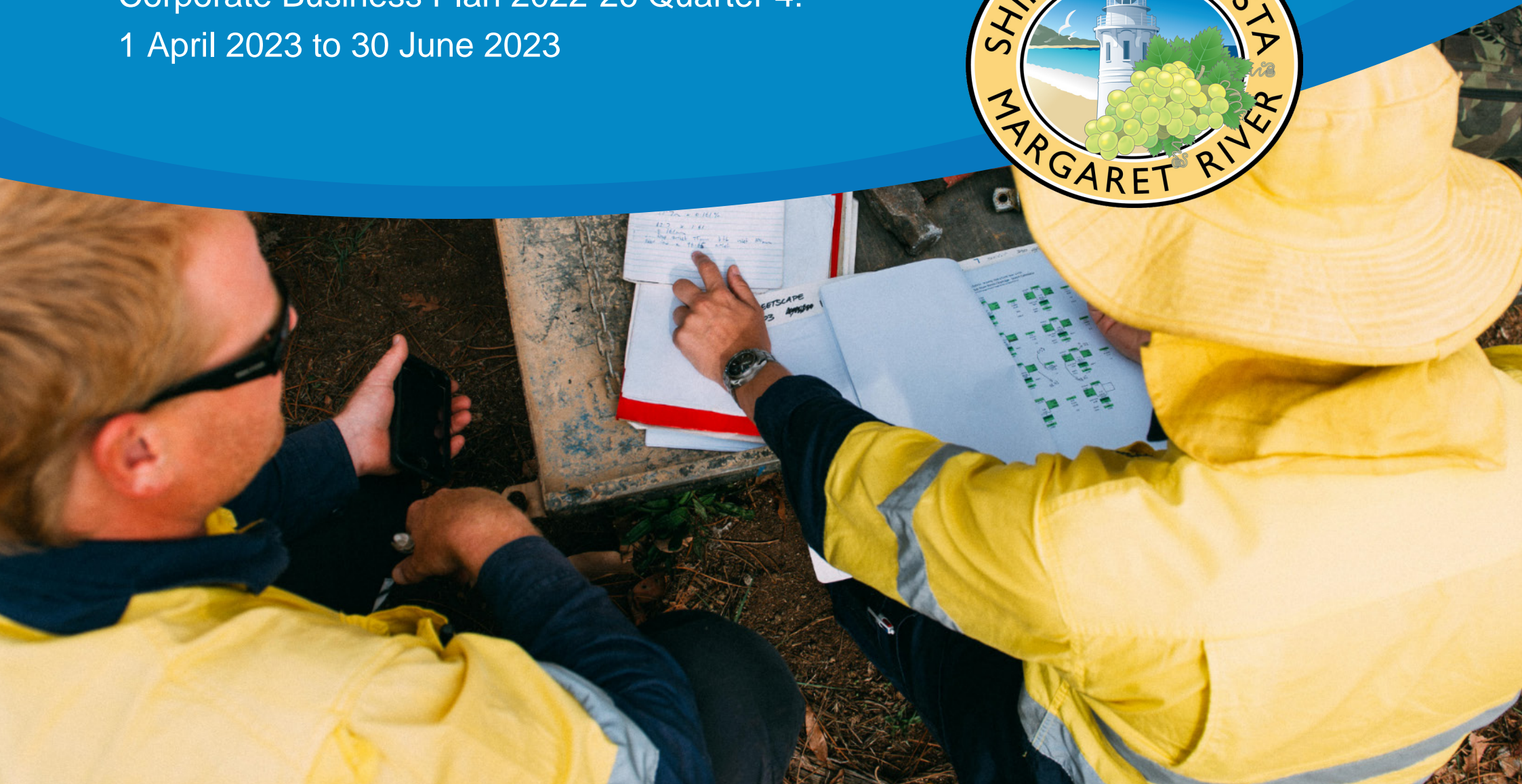


# Progress update

Corporate Business Plan 2022-26 Quarter 4:

1 April 2023 to 30 June 2023



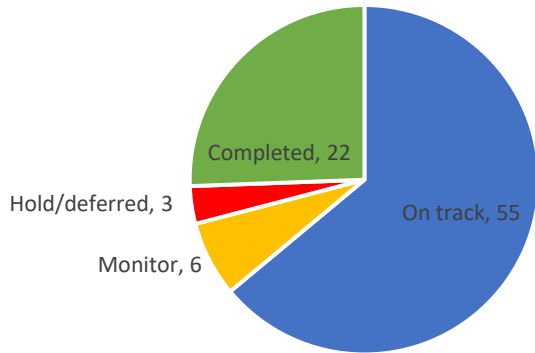
# Contents

- Section 1: ..... 2
- Corporate Business Plan 2022-26 projects..... 2
- Section 2: ..... 5
- Capital Works Program 2022-2023 ..... 14
- Section 3: ..... 16
- CEO Key Performance Indicators year-end update ..... 21

## **Section 1:**

Corporate Business Plan 2022-26 projects

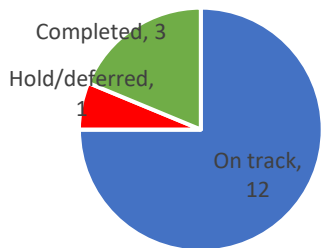
**Corporate Business Plan projects**  
Quarter Four 2022-23



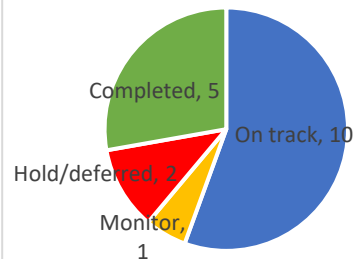
Project status	Definition
Completed	The project has been completed
Monitor	The project is progressing but may face time delays or a need to increase the original budget
Hold/Defer	Action has been taken to hold or defer this project
Not started	The project has not yet started
On track	On track to be delivered on time and on budget

**Total: 86 projects**

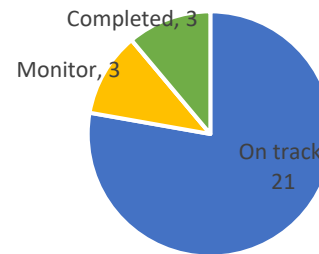
**Environment**



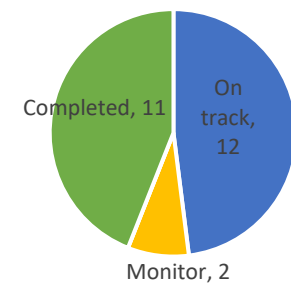
**People**



**Place**



**Performance**



## Status comments

		22/23	23/24	24/25	25/26						
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments		
<b>ENVIRONMENT</b>											
N/A	Advocate to State Government for implementation of the Six Point Plan	●	●	●	●	\$ -	\$ -	On track	The State Government announced \$2.7m funding for improvements and new signage for the Cape to Cape Track in May 2023. The CEO and Shire President continue to liaise and meet with state and federal elected members.		
LCA22	Implement and review reserve management plans, including implementation of the Prevelly Gnarabup Management Plan in 2022-23	●	●	●	●	\$ 20,000	\$ 4,278	On track	Implementation of Reserve management plans are well underway. The Prevelly Gnarabup Foreshore Management Plan is nearing completion.		
LCA23		●	●	●	●	\$ 45,000	-\$ 5,061				
LCA37	Partner with, and provide funding to, local community groups to support various environmental initiatives	●	●	●	●	\$ 178,113	\$ 64,092	Completed	Environmental Management Fund grant program for 2022-23 delivered.		
LCA67		●	●	●	●	\$ 135,000	\$ -				
LCA18	Deliver community education initiatives promoting the management of ecological values in the region	●	●	●	●	\$ 5,000	\$ 2,878	Completed	Friends of Reserve event delivered to recognise volunteers and encourage ongoing involvement in Friends groups. Support provided to school groups on environmental education.		
FRE23	Provide bushfire mitigation activities on Shire-controlled land	●	●	●	●	\$ 450,000	\$ 282,402	On track	Planning has commenced for 2023-24 funding year.		
LCA50	Deliver initiatives to strengthen streams and wetlands	●	●	●	●	\$ 100,000	\$ 55,789	On track	Continuing to deliver projects with a number completed successfully in Q4.		
LCA64	Review and implement the Coastal Hazard Risk Management and Adaptation Plan	●	●	●	●	\$ 100,000	\$ 87,479	On track	The Coastal Hazard Risk Management Adaptation Plan review is currently underway with expected completion by the end of 2023-24.		
TNP38	Continue implementation of the Climate Action Plan, focussing on a joint electric vehicle charging feasibility study with WALGA, carbon emission monitoring, renewable energy initiatives and community education for sustainable living	●	●	●	●	\$ 72,000	\$ 49,781	On track	ARENA EV grant progressed to next stage - planning to install 6 charging stations (3 at the MR depot and 3 at the MR CAC) and purchase 7 EVs in 2023-24. Azility provided carbon monitoring services. Streetlight upgrade business case has been prepared and detailed design work commenced. Climate for Change were engaged to run community education program for 2 cohorts.		

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>ENVIRONMENT</b>									
TNP42	Improve the Shire's scores across the 10 WALGA climate excellence categories through employment of an academic research student for three years	●	●			\$ 20,000	\$ 20,000	Hold/deferred	The PHD student resigned, and a review was undertaken resulting in a new direction being decided by Council on 14 June 2023.
CS35	Continue partnership with Western Power to trial a Tesla powerpak battery at the Margaret River Recreation Centre	●	●	●	●	\$ 25,000	\$ 25,000	On track	Battery has been installed, is operational, and periodic updates provided by Western Power on performance and savings.
N/A	Research and undertake upgrades to streetlights to reduce energy usage and emissions	●	●			\$ -	\$ -	On track	Business case prepared and detailed design work has commenced.
WASP05	Develop and implement the landfill closure management plan and progressive rehabilitation of landfill cells	●	●	●	●	\$ 7,800	\$ 4,161	On track	Draft Landfill Closure Management Plan being developed with a view to gain approval and progress to licence amendments in first half of 2023-24.
WAS27						\$ 30,000	\$ 13,086		
WAS55	Consult, design, engage and develop the David Road Transfer Facility with a focus on source separation and other resource recovery	●	●	●	●	\$ -	\$ -	On track	Works scheduled to commence in Q3 of 2023-24.
WA14	Deliver community waste education with a focus on waste and recycling boxes, nappy and hygiene products, a new resident welcome pack, earth carers course, short term accommodation toolkit and app development	●	●	●	●	\$ 84,000	\$ 20,742	Completed	Community waste education being developed and implemented.
N/A	Determine feasibility of expanded kerbside collection services into Rosa Brook, Alexandra Bridge, Kudardup and Cowaramup		●	●		\$ -	\$ -	On track	Works scheduled to commence in 2023-24.
WASP12	Participate in the South West Regional Waste Group to develop sustainable regional waste management solutions	●	●	●	●	\$ -	\$ -	On track	The Shire is an active participant in the South West Regional Waste Group.

		22/23	23/24	24/25	25/26					
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments	
<b>PEOPLE</b>										
COM180	Finalise and implement the Shire's Aboriginal Engagement Strategy in partnership with Traditional Owners and the Aboriginal Community	●	●	●	●	\$ 22,000	\$ 17,326	Completed		
<b>COM140</b> <b>COM221</b>	<b>Implement the Creative Culture Plan with the implementation of a public art trail and Augusta</b>	●	●	●	●	\$ 22,000 \$ 25,000	\$ 16,840 \$ 25,000	On track	Project underway with website design in progress.	
CC44	Develop strategic partnerships for HEART and the Art and Culture Grant Program	●	●	●	●	\$ 50,000	\$ 364	Completed		
LGP01	Implement the Cemeteries Master Plan for Margaret River and Karridale Cemeteries, including development of a natural burial site within Karridale Cemetery	●				\$ -	\$ -	Completed	Cemeteries Masterplan complete and will be considered by Council 26 July 2023.	
N/A	Undertake research and planning for the development and activation of the Augusta Civic Precinct	●				\$ -	\$ -	Hold/deferred	Project removed pending Leisure Facilities Plan.	
RES119	Develop playgrounds accessible to all people including at Riflebutts in 2022-23	●	●			\$ 320,000	\$ 317,631	Monitor	Detailed design works completed in 2022-23, however procurement difficulties delayed contracting. Accessible playground to be installed in 2023-24.	
MPA05	Design and install a Changing Places facility within the Margaret River Recreation Centre	●				-\$ 170,000	-\$ 170,000	On track	Changing Places facility has been designed for installation as part of the Margaret River Aquatic Centre refurbishment.	
COM136	Review and implement the Access and Inclusion Plan 2018-22 and Age Friendly Plan 2016	●	●	●	●	\$ 30,000	\$ 8,059	On track	The Access and Inclusion Plan review has been completed and the revised plan endorsed by Council. 2022-23 access and inclusion reporting process currently underway. Age Friendly Plan draft to go to Council Q1 2023-24.	
COM145						\$ 3,000	\$ 1,031			
COM217	Support efforts to improve mental health services in the Shire through partnership and collaboration across networks and stakeholders	●				\$ 96,000	\$ 25,605	On track	Mindful Margaret River partnership extended until October 2023. Regular meetings with local youth groups and Youth Outreach Officer to share information and provide programs and training addressing mental health in the region.	

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PEOPLE</b>									
CD43	Implement the Strengthening Community Capacity Plan with a focus on grant programs and other community group support					\$ 14,000	\$ 6,474	On track	Grant funding open and applications being received. Connect Groups workshops and grant writing workshops delivered.
COM189		●	●	●	●	\$ 20,000	\$ 6,744		
CD52		●	●	●	●	\$ 145,000	\$ 31,675		
CD53		●	●	●	●	\$ 180,000	\$ 10,952		
CD54		●	●	●	●	\$ 70,000	\$ 8,100		
HI29	Review and implement the Public Health Plan, with a focus on the development of an Alcohol Policy and Tobacco Policy	●	●	●	●	\$ 27,000	\$ 27,000	Hold/deferred	Due to staff vacancies policy development is on hold.
MPC01	<b>Renew the Margaret River Recreation Centre roof and facilities</b>	●				\$ 8,921,000	\$ 6,349,868	On track	Works well underway with expected completion in late 2023.
	<b>Continue to investigate options to facilitate childcare services for Augusta and the surrounding districts</b>	●				\$ -	\$ -	Completed	Successful advocacy resulted in State Government increasing funding for Augusta and Districts Community Childcare Inc. to facilitate childcare in Augusta.
CD42	Implement the Strengthening Youth Plan with a focus on youth mental health partnerships and youth events	●	●	●	●	\$ 70,000	-\$ 3,515	On track	Youth week events delivered in partnership with local mental health providers. Ongoing program planning and information sharing through the Youth Stakeholder Group.
N/A	Develop a cat management framework including adoption of a Cat Local Law, advocacy and community education	●				\$ -	\$ -	On track	Liaising with Molloy Island Homeowners Association. Report to Council 26 July re JSCDL request for amendments to Act.
RG012	Undertake review of dog exercise areas throughout the Shire	●				\$ 50,000	\$ 50,000	Completed	
N/A	Undertake review of Local Laws for dogs and parking		●	●		\$ -	\$ -	On track	Review still on track to commence 2023-24.
FRE14	Partner with DFES to develop a strong Local Emergency Management Committee in order to develop, implement and test local emergency management arrangements	●	●	●	●	\$ 3,000	\$ 2,222	On track	



		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PLACE</b>									
TNP31	Complete the major review of the Local Planning Strategy and Scheme	●				\$ 10,000	\$ 9,288	On track	Changes required by WAPC have been made and confirmed to be acceptable by the WAPC. Advertising will commence in July 2023.
TNP41	<b>Continue with development of Place Plans for the Shire, with a focus on undertaking a character survey for Cowaramup and commencing implementation of survey outcomes for Augusta and Witchcliffe</b>	●	●	●	●	\$ 50,000	\$ 38,162	On track	Cowaramup survey is underway. Consultant engaged to completed Augusta plan.
TYA62	Plan coastal infrastructure and environmental management at Gnarabup Prevelly to deal with the impacts of use	●				\$ 22,500	\$ 991	Monitor	Project commenced in 2022-23 but did not progress further due to changing resources within the department. Completion of project deferred to 2023-24.
N/A	Finalise designs for and implement the Margaret River Precinct Plan to improve connectivity between the river and townsite, and improve amenity around the river	●	●	●	●	\$ -	\$ -	Completed	Plans for upgrading Old Settlement and Rotary Park precincts have been finalised and adopted by Council.
FFS27	Staged implementation of the Alexandra Bridge Foreshore Management Plan	●	●			\$ 60,000	\$ 60,000	Monitor	Deferred to 2023-24 due to difficulties with procurement.
N/A	Develop and implement the Shire's Leisure Plan, incorporating the Community Infrastructure Plan, Gloucester Park Masterplan, Public Open Space Strategy and Developer Contributions Plan	●	●	●	●	\$ -	\$ -	On track	Preliminary consultation complete, draft report prepared and in the process of being finalised. Council briefed on draft Leisure Plan on 14 June 2023.
TIA26	Continue implementation of the Augusta Interpretation Plan including interpretive signage and shelters	●	●	●		\$ 20,000	\$ 15,050	Monitor	Project involved engagement with local Traditional Owners. Tender closed - target opening Q2 2023-24
TYA73	<b>Advocate for and implement safer speeds on local roads through partnership with the RAC and City of Busselton</b>	●	●			\$ 500,000	\$ 385,646	On track	Consultant has prepared draft list of roads on which speed limit reductions are proposed for review by the two local governments.
N/A	Develop strategic collaborative partnerships to develop trails in the Shire	●	●	●	●	\$ -	\$ -	On track	DLGSCI grant obtained for refining the alignment of the Wadandi track between Forest Grove and Augusta in 2023-24.
N/A	<b>Advocate and explore options for affordable/social housing in the region</b>	●	●	●	●	\$ -	\$ -	On track	The Shire are partners in a public/private project to develop affordable housing for key workers funded by the State Government and being overseen by the SWDC.

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PLACE</b>									
TYA62	Staged delivery of the Leeuwin Naturaliste 2050 Cycling Strategy and 2016 Townsite Pathway Plan including feasibility study for a shared path between Cowaramup town centre and Gracetown	●	●	●	●	\$ 15,000	\$ 15,000	On track	Feasibility study for shared path from Caves Road to Gracetown is underway. Council will be briefed in August 2023.
PXN013	Continue with expansion of the Flinders Bay to Cape Leeuwin path, including design and preliminary works in 2022-23, in line with the Taalinup Healthy Country Plan	●	●	●	●	\$ 100,000	\$ 94,910	Completed	Alignment of path has been finalised, approved by Undalup Association and by Council.
TYA62	Continue progression of the Wadandi Trail including bridge refurbishment/replacement, trail extension, wayfinding and interpretive signage					\$ 7,500	\$ 7,500	On track	The Shire has submitted a DLGSC grant application for refinement of the Wadandi Track alignment and waterway crossings. Pedestrian bridge on hold awaiting outcome of Wooditjup Bilya Community Plan completion process.
PXN002		●	●	●	●	\$ 100,000	\$ 95,707		
FMTRAI						\$ 22,600	-\$ 269		
N/A	Seek funding opportunities to construct the Wooditjup Bilya pedestrian bridge		●	●	●	\$ -	\$ -	On track	Wooditjup Bilya Plan complete and endorsed by Council in June 2023. This action was always proposed to commence in 2023-24.
CBS159	Deliver the Asbestos Replacement Program		●	●	●	\$ 60,672	\$ 60,672	On track	Works in progress for removal of asbestos containing material at Gracetown Tennis Club.
CBS185	<b>Deliver the Public Amenities Program including renewal of the Witchcliffe public toilets</b>	●	●	●	●	\$ 280,000	\$ 79,426	On track	New public amenities building in Witchcliffe. Works in progress.
N/A	Review and staged implementation of the RV Friendly Towns Plan	●	●	●	●	\$ -	\$ -	On track	Within all town centre infrastructure projects we seek opportunities to support the RV tourist. This quarter the Shire has received notification of a successful grant to construct RV parking within Witchcliffe town centre in 2023-24.
TYA62	Undertake a review of the Shire Boating Strategy in partnership with the City of Busselton	●				\$ 7,500	\$ 3,236	Completed	Report completed.
SEP07	<b>Work with local industry to explore opportunity for a Regenerative Agriculture Conference at the Margaret River HEART</b>	●	●			\$ 15,000	\$ 4,555	On track	Conference dates set for 6-8 September. An events company has been hired to assist the steering group with administration and a website has been built ( <a href="https://regen2023.com.au">https://regen2023.com.au</a> ). Tickets currently on sale.

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PLACE</b>									
N/A	Support workshops and capacity building in sustainable agricultural practices	●	●	●	●	\$ -	\$ -	On track	Shire funding is continuing to support local groups such as Lower Blackwood LCDC and Nature Conservation Margaret River to deliver training for primary producers.
N/A	Advocate for implementation of key actions arising from the Scott River Economic Strategy	●	●	●	●	\$ -	\$ -	On track	South West Development Commission have taken over the role as the lead agency. Shire has supported an application to fund digital infrastructure, which has been approved by State Government.
N/A	Support Margaret River Wine Association's sustainability action plan to safeguard the region as Australia's premier wine region	●	●	●	●	\$ -	\$ -	On track	In-kind and financial support provided.
N/A	Work with local stakeholders to explore feasibility of a food hub focussed on value-adding, and collective marketing and distribution		●	●		\$ -	\$ -	On track	Project scheduled to commence in 2023-24.
SEP04	Support a sustainable local economy, including through the Local-Is-More campaign and exploring ethical investment	●	●	●	●	\$ 3,600	\$ 3,600	On track	The Local-Is-More campaign is ongoing, and an ethical investment seminar was held on 28 March 2023 which saw strong community attendance hearing from three expert speakers.
SEP06						\$ 6,000	\$ 4,022		
SEP02	Engage businesses and suppliers through the facilitation of workshops and collaboration with the Chambers of Commerce and other peak industry bodies	●	●	●	●	\$ 1,800	\$ 1,800	On track	The Shire has been engaging with the MRCCI to understand local business needs including a full-day sustainability innovation challenge and partnering with Innovation Cluster, the Margaret River Wine Association and the South West Brewers Alliance.
SEP03						\$ 8,000	\$ 1,038		
SEP09	<b>Facilitate and maintain ECO Destination Certification, working with key agencies and the community to identify opportunities for improved visitor impact</b>	●	●	●	●	\$ 8,600	\$ 4,351	On track	Ongoing communication and promotion of ECO Destination status undertaken. Exploration of ECO certification for Shire-run holiday parks underway.
SEP10	Provide funding to support greater environmental and social wellbeing within the local economy through the Sustainable Economy grant scheme	●	●	●	●	\$ 75,000	\$ 43,600	On track	Consideration underway to review this grant stream for greater alignment with operational funding streams.

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PERFORMANCE</b>									
N/A	Facilitate the conduct of biennial postal voting in partnership with WA Electoral Commission		●		●	\$ -	\$ -	On track	The Shire is working with the Electoral Commission to conduct the 2023 Ordinary Election which has been scheduled for 21 October 2023.
N/A	Provide and fund a comprehensive Councillor induction program following elections		●		●	\$ -	\$ -	On track	Inductions will be scheduled for October 2023 following the next Local Government elections.
LG03	Undertake a review of the Shire's Ward System through engagement with the Local Government Advisory Board	●				\$ 15,000	\$ 3,075	Completed	Ward review completed in December 2022.
N/A	<b>Establish and implement a community e-newsletter to feature updates across all Shire service areas</b>	●				\$ -	\$ -	On track	Draft newsletter template developed and tested ready for launch in Q1 2023-24.
N/A	Establish and implement a capital works forward planning process for the first four years of the Forward Capital Works Program to inform the Long Term Financial Plan	●	●	●	●	\$ -	\$ -	Completed	Long Term Financial Plan updated for latest version of Forward Capital Works Plan (FCWP). Further refinement of FCWP to be undertaken in 2023-24.
N/A	Facilitate the development and review of the Shire's Lobbying Plan	●	●	●	●	\$ -	\$ -	On track	Priorities confirmed with Council and lobbying approach conducted with Shire President on an ongoing basis.
N/A	Facilitate the implementation of the Shire's Land Asset Management Plan, undertaking a review of the Plan in 2022-23	●	●	●	●	\$ -	\$ -	Monitor	Initial meetings conducted with key senior staff and ongoing implementation of plan in 2022-23 but review deferred to 2023-24.
CP30	Provide ongoing review of the Shire's Long Term Financial Plan	●	●	●	●	\$ 3,750	\$ -	Completed	
N/A	Develop and implement an organisational wide Project Management Framework	●				\$ -	\$ -	On track	Framework developed and presented to ELT in 2022-23. Organisation wide rollout in 2023-24.
EXE01	Conduct internal audits in line with legislated requirements	●	●	●	●	\$ -	\$ -	Completed	Local Government (Financial Management) Regulations audit undertaken in 2021-22, results reported to Audit & Risk Management Committee in Quarter 1 of 2022-23. Regulation 17 audit due in 2023-24.
CMP08	Complete a major rebuild of the Shire's website, develop and implement a plan for ongoing optimisation of website performance	●				\$ 36,000	\$ 24,480	Completed	

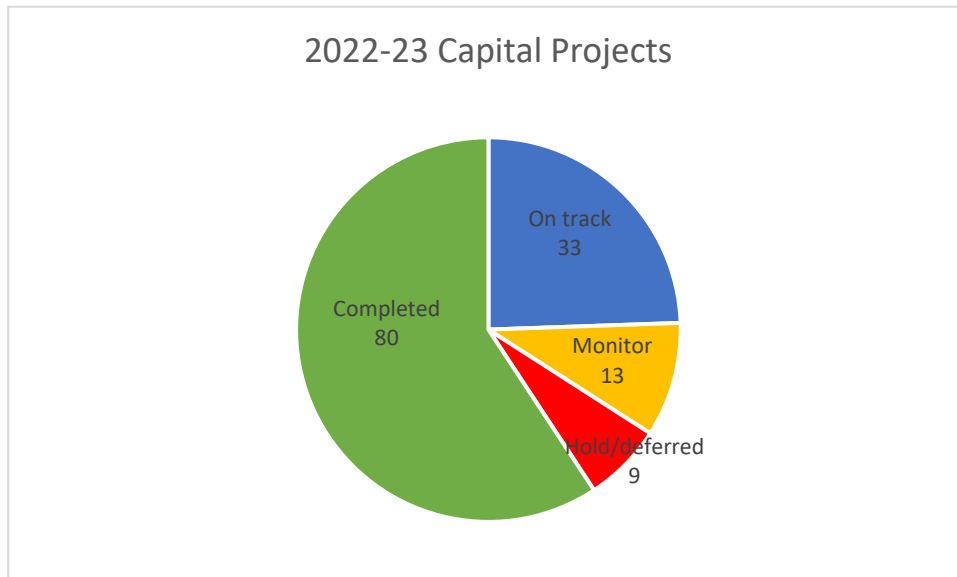
		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PERFORMANCE</b>									
CPF05	Conduct the Community Perception Survey	●			●	\$ 25,000	\$ 6,080	Completed	Community perceptions survey completed, results reported to Council and published on website and in local newspapers.
N/A	Develop targeted townsite communication strategies	●				\$ -	\$ -	Completed	
N/A	<b>Implement a program for Councillor meetings with community members across various locations in the Shire</b>	●	●	●	●	\$ -	\$ -	Completed	
HR26	Conduct a major review of Work Health and Safety procedures in accordance with state legislation reform	●				\$ 25,000	\$ 8,720	On track	Updates have been consulted with the workforce, ELT and Safety Committee. Procedures endorsed by ELT and ready for rollout and implementation.
N/A	Induct employees in the reviewed Code of Conduct and develop an integrity program to support organisational culture	●	●	●	●	\$ -	\$ -	On track	New staff inductions ongoing. All existing staff have completed code of conduct refresher and have been advised of changes. Framework still to be drafted.
N/A	Negotiate the Enterprise Bargaining Agreement	●			●	\$ -	\$ -	Monitor	Negotiation in progress with ASU.
N/A	Undertake a major review of the Shire's Workforce Plan	●				\$ -	\$ -	Completed	
N/A	Review the Shire's Equal Opportunities Plan every four years				●	\$ -	\$ -	Completed	
N/A	Support mentoring for school leavers to guide business acumen and skills	●	●	●	●	\$ -	\$ -	On track	Sustainable economy grant funding has gone towards MRCCI incubator desk program, which provides office space, resources and mentoring for business startups (including youth).
CPF06	<b>Facilitate the ongoing organisational Service Improvement Review Program</b>	●	●	●	●	\$ 40,000	\$ 27,320	On track	ICT Services service review complete and provided to the Audit & Risk Management Committee (ARMC) in May 2023. Asset Services review complete, results presented to Executive Leadership Team; results to be presented to ARMC at their next meeting.
N/A	Review the Shire's Community Engagement Framework and toolkit to support a place-based engagement model	●				\$ -	\$ -	Completed	

		22/23	23/24	24/25	25/26				
Job	Detailed description	Timeframes				June 2023 Budget YTD	Variance	Status	Comments
<b>PERFORMANCE</b>									
N/A	Work with the South Regional TAFE, industry leaders and sustainability experts to deliver a Sustainable Jobs Expo		●			\$ -	\$ -	On track	Sustainable Jobs Expo scheduled for delivery in 2023-24.
IT29	Review and implement the ICT Strategic Framework including development of a roadmap to ensure systems and processes align with organisational priorities and optimal customer experience					\$ 33,750	-\$ 11,050	On track	ICT Strategic Plan developed and presented to ELT, actions for 2023 through to 2027 developed including review of enterprise resource planning program in 2-3 years.
IT50		●	●	●	●	\$ 33,805	\$ 13,345		
N/A	Undertake a review of all Shire policies, to be presented to the Sustainability Advisory Committee for endorsement prior to adoption by Council	●			●	\$ -	\$ -	On track	Various Corporate and Community Services and Office of the CEO policies reviewed, presented to SAC and endorsed by Council in 2022-23. Remainder, including all Sustainable Development and Infrastructure policies, to be reviewed in 2023-24

## Section 2:

# Capital Works Program 2022-2023

### Overview



**Total: 135 projects**

Project status	Definition
<b>Completed</b>	The project has been completed
<b>Monitor</b>	The project is progressing but may face time delays or a need to increase the original budget
<b>Hold/Defer</b>	Action has been taken to hold or defer this project
<b>Not started</b>	The project has not yet started
<b>On track</b>	On track to be delivered on time and on budget

## Status comments

Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
CBS185	Witchcliffe Public Toilets - replacement	●	●	●		\$ 280,000	On track	Works in progress. Scheduled for completion August 2023.
CBS193	Machinery Storage Shed at Cowaramup Oval	●	●			\$ 70,000	Completed	
CBS196	MRCAC replacement of southern wall weatherboards		●	●		\$ 150,000	Monitor	Contract delayed due to lack of interest from suppliers. Scope of works reduced, supplier sourced with works anticipated to commence Q1 2023-24.
CBS198	MRCAC fire alarm and detection service			●	●	\$ 150,000	On track	Works in progress.
CBS202	MRCC Building asset renewal				●	\$ -	Completed	
CBS203	Drainage upgrades to MR Football and Bowling Clubs			●	●	\$ -	Completed	
CBS209	Augusta Centennial Hall - floor sanding, removal of redundant HVAC, etc	●				\$ 30,000	Completed	
CBS200	Cowaramup Hall - reseal timber windows and doors			●		\$ 10,000	Completed	
CBS210	Cowaramup Tennis Club - septic system renewal		●			\$ 15,000	Completed	
CBS211	Augusta Croquet and Tennis Club - removal of internal wall and installation of concertina doors				●	\$ 25,000	On track	Contract awarded, works to commence in August 2023.
CBS212	Margaret River Library - internal lighting upgrade			●		\$ 45,000	Completed	
CBS213	Mechanic breakroom - replace roof cladding				●	\$ -	Completed	
CBS206	Witchcliffe CWA Hall - renewal and upgrade			●	●	\$ 200,000	On track	Works in progress. Anticipate completion November 2023.
CBS205	Karridale Hall - watertank	●				\$ 12,000	Completed	
CBS159	Asbestos removal and replacement works			●		\$ 60,672	On track	Asbestos removal and reinstatement in progress at Gracetown Tennis Club.
CBS191	August Civic Park - review of facility upgrade for childcare centre			●		\$ -	Completed	
FCC05	Margaret River Recreation Centre - sliding doors for group fitness room				●	\$ 11,500	Monitor	This was an optional value adding project to be considered if there was spare budget in the Margaret River Recreation Centre Refurbishment Project. Decision still to be made so project carried forward to 2023-24 and a decision will be made then.
GPP041	Gloucester Park - multi Club Storage Shed		●			\$ 60,000	On track	Shed ground works and pad completed June 2023. Shed due for arrival 30th June and construction to begin Q1 2023-24.
GPS036	MR Bowling Club - LED lighting			●		\$ 10,000	Monitor	This was a Shire contribution towards a club project subject to the club applying for an external grant. Club has not yet finalised quotes for application so Shire is awaiting advice from club to proceed.
IRC011	Margaret River Recreation Centre - airflow upgrades to building		●			\$ 10,000	Monitor	This was an optional value adding project to be considered if there was spare budget in the Margaret River Recreation Centre Refurbishment Project. Decision still to be made so project carried forward to 2023-24 and a decision will be made then.
IRC012	Margaret River Recreation Centre - safe building entrance access control		●			\$ 20,000	Completed	



Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
ARB06	Augusta Recreation Centre - safety cage for pool chemicals	●				\$ 8,500	Monitor	Materials procured. Installation deferred to 2023-24 due to lack of contractor availability.
MPC01	Margaret River Aquatic Centre Redevelopment	●	●	●	●	\$ 8,730,000	On track	Works well underway with expected completion in late 2023.
CBS182	Margaret River Aquatic Centre - Design and Superintendency	●	●	●	●	\$ 425,000	On track	Superintendency being delivered by consultants for Margaret River Aquatic Centre refurbishment.
MPC04	Margaret River Aquatic Centre - Changing Places facility	●	●	●	●	\$ 170,000	On track	Changing Places Facility designed and will be constructed and delivered as part of Margaret River Aquatic Centre refurbishment due for completion in late 2023.
MPC02	HEART fire compliance and ventilation		●	●		\$ 500,000	On track	Works commenced in December 2022. Substantially completed with a view to complete remainder of works by December 2023, coinciding with opening of Aquatic Centre.
MPC03	HEART theatre flooring		●	●		\$ 350,000	Completed	
ACC23	Margaret River Aquatic Centre - office furniture for first aid room and storage				●	\$ 8,000	Monitor	Rooms are currently under construction. Office furniture order to be completed towards finalisation of Margaret River Aquatic Centre refurbishment project in 2023-24 so project has been carried forward.
CCC12	HEART Courtyard drainage solution	●				\$ 50,000	Completed	
CCC15	HEART Main Theatre seating changes	●				\$ 25,000	On track	Currently in design stage following major theatre works.
CCC02	HEART courtyard furnishings	●				\$ 11,000	Hold/deferred	This project is no longer required. Unexpended funds will be returned.
CCC06	HEART public art	●				\$ 50,000	Hold/deferred	This project is no longer required. Unexpended funds will be returned.
ICT007	MRCAC - Upgrades to Chambers and Mainbreak AV systems		●			\$ 100,000	On track	RFQ Awarded, pending delivery of goods and installation.
ICT008	Disaster Recovery storage and network solution	●				\$ 55,000	Completed	Completed, with ongoing improvements to be implemented over time.
ICT009	HEART - network switch	●	●	●	●	\$ 7,000	Completed	
ICT004	Replacement core switches		●			\$ 12,000	Completed	Core switches delivered, pending deployment.
ICT005	Airgap backup solution	●				\$ 15,030	Completed	
IRC014	Margaret River Recreation Centre - fitout for new office and conference room				●	\$ 15,000	Monitor	Rooms are currently under construction. Office furniture order to be completed towards finalisation of Margaret River Aquatic Centre refurbishment project in 2023-24 so project has been carried forward.
WAS27	Davis Road Tip - capping and rehabilitation of active landfill area			●	●	\$ 500,000	Monitor	Implementation of capping and rehabilitation of active landfill cells is dependent upon endorsement of Landfill Closure Management Plan currently being developed for approval by Department of Water and Environmental Regulation.

Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
WAS55	Development of Davis Rd Recycling & Waste Transfer Station				●	\$ 150,000	Monitor	Development of concept plan scheduled for 2023-2024 following endorsement of Landfill Closure Management Plan currently being developed for approval by Department of Water and Environmental Regulation.
WAS29	Davis Road Tip - internal road sealing			●		\$ 50,000	On track	Material procured and stockpiled for use to prepare all weather internal roads around the site as conditions adapt to new areas of the landfill.
WAS49	Davis Road tip - security cameras/lights	●				\$ 30,000	Completed	
AUA04	Margaret River airstrip - illuminated wind sock		●			\$ 25,000	On track	Procurement of windsock completed in 2022-23 and installation scheduled by contractor in July 2023.
AUA03	Augusta airstrip - relocation of Augusta Aero Cub			●		\$ 35,020	On track	Contribution to shed relocation not required in 2023.
AUA02	Augusta aerodrome improvements			●	●	\$ 295,000	Completed	
FFS31	Ellis Street jetty - replacement of steelwork			●		\$ 185,000	Completed	
FFS19	Alexandra Bridge campground riverside platform		●			\$ 32,000	Monitor	To be undertaken in conjunction with project FFS27. No suppliers for platform works submitted a quote, will re-tender works in 2023-24.
FFS27	Alexandra Bridge Foreshore Management Plan implementation		●			\$ 60,000	Monitor	Project combined with FFS19.
FFS17	Augusta Foreshore walls			●	●	\$ 350,000	Completed	
FFS28	East Augusta Jetty Refurbishment	●	●	●	●	\$ 26,800	Completed	
CPN29	Formalise carparking for Blackwood Avenue outside bakery		●			\$ 101,000	On track	Land access issues have been resolved but awaiting Main Roads approval. Refer to PXN033.
CPN30	Witchcliffe CWA Hall - formalisation of gravel carpark including ACROD bay and access path				●	\$ 30,000	On track	Path works being completed with the associated building works, carpark regrade complete.
TIA41	Reimbursement to DoE for Station Road drainage and basin (Year 1 of 3)	●				\$ 60,000	Completed	
D023	Rapids Landing School Oval Drainage & Landscaping			●	●	\$ -	Completed	
D024	Fantail Place - 0.23 - 750 pipe dredging		●			\$ 50,000	On track	Underway, partially complete, outlet works to be completed in July 2023.
D025	Palmer Road - replacement of drainage culvert (SLK 0.25)		●			\$ 50,000	Completed	
D026	Ablett Road - culvert renewal		●			\$ 10,000	On track	Scoped and awarded, works to occur in July 2023.
D027	Low Road - culvert renewal		●			\$ 25,000	Completed	
D028	Manear Road - culvert renewal		●			\$ 25,000	Completed	
D029	Clayton Road - culvert renewal		●			\$ 15,000	Completed	Reprioritised to Rickett Road, completed.
D030	Vlam Road - culvert renewal		●			\$ 25,000	Completed	Reprioritised to Oldfield Road, completed.
D031	Kudardup Road - culvert replacement		●			\$ 20,000	Completed	
D022	Mann Street - culvert upgrade			●		\$ 105,000	Completed	
TIA26	Augusta Interpretation Plan implementation	●	●	●		\$ 20,000	On track	Project involved engagement with local Traditional Owners. Tender closed - target opening Q2 2023-24.
CBS189	Gloucester Park water supply upgrade - carryover	●				\$ 20,000	Completed	Deferred with RES119 - materials procured.

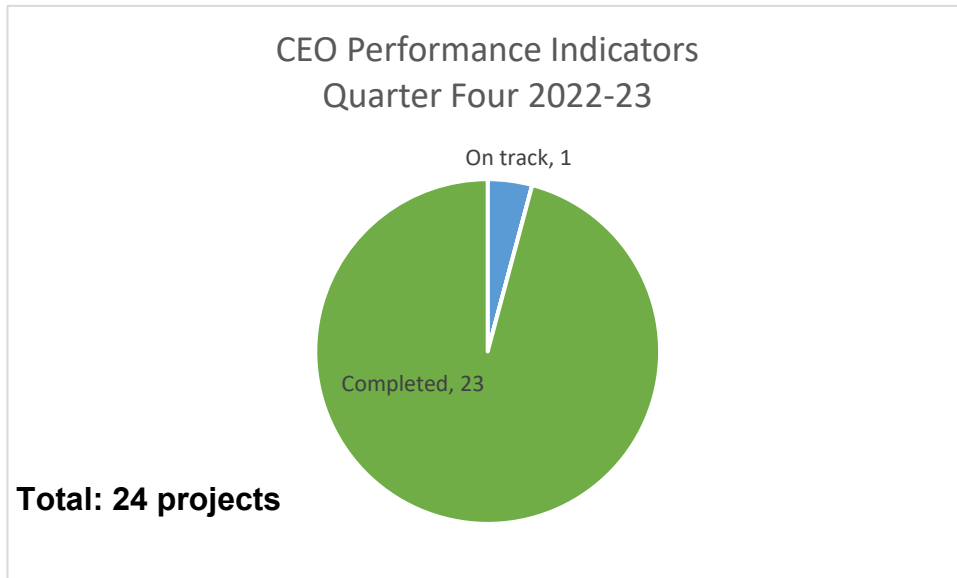
Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
RES119	Riflebutts - play unit, slide, dual swing, dish swing, shade sail, softfall			●	●	\$ 320,000	Monitor	Detailed design works completed in 2022-23, however procurement difficulties delayed contracting. Accessible playground to be installed in 2023-24.
RES132	Annual POS renewal			●	●	\$ 72,000	Completed	
	- BBQ Shelter, Riflebutts					\$ -		Materials procured, installation to be aligned with remainder of RES119 Riflebutts project works.
	- All accessible picnic setting, shelter, 4 bench seats, retaining wall, Federation Gardens					\$ -		Complete - finished defects on structure in June.
RES126	POS renewal works		●			\$ 16,000	Completed	
	- Park benches etc					\$ -		
	- Other renewal works					\$ -		
RES154	Gloucester Park Master Plan implementation		●	●		\$ 40,000	On track	
RES155	Annual allocation for renewal of water tanks and stand pipes		●			\$ 30,000	Completed	Installed 27 June 2023.
PED07	Works to Minnie Keenan, Alfred Bussell and Barrett Street trails			●	●	\$ 40,000	On track	Contract awarded, works to be included 2023-24.
WK1805	Hasluck Street, Cowaramup - community infrastructure works		●	●		\$ 116,988	On track	Project well underway, balance of works to be completed in 2023-24.
GPP037	Gloucester Park - outdoor Multi use space Half-court		●			\$ 100,000	Hold/deferred	Project removed pending Leisure Facilities Plan.
GPP043	Gloucester Park - Western Playing Field shelters		●			\$ 100,000	On track	
RG012	DEA fencing and infrastructure			●	●	\$ 50,000	On track	Refer to CPN29.
RG013	Pound - cat cages				●	\$ -	On track	Concept and preferred alignment design complete only, excess funds to reserve.
TIA40	Reimbursement to DoE for Forrest Road parking and pathway	●				\$ 47,427	On track	Contract awarded. Contract value only to be carried over, balance to return to municiple.
PAP27	Station Road - replace aging infrastructure - Concrete		●			\$ 60,000	Completed	
PAP13	Wallcliffe Cycle Path - upgrade of existing path (SLK 3.84 to SLK 4.73), west to Kevill Rd west from Kevill Rd east				●	\$ 76,000	Completed	
PXN030	Homestead way - expansion parking to existing path PW-470		●			\$ 18,000	Completed	
PXN031	The Boulevard - connect western end of path to pram ramp		●			\$ 6,000	Completed	
PXN032	2 - 2.5m concrete shared path, Station Rd to Bussell Highway			●	●	\$ 270,000	Completed	
PXN033	50m 2m concrete shared path with parallel parking bays, fronting Augusta bakery		●			\$ 55,000	On track	Land access issues have been resolved but awaiting Main Roads approval. Refer to CPN29.
PXN013	Flinders Bay to Cape Leeuwin Path - design and preliminary works		●	●	●	\$ 100,000	Completed	Concept and preferred alignment design complete and endorsed by Council.
PXN002	Wadandi Track - upgrade Carters Road to Cowaramup			●	●	\$ 100,000	On track	Contract awarded, works to be included 2023-24.
PAP25	Leeuwin revetment			●	●	\$ 105,000	Completed	
CAR21	Warner Glen bridge 3235 emergency works		●			\$ 420,000	Completed	
CAR25	Warner Glen bridge RB3236 - emergency repairs				●	\$ 350,000	Completed	

Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
CAR23	Jindong Treeton bridge RB4569 - replace bridge with 5 culverts				●	\$ 663,000	Monitor	Works to be delivered by Main Roads WA and externally funded. Awaiting further update from Main Roads WA on timing for completion.
TIA38	Margaret River main street wayfinding, parking signs	●	●			\$ 20,000	Completed	
RRN003	Cowaramup Bay Road - Rehabilitation, surface repair, reshouldering, resurfacing and line marking			●		\$ 750,000	Completed	
RRN011	Leeuwin Road - (2021-22 carryover)			●	●	\$ -	Completed	
RRN030	Warner Glen Road - reconstruct and reseal		●			\$ 750,000	Completed	
RRN010	Leeuwin Road - second seal and linemarking		●			\$ 105,000	Completed	
RRN083	Jindong Treeton Road - second seal and linemarking		●			\$ 120,000	Completed	
RRN045	Rosa Brook Road - rehabilitation, small reconstruction, spray seal, and drainage works			●	●	\$ 750,000	Completed	
RRN116	Carters Road - rectification of embankment on eastern section of Carters Road				●	\$ 250,000	Completed	
T998	Gravel resheeting (incl \$50,500 carryover)	●	●	●	●	\$ 600,500	Completed	
KEP01	Kerbs required to support Augusta Bakery pathway works			●		\$ 6,500	Hold/deferred	Land access issues have been in principle resolved, MRWA still have not approved the design.
X995	Regional Road Safety Program works	●	●	●	●	\$ 779,594	Completed	
X998	Asphalt overlays		●		●	\$ 580,000	Completed	
	Wallcliffe Rd from Farrelly to Devon					\$ -		
	Narda Roundabout rebuild and resurface					\$ -		
	Albany Terrace - reseal (ocean portion)					\$ -		
	Wilderness Road - profiling and shoulder widening					\$ -		
	Betts Court - reseal					\$ -		Lower order roads - Mathews and Jane roads stabilisation and reconstruction priority.
	Fantail Place - rehabilitation and reseal					\$ -		
	Kevill Road - rehabilitation and reseal					\$ -		
X999	Rural Reseals			●	●	\$ 200,000	Completed	
	Rocky Road - rehabilitation and reseal					\$ -		Ordered, awaiting delivery.
	Intersection upgrade - Palandri and Caves Roads					\$ -		
	Intersection upgrade - Stevens and Redgate Roads					\$ -		
	Intersection upgrade - Thompson and Redgate Roads					\$ -		
	Intersection upgrade - Miamup and Webster Roads					\$ -		Ordered, awaiting delivery.
X996	Lower Order Roadworks			●	●	\$ 300,000	Completed	Mathews and Jane Roads stabilisation and reconstruction priority.
REM11	Gloucester Park roads	●	●	●	●	\$ 55,000	Completed	
	Gloucester Park roads - planting and minor works					\$ -		
	Gloucester Park roads - sewer					\$ -		
FBA038	FBHP upgrades to greywater system	●				\$ 100,000	On track	Not replaced. reviewing fleet requirement and deferred.
FBA040	FBHP new entry signage	●				\$ 10,000	On track	Ordered, awaiting delivery.
FP013	Water tank - Flinders Bay	●				\$ 14,327	Completed	
COM218	Shade sail for MRYP BBQs			●		\$ -	Completed	

Job	Detailed description	Timeframes				2022-23 Original Budget	Status	Comments
		Q1	Q2	Q3	Q4			
TCP75	TCP HWS renewal (incl service)				●	\$ -	On track	Deferred to align with future government electric vehicle grants - comatched charging funding.
WAS60	Leachate pump system				●	\$ -	Completed	
WAS59	4 in 1 loader bucket		●			\$ 20,000	Hold/deferred	Project deferred as procurement yielded quotes in excess of budget.
RPP173	Utility for Works				●	\$ -	Completed	Ordered, awaiting delivery.
RPP217	Replace AU27699 Nissan UD GW470 6 wheel tip truck BRIGGS			●		\$ 230,000	Completed	
RPP218	Replace Kubota ZD331LP-72 Zero Turn Mower AU30829		●			\$ 22,500	Completed	
RPP219	Replace Toro Z Master 2000 KAW FX651 1EWQ977		●			\$ 17,120	Completed	
RPP228	Replace P150239 2020 Kubota ZD221-54 Zero Turn Mower			●		\$ 19,000	Completed	Ordered, awaiting delivery.
RPP229	Replace P061815 2018 Peruzzo Elk Flail Mower (Mulcher)			●		\$ 9,300	On track	Condition reviewed and plant life extended.
RPP230	Replace AU28380 JCB Telehandler 531-70			●		\$ 159,200	Completed	
RPP231	Replace AU29483 Caterpillar 259B3AC Skid Steer Loader			●		\$ 118,900	Completed	
RPP232	Replace AU30404 Isuzu Truck NLR200 4x2 MY13 Short Tipper			●		\$ 56,300	Completed	
RPP233	Replace AU30866 Isuzu Truck NLR45			●		\$ 44,900	Hold/deferred	Review of fleet requirement currently underway, replacement deferred.
RPP234	Replace AU31136 Isuzu NPR55-155AMT Tip Truck			●		\$ 70,200	Completed	Ordered, awaiting delivery.
RPP209	Replace AU29783 Mitsubishi Triton GLX TD auto Space Cab 4x4 MY17 (tipping)	●				\$ 45,300	Completed	
RPP236	Replace AU31529 2017 Ford Escape ZG AWD Trend Wagon 2.0lt Turbo Diesel Automatic with hybrid		●			\$ 35,500	Hold/deferred	Deferred to align with future government electric vehicle grants - comatched charging funding.
RPP237	Replace AU31386 2017 Mitsubishi ASX LS AWD MY17 - replace with hybrid		●			\$ 40,000	Hold/deferred	Deferred to align with future government electric vehicle grants - comatched charging funding.
RPP238	Replace AU30961 2017 Nissan Navara SL dual cab 4x4		●			\$ 40,000	Completed	Ordered, awaiting delivery.
RPP239	Replace AU30962 2017 Nissan Navara SL Dual Cab 4x4		●			\$ 55,000	Completed	Ordered, awaiting delivery.
RPP240	Replace AU30964 2017 Nissan Navara Tray Top		●			\$ 50,000	Completed	Ordered, awaiting delivery.
RPP241	Replace AU30966 2017 Nissan Navara Dual Cab Tray top 4X4		●			\$ 50,000	Completed	Ordered, awaiting delivery.
RPP242	Replace AU30967 2017 Nissan Navara SL Dual Cab 4x4		●			\$ 55,000	Completed	Ordered, awaiting delivery.
RPP225	Purchase 3 way tipper		●			\$ 58,140	Completed	
RPP245	Purchase of 2.5t excavator		●			\$ 65,000	Completed	
RPP243	Purchase of loader				●	\$ 250,000	Completed	
RPP244	Purchase of 7-8 seat people mover	●				\$ 65,000	Hold/deferred	Deferred to align with future government electric vehicle grants, review department need.
RPPM	Small asset purchases	●	●	●	●	\$ 20,000	Completed	

## Section 3:

# CEO Key Performance Indicators



Project status	Definition
Completed	The project has been completed
Monitor	The project is progressing but may face time delays or a need to increase the original budget
Hold/Defer	Action has been taken to hold or defer this project
Not started	The project has not yet started
On track	On track to be delivered on time and on budget

## Status comments

		Q1	Q2	Q3	Q4			
Performance Criteria	Performance Standards	Timeframes				Lead	Status	Comments
<b>CRITERIA 1 - PERFORMANCE OF THE FUNCTIONS OF THE CEO</b>								
1.1 Advise the Council in relation to the functions of a local government under the LG Act and other written laws	- Provide timely, relevant and accurate information to enable the President and Elected Members to fulfil their obligations	●	●	●	●	CEO	Completed	Ongoing provision of quality, timely advice and detailed weekly updates are provided to Councillors on key issues, policies, procedures and governance. Multiple briefings, discussion sessions and workshops held with Councillors continuously throughout the year with additional enquiry management of agenda related items.
1.2 Ensure that advice and information is available to the Council so that informed decisions can be made	- High quality and timely advice to Council to enable the preparation of the Annual Budget	●	●	●	●	CEO	Completed	Briefings and workshops conducted with models presented for the LTFP 2023-2032 which was endorsed by Council on 22 March 2023 with unanimous support. Mid year budget review was completed with draft budget for 2023-24 endorsed by Council in June 2023.
	- Monthly financial reporting to Council	●	●	●	●	Director CCS	Completed	All monthly reports presented within statutory timeframes.
1.3 Cause Council decisions to be implemented	- A biannual report on outstanding resolutions reported to Council		●			Manager Legal & Governance	Completed	Reports provided to Council on 12 October 2022 and 22 March 2023 unanimously endorsed by Council. The January to June Council Action List will be reported to Council in September 2023.
1.4 Manage the day to day operations of the local government	- Budget compliance, financial performance and asset management	●	●	●	●	CEO	Completed	Budget and financial compliance as per 1.2. Asset revaluation completed in 2023, \$14M approximately of new public assess acquired, consultant engaged to review Shire's asset management system and contractor to assess condition of marine structures.
	- Management of organisational risks	●	●	●	●	CEO	Completed	Strategic and operational risk registers in place and reviewed by ELT quarterly. Annual risk register endorsed by ARMC in May 2023 and endorsed unanimously by Council in June 2023.
	- Undertake service reviews for Asset Services and ICT, and report the outcomes to the Audit and Risk Management Committee					Director SDI and Director CCS	Completed	Service reviews completed. Asset Services Review detailed outcomes and proposed new direction endorsed by ELT in June 2023 and implementation to take place in 2023-24.
1.5 Liaise with the President on the local government's affairs and the performance of the local government's functions	- Attend weekly meetings with the President	●	●	●	●	CEO	Completed	Weekly meetings conducted with Shire President to explore specific matters in more depth where required and to respond to various issues in a timely manner (invitations, enquiries, correspondence, discussions about emerging themes, preparation for community/politician/stakeholder meetings). Additional discussions held between Shire President and CEO on a continual basis between scheduled meetings to ensure a timely response to matters arising.
	- Conduct monthly informal discussion sessions with Council	●	●	●	●	CEO	Completed	Councillor "Discussion Time" sessions are scheduled fortnightly as part of the OCM briefing schedule, and additional lunchtime sessions have been booked monthly for Councillors to spend time together outside the formal briefing schedule to discuss key matters informally.
1.6 Speak on behalf of the local government if the President agrees	- As required by the President	●	●	●	●	CEO	Completed	CEO liaises with external media agencies and provides responses to media enquiries as agreed with the Shire President and provides expert and administrative support to the Shire president for media/public statements on behalf of Council.
	- Continue to engage positively with external stakeholders, particularly to progressing and advocating strategic matters and priorities, implementing the place-based approach, and engaging proactively with key community	●	●	●	●	ELT	Completed	CEO developed a Stakeholder Map for internal use in January 2023 which was subsequently reviewed by the Shire President and then circulated to Councillors in March 2023. Monthly meetings with Jane Kelsbie, MLA for Warren Blackwood to advocate for community needs and to share information. Regular CEO and Shire President meetings with variety of politicians and Margaret River hosted a State Cabinet meeting with the Premier and the majority of all Cabinet Ministers in attendance.
1.7 Be responsible for the employment, management, supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees)	- Ensure annual performance development reviews are held for 100% of staff	●				ELT	Completed	Complete (formal staff performance reviews have been and continue to be scheduled on an annual basis).
	- Develop a workforce plan detailing current operating environment/trends and plans to address future needs	●	●			Director CCS	Completed	Complete (also noting this was a supporting document provided to Council with the draft budget in June 2023). The workforce plan will be reviewed annually.
1.8 Ensure that records and documents of the local government are properly kept for the purposes of the LG Act and any other written law	- Ensure all legislative audits are reported to the Audit and Risk Management Committee	●	●	●	●	Manager Legal & Governance	Completed	Audit & Risk Management Committee meeting held 14 June - no legislative audits required.

		Q1	Q2	Q3	Q4			
Performance Criteria	Performance Standards	Timeframes				Lead	Status	Comments
<b>CRITERIA 2 - DELIVERY OF STRATEGIC AND CORPORATE BUSINESS PLAN OUTCOMES</b>								
2.1 Delivery of <b>Strategic Projects</b> in the Corporate Business Plan	- 80% of Council's approved and funded initiatives delivered within the approved budget, timeline and outcomes, with any initiatives/projects being impacted by external factors being communicated to Council and varied as needed (reported quarterly)	●	●	●	●	ELT	Completed	90% in 2022-23 (to be reported to Council on 26/7/2023). CBP has been reported to and endorsed by Council on a quarterly basis.
	- The Margaret River Aquatic Centre project is progressed in line with the approved budget, timelines and outcomes (report quarterly) with any major external factors impacting delivery being communicated to Council and varied as needed (reported quarterly)	●	●	●	●	Director SDI	On track	On track as per project plan. Variations/budget adjustments reported to Council as required.
	- Present to Council the revaluations and asset condition assessments in preparation for the development of the Asset Management Plan by June 2023			●		Director SDI	Completed	Complete with presentation provided in June 2023.
2.2 Delivery of <b>Capital Works Program</b> as best in the Shire's control	- 75% of the approved Capital Works projects delivered within the approved budget, timelines and outcomes, with any initiatives/projects being impacted by external factors being communicated to Council and varied as needed (reported quarterly)	●	●	●	●	ELT	Completed	84% in 2022-23 (to be reported in detail to Council in quarterly CBP report on 26/07/23). Quarterly reporting to Council completed throughout the year as part of CBP reporting.
2.3 Prioritisation of the <b>Leisure Facilities Plan</b>	- Present a draft Leisure Facilities Plan framework to Council by June 2023				●	Director SDI	Completed	Complete with framework presented to Council in June 2023.
<b>CRITERIA 3 - KEY FOCUS AREAS</b>								
3.1 Transition of the Margaret River HEART to a new management model	- Present options for new management models to Council by August 2022	●				CEO	Completed	Complete with the new management model endorsed by Council in August 2022.
	- Present a report to Council about the status of the approved model by June 2023		●		●	Director CCS	Completed	Complete with Council endorsing the status report in June 2023
3.2 Refresh the organisational values and customer service approach	- Refresh the organisational values through workshops with Councillors and staff in line with the outcomes of Lynda Folan's review	●	●			CEO	Completed	Completed with the new Council/Shire values finalised and launched in June 2023 - Respect, Integrity, Community and Excellence.
	- Embed a customer service approach in the values work, inclusive of a clearly articulated and public complaints/appeals handling process by June 2023	●	●			Director CCS	Completed	Completed with the CX Strategy developed and an implementation plan endorsed by ELT in June 2023. The Feedback and Complaints policy/process has been completed and presented to Council in June 2023 and an implementation plan endorsed.
3.3 Commence mainstreaming of an approach of valuing biodiversity through Shire plans and operations	- Report to Council on efforts taken to mainstream this approach as part of 2022-23 performance review by June 2023	●	●	●	●	Director SDI	Completed	Detailed presentation regarding this KPI was provided and process included development of project scope and methodology, targeted consultation with environmental groups, an all staff survey, findings collated/analysed and a presentation/verbal report to Council. In Q4, staff commenced development of a series of 'biodiversity actions' and also worked with CEO and consultant to develop a more strategic CEO KPI for 2023-24 to enable a more assertive commitment in this space.
<b>CRITERIA 4 - EXECUTIVE LEADERSHIP BEHAVIOURS</b>								
Not included for quarterly reporting purposes	Not included for quarterly reporting purposes				●			



The Shire reports quarterly on progress made against its Corporate Business Plan 2022-26.

To view all scheduled Shire projects, services and activities click [here](#) to view the full plan, or visit [amrshire.wa.gov.au](http://amrshire.wa.gov.au) for more information.

PO Box 61, Margaret River Western Australia 6285  
T (08) 9780 5255 F (08) 9757 2512  
[amrshire.wa.gov.au](http://amrshire.wa.gov.au)

