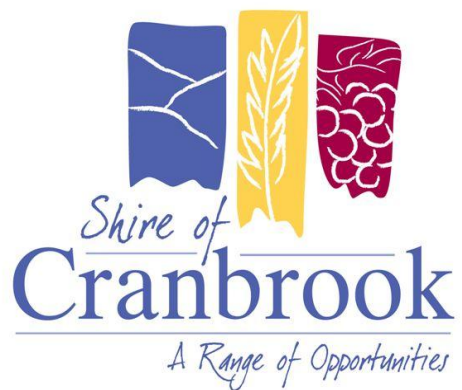


SPECIAL MEETING

MINUTES



For the Special Meeting of Council held on

26 JUNE 2013

CONTENTS

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**
- 3. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**
- 4. PUBLIC QUESTION TIME**
- 5. APPLICATIONS FOR LEAVE OF ABSENCE**
- 6. REPORTS OF OFFICERS**
 - 6.1 INTEGRATED PLANNING AND REPORTING – STRATEGIC COMMUNITY PLAN
2013 - 2023
 - 6.2 INTEGRATED PLANNING AND REPORTING – INFORMING STRATEGIES
 - 6.3 INTEGRATED PLANNING AND REPORTING – CORPORATE BUSINESS PLAN
2013 - 2017
- 7. CLOSURE OF MEETING**

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr Pope declared the meeting open at 3.09pm

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

ATTENDANCE

President	Cr JC (Jan) Pope
Deputy President	Cr JT (Twynam) Cunningham
Councillors	Cr WA (Winston) Griffiths
	Cr P (Peter) Denton
	Cr CY (Colin) Egerton-Warburton
	Cr PM (Peter) Beech
	Cr DJ (David) Adams
	Cr HC (Helen) Parsons

Chief Executive Officer	Mr PB (Peter) Northover
Manager of Finance & Administration	Mrs PA (Trish) Standish
Manager of Business Development	Mrs CM (Cas) Stipanicev
Manager of Works	Mr JE (Jeff) Alderton

Members of the Public	Nil
-----------------------	-----

LEAVE OF ABSENCE

Nil

APOLOGIES

Nil

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil

4. PUBLIC QUESTION TIME

(Rules of Public Question Time circulated to members of public)

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. REPORTS OF OFFICERS

6.1	SUBJECT	INTEGRATED PLANNING AND REPORTING – STRATEGIC COMMUNITY PLAN 2013 - 2023
	REPORT AUTHOR:	Peter Northover Chief Executive Officer
	FILE REFERENCE:	AD3
	APPLICANT:	N/A
	DATE OF REPORT:	21 June 2013
	ATTACHMENTS:	Strategic Community Plan 2013 -2023

Purpose

The purpose of this report is to adopt the revised Strategic Community Plan 2013 - 2023.

Background

At the 16 November 2012 special meeting of Council it was resolved that:

1. **“The attached Draft Community Strategic Plan be adopted with the suggested changes, printed and distributed to the community.**
2. **The attached Draft Community Strategic Plan be advertised as per Section 19D of the Local Government (Administration) Regulations 1996”**

After the November 16 meeting, further discussion was undertaken with the Department of Local Government to ensure 100% compliance with requirements. In addition, the development of the Corporate Business Plan was undertaken. To better link and integrate the Strategic Community Plan (SCP) and the Corporate Business Plan, the SCP was revised.

Officers Comment

The ongoing development of the SCP has led to a fully integrated and cross referenced document which meets the requirements of the Department of Local Government, Integrated Planning and Reporting Advisory Standard. All local governments were required to meet the basic standard. This plan achieves all requirements of Basic and Intermediate and other than the requirement to assess progress and evaluate, which clearly cannot be undertaken, has also met the rest of the criteria for the advanced standard.

The standard defines compliance for the Strategic Community Plan as

A Strategic Community Plan: (i) Is for a minimum 10-year timeframe.	<i>Shire of Cranbrook Plan Plan is from 2013 – 2023</i>
(ii) States community aspirations, vision and objectives.	<i>Plan states Vision, Mission, Values, Aspirations and Objectives</i>
(iii) Was developed or modified through engagement with the community, and this is documented.	<i>Was developed with true and meaningful engagement</i>
(iv) Has regard to current and future resource capacity, demographic trends and strategic performance measurement.	<i>Identifies current and future capacity, risk, demographics and trends.</i>
(v) Was adopted or modified by an absolute majority of council	<i>Is subject of Agenda Item 26 June 2013</i>
It is also required that: (i) A strategic review of the Strategic Community Plan is to be scheduled for 2 years from when it is adopted; and (ii) A full review of the Strategic Community Plan is to be scheduled for 4 years from when it is adopted.	<i>Scheduled for 2015</i> <i>Scheduled for 2017 - defined in Shire Reporting and Review Framework</i>
Basic Standard is met when: <ul style="list-style-type: none"> • A council has, by 30 June 2013 or earlier, adopted a Strategic Community Plan that meets all of the regulatory requirements. • The local government has a community engagement policy/strategy. • Community engagement involves at least 500 or 10% of residents, whichever is fewer, and is conducted by at least 2 documented mechanisms. 	<i>Basic Standard Achieved To be adopted by absolute majority 26 June 2013</i> <i>Community Engagement Policy and Strategy in place Community Engagement of 15% was achieved and is documented. Involved 12 engagement sessions, survey, document review and comment, and two community consultation workshops.</i>
Intermediate Standard is met when: <ul style="list-style-type: none"> • The Strategic Community Plan connects most of the activities / services that are delivered by the local government with the community's vision, aspirations and objectives. • The Strategic Community Plan takes into account a range of relevant external factors, including relevant plans of State and Commonwealth agencies. • Community engagement involves more than the minimum number of electors, is inclusive and uses more than the minimum number of documented mechanisms. 	<i>Intermediate Standard Achieved</i> <i>The SCP connects activities and services and reflected in the CBP.</i> <i>Has examined external and internal risk factors, and has ensured and demonstrated links and relevance to Regional Plan, both Federal, State and VROC</i> <i>Community Engagement involved 15% and requirement was 10% and utilised four mechanisms where two were required.</i>
Advanced Standard is met when: <ul style="list-style-type: none"> • The Strategic Community Plan meets Basic and Intermediate standards; • The Strategic Community Plan connects all of the activities/services that are delivered by the local government with the community's vision, aspirations and objectives; • The Strategic Community Plan demonstrates effectiveness in achieving community outcomes. 	<i>Advanced Standard.- unable to be completed</i> <i>Meets basic and intermediate</i> <i>Connects all of the activities and services delivered and links them to the Aspirations and Vision.</i> <i>The Shire is yet to be able to demonstrate effectiveness as the plan is to be implemented post 26 June 2013</i>

The development and subsequent revision of this plan has led to an outstanding reflection of this community's Aspirations and Objectives for the future of the Shire of Cranbrook.

Statutory Environment

Part 5 of the Local Government (Administration) Regulations 1996 states that:

Part 5 — Annual reports and planning

Division 1 — Preliminary

19BA. Terms used

In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

strategic community plan means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.

[Regulation 19BA inserted in Gazette 26 Aug 2011 p. 3482-3.]

Division 3 — Planning for the future [Heading inserted in Gazette 26 Aug 2011 p. 3483.]

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

[Regulation 19C inserted in Gazette 26 Aug 2011 p. 3483-4.]

- 19D. Adoption of plan, public notice of to be given
- (1) After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).
 - (2) The local public notice is to contain —
 - (a) notification that —
 - (i) a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the plan may be inspected;
 - or
 - (b) where a strategic community plan for the district has been modified —
 - (i) notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the modified plan may be inspected.

Policy Applicable – Implications

There is no Council policy applicable to this item.

Financial Implications

As the Shire of Cranbrook completed this planning internally, the costs have largely been to Senior Management time allocation. There have been some minor costs associated with the development of the Strategic Community Plan, including catering for workshops, photocopying, stationery costs, design of covers and printing of the documents.

Whilst the adoption of the Community Strategic Plan itself does not incur a significant financial cost to the Shire, attaining the Vision and Community Aspirations expressed in the plan will have significant financial impact on the Shire. These costs are detailed in the Corporate Business Plan and Long Term Financial Plan.

VROC Implications

A number of the Community Aspirations have regard to the Southern Link VROC Strategic Plan. Those links are reflected in the document and are located in the table below.

- Regional Waste and Recycling (**SCP Ref: 3.3.1**)
- Provision of aged housing / independent living in Tambellup and Cranbrook (**SCP Ref: 4.1.1**)
- Regional Records Archive (**SCP Ref: 25.1.1**)
- The creation of a Heavy Haulage fatigue management stop adjacent to Cranbrook - Albany Highway (**SCP Ref: 4.2.2**)
- Water Recycling (**SCP Ref: 3.3.2**)
- Power – Frankland River (**SCP Ref: 4.1.4**)
- Water – Frankland River (**SCP Ref: 4.1.4**)
- Inland Port (**SCP Ref: 2.1.3**)
- Industrial Unit Complex (**SCP Ref: 4.1.2**)
- St Johns Sub-centre Cranbrook (**SCP Ref: 4.1.1**)

Strategic Plan Reference

The Shire of Cranbrook, Strategic Community Plan 2013 – 2023 states that:

5.0 - By 2023 the Shire of Cranbrook will demonstrate: Strong Governance, Leadership and Organisational Growth.

5.1 Excellence in Governance, Compliance, Regulation and Reporting

5.1.1 Perform at the highest levels of corporate governance, responsibility and accountability

Voting Requirements

Absolute Majority

Officers Recommendation

Motion 19062013

Moved Cr Denton, seconded Cr Adams that:

- 1. The Shire of Cranbrook, Strategic Community Plan 2013 – 2023 as attached be adopted; and**
- 2. Be forwarded to the Department of Local Government prior to 30 June 2013.**

CARRIED 8/0
By Absolute Majority

6.2 SUBJECT	INTEGRATED PLANNING AND REPORTING – INFORMING STRATEGIES
REPORT AUTHOR:	Peter Northover Chief Executive Officer
FILE REFERENCE:	AD 3
APPLICANT:	N/A
DATE OF REPORT:	21 June 2013
ATTACHMENTS:	<ol style="list-style-type: none">1. Asset Management Improvement Strategy2. Asset Management Plan3. Long Term Financial Plan4. Workforce Plan5. Risk Strategy6. Community Engagement Strategy

Purpose

The purpose of this report is to adopt the various informing strategies that support the Shire's Strategic Community Plan 2013-2023 and the Shire's Corporate Business Plan 2013-2017.

Background

On 26 October 2010, the Minister for Local Government introduced regulations which establish new requirements for the Plan for the Future under the Local Government Act 1995. Under these regulations, all local governments in Western Australia will be required to have developed and adopted two key documents by 30 June 2013 - a Strategic Community Plan and a Corporate Business Plan, both of which are supported and informed by resourcing and delivery strategies.

Officers Comment

The key informing strategies that guide the delivery and development of the Strategic Community Plan and the Corporate Business Plan and deliver the operational outcomes for the organisation include the:

1. Asset Management Improvement Strategy
2. Asset Management Plan
3. Long Term Financial Plan
4. Workforce Plan
5. Risk Strategy
6. Community Engagement Strategy

The Asset Management Improvement Strategy is a key component of the informing strategies that comprise the asset management framework and identifies areas for improved asset management across the Shire.

The Asset Management Plan assists Council to improve the management of infrastructure across the organisation. The Asset Management Plan:

- Reflects how Council's assets will meet the service needs of the community into the future; and
- Ensures that the cost of providing those levels of service is incorporated into the Long Term Financial Plan, Annual Budget and Corporate Business Plan.

The Long Term Financial Plan is used to ensure that Council has the financial resources and capability to deliver on the objectives of the Strategic Community Plan into the future. It is developed in conjunction with the Workforce Plan and Asset Management Plan.

The Workforce Plan enables Council to plan its future workforce needs to deliver agreed goals and to focus beyond the short term to the medium and long term needs of the organisation. It provides a framework for dealing with challenges and it also optimises the use of the Council's workforce resources to meet the aspirations and objectives of the Strategic Community Plan.

The Risk and Community Engagement Strategies are both crucial informing strategies as part of the integrated planning process. Both impact on the sharing of information and issues of importance to the residents and ratepayers within the Shire.

Statutory Environment

Whilst there is no specific legislation applicable to this item as it relates to the various informing strategies applicable under the integrated planning and reporting framework, the Strategic Community Plan and the Corporate Business Plan are subject to Part 5, Division 3 of the Local Government (Administration) Regulations 1996.

Policy Applicable – Implications

Policy 9.1 – Community Engagement Policy; Policy 9.2 – Risk Management Policy; and Policy 9.3 – Asset Management Policy are all applicable to this item.

Financial Implications

The Asset Management Plan, Asset Management Improvement Strategy and Long Term Financial Plan, were completed by external consultants within budget provisions previously approved by Council.

The various informing strategies were completed internally by staff, the costs have largely been to Senior Management time allocation. There have been some minor costs associated with the development of the strategies, including photocopying, stationery costs and printing of documents.

VROC Implications

There are no VROC implications in this item.

Strategic Plan Reference

The Shire of Cranbrook, Strategic Community Plan 2013-2023 states that:

5.0 – By 20203 the Shire of Cranbrook will demonstrate: Strong Governance, Leadership and Organisational Growth.

5.1 Excellence in Governance, Compliance, Regulation and Reporting

5.1.1 Perform at the highest levels of corporate governance, responsibility and accountability

Voting Requirements

Simple Majority

Officers Recommendation

Motion 20062013

Moved Cr Griffiths, seconded Cr Beech that Council adopts the attached:

- 1. Asset Management Improvement Strategy;**
- 2. Asset Management Plan;**
- 3. Long Term Financial Plan;**
- 4. Workforce Plan;**
- 5. Risk Strategy: and**
- 6. Community Engagement Strategy in support of the Integrated Planning and Reporting process.**

CARRIED 8/0

6.3 SUBJECT	INTEGRATED PLANNING AND REPORTING – CORPORATE BUSINESS PLAN 2013 - 2017
REPORT AUTHOR:	Peter Northover Chief Executive Officer
FILE REFERENCE:	AD3
APPLICANT:	N/A
DATE OF REPORT:	21 June 2013
ATTACHMENTS:	Corporate Business Plan 2013 - 2017

Purpose

The purpose of this report is to adopt the revised Corporate Business Plan 2013 - 2017.

Background

In 2011 the Department of Local Government introduced new Integrated Planning and Reporting Requirements. One of these requirements is the delivery of a Corporate Business Plan.

The Corporate Business Plan is the delivery tool which will allow Council and staff to undertake the specific objectives and actions, articulated in the Strategic Community Plan. It identifies the principal activities that Council will undertake in response to these objectives and sets the programs and projects to be delivered over a four year period. This plan addresses the full range of Council operations and who is responsible for their delivery. The actions in this plan are linked directly to the Annual Budget and to the Long Term Financial Plan (LTFP), which govern the expenditure for such programs and projects.

Officers Comment

The Corporate Business Plan is the delivery mechanism for the Aspirations and Objectives of the Community, as expressed in the Strategic Community Plan. The plan has been delivered in line with the Department of Local Government, Integrated Planning and Reporting Advisory Standard and guidelines.

The plan outlines the following

- The Integrated Planning and Reporting Framework
- The process undertaken by the Shire of Cranbrook
- How various key documents integrate
- Defines the Integrated Planning Report documents and informing strategies
- Details the engagement and consultation process
- Details the Community Engagement Strategy
- Presents a community snapshot
- Outlines the Council and Senior Management Team
- Links the document to regional plans
- Undertakes risk analysis
- Includes a Forecast Statement of Funding

- Details the many actions that the Council will undertake in each Strategic Objective to deliver the aspirations of the community.

The standard defines compliance for a Corporate Business Plan as

A Corporate Business Plan: (i) Is for a minimum of 4 years	<i>Shire of Cranbrook Plan Plan is from 2013 – 2027</i>
(ii) Identifies and prioritises the principal strategies and activities the council will undertake in response to the aspirations and objectives stated in the Strategic Community Plan.	<i>Clearly articulates the principal Strategies and activities the Council will undertake and is clearly linked and referenced to the Strategic Community Plan 2013-2023</i>
(iii) States the services, operations and projects that a local government will deliver over the period of the plan, the method for delivering these and the associated cost.	<i>Links services, operations, programs and projects to the delivery plan.</i>
(iv) References resourcing considerations such as asset management plans, finances and workforce plans.	<i>Clearly articulates the links between the Workforce Plan, Asset Management Plan and Long Term Financial Plans.</i>
(v) Is adopted by council by absolute majority.	<i>Is subject of Agenda Item 26 June 2013</i>
It is also required that: (i) Notice has been given to the public when the Corporate Business Plan is adopted (or modified). (ii) The Corporate Business Plan is reviewed annually. This is because it is the main 'driver' for the local government's annual budget.	<i>Advertising to be carried out post the meeting 26 June 2013 Scheduled for review in 2014 work</i>
<ul style="list-style-type: none"> • Basic standard is met when: • A council has, by 30 June 2013 or earlier, adopted a Corporate Business Plan that meets all of the listed regulatory requirements. • The current year of the Corporate Business Plan establishes the current Annual Budget. • The local government also has in place: <ul style="list-style-type: none"> - workforce plan that meets the basic standard; - asset management key performance indicators that meet the basic standard*; and - a long term financial plan. 	<i>Basic Standard Achieved To be adopted by absolute majority 26 June 2013 Directly linked to the Annual Budget Workforce Plan 2013-2017 in place Asset Management Plan in place Long Term Financial Plan 2013 – 2028 in place</i>
Intermediate standard is met when: <ul style="list-style-type: none"> • the Corporate Business Plan meets the Basic Standard • resourcing components (eg workforce plan, asset management plans, long term financial plan) have been integrated to drive activities/service delivery. • the workforce plan has been developed to an Intermediate standard. • asset key performance indicators meet advanced standards; and • financial management key performance indicators meet basic standards. 	<i>Intermediate Standard Meet basic standard Workforce plan, Asset Management Plan and Long Term Financial Plan are integrated into the plan. Asset Management Improvement to be continued. Does not meet advanced standard LTFP meets basic standard.</i>

The development of the Corporate Business Plan has carefully assessed the current environment in which this Council operates. It clearly links to and articulates the activities and strategies required to deliver the Aspirations and Vision of the Strategic Community Plan.

The plan takes into consideration, resource, financial and asset data. Into the future further development of asset management data and planning will continue to be more integrated into the plan.

Statutory Environment

Part 5 of the Local Government (Administration) Regulations 1996 states that:

Part 5 — Annual reports and planning

Division 1 — Preliminary

19BA. Terms used

In this Part —

corporate business plan means a plan made under regulation 19DA that, together with a strategic community plan, forms a plan for the future of a district made in accordance with section 5.56;

strategic community plan means a plan made under regulation 19C that, together with a corporate business plan, forms a plan for the future of a district made in accordance with section 5.56.

[Regulation 19BA inserted in Gazette 26 Aug 2011 p. 3482-3.]

Division 3 — Planning for the future [Heading inserted in Gazette 26 Aug 2011 p. 3483.]

19C. Strategic community plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

[Regulation 19C inserted in Gazette 26 Aug 2011 p. 3483-4.]

- 19D. Adoption of plan, public notice of to be given
- (1) After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).
 - (2) The local public notice is to contain —
 - (a) notification that —
 - (i) a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the plan may be inspected;
 - or
 - (b) where a strategic community plan for the district has been modified —
 - (i) notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the modified plan may be inspected.

Policy Applicable – Implications

There is no Council policy applicable to this item.

Financial Implications

As the Shire of Cranbrook completed this planning internally, the costs have largely been to Senior Management time allocation. There have been some minor costs associated with the development of the Corporate Business Plan, including photocopying, stationery costs, design of covers and printing of the documents.

Whilst the adoption of the Corporate Business Plan itself does not incur a significant financial cost to the Shire, attaining the Vision and Community Aspirations expressed in the plan will have significant financial impact on the Shire.

VROC Implications

A number of the Community Aspirations have regard to the Southern Link VROC Strategic Plan. Those links are reflected in the document and are located in the table below.

- Regional Waste and Recycling (**SCP Ref: 3.3.1**)
- Provision of aged housing / independent living in Tambellup and Cranbrook (**SCP Ref: 4.1.1**)
- Regional Records Archive (**SCP Ref: 25.1.1**)
- The creation of a Heavy Haulage fatigue management stop adjacent to Cranbrook - Albany Highway (**SCP Ref: 4.2.2**)
- Water Recycling (**SCP Ref: 3.3.2**)
- Power – Frankland River (**SCP Ref: 4.1.4**)
- Water – Frankland River (**SCP Ref: 4.1.4**)
- Inland Port (**SCP Ref: 2.1.3**)
- Industrial Unit Complex (**SCP Ref: 4.1.2**)
- St John’s Sub-centre Cranbrook (**SCP Ref: 4.1.1**)

Strategic Plan Reference

The Shire of Cranbrook, Strategic Community Plan 2013 – 2023 states that:

5.0 - By 2023 the Shire of Cranbrook will demonstrate: Strong Governance, Leadership and Organisational Growth.

- 5.1 Excellence in Governance, Compliance, Regulation and Reporting
 - 5.1.1 Perform at the highest levels of corporate governance, responsibility and accountability

Voting Requirements

Absolute Majority

Officers Recommendation

Motion 21062013

Moved Cr Adams, seconded Cr Cunningham that:

- 1. The Shire of Cranbrook, Corporate Business Plan 2013 – 2017 as attached, be adopted; and**
- 2. Be forwarded to the Department of Local Government prior to 30 June 2013.**

CARRIED 8/0
By Absolute Majority

The Shire President thanked the Chief Executive Officer, Manager of Finance and Administration and Manager of Economic and Community for the work that they had put in throughout the entire Integrated Planning process.

7. CLOSURE OF MEETING

There being no further business to discuss, the Shire President, Cr Pope declared the meeting closed at 3.16pm.