

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	Meeting Requirement-Ongoing	Mullewa De Grey (Old Stock Route Trail) printed and made available via Visitor Centre, Library, Mullewa Office, Library webpage and Ap. War Years Drive Trail photos received from Australian War Memorial. Graphic design phased carried over to 2018/19.	Trudi Cornish
Deliver National Heritage Month activities	Completed	Completed in April 2018.	Trudi Cornish
Restoration of historic Greenough and Walkaway Cemeteries and Mullewa Photographic Collection	Meeting Requirement-Ongoing	Cemetery Walk Trail at Greenough in development for 2018/19. Community Photo morning held at Mullewa, 12 July 2018.	Trudi Cornish
1.1.2 Recognising and respecting Aboriginal heritage, history, traditions, languages and culture			
Develop and manage the Yamaji Yanda archival photographic collection	Meeting Requirement-Ongoing	Successful workshop held in May. Collection of images from across Midwest and Murchison is ongoing.	Trudi Cornish
Implement the Reconciliation Action Plan		RAP has been endorsed and actions from this plan are ongoing.	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	Completed	2018 Festival successful delivered 25-27 May. Increase in attendance. Acquittal reports to funding bodies completed.	Trudi Cornish
Deliver an exhibition program of national and international art at the Geraldton Regional Art Gallery	Meeting Requirement-Ongoing	The Geraldton Regional Art Gallery has continued to deliver a high calibre of national and international art exhibitions. In June and July, Kevin Robertson's Wonderwall, Olg Cironis's You Made Me Do It, a solo exhibit of Angela Stewart and the very popular Bead Friends school holiday workshop and exhibition attracted high attendances. Currently the Gallery has a solo exhibition of Angela Mesiti's most recent works, Relay League. Angela has just been selected to represent Australia in the 2019 Venice Biennale.	Susan Smith
Implement the Public Art Strategy	In Progress	April Pine has been commissioned to produce a large sculpture that will be located at the front of the Geraldton Art Gallery. The artwork will be installed by 1 February 2019. 12 Local artists have been commissioned to paint a Christmas Tree sculpture that will form part of the decorations over the Christmas Period. The local Men's Shed are constructing the trees. Chris Baker has been engaged as the lead Writer/Director for the Geraldton Theatre Production. He will have a draft script to present to City staff in October. The City was successful in securing two grants for this project; \$20,000 from Building Better Regions and \$160,000 from Raising the Roof.	Susan Smith
1.1.4 Fostering and facilitating community and cultural events			
Attract events to the Greater Geraldton region	Meeting Requirement-Ongoing	The City worked with a number of externals to attract and support the delivery of events in the Greater Geraldton Region during Q4. They included The State Rotary Conference, Geraldton Caravan and Camping Show, Quaff Food and Wine Festival, Guinness Book of World Records for Star Gazing, Qantas Launch, Woorree Park BMX Club Super Series, Mid West Community Port Open Day and the WAFL Game (East Fremantle vs Claremont). CGG events included the inaugural WoW Fest, which attracted over 10,000 people to the Foreshore. WoW Fest made the Australia's top must go to festival of 2018 by Flight Network. The City also delivered the inaugural Tourism Investment Conference at the Queen's Park Theatre.	Susan Smith

Attract sponsorship and grant funding for events and community and cultural development programs	Meeting Requirement-Ongoing	The City secured sponsorship for WoW Fest from the following organisations: Mid West Ports Authority, Sun City Solar, REDFM, Mitchell and Brown Retravision, Lions - Beers, Spirits and Wine Pty Ltd, Northgate Shopping Centre. The City was successful in the Building Better Regions Funding for Wow Fest,	Susan Smith
Deliver two signature events annually	Meeting Requirement-Ongoing	The City delivered WoW Fest and assisted in the delivery of Mullewa Rodeo and Muster (vis a committee).	Susan Smith
Facilitate the delivery of community events and cultural initiatives in Mullewa	Meeting Requirement-Ongoing	Planning for City managed events in Mullewa including Australia Day 2019, ANZAC Day and 2019 Mullewa Muster and Rodeo were well underway in Q4. Support for delivery of Mullewa Agricultural Show and Wildflower Festival has been provided. Untamed Art Project commenced, with initial workshops held.	Susan Smith
Finalise and implement the Queens Park Theatre Program Plan	Meeting Requirement-Ongoing	QPT Shows presented in Q4 included Menopause the Musical, The Big Hoo Ha, Frankenstein, Absolutely Flawless, Melbourne Comedy Festival and Morning Melodies. The Reconciliation Week Concert and live simulcast of Summer of the 17th Doll were free events. Total number of patrons in seats was 1,444 with ticket sales totalling \$46,966.	Susan Smith
Implement initiatives from across each of the eight (8) Creative Community Plan themes including the delivery of Sundays by the Sea	Meeting Requirement-Ongoing	A review of Sundays By The Sea has resulted in the proposal to shorten the 2018/19 season to run from November to March. The event not only adds vibrancy to the foreshore, but gives emerging and local musicians an opportunity to perform.	Susan Smith
Promote and operate the City of Greater Geraldton's facilities and venues for hire	Meeting Requirement-Ongoing	GMC continues to be a popular venue to hire, averaging approximately four bookings per week. GMC fees and charges revenue in Q4 was \$14,538 compared to \$8,081 in Q4 16/17. Stow Gardens continues to be activated by events such as Films on the Foreshore, Million Paws Walk and Guinness Book of Records Star Gazing.	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	Completed	Mid West Regional Activity Plan 2018/19 fully signed off by participating Shires (17).	Trudi Cornish
Provide information services and programs that meet the needs of the community	Meeting Requirement-Ongoing	User Survey in development for Housebound patrons and also general Library patrons.	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	Not Commenced	No Further progress, officers continuing to research	David Emery
Implement outcomes of the Sporting Facilities Support Review	In Progress	Meetings had with (10) Ground Management Committees regarding sporting tower lighting policy. Currently drafting policy to be presented at concept forum in September	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	Completed	Project Design and Delivery have completed project as specified.	Michael Dufour

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	Ongoing and team now fully resourced to undertake this requirement.	Brian Robartson
1.3.2 Promoting healthy lifestyle initiatives and living standards			
Facilitate the delivery of Health Promotion Programs	Meeting Requirement-Ongoing	Programs delivered and promotional work continues as per Qtr.3 comments.	Brian Robartson

1.3.3 Ensuring effective management of animals within the community

Construction of the Animal Management Facility	On Schedule	Contractors will take possession of site on 20 August 2018. Work should take about six months to reach practical completion	Pierre Neethling
--	-------------	---	------------------

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	Pierre Neethling
---	-----------	---	------------------

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	Meeting Requirement-Ongoing	Promotion of WACRH School Holiday Program for Mitchell Street Spalding Centre continues. Meetings have been held with Dept. of Communities to discuss conditions in Spalding. Liaison with artist Phil Doncon who enquired about painting a community mural on wall near Community Centre.	Susan Smith
---	-----------------------------	--	-------------

Develop the capacity of community groups and associations to deliver services and activities to the community in a sustainable way	Meeting Requirement-Ongoing	Meeting held with the President of the Woorree Progress Association to gain an insight into how the four separate entities manage the Woorree Hall. A meeting was also held with the President of the Rangeway Utakarra Progress Association to discuss the use of the Levy Street Hall. Coordinator of Community Development met on separate occasion to discuss the possibility of building a Pump Track on the Park adjoining the hall. Further to this meeting, a Perth based landscape consultancy company contracted by the City has assessed the suitability of the site for the pump track. Findings should be released in the coming months.	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	Meeting Requirement-Ongoing	Youth diversionary initiatives delivered in this quarter through Dept. of Justice U-Turn Funding and Dept. of Communities Youth Centre funding included: At-risk youth excursions, school holiday basketball tournaments, back to country crime prevention camps, urban art murals, Midnight Basketball program, Thursday night drop in and the Mullewa Youth Centre 34 hours per week of drop-in service. There was a total approximately 2.300 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	Meeting Requirement-Ongoing	Youth Vibrancy initiatives delivered in this quarter included Sunset Yoga and the School Holiday Program which included basketball, soccer, cricket and Films on the Foreshore. The Department of Communities funded Music Studio has commenced operations as a precursor to Battle of the Bands	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	Meeting Requirement-Ongoing	Disability Action Group has been reformed and is currently reviewing the existing DAIP in preparation for the new Five Year Plan beginning in 2018. Currently working with Communication Team to develop apps to improve access and information to the City's facilities. CGG received a Commendation in the Most Accessible Community in WA (MACWA) awards.	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	Meeting Requirement-Ongoing	Membership of QE11 Centre continues to grow on a daily basis, with current membership standing at 1,212. This is almost a 100% increase since January 2017. A number of new programs/activities have been implemented at the centre, including Pilates, Bridge, Yoga and a women's self-esteem through movement program. Yoga has attracted an increase of 240 attendees each month. The Senior's User Friendly Business (SUB) program continues to be developed and will be officially launched in September.	Susan Smith
1.5.5 Enhance relationships and services between rural and urban areas			
Advocate for issues of relevance to the Mullewa community	Meeting Requirement-Ongoing	Recent Mullewa issues that City Officers have been advocating on include supporting the provision of aged care by an external organisation in Mullewa (capital works to be funded by Health Dept.); for improved mobile phone coverage and telecommunications (review submitted); consultation on the Mullewa Hospital redevelopment and liaising with Western Power to advocate for improved reliable power supply 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	Meeting Requirement-Ongoing	Key services, including the Caravan Park, airfield, cemetery, library, Mullewa District Officer customer support and Department of Transport services were available 95% of the time during operating hours throughout Q4. The key impact to interrupted services this quarter has been limited trained staff in Dept. Transport Licensing.	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	Completed	Project Design and Delivery have completed project as specified.	Michael Dufour
2.1.2 Sustainably maintaining public open spaces and recreation areas			
Develop a Masterplan for Public Open Space / Parks incorporating WSUD principles		Master plans being designed in three stages. Stages 1 and 2 draft master plan completed	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	On Schedule	17/18 Phase Completed	Pierre Neethling
Develop long term coastal adaptation planning strategies	In Progress	CHRMAP Public comment period open. Anticipate report to be presented at October 2018 meeting of Council	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	In Progress	Monthly data being monitored with further energy efficiency in variable speed drive technology being prepared for installation. In addition, officers are preparing to increase the solar power energy captured from the roof PV units	David Emery
Implement Waste Strategy Review & development of the Strategic Waste Management Framework Report	Delayed	No change to Qtr. 3 comments.	Brian Robartson
Investigate Solar PV Initiatives	In Progress	Solar PV operational and working effectively at QPT, GMC & Art Gallery	Paul Radalj
Provide regional waste management services	Meeting Requirement-Ongoing	Continued excellent service.	Brian Robartson
Undertake a Mullewa Water & Waste Water Engineering Study	In Progress	Wastewater project complete. Water project RFQ to go out in Aug 2018	Michael Dufour
Undertake a stormwater catchment study and drainage infrastructure assessment	In Progress	Priority given to CBD due to budget and resource constraints that would have been required to complete catchment study across the whole of the municipality.	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	Unsuccessful under BBRF. Procurement plan approved by EMT. Preparation of RFT underway by Infrastructure team. Reporting to Council RFT results in October 2018 scheduled timeframe.	Brian Robertson
Review tower lighting and electrical usage charges of the City's Sporting facilities	In Progress	City Officers have been reviewing with works being conducted at the Wonthella and Eadon Clarke Ovals, improvements to metering are required with issues of tariff charges and transparency in usage being identified. Officers have met and are continuing to meet with Ground management committees to provide resolution options	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	In Progress	Director IS has provided conceptual presentations to the Advisory committee and Concept Forum with stakeholders deliberating responses on presentation and recommendations being prepared for council consideration	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	Pierre Neethling
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	Completed	All compliance requirements achieved and budget estimates exceeded.	Brian Robertson
Deliver annual road and footpath renewal program	Completed	Completed	Pierre Neethling
Develop road hierarchy and levels of service for the sealed road network	Completed	Completed	Kerry Smith
Renew Apron Charlie Airside access gate	Completed	Completed	Bob Urquhart
Renew Greenough Terminal Lighting	Completed	Completed	Bob Urquhart
Replace Checked Baggage X-ray	Not Commenced	Project deferred indefinitely	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	Completed	Completed	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	Completed	Completed	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	Not complete due to urgent attention given to other substantial projects and assets including lighting renewals and water infrastructure projects. Substantial data relevant to a Lighting Asset Plan has been collected during work across the 2017/18 year and progress to AM plan will continue.	Kerry Smith
Develop three (3) year Asset Renewal Program for all asset classes	Complete	Complete	Kerry Smith
Develop three (3) year rolling New Capital Works Program for all asset classes	Complete	Complete	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	Completed	Completed	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	Completed	Completed	Graham Morris
Continue deployment of the Assetic Asset Management Software across parks and roads	Meeting Requirement-Ongoing	Several works crews operating off tablet and connected to the Assetic system. Deployment/rollout on track and making good progress.	Kerry Smith
Continue improvement of the branch's use of E-Quotes and General Procurement improvements	Meeting Requirement-Ongoing	Continually improving though substantially complete.	Kerry Smith
Create an Asset Management Working Group with representatives from all relevant branches	Completed.	Completed.	Kerry Smith
Develop Playground Assessment Management Plan		Completed	Kerry Smith
Develop revised Asset Management Policy and Strategic Asset Management Plan	In Progress	Draft updated policy out for review. Strategic AM plan under review	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			
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 - Extended closing date 23/07/18	Bob Urquhart
Creation of land development opportunities to add economic stimulus to the region	Meeting Requirement-Ongoing	The acquisition of 108 Marine Terrace (Rocks Building) and 201 Lester Avenue (NACC Building) has created opportunities to add economic stimulus to the CBD.	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	Completed	Cancelled not proceeding	Bob Davis
Support and facilitate Growing Greater Geraldton Plan initiatives	Meeting Requirement-Ongoing	Review of Growth Plan commenced	Bob Davis

3.2 Lifestyle and Vibrancy

Action	Status	Commentary	Responsible Officer
3.2.3 Revitalising the CBD through economic, social and cultural vibrancy			
Provide policy and strategy advices for economic development of the City region	Meeting Requirement-Ongoing	Trish Palmonari appointed as Manager Economic Development	Bob Davis
Undertake planning and design activities for City Centre revitalisation	Meeting Requirement-Ongoing	Rocks laneway construction underway. Durlacher Street one-way with Main Roads and Minister for Transport for consideration	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	On Schedule	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 Growing Greater Geraldton Tourism Investment Summit, WoW Festival, soft launch of the Jump and Bike Track.	Trish Palmonari
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.	Trish Palmonari
4.1.3 Providing innovative and accessible customer service and information systems			
Establish a Customer Service Centre / Contact Centre	In Progress	Customer Service Centre / Contact Centre refurbishment practical completion date 10/08/2018 Customer Service to commence operations in new Centre 14/08/2018	Jeff Graham
Implement a three year Customer Service Strategy for the City	On Schedule	Customer Service Strategy established, Action Plan items for 17/18 are on track for successful completion	Jeff Graham
Plan and deliver SirsiDynix Library Management System Consortia for Mid West Region	Meeting Requirement-Ongoing	Permission sought from EMT to design Consortium logo and single access Library card across all Consortium members.	Trudi Cornish

4.2 Planning and Policy

Action	Status	Commentary	Responsible Officer
4.2.2 Responding to community aspirations by providing planning and zoning for future development			
Assist with the 'Spalding Urban Renewal' project	Delayed	Dept. of Communities finalising engagement strategy	Murray Connell
Review the 'Local Profile and Context Report'	In Progress	Draft report waiting on WA Planning Commission consent to advertise	Murray Connell

4.3 Advocacy and Partnerships

Action	Status	Commentary	Responsible Officer
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	Ongoing	Bob Davis
Participate in WA Regional Capitals Alliance and Regional Capitals Australia	Meeting Requirement-Ongoing	Ongoing	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	Meeting Requirement-Ongoing	Revised LTFP 2018-28 adopted by Council 26th June 2018	Paul Radalj
Implement the Annual Budget as derived from the Corporate Business Plan	Meeting Requirement-Ongoing	Annual Budget for 2018-19 adopted by Council 26th June 2018	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	Adopted budget 18-19 provides indicative financial ratios	Paul Radalj
4.4.3 Delivering and ensuring business systems and services support cost effective Council operations and service delivery			
Deliver e-Services Development	In Progress	Project reprioritised due to developments with Altus project.	Dennis Duff
Deliver replacement of Rangers Infringement System	In Progress	Field testing and on track for go-live in August 2018	Dennis Duff
Develop and implement new corporate software	Meeting Requirement-Ongoing	Yr1 milestone complete	Dennis Duff
Facilitating the provision of ICT capabilities, capacity and services for the organisation	Meeting Requirement-Ongoing	Meet 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	Meeting Requirement-Ongoing	Remediation still ongoing but testing and reporting completed.	Dennis Duff

4.5 Good Governance & Leadership

Action	Status	Commentary	Responsible Officer
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	Trish Palmonari
In conjunction with the Western Australia Electoral Commission conduct orderly local government elections every two years	Completed	No Election activity this quarter	Margot Adam
Provide Councillors with training and development opportunities	Completed	Councillor Training & development completed for 2017/2018	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	Full system development project underway, policies and system architecture established, procedures and tools being finalised and embedded over next 4 months	Natalie Hope
Develop ICT Disaster Recovery and Business Continuity Plan	In Progress	Plan completed and endorsed. Testing planned for January 2019	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	Bob Davis
Undertake "rolling" internal audits per endorsed 5yr Plan	Meeting Requirement-Ongoing	Internal audit program for 2017-18 completed and presented to Audit Committee 15th March 18.	Paul Radalj
Undertake a Ward Boundary Review Process	In Progress	Wards and Representation review endorsed by Council 24.4.18 Consultation period commenced 28.4.18. Two public meetings held 27 & 28 June 2018	Margot Adam

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	Natalie Hope
Develop a Change Management Plan	Completed	Completed	Natalie Hope
Develop a Succession Management Plan	In Progress	Discussions to take place with Directors to finalise,	Natalie Hope
Develop and monitor Aboriginal Employment Strategy	In Progress	Review annually or where necessary	Natalie Hope
Negotiate a new Enterprise Agreement	In Progress	Currently in final stages of negotiations with the ASU	Natalie Hope
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.	Natalie Hope
Review Workforce Plan incorporating Equal Employment Opportunity Management Plan	In Progress	Review to commence and discussions to take place,	Natalie Hope