

CEO KPIs

The following table includes performance criteria for four quarters March 2022 to June 2023, inclusive of Probationary criteria in Quarter 1.

Period: Q1 April 2022 – 30 September 2022 (initial 6-month probationary period)

Q2 ending 31 December 2022

Q3 ending 31 March 2023

Q4 ending 30 June 2023

KPI #	FOCUS AREA	Performance Criteria	Qtr	Measurement
STRATEGIC FOCUS				
<i>ECONOMY</i>				
1		Develop Economic Growth Strategy	Q4	Economic Growth Strategy adopted by Council by 30 June 2023
2		Develop Tourism Management Plan (including aviation)	Q4	Tourism Management Plan adopted by Council by 30 June 2023
<i>COMMUNITY</i>				
3		Develop Community Facilities Activation Plan	Q3	Community Facilities Activation Plan adopted by Council by 31 March 2023
<i>BUILT ENVIRONMENT</i>				
4		Complete the Cultural Precinct Project in Ravensthorpe	Q2	Facility completed, tenancy and user agreements in place and endorsed by Council by 31 March 2023
5		Develop Ravensthorpe Mainstreet Plan	Q4	Ravensthorpe Mainstreet Plan adopted by Council by 31 March 2023
6		Develop Hopetoun Mainstreet Plan	Q4	Hopetoun Mainstreet Plan adopted by Council by 31 March 2023
		Develop Major Infrastructure Priorities Plan	Q3	Major Infrastructure Priorities Plan adopted by Council by 31 March 2023
<i>NATURAL ENVIRONMENT</i> N/A				
<i>GOVERNANCE AND LEADERSHIP</i>				
7		Develop and Implement Stakeholder Engagement Plan	Q1	Develop Stakeholder Engagement Plan by 30 June 2022 and 100% Implementation by 30 June 2023
8			Q4	Implementation by 30 June 2023
9			Q1	At least 6 engagements with key stakeholders by 30 September 2022
10			Q4	Positive results from Community Perception Survey
11		Develop Advocacy Plan	Q4	Advocacy Strategy developed by 30 September 2023
KEY RESPONSIBILITIES				
<i>CULTURE OF INNOVATION AND CONTINUOUS IMPROVEMENT</i> N/A				
<i>STRATEGIC PLANNING, ASSET AND FINANCIAL MANAGEMENT</i>				
12		Review with Council 2021/22 Corporate Business Plan (CBP) Projects and set key actions for 2022/23	Q1	CBP actions for 2022/23 period adopted as part of 2022/23 annual budget adoption

KPI #	FOCUS AREA	Performance Criteria	Qtr	Measurement
13		Review and develop Rolling 4-Year CBP commencing 2023/24	Q4	4-Year CBP adopted by Council by 30 June 2023
14		Develop 2022/23 Budget	Q1	2022/23 Budget adopted by Council no later than 31 August 2022
15		Implement 2022/23 CBP Projects	Q4	100% completion of projects by 30 June 2023
16		Delivery of 2022/23 Budget	Q4	10% +/- variation actual to budget
17		Undertake minor review of Strategic Community Plan	Q3	SCP adopted by Council by 31 March 2023
18		Undertake Community Perception Survey	Q4	Community Perception Survey completed by April 2023
		Develop a Housing Plan	Q4	Housing Plan adopted by Council by 30 June 2023
INFORMATION AND KNOWLEDGE MANAGEMENT N/A				
COMMUNITY AND CUSTOMER FOCUS				
19		Review and implement effective After-Hours emergency reporting and response approaches	Q1	Implemented by 30 September 2022
20		Review and update Emergency Response Plans	Q4	Plans adopted by Council in June 2023
PEOPLE MANAGEMENT				
21		Implement Stage 1 of the Cultural Improvement Plan (CIP)	Q1 Q1	100% of actions implemented by 30 September 2022 Staff satisfaction increases from 3/10 to 5/10 by 30 September 2022 via internal scaling exercise
22		Review Cultural Improvement Committee with CIP Committee and determine the need for development and implementation of Stage 2 of the Cultural Improvement Plan	Q1 Q4	Plan developed by September 2022 and implemented by 30 June 2023
23		Undertake External Staff Satisfaction Survey	Q4	Improvement on results from 2021 Survey
24		Compliance with new Workplace Health and Safety legislation	Q4	Workplace Health and Safety Plan be updated by 30 June 2023
MEASURE AND REPORT ON SUCCESS & SUSTAINABILITY N/A				
STAKEHOLDER ENGAGEMENT AND COMMUNICATION				
25		Develop and implement Communication Plan	Q1 Q4	Communication Plan developed by 31 August 2022 and 100% implemented by 30 June 2023 Positive results from the Community Perception Survey
26		Develop and Implement Stakeholder Engagement Policy and Plan	Q3 Q4	Stakeholder Engagement Policy adopted by Council 31 August 2022 and Plan 100% implemented by 30 June 2023 Positive results from the Community Survey (establish baseline for future surveys)