



Nillumbik Shire Council

Council Plan Quarterly Performance Report

For the period October-December 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.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	10.00%
<p>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.</p> <p>The Community Plan 2050 will now been delivered in 2018-2019 and the first half of 2019-2020 to align with the adoption of the draft Local Government Bill 2018 which proposes a requirement for additional plans and policies and includes a Council requirement to develop 'a community vision of at least 10 years'.</p>					

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	50.00%
<p>ACTION PROGRESS COMMENTS: 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.</p> <p>Priority projects across Council are developing community engagement plans, and an enhanced community engagement framework is in the final stages of development with staff training due to be completed by April 2018.</p>					

The work in priority projects developing community engagement plans continues and plans are being rolled out to the community on key projects. An online engagement tool, Participate Nillumbik' is being developed and engagement frameworks are under review.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.1.3 Audit and rationalise Council's communications and promotional material to ensure a coordinated approach with consistent messaging. Key action - Review and map current state, brand audit, develop marketing and brand strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	40.00%
<p>ACTION PROGRESS COMMENTS: A brand and collateral audit, including gap analysis, is underway with completion expected by 30 June 2018. Process map for internal stakeholders is complete, with production management map and functional resource allocations, also completed. Unit strategy and industry benchmarking to commence in March 2018.</p>					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.1.4 Foster community involvement through advisory or reference groups and management committees. Key action - Complete current membership and monitor/support, determine management/governance model.	Director Business and Strategy	Completed	01-Jul-2017	30-Jun-2018	100.00%
<p>ACTION PROGRESS COMMENTS: The following are the advisory committees and associated terms of reference (ToR) that have been endorsed by Council. Each committee has a councillor appointed representative and comprises of agency and community membership:</p> <ul style="list-style-type: none"> • Arts Advisory Committee • Inclusion Advisory Committee • Economic Development Advisory Committee (ToR adopted, membership endorsed by Council, first EDAC meeting held, next meeting scheduled for 21 February 2018, consultant engaged to facilitate strategic planning session with the 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 %
1.1.2.1 Work with communities to develop local risk awareness, mitigation and resilience strategies. Key action - Complete the Odyssey Project by 30 June 2018.	Executive Officer Emergency Management	In Progress	01-Jul-2017	30-Jun-2018	70.00%

ACTION PROGRESS COMMENTS:

The Odyssey project is now in evaluation phase. This pilot project has demonstrated an effective method of engaging with a community in a high risk area. Findings from this project will inform long term Emergency Management planning.

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.3.2 Enhance relationships with the University of third age and maintain programs offered by Living and Learning Nillumbik and Edendale. Key action - Undertake a review of Living and Learning Nillumbik in accordance with the Service Planning Framework, addressing opportunities for program enhancements.	Manager Community Programs	Not Started	01-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

The Living & Learning Nillumbik review 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 %
1.1.4.1 Establish agreed social, economic and geographical guidelines to determine infrastructure, service levels and service priorities across the Shire. Key Action - Develop a policy guiding the future community infrastructure provision.	Manager Integrated Strategy	Not Started	01-Jul-2017	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 %
1.1.4.4 Develop an interactive community facility database which clearly identifies all available social infrastructure for community use across the Shire. Key action - Audit and map the facilities.	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	20.00%
ACTION PROGRESS COMMENTS: The project management role has been finalised. Work commenced on drafting a project plan for Year One project commitments.					

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 %
1.1.5.1 Support initiatives that improve the capacity of volunteers and provide opportunities for people to undertake volunteering activities. Key action - Implement the Volunteer Strategy.	Volunteer Development Officer	In Progress	01-Jul-2017	30-Jun-2018	50.00%
ACTION PROGRESS COMMENTS: The Nillumbik Volunteering Development Strategy is now in its third year of implementation. Achievements so far include: <ul style="list-style-type: none"> 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.

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-Jul-2017	30-Jun-2018	0.00%
ACTION PROGRESS COMMENTS: Review of existing strategy and policy to commence in January 2018.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
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. Key action - Explore the concept of Participate Nillumbik.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	70.00%
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. Planning works to redevelop the War Memorial at					

Hurstbridge and landscape improvement works at Kangaroo Ground War Memorial Tower.

Panton Hill Streetscape Plan is now completed. Works are about to commence on delivering St Andrews pedestrian path and Council and community are working together on a new project stemming from St Andrews Implementation Plan 'Wayfinding, heritage and interpretative signage' project. Council is working closely with the Hurstbridge community on finalising the Hurstbridge Streetscape design. Council is also working proactively with community to develop a design for the Eltham North Playground rebuild by conducting various of community engagement activities including a 'mega consultation' scheduled for Friday 9 February.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
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. Key action - Review the current strategy, develop a new strategy, actions to follow.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

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

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
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. Key action - Establish a universal policy to underpin the delivery of all Council services, programs and infrastructure.	Manager Assets and Property	In Progress	01-Jul-2017	30-Jun-2018	5.00%

ACTION PROGRESS COMMENTS:

Scoping of the project has commenced.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
1.1.5.8 Ensure that 'Welcome to Eltham' refugee and asylum seeker initiatives are ongoing. Key action - Develop and commence implementation of a program to support refugees and asylum seeker inclusiveness.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	20.00%

ACTION PROGRESS COMMENTS:
Council worked with Welcome to Eltham Group to provide a venue for a Christmas lunch for refugee and asylum seekers at Edendale.

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 %
1.1.6.1 Review Council's role in direct service provision and identify opportunities for improvement including the following: <ul style="list-style-type: none"> • early years infrastructure • positive ageing • Home and Community Care • Youth Services • Edendale Community Environment Farm • Living and learning centres • management of community facilities including leisure centres. Key action - Develop a Service Planning Framework with key services reviewed and outcomes planned for implementation.	Manager Integrated Strategy	Not Started	01-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:
Development of a Service Planning Framework 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-Jul-2017	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 - 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

Two community design workshops were held in November 2017 following an eight week broad opportunity for community to express their ideas and vision for the precinct. A draft framework plan is currently being prepared. Councillor briefing scheduled for March 2018 prior to public exhibition.

Civic Drive Open Space Precinct

Detailed design completed, and construction contract awarded. Works commenced in October 2017 on developing the southern open space east of the new housing subdivision.

Planning continues on redeveloping and upgrading the outdoor performance space including improvements to the community building for servicing outdoor performances and wider community use.

Plenty Park Masterplan

Works to commence in 2018-2019.

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. A shire wide implementation plan is currently being developed.

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	50.00%

ACTION PROGRESS COMMENTS:

Two community design workshops were held in November 2017 following an eight week broad opportunity for community to express their ideas and vision for the precinct. A draft framework plan is currently being prepared. Councillor briefing scheduled for March 2018 prior to public exhibition.

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.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	50.00%

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 was held in November with the residents to discuss options to improve the site.

Trial of vehicular access ongoing. Data collection via survey (usage, demographic profile etc) began. Place activation not commenced.

A temporary gate has been installed at the beginning of Bouchiers Road to enable improvement works along the Yarra and better access for the CFA.

The removal of the temporary gate is scheduled for April 2018.

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	50.00%

ACTION PROGRESS COMMENTS:

Construction has commenced and more than half of the trail has been completed (included asphaltting at the Hurstbridge end). The section of trail along the southern side of Cherry Tree Road, near 300 Cherry Tree Road, is currently undergoing environmental assessment and the construction schedule for this section will be dependent on the advice from arborists and ecologists. Overall completion (except for the section at 300) is expected to be in March 2018.

Planning scheme amendment to apply a public acquisition overlay over private land to deliver the Diamond Creek Trail extension from Diamond Creek to Hurstbridge was approved by the Minister in November 2017 and in December 2017 the amendment was gazetted. Council were notified in December 2017 that the funding application submitted to the State Government's Growing Suburbs Fund to part-fund the Trail's extension from Diamond Creek to Wattle Glen was unsuccessful.

Preparation of an advocacy strategy to secure grant funding is underway.

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	40.00%

ACTION PROGRESS COMMENTS:

Council submitted Growing Suburbs Fund (GSF), Community Sporting Infrastructure Fund and Better Indoor Stadiums Fund applications for a range of new or upgraded facilities to promote participation in sport and community wellbeing. Council has received \$7.742m funding for five GSF applications for the following projects generating a total investment of \$22.43m:

- Diamond Creek netball pavilion redevelopment
- Eltham Central precinct community/sports hub and sportsground lighting
- Hurstbridge Rail Pedestrian crossing- Diamond Creek

- Marngrook Pavilion development and Sportsground lighting
- Diamond Valley Sports and Fitness Centre redevelopment.

Awaiting outcomes of both Community Sporting Infrastructure Fund and Better Indoor Stadium Fund applications.

Progressed delivery of infrastructure upgrade projects including sports pavilion redevelopments and Eltham Leisure Centre aquatics redevelopment.

Awaiting SRV funding announcement for inclusive sports pavilion plan to address this need. Grant application to Cricket Victoria/Cricket Australia for turf cricket for female participation has been submitted.

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 PA - 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	50.00%

ACTION PROGRESS COMMENTS:

Council submitted Growing Suburbs Fund (GSF), Community Sporting Infrastructure Fund and Better Indoor Stadium Fund applications for a range of new or upgraded facilities to promote participation in sport and community wellbeing. Council has received funding for 5 GSF applications for the following projects:

- Diamond Creek netball pavilion redevelopment
- Eltham Central precinct community/sports hub and sportsground lighting
- Hurstbridge Rail Pedestrian crossing- Diamond Creek
- Marngrook Pavilion development and Sportsground lighting
- Diamond Valley Sports and Fitness Centre redevelopment.

Awaiting outcomes of Community Sporting Infrastructure Fund and Better Indoor Stadium Fund applications.

Grant application to Cricket Victoria/Cricket Australia to upgrade and expand turf cricket for facilities at Yarrambat War Memorial Reserve encouraging greater female participation, has been submitted.

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	75.00%

ACTION PROGRESS COMMENTS:

A Discussion Paper and Draft Arts and Cultural Plan was developed and reported to Council. The Draft Plan was endorsed for public exhibition with high engagement responding to same. After further refinement the Draft Arts and Cultural Plan was returned to Council and unanimously endorsed. The Plan will be launched early in 2018, and implementation will then 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	20.00%

ACTION PROGRESS COMMENTS:

Option for an alternative artist residency in Diamond Creek has been identified and explored. A report will be submitted to Council in February to formally pursue this option.

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 - Investment and Attraction Strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	20.00%

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	25.00%

ACTION PROGRESS COMMENTS:

Nillumbik Artists Open Studios entered their 30th year this quarter and enjoyed 3110 visitors. Arts and Cultural Development are supporting Artists Open Studios with its plans for its major 30th anniversary celebrations at a retrospective exhibition at Montsalvat during the third quarter. The Living In The Landscape Public Art Incubator otherwise supported professional public artists. 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 %
2.1.2.6 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	50.00%

ACTION PROGRESS COMMENTS:

The Living In The Landscape Public Art Incubator, incorporated four discrete public and participatory art projects and involved 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 and community bus volunteer drivers, among others. This inter-generational project responded to the local natural environment, activated spaces and involved numerous community groups and individuals in a variety of creative processes. The projects provided new opportunities to better understand local history and environment, and new appreciation for other sectors of the community who share the locale.

Eltham Library Community Gallery hosted three signature exhibitions through the Artists Open Studios annual retrospective and Living & Learning Nillumbik’s diversARTy, and the annual curation by Yarra Plenty Regional Library, being Marc McBride’s The Boy Who Drew Dragons. Each of these exhibitions enabled a variety of participation, from curators, artist practitioners, community artists and audience alike. Each show was unique from the other.

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	In Progress	01-Jul-2017	30-Jun-2018	30.00%

ACTION PROGRESS COMMENTS:

Arts and Cultural Development supported two performing arts projects (Shakespeare In The Park and Come Together Music and Arts Festival) through the Nillumbik Community Fund Quick Response grants which will be implemented during the next quarter. 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 %
2.1.2.8 Review Council's programs for grants to the community.	Manager Finance	Not Started	01-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Scoping to commence from 1 January 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
2.1.2.9 PA - Assess and review Eltham Lower Park Masterplan including the Diamond Valley Miniature Railway. Key Action - Submit Growing Suburbs Fund application to finalise implementation of 2008 Masterplan and execute a new lease with Diamond Valley Miniature Railway.	Manager Integrated Strategy	In Progress	01-Jul-2017	30-Jun-2018	60.00%

ACTION PROGRESS COMMENTS:

Growing Suburbs Fund application lodged to support ongoing implementation of 2008 Eltham Lower Park Masterplan which was unsuccessful.

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, anticipated to occur in the second quarter.

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. Consultant has been engaged to support the co-design and community panel process.					

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-Jul-2017	30-Jun-2018	0.00%
ACTION PROGRESS COMMENTS: This will commence in January 2018.					

3.1.2 Meet Council's responsibilities for emergency management.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.2.1 Develop a comprehensive Fire Mitigation Strategy. Key actions for 2017-2018 include: <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	50.00%
ACTION PROGRESS COMMENTS: A first draft of the strategy is being finalised for consultation.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
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).	Executive Officer Emergency Management	In Progress	01-Jul-2017	30-Jun-2018	50.00%
ACTION PROGRESS COMMENTS: All scheduled meetings of the MEMP and MFMP committees have taken place and minuted.					

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.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	30.00%

ACTION PROGRESS COMMENTS:

The draft Health and Wellbeing Plan 2017-2021 was released for public comment and submissions have been received. This was reported to Council in November for adoption. 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.

Business planning mapping the Health and Wellbeing plan actions has commenced.

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	In Progress	01-Jul-2017	30-Jun-2018	10.00%

ACTION PROGRESS COMMENTS:

Desktop review commenced.

The Positive Ageing Strategy is being reviewed in line with the Health and Wellbeing Plan 2017–2021(Action 22.1) along with a focus on its connections with other proposed/existing strategies (including The Green Wedge Review, Housing Strategy and Economic Development Strategy). Further, consideration will be given to the revised Strategy's position within the broader Nillumbik Strategy/Policy hierarchy.

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-Jul-2017	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.	Director Business and Strategy	In Progress	01-Jul-2017	30-Jun-2018	45.00%

ACTION PROGRESS COMMENTS:

Support has been provided to the Diamond Creek Men's Shed to construct accessible toilets at their building. Works commenced in early November and are expected to be completed by mid-March. The launch of their new shed took 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 in the fourth quarter when they move into their new home located at the previous Wattleree 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.	Acting Manager Community Safety	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

The Domestic Animal Management Plan was completed in October and adopted by Council at its Ordinary Meeting on 31 October 2017 in this quarter. Implementation of first year actions to commence in the third quarter (from 1 January 2018).

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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	30.00%

ACTION PROGRESS COMMENTS:

The Environment and Sustainability Advisory Committee has been established and will provide advice on priorities. The committee has provided feedback on additional information required to assist them in determining their priorities from within the plan. The next meeting is scheduled for 8 February 2018.

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.

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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

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. To be raised at the next ESAC meeting on 8 February 2018.

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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	25.00%

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. 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.

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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	35.00%

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. Further development of the detailed design has been placed on hold until clarification regarding the access point into the OC is provided by VicRoads as part of the Yan Yean Road duplication.

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	50.00%

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 at a later date. The community sewerage scheme, as currently proposed, only seeks to connect approximately 60 per cent of properties. Ongoing engagement is underway with YVW and Council's advocacy position is to be circulated to YVW end January 2018 (third quarter).

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.	Acting 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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	50.00%

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 Council's 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.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	30.00%

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.
 Community engagement regarding kerbside collection review in February/March.
 Council briefing on 24 April regarding kerbside collection review in February/March and report on 26 June.
 Further briefings and reports to come on Recycling and Recovery Centre expansion options, e-waste stewardship legislative changes and service delivery model.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.7.2 Complete landfill rehabilitation at Plenty and commence rehabilitation at Kangaroo Ground.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	40.00%

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 on track to be delivered by June 2019.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.7.3 Plan for the future operation of the transfer station at Plenty.	Acting 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 2017-2018 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.
 Works to resume following gaining certainty around the Yan Yean Road duplication impacts on the Operations Centre.

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.	Acting Manager Community Safety	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

Council received positive widespread media coverage over the first quarter in response to its approach to graffiti management. This quarter the graffiti management contract commenced review, to be presented to Council to consider service levels in the third quarter, with a view to undertaking a tender process.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
3.1.8.2 Improve maintenance of parks, streetscapes and roadsides.	Acting Manager Environment	In Progress	01-Jul-2017	30-Jun-2018	50.00%

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 and 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	50.00%

ACTION PROGRESS COMMENTS:

Council is finalising a letter to all schools seeking feedback regarding pedestrian access improvements.

External funding from the TAC is currently being discussed with them.

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	50.00%

ACTION PROGRESS COMMENTS:

Council is finalising a letter to all schools seeking feedback regarding pedestrian access improvements.

External funding from the TAC is currently being discussed with them.

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	50.00%

ACTION PROGRESS COMMENTS:

VicRoads have recently approved the reduction of the speed limit on Bells Hill Road, Research and Heidelberg-Kinglake Road, St Andrews (on market days).

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	80.00%

ACTION PROGRESS COMMENTS:

Around 80 per cent of the works to construct the shared trail on Cherry Tree Road between Coolaroo Avenue, Hurstbridge and Kangaroo Ground-St Andrews Road, Panton Hill are complete. The remaining section requires a planning permit which has been applied for.

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	95.00%

ACTION PROGRESS COMMENTS:

On Friday 24 November the State Government announced that Corridor A was the preferred route for the North East Link. This was great news for the Shire as the modelling of this route showed the greatest benefits for our congestion roads. Also, there is no impact on the Green Wedge and its significant environment.

Council will continue to ensure that roads connecting to the Link are upgraded to allow for predicted traffic volumes and that key cycling and pedestrian links are provided.

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	50.00%

ACTION PROGRESS COMMENTS:

Council Officers have discussed network planning of major congested routes with VicRoads which 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 have commenced on Warrandyte Bridge and Yan Yean Road, both of which will assist in reducing congestion. We will commence additional advocacy for arterial road improvement shortly for the November State Election.

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	50.00%

ACTION PROGRESS COMMENTS:

Council has engaged a consultant to provide advice on the grade separation of the Diamond Street level crossing and alternate locations for the train stabling.

This will also 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	50.00%

ACTION PROGRESS COMMENTS:

This 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	50.00%

ACTION PROGRESS COMMENTS:

Funding has been obtained as part of the Growing Suburbs Fund for a pedestrian facility link the north and south sides of the railway link east of George Street. The project is in pre-planning with discussions being held with various government transport departments.

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, increase the rate of actioning requests.	Manager Infrastructure	In Progress	01-Jul-2017	30-Jun-2018	70.00%

ACTION PROGRESS COMMENTS:

The following works have been completed:

- Ironbark Road – Yan Yean Road to past Post Office
- Kangaroo Ground-Wattle Glen – Heidelberg-Kinglake Road to Pedestrian Crossing
- Research Park – Stairs and path
- Heidelberg-Kinglake Road - KG Wattle Glen Road to Mannish Avenue
- Cherry Tree Road - 11 Cherry Tree Road to Coolaroo Avenue

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:

The Manufacturing of the shelters for the Council renewal and new shelter program is nearing completion. A contract has been issued for the civil works with works commencing shortly at the five locations being:

1. Caledonia Street, St Andrews – north-east of Dodd Street outside No. 62
2. Kangaroo Ground Road/ St Andrews Rd, St Andrews– south-west of Smiths Gull Road
3. Cherry Tree Road, Panton Hill – north-west side of Kangaroo Ground Road/St Andrews Road
4. Kangaroo Ground Rd/St Andrews Road, St Andrews – north of Youngs Road
5. Cottles Bridge/Strathewen Road, Cottles Bridge – west side north of Barreenong Road

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	50.00%
ACTION PROGRESS COMMENTS: Process for promotion and which alternative modes are still under consideration.					

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 %
4.1.1.1 Adopt a new Nillumbik Economic Development Strategy and create a set of indicators to measure success. Key Action - Commence development of a new Nillumbik Economic Development Strategy.	Manager Integrated Strategy	Not Started	01-Jul-2017	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 %
4.1.1.2 Provide support to enable the growth of local businesses. Key Action - Implement Strategy.	Manager Business, Tourism and Marketing	In Progress	01-Jul-2017	30-Jun-2018	50.00%
ACTION PROGRESS COMMENTS: New 2018 program developed including Small Business Clinics with 25 mentoring sessions for start-ups, 4-6 online and social media workshops, four Business Development workshops for small business, ten networking events with Nillumbik Tourism and Business and scheduled the Small Business Bus with five mentoring sessions per day in Hurstbridge, Eltham and Diamond Creek. Organising Business Breakfast in March 2018 jointly with Valley Financial and Nillumbik Tourism and Business Inc. Assisted two new 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.					

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	20.00%

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 and Employment Network (BNLLEN) and Vic Launch developing integrated start-up framework for local government.

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-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

A service and online improvement plan will be prepared by the end of the financial year, supported by a review of planning process, to commence in the first half of 2018. It's then planned for the 2018-2019 financial year to employ a business analyst to review systems and processes and implement business improvement strategies from the second half of 2018 (2018-2019), in conjunction with actions from 5.8.2 (implement digital technology to improve customer experience and staff productivity).

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.1.5 Develop an Equine Industry and Activity Strategy. Key Action - Commence development of the strategy in partnership with the community and industry.	Manager Integrated Strategy	Not Started	01-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Background paper being prepared.

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.	Director Business and Strategy	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.

 Reconciliation officer position to be advertised in April 2018.

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.

 Development of Technology Strategy that includes a range of initiatives designed to improve the community of Nillumbik's access to internet and connectivity of services.

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	10.00%
<p>ACTION PROGRESS COMMENTS: Plan will need to be reviewed in early 2018 when new Business, Tourism and Marketing team is established.</p> <p>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.</p> <p>Review of the recommendations from the Hurstbridge Farmers Market Report is in progress.</p>					

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	20.00%
<p>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.</p> <p>Support for the Artist Open Studios and Open Cellars programs is being continued.</p>					

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-Jul-2017	30-Jun-2018	0.00%

ACTION PROGRESS COMMENTS:

Work has commenced on one precinct of the Eltham Structure Plan area – Precinct 3-4. Further, a review of the Urban Design Guidelines has commenced. Both of these are components of the broader Structure Plan Area. A project plan is now being prepared for the whole of structure plan area to ensure that the Eltham Activity Centre is brought forward in a considered and coordinated manner under one planning process; including community engagement and alignment with other Council Plan actions, such as the housing strategy and economic development strategy. A project scope will be presented to Council in early 2018.

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	50.00%

ACTION PROGRESS COMMENTS:

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

Work has commenced on completing Stage 2.

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: Council officers are completing infrastructure needs assessment and engagement with DELWP officers. Project to be scoped and reported to Council in the third quarter.					

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
4.1.5.2 PA - 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	50.00%
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	45.00%
ACTION PROGRESS COMMENTS: Panton Hill Streetscape works completed. Quotes been sought for DC Streetscape Improvements, works to commence in February 2018. Quotes been sought for St Andrews Pedestrian access and safety improvements, works to commence in February 2018.					

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.	Executive Officer Emergency Management	Not Started	01-Jul-2017	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.	Chief of Staff to Mayor and Councillors	In Progress	01-Jul-2017	30-Jun-2018	50.00%
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 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.					

A broader advocacy strategy needs to be developed.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.2 Advocate on key issues ahead of the 2018 Victorian state election.	Chief of Staff to Mayor and Councillors	In Progress	01-Jul-2017	30-Jun-2018	25.00%

ACTION PROGRESS COMMENTS:

A number of issues have been identified with advocacy to be ramped up throughout 2018. An advocacy strategy document is due for completion in March.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.2.3 Advocate on key issues ahead of the 2019 Commonwealth election.	Chief of Staff to 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.	Chief of Staff to Mayor and Councillors	Not Started	01-Jul-2017	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.	Manager Finance	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	25.00%

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 as per Action 3.13.9.

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	25.00%

ACTION PROGRESS COMMENTS:

Potential surplus land parcels were identified and analysis of strategic use completed.
 Councillors completed an inspection of identified parcels in late October 2017.
 Planning for community consultation in February 2018 progressing.
 Preparation of 30 January OMC Report and required advertising completed.

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.	Manager People, Culture and Innovation	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.	Manager People, Culture and Innovation	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.

Commenced developing plans around approach with a view to developing a framework in February.

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	40.00%

ACTION PROGRESS COMMENTS:

This action is multi-faceted. This financial year Council will develop a Customer Experience Strategy, which will guide overall strategic improvements to the customer experience, include online services. Further, A number of pilot projects that target specific online improvements are currently underway as part of Council's Continuous Improvement and Innovation program.

In the second quarter, the animal management registration and renewal process was reviewed and changes made to improve the 2018 process commencing in March 2018.

The process for developing the Customer Experience Strategy commenced in October 2017, with the Executive workshop establishing key directions and scope for the strategy. The development of the strategy will commence upon the appointment of the Customer Experience Lead role in February 2018.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.8.2 Implement digital technology to improve customer experience and staff productivity.	Manager People, Culture and Innovation	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.

Development of Technology Strategy including mapping Council's current infrastructure landscape to ensure their stability and that they are up to date to meet organisation needs. This work is necessary to also move to more integrated and cost effective solutions in the digital space and that allow for movement to cloud-based services.

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.

The Northern Regional Councils have identified opportunities to collaborate in the procurement and technology portfolio areas. Work has commenced across a number of key initiatives.

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-Jul-2017	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	25.00%

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. The project plan and consultation draft was considered by EMT in December 2017 and a risk consultation group has been formed to consider the content.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.2 Conduct quarterly meetings of Council's Audit Committee.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

On track first and second meetings held and third scheduled for February.

ACTION	RESPONSIBLE PERSON	STATUS	START DATE	END DATE	COMPLETE %
5.1.10.3 Conduct the annual internal audit program.	Manager Finance	In Progress	01-Jul-2017	30-Jun-2018	50.00%

ACTION PROGRESS COMMENTS:

On track, two audits completed, one audit in progress. Two upcoming audits scheduled for February and March.

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	50.00%

ACTION PROGRESS COMMENTS:

December quarter 2017 report has been prepared.