

1.1 Our Heritage

Action	Status	Commentary	Responsible Officer
1.1.1 Recording, recognising and preserving our social, environmental and built heritage			
Deliver Geraldton War Years Drive Trail Project, Mullewa De Grey Stock Route Trail signage	In Progress	Awaiting final compilation of photographic images for War Years Trail before text can be sent for graphic design. Delays in research has put project behind schedule. Mullewa Drive Trail also awaiting final photographic edits.	Trudi Cornish
Deliver National Heritage Month activities	Completed	Regional Heritage Conference successfully delivered 12-13 April, with delegates from across Australia attending,	Trudi Cornish
Restoration of historic Greenough and Walkaway Cemeteries and Mullewa Photographic Collection	On Schedule	Denomination signage completed at Greenough, plus a clean-up of old wire and green waste by City. Open Day held 14 April. Cemetery Walk Trail created by Heritage Services. Grave spikes delivered, ready for installation. Repairs to graves to take place in May. Work on Mullewa Photo Collection continues.	Trudi Cornish
1.1.2 Recognising and respecting Aboriginal heritage, history, traditions, languages and culture			
Develop and manage the Yamaji Yanda archival photographic collection	In Progress	Processing of images continues. Workshop to be held 20 May in collaboration with State Library WA.	Trudi Cornish
Implement the Reconciliation Action Plan	Completed	The City's Stretch Reconciliation Action Plan has been endorsed by Reconciliation Australia and Council. A revised Welcome to Country Guide has also been endorsed by Council. A pocket guide to the First Nation's Peoples of the Mid West has also been produced.	Susan Smith
1.1.3 Facilitating engagement in the arts in all its forms			
Coordinate and deliver the annual Big Sky Readers and Writers Festival	On Schedule	Programme printed and promotion taking place. All guest signed contracts have been received. Liaising with event venues to finalise details.	Trudi Cornish

<p>Deliver an exhibition program of national and international art at the Geraldton Regional Art Gallery</p>	<p>In Progress</p>	<p>GRAG continues to deliver an exhibition program of high calibre, challenging and educating audiences. Exhibitions in Q3 included: Batavia, Giving voice to the voiceless - a collaboration between UWA and WA Museum. A book documenting the exhibition and scientific discoveries regarding the 1629 wreck of the Batavia was launched at GRAG. Trespasses featured three Perth contemporary artists, exploring the ambivalent relationship with Australian places and colonial history through the eyes of the gothic. Postcards from the Edge, new works from artist Lynette Voevodin. Half Empty/Half Full - new work by Mike Singe that attempts to identify how climate change influences the way we think about our engagement with the world. Collisions - a virtual reality film about Maralinga bombings which won an Emmy in 2017 for Outstanding new approaches - documentaries</p>	<p>Susan Smith</p>
<p>Implement the Public Art Strategy</p>	<p>On Schedule</p>	<p>Expressions of interest were publicised for a \$78,000 sculpture to be located at the entrance to GRAG. 26 EOIs were received from high calibre artists throughout Australia. A selection panel will meet in April to select two artists who will produce detailed design concepts to be presented at the June Council Meeting. Council will make the final decision about the preferred design. Expressions of interest for Art Drive 2018 have been advertised. Perth artist Ross Potter has been engaged to run free community workshops teaching graphite rendering techniques during the WoW Festival. The Community and the artist will produce a 6m. Great White Shark.</p>	<p>Susan Smith</p>

1.1.4 Fostering and facilitating community and cultural events

Attract events to the Greater Geraldton region	In Progress	The City worked with a number of externals to attract and support the delivery of events in the Greater Geraldton Region during Q3. They included the 10 day Toyota Australian Country Cricket Championships, which had an economic impact in the Mid West of \$1.07 million and almost 10 full time equivalent jobs created from additional economic activity in the region (data from Mid West Sports Federation report). The City worked closely with external event organisers to deliver Funtavia, Waitangi on the Foreshore and Harmony Day. CGG events included Australia Day which attracted over 5,000 people to the foreshore.	Susan Smith
Attract sponsorship and grant funding for events and community and cultural development programs	In Progress	The City signed an Everlasting Sponsorship agreement with Panaceum who have committed \$20,000 towards re-activating Films on the Foreshore. Grant funding from Lotterywest contributed \$20,000 towards Australia Day. Rigtors IGA sponsored fireworks for this event. QPT has acquired sponsorship from St John of God Hosptial and Panaceum for Morning Melodies. QPT was successful in acquiring professional development funding from Circuit West.	Susan Smith
Deliver two signature events annually	In Progress	Detailed planning continuing for WoW Festival.	Susan Smith
Facilitate the delivery of community events and cultural initiatives in Mullewa	In Progress	Planning for City managed events in Mullewa including ANZAC Service and 2018 Mullewa Muster and Rodeo were well underway in Q3. Support for the delivery of Annual Family Fun Day and Dinner for Community Farm Sponsors and Volunteers (both run by the Mullewa Community Group) was carried out. Both events were well supported. Initial planning of Untamed Art Project underway.	Susan Smith
Finalise and implement the Queens Park Theatre Program Plan	In Progress	QPT Shows presented in Q3 included Deadly 60 Downunder, The Waifs, Opera in the Park, Chinese New Year, Morning Melodies tribute to Peggy Lee, Ocean Film Festival, The Nutcracker, The Lark Ascending and QPT Film Night. Total of 4657 patrons in seats with a value of tickets sold was \$179,434. Stats from Q3 2016/17 recorded 3906 patrons and \$115,053 ticket sales.	Susan Smith

Implement initiatives from across each of the eight (8) Creative Community Plan themes including the delivery of Sundays by the Sea	On Schedule	Sundays by the Sea continues to attract a large crowd and provides an opportunity for local musicians to perform. The initiative adds vibrancy to the foreshore, encouraging people of all ages to the foreshore. A scriptwriter/director has been contracted by the City for the new Theatre Work Production. Chris Edmunds will visit Geraldton in May. The CGG team has applied for additional funding from Raise the Roof.	Susan Smith
Promote and operate the City of Greater Geraldton's facilities and venues for hire	In Progress	GMC is averaging four bookings per week. The School Holiday Activities and Sundays by the Sea continue to activate Stow Gardens. GMC fees and charges revenue in Q3 was \$14,227 compared to \$11,577 in Q3 2017. Venue hire at QE11 has reduced due to seniors activities taking priority over other bookings. Total fees and charges income for QE11 in Q3 was \$13,351 compared to \$16,350 in the same quarter in 2017.	Susan Smith
1.1.5 Providing public library services to meet the lifelong learning and leisure needs of the community			
Develop an annual Mid West Region Activity Plan	In Progress	Regional Meeting successfully held 21 February. Planning for Midwest Regional Activity Plan 2018/19 underway.	Trudi Cornish
Provide information services and programs that meet the needs of the community	In Progress	School groups visited the Library during March. Holiday and weekly children's activities continue to be well attended, often with 25-30 children in attendance each session.	Trudi Cornish

1.2 Recreation and Sport

Action	Status	Commentary	Responsible Officer
1.2.1 Supporting the strong sporting culture that has shaped Greater Geraldton's identity and lifestyle			
Develop Skate Park Maintenance and Development Strategy	Meeting Requirement-Ongoing	Wonthella skate park renewed further research being undertaken to develop the strategy for all skate parks	David Emery
Implement outcomes of the Sporting Facilities Support Review	Meeting Requirement-Ongoing	Drafting operational policies. Ground management committee and sports leasing underway with further consultation with Midwest sports fed to ensure CGG sporting associations captured	David Emery
1.2.2 Encouraging informal recreation through well planned and developed public open space, cycle/walk paths and green streetscapes			

Construction of Chapman River Mountain Bike Trail	On Schedule	Contractor engaged. Site works commenced on pump, jump and skills tracks. Walkthrough with stakeholders undertaken for final design works for loop trail.	Michael Dufour
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1.3 Community Health and Safety

Action	Status	Commentary	Responsible Officer
1.3.1 Encouraging the improvement of health services and facilities for the community			
Provide Food Safety and Health Services	Meeting Requirement-Ongoing	Delivery of food safety and health inspections continues.	Brian Robartson
1.3.2 Promoting healthy lifestyle initiatives and living standards			
Facilitate the delivery of Health Promotion Programs	Meeting Requirement-Ongoing	Financial assistance provided to Bundiyarra for new trailer and cleaning products for the EH worker program. City officer support to WALGA workshops for the State Public Health Plan that will require the CGG to develop our own Public Health Plan within the next 2-3 years. In addition, a series of DVD's are currently being produced to inform the Community about safe food handling and the City's food safety 5 star system with the view to help the community to make informed choices about the food they are purchasing and in term provide a reduction in food borne illnesses.	Brian Robartson
1.3.3 Ensuring effective management of animals within the community			
Construction of the Animal Management Facility	Delayed	RFT closes on 7 May 2018.	Rob Criddle
1.3.4 Encouraging initiatives to improve community safety			

1.4 Emergency Management

Action	Status	Commentary	Responsible Officer
1.4.1 Building resilience and capacity to manage natural and man-made emergency events			
Deliver on requirements from the Natural Disaster Relief & Recovery Flood Program	Completed	All works completed on schedule and within budget.	Rob Criddle
1.4.2 Undertaking a coordinated approach with relevant agencies to minimise the impact of disaster events			

1.5 Recognise, value and support everyone

Action	Status	Commentary	Responsible Officer
1.5.1 Supporting and strengthening community groups, organisations and volunteer services			
Contribute to progressing positive social outcomes in the long term planning for the Spalding Project	In Progress	The City continues to support WACRH in their service delivery from the Mitchell Street Spalding Centre by promoting their School Holiday Program Schedule which is promoted throughout schools, social media platforms and local newspapers. The Youth Development Team also delivered an extensive range of diversionary activities to youth engaged in antisocial behaviours during this quarter.	Susan Smith
Develop the capacity of community groups and associations to deliver services and activities to the community in a sustainable way	In Progress	Director of Community Development, along with Manager and Coordinator Community Development have met with Waggrakine and Walkaway Progress Associations to discuss the way forward in terms of managing City owned, volunteer run venues in a fair and equitable way. Meetings have provided City officers with valuable insights into the current running of these organisations. When meetings with all progress associations have been held, a plan of action will be presented at Concept Forum before being presented to Council for final approval. CGG partnered with Northern Agricultural Catchment Council to deliver Clean Up Australia Day in March.	Susan Smith
1.5.2 Supporting young people to develop the skills to make valuable contributions to their communities			
Deliver a range of youth diversionary programs including crime prevention initiatives and the Mullewa Youth Centre	In Progress	Youth diversionary initiatives delivered in this quarter through Department of Justice U-Turn Funding and Department of Communities Youth Centre Funding included Cooking Program, e-Sports Tournaments, At-Risk Youth excursions, Urban Art Murals, Dismantle Bike Rescue, Friday night football, Thursday night drop-in, School Holiday basketball program and the Mullewa Youth Centre drop-in. There was a total of circa 2,500 attendances by at-risk youth across these programs in this quarter.	Susan Smith
1.5.3 Providing community services and programs that support people of all ages, abilities and backgrounds			
Deliver a range of youth vibrancy programs including the school holiday programs and activities that are based at the Foreshore to contribute to place activation	In Progress	Youth Vibrancy initiatives delivered in this quarter included Sunset Yoga, Sunset Drumming, Youth Action Group and the School Holiday Program which included Basketball, Soccer, Cricket and Films on the Foreshore.	Susan Smith

Facilitate improved access and inclusion to City services, facilities, programs, infrastructure and events for people with a disability through the implementation of the Disability Access and Inclusion Plan	In Progress	Council endorsed revised Disability Access and Inclusion Policy. A number of people living with a disability have been attending the African Drumming workshops at the QE II Centre.	Susan Smith
Promote positive ageing in the Mid West through the facilitation of a comprehensive range of recreational, physical, social and cultural activities and relevant resources at the QEII Seniors and Community Centre	In Progress	The City continues to deliver high quality programs to Mid West Seniors. During Q3 there were 7,370 attendances at the QEII Centre which is an increase of 1,524 from the last quarter. The Geraldton Seniors Week Committee won the 2018 Australia Day Community Group of the Year Award. In February, African Drumming sessions were introduced on a weekly basis and have attracted over 120 attendances over the last two months. The Department of Communities has yet to confirm ongoing funding for the Centre. Preliminary discussions with TAFE regarding the use of construction students to assist in building a boche court and seating at the rear of the Centre have been conducted.	Susan Smith
1.5.4 Supporting initiatives that enhance education and learning opportunities for all community members			
1.5.5 Enhance relationships and services between rural and urban areas			
Advocate for issues of relevance to the Mullewa community	In Progress	Recent Mullewa issues that City officers have been advocating on include supporting local police in improving community safety; supporting the provision of aged care by an external organisation (the capital works of which are to be funded by the Health Department; for improved mobile phone coverage through careful selection of blackspot towers (round 4 due to open); consultation on the Mullewa Hospital redevelopment and liaising with Western Power to advocate for improved reliable power supply and lighting to Mullewa	Susan Smith
Ensure the delivery of key services to the Mullewa community including caravan park, airfield, cemetery, Mullewa District Office customer service, library and Department of Transport services	In Progress	Key services, including the caravan park, airfield, cemetery, Library, Mullewa District Office customer service support and Department of Transport services were available 95% of the time during operating hours throughout Q3. The key impact to service delivery is unreliable power supply and staff shortage.	Susan Smith

2.1 Revegetation - Rehabilitation - Preservation

Action	Status	Commentary	Responsible Officer
2.1.1 Working with the community and environmental groups to identify and implement environmental initiatives			
Construction of Chapman River Mountain Bike Trail	On Schedule	Contractor engaged. Site works commenced on pump, jump and skills tracks. Walkthrough with stakeholders undertaken for final design works for loop trail.	Michael Dufour
2.1.2 Sustainably maintaining public open spaces and recreation areas			
Develop a Masterplan for Public Open Space / Parks incorporating WSUD principles	In Progress	Design Brief being prepared for quote.	Michael Dufour
2.1.3 Ensuring natural areas and habitats are cared for and enhanced for the enjoyment of current and future generations			
Deliver the Beresford Foreshore Upgrade	In Progress	A contract has been awarded to ICM for the construction of the land based engineering and amenity works. Bulk Earthworks and underground services installation is complete and construction of the concrete promenade, nodes and lookouts is well underway. Current Practical Completion date for the works is 22 August 2018	Rob Criddle
Develop long term coastal adaptation planning strategies	On Schedule	Long term adptation pathways developed. Multicriteria analysis, economic analysis undertaken. Draft CHRMAP report in production.	Michael Dufour

2.2 Sustainability

Action	Status	Commentary	Responsible Officer
2.2.1 Promoting, researching and implementing practices such as improved and innovative waste management, water reuse and renewable energy production			
Develop Aquarena Energy Usage and Sustainability Business Case	Meeting Requirement-Ongoing	No further progress, continuing to monitor.	David Emery

Implement Waste Strategy Review & development of the Strategic Waste Management Framework Report	Delayed	As per previous comment for Q2, the State Waste Strategy is under review and is shortly to be released for public comment following the consultation period of the State Consultation Paper - "A Waste Avoidance and resource Recovery Strategy". The City provided feedback on that paper.	Brian Robartson
Investigate Solar PV Initiatives	In Progress	Installation works are expected to be completed by end of April	Paul Radalj
Provide regional waste management services	Meeting Requirement-Ongoing	Continued excellent service.	Brian Robartson
Undertake a Mullewa Water & Waste Water Engineering Study	On Schedule	Network mapped and assessed. Operation, maintenance manuals being produced. Capital and maintenance plans being produced.	Michael Dufour
Undertake a stormwater catchment study and drainage infrastructure assessment	In Progress	Drainage infrastructure assessment in CBD nearing completion. Field reports being collated and updated in Assetic and CAD formats in preparation for catchment study	Kerry Smith

2.2.2 Researching, promoting and providing sustainable infrastructure, services and utilities

Finalise design for Cell 5 Meru and Liquid Waste Pond Optimisation delivery	Completed	DWER approvals received. Preparation of Procurement Plan is underway to achieve compliance and approval to go to tender. However, this will be delayed pending outcome from BBRF announcements.	Brian Robartson
Review tower lighting and electrical usage charges of the City's Sporting facilities	In Progress	Revised policy being developed	David Emery

2.2.3 Promoting and planning innovative design that enables low impact living and sustainable urban development

2.3 Built Environment

Action	Status	Commentary	Responsible Officer
2.3.1 Promoting a built environment that is well planned and meets the current and future needs of the community			
Deliver HMAS Sydney II toilet facilities and amenity consultation and development	Meeting Requirement-Ongoing	Director IS has had further meetings with design architects and progressing with alternative concept designs as supported by the Committee.	David Emery
2.3.2 Providing accessible community spaces, parks, natural areas, sport and recreational facilities that equitably service the whole community			
Deliver Olive St Public Open Space Development	Completed	All works completed on schedule and within budget.	Rob Criddle
2.3.3 Providing a fit for purpose, safe and efficient infrastructure network			

Continued compliance enforcement ensuring all statutory requirements: Implementation of parking facility improvements, street parking signage	Meeting Requirement-Ongoing	Continued compliance in all areas. A period of 2 hour free parking is currently on trial for PS 2 & 3.	Brian Robartson
Deliver annual road and footpath renewal program	On Schedule	All path renewal works will be completed by the end of the 2017/18 FY. Trials of Microsurfacing will need to be carried over to 2018/19 FY due to the limited availability of a specialist contractor	Rob Criddle
Develop road hierarchy and levels of service for the sealed road network	On Schedule		Kerry Smith
Renew Apron Charlie Airside access gate	Completed		Bob Urquhart
Renew Greenough Terminal Lighting	Completed		Bob Urquhart
Replace Checked Baggage X-ray	Delayed	Awaiting Federal Government legislative changes	Bob Urquhart

2.4 Asset Management

Action	Status	Commentary	Responsible Officer
2.4.1 Applying financial sustainability principles to ensure a coordinated and integrated approach to infrastructure planning, implementation, maintenance and renewal			
Develop a comprehensive Asset Management Plan for the replacement of all fleet items including a rolling ten year Capital Works Program with fair value and depreciation calculation	Meeting Requirement-Ongoing	10 Year Plan is being updated presently. Asset Management Plan is in progress. First draft due late April 2018 for comment	Graham Morris
Develop a comprehensive Asset Management Plan for the replacement of all footpaths including a rolling ten year capital works program and fair value and depreciation calculation	In Progress	Currently on track to have a plan completed by EOY.	Kerry Smith
Develop a comprehensive Asset Management Plan for the replacement of all street lights including a rolling ten year Capital Works Program and fair value and depreciation calculation	Delayed	Priority has been placed on implementing additional urgent water resources infrastructure.	Kerry Smith
Develop three (3) year Asset Renewal Program for all asset classes	Completed		Kerry Smith
Develop three (3) year rolling New Capital Works Program for all asset classes	On Schedule	CWPL Rev0 completed. Has progressed through Executive review. Amendments being made for Rev1 to present to Council	Michael Dufour
Identify and evaluate frequently purchased stored items, and put in place appropriate procurement arrangements such as Period Contracts, or Panel Contracts, and consider maintenance of stock in Store	In Progress	Stores processes completed now waiting on Store extension funding to accommodate more storage facilities space	Graham Morris
2.4.2 Maintaining integrated asset management systems that effectively maintain and replace community assets			

Complete the implementation of the new fleet GPS system	Meeting Requirement-Ongoing	GPS reporting reports have now been revised to meet the City's requirements. Weekly reports are dealing with speeding, Idle reporting, Sweeper reports, Mower activity reports etc	Graham Morris
Continue deployment of the Assetic Asset Management Software across parks and roads	In Progress	Tablets for field staff are ordered with training to be rolled out as soon as the units are available. Fleet are on track to move across to tablets with training commenced and ongoing.	Kerry Smith
Continue improvement of the branch's use of E-Quotes and General Procurement improvements	Meeting Requirement-Ongoing		Kerry Smith
Create an Asset Management Working Group with representatives from all relevant branches	In Progress	Asset Management Working Group has been finalised. first meeting due before end of May 2018.	Kerry Smith
Develop Playground Assessment Management Plan	On Schedule		Kerry Smith
Develop revised Asset Management Policy and Strategic Asset Management Plan	On Schedule		Kerry Smith

3.1 Growth

Action	Status	Commentary	Responsible Officer
3.1.1 Promoting Greater Geraldton and its potential business opportunities to facilitate targeted economic development			
Advocate the Greater Geraldton region to key industry stakeholders and visitor market segments	Meeting Requirement-Ongoing	Tourism cluster holding Summit in May 2018	Bob Davis
Support development of City Region destination management and marketing plans by Progress Midwest	Completed	Completed	Bob Davis
Support development of the City Region Investment Prospectus by Progress Midwest	Completed	Completed	Bob Davis
3.1.3 Developing and maintaining infrastructure that increases the potential for business and investment			
Airport Upgrade - Runway and apron extension	In Progress	RFT 21 1718 Geraldton Airport Runway Upgrade - Closes 24/05/18	Bob Urquhart
Creation of land development opportunities to add economic stimulus to the region	Meeting Requirement-Ongoing	The 20A Crown reserve acquisition program is now complete with a further 11 properties acquired under the 5% purchase ruling with certificate of titles in possession of the CGG.	Brian Robartson
3.1.4 Supporting and facilitating implementation of the Growing Greater Geraldton plan			
Migrate the City's Economic Development team and functions and management of the Visitor Centre to Progress Midwest Incorporated	Not Commenced	Cancelled. Not proceeding	Bob Davis
Support and facilitate Growing Greater Geraldton Plan initiatives	Meeting Requirement-Ongoing	CBD related studies progressing.	Bob Davis

3.2 Lifestyle and Vibrancy

Action	Status	Commentary	Responsible Officer
Develop and administer Council approved concession and incentive programs for CBD revitalisation and attraction of industry investment in the City centre	Meeting Requirement-Ongoing	Policy review progressing.	Bob Davis
Provide policy and strategy advices for economic development of the City region	Meeting Requirement-Ongoing	Recruit new Manager Economic Development in April 2018.	Bob Davis
Undertake planning and design activities for City Centre revitalisation	On Schedule	Concept designs complete. Full document suite in progress with Fly thru delivery expected in time for Mayor's visit to Singapore.	Michael Dufour

4.1 Community Engagement

Action	Status	Commentary	Responsible Officer
4.1.1 Continuing to engage broadly and proactively with the community			
Facilitate community engagement initiatives on behalf of the organisation	Meeting Requirement-Ongoing	Ward review community consultation scheduled May to July 2018	Jeff Graham
4.1.2 Promoting and celebrating the City's achievements			
Advocate and promote the City's services, projects and initiatives through targeted marketing and advertising	Meeting Requirement-Ongoing	Recent successful promotions during this time include Open for Business, Australia Day, WoW Festival and Australian Country Cricket Championships	Jeff Graham
Continue to promote the City through positive media coverage using a wide range of channels such as media releases, media liaison, website and social media.	Meeting Requirement-Ongoing	All channels are being successfully utilised.	Jeff Graham
4.1.3 Providing innovative and accessible customer service and information systems			
Establish a Customer Service Centre / Contact Centre	On Schedule	Council approved funding to redesign Customer Service physical space to enable a call centre to be established. Estimated completion August 2018.	Jeff Graham
Implement a three year Customer Service Strategy for the City	On Schedule	Council approved funding to redesign Customer Service physical space to enable a call centre to be established. Estimated completion August 2018.	Jeff Graham
Plan and deliver SirsiDynix Library Management System Consortia for Mid West Region	On Schedule	Shire of Chapman Valley has entered the consortia. Training and system familiarisation continues.	Trudi Cornish

4.2 Planning and Policy

Action	Status	Commentary	Responsible Officer
4.2.1 Supporting local procurement			
4.2.2 Responding to community aspirations by providing planning and zoning for future development			
Assist with the 'Spalding Urban Renewal' project	In Progress	Dept. of Communities finalising engagement strategy.	Murray Connell
Review the 'Local Profile and Context Report'	On Schedule	Draft report finalised.	Murray Connell

4.3 Advocacy and Partnerships

Action	Status	Commentary	Responsible Officer
4.3.1 Active participation in regional, state and national alliances			
4.3.2 Partnering with key international communities through Strategic Alliances			
Develop and manage formal international relationships with foreign cities as approved by Council	Meeting Requirement-Ongoing	Mayor invited to Singapore Trade Mission in May 2018.	Bob Davis
Participate in WA Regional Capitals Alliance and Regional Capitals Australia	Meeting Requirement-Ongoing	Mayor and CEO attending meetings on a regular basis.	Ross McKim

4.4 Financial Sustainability and Performance

Action	Status	Commentary	Responsible Officer
4.4.1 Preparing and implementing short to long term financial plans			
Implement annual reviews of the Long Term Financial Plan	In Progress	Modelling review of the LTFP has commenced	Paul Radalj
Implement the Annual Budget as derived from the Corporate Business Plan	In Progress	Budget process underway	Paul Radalj
4.4.2 Ensuring the City's long term financial planning delivers the community goals and aspirations in a sustainable and affordable manner			
Investigate, monitor and report on key financial ratios	Meeting Requirement-Ongoing	Ongoing	Paul Radalj
4.4.3 Delivering and ensuring business systems and services support cost effective Council operations and service delivery			
Deliver e-Services Development	Delayed	Customer Request System reprioritised in Altus project. For delivery early 2019. Further e-Services under discussion,	Dennis Duff
Deliver replacement of Rangers Infringement System	In Progress	Purchase order to be sent in last week of April. Project initiated and kick off the 3 month development from May 2018	Dennis Duff
Develop and implement new corporate software	On Schedule	On track to deliver year 1 targets.	Dennis Duff
Facilitating the provision of ICT capabilities, capacity and services for the organisation	Meeting Requirement-Ongoing	Meeting obligations as planned	Dennis Duff
Process Town Planning and Building applications within statutory timeframes	Meeting Requirement-Ongoing	Statutory timeframes being met.	Murray Connell

Undertake Penetration Testing and Remediation	On Schedule	Stronger passwords (#1 High Priority) implemented in February 2018. Two Factor Authentication for public facing services in progress.	Dennis Duff
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4.5 Good Governance & Leadership

Action	Status	Commentary	Responsible Officer
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4.5.1 Strengthening the governance role of Councillors by informing, resourcing, skilling and supporting their role

Encourage and support Councillor engagement with outside bodies and events	Meeting Requirement-Ongoing	Meeting ongoing requirements	Jeff Graham
In conjunction with the Western Australia Electoral Commission conduct orderly local government elections every two years	Completed	Election completed in quarter 2	Margot Adam
Provide Councillors with training and development opportunities	Meeting Requirement-Ongoing	Ongoing	Margot Adam

4.5.2 Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice

Develop and implement Workplace Safety Management System	In Progress	Residual work relates to implementation and review	Carrie Puzzar
Develop ICT Disaster Recovery and Business Continuity Plan	In Progress	Plan to be completed and endorsed in April 2018. Testing schedule and processes to be finalised	Dennis Duff
Planning, development and operation of the Airport in accordance with Commonwealth statutory requirements	Meeting Requirement-Ongoing	Ongoing mandatory regulatory legislative requirements	Bob Urquhart
Provision of Corporate Services including, governance, legal freedom of information, risk management customer service, tenders & contracts, corporate communications and media.	Meeting Requirement-Ongoing	Ongoing service	Bob Davis
Undertake "rolling" internal audits per endorsed 5yr Plan	Completed	Internal audits completed and presented to Audit Committee 15th March	Paul Radalj
Undertake a Ward Boundary Review Process	In Progress	Draft options developed.Presentation to Councillors scheduled for concept Forum 3 April 2018	Margot Adam

4.5.3 Providing leadership for the community in sustainability issues and local government reform matters

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4.5.4 Ensuring Human Resource planning, policies and procedures support effective and safe Council service delivery

Conduct review of Internal Volunteers Process	Completed	Completed and embedded into normal process	Carrie Puzzar
Develop a Change Management Plan	Completed	Change management framework completed	Carrie Puzzar
Develop a Succession Management Plan	In Progress	Well underway. Final discussions needed with Directors to finalise	Carrie Puzzar

Develop and monitor Aboriginal Employment Strategy	Meeting Requirement-Ongoing	Review annually or where necessary	Carrie Puzzar
Negotiate a new Enterprise Agreement	In Progress	In progress	Carrie Puzzar
Provision of Human resources services including recruitment, induction, training, performance, industrial relations, organisational development, workplace health and safety services	Meeting Requirement-Ongoing	Ongoing day to day service provision	Carrie Puzzar
Review Workforce Plan incorporating Equal Employment Opportunity Management Plan	Meeting Requirement-Ongoing	This plan will be reviewed after Council finalises the 18/19 Budget	Carrie Puzzar