

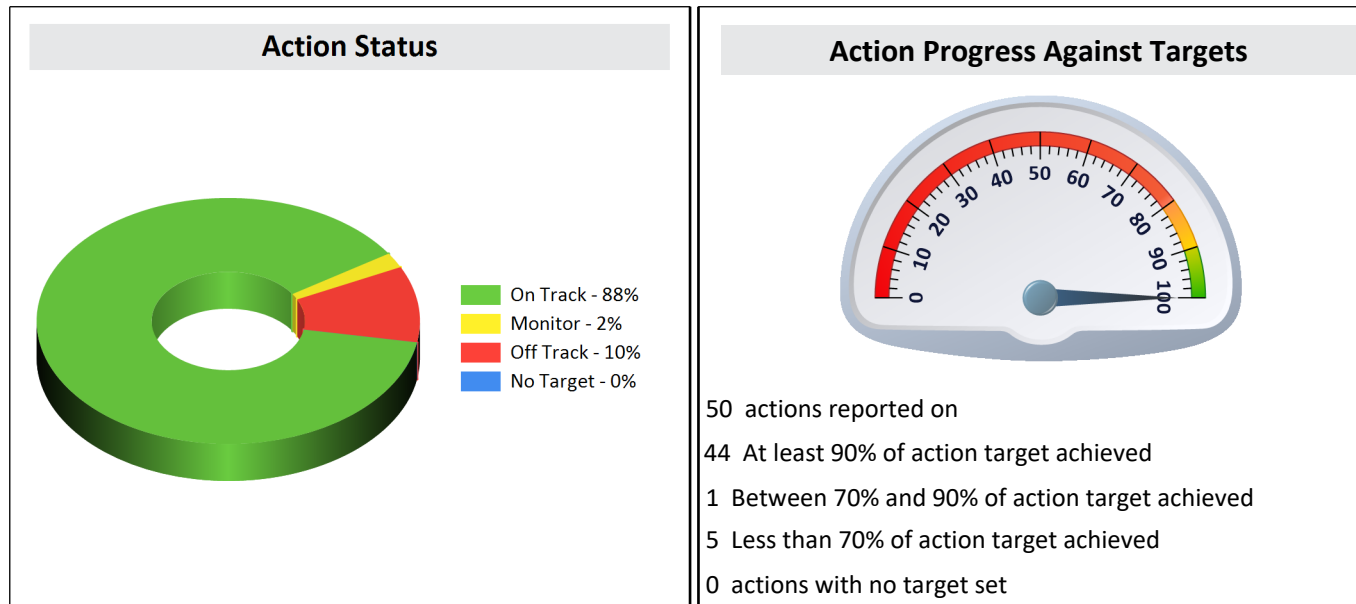
Action and Task Progress Report

Southern Grampians Shire Council



Print Date: 01-Feb-2023

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 connected community

1.1.1 Facilitate opportunities for people to participate in community life, through volunteering, civic leadership, social programs, to enable inclusion, social connection and wellbeing

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.1.1.2 Volunteer Register created.	Tahlia Homes - Manager People and Culture	Completed	04-Aug-2022	30-Jun-2023	100.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: 3 Oct 2022 - OD team staff member compiled list of all current volunteers. CM folder created for Volunteer record keeping. Last Updated: 03-Oct-2022							

1.2 Support and promote a healthy community

1.2.1 Provide and advocate for accessible, inclusive and equitable Council services, facilities, activities and participation practices


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.1.6 Ensure all new and renewal of Council recreational facilities include universal design principles that support accessible, inclusive and equitable.	Susannah Milne - Manager Community Wellbeing	In Progress	04-Aug-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Planning and design has been undertaken for the replacement toilet amenity in the Botanic Garden's has focused on the requirements of the 'Changing Places Funding' principles which will allow for the fully accessible facility to be incorporated into the renewal of this facility subject to grant funding application.							

The Pedrina Park Playground replacement - design has been completed and the project has been handed over to the Project Management Office to deliver.

All other renewal projects in the recreation area relate to pool plant structure and will not be subject to universal design principles.

Last Updated: 10-Jan-2023

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 Facilitate an annual implementation plan for the Southern Grampians Arts and Culture Strategy	Joshua White - Gallery Director	In Progress	01-Jul-2022	30-Jun-2023	25.00%	50.00%	 RED

ACTION PROGRESS COMMENTS:


Feedback on draft Strategy closed on 14 October.

This is now being considered prior to presentation to Council for adoption.

Following this an annual implement plan will be developed

25 January 2023 - Implementation plan is in development, however strategy has not gone to council as yet for approval.

Last Updated: 25-Jan-2023

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.2.2 Facilitate and promote active and passive recreation activities that promote increase in physical participation.	Susannah Milne - Manager Community Wellbeing	In Progress	04-Aug-2022	30-Jun-2023	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:


Community and Leisure Services have undertaken the following activities to facilitate and promote active and passive recreational activities:

- Participated in the 'This Girl Can' campaign by providing 'come try opportunities' at HILAC that encourages female participation with a variety of activities aimed at different levels.
- The introduction of group personal training sessions within the health and fitness area at HILAC.

- The introduction of a pre and post natal fitness classes within the health and fitness area of HILAC.
- Sponsorship of the South West Academy of Sports, that facilitates strength, fitness and development of young residents in their sport.
- Assessed a number of Greater Grant applications that will assist sporting and community groups to provide infrastructure and activities.
- Sponsored the South West Community Sports Awards program.
- Opened Outdoor Pools for general used and early morning swimming, despite significant challenges around staffing and infrastructure.
- Assessed and issued a number of Greater Grants to assist sporting and community groups activities and infrastructure renewal.
- Maintained Greater Active Hamilton and Southern Grampians Outdoor Pool Facebook sites

Last Updated: 10-Jan-2023

1.2.3 Partner with community services and agencies to plan for the outcomes outlined in the Public Health and Wellbeing Plan

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.3.3 Facilitate and publish an annual action plan for the Southern Grampians Community Public Health and Wellbeing Plan.	Susannah Milne - Manager Community Wellbeing	In Progress	04-Aug-2022	30-Jun-2023	60.00%	50.00%	

ACTION PROGRESS COMMENTS:


Health and Wellbeing Officer has commenced the compilation of the annual action plan, SGSC actions will be informed by current Annual Plan actions and strategy actions.

Stakeholders will also contribute to the development of the plan by providing content on actions that they are planning on doing or have been doing to improve our Community's health outcomes.

Significant progress has been made with respect to the development of the 22/23 Action Plan with the Health & Wellbeing Officer meeting with key internal and external stakeholders to develop the plan as well as report on initiatives undertaken in the 21/22 Action plan.


A report to Council to inform them of the upcoming action plan and review of previous performance will be tabled through the Council report process for the March Council meeting.

Last Updated: 18-Jan-2023


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.2.3.4 Review annual action plan and report to Council, community, partners and State Government.	Susannah Milne - Manager Community Wellbeing	In Progress	04-Aug-2022	30-Jun-2023	60.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: The Health and Wellbeing Officer has commenced complying actions and initiatives that were undertaken by Council and key external partners that deliver on the health outcomes identified within the Community Health & Wellbeing Plan for the 21/22 financial year. This report will be tabled at the same time that the 22/23 action plan is presented to Council through the Council reporting process, expected March, timelines around the 21/22 action reporting and development of the 22/23 action plan has been impacted by Covid and staff resource issues. Last Updated: 18-Jan-2023							

1.3 Grow a diverse and inclusive community

1.3.2 Encourage, support and celebrate a diverse, multicultural community, including celebrating, recognising and respecting our cultural heritage and engaging our Indigenous communities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.2.2 Delivery of diverse performances/exhibitions across multiple disciplines and targeted demographics.	Joshua White - Gallery Director	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Hamilton Performing Arts Centre has a diverse program scheduled for the year. Hamilton Gallery continues to provide a wide range of exhibitions. 25 January 2023 - Schedules locked in and delivery continues Last Updated: 25-Jan-2023							

1.3.4 Provide, promote and support appropriate and accessible services, facilities and activities for younger residents

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.4.1 Increase opportunities for children and young people to engage in and participate in Council's cultural programs.	Joshua White - Gallery Director	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

School holiday programs continue to be delivered at capacity in the Hamilton Gallery.


Performances aimed at young children at Hamilton PAC continue to be well patronised.

Further work in the youth space will occur as Council delivers resources in this area.

25 January 2023 - Targeted programing for the PAC and Gallery has occurred to attain illusive audience particularly families and youth.

Gallery has double it percentage of this audience segment

Last Updated: 25-Jan-2023

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
1.3.4.1 Delivery of diverse workshops, activities and communications across multiple diciplines and targeted demographics through the Connectyouth project.	Susannah Milne - Manager Community Wellbeing	In Progress	04-Aug-2022	30-Jun-2023	50.00%	50.00%	

ACTION PROGRESS COMMENTS:


The Connectyouth officer has been active in the following areas:

- Co-design with kids activity for young residents to engage on the design elements of the new Pedrina Park Playground.
- Stephanie Alexander Kitchen Garden - Healthy eating program - working with Stephanie Alexander staff to identify opportunities within the community to improve knowledge on healthy eating, food share and kitchen garden model.
- Co -facilitation in the formation of a LBTQIA + group for Younger Residents.
- Identifying opportunities to increase awareness around tobacco and alcohol harm with Younger Residents.
- Participation in stakeholder networking such as LLEN, Southern Grampians Youth Network, Genr8 change and Windamara

Last Updated: 10-Jan-2023

1.4 A safe community**1.4.2 Demonstrate leadership in gender equality, cultural diversity and inclusiveness for all**



ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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1.4.2.2 Plan implementation commences. Reporting as required by GE Commission	Tahlia Homes - Manager People and Culture	In Progress	04-Aug-2022	30-Jun-2023	65.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: 8 January 2023 - GEAP first report due to commission in 2024. GEAP actions are in CAMMS for reporting. 3 Oct 2022 - GEAP compliant and correspondence from Commission confirming plan has been published. Last Updated: 08-Jan-2023							


2 Grow our Regional Economy

2.1 Drive economic growth

2.1.1 Research and implement economic initiatives that support new and existing businesses to establish and invest in the region


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.1 Develop the Business Greater Hamilton website with information and data to support business enquiries	Rory Neeson - Director Community, Planning and Regulation	Completed	01-Oct-2021	30-Jun-2023	100.00%	0.00%	 GREEN
ACTION PROGRESS COMMENTS: The website now includes a business and community directory and has had the digital architecture changed to allow for new investment and population attraction enquiries. New content is currently being created. New live pages came on line in March. Content shoot scheduled was completed in June for investment attraction content. Content was used for latest round of Greater Hamilton Advert Campaign on Channel 7 and is now available for use. Last Updated: 03-Nov-2022							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.1.2 Develop the Business Greater Hamilton Website with information and data to support business enquiries.	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: A new video has been edited and currently waiting for Hypersocial to upload content. Continuing updates on overall website review. Last Updated: 12-Jan-2023							

2.1.2 Advocate for long-term population growth, a skilled labour force and support emerging growth sectors


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.1.2.2 Continue to support the Live the Grampians Way marketing campaign and monitor the response from potential relocates.	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Campaign has been launched and running successfully for past 4 months. Data available confirms. Now in monitoring phase. Acting Director Wellbeing Planning and Regulation attended meeting in December. Subsequent meetings to be attended by Economic Development Support Officer Last Updated: 12-Jan-2023							

2.2 Increase our regional profile

2.2.1 Leverage the Shire's strategic advantages in health, education, leisure and cultural activities as a means to increase the region's profile and stimulate economic and population growth

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.1.2 Update the Greater Hamilton Branding Campaign - Television and Digital	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Final branding advertisement series currently airing on free to air Channels 7 and 9. Review to be undertaken by Director Last Updated: 12-Jan-2023							

2.2.2 Invest in and advocate to the responsible agencies for the improvement and maintenance of the Shire's natural and cultural attractions to improve the visitor experience


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.2.2 Seek funding to progress a business case and detailed design for Wannon Falls, Nigretta Falls, Mount Rouse and Harman's Valley Lookout as identified in the Greater Hamilton Volcanic Trail Masterplan	Rory Neeson - Director Community, Planning and Regulation	Deferred	01-Jul-2022	30-Jun-2023	10.00%	50.00%	 RED

ACTION PROGRESS COMMENTS:

CEO and Director to determine priority and approach

Last Updated: 12-Jan-2023

2.2.3 Ensure clear and accurate wayfinding for our region including traditional ownership recognition to improve the visitor experience


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.2.3.1 Commence replacement of visitor signage as identified in the Tourism Signage Audit	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

The Visitor Centre department completed the comprehensive signage audit. Renewal of existing signage to be undertaken in first quarter of 2023 in conjunction with entrance sign renewal

Last Updated: 12-Jan-2023

2.3 Continue to support the development of a skilled workforce**2.3.1 Advocate for educational pathways that provide access to tertiary, vocational, education and career opportunities**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.3.1.2 Partnerships with relevant providers established.	Tahlia Homes - Manager People and Culture	In Progress	04-Aug-2022	30-Jun-2023	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:


8 January 2023- EOI advertised on Council website for 2023 Traineeship program with promising interest. Tender documents completed by People & Culture Coordinator, due to expenditure of the Trainee program under the Procurement Policy we are required to go to tender for trainee provider. Have a pre-existing relationship with Westvic.

3 Oct 2022 - Learning & Development reaching out to local Youth network, LLEN, Tafe and developing relationships with training providers such as WDEA, WestVic.

Last Updated: 08-Jan-2023


2.3.4 Provide support for businesses to adapt to the digital economy

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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2.3.4.2 Develop a program of digital training and development opportunities	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: One workshop has been held to assist businesses with digital activities. A further workshop will be held in May 2023 on social media and content marketing. Last Updated: 12-Jan-2023							

2.4 Support local business and industry

2.4.1 Support and promote a collaborative approach to marketing and investment

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.1.2 Continue to work with the Hamilton Regional Business Association, Grampians Tourism and other key agencies in implementing the Greater Hamilton brand	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Decision by HRBA to become independent and not proceed with MoU Continued communication with HRBA will be ongoing, but no funding provided. Communication with local businesses to take place through monthly e- news Last Updated: 12-Jan-2023							


2.4.2 Support and facilitate business development and growth initiatives

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
2.4.2.4 Implement a program of business development activities	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Workshop on generating cashflow scheduled to be held in February 2023. Further program to be developed in consultation with CEO and Director. Last Updated: 12-Jan-2023							


3 Maintain and Renew our Infrastructure

3.1 Plan and maintain sustainable assets and infrastructure

3.1.1 Review and adopt asset management plans to align with future service levels, environmental and financial sustainability


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.1.2 Bridges AMP to be adopted by Council in December 2022. Building AMP will be developed for the Small Towns Plan draft by December 2022 and remaining Building AMP to be developed in 2023.	Matthew Worsnop - Acting Manager Assets	In Progress	29-Sep-2022	30-Jun-2023	80.00%	50.00%	
ACTION PROGRESS COMMENTS: Updated 25/1/2023 Bridge and culvert audit report completed. Priority Program in response to audit actions currently under development to inform forward capital and works programs. Last Updated: 25-Jan-2023							

3.1.2 Maintain infrastructure to the agreed standard and ensure the principles of sustainability and universal design are considered in the planning and development of infrastructure to support community access and connection meeting the needs of the communities


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.2.1 Develop the Community Facilities Infrastructure Plan	Anja Johnsen - A/g Manager Shire Strategy and Regulation	In Progress	01-Jul-2021	30-Jun-2023	75.00%	75.00%	
ACTION PROGRESS COMMENTS: Community Infrastructure Plan has progressed to Stage 3 Prioritisation required. Project has had resources redeployed to small towns strategy and statutory planning. Last Updated: 03-Nov-2022							

3.1.3 Deliver to the Council and the community, a strategic approach to our Arts and Culture infrastructure including progressing the new Hamilton Gallery

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.1.3.2 Progress the preferred option for the New Hamilton Gallery subject to Council resolution.	Tony Doyle - Chief Executive Officer	Completed	01-Jul-2022	30-Jun-2023	100.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: Council briefed in October in preparation for November Council decision regarding options. 27.1.2023 - Council resolved at its November 2022 meeting to build a new gallery on the site of the existing gallery. Last Updated: 27-Jan-2023							


3.1.4 Strategically plan a sustainable long-term capital program with identification of funding and partnership opportunities

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.1.4.3 25/1/2023 Project Management Framework under development including establishment of templates for operational use by the project management team.	Bill Scott - Manager Project Management Office	In Progress	29-Sep-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: 25/1/2023: Project Management Framework under development including operational templates. Last Updated: 25-Jan-2023							


3.2 Safe and well-maintained transport routes and infrastructure for all modes of travel

3.2.1 Continue to advocate for improved transport services and connections through funding and partnerships with relevant agencies

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.2.1.4 Hamilton Moves - finalise transport plan and take to November Briefing to Council, Community Engagement early 2023. Trail Works - Trail Master Plan business case development and concept plans for Balmoral and Coleraine by December 2022. Volcanic Action Plan by March 2023 Road Safety - continue to advocate to State and Federal Government. Road Safety Program to be drafted by Feb 2023.	Matthew Worsnop - Acting Manager Assets	In Progress	29-Sep-2022	30-Jun-2023	60.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: 25/1/2023: Hamilton Moves draft and Council Briefing held December 2022. Costings for alternative heavy transport route underway. Hamilton Moves Implementation Plan including costings under development for longer term program and budget consideration. Last Updated: 25-Jan-2023							


3.2.3 Provide infrastructure that supports a connected and active community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.2.3.1 Capital Works Program and Operational Maintenance Program	Brett Holmes - Manager Works	In Progress	29-Sep-2022	30-Jun-2023	35.00%	50.00%	 AMBER
ACTION PROGRESS COMMENTS: Works to commence in coming months. 25/1/2023 - Works commenced in October 2022, there are 11 capital works rehabilitation projects with two are completed, Mt Napier Road and Old Crusher Road. Works will continue to progress, all other roads on the program are 25% complete, not including the Hamilton streets (French, McIntyre and Roscoe Avenue). Last Updated: 01-Feb-2023							

3.3 Attractive Council-owned and managed community and open spaces

3.3.1 Continue to invest in and activate open spaces within Southern Grampians

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.3.1.1 Establish Southern Grampians Tree Plan, draft to be completed 2nd quarter of 2023 including stakeholder engagement for preliminary input.	Brett Holmes - Manager Works	In Progress	01-Jul-2022	30-Jun-2023	10.00%	50.00%	 RED
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ACTION PROGRESS COMMENTS:

25/1/2023: currently reviewing current plan progress, reviewing master plans to ascertain previous commitments and community requests to establish current status. Council Briefing proposed for March to discuss proposed scope and engagement approach.

Last Updated: 25-Jan-2023

3.3.2 Increase green infrastructure and canopy cover and consider climate adaptation in our streetscape redevelopment


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.2.1 Adopt the Arts and Culture Strategy and develop an implementation action plan.	Joshua White - Gallery Director	In Progress	29-Sep-2022	30-Jun-2023	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

25/1/2023: Strategy has not yet gone to Council for approval.

Last Updated: 01-Feb-2023

3.3.3 Improve and provide opportunities for shared community spaces


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
3.3.3.1 Implement Small Towns Strategies actions	Anja Johnsen - A/g Manager Shire Strategy and Regulation	In Progress	29-Sep-2022	30-Jun-2023	20.00%	50.00%	 RED

ACTION PROGRESS COMMENTS:

1/2/2023 - Small Towns Strategies under development. Following completion of these strategies, Council consideration and an endorsed program of works established, implementation would then commence.


Last Updated: 01-Feb-2023

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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3.3.3.1 Completion of beautification projects working with Community Services on the continued improvement.	Brett Holmes - Manager Works	In Progress	01-Jul-2021	31-May-2023	50.00%	50.00%	
<p>ACTION PROGRESS COMMENTS:</p> <p>9/2/22: Implementation of the Pedrina Park Master Plan is well underway, recent completion of the new sports pavilion has included landscaping improvements. Further design development to be undertaken in 22/23 for the Car Park and the Netball Court surrounds which will also include landscaping improvements. Hamilton Gardens Play Space, concept design completed, progressing to detailed design. External funding to be secured for construction.</p> <p>12/05/2022 - Funding application submitted to the Trees for Queens Jubilee program seeking \$20k to purchase and plant 10 trees within Hamilton Lake Reserve, 20 at Branhholme War Memorial, 60 at Turnbull Street Reserve Coleraine and 20 on Port Fairy Road Hamilton. These trees will provide protection, respite and environmental benefits for these respective communities.</p> <p>1/02/2023 - Trees have been purchased for the Queens Jubilee funding agreement and this project will be completed in April / May. There'll be a public service to acknowledge the Queens Jubilee and the tree planting will be a community event with involvement from local schools and members of the public.</p> <p>Last Updated: 01-Feb-2023</p>							

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 Prepare community infrastructure framework	Rory Neeson - Director Community, Planning and Regulation	In Progress	01-Jul-2019	31-Dec-2022	80.00%	80.00%	
<p>ACTION PROGRESS COMMENTS:</p> <p>The project is at final stage to proceed to Community Needs Prioritisation and Project Formulation stage. This will be the final stage of Strategic Planning engagement in the process. Council will be briefed in March 2023 on the final outcomes and framework that prioritises the project formulation.</p> <p>Last Updated: 12-Jan-2023</p>							

4 Protect our Natural Environment



4.1 Protect and enhance biodiversity including the health of waterways, wetlands, soil and air

4.1.4 Liaise with stakeholders to support and promote sustainable agricultural and land management practices

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.1.4.1 Complete capping works at Elijah Street Landfill Site and implement collected gas treatment system to effectively treat gas emissions	Marg Scanlon - Director Infrastructure and Sustainability	In Progress	01-Jul-2018	29-Dec-2023	95.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: 9/2/22 Landfill capping completed, gas monitoring and leachate pond management will continue. 31/3/22 Awaiting advice from EPA with regard to leachate compliance requirements. 25/1/2023: ongoing monitoring continues with no extreme or risk detections. Risk Management Program currently under development as a EPA requirement for the ongoing management of the decommissioned site. Last Updated: 25-Jan-2023							

4.2 Balance environmental protection with Council's support for growth


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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.1 Develop small towns strategy	Anja Johnsen - A/g Manager Shire Strategy and Regulation	In Progress	01-Dec-2021	30-Jun-2023	80.00%	80.00%	 GREEN
ACTION PROGRESS COMMENTS: Consultant is currently in the process of finalising the Land demand supply assessment of towns with some changes suggested by Planners. Community consultation report is now available providing the consultation summary of community engagement done for all 9 towns in the Shire. Last Updated: 12-Jan-2023							
ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.1.2 Develop RLUS Strategy	Anja Johnsen - A/g Manager Shire Strategy and Regulation	In Progress	01-Jul-2021	31-Dec-2022	90.00%	100.00%	 GREEN
ACTION PROGRESS COMMENTS: We have completed community engagement and briefed Council on the progress of the the Strategy. Amendments and draft strategy are being completed.							

Strategy is complete. Requires a further briefing to Council prior to adoption.

Last Updated: 10-Jan-2023

4.2.3 Identify and manage via the Planning Scheme, significant landscapes, key biodiversity assets and contaminated land

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
4.2.3.2 Prepare and submit planning scheme amendments based on endorsed natural assets strategy.	Anja Johnsen - A/g Manager Shire Strategy and Regulation	In Progress	01-Jul-2022	30-Jun-2023	50.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:


Natural Assets Strategy progressing towards completion by end of June 2023. Consultant has completed all preliminary work, including desktop review, stakeholder consultation and draft discussion paper. A Community survey has also recently been completed. Consultant will now identify priorities and actions and prepare a draft Natural Assets Strategy. A Councillor briefing and exhibition of the draft Natural Assets Strategy will follow.

Last Updated: 12-Jan-2023

5 Provide Strong Governance and Leadership

5.1 Transparent and responsible governance

5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.5 Councillor probity training (procurement and finance)	Tahlia Homes - Manager People and Culture	Completed	01-Nov-2021	30-Jun-2023	100.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

9 August 2022: Completed and feedback survey arranged

25 May 2022: Arc Blue has been engaged to provide Probity and Fraud training to SLT, ELT and Councillors in June. Sessions will be face to face in the Blue Malt function room. Ongoing, Councillors will receive initial training after election and a mid-term refresher. ACTION COMPLETE.

27 April 2022: Discussion with Arc Blue to scope the training. Proposal to be emailed from Arc Blue for SLT/ELT and Councillor specific training sessions. Aim to hold training in late May or June 2022.


30 March 2022: Email to internal auditors, RSD, to enquire on any face to face training options available

29 March 2022: Meeting with Director Community and Corporate Services, Manager Finance and Manager Organisational Development to determine training scope for Probity and Fraud training.

21 March 2022: Seeking a quote from Arc Blue (online) and Management Training Australia (face to face option) for Probity Training options

8 February 2022: Discussion ongoing with Manager Finance to determine appropriate training provider and content.

Last Updated: 09-Aug-2022

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.6 Review Briefing Program and associated scheduled	Karly Saunders - Governance Coordinator	In Progress	01-Nov-2021	30-Jun-2023	50.00%	50.00%	

ACTION PROGRESS COMMENTS:

8 Jan 2023 - Action to be reallocated to Executive (CEO office) as Governance now sits under the CEO.


9 August 2022: Governance team discussions ongoing 30 March 2022: Governance Team to follow up with acting Executive Assistant to the CEO for clarification on proposed briefing structure

January 2022: Reviewed in December 2021 by Tony Doyle and Governance team. Doc Assembler demonstration at December ELT.

New briefing schedule to be finalised and implemented in early 2022.

24/1/23 - DocAssembler software progressing, in the process of procuring, briefing program changes will be part of this change management process.

Last Updated: 24-Jan-2023

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.7 Workforce plan to include equity, inclusion and diversity strategies	Tahlia Homes - Manager People and Culture	Completed	01-Nov-2021	30-Jun-2023	100.00%	50.00%	


ACTION PROGRESS COMMENTS:

21 March 2022: Workforce plan with graphic designer, to be available to all staff and Councilors once finalised

8 February 2022: Organisational Development team discussion on Workforce Plan actions, to remain an ongoing agenda item for oversight and progress. Actions to be entered into CAMMS for ease of reporting and updating.

December 2021: Workforce plan reviewed in line with LGA 2020. Plan has been approved by CEO.

Last Updated: 25-May-2022

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.1.8 Creation of internal training module in partnership with Finance Department.	Tahlia Homes - Manager People and Culture	In Progress	04-Aug-2022	30-Jun-2023	45.00%	50.00%	


ACTION PROGRESS COMMENTS:

8 January 2023 - clarification on this action is required.

3 October 2022 - Follow up action with Governance and Finance team to confirm what sort of training module is required

Last Updated: 08-Jan-2023

5.1.2 Ensure flexible and transparent decision making through open and accountable governance

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.2.1 Evaluate effectiveness of briefing process. Determine appropriate increased scheduling	Karly Saunders - Governance Coordinator	In Progress	04-Aug-2022	30-Jun-2023	10.00%	50.00%	 RED


ACTION PROGRESS COMMENTS:

8 January 2023 - to be reallocated to CEO as Governance now sits under the Office of the CEO.

3 Oct 2022 - Governance team proposed to sit under CEO in restructure. This action on hold until a decision is communicated in relation to structure and action ownership may need to be changed.

Last Updated: 08-Jan-2023

5.1.3 Build social policy and strategy to improve equity, inclusion and diversity within the Shire

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.1.3.1 Workforce Plan initiatives implemented.	Tahlia Homes - Manager People and Culture	In Progress	04-Aug-2022	30-Jun-2023	50.00%	50.00%	 GREEN


ACTION PROGRESS COMMENTS:

8 January 2023 - Actions in CAMMS for progress reporting

3 Oct 2022 - MOD communicating with Melton City Council as they have an established mentor program. Meeting with Melton HR team in the coming weeks to understand the mentor program and if it will be of benefit to our staff (formalised secondment and mentorship actions in Workforce Plan).

Last Updated: 08-Jan-2023

5.2 Effective advocacy**5.2.1 Continue to explore and participate in regional partnerships**

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.1 Manage and implement the Great South Coast Regional Digital Project	Damien Ferguson - Acting Manager Business Systems and Transformation	In Progress	01-Jul-2021	30-Jun-2023	85.00%	50.00%	 GREEN

ACTION PROGRESS COMMENTS:

Update 05-01-22

Warrnambool, Corangamite and Moyne Regional Digital Plan opportunity RFQ has been released to market and we are currently evaluating responses.

Glenelg have implemented People / Asset counting IoT pilot and will run this for 3 months to evaluate outcome.

SGSC in design phase of CCTV in Public Places phase 2

Update 07-03-22

Contractor engaged for Regional Digital Strategy for Warrnambool, Corangamite and Moyne.

Glenelg pilot asset usage pilot underway, looking at Weather monitoring options

SGSC CCTV design completed and obtaining quotes.

Update 30-06-22

Draft Regional Digital Strategy to be released in June 2022.

Glenelg 80% thorough IoT pilots

SGSC - CCTV cameras installed, RFQ to CCTV analytics software to be released in July 2022. Working with CFA to see if partnership can be formed to grow IoT network.

Update 16-08-22

First draft of Digital Strategy released for feedback

Glenelg awaiting installation of weather stations

SGSC still to release RFQ for CCTV analytics software and evaluating options for IoT expansion.

Update 22-12-22

Glenelg Complete


SGSC CCTV analytics "Minnovation" engaged.

SGSC - Attentis requisition approved. Liase with vendor the install in new year.

Update 18-01-22

SGSC - CCTV analytics "Minnovation". System Live

Last Updated: 18-Jan-2023


ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.2 Maintain partnerships with key government agencies to further advocate and support arts and culture in the region	Joshua White - Gallery Director	In Progress	01-Jul-2022	30-Jun-2023	75.00%	50.00%	

ACTION PROGRESS COMMENTS:

Funding agreements with Creative Victoria renewed.

25 January 2023 - contacted and re-engaged Creative Victoria to maintain programing funding and potentially expand.

Last Updated: 25-Jan-2023

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.1.2 Implement new ERP system in partnership with Northern Grampians Shire Council	Damien Ferguson - Acting Manager Business Systems and Transformation	In Progress	01-Aug-2021	31-Aug-2023	60.00%	25.00%	 GREEN

ACTION PROGRESS COMMENTS:

Update 05-01-22

Working with NG on a joint business case to obtain funding for FY22/23 to complete this project.

Update 07-03-22

Business case submitted for funding in the 22/23 FY. Awaiting outcome.

Update 12-05-22

Still awaiting funding outcome however engagement and scoping work has commenced. Joint engagement sessions with managers from each councils that have a responsibility with the ERP system has occurred, introducing the why/how/when of this project. Working through next level of staff engagement now with requirements session scheduled to occur over the next 2 months.

Project Control Group working on MOU to be signed by each CEO. Procurement session held to determine the best way forward to run a successful procurement for this project.

Update 30-06-22

RCTP round 2 funding successful. Funding agreement signed. Requirements sessions well underway and drafting specification document to go out with Tender. Aiming to have tender out in August.

Update 18-08-22


Specification completed, tender scheduled to be released to market 2-09-22

Update 18-1-23

Contracts approved by council and awarded to tenderers.

Last Updated: 18-Jan-2023


5.2.3 Support and partner with service providers, State and Federal Government departments to improve inclusive opportunities for the Southern Grampians community

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.2.3.1 Develop the Youth Strategy	Alison Quade - Manager Communications and Engagement	In Progress	01-Feb-2022	30-Jun-2023	50.00%	50.00%	 GREEN
ACTION PROGRESS COMMENTS: UPDATE 30/9/2022 Youth Survey complete with 275 responses received. We have also surveyed Youth Service providers as well to understand the local service needs and gaps. Results from both surveys will help inform the strategy. Development of the strategy is ongoing. Youth Officer position is ongoing. UPDATE 1/07/2022 Engagement has commenced with young people through FreeZa groups and online through new Instagram page. Survey is ready to be launched at Sheepvention. Strategy will be developed in September and will be delivered by end of 2022. youth officer position confirmed in budget to help resource this project. PD is now being approved. UPDATE: 31/03/2022 Work is underway on development of Youth Strategy. Engagement timeline has been finalised and will commence in Term 2. Large scale engagement opportunity planned for Sheepvention in August. Strategy will be developed in September and will be delivered by end of 2022. UPDATE: 13/01/22 Freeza Funding was announced in December 2021. Work will commence in Feb 2022 on planning for youth activities and strategy development with youth related services across the organisation. 25/1/2023 - Youth Officer recruitment process complete and new staff member will commence with Council 30 January 2023. The survey relating to the strategy has been conducted and the strategy work is ongoing. New Youth Officer will undertake work on this. Last Updated: 25-Jan-2023							

5.3 Committed and skilled staff

5.3.1 Encourage an organisation that values equality, diversity, workplace health, safety and wellbeing

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
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5.3.1.1 Health and Wellbeing Committee to increase initiatives. Continuous updates on policies and procedures to ensure they reflect GE principles. Support Managers and Team Leads to create and set L&D goals for all team members	Tahlia Homes - Manager People and Culture	Completed	01-Nov-2021	30-Jun-2023	100.00%	25.00%	 GREEN
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ACTION PROGRESS COMMENTS:

9 August 2022: H&W Committee met objectives for 21/22 FY

25 May 2022: H&W Committee organising a wellbeing afternoon to be scheduled in June or July for the whole organisation. Outdoor staff to be rostered to finish at 2pm to allow participation in the afternoon. To be held at HILAC with sporting activities such as indoor soccer, squash etc

2 May 2022: Accidental Counsellor training arranged for Contact Officers in June 2022, mental health pocket guide has been developed and ordered through COMMS Dept for distribution to all staff. Mental Health First Aid training scheduled for total 20 staff in July 2022

23 March 2022: H&W Committee held a successful all staff BBQ to celebrate Harmony Week and enable staff to reconnect after a lengthy period of COVID restrictions and working from home requirements


21 March 2022: H&W Committee member attending Accidental Counsellor training in Warrnambool on 28 March, and if deemed worthwhile will make enquiries to hold a face to face session in Hamilton for Contact Officers. 3 Converge international webinars conducted to date, with good attendance from staff cohort (dealing with uncertainty, managing personal relationships etc). Short survey to be conducted once all 4 webinars complete.

8 February 2022: H&W Committee met last week to discuss mental health initiatives. Mental Health Pocket Guide to be developed and available to all staff. Investigating availability of the 'Accidental Counsellor' training. Mental Health First Aid training scheduled for July 2022.

My Mental Fitness App rollout being finalised with IT Dept.

January 2022: My mental fitness app to be rolled out to all staff for a period of 2 years. H&W committee to lead in collaboration with IT.

Last Updated: 09-Aug-2022

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.1.23 Skills gap analysis conducted. Develop learning pathways (including mentoring and secondment programs)	Tahlia Homes - Manager People and Culture	In Progress	05-Aug-2022	30-Jun-2023	80.00%	50.00%	 GREEN


ACTION PROGRESS COMMENTS:

24 Jan 2023 - Annual reviews due by 24 February 2023. HR team will review all Training Needs sections of the reviews and develop training calendar for 2023. Several training courses have been scheduled including conflict resolution / difficult conversations and time management in 1st half of 2023.

3 Oct 2022 - Training needs analysis approach has been developed by L&D team. This will form part of the annual review process this year (on hold due to consultation period for proposed structure).


Last Updated: 25-Jan-2023

5.3.2 Invest and shape Council as a learning and agile organisation to promote the region as a workplace of choice

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.3.2.22 Partnership with relevant associations (e.g MAV); EVP articulated and promoted in adverts, intranet etc	Tahlia Homes - Manager People and Culture	In Progress	05-Aug-2022	30-Jun-2023	53.00%	50.00%	
ACTION PROGRESS COMMENTS: 3 Oct 2022 - Culture work to commence in 2023. HR team was involved in webinars with Scout Recruit recently to gain further skills and understanding of how to market our organisation through job advertising. Last Updated: 08-Jan-2023							

5.4 Customer focused services

5.4.1 Improve the customer experience by delivering accessible and responsive customer service

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %	TARGET	ON TARGET %
5.4.1.3 Transition IT infrastructure to cloud	Damien Ferguson - Acting Manager Business Systems and Transformation	In Progress	01-Jul-2021	31-Dec-2023	65.00%	50.00%	
ACTION PROGRESS COMMENTS: Update 05-01-22 Engaged third part provider to audit our current environment, develop a migration plan and migrate server infrastructure to the cloud. Update 07-03-22 Working through with contractor to finalise the Cloud transition roadmap Update 12-05-22 Contractor has delivered roadmap for SGSC to transition to cloud, roadmap details 7 key projects to be completed over the next 18 months. SGSC has engaged Dynamic Business Technologies to completed project 1 (Azure VPN) and project 2 (Domain Controller Migration). This work will take us through to August after which we will then focus on the remaining steps in the roadmap. Update 30-06-22							

Project 1 (Azure VPN) and Project 2 (Domain Controller Migration) have been completed. Next FY will see further progression through roadmap.

Update 18-08-22


Engagement commenced on Project 3 (Website migration) and Project 4 (Intune configuration)

Update 19-01-23

Project 3 - (Website migration) completed.

Last Updated: 19-Jan-2023

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 %
5.4.2.1 Implement Digital RoadMap	Damien Ferguson - Acting Manager Business Systems and Transformation	In Progress	01-Nov-2021	30-Jun-2023	75.00%	50.00%	

ACTION PROGRESS COMMENTS:

Update 05-01-22

- Records Management Replacement, currently evaluating tender responses
- Conquest has been upgraded to SaaS version
- Migration to MS Teams for phone calls has been completed
- Building a business case for Civica replacement
- In progress of implementing InTune for Mobile Device Management solution
- Audit completed for server migration to cloud
- Digital outdoor workforce pilot completed
- BYOD policy in draft format
- IT Cyber Security audit completed
- 3rd party patching solution procured
- Cyber security awareness training program procured
- Great South Coast Regional Digital Project 30% completed

Update 07-03-22

- Business Case submitted for Civica replacement
- Records Management transition to SharePoint tender to be awarded by Council in April meeting
- InTune configured and will be used for current PC roll out and management of mobile devices
- IT Device & BYOD approved by ELT

- Great South Coast Regional Digital Project 50% completed.

Update 30-06-22

- Records Management Replacement - Awarding tender July 2022
- Conquest has been upgraded to SaaS version - Completed
- Migration to MS Teams for phone calls has been completed
- Working on Specification for tender to replace Civica - Tender expected for release August 2022
- In progress of implementing InTune for Mobile Device Management solution - Completed
- Audit completed for server migration to cloud - Completed
- Digital outdoor workforce pilot completed
- BYOD policy - Completed
- IT Cyber Security audit completed
- 3rd party patching solution - Completed
- Cyber security awareness training program - Completed
- Great South Coast Regional Digital Project 75% completed

Update 18-08-22

- Records Management Replacement - Contract signed, commenced implementation phase
- Working on Specification for tender to replace Civica - Tender expected for release September 2022
- Great South Coast Regional Digital Project 85% completed

Update 18-1-23

- CORE ERP replacement contracts approved by council
- Sharepoint records management implementation in design and pilot migration phase.

Last Updated: 18-Jan-2023