

Strategic Objective :**1.7 Recreation and Community Development****Description :****To facilitate the provision of a range of recreation facilities across the Shire and assist the community**

Strategy: 1.7.1.01 Implement Community Grants program			
Action	Status % Completed		Officer Comments
01 Implement Community Grants Program	Q3 Jan-Mar	100 %	Community Grants Program (17/18) was opened during February 2017. 51 grants received. Council adopted the \$145k budget in round 1 of budget workshops. Detailed list of grants to be recommended to Council on April 11 workshop.

Strategy: 1.7.1.04 Implement the Youth Development Strategy			
Action	Status % Completed		Officer Comments
1.1.1 Get job ready - work experience	Q2 Oct-Dec	100 %	Council already supports work experience opportunities through a partnership with GRVEC in the southern part of the Shire. HR has been working with the Youth team to further develop the program.
1.1.2 Get job ready - employment opportunities	Q2 Oct-Dec	100 %	Plans are underway to utilise the iVan to promote youth employment platforms. 4 school visits will be made in Term2 & 3. The Youth Development team is working with the Eco Dev unit to encourage local business to employ local youth.
1.1.3 Get job ready - facilitate VCAL community projects	Q2 Oct-Dec	100 %	Youth Development partnered with leadership students from Phoenix P-12 Community College to deliver a three week 'Technology Help' program to members of the Planned Activity Group at the Haddon Community Centre. The program aimed to match the strengths of young people with the needs of the elderly community, by having the young people teach the elderly how to use basic technology including ipads, iphones, PC's and digital cameras.
1.2.1 Get job ready - increase work experience placements	Q2 Oct-Dec	50 %	Working with Economic Development to promote the benefits to local businesses of taking on local young people for work placement. This is being achieved through articles in the EDQ publication. Next steps will be to attend Economic Developments Business Breakfasts and build relationships with local business owners. We also work closely with Geelong and Highlands LLEN who identify local businesses suitable for work placement. The LLEN has established an easy to use online portal that lists all work placement opportunities in a specific area.
	Q3 Jan-Mar	100 %	Youth Development staff have established a Youth Services Network who meets quarterly to discuss the needs, challenges and opportunities for local young people. Work experience and employment opportunities are key priorities for this group. Engaging local business owners in this network would significantly improve access to local jobs and placements. Economic Development have continued to support Youth Development staff in developing relationships with local businesses. Opportunities to attend network meetings and a regular article in RDQ have made this possible.

1.2.2 Get job ready - IVAN to promote youth employment	Q2 Oct-Dec	100 %	A youth transport policy has been established to provide improved access for young people attending youth development programs, most of which have an employment or skill development focus. It is hoped the youth transport policy will be broadened out to allow volunteers to transport local young people to job interviews, education, training and/or work. iVan is currently being used to transport employees to and from Council's Technology Help Program Tech, Tea and Tales.
1.2.3 Get job ready - starting up small businesses	Q2 Oct-Dec	100 %	Working with Economic Development to promote / profile local young business owners through the EDQ publication.
1.2.4 Get job ready - support young entrepreneurs	Q2 Oct-Dec	100 %	Four day workshop delivered in the June/July school holidays by Geelong's Chamber of Commerce for local young people interested in starting up their own business. Workshops were conducted over a full day (9 - 4) at the Bannockburn Cultural Centre. Three local young people registered.
1.2.5 Get job ready - youth business network	Q2 Oct-Dec	50 %	Will use two 2017 programs (The Whitten Project and Intergenerational Tech Help) to identify suitable candidates to establish a youth business network. Will continue working with Economic Development to advertise and promote in EDQ publication.
	Q3 Jan-Mar	100 %	Feedback from local young people indicated that more business / entrepreneur training programs were required before it was viable to establish a youth business network. Consequently, a young entrepreneurs training program has been organised for three days in the April school holidays, It is hoped that participants will be interested in trialling a local youth business network once they have the skills, knowledge and confidence to start developing their own business.
1.3.1 Get job ready - mentoring	Q2 Oct-Dec	50 %	Will be achieved in 2017 through The Whitten Youth Leadership and Intergenerational Tech Help Program. Has been achieved on a small scale through two community events in 2016 as part of the People of Golden Plains program where young and old connect through storytelling.i
	Q3 Jan-Mar	100 %	16 local young people are currently being mentored through councils Technology Help Program 'Tech, Tea and Tales'. Young people have been employed to teach elderly members of the community how to use basic technology. In addition to remuneration, the young people are mentored by the program contractors, youth development staff and elderly program participants who are encouraged to share their life experiences and stories with their younger counterparts. 15 local young people have been selected to participate in councils new Youth Leadership Program delivered by the Western Bulldogs. Young people will be mentored throughout the program by council staff and Western Bulldogs players, coaches and officials
1.3.2 Get job ready - business development workshops	Q2 Oct-Dec	100 %	Workshop for youth in enterprise held in partnership with the Small Business Smart Business.

2.1.1 Get out and about - transport options	Q2 Oct-Dec	100 %	Detailed report completed by Kim Stanley identifying transport options throughout the Shire mainly focussing on school bus and VLine bus routes. Volunteer transport routes not included but difficult to record given the changing nature of their requirements.
2.1.2 Get out and about - communication plan	Q2 Oct-Dec	100 %	Research around existing transportation options and well as investigating potential gaps has been carried out. The next step will be to research community transport options and determine a model to pilot. Once this model has been decided on, a communication plan will be developed to disseminate this information and test both the transport gaps and also if the suggested community transport model would work in practice.
2.1.3 Get out and about - transport gaps	Q2 Oct-Dec	100 %	Comprehensive report completed by Kim Stanley which identifies the many transport gaps for young people in Golden Plains Shire.
2.1.4 Get out and about - expansion of public transport	Q2 Oct-Dec	50 %	This will be completed as part of The Whitten Youth Leadership Project in 2017 when participants present to council and various other community groups, organisations and agencies.
	Q3 Jan-Mar	100 %	Youth Development staff regularly attend forums and network meetings in Geelong and Ballarat where they advocate for the transport needs of local young people. Youth Development staff are attending the State Governments first Youth Summit in March with four local young people who are passionate about improving access and transport throughout Golden Plains. In addition to this, Youth Development staff use social media to generate conversation and discussion regarding the need for expansion of public transport services throughout the Shire.
2.2.1 Get out and about - learner driver mentor program	Q2 Oct-Dec	100 %	L2P driver program still operating. Two young people passed their P's - Matthew Kinnia and Hannah O'Meara Three other young people currently participating are: Damien Cavanagh Jack Herd Tychial Lincoln
2.2.2 Get out and about - community transport options	Q2 Oct-Dec	75 %	Working with aged and disability to discuss the potential to offer volunteer transport to local young people. The ambiguity of the service makes organising and promotion of the service difficult but this seems to be the best model. Under the new child safety standards ride sharing is not a suitable option, nor is using the iVan. A trial of the volunteer transport program is yet to occur. We envisage this to happen in early 2017.
	Q3 Jan-Mar	100 %	A suitable community transport model has been sourced from a local government provider in northern NSW. Youth Development are currently working on a Community Transport Policy and subsequent trial of the program.

2.2.3 Get out and about - recognition of volunteers	Q3 Jan-Mar	100 %	Discussions undertaken with youth unit staff to develop volunteer t-shirts and/or name badges to recognise involvement as a Council volunteer. National Volunteer Week events organised for May in which young volunteers will be invited to.
3.1.1 Get connected - training to engage young people when planning events	Q2 Oct-Dec	100 %	A training for community groups has been schedule for later in 2016. This will be co-facilitated by the Youth Development team and local young people. The training will give community groups strategies to engage young people in community groups and in the planning of activities and events. The young presenters will also address how young people like to volunteer, be communicated with and what attracts them to participate in community activities and events.
3.1.2 Get connected - transition to secondary school program	Q2 Oct-Dec	100 %	Youth Development partnered with students from Federation University to deliver 90 minute workshops at 12 local primary schools designed to ease the transition for primary school students moving into secondary school. The hands on workshops involved how to read a timetable and school map, how to organise your school bag and locker and how to open a combination lock.
3.1.4 Get connected - youth friendly spaces	Q2 Oct-Dec	100 %	Floor to ceiling mural painted in the Bannockburn Youth Lounge over the June/July school holidays. Five local young people participated in the design and painting of the mural.
3.1.5 Get connected - benefits of community involvement	Q2 Oct-Dec	50 %	Meeting with Communications in early January 2017 to establish a structured Youth Communications Strategy which will include promoting the benefits of community engagement for young people.
	Q3 Jan-Mar	100 %	Youth Development have established a youth communications strategy with support from internal communications and marketing. In addition to this, a portion of the State Government funding for the painting of the Meredith and Inverleigh was used to film the process which also highlights the benefits of community participation for local young people. This short film will be screened at a National Youth Week event in April and used throughout the year to encourage local young people to engage in meaningful activities in their community.
3.2.1 Get connected - youth club	Q2 Oct-Dec	50 %	Will be completed in 2017 through The Whitten Youth Leadership Program. Drop in youth clubs have been trialled over 2016 without success.
	Q3 Jan-Mar	100 %	15 local young people have been selected to participate in councils new Youth Leadership Program delivered by the Western Bulldogs. The program will be delivered between March and September and will include fortnightly workshops in Bannockburn and Smythesdale as well as camps to Melbourne and Ballarat. This group will be a pseudo Youth Group as attempts to organise a structured 'council youth group' have been unsuccessful so far. Youth drop in programs have continued to be trialled without success. Local young people have clearly indicated they need a clear purpose or interest before they will commit to regular participation.

3.2.2 Get connected - access Community Grant program	Q2 Oct-Dec	50 %	Will be achieved in 2017 through the Western Bulldogs youth leadership program. Specifically the Community Leadership Project element where participants are required to identify a community issue they are passionate about and deliver a small scale initiative designed to improve the issue.
	Q3 Jan-Mar	100 %	Youth Development promoted councils community grants program on social media and encouraged local young people to apply. No expressions of interest were received. To improve access to community grants Youth Development will meet with grant providers to explore strategies to increase take up.
3.2.4 Get connected - youth representation on Council groups	Q2 Oct-Dec	50 %	Will be achieved in 2017 when we have a broader youth database courtesy of the Intergenerational Program and Whitten Youth Leadership Program. Once we ascertain the interests of a broad range of local people we can identify those suitable to be involved in representing the thoughts, views and opinions of other young people throughout the Shire.
	Q3 Jan-Mar	100 %	Youth Development are currently working with the Community Engagement Officer to increase youth participation / representation in Council planning and decision making processes. Youth Engagement workshops / presentations delivered by local young people for council departments and community groups will be trialled throughout 2017 to enable council to better engage with young people.
3.2.5 Get connected - present to Council	Q2 Oct-Dec	50 %	Will be achieved in 2017 through the Western Bulldogs Youth Leadership Program. A key program element is participants presenting their achievements and outcomes at a Council meeting at the conclusion of the program.
	Q3 Jan-Mar	100 %	This will be achieved through the Youth Leadership Program where participants will present to council regarding their program experiences and outcomes at a regular council meeting in September/October. It is hoped this will be broadened out throughout the year to allow other youth groups to present to council.
3.3.1 Get connected - IT solutions for communications	Q2 Oct-Dec	50 %	Will be achieved in 2017. Youth Development are meeting with Communications in early January to establish a structured communications strategy that will include IT solutions for communicating with young people. Various opportunities throughout 2017 including the Phoenix Community College youth leadership forum to survey young people and seek feedback regarding their communication preferences.
	Q3 Jan-Mar	100 %	Communications strategy completed with support from internal communications and marketing. Subsequent improvements in youth webpage function and social media engagement. In addition to this Youth Development will employ a local young person on a casual basis to support graphic design needs. It is expected the candidate will also contribute to IT solutions to better engage with local young people.
3.3.2 Get connected - youth contact database	Q2 Oct-Dec	100 %	Electronic youth database established. Key priority for Youth Development staff in 2017 is to update and add to regularly. Data collection forms have been prepared to make collecting young peoples contact details much simpler.

3.3.3 Get connected - youth lead communication channels	Q2 Oct-Dec	100 %	Local young people are currently developing an online newsletter. A meeting with Communications has been organised in 2017 to provide the organisers with a structured framework and identify areas for support / contribution.
3.3.4 Get connected - communication channels with young people	Q2 Oct-Dec	100 %	Facebook is currently our best platform for connecting with local young people. Our page likes are steadily growing but we would welcome a greater following. We intend to achieve this in 2017 through a school bus stop advertising campaign. A priority for Youth Development staff in 2017 is to make the youth webpage more appealing and drive young people through the site. Eventually we would like this to be the first landing site for young people looking for information.
3.4.1 Get connected - youth achievements to Council	Q2 Oct-Dec	100 %	Youth Development staff have established a 'good news story' register to record all of the wonderful achievements and contributions made by local young people. They are then promoted through the youth Facebook page, Councillor Bulletin and Gazette.
3.4.2 Get connected - young people contributions	Q2 Oct-Dec	100 %	Each youth development program / initiative now has a celebration component built in to recognise and showcase the participants achievements and contributions. Social media and the Gazette is another avenue in which to promote the achievements of young people to the broader community.
3.4.3 Get connected - profile achievements of young people	Q2 Oct-Dec	100 %	Youth Development staff have created a 'good news story' register to track the achievements and contributions of local young in order to share these with the local community. Social media and the Gazette are the best avenues to achieve this and have been utilised to showcase achievements. Meeting with Communications in early January to establish a structured strategy to better promote the achievements of local young people.
4.1.1 Get involved - FReeZA events	Q2 Oct-Dec	100 %	supported committees to organise FReeZA events including: Barwon South West Skate League, Battle of the Bands, Live @ Turtle Bend, Seniors Week Festival, People of Golden Plains storytelling events
4.1.2 Get involved - training in designing events	Q2 Oct-Dec	100 %	Committees received training from Meredith Music Festival Staff and attended the Live @ Turtle Bend event as an exposure to see how other community groups organise music events
4.1.3 Get involved - delivery of event during school holidays	Q2 Oct-Dec	100 %	the school holiday involved a movie day and several pop up youth van visits across the shire
4.1.4 Get involved - National Youth Week	Q2 Oct-Dec	100 %	a committee was formed to organise the National Youth Week People of Golden Plains Facebook page and event. Council received a visit from the Minister of Youth Affairs to launch the People of Golden Plains project

4.2.1 Get involved - more young people in activities	Q2 Oct-Dec	100 %	The youth development unit worked in partnership with several key stakeholders and community groups to deliver the 2016 youth program. These partners included: ESTIA health - Bannockburn Aged Care Facility YMCA Bannockburn YMCA Riverside Meredith Community Centre Haddon Community Centre Ballarat Federation University Humankind Enterprises Cotton On Meredith Music Festival
4.2.3 Get involved - review school holiday program	Q3 Jan-Mar	100 %	Support for school holiday program was reviewed involving clients, users and staff who considered the types of support that best provides information to program users and advice to facilitators of program activities. It was decided that Child and Family Service team would continue to support particularly the sharing of event information and distribution of events calendars across social media, Primary Schools (for distribution) and Council Gazette. Child and Family Services Team would continue to support activity/program facilitators with information on community demographic, <u>documentation required and feedback on project.</u>
4.2.4 Get involved - activities for young people with disabilities	Q2 Oct-Dec	100 %	A number of meetings have been held with Scope regarding the establishment of a regular 'youth program' for people with a disability and this continues to be explored in line with the NDIS commencing in January 2017. Discussions with a private provider to run some activities during the January school holidays has also commenced.
	Q4 Apr-Jun	100 %	We have worked with SCOPE to develop the provision of a day program for young adults with disability which will commence in July 2017 and also offered Wheelchair Football and Creative writing session for young adults with disabilities in the first part of 2017.
5.1.1 Getting it all done - service & resource gaps	Q2 Oct-Dec	75 %	A Golden Plains Youth Network meeting has been established to bring together a broad range of local services and agencies to form a more coordinated approach to dealing with the needs, challenges and opportunities for local young people. Youth Development staff are also actively involved in youth network meetings in Geelong, Surf Coast and Ballarat to advocate for Golden Plains. Advocacy for secondary school in the Shires North not completed.

	Q3 Jan-Mar	100 %	Golden Plains Youth Services Network has been established and is well represented by local and neighbouring service providers. The group which has a current membership of 15 meets quarterly in Bannockburn to share information regarding opportunities for local young people. It is hoped the group will take a more targeted approach / action based approach moving forward where they will work collectively to address a major need i.e. planning for the opening of the secondary school. A local LGA network has been established for local Youth Development Officers to meet semi-regularly and discuss industry news and trends.
5.1.2 Getting it all done - advocate for young people needs to networks & governments	Q2 Oct-Dec	100 %	Youth Development are actively involved in regional youth networks including local LGA networks (Geelong, Surf Coast, Wyndham, Ballarat). Staff also attend relevant professional development and networking forums to advocate for the needs of Golden Plains Shire young people.
5.1.3 Getting it all done - accessible for young people with disabilities	Q2 Oct-Dec	50 %	Ongoing conversation with Councils access and inclusion officer to support a local program involving young people with a disability. Although a suitable option is yet to be identified, school holiday programs is the most likely opportunity to achieve this.
	Q3 Jan-Mar	100 %	Youth Development staff ensure that all programs are inclusive and accessible. This is a key focus during the planning and implementation of all Youth Development initiatives.
5.2.1 Getting it all done - legal and regulatory requirements	Q2 Oct-Dec	100 %	Youth Development staff are diligent with the legal and regulatory requirements of the role including all adults working with young people to have a valid and up to date working with childrens check, all committee members complete and return a volunteer application form and staff abide by Councils child safety code of conduct. Youth Development are currently working on a 'youth workers guide' which will house all information required to work safely with young people. This resource will include child safety standards, reporting mechanisms etc.
5.2.2 Getting it all done - develop monitoring and reporting plan	Q2 Oct-Dec	50 %	Youth Development planning meeting scheduled for early 2017 to refine / establish a monitoring and evaluation plans for all programs. This will also include establishing an overarching evaluation mechanism to measure programs impact.
	Q3 Jan-Mar	50 %	Ongoing project across the Community Development team.
	Q4 Apr-Jun	100 %	Ongoing project across the Community Development Team. Expecting completion late 2017 following a design, monitoring and evaluation training program.
5.2.3 Getting it all done - funding	Q2 Oct-Dec	100 %	Youth Development are currently funded by FReeZA, Engage! and National Youth Week funding. Staff are notified regularly of the grant / funding opportunities available in the youth sector and will apply based on the connection and relevance to Councils youth development strategy.
5.2.4 Getting it all done - professional development	Q2 Oct-Dec	100 %	Youth Development receive regular professional development invitations / offers and attend where relevant. Staff are attending 'Youth Pass' training in early 2017 along with youth officers from City of Greater Geelong and Surf Coast.

5.2.5 Getting it all done - identify emerging youth opportunities	Q2 Oct-Dec	100 %	Youth Development are linked into relevant local networks that share, promote and present information regarding youth development best practice. This ensures that best practice principles are incorporated across all relevant programming. Networks and funding bodies also regularly share information regarding new trends and emerging opportunities in the sector.
5.2.6 Getting it all done - showcase achievements	Q2 Oct-Dec	75 %	Presentations to Council will commence in 2017 through the Western Bulldogs Youth Leadership Program. We expect to add an element of this to all programs based on the need and relevance. Showcasing achievements via social media and the Gazette are ongoing.
	Q3 Jan-Mar	100 %	Through the youth communications strategy staff have a structured plan to showcase the achievements of local young people and groups. This is largely achieved through social media but also through Councils Australia Day and National Youth Week Awards.

Strategy: 1.7.1.05 Implement the recommendations of Open Space Plan, including Paths and Trails Strategy

Action	Status	% Completed	Officer Comments
08 Playground facilities	Q4 Apr-Jun	100 %	Council will develop a play space strategy in 17/18. We applied for an SRV planning grant and were successful.
09 Public art in open space areas	Q4 Apr-Jun	25 %	Garibaldi Public Art project has began and requested carry forward to continue next year. The delay was due to resignation of the Arts officer and long time required to get various stakeholders agreed on the design. Bannockburn Bus Stops Public Mural was also achieved.
10 Seating, shelters etc. in open space areas	Q4 Apr-Jun	100 %	Council completed the 16/17 program for Open Space Reserves. These included seating (bench seats and picnic benches) as well as funding public art piece for Garibaldi Reserve. Bollards were also ordered to screen prevent vehicle access to the Smythesdale BMX track at Woody Rec.
Review Open Space Strategy	Q4 Apr-Jun	100 %	Decision made not to renew Open Space Strategy in 17/18. Council will develop a Play Space Strategy instead, as there are multiple actions in the Open Space Strategy that can still be delivered.
Review Paths and Trails Strategy	Q4 Apr-Jun	100 %	Decision made not to renew Paths and Trails Strategy in 17/18. Council will develop a Play Space Strategy instead, as there are multiple actions in the Paths and Trails Strategy that can still be delivered.

Strategy: 1.7.1.06 Implement Arts and Culture Strategy

Action	Status	% Completed	Officer Comments
1.1.06 More art across Council - arts and cultural funding stream	Q4 Apr-Jun	0 %	Additional funds have not been invested in the Arts and Culture due to rate capping and other priorities
1.2.02 Leadership - Community Events position	Q4 Apr-Jun	0 %	No budget available to increase the job to full time

1.4.03 Economic Dev & Tourism Strategies - educational brochures	Q4 Apr-Jun	100 %	Completed review and reprint of brochures and pamphlets. Currently developing a new Economic Development and Tourism Strategy.
1.4.05 Economic Dev & Tourism strategies - Gold Trail	Q4 Apr-Jun	100 %	Council has invested resources in the creation of the Skipton to Ballarat Rail Trail, its brochure and smart device app. as well as tourism infrastructure in Smythesdale. .
3.1.04 More art more often - community writing groups	Q4 Apr-Jun	100 %	Supported the Golden Plains Writers group including supporting them to publish a book of novice and published authors. Supported writers to exhibit on the Arts Trail to encourage more writers. Met with resident in Linton who is a local author who wants to start a writers festival and supporting this initiative.
3.1.05 More art more often - funding for talks & workshops	Q4 Apr-Jun	100 %	Provided 8 Arts Grants that supported artists to attend workshops and then share those learnings with the wider community. Supported community groups to host a range of arts workshops including; The Pairing Project, Generation Gap, Kingfisher drawing workshops just to name a few.
3.1.07 More art more often - arts trail	Q4 Apr-Jun	100 %	Ran the Arts Trail again in 2017 successfully. Economic Development ran the event this year and have the final evaluation results and report if needed.

Strategy: 1.7.1.08 Implement Recreation Strategy			
Action	Status % Completed		Officer Comments
04 Recreation Provision in North of Shire	Q3 Jan-Mar	100 %	Council continuing support of the Woody Yaloak Equestrian Centre through training, governance support and community grants. Council are exploring new management models to assist the volunteers to operate more efficiently. Interim Management Arrangement with the WYEA. Long term potential cluster model arrangement.
10 Management of Recreation Facilities	Q3 Jan-Mar	100 %	See attached report. 10 S86COMs disbanded. 3 Have said no, but will be reconsulted in 17/18. 5 more will transition by 30/6/17. 4 majors looking to be cluster managed. (two will enter interim management arrangements).

23 Volunteers in Management of Recreation Facilities and Clubs	Q4 Apr-Jun	100 %	<p>During 8 –15 May (Volunteer Week), the Community Services team delivered special events in Dereel, Smythesdale and Bannockburn to say thanks to the hard-working volunteers of Council and the community, who contribute so much to Golden Plains.</p> <p>The Recreation Volunteer Celebration has been merged into an annual event in November to cover all volunteers.</p> <p>Recreation continue to support volunteers through the Volunteer Training Calendar, and Targeted Support (20 hours) to selected committees, clubs or management entities assessed as needing direct and tailored training - e.g., Smythesdale Football Netball Club.</p>
24 Assistance to Friends Groups etc.	Q4 Apr-Jun	100 %	<p>Friends of Groups and Landcare Groups are supported by Council through Community Grants Program (see attached list of approved grant recipients for 17/18).</p> <p>Council also supports Open Space Committees of Management through a dedicated budget line, and provide management support as required.</p> <p>Recreation also facilitated a dispute resolution meeting for the Chinaman's Lagoon Committee of Management (where Council has no Management responsibility).</p>

Strategy: 1.7.1.10 Advocate and lobby for regional youth service providers to service the Golden Plains Shire

Action	Status % Completed		Officer Comments
22 Regional youth service providers	Q3 Jan-Mar	100 %	Council staff regularly meet with regional service providers to develop and implement programs and services in the Golden Plains Shire. Examples over the past 12 months include entrepreneur training for young people, YMCA skate competitions, leadership programs by the Western Bulldogs, health clinics run by Barwon Health and many varied FreeZa programs.

Strategy: 1.7.2.01 Implement Community Development Strategy

Action	Status % Completed		Officer Comments
1.2 Build Organisational Commitment - profile successful community development projects	Q4 Apr-Jun	75 %	Built organisational commitment to Community Development through the Community Planning Program. Actions include; providing training, BluePoint project flow for staff, ensured indicators are in position descriptions. However some of the actions have not been done due to budget (i.e. hire additional community development staff) or a lack of human resources in the CD Team to deliver this whole strategy

3.01 Maximise Existing Initiatives - invest in community planning program	Q4 Apr-Jun	100 %	Council has maintained investment in the Community Planning program with Nicole Langtip of Langtip Community Consultants contracted until 30th of September 2018. In the 16/17 financial year Council has also distributed a total of \$55,800 of SEED funding to Scarsdale/Newtown, Linton, Napoleons, Grenville/Garibaldi, Berringa/Staffordshire Reef, Dereel, Teesdale and Batesford to assist with the implementation of community plans. We would also expect Bannockburn Community Coordinators to submit their SEED funding application for \$7,500 close to the end of the financial year.
3.02 Maximise Existing Initiatives - implement recommendations in 2015 review	Q4 Apr-Jun	100 %	<p>Action has continued on the 17 recommendations from the Community Planning review that occurred in 2015. This has included:</p> <ol style="list-style-type: none"> 1. Council continuing to invest in the Community Planning program 2. Council has acknowledged the success of the program in local media 3. Change the planning cycle to three years with \$7500 SEED funding maintained 4. Instating a program design, monitoring and evaluation system for the program and review after the first year to identify areas for improvement. 5. Community Coordinator capacity has been built through training opportunities including: "Pulling a Crowd" Engaging Volunteers", "But is it Art?" What is considered art & Culture, One – one group training at meetings with all Communities, Identifying and supporting communities with grant applications, Supporting communities to navigate Council for needs of individual projects, Development of resources which can be found on Council website to support training learnings 6. Community Planning Reference Group established and continues to meet quarterly 7. Community Coordinators manual has been again updated 8. Options for public liability insurance are being investigated and a cross council group brought together to investigate the issues and opportunities to support communities better in this area. 9. Process for developing new community plans has been consolidated and included in Manual 10. Marketing of program has continued through a range of mediums 11. Community Planning in Bannockburn has commenced with a new plan adopted and 9 Community Coordinators for the town. 12. Community Planning Newsletter produced quarterly by Community Planning Facilitator, Nicole, and presentations to Council have occurred when each new plan has been adopted. 13. Project enquiry system in place, and has been reviewed and improved. 14. Staff training delivered twice annually to provide information about how Community Plans can be integrated into Council Planning. 15. Community Planning Facilitator role has been retendered and reassigned in the past year following appropriate procurement processes after a change in circumstance for one of the companies

3.08 Maximise Existing Initiatives - grants	Q4 Apr-Jun	100 %	We have met our designated quota of 12 Gem of an Idea Grants in this financial year and offered 8 Seniors Festival grants as part of Seniors Week celebrations
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Strategy: 1.7.2.02 Implement volunteer support programs

Action	Status % Completed	Officer Comments
Implement volunteer support programs	Q4 Apr-Jun	100 % Training has been offered to volunteers to build capacity around a range of topics. This training has been offered to Council and Community volunteers

Strategy: 1.7.2.03 Implement the Bannockburn Community & Recreation Infrastructure Development Plan

Action	Status % Completed	Officer Comments
01 Bannockburn Civic Heart	Q3 Jan-Mar	100 % Council have been successful in securing \$1.2M in Federal Funding which will see deliver of phase 1 of the Bannockburn Heart project, in conjunction with Council contributions. RDV funding has been applied for and decision pending. SRV Minor Facility funding has been successful for active recreation elements. Community Consultation has commenced. Car park and Fire services works commence on April 3.

Strategy: 1.7.2.04 Advocate and lobby for increased funding for recreation and community infrastructure development

Action	Status % Completed	Officer Comments
20 Recreation and community infrastructure development	Q3 Jan-Mar	100 % Council staff meet regularly with the regional staff from the Department of Sport and Recreation to advocate for an increased level of funding for infrastructure. Council staff also raise this issue at relevant sport and recreation forums.

Strategy: 1.7.2.05 Develop volunteer policies to encourage retention of volunteers

Action	Status % Completed	Officer Comments
Develop volunteer policies etc.	Q4 Apr-Jun	100 % Volunteer Policies have been developed for all aspects of the Volunteer Management Program. These include amendments to already established Council policies and the introduction of new volunteer specific policies.

Strategy: 1.7.4.01 Participate in the management of the Geelong Regional Library Corporation

Action	Status % Completed		Officer Comments
06 Geelong Regional Library Corporation	Q3 Jan-Mar	100 %	Council staff attend all board meetings of the Geelong Regional Library Corporation and regularly meet with the managers of the service to ensure that the needs of residents are being met.

Strategy: 1.7.4.02 Advocate and lobby for increased funding for library services

Action	Status % Completed		Officer Comments
15 Library Services	Q3 Jan-Mar	100 %	Council staff work with the Geelong Regional Library Service to advocate for an increased level of funding from the State Government.

Strategy: 1.7.5.01 Improve organisational community engagement processes

Action	Status % Completed		Officer Comments
1.1 Engagement Practice - model for community reference panel	Q4 Apr-Jun	75 %	In progress, expected completion August 2017. Delayed completion due to change of staff in January 2017 and unanticipated level of staff time required for major engagement projects in 2016-2017, particularly the Council Plan. Excel database of interested community members has been created, collected from engagement events (including Council Plan survey, Listening Posts, workshops, and CRG). Community Engagement Officer received training in June 2017 in how to set up register online using Council website.
1.2 Engagement Practice - minimum standard for processes	Q4 Apr-Jun	50 %	In progress, expected completion October 2017. Minimum standards will be developed as part of a new SOP for community engagement. Initial discussions have been had regarding the requirements for the minimum standards.
1.3 Engagement Practice - post decision feedback template	Q4 Apr-Jun	100 %	Template for updated projects on Have Your Say has been created to assist staff in closing the loop with the community.
1.4 Engagement Practice - Councillor community briefings	Q4 Apr-Jun	75 %	Delayed completion due to change of staff in January 2017 and unanticipated level of staff time required for major engagement projects in 2016-2017, particularly the Council Plan. Expected completion date January 2017.

1.5 Engagement Practice - more active engagement activities	Q4 Apr-Jun	100 %	<p>Conversation Posts have occurred for projects e.g. Council Plan in 2016-17 FY. Attendance at Bannockburn and Smythesdale community markets are being planned for projects that require consultation over the next 6 months (July – December 2017).</p> <p>Branded materials have been purchased, and guidelines for staff have been developed.</p>
1.6 Engagement Practice - improved access for community	Q4 Apr-Jun	100 %	<p>In the last twelve months, the community has been provided with a number of ways to engage with Council. Including the planning application in the Council meeting has encouraged more of the community to come and listen to discussion. Community forums have been run across the Shire and community are encouraged to provide feedback via the new website feedback system. A public meeting of Council is held to hear people who wish to speak to their submissions under Sec 223. The proposed new GP Community & Civic Centre will include modern Council facilities for private meetings with ratepayer and modern Council Chambers with audio visual equipment for clarity during the meetings. A proposal to stream council meetings will also be <u>considered in the new facility</u>.</p>
1.8 Engagement Practice - access to Council's website	Q4 Apr-Jun	100 %	<p>We consistently encourage community to make use of Council website resources, using the search tool and presenting information in a logical way. The Have Your Say page generates substantial community traffic.</p>
2.1 Internal Engagement - system of reporting CE activities	Q4 Apr-Jun	75 %	<p>In progress, expected completion October 2017.</p> <p>Software developers were contracted in May 2017 to develop the "Community Engagement Manager", an internal online system for planning, monitoring and reporting on CE activities across the organisation. The Community Engagement Officer developed the content and tested this with staff in June 2017.</p> <p>The web application will be able to download data and create excel and pdf reports for individual engagements or for collated data from all engagements across the organisation.</p>
2.3 Internal Engagement - Councillors early engagement	Q4 Apr-Jun	75 %	<p>Staff will alert their manager or the major projects group when projects may need Councillor involvement.</p> <p>This requirement will be part of both the Community Engagement Manager web application and the Community Engagement SOP.</p>

3.1 Practice Framework - consolidate Principles in Framework	Q4 Apr-Jun	50 %	In progress, expected completion October 2017. Delayed completion due to change of staff in January 2017 and unanticipated level of staff time required for major engagement projects in 2016-2017, particularly the Council Plan. The 2010 Community Engagement framework has been reviewed and principles will be revised and incorporated into the new Community Engagement SOP.
3.2 Practice Framework - review staff & CE Policy	Q4 Apr-Jun	100 %	Community Engagement policy has been reviewed and it was determined that a Community Engagement SOP would be a better approach to organisational change. Planned completion of Community Engagement SOP is October 2017.
3.3 Practice Framework - revise CE Framework	Q4 Apr-Jun	50 %	In progress, expected completion October 2017. Delayed completion due to change of staff in January 2017 and unanticipated level of staff time required for major engagement projects in 2016-2017, particularly the Council Plan. The CE framework has been reviewed and elements have either been revised and incorporated into the new CE web application, or will be revised and incorporated in the new CE SOP. Planned completion of CE SOP is October 2017.
3.4 Practice Framework - CE toolkit	Q4 Apr-Jun	25 %	In progress, expected completion December 2017. Delayed completion due to change of staff in January 2017 and unanticipated level of staff time required for major engagement projects in 2016-2017, particularly the Council Plan. A range of templates including guidelines around engagement process and methods are under development.
5.1 Coordinated Approach - dedicated page on intranet	Q4 Apr-Jun	100 %	This should be re-assigned to the CE Officer.
5.2 Coordinated Approach - calendar of CE activities	Q4 Apr-Jun	75 %	In progress, expected completion October 2017. Software developers were contracted in May 2017 to develop the "Community Engagement Manager", an internal online system for planning, monitoring and reporting on CE activities across the organisation. The Community Engagement Officer developed the content and tested this with staff in June 2017. The Community Engagement Manager web application will include a dashboard which will assist staff and the Community Engagement Officer with coordination of engagement activities across the organisation.
5.4 Coordinated Approach - Action Learning approach	Q4 Apr-Jun	100 %	Action learning approach used with Council Plan Steering Group. Further projects will be targeted for action learning in 2017/18.

5.5 Coordinated Approach - highlight more active engagement opportunities	Q4 Apr-Jun	100 %	Active engagement opportunities planned and delivered for Council Plan & MPHWP including listening posts, workshops and Community Reference Group. Similar activities are now being used for other projects across Council.
5.6 Coordinated Approach - notification of CE activities	Q4 Apr-Jun	75 %	In progress, expected completion October 2017. Software developers were contracted in May 2017 to develop the "Community Engagement Manager", an internal online system for planning, monitoring and reporting on CE activities across the organisation. The Community Engagement Officer developed the content and tested this with staff in June 2017. The web application will include a dashboard which notifies staff and CE Officer when items are overdue including recording and evaluating engagement activities.
5.7 Coordinated Approach - performance of CE activities	Q4 Apr-Jun	100 %	Included in the Annual Report.
5.8 Coordinated Approach - implementation of Action Plan items	Q4 Apr-Jun	75 %	Review of the strategy for Management and Council is via Performance Manager and a Council report. Plans to report back to community via Have Your Say and Social Media about what we have achieved so far in the CE Strategy is planned for August 2017.

Strategy: 1.7.6.01 Implement Access and Inclusion Plan			
Action	Status % Completed		Officer Comments
01.1 Getting Around - natural and built environment - council buildings	Q4 Apr-Jun	100 %	An audit of 8 public toilet facilities was conducted in 2015. Budget was allocated and the upgrade of the Inverleigh toilets has been completed in line with the recommendations in the audit. Staff toilets at the Bannockburn office have been extended and upgraded to meet current standards.
01.2 Getting Around - natural and built environment - playgrounds	Q4 Apr-Jun	100 %	The Batesford playground which is about to be constructed has had input from the Disability - Access and Inclusion Committee. Representatives from the Works, Recreation and Health and Wellbeing Teams have met with City of Ballarat staff at the Livvi's Place play space in Ballarat to discuss accessible elements and surface choices for consideration in the planning of the Bannockburn Heart project. Several other playgrounds have been visited by staff as part of this planning. Funding has been secured by the Recreation Team to develop a Play space Strategy.

01.3 Getting Around - natural and built environment - planning	Q4 Apr-Jun	50 %	Disability - Access and Inclusion Committee have had the opportunity to participate in the MSS review. In previous years staff have attended Universal Design training which they consider in the planning of projects as well as DDA and building standards requirements. Staff are continuing to work in partnership with works and recreation to provide support and information in relation to best practice in regards to universal design.
01.4 Getting Around - natural and built environment - transport and roads	Q4 Apr-Jun	25 %	Rural Access worker has participated in consultations to scope establishing Travellers Aid in Ballarat. To date there has been little opportunity to participate in advocacy activity but staff are involved when opportunity presents.
02.1 Getting Involved - services and programs - participation	Q4 Apr-Jun	100 %	The Let's Go Lego Program has continued to run successfully over the last year with a volunteer facilitator and with administration and facility support from Council and Geelong Regional Library Corporation. Weekly sessions have up to 12 children attending with their parent or carer. School holiday Lego programs were also run in September at Haddon, Meredith and Bannockburn and in January at Bannockburn In partnership with Scope, Balloon Football and Creative Writing sessions were offered in January and April, however there were no participants. The YMCA ran All Abilities AFL Clinics in Bannockburn in June, unfortunately there were no participants..
02.2 Getting Involved - services and programs - community support	Q4 Apr-Jun	100 %	Rural Access worker and Disability - Access and Inclusion Advisory Committee have worked with Scope to get a weekly support program for young adults run in Bannockburn. The program will commence on 11 July 2017. Rural Access worker, Health and Wellbeing and Aged and Disability Team Leaders have met with NDIS several times to develop a collaborative partnership and to share information. NDIS have also presented at the General Practice Network meeting and at the Disability - Access and Inclusion Advisory Committee meeting. Volunteer training calendar session 'Pulling a crowd' which included engaging people with a disability was attended by 17 people.
02.3 Getting Involved - services and programs - raise awareness	Q4 Apr-Jun	100 %	The Disability - Access and Inclusion Advisory Committee communicate and advocate within their communities to raise awareness. The Rural Access worker supports the Committee with information as required for this. Disability Infographic is displayed in a number of centres and locations across the shire.
02.4 Getting Involved - services and programs - business community	Q4 Apr-Jun	0 %	This action is allocated to 17/18 pending budget availability. To date there has been little opportunity to work with business and this is area that Rural Access will continue to engage with Economic Development about.
03.1 Getting Informed - information and communication - website	Q4 Apr-Jun	100 %	The new website has been developed to WC3 World Wide Web compliance.
03.2 Getting Informed - information and communication - accessibility	Q4 Apr-Jun	75 %	A communications audit has been undertaken of council's key communications and some of the recommendations have been actioned. Staff training has been provided to Community Services team.

03.3 Getting Informed - information and communication - engage community	Q4 Apr-Jun	50 %	<p>We engage with community via the Disability - Access and Inclusion Advisory Committee regularly and community members were able to participate in the development of the Access and Inclusion Plan and many of council's other plans through face to face consultations, hard copy survey, email, phone and web survey.</p> <p>Rural access continues to advocate and work with units of Council to explore ways of making our communication with Community more accessible , currently work is being undertaken to develop an 'easy read' version of the Council Plan.</p>
04.1 Council Operations - employment	Q4 Apr-Jun	0 %	This will be progressed in 2017/18 and requires leadership form the Organisational Development Unit as this department implements and drives change for employees.
04.2 Council Operations - staff training	Q4 Apr-Jun	0 %	<p>Some staff have received training in accessible written communications. Staff training will be progressed in 2017/18 pending budget.</p> <p>In reviews being undertaken of staff training Rural Access will be advocating for 'inclusion' training for all staff and specialist customer service training for staff within a direct customer role.</p>
04.3 Council Operations - integrate	Q4 Apr-Jun	50 %	<p>Actions in the Access and Inclusion Plan have been allocated to relevant team plans. As strategies are being reviewed we have involved the Disability - Access and Inclusion Advisory Committee in the review process.</p>