

KEY PROJECTS



Community health in focus

Driven by a vision of achieving a healthy and connected community, which empowers each resident to take control of their own wellbeing, Shire of Mundaring's first Community Health and Wellbeing Informing Strategy (CHWIS) was adopted in March 2020.

The Strategy is a five-year plan (2020 to 2025) linked to the strategic objectives of the Shire's Strategic Community Plan and Corporate Business Plan.

It consolidates existing practice, which intends to protect and promote the health of the community and provides a foundation on which the Shire can build.

The Shire's response to the COVID-19 pandemic aligns with commitments and actions listed within the CHWIS.



Connecting with nature

More than 17,000 people viewed a fun educational video called 'Backyard Biodiversity' when it was shared on the Shire's social media channels in June 2020.

Environmental staff partnered with a local environmental champion and a young filmmaker to teach families how to stay connected with nature.

The video follows local resident and bird and wildlife expert Simon Cherriman, as he and some helpers demonstrate ways to create an inviting habitat for native fauna in the backyard.

The innovative project was developed in response to COVID-19 restrictions. After the Environment team's popular and free, face-to-face environmental workshops were cancelled, the team found a new way to engage with community members.

Image credit: Simon Cherriman

KEY PROJECTS



Night games a welcome addition

Floodlights were installed at Mundaring Oval in March 2020, allowing greater flexibility for scheduling games, particularly night-time football matches.

Benefits of the LED lights include a better quality of lighting, reduced electricity consumption and a lower occurrence of lighting failure.

The \$410,000 upgrade was partly funded by a \$195,000 grant from the Federal Government.

Local sporting groups, including the Women's Hills Rangers Football team, successfully lobbied Ken Wyatt, Federal Member for Hasluck, for a contribution to the project.

On the right path

New footpaths in Mundaring and Swan View have improved pedestrian access.

On Gill Street in Mundaring an existing footpath was extended onto Hartung Street to provide a safe way for residents to connect to the Mundaring Town Centre.

This project was completed in early 2020 and followed a request from residents at Timberbrook Cottages.

Approximately 430sqm of footpath was installed along Cara Road in Swan View in the second half of 2019 following a capital work request from residents. The footpaths allow easier access to public walkways near the highway and local schools including Greenmount Primary School and St Anthony's School.

KEY PROJECTS

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Lake upgrades to include eco-zoned landscaping

The Federal Government committed to investing \$102,872 to support upgrades at Lake Leschenaultia.

The funding is provided through the Building Better Regions Fund which is designed to help promote and support tourism growth in the eastern region of the Shire.

Upgrades will enhance the main picnic area at Lake Leschenaultia with accessible paths, replanting of mature trees and eco-zoned landscaping.

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Ageing in place

Shire of Mundaring developed a draft Age Friendly Informing Strategy (AFIS) and an associated action plan that aims to provide guidance and actions across eight outcome areas to support the creation of an age friendly community.

The aim of the Strategy is to identify key priorities, future services, aspirations and community activities to support and enhance the health and wellbeing of older people, aged 55 and over, within the capacity of the Shire to deliver.

Strategies focus on identifying ways to help older people age in place and remain active members of the community as they age.

The AFIS is designed to inform and co-exist alongside the Shire's Strategic Community Plan and its other informing strategies.

Work commenced in June 2019 with finalisation delayed due to the impacts of COVID-19. The plan was advertised for public comment in mid-2020 and was adopted by Council in September 2020.

KEY PROJECTS



Solar savings for two more Shire facilities

A concerted effort to add solar panels to Shire facilities continued during this reporting period with panels installed at Boya Community Centre and Mundaring Arena in April and May 2020 respectively.

Ninety-six panels were installed at Boya Community Centre. Commissioned on 8 June, the panels generated 1.9 megawatt hours – or 23.7 per cent – of the building’s power consumption up to June 30.

Meanwhile, another 96 panels were installed at Mundaring Arena in May and commissioned on the same date as Boya Community Centre. During June they produced 1.37 megawatt hours – or 26 per cent of the facility’s power consumption.

Both facilities have 30kw inverter systems.

The works are part of the Shire’s Energy and Emissions Reduction Strategy which aims to reduce emissions by 30% by 2030.

A new shed planned for the Coppin Road Community Recycling Centre (formerly Transfer Station) during 2020/21 to accommodate a container deposit drop off point will also be fitted with solar panels.

The facility will be completely ‘off-grid’ thanks to the Shire’s first battery installation.

A total of 224 applications were received for the Shire's popular Seedlings for Landcare Program in 2019/20, including 28 from community and school groups.



OUR COUNCIL

Council Meetings

Council generally holds one Ordinary Council Meeting each month.

These meetings are open to the public, with the Shire's Meeting Procedures Local Law guiding how the meetings are conducted.

In 2019/20, Council held 12 Ordinary Council Meetings, six Special Council Meetings and one annual Electors Meeting.

Due to COVID-19 restrictions, three meetings were held via Webex videoconferencing in April, May and June 2020. The June meeting was livestreamed via Webex, a first for the Shire.

A general election was held on 17 October 2019 with new Councillors elected to the East, Central and West wards.



ELECTED MEMBERS

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Our Shire comprises four wards with 12 Elected Members.

Three Elected Members represent each ward.

Following each local government election, Council elects a Shire President and Deputy Shire President.

While each Elected Member represents a particular ward, their role is to consider the current and future interests of the Shire.

WEST WARD

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Cr Matthew Corica



Cr Ian Green



Cr Jason Russell
Deputy Shire President

SOUTH WARD

.....



Cr James Martin



Cr David Lavell



Cr Darrell Jones

CENTRAL WARD

.....



Cr Doug Jeans



Cr Amy Collins



Cr Toni Burbidge

EAST WARD

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Cr Kate Driver

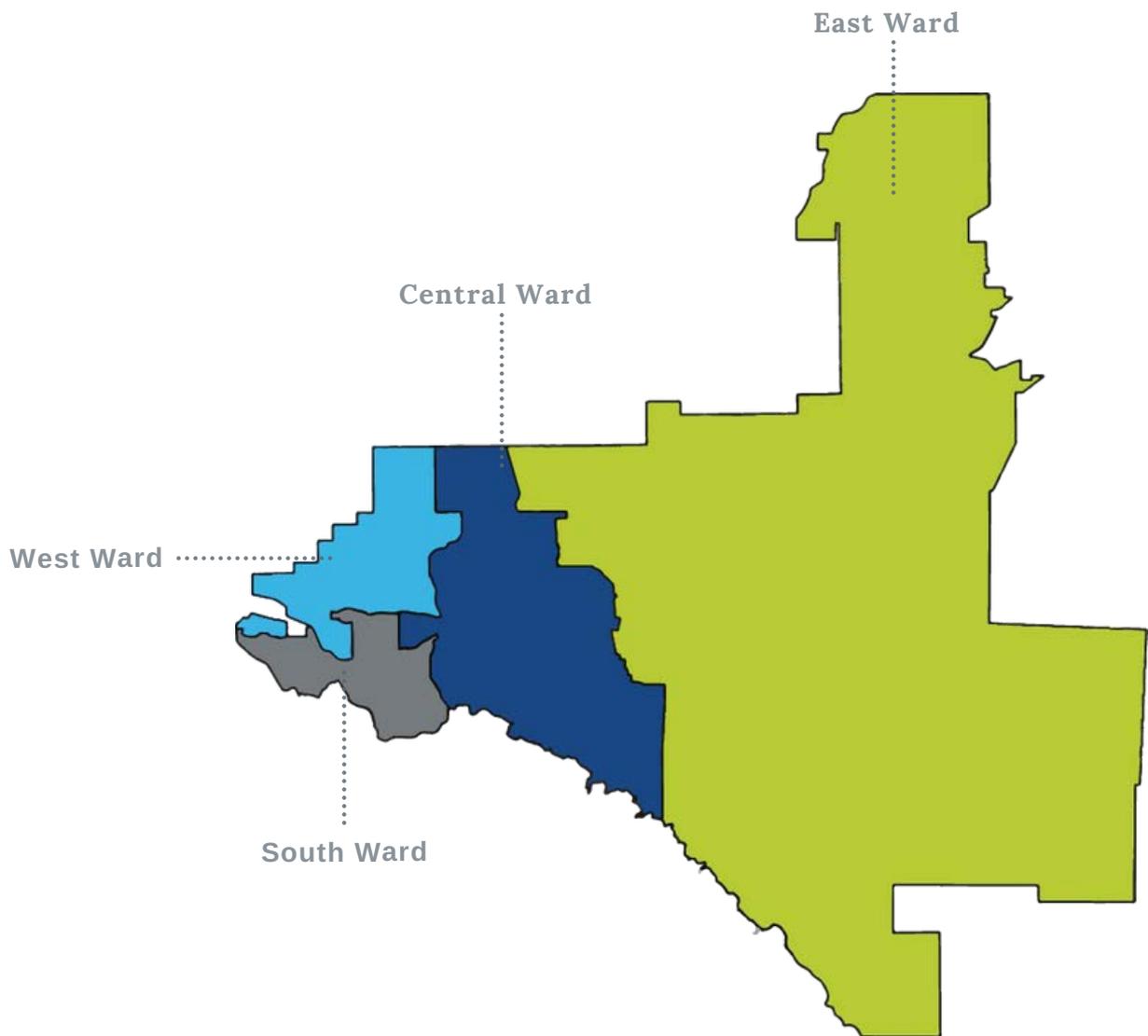


Cr John Daw
Shire President



Cr Simon Cuthbert

SHIRE WARDS



Committees

As well as attending Council meetings, Elected Members participate in internal and external committees and working groups.

These provide additional opportunities for Elected Members to be involved in, and contribute to, issues which are important to their community.

Details are available on the Shire's website.

In addition to standard committees, a COVID-19 Local Relief and Recovery Co-ordinating Committee (LRRCC) was established in March 2020 in response to the coronavirus pandemic.

Economic and Community sub-committees informed the LRRCC and were led by elected members.

COUNCIL MEETING ATTENDANCE



Elected Member	Ordinary	Special (6)	Electors (1)
Cr Toni Burbidge	9	6	0
Cr John Daw	11	6	1
Cr Kate Driver	12	4	1
Cr Ian Green	11	5	1
Cr Doug Jeans	11	6	1
Cr Darrell Jones	9	6	0
Cr David Lavell	10	5	0
Cr James Martin	10	6	0
Cr Jason Russell	11	6	1

Term commenced on 20 October 2019

Cr Amy Collins	7	4	0
Cr Matthew Corica	6	4	0
Cr Simon Cuthbert	8	4	1

Retired on 19 October 2019

Cr Tony Brennan	2	1	-
Cr Lynn Fisher	4	2	-
Cr Stephen Fox	3	2	-

The Seed Library at Mundaring Public Library aims to provide a variety of organic, heirloom and native seeds to the local community.



OUR ORGANISATION

The Shire's roles and responsibilities are wide-ranging. We are responsible for providing strategic leadership and sustainable future planning, while also delivering a range of infrastructure and services needed for a growing community.

Local Governments in WA operate under the *Local Government Act 1995*. This Act directs the way the Shire and its Council function.

More than 100 other pieces of legislation also influence and affect the work of the Shire including the *Building Act 2011*, *Waste Avoidance and Resource Recovery Act 2007*, *Public Health Act 2016*, *Health (Miscellaneous Provisions) Act 1911*, *Bush Fires Act 1954*, *Dog Act 1976*, *Emergency Management Act 2005*, *Rates and Charges (Rebates and Deferments) Act 1992*, *Occupational Safety and Health Act 1984* and many other Acts and subsidiary legislation, such as Regulations made under various Acts and Shire of Mundaring Local Laws.

Governance

Achievement of best practice in corporate governance is a major responsibility of Council.

It entails the consideration and approval of Shire policies, strategic direction and resource allocation in addition to monitoring the Shire's performance, progress towards targets and use of resources.



Information Management

Information Management Services provides record keeping services as per the *State Records Act 2000*. Shire of Mundaring deals with a large amount of sensitive, commercial and confidential information.

Therefore a key area of focus is the responsible management and disclosure of information. The majority of information retained by the Shire is stored in an electronic format.

Occupational Health and Safety

The Shire continues to provide a safe and healthy workplace. It has met its moral and legal responsibilities under the *Occupational Health and Safety Act 1984*. Thirteen OSH-related procedures were reviewed during the reporting period (July 2019 to June 2020).

Further reviews are scheduled to ensure all OSH-related procedures and practices remain contemporary.

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OUR ORGANISATION



Shire of Mundaring comprises four directorates:

- Strategic and Community Services;
- Infrastructure Services;
- Statutory Services; and
- Corporate Services

Each directorate is led by a Director who reports to the Chief Executive Officer (CEO). Directorates are made up of a number of service teams, each overseen by a manager.

Our Directors provide strategic and operational advice to the CEO, Council and other Shire employees. The team is an integral part of budgeting, forward planning, governance and determining and addressing organisational risk.

The CEO is appointed by, and directly accountable to, Council.



Executive Leadership Team



Jonathan Throssell,
Chief Executive
Officer



Megan Griffiths,
Director Strategic
and Community
Services



Shane Purdy,
Director
Infrastructure
Services



Mark Luzi,
Director
Statutory Services



Garry Bird,
Director
Corporate Services

OUR WORKFORCE

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Workplace Ethos

Shire of Mundaring recognises the important role its workforce plays in delivering responsive, effective and valued services. It encourages a values-driven workplace culture that provides a welcoming, supportive environment; enables employees to thrive; and drives our business performance in line with strategic objectives.

The Shire's core values, Code of Conduct, competency framework, performance review process and other workplace practices provide the foundation for how we go about our business.

Code of Conduct

The *Local Government Act 1995* requires that every local government prepares or adopts a Code of Conduct to set out acceptable standards of ethical and professional behaviour expected to be observed by Elected Members, committee members and employees.

The Shire's Code of Conduct, available on our website, outlines the principles, values and behaviours that the community is entitled to expect of all Elected Members, committee members and employees.

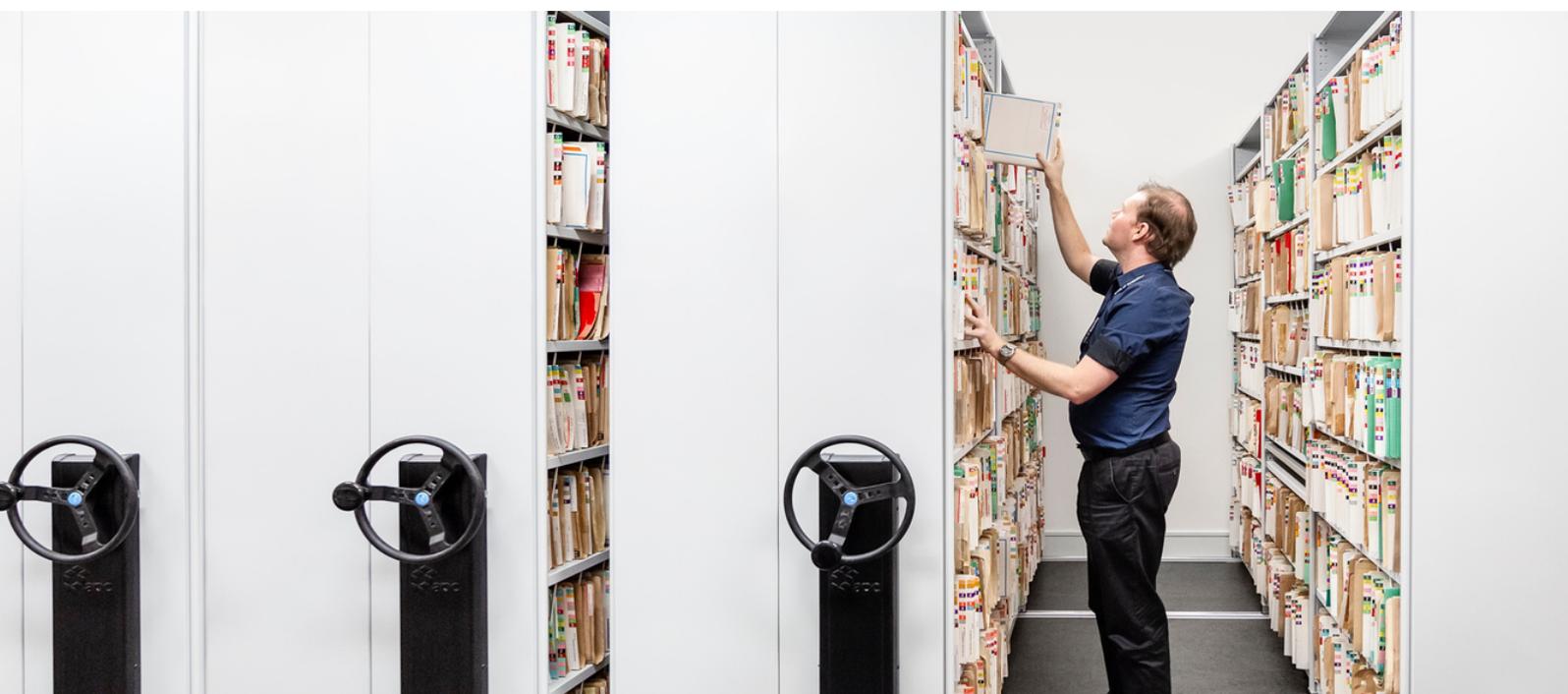
Additionally, the *Local Government (Rules of Conduct) Regulations 2007* outline the general principles to guide the behaviour of Elected Members and provide the disciplinary framework to deal with misconduct by Elected Members.



214.9
Approved number
of FTEs for 2019/20



10.59%
Staff turnover
for 2019/20





AWARDS & ACHIEVEMENTS



Fostering
sustainable development

Shire of Mundaring's innovative approach towards fostering sustainable development was recognised by Local Government Professionals WA in November 2019.

Accepting the prestigious award 'Environmental Leadership and Sustainability Award', Chief Executive Officer Jonathan Throssell (pictured above left with Director Statutory Services Mark Luzi) said encouraging environmental stewardship and sustainable lifestyles was a priority for the Shire.

Mr Luzi commended the Shire's Planning and Environment team for its excellent work in balancing protection of biodiversity with safe and sustainable development in bushfire prone areas.

AWARDS & ACHIEVEMENTS



Waterwise Gold for second year

Efforts to reduce water usage and adopt waterwise practices across the shire earned Shire of Mundaring recognition as a Gold Waterwise Council for the second year in a row.

A staggering 14,889,000 litres of water, or the equivalent of nine Bilgoman swimming pools, have been saved at Bilgoman Aquatic Centre over six years.

A new water management tracking program and a data logger provided through the Waterwise Program also helped staff track and reduce water usage in change rooms, toilets, outdoor sprinklers and the pool.

Gold recognition is awarded for innovation and leadership in the pursuit of creating waterwise communities.

The Waterwise Council Program is a partnership between Water Corporation and the Department of Water and Environmental Regulation.



Youth consultation commended

A Commendation in the Children's Consultation category at the 2019 Local Government Policy Awards was a welcome reward after 500 people were consulted on youth issues.

Hosted by the Public Health Advocacy Institute of Western Australia in August 2019, the annual awards recognise local governments who demonstrate innovation while engaging with children to develop new policies and projects.

The Shire was commended for its commitment to ensuring young people were consulted on key issues while developing its latest Youth Informing Strategy.

Over 500 young people and community members were consulted through a series of workshops, an online survey and via a consultation team who engaged with young people at a local About YOU Health Expo.

Information collected during the process helped form the framework for a Youth Services Model which aims to improve access to youth services, encourage young people to be physically and mentally healthy and increase their sense of belonging.

STATUTORY REPORTS

Breaches

There were no minor breach complaints under section 5.121 of the *Local Government Act 1995* in 2019/20.

Freedom of Information

The Shire's *Freedom of Information* statement has been prepared in accordance with the *Freedom of Information Act 1992*. The statement is available on the Shire website and outlines the Shire's functions, the type of records that are kept and how these records can be accessed by the public. The Shire received 13 Freedom of Information applications in this reporting period.

Public Disclosures

Shire of Mundaring is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). The Act aims to ensure openness and accountability in government by encouraging people to make disclosures and protecting them when they do. It facilitates the disclosure of public interest information and provides protection for those making such disclosures, and those who are the subject of disclosures.

The Act also provides a system for the matters disclosed to be investigated and for appropriate action to be taken. The Shire did not receive any public interest disclosure reports during the reporting year.



STATUTORY REPORTS

Employee Salaries

The *Local Government (Administration) Regulations 1996* require local governments to state in their annual report the number of employees with a salary of more than \$100,000.

During 2019/20, 17 Shire of Mundaring employees were entitled to an annual cash salary of \$100,000 or more in the following categories:

Salary Range	No of Employees
100,000 – 110,000	0
111,000 – 120,000	1
120,000 – 130,000	2
130,000 – 140,000	5
140,000 – 150,000	3
150,000 – 160,000	1
160,000 – 170,000	0
170,000 – 180,000	0
180,000 – 190,000	2
190,000 – 200,000	2
200,000 – 210,000	0
210,000 – 220,000	0
220,000 – 230,000	0
230,000 – 240,000	0
240,000 – 250,000	0
250,000 – 260,000	0
260,000 – 270,000	1



DISABILITY ACCESS & INCLUSION



The Shire is committed to ensuring all members of our community have equal access to services, activities and facilities.

It is a requirement that all groups in receipt of Shire funding undertake activities in facilities which are accessible to all and initiatives are inclusive to all community members.

Based on active community consultation and feedback, the Shire works to ensure the Australian Standards related to access are met and exceeded.

The Inclusion and Disability Access Advisory Group continues to be a vital source of information and connection to community members who are living with a disability and their carers.

Consideration to the additional requirements of people with a disability is embedded in Shire processes, consultation efforts and strategic documents.

Achievements for 2019/20 include:

- Design and construction of new universally accessible toilets at Morgan John Morgan Reserve in Glen Forest (pictured above) and Parkerville Oval. Modifications were also made to existing buildings on these sites to ensure accessibility. The works are part of a commitment to progressively make all Shire buildings accessible to every member of our community.
- The Shire has continued its program of maintenance and development of footpaths and bus shelters.
- Assets – such as picnic tables, drink fountains and play equipment that meet accessibility requirements – were installed at three parks/reserves within the Shire.
- Installation of a path to allow a Parkerville resident, who uses an electronic wheelchair, direct access from his home to the Railway Reserves Heritage Trail.