



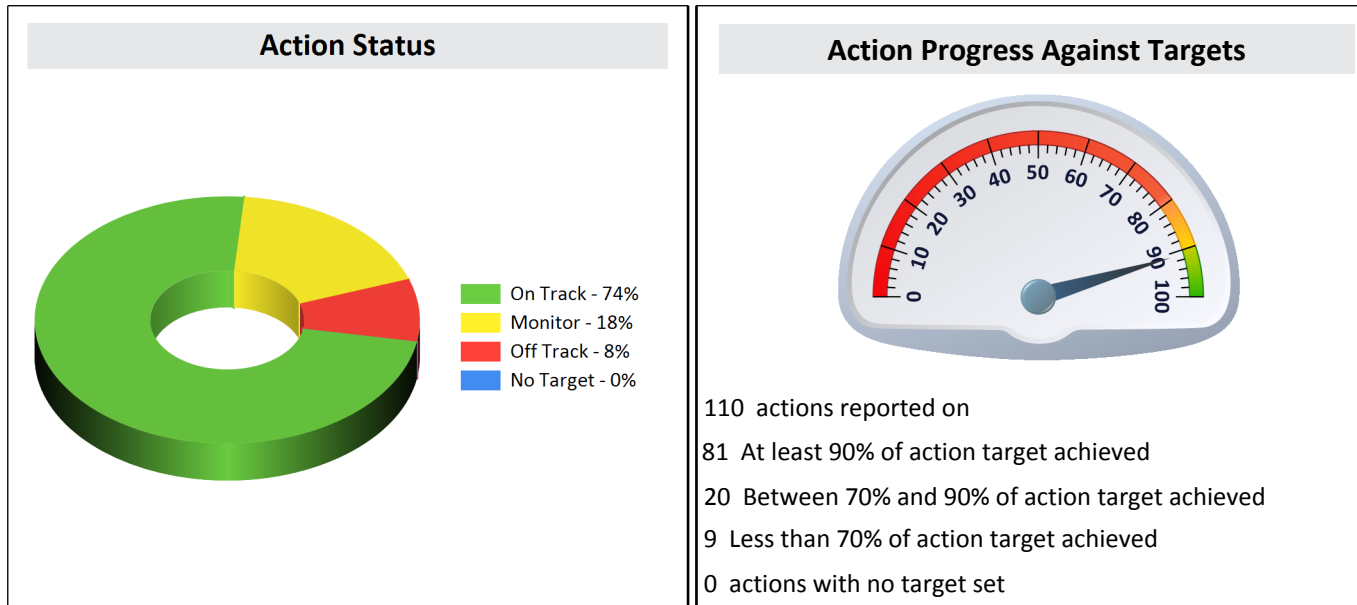
Action and Task Progress Report

Southern Grampians Shire Council



Print Date: 18-Jul-2018

OVERVIEW



ACTION PLANS



GREEN

At least 90% of action target achieved



AMBER

Between 70% and 90% of action target achieved



RED

Less than 70% of action target achieved



No target set

* Dates have been revised from the Original dates

1 Support our Community

1.1 An empowered and resilient community

1.1.1 Communicate effectively with our community to promote understanding of Council’s role and responsibilities and ensure communities are well informed of Council’s activities, projects and decisions

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.1 Update the Communications and Engagement Strategy	Lachy Patterson - Manager Community Relations	In Progress	06-Nov-2017	30-Nov-2018	60.00%	70.00%	AMBER

ACTION PROGRESS COMMENTS:

The construction of this strategy will be commenced upon a full team being available in the Community Relations team. This is being undertaken in the first half of the 2018 year. This project is underway with a skeleton plan having been developed and fleshing out to occur now. ELT has been briefed on this plan and it will not be workshopped internally to deliver final version.

Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.1 Host quarterly Recovery Committee Meetings	Nola McFarlane - Manager Flood Recovery	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	GREEN


ACTION PROGRESS COMMENTS:

Coleraine Community Recovery Group continues to meet monthly for updates and information exchange. Project control group for Cat C meets monthly for governance of the community fund \$1.8M (project updates provided through the Exchange). Recovery committee and Municipal Emergency Management Committee met in December and now fill the role of the event agency committee which last met in June 2017.

Project Control group for Cat C funding meeting 9th November. Coleraine Community Recovery Meeting 16th November

the Coleraine community recovery committee has met 18 August and 21 September, with an update provided following the September meeting. Community and Exchange updates are provided. Agency recovery committee and ran public information sessions in late June in Dunkeld and Coleraine


Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.1 Conduct information sessions about Council's Regulatory Services	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

A session will be held in May in Penhurst

Last Updated: 10-Jul-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.2 Conduct 2 Food Safety and Hygiene Education Sessions	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Feb-2018	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

completed

Last Updated: 03-Apr-2018

1.1.3 Support the community and other agencies to build resilience and preparedness in planning for emergencies

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.1 Update Council's Business Continuity Plan	Darren Barber - Manager Organisational Development	In Progress	01-Jul-2017	30-Jun-2018	80.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

28/09/2017 Desk top audit commenced, Service surveys completed

Update to Senior Leadership team for consultation will be next step


28/11/2017 Disaster Recovery Plan and Policy to Audit and Risk Committee as a stage of the Business Continuity Plan

11 January 2018 Further work has been undertaken, Plans sourced from other Councils for comparison

April 16, 2018 - BCP audit is scheduled for May 15, 2018. Actions will be collated from this audit and included in future reports. A review of the recent fire and wind event has taken place as part of the BCP over the last week.

July, 2018 - The BCP audit has been completed and the report received. Management has accepted the actions and an action plan has been drafted. The outcomes have been recorded into Camms to track the progress of the actions and recommendations.


Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.1 Review the Fire Management Plan	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Apr-2018	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Revised.

Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.3.2 Consult with the community to develop and update resilience plans for disaster and event response and recovery activities	Chris Huggins - Emergency Management Coordinator	Completed	26-Sep-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:


Met in September to discuss the composition of a working group to best deliver this action. Terms of reference will be reviewed at the December meeting. Plan currently with MRM for review and will be tabled at the next working group meeting in March prior to adoption by the MEMPC. Now complete

Last Updated: 05-Apr-2018

1.2 A healthy and vibrant community

1.2.1 Provide appropriate, accessible and equitable Council services, facilities and activities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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1.2.1.1 Provide leadership on inclusion through Council's consultation and engagement processes	Lachy Patterson - Manager Community Relations	In Progress	01-Jul-2017	30-Nov-2018	60.00%	70.00%	 AMBER
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ACTION PROGRESS COMMENTS:

This will be a key pillar of the Communications and Engagement Strategy. Strategy is in development in first half of 2018 and will include these particular tasks. The skeleton plan has now been developed and plan is being populated. Draft plan has been workshopped with ELT and will now be finalised prior to end of 2018 calendar year.

Last Updated: 09-Jul-2018


1.2.2 Support and encourage participation in quality arts and cultural, education, leisure, recreation and sporting opportunities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.1 Commence an annual Decorative Arts exhibition	Sarah Schmidt - Director Art Gallery	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Completed. Dec' Arts Spectacular

Last Updated: 25-Sep-2017

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.2 Conduct Hamilton Outdoor pop up cinema event	David Gagliardi - Manager Performing Arts	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:


Event scheduled for 7-10 December.

Event completed on time 1700 ticket sold.

Last Updated: 12-Apr-2018

1.2.3 Partner with services and agencies to increase the health and wellbeing of our community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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1.2.3.2 Provide the community with information about the changes to bans on smoking in outdoor dining areas	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Feb-2018	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

businesses across the shire have been educated on the new dining /smoking requirements.

Last Updated: 10-Jul-2018

1.2.4 Provide, promote and support appropriate and accessible services, facilities and activities for young people


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.4.1 Undertake the 3rd Annual Youth Spring Break Concert in partnership with WDS/Freeza	David Gagliardi - Manager Performing Arts	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Event held on 15 September

Last Updated: 25-Sep-2017

1.3 A growing, diverse and inclusive community**1.3.1 Encourage and support engagement of our Indigenous communities in economic and social activities within the broader community**


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.1 Install acknowledgement to local Indigenous peoples and traditional owners of the land in the foyer of the Hamilton Gallery	Sarah Schmidt - Director Art Gallery	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Completed 20 September 2017

Last Updated: 25-Sep-2017


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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1.3.1.1 Establish working party with indigenous community with view to establishing an indigenous community plan	Lachy Patterson - Manager Community Relations	In Progress	01-Jul-2017	30-Nov-2018	60.00%	70.00%	 AMBER
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ACTION PROGRESS COMMENTS:

This will be a key pillar of the Communications and Engagement Strategy. Strategy is in development in first half of 2018 and will include these particular tasks. Working party members have been spoken to and an agreement has been made of formation. Community Engagement staff have been working towards creation of tis group and also the development of a Reconciliation Plan.

Last Updated: 09-Jul-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.1.1 Work with local Indigenous peoples to incorporate celebrations and recognition with at least 2 events or functions	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Initial meetings held, request to nominate names to form small working party and planning underway for 26 January recognition, inclusion and celebration. Final meeting for 2017 held 20/12/2017 with Johnny Lovatt and running sheet details finalised. Working Party on other initiatives to commence following 26 January. Whilst good progress made and discussions January 26 inclusion did not proceed. Harmony Day held to further develop and recognise diversity successful but limited input and attendance from local Indigenous groups. Successful Reconciliation Week awareness and event with good participation and attendance. Very positive feedback with relationships built. 2 events delivered and work to continue to strengthen in 2018/19.

Last Updated: 04-Jul-2018


1.3.2 Encourage and support a more diverse, multicultural community, including recognising and celebrating our cultural heritage

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.2.1 To align public programs that highlight multicultural communities	Sarah Schmidt - Director Art Gallery	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Completed 30 July 2017

Last Updated: 25-Sep-2017


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.2.2 Undertake programming at the Performing Arts Centre which supports culturally inclusive and diverse events	David Gagliardi - Manager Performing Arts	In Progress	01-Jul-2017	30-Jun-2018	85.00%	100.00%	 AMBER
ACTION PROGRESS COMMENTS: Ongoing program throughout year. Last Updated: 12-Apr-2018							

1.3.3 Support the increase of social, economic and digital connectedness

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.3.1 Implement Phase 1 of the Southern Grampians Shire Smart Communities Framework	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Funding applied for through the federal government's Smart Communities and Cities Program for \$300,000 in pilot projects and foundational network. 4 LowRan gateways installed in Hamilton, Coleraine, Dunkeld and Peshurst. IOT sensors currently being trialled through Business Systems. Funding received. Initial meeting between Business Systems and ECO Dev occurred to map out project. Project Managers Role position advertised. Grant agreement executed Activity Schedule 2 - 90% of the LoRaWAN IOT Network complete with two additional gateways to be installed on Mount Baimbridge and Water Tower at Tarrington in July. 5 of 10 Townships have active public wi fi installed, 4 others to be installed in Q1 2018/19. Awaiting construction of Planned building at Branxholme for final install. Anticipate Connect GH (Public Wifi) to be launched and live by end July 2018 Last Updated: 05-Jul-2018							


1.3.4 Support the growth, development and capacity of volunteers and community organisations

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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1.3.4.1 Provide environmental sustainability opportunities for funding to community groups through the Greater Grants program	Evelyn Arnold - Director Community & Corporate Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: The grants have been advertised and any grants relating to sustainability will be referred to the Sustainability Co-Ordinator for assessment. The second round of funding has been completed and the report is being prepared for brief ELT and Council. This process included any projects that had an environmental implication. Last Updated: 09-Mar-2018							

1.4 A safe community


1.4.1 Support and provide urban design and digital infrastructure that improves the safety of our community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.1.1 Complete a community safety audit that identifies areas for improved safety infrastructure	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Feedback from the community and community safety stakeholders received forming the basis of an application to the Public Safety Infrastructure Fund. Council briefed in Sept. Application will be made by the end of September. Application made to State and Federal Governments for Smart Security. Both applications unsuccessful, feedback received by Emergency Coordinator and will be incorporated into future applications Last Updated: 05-Jul-2018							

1.4.2 Be a leader in the community in the promotion of equity and the protection of human rights

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.2.1 Undertake the Leadership @ Southern Grampians Program	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: 4 x workshops held, key findings collated and reported back to all participants. Action Plan developed and key outcomes for year one under implementation. Offshoot group Growing Greater Leaders formed internally and progressing actions also. Last Updated: 09-Apr-2018							


1.4.3 Provide regulatory services to protect amenity and provide safety in our community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.3.1 Review Relief Centre Plans and train staff in Crisisworks and EMCOP	Chris Huggins - Emergency Management Coordinator	Completed	01-Oct-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Online training available for staff workshops completed and will be reviewed during 2018 this is an on going process

Last Updated: 05-Apr-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.3.1 Undertake an Essential Safety Measures audit of buildings throughout the Shire to ensure compliance with the Fire Safety Maintenance Standards	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

3 audits undertaken to date

Last Updated: 10-Jul-2018

1.4.4 Collaborate with law enforcement authorities and other agencies to support community safety programs, crime prevention and other initiatives

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.4.4.1 Develop Smart Security Plan across the Shire	Russell Bennett - Manager, Business Systems	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Smart Security plan has been jointly developed between SGSC and VicPol. Plan has been submitted as part of the Public Safety Infrastructure grant.


Last Updated: 22-Sep-2017

2 Develop our Regional Economy and Businesses**2.1 Attract, support and encourage industries that will drive economic growth throughout the Shire**

2.1.1 Promote the Region's natural advantages of soil, water, topography and climate


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.5 Modelling of land capability, climate and water availability to demonstrate the commodities that would thrive in the Shire	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: In partnership with the CMA and Deakin University we have completed an additional 15 commodities. The final reports are due for endorsement late October and all data available for upload to www.growingreaterhamilton.com.au in November. Reports complete and data currently being uploaded.</p> <p>Last Updated: 15-Jan-2018</p>							

2.1.2 Support opportunities for intensification, diversification and value adding within the agricultural and primary industries sector

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.1 Develop an agricultural investment attraction program that highlights the region's suitability now and into the future for diversification or value added opportunities	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jul-2018	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Membership of Aus Veg and Produce Marketers Australia to allow access to members (potential horticulture investors). Visit by Aus Veg State Manager Tom Cohen and National Marketing Manager 20/9 farm famil and discussion of a regional partnership proposal. Partnership with CMA and Deakin Uni - 15 additional commodities to add to land capability mapping complete. New crops shown at Sheepvention to around 80 property owners. Visit to Wattle Range Council to discuss cooperative attraction efforts, highlight our agricultural opportunities and get an understanding on what the investment triggers/barriers are for attracting investors. Research and evaluating potential agricultural investors continuing. Full attraction program developed once the Economic Development Officer - Investment Attraction has been advertised and will be appointed in late April/early May. Attendance at Hort Connect 2018 in Brisbane. Scheduled meetings with 15 national growers. Great learnings regarding way forward for attracting horticulture to the region including need to establish trial sites for various commodities including brassicas, blueberries and lettuce. Formal plan to be developed early 2018/2019 however several growers due into the</p>							

region early July to further investigate the potential to establish.

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.1 Investigate and identify bioenergy opportunities	David Basil - Manager Works	Completed	01-Oct-2017	30-Nov-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Grant application from RDV advised successful in June 2017. Feasibility study planned for Port Fairy Road Industrial site. Tender documents prepared for advertising on 6 Oct 17.

Consultant (Enecon) commenced study in Nov 2017

Last Updated: 10-Jul-2018


2.1.3 Attract, support and encourage social and economic development in all our settlements

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.3.1 Facilitate the Economic Migration Population pilot	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Working Group formed, MOU discussed and resolved. Initial visit to region by potential families weekend 16-17 September into Balmoral, Coleraine, Hamilton and Penshurst. Follow up visits occurred with employment and housing for initial families confirmed and planning to relocate December 2017 - January 2018. Ongoing working group meetings to continue monitoring and supporting where possible/appropriate. Initial 3 out of 10 families relocated employment, housing, education all progressing very well and ongoing involvement by Mayor, Deputy Mayor, Director Shire Futures supporting work of Leadership Great South Coast and Economic Migration project. Project expanded into Glenelg and Moyne Shires with SGSC Councillors to discuss next steps and expanding into other opportunities and communities. Work will continue into 2018/19.

Last Updated: 04-Jul-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.3.3 Support the investigation of possibilities for infrastructure to secure water for agriculture	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Membership Wimmera-Mallee Pipeline working group. Feasibility Study in progress. Business case progressing to application.
GWM Water to be invited to Council Briefing for update

Last Updated: 05-Jul-2018

2.1.5 Continue to develop and implement land use planning strategies to support new investments

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.5.1 Prepare Council owned industrial land for development	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Planning consultant engaged to prepare planning and title documentation. Tender for Land Agents advertised. Hamilton Real Estate appointed. Development Plan and Planning permit submitted to Council for assessment 28 June. Advertising and Marketing plan currently being developed. Project handed over to Infrastructure for delivery. Tender documents to design and construct currently being developed. Biomass plant feasibility also needing consideration within site

Last Updated: 05-Jul-2018

2.2 Increase the profile of Greater Hamilton regionally and globally

2.2.1 Actively promote the Greater Hamilton brand into key markets and encourage local business to promote the brand


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.1 Implement the Council recommitment to the Greater Hamilton branding locally within the Shire	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Plan developed for initial branding of Airport, Livestock Exchange and Library to Greater Hamilton along with promotional collateral including TV media developed and rolling out. Further briefing to Council scheduled February 2018. Briefing delayed to April/May 2018 to allow separate work on Hamilton Regional Livestock Exchange with further report, options and briefing in August/September 2019. Much work progressed and progressing on Airport ion particular fire bombing operations and pilot training opportunities. Greater Hamilton Library and Greater Hamilton Outdoor Pools implemented. Submission made to QANTAS Pilot training EoI although unsuccessful provided valuable exposure of airport and Greater Hamilton region. Hosting of Great South Coast Regional Assembly provided opportunity to showcase the region and promote priorities.

Last Updated: 04-Jul-2018

2.2.2 Maintain proactive relationships with key Regional and State Government bodies to ensure the potential of the Greater Hamilton Region is recognized.


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.2.1 Regular involvement and lead discussions with Regional Groups, local State & Federal Members of Parliament and other key influencing organisations	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

SGSC hosting GSC Secretariat 2017/18 and 2018/19 Mayor & CEO attending all meetings. CEO representing on GSC Regional Partnership. Grampians Group of Councils represented by CEO on Grampians Tourism Board. Western Rail project gaining momentum and collateral developed by SGSC & Horsham RCC. Federal & State Local Members regularly briefed by Mayor & CEO, deputations to Canberra and Melbourne in July, August and September 2017. Further meetings Mayor & CEO December 2017 State Parliament along with final meeting of Great South Coast Group for 2017 with planning for next meeting and strategic planning February 2018. Further representations undertaken in particular Regional Priorities and Western Rail project. Strategic appointments in Melbourne State Parliament and Canberra Federal Parliament scheduled for May 2018. Strategic Planning for GSC Board April 27 2018 also arranged. Leading discussions with Great South Coast Group, Rural Councils Victoria & Great South Coast Regional Partnership. May 2018 saw Mayor & CEO part of SGSC & GSC visits to Canberra & Melbourne to promote regional & local priorities with very good hearings and feedback. This work will continue into 2018/19 with a focus on November 2018 State Election and 2019 Federal Election.

Last Updated: 04-Jul-2018

2.2.3 Encourage businesses and local agencies to own and use the Greater Hamilton brand in support of their own marketing

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.3.1 Communicate the Greater Hamilton Style Guide and Tool Kit to businesses and industry	Hugh Koch - Manager Economic Development and Tourism	In Progress	01-Jul-2017	30-Jun-2018	70.00%	100.00%	 AMBER


ACTION PROGRESS COMMENTS:

Communicated via TVC, in Spring, the Brand to local audience including businesses. Final tool kit still to be completed. Communicated via TVC over summer. Additional brand TVC and social media developed to support 2018/19 campaign.

Last Updated: 05-Jul-2018

2.3 Continue to support the development of a skilled workforce and sustainable businesses in all towns in the Shire**2.3.1 Facilitate and encourage business capacity and development**


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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2.3.1.1 Facilitate a program of business development and training opportunities based on feedback and surveys	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

7 Workshops and Mentoring for approx 120 businesses complete up to 30 June including:
 Financial security for Women x2
 Doing business with Government x 1
 Advanced Facebook x 1
 Trip Advisor x1
 Email marketing x1
 SEO Optimisation x 1
 plus 10 Small Business Victoria workshops conducted 2017/18 period
 Small business mentoring program and Small Business Bus have also been deployed throughout year
 Last Updated: 05-Jul-2018

2.3.2 Support the attraction and retention of a skilled workforce


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.2.1 Developing partnerships to identify and implement shared services in workforce training and development	Darren Barber - Manager Organisational Development	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Terms of Reference signed progress on Great South Coast Councils training webpage well developed, number of training programs completed
 28/09/2017 Joint Council training website being developed for staff access
 28/11/2017 Website is live, project ready to be handed to learning and Development Officer
 Last Updated: 28-Nov-2017

2.3.3 Grow the digital capacity of the businesses


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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2.3.3.1 Implementation of the Southern Grampians Shire Smart Communities Framework Phase 1 Pilot Projects	Russell Bennett - Manager, Business Systems	In Progress	01-Jul-2017	30-Jun-2019	65.00%	100.00%	 RED
<p>ACTION PROGRESS COMMENTS:</p> <p>Communications mast to enable public WiFi in Hamilton to be completed in October. Testing sensors devices to configure to LoRa network to then develop a dashboard to visualize data. Awaiting outcome of federal smart cities grant funding opportunity</p> <p>Communications Tower installed. Awaiting Council decision on new Telstra contract that will enable savings to fund public Wifi across the Shire. Testing of pilot sensor devices to understand LoRa IOT network, storage of data and visualization of data.</p> <p>Successful in Federal Grant opportunity. Funding included some funding for a "Project Manager" role to drive the project. ELT have approved to move ahead to with position. PD to be created for a 2 day a week role.</p> <p>PD for Digital Transformation Project Manager currently advertised. Once role is filled can commence roll out of phase 1 projects.</p> <p>Digital Transformation Project Manager appointed and starting 19/02/18</p> <p>Digital Transformation Project Manager has commenced and working through requirements to build a project plan.</p> <p>Public WiFi locations identified from community feedback, working through procurement process for NBN connections</p> <p>Agreement with WideBand completed to supply NBN/ADSL connections. Installation to occur in the next 2 weeks.</p> <p>Public Wifi hotspots currentlt been installed and actiated, the following towns are operational:</p> <ul style="list-style-type: none"> - Balmoral - Cavendish - Glenthompson - Dunkeld - Tarrington - Peshurst - Byaduk <p>Stil remaining</p> <ul style="list-style-type: none"> - Hamilton 							

- Coleraine
- Branxholme

Last Updated: 18-Jul-2018

2.3.4 Support youth training and apprentice programs in collaboration with local business and education providers

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.4.1 Identify positions within Council that can be designated as opportunities for work placements, traineeships and apprenticeships	Darren Barber - Manager Organisational Development	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:


28/09/2017 Work commenced and School Based trainee employed in Parks and Gardens undertaking Cert II Parks and Gardens

13/10/2017 A second position has been approved in Business Systems, as a traineeship in technology

Last Updated: 11-Jan-2018

2.4 Support, encourage and promote a strong, innovative and distinctive tourism sector that grows the visitor economy

2.4.1 Improve the reputation of the Shire as a destination of choice for events and conferences

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.1 Partner with event attraction agencies to attract regional events into the Shire	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Council entered into a Strategic Events Placement Program with Sports Marketing Australia

A Capacity and Capability Assessment of our regions ability to host events currently underway.

Howard Spencer, Senior Analyst from Sports Marketing Australia, visited the area on a 2-day fam of the region's best event venues and sporting facilities in July to help form part of the report. Interviews with a range of local clubs and associations has also been completed.


National Cinema Pop-Up is the first event sourced through this arrangement and occurred in December.

A Junior Dolphins Swimming Carnival and Community Activation, and a Champions League Basketball 3 on 3 were also run in 2017/18.

Evaluation of the events regarding the interest to our community, economic benefits and promotional opportunities showed that there was a strong interest to grow the Champions League Basketball 3 on 3 competition. Negotiations currently underway to secure the event in partnership with the Hamilton Basketball Association for next 2 years

Last Updated: 05-Jul-2018

2.4.2 Support the shared goals for growing the Region's visitor economy


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.2.1 Maintain membership and actively participate in Grampians Tourism activities	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Membership paid.

Last Updated: 21-Sep-2017

2.4.3 Develop strategies that not only attract visitors but encourage them to consider living, learning or investing in the Shire


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.3.1 Partner with Grampians Tourism to implement an annual marketing program	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

On going marketing program currently being finalised

Last Updated: 01-Dec-2017


3 Plan for our Built Environment Infrastructure**3.1 Plan and provide for sustainable assets and infrastructure****3.1.1 Progress provision of locally and regionally significant projects**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.1 Identify the current Heavy Vehicle routes and review Heavy Vehicle permits for recommendation of pre-approved routes.	Aten Kumar - Manager Assets	In Progress	01-Jan-2018	30-Jun-2018	85.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Routes identified and preapproval is ongoing as case by case basis - June


Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.1 Develop a matrix of project readiness to support and prioritise strategic projects	Hugh Koch - Manager Economic Development and Tourism	In Progress	01-Jan-2018	30-Jun-2018	92.00%	100.00%	

ACTION PROGRESS COMMENTS:

Internal major projects group formed DSI, DSF, MEP, MEDT and CSMP. Draft matrix completed awaiting feed back from group before presentation to Council

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.2 Undertake the restoration and reinstatement of local essential public infrastructure damaged in the September/October 2016	Nola McFarlane - Manager Flood Recovery	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	


ACTION PROGRESS COMMENTS:

claim frequency has been increased to monthly to reflect the increased spend rate as the contracts progress. claim amount will likely be over \$1Million for the March claim to DTF and will continue to rise tot he end of the financial year as the construction season progresses

Contracted road works under way. Contracts in development/developed for other asset classes including Bridges, major and minor culverts, storm water and community assets

Contracts let for \$20M in road restoration works. contracts in development for bridges, major and minor culverts, foot paths and investigation of storm water systems

Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.3 Promote Council's Capital Works Program	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	


ACTION PROGRESS COMMENTS:

Photos of works being undertaken are being done and forwarded to media officer.

Photos are being updated weekly. Media releases are being done

Last Updated: 04-Apr-2018

3.1.2 Review and adopt Asset Management Plans to align with future service levels and prioritise sustainability


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Develop a 10-year strategic plan that will guide the management of Council's 6 x outdoor pools.	Susannah Milne - Manager Community & Leisure Services	In Progress	01-Jan-2018	30-Jun-2018	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

A review of the 17/18 pool season and service review has demonstrated the need for a more specific asset analysis with industry expertise on the Southern Grampians Outdoor Pools be conducted in addition to the Recreation and Leisure Strategy.

This project will be carried forward to the 18/19 financial year, where SGSC will look to engage a consultant to provide and in depth report.


Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Review the Bridges and Culverts Asset Management Plan	Aten Kumar - Manager Assets	Completed	01-Oct-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Presented to ELT and will be updated in the new financial year once more date comes in from Flood recovery team.

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Ensure provision of Community Inclusion Plan are applied to community infrastructure and services	Lachy Patterson - Manager Community Relations	In Progress	01-Jul-2013	30-Mar-2019	90.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Report was presented and accepted by Council in May which provided an update on the actions implemented to date and the program proposed for the coming 12 months. Actions completed include the development of the public convenience strategy, repairs to pavers in the Hamilton CBD, update and promotion of the One and All inclusive event kit, and completion of walk in our shoes activities with Council staff. The development of design standards is an action tabled with the Integrated Planning and Design Team. The development


of these standards will facilitate the principles of Community Inclusion and Universal Access and Usability to underpin the decision making process in relation to community infrastructure and services. This is an ongoing body of work and will continue to be addressed , format of which is dependant on successful Rural Access funding.

Current actions from the plan being implemented. A report was presented to the April Briefing and May Council Meeting.

Adopted plan which was discussed at CWMT, running through key actions/outcomes.

New Community Inclusion Plan was adopted by Council in July 2017. Actions are already being undertaken. Actions are continuing to be implemented across the organization and will again be dependent on successful Rural Access funding. Funding has been successful fo next 12 months. Key deliverable will be to ensure this linkage is maintained when funding is not available in 19-20.

Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.2 Undertake Service Review of Road Maintenance and report back on outcomes	David Basil - Manager Works	Deferred	01-Nov-2017	30-Jun-2018	60.00%	100.00%	 RED


ACTION PROGRESS COMMENTS:

Initial discussion are being had with staff to determine service levels. Being developed with Parks and Gardens review of service levels. Review of work teams and work priorities being undertaken.

Works Manager has left the organisation. This review will not be completed by the 30 June 2018 due to resource constraints.

New manager will be undertaking review in 2018-2019 FY

Last Updated: 09-Jul-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.3 Review of the Stormwater Asset Management Plan	Aten Kumar - Manager Assets	In Progress	01-Jul-2017	30-Jun-2018	90.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

First draft ready to be reviewed by the A Team - June

FAST Grant applied for to assist with finalization


Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.4 Validate the drainage inventory within the Shire	Aten Kumar - Manager Assets	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Flood recovery office had awarded the tender to RSP Environmental Services for the investigation of underground drainage network at Coleraine in this financial year. The rest of the township: Dunkeld, Hamilton, Glenthompson and Peshurst is scheduled in the next financial years. Left over validation drainage inventory from Flood recovery will be done by Assets Team in the new financial year - June

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.5 Prepare a 10 year Capital works program.	Aten Kumar - Manager Assets	Deferred	01-Jul-2017	30-Jun-2018	90.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Roads and bridges complete, other assets in progress for the new financial year - June

FAST Grant applied for to assist with finalisation

Last Updated: 10-Jul-2018

3.1.3 Collaborate with State Government and Regional agencies to ensure coordinated provision of regional infrastructure

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.1 Actively seek additional works under the VicRoads southwest alliance contract to grow income by 20% (Last Quarter)	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Scheduled meeting with SW Alliance to discuss additional works. However, this may not eventuate as current council works programme may impact on our ability/capacity to undertake additional works.

Council Works department currently has no capacity to undertake further works this FY. Focus has is on delivering Councils capital program. (DM).

Meeting with Peter Robertson on Wed 4/04/18 to discuss extension of SWA contract and renegotiation of itemized list of additional works.


Last Updated: 04-Apr-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.1 Advocacy to State & Federal Government for regional investment and identify opportunities to decentralise activities to the Region	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Decentralisation Paper presented to Senator Fiona Nash and Member for Wannon Dan Tehan. Submission made to VLGA request on options for SGSC decentralisation. Next steps to follow up Federal Member for Wannon and plan visit to Canberra to promote opportunities. Follow up with Member for Wannon Mayor & CEO occurred 14 November with Fact Sheets and proposal delivered. Follow up by Dan Tehan's office (Lachlan Smith) 20 December with contacts for Federal Government Minister's office established with 3 potential areas identified for further discussions early 2018. Further meetings occurred in May 2018 to progress with key Ministers and Dan Tehan along with State Ministers and MP's to progress local and regional initiatives. These included future uses of the former Iluka Mineral Separation Plant, Hamilton CBD Revitalisation including Cox Street upgrades and hosting of GSC Regional Assembly to profile our region. Work will continue on these initiatives in 2018/19.

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.3.2 Review the Drainage Scheme Management with CMA and Yatchaw residents	Aten Kumar - Manager Assets	In Progress	01-Jul-2017	30-Jun-2018	84.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Meeting held with CMA and Council as Asset Owner.


Next need to go to residents.

DELWP have been developing a mgt plan for RDS and the outcome will have legislated changes to RDS mgt. Consultation was held in Dec 17 and still reviewed by DELWP, still waiting for Final Strategy July

Last Updated: 05-Jul-2018

3.1.4 Develop the Shire's facilities, programs and services to increase usage


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.1.4.1 Develop a strategy to attract both local and external conferences and events.	Hugh Koch - Manager Economic Development and Tourism	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

See 2.4.1.1

Last Updated: 01-Dec-2017

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.1 Review Council services to appropriateness and responsiveness	Darren Barber - Manager Organisational Development	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

28/09/2017 Service review program is being developed including methodology and priority services identification. A service plan outline has been to given to the Executive Leadership Team to be finalised.

28/11/2017 Framework approved by Executive Leadership Team and presented to Senior Leadership Team, action plan to be formulated

Reviews of Building Services, Parks and Gardens and Planning commenced


11 January 2018 Building Services review complete, with a number of others underway

April 16, 2018 - Council has a target of completing 10 service reviews by June 30, 2018. A plan has been developed for the next 3 years to ensure all services are reviewed in this Council term.

July 10, 2018 - Eleven service reviews were completed by June 30, 2018.

Last Updated: 10-Jul-2018

3.2 Plan, advocate and provide for safe and well maintained transport routes and infrastructure**3.2.1 Lobby State Government and Commercial Enterprises for renewal of priority transport routes and infrastructure**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.1.1 Leverage from Greater Green Triangle, Great South Coast Transport Strategy and Advocacy Priorities to advocate to State & Federal Government	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Great South Coast Regional Priorities refreshed and used as a base to advocate to State and Federal Governments. Advocacy Priorities adopted by Council final touches on Fact Sheets

and other collateral to support advocacy. Strategic Planning workshop held with Councillors and Executive 9 December 2017 with Advocacy Priorities confirmed and Fact Sheets finalised. Visit to Victorian State Parliament held 29 & 30 November 2017. Further visits to both Spring Street and Canberra scheduled May 2018. Very good meetings between GGT Councils in Portland March 2018 with potential to progress an Tourism initiative across the Region which remains work in progress. Significant investment into regional roads almost \$1 billion following GSC, SGSC and other advocacy. Work will continue on this initiative in 2018/19.

Last Updated: 05-Jul-2018


3.2.2 Continue to advocate for improved freight and public transport services and connections including passenger rail services

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.2.1 Leverage from Passenger Rail Feasibility report & Advocacy Priorities to advocate to State & Federal Government	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Final Western Rail Feasibility completed and launched. SGSC leading with Horsham Rural City Council, Ararat Rural City Council and Northern Grampians Shire with advocacy since July to State National Party MP's, State Liberal Leader, Public Transport Victoria, Transport Ombudsman, Federal Greens Senator for Victoria, Federal Minister for Infrastructure office and Federal Member for Wannon. First 'ask' is for State funding of a Treasury Business Case. Letter of support provided by Member for Wannon Dan Tehan and follow up meeting with Public Transport Minister Jacinta Allan held 29 November 2017. Commitment from Transport for Victoria (T4V) that budget bid in for May State budget for additional and connecting bus services. Further advocacy undertaken and most recent meeting (March 2018) developed further advocacy and both Mayor and CEO 'ramping up' media including Federal and State Parliamentary visits in May 2018. Announcement in July 2018 for additional coach services to Wimmera with no mention or progress on Hamilton and SGSC. Raised directly with Minister for Public Transport by Mayor and revised strategy to be implemented pre-State Election November 2018. Will continue into 2018/19.

Last Updated: 05-Jul-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.2.6 Feasibility scoping study for Art Gallery building	Sarah Schmidt - Director Art Gallery	In Progress	01-Jul-2017	30-Jun-2018	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

Commenced. Funding applications in progress. Negotiations through Regional Partnerships contracts. Results expected in May. Briefing session with Council in March. Anticipated contract engagement this financial year. Tender prepared and advertised April 28. Tenders close May 21.


Last Updated: 24-Apr-2018

3.2.3 Provide infrastructure that supports an active community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.3.3 Complete Recreation Infrastructure Audit and Pedrina Park Master Plan review.	Susannah Milne - Manager Community & Leisure Services	In Progress	01-Nov-2017	30-Jun-2018	75.00%	100.00%	 AMBER
<p>ACTION PROGRESS COMMENTS:</p> <p>The Recreation and Leisure Strategy will determine the Community's' priorities around health and well-being, participation, planning and infrastructure and identify the strategic direction that Council and the Organisation will need to invest in the next 10 years.</p> <p>Otium Planning Group have been appointed to undertake the community consultation and prepare the Strategy under the guidance of the Project Control Group (PCG). The PCG has met for the first time to discuss the project time frames/milestones, Community reference group membership and community consultation process. The project is expected to take 7- 8 months to complete and will commence community consultation in the new year. In addition, a working group has been established to progress the project for improved facilities at Pedrina Park.</p> <p>16/4/18-</p> <p>Otium Planning Group have conducted an audit of the key recreational facilities and infrastructure as a part of the Recreation & Leisure Strategy. The findings and recommendations of these audits will be presented as a part of the final strategy. The facilities of Pedrina Park have also been visited as a part of this process and this with community and user group engagement will form the basis for a revised Master Plan.</p> <p>9/7/18 - Otium Planning Group have completed the community engagement consultation process and have prepared a Research and Consultation Draft Report which summarizes the results of the facilities audits and consultation. This data will be presented to Council late July 2018 for their information, and will be used to formulate the key recommendations of the strategy and Lake Hamilton/Pedrina Park Master Plans</p> <p>Last Updated: 09-Jul-2018</p>							


3.3 Develop and maintain attractive and vibrant Council owned and managed open spaces and streetscapes

3.3.1 Invigorate and activate public places and spaces

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.1.1 Investigate and deliver a feasibility report on a digital guided tour of the botanic gardens for visitors to download and tour the botanic gardens	David Basil - Manager Works	Completed	01-Oct-2017	30-Jun-2018	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS:</p>							

This work will be covered under smart communities framework phase 1 project run by business systems. Infrastructure department will be engaged as required.

Last Updated: 10-Jan-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.1.1 Development of a Recreation & Leisure Strategy	Susannah Milne - Manager Community & Leisure Services	In Progress	01-Nov-2017	30-Jun-2018	70.00%	100.00%	 AMBER


ACTION PROGRESS COMMENTS:

9/7/18 - Otium Planning Group have completed the community engagement consultation process and have prepared a Research and Consultation Draft Report which summarizes the results of the facilities audits and consultation. This data will be presented to Council late July 2018 for their information, and will be used to formulate the key recommendations of the strategy and Lake Hamilton/Pedrina Park Master Plans.

This development of this Strategy will be completed in the first half of the 18/19 reporting year - this is due to delays in the community engagement process.

Last Updated: 09-Jul-2018

3.3.2 Develop the CBD of Hamilton and commercial precincts in all towns

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.2.1 Design Stage 2 Hamilton CBD Revitalisation Project - Lonsdale St/Melville Oval/Gray St Connection	Hugh Koch - Manager Economic Development and Tourism	In Progress	01-Jul-2017	30-Jun-2018	83.00%	100.00%	 AMBER


ACTION PROGRESS COMMENTS:

Application to Victorian Planning Authority unsuccessful awaiting further advice regarding re-submission before understanding whether a change of approach is needed. Project to commence in 4th quarter pending Council approval. Discussion held at Councillor briefings and a way forward progressed. Major Strategic Project Officers role advertised and interviewed for. Recruitment process almost complete.

Major Strategic Project Coordinator appointed in May 2018. Tender drafted and expected to be advertised in July 2018 for concept design and masterplan. Application also made to Victorian Planning Authority for funding to include Gray St within scope of works.

Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.3.2.1 Commence Construction of Stage 1 Hamilton CBD Revitalisation Project – Cox St “Front Door Precinct”	David Basil - Manager Works	Completed	01-Oct-2017	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

Funding application to Round 2 Building Better Regions decision pending. Project to commence 4th quarter pending application and Council approval.
Funding is secured and detailed design and construction being planned

Last Updated: 10-Jul-2018

3.3.3 Develop and implement an urban street tree plan to guide town maintenance plans


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.3.1 Develop an Urban Street Tree Asset Management Plan	David Basil - Manager Works	In Progress	01-Jul-2017	30-Jun-2018	91.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Working with Dale T on developing this plan. Project has commenced with desk top review of other councils' tree plans. Developing an appropriate tree species list for plan.
Draft developed and being reviewed for comment by internal departments.

Last Updated: 04-Apr-2018

3.3.4 Maintain, promote and celebrate the heritage value of built infrastructure in all towns


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.4.1 Develop Heritage Strategy	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jan-2018	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

draft strategy prepared

Last Updated: 10-Jul-2018

3.4 Encourage and support infrastructure for social inclusion and economic growth**3.4.1 Ensure appropriate social infrastructure is provided to support all families and communities across the Shire including multicultural and indigenous people**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.1.1 Complete a social and community infrastructure audit to determine areas for improvement or consolidation, and that identifies potential social and community 'hubs';	Susannah Milne - Manager Community & Leisure Services	In Progress	01-Jan-2018	30-Jun-2018	70.00%	100.00%	 AMBER


ACTION PROGRESS COMMENTS:

Otium Planning Group have completed the community engagement consultation process and have prepared a Research and Consultation Draft Report which summarizes the results of the facilities audits and consultation. This data will be presented to Council late July 2018 for their information, and will be used to formulate the key recommendations of the strategy which will allow for identification of potential priorities for social and community hubs to support the health and wellbeing of our community into the future.

It is expected that any priorities will require further planning development subject to Council approval, business case and external funding opportunities.

Last Updated: 09-Jul-2018

3.4.3 Ensure Council's planning and building processes support infrastructure that is inclusive, accessible and equitable

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.4.3.1 Review standard conditions to facilitate better outcomes for access and equitable outcomes in development design	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Engineering conditions reviewed. To be implemented

Last Updated: 04-Jun-2018

3.4.4 Ensure the planning framework is responsive to the needs of businesses and residents and support growth and investment


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.4.4.1 Initiate the Planning Scheme review and undertake Community consultation	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Draft planning review document ready for advertising Last Updated: 04-Jun-2018							


4 Promote our Natural Environment

4.1 Promote and support improved biodiversity and the health of waterways, wetlands, soil and air

4.1.1 Promote and support natural resource management and community based initiatives


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.1.1 Promote Community Grants program to community group initiatives that contribute to the delivery of SGSC Sustainability Strategy Actions	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Ongoing. Two enquiries received in first quarter but no applications. No applicants received to date. Being presented at community group meetings by Kylie McIntyre Last Updated: 10-Jul-2018							

4.1.2 Advocate to and collaborate with State Government Departments and other agencies on managing natural assets

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.2.1 Advocate for more formalised arrangements to burn high significance roadsides at agreed frequencies	Rhassel Mhasho - Manager Planning & Regulatory Services	In Progress	01-Jul-2017	30-Jun-2018	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: Consultation with DELWP and adjoining Councils undertaken. Discussions with CFA Vegetation Management Officer have agreed on a trial of the proposal for Forest Lane, Dunkeld. Linlithgow Brigade and DELWP met on site. Landowners engaged. Purpose of this project is the pilot to show best practice regarding formal arrangements and landowner engagement. Further discussions with CFA (District and Headquarters) as well as DELWP given recent suspension of all roadside burning again this season. Working with Landcare Network, CFA and VicRoads to develop and submit EOI for large grant including aspects of a revised approach to roadside burning for conservation outcomes.							

Last Updated: 12-Apr-2018

4.1.3 Work with and support waterway managers to improve water management strategies to support development and ensure the protection of waterways from adverse environmental impacts


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.3.1 Develop guidelines for appropriate use of environmentally friendly herbicides in wetland areas and drains.	Rhassel Mhasho - Manager Planning & Regulatory Services	In Progress	01-Jul-2017	30-Jun-2018	81.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Testing guidelines developed.

Last Updated: 04-Jun-2018

4.1.4 Reduce Council's carbon and ecological footprint

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.4.1 Investigate and identify energy efficiency actions in Council operation including street lighting	David Basil - Manager Works	In Progress	01-Jul-2017	30-Jun-2018	90.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Updated energy audits planned for late 2017, funded by Sustainability Victoria. Audits will provide direction for energy efficiency works. Ongoing discussions with Powercor and VicRoads about changing shared street lighting to LED.


Buildings identified for energy audits. List of auditors provided by S.V. Audits to take place in April 18 (timing is controlled by S.V)

Audits are being undertaken at the end of April by SV

Last Updated: 04-Apr-2018

4.2 Balance environmental protection with Council's support for growth

4.2.1 Improve community understanding of land management issues


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.1 Inspect all of Tarrington septic system within the township zone and provided feedback to property owners to ensure systems are not causing environmental pollution and public health issues	Rhassel Mhasho - Manager Planning & Regulatory Services	Not Started	01-Feb-2018	30-Jun-2018	0.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

to commence next financial year when full the unit has full staff levels

Last Updated: 03-Apr-2018

4.2.2 Ensure land use planning balances growth with appropriate levels of environmental stewardship


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.2.1 Develop Business case to review and update Council's Domestic Wastewater Management Plan in 2018/2019	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Draft business case developed, accepted by ELT. To be initiated pending budget decision.

Last Updated: 24-Apr-2018

4.2.3 Ensure protection of the environment and the community through appropriate regulations and collaboration with other government agencies


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.3.1 Review SGSC Roadside Management Plan	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Review completed . Awaiting Council's endorsement


Last Updated: 10-Jul-2018

4.2.4 Attract businesses to low carbon manufacturing opportunities by leveraging from the region's natural advantages such as wind and biofuel availability


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.4.1 Seek opportunities and external funding for renewable energy projects	David Basil - Manager Works	Completed	01-Nov-2017	30-Jun-2018	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Funding of bioenergy project successful. Investigations underway regarding funding for microgrid at Port Fairy Rd site.</p> <p>Bioenergy project is progressing Last Updated: 10-Jul-2018</p>							

4.3 Promote and provide sustainable waste management services

4.3.1 Examine and provide comprehensive waste collection services including incentives to maximise community awareness and participation in waste diversion strategies

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.1.1 Develop Waste Strategy to guide Council's waste management actions	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
<p>ACTION PROGRESS COMMENTS: Template has been received from BSWWRRG ready for development of strategy. Kylie and Rod are working on template. Background document is partly developed.</p> <p>Templates are being worked on by Kylie and Rod Last Updated: 10-Jul-2018</p>							

4.3.2 Develop and implement education programs to increase waste diversion from landfill

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.2.1 Conduct community education program on waste avoidance and diversion	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:


Have undertaken Radio and print media ads, flyers to community. Articles being developed for Council newsletter. Been working with War on Waste and implementing keep cup in coffee shops.

BSWWRRG regional waste education officer recruited to start Jan 2018.

Waste education being undertaken and a program by BRWWRRG to be submitted shortly

Last Updated: 10-Jul-2018

4.3.3 Examine ways to maximise re-use of waste as a resource

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.3.3.1 Investigate opportunities in collaboration with other regional Councils to develop waste aggregation and re-use programs	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:


Participating in BSWRRG and the ARG for collaboration with other Councils

Collaboration projects discussed at BSWRRG monthly meetings

Working with other GSC con collaborative recycling sorting facility in the region

Last Updated: 10-Jul-2018

4.4 Develop and implement climate change adaptation strategies to prepare for climate change, especially extreme weather events**4.4.1 Support community education to promote awareness and benefits of energy and water efficiency**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.1.1 Undertake and education program on waste and sustainability within the Councils Social Media and newsletters and other media	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Posts have been made on Councils Social media sites. Ongoing radio, print and digital education.

Complete

Last Updated: 10-Jul-2018

4.4.2 Facilitate local investment in renewable energy projects, including in Council buildings and operations


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.2.1 Reduce electricity use and carbon emissions at Hamilton Depot through renewable energy project	David Basil - Manager Works	In Progress	01-Jul-2017	30-Jun-2018	50.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Initial information gathered for solar PV installation. Specifications developed. To be advertised in late January 2018
Quotations received and evaluated. Recommendation for preferred supplier submitted for approval

Last Updated: 01-Mar-2018

4.4.3 Review Council's services and procurement practices to ensure that they are being planned and delivered in a way that supports climate adaption and resilience

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.4.3.1 Commence embedding climate adaptation into Council processes	David Basil - Manager Works	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN


ACTION PROGRESS COMMENTS:

Relevant staff engaged through plan development process. Staff to include relevant actions into their annual work plans.


Business case development to include CCA consideration


Last Updated: 10-Jan-2018

5 Provide Governance and Leadership**5.1 Provide transparent and responsible governance****5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role**


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.1 Arrange a training or induction workshop for Councillors and staff to provide essential knowledge and skills of planning system and process	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	31-Dec-2017	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: A Land Use Planning Building Councillor Development Workshop was hosted on 4 August 2017. All Councillors, and key senior Council staff were invited to attend. Last Updated: 08-Jan-2018							

5.1.2 Ensure responsible, effective and efficient use of Council resources

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.2.1 Update of Council's Policies	Michael Tudball - Chief Executive Officer	In Progress	01-Jan-2018	30-Jun-2018	15.00%	20.00%	 AMBER
ACTION PROGRESS COMMENTS: Research is currently underway in relation to Council's policies including best practice in local government and what policies are required by legislation. The aim is to develop a policy framework which includes all required policies, but is as concise as possible. This project has been delayed due to the Governance Coordinator being seconded to Organisational Development. This project will carry into the 2018/19 Annual Plan with an updated end date of 30 June 2019. Last Updated: 05-Jul-2018							

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.2.1 Introduce a new Fuel Management System at Depot	David Basil - Manager Works	Completed	01-Dec-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Engaging contractor to review the condition of fuel tanks at depots to determine feasibility of upgrading to fuel management system. Options of fuel suppliers being investigated to incorporate bulk fuel for light fleet with fuel suppliers for depots. This is progressing. Quotation documents being developed Quotation received and PO about to be raised							

Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.2.1 Establish risk management framework	Darren Barber - Manager Organisational Development	In Progress	01-Jul-2017	30-Jun-2018	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:


28/09/2017 Work commenced as part of the remedial action plan from Workcover Audit

11 January 2018 Work being conducted to review the current policy and framework, Strategic Risk Register reviewed and actions to be updated in this quarter, Risk Appetite being reviewed and report on both for ARC in Feb 2018.

April 16, 2018 No further progress due to change over of Organisational Development Manager.

July 10, 2018 No further progress due to change over of the OD Manager

Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.2.2 Improve Council's procedures and information in relation to Protected Disclosures including educating staff	Michael Tudball - Chief Executive Officer	In Progress	01-Oct-2017	31-Mar-2018	25.00%	25.00%	 GREEN

ACTION PROGRESS COMMENTS:


Research is currently underway in relation to Council's responsibilities in relation to Protected Disclosure and best practice in local government. Once this research is complete procedures will be developed, which will then be rolled out to staff.

This project has been delayed due to the Governance Coordinator being seconded to Organisational Development. It will not be complete in the 2017/2018 financial year, but will be rolled over into the 2018/2019 Annual Plan with a new completion date of 31 December 2018.

Last Updated: 05-Jul-2018

5.1.3 Continue to increase the transparency of Council's decision making processes

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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5.1.3.1 Review the Council meetings held outside of Hamilton along with community engagement and business visitations	Michael Tudball - Chief Executive Officer	Completed	01-Feb-2018	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

Council resolved to continue holding 3 Council Meetings in towns outside Hamilton at its meeting on 8 November 2017, with the location and dates to be confirmed via a further Council Report. A review of the process will take place in early 2018 to ensure that the process runs as smoothly as possible for both the community and Council.

A review of the Council Meetings in towns outside Hamilton has been completed. A review of what worked well in 2017, and what can be improved upon in 2018 has been completed. One identified improvement has been that the management of these days will sit with the Governance Coordinator to ensure a smooth and consistent approach to the planning and delivery of the out of town Meetings. The next round of Meetings will commence in the 18/19 financial year. March 2018 Council approved schedule of Council meetings outside of Hamilton for remaining 2018 calendar year.

Last Updated: 09-Apr-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.3.2 Investigate an Annual community engagement session to report to the community on the previous financial years performance	Michael Tudball - Chief Executive Officer	Completed	01-Jan-2018	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Initial work commenced on Annual General Meeting style report to be conducted following end of financial year prior to Statutory Meeting or as part of Statutory meeting. Budget Information Sessions whilst poorly attended summarised achievements to date in 2017/18 financial year. Planning is underway and will be delivered on time as planned October 2018.

Last Updated: 04-Jul-2018

5.1.4 Strengthen Council's internal auditing to improve processes and procedures


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.4.1 Develop the Internal Audit plan.	Evelyn Arnold - Director Community & Corporate Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Risk and Services Assessed. Draft scope prepared for consideration at the October ARC meeting. Scope has been adopted by both the ARC and Council

Last Updated: 01-Dec-2017

5.2 Effective advocacy**5.2.1 Advocate for priority community projects, programs and initiatives**


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.1 Advocate on behalf of unsewered townships communities to shift State Government policy towards effective and affordable wastewater managements systems that meet health and environmental standards	Michael McCarthy - Director Shire Futures	In Progress	01-Oct-2017	30-Jun-2018	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Letters sent to Minister for Regional Development. Project issues have been discussed with Wannon Water which has provided technical advice to minister. Fact sheet being prepared in 3rd quarter. Business case for Wastewater Management Plan submitted and progressing through budget deliberations

Last Updated: 05-Apr-2018

5.2.2 Further develop sound working relationships with external partners and stakeholders at a local, regional, national and international level


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.2.1 Establish Foundation to support funding of new Gallery	Sarah Schmidt - Director Art Gallery	In Progress	01-Jul-2017	30-Jun-2018	80.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Commenced. Initial legal advice on this project received. Briefing to Council in March. Consultation with potential members. Also presented update of Foundation at March Council meeting. Prepared report on proposed members for Council and distributed this to Director, Shire Futures, on Friday 20 April.

Last Updated: 24-Apr-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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5.2.2.1 Support the work of the Great South Coast Group, input into Great South Coast Regional Partnership with SGSC Advocacy Priorities	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:

SGSC operating GSC Secretariat 2017/18 and 2018/19. Regional Priorities refreshed and adopted by GSC Board. Presentations by CEO to GSC Regional Partnership (GSCR) on priority projects. Advocacy Strategy underway to deliver GSC Regional Priorities to State MP's prior to 2017/18 budget formulation May 2018 and State Election November 2018. Strategic Planning and Advocacy workshop scheduled February 2018 for GSC Group. This was delayed by the group and now scheduled for 27 April 2018. GSCR endorsed Digital Strategy and fed into State priorities for budget considerations 2018/19. Further visit of group to State Parliament Melbourne and Federal Parliament Canberra May 2018 with successful meetings and presentation of regional and local priorities. Continue to drive work of GSC Group and Regional Partnership as much as possible with local and regional priorities highlighted at recent GSC RP Assembly held in Hamilton June 2018. This work will continue into 2018/19.

Last Updated: 05-Jul-2018


5.2.3 Seek and use opportunities to advocate at a regional, state and national level on significant issues affecting our community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.3.1 Monitor, review and revise Advocacy priorities	Michael McCarthy - Director Shire Futures	In Progress	01-Jul-2017	30-Jun-2018	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

Priorities workshopped 9 December. Priority fact sheets updated, support documentation prepared for passenger rail Canberra visit.

Last Updated: 01-Mar-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.3.2 Mayor and CEO to meet with various MPs at Parliament House Victoria and NGA Conference, Canberra, in June 2017 on advocacy priorities	Michael Tudball - Chief Executive Officer	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Both Victorian and Federal Government visits and advocacy priority presentation for May-July 2017 complete. Other relevant advocacy as outlined in 5.2.2.1 Further meetings/deputations occurred June 6-8 State Parliament, June 18-21 Federal Parliament, September 7 State Opposition Leader, October 12 GSCR Regional Assembly, November 29-30 State Parliament. Meetings and briefings also occurred in May 2018 for both State Parliament Melbourne and Federal Parliament Canberra as previously reported and various conversations and profiling at ALGA NGA in June.

Last Updated: 05-Jul-2018

5.3 Create an environment that supports committed and skilled staff**5.3.1 Embed an organisational culture that values workplace health, safety and wellbeing**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.1.1 Complete Remedial Action Plan for re-audit of OHS Management System (MAV Self-insurance project)	Darren Barber - Manager Organisational Development	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

28/09/2017 Plan almost complete re-audit 11-13 October 2017

13/10/2017 Audit verification has been completed

A small number of items outstanding


28/11/2017 Re-audit complete

MavWorkCover scheme has commenced

RAP is complete and now is in audit stages

Last Updated: 11-Jan-2018

5.3.2 Plan for and develop future skills required to deliver our services, projects and programs

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.2.1 Develop and implement SGSC Learning and Development Strategy	Darren Barber - Manager Organisational Development	In Progress	01-Jul-2017	30-Jun-2018	75.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

28/09/2017 Learning and Develop plan well commenced, initial draft tabled with Executive Leadership team




28/11/2017 Organisational Development Staff meeting to inform next stages

11 January 2018 Draft Plan completed

April 16, 2018 - the new OD Manager will review this draft strategy over the next 3 months.


July 10, 2018 - This plan will form part of the Workforce Development Plan. The Workforce Development Plan is scheduled to be completed by December 30, 2018.

Last Updated: 10-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.2.1 Review resourcing statutory planning services	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: On schedule. Resourcing identified and employed Last Updated: 16-Jan-2018							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.2.1 Develop a skills gap analysis for works department.	David Basil - Manager Works	Completed	01-Nov-2017	30-Jun-2018	100.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: Template developed. Supervisors reviewing licences and skills with staff and populating template. This has not progressed OD is going to undertake this Last Updated: 10-Jul-2018							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.2.2 Review HR Strategic Plan to support new Org Structure	Darren Barber - Manager Organisational Development	Deferred	01-Jul-2017	30-Jun-2018	50.00%	100.00%	 RED
ACTION PROGRESS COMMENTS: 28/09/2017 Commenced review of Version One 13/10/2017 Presented to Senior Leadership Team and undertook planning activities to gather data to support plan development 28/11/2017 Data analysis undertaken to inform plan and Learning and development strategy 11 January 2018 No further work April 16, 2018 - There has been no further work completed. The new OD Manager will review this plan. It may not be completed in this financial year. July 10, 2018 - This action will be carried over to the next financial year as part of an action to develop a Workforce Development Plan.							

Last Updated: 10-Jul-2018

5.3.3 Encourage and recognise high levels of performance and innovative practices


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.3.1 Develop project plan for implementation of High Performance Framework	Darren Barber - Manager Organisational Development	Deferred	01-Jul-2017	30-Jun-2018	35.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

28/09/2017 Presented initial research of high performance frame-work to Executive Leadership team for approval
 13/10/2017 Introduced Senior Leadership Team to the High Performance Framework
 28/11/2017 Working through embedding framework in to Organisational Development Strategies and Plans
 11 January 2018 No further report
 April 16, 2018 - The new OD Manager will review the requirement for this plan.
 July 10, 2018 - With the recruitment of the new OD Manager, the requirement for the action has been deferred to ELT for assessment.

Last Updated: 10-Jul-2018

5.4 Deliver efficient and customer focused services**5.4.1 Maximise utilisation of digital solutions in service delivery**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.1.1 Implement e-Services solution to allow online transactions with council	Russell Bennett - Manager, Business Systems	In Progress	01-Jan-2018	30-Jun-2019	70.00%	100.00%	 AMBER

ACTION PROGRESS COMMENTS:

First step in moving to e-Services is ensuring that our Name and Address (NAR) data is accurate and clean. Subgroup of the Authority user group has been established to run the NAR clean up project.

NAR Analysis work booked in for February which will provide a review of the current state of the NAR< what is required to clean and steps to ensure moving forward the NAR remains clean.


NAR Analysis completed and report with recommendation received. Working with internal Civica User group to define next steps.

Working with vendor to organise NAR training for identified NAR owners.

NAR training locked in for first week in June 2018

NAR training completed with key SME for the NAR. Weekly audit reports and followup with staff to ensure NAR changes are followign correct stadnards.


Last Updated: 05-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.1.1 Implementation of the eSmart Libraries framework in the Hamilton Library	Lachy Patterson - Manager Community Relations	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

E-Smart is currently being processed trough a team approach of Library, Business Systems and Community Relations staff. This project has now been completed.

Last Updated: 16-Apr-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.1.1 Implement new mobile digital compatible ticketing system.	David Gagliardi - Manager Performing Arts	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Initial meeting held.


Provider chosen. Contracts to be signed

Go live confirmed as 29/01/18

Last Updated: 12-Apr-2018

5.4.2 Ongoing review of service delivery to maximise efficiency and improve outcomes

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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5.4.2.1 Develop Action Plan for Service Review as recommended in report	Darren Barber - Manager Organisational Development	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN
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ACTION PROGRESS COMMENTS:


28/09/2017 Service review program is being developed including methodology and priority services identification. A service plan outline has been given to the Executive Leadership Team to be finalised.

28/11/2017 Framework approved by Executive Leadership team and presented to Senior Leadership team and action plan to be finalised

12 January 2018 Schedule of reviews to be approved as per CT Management recommendation

April 16, 2018 - The action plan has been completed. Reviews will be completed over the 3 years.

Last Updated: 16-Apr-2018


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.2.1 Review administration of regulatory services to improve flexibility and responsiveness of customer service	Rhassel Mhasho - Manager Planning & Regulatory Services	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Action completed.

Last Updated: 04-Jun-2018

5.4.3 Be recognised as an organisation that provides excellent customer service


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.3.1 Progress towards Excellence in Customer Service	Lachy Patterson - Manager Community Relations	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

An extra Full-time resource has now been appointed which will allow an increased level of service and allow the flexibility to provide training opportunities to staff. The Community Relations Coordinator role is now managing the recruitment of these staff and will guide the delivery of excellence in this area. A trainee position has also been confirmed and appointed in the customer service team and professional development opportunities are being completed. A service review is planned for area and an on going analysis of continuing excellent service will be included in this.

Last Updated: 10-Jul-2018

5.4.4 Investigate partnerships, collaboration opportunities and options for shared service delivery and models


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.4.1 Undertake scoping discussions with other Councils for a shared service for Sealing	David Moloney - Director Shire Infrastructure	Completed	01-Jul-2017	30-Jun-2018	100.00%	100.00%	 GREEN

ACTION PROGRESS COMMENTS:

Discussion held with Moyne and Glenelg for see interest.

No interest to date as Moyne run their own crew and Glenelg are on hold till they understand the impact of the smelter closing down

Last Updated: 09-Jul-2018

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.4.1 Implementation of IT Shared Service pilot with local businesses.	Russell Bennett - Manager, Business Systems	In Progress	01-Jul-2017	30-Jun-2018	35.00%	100.00%	 RED

ACTION PROGRESS COMMENTS:

Discussion with CMA and SGAE have not progressed into any commitment. SGSC Cloud Disaster Recovery solution to be fully operation in October and will restart conversations.

DRaaS environment setup and Data sync in progress to be completed by Christmas.

Data sync completed to DRaaS, awaiting vendor to conduct DR test then will be in a position to contact other local organisation regarding shared service.

Commenced dialog with Monivae to see if they have interest in a Shared Service offering for DRaaS

Commenced dialog with Utilis to see if they have interest in a Shared Services offering for DRaaS

Utilis are interested in a partnership but this will not occur until later in the calendar year.

WDHS have shown interested in a shared service around document storage using SGSC's archive center. Preliminary discussions underway.

Last Updated: 16-Jul-2018