



Nillumbik Shire Council

Council Plan Quarterly Performance Report

July-September 2017

1 Engaged, connected communities

1.1 A place where communities and ideas thrive, underpinned by trust, confidence and continuous learning.

1.1.1 Improve community trust through better communications and genuine engagement.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.1.1 Prepare a 2050 shire plan by the end of 2018. Key action - Community engagement and draft plan completed by 30 June 2018.	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	10.00%
ACTION PROGRESS COMMENTS: Internal project committee established and currently undertaking a desk top review of Community Plans across other local governments in Australia. It is planned to brief Council in April 2018 on the structure of the Community Plan 2050 and the engagement strategy.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.1.2 Develop an effective strategy to communicate and engage with our rural and urban communities. Key action - Community Engagement Framework and community of practice established.	Manager People, Culture and Innovation	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: Community engagement is about involving the community in decisions which affect them. Nillumbik Shire Council is committed to providing good governance and the delivery of high quality local services by fostering democratic representation, social inclusion and meaningful community engagement with its citizens. Council is committed to engaging with the community; with the belief that those who are affected by a decision have a right to be involved in the decision-making process. We see this as the way in which we can ensure we get the best outcome possible within any constraints that may exist. Priority projects across Council are developing community engagement plans, and an enhanced community engagement framework is in final stages of development with staff training due to commence in November/December 2017.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.1.3 Audit and rationalise Council's communications and promotional material to ensure a coordinated approach with consistent messaging.</p> <p>Key action - Review and map current state, brand audit, develop marketing and brand strategy.</p>	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	40.00%

ACTION PROGRESS COMMENTS:

Brand and Collateral audit, including gap analysis, is underway with completion expected by years end (2017). Process map for internal stakeholders is complete, with production management map and functional resource allocations to go to Director by end of month (November). Unit strategy and industry benchmarking to commence in 2018 (January).

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.1.4 Foster community involvement through advisory or reference groups and management committees.</p> <p>Key action - Complete current membership and monitor/support, determine management/governance model.</p>	Manager Connected Communities	Completed	01-Jul-2017	30-Jun-2018	100.00%

ACTION PROGRESS COMMENTS:

Following are the advisory committees and associated terms of reference that have been endorsed by Council. Each committee has a councillor appointed representative and comprises of agency and community membership:

- Arts Advisory Committee
- Inclusion Advisory Committee
- Economic Development Advisory Committee
- Living and Learning Advisory Committee
- Municipal Emergency Management Planning Advisory Committee
- Recreation Trails Advisory Committee
- Panton Hill Bushland Reserves System Advisory Committee

1.1.2 Build community resilience to and awareness of vulnerability to natural hazards and threats.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.2.1 Work with communities to develop local risk awareness, mitigation and resilience strategies.</p> <p>Key action - Complete the Odyssey Project by 30 June 2018.</p>	Executive Officer Emergency Management	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

Emergency Management Victoria (EMV) provided Council with an \$85,000 grant for this project and has agreed to extend the project completion to June 2018. The St Andrews Conversations Project has been announced as a finalist in the 2017 Fire Awareness Awards.

1.1.3 Build on our commitment to lifelong learning for the community.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.3.2 Enhance relationships with the University of third age and maintain programs offered by Living and Learning Nillumbik and Edendale.</p> <p>Key action - Undertake a review of Living and Learning Nillumbik in accordance with the Service Planning Framework, addressing opportunities for program enhancements.</p>	Manager Community Programs	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Service Review Framework currently under development. The review for Living & Learning Nillumbik will commence in the third quarter this financial year.

1.1.4 Ensure that the provision of community infrastructure responds to community needs.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.4.1 Establish agreed social, economic and geographical guidelines to determine infrastructure, service levels and service priorities across the Shire.</p> <p>Key Action - Develop a policy guiding the future community infrastructure provision.</p>	Manager Integrated Strategy	Not Started	01-Jan-2018	30-Jun-2018	0.00%
<p>ACTION PROGRESS COMMENTS: This action is scheduled to commence in January 2018.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.4.4 Develop an interactive community facility database which clearly identifies all available social infrastructure for community use across the Shire.</p> <p>Key action - Audit and map the facilities.</p>	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	5.00%
<p>ACTION PROGRESS COMMENTS: Scoping for new facility coordination role commenced.</p>					

1.1.5 Strengthen the focus on social inclusion, building social capital and connection within communities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.5.1 Support initiatives that improve the capacity of volunteers and provide opportunities for people to undertake volunteering activities.</p> <p>Key action - Implement the Volunteer Strategy.</p>	Volunteer Development Officer	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

The Nillumbik Volunteering Development Strategy is now in its third year of implementation. Achievements so far include:

- Reporting of the Volunteers program in the Council Annual Report
- Piloting of the volunteer management database, Better Impact including online recruitment, tracking and reporting of volunteer hours, outputs and feedback and rostering
- Expansion of National Volunteer Week activities including a digital honour board featuring Council volunteers and the Imagine the Possibilities campaign
- Redesign of NSC's volunteering webpage to include community and Council categorised volunteer opportunities page

Work has begun to finalise full implementation of the volunteer management database, Better Impact. This will include development of promotional video content for prospective volunteers accessing online recruitment options.

Development of a volunteer online induction program has commenced in partnership with Whitehorse and Moonee Valley Councils. The NSC annual volunteer appreciation event will continue to be held in May during National Volunteer Week.

The development of the Nillumbik Volunteers Code of Conduct has commenced and to be finalised by 31 December 2017.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.5.2 Work with young people to identify and respond to their priorities. Key action - Review current youth strategy and policy, and develop new policy if required.	Manager Integrated Strategy	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

This action is scheduled to commence in January 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.5.3 Develop the links, shared values and understandings across the Shire that enable individuals, groups and Council to trust each other and work together productively.</p> <p>Key action - Explore the concept of Participate Nillumbik.</p>	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A series of engagement activities between Councillors, Council staff and community has been undertaken across the Shire. The key actions that have been undertaken include streetscape works at Panton Hill leading up to the Panton Hill festival. Implementation of the St Andrews Township Plan. Planning works to redevelop the War Memorial at Hurstbridge and landscape improvement works at Kangaroo Ground War Memorial Tower.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.5.4 Develop a Women's Network to enhance, celebrate and acknowledge the role of women within Nillumbik and across the wider community.</p> <p>Key action - Review the current strategy, develop a new strategy, actions to follow.</p>	Manager Connected Communities	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Work on this strategy is planned to commence in early 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.5.5 Ensure a universal access lens is applied to all areas of Council activity working towards the elimination of barriers to equitable access.</p> <p>Key action - Establish a universal policy to underpin the delivery of all Council services, programs and infrastructure.</p>	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

Scoping of project commenced

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.5.8 Ensure that 'Welcome to Eltham' refugee and asylum seeker initiatives are ongoing.</p> <p>Key action - Develop and commence implementation of a program to support refugees and asylum seeker inclusiveness.</p>	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Council has been working with Welcome to Eltham to provide a venue for a Christmas lunch for refugee and asylum seekers.

1.1.6 Ensure that community services, programs and facilities are inclusive and respond to current and emerging needs.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>1.1.6.1 Review Council's role in direct service provision and identify opportunities for improvement including the following:</p> <ul style="list-style-type: none"> • early years infrastructure • positive ageing • Home and Community Care 	Manager Integrated Strategy	Not Started	01-Jan-2018	30-Jun-2018	0.00%



<ul style="list-style-type: none">• Youth Services• Edendale Community Environment Farm• Living and learning centres• Management of community facilities including leisure centres. <p>Key action - Develop a Service Planning Framework with key services reviewed and outcomes planned for implementation.</p>					
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ACTION PROGRESS COMMENTS:
This action is scheduled to commence in January 2018.

2 Active and creative people

2.1 Active lifestyles and artistic expression are fostered through participation and innovation.

2.1.1 Provide a range of infrastructure that encourages people of all ages to participate in a variety of active and passive opportunities.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.1 Review and update the Recreation Strategy. (Year 1 and 2)	Manager Integrated Strategy	Not Started	01-Apr-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

This action is scheduled to commence in April 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.2 Develop and implement an integrated strategy for managing open space and parkland. Key Actions <ul style="list-style-type: none"> • Plenty Park Masterplan review - YR1-2 • Hurstbridge Open Space Precinct Plan YR1 • Civic Drive Masterplan implementation plan YR1-2 	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2020	40.00%

ACTION PROGRESS COMMENTS:

Hurstbridge Recreation and Open Space Masterplan

Hurstbridge Recreation and Open Space Project Reference Group was appointed in August 2017 and a meeting held on 23 August 2017. The Open Space Precinct Plan for Graysharps Road, Hurstbridge Discussion Paper was circulated for public feedback. An ideas and visioning exercise was launched at Wattle Festival (27 August), commencing an eight-week broad opportunity for community to express their ideas and vision for the precinct.

Civic Drive Open Space Precinct

Detailed design completed, and construction contract awarded. Works to commence in October on developing the southern open space east of the new housing subdivision.

Further planning commenced on redeveloping and upgrading the outdoor performance space including improvements to the community building for servicing outdoor performances and wider community use.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.3 Implement the Lifetime Play Strategy in natural and man-made spaces across the Shire. Key action - Develop the Lifetime Play Strategy implementation plan.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

An audit of all playspaces, informed by the mid-2017 Council adoption of the Lifetime Play Strategy Planning Framework, was completed. All playspaces were assessed against the play values and aspirations of Council's future provision of play across the Shire.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.4 Complete planning for the Hurstbridge Open Space Precinct.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	40.00%

ACTION PROGRESS COMMENTS:

Hurstbridge Recreation and Open Space Project Reference Group was appointed in August 2017 and the first meeting held on 23 August. The Open Space Precinct Plan for Graysharps Road, Hurstbridge Discussion Paper was circulated for public feedback. An ideas and visioning exercise was launched at the Wattle Festival (23 August), commencing an eight-week broad opportunity for community to express their ideas and vision for the precinct.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.5 Activate public recreation spaces along the Yarra River. Key Action - Develop/plan Bouchiers Road.	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A meeting with residents living on Bouchiers Road, Kangaroo Ground was held in August to discuss potential beautification works along the banks of the Yarra in that location. Wurundjeri Elders have also visited the site and are currently providing advice on cultural sensitivities in the area. Another meeting is scheduled in late November with the residents to discuss options to improve the site.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.6 Continue to implement the Recreation Trails Strategy.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Planning for the delivery of local link Cherry Tree Road Trail connecting Hurstbridge to Panton Hill finalised. Construction contract awarded to commence works in the second quarter. Further and final ecological study commissioned to determine value of native vegetation affecting the Trail's alignment at mid-point.

Officers lodged planning scheme amendment to apply a public acquisition overlay over private land to deliver the Diamond Creek Trail extension from Diamond Creek to Hurstbridge. Funding application submitted to the State Government's Growing Suburbs Fund to part-fund the Trail's extension from Diamond Creek to Wattle Glen.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.8 Develop infrastructure to enable sporting groups to promote participation in sport and community wellbeing.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Funding applications lodged to Growing Suburbs Fund and Community Sporting Infrastructure Fund for a range of new or upgraded facilities to promote participation in sport and community wellbeing.

Progressed delivery of infrastructure upgrade projects including sports pavilion redevelopments, Eltham Leisure Centre aquatics redevelopment and conversion of synthetic cricket pitches.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.9 Complete and launch the redeveloped Eltham Leisure Centre.	Coordinator Leisure Facilities	In Progress	01-Jul-2017	30-Jun-2018	70.00%

ACTION PROGRESS COMMENTS:

The redevelopment of aquatic facilities is 70 per cent completed. The anticipated opening of the aquatic facilities will be mid-2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.1.10 Undertake planning and consultation and secure funding to deliver the following major projects: <ul style="list-style-type: none"> • Diamond Valley Sports and Fitness Centre redevelopment • Diamond Creek social infrastructure • Diamond Creek to Hurstbridge recreation trail • Eltham Precincts 3 and 4 • Research Park pavilion • Civic Drive Precinct Plan • Eltham North Reserve pavilion • Diamond Creek regional playspace 	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

DVSFC redevelopment- Council lodged funding applications to State Government through Better Indoor Stadiums Fund and Growing Suburbs Fund. Progressing development of the facility Masterplan, due for completion in mid-2018. Planning taking into account broader precinct planning including potential connections with Melbourne Polytechnic.

Diamond Creek Social Infrastructure: Scoping of project commenced. Council submitted funding applications to Growing Suburbs Fund and Community Sporting Infrastructure Fund to develop a new sporting pavilion and upgrade lighting at Marngrook Oval. Application also submitted to Growing Suburbs fund to redevelop the netball pavilion at Rotary Park. Funding application submitted to Growing Suburbs Fund to deliver a pedestrian/cyclist crossing of Hurstbridge Rail line connecting Diamond Creek North with Diamond Creek East at Diamond Valley College. Rotary Park public toilets completed. Diamond Creek Community Centre operator secured a Federal Government grant to upgrade and landscape the Centre's outdoor area improve the area's amenity.

Civic Drive: Detailed design completed, and construction contract awarded. Works to commence in October on developing the southern open space east of new housing subdivision. Further planning commenced on redeveloping and upgrading the outdoor performance space including improvements to the community building for servicing outdoor performances and wider community use.

Diamond Creek Trail extension: Officers lodged planning scheme amendment to apply a public acquisition overlay over private land to deliver the Diamond Creek Trail extension from Diamond Creek to Hurstbridge. Funding application submitted to State Government's Growing Suburbs Fund to part-fund the Trail's extension from Diamond Creek to Wattle Glen.

Eltham Precincts 3 and 4: Funding application lodged to Growing Suburbs Fund to upgrade Eltham Central Park pavilion providing an improved sporting facilities and shared-use community meeting space and administration office for community users including Nillumbik U3A.

Research Park pavilion and Eltham North pavilion: Architects appointed for both projects and schematic design commenced.

Diamond Creek regional playspace: Council lodged funding application to Growing Suburbs Fund to deliver regional playspace in Diamond Creek.

2.1.2 Create and activate places and spaces that have good connectivity, provide needed infrastructure and promote social interaction.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.1 Develop and implement an Arts and Culture Plan that builds on Nillumbik's rich artistic, cultural and Green Wedge heritage.	Coordinator Arts and Cultural Development	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

The Travelling Teapot creative focus groups engaged with some 300 diverse community members across each ward of Nillumbik, who contributed generously to the consultation for the new Arts and Cultural Plan. From that engagement a discussion paper has been developed which is returning to Council during the next quarter. The forthcoming Arts and Cultural Plan 2018-2022 will form the over-arching strategy to encompass the other actions under strategy 2.2 of the Council Plan.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.2 Review the Artist in Residence Program and Art Acquisition Policy.	Coordinator Arts and Cultural Development	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

The new Arts Advisory Committee has been established with seven highly regarded and experienced members. The committee's terms of reference will enable the review of the Art Acquisition Policy over the next quarter. The Artist Residency is under review with identification of an alternative site and a report to Council during the next quarter.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.3 Review and extend Council's policy for attractions, events and festivals. Key Action - See Investment and Attraction Strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Work is currently underway internally to capture and collate all events that are being undertaken in Nillumbik. The department is also reviewing a draft Regional Events Strategy which was commissioned in financial year 2016-2017 to help inform the ongoing plans for events and festivals.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.5 Recognise and support opportunities which develop and grow creative and cultural industries, positioning Nillumbik, the Green Wedge Shire, as a key destination. Key Action - See Investment and Attraction Strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

The Nillumbik Prize saw another successful exhibition of excellence of 40 contemporary artists with a connection to Nillumbik, attracting an audience of over 370 in July. Four professional contemporary public artists were engaged for the Living In The Landscape Public Art Incubator, commissioned to engage with community in the installation of public art interventions at four key sites. Implementation of the forthcoming Arts and Cultural Plan 2018-2022 will otherwise form the over-arching strategy to encompass this action.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.6 Support and promote arts and culture activities that maximise access across the Shire. Key Action - Specific action Shire-wide.	Coordinator Arts and Cultural Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Diverse, accessible and inclusive arts and cultural activities have been undertaken across Nillumbik during the first quarter, and the participation of over 27,800 people. These include the launch and implementation of the Living In The Landscape Public Art Incubator, involving a variety community groups and a range demographics that include Araluen, Hurstbridge Hub Children’s Centre, Friends of Diamond Creek, Hurstbridge members of the Australian Lace Guild, Queenstown/St Andrews Historical Society, Wadambuk Art Group, St Andrews Men’s Shed. The Nillumbik Prize saw another successful exhibition of excellence of 40 contemporary artists with a connection to Nillumbik, attracting over 370 viewers in July. The Eltham Library Community Gallery attracted 22 applications from 200 individual and group artists.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.7 Recognise performing arts through facilitation and promotion throughout the Shire. Key Action - Investigate opportunities for performing art groups, conduct analysis on a needs basis.	Manager Business, Tourism and Marketing	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Implementation of the forthcoming Arts and Cultural Plan 2018-2022 will form the over-arching strategy to encompass this action.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.8 Review Council's programs for grants to the community.	Manager Business Performance	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Scoping to commence from January 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>2.1.2.9 Assess and review Eltham Lower Park Masterplan including the Diamond Valley Miniature Railway.</p> <p>Key Action - Submit Growing Suburbs Fund application to finalise implementation of 2008 Masterplan and execute a new lease with Diamond Valley Miniature Railway.</p>	<p>Manager Integrated Strategy</p>	<p>In Progress</p>	<p>01-Jul-2017</p>	<p>30-Jun-2018</p>	<p>50.00%</p>
<p>ACTION PROGRESS COMMENTS:</p> <p>Growing Suburbs Fund application lodged to support ongoing implementation of 2008 Eltham Lower Park Masterplan.</p> <p>Agreement has been reached with Diamond Valley Railway on the draft lease agreement. The draft lease requires DELWP approval before Council can commence public consultation. This is anticipated to occur in the second quarter.</p>					

3 Safe and healthy environments

3.1 Healthy and safe communities enjoy living in our iconic Green Wedge environment.

3.1.1 Prepare and develop an improved and holistic approach to strategic planning.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.1.2 Review the impacts of the Green Wedge Management Plan on the Nillumbik Community while ensuring the natural environment of the Green Wedge is preserved and nurtured for current and future generations.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	5.00%
ACTION PROGRESS COMMENTS: Planning for the review of the GWMP has commenced. Key tasks for the review have been identified and key milestones and timeframes have been established. Collation of existing data/research has commenced and the need for further research and technical reports is being identified.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.1.5 Promote and implement design excellence and innovation in architecture in public buildings. Key Actions - Review and consider implementation of design panel.	Manager Infrastructure	Not Started	01-Jan-2018	30-Jun-2018	0.00%
ACTION PROGRESS COMMENTS: This action will commence later in the financial year.					

3.1.2 Meet Council's responsibilities for emergency management.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>3.1.2.1 Develop a comprehensive Fire Mitigation Strategy.</p> <p>Key actions for 2017-2018 include:</p> <ul style="list-style-type: none"> • Conduct workshop to determine scope of strategy • identify key stakeholders and/or project team • evaluate current program activities against desired strategy outcomes • develop draft strategy for consultation • present to council for adoption by June 2018. 	Executive Officer Emergency Management	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A workshop was held in St Andrews in September with executive management, Councillors and external stakeholders to set the direction for the development of a Fire Mitigation Strategy. The project is currently being scoped and high priority areas determined.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>3.1.2.2 Continue to work with emergency services and other agencies to plan and prepare for emergency events, and update the Municipal Emergency Management Plan (MEMP) and Municipal Fire Management Plan (MFMP).</p>	Executive Officer Emergency Management	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

All scheduled meetings of the MEMP and MFMP committees have taken place and minuted. The Emergency Management Forum was held in Hurstbridge on 2 September. A video was produced with guest speakers including Craig Lapsley and Jane Bunn and this has been made available on Council's social media channels. Staff attended a full-day briefing on Summer Preparedness conducted by the MAV, DELWP and other agencies.

3.1.3 Develop policies, strategies, projects and partnerships to enhance the health and wellbeing of the community.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.3.1 Complete the Health and Wellbeing Plan, and implement its actions through partnerships with community agencies and stakeholders. Key action - Implement Year 1 actions.	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	15.00%

ACTION PROGRESS COMMENTS:

The draft Health and Wellbeing Plan 2017-2021 was released for public comment and submissions have been received. This will be reported to Council in November. In addition the evaluation of 2013-2017 Plan has been completed.

As a result of the consultation and engagement in developing the new plan a 'Healthy Drinks Alliance' has been formed in the North East Region to reduce sugar-sweetened drinks and increase water consumption.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.3.3 Investigate options for housing and retirement living to enable residents to age in place throughout the whole Shire. Key Action - Review the Positive Ageing Strategy.	Manager Integrated Strategy	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

The review of the Positive Ageing Strategy is scheduled to commence in January 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.3.4 Advocate for community transport for residents in remote townships. Key Action - Seek funding for bus.	Manager Community Programs	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Council's approach to community transport will be reviewed in conjunction with planning for the Aged Care Reform transition process, to commence in the third quarter this financial year. The Community Transport service has transitioned to form part of the Community Programs department to enable this work to be undertaken.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.3.5 Support the development of men's sheds in remote communities. Key Action - Community engagement and develop plan.	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Support has been provided to the Diamond Creek Men's Shed to construct accessible toilets at their building. Works will commence in early November. The launch of their new shed will take place on Wednesday 8th November.

Eltham Men's Shed was successful in securing funding from the State Government to construct a shed. The works will begin next year when they move into their new home located at the previous Wattle Tree Road Pre-school site.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.3.6 Recognise the Green Wedge as a contributing positive influence on health and wellbeing. Key Action - Refer Green Wedge Management Plan	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

Social, economic, environment and health values have been addressed in the project scope of the Green Wedge Management Plan review. It has been recognised in the Health and Wellbeing Plan that 'access to the natural environment is both restorative psychologically, reducing stress levels and blood pressure; and is associated with perceptions of safety for residents'. (VicHealth, 2012)

3.1.4 Promote responsible pet ownership.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.4.1 Review and implement the Domestic Animal Management Plan.	Manager Community Safety	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Draft DAMP developed with the benefit of community feedback, and released for a final round of community consultation in September 2017. The final DAMP to be considered by Council at its OCM on 31 October 2017 in the second quarter. Implementation of first year actions to commence following adoption of the DAMP.

3.1.5 Review and communicate Council's climate change strategies.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.5.1 Implement the Climate Change Action Plan. Key Action - Review by Geoff Lawler and subsequently raise awareness.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%
<p>ACTION PROGRESS COMMENTS: The Environment and Sustainability Advisory Committee has been established and will provide advice on priorities.</p> <p>A grant to part fund the installation of solar panels and battery storage at the Community Bank Stadium in Diamond Creek has been received from the Victorian Government's New Energy Jobs Fund. A technical specification is being developed and tendered with costs and options presented to Council by March 2018.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.5.2 Report on progress of the Plan through the State of Environment Report every two years.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%
<p>ACTION PROGRESS COMMENTS: The structure and content of the State of the Environment Report will be reviewed by the Integrated Strategy Department. The State of the Environment Report has been provided to the Environment and Sustainability Advisory Committee for consideration and review</p>					

3.1.6 Work with the local community to review and implement environmental policies to protect biodiversity and conserve natural resources.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.6.1 Review the Invasive Species Action Plan.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%
<p>ACTION PROGRESS COMMENTS: The Invasive Species Action Plan was developed in 2015 and informs current works programs. The Plan will be reviewed by the Integrated Strategy Department. The Plan has been provided to the Environment and Sustainability Advisory Committee for consideration and review.</p> <p>A community forum will be held in the first quarter of 2018 with community groups including Landcare, Friends of and other interested groups to inform a strategic approach to weed control on Council land aligning with community efforts.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.6.2 Implement the Integrated Water Management Plan. Key Action - Implement Year 1 actions as per the Plan.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A Melbourne Water Living Rivers grant for \$30,000 was received for detailed design for integrated water management at the Operations Centre. This detailed design informs the Operations Centre Masterplan which is being developed in response to VicRoads Yan Yean Road duplication. The consultant, Design Flow, have submitted detailed design for the masterplan.

The works program for renewal of existing Water Sensitive Urban Design assets has been developed and works are in progress. A Melbourne Water Living Rivers grant of \$100,000 is funding the project

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.6.3 Advocate to Yarra Valley Water for extension of the sewer network.	Acting Manager Planning and Health Services	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Advocacy underway in response to Yarra Valley Water's planned rollout of reticulated sewer in Eltham South. This is to specifically address the need for the inclusion of additional properties to be connected as part of the rollout and/or for provision to be made for all properties within the project area to be connected as part of the scheme. The community sewerage scheme, as currently proposed, only seeks to connect approximately 60% of properties.

Work has commenced on the review of Council's Domestic Wastewater Management Plan which will in part establish Council's wastewater management agenda for the period 2018-2021.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.6.4 Provide continuing support to Nillumbik's Landcare Management Groups.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Council is hosting a facilitator for the Nillumbik Landcare Network (NLN). The facilitator is funded for three years from July 2016 to June 2019 by the Victorian Government's Victorian Landcare Facilitator Program. Grant value is \$157,626. The NLN is the lead organisation for five current biodiversity conservation grants with a total value of \$131,497 with Council as the auspicing body

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.6.5 Provide advice and support to landowners on the sustainable land management of their properties.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

The Land Management Officer and the Biodiversity Officer visit approximately 2 properties per week to provide on-site advice and in around 50% of cases provide assistance via Councils Land Management Incentive Program (LMIP) or Sustainable Agricultural rebate (SAR). The 2017-18 LMIP and SAR Programs are on target to facilitate the same number of projects and outcomes as a typical year. Over a five year period from 2011-2016 the average number of LMIP grants to individual landholders per year was 48 at an average grant of just over \$1,000. Over the same period there was an average of 8 LMIP grants to Community Groups at an average of around \$2,500. In relation to the SAR, the sum of rebates for all 61 SAR approved properties is just over \$48,000, giving an average annual rate rebate of around \$800 per approved SAR property.

3.1.7 Provide waste management services that meet the needs of the community.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.7.1 Review waste management programs.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A report from PLC Consulting has been finalised documenting the current cost of Nillumbik's kerbside waste service and providing a model to determine the costs associated with varying the current three bin collection system.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.7.2 Complete landfill rehabilitation at Plenty and commence rehabilitation at Kangaroo Ground.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

The rehabilitation of Plenty Landfill has entered the third year of a four year rehabilitation program due to be complete in June 2019. Works are currently two months behind schedule due to the number of lost days due to rain.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.7.3 Plan for the future operation of the transfer station at Plenty.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

The future operation of Council's Recycling and Recovery Centre (RRC) is being considered as part of the Operations Centre Masterplan. A project scope will be developed in the third quarter of 2017-18 to investigate costs and options for the operation of the RRC once the final design of Yan Yean Road and the impact of the duplication on the site is determined.

The RRC is now accepting green waste free of charge with residents utilising vouchers. Seven hundred and twenty-three have been redeemed in the first eight weeks of operation.

3.1.8 Improve the appearance of public spaces.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.8.1 Develop and implement the Graffiti Removal Plan.	Manager Community Safety	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Nillumbik's approach to graffiti management received positive widespread media coverage over the quarter, with a number of print and radio mediums highlighting Council's comprehensive approach to tackling graffiti. The Leader group also ran the story across its metropolitan network.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.8.2 Improve maintenance of parks, streetscapes and roadsides.	Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A project to prioritise open space maintenance and develop improved maintenance schedules has commenced. The output is a comprehensive maintenance schedule for all areas of open space maintained by Council to provide direction for staff and contractors.

Completed improvement works include: landscaping at the Eltham Community and Reception Centre, vegetation management works at Eltham Lower Park.

Planning for improved mowing frequency for the spring growth period was completed and currently implemented.

Planning for additional box clearing on roadsides was undertaken and works will be undertaken in the third quarter of 2017-2018.

3.1.9 Develop a shire-wide road safety strategy.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.9.1 Improve pedestrian access to schools.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

New footpaths are being constructed on Ironbark Road, Yarrambat, Grey Street, Eltham, Kangaroo Ground-Wattle Glen Road, Wattle Glen, Cherry Tree Road, Hurstbridge, and Heidelberg-Kinglake Road, Wattle Glen which will assist in access to local schools.

In first term 2018, Council will write to all schools seeking feedback regarding pedestrian access improvements.

External funding application will be made to the TAC.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.9.2 Review preschool and school drop off zones to improve safety and access.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

In first term 2018, Council will write to all schools and preschools seeking feedback regarding drop off areas and seeking feedback on safety and access.

External funding application will be made to the TAC.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.9.3 Develop agreed principles for application of rural road limits with VicRoads.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Council Officers have had an initial meeting with VicRoads to discuss the process of reduced speed limit applications.

Further discussion to be held.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.9.5 Improve road safety for cyclist through the Trails Strategy. Key action - Deliver Cherry Tree Road recreation trail.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	70.00%

ACTION PROGRESS COMMENTS:

Works have commenced and are progressing well for the gravel toppings style shared trail between Coolaroo Ave, Hurstbridge and Kangaroo Ground-St Andrews Road, Panton Hill.

The majority of works are schedule to be completed by the end November.

3.1.10 Advocate for improved public transport, traffic management and reduced road congestion.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.1 Advocate for the construction of the North East link that does not negatively impact on Nillumbik.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

A report on the proposed corridors was considered at Council's 29 August 2017 meeting.

Council resolved the following:

1. Notes the announcement of the four potential North East Link corridors and the engagement Council has undertaken to date with the Nillumbik community.
2. Based on the information currently available, Council has a strong preference for Corridor A.
3. Seeks further investigation of Corridor B in particular the impacts it would have on the Nillumbik Shire.
4. Requests that the government not proceed further with investigations on Corridors C and D.
5. Instructs officers to continue to engage with the Nillumbik community to ensure that they are informed about the progress of the North East Link project.
6. Confirms that officers, Mayor and Councillors continue to advocate to the State Government, the North East Link Authority and VicRoads for:
 - a) Council's preferred North East Link corridor and alignment
 - b) Complementary transport and infrastructure projects to benefit the Nillumbik community
 - c) Improvements to the existing road and public transport network to ease congestion.
7. Considers any variation to the adopted 2017-2018 budget for community engagement and advocacy relating to North East Link at the Mid-Year Budget Review.

A submission reviewing the four potential corridors for the North East Link was submitted to the Authority on Monday 18 September 2017 in line with the Council resolution based on the technical information available.

The submission included consideration of each of the proposed corridors and also included:

- a summary of the general themes and questions that have emerged from Council's community consultation
- comments on proposed corridors and ancillary projects we believe critical to the success of each corridor
- complimentary key transport and infrastructure projects in or near the North East Link study area improving safety and capacity on the existing road and public transport networks or by reducing private vehicle travel.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.2 Develop a traffic management plan in conjunction with VicRoads to deal with congestion.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Council Officers have discussed network planning of major congested routes with VicRoads with are included in the regions plan. Scoping of a funding bid and business case for a project to reduce congestion along the Fitzsimons Lane corridor is underway. Works are about to commence on Warrandyte Bridge and Yan Yean Road, both of which will assist in reducing congestion.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.3 Advocate for upgrades to Eltham Railway Station (including parking and drop off areas), no more train stabling and the removal of the Diamond Street level crossing.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Letter has been sent to Jacinta Allan Minister for Public Transport and Minister for Major Projects advocating upgrades and removal of stabling and Diamond Street level crossing.

Will form part of our advocacy program leading up to the 2018 State election.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.4 Advocate for a new train station at Eltham North.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Letter has been sent to Jacinta Allan Minister for Public Transport and Minister for Major Projects advocating for new station.

Will form part of our advocacy program leading up to the 2018 State election.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.5 Advocate for the removal of the level crossing at Main Hurstbridge Road, Diamond Creek and a pedestrian underpass east of George Street.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Letter being finalised to Transport For Victoria seeking in principle agreement for the underpass near George Street.

Advocacy for level crossing removal ongoing.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.6 Implement the footpath construction program. Key action - To clear the backlog and increase the rate of actioning requests.	Manager Infrastructure	In Progress	01-Jul-2017	30-Jun-2018	30.00%

ACTION PROGRESS COMMENTS:

The following works have been completed:

- Ironbark Road – Yan Yean Road to past Post Office
- Kangaroo Ground-Wattle Glen – Heidelberg-Kinglake Rd to Pedestrian Crossing
- Research Park – Stairs and path

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.7 Improve bus shelters and advocate for additional shelters.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	60.00%

ACTION PROGRESS COMMENTS:

A Memorandum of Understanding between Council and Public Transport Victoria (PTV) for the provision of bus shelter on public bus routes was signed on 1 September 2017. It is expected that around 10-14 bus shelter will be provided each year as part of the agreement.

Council has also commenced our renewal program for shelters on school bus routes with the new shelter currently being manufactured. It is expect these shelters will be installed in January 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.10.8 Promote alternative modes of transport as recommended in Council's Transport Statement.	Coordinator Transport and Development	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Early stage identification of alternative modes for promotion.

4 A prosperous economy

4.1 A strong local economy that supports business growth, jobs and community wealth.

4.1.1 Encourage investment and development within the Shire to increase economic development and local employment, and broaden the rate base while at the same time preserving the Green Wedge.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>4.1.1.1 Adopt a new Nillumbik Economic Development Strategy and create a set of indicators to measure success.</p> <p>Key Action - Commence development of a new Nillumbik Economic Development Strategy.</p>	Manager Integrated Strategy	Not Started	01-Jan-2018	30-Jun-2018	0.00%
<p>ACTION PROGRESS COMMENTS: This Action is scheduled to commence in January 2018.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
<p>4.1.1.2 Provide support to enable the growth of local businesses.</p> <p>Key Action - Implement Strategy.</p>	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	25.00%
<p>ACTION PROGRESS COMMENTS: Various programs delivered including two Small Business Clinics with eight mentoring sessions for start-ups, online and social media workshops at the Melbourne Innovation Centre (MIC), three networking events with Nillumbik Business Network (NBN) and the Small Business Bus with five mentoring sessions in Eltham.</p> <p>Assisted several businesses with grants information and support including introductions to the investment facilitator at the Department of Economic Development, Jobs, Transport and Resources (DETJR) Bundoora office.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.3 Explore opportunities to partner with key economic development agencies. Key Action - Implement Strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Collaboration with NorthLink (Melbourne North economic development and marketing organisation) and the economic development units/ managers of member Councils including work with Destination Melbourne on the visitor economy Metro and Regional Plan, Northern Business Achievement Awards (NBAA), Economic Development Australia (EDA), DETJR Bundoora, Telstra Country Wide Melbourne North and the Northern Melbourne Regional Development Australia (RDA) Committee.

Ongoing partnership with the Banyule Nillumbik Local Learning & Employment Network (BNLLEN) and Vic Launch (work on developing integrated start-up framework for local government).

eCommerce conference partnership with ten Councils in the region with Manningham as a lead Council.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.4 Review planning application processes so that outcomes are timely, positive, customer-centric, and meet statutory requirements.	Acting Manager Planning and Health Services	Not Started	01-Oct-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Ongoing recruitment to fill vacancies within the team is largely complete ensuring adequate resourcing is available. Key projects to be implemented in 2017-2018 include a review of the planning investigations procedures, introduction of an internal planning panel to ensure consistency of decision making, and a review of existing processes to identify time savings.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.5 Develop an Equine Industry and Activity Strategy.	Manager Integrated Strategy	Not Started	01-Oct-2017	30-Jun-2018	0.00%

Key Action - Commence development of the strategy in partnership with the community and industry.

ACTION PROGRESS COMMENTS:

Initial correspondence sent to tenants of Council's equestrian facility informing them of the project. Development of the Strategy is scheduled to commence in the second quarter.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.6 Work with the Wurundjeri Tribe Land and Compensation and Cultural Heritage Council to identify economic opportunities for environmental and cultural services.	Manager Connected Communities	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Cr Jane Ashton and Council officers have been meeting with Elders from the Wurundjeri Council to identify opportunities to work in partnership. Currently the Wurundjeri Council has been engaged to provide advice to improve land along the Yarra river at the end of Bouchiers Road, Kangaroo Ground.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.7 Develop policies, strategies and projects that will enhance Nillumbik's reputation as a 'smart' shire, using ICT to improve the quality of services and contact between residents and Council. Key Action - Scope Smart Shire Strategy - open data and connectivity.	Manager People, Culture and Innovation	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

Currently researching how technology can be used to support a 'smart shire'; gathering examples of existing strategies from other councils and their lessons learnt to inform our approach to this strategy.

4.1.2 Develop and market the tourism industry in Nillumbik.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.2.1 Implement the actions in the Destination Management Plan and Marketing Plan to facilitate the development of new tourism accommodation. Key Action - Review and revise Plan.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

Plan will need to be reviewed in early 2018 when new Marketing, Tourism and Business team is established.

Regional Events Strategy draft received from the consultants. This strategy aims to consolidate existing and attract new events to the Shire which encourage overnight stays.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.2.2 Support and promote the Artisan Hills businesses and destinations. Key Action - Review and revise the plan.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

New local businesses and events continually added to The Artisan Hills website and promoted via social media with minimum of eight posts each week. Local business advertising space on The Artisan Hills visitor map was sold out.

Continued support for the Artist Open Studios and Open Cellars programs.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.2.3 Continue to work collaboratively with the Nillumbik Tourism Association. Key Action - Review and revise the Plan.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:
 Council worked closely with Nillumbik Tourism Association (NTA) in the development and distribution of the Artisan Hills visitor map.

 Council also supported and assisted the NTA and individual wineries with their grant applications for the Wine Industry Growth Fund.

 The Nillumbik Tourism Association and the Nillumbik Business Network merged recently, to form the Nillumbik Tourism and Business Inc.

4.1.3 Review existing precinct structure plans within activity centres to encourage investment and development.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.3.1 Review and update the Eltham and Diamond Creek activity centre structure plans.	Senior Strategic Planner	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:
 Scope for the review of Design Guidelines for Eltham and Diamond Creek prepared. Scope for Eltham Precinct 3 and 4 concept masterplan prepared.

4.1.4 Develop a visionary plan for Precincts 3 and 4 in the Eltham Activity Centre, including the former Shire Office site and transport modal interchange.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.4.1 Eltham Precincts 3 and 4 Masterplan approved and implementation commenced.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:
 Council endorsed scope of Eltham Precinct 3 and 4 study including program of projects, milestones, timeframes and governance.

4.1.5 Identify new economic development opportunities and improve amenity for our villages in conjunction with key stakeholders including residents.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.5.1 Yarrambat Township Plan amendment completed.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	10.00%
ACTION PROGRESS COMMENTS: Study on potential housing and retails uses undertaken reflecting proposed spot rezoning detailed in the draft Development Plan Overlay.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.5.2 Review and implement township strategies for Wattle Glen, St Andrews and Hurstbridge. Key Action - Adopt implementation plan for St Andrews.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: St Andrews Township Plan Implementation Program was adopted at the Future Nillumbik meeting on 18 July 2017. This key action is now complete. Planning for streetscape upgrade works including integrated footpath network under development.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.5.3 Prepare and implement streetscape beautification plans for other villages to improve amenity, including Research, Kangaroo Ground and Panton Hill.	Manager Infrastructure	In Progress	01-Jul-2017	30-Jun-2018	40.00%
ACTION PROGRESS COMMENTS: Panton Hill Streetscape works completed.					

5 Responsible leadership

5.1 Collaborative and consultative leadership that builds trust and makes the best use of available resources to the benefit of all in the pursuit of excellence.

5.1.1 Maintain good governance and effective leadership.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.1.1 Ensure that Council policies and processes support good governance.	Manager Business Performance	Not Started	01-Jan-2018	30-Jun-2018	0.00%
ACTION PROGRESS COMMENTS: Requirements being scoped, however anticipate linkages to other internal organisational projects relating to the development of the Strategic Planning Framework.					

5.1.2 Advocate effectively for Nillumbik's interests at a state and national level.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.1 Advocate on important policy issues that affect the Nillumbik community, and coordinate government and community leaders for an optimum outcome.	Strategic Advisor to the Mayor and Councillors	In Progress	01-Jul-2017	30-Jun-2018	33.00%
ACTION PROGRESS COMMENTS: Nillumbik Shire Council took an active role in community engagement, government relations and proactive media campaigns following the announcement of the North East Link options. Council continues to rigorously advocate for Option A as the preferred North East Link route, with the option providing the most cost-effective and environmentally-friendly outcome. Council has also identified a number of complementary road and public transport projects within the North East Link area to deliver short to medium term reductions to traffic congestion within the Shire. Council will continue to advocate to the State and Federal Government to deliver on these projects. Other advocacy includes a Wurundjeri community centre, upgrades to the Shire's rail stations infrastructure and parking including an extra rail station in Eltham North, increased frequency on bus networks throughout the Shire, a state-wide feral deer control program, a call for a dedicated police run graffiti taskforce to increase public safety.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.2 Advocate on key issues ahead of the 2018 Victorian state election.	Strategic Advisor to the Mayor and Councillors	In Progress	01-Jul-2017	30-Jun-2018	10.00%
ACTION PROGRESS COMMENTS: A number of issues have been identified with advocacy to be ramped up throughout 2018.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.3 Advocate on key issues ahead of the 2019 Commonwealth election.	Strategic Advisor to the Mayor and Councillors	In Progress	01-Jul-2017	30-Jun-2018	3.00%
ACTION PROGRESS COMMENTS: A comprehensive list of issues is yet to be identified. Advocacy will ramp up the second half of 2018.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.4 Make a pre-budget submission to the Victorian Government each year.	Strategic Advisor to the Mayor and Councillors	Not Started	01-Jan-2018	30-Jun-2018	0.00%
ACTION PROGRESS COMMENTS: This action is not scheduled to commence until the third quarter (January-March 2018).					

5.1.3 Ensure responsible and efficient management of Council's financial resources.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.3.1 Review the Strategic Resource Plan annually including financial sustainability forecasts.	Management Accountant	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: In progress and on track - budget cycle has commenced.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.3.2 Update Council's Financial Sustainability Plan by December 2017.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	70.00%

ACTION PROGRESS COMMENTS:

Draft plan completed, upon review discourse is to be included in budget document.

5.1.4 Reduce the level of rates in Nillumbik relative to other Victorian councils.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.4.1 Deliver a 0% rate increase in 2017-2018, and ensure rate increases are at least 0.25% below the legislated rate cap in following years.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	40.00%

ACTION PROGRESS COMMENTS:

Zero rate increase delivered for 2017-2018. Already noted and planning 2018-2019 budget based on this approach, scenario drafting is continuing.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.4.2 Review Council's rating strategy.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Scenario review has commenced, initial meeting with the ESC is to be setup to discuss options and remain compliant with framework.

5.1.5 Reduce the level of Council's loan borrowings and associated interest costs.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.5.1 Implement an accelerated program of debt reduction, and establish a debt reduction reserve fund.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Debt reserve established with a view of working towards a net no debt position.

5.1.6 Plan for the community's future needs for services and infrastructure.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.6.1 Review and implement Council's Asset Management Strategy for roads, footpaths, buildings, drains and recreational assets.	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

First step in this project is to replace Council's Asset Management System. Organisational requirements for a new system are currently being confirmed.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.6.2 Implement a program of surplus asset sales to provide funding for additional capital works.	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Property analysis report completed.

Surplus land parcels identified.

Planning for community consultation in February 2018 progressing.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.6.3 Implement a program of continuous improvement and service reviews to ensure the community receives value for money.	Manager People, Culture and Innovation	In Progress	01-Jul-2017	30-Jun-2018	15.00%

ACTION PROGRESS COMMENTS:

An internal program of work is looking at opportunities for continuous improvement with initial proof of concept, related to two customer facing high volume processes, due for completion by February 2018.

A concept for Service Planning that links service reviews, service improvements and continuous improvement and innovation has been designed and the supporting service planning and review framework is being researched.

5.1.7 Develop a skilled and efficient Council workforce.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.7.2 Implement the Organisational Culture and Capability Strategy to ensure Council has the right staff to effectively deliver services.	Organisational Development Consultant	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: Realigning the Strategy to better reflect the Council Plan and scoping the program of work with a two year horizon. Currently establishing internal governance and working groups.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.7.3 Develop and implement a KPI strategy for staff against Council's values and culture.	Organisational Development Consultant	In Progress	01-Jul-2017	30-Jun-2018	5.00%
ACTION PROGRESS COMMENTS: All staff have performance objectives and development plans. A review of this and incorporating targeted KPIs is part of the business performance framework. It is expected that this work will not commence until April 2018 at the earliest.					

5.1.8 Ensure seamless service delivery and an open and responsive approach to our customers.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.8.1 Increase availability of online services to provide more choice for customers.	Senior Customer Service Officer	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: The Continuous Improvement team has commenced a pilot process of analysing Council's highest volume customer transactions. In the previous quarter, this team workshopped with customer service and other relevant business units, methods in which online payments for animal registration and rates could be improved for customers. Work has also commenced on the Customer Experience Strategy, with digital and Social Media channels being a key consideration for where Council will take customer experience in the future.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.8.2 Implement digital technology to improve customer experience and staff productivity.	Manager Business Performance	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

Linked programs of work in Continuous Improvement (review of the website) and Customer Experience Strategy; and opportunities for sharing being investigated with the Northern Region Councils.

5.1.9 Develop regional partnerships with other government and community agencies to benefit Nillumbik.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.9.1 Investigate and implement collaborative initiatives with other councils.	Manager People, Culture and Innovation	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Commenced discussions with Northern Regional Councils to identify opportunities for collaboration and shared services. Current focus is on Technology and Procurement.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.9.2 Review Nillumbik's municipal boundaries with neighbouring councils to ensure they reflect communities of interest.	Chief Executive Officer	Not Started	01-Jan-2018	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

This action is scheduled to commence in January 2018.

5.1.10 Ensure that Council meets its legal responsibilities and manages its risks.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.1 Review Council's Risk Management Policy and Framework	Risk Services Advisor	In Progress	01-Jul-2017	30-Jun-2018	15.00%
ACTION PROGRESS COMMENTS: A consultation draft of the Risk Management Policy and Framework has been prepared and is on target for completion in 2017-2018.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.2 Conduct quarterly meetings of Council's Audit Committee.	Financial Accountant	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: On track first meeting held and second scheduled for November.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.3 Conduct the annual internal audit program.	Financial Accountant	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: On track, one audit complete and three others schedule to commence prior to end of December					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.4 Present quarterly Risk and Insurance reports to the Audit Committee and Council.	Risk Services Advisor	In Progress	01-Jul-2017	30-Jun-2018	25.00%
ACTION PROGRESS COMMENTS: September quarter 2017 report has been prepared.					