

2014 – 2018 Revised

# Corporate Business Plan



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## FOREWORD

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The City of Greater Geraldton's Corporate Business Plan 2014-2018 is a 4-year plan that includes the City's prioritised strategies and actions which will be implemented to achieve the City's vision as set out in the Strategic Community Plan.

Through the development of this Plan, the City has identified key resource capabilities which include workforce planning, asset management planning and long term financial planning that will be required to progress towards our strategic goals. Integrated planning provides the City with an in-depth understanding of its capacity to resource not only current activities but those planned for the future. These plans will enable current and forecasted future needs to be met, and for adequate funding to be resourced to support the City's progress towards achieving the goals of the Strategic Community Plan 2013 – 2023.

The original development of this plan was supported by the Department of Local Government and funding from the Royalties for Regions Country Local Government Fund, which is administered by the Department of Regional Development.



Department of **Local Government**

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Department of **Regional Development and Lands**



## OUR PRIORITY STRATEGIES

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The strategies in this plan are those identified by the community through the 2029 and Beyond project consultation process, councillors and staff, as set out in the City of Greater Geraldton Strategic Community Plan 2013 - 2023.

All of the strategies included in the Strategic Community Plan are equally important; however, Council has identified 25 priority strategies for the organisation to focus on over the course of its Corporate Business Plan. These priorities have been identified under each goal in this plan. These are:

### **Culture**

#### *Our Heritage*

1. Recognising and protecting our history and restoring heritage sites and buildings.
2. Recognising and celebrating Yamaji people and their languages and culture.

#### *Multiculturalism*

3. Integrating multicultural people through community based projects and programs.

#### *The Arts*

4. Fostering and facilitating community arts and cultural events.

#### *Education*

5. Increasing educational opportunities including arts and culture, secondary, tertiary and trade.

### **Environment**

#### *Revegetation-Rehabilitation-Preservation*

6. Sustainably maintaining public open spaces and recreational areas.
7. Preserving, rehabilitating and enhancing natural flora and fauna corridors.

#### *Reduce-Reuse-Recycle*

8. Promoting, researching and implementing green practices such as improved and innovative waste management, water reuse and renewable energy production.

#### *Sustainability*

9. Promoting and planning innovative design for a sustainable lifestyle that enables low impact living and sustainable urban development.
10. Becoming a bicycle and pedestrian friendly city.

### **Social**

#### *Recreation and Sport*

11. Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle.

### *Youth*

12. Offering young people more opportunities for education, recreation and participation in their community.
13. Creating opportunities for young people to be heard through school representatives and a youth council.

### *Seniors*

14. Improving services and accommodation for an aging population including Aboriginal and Torres Strait Islander aged care facilities.

### *Community Health and Safety*

15. Promoting healthy lifestyle initiatives and living standards.

## **Economy**

### *Lifestyle and Vibrancy*

16. Developing and promoting Greater Geraldton as a preferred cultural, environmental and agri/aquaculture tourism destination.

### *Transportation*

17. Integrating multimodal transport options into all future planning to reduce demand on light vehicles.

### *Employment*

18. Encouraging the development of a variety of industries that will offer diverse employment opportunities.
19. Supporting economic development initiatives and promotion of the region.

### *Research and Technology*

20. Encouraging the development of industries and services related to advances in telecommunications technologies and the National Broadband Network.

## **Governance**

### *Community Engagement*

21. Promoting community involvement in decision making so it is collaborative and transparent.
22. Fostering a more trusting relationship between the Council, City staff and the community to build trust through the engagement process.

### *Planning and Policy*

23. Supporting decisions to create a long term sustainable city.
24. Continuously improving business and governance frameworks to support a growing community.

### *Advocacy and Partnerships*

25. Active participation in regional, state and national alliances such as the Western Australian Regional Capitals Alliance and Regional Capitals Australia.

## ABOUT OUR ORGANISATION

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### **Vision Statement**

*A creative city-region with the capacity to sustain a population of 80,000 – 100,000 which has a prosperous, diverse and sustainable community within an attractive Western Australian setting.*

### **Mission Statement**

*To be a leading organisation that works in partnership with the community, industry and government to plan and provide quality services and infrastructure in a sustainable environment.*

### **Purpose Statement**

*Serving today while building tomorrow*

## ORGANISATION STRUCTURE

The City operations and administration is overseen by the Chief Executive Officer in accordance with his duties and responsibilities outlined by the Council, the Local Government Act 1995 and through other statutory legislation. Our operations are structured into three departments.



### Corporate and Commercial Services

This department includes Corporate Services, Economic Development & Marketing, Geraldton Airport, ICT, Human Resources and Treasury & Finance

### Development & Community Services

This department includes Community & Cultural Development, Land & Regulatory Services, Libraries & Heritage Services and Urban & Regional Development

### Infrastructure Services

This department includes Asset Management, Engineering Services, Fleet Services, Maintenance Operations, Project Design & Delivery and Sport & Leisure

# INTEGRATED PLANNING



The City of Greater Geraldton’s Corporate Business Plan is a 4-year plan which includes the City’s prioritised strategies and actions towards achieving the community’s vision as set out in the Strategic Community Plan.

The Corporate Business Plan details resource capabilities such as workforce planning, asset management and long term financial planning associated with the prioritised strategies and actions included in the plan. This plan is adopted by Council and is reviewed annually.

Integrated planning provides the City with an in-depth understanding of its capacity to resource not only current projects but also those planned for the future. The City’s Asset Management Plans, Workforce Plan and Long Term Financial Plan ensure the management of assets and resources. This enables current and forecasted future needs to be met and adequate funding sourced to support the City’s progress towards achieving the community’s vision.

How will we know that we are getting there?

We will monitor our progress towards our community vision through the measures outlined under each of our guiding principles.

The strategies and actions set out in the City’s Corporate Business Plan – those identified as strategies to achieve the community’s vision within the Strategic Community Plan, will be used to develop our annual operational plans and set key performance indicators for each of our departments.

The City will provide an annual report to the community on its progress towards achieving the goals set out in the Strategic Community Plan.



## KEY INFORMING STRATEGIES

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### Workforce Plan

The City of Greater Geraldton's Workforce Plan has been developed to align the organisation's human capital with its strategic direction. The development of the workforce plan has been the result of the analysis of the current workforce, the prediction of future workforce needs, identifying gaps between the present and future and developing human resources initiatives to assist in meeting the City's Strategic Community Plan and Corporate Business Plan.

This plan is a 4-year plan and will be reviewed along with the Corporate Business Plan annually.

The City of Greater Geraldton's revised organisational structure comprises of 290 FTE's who play critical roles in the delivery of the actions within this plan. In addition to our permanent workforce, the City employs casual staff who also contribute to the services we provide to the community.

### Asset Management Strategy, Plans and Policy

This Asset Management Strategy establishes a framework to guide the planning, design, construction, maintenance and operation of the infrastructure necessary to achieve the goals and objectives as set out in the Strategic Community Plan and the Corporate Business Plan.

Underpinning the Asset Management Policy and Asset Management Strategy are individual Asset Management Plans for the various classes of assets held by the City.

### Long Term Financial Plan

Long term financial planning is a 10-year rolling plan that informs the Corporate Business Plan to activate the Strategic Community Plan priorities. It indicates a local government's long term financial sustainability and allows early identification of financial issues and their longer term impacts.

### Risk Assessments

Each action within this plan has undergone a risk assessment in accordance with the City's comprehensive risk management processes. Mitigating action plans have been set.

# CULTURE

## Vibrant arts, culture and events

### 1.1 – Our Heritage

Strategies:

- Recognising and protecting our history and restoring heritage sites and buildings
- Recognising, protecting and integrating the use of City Region icons
- Recognising and celebrating Yamaji people and their languages and culture
- Promoting Aboriginal and Torres Strait Islander history and communities

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Planning WWII Heritage Trail / Interpretive Signage	Libraries & Heritage Services	Types of signage or way finders investigated and costed by June 2017	Operational			●		

## 1.2 – Multiculturalism

Strategies:

- Recognising and celebrating cultural diversity
- Integrating multicultural people through community based projects and programs

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Develop a calendar of priority events and support clubs and associations (including the Midwest Multicultural Association and Aboriginal organisations) to celebrate key events including Harmony Day, NAIDOC Week and Reconciliation Week	Community & Cultural Development	Key events are delivered including NAIDOC Week in July 2016, Diwali Festival in October 2016, Harmony Day in March 2017 and Reconciliation Week in May 2017	Operational	●	●	●	●	➔
Finalise the 2016-20 Reconciliation Action Plan (RAP) and commence implementation for actions outlined in the plan	Community & Cultural Development	Successful endorsement of the RAP by 30 August 2016 and ongoing implementation of actions throughout the year	Operational			●	●	➔

## 1.3 – The Arts

### Strategies:

- Fostering and facilitating art in all its forms
- Facilitating and promoting Aboriginal and Torres Strait Islander art
- Fostering and facilitating community arts and cultural events
- Attraction of large art exhibits

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Activate the City of Greater Geraldton facilities as venues for hire, including the Multi User Facility, Queens Park Theatre and the QEII Centre	Community & Cultural Development	Regular bookings made at each facility, with bookings increasing by 20% at each facility by June 2017 compared to the first and second quarter of the financial year	Operational			●		
Big Sky Readers & Writers Festival 2017	Library & Heritage Services	Funding secured, writers contracted, program planned and Festival held in May 2017. Acquittals completed	Operational			●		
Deliver one (1) City managed signature event and other smaller community events in Mullewa	Community & Cultural Development	Promote and measure non-Mullewa residents attendance to key events including Mullewa Muster & Rodeo	Operational			●		
Develop and implement an Event Strategy, including the delivery of two (2) signature events and a calendar of other City-supported events throughout the year	Community & Cultural Development	Successful delivery of two (2) signature events and a minimum of six (6) other City-supported events annually	Operational			●	●	
Finalise and implement the QPT Program Policy by bringing a range of shows to the theatre across a number of genres	Community & Cultural Development	Endorsement and implementation of QPT Program Policy	Operational	●	●	●	●	➔
Implement the Public Art Strategy including at least three (3) public art projects identified in the strategy	Community & Cultural Development	Implementation of a minimum of three (3) public art projects by 30 June 2017	Operational			●		
Implement initiatives from across each of the eight (8) Creative Community Plan themes	Community & Cultural Development	Implementation of a minimum of one (1) initiative from each of the identified themes in the Creative Community Plan	Operational			●		

# ENVIRONMENT

## A sustainable built form and natural environment

### 2.1 – Revegetation-Rehabilitation-Preservation

Strategies:

- Promoting Environmental groups and working with existing groups
- Sustainably maintaining public open spaces and recreational areas
- Preserving, rehabilitating and enhancing natural flora and fauna corridors
- Preserving, rehabilitating and enhancing native plants for traditional use
- Preserving and managing the coastal environment in three distinct types based on high, moderate and low degrees of human interaction

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Beresford Foreshore Upgrade	Project Design & Delivery	Complete Beresford Foreshore Upgrade (protection and stabilisation coastal works) by 30 June 2017	Capital			●	●	
Develop Long Term Coastal Adaptation Planning	Engineering Services	Completion of Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) Process	Operational			●	●	
Olive Street POS Development	Project Design & Delivery	Remediate and develop Olive Street POS by 30 September 2017	Capital		●	●	●	
St Georges Beach Foreshore Stabilisation	Project Design & Delivery	Complete stabilisation works (preserve the coastal environment) by 30 June 2017	Capital		●	●		

## 2.2 – Reduce-Reuse-Recycle

Strategies:

- Increasing our understanding of our carbon footprint and the options required to reduce our impact on the environment
- Promoting, researching and implementing green practices such as improved and innovative waste management, water management, water reuse and renewable energy production

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Develop and implement recommendations of the Strategic Waste Management Options Framework Report	Land Regulatory Services &	Implementation of Stage One (1) of the Strategic Waste Management Options Framework Report	Operational	●	●	●		
Provide regional waste management services	Land Regulatory Services &	Continued provision of regional waste management services	Operational	●	●	●	●	➔

## 2.3 – Sustainability

Strategies:

- Researching, promoting and providing sustainable infrastructure, services, utilities and renewable energy schemes
- Delivering projects utilising best practice to ensure timely, cost effective and quality outcomes
- Promoting and planning innovative design for a sustainable lifestyle that enables low impact living and sustainable urban development
- Fostering cultural change leading to more environmentally sustainable consumption
- Becoming a bicycle and pedestrian friendly city

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Abraham / Horwood St Roundabout	Project Design & Delivery	Construct new roundabout	Capital			●		
Flood damage works	Project Design & Delivery	Undertake flood damage repair works	Capital			●		
Review tower lighting and electrical usage charges of the City's sporting facilities	Sport & Leisure	Report completed	Operational			●		

# SOCIAL

## A strong healthy community which is equitable, connected & cohesive

### 3.1 – Recreation and Sport

Strategies:

- Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle
- Encouraging informal recreation through well planned and developed public open spaces, cycle/walk paths and green landscapes

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Assist the Geraldton Tennis Club to develop a Business Case for the Council's consideration	Sport & Leisure	Report completed	Operational			●		
Renewal of the City Precinct completed	Sport & Leisure	The defects are listed and prioritised and the highest priority actions are completed	Operational			●		
Work with clubs to implement the recently finished evaluation of the Sporting Facilities Support Review	Sport & Leisure	Implementation of the Sporting Facilities Support Review	Operational			●		



### 3.2 – Youth

Strategies:

- Offering young people more opportunities for education, recreation and participation in their community
- Creating opportunities for young people to be heard through school representatives and a youth council
- Developing leadership and mentoring programs for young people

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Activate the recently completed Mullewa Youth Centre Precinct Upgrade (part of Mullewa Town Revitalisation Project)	Community & Cultural Development	Increased usage of the precinct including barbecue facilities and sporting amenities by families and youth	Operational			●	●	➡
Deliver a range of youth diversionary programs	Community & Cultural Development	Number of Midnight Basketball sessions held and number of attendees participating in the Midnight Basketball and U-Turn Projects	Operational	●	●	●	●	➡
Deliver a range of youth vibrancy and engagement programs including a school holiday program and a youth centre in Mullewa	Community & Cultural Development	Number of youth events delivered each school holidays, with the number of attendees remaining at 30 attendees (minimum) per session on average at the Mullewa Youth Centre	Operational	●	●	●	●	➡

### 3.3 – Family and Children

Strategies:

- Providing accessible childcare services to accommodate the growing needs of our community
- Promoting early childhood programs
- Advocating parenting support initiatives including programs to support single parenting

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Complete transition of Family Day Care Services to external provider	Treasury & Finance	Successful transition of services per agreement with external provider				●		

## 3.4 – Seniors

Strategies:

- Creating a city that honours and ensures neighbourhood communities that are inclusive of seniors
- Improving services and accommodation for an aging population including Aboriginal and Torres strait Islander aged care facilities
- Removing barriers to ensure seniors who are isolated are included in community life

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Finalise the Positive Ageing Strategy and implement actions identified in the strategy (if adopted by Council)	Community & Cultural Development	Council endorsement of strategy by 30 September 2016, with steady attendance at the QEII Centre once implemented	Operational		●	●	●	➔

### 3.5– Community Health and Safety

Strategies:

- Creating a city that supports family living, the Aboriginal and Torres Strait Islander communities, multicultural groups, people with disabilities, young people and seniors
- Encouraging the improvement of health services and facilities for the greater community including Aboriginal and Torres Strait Islander health facilities to support future population growth
- Promoting healthy life style initiatives and living standards
- Supporting volunteering to ensure sustainable levels of participation
- Creating safer communities
- Supporting initiatives that address and/or discourage antisocial behaviour

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Construction of the proposed Animal Management Facility	Project Design & Delivery	New animal management facility to be constructed to meet new guidelines by 30 June 2017	Capital		●	●		
Ensure compliance with acts, regulations and local laws	Land Regulatory Services &	Continued compliance enforcement ensuring all statutory amendments are adhered to	Operational	●	●	●	●	➔
Food Safety and Health Service Reports (includes food safety stars program, industry conference and statutory delegated health service delivery)	Land Regulatory Services &	Submission of Annual Food Safety and Health Service Report. Complete frequency of delegated surveillance as per Department of Health guidelines	Operational	●	●	●	●	➔
Health Promotion Programs (includes reviewing, developing plans, policies and project implementation)	Land Regulatory Services &	Delivery of budgeted programs by end of financial year	Operational	●	●	●	●	➔
Update and implement Parking Management Plan recommendations	Land Regulatory Services &	Identify and implement areas for parking facility improvements and updated technology	Operational		●	●	●	➔

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Consistently activate services to the Mullewa community including Caravan Park, airfield, cemetery, CGG shopfront and Department of Transport services	Community & Cultural Development	Ensure services remain better than 95% availability	Operational	●	●	●	●	➔

# ECONOMY

## A dynamic, diverse and sustainable economy

### 4.1 – Lifestyle and Vibrancy

Strategies:

- Providing equity and choice in affordable and alternative housing to create urban village communities that will help to sustain our lifestyle
- Acknowledging the need for smaller, denser, housing types to accommodate population growth and diverse household sizes
- Revitalising the CBD through economic, social and cultural vibrancy
- Maintaining the port as a component of the City’s history, identity and economy
- Developing and promoting Greater Geraldton as a preferred cultural, environmental and agri/aquaculture tourism destination

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Land Development Program	Land Regulatory Services &	Creation of land development opportunities to add economic stimulus to the region	Operational	●	●	●	●	➔

## 4.2 – Transportation

Strategies:

- Developing more efficient transport options that are secure and safe to sustain our lifestyle
- Integrating multimodal transport options into all future planning to reduce demand on light vehicles

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Complete the implementation of the new fleet GPS System	Fleet Services	Implementation of the fleet GPS System	Operational			●		
Runway 03/21 pavement overlay	Geraldton Airport	Complete pavement rehabilitation and asphalt overly by 30 June 2018	Capital		●	●	●	
RPT apron and taxiway	Geraldton Airport	Renewal / upgrade to maintain pavement integrity	Capital			●		
Taxiway bravo	Geraldton Airport	Renewal / upgrade to maintain pavement integrity	Capital			●		

## 4.3 – Employment

Strategies:

- Promoting and supporting sustainable agriculture, small scale farms and market gardens to bring people and market vitality to the area
- Encouraging the development of a variety of industries that will offer diverse employment opportunities
- Supporting new residents to join and grow our community
- Supporting economic development initiatives and promotion of the region

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Strengthen tourism profile	Economic Development & Marketing	Increase the number of tourists to the region through developing and promoting the region as a tourist destination	Operational	●	●	●	●	➔



## 4.4 – Research and Technology

Strategies:

- Encouraging the development of industries and services related to advances in telecommunications technologies and the National Broadband Network
- Integrating research facilities and industries in the city region related to Square Kilometre Array project
- Implementing renewable and alternative energy technologies to power and increase our energy self-reliance
- Encouraging the development of innovative entrepreneurs and new business models

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Develop eServices capability	ICT	Implement eServices through the City's website	Operational			●		
Implement Learning Management System	Human Resources	Full implementation of the Learning Management System	Operational			●		
Implement Performance Management System	Human Resources	Full implementation of the Performance Management System	Operational			●		
Implement Phase 1 of Mobility Capability	ICT	Complete implementation of Phase 1 – Asset Management in the field	Operational			●		
Implementation of new Library Management System	ICT and Libraries & Heritage Services	Successful implementation of new Library System at Geraldton and Mullewa. All data migrated, staff trained and system is fully operational	Operational			●		

# GOVERNANCE

## Inclusive civic and community engagement and leadership

### 5.1 – Community Engagement

Strategies:

- Providing consistent community engagement where constructive feedback results in action
- Promoting community involvement in decision making so it is collaborative and transparent
- Fostering a more trusting relationship between the Council, City staff and the community to build trust through the engagement process
- Facilitate more Aboriginal and Torres Strait Islander participation in engagement processes
- Continuing community discussions on population targets
- Facilitating youth involvement in community engagement

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Develop & Implement new Customer Service Model	Corporate Communications	Implement new service delivery model by 30 June 2017	Operational		●	●	●	➡
Facilitate community engagement initiatives on behalf of the organisation	Corporate Communications	Implement community engagement events and activities as required	Operational	●	●	●	●	➡

## 5.2 – Planning and Policy

Strategies:

- Responding to community aspirations by providing creative yet effective planning and zoning for future development
- Supporting local procurement processes
- Addressing cultural heritage issues and the preservation and enhancement of natural areas as part of the development process
- Maintaining ease of living in a small sized city, satellite communities and rural communities
- Supporting the creation of a 20-minute city where the community infrastructure is accessible by car, bike or foot
- Supporting decisions to create a long term sustainable city
- Ensuring efficient and effective delivery of service
- Continuously improving business and governance frameworks to support a growing community

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Bridge / Floodway Audit completed with prioritised actions included into the capital works list and program	Engineering Services	Completion of statutory bridge assessment	Operational			●		
Organisation Effectiveness Profile (OEP) Survey and action planning	Human Resources	Completion of annual Survey and Action Plans	Operational	●	●	●	●	➡
Conduct Mayoral and Council Elections	Corporate Services	Conduct Council Elections	Operational		●		●	➡
Create an Asset Management Working Group with representatives from all relevant branches	Asset Management	Asset Management Working Group formed	Operational			●		
Deployment of the MyData Asset Management System for parks and associated infrastructure	Maintenance Operations	Implementation completed and all maintenance work activity is driven out of MyData	Operational			●	●	➡
Deployment of the MyData Asset Management System for roads and associated infrastructure	Maintenance Operations	Implementation completed and all maintenance work activity is driven out of MyData	Operational			●	●	➡

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Develop a comprehensive Asset Management Plan for the replacement of all fleet items including Ten Year Capital Works Program with fair value and depreciation calculation	Fleet Services	Implementation of Asset Management Plan for fleet items	Operational			●	●	
Develop a comprehensive Asset Management Plan for the replacement of all footpaths including Ten Year Capital Works Program with fair value and depreciation calculations	Maintenance Operations	Implementation of Asset Management Plan for footpaths	Operational			●	●	
Develop a comprehensive Asset Management Plan for the replacement of all street lights including Ten Year Capital Works Program with fair value and depreciation calculations	Maintenance Operations	Implementation of Asset Management Plan for street lights	Operational			●	●	
Develop ICT Disaster Recovery and Business Continuity Plan	ICT	Completion of an approved ICT Disaster Recovery and Business Continuity Plan	Operational	●	●	●		
Develop ICT Strategy	ICT	Completion of an approved ICT Strategy	Operational	●	●	●		
Develop revised Asset Management Policy and Strategic Asset Management Plan	Asset Management	Complete review and implementation of recommendations by 30 June 2017	Operational			●		
Develop road hierarchy and levels of service for the sealed road network	Engineering Services	Road hierarchy and levels of service for the sealed road network developed	Operational			●		
Develop three (3) year Asset Renewal Program for all asset classes the branch is responsible for	Maintenance Operations	Implementation completed with prioritisation theory	Operational			●	●	
Develop three (3) year 'NEW' Capital Works Program for all asset classes	Engineering Services	Implementation completed with prioritisation theory	Operational			●	●	
Develop Workplace Safety Risk Management	Human Resources	Implementation of approved OSH / Risk Management System	Operational	●	●	●		

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Identify and evaluate frequently purchased store items, and put in place appropriate procurement arrangements, such as Period Contracts or Panel Contracts, and consider maintenance of stock in Store	Fleet Services	Implementation of procurement arrangements	Operational			●	●	
Implement Phase 2 of TRIM Integration	ICT	Complete implementation of Phase 2 of TRIM Integration	Operational			●		
Major review of the Community Strategic Plan	Treasury & Finance	Review and implementation	Operational			●		
Major review of the Corporate Business Plan aligned with the major review of the Community Strategic Plan	Treasury & Finance	Review and implementation	Operational			●		
Planning, development and operation of the Airport in accordance with Commonwealth statutory requirements	Geraldton Airport	Satisfactory inspection and compliance reports from Commonwealth agencies including CASA and OTS	Operational	●	●	●	●	➔
Provision of Corporate Services for the organisation, including governance, legal, Freedom of Information, risk management, tenders & contracts, corporate communications & media and customer service	Corporate Services	Cost effective and timely internal corporate services	Operational	●	●	●	●	➔
Provision of Human Resource services including recruitment, induction, training, performance, industrial relations, workplace health and safety services	Human Resources	Cost effective and timely Human Resource services	Operational	●	●	●	●	➔
Provision of Treasury & Finance service for the organisation, including Long Term Financial Plan and Budgets, debt portfolio management, statutory reports, investment management, grants management, accounting services and payroll management	Treasury & Finance	Cost effective and timely Treasury & Finance services. Unqualified Annual Audit Reports	Operational	●	●	●	●	➔

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Provision or facilitating the provision of ICT capabilities, capacity and services for the organisation	ICT	Cost effective and timely ICT services for the organisation	Operational	●	●	●	●	➔
Review Capital Works Program current listing and revise the process including documentation required for the addition of projects	Engineering Services	Project Inception Process completed	Operational			●		
Uptake on Bus Shelter Program	Engineering Services	Commitment to upgrade eligible bus shelters to DIAP compliance	Operational			●	●	

## 5.3 – Advocacy and Partnership

Strategies:

- Active participation in regional, state and national alliances such as the Western Australian Regional Capitals Alliance and Regional Capitals Australia
- Partnering with key international communities through Sister City partnerships and strategic alliances

Action	Service Team	Measures	Budget	Timeframe				Ongoing
				Year 1 (14/15)	Year 2 (15/16)	Year 3 (16/17)	Year 4 (17/18)	
Participation in WARCA & RCA	Office of the CEO	Continued participation in WARCA and RCA to represent the Greater Geraldton community	Operational	●	●	●	●	➔

About this Document

Expires on:	30 June 2018
Next review:	2017
Adopted by Council:	
Public Notice provided:	

This plan is reviewed annually in accordance with the Western Australian Local Government Act 1995.

Modifications to the *City of Greater Geraldton Corporate Business Plan 2014-2018* will be done in accordance with s. 19CA of the Local Government (Administration) Regulations 1996 of the Western Australian Local Government Act 1995.

Council adoption is required in order for any modifications to take affect and public notice of modifications will be provided.

The *City of Greater Geraldton Corporate Business Plan 2014-2018* is available on our website: [www.cgg.wa.gov.au](http://www.cgg.wa.gov.au) and at each of our customer service centres and libraries:

City of Greater Geraldton Administration Centre  
 63 Cathedral Avenue  
 Geraldton WA 6530 Australia  
 Phone: 08 9956 6600  
 Fax: 08 9956 6674  
[council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au)  
[www.cgg.wa.gov.au](http://www.cgg.wa.gov.au)

City of Greater Geraldton Mullewa District Office  
 Corner of Thomas and Padbury Streets  
 Mullewa WA 6630 Australia  
 Phone: 08 9961 1007  
 Fax: 08 9961 1206  
[council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au)  
[www.cgg.wa.gov.au](http://www.cgg.wa.gov.au)



## TELL US WHAT YOU THINK

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The *City of Greater Geraldton Corporate Business Plan 2014 – 2018* has been developed drawing upon extensive community consultation which was undertaken as part of the 2029 and Beyond project and consultation with Council and staff. This plan also considers various state, regional and local plans relevant to the City of Greater Geraldton.

Your feedback is appreciated and will assist in ensuring that this plan remains relevant and continues to contribute to the Greater Geraldton community's vision for our future.

*How well does this plan meet your expectations for the future of this community?*

*(please rate the plan using the scale below)*

**1**

*It does not meet my expectations*

**2**

*Only meets a few of my expectations*

**3**

*Meets some of my expectations*

**4**

*Meets most of my expectations*

**5**

*Meets my expectations*

*Are there any other opportunities which should be included in this plan?*

*(please provide details here)*

*Is there something in the plan you do not agree with?*

(please provide details here)

*Is there something you feel we have missed?*

(please provide details here)

*Is there something in the plan that you would like more information on?*

(please provide details here)

*Do you have any other comments?*

(please provide details here)

*Would you like to discuss your views with a City representative?*

(please provide your details and the City will contact you)

Name: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Contact email address (if preferred): \_\_\_\_\_

Please check our website for details of current community engagement opportunities related to this plan.

Please return this form to the City of Greater Geraldton.

In person: Cathedral Ave Civic Centre, 63 Cathedral Avenue, Geraldton  
Mullewa District Office, Corner of Thomas and Padbury Streets, Mullewa

By email: [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au)

By fax: 08 9956 6674

By post: PO Box 101, Geraldton 6531



City of  
Greater Geraldton  
a vibrant future

