5.1.2.1 Review the Long-Term Financial Plan	Corporate Services	● Review	● Implement	● Review	● Implement

Strategy 5.1.3 Consider future technological requirements for the delivery of services and corporate functions

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
5.1.3.1 Improve communications connectivity to Waroona Recreation and Aquatic Centre for use as an evacuation centre	Corporate Services	● Implement	● Implement		
5.1.3.2 Maintain and improve current corporate management system.	Corporate Services	● Implement	● Implement	● Implement	● Implement

Objective 5.2 Develop a skilled, safe, and compliant organisation

Strategy 5.2.1 Employ, maintain and retain a skilled workforce

Projects and Actions	Lead	2025/26	2026/27	2027/28	2028/29
5.2.1.1 Review and implement the Workforce Plan	Development / Customer Services	● Review	● Implement	● Review	● Implement

Strategy 5.2.2 Promote an organisational culture of safety, best practice and continuous improvement

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
5.2.2.1	Review the Business Continuity Plan and Procedures	Corporate Services	● Review		● Review	
5.2.2.2	Review and implement the Risk Management Strategy	Corporate Services	● Implement	● Review	● Implement	● Implement
5.2.2.3	Implement and maintain the Work Health and Safety (WHS) Management System	Development Services	● Implement	● Implement	● Implement	● Implement
5.2.2.4	Implement and Review Council endorsed Strategies and Plans	All Departments	● Implement	● Implement	● Implement	● Implement

Objective 5.3 Actively increase the level of engagement with the community, and response efficiently and effectively to the evolving needs of the community
Strategy 5.3.1 Establish and maintain a user focused communication approach that informs, engages, and empowers the community

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
5.3.1.1	Develop and implement a communications and marketing strategy	Corporate Services & Office of the CEO	● Plan	● Implement	● Implement	● Implement

Strategy 5.3.2 Deliver efficient and effective Council services to the community

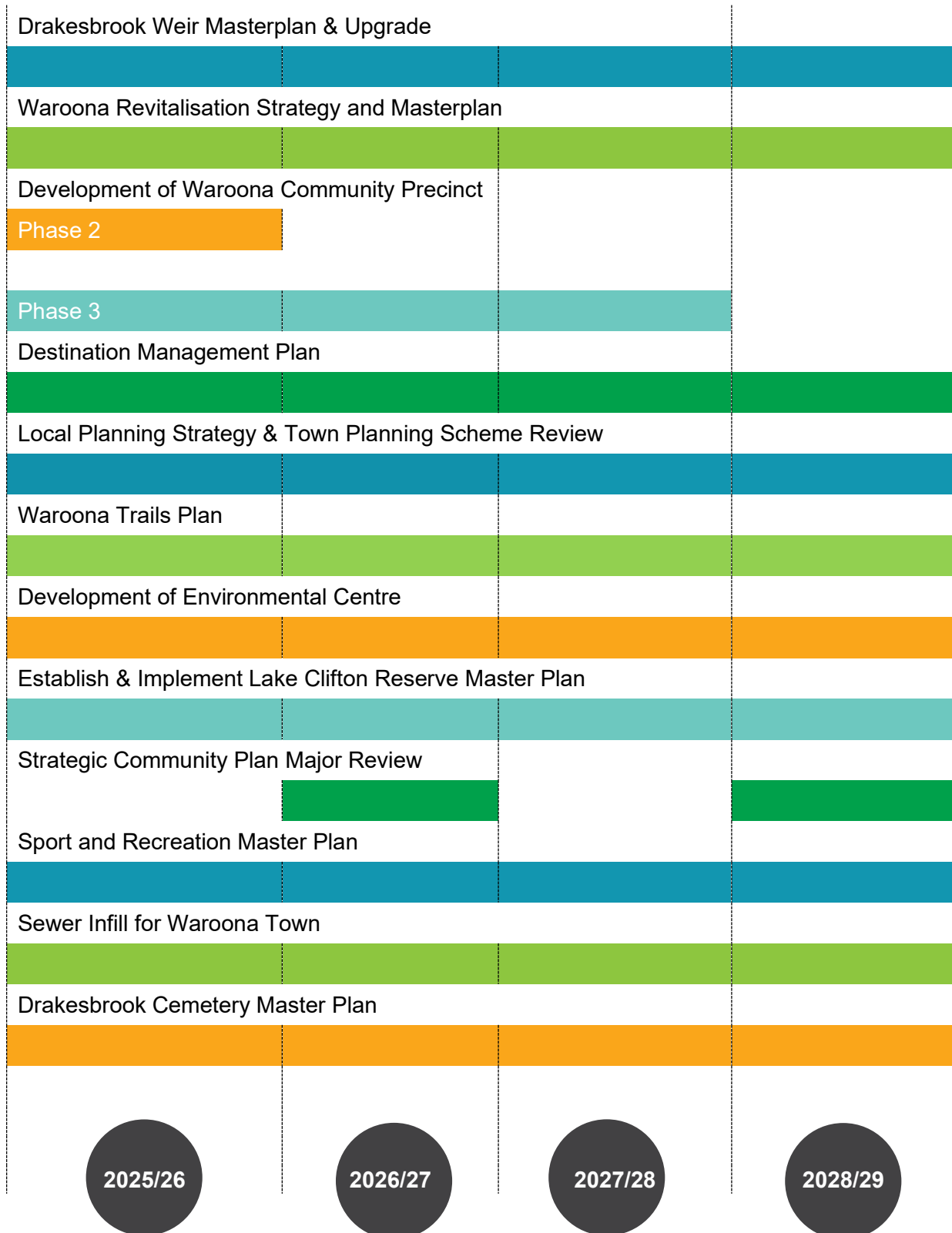
Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
5.3.2.1	Develop and implement an information and communications technology strategy	Corporate Services				Completed in 2024/25

Strategy 5.3.3 Provide community focused customer services and access to information

Projects and Actions		Lead	2025/26	2026/27	2027/28	2028/29
5.3.3.1	Review the Customer Service Charter	Customer Services	● Review		● Review	



Major Projects



Our Service Areas

The Shire of Waroona is responsible for a range of functions, facilities and services. Services are provided under the following four different business areas:

Office of the Chief Executive Officer		
Department	Services	
Strategy	<ul style="list-style-type: none"> • Strategy • Master Planning 	<ul style="list-style-type: none"> • Integrated planning and reporting
Elections	<ul style="list-style-type: none"> • Elections 	
Major Projects	<ul style="list-style-type: none"> • Major projects 	
Council Services	<ul style="list-style-type: none"> • Council services 	
Business Improvement	<ul style="list-style-type: none"> • Continuous improvement 	<ul style="list-style-type: none"> • Business management
Emergency Services	<ul style="list-style-type: none"> • Volunteer Bush Fire Brigades 	

Corporate & Community Services		
Department	Services	
Finance	<ul style="list-style-type: none"> • Budgeting • Finance / Accounting • Loans / Investments • Grants management 	<ul style="list-style-type: none"> • Rates • Payroll • Asset accounting / management
Governance	<ul style="list-style-type: none"> • Policies and procedures • Delegations • Registers 	<ul style="list-style-type: none"> • Audit • Local laws
Risk Management	<ul style="list-style-type: none"> • Insurance • Risk management 	<ul style="list-style-type: none"> • Business continuity
Information Technology	<ul style="list-style-type: none"> • Information technology • Records • Freedom of information 	<ul style="list-style-type: none"> • Public information disclosure
Community Development	<ul style="list-style-type: none"> • Place activation • Community services 	<ul style="list-style-type: none"> • Events • Communications & Marketing
Recreation Services	<ul style="list-style-type: none"> • Recreation services 	<ul style="list-style-type: none"> • Club development
Tourism	<ul style="list-style-type: none"> • Visitor Centre 	<ul style="list-style-type: none"> • Tourism
Economic Development	<ul style="list-style-type: none"> • Economic Development 	

Customer & Development Services		
Department	Services	
Customer Service	<ul style="list-style-type: none"> • Customer service • Licensing • Facility bookings 	<ul style="list-style-type: none"> • Marketing / Engagement and media
Library Services	<ul style="list-style-type: none"> • Library services 	
Human Resources	<ul style="list-style-type: none"> • Human resources management • Recruitment 	<ul style="list-style-type: none"> • Workforce planning • Workplace health and safety
Regulatory Services	<ul style="list-style-type: none"> • Building approvals • Environmental health services 	<ul style="list-style-type: none"> • Ranger services • Preston Beach volunteer rangers
Planning Services	<ul style="list-style-type: none"> • Strategic planning • Statutory planning 	<ul style="list-style-type: none"> • Environmental planning • Heritage services
Environmental Management	<ul style="list-style-type: none"> • Native Vegetation & Reserves • Biodiversity & Conservation 	<ul style="list-style-type: none"> • Foreshores & Coastal Management • Biosecurity Programs
Community Safety & Emergency Services	<ul style="list-style-type: none"> • Emergency services • Bushfire services 	<ul style="list-style-type: none"> • Closed circuit television • Preston Beach volunteer rangers
Ranger Services	<ul style="list-style-type: none"> • Ranger Services 	

Infrastructure Services		
Department	Services	
Technical Services	<ul style="list-style-type: none"> • Design and investigation • Asset management • Subdivision and development application referrals 	<ul style="list-style-type: none"> • Project management • Extractive industry • Grants management (assets)
Works & Operations	<ul style="list-style-type: none"> • Buildings Maintenance • Parks and gardens 	<ul style="list-style-type: none"> • Roads & Other Infrastructure • Plant and fleet
Waste Management	<ul style="list-style-type: none"> • Collection services 	<ul style="list-style-type: none"> • Disposal services
Asset Management Services	<ul style="list-style-type: none"> • Asset Management Programs 	<ul style="list-style-type: none"> • Building Services

Resourcing the Corporate Business Plan

To facilitate the achievement of the community's visions and long-term goals as reflected in the objectives, strategies and projects presented in the Shire's Strategic Community Plan and Corporate Business Plan, informing plans and strategies have been developed to ensure the required financial, infrastructure and workforce resources are in place.

Long Term Financial Plan

The Long Term Financial Plan (LTFP) is a key informing strategy that outlines the Shire's projected financial position over a ten-year period. It supports informed decision-making by identifying the financial resources needed to achieve the community's strategic objectives, while maintaining long-term financial sustainability.

The LTFP is a tool for ensuring the responsible management of community assets and services in an environment of limited resources and increasing cost pressures. It assists in aligning community aspirations with realistic financial capacity, and ensures that the Council can continue to provide core services and infrastructure into the future.

Key components of the LTFP include:

- The assumptions underpinning financial forecasts (e.g. inflation, growth, grants);
- Projected operating and capital income and expenditure;
- Forecast balance sheet and cash flow projections; and
- Key financial performance indicators and measures.

The Plan is reviewed regularly and updated to reflect changing circumstances, new priorities, or shifts in external economic conditions. While the early years of the Plan are based on more detailed data, projections in the later years become more general due to increased uncertainty. The LTFP is an essential part of the Shire's integrated planning and reporting framework and guides the development of the annual budget and Corporate Business Plan.

Asset Management Strategy

The Asset Management Strategy assists Council in delivering the required level of service in the most cost effective manner. It guides the creation, acquisition, maintenance, operations, rehabilitation and disposal of assets to meet the needs of current and future generations.

The Strategy forms part of Council's overarching Asset Management Framework, which outlines asset information, demonstrates responsible asset management and ensures compliance with regulatory requirements. The framework also summarises funding required to maintain assets at the required service levels.

Council applies integrated decision-making to ensure built, social, economic and environmental factors are considered throughout the asset management lifecycle.

Strategic financial planning of asset management will ensure:

- All funding requirements are adequately assessed; and
- Additional funding is identified for investment in new assets, and necessary upgrades.

Workforce Plan

The Workforce Plan 2022–2026 is linked directly to the Shire’s Strategic Community Plan and Corporate Business Plans. While the Strategic Community Plan outlines the long-term plan for the Shire of Waroona, the Workforce Plan details the four-year objectives and projects to meet the vision of Waroona 2034. In addition, this plan responds to the legislative responsibilities attributed to local government given the human resourcing needs these responsibilities carry.

For both the strategic planning and implementation of the above plans and other responsibilities, it is key that the Shire has a flexible and agile workforce that has the skills, capacity, and knowledge to deliver the required outcomes.

Staff require clear personal development goals that align with organisational goals and priorities. This requires an investment in developing leaders, managers and employees with the right skills for our diverse businesses. It also requires clear learning pathways linked to performance development and an ongoing investment in attracting and retaining talented people while maintaining a focus on workplace health and wellbeing.

The Shire is committed to the ongoing identification of efficient operating methods and is increasingly using technology to automate processes. The need to minimise financial impact on ratepayers is a priority - Our ongoing continuous improvement program works to improve productivity and reduce costs for the workforce.



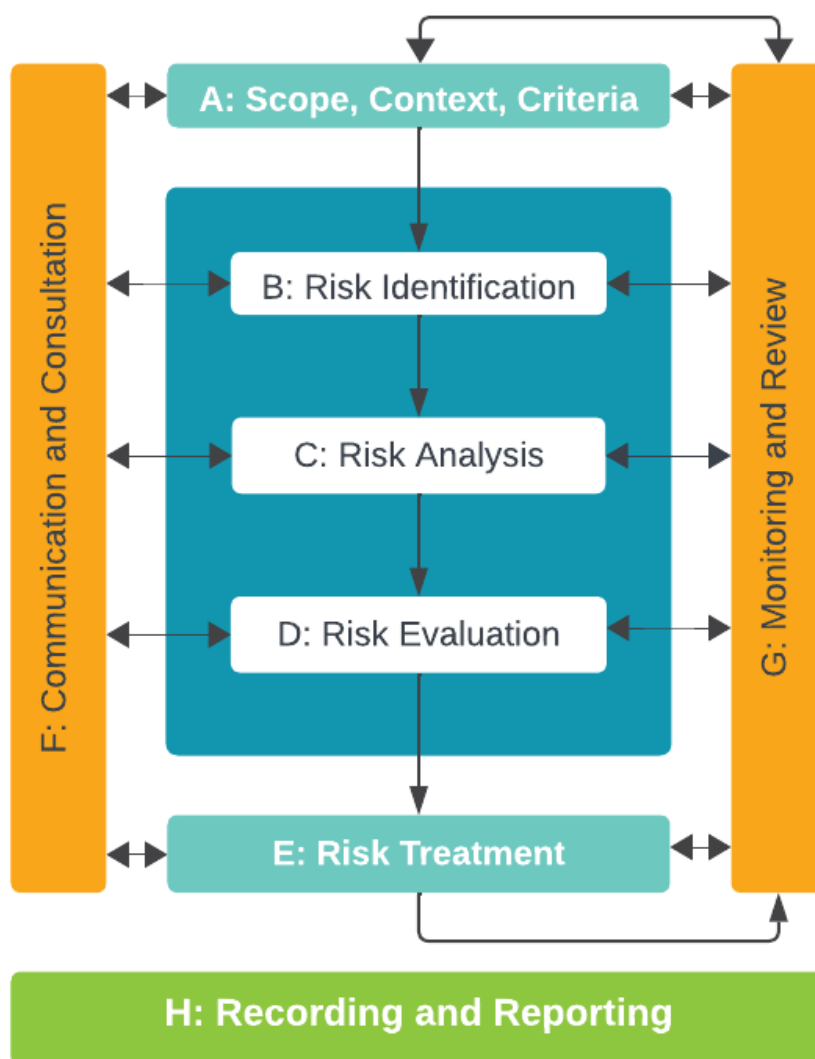
Risk Management

The Shire of Waroona is committed to identifying, measuring, and managing risks to capitalise on opportunities and achieve the objectives of the Shire's strategic plans.

To achieve this, the Shire has adopted a risk management framework aligned to AS ISO 31000:2018 Risk Management – Guidelines. The framework is comprised of a Risk Management Policy, Risk Management Strategy & Procedures Manual, Risk Assessment and Acceptance Criteria, and Risk Profiles within the Shire's strategic and operational risk registers.

All components of the framework are integrated and set out the Shire's approach to the identification, assessment, management, reporting and monitoring of risks, which in turn form an essential part of everyday decision making and business planning.

The *Shire of Waroona Incident Management & Business Continuity Plan* complements this framework, ensuring that the Shire can continue to provide essential services to the community and its stakeholders in the event of a crisis or major incident.



Risk Management Process. Source - ISO 31000:2018 Risk Management - Guidelines

Reviewing & Reporting

The Shire of Waroona has a robust reporting framework in place that tracks key performance indicators at the individual, service area and organisational level. The Chief Executive Officer has targets and objectives that are set and revised by the Council to deliver on key Council priorities.

The Shire's performance data is captured in our corporate database, ensuring that appropriate responsibilities, timeframes, measures and progress are accounted for and regularly updated. Another major performance measure is our continued assessment against the DLGSC Integrated Planning and Reporting Framework (IP&R) - Advisory Standard, with an aim to continuously improve and refine the documents within our Shire's IP&R framework.

The Shire will measure success and progress of the Corporate Business Plan through the following mechanisms:

- Community perception survey undertaken every two years;
- Delivery of projects on time and on budget;
- Regular progress reporting to Council and the community; and
- An Annual Report which reports on the Shire's progress on its delivery of the Corporate Business Plan.



Photo Credits

Front Cover, pages 4, 9, 10, 13, 15, 17, 21 and 30
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Back Cover

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