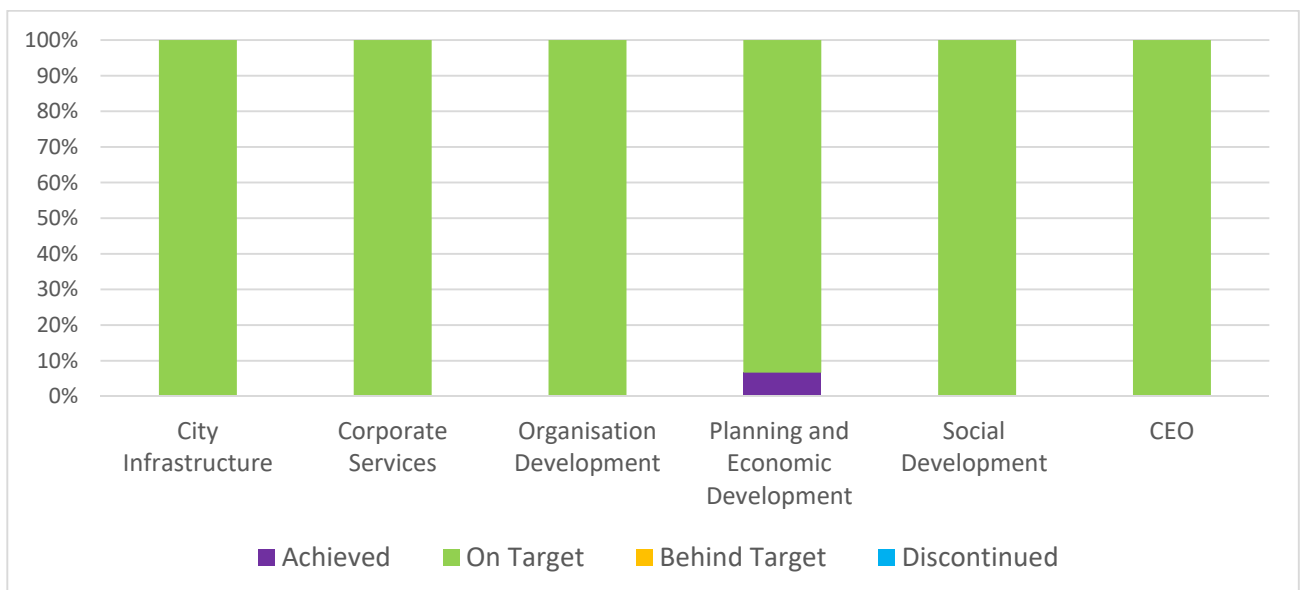


2017/2018 COUNCIL ACTION PLAN

1st Quarter Performance Report 1 July to 30 September 2017





CAP : 1				
Key Priority: C1. Achieve higher levels of social cohesion for our multicultural, established and newly arrived community, by fostering opportunities for shared learning and celebration				
Deliverable: C1a) Social Cohesion Plan Development - Scope initiatives within the Human Rights Policy to improve social cohesion				
No:	Actions	Measures	Targets	Qtr X
1	Develop a plan for social cohesion in Moreland, which identifies priority areas for action, which will lead to enhanced social cohesion	Council report presented to Council	by December 2017	2
Accountable: Arden Joseph		Budget: \$30k	Resourcing:	
Responsible: Barry Hahn				
Department: Social Development				
Branch: Social Policy and Early Years				
1st QUARTER REPORTING			STATUS	
Project planning occurring including development of consultancy brief to facilitate stakeholder consultation and engagement.			On Target	

CAP : 2				
Key Priority: C1. Achieve higher levels of social cohesion for our multicultural, established and newly arrived community, by fostering opportunities for shared learning and celebration				
Deliverable: C1b) Food System Strategy - Delivering on The Moreland Food System Framework to achieve a just, sustainable and vibrant Food System for Moreland.				
No:	Actions	Measures	Targets	Qtr X
1	Implementation of the Food System Strategy	i) Establish a network of community members and service providers to support the implementation of the strategy.	September 2017	2
		ii) Develop a monitoring and reporting framework.	October 2017	3
		iii) Annual report to Council of progress on the implementation plan.	June 2018	4
Accountable: Arden Joseph		Budget:	Resourcing:	
Responsible: Barry Hahn				



Department: Social Development	\$120k + EFT to be resolved	
Branch: Social Policy and Early Years		
1st QUARTER REPORTING		STATUS
Strategy launched on 1 st September. Food System Officer commenced in the role in August. Planning and stakeholder engagement in relation to year one actions occurring.		On Target

CAP: 3	Key Priority: C1. Achieve higher levels of social cohesion for our multicultural, established and newly arrived community, by fostering opportunities for shared learning and celebration
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Deliverable: C1c) Indigenous employment program – scope and implement a new indigenous employment program to increase the proportion of Aboriginal and Torres Strait Islander staff employed by Moreland City Council.

No:	Actions	Measures	Targets	Qtr X
1	Data gathering on current population data and Moreland employment data	Completion of report with figures.	September 2017	1
2	Bench marking and information gathering on current practises within Moreland and externally.	Completion of a report into current trends, approaches and policies.	December 2017	2
3	Councillor briefing on status and information / data compiled	Councillor briefing	February 2017	3
4	Scope proposed employment program.	Completion of scoping document and proposal for the creation employment program	Presentation of proposed program to Council by June 2018	4

Accountable: Anita Craven	Budget: \$30k	Resourcing:
Responsible: Sarah Myles		
Department: Organisation Development		
Branch: Human Resources		

1st QUARTER REPORTING		STATUS
1. ABS data shows the Indigenous population of Moreland as 0.5% of the total population of the municipality. Internal system has recorded two employees that recognise as Aboriginal or Torres Strait Islander.		Achieved
2. Benchmarking and information gathering on current practices within Moreland is progressing with a final report incorporating population and employment data to be submitted in December 2017.		On Target



3. On track	On Target
4. On track	On Target

CAP : 4					Key Priority: C1. Achieve higher levels of social cohesion for our multicultural, established and newly arrived community, by fostering opportunities for shared learning and celebration				
Deliverable: C1d) Library Services Strategy 2019/2023 - fostering community connectedness; lifelong learning, creativity and wellbeing									
No:	Actions	Measures	Targets	Qtr X					
1	Undertake a review of library service to inform the development of the Library Services Strategy for 2019/2023	i) Development of a community consultation plan	December 2017	2					
		iii) Development of a final review report and recommended actions	June 2018	4					
Accountable: Arden Joseph			Budget: Base		Resourcing:				
Responsible: Genimaree Panozzo					<ul style="list-style-type: none"> Existing Officer Resource (Libraries / Organisation Development) 				
Department: Social Development									
Branch: Cultural Development									
1st QUARTER REPORTING					STATUS				
Preliminary discussions held on scope and timelines of review.					On Target				

CAP: 5					Key Priority: C2. Set a clear vision and strategy for aquatics, leisure and sporting facilities to meet ongoing community needs				
Deliverable: C2a) Aquatic and Leisure Strategy- identify infrastructure / asset condition / trends, current needs and future expectations									
No:	Actions	Measures	Targets	Qtr X					
1	Complete the Aquatic and Leisure strategy	Draft strategy presented for public comment	November 2017	2					
		Final strategy presented to Council	March 2018	3					
2	Strategy implementation	Commence planning to implement agreed actions	June 2018	4					
Accountable: Arden Joseph			Budget: \$25k SRV funding and Base		Resourcing:				
Responsible: Kristen Cherry					<ul style="list-style-type: none"> Existing Officer resource (Aquatic and Leisure Dept) Specialist consultant support Funding and base budget allocation 				
Department: Social Development									
Branch: Youth and Leisure									
1st QUARTER REPORTING					STATUS				



1. Draft strategy currently being prepared for presentation to Council in November.	On Target
2. On track	On Target

CAP : 6					Key Priority: C2. Set a clear vision and strategy for aquatics, leisure and sporting facilities to meet ongoing community needs				
Deliverable: C2b) Oak Park construction and ongoing operations - Build and open									
No:	Actions	Measures	Targets	Qtr X					
1	Progress Construction Phase	Construction progressed in accordance with project program and budget	Greater than 90% expenditure of 2017/18 budget allocation by 30 June 2018	4					
Accountable: Grant Thorne			Budget: \$15.5m		Resourcing:				
Responsible: Greg Gale					PM, Building Projects External contractor and consultants				
Department: City Infrastructure									
Branch: Capital Works Planning and Delivery									
1st QUARTER REPORTING					STATUS				
Works are progressing smoothly and in accordance with the project program for completion by the 2018/19 summer season. Expenditure for 2017/18 is anticipated to exceed the target.					On Target				

CAP : 7					Key Priority: C2. Set a clear vision and strategy for aquatics, leisure and sporting facilities to meet ongoing community needs				
Deliverable: C2c) Municipal Public Health and Wellbeing Plan 2017-21: outlines our approach for healthy people and communities, including partnerships.									
No:	Actions	Measures	Targets	Qtr X					
1	Complete the Year 4 Report (MPHWP 13-17)	i) Draft plan presented to Council	July 2017	1					
		ii) Report completed and submitted to Council.	October 2017	2					
		iii) Report submitted and accepted by DHHS.	November 2017	2					
2	Monitoring and Reporting Framework developed.	Monitoring and Reporting Framework implementation begun and submit framework to DHHS.	01 February 2018	3					
Accountable: Arden Joseph			Budget: Base		Resourcing:				
Responsible: Barry Hahn									



Department: Social Development		
Branch: Social Policy and Early Years		
1st QUARTER REPORTING		STATUS
1. i) Draft endorsed by Council in July. Final endorsement by Council scheduled for October Council meeting.		On Target
2. On track		On Target

CAP : 8	Key Priority: C2. Set a clear vision and strategy for aquatics, leisure and sporting facilities to meet ongoing community needs			
Deliverable: C2d) Upgrades and management of active sporting infrastructure, including pavilions and surfaces - develop a holistic approach to the management and upgrades of active sporting infrastructure in Moreland.				
No:	Actions	Measures	Targets	Qtr X
1	Develop individual sports field management plans	Draft ground management plans prepared for each sports field category.	Draft category plans developed by November 2017	2
		Stakeholder clubs consulted on draft plans	All stakeholder clubs consulted; 1 engagement session / online platform and direct mail	2
		Ground management plans implemented for all sports fields.	March 2018	3
Accountable: Arden Joseph		Budget:	Resourcing:	
Responsible: Kristen Cherry			<ul style="list-style-type: none"> Existing Officer resource (Recreation / Open Space / Capital Projects / Building Maintenance Depts) Specialist consultant support as required 	
Department: Social Development				
Branch: Youth and Leisure				
1st QUARTER REPORTING			STATUS	
Draft ground management plans currently being prepared.			On Target	

CAP : 9		Key Priority: C2. Set a clear vision and strategy for aquatics, leisure and sporting facilities to meet ongoing community needs		
Deliverable: C2e) Recreation planning - Develop a strategic approach to sporting infrastructure and precinct requirements across the municipality to better plan for and align infrastructure to ongoing community needs				
No:	Actions	Measures	Targets	Qtr X
1	Undertake synthetic needs analysis	Needs analysis completed	December 2017	2
2	Deliver Charles Mutton Reserve Feasibility Precinct Study	Plan endorsed by Council	March 2018	3
3	Undertake planning to deliver Moreland Recreation Strategy 2019 – 2024	Full application requested for SRV CSIF	August 2017	1
		Research / consultation plan for strategy developed	April 2018	4
Accountable: Arden Joseph		Budget:		Resourcing:
Responsible: Kristen Cherry		Deliver Charles Mutton Reserve Feasibility Study 30k		
Department: Social Development				
Branch: Youth and Leisure				
1st QUARTER REPORTING			STATUS	
1. Project brief for the synthetic needs analysis developed.			On Target	
2. Project consultants appointed for Charles Mutton Reserve Feasibility Precinct Study.			On Target	
3. Sport and Recreation Victoria (SRV) requested full application for the development of Moreland Recreation Strategy. This has been achieved, which is the first requirement. Research / consultation plan to inform Strategy development to commence.			On Target	

CAP : 10		Key Priority: C3. Determine the best way for Moreland to continue supporting our community throughout, and after Aged Care & NDIS reforms		
Deliverable: C3a) Responding to Aged Care Reforms				
No:	Actions	Measures	Targets	Qtr X
1	Consult with Community and agencies	Community engagement plan and evidence of consultation	August 2017 - Onwards	1



2	Continue current project with existing resources	Ongoing	June 2018	4
3	Determine future of Council in delivery beyond June 2020	Plan presented to Council for endorsement	March 2018	3
4	Explore opportunities to provide support services through an ageing well in Moreland framework	Plan presented to Council for endorsement	April 2018	4
Accountable: Arden Joseph		Budget: Base budget and funding opportunities sought as required based on annual action plans.	Resourcing:	
Responsible: Samantha Sharp				
Department: Social Development				
Branch: Aged and Community Support				
1st QUARTER REPORTING			STATUS	
1. Community engagement plan has been developed – consultation yet to occur.			On Target	
2. Current project on target.			On Target	
3. Project to deliver plan to Council for endorsement on target.			On Target	
4. Ageing Well in Moreland strategy being developed – community consultation being initiated in November 2017.			On Target	

CAP : 11					Key Priority: C3. Determine the best way for Moreland to continue supporting our community throughout, and after Aged Care & NDIS reforms					
Deliverable: C3b) Living and Ageing Well in Moreland Strategy - Improved Health and Wellbeing outcomes for Seniors in Moreland										
No:	Actions	Measures			Targets			Qtr X		
1	Develop Living and Ageing Well in Moreland Strategy: including corresponding actions	Strategy endorsed by Council			April 2018			4		
Accountable: Arden Joseph				Budget: Base budget and funding opportunities sought as required based on annual action plans.			Resourcing:			
Responsible: Samantha Sharp										
Department: Social Development										
Branch: Aged and Community Support										
1st QUARTER REPORTING							STATUS			
Ageing Well in Moreland strategy being developed – community consultation being initiated in November 2017.							On Target			

CAP : 12		Key Priority: C3. Determine the best way for Moreland to continue supporting our community throughout, and after Aged Care & NDIS reforms		
Deliverable: C3c) Disability: Responding to NDIS reforms				
No:	Actions	Measures	Targets	Qtr X
1	Consult with Community and agencies	Community engagement plan and evidence of consultation	June 2017 - Onwards	1
2	Continue current project with existing resources	Ongoing	June 2018	4
3	Determine future of Council in delivery,	Plan presented to Council for endorsement	March 2018	3
4	Explore opportunities to provide support services under NDIS framework in Moreland framework	Plan presented to Council for endorsement	March 2018	3
Accountable: Arden Joseph		Budget: Base budget and funding opportunities sought as required based on annual action plans.	Resourcing:	
Responsible: Samantha Sharp				
Department: Social Development				
Branch: Aged and Community Support				
1st QUARTER REPORTING			STATUS	
1. Community engagement plan has been developed – consultation has commenced with additional consultation to follow.			On Target	
2. Current project on target.			On Target	
3. Council recently receiving new information from the Commonwealth Department which has re-set/extended the funding timeline and due to the significance of this reform to Council, this additional time will promote better outcomes			On Target	
3. Council recently receiving new information from the Commonwealth Department which has re-set/extended the funding timeline and due to the significance of this reform to Council, this additional time will promote better outcomes			On Target	



CAP : 13					Key Priority: C4. Enhance family and children's services to meet the needs of Moreland's growing population and increasing birth rate.				
Deliverable: C4a) Moreland Early Years Strategy 2016-20 - improved health, wellbeing and education outcomes for all children in Moreland									
No:	Actions	Measures			Targets			Qtr X	
1	Implementation of the Early Years Strategy Action Plan	Achievement of strategy actions			90% of all actions in strategy are on track			2	
Accountable: Arden Joseph				Budget:			Resourcing:		
Responsible: Barry Hahn									
Department: Social Development									
Branch: Social Policy and Early Years									
1st QUARTER REPORTING							STATUS		
Progress is occurring in a number of key areas including strategies to improve kindergarten participation, playgroup support, strategies to engage schools in collaborative projects with Council, Child Friendly Cities activities including children's participation in Council decision making, Early Years infrastructure planning and evaluation of the Active Fathers (Family violence prevention) project.							On Target		

CAP : 14					Key Priority: C4. Enhance family and children's services to meet the needs of Moreland's growing population and increasing birth rate.				
Deliverable: C4b) Moreland Playspace Strategy 2016 – 2020: Encourage increased participation of adults and children in passive outdoor activities.									
No:	Actions	Measures			Targets			Qtr X	
1	Accelerate the Playground Five Year Capital Program, to be delivered in three years. Utilising the \$175,000 additional funding provided beginning 2017/18, as part	To complete playground upgrades; Fraser Reserve Kelvin Thomson Reserve Moomba Park Bryant Family Reserve Campbell Reserve			Completed by June 2018			4	



	of the Moreland Play Strategy Adoption.	Stevenson Reserve		
Accountable: Grant Thorne		Budget: CAPEX \$437k	Resourcing:	
Responsible: Andrew Dodd				
Department: City Infrastructure				
Branch: Open Space and Street Cleansing				
1st QUARTER REPORTING			STATUS	
<p>Stevenson Reserve – Completion expected mid-October. Moomba Park – Concept design compete, consultation is now underway, construction due to commence end of October, completion expected by Christmas Kelvin Thomson Park and Bryant Family Reserve, including hit up walls – concept design complete, consultation to commence mid-October, and construction planned for Feb / March 2018 Campbell Reserve – Design has commenced, consultation before Christmas, construction due to commence early 2018. Fraser Reserve Design to commence early 2018, construction during April / May 2018.</p>			On Target	

CAP : 15					Key Priority: C5. Better equip our young people for employment and provide opportunities to actively participate in civic life					
Deliverable: C5a) OXYGEN Youth Facility - completion of final stages: investing in young people through services and youth friendly spaces										
No:	Actions	Measures			Targets			Qtr X		
1	Construction of final stages completed	Construction complete			Construction completed by November 2017			2		
Accountable: Grant Thorne				Budget: \$1.3m CAPEX			Resourcing: PM, Building Projects External Contractor			
Responsible: Greg Gale										
Department: City Infrastructure										
Branch: Capital Works Planning and Delivery										
1st QUARTER REPORTING							STATUS			
The prefabricated building modules were delivered and installed on site in October 2017, with the remaining site works to be completed in November 2017. Delays in design documentation and approvals have impacted on the construction phase.							On Target			

CAP : 16		Key Priority: C5. Better equip our young people for employment and provide opportunities to actively participate in civic life		
Deliverable: C5b) Implement the current oxYgen Phase 2 Report and action plan and develop a new Youth Strategy in 2018 - investing in young people through services and spaces.				
No:	Actions	Measures	Targets	Qtr X
1	Deliver final year of Oxygen Phase 2 report; continue to implement youth and officer led actions	90% of actions completed	June 2018	4
2	Implement Youth Resilience Survey - year 1	60% of targeted schools participate / 80% survey completion rate in Year 1	May / June 2018	4
Accountable: Arden Joseph		Budget: • Youth Resilience Survey: 18k	Resourcing: • Existing Officer resource (Youth Services) • Input from Oxygen Youth Committee and other partners / young people • Specialist consultant support for survey implementation and planning and consultation to inform the development of youth strategy	
Responsible: Kristen Cherry				
Department: Social Development				
Branch: Youth and Leisure				
1st QUARTER REPORTING			STATUS	
1. Youth and officer led actions continuing to be implemented, as required.			On Target	
2. Project consultants in process of being appointed for Youth Resilience Survey.			On Target	

CAP : 17		Key Priority: C6. Help people feel safer in our neighbourhoods		
Deliverable: C6a) Lighting of Upfield Bike track - to ensure safety for users and increase usability.				
No:	Actions	Measures	Targets	Qtr X
1	Complete planned scope	Install lighting from Park street to Bell Street	by March 2018	3



2	Develop cost for expanded project for implementation after 17/18	Estimated costings developed	By March 2018	3
Accountable: Grant Thorne		Budget: • Complete lighting of the Upfield bike path from Park to Bell St. : \$150k	Resourcing:	
Responsible: Lee Dowler				
Department: City Infrastructure				
Branch: Strategic Transport & Compliance				
1st QUARTER REPORTING			STATUS	
1. Planning for installation of lighting occurring.			On Target	
2. Develop cost for expanded project for implementation after 17/18			On Target	

CAP : 18	Key Priority: C6. Help people feel safer in our neighbourhoods			
Deliverable: C6b) Moreland Flood Mapping - review & update the Drainage Asset Management Strategy 2006 to reduce the risk to community				
No:	Actions	Measures	Targets	Qtr X
1	Engage specialist consultants to undertake flood mapping with in Moreland.	Contract signed	Contract signed by October 2017	2
2	Undertake flood modelling works and produce various mapping	Flood mapping completed	Flood mapping completed by 30 June 2018	4
Accountable: Grant Thorne		Budget: \$140k OPEX	Resourcing: PM, Engineering Services External Consultant	
Responsible: Greg Gale				
Department: City Infrastructure				
Branch: Capital Works Planning and Delivery				
1st QUARTER REPORTING			STATUS	
1. Specialist Consultant (Engeny Water Management) was engaged in September 2017 to undertake the flood modelling work and prepare the flood mapping.			Achieved	
2. The Consultant has commenced the data collection stage of the project, and is on target for completion by 30 June 2018.			On Target	

CAP : 19	Key Priority: C6. Help people feel safer in our neighbourhoods			
Deliverable: C6c) Local Law Review - Review of statutory document that guides local policy and enforcement of City amenity				



No:	Actions	Measures	Targets	Qtr X
1	Finalise Review and develop set of guidelines to sit behind the Local Law	Local Law adopted and gazetted	January 2018	3
		Guidelines developed	June 2018	4
Accountable: Grant Thorne		Budget: Base	Resourcing: Compliance team	
Responsible: Sandra Troise				
Department: City Infrastructure				
Branch: Strategic Transport & Compliance				
1st QUARTER REPORTING			STATUS	
Draft Proposed General Local Law presented at the July Council meeting. Draft (with amendments) adopted for consultation. Community consultation period and hearing of submissions has been conducted. Submissions currently being considered and an amended draft will be presented to Council for consideration.			On Target	

CAP : 20 Key Priority: C6. Help people feel safer in our neighbourhoods				
Deliverable: C6d) Review Domestic Animal Management Plan (DAMP) - legislative requirement that guides Animal Management for the City.				
No:	Actions	Measures	Targets	Qtr X
1	Finalise Review and develop set of guidelines to sit behind the DAMP	DAMP adopted by Council	October 2017	2
Accountable: Grant Thorne		Budget: Base	Resourcing: Compliance team	
Responsible: Sandra Troise				
Department: City Infrastructure				
Branch: Strategic Transport & Compliance				
1st QUARTER REPORTING			STATUS	
Draft DAMP has been developed.			On Target	



Moreland City Council

CONNECTED COMMUNITY

2017-2018 COUNCIL ACTION PLAN

CAP: 21 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1a) Virtual Moreland: Improve Council's decision making process and put Moreland at the forefront of using virtual reality for planning and consultation				
No:	Actions	Measures	Targets	Qtr X
1	Develop and maintain a virtual 3D model of Moreland City Council	Prepare a 3D base model for the Activity Centres of Brunswick and Coburg	3D model developed by June 2018	4
Accountable: Kirsten Coster		Budget: \$142k Base		Resourcing: <ul style="list-style-type: none"> • New position in Urban Design • Unit Manager Urban Design • Chief Information Officer
Responsible: Sue Vujcevic				
Department: Planning & Economic Development				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
Appointed the new Virtual Moreland Officer role and procured new hardware. Work on the 3D base model has commenced and is in progress.			On Target	

CAP : 22 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1b) Better planning and development outcomes- improving the quality of development (note: supported by all deliverables outlined in this priority)				
No:	Actions	Measures	Targets	Qtr X
1.	Better planning and development outcomes roundtable	i) Mechanisms to achieve better planning and development outcomes discussed at roundtable	i) Roundtable held by September	1
		ii) Findings reported to Council	ii) 2 months post roundtable	2
2.	Exploration of ideas arising from September roundtable with Urban Environment Committee (UEC)	Discussion held with UEC to inform Council decisions on mechanisms to achieve better planning and development outcomes	UEC meeting held	2
Accountable: Kirsten Coster		Budget: \$30k		Resourcing: <ul style="list-style-type: none"> • External facilitator for roundtable
Responsible: Sue Vujcevic & Phillip Priest				

Department: PED		<ul style="list-style-type: none"> Managers and Director
Branch: City Strategy and Design & City Development		
1st QUARTER REPORTING		STATUS
1. i) Roundtable with industry experts held 26 September 2017. ii) Report on the findings to Council can now commence.		On Target
2. Exploration of ideas arising from September roundtable with Urban Environment Committee (UEC) – on track.		On Target

CAP : 23	Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development			
Deliverable: P1c) Improved Planning Services - the engagement of two fixed term (time limited) urban planning officer roles to enable the branch to better respond to the increased number of planning permit applications and a 12 month planning enforcement officer role to respond to increase in planning compliance issues.				
No:	Actions	Measures	Targets	Qtr X
1	Fill two roles Planning officers (2 year fixed term)	Positions filled	July 2017	1
2	Improvements to planning services achieved :	i) In the areas of smart planning initiatives, and VicSmart application performance	i) June 2018	4
		ii) In the area of enforcement response times, reduce backlogs, and more effective monitoring of Section 173 and high risk environmental audit registers	ii) June 2018	4
Accountable: Kirsten Coster		Budget: \$188k OPEX	Resourcing:	
Responsible: Phillip Priest			<ul style="list-style-type: none"> Unit Manager Planning Planning Coordinator 	
Department: PED				
Branch: City Development				
1st QUARTER REPORTING			STATUS	
1. Filled two roles Planning officers (2 year fixed term)			Achieved	
2. VicSmart performance improvements continuing. Enforcement backlog declining which will allow for a review of Section 173 and high risk environmental audit registers in Quarter 3.			On Target	

CAP : 24 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development

Deliverable: P1d) Moreland Industrial Land Strategy (MILS) Implementation - Council initiated and proponent led planning scheme amendment packages. In addition to Council led amendment, proponent led amendment requests in accordance with the MILS will also be considered over the 4 year term.

No:	Actions	Measures	Targets	Qtr X
1	Amendment C164: The project facilitates the implementation of the recommendations of MILS in the Brunswick Activity Centre by rezoning 25 precincts within centre. The rezoning requires a planning scheme amendment to the Moreland Planning scheme (Amendment C164).	Report to Council and subject to Council's decision, submit Amendment C164 for authorisation to Minister for Planning	Report to Council by October 2017	2
2	Proponent led amendments to implement MILS	Progress proponent led amendments to implement MILS	Briefing undertaken at key amendment gateways (authorisation, consideration of submissions, adoption)	As relevant
Accountable: Kirsten Coster		Budget: \$100k OPEX	Resourcing: <ul style="list-style-type: none"> • 2 EFT Band 7 Strategic Planners • Unit Manager Amendments • Urban Design assistance with built form analysis for Council and proponent led amendments 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
1. Council considered a report to seek authorisation for Amendment C164 on 9 August 2017.			Achieved	
2. Briefing to Councillors on pre-Authorisation process for proponent led amendments is being prepared, with Briefing anticipated for 16 October 2017.			On Target	

CAP : 25 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development

Deliverable: P1e) Affordable Housing Policy Implementation: Addressing affordability for Moreland				
No:	Actions	Measures	Targets	Qtr X
1	Establish Moreland Housing Trust (MHT)	Report presented to Council for implementation of this initiative	August 2017	1
2	Progress site selection and development options	Sites identified and presented to Council for endorsement (pending adoption of MHT)	December 2017	2
Accountable: Arden Joseph		Budget: Base		Resourcing:
Responsible: Barry Hahn				
Department: Social Development				
Branch: Social Policy & Early Years				
1st QUARTER REPORTING				STATUS
1) Report was prepared for the June 2017 Council meeting, however this has been deferred until November 2017.				On Target
2) Progress has been made in regard to site selection, with a number of options to be presented to Council.				On Target

CAP : 26 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1f) Design Excellence Process Improvement - Establish an Architectural design review panel to assess development applications for quality and excellence in design, build capacity of councillors to assess quality development, and consider development of a policy to fast track planning permit applications demonstrating design excellence.				
No:	Actions	Measures	Targets	Qtr X
1	Establish a design review Panel and explore a fast track system to assess quality development	Design review panel model options and fast track system explored through roundtable and discussion with UEC as per CAP 23	Model and system reported to council by December 2017	2
Accountable: Kirsten Coster		Budget: Resourcing and further funding to be determined		Resourcing: • As per CAP23
Responsible: Phillip Priest				
Department: PED				
Branch: City Development				
1st QUARTER REPORTING				STATUS



Quality Design Roundtable Workshop held 26 September 2017 to investigate new models for improved planning and design outcomes. Report on track for December	On Target
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CAP : 27 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1g) Council to partner in one pilot deliberative development project - to showcase a model for the community and encourage more deliberative development models in Moreland				
No:	Actions	Measures	Targets	Qtr X
1	Research paper and prepare recommendations for consideration	Report to Council on research findings and recommendations	June 2018	4
Accountable: Kirsten Coster		Budget: Base (including Corporate legal budget)	Resourcing: <ul style="list-style-type: none"> • Manager Places • Project support officer 	
Responsible: Liz Nairn (and SD)				
Department: PED				
Branch: Places				
1st QUARTER REPORTING			STATUS	
Scoping of research paper underway.			On Target	

CAP : 28 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1h) Excellence in ESD outcomes - Seek an extension to the ESD Local Planning Policy, Clause 22.08				
No:	Actions	Measures	Targets	Qtr X
1	Request Minister to extend ESD policy	Request meeting with Minister for Planning to advocate for policy extension and to progress work on a state wide approach (in conjunction with the Joint Councils)	By July 2017	1
Accountable: Kirsten Coster		Budget: Base	Resourcing: <ul style="list-style-type: none"> • Manager coordinate advocacy • Unit Manager Amendments and Unit Manager Planning explore fast track opportunities 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				

1 st QUARTER REPORTING	STATUS
The Minister for Planning advised in a letter in July 2017 that the ESD Policy was to be extended until 30 June 2019. This change was gazetted on 31 August 2017.	Achieved

CAP: 29 **Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development**

Deliverable: P1i) Residential Zones - Review the 2017 Reformed Residential Zones to understand their impacts on residential development outcomes, and scope any necessary changes to the Planning Scheme to improve built form outcomes within the Residential Zones. Incorporate findings of the Medium Density Housing Review into recommended actions.

No:	Actions	Measures	Targets	Qtr X
1	Review zones implications and prepare recommendations for consideration	Briefing and report to Council to identify issues and recommended next steps	Before October 2017	1
2	Incorporate findings of the Medium Density Housing Review into recommended actions.	Review of issues completed including recommendations for implementation	Briefing to Councillors by June 2018	4

Accountable: Kirsten Coster	Budget: Base and additional funds to be determined	Resourcing: <ul style="list-style-type: none"> Unit Manager Strategy oversee Band 7 Strategic Planner Project Manager Urban Planning Analyst and Band 5/6 assist.
Responsible: Sue Vujcevic		
Department: PED		
Branch: City Strategy and Design		

1 st QUARTER REPORTING	STATUS
1. Council were briefed on the 27 June 2017 on the review of residential zones and then a report was considered at Council's meeting on 9 August 2017.	Achieved
2. The Project Initiation Document was finalised for the medium density housing review and this work was referred to in Briefings to Council in this quarter.	Achieved

CAP: 30 **Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development**

Deliverable: P1j) Pentridge Master Plans: Undertake a critique of the Pentridge Master Plans to determine whether there is a need to update the Master Plans to achieve more appropriate outcomes within the Pentridge Redevelopment.

No:	Actions	Measures	Targets	Qtr X
1	Complete review and Briefing to Council	Review completed and Briefing undertaken	By December 2017	2
2	Subject to review outcomes, advocate to DELWP in line with recommendations of the review	Advocacy commenced / meeting with DELWP (subject to review outcomes)	By March 2018	3
Accountable: Kirsten Coster		Budget: \$35k	Resourcing: <ul style="list-style-type: none"> Unit Manager Amendments Oversee Band 7 Strategic Planner Project Manager 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
1. Consultants were engaged to prepare the review and a preliminary draft was provided to Council Officers; a Briefing is scheduled for December 2017.			On Target	
2. DELWP Officers are aware of the review being undertaken through meetings this quarter.			On Target	

CAP : 31 **Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development**

Deliverable: P1k) Establish an ongoing monitoring and review program for the Local Planning Policy Framework- to ensure evidence based decision making, up to date reporting on planning outcomes, and planning framework that can respond proactively to emerging trends and issues.

No:	Actions	Measures	Targets	Qtr X
1	Report to Council to provide a summary of the program and ongoing reporting to Council that will be established.	Briefing to Council provides a clear summary of the project and ongoing reporting timeframes/mechanisms	By December 2017	2
Accountable: Kirsten Coster		Budget: Base	Resourcing: <ul style="list-style-type: none"> Overseen by Unit Manager Strategy Band 7 Urban Planning Analyst 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				

1 st QUARTER REPORTING	STATUS
Program has been developed and data collation/analysis is underway. Briefing to Councillors scheduled for 4 December 2017.	On Target

CAP : 32		Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development		
Deliverable: P1I) Advertising Signs in Sports Grounds - Establish a planning framework to ensure that advertising in sports grounds can be undertaken appropriately, in a timely manner and with appropriate control over visual impacts.				
No:	Actions	Measures	Targets	Qtr X
1	Progress planning scheme amendment	Report to Council post authorisation and receipt of submissions	By March 2018 (subject to Minister authorising the Amendment for exhibition)	3
Accountable: Kirsten Coster		Budget: OPEX		Resourcing: <ul style="list-style-type: none"> Unit Manager Amendments oversee Band 5 Planner assist
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1 st QUARTER REPORTING		STATUS		
Amendment documentation has been finalised in order for Authorisation from the Minister to be sought to place the amendment on exhibition.		On Target		

CAP : 33		Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development		
Deliverable: P1m) Water Map: implement initiatives which support a water sensitive city and improve water quality and efficiency outcomes.				
No:	Actions	Measures	Targets	Qtr X
1	Implement Water Map including design and/or delivery of stormwater harvesting systems and water sensitive urban design (WSUD) initiatives	i) Progress design investigations for Council's next stormwater harvesting system – proposed City Oval	i) ID site and completed concept design for Council's next stormwater harvesting system	4
		ii) Progress design investigations for Council's next large water sensitive urban design system	ii) ID site and completed concept design for Council's next large water sensitive urban design system	4

Accountable: Kirsten Coster	Budget: Capex (\$300K wsud / \$100k stormwater harvesting)	Resourcing: <ul style="list-style-type: none"> • Unit Manager ESD oversee • B7 ESD officer project manage
Responsible: Sue Vujcevic		
Department: PED		
Branch: City Strategy and Design		
1st QUARTER REPORTING		STATUS
1. Specialist consultants have now been engaged to develop design options for a stormwater harvesting system at City Oval (Coburg) including consideration of broader precinct options. Preliminary assessment will be presented to the cross-Council working group for feedback in October 2017.		On Target
2. Specialist consultants have now been engaged to investigate design options for a water sensitive urban design treatment at Jones Park (Brunswick East). Preliminary options have been reviewed by a cross-Council working group and soil testing has been commissioned.		On Target

CAP : 34 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1n) Protect Moreland's Heritage - via implementation of the Heritage Action Plan.				
No:	Actions	Measures	Targets	Qtr X
1	Progress Heritage Gaps planning scheme amendment	Report to Council and subject to Council decision submit Amendment for authorisation to Minister for Planning	Report to Council by March 2018	3
Accountable: Kirsten Coster		Budget: \$120k (General Amendments Budget)	Resourcing: <ul style="list-style-type: none"> • Unit Manager Amendments oversee • Band 7 Strategic Planner Project Manager • Band 5/6 Assist 	
Responsible: Various Departments				
Department: PED				
Branch: Various				
1st QUARTER REPORTING			STATUS	
Moreland Heritage Gaps Study is underway, a final draft for officer review is due 11 October 2017. Amendment documentation is being prepared concurrently and a Council report to endorse the study and seek authorisation is scheduled for the December 2017 meeting.			On Target	

CAP : 35 Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development	
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Deliverable: P1o) Medium Density Housing Review - The project will review the quality of townhouse and unit development within Moreland and make recommendations on how it can be improved.				
No:	Actions	Measures	Targets	Qtr X
1	Review of existing quality of medium density development and identify recommendations, strategies/actions to improve them.	Review of issues completed including recommendations for implementation	Briefing to Councillors by June 2018	4
Accountable: Kirsten Coster		Budget: Base		Resourcing: <ul style="list-style-type: none"> Unit Manager Urban Design Unit Manager Strategy
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING				STATUS
Design Quality Case Study Analysis for 33 townhouses is almost complete and the next project working group workshop involving Open Space, ESD and Engineering is scheduled for 28 September.				On Target

CAP : 36	Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development			
Deliverable: P1p) Corporate Carbon Reduction Plan - implement initiatives to support energy efficiency and renewables for Council's operations.				
No:	Actions	Measures	Targets	Qtr X
1	Implement the plan / projects to delivery greenhouse gas reductions for Council's operations	i) Progress the Hydrogen Heavy Fleet Fuel Project	i) Briefing on draft Partnership Agreement by March 2018	3
		ii) Deliver Stage 4 of the Coburg Civic Centre thermal plant efficiency upgrade	ii) Project completion and commissioning by June 2018	4
		iii) Installation of 2 solar on leased facilities to community groups	iii) Projects installed and operational by June 2018	4
Accountable: Kirsten Coster		Budget: Capex (\$400k renewables / \$100k efficiency)		Resourcing: 1 x EFT 100% 1 x EFT 25%
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING				STATUS
i)	Council has secured \$1M in grant funding for the Hydrogen Heavy Fleet Fuel Project through the Victorian Government's			On Target



	New Energy Jobs Fund program in this quarter. Drafting of a Project Development Agreement is underway. The Project Development Agreement will be reported to Council in the second quarter.	
ii)	The procurement process to deliver Stage 4 of the Coburg Civic Centre thermal plant efficiency upgrade is underway, with quotes assessed by a Council panel and appointment of the successful contractor pending.	On Target
iii)	Following a prioritisation and assessment process of potential sites, two leased sites (both childcare centres) have been confirmed as the priority sites for delivery of 'solar on leased facilities' program. Quotations for design and installation will progress in the second quarter.	On Target

CAP : 37					Key Priority: P1. Enhance liveability, affordability and sustainability by guiding growth, and excellence in urban design and development				
Deliverable: P1q) Urban Heat Island Action Plan									
No:	Actions	Measures			Targets		Qtr X		
1	Implement the plan / projects to deliver actions to mitigate urban heat island effect	Annual report to Council on progress and achievements			June 2018		4		
Accountable: Kirsten Coster				Budget: Base and CAPEX funds			Resourcing:		
Responsible: Sue Vujcevic									
Department: PED									
Branch: City Strategy and Design									
1st QUARTER REPORTING							STATUS		
Implementation of funded actions within the Urban Heat Island Action Plan are progressing. Of particular note, the Urban Forest Strategy was adopted by Council during the quarter, which included additional funds for establishment and maintenance of street trees.							On Target		

CAP : 38					Key Priority: P2. Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use.				
Deliverable: P2a) Review of the Moreland Integrated Transport Strategy (MITS), with specific focus on achievement of this outcome to drive later year's action to enable mode shift and reduction in traffic congestion									
No:	Actions	Measures			Targets		Qtr X		

1	Comprehensive research and engagement	Briefing to Council	December 2017	2
2	Completion of MITS	Present to Council the Draft MITS for adoption and for public comment	June 2018	4
Accountable: Grant Thorne		Budget: \$300k	Resourcing:	
Responsible: Lee Dowler				
Department: City Infrastructure				
Branch: Strategic Transport and Compliance				
1st QUARTER REPORTING			STATUS	
1. Project Manager has been appointed. Tender for a consultant to undertake initial background and transport assessment, which will inform the Council briefing.			On Target	
2. Present to Council the Draft MITS for adoption and for public comment.			On Target	

CAP : 39					Key Priority: P2. Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use.				
Deliverable: P2b) Finalise Brunswick and Coburg Activity Centre car parking strategies - to improve activity centres and update potentially car parking rates and also investigate opportunity for developers to contribute to infrastructure via a cash in lieu scheme									
No:	Actions	Measures	Targets	Qtr X					
1	Update the Brunswick and Coburg car parking strategies - including car parking rates for both activity centres and explore a car parking cash-in-lieu scheme for car parking dispensations to fund sustainable transport initiatives.	Draft revised strategies completed (exhibition and consultation subject to progress of MITS review CAP40 which will inform the sustainable transport initiatives to be funded)	Briefing on progress/outcomes of draft strategies by June 2018	4					
Accountable: Kirsten Coster			Budget: \$200 OPEX	Resourcing:					
Responsible: Sue Vujcevic									
Department: PED									
Branch: City Strategy and Design									
1st QUARTER REPORTING					STATUS				
Tender package was completed; the tender for the Moreland Integrated Transport Study 2018 and Parking Strategy close on 9 October 2017.					On Target				



CAP : 40 Key Priority: P2. Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use.				
Deliverable: P2c) Extend the Upfield Bike Path to connect with the Western ring Rd Path - continue advocacy with the offer of half of funding from State Govt.				
No:	Actions	Measures	Targets	Qtr X
1	Council will advocate with the State Govt. with the offer of funding half of it immediately if the State Govt. provides the other half. If that fails then funds are in the CAPEX program to carry out the work in the later years	Write to relevant Ministers and State departments seeking funding	September 2017	1
Accountable: Grant Thorne		Budget: CAPEX or external funding required (\$1.5M) - if State Govt fund half.	Resourcing: Transport team	
Responsible: Lee Dowler				
Department: City Infrastructure				
Branch: Strategic Transport & Compliance				
1st QUARTER REPORTING			STATUS	
Council will advocate to offer half the funding immediately if the State Govt. provides the other half. Alternatively funds are in the CAPEX program to carry out the work in the later years. Council met with VicRoads on 22 September to discuss the project.			On Target	

CAP : 41 Key Priority: P2. Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use.				
Deliverable: P2d) Continue to advocate for level crossing removal in Moreland - Work with the Level Crossing Removal Authority (LXRA) to maximise community benefit from crossing removals in Moreland.				
No:	Actions	Measures	Targets	Qtr X
1	Liaise with LXRA on planning, design and delivery of committed level crossing removals at Glenroy Rd, Glenroy, Bell	Meetings attended and Council's endorsed principles used to guide officer feedback	Meetings as facilitated by LXRA	All



	St Coburg and Moreland Rd Coburg to maximise place impact and community benefit.			
2	Advance investigative and advocacy work for Upfield Line to maximise the number of level crossing removals committed through Brunswick and Coburg Activity Centres.	Further to preliminary feasibility report completed in June 2017, complete further technical and design analysis report to inform an advocacy strategy subject to Council agreement to proceed.	Council briefing held by December 2017	2
Accountable: Kirsten Coster		Budget: Base \$70K OPEX in 17/18 for Upfield Line feasibility work (Action No 2)	Resourcing: 0.5 FTE	
Responsible: Liz Nairn				
Department: PED				
Branch: Places				
1st QUARTER REPORTING			STATUS	
1. Ongoing fortnightly meetings with LXRA underway, focussed on LXRA's timeframes and Communications Plan.			On Target	
2. Consultants appointed and work underway to develop engineering feasibility analysis and associated urban design assessment of the two potential design options - elevated rail and lowered rail.			On Target	

CAP : 42	Key Priority: P2. Facilitate a demonstrable shift to more sustainable modes of transport that also targets a long term reduction in car use.			
Deliverable: P2g) Review the Moreland Parking management Policy: will guide the implementation of parking management across the city				
No:	Actions	Measures	Targets	Qtr X
1	Undertake a review of the Parking Management Policy	Draft presented to Council for adoption	February 2018	3
Accountable: Grant Thorne		Budget: Base		

Responsible: Lee Dowler		Resourcing: Transport team
Department: City Infrastructure		
Branch: Strategic Transport and Compliance		
1st QUARTER REPORTING		STATUS
Review of the Parking Management Policy has been undertaken. On track to present to Council by February 2018.		On Target

CAP : 43	Key Priority: P3.Support the local economy and trading environments to enhance economic activity and promote local jobs			
Deliverable: P3a) Economic Development Strategy 2016-21 - Facilitate the growth and diversity of local jobs				
No:	Actions	Measures	Targets	Qtr X
1	Implementation of Economic Development Strategy	Program of activities for 5 objectives of the strategy are on track and in delivery	Briefing to Council by October 2017	2
2	Investment Facilitation	Increase the advancement of significant commercial & industrial investment projects that provide job creation	Briefing to Council by October 2017	2
Accountable: Kirsten Coster		Budget: Base Plus other specific OPEX and CAPEX costs.	Resourcing: 5.8 FTE	
Responsible: Maria – Luisa Nardella				
Department: PED				
Branch: Economic Development				
1st QUARTER REPORTING			STATUS	
1. All Economic Development activities are on track - Report going to Council on October 11			On Target	
2. Investment Facilitation significant projects include: <ul style="list-style-type: none"> YourCoffee launch at new premises on 16th August 2017 Annual Invest network event held on 14th September 2017 Assisted with provision of Notice of Decision to Amend a Planning Permit (NOD) for new premises of Harry's Ice Cream at South Street, Hadfield Provide economic data for proposed aged care facility in Brunswick East - TriCare – planning permit application lodged Collaborate with Genobile Brothers Food Distributors for business expansion at new site, 50 Bakers Road, Coburg North – planning permit application lodged 			On Target	

<ul style="list-style-type: none"> Collaborate with Royal Nut Company to seek new location in Moreland – site purchased at Phoenix & Fallon Streets, Brunswick - expansion 	
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CAP : 44	Key Priority: P3.Support the local economy and trading environments to enhance economic activity and promote local jobs
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Deliverable: P3b) The Coburg Initiative (TCI): major urban regeneration project for the Coburg Activity Centre ; with Progress delivery of: TCI Development Cluster 1 – Coburg Square
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No:	Actions	Measures	Targets	Qtr X
1	Continue to seek State funding and progress planning and design for the redevelopment of the Coles/car park site in the heart of Coburg to create a new town square and improved streetscape amenity, mixed use buildings, increased jobs and dwellings in the centre.	i) Develop and implement an advocacy strategy	i) Report to Council by end of quarter - September	1
		ii) Progress reports to Council provided at key decision milestones	ii) Ongoing as milestones achieved	As required

Accountable: Kirsten Coster	Budget: \$121,232 (CAPEX carry forward from 16/17) plus \$100K OPEX allocated in 17/18	Resourcing: 1 FTE
Responsible: Liz Nairn		
Department: PED		
Branch: Places		

1 st QUARTER REPORTING	STATUS
1 i) Council Report considered in August 2017, resolved to undertake further advocacy.	Achieved
ii) Council progress report considered in August as noted above.	On Target

CAP : 45	Key Priority: P3.Support the local economy and trading environments to enhance economic activity and promote local jobs
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Deliverable: P3c) The Coburg Initiative (TCI): major urban regeneration project for the Coburg Activity Centre; with Progress delivery of: TCI Development Cluster 2 – Hospital
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No:	Actions	Measures	Targets	Qtr X
1	Explore opportunities to attract a major hospital / health facility into the Coburg Activity Centre for the significant flow on employment and	Progress reports to Council provided at key decision milestones	Ongoing.	As required

economic development impacts such a use facilitates towards restructuring of the local economy.			
Accountable: Kirsten Coster	Budget: \$153,754 (carry forward from 16/17)	Resourcing: 0.8 FTE	
Responsible: Liz Nairn			
Department: PED			
Branch: Places			
1st QUARTER REPORTING		STATUS	
Council Report considered in August 2017, resolved to endorse the commencement of a tender process to seek a partner interesting in developing the site for hospital or major health facility.		On Target	

CAP : 46	Key Priority: P3. Support the local economy and trading environments to enhance economic activity and promote local jobs			
Deliverable: P3d) Parklet Program: Implement the short-term and long-term parklet program				
No:	Actions	Measures	Targets	Qtr X
1	Roll out the short-term and long-term parklet program on an ongoing basis	Implement the short term and long term Parklet Program streams	Brief Council on implementation May 2018	4
Accountable: Kirsten Coster		Budget: Base resources and any income generated to fund maintenance / purchase new parklet infrastructure	Resourcing: <ul style="list-style-type: none"> Unit Manager Urban Design oversee Urban Designer project manage 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
Second installation of the Parklet Program (temporary installation) is in place at the Grand View Hotel, Brunswick West, which will be there until January 2018.			On Target	

CAP : 47	Key Priority: P4. Increase tree canopy cover, enhance existing open space and create at least two new parks in areas with the lowest access to open space			
Deliverable: P4a) More Open spaces and parks in Moreland - establish a framework or open space fund allocation and then undertake land purchase and conversion to Open Space.				
No:	Actions	Measures	Targets	Qtr X
1	Council adoption of Open Space Project and Framework	A Park Close to Home: A Framework to Fill Open Space Gaps adopted by Council	Draft Framework adopted by Council in second quarter of Financial Year	2

2	Commencement of land purchase	Ongoing reporting to council as required to enact land purchase	As required for target	
Accountable: Nerina Di Lorenzo		Budget: Reserve exists - funded from the Open Space Project and Framework.	Resourcing:	<ul style="list-style-type: none"> Action 1 – Unit Manager Strategy with working group incorporating officers from Property, Open Space and Urban Design. Action 2 – Manager Property and Governance
Responsible: Sue Vujcevic/Olivia Wright				
Department: CEO				
Branch: City Strategy and Design / Property & Governance				
1st QUARTER REPORTING			STATUS	
1. The draft framework was prepared and endorsed by Council for community consultation at its meeting on 13 September 2017; the framework is now on exhibition until 3 November 2017.			On Target	
2. At its meeting on 13 September 2017 on the draft framework; Council also resolved to note that the Director Corporate Services is authorised to commence negotiations to purchase land to service gap areas, in accordance with the draft framework (this work has progressed in the first quarter). Action 2 – No land purchased yet, as strategy is only out for consultation.			On Target	

CAP : 48	Key Priority: P4. Increase tree canopy cover, enhance existing open space and create at least two new parks in areas with the lowest access to open space			
Deliverable: P4b) Florence Street Pop up park - creation of additional open space in Brunswick				
No:	Actions	Measures	Targets	Qtr X
1	Installation of temporary (trial) park	Implement temporary pop-up park (timing subject to timing of access requirements for development projects in the street)	Confirm way forward via briefing with Council by end quarter – December 2018 Briefing on 3 month trial outcomes to Council 2 months post installation	2
Accountable: Kirsten Coster		Budget: \$100k (park installation and resources)	Resourcing:	<ul style="list-style-type: none"> Unit Manager Urban Design oversee Temporary B6 Urban designer Brunswick Place Manager
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				

1 st QUARTER REPORTING	STATUS
Internal investigations are being undertaken to explore the feasibility of a parklet style pop-up instead of a full road closure due to site constraints.	On Target

CAP : 49 Key Priority: P4. Increase tree canopy cover, enhance existing open space and create at least two new parks in areas with the lowest access to open space

Deliverable: P4c) Urban Forest Strategy: will guide the strategic direction of the management of Moreland's urban forest, aiming to create a municipality where healthy trees and vegetation are a core part of the urban environment

No:	Actions	Measures	Targets	Qtr X
1	The UFS aims to double the canopy coverage within the public realm by 2030, through the strategic planting of larger canopy trees within streetscapes, parks and natural resource management areas.	To plant trees as per final Council adopted Urban Forest Strategy	by June 2018	4

Accountable: Grant Thorne	Budget: Base and OPEX \$500k (TBC) following finalisation of community consultation on the UFS	Resourcing:
Responsible: Andrew Dodd		
Department: City Infrastructure		
Branch: Open Space and Street Cleansing		

1 st QUARTER REPORTING	STATUS
<p>\$500K adopted in August as part of the Urban Forest Strategy and will come into play during maintenance of the 5000 trees planted for 17/18 due to conclude October.</p> <p>Part of the funding will also be utilised through a proposed Urban Forest Officer, who's primary role will be to implement the UFS actions, and manage tree protection on construction sites which will partly fund the position</p>	On Target

CAP : 50 Key Priority: P4. Increase tree canopy cover, enhance existing open space and create at least two new parks in areas with the lowest access to open space

Deliverable: P4d) Greening Sydney Road - Develop a strategy and implementation plan for cooling Sydney road as part of the UHIE Action Plan

No:	Actions	Measures	Targets	Qtr X
1	Finalise Greening Sydney Road Strategy and develop implementation	Draft strategy outlining options reported to Council	Draft reported to Council by March 2018	3

plan, subject to approval and funding			
Accountable: Kirsten Coster	Budget: Base	Resourcing:	<ul style="list-style-type: none"> Unit Manager Urban Design oversee Urban Designer project manage
Responsible: Sue Vujcevic			
Department: PED			
Branch: City Strategy and Design			
1st QUARTER REPORTING		STATUS	
A draft strategy is currently being developed and it is anticipated to be reported to Council by March 2018.		On Target	

CAP : 51	Key Priority: P5. Move to a proactive approach to managing construction impacts, resulting from population growth in our city			
Deliverable: P5a) Construction Management Project - Due to a boom in residential construction, we are looking at the best way to manage and minimise the impacts on residential amenity.				
No:	Actions	Measures	Targets	Qtr X
1	Implement outcomes of project progressed in 16/17	Develop a model and performance measures for the requirement of Construction Management Plans	December 2017	2
Accountable: Grant Thorne		Budget: Base	Resourcing:	
Responsible: Sandra Troise				
Department: City Infrastructure				
Branch: Strategic Transport and Compliance				
1st QUARTER REPORTING			STATUS	
A draft model and performance measures for the requirement of Construction Management Plans has been developed and is being assessed internally ready for approval in December.			On Target	

CAP : 52	Key Priority: P6. Develop a clear and funded approach to achieve zero carbon emissions by 2040			
Deliverable: P6a) Zero Carbon Evolution (ZCE) Strategy – Reset of actions currently behind delivery, and development of future ZCE (2020 – 2040)				
No:	Actions	Measures	Targets	Qtr X
1	ZCE 2.0 (Refresh of ZCE 2020)	Reset of actions currently behind delivery: <ul style="list-style-type: none"> Generating local renewable energy 	Draft prepared by December 2017	2

		<ul style="list-style-type: none"> • Low emission transport 		
2	ZCE 4.0 Framework (draft ZCE 2020 – 2040)	Clear vision of zero net emissions by 2040 and identified program to 2025 with preliminary costings	Early draft prepared February 2018 Brief to Councillors March 2018	3 3
3	ZCE action implementation via Moreland Energy Foundation Limited (MEFL) (P6b)	Annual report to Council outlining MEFL progress for ZCE actions: <ul style="list-style-type: none"> • generating local renewable energy • using energy efficiency • activating the community 	by 30 June 2018	4
Accountable: Kirsten Coster		Budget: 1. OPEX and Base 2. \$50K 3. \$300K	Resourcing: Need to clarify partnership with MEFL	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
1. MEFL are providing consultancy services to Council to investigate opportunities and priorities for the ZCE 2.0 Refresh. An Opportunities Paper has been drafted for review and stakeholder engagement activities are planned for October/November 2017.			On Target	
2. MEFL are also providing consultancy services to Council to investigate opportunities and priorities for the ZCE 4.0. An Opportunities Paper (which also covers 2.0 Refresh) has been drafted for review and stakeholder engagement activities are planned for October/November 2017.			On Target	
3. ZCE implementation via MEFL is ongoing, with 1st Quarter highlights including: <ul style="list-style-type: none"> • LMB knitwear signing Moreland's first Energy Upgrade Agreement (EUA) for a 29.9kW solar system on the rooftop of Otto and Spike factory. • Development (and distribution through Council/community networks) of 'energy efficiency tips' leaflets in English, Arabic, Greek and Italian. • Council adopted the Urban Forest Strategy in August 2017, with an annual target of 5,000 trees per annum and \$500,000 budget for quality control and maintenance. • ZCE 'ideas forum' held in July, with over 35 attendees from 19 community groups. • Review of Moreland Integrated Transport Strategy tender released. 			On Target	

CAP : 53		Key Priority: P7. Invest in the revitalisation of shopping and trading precincts		
Deliverable: P7a) i) Shopping Strip Renewal Program - Improve the quality of our Neighbourhood Activity Centres				
ii) Accelerate Shopping Strip Renewal program by designing and constructing 2 additional centres				
No:	Actions	Measures	Targets	Qtr X
1	Construction of Holmes Nicholson Moreland NAC	Construction of Holmes/ Nicholson completed	Construction completed by June 2018	4
2.	Design of: Gaffney St/ PV Station Shopping Strip Melville Road	Design completed	Design completed by June 2018	4
3.	Design Council endorsed shopping strip	Design completed	June 2018	4
Accountable: Kirsten Coster		Budget: \$750k CAPEX	Resourcing:	<ul style="list-style-type: none"> • Unit Manager Urban Design oversee • Urban Designers project manage design • Construction Engineer project manage construction
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1 st QUARTER REPORTING			STATUS	
1. The Tender documentation is being completed for the Holmes Nicholson Moreland shopping strip, with the tender planned to be advertised in October 2017.			On Target	
2. Site analysis and feature and level survey is currently in progress for Gaffney St/Pascoe Vale Station Shopping Strip.			On Target	
3. Site analysis and feature and level survey currently in progress for Bonwick St shopping strip.			On Target	

CAP : 54		Key Priority: P7. Invest in the revitalisation of shopping and trading precincts		
Deliverable: P7b) Implement Coburg Streetscape Masterplan - Deliver streetscape upgrade projects within Coburg Activity Centre				
No:	Actions	Measures	Targets	Qtr X
1	Finish construction of Sydney Road Improvement Stage 2 and Page Street	Construction completed on time and on budget	Construction completed by March 2018	3
Accountable: Kirsten Coster		Budget: \$900k CAPEX	Resourcing:	

Responsible: Sue Vujcevic		<ul style="list-style-type: none"> Unit Manager Urban Design oversee Urban Designer and Construction engineer project manage
Department: PED		
Branch: City Strategy and Design		
1st QUARTER REPORTING		STATUS
Sydney Road Improvement Stage 2 construction is completed and there are two items left on the rectification list to be completed. Page Street construction tender has closed and was assessed; awarding of contracts is in progress and an October construction start date is anticipated.		On Target

CAP : 55	Key Priority: P7. Invest in the revitalisation of shopping and trading precincts			
Deliverable: P7c) Implement Glenroy Streetscape Masterplan - Deliver streetscape upgrade projects within Glenroy Activity Centre.				
No:	Actions	Measures	Targets	Qtr X
1	Construction Pascoe Vale Road Stage 4 & 5	Construction completed on time and on budget	Construction completed by June 2018	4
Accountable: Kirsten Coster		Budget: \$1.27 Million CAPEX	Resourcing:	<ul style="list-style-type: none"> Unit Manager Urban Design oversee Urban Designer and Construction engineer project manage
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
Works began in September 2017. Stage 4A will start at Glenroy Road and will finish at Post Office Place in November 2017. Stage 4B will start in mid-January 2018 at Post Office Place and is scheduled to finish in April outside the Salvation Army (note: Stage 5 is now being called Stage 4B for the project).			On Target	

CAP : 56	Key Priority: P7. Invest in the revitalisation of shopping and trading precincts			
Deliverable: P7d) Implement Brunswick Structure plan - Deliver streetscape upgrade projects within Brunswick Activity Centre				
No:	Actions	Measures	Targets	Qtr X
1	Finish construction of Dawson Street upgrade.	Construction for Dawson Street completed	Construction completed by December 2017	2

2	Design and deliver Saxon Street public place	Design and construction of Saxon Street completed	Construction completed by June 2018	4
3	Design MIPAC Forecourt and Brunswick Townhall Forecourt	Design of MIPAC and Townhall Forecourt completed	Design completed by June 2018	4
Accountable: Kirsten Coster		Budget: \$800k CAPEX	Resourcing: <ul style="list-style-type: none"> Unit Manager Urban Design oversee Urban Designer project manage design 	
Responsible: Sue Vujcevic				
Department: PED				
Branch: City Strategy and Design				
1st QUARTER REPORTING			STATUS	
1. Dawson Street streetscape upgrade is on track for completion by October 2017; all major construction works were completed by September and remaining works include landscaping and re-sheeting of Dawson Street in October.			On Target	
2. Concept design process has commenced for Saxon St public space, with a feature and level survey scheduled to commence in October 2017. A Council report was also drafted for the October Council meeting regarding extending scope and budget for project to create a new link between Brunswick Library and Saxon St.			On Target	
3. Feature and level survey is now complete and the draft concept design is scheduled to be finalised by December 2017 for the Mechanics Forecourt and Townhall Forecourt.			On Target	

CAP : 57	Key Priority : P.8 Strengthen and invest in the significant creative sector in Moreland and enhance its standing as a destination for the arts			
Deliverable: P8a) Deliver on actions and commitments in the Moreland Arts and Culture Strategy, including actions to:				
i) enhance the capacity of Moreland's creative sector to maintain and grow their practice in the municipality				
ii) Increase access and engagement of community in Council's Arts and Culture program as both participants and audiences				
iii) Pilot an operational grants program for local Arts organisations and projects				
No:	Actions	Measures	Targets	Qtr X
1	Arts and Culture strategy endorsed by Council	Presented to Council for endorsement	September 2017	2

2	Implement Arts and Culture Strategy actions pending Council approval	90% of actions for 2017/2018 completed	June 2018	4
3	Arts Investment Program - Implement a two year pilot to support creative sector in Moreland	Develop Arts Investment Program Guidelines	Presented to Council for endorsement by January 2018	3
		Implement first round of Arts Investment Program (pending Council endorsement)	June 2018	4
Accountable: Arden Joseph		Budget: 1. Base and any further funding to be approved 2. OPEX 2017/2018 and 2018/2019 - \$50k per annum	Resourcing: 1. Existing Officer Resource (Arts and Culture) and any further resourcing to be approved 2. Existing Officer Resource (Arts and Culture)	
Responsible: Genimaree Panozzo				
Department: Social Development				
Branch: Culture Development				
1st QUARTER REPORTING			STATUS	
1. Arts and Culture Strategy adopted at 13 September 2017 Council Meeting.			Achieved	
2. Actions for Arts and Culture Strategy have commenced implementation and monitored through monthly updates as part of Service Unit Plan.			On Target	
3. Research and consultation conducted for Arts Investment Program Guidelines.			On Target	

CAP : 58	Key Priority : P.8 Strengthen and invest in the significant creative sector in Moreland and enhance its standing as a destination for the arts			
Deliverable: P8b) Create a hub for the Arts and invest in the Arts industries				
No:	Actions	Measures	Targets	Qtr X
1	Conduct a feasibility study for the creation of an Arts Hub.	Feasibility Study completed with action plan proposed	Study completed and presented to Council by March 2018	3
Accountable: Arden Joseph		Budget: OPEX \$30k	Resourcing: Specialist consultant support for feasibility study with some Officer resource for consultation	
Responsible: Genimaree Panozzo				
Department: Social Development				
Branch: Cultural Development				

1 st QUARTER REPORTING	STATUS
Consultant engaged in August 2017. Research and consultations commenced with initial findings report submitted to Internal Reference Group in October 2017.	On Target

CAP : 59	Key Priority: P9. Enhance the environmental outcomes of Council waste services and increase the communities' awareness/participation in environmental initiatives to reduce waste to landfill.
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Deliverable: P9a) Trial, education and implementation of initiatives to actively reduce waste to landfill
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No:	Actions	Measures	Targets	Qtr X
1	i) Undertake an education program in parallel with a trial of public place recycling bins in shopping strips. The trial will be evaluated, from learnings gathered which will inform whether the project will be scaled up.	<p>Education campaign through social media and signage during trial to promote trial.</p> <p>Conduct and complete public recycling bin trial of 30 bins along Sydney Road Brunswick</p> <p>Conduct a trial of 3 to 5 soft plastic recycling bins at key locations/centres across the municipality</p> <p>Trial the distribution of waste education material with selected real estate agents to raise awareness of how new/existing tenants can manage their hard waste</p>	<p>Report highlighting outcomes to Council by June 2018</p> <p>Report highlighting outcomes to Council by June 2018</p> <p>Report highlighting outcomes to Council by June 2018</p> <p>Report highlighting outcomes to Council by June 2018</p>	4
2	Provide a report to Council on the results of the trial program with additional information into the take up of the "Composting Community" composting bin and worm farm discount program. – Budget Base	Reported presented to Council on the program	June 2018	4

Accountable: Grant Thorne	Budget: 1) \$151k CAPEX and OPEX 2) Base	Resourcing:
Responsible: Phillip Lowry		
Department: City Infrastructure		
Branch: Fleet and Waste		

1 st QUARTER REPORTING	STATUS
1. The 2018 – 2022 Waste and Litter Strategy has been approved. Recycling initiatives and reduction of waste to landfill are predominant within the strategy. A strategy to inform the community regarding the reduction of contamination in the kerbside recycling bin service is on track.	On Target
2. The program is up and running and there has been community take up of compost bins and worm farms.	On Target

CAP : 60 **Key Priority: P9. Enhance the environmental outcomes of Council waste services and increase the communities' awareness/participation in environmental initiatives to reduce waste to landfill.**

Deliverable: P9b) Become a 'Plastic Wise' Council by banning all disposable plastic items at Council festivals and events

No:	Actions	Measures	Targets	Qtr X
1	Amend Council's waste and litter strategy and, festival and events policies to fully implement a Council wide plastic wise policy.	i) Updated Waste and Litter Strategy presented to Council for adoption	June 2018	4
		ii) Festival and events procedures updated to ban all disposable plastic items	June 2018	4

Accountable: Grant Thorne	Budget: Base	Resourcing:
Responsible: Phillip Lowry / Genimaree Panozzo		
Department: City Infrastructure		
Branch: Fleet and Waste		

1 st QUARTER REPORTING	STATUS
Draft Waste and Litter Strategy 2018-2022 presented to Moreland Executive 26 September 2017	On Target

CAP : 61		Key Priority: R1. Improve resident satisfaction to 90% with Council's performance in customer service		
Deliverable: R1a) Customer Service strategy - Improve resident satisfaction to 90% with Council's performance in customer service - various deliverables				
No:	Actions	Measures	Targets	Qtr X
1	Annual report to Council on progress of implementation of actions	Progress report presented to Councillors as a briefing	By April 2018	4
Accountable: James Scott		Budget: \$30k		Resourcing: Implementation will involve many services in Council
Responsible: Marco Bass				
Department: Corporate Services				
Branch: Communications and Customer Service				
1st QUARTER REPORTING			STATUS	
Project to implement Complaints Resolution project has commenced. Improvements are being made to reports used by line managers as to Open CRS status in their areas.			On Target	

CAP : 62		Key Priority: R1. Improve resident satisfaction to 90% with Council's performance in customer service		
Deliverable: R1b) Continuous Improvement in service delivery -To improve overall service delivery by streamlining processes and improving the customer service experience				
No:	Actions	Measures	Targets	Qtr X
1	Review 16/17 performance results aligned with the Local Government Satisfaction Survey and Local Government Performance Reporting Results.	Identify improvements from the 16/17 performance results.	September 2017	1
2	Proactive annual program of projects	Endorsed program of works at MEG for year one including commitment from work areas identified.	October 2017	2
3	Implement Program	Year One Actions achieved based on program of works	June 2018	4
Accountable: Anita Craven		Budget: Base		Resourcing:
Responsible: Tina Parras				
Department: Organisation Development				

Branch: Organisational Performance		
1st QUARTER REPORTING		STATUS
1. A number of potential proactive initiatives have been identified through the review of not only the Local Government Satisfaction Survey and the Local Government Performance Results but also; Organisational KPIs, Culture Indicators and Current Organisational Projects & Initiatives.		Achieved
2. The evidence base and methodology was presented to the executive group in early October and the selected initiatives were endorsed.		Achieved
3. Year One actions on track		On Target

CAP : 63	Key Priority: R2. Reach the top 25% of all Councils for improved community satisfaction with Council's engagement practices			
Deliverable: R2a) Improved Community Engagement - Fundamental rethink and potential reorganisation				
No:	Actions	Measures	Targets	Qtr X
1	Develop approach to address improved practices	Council briefing on approach	October 2017	2
2	Develop a revised Community Engagement Policy	Council briefing on the draft Community Engagement Policy	June 2018	4
Accountable: Nerina Di Lorenzo		Budget: \$30k		Resourcing:
Responsible: Barry Hahn				
Department: CEO				
Branch: Social Policy and Development				
1st QUARTER REPORTING				STATUS
Project planning and consultation being developed.				On Target
On track				On Target

CAP : 64		Key Priority: R3. Maintain and match our infrastructure to community needs and population growth		
Deliverable: R3a) W heatsheaf Hub - create an integrated community hub in Glenroy with a focus on education, lifelong learning and health, combined with a district level open space.				
No:	Actions	Measures	Targets	Qtr X
1	Develop final concept plan, business case and funding strategy for W heatsheaf Hub	Concept plan adopted by Council.	Report to Council on progress by June 2018	4
Accountable: Arden Joseph		Budget: \$100k allocated in 17/18 (with a total of \$400k remaining in reserve).	Resourcing: 0.7 FTE Officer time. Specialist consultant for advocacy strategy. Specialist consultant to refine concept plan. Specialist consultant to refine community infrastructure needs assessment and recommended strategy for Glenroy. Planning consultant to prepare planning permit application.	
Responsible: Liz Nairn TBC				
Department: Social Development				
Branch: Places (PED) TBC				
1st QUARTER REPORTING			STATUS	
Concept Plan refined and further work on funding strategy undertaken. Consultants appointed to develop Advocacy Strategy to seek State and Federal Government funding. Councillors briefed on progress with a report to be considered by Council in October (next quarter).			On Target	

CAP : 65		Key Priority: R3. Maintain and match our infrastructure to community needs and population growth		
Deliverable: R3b) Saxon Street Hub: implement Strategic Plan to guide future use and development of the Hub.				
No:	Actions	Measures	Targets	Qtr X
1	Staged development of Saxon St multiuse facility.	Increased use of the site by target groups.	Increase patronage numbers.	4
		Endorsed Strategic Plan to guide "grow stage" of facility development and operation	Council endorsed Plan by end of quarter – June 2018	4

Accountable: Kirsten Coster	Budget: \$100k (following 17/18 \$250k will remain in Reserve).	Resourcing: <ul style="list-style-type: none"> • Brunswick Place Manager • Project Support officer 0.5FTE
Responsible: Liz Nairn		
Department: Planning & Economic Development (PED)		
Branch: Places		
1st QUARTER REPORTING		STATUS
Current 'Siteworks' activation of the site continues to grow numbers of people using the site.		On Target
Community Engagement Plan currently being developed to seek community feedback on Strategic Plan for long term future use and development of the site.		On Target

CAP : 66	Key Priority: R3. Maintain and match our infrastructure to community needs and population growth			
Deliverable: R3c) Merlynston Hall: turn it into a useable community centre				
No:	Actions	Measures	Targets	Qtr X
1	Engage a suitable builder for the refurbishment of Merlynston Progress Hall	Award building contract	Contract awarded by December 2017	2
2	Undertake refurbishment of the hall	Commence construction works	30 June 2018	4
Accountable: Grant Thorne		Budget: \$1.045m (CAPEX)	Resourcing: PM, Building Projects External Contractor	
Responsible: Greg Gale				
Department: City Infrastructure				
Branch: Capital Works Delivery				
1st QUARTER REPORTING			STATUS	
1. The refurbishment works were publicly tendered in August 2017, with Council to consider a report at the October 2017 Council meeting for award of the building contract.			On Target	
2. Construction is scheduled to be undertaken between December 2017 and June 2018.			On Target	

CAP : 67				
Key Priority: R3. Maintain and match our infrastructure to community needs and population growth				
Deliverable: R3d) Fleming Park - Rejuvenate Fleming Park to meet the needs of the current and future community.				
No:	Actions	Measures	Targets	Qtr X
1	Fleming Park master plan review	Adoption of the refreshed master plan following community consultation	February 2018	3
Accountable: Arden Joseph		Budget: OPEX \$100k	Resourcing:	
Responsible: Kristen Cherry				
Department: Social Development				
Branch: Youth and Leisure				
1st QUARTER REPORTING			STATUS	
Master plan review occurring as per schedule. Community Reference Group appointed.			On Target	

CAP : 68				
Key Priority: R3. Maintain and match our infrastructure to community needs and population growth				
Deliverable: R3e) Brunswick Neighbourhood House - support Brunswick Neighbourhood House (BNH) to secure new site for ongoing service delivery to the community				
No:	Actions	Measures	Targets	Qtr X
1	Complete feasibility project to secure a suitable site for the BNH	Relocation options identified and assessed	Council briefing May 2018	4
Accountable: Arden Joseph		Budget: Base	Resourcing:	
Responsible: Barry Hahn				
Department: Social Development				
Branch: Social Policy and Early Years				
1st QUARTER REPORTING			STATUS	
Meetings with BHN have occurred and their requirements have been considered in relation to the planning processes for the Saxon St site and the Fleming Park masterplan.			On Target	

CAP : 69		Key Priority: R3. Maintain and match our infrastructure to community needs and population growth		
Deliverable: R3f) Pascoe Vale Community Centre (PVCC) - Complete construction of Pascoe Vale House for community use				
No:	Actions	Measures	Targets	Qtr X
1	Complete construction of Pascoe Vale Community Centre	Construction works completed	Construction works completed by December 2017	2
Accountable: Grant Thorne		Budget: CAPEX \$1.7m		Resourcing: PM, Building Projects External Contractor
Responsible: Greg Gale				
Department: City Infrastructure				
Branch: Capital Works Delivery				
1st QUARTER REPORTING				STATUS
The Pascoe Vale Community Centre works are progressing in accordance with the project program, with completion in December 2017.				On Target

CAP : 70		Key Priority: R4. Provide transparent and effective governance of Council's operations		
Deliverable: R4a) Review of the Local Government Act - Opportunity to input into State Government review				
No:	Actions	Measures	Targets	Qtr X
1	Review the draft Local Government Bill when it is released and provide submission.	Submission endorsed by Council	By the due date of the consultation	
Accountable: James Scott		Budget: Base		Resourcing: MEG and CMT to provide input into the response
Responsible: Olivia Wright				
Department: Corporate Services				
Branch: Governance and Property				
1st QUARTER REPORTING				STATUS
The Bill is not out for public comment yet so no action is possible.				On Target

CAP : 71		Key Priority: R4. Provide transparent and effective governance of Council's operations		
Deliverable: R4b) Review of Meeting Procedure Local Law (MPLL): to revise the local law to improve Governance outcome				
No:	Actions	Measures	Targets	Qtr X
1	Develop a new Meeting Procedure Local Law	i) Report to Council to approve new Local Law for public consultation	September 2017	1
		ii) New Local Law adopted by Council	June 2018	4
Accountable: James Scott		Budget: Base		Resourcing: MEG Governance team
Responsible: Olivia Wright				
Department: Corporate Services				
Branch: Governance and Property				
1st QUARTER REPORTING				STATUS
Due to the significance of the proposed new MPLL, and the extensive debate from Councillors on the draft changes, which will help inform and improve Governance, additional time is required in drafting the changes; reset of target to June 2018, to allow for all required changes to be included in the new MPLL.				On Target

CAP : 72		Key Priority: R4. Provide transparent and effective governance of Council's operations		
Deliverable: R4c) Define Environmental Management System (EMS) scope including environmental policy, environmental impacts and aspects register.				
No:	Actions	Measures	Targets	Qtr X
1	Define EMS scope, including environmental policy, environmental impacts and aspects register.	Provide status briefing to Councillors on EMS scope and baseline data	December 2017	2
2		Report to Council on EMS scoping for consideration and implementation including benefits, implications.	June 2018	4
Accountable: Anita Craven		Budget: \$60k OPEX		Resourcing: All affected services to advise the implication of implementing these systems
Responsible: Tina Parras				
Department: Organisation Development				
Branch: Organisational Performance				

1 st QUARTER REPORTING	STATUS
1. The project has been initiated with the internal team selected and external support providers engaged for quotation. The initial findings of the study are on track to be summarised to Council in December.	On Target
2. On Track	On Target

CAP : 73 Key Priority: R5. Operate without seeking an exemption from the rate cap through efficient use of Council's skills and financial resources				
Deliverable: R5a) Service Innovation Initiative - to support rate capped environment, maintaining service levels, but increasing revenue opportunities or decreasing expenditure				
No:	Actions	Measures	Targets	Qtr X
1	Delivery of the annual plan of Business Enhancement projects, which improve efficiency and financial performance.	Delivery of Business Enhancement projects and key actions in accordance with the agreed work program. Revenue / expenditure impacts identified.	December 2017	2
			June 2018	4
Accountable: Anita Craven		Budget: OPEX funding	Resourcing: \$100k	
Responsible: Jodie Watson				
Department: Organisation Development				
Branch: Organisation Development				
1 st QUARTER REPORTING			STATUS	
Agreed projects have been endorsed by Moreland Executive and are now being implemented.			On Target	
Northern Region Collaborative Rules of Engagement established and endorsed. Collaborative Procurement was undertaken for Graffiti Services and Line Marking Services contracts and achieved better financial outcomes as result. A Contracts register for the Northern Region has also been established to enable further opportunities to be established.			On Target	

CAP : 74 Key Priority: R5. Operate without seeking an exemption from the rate cap through efficient use of Council's skills and financial resources				
Deliverable: R5b) Continuous Improvement in service delivery - To improve overall service delivery by streamlining processes and improving the customer service experience				
No:	Actions	Measures	Targets	Qtr X
1	Design pilot for process mapping	Pilot endorsed at MEG	September 2017	1

2	Implement the pilot program	One unit from each Directorate participating	May 2018	4
3	Evaluate the pilot program	Recommendation for preferred approach endorsed by MEG.	June 2018	4
Accountable: Anita Craven		Budget: Base		Resourcing:
Responsible: Tina Parras				
Department: Organisation Development				
Branch: Organisational Performance				
1st QUARTER REPORTING				STATUS
1. Target areas have been identified for the roll out of the specifically developed training and support program. A brief was presented to the executive team on the 3 rd of October 2017 for signoff prior to the formal commencement of the program.				Achieved
2. On Track				On Target
3. On Track				On Target

CAP : 75 Key Priority: R5. Operate without seeking an exemption from the rate cap through efficient use of Council's skills and financial resources				
Deliverable: R5c) Working with Regional Partners - Generate financial efficiencies, through collaboration and partnership opportunities.				
No:	Actions	Measures	Targets	Qtr X
1	Develop a consolidated contract register with Northern Region Councils and identify joint procurement projects	Consolidated contract register prepared	October 2017	2
2	Develop a 3 year forward plan of projects	3 year forward plan of projects prepared	February 2018	3
Accountable: James Scott		Budget: Base		Resourcing: Procurement All services with joint procurement opportunities
Responsible: Liz Rowlands				
Department: Corporate Services				
Branch: Finance and Business Services				
1st QUARTER REPORTING				STATUS
1. The consolidated contract register with the Northern Region Councils has been prepared, with opportunities for collaboration identified. It is still being refined, but is on track to be completed by the end of October 2017.				On Target
2. On target				On Target

CAP : 76		Key Priority: R6. Enable Council's workforce to be mobile and accessible, supported by smart and efficient technologies			
Deliverable: R6a) IT Strategy - Set direction for IT resources allocation over 3 years and how this will add value to Moreland. Outcome will be more efficient use of time and money while addressing need for business intelligence and sustainable integration					
No:	Actions	Measures	Targets	Qtr X	
1	Year 1: rollout of mobile devices to staff	At least 90% of staff are using the new mobile device	By June 2018	4	
2	Roll out of Cloud applications, for HR, Finance and Payroll.	HR, Finance and Payroll applications in production	By June 2018	4	
Accountable: James Scott		Budget:		Resourcing:	
Responsible: Hans Wolf		1) IT Budget Capex		1. IT and all services	
Department: Corporate Services		2) No additional CAPEX or OPEX		2. Finance, Procurement, HR and all services	
Branch: Chief Information Officer					
1st QUARTER REPORTING				STATUS	
1. Approximately 32% of devices rolled out.				On Target	
2. Contract has been signed and further development of project planning completed.				On Target	