

Council Plan Item	Carryover projects	2024-2025 Projects	Update (Jul 24-Dec 24)	Project Status (Jul 24 - Dec 24)
<b>PEOPLE</b>				
<b>Outcome 1. A diverse and growing population.</b>				
Objective 1.1 Attract and retain more families with children, and younger adults.				
1.1.1 Establish a Youth Leadership Group to develop a youth plan for Council's consideration.	<input checked="" type="checkbox"/>		<p>The Shire is awaiting consent from Arc Infrastructure, prior to issuing a Licence for the Pump Track building.</p> <p>Work commenced on a Terms of Reference for the proposed Youth Reference Group (YRG) in the previous reporting period. A draft has been written and consultation has commenced and will proceed with young people who live throughout the Shire. The Terms of Reference will be presented to Council for endorsement.</p>	In Progress
1.1.3 Research demand for childcare and afterschool care to establish service gaps and recommended solutions.	<input checked="" type="checkbox"/>		The Shire applied to the Department of Communities for a grant to support retention and recruitment for regional child care workers in the Shire. The grant application was successful.	In Progress
Objective 1.2 Support older people in the community to positively age in place.				
1.2.1 Provide a Positively Ageing in Place Strategy, in collaboration with local service providers, to enable improved access to aged care accommodation, services and facilities.		<input checked="" type="checkbox"/>	<p>There is no formal strategy in place to use any local service providers. However, a service which promotes positively aging in place is the Strength for Life exercise program which is delivered in collaboration with the Council of the Ageing at the Recreation Centre. Three sessions delivered per week with emphasis on health, social physical wellbeing for an ageing population.</p> <p>The Donnybrook Community Library is home to Seniors Club who meet 2-3 times per week. The Shire provides the facility at no cost to the Club and assist in promoting their service through the Shire website.</p> <p>All new or renewed community facilities are accessible and equipped to support the needs of older adults.</p> <p>The Shire ensures there are suitable housing options that meet the needs of older adults.</p>	In Progress
1.2.2 Promote the availability of digital literacy classes for seniors at the Community Resource Centre through the Shire's communication channels.	<input checked="" type="checkbox"/>		The Shire promotes local community events and activities organised by the Donnybrook Community Resource Centre on an ongoing basis, via the Shire website and social media where relevant.	In Progress
Objective 1.3 Improve access and inclusion for people facing barriers.				

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Objective 1.4 Encourage recognition and respect for all cultures.				
1.4.1 Enable development of a community-led Reconciliation Action Plan.	<input checked="" type="checkbox"/>		The 2024/2025 budget does not include any allocation for a Reconciliation Action Plan.	Defer
<b>Outcome 2 A safe and healthy community.</b>				
Objective 2.1 Improve access to facilities and services to support community health and wellbeing.				
2.1.4 Partner with health and allied health organisations (e.g. WACHS, Hall and Prior, St Johns Ambulance) to consolidate the Donnybrook health precinct as a viable and vital suite of local health services and facilities.		<input checked="" type="checkbox"/>	Further discussions to be held with relevant stakeholders and Council on future direction.	Monitor
Objective 2.2 Facilitate, encourage and support a diverse range of festivals, community events, arts and cultural activities.				
2.2.1 Facilitate a round table discussion between the Shire and local event organisers to explore opportunities to streamline event management.	<input checked="" type="checkbox"/>		A draft event policy was presented to Council in November 2024 and is being advertised for public comment, closing 31 January 2025. It was also provided directly to regular event organisers for comment. The outcome of this consultation will be presented back to Council for consideration of formal adoption of the policy.	In Progress
Objective 2.3 Maintain community safety.				
2.3.1 Partner with WA Police to distribute community and road safety education in the community and local schools.		<input checked="" type="checkbox"/>	The Shire provides and shares information on the Shire website and social media regarding road safety and other related topics on an ongoing basis, particularly at seasonal times of the year with higher road traffic volumes. Updates to the Shire website have also been made to the Works & Services FAQs page, which includes information about sealed/unsealed roads and safe driving practices.	Achieved
2.3.3 Maintain safe practices within the Recreation Centre that align with federal and state government policies and procedures.		<input checked="" type="checkbox"/>	Successfully completed within the previous reporting period, and there are no new updates or developments to report on during this reporting period.	Achieved
Objective 2.4 Encourage responsible animal management.				

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<b>PLANET</b>				
<b>Outcome 3 The natural environment is well managed for the benefit of current and future generations.</b>				
Objective 3.1 Care for the natural environment, including weed and pest management.				
3.1.2 Enable more opportunities for community volunteers, students, work for the dole, and prisoner release program participants to take part in environmental projects (i.e. river clean-up, weeding, tree planting, etc).		<input checked="" type="checkbox"/>	No actions undertaken during this period	In Progress
Objective 3.2 Develop community readiness to cope with natural disasters and emergencies.				
3.2.1 Partner with DFES to construct the new Argyle-Irishtown Bushfire Brigade Station.	<input checked="" type="checkbox"/>		An application for funding was submitted to the Department of Fire and Emergency Services (DFES) in March. It was anticipated that a result would be announced by mid-August, but no outcome was received, possibly due to the expectation of election promise funds.	Monitor
3.2.2 Partner with Department of Communities to ensure evacuation/welfare centres are fit for purpose.		<input checked="" type="checkbox"/>	The adequacy of the Recreation Centre as well as the opportunity to utilise VC Mitchell Park as an alternative are currently being investigated.	In Progress
3.2.4 Provide support for emergency services volunteers.		<input checked="" type="checkbox"/>	The Shire conducted more prescribed burns, creating numerous training opportunities for volunteers. Flexible local training sessions were coordinated for Bush Fire Brigade (BFB) volunteers. The Shire actively seeks and provides funding to the brigades. On December 1st, volunteers were thanked and recognised with awards during a community day, to commend their ongoing efforts, the event included a sausage sizzle and the painting of the sea container. The Lowden BFB received a new vehicle, and the Shire coordinated its induction and training. Consultation with Upper Capel BFB for a new or upgraded facility was also undertaken. During the BFAC meeting, two new procedures were endorsed. Additionally, the harvest vehicle movement ban SMS system was implemented.	In Progress

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<b>Outcome 4 Shared responsibility for sustainability.</b>				
Objective 4.1 Encourage the adoption of sustainable practices.				
Objective 4.2 In line with the WA targets, and the Paris Agreement, reduce greenhouse gas emissions to net zero by 2050.				
4.2.1 Audit Shire buildings and facilities to determine opportunities and costs associated with introducing renewable energy infrastructure.		<input checked="" type="checkbox"/>	Funding of \$15,000 provided in 24/25 budget to undertake energy audit at 5 Council sites. Request for Quotations sent to five firms. Responses to be assessed in January 2025.	In Progress
4.2.2 Provide energy efficient lighting across the Shire, in line with the Shire's Cities Power Partnership pledge.		<input checked="" type="checkbox"/>	Nil progress. Requires external grant funding and Council co-contribution to progress.	Monitor
<b>Outcome 5 A sustainable, low-waste, circular economy.</b>				
Objective 5.1 Reduce waste generation				
5.1.1 Produce a Local Waste Strategy to identify measures to reduce waste going to landfill and establish public education and communication approaches to encourage waste reduction behaviours, including recovery, reuse, and recycling.	<input checked="" type="checkbox"/>		There is no budget allocation for 2024-2025 for the development of a Local Waste Strategy. However, the Shire is working with the kerbside contractor in utilising the education allocation, with a number of school visits having occurred.	Not Started
Objective 5.2 Increase material recovery and recycling				
5.2.1 Provide separated recycling bins at Shire facilities (e.g. parks, libraries, recreation centres).	<input checked="" type="checkbox"/>		The stations have been repaired. Stickers to be designed and placed on the stations subject to funding carried over in 24/25 However funding was not allocated in 2024/2025 budget.	Defer
Objective 5.3 Reduce Landfill				
5.3.1 Implement the Landfill Closure Management Plan.		<input checked="" type="checkbox"/>	During the licensing process DWER raised concern about the proposed leachate gas management measures included in the Landfill Closure Management Plan (LCMP). Quotes have been sought to model proposed alternatives for leachate gas management for further consideration by DWER. LCMP works cannot be progressed until this has been addressed.	In Progress
5.3.2 Collaborate with neighbouring councils to review regional waste options to reduce landfill (such as waste to energy facilities).		<input checked="" type="checkbox"/>	The Shire has been advised by our organics processor, Bunbury Harvey Regional Council that they will no longer be accepting our kerbside organics. This came at very short notice, and with no immediate viable alternative, our organics waste is being diverted to landfill. This affects all local governments in the southwest implementing organics kerbside collection. Local government CEOs and waste management officers have discussed options with officers from the Department of Water and Environmental Regulation and waste service providers. Solutions identified to date come at a considerable cost to residents/ratepayers. Without any commitments from a waste service provider or state government to invest in organics processing infrastructure in the region, Council will need to consider whether continuing to provide the 3-bin system is viable.	Monitor

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<b>PLACE</b>				
<b>Outcome 6 The built environment is responsibly planned and well maintained.</b>				
Objective 6.1 Ensure sufficient land is available for residential, industrial and commercial uses.				
6.1.1 Review the Local Planning Strategy.	<input checked="" type="checkbox"/>		Shire staff working with DPLH staff to consider submissions. Project stalled due to change in staff and a large number of complex development applications being received.	In Progress
6.1.2 Review the Local Planning Scheme.	<input checked="" type="checkbox"/>		Scheme preparation is contingent on the outcome of Council consideration of submissions.	Defer
6.1.3 Review Local Planning Policies.		<input checked="" type="checkbox"/>	Policy development is contingent on outcome of Local Planning Strategy and Scheme review. However, one policy updated during this period (LPP 9.20 - Ancillary Dwellings & Caretaker Dwellings)	Defer
6.1.4 Advocate for provision of relevant services and infrastructure to facilitate appropriate land development.		<input checked="" type="checkbox"/>	Meetings held with various stakeholders including South West Development Corporation and Bun Geo Economic Development Alliance to discuss barriers to residential development. Extension of power, water and sewer supply networks continue to be impediments to greenfields site development, not only in the Shire, but the South West Region.	In Progress
Objective 6.2 Encourage the adoption of sustainable design principles.				
6.2.1 Share information on the Shire's website to improve community awareness about sustainable design principles, and access to subsidies and grants.		<input checked="" type="checkbox"/>	A review was planned to be undertaken during the recent website refresh; however, due to resource constraints, this review is not urgent and will need to be delayed until more resources are available..	Not Started
Objective 6.3 Create vibrant, attractive and welcoming towns.				
6.3.2 Support community groups to design and implement townscape works in Donnybrook, Balingup and Kirup.		<input checked="" type="checkbox"/>	<p>The Shire continues to support the Donnybrook Towns Team (DTT) with an asphalt art initiative adjacent to the Apple Fun Park. In-principle support has also been received from MRWA for reduced speed zoning adjacent to the Apple Fun Park. A report to Council for endorsement of the speed zoning changes will be presented at the February 2025 OCM.</p> <p>Electrical infrastructure upgrades in Ayres Gardens facilitated an enhanced Christmas Lights display in December of 2024. This included the installation of new lighting and illuminated caricatures.</p> <p>The Balingup Townscape Committee has been supported in accordance with Council's policy (COMD/CP-4 - Community Townscape Activities), plus on site meetings with representatives to discuss Shire projects on Balingup Nannup Road and at the Balingup Cemetery</p>	Achieved

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<b>Objective 6.4</b> Provide attractive, well maintained streetscapes, verges and trees.				
6.4.1 Enhance Donnybrook Arboretum.	<input checked="" type="checkbox"/>		Shelter over Whim has been installed, planning for improved signage being progressed.	In Progress
6.4.2 Enable growth of the urban tree canopy by making a suitable number of trees available per annum to support a community tree planting program.		<input checked="" type="checkbox"/>	Ongoing; trees were successfully planted. Application forms were updated, and the process adapted to increase efficiency in responding to applicants and undertaking the works	In Progress
<b>Objective 6.5</b> Provide attractive and sustainable parks, playgrounds and reserves.				
6.5.1 Support Kirup Progress Association to seek funding opportunities to develop the Mill Park concept.		<input checked="" type="checkbox"/>	The Kirup Progress Association (KPA) updated their plans for the Mill Park Project after a productive meeting in October 2023. Although it was determined that installing a public toilet at the site would be unsuitable, the KPA remained enthusiastic about enhancing the area. They explored the possibility of incorporating a sculpture or mural to create an attractive roadside feature. There are no further updates at this time.	Monitor
<b>Outcome 7 Heritage assets are valued and respected.</b>				
<b>Objective 7.1</b> Identify, preserve and showcase local heritage.				
7.1.1 Review the Local Heritage Survey, the Shire Heritage List and continue to promote sensitive heritage adaption projects and initiatives.	<input checked="" type="checkbox"/>		Heritage Consultant no longer working for the Shire. Shire investigating options to recoup costs incurred to date.	Monitor
<b>Outcome 8 Safe and convenient movement of people into and around the district.</b>				
<b>Objective 8.1</b> Improve road safety, connectivity and traffic flow for all users.				
8.1.1 Advocate for the State Government to upgrade and improve key regional transport infrastructure.		<input checked="" type="checkbox"/>	No advocacy activities undertaken during the reporting period.	Monitor
<b>Objective 8.2</b> Provide sufficient parking for all needs.				
8.2.1 Provide a parking strategy, considering diverse parking needs for trucks, RVs, cars, motorbikes, gophers, e-rideables and bicycles.	<input checked="" type="checkbox"/>		Consultation commenced via the review of the Disability Access and Inclusion Plan. However, no budget allocation was approved in the 2024/2025 budget.	Defer
<b>Objective 8.3</b> Provide safe, well connected paths for pedestrians, cyclists and gophers.				
8.3.2 Provide a recreational loop extending from Bridge Street to Dale Street and consider extending upstream and downstream to facilitate longer recreational journeys.		<input checked="" type="checkbox"/>	The delivery of the all ability access ramp was delayed by not being able to attract and offers to a design and construct RFQ. A design consultant is currently undertaking the design and once complete will go back out for quotes for construction. Works intended to commence in May 2025, subject to river levels.	In Progress
<b>Objective 8.4</b> Improve access to public transport.				
8.4.1 Scope community need for improved access to shared and public transport.	<input checked="" type="checkbox"/>		There are no new updates or developments to report on at this time. Further consultation is recommended to Council to scope further need requirements.	Achieved

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<b>PROSPERITY</b>				
<b>Outcome 9 A thriving economy.</b>				
Objective 9.1 Build and strengthen stakeholder relations.				
9.1.1 Develop a Key Stakeholder Engagement Plan (e.g. Government agencies, tourism bodies, major employers) to establish and strengthen strategic relationships.	<input checked="" type="checkbox"/>		The stakeholders and community engagement planned for a future Council workshop. There are no new updates or developments to report on at this time.	Monitor
Objective 9.2 Attract and retain a diverse mix of businesses and investment opportunities.				
9.2.1 Partner with Regional Development Australia, South West Development Commission, and the Donnybrook-Balingup Chamber of Commerce and Industry to develop a local Economic Development Strategy for the Shire of Donnybrook Balingup.	<input checked="" type="checkbox"/>		No funding provided in the 24/15 Budget, Economic Development Officer position also not funded.	Defer
Objective 9.3 Enable appropriate infrastructure to support and enhance business.				
9.3.1 Advocate for Development WA to further develop Sandhills Industrial Area.	<input checked="" type="checkbox"/>		No action taken during the reporting period.	Defer
Objective 9.4 Facilitate access to quality education, training and work opportunities to attract and retain students.				
9.4.1 Through the Workforce Plan explore opportunities for apprenticeships and traineeship to provide more employment opportunities in the Shire of Donnybrook Balingup organisation.		<input checked="" type="checkbox"/>	A local youth completed their work experience with the Shire, gaining exposure to various service areas. They were impressed by the diversity of tasks and were warmly welcomed by the staff. Discussion held with senior staff regarding introduction of Ranger Traineeship.	In Progress

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<b>Outcome 10 A popular destination for visitors and tourists.</b>				
Objective 10.1 Encourage more people to stop, shop and experience the Shire of Donnybrook Balingup.				
10.1.1 Partner with the Bunbury Geographe Tourism Partnership (BGTP) and Southern Forests Blackwood Valley Tourism Association (SFBVTA) to develop local tourism marketing initiatives.		<input checked="" type="checkbox"/>	Council has signaled its intent to withdraw from the BunGeo Tourism Partnership. Limited progress on SFBVTA tourism development due to removal of Economic Development resource not funded in 24/25 budget.	In Progress
10.1.2 Provide wayfinding signage to improve awareness and access to places of interest.		<input checked="" type="checkbox"/>	The project will need to be deferred as its unfeasible to advance due to budgetary restrictions.	Defer
10.1.4 Advocate for Glen Mervyn Dam eco-tourism opportunities.	<input checked="" type="checkbox"/>		Nil progress during the reporting period.	Monitor
10.1.5 Develop a marketing campaign to promote Shire facilities and services (such as the heated pool in Donnybrook Recreation Centre) to visitors and residents in neighbouring communities.	<input checked="" type="checkbox"/>		<p>Television Advert: Re-aired on the Ten Win Network throughout December and January to coincide with the with the cricket and tennis.</p> <p>Membership Brochures: Updated membership brochures developed with new pricing and membership types. Double sided brochure with additional information on pool prices and opening times.</p> <p>Social media: Regular updates on Facebook on upcoming events, swims school and school holiday activities. Pool and Skate Party was a paid Facebook promotion to reach more people on social media.</p> <p>Posters: Event posters used to promote events happening at the Recreation Centre, these were posted at strategic locations such as the CRC and IGA in attempted to get as much exposure as possible.</p>	In Progress
Objective 10.2 Improve visitor infrastructure and services.				
10.2.1 Advocate for realignment of the Munda Biddi Trail through the centre of Donnybrook.		<input checked="" type="checkbox"/>	Nil progress to report in this reporting period.	Monitor

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<b>PERFORMANCE</b>				
<b>Outcome 11 Strong, visionary leadership.</b>				
Objective 11.1 Provide strategically focused, open and accountable governance.				
11.1.1 Provide an annual review of key informing strategies to the Integrated Planning and Reporting Framework to inform the Annual Budget.		<input checked="" type="checkbox"/>	Informing strategy development and review underway.	In Progress
11.1.3 Facilitate access to mandatory councillor training.		<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> <li>• Purchased a WALGA eLearning training subscription for Council (and staff) to undertake the five Council Member Essential Modules at their own pace.</li> <li>• 7 of the 9 Councillors completed their Mandatory Training</li> </ul>	Achieved
Objective 11.2 Improve community consultation and engagement.				
11.2.1 Develop a Community Engagement Plan.	<input checked="" type="checkbox"/>		The Community Engagement policy and operational procedure requires a thorough review, which is currently underway.	In Progress
11.2.2 Provide a biennial community survey to benchmark service levels and determine community priorities.	<input checked="" type="checkbox"/>		The community survey was postponed until the appointment of the new Council to prevent any potential bias in the feedback due to the appointment of the Commissioner. Now that the Council has been elected and the CEO has been appointed, it will be planned to commence at an appropriate time with the review of our Council Plan. A budget allocation has been included in the 24/25 Budget.	Not Started

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<b>Outcome 12 A well respected, professionally run organisation.</b>				
Objective 12.1 Deliver effective and efficient operations and service provision.				
12.1.1 Prepare grant applications to secure funds needed to address community priorities and implement major projects.		☑	Shire staff have actively sought external funding to reduce impact on ratepayers for a range of activities and facilities enhancement projects including installation of lighting at VC Mitchell Park Tennis Courts. Further, advocacy work has been undertaken to seek grant funding for renewable energy initiatives at the Donnybrook Recreation Centre, and air conditioning at the Balingup Community Centre and a range of smaller community-focused initiatives.	In Progress
12.1.2 Provide and deliver an Internal Audit Program.		☑	Council Resolved to defer the internal audit and reassign the budget allocation to fund a ITC Strategy.	Defer
12.1.3 Review Shire IT, including business and customer service software (such as intramaps).	☑		Reviews will proceed after an ITC Strategy has been adopted by Council.	Monitor
12.1.4 Provide an improved booking system for Shire services, events and facilities (including transit parks, sporting ovals, community halls etc).	☑		Further research is needed into booking systems used by other Shires or there's the possibility of employing the V.C Mitchell building booking system when that is operational. The budget allocation for this project was reallocated to the website refresh during the mid-year budget review.	Monitor
12.1.6 Provide a Building Service Level Hierarchy Framework.		☑	Further investigation to this initiative to occur next reporting period alongside Councillor Workshops to discuss Asset Optimisation.	Monitor
Objective 12.2 Continuously improve workplace culture.				
<b>Outcome 13 Increased community capacity.</b>				
Objective 13.1 Enable community organisations and community champions to deliver services and projects to meet local needs.				
13.1.1 Fund community organisations through the Community Grants Funding Scheme.		☑	Grant rounds were advertised with submissions closing in January 2024. Council to consider applications at a future workshop.	In Progress
13.1.3 Partner with key stakeholders to support, encourage and recognise community volunteers.		☑	On December 1st, volunteers were thanked and recognised with awards during a community day, to commend their ongoing efforts, the event included a sausage sizzle and the painting of the sea container.	Achieved