



CORPORATE BUSINESS PLAN

Quarter One Reporting

2021-2022

Aspiration: Our culture and heritage is recognised and celebrated. We are creative and resilient. We can all reach our full potential.

OUR STRATEGY		PROGRAMS & SERVICES	STATUS	COMMENTS (1st Qtr.)	RESPONSIBLE
1.1 Enhanced lifestyle through spaces, places, programs and services that foster connection and inclusion					
1.1.1	Facilitate and deliver school holiday, afterschool programs and youth vibrancy initiatives (e.g. Sunset Yoga, Sundays by the Sea, Films on the Foreshore)	Youth Services	On Schedule	Successful July school holiday program delivered and well attended. Planning nearing completion for October program.	Fiona Norling
1.1.2	Provide library services, community facilities and engagement programs to meet the lifelong learning and leisure needs of the community.	Libraries	Meeting Requirement-Ongoing	Randolph Stow Young Writers Awards (33rd year) ceremony facilitated, State Library Statistical and Financial Returns Reporting finalised (2020-21), Children's Book Week activities held during August	Trudi Cornish
1.1.3	Support Progress Associations and community groups to maximise use of halls.	Community Development	In Progress	Council meeting planned at Walkaway Rec Centre (cancelled due to weather). Cameo Rascale performance held at Walkaway Recreation Centre to provide live performance to local community.	Fiona Norling
1.1.4	Refresh CBD Walk Trails brochure with addition of Rocks Laneway and install new walk trail interpretation through Rock's/Post Office Lane	Heritage Services	Not Commenced	Heritage Services Coordinator on Long Service Leave. Work due to commence on this project in November.	Trudi Cornish
1.2 We are a community accountable for our actions					
1.2.1	Ensure effective animal management within the community	Ranger Services	On Schedule	118 dogs rehomed in this quarter	Mark Adams
1.2.2	Provide Ranger Services to support the community by administering the City's legal obligations	Ranger Services	Completed	924 CSDB Ranger Services Requests actioned during this quarter.	Mark Adams
1.3 Pride in place and a sense of belonging is commonplace					
1.3.1	Deliver initiatives in collaboration with the local community to increase pride in place and a sense of belonging in Mullewa	Community Development Mullewa	On Schedule	Mullewa Youth Centre program delivered 3 days/week through school term.	Fiona Norling
1.3.2	Implement and review the City's Heritage Strategy to record, recognise and preserve our social, environmental and built heritage.	Heritage Services	In Progress	Heritage Services Coordinator on Long Service Leave. However, Heritage Officer (part-time) and volunteers continue to provide baseline service with support of Manager. Centenary of Air Mail Services booklet published.	Trudi Cornish
1.3.3	Coordinate preservation activities for the 7 non-active historical cemeteries and burial grounds within Greater Geraldton	Heritage Services	In Progress	Liaison undertaken with Mullewa community with regards to lonely graves at Pindar and Wooderarrung Spring. Volunteer works undertaken at Mullewa Pioneer Museum with regard to Cunningham grave. Inspection of trees planted at Greenough Pioneer Cemetery conducted.	Trudi Cornish

1.4 Community safety, health and well-being is paramount					
1.4.1	Deliver a range of youth diversionary programs (e.g. Late Night Basketball, Safespace, Mullewa Youth Centre)	Youth Services	Meeting Requirement-Ongoing	Safespace Thursday night program in partnership with PCYC and Friday Late Night Basketball program delivered with up to 100 participants.	Fiona Norling
1.4.2	Programs and services that improve community wellbeing are developed and promoted	Community development	In Progress	Planning completed to deliver staff training in line with Community Respect Equality initiative.	Fiona Norling
1.4.3	Adhere to CASA requirements in screening passengers and baggage	Geraldton Airport	In Progress	10,020 passengers screened. One Systems Test by Dept. of Home Affairs. Several in-house systems tests conducted. Annual Security Committee Meeting held 23 September 2021.	Desmond Hill
1.4.4	Undertake mandatory pool inspections in accordance with legislation	Building Surveying	On Schedule	148 Pools inspected	Mark Adams
1.4.5	Implement the Corella Management Program	Ranger Services	On Schedule	The Corellas were not in Geraldton during this quarter. Culling program prepared and ready for rollout when Corellas return	Mark Adams
1.4.6	Investigate Development Compliance issues	Development Compliance	Meeting Requirement-Ongoing	Development Compliance continues to investigate compliance issues	Mark Adams
1.4.7	Facilitate the delivery of Health Education & Promotion Programs	Environmental Health	Meeting Requirement-Ongoing	An ongoing program conducted by EHO officers to deliver 5 Star awards and liaison with food industry. Bundiyarra health program also supported.	Brian Robartson
1.4.8	Undertake mandatory public health surveillance program	Environmental Health	Meeting Requirement-Ongoing	An ongoing monthly program conducted by EHO officers.	Brian Robartson
1.5 The opportunity for all to reach their potential exists					
1.5.1	Review the City's role and strategic direction in youth services in collaboration with external stakeholders.	Youth Services	In Progress	Strategic review of City's role in youth services delivery ongoing, including commencement of new Dept. of Justice funded crime prevention program for at-risk and disengaged youth.	Fiona Norling
1.5.2	Provide outreach services to frail and housebound community members, with assistance from volunteers.	Libraries	Meeting Requirement-Ongoing	Delivery of books to frail and elderly Library patrons both at Residential Care Facilities and still living independently at home	Trudi Cornish
1.5.3	Facilitate and deliver a range of programs and activities and presentations that promote healthy ageing.	Queen Elizabeth Centre II	In Progress	3 new programs added - gentle yoga, Parkinson's boxing and multicultural cooking.	Fiona Norling

1.6 Community capacity, innovation and leadership is encouraged						
1.6.1	Facilitate and support the development and delivery of projects and programs that build community capacity. (i.e.: Mitchell Street Community Garden)	Community Development	In Progress	Mitchell St Community Garden site visits undertaken to provide support and advice to volunteers.	Fiona Norling	
1.6.2	Deliver programs focused on encouraging youth leadership and innovation (e.g. Leadership camps, environmental group GYRO)	Youth Services	In Progress	Film program delivered with Aboriginal youth, planning for exhibition of film.	Fiona Norling	
1.6.3	Support local community groups and organisations to successfully plan and deliver events	Events	Meeting Requirement-Ongoing	Support in regard to technical advice and event application approval process completed for various external event organisers, including Shore Leave.	Fiona Norling	
1.6.4	Deliver the City Community Grants program	Treasury & Finance	In Progress	Community Grants Program Round 25 - Opened 5 July 2021, Closed 18 August 2021. 15 applications were received, requesting funding of \$174k for projects worth \$947k. Round 26 will open 10 January 2022. Community Project Support Program - Round 1 for 2021-22 opened 5 July 2021, closed 18 August 2021. Seven applications were received, requesting funding of \$8k for projects worth \$33k. \$3,750 was allocated across 4 projects. Round 2 will open 4 October 2021.	Nita Jane	
1.7 Reconciliation between Indigenous and non-indigenous communities is supported						
1.7.1	Work with the community to facilitate the delivery of the Reconciliation Action Plan	Community Development	In Progress	Consultant engaged and delivered multiple workshops with stakeholders as part of community engagement process. Input from workshops being collated to inform development of a draft plan.	Fiona Norling	
1.7.2	Support NAIDOC WEEK and Reconciliation Week	Community Development	Completed	Naidoc Week program supported with staff cultural awareness training, support to Bundiyarra for National Sorry Day and activities delivered at Mullewa Youth Centre. In-kind support provided to Courthouse for annual walk as part of National Reconciliation Week.	Fiona Norling	
1.8 Active living and recreation is encouraged						
1.8.1	Deliver initiatives identified in the City's Disability Access & Inclusion Plan (DAIP) in collaboration with service providers including the Passport to Employment Program and celebrating International Day for People with Disability.	Community Development	On Schedule	Passport 2 Employment program planned and commenced. 14 student participants in current program. Planning underway for International Day for People with a Disability.	Fiona Norling	
1.8.2	Facilitate and deliver key youth events (e.g. Revolve Skate Series, Frothin' Fools Surf Festival, Battle of the Bands)	Youth Services	In Progress	Battle of the Bands program underway with record registrations (18 bands) and planning nearing completion for event in October. Photo shoot conducted with bands to provide a promotional tool for them post-program.	Fiona Norling	
1.8.4	Manage the bookings for City sports grounds, venues and facilities, and foster large scale community sporting events	Events	Meeting Requirement-Ongoing	August-September has been a busy ground booking period with sporting groups booking for summer season.	Fiona Norling	
1.8.5	Celebrate National Senior's week in collaboration with relevant seniors groups.	Queen Elizabeth Centre II	On Schedule	Planning completed for Seniors Week program to be held in November, including Mayor's Mystery Bus Tour.	Fiona Norling	

1.9 A strong sports culture exists through well-planned facilities						
	1.9.1	Develop and implement Ground Management Committee (GMC) Operational Policy	Sport & Leisure	Delayed	Delayed due to prioritisation of additional Sport and Leisure requirements	Emma Smith
	1.9.2	Deliver annual sporting tower lighting compliance audit	Sport & Leisure	On Schedule	Lighting compliance audit completed, internal meeting held to discuss urgent compliance works and develop a lighting priority list for capitals and renewals 22/23	Emma Smith
	1.9.3	Deliver Aquatic services that include provision of swimming and water safety lessons, recreational, competitive and social swimming, hydrotherapy and aquatic aerobic classes	Sport & Leisure	On Schedule	Term 3 swimming lessons concluded with over 400 enrolments and classes at 97% capacity. Infant aquatics holiday program ran successfully through the September school holiday. Ongoing communication with user groups and community member on the use of indoor pool space, online timetables and lane allocation has been developed. Aquarobics summer schedule commenced with 14 classes available per week	Emma Smith
1.10 A place where people have access to, engage in and celebrate arts, culture, education and heritage						
	1.10.1	Present a creative, dynamic and diverse program that enriches, entertains and engages our community	Queens Park Theatre	Meeting Requirement-Ongoing	Range of shows held in the first quarter, including Bluey children's show, sold out Birds of Tokyo(650 seats), Cosentino, Nagle school performance, QPT Friends Film Night.	Fiona Norling
	1.10.2	Develop masterplan options to upgrade the Queens Park Theatre forecourt and gardens	Queens Park Theatre	Not Commenced	Planning required to confirm scope of works to be included in masterplan process, scheduled to commence November.	Fiona Norling
	1.10.4	Implement the City's Public Art Strategy and coordinate public art opportunities and activities.	Geraldton Regional Art Gallery	Meeting Requirement-Ongoing	Project design and delivery of Critters on Chapman Trail, Assistance to CGG Officers regarding Mullewa entry statement mural and Bower Bird mural.	Trudi Cornish
	1.10.5	Coordinate the Geraldton Regional Art Management Committee.	Geraldton Regional Art Gallery	Meeting Requirement-Ongoing	Quarterly meeting held 14 September.	Trudi Cornish
	1.10.6	Coordinate and deliver the annual Big Sky Readers and Writers Festival	Libraries	Completed	Delivery of 29 sessions with 14 guest authors, 30 September-3 October	Trudi Cornish
	1.10.7	Deliver the biennial Mid West Art Prize.	Geraldton Regional Art Gallery	In Progress	Five award categories, Judging began late September, Planning well underway for Gala Award Night, Saturday 27 November	Trudi Cornish
	1.10.8	Complete the audit of Public Art collection with view to prioritise repairs.	Geraldton Regional Art Gallery	In Progress	Repairs to Horizon sculpture, Ilgarji (Emu eggs) and Welcome Wall in Marine Terrace underway, Recruitment to fill 0.5 FTE Community and Public Art Officer role undertaken, completed mid September	Trudi Cornish
	1.10.9	Deliver an exhibition program of local, national and international art	Geraldton Regional Art Gallery	Meeting Requirement-Ongoing	Successful grant application of \$170K from DLGSC for 2021-22 activities, Fully funded Arts Administration Traineeship sourced via Art on the Move, Exhibitions include The Lester Prize, Playing the Man and Now You See Me	Trudi Cornish
	1.10.10	Deliver the renewal program of heritage signs as prioritised by 'Heritage Signage Audit'	Heritage Services	In Progress	Heritage Services Coordinator on LSL, support provided to Mullewa Office for renewal of heritage trail signage, replacement sign at Leaning Tree pull-off bay	Trudi Cornish

Aspiration: A healthy thriving and resilient economy that provides opportunities for all whilst protecting the environment and enhancing our social and cultural fabric.

OUR STRATEGY		PROGRAMS & SERVICES	STATUS	COMMENTS (1st Qtr.)	RESPONSIBLE
2.1 Local business is empowered and supported					
2.1.1	Greater Geraldton Buy Local Gift Card Program	Economic Development/Communications	In Progress	The Program was launched to the business community on September 1 and to date the program has attracted 72 redemption stores. The consumer campaign will be officially launched on October 15. Feedback on the program has been very positive.	Trish Palmonari
2.1.2	Local Legends social media campaign	Communications	In Progress	The Local Legends campaign is an ad-hoc project designed to recognise those who go above and beyond in the community. Most recently, the campaign is being used to promote the Australia Day Community Citizen of the Year Awards having a collective reach of more than 6,300 people in the first quarter.	Trish Palmonari
2.1.4	Australian Tourism Exchange Program	Economic Development	In Progress	Information sharing with local industry has commenced	Trish Palmonari
2.1.7	Implement Annual Corporate Contract Procurement Plan	Corporate Compliance and Safety	In Progress	Completion of the prior years Annual Procurement plan has been achieved. Development of the new plan has been aligned with Jan 2022	Brodie Pearce
2.1.8	Execute the CGG Procurement compliance expenditure audit program	Corporate Compliance and Safety	Meeting Requirement-Ongoing	The procurement services team undertake monthly reviews of all corporate contracts and standing orders to ensure expenditure is as per the contract and CP4.9 Procurement of Goods & Services. Branches also are required to verify all transactions are approved and within endorsed budgets. Purchasing officers monitor and flag transactions where process or expenditure needs clarification.	Brodie Pearce
2.2 Efficient and accessible intrastate and interstate connectivity					
2.2.1	Review, update and commence implementation of Geraldton Airport Master Plan	Geraldton Airport	In Progress	Master Plan currently under review and being updated.	Desmond Hill
2.2.2	Pursue partnerships that encourage emerging aviation technologies.	Geraldton Airport	In Progress	Feasibility study for Airport Micro-Grid underway.	Desmond Hill

2.3 The voice of the community is heard at regional, state and national forums						
2.3.1	Represent the community's interests to State and Federal Ministers and the private sector	Council	In Progress	Progress on this action is reported to Council on a monthly basis through Council meetings.	Ross McKim	
2.3.2	Representation on various community and industry working groups	Economic Development	In Progress	Representation continued on the following: Shore Leave Festival Planning Committee; SKA Stakeholder Group; Midwest Ports Community Stakeholder Group; Australia's Coral Coast; Wildflower Country Inc; Tourism Geraldton Midwest; Midwest Energy Cluster	Trish Palmonari	
2.3.3	Facilitate the collaboration of key stakeholders through Progress Midwest	Economic Development	In Progress	AGM for Progress Midwest is scheduled for November. A survey of the membership was conducted. Most members believe the entity is still relevant however the need for a formal structure is being re-assessed, along with the future role of the City.	Trish Palmonari	
2.4 A desirable place to live, work, play, study, invest and visit						
2.4.1	Promote Greater Geraldton through the implementation of Greater Geraldton Destination Marketing Plan	Economic Development/Communications	In Progress	Continued updating of the visit Geraldton website; membership of Australia's Coral Coast continues to ensure that Greater Geraldton including Mullewa continues to be featured in regional tourism marketing campaigns.	Trish Palmonari	
2.4.2	Chapman Road Activation Pilot Project	Infrastructure Services	In Progress	Implementation of the changes to Chapman Road are being finalised. Monitoring of the impact of the changes continue with the evaluation report due September 2022.	Chris Lee	
2.4.3	Rocks Laneway Activation Project	Economic Development	In Progress	The activation program attracted 1326 participants and attracted 1501 spectators to the area.	Trish Palmonari	
2.4.4	Collaborate with the Tourism WA Familiarisation Program	Economic Development	In Progress	As part of the Shore Leave Festival a familiarisation program with Experience WA Japan was conducted. The company is looking at bringing two coachloads of Japanese (Perth based) tourists to the region in November 2021.	Trish Palmonari	
2.4.5	Provide local artists with a shopfront to promote and market their creative works	Geraldton Regional Art Gallery	On Schedule	Locally made products continue to be sourced for Gallery Retail Store	Trudi Cornish	
2.4.6	Coordinate Post Office Lane Gallery exhibitions	Geraldton Regional Art Gallery	Meeting Requirement-Ongoing	Two exhibitions held during this quarter - Perth cartoonist, Campbell Whyte (coincides with Big Sky Festival) and works by local artists, Steve Davidson and Chris Bolton.	Trudi Cornish	
2.4.7	Provide tourism information in a timely, accurate and friendly manner to both visitors and locals alike	Geraldton Visitor Centre	In Progress	Busy wildflower season commenced during this quarter, many enquiries regarding accommodation availability	Trudi Cornish	
2.4.8	Ensure that visitor information is readily available, up-to-date and accurate through the provision of display opportunities for print material and online via the Visit Geraldton webpage/touch screen portals	Geraldton Visitor Centre/Communications	On Schedule	Print material and Visit Geraldton up-to-date, some issues with touch screen at GVC, currently not functioning, repairs being investigated by ICT	Trudi Cornish	
2.4.9	Coordinate the Marine Terrace Mall banner programme	Libraries	Meeting Requirement-Ongoing	Task reallocated to Library due to resourcing limitations at Geraldton Visitor Centre	Trudi Cornish	

2.4.10	Continue to offer online bookings services for local accommodation providers and tour operators	Geraldton Visitor Centre	Meeting Requirement-Ongoing	Ongoing management of Bookeasy platform	Trudi Cornish
2.5 Our competitive advantages are built upon and our business success is celebrated					
2.5.1	Develop and monitor the Investment Attraction Portal Project	Economic Development	In Progress	Over 900 hits to the PMW website. And around 547 hits to the China Connect website.	Trish Palmonari
2.5.2	Implement the CGG actions in the Geraldton Jobs and Growth Plan 2021-23	Economic Development	In Progress	Facilitation of the Major Projects Update event that attracted 85 Hydrogen/ Clean Energy Proponents to take part in the event. The Minister for Primary Industries and Regional Development was the keynote speaker and Trish Palmonari Chaired the first day of the event.	Trish Palmonari
2.6 A diverse and globally recognised regional capital					
2.6.1	Implement the City's Events Strategy, including planning and delivery of the City's calendar of events	Events	In Progress	Planning well advanced for HMAS Sydney II 80th Commemorative Service in November, CBD traders input sought to plan for Christmas on the Terrace event in December. Planning underway for a TC Seroja Thank You event in October.	Fiona Norling

Aspiration: Our natural environment has a voice at the table in all our decisions. We are a leader in environmental sustainability.

OUR STRATEGY			PROGRAMS & SERVICES	STATUS	COMMENTS (1st Qtr.)	RESPONSIBLE
3.1 A City that is planned, managed and maintained to provide for environmental and community wellbeing						
3.1.1	Deliver the annual Roads and Footpaths Renewal Programs		Project Delivery	In Progress	Roads and Footpath renewal projects have started including works on the LRCIP 2 Grant Funded footpaths and road renewals	Pierre Neethling
3.1.2	Deliver the Railway Street Safe Active Project		Project Delivery	In Progress	Railway SAS project has commenced.	Pierre Neethling
3.1.3	Deliver the Geraldton Regional Art Gallery Park Upgrade Project		Strategic Asset & Infrastructure Management	In Progress	Budget approved. Contract prepared and issued to GBSC. Kick-off scheduled for 11/11/21. Construction scheduled to start Dec 21.	Pierre Neethling
3.1.4	Develop and implement masterplan of CBD foreshore dune landscaping and beach access points		City Precinct	Meeting Requirement-Ongoing	Provisions made to meet with City officers to commence project scope , majority of work to likely commence Q2	Emma Smith
3.1.5	Develop and implement A 10 year renewal plan for bus stop locations and infrastructure in collaboration with Public Transport Authority		Strategic Asset & Infrastructure Management	Not Commenced	Base data is available and should not be any issue completing this item within the second quarter. This will allow staff to fit this in with workloads over the year	Kerry Smith
3.1.6	Process planning applications within statutory timeframe		Town Planning	On Schedule	97 applications received, all assessed within the required timeframe	Mark Adams
3.1.7	Respond to subdivision referrals within statutory timeframe		Town Planning	On Schedule	2 applications received, all assessed within the required timeframe	Mark Adams
3.1.8	Process certified applications within statutory timeframe		Building Surveying	On Schedule	101 applications received, all assessed within the required timeframe	Mark Adams
3.1.9	Process uncertified applications with statutory timeframe		Building Surveying	On Schedule	218 applications received, all assessed within the required timeframe	Mark Adams
3.2 Regional leader in adapting to climate change						
3.2.1	Develop and implement the City's Climate Adaptation Plan		Engineering Services	In Progress	The City is implementing WALGA's Climate Change Action Framework developed by Ernst and Young. A draft Climate Mitigation Plan has been produced by a Climate Change consultant and is currently being reviewed by the City's Executive Management Team and Managers	Office of CEO
3.2.2	Design and delivery of coastal node masterplans		Coastal and Natural Environment	In Progress	A Coastal node hierarchy has been developed based on State Coastal Planning Policy 2.6 Guidelines. Draft coastal node masterplans are being developed	Michael Dufour
3.2.3	Conduct an energy audit of City aquatic facilities and develop 3 year implementation plan of recommendations		Sport and Leisure	Meeting Requirement-Ongoing	City officers are submitting a Capital Works Application to conduct an energy audit on the Aquarena to correctly identify possible energy initiatives.	Emma Smith

3.3 A well-maintained, SMART, sustainable, liveable City valued by the community						
3.3.1	Complete reconstruction of approximately 60 kilometres of un-sealed road.	Maintenance Operations	On Schedule	Unsealed road renewal/reconstruction programme is planned to be completed over the full year and is currently on track at approximately 25% complete.	Kerry Smith	
3.3.2	Continue renewal of stormwater assets.	Maintenance Operations	On Schedule	Work programme has been refined and is currently with the contractor. On track for completion by EoFY	Kerry Smith	
3.3.3	Complete playground audits and associated renewal programmes	Maintenance Operations	On Schedule	In-house audits are up to date. External third party audit to be completed in 4th quarter.	Kerry Smith	
3.3.4	Continue upgrades and renewal to irrigation systems and parks including furniture and landscaping.	Maintenance Operations	Not Commenced	Tarcoola Park and Belimos Park scheduled to start works on ground in 3rd quarter.	Kerry Smith	
3.3.5	Maintain approximately 830 kilometres of sealed road network.	Maintenance Operations	Meeting Requirement-Ongoing	Ongoing. Spike in maintenance work in 1st quarter due to increased rainfall however works back to normal expectation.	Kerry Smith	
3.3.6	Maintain approximately 1,220 kilometres of un-sealed road network.	Maintenance Operations	Meeting Requirement-Ongoing	Maintenance of unsealed roads on track. Awaiting harvest season to increase when maintenance operations will ramp up further.	Kerry Smith	
3.3.7	Maintain approximately 200 kilometres of stormwater infrastructure including 172 drainage sumps.	Maintenance Operations	Meeting Requirement-Ongoing	On schedule. Sump clean ups are prioritised each year and are on track. Jetting, clearing and inspections of SW pipes are ongoing and on track with no major issues outstanding.	Kerry Smith	
3.3.8	Maintain approximately 200 parks and open space reserves including 54 playgrounds.	Maintenance Operations	Meeting Requirement-Ongoing	On schedule. Higher than average rain fall put pressure on mowing resources through the first quarter but have now come back to expectation and are on schedule and on budget.	Kerry Smith	
3.3.9	Maintain approximately 300 trees under power lines.	Maintenance Operations	Delayed	Works are continuing however the programme fell behind due to Cyclone clean-up works. Programme will finish later than December 30 as originally planned but no issue to complete by EoFY.	Kerry Smith	
3.3.10	Update the existing Conservation Management Plans (CMP) for Heritage Buildings and create CMPs for the Mullewa Town Hall	Land & Property Services	In Progress	This project is currently in the planning phase for the delivery of updating the existing CMP's. The preparation of RFQ (if required) for CMP development for the Mullewa Town Hall is planned for January 2022. Part of this whole process will be the liaison with Manager Libraries & Heritage & Heritage Council WA.	Brian Robertson	

3.4 A desirable and sustainable built and natural environment responsive to community aspirations						
3.4.1	Ongoing provision of specialised team to service the City Precinct and high profile localities	City Precinct	On Schedule	Teams continuing with maintaining and servicing the City's high profile areas. Renewals completed on high profile footpaths and traffic areas. Third party footpath slip testing audit conducted on the foreshore footpaths and accessways - all compliant with the relevant standards	Emma Smith	
3.4.2	Delivery of 25,000 to 30,000 native plants for City and Community projects	Engineering Services	On Schedule	Seeds have been collected to meet the 25,000 to 30,000 plant target this season. Most are being stored in preparation for germination in the coming months. Notable exceptions include an experiment to germinate a small batch of banksia seeds, which haven't been propagated by the Nursery before. Germination during the cooler months has produced successful results with 20 banksia seedlings being transferred to forestry tubes. The community nursery expansion project is well under way with new seed tables ordered and the 35L plant stock area prepared (drainage, reticulation and wind breaks)	Michael Dufour	
3.4.3	Implementation of transport engineering strategies	Engineering Services	In Progress	City officers submitted a Blackspot application for roundabout improvements at the Cathedral/Maitland intersection. This project has been shortlisted for State Blackspot funding, and also submitted by Main Roads WA for Federal Blackspot funding - which if successful would be 100% grant-funded. A schools precinct traffic study was completed which identified a variety of options aiming to improve traffic and pedestrian movements around the Cathedral Avenue, Maitland Street and Carson Terrace schools precinct. Landscape architects are currently producing 3-D renders of the options for a community engagement	Michael Dufour	
3.4.3	Delivery of the Annual Capital Works Program	Project Delivery	In Progress	Item presented to Council in October to engage additional and external professional services to assist in delivery of grant funded projects. Review underway as part of Mid-Year Budget review to identify what capital works will not be delivered this FY due to resource capacity.	Pierre Neethling	

3.5 An integrated emergency and land management approach						
	3.5.1	Completion of bushfire mitigation projects	Emergency Management	In Progress	All projects progressing on schedule.	Michael Dufour
	3.5.2	Annual firebreak notice and inspections	Emergency Management		The City's annual fire break notice was issued with the rates notice. In response to the increased vegetation growth associated with higher rainfall patterns, and the green waste generated from Tropical Cyclone Seroja, a media campaign was developed and implemented to increase community awareness of undertaking firebreak compliance works in a timely manner. This included a Facebook campaign with key messaging, and organising drop-in information sessions at localities with lower compliances.	Michael Dufour
	3.5.3	Continue to assist in the Cyclone Seroja Recovery Program	Office of CEO	In Progress	Progress on this action is reported to Council on a monthly basis through Council meetings.	Ross McKim

3.6 The natural environment is valued, protected and celebrated						
3.6.2	Develop & prepare Residential Waste & Sanitation Collection & Disposal Contract - RFT	Waste Management	In Progress	EMT Item EMT1058 endorsed by EMT 13/10/21. Endorsed subject to valuation methodology updated to include - Price 50% and other components altered accordingly. RFT currently being finalised by WALGA.	Brian Robartson	
3.6.3	Construction of a best practice Regional Resource Recovery Facility (RRRF - Transfer Station)	Waste Management	In Progress	Meru Master Plan - Site Plan options under review by EMT. Once Master Plan is endorsed, final design of transfer station will be updated along with weighbridges office and recycling shed. BBRF application reported as approved.	Brian Robartson	
3.6.6	Development of Bluff Point coastal adaptation pathway	Coastal and Natural Environment	Not Commenced	The aim of this project will be to explore various adaptation options for the Bluff Point locality and complete cost benefit analysis to be able to prioritise an adaptation pathway for consideration by Council	Michael Dufour	
3.7 Moving towards a circular economy						
3.7.1	Implementation of the 2nd phase of Food Organics Garden Organics(FOGO) - additional 2500 bin collections	Waste Management	In Progress	Purchase of bins and suburb selection completed along with mapping. Planned rollout date is during February 2022.	Brian Robartson	
3.7.2	Completion of FOGO Composting Facility Extension	Waste Management	In Progress	RFT2122 09 completed and appointment made for contractor to commence.	Brian Robartson	
3.7.3	Develop & Implement Community Engagement & Education Program	Waste Management	In Progress	Waste Minimisation Officer position currently readvertised.	Brian Robartson	
3.7.4	Implement the new CGG Community Recycling Program & The Bowerbird	Waste Management	In Progress	The Bowerbird reopened in this quarter. YTD turnover \$23k.	Brian Robartson	
3.7.7	Develop and Implement Meru Master Plan	Waste Management	In Progress	Meru Master Plan - Site Plan options under review by EMT.	Brian Robartson	
3.7.8	Develop and construct Meru Recycling Shed & Weighbridge Office	Waste Management	In Progress	Meru Master Plan - Site Plan options under review by EMT. Once Master Plan is endorsed, final design of Recycling shed will be completed. BBRF application reported as approved.	Brian Robartson	
3.7.9	Meru Fibre Optic & Power Upgrade Project	Waste Management	In Progress	Item presented to Council in October to endorse partnering with NBN to deliver fibre optic to the Meru Site	Brian Robartson	

LEADERSHIP

Aspiration: A strong local democracy with an engaged community, effective partnerships, visionary leadership and well informed decision-making

OUR STRATEGY		PROGRAMS & SERVICES	STATUS	COMMENTS (1st Qtr.)	RESPONSIBLE
4.1 Meaningful customer experiences created for the people we serve					
4.1.1	Review and implement a Customer Experience Strategy	Customer Experience	In Progress	Customer Experience Strategy in draft	Natalie Hope
4.1.2	Ensure Customer Charter objectives are achieved	Customer Experience	Meeting Requirement-Ongoing	Customer charter updated and complaints processes reviewed.	Natalie Hope
4.2 Decision making is ethical, informed and inclusive					
4.2.1	Conduct review of the Long Term Financial Plan which provides a long-term view of the City's funding needs to enable the Strategic Community Plan to be achieved	Treasury & Finance	Not Commenced	The Long Term Financial Plan is reviewed and updated as part of the budget process and will commence in Q3.	Nita Jane
4.3 Accountable leadership supported by a skilled and professional workforce					
4.3.1	Undertake revaluation of assets - Infrastructure	Treasury & Finance	Not Commenced	An analysis of the data available has been completed. Preparation of the RFT is underway.	Nita Jane
4.3.3	Prepare and adopt the Annual Budget prior to 30 June	Treasury & Finance	Not Commenced	The budget process will commence in Q3.	Nita Jane
4.3.4	Prepare the Annual Financial Report and facilitate the Office of the Auditor General Audit	Treasury & Finance	In Progress	The Annual Financial Report has been drafted and provided to the OAG by the 30 September deadline.	Nita Jane
4.3.5	Develop and Implement the Strategic Internal Audit Plan	Treasury & Finance	In Progress	A Strategic Internal Audit Plan for 2021-2025 has been prepared and endorsed by the Audit Committee. Regulated reviews (Audit Reg 17 and Financial Management Reg 5) have been completed and received by the Audit Committee. Further internal audits will be conducted throughout the year as outlined in the Strategic Internal Audit Plan.	Nita Jane
4.3.8	Manage the reporting and acquittals for grants received by the City	Treasury & Finance	In Progress	Grant reporting and acquittals are completed in line with timeframes set by each funding body.	Nita Jane
4.3.11	Implement the Strategies in the 2021 - 2024 EEO Management Plan	Human Resources	In Progress	Once plan is finalised, implementation will commence	Natalie Hope
4.3.13	Finalise the 2021 - 2024 City Wellness Plan	Human Resources	In Progress	Final stages of development of an annual Health & Wellness Strategy as outlined in the CEO Performance Appraisal	Natalie Hope
4.3.14	Implement the Strategies in the 2021 - 2024 City Wellness Plan	Human Resources	In Progress	Current wellbeing initiatives are being delivered.	Natalie Hope

4.4 Healthy financial sustainability that provides capacity to respond to changes in economic conditions and community priorities					
4.4.1	Monitor and report on key financial ratios	Treasury & Finance	In Progress	Financial ratios are included in the annual financial report. These will be received by Council once the financial report is audited.	Nita Jane
4.4.2	Levy and collection of rates in an efficient manner, providing excellent customer service	Treasury & Finance	In Progress	Rate notices were issued on 19 July 2021. Due date 23 August 2021. Final notices were issued on 6 September 2021.	Nita Jane
4.4.3	Complete Level 2 Building Assessments for 120 buildings	Land & Property Services	Not Commenced	Work scope in planning phase.	Brian Robartson
4.4.5	Undertake CGG land asset disposal program	Land & Property Services	In Progress	Program underway. 19 properties listed with 7 properties finalised and settled. Willcock/McAlear Drive 15 lots listed with Ray White for disposal. Statutory 70A notice required to be lodged via Landgate for notification on titles for 6 lots for tidal inundation/erosion. This will slightly delay any listing.	Brian Robartson
4.4.6	Undertake annual New Capex & Renewal Program	Land & Property Services	Meeting Requirement-Ongoing	Program underway.	Brian Robartson
4.4.7	Annual completion of Compliance Audit Return to DLGSC	Corporate Compliance & Safety	Not Commenced	To be completed in the first quarter 2022	Brodie Pearce
4.4.8	Annual completion of Insurance renewal	Corporate Compliance & Safety	Not Commenced	To be completed between March and May 2022	Brodie Pearce
4.4.9	Procurement contractor/supplier quality assurance program (Purchase Order's, currency of insurance, safety documentation and KPI's)	Corporate Compliance & Safety	Meeting Requirement-Ongoing	The procurement services team undertake monthly reviews of all corporate contracts and standing orders to ensure expenditure is as per the contract and CP4.9 Procurement of Goods & Services. Central City Supplier List is managed by the procurement team, who ensures insurance is current, and contract information is up to date. Safety specific information is managed jointly between the contract owners with the support of the safety team. On commencement, all City suppliers are required to provide safety documentation suitable to the contracted services. The Safety team conducts frequent spot checks or full audits of contractor safety systems.	Brodie Pearce
4.5 A culture of safety, innovation and embracing change					
4.5.1	New Business System - procurement and implementation of replacement Enterprise Resource Planning system	Treasury & Finance	In Progress	Detailed requirements schedule completed. EOI issued with 9 submissions received. RFT issued to 3 shortlisted vendors.	Nita Jane
4.5.2	Implementation of Safety Management Plan & Systems across operations	Corporate Compliance & Safety	In Progress	Full Safety management plan induction program underway during the month of October 2021. City wide Safety Training Program detailing branch specific training requirements underway for completion by March 2022. City Safety Strategy 2021 - 2023 in draft, to be finalised by Dec. 2021. This strategy will guide the management of safety for the following 2 years	Brodie Pearce

4.6 A community that is genuinely engaged and informed in a timely and appropriate manner						
4.6.2	Implement the Community Engagement Framework	Community Engagement	In Progress	<p>Kempton Street Traffic Calming ONGOING</p> <p>Railway Safe Active Street Project ONGOING</p> <p>Foreshore Master Planning ONGOING</p> <p>GRAMS Reserve Upgrade ONGOING</p> <p>CHRMAP Coastal Policy ONGOING</p> <p>Community Engagement Policy Review</p> <p>Chapman Road Activation Project COMPLETED</p> <p>Aquarena Outdoor Pool Upgrade ONGOING</p> <p>X-Mas Event Surveys COMPLETED</p> <p>Point Moore Beach Usage COMPLETED</p> <p>RAP Review ONGOING</p> <p>Hillview-Seacrest Reserve Upgrade ONGOING</p> <p>Firebreaks Information Campaign COMPLETED</p> <p>FOGO Trial ONGOING</p> <p>Draft Integrated Transport Strategy COMPLETED</p> <p>Future of Point Moore Cottages COMPLETED</p>	Pierre Neethling	
4.6.3	Publish timely and accurate information on the City website in accordance with the public access provisions of the Local Government Act 1995 section 5.96A	Corporate Compliance & Safety	Meeting Requirement-Ongoing	<p>The City has published all information to the website as required by the Local Government Act 1995 section 5.96A.</p> <p>The City monitors and ensures ongoing currency of this information</p>	Brodie Pearce	
4.6.4	Conduct Annual Community Perceptions Survey	Strategic Planning	Not Commenced	To be undertaken in March 2022.	Trish Palmonari	
4.7 Council understands its roles and responsibilities and leads by example						
4.7.1	Ordinary Elections of Council - Conduct effective and transparent local government elections in conjunction with the WA Electoral Commission.	Governance	Completed	Election completed on 16 Oct. 2021, elected councillors were sworn in 18 Oct.2021.	Brodie Pearce	
4.7.2	Role of the Council - Determine the local government's policies and administer the City's local laws.	Governance	Completed	The City has successfully published the Council Plans, Policies and Local Laws associated with the role of Council. These are accessible from the City's website in the Your Council tab.	Brodie Pearce	
4.7.3	Training for Council members -Inform and assist Council members to participate in and complete Mandatory Councillor training and additional training opportunities as requested.	Governance	In Progress	<p>Provision of training materials (Councillor information pack) and City specific policies and local laws have been provided to councillors.</p> <p>Mandatory training is being arranged.</p>	Brodie Pearce	

4.8 Deliver secured technology that supports sustainability, the environment, service delivery and the community						
4.8.2	CCTV Asset Renewals Replacement of in-ground infrastructure (10 pits) & cameras (30)	Information Communications Technology	In Progress	Project has been kicked off. Completion date expected to be end of December.	Dennis Duff	
4.8.3	Five year review of City's Recordkeeping Plan 2021-2026	Information Communications Technology	In Progress	Review in progress, starting with maturity assessment	Dennis Duff	
4.8.5	Establish Cyber Security Framework	Information Communications Technology	In Progress	In recognition of gaps in CGG Cybersecurity posture, and its ability to respond to increased cybersecurity threats, the City has also prioritised resources to implement a Cybersecurity function and framework. Such a framework will encompass controls to better identify, protect, detect, respond and recover from Cybersecurity incidents going forward.	Dennis Duff	
4.9 Collaboration and strategic alliances with Local Government partners delivers results for common aspirations						
4.9.1	Oversee the management of the Midwest Libraries Consortium which includes seven partner Shires.	Library Services	Meeting Requirement-Ongoing	Midwest Libraries Consortium MoU (2021-26) renewed	Trudi Cornish	
4.9.2	Wildflower Country Inc. Participation	Economic Development	In Progress	Officers from Mullewa and Geraldton attend these meetings to ensure that we are a part of the programs and initiatives of the organisation.	Trish Palmonari	
4.9.3	WALGA participation	Office of CEO	In Progress	City of Greater Geraldton (City) via a Memorandum of Understanding (MOU) signed up to participate in WALGA's Energy Sustainability and Renewables Project (Phase One). In early October, the City received an offer from WALGA for contestable energy supply and renewable energy options that will be presented to council for consideration.	Ross McKim	
4.9.4	Regional Capitals of Western Australia participation	Council	Meeting Requirement-Ongoing	The City is currently compiling data for a benchmarking analysis with participating member Local Governments.	Ross McKim	