

Corporate Business Plan

Quarterly progress report
January 2023 – March 2023

Helping people feel safe

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Deliver mental health first aid training	Completed in August 2022 by Mental Health First Aid Australia	Completed in quarter 1	People and Culture	July 22	June-23
	Deliver training on dealing with difficult customers	Aggressive customer training under development and Stakeholder relations delivering dealing with difficult customer training for CSO's	In progress	People and Culture	July 22	June-23
Engaged and empowered community	Codesign an annual youth safety project with young people, i.e. night activation project, public art mural, safety hotspot focus etc.	White Ribbon event developed & planned to be run in mid-April 2023. Discussions ongoing with City of South Perth to collaborate on a youth safety project in October 2023, working group being established.	In progress	Community Development	July 22	June-23
Streamlined, modern governance	Prepare a public lighting plan for areas identified as having poor lighting	All crime statistics for the Town between 2018 and 2022 have been recorded in one document and will be used as part of the matrix for assessing which locations are priority for improved lighting. Other parts of the matrix include canopy coverage, compliance with lighting standards, proximity to footpaths, etc. A draft report is being prepared explaining the approach to be used to develop the strategy. This could be presented at a future concept forum prior to finalising the strategy.	In progress	Street Improvement & Community Development	July 22	June-23
	Review the Safer Neighbourhoods Plan	The final Safer Neighbourhoods Plan 2022-2027 has been launched online and through social media channels.	Complete	Community Development	July 22	June-23
Integrated, fit-for-purpose systems	Implement the use of mobile computing for environmental health inspections	Final integration issues being resolved. Go Live imminent.	In progress	Environmental Health	July 22	June-23
Productive and agile operations	Deliver the Safer Neighbourhoods Plan	Action is ongoing for 2022 to 2027.	In progress	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date															
		CCTV Partnership Program (budget \$100,000)																			
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		<p>Street Meet n Greet (budget \$15,000)</p> <table border="1" data-bbox="770 213 1424 767"> <thead> <tr> <th data-bbox="770 213 987 296"></th> <th data-bbox="987 213 1205 296">Q3</th> <th data-bbox="1205 213 1424 296">YTD</th> </tr> </thead> <tbody> <tr> <td data-bbox="770 296 987 403">Total applications</td> <td data-bbox="987 296 1205 403">2</td> <td data-bbox="1205 296 1424 403">25</td> </tr> <tr> <td data-bbox="770 403 987 510">Approved applications</td> <td data-bbox="987 403 1205 510">4</td> <td data-bbox="1205 403 1424 510">14</td> </tr> <tr> <td data-bbox="770 510 987 617">Rebates provided</td> <td data-bbox="987 510 1205 617">\$1,449.90</td> <td data-bbox="1205 510 1424 617">\$4,064.61</td> </tr> <tr> <td data-bbox="770 617 987 767">Upcoming events (March to June)</td> <td data-bbox="987 617 1205 767">3 planned events</td> <td data-bbox="1205 617 1424 767">N/A</td> </tr> </tbody> </table> <p>Engaging regularly with local Neighbourhood Watch groups to provide support and information at meetings, and financially supporting larger-scale activities such as the printing of a suburb-wide survey. Held a stall at the Burswood Peninsula Neighbourhood Watch annual event to provide information, approximately 100 crime prevention resource bags, and holding activities for the community.</p>		Q3	YTD	Total applications	2	25	Approved applications	4	14	Rebates provided	\$1,449.90	\$4,064.61	Upcoming events (March to June)	3 planned events	N/A				
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Collaborating to ensure everyone has a place to call home

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Provide training on assisting people in need	This action (training in dealing with difficult behaviors) will progress in the next quarter.	In progress	People and Culture	July 22	June-23
Engaged and empowered community	Deliver community awareness raising activity to promote understanding and support community-led action	As part of Homelessness Week in August 2022, the Town ran an event and social media series of stories told by people who had experienced homelessness. The event was fully subscribed to and received positive feedback from attendees.	Completed in quarter 1	Community Development	July 22	June-23
Streamlined, modern governance	Deliver the Local Planning Scheme and Local Planning Policy sub-program	Town officers continue to liaise with the Department of Planning Lands and Heritage in progressing the draft LPS2 to approval for advertising. Approval is expected to be granted April 2023.	In progress	Place Planning & Urban Planning	July 22	June-23
	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Review Policy 113 – Homelessness	Endorsed by Council in November 2022	Completed in quarter 2	Community Development	July 22	June-23
Productive and agile operations	Deliver the Homelessness Policy Implementation Plan	Action is ongoing for 2022-2026. The Homelessness Action Plan is being finalised internally, including review of the management practice. Town officers continue to contribute to the Department of Communities (DOC) homelessness working group, engaging with the local ER network	In progress	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		and working with key stakeholders in the John Macmillan Precinct.				

Facilitating an inclusive community that celebrates diversity

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Deliver disability awareness training	This action will progress in the next quarter.	Not started	People and Culture	July 22	June-23
	Deliver introduction to LGBTQIA+ training	Completed in November by Perth Rainbow Toastmasters	Completed in quarter 2	People and Culture	July 22	June-23
	Deliver cultural awareness training	Town officers are organising Leadership Cultural Awareness Training through Diversity Focus as we celebrate Harmony Week 2023. Diversity, Equity and Inclusion Leadership Workshop being run on 28 th & 29 th March 2023	In progress	People and Culture	July 22	June-23
	Deliver Noongar language training	The Town is looking at providers to provide this training	In progress	People and Culture	July 22	June-23
	Deliver the Workforce Plan	The Workforce Plan is in progress and will be presented to C-Suite by May 2023	Ongoing	People and Culture	July 22	June-23
	Review staff induction program to incorporate access and inclusion, diversity and cultural awareness	The Induction program was recently reviewed and presented to new staff in February and March 2023	In progress	People and Culture	July 22	June-23
Engaged and empowered community	Administer the community funding program	Place grants are continuing to be administered. A final grant is currently being assessed. If successful, all funding will be expended. Online applications are currently closed.	In progress	Events, Arts and Funding & Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Administer the sponsorship program	The 22/23 funds have all been allocated. The sponsorship policy has been reviewed, updated, and endorsed by Council. The new program criteria has been set in collaboration with Council.	Complete	Communications and Engagement	July 22	June-23
	Deliver annual events program	Free events delivered by the Town in this quarter, have been designed to appeal to people from diverse backgrounds, and interests including Lunar New Year performances, a Pop Up Street Performers program (with a strong multicultural focus), two Twilight events (one of which was a FRINGE event), International Women's Day event, Citizenship events and Harmony Week events. These have been delivered across several locations within the Town.	In progress	Events, Arts and Funding	July 22	June-23
	Deliver the Youth Action Plan	Youth Action plan on track for 80% delivery by June 2023. Annual youth event (National Youth Week concert) to be delivered on the 14 April 2023, in collaboration with the City of South Perth. Youth Advisory Group continues to hold regular meetings, recruitment drive beginning in next quarter.	Ongoing	Community Development	July 22	June-23
	Monitor delivery of the Community Benefits Strategy	Monthly meetings still occurring between the Town and West Coast Eagles. Solid progress continues to be made in delivery of the CBS. Progress reports from West Coast Eagles and Waalitj are attached to the quarterly report.	In progress and ongoing	Events, Arts and Funding	July 22	June-23
	Develop and promote a youth-friendly annual report on	Annual report currently being developed/written for finalisation by the end of the financial year.	In progress	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Streamlined, modern governance	progress made towards the Youth Action Plan 2021-2024	Contents of the report finalised by mid-April. Annual report to be circulated to EMs at roundtable scheduled in June 2023.				
	Complete a review of the Disability Access and Inclusion Plan	The new Access and Inclusion Plan 2022-2027 was endorsed by Council in December 2022.	Completed in quarter 2	Community Development	July 22	June-23
	Develop the Innovate Reconciliation Action Plan	A draft of the Innovate RAP will be circulated to the Mindeera Advisory Group for comments/ feedback early next quarter, then to Council via the Portal. Once feedback is provided by internal stakeholders, a draft will be sent to Reconciliation Australia (RA) for review. Depending on the time taken and feedback provided by RA, this will influence when the final draft is able to be presented to Council for consideration. An annual budget request is being proposed as part of the 2023-24 deliberations now based on the current draft plan, to assist delivery due to competing timeframes of the plan and budget endorsement.	In progress	Community Development	July 22	June-23
	Develop a Community Development Strategy	Start delayed due to focus on development of other social plans. Officers are exploring and have socialised with Elected Members via the Portal the potential for integrating key elements of a CDS into the Public Health Plan due to its strategic focus, and wider relevance. This approach would morph these two documents into one combined Health and Wellbeing Strategy.	In progress	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		Safer Neighbourhoods Plan endorsed Nov 2022; Access and Inclusion Plan endorsed Dec 2022; Reconciliation Action Plan – development and review phase; Public Health Plan – definition and development phase.				
	Review the Town's homelessness policy	Endorsed 20 Sept 2022	Completed in quarter 1	Community Development	July 22	June-23
Productive and agile operations	Deliver the Reconciliation Action Plan	<p>Actions and deliverables from the Reflect Reconciliation Action plan, continue to be implemented. In the last quarter this includes:</p> <ul style="list-style-type: none"> - February Mindeera group meeting - Liaison with Mindeera group and Service Area staff on key projects, including Local History week, Causeway Bridge proposal, Metronet Elevated Rail, Albany Highway precinct redevelopment, Jirdarup bushland yarning circle and revegetation project, and the TOVP website development. - Reconciliation officer met with Star Street Uniting Church and the Vic Park Community Centre, around supporting the Noongar community, leading up to the referendum. - Time for recognition and reflection on 26 January was given at the All Staff Meeting on 24 January. 	Ongoing	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the Disability Access and Inclusion Plan	The new Access and Inclusion Plan 2022-2027 plan has been graphically designed with several accessible versions being developed.	In progress	Community Development	July 22	June-23
	Deliver the Community Development Strategy	No strategy currently exists. Officers are exploring and have socialised with Elected Members, the potential of integrating the Community Development Strategy and the Public Health Plan to create a combined Health and Wellbeing Strategy.	Not started	Community Development	July 22	June-23
Financial sustainability	Apply for access and inclusion grant funding to implement access, inclusion and diversity programs/events and activities	Grants investigated and amounts available for application were disproportionate to staff time required to apply for, administer and acquit the grants (eg \$2k Harmony Week; \$1k National Volunteers Week)	Ongoing	Community Development	July 22	June-23
	Apply for grant funding to support reconciliation initiatives	Grant funding has not been applied for in the last quarter. The Reconciliation Officer and Arts Officers met with CANWA to discuss collaborative grants opportunities in this space. Some of the grants investigated and amounts available for application were disproportionate to staff time required to apply for, administer and acquit the grants (eg \$200 to \$1,000 - NAIDOC Week)	Ongoing	Community Development	July 22	June-23

Improving access to arts, history, culture and education

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Explore opportunities for young people to gain job ready experience at the Town through internships, placements and volunteering	Offer work experience, university placements and traineeship programs	In progress	People and Culture	July 22	June-23
Engaged and empowered community	Deliver the Public Health Plan	Regular Healthy Community programming has recently commenced again for the new year including ongoing family, post-natal and senior health, and wellbeing programs/initiatives. Additional activities delivered in this period include: <ul style="list-style-type: none"> • Spin-art on the blender bike with Act Belong Commit Mental health support/information at Twilight Tri Concert • Consistent blender bike bookings to local businesses and NFPs locally and statewide • "Fly a Kite" stall and healthy information / resources provided at local Farmers Markets • Ongoing delivery of the Well@Work program including; blood & plasma donations, Yoga and skin checks 	Ongoing	Community Development	July 22	June-23
	Deliver the Events Strategy	A range of events from different genres have been delivered for the local community, including Pop Up Street Performances (magicians, dance, acrobats, Taiko drums, young local emerging musicians etc), Harmony week events, International Women's Day events, music concerts (Twilight Duo), and Civic	Ongoing	Events, Arts and Funding	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		events welcoming new citizens from countries from around the world etc.				
	Deliver the Arts and Culture Plan	<p>The Arts Development team are on track to deliver more than 50% of the Arts and Culture Plan by the end of June 2023.</p> <p>This quarter, the annual Arts Season event planning was completed, with 48 events over 16 locations being organised in collaboration with creative individuals and groups for April.</p> <p>Vic Park Creatives – a new program where officers coordinate networking for cultural and creative practitioners and community groups living and/or operating in the Town. The first meet up and launch will be held at John Curtin Gallery in May 2023.</p>	Ongoing	Events, Arts and Funding	July 22	June-23
	Deliver the Youth Action Plan	<p>Youth Action plan on track for 80% delivery by June 2023.</p> <ul style="list-style-type: none"> • Annual youth event (National Youth Week concert) to be delivered 14 April 2023, in collaboration with the City of South Perth. • Youth Advisory Group continues to hold regular meetings, recruitment drive beginning in next quarter. • Third social media photo shoot completed. • Amazing Race with LDAG to be held in Youth Week & attended by VPYL. • Youth e-database & youth cheat sheet in progress. • Work placement student continuing work. • Spill the Beans relaunched for 2023- weekly meetings continuing. 	Ongoing	Community Development	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Streamlined, modern governance	Evaluate Policy 112 – Visual Arts	Responding to the Notice of Motion on 22 September 2022, a report to Council on the Town’s Art Collection / Art Award was tabled at the ABF of 7 March 2023. As the decision of Council at the March 2023 OCM may influence the future direction of the Policy 112 – Visual Arts, Officers have proposed that this policy be brought back to Policy Committee in May 2023 for review, rather than the March 2023 Policy Committee.	In progress	Events, Arts and Funding	July 22	June-23
	Review the Local Public Health Plan	Feedback from workshops held with internal staff and Elected Members has been evaluated and consolidated alongside review of recent community feedback and health profile data to identify gaps and priorities. Preparation for community engagement is in progress with plans to launch at the end of March for three weeks plus one week for focus groups. East Metro Health Service continues to support the review process. Officers are exploring and have socialised with Elected Members the potential of integrating the Community Development Strategy and the Public Health Plan as a Health and Wellbeing Strategy.	In progress	Community Development	July 22	June-23
	Review Policy 115 – Public Art	The Public Art Policy was reviewed, amended and endorsed by Council in December 2022.	Completed in quarter 2	Events, Arts and Funding	July 22	June-23
Integrated, fit-for-purpose systems	Deliver the Local History Digitisation Strategy	<ul style="list-style-type: none"> 10 Time Warp Tuesday posts added to the Library’s Facebook page and library’s webpage, 	Ongoing	Library Services	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p>with a total of 104,856 people being reached. 55 photos were added to the website</p> <ul style="list-style-type: none"> • 2 new biographical entries made to the Victoria Park Dictionary of Biography webpage • 238 photos donated to the collection 				
Productive and agile operations	Deliver the Literacy and Lifelong Learning Strategy	<ul style="list-style-type: none"> • 10 hours social impact project for literacy and learning engagement • 38 Literacy and Learning programs delivered • 7 internal partnerships to deliver literacy programming 	Ongoing	Library Services	July 22	June-23
	Deliver the Public Art Strategy	Developments in the public art strategy have not progressed (Ed Millen, Kent St, McCallum) so public art projects are on hold.	In progress	Events, Arts and Funding	July 22	June-23
	Deliver the Small Steps, Big Impact sub-program	Actions around capacity - A framework for monitoring facility usage and demand is being developed. Spare capacity at reserves is being identified through renewal of seasonal licenses. Non-Town community spaces are being advertised through the Town's website as they become known.	Ongoing	Place Planning	July 22	June-23
	Deliver the MacMillan Precinct Hub sub-program	The final draft masterplan is being prepared based on a preferred option and proposed development staging. This will be presented to Elected Member at a Concept Forum, with next steps.	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the Reconciliation Action Plan	<p>Actions and deliverables from the Reflect Reconciliation Action plan, continue to be implemented. In the last quarter this includes:</p> <ul style="list-style-type: none"> - February Mindeera group meeting - Liaison with Mindeera group and Service Area staff on key projects, including Local History week, The Causeway Bridge proposal, Metronet Elevated Rail, the Albany Highway precinct redevelopment and Jirdarup bushland yarning circle and revegetation project and the TOVP website development - Reconciliation officer met with Star Street Uniting Church and the Vic Park Community Centre, around supporting the Noongar community, leading up to the referendum - Time for recognition and reflection on 26 January was given at the All Staff Meeting on 24 January. 	Ongoing	Community Development	July 22	June-23
Financial sustainability	Investigate and apply for grants that further the interests and delivery of related plans and initiatives	Grant funding has not been applied for in the last quarter. The Reconciliation Officer and Arts Officers met with Community Arts Network (CAN) to discuss collaborative grants opportunities in this space.	Ongoing	Community Development & Events, Arts and Funding	July 22	June-23

Facilitating a strong local economy

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Engaged and empowered community	Deliver the Business Communications sub-program	Monthly business e-newsletters are being sent out.	Ongoing	Place Planning	July 22	June-23
	Deliver the Business Grants sub-program	Four applicants for 2022-23 Economic Development Grants endorsed by Council. Recipients were successfully awarded a total of \$37,772.	Ongoing	Place Planning	July 22	June-23
	Deliver the Business Events & Training sub-program	The Town has partnered with Curtin University to sponsor two additional delegates for the Curtin Ignition Business Program.	Ongoing	Place Planning	July 22	June-23
Streamlined, modern governance	Deliver the Red-Tape Reduction sub-program	Created the Business Support Team (BST) to oversee the implementation of the business approvals reform under the Small Business Friendly Approvals Programs. BST meets fortnightly.	Ongoing	Place Planning	July 22	June-23
	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Deliver the Strategic Planning Studies sub program	Project plan and budget requests prepared for Strategic Planning Study to be undertaken in 2023/24 FY related to St James Further Investigation Area.	In progress	Technical Services / Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Evaluate Policy 402 – Extended Trading Permit Applications – Licenced Premises	No action to date	Not started	Environmental Health Services	July 22	June-23
Productive and agile operations	Deliver the Destination Marketing sub-program	Deliver Lunar New Year Campaign: horoscope map and trail; Lunar New Year Lane and activations; Lunar New Year campaign videos. Story for Destination WA series (Vic Park is Loved, Local and Alive).	Ongoing	Place Planning	July 22	June-23
	Deliver the Pedestrian Infrastructure sub-program	A mid year budget request was sort in March to enable pedestrian upgrades on Albany Hwy in East Victoria Park and the corner of Howick St and Burswood Rd in Burswood South.	In progress	Place Planning	July 22	June-23
	Deliver the Parking Management Plan sub-program	The delivery is ongoing and forms part of day-to-day operations.	In-progress	Parking and Rangers	July 22	June-23
Financial sustainability	Deliver the Invest Vic Park sub-program	Exploring the procurement of Spenddmap (continuous and comprehensive bank transaction data) to communicate economic trends to business and investors to attract investment to the Town.	In progress	Place Planning	July 22	June-23
	Complete review of Land Asset Optimisation Strategy	Completed as per report to Council December 2022.	Completed in quarter 2	Property Development and Leasing	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	<p>Deliver the Transport Advocacy and Partnership sub-program</p>	<p>Advocacy to Main Roads WA: Proposed bus priority Shepperton Road; Proposed right turns Shepperton Road</p> <p>METRONET – DA1: council endorsed officer recommendation for approval. DA1a: early enabling and key structural components of the Victoria Park to Canning Level Crossing Removal Project - proposal supported subject to conditions; DA2: Carlisle and Oats Street Train Stations, Station Precincts and Public Realm – advertised.</p>	Ongoing	Place Planning	July 22	June-23

Connecting businesses and people to our local activity centres through place planning and activation

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Engaged and empowered community	Administer place grants program	Place grants are continuing to be administered. One final grant is currently being assessed. If successful, all funding will be expended. Online applications are currently closed.	In progress	Place Planning	July 22	June-23
	Administer business grants program	Four applicants for 2022-23 Economic Development Grants endorsed by Council. Recipients were successfully awarded a total of \$37,772.	In progress	Place Planning	July 22	June-23
Streamlined, modern governance	Review the Activities on Thoroughfares Local Law	Review Commenced. Draft Project Plan prepared. Internal Working Group Setup.	In Progress	Place Planning	July 22	June-23
	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Prepare Streetscape Improvement Plans	Archer/ Mint St Streetscape Improvement Plan - Stage 1 – complete – Carlisle Town Centre with paved flush plaza, shade tree and garden bed plantings, traffic calming roadway to encourage active mobility. - Stage 1A Bike Path - construction commenced - protected bike lanes between Mars and Star streets.	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Productive and agile operations	Deliver the Events Strategy	Events delivered in this period have been held in various place areas across the Town e.g. Twilight Duo, Lunar New Year and in particular the Pop Up Street Performers program. The Pop Up Street performances are activations held in business precincts across the Town from the bigger Albany Highway Strip to Etwell Street and Gallipoli Street areas.	In progress	Events, Arts and Funding	July 22	June-23
	Deliver the Destination Marketing sub-program	Delivered Lunar New Year Campaign: horoscope map and trail; Lunar New Year Lane and activations; Lunar New Year campaign videos. Story for Destination WA series (Vic Park is Loved, Local and Alive).	Completed and in progress	Place Planning	July 22	June-23
Financial sustainability	Deliver the sponsorship program	As per comments above	Complete	Communications and Engagement	July 22	June-23

Protecting and enhancing the natural environment

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Foster Waterwise Champions through a Water Management (staff) Team and staff training	The Town has an established Water Team. This Water Team oversees the implementation of the Waterwise Action Plan.	In progress	Environment	July 22	June-23
Engaged and empowered community	Deliver the Urban Forest Communication and Education sub-program	<p>The Urban Forest team has submitted the Town's application to Tree Cities of the world. Where successful applicants are recognised for delivering world class standard and practice of Urban and community forestry.</p> <p>The Town has been working with other LGA's and developing our WA tree festival program in which is being launched in March.</p>	Ongoing	Place Planning	July 22	June-23
	Deliver the Urban Forest Grants sub-program	5 grant applications have been received in this year-round of grants, which closed on the 24 th Feb, the panel are reviewing these currently.	In progress	Place Planning	July 22	June-23
	Deliver the Urban Forest @ Home sub-program	<p>UFAH participants surveys through Culture counts with 144 responses received. Community response to the program was very positive.</p> <p>This event is set to be delivered on the 27th May with registration opening on the 27th April.</p>	In Progress	Place Planning	July 22	June-23
Streamlined, modern governance	Deliver the Urban Forest Policy and Planning sub-program	The Town has commenced investigation into Significant Tree Protections via the new Local Planning Scheme No.2	Not started	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the Local Planning Scheme and Local Planning Policy sub-program	Town officers continue to liaise with the Department of Planning Lands and Heritage in progressing draft LPS2 to approval for advertising. Approval expected to be granted April 2023. Amendment 56 – Miller's Crossing was endorsed by Council and submitted to the WAPC for final approval and is inclusive of retaining two lots for Public Open Space.	In progress	Place Planning	July 22	June-23
	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Deliver the Strategic Planning Studies sub-program	Project plan and budget requests prepared for Strategic Planning Study to be undertaken in 2023/24 related to St James Further Investigation Area.	In progress	Technical Services / Place Planning	July 22	June-23
	Review the Environment Plan	Environment Plan has undergone internal review and is being finalised.	In progress	Environment	July 22	June-23
	Participate in the Climate Council's Cities Power Partnership	1. Pledge #1: Install renewable energy (solar PV and battery storage) on council buildings.	In progress	Environment	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p><i>Consultant has investigated appropriate system for the Depot (40kw solar PV panel system, plus EV Charger).</i></p> <p>2. Pledge #2: Ensure Council fleet purchases meet strict greenhouse gas emissions requirements and support the uptake of electric vehicles.</p> <p><i>Two x Electric vehicles have been procured for the Town's fleet.</i></p> <p><i>EV charger to be installed to Depot under ARENA funding.</i></p> <p>3. Pledge #3: Encourage sustainable transport use (public transport, walking and cycling) through Council transport planning and design.</p> <p><i>The Town is fulfilling this pledge through the implementation of the Integrated Transport Program</i></p> <p>4. Pledge #4: Providing for adequate cycle lanes (both space and connectivity) in road design and supporting cyclists through providing parking, and end-of-ride facilities.</p>				

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p><i>The Town is fulfilling this pledge through the implementation of the Integrated Transport Program</i></p> <p>Pledge #5: Roll out energy efficient lighting (particularly street lighting) across the municipality</p> <p>Western Power NRUPP project through St James and East Victoria Park is still in progress. This involves undergrounding power supply and upgrading the street lighting to LED and AS/NZS standards. Anticipated to be completed by end of June 2023.</p>				
	<p>Prepare informing strategies and policies, and audit system performance as per the actions of the Waterwise Plan 2021-2026</p>	<p>Environment Plan has been reviewed and is being finalised.</p> <p>The feasibility of transitioning the Aqualife gas boiler to an alternative energy source is being investigated.</p>	<p>In progress</p>	<p>Environment</p>	<p>July 22</p>	<p>June-23</p>
	<p>Create management processes and systems for water efficient places and systems</p>	<p>The feasibility of transitioning the Aqualife gas boiler to an alternative energy source is being investigated.</p>	<p>In progress</p>	<p>Environment</p>	<p>July 22</p>	<p>June-23</p>
	<p>Review planning policies in line with the Climate Emergency Plan</p>	<p>Reviewing policies in line with the Climate Emergency Plan is now incorporated into the LPP Review Program policy evaluation framework.</p>	<p>In progress</p>	<p>Urban Planning & Place Planning</p>	<p>July 22</p>	<p>June-23</p>

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Develop impact reporting on climate change	A council report highlighting the proposed impact reporting will be presented at the March 2023 OCM.	In progress	Environment	July 22	June-23
	Evaluate Policy 251 – Rainforest Timbers – Use in Town Construction	The revised policy has been endorsed by the Policy Committee in Feb 2023	Completed	Asset Planning	July 22	June-23
	Evaluate Policy 252 – Nuclear Free Zone	This policy has been reviewed by the Policy Committee in August 2022	Completed in quarter 1	Environment	July 22	June-23
Productive and agile operations	Deliver the Vic Park Leafy Streets sub-program	The 2023 planting list and stock procurement is currently being finalised.	In progress	Place Planning	July 22	June-23
	Deliver the Urban Eco-Systems sub-program	This sub-program will be delivered in the 2023 planting season through planting forming part of the Rotary Park upgrades. And Kent St Verge planting stage 3	In progress	Place Planning	July 22	June-23
	Deliver the Urban Centre Greening sub-program	Planning for planting in the Town’s Urban Centres in the 2023 planting season is progressing	In progress	Place Planning	July 22	June-23
	Deliver the Vic Park Green Basins sub-program	Planning for preparation and planting of Green Basins in the 2023 planting season is progressing although this will be dependent on budget being approved by Council for the progression of this sub-program.	In progress	Place Planning	July 22	June-23
	Deliver the Climate Emergency Plan	<ul style="list-style-type: none"> Home composting workshop and trial commenced February 2023. Reusable Nappy workshops held February 	In progress	Environment	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p>and March 2023.</p> <ul style="list-style-type: none"> • Development of Climate Impact Reporting completed • Sustainability Workshop series developed in partnership with Switch Your Thinking: <ul style="list-style-type: none"> o Developing Healthy Soils for a Changing Climate – March 4 o Wonderful World of Worms – April 12 o How Much Does It Really Cost? An Introduction to Product Life Cycle Assessment – 10 May o Planning Your Electrification Transformation – 21 June. • The Low Carbon Schools Program has been established. This will commence in April and consist of four webinars and a session for the engaged schools to share successes. 				
	Deliver the Waterwise Plan	No new updates.	In progress	Environment	July 22	June-23
Financial sustainability	Investigate potential mechanisms for funding local climate change action	No new updates.	In progress	Environment	July 22	June-23
	Advocate for Kent Street Sand Pit priority project	Kent Street advocacy materials created. Sent to all identified ministers. 8 internal advocacy meetings held, staff training on advocacy completed, external review of process with Government Relations Australia.	In progress	Communications and Engagement	July 22	June-23

Facilitating the reduction of waste

Town objective	Action	Progress comment		Responsible area	Start date	End date
Engaged and empowered community	Implement waste education programs	Home composting workshop delivered in Feb 2023	Ongoing	Waste Services	July 22	June-23
Productive and agile operations	Deliver the Strategic Waste Management Plan	Waste to Energy tender has been evaluated and a preferred tenderer recommended. Subject to endorsement by MRC. FOGO processing tender documents being developed.	In progress	Waste Services	July 22	June-23
	Deliver the Environment Plan	The Environment Plan is under review and will be delivered following this review (anticipated delivery from 2023/24 onwards).	In progress	Environment	July 22	June-23

Increasing and improving public open spaces

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
<p>Productive and agile operations</p>	<p>Deliver the Parks Masterplans sub-program</p>	<p>Higgins Park – Club Night Lights grant was approved. Additional funding to complete the lighting upgrade was requested mid-year from Council. Optium Planning is undertaking a feasibility study into the shared use facility.</p> <p>Edward Millen Park Masterplan – the detailed design scope for the landscape masterplan was reviewed to align the construction cost with Council’s endorsed budget. A variation to undertake the redocumentation was submitted to Council for approval at the March OCM.</p> <p>Taylor/McCallum Masterplan – Staging approach under review. Alternative funding sources are being investigated.</p> <p>Kent St Sandpit – Community consultation completed February. 68 submissions received. Presented to Access and Inclusion Advisory Group in March. To be submitted to Council in April.</p> <p>Burswood Park Masterplan – project managed by Burswood Park Board. No progress this quarter.</p> <p>METRONET project – Town staff are continuing fortnightly meetings with the METRONET</p>	<p>Ongoing</p>	<p>Place Planning</p>	<p>July 22</p>	<p>June-23</p>

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		project team to ensure the best outcome for the public realm is achieved. WAPC have approved DA 1. DA 2 has been submitted.				
	Deliver the Better Parks sub-program	Rotary Park – Concept Design completed to align with community priorities. Procurement plan for RFQ of major landscape works underway, to be released late March.	In progress	Place Planning	July 22	June-23
	Deliver the Old Spaces New Places sub-program	OSNP2 – linemarking to be finalised. OSNP3 – RFQ for Detailed Design currently being prepared. Detailed Design intended to be complete this financial year.	In progress	Place Planning	July 22	June-23
	Deliver the Micro-Parks sub-program	Albany Hwy Micro Space – Mid year budget has been requested to cover the revised cost of this project. A new procurement plan will be prepared should this funding be endorsed. Burswood Road Micro Space - Mid year budget has been requested to cover this project. A procurement plan will be prepared should this funding be endorsed. Future Micro Space projects – budget was requested for future micro spaces for next financial year as a part of the Pedestrian and Cyclist Micro Improvements.	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p>Christmas Decorations – budget has been requested for next financial year to revise and improve the Town’s approach to Christmas Decorations. This has responded to the priority locations opportunities of the Town Lights, noted below.</p> <p>Town Lights – Responding to the December NoM, a report identifying opportunities and suggesting priority locations was prepared for the March OCM. Further budget implications will be presented to Council in May 2023.</p>				
	<p>Deliver the Disability Access and Inclusion Plan</p>	<p>Access and Inclusion Advisory Group met on 8 March 2023. Group members participated in giving feedback to several presenters:</p> <ul style="list-style-type: none"> • Draft Kent Street Sant Pit Detailed Design • Metronet Development Application 2- Metronet Elevated Rail Project • Centralised Parking Management System and Parking Meter • People with Disability WA Community Advocacy Project. 	<p>Complete</p>	<p>Community Development</p>	<p>July 22</p>	<p>June-23</p>
	<p>Deliver the other infrastructure asset renewal program</p>	<p>Renewal budget expenditure is progressing but to needs to be increased. Many critical assets have reached or reaching the end of their service life and require urgent renewal funding. Despite the success in securing external funding such as MRRG and RTR funding, the Town is not</p>	<p>In progress</p>	<p>Asset Planning</p>	<p>July 22</p>	<p>June-23</p>

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		able to afford the required level of funding. The LTFP is being reviewed and with the help of a new AM team and continued consultancy support, drastic solutions have been proposed for budgeting in 23/24 to try to slow down the renewal gap growth.				
	Deliver the parks asset renewal program	This is progressing on track. Pre works on Rotary Park started.	In progress	Parks and Reserves	July 22	June-23
Financial sustainability	Advocate for Edward Millen Park priority project	Advocacy Program set. Briefing documents sent to ministers, meetings arranged, development of advocacy materials. Request sent to John Carey's office to do tour of facility in March/April.	In progress	Communications and Engagement	July 22	June-23
	Advocate for McCallum Park Active Precinct priority project	Advocacy Program set. Briefing documents sent to ministers, meetings arranged, development of advocacy materials. Meeting held with ministers to include support based on the final pedestrian bridge design.	In progress	Communications and Engagement	July 22	June-23

Providing facilities that are well-built and well-maintained

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Productive and agile operations	Deliver the land and buildings asset renewal program	The only building renewal project left for the financial year is progressing through the procurement process. The current plan is to have a contractor commencing the proposed modification works on the Administration building end of trip facility by May 2023	In progress	Asset Planning	July 22	June-23
	Deliver the furniture and equipment asset renewal program	A number of old and faulty air condition units have been replaced.	In progress	Asset Planning	July 22	June-23
	Deliver recreation asset renewal program	A number of aged Parks and playground items have been replaced.	In progress	Asset Planning	July 22	June-23
	Deliver the Climate Emergency Plan	Depot office solar panel project is progressing through the procurement process.	In progress	Asset Planning	July 22	June-23
	Progress the Aqualife Precinct Neighbourhood Hub sub-program	Aqualife master plan subject to 2023-24 budget request.	Not started	Project Management Office	July 22	June-23
	Progress the Lathlain Neighbourhood Hub sub-program	Investigation of community floorspace layout within Lathlain Zone 1 facility project continues.	In progress	Place Planning	July 22	June-23
	Progress the Burswood Peninsula Local Hub sub-program	Investigation of future opportunities for Burswood continue with stakeholders, formal community needs assessment subject to 2023-24 budget request.	Ongoing	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Progress the Bentley-Curtin Specialised Activity Centre sub-program	Meeting held with Curtin facility planners to identify future projects and opportunities for community access, including upgraded maker space at Library.	Ongoing	Place Planning	July 22	June-23
	Progress the Carlisle Centre Local Hub sub-program	Community benefit provisions for possible supply of community floorspace have been included in the draft LPS2 for future upzoning properties along Rutland Avenue (subject to advertising and Minister final approval).	Not started	Place Planning	July 22	June-23
	Progress the MacMillan Precinct sub-program	The final draft masterplan is being prepared based on a preferred option and proposed development staging. This will be presented to Elected Member at a Concept Forum, with next steps.	In progress	Project Management Office	July 22	June-23
	Deliver the Disability Access and Inclusion Plan	Access and Inclusion Advisory Group met on 8 March 2023. Group members participated in giving feedback to several presenters: <ul style="list-style-type: none"> • Draft Kent Street Sant Pit Detailed Design • Metronet Development Application 2- Metronet Elevated Rail Project • Centralised Parking Management System and Parking Meter 	Complete	Community Development	July 22	June-23
	Progress the Organisational Accommodation Needs Project	This action is in progress with a presentation to Concept Forum in March 2023	In progress	Project Management Office	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Investigate partnership and location opportunities available for the Victoria Park Xavier Hockey Club	Met with Hockey WA re future redevelopment given Federal funding granted. Hockey Working Group met 2 February. Consultant progressing Business Case.	In progress	Place Planning	July 22	June-23

Enhancing and enabling liveability through planning, urban design and development

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Streamlined, modern governance	Deliver the Local Planning Scheme and Local Planning Policy sub-program	Town officers continue to liaise with the Department of Planning Lands and Heritage in progressing draft LPS2 to approval for advertising. Approval expected to be granted April 2023. Amendment 56 – Miller's Crossing was endorsed by Council and submitted to the WAPC for final approval and is inclusive of retaining two lots for Public Open Space.	In progress	Place Planning & Urban Planning	July 22	June-23
	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Deliver the Strategic Planning Study sub program	Project plan and budget requests prepared for Strategic Planning Study to be undertaken in 2023/24 related to St James Further Investigation Area.	In progress	Technical Services / Place Planning	July 22	June-23
	Amend the Town Planning Scheme provisions related to the Burswood Lakes Structure Plan	Amendment No. 82 to Town Planning Scheme No. 1 was approved by the Minister for Planning on 23 August 2022 and published in the WA Government Gazette on 20 September 2022. The amended Precinct Plan P2 was published on the Town's website in October 2022.	Completed in Q2	Urban Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Productive and agile operations	Deliver the Disability Access and Inclusion Plan	Access and Inclusion Advisory Group met on 8 March 2023. Group members participated in giving feedback to several presenters: <ul style="list-style-type: none"> • Draft Kent Street Sant Pit Detailed Design • Metronet Development Application 2- Metronet Elevated Rail Project • Centralised Parking Management System and Parking Meter 	Complete	Community Development	July 22	June-23
	Implement the Climate Emergency Plan	<ul style="list-style-type: none"> • Home composting workshop and trial commenced February 2023. • Reusable Nappy workshops held February and March 2023. • Development of Climate Impact Reporting completed • Sustainability Workshop series developed in partnership with Switch Your Thinking: <ul style="list-style-type: none"> o Developing Healthy Soils for a Changing Climate – March 4 o Wonderful World of Worms – April 12 o How Much Does It Really Cost? An Introduction to Product Life Cycle Assessment – 10 May o Planning Your Electrification Transformation – 21 June. • The Low Carbon Schools Program has been established. This will commence in April 	In progress	Environment	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		and consist of four webinars and a session for the engaged schools to share successes.				
	Deliver the Integrated Transport Strategy Program	Monthly ITS tracking meetings capture progress across sub-programs.	In progress	Place Planning	July 22	June-23
	Deliver the Social Infrastructure Strategy	Various actions in progress re capacity/demand, promoting non-Town facilities, liaising with Burswood Peninsula stakeholders re future needs/opportunities, delivery of major projects (Macmillan Master Planning, Lathlain Zone 1).	In progress	Place Planning	July 22	June-23
Productive and agile operations	Deliver the Public Open Space Strategy Program	The Public Open Space Strategy will be delivered through the Public Places Program sub programs of Park Masterplans, Better Parks, Old Spaces New Places, Micro Spaces and Your Space.	In progress	Place Planning	July 22	June-23
	Deliver the Vic Park Leafy Streets sub-program	The 2023 planting list and stock procurement is currently being finalised.	In progress	Place Planning	July 22	June-23
	Deliver the Micro-Parks sub-program	Albany Hwy Micro Space – Mid year budget has been requested to cover the revised cost of this project. A new procurement plan will be prepared should this funding be endorsed. Burswood Road Micro Space - Mid year budget has been requested to cover this project. A procurement plan will be prepared should this funding be endorsed.	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p>Future Micro Space projects – budget was requested for future micro spaces for next financial year as a part of the Pedestrian and Cyclist Micro Improvements.</p> <p>Christmas Decorations – budget has been requested for next financial year to revise and improve the Town’s approach to Christmas Decorations. This has responded to the priority locations opportunities of the Town Lights, noted below.</p> <p>Town Lights – Responding to the December NoM, a report identifying opportunities and suggesting priority locations was prepared for the March OCM. Further budget implications will be presented to Council in May 2023.</p>				
	<p>Deliver the Parks Masterplans sub-program</p>	<p>Higgins Park – Club Night Lights grant was approved. Additional funding to complete the lighting upgrade was requested mid-year from Council. Optium Planning is undertaking a feasibility study into the shared use facility.</p> <p>Edward Millen Park Masterplan – the detailed design scope for the landscape masterplan was reviewed to align the construction cost with Council’s endorsed budget. A variation to undertake the redocumentation was submitted to Council for approval at the March OCM.</p>	<p>In progress</p>	<p>Place Planning</p>	<p>July 22</p>	<p>June-23</p>

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		<p>Taylor/McCallum Masterplan – Staging approach under review. Alternative funding sources are being investigated.</p> <p>Kent St Sandpit – Community consultation completed February. 68 submissions received. Presented to Access and Inclusion Advisory Group in March. To be submitted to Council in April.</p> <p>Burswood Park Masterplan – project managed by Burswood Park Board. No progress this quarter.</p> <p>METRONET project – Town staff are continuing fortnightly meetings with the METRONET project team to ensure the best outcome for the public realm is achieved. WAPC have approved DA 1. DA 2 has been submitted.</p>				
	<p>Deliver the Old Space New Places sub-program</p>	<p>OSNP2 – linemarking to be finalised.</p> <p>OSNP3 – RFQ for Detailed Design currently being prepared. Detailed Design intended to be complete this financial year.</p>	<p>In progress</p>	<p>Place Planning</p>	<p>July 22</p>	<p>June-23</p>
	<p>Deliver the Better Parks sub-program</p>	<p>Rotary Park – Concept Design completed to align with community priorities. Procurement plan for RFQ of major landscape works underway, to be released late March.</p>	<p>In progress</p>	<p>Place Planning</p>	<p>July 22</p>	<p>June-23</p>

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the Streetscape Improvement Plan sub-program	Archer/ Mint St Streetscape Improvement Plan - Stage 1 – complete – Carlisle Town Centre with paved flush plaza, shade tree and garden bed plantings, traffic calming roadway to encourage active mobility. - Stage 1A Bike Path - construction commenced - protected bike lanes between Mars and Star streets. A joint Department of Transport/Town of Vic Park-funded cycle path. When all stages are completed it will stretch most of the length of Archer and Mint streets.	In progress	Place Planning	July 22	June-23
	Deliver the Bike Network sub-program	Rutland Ave PSP – original design scope complete Detailed design completed for Burswood Park and Stadium precinct upgrade	In progress	Place Planning	July 22	June-23
	Deliver the Skinny Streets sub-program	Scoping undertaken to identify potential sites.	In progress	Place Planning	July 22	June-23
Productive and agile operations	Deliver the Pedestrian Infrastructure sub-program	A mid-year budget request was sort in March to enable pedestrian upgrades on Albany Hwy in East Victoria Park and the corner of Howick St and Burswood Rd in Burswood South.	In progress	Place Planning	July 22	June-23
	Progress the MacMillan Precinct Hub sub-program	The final draft masterplan is being prepared based on a preferred option and proposed development staging. This will be presented to Elected Member at a Concept Forum, with next steps.	In progress	Place Planning	July 22	June-23

Improving how people get around the Town

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Engaged and empowered community	Deliver the Active Transport Education and Promotion sub-program	No progress in the quarter under review.	In progress	Place Planning	July 22	June-23
Streamlined, modern governance	Deliver the Precinct Structure Planning sub-program	A Tender for preparation of the Oats Street Precinct Structure Plan and future Scheme Amendment was advertised.	In progress	Place Planning	July 22	June-23
	Develop a Parking Benefits Reserve Policy to guide reinvestment of surplus parking revenue	The policy is in draft form and is pending the finalisation of the Reserve Funds Policy.	In-progress	Parking and Rangers	July-22	June-23
	Initiate a review of the Rights-of-Way Strategy	The review of the ROW has been completed and the revised 10 year program endorsed by Council in December 2021. The program of works for priority ROW's targets unsealed laneways and lighting.	Completed in quarter 2	Street Improvement	July 22	June-23
Productive and agile operations	Deliver the Disability Access and Inclusion Plan	Access and Inclusion Advisory Group met on 8 March 2023. Group members participated in giving feedback to several presenters: <ul style="list-style-type: none"> • Draft Kent Street Sant Pit Detailed Design • Metronet Development Application 2- Metronet Elevated Rail Project • Centralised Parking Management System and Parking Meter 	Ongoing	Community Development	July 22	June-23
	Deliver the roads asset renewal program	All of the road renewal projects are progressing on track and the last project has been booked with the	In progress	Street Improvement	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		contractor is expected to be completed by May/June 2023				
	Deliver pathways asset renewal program	Pathway renewal projects are progressing on track.	In progress	Street Improvement	July 22	June-23
	Complete bus shelter asset renewal program	This was planned to be reallocated to the Archer-Mint project	Not started	Street Improvement	July 22	June-23
	Deliver the Skinny Streets sub-program	Scoping undertaken to identify potential sites.	In progress	Place Planning	July 22	June-23
	Deliver the Bike Network sub-program	Admin Building End of Trip upgrades at Procurement stage	In progress	Place Planning	July 22	June-23
	Deliver the Pedestrian Infrastructure sub-program	A mid year budget request was sort in March to enable pedestrian upgrades on Albany Hwy in East Victoria Park and the corner of Howick St and Burswood Rd in Burswood South.	In progress	Place Planning	July 22	June-23
	Deliver the Streetscape Improvement Plan sub-program	Archer/ Mint St Streetscape Improvement Plan - Stage 1 – complete – Carlisle Town Centre with paved flush plaza, shade tree and garden bed plantings, traffic calming roadway to encourage active mobility. - Stage 1A Bike Path - construction commenced - protected bike lanes between Mars and Star streets. A joint Department of Transport/Town of Vic Park-funded cycle path. When all stages are completed it will stretch most of the length of Archer and Mint streets.	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the Intersection and Vehicle Safety sub-program	Main Roads WA have completed designs for the improvement of the Albany Highway and Welshpool Road intersection as part of the Shepparton Rd Bus Priority project. Awaiting approval/sign off from MRWA	In progress	Place Planning	July 22	June-23
	Deliver the Travel Demand Management sub-program	No progress on this action	In progress	Place Planning	July 22	June-23
	Deliver the Bus Stop Thankyou Gardens sub-program	A new Bus Stop Thankyou Garden has been built on Mackie Street adjacent to Vic Park Connect in September 2022. Tube stock propagated by the South Perth nursery has been provided as requested by Vic Park Connect.	Completed in quarter 1	Place Planning	July 22	June-23
	Deliver the Parking Management Plan sub-program	The delivery is ongoing and forms part of day-to-day operations.	In-progress	Parking and Rangers	July 22	June-23
Financial sustainability	Deliver the Transport Advocacy and Partnership sub-program	<p>Advocacy to Main Roads WA: Proposed bus priority Shepperton Road; Proposed right turns Shepperton Road</p> <p>METRONET – DA1: council endorsed officer recommendation for approval. DA1a: early enabling and key structural components of the Victoria Park to Canning Level Crossing Removal Project - proposal supported subject to conditions;</p>	In progress	Place Planning	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
		DA2: Carlisle and Oats Street Train Stations, Station Precincts and Public Realm – advertised.				
	Advocate for Archer Street and Mint Street Streetscape Upgrade priority project	Advocacy Program set. Briefing documents sent to ministers, meetings arranged, development of advocacy materials. The Minister was invited to all milestones of project. Ongoing engagement with businesses in the area.	In progress	Communications and Engagement	July 22	June-23
	Advocate for Mid-Tier Transit and Short-Range Bus Transit (CAT) priority project	Advocacy Program set. Briefing documents sent to ministers, meetings arranged, development of advocacy materials.	In progress	Communications and Engagement Place Planning	July 22	June-23

Effectively managing resources and performance

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Conduct staff engagement survey	Quotes currently being obtained Slido questions are conducted at all staff meetings	In progress	People and Culture	July 22	June -23
	Review organisational structure	Refresh underway, initial recommendations will be delivered to CEO in April	In progress	People and Culture	July 22	June -23
	Review the Cultural Optimisation Strategy	This will commence in the next quarter	Not started	People and Culture	July 22	June -23
	Review the Volunteer Recruitment and Retention Strategy	This is currently under review	Not Started	People and Culture	July 22	June -23
	Develop diversity action plan	Manager P&C and Manager CD in partnership to develop a plan	In progress	People and Culture	July 22	June -23
	Implement South-East Corridor Training and Apprenticeship Program	This is currently in progress	In progress	People and Culture	July 22	June -23
Streamlined, modern governance	Deliver the annual budget	Councilor Workshop 3/5 – Capital Works 2023/24 finalised. On track to be adopted in end June 2023.	In progress	Financial Services	July 22	June -23
	Review the Long-Term Financial Plan	On track to be presented in May 2023.	In progress	Financial Services	July 22	June -23
	Complete Corporate Business Plan minor review	The minor review has commenced, including internal meetings with officers.	In progress	Governance and Strategy	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Deliver the plant and machinery asset renewal program	Capital renewal is progressing on track but the delivery time for some fleet vehicles such as electric cars are taking longer than expected.	In progress	Fleet Services	July 22	June -23
	Deliver the information technology asset renewal program	Server replaced. Currently working on replacement of first tranche of PCs	In progress	Technology and Digital Services	July 22	June -23
	Complete Workforce Plan review	The review is in progress	In progress	People and Culture	July 22	June -23
	Review Policy 301 - Purchasing	Draft policy received from consultant – under staff review.	In progress	Financial Services	July 22	June -23
	Complete place plans review	The Place Plan review has commenced and will conclude at the same time as the Corporate Business Plan Review and Budget approval	In progress	Place Planning	July 22	June -23
	Complete revaluation of assets	RFQ closed on 7 March 2023, in evaluation process	In Progress	Financial Services and Asset Planning	July 22	June -23
	Complete employment processes internal audit	The employment processes audit was completed and presented to the Audit and Risk Committee and council	Complete	Governance and Strategy & People and Culture	July 22	June -23
	Complete misuse of assets and resources internal audit	The misuse of assets and resources internal audit was completed and will be presented to the next Audit and Risk committee meeting.	Complete	Governance and Strategy, Financial Services & Fleet Management	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Complete community funding and grants internal audit	Audit complete with audit findings to be reported to Audit and Risk Committee.	In progress	Governance and Strategy, Community Development & Place Planning	July 22	June -23
	Complete procurement internal audit	Consultant has been appointed and audit commenced.	In progress	Governance and Strategy & Financial Services	July 22	June -23
	Complete records management internal audit	Consultant has been appointed and audit commenced.	In progress	Governance and Strategy & Technology and Digital Services	July 22	June -23
	Complete information security internal audit	Consultant has been appointed and audit commenced.	In progress	Governance and Strategy & Technology and Digital Services	July 22	June -23
	Develop internal audit plan for 2023-2026	Work has commenced on development of internal audit plan	In progress	Governance and Strategy	July 22	June -23
	Develop internal audit guideline	Work has commenced on development of internal audit guideline.	In progress	Governance and Strategy	July 22	June -23
	Evaluate Policy 007 - Long Service Leave	Reviewed and amended, waiting on Council approval	In progress	People and Culture	July 22	June -23
	Evaluate Policy 303 – Debt Collection	This action was completed in November 2022	Completed in quarter 2	Financial Services	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Evaluate Policy 305 – Loan Borrowing Limitations	This action was completed in February 2023	Completed	Financial Services	July 22	June -23
	Evaluate Policy 312 – Transaction Card	Review will start in next quarter.	Not started	Financial Services	July 22	June -23
	Evaluate Policy 004 – Risk Management	The Risk Management policy was evaluated and adopted by Council at the Ordinary Council Meeting held 13 December 2022.	Completed in quarter 2	Governance and Strategy	July 22	June -23
	Develop Strategic Planning and Performance Management Framework, associated guidelines and standardised templates	Work has commenced on development of the associated framework.	In progress	Governance and Strategy	July 22	June -23
	Develop scenario planning for emergencies and recovery	Will engage a consultant	Not started	People and Culture	July 22	June -23
	Review the ICT Security Plan	The ICT Security Plan (Policy 331) has been reviewed (March 2023)	Completed	Technology and Digital Strategy	July 22	June -23
	Review the Disaster Recovery Plan	The DR plan has been reviewed and updated (Jan 2023)	Completed	Technology and Digital Strategy	July 22	June -23
	Update the Business Continuity Plan	This has been completed	Completed in quarter 2	People and Culture	July 22	June -23
	Review the Records Keeping Plan	This review has commenced	Not started	Technology and Digital Strategy	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Develop an Asset Management Framework	This has been done and presented to SAAG. 5 year renewal plan for critical assets have been developed accordingly with urgent interim solution being implemented using mid year reviewed budget.	In progress	Asset Planning	July 22	June -23
Integrated, fit-for-purpose systems	Investigate use of automated fraud management technology for more efficient and comprehensive detection and prevention of fraud to complement existing processes and methods	Implementation of Eftsure which is a bank verification software has been completed. This reduces our fraud risk through creditor payments.	Completed in quarter 2	Financial Services & Technology and Digital Services	July 22	June -23
	Implement corporate strategy and performance system	Implementation of corporate strategy and performance system is nearing completion.	In progress	Governance and Strategy	July 22	June -23
	Upgrade the financial management system	The upgrade to Authority will go "live" in April 2023	In progress	Technology and Digital Services	July 22	June -23
	Assess the introduction of a 'Community Portal' for existing systems to facilitate online e-business transactions	This is constrained by the Authority upgrade being completed.	Not started	Technology and Digital Strategy	July 22	June -23
	Implement actions from information security audit	Required actions from OAG audit have been completed. A number of additional items have been identified and are currently being worked on.	In progress	Technology and Digital Services	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Implement actions from conflicts of interest and gifts internal audit	Actions from conflicts of interest and gifts internal audit have been implemented.	Completed in quarter 2	Governance and Strategy	July 22	June -23
	Implement actions from employment practices internal audit	All actions implemented as per audit	In progress	People and Culture	July 22	June -23
	Conduct a review of Place Planning's operations	This action has been completed	Completed	Place Planning	July 22	June -23
	Conduct a review of Street Improvement's operations	Operational review completed. A common theme suggested that it is crucial to consider a whole organisational review to ensure the appropriate culture is in place and appropriate level of skilled resources are provided for the various teams to enable a balanced and supportive team approach, based on individual strengths where internal teams do not burn each other out with internal administrative activities or the need for ongoing explanations of specialist subjects. Currently trialing a split for the Manager of Technical Services role. Market conditions are difficult in finding appropriately skilled staff to fill vacant positions and build capacity in the Street Improvement Team	Completed n quarter 2	Street Improvement	July 22	June -23
	Conduct of review of Street Operations' operations	Complete	Completed in quarter 2	Street Operations	July 22	June -23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Conduct a review of Waste Services' operations	Complete	Completed in quarter 2	Waste Services	July 22	June -23
	Conduct a review of Environment's operations	Review has been undertaken and the results presented to SMT.	Completed in quarter 2	Environment	July 22	June -23
Financial sustainability	Develop a funding strategy	To commence in next quarter	Not started	Financial Services	July 22	June -23
	Investigate opportunities for revenue diversification to reduce reliance on rates	Work in progress in next quarter	In progress.	Financial Services	July 22	June -23
	Complete expenditure review process to maximise use of existing funds while maintaining level of service delivery	Work in progress in next quarter	In progress	Financial Services	July 22	June -23

Communication and engagement with community

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Engaged and empowered community	Deliver annual engagement calendar	Quarterly calendar developed based on active projects. The team ensure no overlap on major engagement periods. Last period was Lathlain Development.	Ongoing	Communications and Engagement	July 22	June-23
	Investigate best practice, modern communication methods to inform the community of upcoming projects	Review of all messaging strategies for our Sub Brands (Library, Leisure, Youth, Destination). New websites established for all sub brands will be launched in June. Youth Messaging strategy and photo curation being done with the youth council.	In progress	Communications and Engagement	July 22	June-23
	Review current methods and investigate best practice options for community engagement and online engagement tools	Developing a project plan for the review of your thoughts in the new financial year.	In progress	Communications and Engagement	July 22	June-23
	Investigate whether polls can be used to involve the community in decision-making	Investigation and trials of short quick polling done where it aligns to the project outcomes or where gaps in information are required.	In progress	Communications and Engagement	July 22	June-23
	Conduct community perception survey	Supplier has been engaged to conduct survey.	In progress	Governance and Strategy	July 22	June-23
Streamlined, modern governance	Introduce annual engagement calendar process	Communications and Engagement schedule is set based on the annual budget along with managers.	Complete	Communications and Engagement	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Review communication and engagement planning templates to align to project needs and outcomes	All templates are now in the electronic request system. Workflows have improved and work is developed by the communications advisor along with the project owner.	Completed in quarter 2	Communications and Engagement	July 22	June-23
	Review Policy 103 - Communication and Engagement to understand elected member expectations for community engagement volume and effort	Using the Budget consultation as the pilot/review for this work.	Not started	Communications and Engagement	July 22	June-23
Integrated, fit-for-purpose systems	Deliver the Soft Phone Project	Review of call centre options conducted. Met with other LG's who have made the switch. Got approval for single source supplier from CEO to work with Optus who can provide the best solution. Issues with stability of internet being reviewed.	In progress	Customer Relations & Technology and Digital Services	July 22	June-23
	Deliver the Website Project	The website will be delivered in April 23. Council Connect was the selected solution. Three websites will form first phase launch.	In progress	Customer Relations	July 22	June-23

Accountability and good governance

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
Innovative and empowered people	Investigate elected member expectations for being informed and engaged	Local Government Amendment Bill 2023 incorporates possible legislative changes around communications agreement between Council and Administration.	In progress	Governance and Strategy	July 22	June-23
Streamlined, modern governance	Set annual advocacy program	Annual Advocacy Program set. Activity plan developed. Internal working group established and formalised. Monthly activity being completed and recorded.	In progress	Communications and Engagement	July 22	June-23
	Develop a governance framework	Project to be listed in 2023-24 plan due to staff shortages.	Not started	Governance and Strategy	July 22	June-23
	Develop procedure for protection for whistleblowing/public interest disclosures	A procedure for protection for whistleblowing/public interest disclosures has been developed and uploaded on the Town's website.	Completed in quarter 2	Governance and Strategy	July 22	June-23
	Complete Regulation 17 review	External consultant engaged to perform independent review of systems, controls and procedures regarding legislative compliance, internal controls and risk management.	In progress	Governance and Strategy	July 22	June-23
	Evaluate Policy 011 – Elections	Review of policy recommended to be placed on hold until legislative changes within the Local Government Amendment Bill 2023 are known and implemented.	In progress	Governance and Strategy	July 22	June-23

Town objective	Action	Progress comment	Status	Responsible area	Start date	End date
	Evaluate Policy 052 – Recording and Live Streaming	Review of policy to be placed on hold until legislative changes within the Local Government Amendment Bill 2023 are known and implemented.	In progress	Governance and Strategy	July 22	June-23
	Evaluate Policy 023 – Provision of Information and Services – Elected Members	Local Government Amendment Bill 2023 incorporates possible legislative changes around communications agreement between Council and Administration.	In progress	Governance and Strategy	July 22	June-23
	Review the Meeting Procedures Local Law 2019	Local Government Amendment Bill 2023 proposes model meeting procedures for all local governments. This will negate the need for the Town’s own Meeting Procedures Local Law.	Completed in quarter 2	Governance and Strategy	July 22	June-23
	Develop an amendment local law for the <i>Local Government Property Local Law 2000</i>	This action will be addressed in the next quarter	Not started	Governance and Strategy	July 22	June-23
	Develop an Integrated Complaints Management Framework	The integrated framework is currently being progressed	In Progress	People and Culture	July 22	June-23
Integrated, fit-for-purpose systems	Investigate improvements to audio visual system in the Council chamber to enable hybrid meetings	The scope of the upgrade is being developed	In Progress	Governance and Strategy & Technology and Digital Services	July 22	June-23

