

CORPORATE BUSINESS PLAN

Shire of Chapman Valley Corporate Business Plan & Progress Report - Council Endorsed November 2021 OCM (Minute Reference: 11/21-02)
 Our Vision: "We are a thriving community, making the most of our coastline, ranges and rural settings to support us to grow and prosper."

[Link to Strategic Community Plan \(SCP\)](#)

SCP Ref	SCP Objectives	SCP Strategy	SCP Actions	Completed 2017 to 2020	Status Report 2021 - 2024 Items	Short-Term June 2022	Medium-Term 2023 and 2024	Long -Term 2024 and beyond	No Timeline (Ongoing)
1 Community and Lifestyle									
1.1	Nurture the sense of community	Development of plans relevant to population needs	Review existing plans and develop new plans as required	CDO to review all existing community plans, strategies, policies, procedures, etc., to determine gaps. BHP Master Plan, Nanson Showgrounds Master Plan endorsed by Council. Coronation Beach Master Plan under review. LP Strategy & TP Scheme reviews in progress.	Discussion on an Annual Community Event yet to be commenced. Item for TEWG discussions. Mills Lookout & Coronation Beach Plans still being worked on.	Work with Tourism Operators and Community organisations to develop annual community event(s) Develop (in-house) and commence implementation of a Mills Lookout Master Plan	Work with Tourism Operators and Community organisations to develop annual community event(s) Continue implementation of the Mills Lookout Master Plan	Work with Tourism Operators and Community organisations to develop annual community event(s) Continue implementation of the Mills Lookout Master Plan	Continue to promote a sense of community at every opportunity.
		Determine a whole of Shire community integration approach	Advocate a sense of community when opportunity arises.	Community Facebook established not controlled by the Shire to ensure independence exists.					
1.2	Strengthen our advocacy role and regional partnerships to support the provision of local services and facilities	Maintain close relationships with neighbouring shires and regional bodies	Participate in and advocate for regional resource sharing and cross-boundary cooperation.	Promote the most appropriate and beneficial Dongara to Northampton Transport Corridor for social, economical, cultural & heritage benefit of the Shire, regional, State & Nation. Negotiations have been undertaken & affected community members encouraged to participate in lobbying MRWA, MWDC & local parliamentarians on this matter. Regional approach successful with High Speed Fixed Wireless Project (i.e. Shires of CV & NR). MRWA has determined DNTC preferred route and is pending Main Roads public consultation process	Informal discussion continuing with regional LGAs on resource sharing. Work Health Safety Coordinator to be shared with the Shire of Northampton Regional Waste Collection Contract being revisited for tender. Discussion ongoing with MRWA on promoting upgrades to Chapman Valley Rd. Planning Services continue to be offered to a number of LGAs	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community. Continue to work with Main Roads to improve Chapman Valley Road. Ongoing. Planning services proved by SoCV to several LGAs.	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community. Continue to implement interpretive, Tourism & Heritage Signage (European and Aboriginal) throughout the Shire (e.g. digital, fixed, etc.).	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.	Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community. Continue to promote the need to acquire land and build the ONIC as an integral aspect to future development of the Oakajee Industrial Estate. Consider regional resource sharing opportunities with other Local Government Authorities. Continue to advocate for the Heavy Haulage route to be Option 6 (NWCH, ONIC, Moonyoonooka-Yuna Rd) Advocate for power consistency and engagement with Western Power on investigating options to restore power from outages faster.
1.3	Maintain and enhance safety and security for the community	Review safe roads and infrastructure	Continue annual review of Road Hierarchy, Road Works Program, Plant Replacement Program	Full Policy Review undertaken along with specific annual review of Road Hierarchy Procedure.	Reviewed annually.				Annual Review of RW Program, Road Hierarchy & Plant Replacement Program
		Enhance community and property security	Encourage improved communications and security across the Shire	Investigated funding opportunities and Shire budget for installation of CCTV systems. Federal Government grant received. CCTV to be installed in 2019 at BHPCC, Nabawa Depot, Nabawa & Yuna Refuse Site & Mills Lookout.	Additional sites for CCTV included in the 21/22 Budget.	Continue to establishment of CCTV at specific sites across the Shire.			Encourage State Government to police ORV use on land under State control.
2 Economic Development and Business Attraction									
2.1	Build population and business activity through targeted strategies	Support business development	Ensure Planning is in place to encourage business development	Investigate usage opportunities for Yuna Memorial Hall for Council consideration. Community and Council representatives have meet with Staff to develop strategies and recommendations for Council consideration on future use of Yuna Hall. Policies & Procedures are reviewed at least annually.	Policies & Procedures are reviewed at least annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Council to consider the possible establishment of an Economic Strategy with recommendations for business incentives.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.
2.2	Provide support for business development and local employment	Research mixed land use opportunities	Investigate possible planning improvements				Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.		TEWG Budget requests considered in Annual Budget Workshop Cycles.
		Consider business start-up incentives	Investigate possible planning improvements						
		Encourage digital network development in the Valley	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications	Continue to develop High Speed Fixed Wireless Internet Service or alternative technologies to improve business retention and growth to as much of the Shire as possible. Application by Logic IT (Shire of CV's preferred ISP/Carrier) with State Government was successful. Internet Service now established.	No further action to date for additional business Workshops. No further action taken to analysis High Speed Fixed Wireless service at this stage.	Promote business training and assistance opportunities, RSM Workshops. Farm business chat group & tourism business alliance. High Speed WiFi project review and analysis? Could the results be used as leverage and promotion of small business opportunities in CV			Continued investigate improvement of telecommunication within the Shire
2.3	Welcome local tourism and participation in regional strategy	Research and develop local tourism plan	Encourage Tourism Operators to establish an Alliance for them to develop and implement a Local Tourism Plan. This must be industry driven, not Shire driven.	CDO has made contact with Tourism Operators within Shire to bring them together for opportunity to network, explore options to support each other and determine where shire fits in a support role. The preferred model is for the Shire to assist and support tourism in CV and for tourism to be driven by businesses not the Shire. Survey compiled and distributed by CDO & Shire Tourist Working Group seeking feedback & data to assist with report & recommendations presented to Council for consideration. Moresby Range Eco Tourism Master Plan underway. Item in 20/21 Budget for Heritage Signage consideration (e.g. fixed, digital, etc.). Coronation Beach Master Plan Review underway. Mills Lookout Plan being developed. FABCV being established as another community group.	Moresby Range Master Plan still being developed by DBCA. SoCV has representation on the Steering Group. SoCV Tourism & Events Working Group has established signage improvements, with line item included in the 21/22 Budget. Mills Lookout & Coronation Beach Plans still being developed. 21/22 Budget includes items to continue implementation of BHPCC Plan.	Complete Moresby Range Master Plan for Eco Tourism at DBCA Reserve & commence implementation of the Plan. Investigate Heritage, Cultural Interpretive signage (fixed, digital, etc.) throughout the Shire (European & Aboriginal) Complete Coronation Beach & commence implementation of the Plan. Continue implementation of Plans (e.g. Bill Hemsley Park, Nanson Showgrounds, Mills Lookout). Work with Stakeholders to implement aspects of Moresby Range ECO Tourism Master Plan	Investigate a "Welcome To..." signs for CV Townsites. Continue Implement installation of European & Aboriginal Interpretive signage (fixed, digital, etc.) throughout the Shire Continue implementation of Plans (e.g. Coronation Beach, Bill Hemsley Park, Nanson Showgrounds, Mills Lookout). Work with Stakeholders to implement aspects of Moresby Range ECO Tourism Master Plan	Continue Implement installation of European & Aboriginal Interpretive signage(fixed, digital, etc.) throughout the Shire Continue implementation of Plans (e.g. Coronation Beach, Bill Hemsley Park, Nanson Showgrounds, Mills Lookout). Work with Stakeholders to implement aspects of Moresby Range ECO Tourism Master Plan	
		Explore support needed by local tourism industries	Encourage Tourism Operators to establish an Alliance for them to develop and implement a Local Tourism Plan. This must be industry driven, not Shire driven.	If Tourism Operators are interested in establishing an Alliance the CDO to work with this Group to develop a Local Tourism Plan. Survey compiled and distributed by CDO & Shire Tourist Working Group seeking feedback & data to assist with report & recommendations presented to Council for consideration. CVHS appoints Voluntary Caretaker at Museum during peak periods. Part of annual Budget cycle to consider items listed in the Master Plan. Tourism & Business organisation attended Shire organised business planning workshop at Nukarra in 2020.	Nanson Showgrounds Implementation of Plan is ongoing and subject to financial capability. Allocations placed in 21/22 Budget. Significant works have been undertaken to date.	Implement aspects of Nanson Showgrounds Master Plan	Implement aspects of Nanson Showgrounds Master Plan	Implement aspects of Nanson Showgrounds Master Plan	
2.4	Ensure town planning complements economic development activities	Town Planning Review/Initiatives	Ensure Planning is in place to encourage economic development activities	Planning Schemes & Strategies Reviewed. BHP Master Plan, Nanson Showgrounds Master Plan, LP Strategy endorsed by Council. Coronation Beach Master Plan under review. TP Scheme and LPS review in progress.	Reviewed annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Advocate and work with key stakeholders for the establishment of the Buller River Mouth as a day-use tourism precinct (not SoCV managed or controlled).
3 Environmental Protection and Sustainability									

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3.1	Preserve the Natural Environment and address environmental risks as they arise.	Manage the impact of waste, water, weed and vermin control on the environment	Investigate option of manning the Nabawa Transfer Station.	Investigate the cost benefits and logistics of manning the Nabawa Transfer Station. This could form part of the Service Delivery Review project or done in isolation. Service Delivery Review discontinued-Menshed contracted to opened/close Nabawa Site. Ranger undertaking random inspections of site.	No further action to date. CCTV coverage appears to be addressing illegal issues.	Continue investigating solutions to non-residents using Nabawa Refuse Site			
			Investigate option of improving monitoring of Nabawa Transfer Station (e.g. cameras)	Identify key hotspot locations within the Shire and investigate funding opportunities and Shire budget for installation of CCTV systems. Federal Government grant received. CCTV installed at Nabawa Refuse Site & Mills Lookout in July 2019	Additional sites identified to install CCTV and placed into 21/22 Budget (e.g. Fig Tree Camping Site, Yuna Golf Club, Coronation Beach).				Continue to investigate solutions to use of Refuse site by non-residents
			Continue to review resource allocation to control declared weeds on Shire owned/controlled land.	Ongoing weed control program continues on Shire owned and controlled land. Part of annual budget cycle.	Line item placed into 21/22 Budget to look at dealing with nuisance weeds in Shire.				Continue to explore and participate in regional resources sharing where this is of benefit to the Shire & community.
			Lobby responsible agencies, departments and landowners to control weeds and vermin on their properties		Line item placed into the 21/22 Budget to look at dealing with nuisance weeds in Shire.				Encourage all landowners to control; nuisance weeds and pest on their land. Work with the NBG to control or eradicate pest (e.g. dogs, pigs, etc.).
		Monitor and manage water supply and quality	Advocate with Water Corporation to continue to manage and monitor water supply and quality	Budget consideration for installation of water to Cemetery BHP bore water supply installed & Operational. Grants received for \$28,000 (BBF) and acquitted. Item included in 19/20 Adopted Budget for Cemetery water supply. Tank installed. Grant application submitted successful to upgrade Rockwell Bore water supply to Yuna Townsite gardens.	Water established at Nabawa Cemetery. Rockwell bore, water pipeline and tanks upgraded in 2021.			Ongoing dialogue with Water Corporation	
	Install rainwater tanks on new and existing buildings	Encourage landowners to install rainwater tanks on new and existing buildings. Shire to lead by example by installing rainwater tanks in their buildings.	Brochure being obtained from Water Corp. for inclusion into Building Permits issued.	NFA				Encourage landowners to install rainwater tanks. Perhaps by a leaflet included with Building Permit returns.	
3.2	Maintain the rural identity of the Shire	Develop the western peri-urban environment in context to our rural lifestyle	Ensure Planning is in place to encourage peri-urban development activities.	TPS and LPS under review.	Review of LPS completed, yet to be endorsed by WAPC. Community engagement commenced on issues with LPS amendments required by WAPC.				
		Ensure recreational, tourism activities on lifestyle blocks have minimal impact on sustainable farming	Ensure Planning is in place to encourage tourism activities or lifestyle blocks are developed, whilst recognising WAPC State Planning Policies and State direction on protecting prime agricultural land.	Moresby Range Eco Tourism Strategy underway. Being lead by DBCA.	Moresby Range Plan progressing. Under control of DBCA.	Investigate with DBCA possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Work with DBCA on the possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Work with DBCA on the possibility of eco tourism trails on Reserve Land (e.g. Bella Vista Reserve).	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.
4 Physical and Digital Infrastructure									
4.1	Develop, manage and maintain built infrastructure	Asset Management Plan	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	BS/PO to investigate new half court at Yuna Playground for budget consideration. Item included in 19/20 Budget for Backboard & Pole only. Half Court not endorsed.	CBP reviewed at least annually. SCP will be reviewed in 2021/2022	Full Review of Strategic Community & Corporate Business Plans			
				BS/PO to investigate upgrade to Rockwell Bore pump for budget consideration. Rockwell Bore upgrade works undertaken in 18/19. New bore established in January 2020. Ongoing discussions with Yuna community and Yuna School on the supply of water to the community gardens and school. Grant application successful to upgrade water line, solar panels & tanks.	Rockwell bore, water pipeline and tanks upgraded in 2021.				Review Integrated Plans as required to ensure they are relevant and compliant.
				BS/PO to investigate upgrade to Coronation Beach Playground for budget consideration. Project not included in Budgets. Minor works undertaken only. Coronation Beach Master Plan being reviewed in 19/20. New Playground for Coronation Beach included in the 20/21 Budget. Funded through the LRCIP Grant Program.	New Nature Playground install at Coronation Beach.				
	Development Projects	Review Strategic Community Plan to identify possible development projects	Reviewed Annually	SCP to be reviewed in 2021/2022	Next full Review due in 2021/2022.				Review Integrated Plans as required to ensure they are relevant and compliant.
4.2	Manage and maintain roads, drainage and other essential infrastructure	Capital Road Works Programs	Review Road Hierarchy and Ten Year Road Works Program	Reviewed Annually	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	
		Plant Replacement Programs	Review Plant Replacement Program	MWS to investigate alterations to Traffic Calming infrastructure along Eliza Shaw Drive to improve safety for budget consideration. Traffic Calming alterations undertaken at Parkfalls Estate along Eliza Shaw Rd	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	Annual Review of RW Program, Road Hierarchy & Plant Replacement Program
4.3	Aspire to robust communication and digital infrastructure in the Shire	Engage with infrastructure and service providers	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications	Wi-Fi tower & equipment included in the 20/21 Budget. Funded through the LRCIP Grant Program. Free Wi-Fi supported at Coronation Beach.	Item placed into the 21/22 Budget.	Investigate & implement improved Digital Online information on tourism & camping precincts (e.g. online internet advice on vacancies, wind conditions, etc. at Coronation Beach. Remotely controlled vacancies notice board on NWCH advising of vacancies at Coronation Beach).	Implement improved Digital Online information on tourism & camping precincts.	Implement improved Digital Online information on tourism & camping precincts.	Continue to consider efficiency improvements
		Lobby and advocate for the best possible services and solutions			No Further action on strategic approach to telecommunication infrastructure within Shire.	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	Council to work on an agreed pathway forward by adopting a strategic approach to telecommunication infrastructure within our Shire (Min Ref: 02/21-14)	

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5 Governance and Accountability									
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines	Complete current review of Council Policies and Procedures to ensure compliance and relevance. Full Review completed in 2018. All Policies & Procedures are reviewed at least annually.	Reviewed annually.	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Full Review undertaken annually and periodical review undertaken of specific Policies/Procedures	Ongoing review of Council Policies and Procedures to ensure compliance and relevance.
5.2	Be accountable and transparent in managing resources	Asset Management Plan Long Term Financial Plan Workforce Planning	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	Establish a Master Plan for the CV Showgrounds Reserve & commence implementation of items in the Plan. Master Plan endorsed by Council. Additional Toilets (LRCIP) & Power Upgrades included in 20/21 Budget.	Nanson Showgrounds Implementation of Plan is ongoing and subject to financial capability. Allocations placed in 21/22 Budget. Significant works have been undertaken to date. Plan is considered as part of annual budget cycle.	Continue implementation of CV Showgrounds Master Plan	Continue implementation of CV Showgrounds Master Plan	Continue implementation of CV Showgrounds Master Plan	Review Integrated Plans as required to ensure they are relevant and compliant.
			Review Long Term Financial Plan regularly and maintain integration with other Strategic Plans within the Shire	Reviewed Annually	Reviewed annually.	Reviewed annually.	Reviewed annually.	Reviewed annually.	
			Review Workforce Plan regularly and maintain integration with other Strategic Plans within the Shire		Review to be undertaken in 2021/2022.	Undertake Full Review			
			Effectively Engage and communicate with the community	<ul style="list-style-type: none"> - Annual Report - Website - Community Hub - Facebook 	Community Communication Procedure endorsed at May 2019 OCM.				
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references for decision making	Reference Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan regularly as part of decision making process	Desktop copies not practicable. Reverted to providing CBP with Status comments in the monthly Staff Report for Council information.	CBP Status Reports provided to Elected Members in monthly Staff Information Report.				Ongoing reference to IPR as part of decision making process. Continue to provide Councillors with a CBP Progress Report as part of the Staff Information Reports.
			Regular and relevant briefings to Elected Members	Continue with Staff Information Reports and Concept Forum Sessions with Council	List for discussion with Councillors & Senior Staff options for to improve communication. Monthly Staff Information Reports provide Elected members with updated information on various internal and external matters.	Ongoing			
5.4	Ensure robust process for economic and infrastructure development	Town Planning Review/initiatives	Ensure Planning is in place to encourage economic development activities	BHP Master Plan, Nanson Showgrounds Master Plan, BHPCC Master Plan & LP Strategy endorsed by Council. Local Planning Policies currently awaiting WAPC approval.	Reviewed annually.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.	Review planning, policies, procedures, strategies etc., to ensure development is encouraged throughout the Shire.

Note: Resource requirements for this Corporate Business Plan are incorporated in the Shire's Long Term Financial Plan which can be accessed through this link --

[Link to Long Term Financial Plan](#)