

# Corporate Business Plan

January to March 2017



Progress Report

SHIRE OF  
WYNDHAM  
EAST KIMBERLY



# Corporate Business Plan Progress Report

## Introduction

The Chief Executive Officer presents to the Council each quarter an update on the Shire's Corporate Business Plan 2016/17 - 2019/20. The purpose of the quarterly report is to:

- Provide a status update on the key actions undertaken by the Shire for each year of the Corporate Business Plan;
- Demonstrate how the Shire, through the Corporate Business Plan is meeting the Shire's Strategic Community Plan;
- Be the basis for the annual review of the Corporate Business Plan that is required by the Integrated Planning and Reporting Guidelines.

## Corporate Business Plan

The Corporate Business Plan is the Shire of Wyndham East Kimberley's 4-year service and project delivery program. It is aligned to the strategic direction and priorities set within the 10-year Strategic Community Plan 2012–2022.

The purpose of the Plan is to demonstrate the operational capacity of the Shire to achieve its aspirational outcomes and objectives over the medium-term. All operational planning and reporting is driven by the Corporate Business Plan, which is reviewed annually to ensure priorities are achievable and effectively timed. Quarterly progress against services and programs is reported against the Strategic Community Plan's three goals of:

<b>Civic Leadership</b>	Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability
<b>Physical &amp; Social Infrastructure</b>	Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure
<b>Lifestyle &amp; Environment</b>	Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities.

## Integrated Planning and Reporting

Integrated planning and reporting is an organisational framework used to identify our priorities that drive the Shire's operations. The framework consists of number of strategic plans for identifying and prioritising local issues.

The strategic plans set the goals and direction for the Shire's future activities. It integrates asset, service and financial plans so that the Shire's resource capabilities match our community's needs. The most important of these is the Shire's Strategic Community Plan.

The Framework also helps ensure Council's decisions consider the long-term future and take the community's aspirations into account to deliver the best results possible with the resources available.

The below provides a visual overview of the intergrated Planning and Reporting Framework:



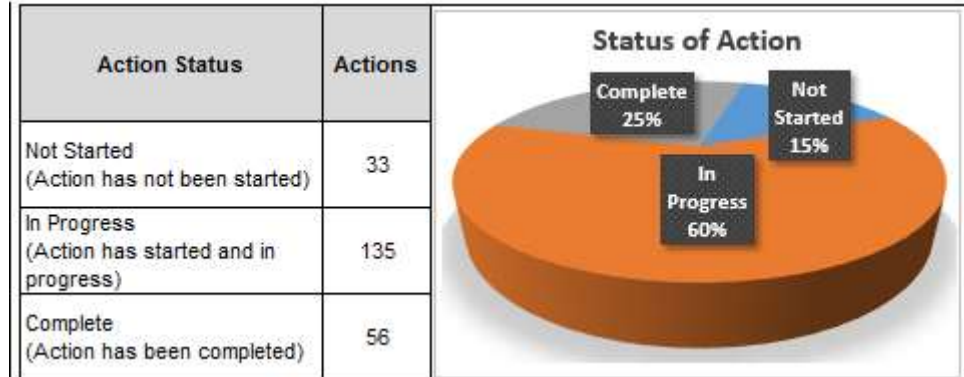
# Corporate Business Plan Progress Report

## Summary

Corporate Business Plan 2016/17 - 2019/20 summary update by Strategic Community Plan Goals

Overview of the status of the active action items within the Shire's Corporate Business Plan:

Community Goal	Actions Supporting the Goal	% Complete	Number of Actions at risk of not being complete by 30th June
1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability	56	54%	17
2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure	76	61%	15
3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities.	70	60%	18
<b>Total CBP 2016/17</b>	<b>202</b>	<b>58%</b>	<b>50</b>



## How to Read The Report

Corporate Business Plan Actions are linked to the Strategic Community Plan's Goal, Objectives and Strategies

<b>Goal</b>	The Strategic Community Plan identified three focus areas. These are the Goals and create the main headings for each section of the Corporate Business Plan
<b>Objective</b>	The Objectives outlined in the Strategic Community Plan are the associated outcomes for the community, creating the main sub-headings of the Corporate Business Plan
<b>Strategy</b>	Strategy text is the strategies identified to meet the objectives and all tasks are linked to these strategies

ID	Action Title	Service	Responsible Directorate	Progress	Quarter Update	Complete by 30th June
ID No.	Title of the Action being tracked and reported in the Corporate Business Plan	Shire Services that the action supports	Each action is assigned to a directorate to implement	A measure of the amount of the task that has been completed as a percentage	Action Update for the Quarter by Responsible Officers	Will the 2016/17 milestones set for action be complete within the current financial year

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Goal 1: Strong leadership and governance that underpins a more strategic approach to community engagement, regional development and organisational sustainability**

No. of actions supporting the Goal 56      Goal Actions % Complete 54%      Number of actions at risk of not being complete by 30th June: 17

**Objective 1.1: Strong community engagement**

**Strategy 1.1.1: Investigate & implement options to encourage and integrate community input in Council planning, policies and decisions making**

No. Actions supporting the Strateg 1      Strategy % Complete 50%

1	Undertake community satisfaction survey	Integrated Planning and Reporting	Community Development	50%	A Community satisfaction Survey is currently underway between 14 March and 14 April. The survey is being conducted using a Community Scorecard and is being run on behalf of the Shire by Catalyse, an independent organisation. During Quarter 4, the results of the Survey will inform the Shire's plans and services and the results made available to the community.	Yes	<input type="checkbox"/>
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**Objective 1.1: Strong community engagement**

**Strategy 1.1.2: Improve planning processes to ensure broader engagement and identification of relevant issues from all parties**

No. Actions supporting the Strateg 5      Strategy % Complete 67%

55	Full review Strategic Community Plan (SCP)	Integrated Planning and Reporting	Community Development	20%	Review of the SCP will begin following the results of the Community Scorecard. The Scorecard will inform the Community engagement process.	No	<input type="checkbox"/>
56	Annual and quarterly review of Corporate Business Plan (CBP)	Integrated Planning and Reporting	Community Development	75%	Annual review of CBP by staff was undertaken during Febuary and March. The draft plan has a total of 217 action/projects addressing the SCP's Goals, Objectives and Strategies.	Yes	<input checked="" type="checkbox"/>
57	Ensure effective communication with the community including regular good news stories about the Shire	Media & Communications	Office of the Chief Executive	75%	Weekly updates in local news paper and on social media.		<input checked="" type="checkbox"/>
60	Investigate and implement online options for the community to be more engaged	Community Engagement	Community Development	90%	Engagement software selected and will be operational in Quarter 4.	Yes	<input type="checkbox"/>
61	Promote good news stories about the Shire	Media & Communications	Office of the Chief Executive	75%	Staff sharing good news stories about the Shire and outside		<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Objective 1.2: Alignment of regional and local priorities with other agencies and community groups**

**Strategy 1.2.1: Work collaboratively with agencies for forward planning to expand opportunities and reduce wastage and duplication**

No. Actions supporting the Strateg 1 Strategy % Complete 50%

69	Liaise with government departments and other stakeholders on key community issues	Community Development	Community Development	50%	Establishment of the Shire's Stakeholder Advisory Group and meetings held every two months to identify community issues with community groups.		<input type="checkbox"/>
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**Objective 1.2: Alignment of regional and local priorities with other agencies and community groups**

**Strategy 1.2.2: Work collaboratively with the other Kimberley Shires to create and manage regionally beneficial projects**

No. Actions supporting the Strateg 6 Strategy % Complete 75%

62	Implement Kimberley Strategic Plan and Kimberley Regional Business Plan	Office of the Chief Executive	Office of the Chief Executive	75%	Action items from Business Plan progressed ongoing. Zone reps meet bi-monthly.		<input checked="" type="checkbox"/>
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67	A1.2.2.1.1 Kimberley Zone / RCG Youth Strategy	Community Development	Community Development	75%	Still awaiting finalisation and notification of Zone Strategy	No	<input type="checkbox"/>
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70	A1.2.2.1.2 Kimberley Zone / RCG Volunteering Strategy	Community Development	Community Development	0%	Waiting on State government to release the State Volunteering strategy before finalisation of Zone Strategy	No	<input type="checkbox"/>
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72	A1.2.2.1.4 Kimberley Zone / RCG records management initiative	Information & Communications	Corporate Services	100%	Action complete	Yes	<input type="checkbox"/>
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73	A1.2.2.1.5 Kimberley Zone / RCG business systems improvement initiative	Information & Communications	Corporate Services	100%	Action Complete	Yes	<input type="checkbox"/>
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482	Participate in Kimberley Zone Regional Collaborative Group (RCG)	Office of the Chief Executive	Office of the Chief Executive	100%	Zone meets bi-monthly	Yes	<input checked="" type="checkbox"/>
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**Objective 1.2: Alignment of regional and local priorities with other agencies and community groups**

**Strategy 1.2.3: Promote the colocation of community facilities and sharing of resources among community groups**

No. Actions supporting the Strateg 1 Strategy % Complete 0%



ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
75	Develop a community facility strategy	Community Development	Community Development	0%	No progress made as to centralisation of services or co-location with other service providers	No	<input checked="" type="checkbox"/>

**Objective** 1.3: Advocacy of East Kimberley issues and opportunities at regional, state and national levels

**Strategy** 1.3.1: Actively provide input to decision making at the Regional, State and Federal levels on behalf of the community

No. Actions supporting the Strateg 2 Strategy % Complete 88%

83	Advocate key local issues and priorities to Government representatives as contained in Strategic Plans	Office of the Chief Executive	Office of the Chief Executive	75%	Shire advocates for key local issues through regular meetings with Ministers, Local Member, and State/Federal Government Agencies such as the Kimberley Development Commission		<input checked="" type="checkbox"/>
92	Seek Councillor representation on boards and organisations	Governance	Office of the Chief Executive	100%	Positions on State Boards advertised through WALGA and made available via Communique or email to Elected members. Local community Board and Committees appointed after each election and as required.	Yes	<input checked="" type="checkbox"/>

**Objective** 1.3: Advocacy of East Kimberley issues and opportunities at regional, state and national levels

**Strategy** 1.3.2: Actively participate in the review and implementation of municipal services to remote and Aboriginal communities

No. Actions supporting the Strateg 1 Strategy % Complete 75%

84	Liaise with State and Federal government agencies regarding service delivery in Aboriginal communities	Office of the Chief Executive	Office of the Chief Executive	75%	Shire advocates for key local issues through regular meetings with Ministers, Local Member, and State/Federal Government Agencies such as the Kimberley Development Commission		<input checked="" type="checkbox"/>
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**Objective** 1.4: Business innovation, efficiency and improved services

**Strategy** 1.4.1: Ensure legislative compliance and follow best practice principles in planning and service delivery

No. Actions supporting the Strateg 15 Strategy % Complete 60%

53	Ensure compliance with the Integrated Planning and Reporting Framework	Integrated Planning and Reporting	Office of the Chief Executive	55%	The review of IPR documents is progressing and is expected to be complete by 30 June 2017. The full review of the Strategic Community Plan is expected to be completed by September 2017.		<input checked="" type="checkbox"/>
140	Ensure compliance with the Local Government Act 1995 and Regulations	Governance	Office of the Chief Executive	100%	Compliance Audit Return to Council March 2017 and submitted 3/4/17	Yes	<input checked="" type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
142	Records Management - Ensure compliance with legislation and support the needs of the organisation	Records Management	Corporate Services	75%	Ongoing Action, Vacant staffing positions now filled	No	<input checked="" type="checkbox"/>
143	Undertake a review of the Record Keeping plan	Records Management	Corporate Services	50%	Due in Nov 2017. (will form part of #142 in 17/18 plan)	No	<input type="checkbox"/>
144	Records Management - Develop General Disposal Authority for the Shire	Records Management	Corporate Services	80%	Have applied updated (GDALG DA 2015-001)	Yes	<input type="checkbox"/>
145	Records Management - Undertake back scanning of paper records	Records Management	Corporate Services	15%	New staff started to progress task on 26/4/2017. Attending program in May to progress digitisation plan also work in with new ICT Manager	No	<input checked="" type="checkbox"/>
146	Records Management - Undertake a review of vital records	Records Management	Corporate Services	20%	Vital records are part of the record keeping plan that is currently being reviewed. Digital vital records have been review and controls are stasfactory. Paper vital records are to be progressed during the 2017/18 year.	No	<input checked="" type="checkbox"/>
149	Provide financial functions that comply with legislative requirements	Contracting & Procurement	Corporate Services	75%	Financial functions provided during Q3	Yes	<input type="checkbox"/>
150	Develop Purchasing, Procurement and Contract Management in compliance with legislation	Contracting & Procurement	Corporate Services	100%	Completed Q2	Yes	<input type="checkbox"/>
151	Implement online centralised procurement portal for quoting and tendering	Financial Services	Corporate Services	100%	Online centralised procurement portal for quoting and tendering established using Vendor panel	Yes	<input type="checkbox"/>
159	Review Local Laws	Governance	Office of the Chief Executive	15%	It is expected that 5 Local Laws will be reviewed and completed by December 2015 with 5 then outstanding to be completed 12/2018.		<input checked="" type="checkbox"/>
163	Implement recommendations from the Regulation 17 Review	Risk Management	Office of the Chief Executive	48%	A schedule for Regulation 17 Review recomendations has been drawn up and actioning of outstanding items has commenced. This project will run into 17/18. Items have been allocated to work areas and ongoing reporting on continual requirement or finite items will occur.		<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
164	Undertake Biennial review in accordance with Regulation 17 provisions	Risk Management	Office of the Chief Executive	100%	The biennial Review as required by Regulation 17 took place in November 2016 as scheduled.	Yes	<input checked="" type="checkbox"/>
165	Develop and maintain quarterly Reg 17 status report for Audit (Finance and Risk) Committee	Risk Management	Office of the Chief Executive	50%	This will be drawn out of the information in the IPF tasking actions and reported on. Each item in the recommendations is now listed for reporting and assigned to individuals.	Yes	<input type="checkbox"/>
166	Develop and implement a Risk Management Framework	Risk Management	Office of the Chief Executive	20%	The first draft of a Risk Management Policy has been present to the Exec Team for review. Second draft expected June 2017, to Council July/August 2017.		<input checked="" type="checkbox"/>

**Objective** 1.4: Business innovation, efficiency and improved services

**Strategy** 1.4.2: Improve the efficiency and productivity of Shire services

No. Actions supporting the Strateg 5 Strategy % Complete 47%

483	Kununurra Leisure Centre Service Review	Recreation and Leisure	Community Development	80%	Report detailing the review of Kununurra Leisure Centre to be reported to Council.	Yes	<input checked="" type="checkbox"/>
485	Wyndham Swimming Pool Service Review	Recreation and Leisure	Community Development	80%	Wyndham Swimming Pool review to be reported to Council.	Yes	<input checked="" type="checkbox"/>
486	Undertake Wyndham Youth Service Review	Youth Services	Community Development	0%	Staff resources have delayed the commencement of this action.	No	<input checked="" type="checkbox"/>
487	Coordinate regular reviews of Shire services	Office of the Chief Executive	Office of the Chief Executive	50%	Reviews are ongoing. Reg 17 and Audit completed during 2017. Internal work areas reviewed as required.		<input checked="" type="checkbox"/>
505	Coordinate the development of Operational and Service Delivery Plans	Office of the Chief Executive	Office of the Chief Executive	25%	Key plans to inform the IPR process (LTFFP, Workforce, Asset Management) are being developed.		<input checked="" type="checkbox"/>

**Objective** 1.4: Business innovation, efficiency and improved services

**Strategy** 1.4.3: Maintain Council's long term financial viability

No. Actions supporting the Strateg 6 Strategy % Complete 20%



ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
167	Review and maintain the Long Term Financial Plan	Financial Services	Corporate Services	50%	Long Term Financial Plan for the period 2017/18 - 2027/28 is in the process of being developed. The commentary has been completed and the base data has been captured into the model.	Yes	<input checked="" type="checkbox"/>
168	Undertake competitive neutrality reviews: - Airport - Landfill	Financial Services	Corporate Services	20%	competitive neutrality reviews to be completed in May	Yes	<input type="checkbox"/>
169	EKRA - Develop and maintain a Long Term Financial Plan for the Airport	Airport	Infrastructure	0%	Background information being provided through work in 2016/17 on Review of Airport Master Plan and Asset Management Plan. Initiative to be progressed from Quarter 1 2017/18 with competitive neutrality review.	No	<input checked="" type="checkbox"/>
170	Develop and maintain a Long Term Financial Plan for the Landfill	Financial Services	Corporate Services	0%	Priority given to Corporate Long Term Financial Plan	No	<input checked="" type="checkbox"/>
171	Develop fee model structure for the Airport	Airport	Corporate Services	0%	will commence in the 2017/18 financial year. Action will be carried over to 17/18 as part of a new action.	No	<input type="checkbox"/>
172	Develop and implement Asset Management Plan	Asset Management	Infrastructure	50%	Asset Management Plan being developed and asset conditions recorded	Yes	<input checked="" type="checkbox"/>

**Objective** 1.4: Business innovation, efficiency and improved services

**Strategy** 1.4.4: Deliver cost effective and efficient corporate services

No. Actions supporting the Strateg 10

Strategy % Complete 52%

175	Enhance customer services - develop a customer services charter	Customer Services	Corporate Services	75%	A draft Charter has been developed and has been circulated to the Senior Leadership Team for comment before finalising.	Yes	<input checked="" type="checkbox"/>
177	Develop Council Chambers Audio capabilities for recording of meetings	Information & Communications	Corporate Services	10%	Project scoping complete. Commissioner and CEO to review other operational systems and provided project approval	No	<input checked="" type="checkbox"/>
179	Customer Service - Develop a public access portal - Information access	Information & Communications	Corporate Services	70%	In Progress	No	<input checked="" type="checkbox"/>
184	Councillors - Provide governance administration and support	Governance/Council Secretariat	Office of the Chief Executive	100%	All elected members were provided governance administration support while on Council.	Yes	<input checked="" type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
185	Councillors - Professional development to support Councillors to perform their role	Governance	Office of the Chief Executive	100%	All elected members were encouraged to attend WALGA training via electronic delivery (WALGA) while on Council.	Yes	<input checked="" type="checkbox"/>
187	ICT - Develop and implement an Information and Communication Technology (ICT) Strategy	Information & Communications	Corporate Services	30%	In Progress	No	<input checked="" type="checkbox"/>
190	ICT - Server and network upgrades	Information & Communications	Corporate Services	100%	Planned works for 16/17 Completed additional works planned for 17/18	Yes	<input checked="" type="checkbox"/>
191	ICT - Develop an ICT disaster recovery plan	Information & Communications	Corporate Services	0%	Awaiting development of Organisational disaster recovery plan	No	<input checked="" type="checkbox"/>
194	ICT - Implement outdoor officer information access portal	Information & Communications	Corporate Services	0%	Action Deferred pending System Review. Actioned for 2020/21	No	<input type="checkbox"/>
197	ICT - Laptop & Desktop upgrade Information Technology	Information & Communications	Corporate Services	30%	Repaling machines as required based on ICT Strategy	Yes	<input checked="" type="checkbox"/>

**Objective** 1.4: Business innovation, efficiency and improved services

**Strategy** 1.4.5: Attract and maintain a skilled, motivated and professional workforce

No. Actions supporting the Strateg 3 Strategy % Complete 37%

198	Review Workforce Management Plan	Organisational Development	Office of the Chief Executive	30%	Realignment in progress will be completed by 30/06/17	Yes	<input checked="" type="checkbox"/>
200	Develop Occupational Health and Safety Plan - Promotion and training	Occupational Health & Safety	Office of the Chief Executive	50%	OHS committee reviewing ToR and draft OHS policy. Will audit OHS in respective areas and review OHS related policy as it is developed or requires review. Will review incident reporting and OHS develop risk management process with Senior Governance Officer.		<input checked="" type="checkbox"/>
201	OHS - Schedule review policies and procedures	Governance	Office of the Chief Executive	30%	Review of OHS policies will occur with the OHS committee either as they come up for review, or as developed in OHS frameworks and become necessary.	Yes	<input checked="" type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure**

No. of actions supporting the Goal 76      Goal Actions % Complete 62%      Number of actions at risk of not being complete by 30th June: 15

**Objective 2.1: A highly valuable East Kimberley economy that maximises social benefits**

**Strategy 2.1.2: Promote and support major events that benefit locals and attract visitors to the area**

No. Actions supporting the Strateg 2      Strategy % Complete 45%

206	Provide financial and administrative support to events	Community Development	Community Development	90%	Funding/grants on target	Yes	<input type="checkbox"/>
211	To develop an Events Precinct Master Plan for Kununurra	Strategic & Land Use Planning	Community Development	0%	External funding to-date has not been secured by community groups for the development of an Event Precinct Master-Plan	No	<input type="checkbox"/>

**Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region**

**Strategy 2.2.1: Promote the expansion of residential and industrial land**

No. Actions supporting the Strateg 6      Strategy % Complete 78%

212	Investigate the development of new and infill residential land in Kununurra	Strategic Land Use Planning	Community Development	90%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>
213	East Lily Creek subdivision	Strategic & Land Use Planning	Community Development	75%	Council resolved at the March Ordinary Council Meeting that further development of the East Lily Creek Structure Plan will not be undertaken until the Kununurra Growth Plan has been endorsed by Council.	No	<input checked="" type="checkbox"/>
217	Implement Local Planning Strategy	Strategic Land Use Planning	Community Development	75%	No further action can be undertaken until draft Local Planning Strategy has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>
218	Kununurra - Rezone existing light industrial estate to composite industry	Strategic & Land Use Planning	Community Development	50%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>
219	Develop light industrial land around the wastewater treatment plan	Economic Development	Office of the Chief Executive	90%	Included in draft Local Planning Strategy and Scheme No. 9.	Yes	<input checked="" type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
221	Wyndham - Rezone land to promote Strategic Industry in proximity to Wyndham Port	Strategic & Land Use Planning	Community Development	90%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>

**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.2: Support agricultural opportunities

No. Actions supporting the Strateg 3 Strategy % Complete 30%

222	Liaise with State & Federal Ministers to promote issues relevant to the agricultural industry including pastoral	Economic Development	Office of the Chief Executive	75%	Meetings held with State and Federal Ministers to promote issues relevant to the agricultural industry within the Shire		<input checked="" type="checkbox"/>
223	Identification and mapping of priority agricultural land	Strategic & Land Use Planning	Community Development	5%	The Shire was successful in obtaining grant funding (\$72,000) under the Royalties for Regions - Kimberley Regional Grant Scheme for the identification and mapping of priority agricultural land. The next step will be the establishment of a key stakeholder working group to oversee the project.	No	<input checked="" type="checkbox"/>
224	Develop a Local Planning Policy for Rural Workers Accommodation	Strategic & Land Use Planning	Community Development	10%	Background research completed	No	<input type="checkbox"/>

**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.3: Advocate for improved availability of adequate water resources

No. Actions supporting the Strateg 1 Strategy % Complete 75%

225	Liaise with State Government to promote issues relevant to irrigated, potable or waste water	Office of the Chief Executive	Office of the Chief Executive	75%	Meetings held with Department of Water and WaterCorp to discuss issues relating to drainage and waste water. Community Issues regarding Potable water communicated to Department of Health. Kununurra drainage study in process with Cardno.		<input checked="" type="checkbox"/>
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**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.4: Enhance and expand tourism opportunities in the East Kimberley and improve access to significant tourism destinations

No. Actions supporting the Strateg 4 Strategy % Complete 81%

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
226	Support the EK Tourism Plan in collaboration with the tourism sector	Economic Development	Office of the Chief Executive	75%	The Shire is a member of the Kununurra Visitor Centre, East Kimberley Marketing Group and ANW to support local tourism plans and the tourism sector. The appointment of an Senior Economic development Officer will increase this work and profile.		<input checked="" type="checkbox"/>
227	Provide operational funding to support the Kununurra Visitor Centre	Economic Development	Office of the Chief Executive	75%	Operational funding to support the Kununurra Visitor Centre provided and additional funding of \$30k (\$30k+\$30k=\$60,000) to be provided subject to provision of Strategic and Business Plans by VC.		<input checked="" type="checkbox"/>
228	Support the EK Marketing Group for marketing and tourism purposes	Economic Development	Office of the Chief Executive	75%	\$15k contribution made to EK Marketing Group to support local tourism initiatives including promotion of the district. Additional funding of \$200k proposed in 2017/18 Budget towards supporting Direct flight to Melbourne		<input checked="" type="checkbox"/>
229	Marketing North West "Our Town"	Economic Development	Office of the Chief Executive	100%	Funding of Our Town episode completed, program developed and aired on GWN7	Yes	<input type="checkbox"/>

**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.5: Advocate for improved telecommunications and internet services

No. Actions supporting the Strateg 1 Strategy % Complete 75%

230	Advocate for improved Information & Communications Technology within the Shire	Economic Development	Office of the Chief Executive	75%	Liaising with NBN Co to provide improved services to Shire residents during 2017/18.	Yes	<input checked="" type="checkbox"/>
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**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.6: Support local initiatives that promote entrepreneurial activities and a greater diversity of industries in the East Kimberley

No. Actions supporting the Strateg 1 Strategy % Complete 75%

231	Advocate for industry and business development	Economic Development	Office of the Chief Executive	75%	Shire is working with the Kimberley Development Commission, LandCorp, Dept of Planning, EKCCI and BBY to develop an Economic Strategy for the Regional Growth Centre Planning process. Plan due by April 2018. Shire also supports local bussiness through the EKCCI and KSBC.		<input checked="" type="checkbox"/>
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**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
<b>Strategy 2.2.7: Advocate for a range of affordable housing options and styles that cater to a broad market including key worker housing</b>							
<i>No. Actions supporting the Strateg</i>		<i>Strategy % Complete</i>		<i>75%</i>			
235	Liaise with relevant Government Departments on initiatives to provide affordable housing	Office of the Chief Executive	Office of the Chief Executive	75%	Liaising With Department of Housing to provide affordable housing - including through RSRU.		<input checked="" type="checkbox"/>
<b>Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region</b>							
<b>Strategy 2.2.8: Support and advocate for further development of the East Kimberley regional airport to attract more aircraft and greater competition</b>							
<i>No. Actions supporting the Strateg</i>		<i>Strategy % Complete</i>		<i>36%</i>			
243	EKRA - Store for Terminal Cleaning Equipment	Airport	Infrastructure	25%	Construction contract awarded for the Store. Building works to commence May 2017..	Yes	<input type="checkbox"/>
242	EKRA - Improve Airport Precinct Signage	Airport	Infrastructure	20%	Initial design for entry signage prepared, material suppliers contacted and construction method/ statutory approvals identified. Entry signage expected to be installed next Quarter with any internal precinct signage in 2017/18.	Yes	<input checked="" type="checkbox"/>
241	EKRA - Welcome to Country Signage and sculpture	Airport	Infrastructure	100%	Signage has been installed to compliment the sculpture. Unveiling ceremony planned for Quarter 4.	Yes	<input type="checkbox"/>
240	EKRA - Review and update the East Kimberley Regional Airport Master Plan	Airport	Infrastructure	65%	A site visit with consultant together with stakeholder meetings occurred during the Quarter. The first draft Plan was prepared.	Yes	<input type="checkbox"/>
246	EKRA - Replacement of Airport Maintenance Depot	Airport	Infrastructure	0%	No longer scheduled to begin in 2016/17. Project moved out to 2020/21		<input type="checkbox"/>
244	EKRA - Provide CCTV and upgrade Phone Systems at Airport Terminal	Airport	Infrastructure	50%	The hardware for new telephone system has been delivered, implementation plan is in place and installation during Quarter 4. Technical inspection for CCTV and capabilities in Quarter 4 and installation in 2017/18		<input checked="" type="checkbox"/>
237	EKRA - Extend the length for the runway to accommodate larger aircraft	Airport	Infrastructure	10%	Dialogue continuing with key government stakeholders. State election has limited meetings at that level during the Quarter. Work on supporting documents has been further progressed. This is recognised as a longer term project.		<input checked="" type="checkbox"/>



ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
293	EKRA - Upgrade and increase airport carparking capacity	Airport	Infrastructure	30%	Some delays in completing Tender documentation that has now been issued with submissions closing in May 2017. It is expected that the contract will be issued in 2016/17.	No	<input checked="" type="checkbox"/>
299	EKRA - Airport Perimeter Security Fence Upgrade	Airport	Infrastructure	25%	Contract awarded and fencing to be erected in Quarter 4.	Yes	<input checked="" type="checkbox"/>

**Objective** 2.2: Maintenance of economic diversity and greater community returns from investment in the region

**Strategy** 2.2.9: Lobby for improvements to transport infrastructure, particularly for heavy haulage and shipping

No. Actions supporting the Strateg 2 Strategy % Complete 18%

249	Great Northern Highway - Liaise with the State and Federal Governments on improvement projects	Office of the Chief Executive	Office of the Chief Executive	25%	Funding to improve Great Northern Highway by Federal Government and previous State Government - project underway (approx \$50M upgrade)		<input checked="" type="checkbox"/>
250	Kununurra Bypass - Liaise with the State and Federal Governments on construction of a bypass	Office of the Chief Executive	Office of the Chief Executive	10%	Main Roads WA have concept plans prepared for by-pass. Funding to improve traffic through the two towns required by State Government (Royalties for Regions)		<input checked="" type="checkbox"/>

**Objective** 2.3: Facilities are appropriate for their intended purpose and factor in whole of life costing and maintenance

**Strategy** 2.3.1: Manage and maintain assets in a strategic and cost effective manner

No. Actions supporting the Strateg 30 Strategy % Complete 77%

252	Wyndham - Road reseal program	Roads	Infrastructure	40%	RFT in the market place. Award at June OCM. Target Works Completion End July 2017.		<input checked="" type="checkbox"/>
253	Spray seal resurfacing program - Wyndham Townsite (R2R)	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
255	Egret Close - Reconstruct and seal	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
261	Kununurra - Reconstruct Nutwood and Rosewood Streets	Roads	Infrastructure	40%	Designs complete, Contract documentation complete. Tender is the market place. RFT Award June OCM. Works Completion September 2017.		<input checked="" type="checkbox"/>
265	Reconstruct the D2 drain following M1 Siphon augmentation	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
267	Wyndham - Gambier Street U drainage channel	Drainage	Infrastructure	0%	Engineering is in the final stage of completion. Revised RFT Release Early June. Revised Works Completion Early August.	Yes	<input checked="" type="checkbox"/>
268	Drainage Upgrade (Design, Estimates, Construct)	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
269	Kununurra - Miniata Street - Divert collapsed drain under properties	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
282	Research Station Road - Construct and seal	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
283	Mills Road - Reconstruct Failures	Roads	Infrastructure	100%			<input type="checkbox"/>
289	Bridge 5123 - Research Station Road	Roads	Infrastructure	100%	MRWA handling with their term contractor SWEK has no involvement	Yes	<input type="checkbox"/>
294	EKRA - Air Conditioning Plant Replacement	Airport	Infrastructure	30%	Work on Specification confirmed that the installation of the Air Conditioning cannot proceed without power augmentation. This was report to Council during the Quarter when it was resolved to progress the power works as higher priority. The Air Con Specification will be completed this year to be followed by tender and installation on 2017/18.	No	<input checked="" type="checkbox"/>
295	Wyndham Airport - Runway Reseal	Airport	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
297	Wyndham Airport - Upgrade to Septic System	Airport	Infrastructure	100%	Works including clean-up completed.	Yes	<input type="checkbox"/>
298	EKRA - Maintenance of EKRA Terminal Building	Airport	Infrastructure	100%	Works principally comprising repainting completed.	Yes	<input type="checkbox"/>
301	Kalumburu Road Renewal / Upgrade	Roads	Infrastructure	100%	Award - March in OCM and maintenance grading in progress	Yes	<input checked="" type="checkbox"/>
303	Renew or upgrade new Landfill Assets as per Waste Management Strategy	Waste Management	Infrastructure	75%	Ongoing as Required and Budgeted for		<input checked="" type="checkbox"/>
304	Kununurra Landfill Site - Complete and commission new liquid waste ponds	Waste Management	Infrastructure	100%	Completed	Yes	<input type="checkbox"/>
306	Kununurra Landfill Site - Bores	Waste Manageme	Infrastructure	100%	Nil Progress	Yes	<input type="checkbox"/>
307	Wyndham landfill - Purchase generator	Waste Manageme	Infrastructure	100%	Completed	Yes	<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
308	ICT - Upgrade CCTV at the Kununurra Landfill	Information & Communications	Corporate Services	10%	RFQ scoping document to be developed and works to be linked to CCTV project at the airport	No	<input checked="" type="checkbox"/>
312	Create Action Plan and Implement development program for recreation space and playground equipment	Community Services	Community Development	75%	Action Plan to be reported to Council to adopt	Yes	<input type="checkbox"/>
315	Plant Replacement - Depot - Light Passenger Plant	Depot Services	Infrastructure	0%	No Funds Approved by Council during 2016-17		<input checked="" type="checkbox"/>
316	Plant Replacement - Depot - Grounds-care Plant Medium	Depot Services	Infrastructure	80%	In progress - Purchase Order Issued		<input checked="" type="checkbox"/>
317	Plant Replacement - Depot - Grounds-care plus Attachments	Depot Services	Infrastructure	50%	In progress - Quotes being uploaded to WALGA	Yes	<input checked="" type="checkbox"/>
318	Plant Replacement - Depot - Trucks & Earthmoving Heavy	Depot Services	Infrastructure	100%	Completed	Yes	<input checked="" type="checkbox"/>
319	Plant Replacement - Airport - Passenger Plant	Airport	Infrastructure	100%	Completed	Yes	<input checked="" type="checkbox"/>
320	Plant Replacement - Airport - Grounds-care Plant Medium	Airport	Infrastructure	50%	Preliminary work undertaken to investigate Ground care plant replacement ready for capital expenditure in 2017/18		<input checked="" type="checkbox"/>
322	Implement Mangaloo Street traffic management devices	Roads	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
509	Lake Argyle Road Upgrade Program	Roads	Infrastructure	70%	Stage 1 Works - complete, Stage 2 Works – Award in April OCM. Works Completion 29/09/17. Flora field survey completed and native vegetation clearing permit with Regulator for approval expected mid June.		<input checked="" type="checkbox"/>

**Objective** 2.3: Facilities are appropriate for their intended purpose and factor in whole of life costing and maintenance

**Strategy** 2.3.2: Plan, design and budget for sustainable infrastructure

No. Actions supporting the Strateg 3

Strategy % Complete 57%

324	Produce 10 year Asset Management schedule	Asset Managemen	Infrastructure	50%	Asset Manager on board and working on plan development	Yes	<input type="checkbox"/>
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ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
331	Kununurra - Develop Stormwater Management Strategy	Drainage Systems	Infrastructure	40%	Stormwater Management Strategy being developed and expected to be complete by 30 July.	No	<input checked="" type="checkbox"/>
332	Review traffic management for Ron Hodnett Drive	Roads	Infrastructure	80%	Community consultation on closure of the road to vehicle complete and applying for closure under the Land administration Regulations.	Yes	<input checked="" type="checkbox"/>

**Objective** 2.4: High standard of health and community facilities and services available to all residents

**Strategy** 2.4.1: Advocate for improved health and community services

No. Actions supporting the Strateg 2 Strategy % Complete 40%

333	Review and maintain a Disability Access and Inclusion Plan	Community Services	Community Development	30%	Review commenced of Disability Access and Inclusion Plan.	Yes	<input type="checkbox"/>
336	Support childcare services	Community Services	Community Development	50%	Ongoing, meeting with Child Service providers as required	Yes	<input type="checkbox"/>

**Objective** 2.4: High standard of health and community facilities and services available to all residents

**Strategy** 2.4.2: Ensure community compliance with Environmental Health regulations

No. Actions supporting the Strateg 3 Strategy % Complete 67%

340	Manage and provide environmental health services	Environmental Health	Community Development	75%	11 Premises inspected 8 Septic tank applications assessed. 11 Complaints, Monthly pool sampling on target	Yes	<input checked="" type="checkbox"/>
341	Mosquito-borne disease management	Environmental Health	Community Development	75%	Ongoing trapping. Sentinel chicken program and the Sentinel Mosquito Arbovirus Capture Kit (SMACK) Trapping program on target.	Yes	<input type="checkbox"/>
342	Implement Mosquito Management Plan	Environmental Health	Community Development	50%	Ongoing public awareness and communications program - FIMMWA funded fight the bite advertising (including advertising at the cinemas and through the radio). Ongoing larval surveys and application of larvicide in Kununurra and Wyndham as required. Application of adulticide in Wyndham due to high trap numbers (January). Working with Infrastructure and IT to create vector control maps using existing software (pending data entry).	Yes	<input checked="" type="checkbox"/>

**Objective** 2.4: High standard of health and community facilities and services available to all residents

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Strategy 2.4.3: Support early childhood and family support services**

No. Actions supporting the Strateg 1 Strategy % Complete 75%

346	Deliver family literacy activities and programs	Libraries	Community Development	75%	Rhyme time sessions twice per week and well attended. Storytime once per week and well attended. 40 Better Beginnings kits delivered to new parents	Yes	<input checked="" type="checkbox"/>
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**Objective 2.4: High standard of health and community facilities and services available to all residents**

**Strategy 2.4.4: Provide an environment where youth are empowered to develop their potential**

No. Actions supporting the Strateg 4 Strategy % Complete 36%

348	Establish a Youth Advisory Council	Youth Services	Community Development	0%	Establishment of a YAC has been moved to 2017/18 for completion	No	<input checked="" type="checkbox"/>
349	Manage and promote youth services and program delivery	Youth Services	Community Development	75%	Child Protection and Family Support contract extended until 2018. Ongoing support for agencies within the Shire	No	<input checked="" type="checkbox"/>
350	Manage and support the Youth and Recreation Centre in Wyndham in accordance with a Youth Services Strategy	Youth Services	Community Development	50%	New staffing model delivered for Wyndham Youth Centre to provide services.	Yes	<input type="checkbox"/>
351	Employ youth based school trainee at the Kununurra Leisure Centre or Wyndham Swimming Pool	Recreation Services	Community Development	20%	Initial consultation with OD and Service Provider, defer to 2017/18	No	<input checked="" type="checkbox"/>

**Objective 2.5: East Kimberley residents have access to a broad range of educational opportunities**

**Strategy 2.5.2: Advocate for the introduction of culturally appropriate alternative education for Indigenous people**

No. Actions supporting the Strateg 1 Strategy % Complete 0%

355	Support culturally appropriate alternative education opportunities	Office of the Chief Executive	Office of the Chief Executive	0%	On hold pending other priorities		<input checked="" type="checkbox"/>
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**Objective 2.5: East Kimberley residents have access to a broad range of educational opportunities**

**Strategy 2.5.3: Advocate for the establishment of more school based apprenticeships**

No. Actions supporting the Strateg 1 Strategy % Complete 0%

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
356	Lobby the Department of Education for more school based apprenticeships	Office of the Chief Executive	Office of the Chief Executive	0%	On hold pending other priorities		<input checked="" type="checkbox"/>

**Objective** 2.5: East Kimberley residents have access to a broad range of educational opportunities

**Strategy** 2.5.4: Encourage activities that promote adult educational opportunities including family support and life skills programs

No. Actions supporting the Strateg 1 Strategy % Complete 75%

357	Advocate for additional adult education opportunities	Office of the Chief Executive	Office of the Chief Executive	75%	Recent letter of support provided to Department of Education in relation to alternate Grammar School for Kununurra.		<input checked="" type="checkbox"/>
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**Goal** 3: Protection and enhancement of lifestyle values, community facilities and the environment to provide safe and inviting communities

No. of actions supporting the Goal 70 Goal Actions % Complete 60% Number of actions at risk of not being complete by 30th June: 18

**Objective** 3.1: A broad range of lifestyle opportunities and activities are available for East Kimberley residents

**Strategy** 3.1.1: Support activities that promote volunteerism and active participation in community events and programs

No. Actions supporting the Strateg 9 Strategy % Complete 92%

358	Support Civic and Volunteer events	Community Development	Community Development	100%	Action Completed	Yes	<input checked="" type="checkbox"/>
359	A3.1.1.1.5 ANZAC day	Governance	Office of the Chief Executive	30%	ANZAC day 2017 event in Planning	Yes	<input type="checkbox"/>
360	A3.1.1.1.1 Great Northern Clean Up	Community Development	Community Development	100%	Great Northern Clean Up held November 2016	Yes	<input type="checkbox"/>
362	A3.1.1.1.2 Thank a Volunteer Day	Community Development	Community Development	100%	Thank a Volunteer Day held December	Yes	<input type="checkbox"/>
363	A3.1.1.1.3 Seniors Week	Community Development	Community Development	100%	Seniors Week held in November 2016	Yes	<input type="checkbox"/>
364	A3.1.1.1.4 NAIDOC Week	Community Development	Community Development	100%	NAIDOC Week held in July 2016	Yes	<input type="checkbox"/>



ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
365	A3.1.1.1.7 International Day of People with Disability	Community Development	Community Development	100%	Event Held on Sunday, 3 December 2016	Yes	<input type="checkbox"/>
366	Volunteer of the Year Awards	Governance	Community Development	100%	completed on 26th January Australia Day	Yes	<input type="checkbox"/>
367	A3.1.1.1.9 Australia Day	Governance	Office of the Chief Executive	100%	completed on 26th January Australia Day	Yes	<input type="checkbox"/>

**Objective** 3.1: A broad range of lifestyle opportunities and activities are available for East Kimberley residents

**Strategy** 3.1.3: Support the community by providing access to local funding and sponsorship opportunities

No. Actions supporting the Strateg 3 Strategy % Complete 58%

371	Action 3.1.3.1 Administer grants for community clubs and events	Community Development	Community Development	75%	Annual Community Grants program provided to community groups.	Yes	<input type="checkbox"/>
372	Deliver a community grants scheme	Community Development	Community Development	100%	Through the annual Community Grants program \$90,000 was provided to community groups.	Yes	<input checked="" type="checkbox"/>
373	A3.1.3.1.2 Ord River Sports Club Self-Supporting Loan	Community Development	Corporate Services	0%	A Self-Supporting Loan for Ord River Sports Club has not been utilised		<input type="checkbox"/>

**Objective** 3.1: A broad range of lifestyle opportunities and activities are available for East Kimberley residents

**Strategy** 3.1.4: Facilitate activities that link communities

No. Actions supporting the Strateg 1 Strategy % Complete 75%

376	Identify opportunities and support activities that encourage relationships between different communities and community groups	Community Development	Community Development	75%	The Stakeholder Advisory Group met on 27 March 2017.	Yes	<input checked="" type="checkbox"/>
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**Objective** 3.2: Waste management and protection of environmental values

**Strategy** 3.2.1: Provide an integrated approach to waste management that includes waste minimisation strategies

No. Actions supporting the Strateg 5 Strategy % Complete 75%

305	Kununurra landfill area Capping	Waste Manageme	Infrastructure	75%	No futher areas ready for capping, waiting for settlement	Yes	<input checked="" type="checkbox"/>
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ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
310	Rehabilitation and decommission existing liquid waste ponds	Waste Management	Infrastructure	50%	In Progres - Quotes for Liners being sought	Yes	<input checked="" type="checkbox"/>
377	Implement the Waste Management Strategy	Waste Management	Infrastructure	75%	Waste Management Strategy being followed. Tip shop to be tendered to local companies during Q4.		<input checked="" type="checkbox"/>
380	Review closure plans for current Kununurra and Wyndam landfill sites	Waste Management	Infrastructure	75%	closure plan is being followed. Plan being developed for Wyndham waste transfer station.		<input checked="" type="checkbox"/>
381	Provide an annual "Free Waste Disposal Weekend" for domestic waste	Waste Management	Infrastructure	100%	Annual "Free Waste Disposal Weekend" for domestic waste was held during the lead up to the wet season.		<input checked="" type="checkbox"/>

**Objective** 3.2: Waste management and protection of environmental values

**Strategy** 3.2.2: Ensure energy efficiency and low carbon options are used to reduce the Shire's energy costs and carbon footprint

No. Actions supporting the Strateg 1 Strategy % Complete 50%

382	Ensure environmental sustainability in considered in all decision making processes	Environment	Community Development	50%	Environmental sustainability considered in the assessment of development applicatons, and applications referred to relevant agencies for comment as required.	Yes	<input type="checkbox"/>
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**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.10: Adopt a partnership approach for emergency and fire management planning, preparedness, response and recovery

No. Actions supporting the Strateg 2 Strategy % Complete 25%

414	Manage Fire and Emergency Services	Emergency Services	Infrastructure	50%	Support and assistance given to DFES. Ongoing strategic partnership continues with DFES and other key support services to provide ongoing BFAC and LEMC meetings.	Yes	<input checked="" type="checkbox"/>
415	Develop Environmental Health Emergency Management Support Plan	Environmental Health	Community Development	0%	Environmental Health Emergency Management Support Plan development pending discussions with the Local Emergency Management Committee	No	<input checked="" type="checkbox"/>

**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.2: Promote greater vibrancy and activity within town centres, particularly through a mix of restaurants and accommodation

No. Actions supporting the Strateg 1 Strategy % Complete 100%

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
388	Event Promotion	Community Development	Community Development	100%	Promotional banners in use and booked for remainder of 2016/17	Yes	<input type="checkbox"/>

**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.3: Ensure adequate street lighting

No. Actions supporting the Strateg 1 Strategy % Complete 50%

263	Coolibah Drive - Lighting Upgrade Program Black Spot	Roads	Infrastructure	50%	Order placed with Horizon Power who will undertake the installation. Awaiting a confirmation of completion.	Yes	<input type="checkbox"/>
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**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.4: Ensure a well-connected and maintained network of shared paths

No. Actions supporting the Strateg 4 Strategy % Complete 50%

274	Kununurra Townsite Footpath Upgrade Program	Footpaths	Infrastructure	20%	Revised RFT Release Mid June. Revised Completion Late August. Finalising footpath replacement locations is taking longer than expected.	No	<input checked="" type="checkbox"/>
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275	Wyndham Townsite Footpath Upgrade Program	Footpaths	Infrastructure	20%	Revised RFT Release Mid June. Revised Completion Late August. Finalising footpath replacement locations is taking longer than expected.	No	<input checked="" type="checkbox"/>
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276	Extend Coolibah Drive Footpath. Provide crossing point at Ironwood Drive, widen the path between Ironwood & Ivanhoe Caravan Park	Footpaths	Infrastructure	100%	Complete	Yes	<input type="checkbox"/>
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394	Prepare a Trails Master plan incorporating: - Wyndham Port footpath - Kununurra foreshore trails	Recreation and Leisure	Community Development	60%	Engagement completed and Trails Master Plan being developed	Yes	<input type="checkbox"/>
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**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.6: Collaborate with Police and other agencies to review and make recommendations with regard to improved safety and reduced vandalism in towns

No. Actions supporting the Strateg 4 Strategy % Complete 50%

399	Develop the Shire Community Safety and Crime Prevention Plan	Community Development	Community Development	0%	Staff resources have delayed the commencement of this action.	No	<input checked="" type="checkbox"/>
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ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
400	Develop check list based on CPTED principles when reviewing Shire facilities or designing new initiatives	Community Development	Community Development	0%	Staff resources have delayed the commencement of this action.	No	<input checked="" type="checkbox"/>
404	Undertake evaluation of Takeaway Alcohol Management System (TAMS) trial	Community Development	Community Development	100%	TAMS trial extended until 30 May 2017	Yes	<input type="checkbox"/>
405	Takeaway Alcohol Management System (TAMS) and evaluation	Community Development	Community Development	100%	TAMs system has been evaluated	Yes	<input checked="" type="checkbox"/>

**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.8: Ensure quality, consistent and responsive development and building assessment approval processes and enforcement

No. Actions supporting the Strateg 5 Strategy % Complete 73%

408	Action 3.3.8.4 Review Local Planning Scheme	Strategic & Land Use Planning	Community Development	90%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>
409	Review local planning policies	Strategic Land Use Planning	Community Development	10%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input checked="" type="checkbox"/>
410	Action 3.3.8.6 Finalise Local Planning Strategy	Strategic & Land Use Planning	Community Development	90%	No further action can be undertaken until draft Local Planning Strategy has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
480	Action 3.3.8.1 Manage and provide building services	Building Applications and Permits	Community Development	75%	Building and Demolition Permit and Certifications issued: BA3 (Certificate of Design Compliance) x 10 + 7 (external certification): BA4 (Building Permit) x 12: BA6 (Demolition Permit) x 7: BA10 (Occupancy Permit) x 1: BA12 (Strata Occupancy Permit) x 0 BA14 (Building Approval Certificate) x 1 BA16 (Strata Building Approval Certificate) x 0 BA17 (Certificate of Construction Compliance) x 0 BA18 (Certificate Building Compliance) x 1 Amended Building Permit x 1 Extension of Time x 0 Private Swimming Pool Fencing Inspections: Non-Compliant x 4 Compliant x 4	Yes	<input type="checkbox"/>
481	Maintain an asbestos register for Shire facilities	Building Applications and	Community Development	100%	Register completed - actions / recommendations to be implemented as required during scheduled maintenance	Yes	<input checked="" type="checkbox"/>

**Objective** 3.3: Towns are safe and inviting for locals and tourists

**Strategy** 3.3.9: Provide animal control in accordance with legislative requirements

No. Actions supporting the Strateg 3 Strategy % Complete 75%

411	Provide Ranger Services - Implement an animal management plan	Ranger Services	Infrastructure	50%	The Animal Management plan is still being reviewed . The plan is being followed and all improvements are being made. The review is still on track to be completed by June 2017 providing an up to date Animal Management Plan outlining the services provided by Rangers.		<input checked="" type="checkbox"/>
412	A3.3.9.3.1 Implement an animal management plan	Ranger Services	Infrastructure	75%	Animal management plan being followed and implemented.	Yes	<input type="checkbox"/>
413	Animal Management Facility Improvements	Ranger Services	Infrastructure	100%	Emergency Management procedures are being followed and exercised during cyclone season (Wet Season). BFAC and LEMC meetings are being completed as per calander. Firebreak maintenance underway, review of LEMA and the Recovery Plan has been commenced and Evacuation plans for Wyndham/Kununurra progressing.		<input checked="" type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
<b>Objective</b>		<b>3.4: Protection and enhancement of community facilities</b>					
<b>Strategy</b>		<b>3.4.1: Manage, maintain and upgrade public parks and amenities to ensure they meet community need and are accessible to people of all ages and abilities</b>					
<i>No. Actions supporting the Strateg</i>		<i>Strategy % Complete</i>		<i>40%</i>			
311	Renew and upgrade play spaces in accordance with Recreation Space Action Plan	Parks	Infrastructure	0%	Awaiting finalisation of Recreation Space Action Plan	No	<input checked="" type="checkbox"/>
313	Playspace Maintenance	Parks	Infrastructure	50%	Awaiting finalisation of Recreation Space Action Plan	Yes	<input checked="" type="checkbox"/>
416	Upgrade Wyndham waste water reuse treatment facility	Infrastructure	Infrastructure	10%	Target RFT Release 28/03/2017. Target Award 26/05/2017. Target Works Completion 25/08/2017. Delayed due to additional funding	No	<input type="checkbox"/>
418	Enhance shire parks and gardens	Parks and Gardens	Infrastructure	0%	No Progress has been made due to other commitments	No	<input type="checkbox"/>
419	Wyndham Parks and Gardens Reticulation Upgrade	Parks and Gardens	Infrastructure	10%	Works are continuing to connect to recycled water for Wyndham Parks and Gardens Reticulation		<input checked="" type="checkbox"/>
424	Action 3.4.1.4 Maintain, upgrade or renew public buildings and facilities	Property & Facility	Community Development	75%	Proactive and reactive maintenance of public buildings and facilities being undertaken	Yes	<input type="checkbox"/>
425	A3.4.1.4.1 Purchase/swap lot 828 Koolama St Wyndham	Property & Facility	Community Development	75%	Awaiting Deed of Transfer with Department of Lands.	Yes	<input type="checkbox"/>
426	A3.4.1.4.2 Demolish structure at lot 828 Koolama St Wyndham	Property & Facility	Community Development	0%	Awaiting finalisation of transfer of land agreement with Department of Lands.	Yes	<input type="checkbox"/>
427	A3.4.1.4.3 Construct ablutions and club storage at the Agricultural Oval	Property & Facility	Community Development	50%	Tender awarded	Yes	<input type="checkbox"/>
429	Investigate options to heat Kununurra and Wyndham swimming pools during cooler months	Property & Facility	Community Development	100%	Investigation completed with preliminary expenditure sourced	Yes	<input type="checkbox"/>
432	A3.4.1.4.5 Replace shade sails at the Kununurra Leisure Centre paddlers pool	Property & Facility	Community Development	60%	Replace shade sails have been ordered	Yes	<input type="checkbox"/>
434	Investigate lights, viewing area and change rooms upgrade at Wyndham Oval	Property & Facility	Community Development	50%	Required works are being investigated as part of the Playing Fields Master Plan.	Yes	<input type="checkbox"/>



ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Objective** 3.4: Protection and enhancement of community facilities

**Strategy** 3.4.2: Consider cultural values in all planning and design phases

No. Actions supporting the Strateg 1 Strategy % Complete 75%

437	Action 3.4.2.1 Engage with Indigenous people in relation to public planning and design projects	Strategic & Land Use Planning	Community Development	75%	Engagement has taken place through the Stakeholder Advisory Group (27 March 2017).	Yes	<input type="checkbox"/>
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**Objective** 3.4: Protection and enhancement of community facilities

**Strategy** 3.4.3: Ensure Shire facilities are planned and managed to meet community needs

No. Actions supporting the Strateg 6 Strategy % Complete 59%

441	Action 3.4.3.1 Property and facility management - Administer leases - Public buildings - Ablutions - Shire staff housing	Property & Facility Management	Community Development	75%	Ongoing management of facilities.	Yes	<input type="checkbox"/>
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442	Action 3.4.3.2 Develop Shire Staff Housing Policy	Organisational Development	Office of the Chief Executive	40%	Draft Shire Housing Organisational Directive and Tenancy Agreement developed.	Yes	<input type="checkbox"/>
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444	A3.4.3.2 Staff Housing Upgrades	Property & Facility	Community Development	100%	Refurbishment of property 29 Boobiulla completed	Yes	<input type="checkbox"/>
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445	Action 3.4.3.3 Manage Wyndham Community Resource Centre	Community Development	Community Development	75%	Awaiting tender outcome	Yes	<input type="checkbox"/>
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446	Action 3.4.3.4 Investigate feasibility of alternate ablutions for the Bastion	Property & Facility Management	Community Development	50%	Current facility is operational and there is a management process in place which is working well for all parties involved. Further discussions required with Enviromental Health Officers regarding suitable upgrade facilities.	Yes	<input type="checkbox"/>
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447	Action 3.4.3.5 Develop Staff Housing Strategy	Property & Facility	Community Development	15%	Background research continuing.	No	<input type="checkbox"/>
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**Objective** 3.4: Protection and enhancement of community facilities

**Strategy** 3.4.4: Provide and support a more effective range of sport and recreation services and facilities including a new leisure and aquatic facility in Kununurra

No. Actions supporting the Strateg 4 Strategy % Complete 34%

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
452	Investigate the provision of gym facilities in Wyndham	Recreation and Leisure	Community Development	25%	Investigating structure to be used for housing 1st aid room and gym	No	<input checked="" type="checkbox"/>
451	Continue to support sport and recreation services and programs	Community Development	Community Development	75%	Ongoing support provided to sport and recreation services and programs	Yes	<input type="checkbox"/>
448	KLC - Develop a project definition plan for Renewal of Kununurra Leisure Centre	Recreation and Leisure	Community Development	20%	\$25,000 grant approved by DSR to engage consultants to review existing KLC site and suitability for redevelopment following community feedback on relocation KLC to East Lilly Creek.		<input checked="" type="checkbox"/>
449	KLC - Prepare detailed Business Case for renewal of Kununurra Leisure Centre	Recreation and Leisure	Community Development	15%	Further development of Business Case pending resolution of preferred sitting of KLC	No	<input type="checkbox"/>

**Objective** 3.5: An active outdoor lifestyle is encouraged and promoted

**Strategy** 3.5.1: Promote an increase in the number of public events particularly outdoor events and those for youth and which promote cultural diversity

No. Actions supporting the Strateg 1 Strategy % Complete 100%

461	Develop a standardised event risk management plan	Environmental Health	Community Development	100%	Complete	Yes	<input type="checkbox"/>
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**Objective** 3.5: An active outdoor lifestyle is encouraged and promoted

**Strategy** 3.5.2: Encourage cooperation between sporting groups and assist them in building capacity

No. Actions supporting the Strateg 1 Strategy % Complete 75%

462	Action 3.5.2.1 Continue to support sport and recreation clubs	Recreational Services & Programs	Community Development	75%	Ongoing support provided to clubs in relation to community leases and the Annual Grants process with grants to assist clubs to build capacity.	Yes	<input type="checkbox"/>
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**Objective** 3.5: An active outdoor lifestyle is encouraged and promoted

**Strategy** 3.5.3: Increase access to the lake, gulf and rivers, including boat ramps, according to demand usage and safety considerations

No. Actions supporting the Strateg 6 Strategy % Complete 43%

464	Review the Lake Kununurra Foreshore and Aquatic Use plan	Strategic & Land Use Planning	Community Development	0%	Prioritisation of actions due to reduced resources have delayed the implementation of this action.	No	<input checked="" type="checkbox"/>
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ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
466	A3.5.3.1.1 Finalise Local Planning Policy for Crossing Falls, Packsaddle and Jabiru Road foreshore	Strategic & Land Use Planning	Community Development	90%	No further action can be undertaken until draft Local Planning Scheme No. 9 has been approved by WAPC (with or without modifications).	No	<input type="checkbox"/>
467	Action 3.5.3.2 Upgrade Lily Creek Lagoon jetty, boat ramp and car park	Asset Management	Infrastructure	90%			<input type="checkbox"/>
471	Anthon's Landing - Upgrade Wyndham Boat Ramp & Floating Pontoon	Boating	Infrastructure	80%	Public comment on concept design closes 12/05/17. Consultants report presented at June's OCM.	Yes	<input type="checkbox"/>
475	Lake Argyle - Provide improved public access to the Lake	Boating	Infrastructure	0%	EMT to determine the overall scope for improving access to Lake Argyle and develop a schedule	No	<input type="checkbox"/>
476	Lake Argyle - Review Concept for improved acces to Lake Argyle	Boating	Community Development	0%	Prioritisation of actions due to reduced resources have delayed the implementation of this action.	No	<input type="checkbox"/>

**Goal REG17 - LOCAL GOVERNMENT (AUDIT) REGULATIONS 1996 - CEO to review certain systems and procedures**

No. of actions supporting the Goal 22

Goal Actions % Complete 46%

Number of actions at risk of not being complete by 30th June: 0

**Objective R17.6 FRAMEWORK DESIGN**

**Strategy R17.6.2 Council Policies**

No. Actions supporting the Strateg 10

Strategy % Complete 63%

510	Develop a Risk Management Policy and present to Council	Governance	Office of the Chief Executive	0%	Will be developed once SGRO Starts in May during Q4		<input type="checkbox"/>
512	Develop and Internal Risk Control Policy	Governance	Office of the Chief Executive	0%			<input type="checkbox"/>
517	Amend Shire Alcohol Management Policy		Community Development	70%	Alcohol Management Policy being reviewed and will be persented to Council in Q4	Yes	<input type="checkbox"/>
518	Remove E9 Traffic Signs Policy from the shire website	Roads	Infrastructure	100%	Action completed	Yes	<input type="checkbox"/>
519	Review E10 Roadside Advertising Policy	Roads	Infrastructure	100%	Action Completed and policy adopted by Council	Yes	<input type="checkbox"/>

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
520	Review the policies in the Local Planning Policy Manual and update if required	Governance	Community Development	0%	Review of Local Planning policies to be undertaken following the gazettal of the draft Local Planning Scheme No. 9. Review anticipated to be undertaken 2017-2018		<input checked="" type="checkbox"/>
521	Review CP/FIN-3200 Strategic Rating Policy amended to remove any defined rates in the dollar and minimum payment levels	Financial Services	Corporate Services	100%	Review completed and adopted by Council	Yes	<input type="checkbox"/>
522	Ensure CP/FIN-3201 Significant Accounting Policies are reviewed annually	Financial Services	Corporate Services	80%	Completed as part of the budget process and will go up to Council in June 2017		<input type="checkbox"/>
523	Amend CP/FIN-3204 Purchasing Policy for extension or variation of a contract's scope after a contract is signed	Financial Services	Corporate Services	100%	Purchasing Policy reviewed and adopted by Council in January.	Yes	<input type="checkbox"/>
524	Review F20 Fixed Assets Policy and incorporated within the broader Asset Management Policy	Financial Services	Infrastructure	80%	Policy reviewed and being incorporated into the broader Asset Management Policy.	Yes	<input type="checkbox"/>

**Objective** R17.7 IMPLEMENTATION

**Strategy** R17.7.2 Operational Policies and Procedures

No. Actions supporting the Strateg 5 Strategy % Complete 48%

525	Workforce Management - Review, update and present to Council for consideration and adoption.	Organisational Development	Office of the Chief Executive	20%	WFMP currently being updated and planned to be presented to Council in Q4		<input type="checkbox"/>
526	Asset Management Plan - Develop and adopt an Asset		Infrastructure	50%	In progress, action tacked in CBP action 172		<input type="checkbox"/>
527	Long Term Financial Plan	Finance	Corporate Services	50%	In Progress, action tracked as part of CBP action # 167	Yes	<input type="checkbox"/>
529	Records Disaster Management Plan - The Plan be amended	Records	Corporate Services	20%			<input checked="" type="checkbox"/>
530	Cyclone Procedures	Emergency Management	Infrastructure	100%	Emergency Management Procedures for Cyclones in place and being followed	Yes	<input type="checkbox"/>

**Objective** R17.7 IMPLEMENTATION

ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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**Strategy R17.7.3 Human Resource Management and Practices**

No. Actions supporting the Strateg 6 Strategy % Complete 8%

532	Review the Code of Conduct to include volunteers and contractors in the scope	Governance	Office of the Chief Executive	0%	A Code of Conduct for volunteers is being developed by the Communities team. A Code of Conduct for Contractors will be developed by Infrastructure Team.		<input type="checkbox"/>
533	Ensure The Occupational Health and Safety Committee commence regular meetings	Organisational Development	Office of the Chief Executive	0%			<input type="checkbox"/>
534	Establish a process to re-induct employees so they are aware of ongoing changes	Organisational Development	Office of the Chief Executive	0%			<input type="checkbox"/>
535	Staff Training - Development of a training matrix	Organisational Development	Office of the Chief Executive	50%	Training Matrix being developed and appropriate training provided to staff	Yes	<input type="checkbox"/>
536	Staff Qualifications - Documented procedures developed to ensure staff qualifications are current and copies are maintained on file	Organisational Development	Office of the Chief Executive	0%			<input type="checkbox"/>
537	Ensure all contractors and volunteer staff undergo induction before commencing	Organisational Development	Infrastructure	0%		Yes	<input checked="" type="checkbox"/>

**Objective 8.0 MONITORING AND REVIEW**

**Strategy R17.8.2 Executive Management Team**

No. Actions supporting the Strateg 1 Strategy % Complete 100%

542	Minutes of Executive Management Team meetings be maintained		Office of the Chief Executive	100%	Process has been established to take minutes of EMT meetings	Yes	<input type="checkbox"/>
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ID	Action Title	Service	Responsible Directorate	Progress %	Quarter 3 Progress January to March 2017	Complete by 30th June	17/18 Plan
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Shire of Wyndham East Kimberley strives for continuous improvement and welcomes your feedback in relation to the Corporate Business Plan.

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