



TOWN OF
VICTORIA PARK



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VIC PARK

Corporate Business Plan

Quarterly progress report

Jan 2022 - Mar 2022

Corporate Business Plan - Quarterly Progress Report

Strategic Outcome: CL1 - Everyone receives appropriate information in the most efficient and effective way for them

Strategic Initiative: CL1.2 - Increase access to online self-services

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL1.2.3 - Assess the introduction of a 'Community Portal' for existing systems to facilitate online e-business transactions	In Progress	<p>No progress as the Authority upgrade has not progressed.</p> <p>October-December 2021</p> <p>The Authority upgrade has been pushed back to March 2022. Review of the Community Portal module will therefore also have to be delayed.</p>	Technology and Digital Strategy	July-19	June-22

Strategic Outcome: CL1 - Everyone receives appropriate information in the most efficient and effective way for them

Strategic Initiative: CL1.3 - Facilitate the development of a genuine identity for the Town

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL1.3.1 - Manage and support compliance to Town Style Guides and Branding	In Progress	<p>Leisure Centre branding approach in development.</p> <p>Improved workflows and elimination of external designer requirements has improved consistency.</p> <p>October-December 2021</p> <p>Rebrand in development for Leisure Centres. Updated message strategy for library created.</p>	Communications and Engagement	July-17	June-22

Strategic Outcome: CL2 - A community that is authentically engaged and informed in a timely manner

Strategic Initiative: CL2.1 - Improve the way the Town communicates, engages and manages relationship with the community.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL2.1.5 - Investigate partnership and location opportunities available for the Victoria Park Xavier Hockey Club	In Progress	<p>The Hockey Working Group met three times in 2021/22. A workshop with HWG participants was conducted to identify and then discuss potential locations within and outside of the Town for the Hockey Club. An analysis was then undertaken by the Town on those options to arrive at a preferred shortlist of options for consideration in a business case. This has been completed and the Town will soon present these shortlisted options to Council for consideration and permission to proceed to a business case.</p> <p>October-December 2021</p> <p>The Hockey Working Group met three times in 2021/22. A workshop with HWG participants was conducted to identify and then discuss potential locations within and outside of the Town for the Hockey Club. An analysis was then undertaken by the Town on those options to arrive at a preferred shortlist of options for consideration in a business case. This has been completed and the Town will soon present these shortlisted options to Council for consideration and permission to proceed to a business case.</p>	Place Planning	July-21	June-22

Strategic Outcome: CL3 - Well thought out and managed projects that are delivered successfully

Strategic Initiative: CL3.3 - Improve local amenity to create inviting places for people

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL3.3.6 - Deliver the Lathlain Precinct Redevelopment Project	In Progress	<p>An expression of interest was released in October with two respondents being Wirrpanda Foundation and CURA Aged Care. Council endorsed in the December OCM the officer's recommendation of only progressing Wirrpanda Foundation to negotiation. They notionally committed an additional \$2 million to the project and have partnered with Banjima Aboriginal Corporation who have also committed \$2 million to the project. Work is being done to secure additional funding from the West Coast Eagles, Federal and State Government as well as commercial entities. Next step is to develop a brief for the additional options to present to the elected members at the February OCM. Brief currently being developed for additional concept options.</p> <p>October-December 2021</p> <p>An expression of interest was released in October with two respondents being Wirrpanda Foundation and CURA Aged Care. Council endorsed in the December OCM the officer's recommendation of only progressing Wirrpanda Foundation to negotiation. They notionally committed an additional \$2 million to the project and have partnered with Banjima Aboriginal Corporation who have also committed \$2 million to the project. Work is being done to secure additional funding from the West Coast Eagles, Federal and State Government as well as commercial entities. Next step is to develop a brief for the additional options to present to the elected members at the February OCM. Brief currently being developed for additional concept options.</p>	Project Management	July-17	June-24
CL3.3.7 - Deliver the Macmillan Precinct Masterplan	In Progress	<p>Three design options for the Community Hub and Bowls Club were presented to the Technical Advisory Group and Macmillan Precinct Masterplan Working Group. The MPMWG reviewed the options and requested three additional options be prepared including investigating the relocation of recreation facilities to the Aqualife site. The three options were prepared and presented to the TAG and MPMWG in February 2022. Further information and one extra option were requested and provided to the MPMWG on 17 March. A Concept Forum presentation will be made on 22 March 2022</p> <p>October-December 2021</p> <p>Three design options for the Community Hub and Bowls Club were presented to the Technical Advisory Group and Macmillan Precinct Masterplan Working Group. The MPMWG reviewed the options and requested three additional options be prepared including investigating the relocation of recreation facilities to the Aqualife site. The three options were prepared for internal review and will be finalised before being presented to the TAG and MPMWG in February 2022.</p>	Project Management	July-20	December-22
CL3.3.9 - Deliver stage one of the Archer and Mint Street Streetscape Improvement Plan	In Progress	<p>Stage 1 - Local Centre works</p> <p>The Town has the 100% detail documentation drawings. This package of works was advertised on 5 March 2022 and will be awarded at the May 2022 OCM. Works will not be completed before 30 June 2022 and will be a carry forward.</p>	Project Management	July-21	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>WABN Grant & Works</p> <p>The ToVP have approved and signed the Grant agreement in Feb 2022 for agreement together with a supporting budget request.</p> <p>Concept design is currently underway for section of work between Mars Street and Star Street (Stage 1A) to meet the WABN Grant terms. 100% detail design documentation drawings are to be completed late March 2022, and expected to go out for construction tender April 2022.</p> <p>October-December 2021</p> <p>Stage 1 - Local Centre works</p> <p>The Town has reviewed the 85% detail documentation drawings and provided comprehensive feedback and direction to the lead consultants (Porters). The project is progressing towards the 100% detail documentation drawings. This package of works will form part of the tender documents that is expected to be advertised mid Feb 2022 and awarded in April 2022.</p> <p>Procurement - Plan</p> <p>Procurement plan is complete awaiting vetting from ToVP procurement.</p> <p>Comms plan - Engagement</p> <p>PMO in discussion with ToVP Comms team and have mapped out a draft comms strategy for the Archer Mint Stage 1 project.</p> <p>WABN Grant & Works</p> <p>DoT has sent through the updated GAC contract for the ToVP to sign. This will be presented at the Feb 2022 OCM for agreement together with a supporting budget request.</p> <p>Concept design is currently underway for section of work between Mars Street and Star Street (Stage 1A) in anticipation to signing of the GAC and triggering the contract. 100% detail design documentation drawings are to be completed mid Feb 2022 and expected to go out for construction tender April 2022.</p>			

Strategic Outcome: CL4 - Appropriate information management that is easily accessible, accurate and reliable

Strategic Initiative: CL4.1 - Improve the security, reliability and continuity of systems and hardware.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL4.1.3 - Review the Disaster Recovery Plan	In Progress	<p>Have stated writing new plan based on information obtained around whole of organisation view point</p> <p>Given the outcomes of the recent Cyber Security audit by the Auditor General, and the impact of the outcomes of the audit on the IT environment, the Disaster Recovery plan will require review and amendment in line with any changes resulting from the current work.</p>	Technology and Digital Strategy	July-20	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>October-December 2021</p> <p>Have stated writing new plan based on information obtained around whole of organisation viewpoint. Given the outcomes of the recent cyber security audit by the Auditor General, and the impact of the outcomes of the audit on the IT environment, the Disaster Recovery Plan will require review and amendment in line with any changes resulting from the current work.</p>			
CL4.1.4 - Review the ICT Security Plan	In Progress	<p>Town was Audited by the Auditor General's office. Findings and recommendations will be added to the plan</p> <p>The required program of works is currently being formulated.</p> <p>The first tranche of works, the provision of education and training, is currently in the procurement stage.</p> <p>October-December 2021</p> <p>The required program of works is currently being formulated.</p>	Technology and Digital Strategy	July-20	June-22
CL4.1.6 - Create program of penetration testing	Not Started		Technology and Digital Strategy	March-22	June-22
CL4.1.7 - Complete audit of cloud services in use to ensure all are in Australian hosted locations	Not Started		Technology and Digital Strategy	March-22	June-22

Strategic Outcome: CL5 - Innovative, empowered and responsible organisational culture with the right people in the right jobs

Strategic Initiative: CL5.1 - Develop and sustain a highly skilled and effective workforce

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL5.1.1 - Implement the South East Corridor Training and Apprenticeship Program	In Progress	<p>The Southeast Corridor Training and Apprenticeship program will be recommenced during 2022. Following significant staffing changes within the 4 participating councils commitment to and re-scheduling of the program will be carried out in the first quarter of the year.</p> <p>October-December 2021</p> <p>The South-East Corridor Training and Apprenticeship program will be recommenced during 2022. Following significant staffing changes within the four participating Councils, commitment to and re-scheduling of the program will be carried out in the first quarter of the year.</p>	People and Culture	July-21	June-22
CL5.1.3 - Review the Cultural Optimisation Strategy	In Progress	<p>The survey results from the 2021 survey were work shopped in November/December 2021 and specific service area cultural development goals and objectives included in Service Area Plans and linked to the staffs Performance Development System goals for 2021/22.</p>	People and Culture	July-20	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>October-December 2021 The survey results from the 2021 survey were workshopped in November/December 2021.</p>			
CL5.1.5 - Review the Volunteer Recruitment and Retention Strategy	In Progress	<p>With the completion of the implementation of the Big Red Sky program for recruitment and selection to the Town, the P&C team will now explore options to collaborate and partner with Volunteering WA to review the current policy and roll-out of volunteers at the Town.</p> <p>October-December 2021 With the completion of the implementation of the Big Red Sky program for recruitment and selection to the Town, the People and Culture team will now explore options to collaborate and partner with Volunteering WA to review the current policy and roll-out volunteers at the Town.</p>	People and Culture	July-21	June-22
CL5.1.6 - Develop diversity action plan	In Progress	<p>In line with the Towns Employer of Choice strategy and initiatives the Town is now developing its diversity action plan for 2022. Included in this plan will be:</p> <ul style="list-style-type: none"> • the commencement of a disability traineeship program in June; • the further development of employment initiatives with Curtin University including internships /work experience opportunities for disabled and indigenous students for both semester 1 and semester 2; • the development of attraction initiatives with local disability support services and Curtin University. <p>The Town's Employee Diversity Group will assist with the coordination of the plan's development and initiation.</p> <p>October-December 2021 New action so not applicable.</p>	People and Culture	March-22	June-22

Strategic Outcome: CL6 - Finances are managed appropriately, sustainably and transparently for the benefit of the community

Strategic Initiative: CL6.1 - Optimise the use of Town land assets

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL6.1.1 - Review the Land Optimisation Strategy	In Progress	<p>As part of the LAOS review, an audit has been undertaken of Town owned land and building and liaison has taken place with the Department of Housing. A report is being prepared for the February 2022 OCM.</p> <p>October-December 2021 As part of the LAOS review, an audit has been undertaken of Town owned land and building and liaison has taken place with the Department of Housing. A report is being prepared for the February 2022 OCM.</p>	Project Management	July-21	June-22

Strategic Outcome: CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making

Strategic Initiative: CL8.1 - Provide for sound corporate governance

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.1.2 - Update the Business Continuity Plan	In Progress	<p>In Nov/Dec 2021 service areas work shopped a range of emergency scenarios for the development of individual service area business continuity plans.</p> <p>The Town has also been working with LGIS Mutual Services for the development of individual emergency response cards aimed at assisting service area leaders when required to respond to emergency events.</p> <p>October-December 2021</p> <p>In Nov/Dec 2021 service areas workshopped a range of emergency scenarios for the development of individual service area business continuity plans.</p> <p>The Town has also been working with LGIS Mutual Services for the development of individual emergency response cards aimed at assisting service area leaders when required to respond to emergency events.</p>	People and Culture	July-19	June-22
CL8.1.6 - Review the Meeting Procedures Local Law 2019	Not Started	<p>Amendment local law is currently being drafted to be presented to council in April.</p> <p>October-December 2021</p> <p>Awaiting confirmation to move this deliverable to next year when the Department introduces a standardised model local law for all local governments.</p>	Governance and Strategy	July-21	June-23

Strategic Outcome: CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making

Strategic Initiative: CL8.2 - Promote principles of good governance

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.2.2 - Develop an Integrated Complaints Management Framework	In Progress	<p>Following the roll out of the Town's new codes of conduct for Elected Members and Employees, People and Culture and the Governance team have commenced the development of a complaints framework that identifies customer, employee and elected member dispute management practices from complaint to resolution.</p> <p>October-December 2021</p> <p>Following the roll out of the Town's new codes of conduct for elected members and employees, People and Culture and the Governance team have commenced the development of a complaints framework that identifies customer, employee and elected member dispute management practices from complaint to resolution.</p>	People and Culture	July-19	June-22
CL8.2.5 - Complete sponsorship internal audit	Not Started		Governance and Strategy	March-22	June-22
CL8.2.6 - Complete employment process internal audit	In Progress	<p>Information request has been completed and appointed auditors now putting together report. Will be presented to the Audit and Risk Committee in July 2022.</p> <p>October-December 2021</p> <p>New action so not applicable.</p>	Governance and Strategy	March-22	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.2.7 - Complete misuse of assets and resources internal audit	In Progress	Information request has been received from the appointed auditors. Requested information is being gathered by the service areas involved. October-December 2021 New action so not applicable.	Governance and Strategy	March-22	June-22

Strategic Outcome: CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making

Strategic Initiative: CL8.3 - Advocate and represent the needs of the community

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.3.1 - Oversee development of the Town's Advocacy Strategy	In Progress	March workshop to set priorities set. Draft Strategy developed. Election props developed. October-December 2021 Advocacy Policy adopted. March workshop to set priorities set. Draft strategy developed.	Communications and Engagement	July-20	June-22
CL8.3.2 - Build relationships and collaborate with the Federal and State Governments for funding for major strategic projects	Ongoing	Advocacy Policy adopted. March workshop to set priorities set. October-December 2021 Advocacy Policy adopted. March workshop to set priorities set.	Chief Executive Office	July-17	June-22
CL8.3.3 - Maintain and foster key partnerships and stakeholder relationships such as Crown Perth, Optus Stadium, West Coast Eagles, Perth Football Club and Curtin University	Ongoing	Optus Stadium A meeting occurred in November where strategic and operational issues associated with the stadium were discussed. Curtin University At the recent meeting held on 9 November, the MOU and RAP were the focus of the meeting. The MOU has now been finalised and is awaiting signing at the next meeting. A strategy session for the new MOU will be held early in 2022. Discussions on the collaboration initiatives with the RAP are ongoing; a project brief is expected for the next meeting, scheduled for February 2022. West Coast Eagles At the Town's regular meetings held in October and December, discussion continued regarding the deed of agreement, the community benefits scheme and the Perth Demons development. Crown Perth The Chief Operations Officer and Chief Community Planner continue to meet with their counterparts at Crown bi-monthly. Perth Football Club The Chief Operating Officer, Chief Executive Officer and the Strategic Project Manager met with representatives to discuss some operational issues associated with the proposed	Chief Executive Office	July-17	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>new facility to ensure all parties were in alignment. An expression of interest was released in October with two respondents being Wirrpanda Foundation and CURA Aged Care. Council endorsed in the December OCM the officer's recommendation of only progressing Wirrpanda Foundation to negotiation. They notionally committed an additional \$2m to the project and have partnered with Banjima Aboriginal Corporation who have also committed \$2m to the project. Work is being done to secure additional funding from the WCE, Federal and State Government as well as commercial entities. Next step is to develop a brief for the additional options to present to the elected members at the February OCM.</p> <p>October-December 2021</p> <p>Optus Stadium A meeting occurred in November where strategic and operational issues associated with the stadium were discussed.</p> <p>Curtin University At the recent meeting held on 9 November, the MOU and RAP were the focus of the meeting. The MOU has now been finalised and is awaiting signing at the next meeting. A strategy session for the new MOU will be held early in 2022. Discussions on the collaboration initiatives with the RAP are ongoing; a project brief is expected for the next meeting, scheduled for February 2022.</p> <p>West Coast Eagles At the Town's regular meetings held in October and December, discussion continued regarding the deed of agreement, the community benefits scheme and the Perth Demons development.</p> <p>Crown Perth The Chief Operations Officer and Chief Community Planner continue to meet with their counterparts at Crown bi-monthly.</p> <p>Perth Football Club The Chief Operating Officer, Chief Executive Officer and the Strategic Project Manager met with representatives to discuss some operational issues associated with the proposed new facility to ensure all parties were in alignment. An expression of interest was released in October with two respondents being Wirrpanda Foundation and CURA Aged Care. Council endorsed in the December OCM the officer's recommendation of only progressing Wirrpanda Foundation to negotiation. They notionally committed an additional \$2m to the project and have partnered with Banjima Aboriginal Corporation who have also committed \$2m to the project. Work is being done to secure additional funding from the WCE, Federal and State Government as well as commercial entities. Next step is to develop a brief for the additional options to present to the elected members at the February OCM.</p>			

Strategic Outcome: CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making

Strategic Initiative: CL8.4 - Demonstrate strong future planning through the Integrated Planning and Reporting Framework, performance monitoring and evaluation

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.4.1 - Complete the major review of the Strategic Community Plan	In Progress	<p>Public comment period completed and feedback requested from elected members. All information considered and used to further revise the proposed Strategic Community Plan. Presented to Council for endorsement in March 2022. Council resolved to request the preparation of an alternative draft with changes. This will be presented to Council in April 2022 as requested.</p> <p>October-December 2021 Workshops were held with elected members to review the strategic direction. Outcomes from these workshops were then recommended as the strategic direction to be released for public comment. Council resolved to proceed to public comment. The full plan was reviewed and all content updated, ready for review in January by staff and elected members.</p>	Governance and Strategy	October-20	April-22
CL8.4.4 - Review the Long Term Financial Plan	In Progress	<p>Refresh of LTFP commenced September 2021, Draft to be presented to C-Suite and SAAG. To be work shopped with SMT group to set priorities for future years with a view to re-balancing future years.</p> <p>October-December 2021 Refresh of LTFP commenced September 2021. Draft to be presented to C-Suite and SAAG. To be workshopped with SMT group to set priorities for future years with a view to re-balancing future years.</p>	Finance Office	September-21	May-22
CL8.4.7 - Improve Long-Term Financial Plan and review in line with adopted strategies	Not Started		Financial Services	March-22	June-22

Strategic Outcome: CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making

Strategic Initiative: CL8.5 - Ensure the effective and efficient delivery of services while meeting community needs

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL8.5.15 - Conduct a review of Leisure centres operations	In Progress	<p>Commenced and currently developing the scope of works with the Communications Department.</p> <p>October-December 2021 Not yet commenced.</p>	Leisure Centres	February-22	May-22
CL8.5.17 - Conduct a review of Parking's operations	Not Started	<p>The Parking area's operation was considered and included in the review of Ranger Services conducted through 2019-2021.</p> <p>The operational changes resulting from the review were significant and included changes to;</p> <ul style="list-style-type: none"> • Staffing structure and working locations • FTE allocation 	Parking	July-21	June-24

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<ul style="list-style-type: none"> • Work practises • Key performance indicators • Team culture initiatives <p>These changes, were identified and implemented between 2019-2021 however they are still works in progress with embedding estimated to require and additional 24 months. Any review of the area conducted before previous changes were fully implemented would risk wasting resources, introducing fatigue into the impacted team(s) and would result in minimal or premature further recommendations for change.</p> <p>October-December 2021 Not yet commenced.</p>			
CL8.5.19 - Conduct a review of People and Culture's operations	In Progress	<p>The People & Culture operations review was completed in December 2021. The findings and recommendations from the review are currently being assessed and a report will be submitted to the Town's C Suite for endorsement. The report will provide recommendation to progress the findings of the review.</p> <p>October-December 2021 The People & Culture operations review was completed in December 2021. The findings and recommendations from the review are currently being assessed and a report will be submitted to the Town's C-Suite for endorsement. The report will provide recommendation to progress the findings of the review.</p>	People and Culture	July-21	June-22
CL8.5.20 - Conduct a review of Place Planning's operations	In Progress	<p>Place Planning Phase 3 was presented to C-suite and an RFQ for an operating review is currently being prepared for the Town's Business Improvement Group and C-Suite to review.</p> <p>October-December 2021 Place Planning Phase 3 was presented to C-Suite and an RFQ for an operating review is currently being prepared for the Town's Business Improvement Group and C-Suite to review.</p>	Place Planning	July-21	June-22
CL8.5.23 - Conduct a review of Street Improvement's operations	In Progress	<p>Report still outstanding from Core Business. Street Improvement have requested copy of draft for comment, however report has not been submitted to Council.</p> <p>October-December 2021 Report still outstanding from Core Business. Street Improvement have requested copy of draft for comment.</p>	Street Improvement	July-20	June-22
CL8.5.24 - Conduct a review of Street Operations' operations	In Progress	<p>13/1/2022 Consultant almost completed report. expected end of January 2022 23/2/2022 Executive summary completed.</p> <p>October-December 2021 Consultant almost completed report. Expected end of January 2022.</p>	Street Operations	July-19	June-22
CL8.5.26 - Conduct a review of Waste Services' operations	In Progress	<p>13/1/2022 Consultant almost completed report. expected end of January 2022 23/2/2022 Executive summary completed.</p>	Waste Services	July-19	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		October-December 2021 Consultant almost completed report. Expected end of January 2022.			
CL8.5.7 - Conduct a review of Environment's operations	In Progress	Review of Environmental Services has been included within the forthcoming review of the Street Improvement team, but commencement of this overall review has been delayed. October-December 2021 Review of Environmental Services has been included within the forthcoming review of the Street Improvement team. Commencement of this overall review has been delayed.	Environment	June-21	June-22

Strategic Outcome: CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably

Strategic Initiative: CL10.1 - Comply with legislation and standards to ensure consistent, transparent and ethical governance

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
CL10.1.1 - Maintain the City of Belmont and Town of Victoria Park Local Emergency Management Arrangements	In Progress	The Town is currently working extensively with the City of Belmont in maintaining its integrated Local Emergency Management Arrangements. October-December 2021 The Town is currently working extensively with the City of Belmont in maintaining its integrated Local Emergency Management Arrangements.	People and Culture	July-17	June-22
CL10.1.4 - Review the Local Law – Activities on Thoroughfares	Not Started	This project is delayed and at risk due to resourcing constraints. Place Planning has provided an FTE to assist with high profile at risk projects (Archer/Mint) October-December 2021 This project is delayed and at risk due to resourcing constraints. Place Planning has provided an FTE to assist with high-profile at-risk projects (Archer/Mint).	Place Planning	July-21	June-23
CL10.1.6 - Review the Local Law – Property	In Progress	A report has been prepared and was submitted to the March Policy Committee to commence the review and consultation period. October-December 2021 The local law will be submitted to the February Policy Committee to commence the review and consultation period.	Governance and Strategy	July-21	June-22
CL10.1.8 - Review the Records Keeping Plan	In Progress	Due to resource constraints in the Records area caused by resignations, annual leave constraints and staff health issues, this project has not progressed to date. Work on the review has commenced. October-December 2021 Due to resource constraints in the Records area caused by resignations, annual leave and health issues, this project has not progressed to date.	Technology and Digital Strategy	July-21	June-22
CL10.1.9 - Develop scenario planning for emergencies and recovery	In Progress	A business continuity risk workshop was developed mid-2021 and was carried out in September last year covering the scenarios of • Flood • Storm	People and Culture	March-22	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<ul style="list-style-type: none"> • Earthquake • Heatwave • HazMat and • Air Crash <p>The information to help with business continuity that came from these workshops contributed to the development of the service area business continuity plans.</p> <p>October-December 2021 New action so not applicable.</p>			

Strategic Outcome: EC1 - A desirable place for commerce and tourism that support equity, diverse local employment and entrepreneurship

Strategic Initiative: EC1.1 - Create a thriving and resilient local economy.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EC1.1.2 - Implement the Economic Development Strategy	Ongoing	<p>Implementation remains on track. Refer to Economic Development Strategy progress report for more information.</p> <p>October-December 2021 Implementation remains on track. Refer to Economic Development Strategy progress report for more information.</p>	Place Planning	July-17	June-22

Strategic Outcome: EC2 - A clean, safe and accessible place to visit

Strategic Initiative: EC2.1 - Effectively enforce laws pertaining to public health.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EC2.1.1 - Implement the use of mobile computing for environmental health inspections	In Progress	<p>Request for Quotes (RFQ) completed, four vendors submitted their quotes.</p> <p>October-December 2021 Request for Quotes (RFQ) completed. Four vendors submitted their quotes.</p>	Environmental Health	July-20	June-22

Strategic Outcome: EC2 - A clean, safe and accessible place to visit

Strategic Initiative: EC2.2 - Promote community safety and crime prevention

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EC2.2.1 - Deliver the Safer Neighbourhoods Plan	In Progress	<p>Ongoing delivery of programs, background paper complete, community consultation has begun.</p> <p>October-December 2021 Scoping document, project plan and review of current plan has commenced. The yearly statistic as of this quarter for the Safer Neighbourhood programs include 35 CCTV partnerships, 2 Street Meet n Greet and 37 Security Incentive Schemes.</p>	Community Development	July-17	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EC2.2.2 - Review Safer Neighbourhoods Plan	In Progress	Jan - March Ongoing delivery of programs, background paper complete, community consultation has begun. October-December 2021 New action so not applicable.	Community Development	March-22	June-22

Strategic Outcome: EC2 - A clean, safe and accessible place to visit

Strategic Initiative: EC2.3 - Improve equitable access to parking.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EC2.3.1 - Review Parking Hotspot Zones 1 and 6	In Progress	Drafting of reports in progress. October-December 2021 Drafting of reports in progress.	Parking	July-21	June-22
EC2.3.8 - Develop a Parking Benefits Strategy	In Progress	Waiting for endorsement of the Draft Parking Management Plan. First draft of the policy has been prepared. October-December 2021 Waiting for endorsement of the Draft Parking Management Plan. First draft of the policy has been prepared.	Parking	July-20	June-22

Strategic Outcome: EN1 - Land use planning that puts people first in urban design, allows for different housing options for people with different housing needs and enhances the Town's character

Strategic Initiative: EN1.1 - Ensure a strong sense of place that emphasises each suburbs' unique characteristics and sense of community.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN1.1.1 - Prepare the new Local Planning Scheme No. 2	In Progress	Preparatory work commenced. October-December 2021 Preparatory work commenced.	Place Planning	July-21	June-22
EN1.1.2 - Prepare the Local Planning Strategy	In Progress	Public advertising complete. Final draft to Council March/April 2022 then State Government for final approval October-December 2021 Public advertising complete. Final draft to Council March/April 2022 then State Government for final approval	Place Planning	July-21	June-22
EN1.1.3 - Review the Streetscape Local Planning Policy	In Progress	Design Guidelines are drafted (proposed to supersede LPP Streetscape) and have been consulted with the community. The consultation finished in January 2022, and the matter will be an upcoming Council Concept Forum item.	Urban Planning	July-19	June-21

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>October-December 2021 Design guidelines are drafted (proposed to supersede LPP Streetscape) and are to be consulted in conjunction with Scheme Amendment 88. Out for community consultation until 18 January 2022.</p>			
EN1.1.7 - Amend the Town Planning Scheme provisions related to the Burswood Lakes Structure Plan	In Progress	<p>Amendment No. 2 to Burswood Lakes Structure Plan was submitted to Town 25 February 2022. Preliminary review of the submitted documentation is underway.</p> <p>October-December 2021 In the last quarter, Council Officers met with Mirvac (main developer of structure plan area), their consultant team who are preparing an amended structure plan and officers at the Department of Planning, Lands and Heritage. The amended structure plan document will inform the preparation of a Scheme Amendment to modify the 2003 Burswood Lakes development standards. Mirvac has indicated that the Structure Plan amendment will likely be lodged in late 2021/ early 2022.</p>	Urban Planning	July-21	June-23
EN1.1.9 - Prepare Station Precinct Plans for Carlisle & Oats Street in partnership with METRONET	In Progress	<p>The METRONET team have confirmed that they will not be contributing to the development of Station Precinct Structure Plans for Carlisle and Oats St Stations. Therefore it will be likely that a request to alter the timeframe for this project in the CBP will be made so it can align with the sole funding and resources of the Town. The Town is however continuing to negotiate with METRONET to financially contribute to the Station Precinct Structure Plans.</p> <p>The Town is also investigating project timing and planning for the Station Precinct Structure Plans to occur as part of the Aqualife Masterplans. This investigation will inform the timing of this piece of work along with a consideration of the resource and funding required to deliver the other components of the Vic Park Planning Reform program (LPS Strategy implementation).</p> <p>Because METRONET are unlikely to provide support to this project the planning for these stations will be delayed. The Vic Park Planning Reform Project prioritises the completion of the Albany Highway PSP and Local planning Scheme No.2 ahead of these stations. This means that an amendment to the CBP is required to properly reflect the timing of these works</p> <p>October-December 2021 The METRONET team have confirmed that they will not be contributing to the development of Station Precinct Structure Plans for Carlisle and Oats St Stations. Therefore, it will be likely that a request to alter the timeframe for this project in the CBP will be made so it can align with the sole funding and resources of the Town. The Town is however continuing to negotiate with METRONET to financially contribute to the Station Precinct Structure Plans.</p> <p>The Town is also investigating project timing and planning for the Station Precinct Structure Plans to occur as part of the Aqualife Masterplans. This investigation will inform the timing of this piece of work along with a consideration of the resource and funding required to deliver the other components of the Vic Park Planning Reform program (LPS Strategy implementation).</p> <p>Because METRONET are unlikely to provide support to this project, the planning for these</p>	Place Planning	July-20	June-24

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		stations will be delayed. The Vic Park Planning Reform Project prioritises the completion of the Albany Highway PSP and Local Planning Scheme No.2 ahead of these stations. This means that an amendment to the CBP is required to properly reflect the timing of these works.			
EN1.1.11 - Review and update the Albany Hwy Planning Framework	In Progress	<p>The procurement phase is complete. A Project Control Group has been set up with the State Government and this will commence operation soon.</p> <p>The project has now progressed through stage 1 with all background/literature review activities complete. The Town and consultant team presented to Councillors at the October Concept Forum and have commenced the first phase of Consultation.</p> <p>October-December 2021</p> <p>The procurement phase is complete. A Project Control Group has been set up with the State Government and this will commence operation soon.</p> <p>The project has now progressed through stage 1 with all background/literature review activities complete. The Town and consultant team presented to Councillors at the October Concept Forum and have commenced the first phase of Consultation.</p>	Place Planning	July-20	June-22
EN1.1.12 - Prepare a business case for the delivery of the Burswood Station East public realm	In Progress	<p>The Burswood Station East Planning Framework has been formally adopted by WAPC and as such work can begin on the business case. The detailed design will also commence on the Burswood Station East Public Realm</p> <p>October-December 2021</p> <p>Not started.</p>	Project Management	July-21	June-22

Strategic Outcome: EN2 - A safe, interconnected and well maintained transport network that makes it easy for everyone to get around

Strategic Initiative: EN2.1 - Create better and more accessible road networks within the Town

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN2.1.3 - Initiate a review of the Rights-of-Way Strategy	In Progress	<p>Draft ROW Strategy document was presented as an attachment item to the Rights of Way Report - Endorsement of future 10 Year Capital Works Program at the December 2021 Ordinary Council Meeting. Document anticipated to be finalised by May 2022.</p> <p>October-December 2021</p> <p>Draft ROW Strategy document was presented as an attachment item to the Rights of Way Report - Endorsement of future 10 Year Capital Works Program at the December 2021 Ordinary Council Meeting. Document anticipated to be finalised by May 2022.</p>	Street Improvement	July-21	June-22

Strategic Outcome: EN3 - A place with sustainable, safe and convenient transport options for everyone

Strategic Initiative: EN3.1 - Create better options for active transport

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN3.1.2 - Design Stage 2 & 3 of the Rutland Avenue Principal Shared Path project	In Progress	<p>Stage 2 - Oats Street to Millers Crossing completed design and construction completed. Stage 3 - design works between Millers Crossing and Bishopsgate are 100% complete. The sections between Bishopsgate (near the railway station) and Great Eastern Hwy have met the 85% detailed design stage. Detailed design expected to be completed in early March 2022.</p> <p>Risks highlighted at concept forum held with EM's on 25/5/2021. 3 Key issues highlighted.</p> <ol style="list-style-type: none"> 1. Land acquisition - 44 Rutland Avenue 2. Tree loss impacts 3. Historical boundary issues and use of verges <p>Additional risks is the cost of underground services, with the requirement to replace a cast iron water main.</p> <p>Department of Transport have agreed that the funding includes the cost for the land acquisition</p> <p>Construction of the section between Millers to Bishopsgate is planned to be complete by 30 June 2022, and works to commence the remaining section are progressing to meet the funding timelines with agreement with DoT that some works may be undertaken in the FY2023 budget period.</p> <p>October-December 2021</p> <p>Stage 2 - Oats Street to Millers Crossing completed design and construction completed. Stage 3 - Design works between Millers Crossing and Bishopsgate are 100% complete. The sections between Bishopsgate (near the railway station) and Great Eastern Hwy have met the 85% detailed design stage. Detailed design expected to be completed in early March 2022.</p> <p>Construction of the section between Millers to Bishopsgate is planned to be complete by 30 June 2022, and works to commence the remaining section are progressing to meet the funding timelines with agreement with DoT that some works may be undertaken in the FY2023 budget period.</p>	Street Improvement	July-20	June-22
EN3.1.3 - Evaluate existing traffic calming projects intalled via the Lathlain Traffic Management Plan and report to Council	In Progress	<p>Evaluation report pending Council endorsement and is in Doc Assembler - Future Briefing Item. Report likely to be presented to Council in Feb 2022/March 2022</p> <p>October-December 2021</p> <p>Report likely to be presented to Council in Feb 2022/March 2022.</p>	Street Improvement	July-20	June-22
EN3.1.5 - Review the Integrated Movement Network Strategy	In Progress	<p>The draft Transport Strategy was endorsed by Council to proceed to public advertising. Public advertising has been completed and a refined version of the Transport Strategy was presented at the November 2021 OCM where it was deferred to the February Concept Forum.</p>	Place Planning	July-20	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>In November the draft Transport Strategy was awarded the Best Strategic Plan Award by the WA Chapters Planning Institute of Australia</p> <p>October-December 2021 The draft Transport Strategy was endorsed by Council to proceed to public advertising. Public advertising has been completed and a refined version of the Transport Strategy was presented at the November 2021 OCM where it was deferred to the February Concept Forum.</p> <p>In November, the draft Transport Strategy was awarded the Best Strategic Plan Award by the WA Chapters Planning Institute of Australia</p>			

Strategic Outcome: EN3 - A place with sustainable, safe and convenient transport options for everyone

Strategic Initiative: EN3.2 - Increase options for sustainable and public transport

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN3.2.1 - Contribute to the Trackless Tram Investigation Consortium	Ongoing	<p>The Town has entered into an MoU with other Local Governments to progress with advocating for a mid-tier transit system in the Perth Metro region. An Advocacy Strategy is currently being finalised by the stakeholders and will be enacted over the coming year</p> <p>October-December 2021 The Town has entered into an MoU with other local governments to progress with advocating for a mid-tier transit system in the Perth Metro region. An Advocacy Strategy is currently being finalised by the stakeholders and will be enacted over the coming year.</p>	Place Planning	July-20	June-22
EN3.2.2 - Launch electric vehicle charging station within the Town	In Progress	<p>Three quotes were sought by EV charging suppliers prior to Christmas Shutdown. Two locations being considered which are the Admin Building and the Aqualife Centre. Both buildings have solar panels and therefore are preferable from a power consumption perspective. 1 supplier has requested to visit the sites to understand the needs and potential power upgrades required to the facility. Site inspections planned for end of Jan/early February 2022</p> <p>October-December 2021 Three quotes were sought by EV charging suppliers prior to Christmas shutdown. Two locations being considered which are the Admin Building and the Aqualife Centre. Both buildings have solar panels and therefore are preferable from a power consumption perspective. One supplier has requested to visit the sites to understand the needs and potential power upgrades required to the facility. Site inspections planned for end of Jan/early February 2022.</p>	Street Improvement	July-21	June-22

Strategic Outcome: EN4 - A clean place where everyone knows the value of waste, water and energy

Strategic Initiative: EN4.1 - Take action to mitigate climate change.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
<p>EN4.1.4 - Implement 2021/2022 Climate Emergency Plan actions</p>	<p>In Progress</p>	<p>This quarter, the key progress highlights of the Climate Emergency Plan included:</p> <ul style="list-style-type: none"> Partnership with Climate Clever: workshop held for businesses on 10 February. Further workshop for schools and residents planned for Q4 2022. Roll out of the Climate Clever app to also occur. Planned educational workshops on the value of tree retention, urban farming, and sustainable landscaping, including biophilic design. A suite of workshop topics for 2022 include <ul style="list-style-type: none"> Workshop 1 -Urban Farming / Sustainability at home: Tuesday 5 April Workshop 2 -Climate proof cities – city design and transport: Wednesday 6 April Workshop 3 - Green lab kid's event: Tuesday 12 April Workshop 4- Biodiversity: Thursday 5 May Continued sustainability-based incentives to business owners for utility and supply cost benefits, such as Rewards for Business: https://www.switchyourthinking.com/our-projects/rewards-for-business/ Establishment of internal advisory group to oversee the implementation of the CEP. Draft Terms of Reference have been developed and currently going through internal approvals process. A proposal is being developed by a specialist consultant to deliver a guidance document to assist with the below. The scope has been determined and the proposal will be assessed accordingly. <p>Require the construction of future Council owned buildings and assets to meet either:</p> <ul style="list-style-type: none"> A minimum 5 Star Green Star for New Buildings certification from the Green Building Council of Australia (GBCA) or equivalent, or Demonstrate that all minimum requirements under the Green Star for New Buildings Positive category from the GBCA have been met, or A minimum 5 Star NABERS Energy and Waste rating for the commercial office space <ul style="list-style-type: none"> In an effort to move to greater energy efficiency, there is a capital works item for replacement of light globes to LED in facilities – this year is for Vic Park Bowls; and the Town has purchased a new fridge and microwave for Rangers facility. The Town has purchased a hybrid vehicle. The Town has also requested a budget increase for 2022/23 to allow the Town to purchase some electric vehicles. In terms of sustainability-based incentives for residents, the Town has an Autumn Seed Service for residents through the Grow It Local program. Terms of Reference have been drafted for a proposed Working Group and will be considered by SMT for approval in March. It is proposed that this group would comprise relevant Service Area staff. Overarching Health advice on heat stress management from Dept Health and Healthy WA has been communicated in weekly Facebook bulk posts until March 2022. <p>October-December 2021</p> <p>Two actions have been completed:</p> <ol style="list-style-type: none"> "Undertake targeted engagement with Town Service areas to establish: 	<p>Environment</p>	<p>July-21</p>	<p>June-22</p>

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<ul style="list-style-type: none"> - Lead responsibility - Support responsibility - Staged actions (e.g. staged actions to meet longer term targets) <p>This will be captured in a Service Area Operational Plan or similar".</p> <p>An Implementation Plan has been developed in liaison with the relevant Service Areas and is being actioned.</p> <p>2. "Preference companies that provide carbon neutral office supply products". This has been integrated into the Town's Procurement Plan.</p> <p>The Town is progressing/implementing a range of other actions from the CEP. Examples include:</p> <ol style="list-style-type: none"> 1. Continue to require all new and replacement light globes in council facilities to be LED (or similar energy efficient option). 2. Require the construction of future Council owned buildings and assets to meet either: <ul style="list-style-type: none"> - A minimum 5 Star Green Star for New Buildings certification from the Green Building Council of Australia (GBCA) or equivalent, or - Demonstrate that all minimum requirements under the Green Star for New Buildings Positive category from the GBCA have been met, or - A minimum 5 Star NABERS Energy and Waste rating for the commercial office space. 3. Continue to participate in the Climate Council's Cities Power Partnership 4. Provide community education on their household energy use, including: <ul style="list-style-type: none"> - Energy efficiency and usage - Performance during heatwave events - Energy audits. 5. Continue to provide sustainability-based incentives for residents 6. Continue to provide educational workshops on the value of tree retention, urban farming, and sustainable landscaping, including biophilic design. 7. Promote the use of established platforms and tools that encourage energy and waste reduction and sharing of resources. 8. Extend community education on energy efficiency and consumption for businesses, highlighting the economic and environmental benefit for smarter energy usage. 9. Continue sustainability-based incentives to business owners for utility and supply cost benefits. 10. Implement various Travel Demand Management Initiatives as outlined in the Town's Transport Strategy 11. Extend community education on waste and recycling to businesses, highlighting the economic benefit for waste minimisation. 12. Enable the distribution of community information (including rates) through digital platforms to reduce paper and postage. 13. Ensure that the catering and materials for all community events preference minimal waste and low carbon food (e.g. use local produce, vegetarian and vegan options). 			

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		14. Implement the Active Transport Education and Promotions Program as outlined in the Town's Transport Strategy 15. Continue to rationalise the number of council vehicles required. 16. Continue to offset the fleet emissions annually. 17. Continue to implement Urban Forest Strategy targets around tree retention and vegetation growth to mitigate urban heat island effect. 18. From 2021, ensure all new and replacement council owned streetlights: - Utilise either LED (or similar energy efficiency technology), and - Review availability and viability of Smart Technology enabled lighting assets and implement for lighting assets when appropriate.			

Strategic Outcome: EN4 - A clean place where everyone knows the value of waste, water and energy

Strategic Initiative: EN4.2 - Reduce the amount of waste directed to landfill

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN4.2.4 - Reconcile the Town's bin register	Ongoing	Has not proceeded due to resourcing currently. October-December 2021 Has not proceeded due to resourcing currently.	Waste Services	July-20	June-22

Strategic Outcome: EN4 - A clean place where everyone knows the value of waste, water and energy

Strategic Initiative: EN4.3 - Increase community knowledge and awareness of effective waste management

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN4.3.2 - Carry out a Waste Education Program	In Progress	October-December 2021 No update provided.	Waste Services	July-17	June-22

Strategic Outcome: EN5 - Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed

Strategic Initiative: EN5.1 - Ensure the long term asset and service provision sustainability of significant community buildings and other assets

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN5.1.10 - Link adopted strategies to strategic asset planning	In Progress	All of the Town's strategies and strategic plans have been reviewed and strategic plans such as the Town's Place Plan, Long Term Financial Plan, Work Force Plan and Asset Management Plans have been developed or revised subsequently incorporating asset management principals. The above-mentioned plans are some of the main corner stone documents being used to guide the Town's Strategic Asset Advisory Group (SAAG) to develop future capital works delivery program to ensure alignment between adopted strategies and strategic asset planning. October-December 2021 New action so not applicable.	Asset Planning	March-22	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN5.1.6 - Develop an Asset Management Framework	In Progress	<p>No progress this quarter. Waiting on CBP to be endorsed.</p> <p>October-December 2021</p> <p>No progress this quarter. Resourcing constraints in Asset Planning for this deliverable.</p>	Asset Planning	July-20	June-22
EN5.1.8 - Deliver the 5-year Capital Works Program	In Progress	<p>4 Mar 2022</p> <p>The lack of affordable contractors and materials has been a significant concern of the teams delivering capital works projects. Due to funding requirements, some of the projects that had their service relocation quotes expired had to be requoted which came back with higher price and hence required a formal submission to the funding agencies for funding variation. These administrative processes are time consuming and have resulted in some projects risking to be carried forward to next financial year (no impact to the council rates).</p> <p>October-December 2021</p> <p>13 Jan 2022</p> <p>The Street Operations and Procurement teams are still struggling to secure services from qualified contractors even with the assistance of WALGA. Many contractors are committed to servicing their larger clients. Some of the 21/22 capital works projects may need to be carried forward to next financial year.</p> <p>17 Dec 21</p> <p>Based on feedback from staff from WALGA, MRWA, suppliers and contractors, there is a serious shortage of skilled engineers, skilled labour, critical construction materials and products and other engineering services. The Town is unable to compete with larger Councils and organisations to secure these goods and services. Additionally, the Town's engineering staff are being head hunted by larger councils. It is expected that there will be a need to park some of the unspent capital works budget in reserves to cover the cost of construction next financial year.</p> <p>26 Nov 21</p> <p>It is still difficult to secure the service of engineering contractors. The current engineering resource gap may continue and contractors/suppliers are currently charging a much highest rate for the normal engineering works. It is recommended that next financial year's engineering asset renewal budget is kept in a reserve and expended in future financial years when the market has started to cool down. A number of the engineering projects of this financial year are anticipated to be carried forward to next financial year for completion.</p> <p>20 Oct 2021</p> <p>A number of capital works items are affected by the current engineering resource gap in the WA labour market and supply chain disruptions. The budget of some of these items are being proposed to be saved in the relevant reserves to be expended next financial year.</p>	Operations Office	July-17	June-22
EN5.1.9 - Develop a location business case for the Organisation	In Progress	<p>Urbis and Plus Architects are finalising the functional brief and work on the business case is ongoing with presentation to C-suite and Concept Forum on 22 March 2022</p>	Project Management	June-21	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
Accommodation Project		<p>October-December 2021 Contract for the Organisational Accommodation Business Case has been awarded and kick-off inception meeting to be held with Urbis and Plus Architects on 9 December 2021. Deliverables are just being aligned with Council Meeting timings with anticipate March 2022 ABF and OCM.</p>			

Strategic Outcome: EN6 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed

Strategic Initiative: EN6.1 - Better utilise and beautify existing parks and reserves for the benefit of the community

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN6.1.10 - Finalise the Kent Street Sandpit concept plan	In Progress	<p>Community consultation of the draft design has been completed and consultation feedback collated. Following energy mapping of the sand pit, the Town is liaising with Simon Forrest and Darryl Bellotti to:</p> <ul style="list-style-type: none"> • Confirm on the map the best location for the yarning space. • Comment on the appropriateness of the proposed alignment of the walking trails. • Confirm if the proposed mounding is appropriate. • Confirm that the current location of the sump on site is appropriate. • Identify any potential symbolism of significant fauna that could be integrated into the site, as well as song lines and/or stories (for site, the precinct and/or regionally)*. This could include consideration of knowledge exchange nodes, what you would like to see as part of a staged roll out of the site, and how that would influence initiatives such as a digital engagement strategy. <p>October-December 2021 Based on the survey results and consultations, a consolidated draft design has been developed for Kent St Sand Pit. This draft design was considered at December OCM and will be released for community consultation in January 2022.</p>	Environment	July-21	June-22
EN6.1.11 - Continue advocating for external funding for the McCallum Park Active Area	In Progress	<p>A Business Case, Cost Benefit Analysis and Funding Submission was prepared to enable the Town to submit for Infrastructure Australia funding. The Town was recently advised that it was unsuccessful in its submission for \$2m of funding under the CSRFF Future Planning Grant.</p> <p>October-December 2021 A business case, cost benefit analysis and funding submission was prepared to enable the Town to submit for Infrastructure Australia funding. The Town also submitted for \$2m of funding under the CSRFF Future Planning Grant.</p>	Project Management	July-21	June-22
EN6.1.2 - Implement the Public Open Space Strategy	Ongoing	<p>The Public Open Space Strategy is already informing a variety of decisions and outcomes. An implementation framework is being prepared to guide upgrades and additions to the Town's public spaces. This will be known as the Public Open Space Strategy program. The Program is currently being developed in collaboration with the COO and the Parks and Reserves team and will include the following programs of work</p> <ul style="list-style-type: none"> - Park Masterplan Program 	Place Planning	July-20	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<ul style="list-style-type: none"> - Micro Park program - Old Spaces New Places Program - Accessible POS Program - Better Parks Program <p>The program (and a list of operational improvements) will be completed in conjunction with SAAG in January 2022 and will form a part of the final Capital Works Program</p> <p>October-December 2021 The Public Open Space Strategy is already informing a variety of decisions and outcomes. An implementation framework is being prepared to guide upgrades and additions to the Town's public spaces. This will be known as the Public Open Space Strategy program. The program is currently being developed in collaboration with the COO and the Parks and Reserves team and will include the following programs of work</p> <ul style="list-style-type: none"> - Park Masterplan Program - Micro Park program - Old Spaces New Places Program - Accessible POS Program - Better Parks Program <p>The program (and a list of operational improvements) will be completed in conjunction with SAAG in January 2022 and will form a part of the final Capital Works Program.</p>			
EN6.1.6 - Deliver GO Edwards Stage 4	In Progress	<p>11/1/22 Lighting functioning. Wetland area completed apart from planting. 23/2/2022 Turfing and all other works completed apart from wetland planting.</p> <p>October-December 2021 Lighting functioning. Wetland area completed apart from planting.</p>	Parks and Reserves	July-19	June-22
EN6.1.7 - Deliver GO Edwards Stage 5	In Progress	<p>11/1/22 Lighting functioning. Wetland area completed apart from planting. 23/2/2022 Turfing and all other works completed apart from wetland planting.</p> <p>October-December 2021 Lighting functioning. Wetland area completed apart from planting.</p>	Parks and Reserves	July-20	June-22
EN6.1.8 - Progress the delivery of the Edward Millen Park redevelopment to coincide with the Edward Millen House heritage restoration	In Progress	<p>Negotiation of the Agreement for Lease and Ground Lease continue between the Town and Blackoak Capital. The federal funding agreement was finalised and will be presented to Council for endorsement in February 2022. Progress was continued on the final design set to be ready to issue for tender in mid-2022.</p> <p>Disability Services Commission confirmed their vacate date for the Hillview Clinic allowing the Town to draft a procurement plan and strategy for the demolition scope. Works are anticipated to commence in late-2022/early 2023 on the parkland redevelopment.</p> <p>Ed Millen Park design is to be delivered by Hassell at the end March up to a RFT level with further work to integrate with Blackoak.</p> <p>October-December 2021 Negotiations for the agreement for lease and ground lease continue between the Town and Blackoak Capital. The federal funding agreement was finalised and will be presented to Council for endorsement in February 2022. Progress was continued on the final design</p>	Project Management	June-21	June-22

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		set to be ready to issue for tender in mid-2022. Disability Services Commission confirmed their vacate date for the Hillview Clinic allowing the Town to draft a procurement plan and strategy for the demolition scope. Works are anticipated to commence in late-2022/early 2023 on the parkland redevelopment.			
EN6.1.9 - Initiate the Higgins Park and Playfield Reserve detailed design	In Progress	<p>Budget approved in August 2021. Project planning and development of the communications and engagement strategy has commenced. Procurement commenced for Request for Tender with contract award due December 2021.</p> <p>Stage 1 - Co-located facility feasibility Consultant awarded - Otium Planning Group. Consultant is currently working through the document review and is in the process of conducting stakeholder meetings.</p> <p>Timeline: Output for OCM adoption - Mar 2022</p> <p>Stage 2 & 3 - Co-located Facility Concept Design & Higgins/Playfield Reserve Masterplan Detail Design Evaluation of RFQ returns underway. Consultant to be appointed shortly. Comms engagement plan to be developed.</p> <p>Projected timeline: Commencement date - Feb 2022 (progressing elements that are not contingent on architectural co-located facility design) Output adoption - Nov 2022</p> <p>October-December 2021</p> <p>Budget approved in August 2021. Project planning and development of the communications and engagement strategy has commenced. Procurement commenced for Request for Tender with contract award due December 2021.</p> <p>Stage 1 - Co-located facility feasibility Consultant awarded - Otium Planning Group. Consultant is currently working through the document review and is in the process of conducting stakeholder meetings.</p> <p>Timeline: Output for OCM adoption - Mar 2022</p> <p>Stage 2 & 3 - Co-located Facility Concept Design & Higgins/Playfield Reserve Masterplan Detail Design Evaluation of RFQ returns underway. Consultant to be appointed shortly. Comms engagement plan to be developed.</p> <p>Projected timeline: Commencement date - Feb 2022 (progressing elements that are not contingent on architectural co-located facility design) Output adoption - Nov 2022</p>	Project Management	July-21	June-22

Strategic Outcome: EN7 - Increased vegetation and tree canopy

Strategic Initiative: EN7.1 - Increase in vegetation and tree canopy within the Town

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
EN7.1.1 - Implement the Urban Forest Strategy	Ongoing	<p>The implementation of the Urban Forest Strategy continues with this quarter focusing on the planning of the 2022 Planting Season. A summary of the 2022 planting season events will be published in the beginning of the next quarter and sent to residents. Detailed progress of each IAP action is contained the Urban Forest Strategy Quarterly Report (April 2022).</p> <p>October-December 2021 Detailed progress of each IAP action is contained the Urban Forest Strategy Quarterly Report.</p>	Place Planning	July-17	June-22

Strategic Outcome: S1 - A healthy community

Strategic Initiative: S1.1 - Positively impact the social health and well-being of the community

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
S1.1.2 - Conduct a review of the Local Public Health Plan (Healthy Vic Park Plan)	In Progress	<p>October - December 2021 Scoping document, project plan and review of current plan has commenced.</p> <p>Jan - March 2022 Discovery and literature review process has progressed. Due to number of social plans being concurrently reviewed and workload impacts, this project has been postponed to 2022-23 financial year.</p> <p>October-December 2021 Scoping document, project plan and review of current plan has commenced.</p>	Healthy Community	July-21	June-23
S1.1.3 - Deliver the Local Public Health Plan (Healthy Vic Park Plan) Action Plan	In Progress	<p>October - December 2021 Delivery of Healthy Community programs continues with primary focus on family fitness, post natal fitness and strength for life. The Blue Tree Project was completed as part of Mental Health Week along with a number of other Community Kindness initiatives.</p> <p>Jan - March 2022 Ongoing delivery of regular programming and development. Well@Work program successful blood drive, WFH focus.</p> <p>October-December 2021 Delivery of Healthy Community programs continues with primary focus on family fitness, post-natal fitness and strength for life. The Blue Tree Project was completed as part of Mental Health Week along with a number of other Community Kindness initiatives.</p>	Healthy Community	July-17	June-22

Strategic Outcome: S1 - A healthy community

Strategic Initiative: S1.2 - Improve the attendance and quality of the Town's leisure centres

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
S1.2.2 - Participate in Leisure Facility bench-marking with other Local Governments	Ongoing	<p>This is an ongoing deliverable. The Leisure centres participate yearly.</p> <p>October-December 2021</p> <p>This is an ongoing deliverable. The leisure centres participate yearly.</p>	Leisure Centres	July-17	June-22
S1.2.4 - Deliver the Leisure Facilities masterplan	In Progress	<p>The Leisure Facilities Masterplan has been separated into two projects, the redevelopment of Leisurelife and the Aqualife masterplan.</p> <p>The redevelopment of Leisurelife has been incorporated into the deliver of the Macmillan Precinct Masterplan. The Aqualife masterplan will be delivered along-side the Oat Street Station Precinct Structure Plan which will commence project scoping in 2022/23. Elements of the Aqualife Masterplan are currently being resolved in the location of the Basketball Courts as part of the Macmillan Precinct Master Plan</p> <p>October-December 2021</p> <p>The Leisure Facilities Masterplan has been separated into two projects, the redevelopment of Leisurelife and the Aqualife masterplan.</p> <p>The redevelopment of Leisurelife has been incorporated into the deliver of the Macmillan Precinct Masterplan. The Aqualife masterplan will be delivered along-side the Oat Street Station Precinct Structure Plan which will commence project scoping in 2022/23.</p>	Project Management	July-21	June-22

Strategic Outcome: S3 - An empowered community with a sense of pride, safety and belonging

Strategic Initiative: S3.1 - Promote equal opportunity, social justice and inclusion within the community.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
S3.1.1 - Review and update the Disability Access & Inclusion Plan (Five year 2023/24 -2027/28)	In Progress	<p>October - December 2021</p> <p>Scoping document, project plan and review of current plan has commenced.</p> <p>Jan - March 2022</p> <p>Review and background paper complete, community engagement launched 21 March 2022.</p> <p>October-December 2021</p> <p>Scoping document, project plan and review of current plan has commenced.</p>	Community Development	July-21	June-22
S3.1.2 - Review the Reconciliation Action Plan	In Progress	<p>April 2020</p> <p>Advice from Reconciliation Australia has been sought. Reconciliation Australia advised the Towns RAP ceased in June 2019 and that a RAP can only be endorsed for a period of 12 months. Reconciliation Australia agree the Town should remain in the Reflect stage for a further 12 months to ensure they have every opportunity to meet there indented deliverable's. Memo with draft 2020/21 RAP as well as review of existing RAP has been completed and will be presented to C Suite for further comment and guidance.</p> <p>24/03/2020</p> <p>Coordinator CD has discussed the Towns RAP with Reconciliation WA whop have advised</p>	Community Development	July-20	June-23

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
		<p>this needs to be sent to Reconciliation Australia. Reconciliation WA recommend and agree that the Town should keep the existing RAP for a further year to two years to ensure the Town has every opportunity to meet the deliverable. Coordinator to liaise with Reconciliation Australia and seek recommendation, recommendation will be provided to C Suite and Council. Aboriginal Engagement Advisory Group has been postponed until COVID clearance is obtained. Town wide cultural engagement training has been purchased but roll out will be postponed to later in 2020.</p> <p>10/3/2020</p> <p>The RAP is due to be presented at the March SALT meeting to ensure the organisation understands the current position of the RAP and to call for members of an internal working group that will champion and guide all RAP related activities across all portfolios within the organisation.</p> <p>Work has commenced to review the progress of outcomes in the Towns RAP. The Diversity Officer is currently seeking advice on the process required to formally review this plan within the Towns Governance structures. The Coordinator has contacted Reconciliation WA to seek support and guidance for the development of phase two of the Towns RAP.</p> <p>There has been little progress made on the review of the RAP since January 2020 with the Officer responsible for this resigning. The RAP will now sit with the Coordinator Community Development who will progress the review, consultation with Reconciliation WA as well as provision of a full progress report to the Manager and Chief of Community Development regarding progress, risk and future actions.</p> <p>Jan - March 2022</p> <p>Review underway, innovate RAP template received, Mindeera Advisory Group consulted, community engagement to begin during 2022 NRW and go through to NAIDOC.</p> <p>October-December 2021</p> <p>April 2020 Advice from Reconciliation Australia has been sought. Reconciliation Australia advised the Towns RAP ceased in June 2019 and that a RAP can only be endorsed for a period of 12 months. Reconciliation Australia agree the Town should remain in the Reflect stage for a further 12 months to ensure they have every opportunity to meet there indented deliverable's. Memo with draft 2020/21 RAP as well as review of existing RAP has been completed and will be presented to C Suite for further comment and guidance.</p> <p>24/03/2020 Coordinator CD has discussed the Towns RAP with Reconciliation WA whop have advised this needs to be sent to Reconciliation Australia. Reconciliation WA recommend and agree that the Town should keep the existing RAP for a further year to two years to ensure the Town has every opportunity to meet the deliverable. Coordinator to liaise with Reconciliation Australia and seek recommendation, recommendation will be provided to C Suite and Council. Aboriginal Engagement Advisory Group has been postponed until COVID clearance is obtained. Town wide cultural engagement training has been purchased but roll out will be postponed to later in 2020. 10/3/2020 The RAP is due to be presented at the March SALT meeting to ensure the organisation understands the current position of the RAP and to call for members of an internal working group that will champion and guide all RAP related activities across all portfolios within the</p>			

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S3.1.3 - Review the Town's Homelessness Policy (21/22)	In Progress	<p>October - December 2021 Draft scoping document for the review has been developed. Process has been delayed due to the submission of the LG Homelessness Partnership funding application to the Department of Communities.</p> <p>Jan - March 2022 Scope for policy review refined, awaiting outcome of LG Homelessness funding. Policy review progressing irrespective of outcome of funding, with input from ShelterWA integrated to ensure ToVP needs are met as part of the review.</p> <p>October-December 2021 Draft scoping document for the review has been developed. Process has been delayed due to the submission of the LG Homelessness Partnership funding application to the Department of Communities.</p>	Community Development	July-21	June-22
S3.1.4 - Develop a Community Development Strategy	In Progress	<p>Work has progressed on scoping Community Development Strategy approaches and contents; investigating engagement approaches and questions.</p> <p>Jan - Mar 2022 Discovery and literature review process has progressed. Due to number of social plans being concurrently reviewed and workload impacts, this project has been postponed to 2022-23 financial year.</p> <p>October-December 2021 Work has progressed on scoping Community Development Strategy approaches and contents; investigating engagement approaches and questions.</p>	Community Development	July-21	June-23

Strategic Outcome: S4 - A place where all people have an awareness and appreciation of arts, culture, education and heritage

Strategic Initiative: S4.1 - Promote local art and culture within the community.

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
S4.1.1 - Review the Town's Public Art Policy	In Progress	<p>January - March 2022 Policy is progressing to Policy Committee - April 2022.</p> <p>October-December 2021 Benchmarking has been completed. Draft Public Art Policy complete and ready for Manager and Chief review.</p>	Community Development	July-21	June-22

Strategic Outcome: S4 - A place where all people have an awareness and appreciation of arts, culture, education and heritage

Strategic Initiative: S4.2 - Preserve the tangible cultural heritage of the Town

Deliverable	Status	Progress comment	Responsible area	Start date	Due date
S4.2.2 - Prepare the Scheme Heritage List	In Progress	<p>Draft Heritage List and associated Local Planning Policy was endorsed for advertising by Council at the February 2022 OCM. The public advertising period is scheduled to occur in March - April 2022.</p> <p>October-December 2021 Local Heritage Survey was endorsed at Council meeting in June 2021, which has informed the Heritage List with properties listed in the higher management categories to be included in the Heritage List. Next step is consultation with property owners on proposed Heritage List.</p>	Urban Planning	July-20	June-22