

Community

1.1 Our Heritage

Action	Status	Commentary	Responsible Officer
1.1.1 Recording, recognising and preserving our social, environmental and built heritage			
Deliver National Heritage Month activities	In Progress	Preliminary discussions with Dept Planning, Lands and Heritage for partnership with CGG to hold annual Heritage Conference in Geraldton on April 12-13, 2018. Theme will be Sacred Heritage and will explore both historic and Aboriginal heritage. A working group has been established.	Susan Smith
Restoration of historic Greenough and Walkaway Cemeteries and Mullewa Photographic Collection	On Schedule	A busy bee was held on the 26 August and was attended by 18 volunteers. A story was featured in the Geraldton Guardian and there was good community feedback via Facebook posts. Arial photography of the cemetery has been completed and unmarked graves have been pegged out. Future work will be the gravel mounding of approximately 140 unmarked graves and the cemetery paths will be reworked. This work has been achieved with funding secured by the CGG Heritage Services team through Royalties for Regions.	Susan Smith
1.1.2 Recognising and respecting Aboriginal heritage, history, traditions, languages and culture			
Develop and manage the Yamaji Yanda archival photographic collection	In Progress	This digital archive of historic photos of Aboriginal people from across the Midwest has continued to grow with the donation of significant collections to the City, including the Gregory, Cheree Leigh and McDonald Collections, also the Wooleen Station Collection. Yamaji Yanda photographs formed a significant component of a joint display with the WA Museum for the 50th anniversary of the 1967 Referendum and an audio-visual presentation was displayed in both Mullewa and the Geraldton Regional Library. With the implementation of the new Library Management System, photographic images from the Yamaji Yanda Collection are in the process of being uploaded to the online Library Catalogue. These images are an invaluable local history resource and have increased the visitation of Aboriginal people to the Library.	Susan Smith

1.1 Our Heritage - continued

Action	Status	Commentary	Responsible Officer
1.1.2 Recognising and respecting Aboriginal heritage, history, traditions, languages and culture - continued			
Implement the Reconciliation Action Plan	In Progress	The City's Aboriginal Development Officer delivered cultural inductions on four occasions during the reporting period and met twice with the Reconciliation Committee and represented the City at 4 NAIDOC events and at 3 Midwest Aboriginal Organisations Alliance (MAOA) meetings. The Officer has also been working to finalise a mini information booklet for tourists on Aboriginal history and customs.	Polly Banks
1.1.3 Facilitating engagement in the arts in all its forms			
Deliver an exhibition program of national and international art at the Geraldton Regional Art Gallery	In Progress	The Gallery continues to deliver a high calibre of exhibitions and to experience a significant increase in attendance numbers compared to the previous year. From July- September 2017 a total of 3,949 people visited the Gallery, compared to a total of 2,147 attendees in July to September 2016 when the Gallery was being operated by the State. In Q1 the exhibition program included the Mid West Art Prize, People Like Us and Julie Dowling's Yagu Gurlbarl (Big Secret). The Gallery also hosted a number of workshops and activities in this quarter including Speed Dating and Lego which proved very popular. Professional development workshops for local artists and curators were also coordinated by the Gallery and delivered through Art on the Move during Q1.	Polly Banks
Implement the Public Art Strategy	In Progress	ArtDrive commenced in July and ran throughout the quarter and proved very popular with the community in it's second year of delivery. Feedback forms do not close until ArtDrive ends at the end of October however feedback received so far from the surveys has been extremely positive, with 99% of survey respondents stating they would drive the ArtDrive Trail again in 2018.	Polly Banks

1.1 Our Heritage - continued

Action	Status	Commentary	Responsible Officer
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 the Jul- Sep quarter. These supported external events included Festivals of Football, the Shipwreck Book Launch, the Lighthouse Open Day and the Rallywest Veteran Car Rally, the last event of which attracted over 500 visitors to Geraldton and also travelled to Mullewa. The Events Team also supported the Youth Team to deliver two CGG Youth Events including Battle of the Bands and Homegrown Festival during this reporting period. Key upcoming CGG events that are currently being planned include Christmas on the Terrace, the Australian Country Cricket Championships, Australia Day and the Wind on Water Festival.	Polly Banks
Attract sponsorship and grant funding for events and community and cultural development programs	In Progress	The Events Team were successful in securing \$80,000 in grant funding from Building Better Regions during the Q1 period for WoW Festival. The Community Development Team were successful in securing a small grant of \$1,000 for a bus to transport seniors from Mullewa to Geraldton on a number of days during Seniors Week. The Queens Park Theatre also received notification during the reporting period that Lotterywest have approved an annual funding application of \$66,000 for QPT show costs in 17/18.	Polly Banks
Deliver two signature events annually	In Progress	Both signature events (WoW Fest and Mullewa Muster) are on track for delivery in April and June 2018 respectively. During Q1 WoW Festival secured \$80,000 in grant funding through Building Better Regions and has also locked in the headline band for the concert (band name is embargoed until officially announced in November).	Polly Banks
Facilitate the delivery of community events and cultural initiatives in Mullewa	In Progress	Planning for City managed events in Mullewa including Australia Day & 2018 Mullewa Muster & Rodeo was underway in Q1. Support for the delivery of Mullewa Annual Agricultural Show and Wildflower Show was carried out. Attendance was lower than normal due to the poor wildflower season and GNFL football fixtures clashing with the Agricultural show date.	Polly Banks

1.1 Our Heritage - continued

Action	Status	Commentary	Responsible Officer
1.1.4 Fostering and facilitating community and cultural events - continued			
Finalise and implement the Queens Park Theatre Program Plan	In Progress	QPT Shows delivered between July to September included Harrison Craig, Rockwiz Live!, Adam & Selina Beyond Impossible, the Sydney Comedy Festival Showcase, two QPT Club Pizza, Wine and Film Nights, the Addams Family Musical, Earth's Prehistoric Aquarium, Lee Kerneghan, the Marriage of Figaro, the first Morning Melodies by the Swing Sisters, the Live Broadcast of Switzerland, Annie and Beatlemania on Tour. There were a total of 8, 719 patrons in seats for July, August and September. This was a substantial increase on previous Q1's (total of 6,607 patrons in Q1 in 2015/16 and a total of 4,378 patrons in seats in Q1 of 2016/17).	Polly Banks
Implement initiatives from across each of the eight (8) Creative Community Plan themes including the delivery of Sundays by the Sea	In Progress	The Cultural Development Team, in collaboration with the Events and Venues Team, led an initiative to develop Christmas Lights Decorations made from craypots. The artists were commissioned in Q1 to undertake the work and the craypots will be hung in Marine Tce by late November (in time for Christmas on the Terrace). Planning for Sundays by the Sea occurred in Q1 although the official season did not commence until the start of October 2017. The Intergenerational Cross Stitch Project was also delivered in Q1 to the fence line along the Marina between the Museum and Skeeters.	Polly Banks
Promote and operate the City of Greater Geraldton's facilities and venues for hire	In Progress	The GMC continues to be a popular venue for hire and has experienced an average of four bookings per week during Q1. The grounds surrounding the GMC have been activated by a number of CGG activities including school holiday programs. Moving into Q2, Sundays by the Sea will continue to activate the Stow Gardens on the Foreshore on the weekends and the GMC Function Room is now booked every weekend until Christmas. The QEII Centre has seen a reduction in the number of venue hire bookings however, the Seniors activities have increased which has meant the facility is not always available for hire given that the Seniors are the primary users and given priority in bookings. The QPT was also booked as a venue for a number of conferences and workshops in Q1.	Polly Banks
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	On Schedule	In region library visits to Leeman, Greenhead, Jurien, Cervantes, Dandaragan, Badgingarra, Yuna and Chapman Valley completed. Regional meeting date set. Meetings attended in Perth.	Susan Smith

1.1 Our Heritage - continued

Action	Status	Commentary	Responsible Officer
1.1.5 Providing public library services to meet the lifelong learning and leisure needs of the community - continued			
Provide information services and programs that meet the needs of the community	In Progress	Holiday activities held during school break. Dork Day afterschool activity held. 3 x kindy classes visited the Library. 26 Rhymtime and Storytime sessions held over the 3 month period. Children's Book Week saw visiting author Jen Banyard visit 11 schools. Randolph Stow Young Writers Awards competition and presentation night held. Book Launch held in July. 4 x visits per month for Housebound service - total of 16 visits. 3 x Library book club sessions held.	Susan Smith

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	City officers have consulted the original contractors of the skate park whom have provided maintaining requirements, these are being implemented currently with officers currently researching what other local councils perform, with a schedule for ongoing maintenance being implemented over the next 3 years	David Emery
Implement outcomes of the Sporting Facilities Support Review	Meeting Requirement-Ongoing	City officers have implemented a communication video for clubs to use to communicate how the City can effectively work with each sporting group, in addition several sporting snippet sessions have been conducted and further internal communications on how to implement maintenance and works on sporting grounds through utilising a booking management system	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	RFT for all elements of Mountain Bike Masterplan entering evaluation phase	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	In Progress	On going delegated surveillance as per DOH guidelines and food safety and health reporting.	Brian Robartson
1.3.2 Promoting healthy lifestyle initiatives and living standards			
Facilitate the delivery of Health Promotion Programs	In Progress	Indigenous health worker program, Foodsafe program, health promotion initiatives and pest control.	Brian Robartson

1.3 Community Health and Safety - continued

Action	Status	Commentary	Responsible Officer
1.3.3 Ensuring effective management of animals within the community			
Construction of the Animal Management Facility	In Progress	Plans being modified to suit Davies Road site in preparation for RFT being issued to market.	Bilal Akhtar

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	In Progress	Contract awarded and road maintenance works on flood damaged roads are underway.	Bilal Akhtar

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 Community and Cultural Development Team Manager continues to advocate for positive outcomes for Spalding. In Q1 the Manager met with Lotterywest to support WACRH's request for funding for upgrades to the Mitchell Street Community Centre. The Manager, alongside the Director Development and Community Services, also met with the Department of Housing to discuss short term and long term plans for the revitalisation of Spalding.	Polly Banks
Develop the capacity of community groups and associations to deliver services and activities to the community in a sustainable way	On Schedule	A forum facilitated by Community Development Practitioner, Peter Kenyon, was hosted by CGG at the Geraldton Multipurpose Centre during Q1. The Forum brought together local councils from across the region, community and cultural organisations and the private sector to discuss opportunities for collaboration and partnerships in order to achieve regional outcomes. Meetings were held with a number of community groups including ACDC and the Midwest Multicultural Association to discuss the City's Grant Program and to ensure groups are aware of external funding available. Management Agreements were finalised in Q1 and will be sent to Progress Associations occupying City-owned halls in Q2. The team also coordinated a visit by James Boyd from Creative Partnerships Australia who delivered a talk to a variety of local community and cultural organisations and also offered his time one on one to key cultural organisations.	Polly Banks

1.5 Recognise, value and support everyone - continued

Action	Status	Commentary	Responsible Officer
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 between July to September through Department of Justice's U-Turn funding and Department of Communities Youth Centre funding included Midnight Basketball, Urban Art Murals, Youth Boxing, Dismantle Bike Rescue, Hard Pressed Art Workshop, Operation Yamatji Yumbhers Back to Country Camp, U-Turn Friday Night Drop In and the Mullewa Youth Centre Drop in. There were a total of 2,618 attendances by at-risk youth across each of those diversionary initiatives between July- September. The U-Turn Project also attracted significant media coverage during Q1 including national TV coverage for the Back to Country Camp on ABC News 24 and numerous newspaper articles in the Geraldton Guardian.	Polly Banks
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 funded by Rio Tinto and delivered between July and September included Sunset Yoga, Battle of the Bands, the Homegrown Music Festival, the School of Rock music studio and the Youth School Holiday Sporting Program which encompassed Basketball, Soccer, Cricket and Films on the Foreshore. There were a total of 4,500 attendances between July to September to these initiatives. The Youth Vibrancy Program continues to grow rapidly in popularity and received significant positive media coverage, in particular for the Battle of the Bands and Homegrown Festival.	Polly Banks
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	Through the DAIP, the City delivered a 20 week media arts program, providing young people living with disabilities the opportunity to learn film making skills. The City installed recharge points at the library, QE II Centre and the Foreshore, enabling community members with gophers to recharge their batteries.	Polly Banks

1.5 Recognise, value and support everyone - continued

Action	Status	Commentary	Responsible Officer
1.5.3 Providing community services and programs that support people of all ages, abilities and backgrounds - continued			
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	<p>There was a total of 6,435 attendances in QEII Centre programs and activities during July, August and September. The QEII Centre also assisted users of the centre by providing support with lodging tax returns and offered support to Seniors liaising with Centrelink, Justice of the Peace and the various allied health services.</p> <p>Funding from the Department of Communities for the QEII Centre has been extended until mid-2018 although the funding stream beyond that point has not yet been confirmed and a tender process will need to occur. City staff have registered to attend the tender information session on 8 December.</p>	Polly Banks
1.5.4 Supporting initiatives that enhance education and learning opportunities for all community members			
Coordinate and deliver the annual Big Sky Readers and Writers Festival	In Progress	Dates: 25 - 27 May 2018. 10 Presenters confirmed, 3 x funding applications submitted (Lotterywest, Australia Council, Festivals Australia) Program being developed. Logo and Styleguide prepared.	Susan Smith
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 the provision of aged care by an external organisation in Mullewa (the capital works of which are to be funded by the Health Department), for improved mobile phone coverage through careful selection of blackspot towers, consultation on the Mullewa Hospital redevelopment and liaising with Western Power to advocate for improved reliable power supply to Mullewa.	Polly Banks
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 Officer customer service support and Department of Transport services were available 95% of the time during operating hours throughout Q1. The key impact to service delivery when services are reduced is unreliable power supply.	Polly Banks

Environment

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	RFT for all elements of Mountain Bike Masterplan entering evaluation phase	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	Consultants brief being developed. To be finalised after liaison with DSR Parks specialist Mid November	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	Procurement for Beresford Foreshore upgrade works is in progress.	Bilal Akhtar
Develop long term coastal adaptation planning strategies	On Schedule	Asset data capture complete. Community values workshops completed.	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	On Schedule	City officers have had solar PVC panel experts consult on the Aquarenas potential and viability to increase its capacity to further its self sustainability, The facility will also be reviewed for other energy capabilities with a report to executive on options and recommendations for future savings. New electricity supply agreement has reduced costs by around \$11,000 in quarter 1 compared to previous financial year.	David Emery
Implement Waste Strategy Review & development of the Strategic Waste Management Framework Report	In Progress	Strategic waste management plan requires review. Project has commenced with internal review and research. Strategy will involve Councillor workshop to provide guidance and direction on scope and strategy initiatives. This workshop is scheduled Mid January 2018.	Brian Robartson

2.2 Sustainability - continued

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 - continued.			
Investigate Solar PV Initiatives	In Progress	Investigative works completed to identify suitable sites for initial "roll out" of Solar PV. Stage 1 sites QPT, Art Gallery & GMC. Further investigation works being undertaken for stage 2 (larger sites) Library, Aquarena & Airport.	Paul Radalj
Provide regional waste management services	In Progress	Quality regional waste management services are being provided by Toxfree for household and commercial. Recent completion of contract audit with Toxfree to ensure compliance to contract and deliverables are being met. Meedac issued 2 year extension to operate Recycle Tipshop facility and in addition will take responsibility for plastic, mattresses and glass crushing/shredding.	Brian Robartson
Undertake a Mullewa Water & Waste Water Engineering Study	In Progress	RFQ Documentation developed. To be progressed to Quotation phase through EMT with procurement plan	Michael Dufour
Undertake a stormwater catchment study and drainage infrastructure assessment	In Progress	Current resourcing would not allow a full catchment study, however infrastructure assessment is progressing. Existing data very fragmented and requires further assessment in order to provide reports on whole of network.	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	In Progress	Design well underway and currently undertaking research and investigation testing on limestone issues contained in cell. reporting on that due end of November 2017.	Brian Robartson
Review tower lighting and electrical usage charges of the City's Sporting facilities	In Progress	A RFQ was awarded in September to consulting engineers who are finalising their report on sporting tower lighting within CGG. Preliminary results have found a significant number of lighting infrastructure that will require replacement within a 1 - 3 year timeframe as well as a number that require immediate replacement. City officers will analyse the report and provide Council with its recommendations	David Emery

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	CGG Council resolution at the September OCM. City Officers have held a meeting with HMAS memorial committee. Committee delegate will take the Council resolution to the "Smith Sculptors" to provide a further interpretation on design elements.	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	In Progress	The remediation of the Olive Street reserve from a brown field site into a parkland was recently completed ahead of schedule and under budget. The WW1 Memorial is the final element to be completed.	Bilal Akhtar
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	In Progress	Continuation of compliance enforcement and implementation of parking facility improvements. Continuation of on street and POS and beach reserve signage well advanced to improve awareness and signage clutter.	Brian Robartson
Deliver annual road and footpath renewal program	Meeting Requirement-Ongoing	Design, procurement and construction is in progress.	Bilal Akhtar
Develop road hierarchy and levels of service for the sealed road network	In Progress	Currently on track to meet EOFY deadline.	Kerry Smith
Renew Apron Charlie Airside access gate	Completed	Fully operational and provides effective security access to vehicle airside access.	Bob Urquhart
Renew Greenough Terminal Lighting	Completed	Anticipate significant reduction in electricity consumption due to the installation of LED lighting.	Bob Urquhart
Replace Checked Baggage X-ray	In Progress	Tender Awarded 17/10/17 - Office of Transport Security mandatory upgrade requirement.	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	In Progress	Currently completing fleet policies to incorporate into draft Asset Management Plan.	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	Meeting Requirement-Ongoing	Three year plan at good confidence level. Major data collection of 2015 will assist greatly with extending current three year plan out to ten year plan.	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	Meeting Requirement-Ongoing	Extensive data collected. Three year plan with reasonable confidence and ten year plan should develop quickly over next 12 months.	Kerry Smith
Develop three (3) year Asset Renewal Program for all asset classes		Currently on track with reasonable confidence across all asset classes.	Kerry Smith
Develop three (3) year rolling New Capital Works Program for all asset classes	On Schedule	Capital Nominations forms being received. Closing mid November. Updated CWP anticipated mid December for inclusion in budgetary discussions.	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	Reviewed and evaluated items held in stock and implemented stock control procedures. Rationalised the quantity and diversity of stock levels as part of the review, reducing redundant stock levels. Submitted a capital nomination for renovation to the stores facility and a new roof as part of the draft CWP.	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	Implementation completed in April 17. Ongoing maintenance and reporting updates being carried out.	Graham Morris
Continue deployment of the Assetic Asset Management Software across parks and roads	Meeting Requirement-Ongoing	Current focus is on other asset classes however some data previously captured in MyData and will be transferred to assetic as resourcing permits.	Kerry Smith
Continue improvement of the branch's use of E-Quotes and General Procurement improvements	Meeting Requirement-Ongoing	Rapid improvement over recent months and standard procedures becoming embedded into practice.	Kerry Smith

2.4 Asset Management - continued

Action	Status	Commentary	Responsible Officer
2.4.2 Maintaining integrated asset management systems that effectively maintain and replace community assets - continued			
Create an Asset Management Working Group with representatives from all relevant branches	Not Commenced	Project delayed slightly due to resourcing issues. Project Plan development commencing for the establishment of the AM Working Group in November 2017.	Shaun Dynan
Develop Playground Assessment Management Plan	In Progress	Data collection works have been undertaken and asset management plan is being developed.	Shaun Dynan
Develop revised Asset Management Policy and Strategic Asset Management Plan	Not Commenced	Project delayed slightly due to resourcing issues. Policy & Plan development commencing in November 2017 in conjunction with the AM Working Group.	Shaun Dynan

Economy

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	Cluster Management Team established for Tourism Cluster by Progress Midwest. Marketing Plan component of Destination Management Plan in progress, ongoing consultation with TWA and ACC to obtain fund to match local industry contribution.	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	Engineers working on documentation and costings. State funding secured \$6.5m. First application for Commonwealth BBRF grant funds unsuccessful.	Bob Urquhart
Creation of land development opportunities to add economic stimulus to the region	In Progress	Lot 122 Boyd Street, Webberton nears completion with the remediation action plan (RAP receiving final approval 25/10/17. This will allow for the remediation works to commence 2nd week of November for a period of 2-3 days. Following clearance from DWER this will allow for the subdivision to be finally approved satisfying contamination conditions. Next step is the transfer of new lots to Burando Hill PL and M Reale as per land exchange agreements leaving one whole lot	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	In Progress	Under review, pending decisions by the State Government on financial and people resources for DPIRD, and scope of their functional roles.	Bob Davis
Support and facilitate Growing Greater Geraldton Plan initiatives	Meeting Requirement-Ongoing	All aspects of initial work plan completed. Follow up priorities identified, development of workplan for next phase of Growth Plan being developed.	Bob Davis

3.2 Lifestyle and Vibrancy

Action	Status	Commentary	Responsible Officer
3.2.3 Revitalising the CBD through economic, social and cultural vibrancy			
Develop and administer Council approved concession and incentive programs for CBD revitalisation and attraction of industry investment in the City centre	Meeting Requirement- Ongoing	Development of a City Centre Strategy completed as part of Growth Plan. Detailed planning progress has commenced.	Bob Davis
Provide policy and strategy advices for economic development of the City region	Meeting Requirement- Ongoing	Growing Greater Geraldton Plan adopted by Council. Policy and strategy forthcoming from the Cluster programs in progress.	Bob Davis

Governance

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	Recent Engagement initiatives include workshops for the Point Moore project. Information sessions for Beresford Foreshore and Community consultation with Drummond Cove residents. Proposed engagement during second quarter on Underground Power project.	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	Advertising and promotion includes use of online - website, social media, print and radio. Recent successful promotions: Seniors week - newspaper and target boosting on social media.	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	Promotion of the City continues through various channels. Recent promotions: Extended Trading Hours, ArtDrive, new Mullewa entry statement, local election via media releases, online, including the City's social media accounts and website plus various media liaison maximise positive coverage.	Jeff Graham
4.1.3 Providing innovative and accessible customer service and information systems			
Establish a Customer Service Centre / Contact Centre	On Schedule	Customer Service charter updated, credit card payment by phone implemented and knowledge management software implemented.	Jeff Graham
Implement a three year Customer Service Strategy for the City	On Schedule	Three year Customer Service Plan 2017-2020 launched recently	Jeff Graham
Plan and deliver SirsiDynix Library Management System Consortia for Mid West Region	In Progress	Carnarvon Library now live. Training conducted in Geraldton for Northampton, Dandaragan, Chapman Valley and Mingenew Shires. Shire of Coorow about to join Consortium.	Susan Smith

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 has appointed consultant to undertake the 'Precinct Plan'. This means the planning process will now commence and will include community engagement.	Murray Connell
Review the 'Local Profile and Context Report'	On Schedule	Consultant appointed and review commenced.	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	City delegation visited China Zhanjiang City 13th September, Linfen City 17th September and Zhoushan City 21st September.	Bob Davis
Participate in WA Regional Capitals Alliance and Regional Capitals Australia	Meeting Requirement-Ongoing	Actively participating in WA Regional Capital Alliance and Regional Capitals Australia meetings and activities.	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	Not Commenced	Due to commence second half of year	Paul Radalj
Implement the Annual Budget as derived from the Corporate Business Plan	Not Commenced	Due to commence second half of year	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	On Schedule	Calculated key financial ratios as part of the EOY process for 2016-17 which are reported in the Annual Report & Audited Financial Statements	Paul Radalj

4.4 Financial Sustainability and Performance - continued

Action	Status	Commentary	Responsible Officer
4.4.3 Delivering and ensuring business systems and services support cost effective Council operations and service delivery			
Deliver e-Services Development	In Progress	Redesigned online services backend architecture to be more secure and scalable. Migrated current online services and implemented 1 new service - Animal Registration Renewal Payments	Dennis Duff
Deliver replacement of Rangers Infringement System	In Progress	In discussion with ITVision to develop a suitable application within current ALTUS platform. Also investigating other options within the market.	Dennis Duff
Develop and implement new corporate software	Meeting Requirement-Ongoing	Implementations progressing as planned	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	In Progress	Testing completed in October 2017. Report to be delivered in November 2017. Remediation activities to commence December 2017 following report on findings and recommendations to EMT.	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			
Conduct review of Internal Volunteers Process	On Schedule	Process has been revamped and improved including how volunteers are registered. Pilot underway for 6 months utilising software to record volunteer hours	Carrie Puzzar
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	The Workplace Safety Management System is a coordinated and systematic approach to managing health and safety risks which includes policy, identification of hazards and risk control measures. The OSH team have audited the current level of documentation and are capturing all plans, processes and data to ensure active monitoring and legislative compliance.	Carrie Puzzar

4.5 Good Governance & Leadership - continued

Action	Status	Commentary	Responsible Officer
4.5.2 Ensuring finance and governance policies, procedures and activities align with legislative requirements and best practice - continued			
Develop ICT Disaster Recovery and Business Continuity Plan	Delayed	Delayed due to limited resources in beginning of 2017. Scheduled to be revisited, completed and tested in first half of 2018	Dennis Duff
Planning, development and operation of the Airport in accordance with Commonwealth statutory requirements	Meeting Requirement-Ongoing	All statutory compliance audits satisfactory.	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	Not Commenced	RFQ to be undertaken early October to undertake the following internal audits - Vehicle Fleet Management, Audit Reg 17 Review & Financial Management Review.	Paul Radalj
Undertake a Ward Boundary Review Process	In Progress	Draft Timeline of actions prepared. Council to hold preliminary discussion at Concept Forum Dec 2017	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	On Schedule	Process has been revamped and improved including how volunteers are registered. Pilot underway for 6 months utilising software to record volunteer hours	Carrie Puzzar
Develop a Change Management Plan	In Progress	Initial outline has been developed	Carrie Puzzar
Develop a Succession Management Plan	In Progress	Underway - discussions have been held with Managers and EMT. Critical roles have been identified.	Carrie Puzzar
Develop and monitor Aboriginal Employment Strategy	Meeting Requirement-Ongoing	This strategy will be reviewed in 17/18 in line with updates to the RAP	Carrie Puzzar
Negotiate a new Enterprise Agreement	Not Commenced	Negotiations to commence in the new calendar year.	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 - process improvements underway to streamline work and allow more proactive tasks	Carrie Puzzar
Review Workforce Plan incorporating Equal Employment Opportunity Management Plan	Meeting Requirement-Ongoing	The Workforce Plan is in the process of being updated with new demographics and actions following the structure changes and release of new ABS data	Carrie Puzzar