Shire of Cunderdin

Corporate Business Plan Quarterly Update

July 2024 –September 2024

Contents

Section 1 - Vision 2
Section 2 - The Quarterly Report Explained 2
Section 3 - Strategic Directions 3
3.1 Strategic Direction 1 Community and Social 3
3.2 Strategic Direction 2 Economy 6
3.3 Strategic Direction 3 Built Environment 8
3.4 Strategic Direction 4 Natural Environment 11
3.5 Strategic Direction 5 Civic Leadership 12

Section 1 - Vision

Section 2 - The Quarterly Report Explained

The Corporate Business Plans defines the facilities, services, programs and projects the Shire will undertake to deliver the community priorities that are detailed in the adopted Community Strategic Plan. Appended to the plan is a financial forecast for the next 4 years taken from the long-term financial plan.

Quarterly Report is designed to provide information on the progress and milestones of key projects in the Shire's Corporate Business Plan 2021 – 2025.

The Strategic directions in the plan provides the basis for quarterly reporting using a simple traffic light system. This information will be shared with Council and the Community on a quarterly basis via an OCM Item and the Shire's website.

The Corporate Business Plan is reviewed and updated annually to reflect any changes to the long-term financial plan, service levels and to include any new programs, projects or strategic initiatives.

Traffic Light Status			
Not Commenced	In Progress	Completed	Ongoing

Represents years the priority is to be executed.

21 22	22 23	23 24	24 25
✔	✔	✔	✔

Section 3 - Strategic Directions

3.1 Strategic Direction 1 Community and Social

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.1 Community members have the opportunity to be active, engaged and connected	1.	Implement the Shire's Disability Access and Inclusion Plan	✓	✓	✓	✓		Completed Annual Review in progress to be lodged prior to 31 July 2024.
	2.	Work with the Youth Council to prioritise their strategies and assist in the implementation of them	✓	✓	✓	✓		Adoption of a Youth Development Plan at the June 2024 OCM.
	3.	Advocate for the retention of the WA Agricultural College, Cunderdin DHS and Meckering Primary School	✓	✓	✓	✓		
	5.	Engage the community in the design of O'Connor Park and Apex Park	✓	✓	✓	✓		O'Connor Park Complete Researching options for Meckering's Apex Park.
	6.	O'Connor Park and Memorial Park upgrades completed and promoted			✓	✓		
	7.	Collaborate with the CRC and local groups to deliver community events and initiatives that are diverse and inclusive to local needs	✓	✓	✓	✓		Planning in process to host annual Halloween Trick or Treat at the Cunderdin Museum in conjunction with the CRC hosting a Halloween sausage sizzle at O'Connor Park.
	8.	Facilitate initiatives that focus on community connection and cohesion outcomes across both communities	✓	✓	✓	✓		Streets Alive program event hosted in the Cunderdin and Meckering Communities during August.

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.2 A healthy and safe community is planned for	9.	Develop a Sport and Recreation Facilities Master Plan for whole of Shire	✓	✓				
	10.	Implement the Sport and Recreation Facilities Master Plan						
	11.	Improve street lighting in the town centres						
	12.	Install CCTV in identified areas of the town centres			✓	✓		CCTV installed at the CSRC.
	13.	Together with the CRC deliver targeted support and guidance to local volunteer organisations	✓	✓	✓	✓		
	14.	Continue to lobby key stakeholders to ensure the necessary support is provided for emergency volunteer services who support our communities	✓	✓	✓	✓		Support Junior Fire Brigade Cadets Program. Desktop procedure completed at June LEMC Meeting.
	15.	Develop an Aged Friendly Community Plan	✓	✓				

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
1.3 Advocate for the provision of quality health services, health facilities and programs in the Shire	16.	Lobby stakeholders to ensure the necessary health and aged care services are accessible across the Shire	✓	✓	✓	✓		Regular meeting with WA Country Health Services. Staying in Place member attended a Council Information Session to advocate for their programme to diversify at home care services for the community.
	17.	Work with neighbouring local governments and key stakeholders to have a collaborative approach to the provision of medical and allied health services to the region	✓	✓	✓	✓		Strategic approaches discussed, encouraging action in development of palliative care within the Cunderdin Health Centre. Recently hosted a walk through of the current Health Centre with Local Member of Parliament, Hon Mia Davies MLA.
	18.	Maintain and expand the Sandalwood Village alongside facilitating support services locally to age in place						
1.4 Support emergency services planning, risk mitigation, response and recovery	19.	Joint planning with stakeholders at a local and sub regional level for disaster preparedness and emergency response	✓	✓	✓	✓		LEMC and BFAC meetings held in September 2024.
	20.	Scenario planning and training	✓	✓	✓	✓		CESM conducted 'walk throughs' of the BFB trucks to enhance volunteer knowledge prior to fire season.

3.2 Strategic Direction 2 Economy

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
2.1 Facilitate local business retention and growth	1.	Key infrastructure supports the agricultural industry	✓	✓	✓	✓		Receival of Restricted Access Vehicle applications to improve grain cartage options for farmers in the community.
	2.	Support local business development initiatives where possible, via our policy position	✓	✓	✓	✓		Statewide and local advertising requirements administered for development applications enabling growth of local businesses.
	3.	Continue to activate the Airport and Airfield including runaway upgrade	✓	✓	✓	✓		Meetings held with members of the Gliding Club of Western Australia to discuss potential for drainage mitigation options for future planning.
	4.	Advocate for improved communications infrastructure by lobbying stakeholders to meet the needs of the district, both residential and commercial, now and into the future	✓	✓	✓	✓		Support planning application received for installation of communication infrastructure in Warding East, Meckering.
2.2 Renew and improve the visibility of the Shire of Cunderdin brand.	5.	Together with the communities, develop a brand for the Shire and integrate it into a whole of Shire and community / business marketing and communications framework	✓	✓				
	6.	Develop a Shire of Cunderdin Marketing Action Plan to promote our lifestyle, work opportunities and family focused community		✓				Under Review
	7.	Allocate resources and work towards achieving the Marketing Action Plan		✓	✓	✓		Under Review

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
2.2 Renew and improve the visibility of the Shire of Cunderdin brand	8.	Update and improve visitor information infrastructure as well as online, face to face and print communication channels	✓	✓	✓	✓		New street signs featuring updated logo being rolled out.
2.3 Build economic capacity	9.	Renewal and maintenance of Shire owned housing	✓	✓	✓	✓		Contracts entered into for the construction of new executive dwelling and two appropriately sized staff dwellings.
	10.	Determine and respond as required to the current and future demand for industrial and residential land	✓	✓	✓	✓		Contractors working on development requirements for Watts Street land subdivision. Site and soil testing completed in September 2024
2.4 Encourage local workforce participation	11.	Support the provision of childcare in our communities	✓	✓	✓	✓		Collaboration with daycare stakeholder, REED, on grant application for Daycare Staff Attraction and Retention Packages.
	12.	Shire workforce to include trainees and apprentices	✓	✓	✓	✓		Youth Development Officer received trainee completion certificates.

3.3 Strategic Direction 3 Built Environment

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.1 Safe, efficient and well maintained road infrastructure	1.	Update, review and achievement of the 10yr Road Works Program	✓	✓	✓	✓		Completed review of 5 year RRG plan.
	2.	Update, review and achievement of the Road Asset Management Plan including network hierarchy and service levels	✓	✓	✓	✓		
	3.	Achievement towards the Footpath Management Plan	✓	✓	✓	✓		Allocation of funds in 2024/25 budget to commence action of Footpath Management Plan.
	4.	Advocacy towards funding and improvements to state and federal owned roads	✓	✓	✓	✓		Working with surrounding Local Governments to priorities development of Cunderdin Quairading Road.
	5.	With the community, develop preferred pedestrian connections across the Great Eastern Hwy and advocate for them						

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.2 Enhance connectivity between places	6.	Engage with Main Roads and the Public Transport Authority to improve access to the Cunderdin Train Station						
	7.	Forward plan with key stakeholders for the enhancement of town centres.						Shire and Youth Council engaged artist for completion of a engaging and vibrant mural on the Lions Kiosk located in Main Street Cunderdin.
	8.	Implement plans for the enhancement of town centres as well as the townscape aesthetics		✓	✓	✓		Council, staff and community members met with Sabrina Hahn to discuss the development and beautification of streetscapes in the Cunderdin CBD.
	9.	Together with families make improvements to the cemeteries	✓	✓				Continued consultation with the Department of Education for purchase of land to allow expansion of the Cunderdin Cemetery.
	10.	Continue to implement the water capture and storage plan - Water Efficiency Management Plan	✓	✓	✓	✓		Installation of water tanks at CSRC as part of Business Continuity Plan.
3.3 Enhance public spaces and townscapes	11.	Manage and maintain the Council's parks, gardens and open spaces at appropriate service levels and standards	✓	✓	✓	✓		
	12.	Improve public ablutions across the Shire			✓			
	13.	Plan for enhancements to the Meckering Earthquake Garden			✓	✓		

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
3.4 Protect and preserve heritage	14.	Promote and where required, support the Cunderdin Museum and Pump Station	✔	✔	✔	✔		Museum Committee have developed and action plan for the Museum to be presented to Council prior to the October 2024 Council Meeting.
	15.	Maintain and plan for significant improvements of the Cunderdin Town Hall	✔	✔	✔	✔		Rising damp mitigation processes being rolled out, starting with render being removed from walls. Next process will begin in February 2025

3.4 Strategic Direction 4 Natural Environment

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
4.1 Maintain a high standard of environmental health services	1.	Deliver statutory requirements in Environmental Health	✓	✓	✓	✓		Health Officer completed food service inspections. I'mAlert Food Handling Safety
4.2 Conservation of our natural environment	2.	Work in collaboration with groups and organisations to deliver projects and programs that promote and protect the district's natural resources as well as agricultural industry	✓	✓	✓	✓		
	3.	Work with key stakeholders to manage and protect natural reserves	✓	✓	✓	✓		
	4.	Liaise with stakeholders to improve facilities at Cunderdin Hill, whilst still protecting the natural asset						
	5.	Continue to participate in the Bushfire Risk Management Planning program	✓	✓	✓	✓		Bushfire Risk Management Plan endorsement from OBRM.
4.3 Demonstrate sustainable practices of waste management	6.	Continue to improve waste management and recycling	✓	✓	✓	✓		

3.5 Strategic Direction 5 Civic Leadership

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
5.1 Shire communication is consistent, engaging and responsive	1.	Shire communication is aligned to policy and best practice engagement standards	✓	✓	✓	✓		
	2.	Review and implementation of Council's Customer Service Charter	✓	✓	✓	✓		
	3.	Employ professional customer service workforce who have the required knowledge and training to ensure a good standard of Customer Service	✓	✓	✓	✓		
	4.	Quarterly reports to Council, staff, and the community on achievement of SCP and CBP outcomes (internal and external)	✓	✓	✓	✓		Quarterly reporting requirements adhered to.

Community Priority	#	Actions	21 22	22 23	23 24	24 25	Status	Review Comment
5.2 Forward planning and implementation of plans	5.	Work with external organisations to collaboratively plan, fund and achieve our plans	✓	✓	✓	✓		
	6.	Annual reviews of Council's LTFP to ensure the long-term financial stability of the Shire	✓	✓	✓	✓		
	7.	Continue representation on relevant Boards, Committees and Working groups to influence positive local and regional outcomes	✓	✓	✓	✓		Zone Meetings attended. Attendance at Wheatbelt Secondary Freight Technical Committee Meetings.
5.3 Implement systems and processes that meet legislative and audit obligations	8.	Continual improvement in governance and operational policies, processes and implementation	✓	✓	✓	✓		Staff have recently attended training in Governance
	9.	Councillor training is provided and completed	✓	✓	✓	✓		
	10.	Professional development for staff is encouraged and completed	✓	✓	✓	✓		Staff have recently attended training in Governance