



# Ordinary Meeting of Council Attachments

**16 March 2010**

## **Attachments**

### **PART 4**

<b>Item No.</b>	<b>Item Name</b>
10.17	Council Plan Activities Quarterly Performance Report October – December 2009

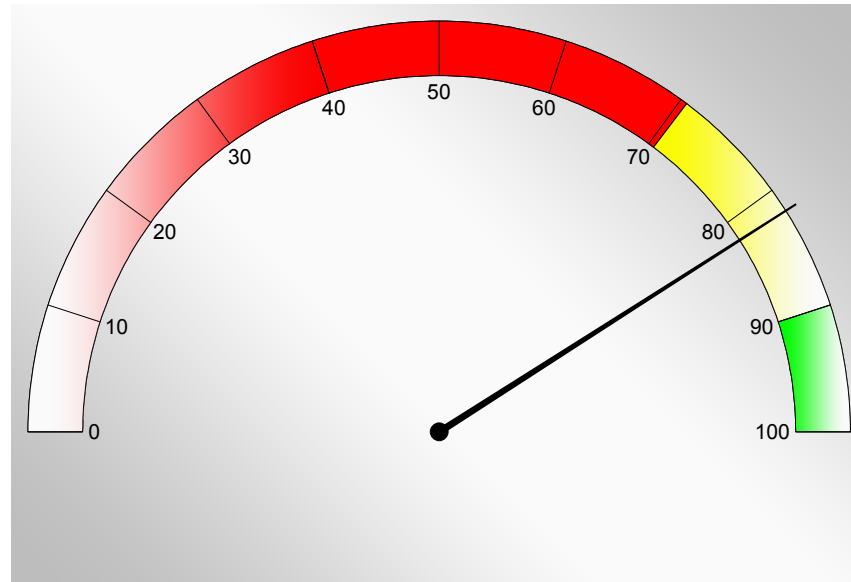





# Bayside City Council

Quarterly Report to Council

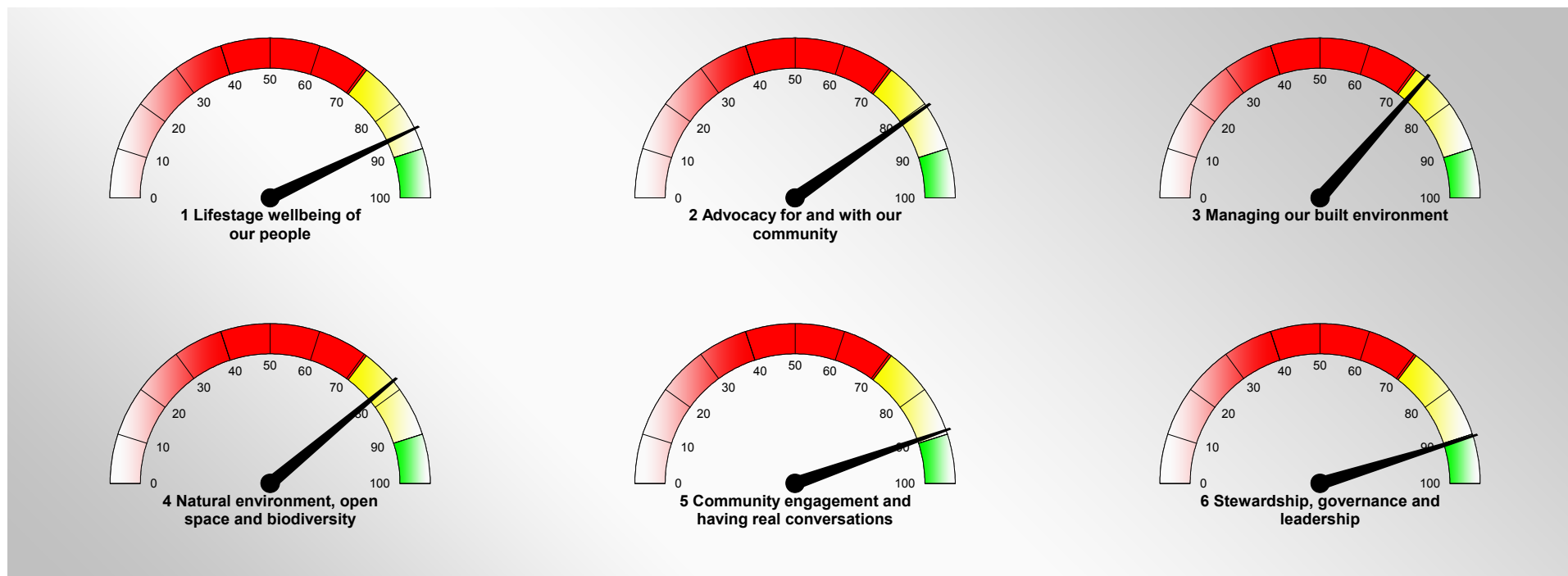
October to December 2009

### Progress Against Council Plan Activities



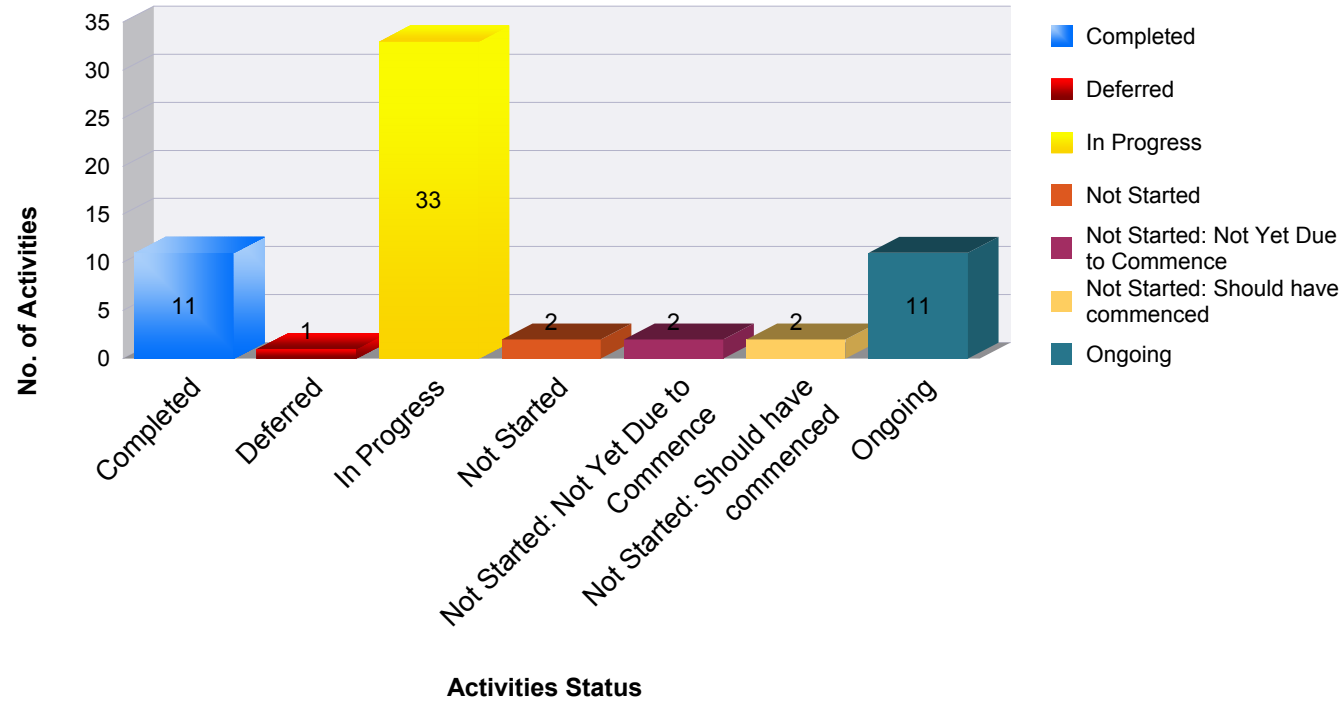
<i>Description</i>	<i>Indicator</i>
62 Council Plan Activities reported on	
35 Council Plan Activities at least 90% of monthly target	
4 Council Plan Activities between 70 and 90% of monthly target	
12 Council Plan Activities less than 70% of monthly target	
11 Council Plan Activities with no target set	

## Quarterly Progress Against Commitment Areas



COMMITMENT AREA	NO. OF COUNCIL PLAN ACTIVITIES REPORTED ON	NO. OF ACTIVITIES AT LEAST 90% OF TARGET	NO. OF ACTIVITIES BETWEEN 70 & 90% OF TARGET	NO. OF ACTIVITIES LESS THAN 70% OF TARGET	ACTIVITIES WITH NO TARGET
1 Lifestage wellbeing of our people	7	6	0	1	0
2 Advocacy for and with our community	8	4	0	1	3
3 Managing our built environment	13	5	2	5	1
4 Natural environment, open space and biodiversity	15	7	1	3	4
5 Community engagement and having real conversations	6	2	1	1	2
6 Stewardship, governance and leadership	13	10	1	1	1

### Council Plan Activities Breakdown



#### Activities Summary

- 11 Council Plan Activities Completed
- 1 Council Plan Activities Deferred
- 33 Council Plan Activities In Progress
- 2 Council Plan Activities Not Started
- 2 Council Plan Activities Not Started: Not Yet Due to Commence
- 2 Council Plan Activities Not Started: Should have commenced
- 11 Council Plan Activities Ongoing

### Council Plan Activities



At least 90% of target achieved



Between 70 and 90% of target achieved







Less than 70% of target achieved




**Commitment:** 1 Lifestage wellbeing of our people



**Strategic Objective:** Bayside residents will continue to enjoy a high quality of life and wellbeing

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will develop and maintain strong relationships in planning and delivering services and facilities for the health and wellbeing of the community including volunteerism					
Lead the development of a pilot program aimed at increasing the independence of older people	In Progress	July - September Project Manager appointed and draft project plan developed.  October - December Project plan finalised. Steering committee and reference group appointed. Project Manager establishing projects within each local government in the Southern region and spending time located at each organisation.	Community Services	30/06/2010	
Strengthen 'Bayside Gives' as a community building initiative	Not Started	Commencement of project delayed - linked to consideration of Community Foundation. Project to review effectiveness of the current activity, which is to link community members to local organisations and opportunities for volunteering, via a website that is funded and operated by Our Community. Given staff vacancy and current priorities to support the Highett seniors/community centre, this specific project has not yet commenced.	Community Services	30/06/2010	
Develop strategies to meet the identified needs of the Bayside population at all ages and stages in consultation with key stakeholders, including Council's Advisory Groups	In Progress	Currently developing a Municipal Early Years Plan 2009-2013 and a Youth Strategy 2010-2013. Community engagement and consultation process completed and currently collating results and developing plans.	Community Services	30/06/2010	

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will develop and maintain strong relationships in planning and delivering services and facilities for the health and wellbeing of the community including volunteerism					
Develop strategies to meet the identified needs of the Bayside population at all ages and stages in consultation with key stakeholder, including Council's Advisory Groups	In Progress	This Activity has 3 targets - Municipal Early Years Plan (Family Services) , Youth Services Strategy (Family Services) and the Municipal Health and Wellbeing Plan. The Service Development is responsible for the latter. The MHWP is on target.	Community Services	30/06/2010	
Implement a new respite program targeted at carers of frail older people and people suffering with dementia	Completed	<p>July - September Undertook a recruitment campaign to engage a pool of suitably qualified staff, drafted a program brochure, implemented a Tuesday bus outing and expanded in-home respite for clients and carers.</p> <p>October - December In-home, centre-based and group outing programs all established and part of day-to-day operations.</p>	Community Services	31/12/2009	
Strategy: We will provide accessible and high quality services meeting the established needs of people in their local community					
Improve and develop community facilities in line with endorsed strategies	Completed	<p>Upgrade of Brighton Library reception area, requiring appointment of carpet suppliers, removalists and cabinet makers.</p> <p>Install carpet and install new information desk and study corals October 2009</p>	Community Services	30/06/2010	
Improve and develop community facilities in line with endorsed strategies	In Progress	<p>Simpson Reserve pavilion upgrade - design development consultation with users undertaken. Preliminary costs estimates exceed budget provision. Consideration being given to staging.</p> <p>Highett Seniors Centre upgrade - construction completed on schedule. Building now occupied and interim operational arrangements being finalised.</p> <p>Donald MacDonald Reserve junior skate facility - community engagement plan being developed. Project behind schedule.</p>	Community Services	30/06/2010	

**Commitment: 2 Advocacy for and with our community****Strategic Objective:** We will be an effective advocate on behalf of, and with, the Bayside community







ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will lobby Federal and State governments for extra resources and changes to legislation that will benefit our community and organisation					
Lobby singularly and with key stakeholders to State government to obtain a fairer distribution of aged care funding	Completed	<p>July - September Attended MAV focus group. Awaiting draft consultant report in order to respond to recommendations.</p> <p>October - December Range of options identified by consultants. Attended meeting at the MAV to have input into preferred option. Final option expected to be presented by DHS prior to June 2010. Bayside expected to receive more than \$100,000 of HACC growth from the 2010 growth funds.</p>	Community Services	31/12/2009	
Strategy: We will work to limit cost-shifting to Council from the Federal and State governments					
Introduce a system to measure and identify financial contributions and cost shifting from state and federal governments	Completed	Completed. System developed and endorsed by EG. Additional work to record grant contributions from all departments.	Corporate Services	30/09/2009	
Examine and report to Council each new and varied funding offer against cost shifting implications (including detailed consideration of recurrent costs)	Completed	Completed. Grant register developed to record grant contributions and funding offers. The register is primarily focuses on an assessment of recurrent grant funding. Ongoing operational work to maintain and update.	Corporate Services	30/09/2009	
Strategy: We will identify opportunities to increase funding for human services					





ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will identify opportunities to increase funding for human services					
Pursue human services grant opportunities to enable improved services to the community	Ongoing	<p>Grant received from Department of Planning and Community Development (DPCD), for planning of the Highett Hub precinct, value of \$25,000.</p> <p>October - December \$5,000 received from the Department of Health to support vulnerable older people cope in the heat. Grant has been used to print and distribute information about how to cope in the heat.</p> <p>\$9,000 received from FReeZA for youth services, result of successful grant application. Council is required to apply for these funds each year as they are not automatically recurrent.</p> <p>\$50,000 grant from the Department of Early Education and Childhood Development to support planning for the Universal Access to kindergarten.</p> <p>The Library received \$15,720 from the Premier's reading Challenge Book Fund allocation.</p>	Community Services	30/06/2010	Ongoing
Strategy: We will achieve approval of our Bayside planning scheme amendments					
Conduct a focused and active campaign in support of Council's position on town planning matters	In Progress	Awaiting outcome of discussion by ISMMF and Coalition of Concerned Councillors as context for council decision on how it wishes to progress action.	Sustainability	30/06/2010	
Strategy: Through effective partnerships, Council will advocate to achieve positive environmental outcomes					
Adoption by Council of priorities arising from the Environmental Sustainability Framework and Local Environmental Sustainability Priority Statement	Not Started	Not started. Awaiting advice from Victorian Government about Victorian Local Sustainability Accord process. Will commence early in 2010. Victorian Government has indicated that participating councils will undertake a recommitment statement. Awaiting further information.	Sustainability	30/06/2010	
Present Council's view to Federal and State government departments (bodies) that influence environmental policy	Ongoing	Target to develop one submission. On 22 September 2009, Council approved submission to Victorian Government Climate Change Green Paper. Council has endorsed participation in MAV & City of Maribyrnong advocacy campaign for energy efficient local streetlighting. Council is participating in a committee that has been established for the campaign.	Sustainability	03/09/2009	Ongoing



ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: Through effective partnerships, Council will advocate to achieve positive environmental outcomes					
Build alliances and leverage support from key strategic stakeholders to achieve environmental outcomes	Ongoing	Department is participating in South East Councils Climate Change Alliance. Developing climate change community engagement project for implementation in the City of Bayside. Council attended September meeting of Victorian Local Sustainability Network.	Sustainability	30/06/2010	Ongoing

**Commitment: 3 Managing our built environment**




**Strategic Objective:** Buildings and infrastructure will be respectful of Bayside's character and environment and relevant to community needs, in creating a liveable city



ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: Built environment controls will encompass environmental sustainability, site responsive design and community needs					
Review and re-write the Local Planning Policy Framework (LPPF)	In Progress	Rewrite underway - anticipated completion May 2010	Sustainability	31/03/2010	
Introduce Water Sensitive Urban Design (WSUD) principles (C44 amendment) to improve the quality of stormwater discharged from properties	Completed	Gazettal of the Policy has occurred. Statutory Planners are now implementing the Policy in the consideration of planning applications.  won the Victorian Stormwater Industry Association Excellence Awards.	Sustainability	31/07/2009	
Introduce Sustainable Design in the Assessment of Town Planning Permits (SDAPP) to improve the sustainability of Bayside's built environment	Completed	Staff and industry training carried out. Information placed on Council website. Brochures printed and distributed.  EOI for the ESD Officer to assist in the implementation of SDAPP advertised. Interviews held and GHD appointed to provide ESD advice to Statutory Planners and developers.  Hand over to Statutory Planning for implementation from 1 October 2009 completed.	Sustainability	01/10/2009	
Strategy: We will engage with the community (developers, residents, consultants) on Council's expectations regarding controls over the built environment quality					
Conduct and evaluate the Bayside Built Environment Awards in promoting quality in the built environment	In Progress	The selection process and judging has been completed. A Council report with winners endorsed completed.  Review commenced feedback questionnaire sent to past judges.	Sustainability	31/12/2009	
Develop a communications plan, including holding of forums, to engage the community and building / development industry of Council's initiatives for the built environment	In Progress	Two ESD education programs in the use of the STEPs and SDS tools were undertaken last year for the local planning and development industry.  Further opportunities to be investigated as part of the development of the communications plan	Sustainability	30/06/2010	
Conduct a proactive education program for the local planning and development industry (ESD)	In Progress	Two ESD education programs in the use of the STEPS and SDS tools have been undertaken for the local planning and development industry .	Sustainability	30/06/2010	
Strategy: Our villages and activity centres will provide an attractive focus for their local communities					

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: Our villages and activity centres will provide an attractive focus for their local communities					
Develop four activity centre masterplans	In Progress	Bay Street Village masterplan was adopted by Council on 23 June 2009. Black Rock Village masterplan was adopted by Council on 28 April 2009. Martin Street Village masterplan will be presented to Council in April 2010. Hampton Street Village masterplan will be presented to Council in May 2010.	Infrastructure Services	30/11/2009	
Implement an integrated and holistic approach to activity centre planning involving all relevant council departments	Ongoing	Activity Centre Cross Organisational Working Group (ACCOG) established and considering Streetscape master plans, kerbside trading guidelines and development of a program titled "Greening Our Villages"	Sustainability	30/06/2010	Ongoing
Implement activity centre masterplans- subject to success of Federal Government funding application	In Progress	Application for funding in March 2009 was unsuccessful and the implementation of the activity centre masterplans was deferred. It is intended that a further application be made to the RLCIP \$120M grant fund during the third quarter. Initial mastepan implementation has commenced at Black Rock Village pedestrian crossings.	Infrastructure Services	30/06/2010	
Strategy: Housing will meet the diverse and changing community needs over time and be located to support sustainable living					
Prepare a Housing Strategy which establishes criteria to ensure flexibility and adaptability of building design to address changing lifestage needs of occupants (universal housing)	In Progress	Consultant appointed to complete scoping paper- to be completed March 2010. Scoping paper to identify tasks and timescales for completing housing strategy.	Sustainability	31/03/2010	
Adoption of a Housing Strategy that addresses future residential growth, sustainability and diversity of housing requirements	In Progress	Project plan has been developed and approved by Council. Have received grant funding from DPCD. Have attended DPCD Housing Growth Requiements workshops to understand the timing of the capacity data to be provided by DPCD and how best to proceed with the Housing Strategy. This will now be available in 2010, rather than July 2009 as previously indicated  Consultant appointed to complete scoping paper- to be completed March 2010. Scoping paper to identify tasks and timescales for completing housing strategy.	Sustainability	31/03/2010	
Strategy: We will provide sustainable infrastructure that is fit for purpose					



ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will provide sustainable infrastructure that is fit for purpose					
Introduce a Developer Contribution Plan in which new development contributes to the cost of additional public infrastructure	In Progress	Has been submitted to Department of Planning and Community Development with additional information requested. Awaiting authorisation by Minister for Planning.	Sustainability	30/06/2010	
Develop an Asset Management Strategy for all major asset classes	In Progress	Asset management plans for all major asset classes are well progressed. Asset management strategy is 90% complete.	Infrastructure Services	31/12/2009	




**Commitment: 4 Natural environment, open space and biodiversity****Strategic Objective:** We will improve the quality of our natural environment and open spaces and meet the challenges of climate change

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will conserve Bayside's natural environment					
Measure extent of vegetation within the vegetation protection overlay	Ongoing	The relevant information is being collated from aerial photos/planning permits to remove trees in VPO's/ Local Laws permits.	Sustainability	30/06/2010	Ongoing
Investigate additional means of measuring performance in conserving Bayside's natural environment	Ongoing	Process implemented to date for conserving Bayside's natural environment, require 'managing' the built form and monitoring any works on the foreshore/within the vegetation protection overlay areas/open space areas (ie parks /golf courses and wildlife reserves/sanctuaries) and areas of cultural sensitivity.  Planning permits are required for works in these areas and subject to a thorough assessment for potential impacts. The same sources of investigation are used to monitor change and growth in these areas.	Sustainability	30/06/2010	Ongoing
Strategy: We will increase the extent of tree canopy of the municipality including the planting of more trees on public land					
Plant 1400 additional trees in streets throughout the municipality	In Progress	This activity will take place in the planting season - i.e. the last quarter (April to June 2010). Sites have been confirmed and stock ordered. We will be planting 1,401 additional trees in our streets in 2010. Plants will be ordered this quarter and planted throughout the planting season.	Infrastructure Services	30/06/2010	
Monitor tree canopy for private land and for public land	Deferred	The Bayside tree canopy was determined to be 22.3% in 2008. This was done using aerial photography with associated digital terrain modelling arranged through the DSE. Funding in next year's Priority Projects budget will be sought to replicate this study.	Infrastructure Services	31/03/2010	Deferred
Develop and implement a communications plan to promote the protection of private and public trees	In Progress	Developed first draft of communications plan and seeking feedback from key stakeholders and relevant industry sources.	Infrastructure Services	30/06/2010	
Strategy: We will provide accessible open space that meets the identified needs of the Bayside community					
Develop a Bayside Open Space Strategy	In Progress	Community Engagement model further developed, workshops conducted and literature review underway.	Sustainability	31/12/2009	
Strategy: We will develop a response to the challenges of climate change, especially in coastal locations					





ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will develop a response to the challenges of climate change, especially in coastal locations					
Review of Coastal Strategy in preparation of a Coastal Action Plan	Not Started	The review has not commenced due to a number of factors. The review will need to be informed by the outcomes of the Open Space Strategy - final report due December 2010. It is advisable that the review is aligned with the implementation of the environmental sustainability and open space department, under the direction of the new manager.  In the interim, Parks will continue with our annual foreshore risk assessment program that includes recommended actions for erosion mitigation.	Infrastructure Services	30/06/2010	
Undertake two erosion control inspections and implement recommendations	In Progress	The first erosion control inspection has been completed and progress is being made in implementing any actions.	Infrastructure Services	30/06/2010	

**Strategic Objective:** We will reduce Council's reliance on non-renewable energy resources

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will achieve carbon neutrality for Council's operations by 2020					
Review and implement Greenhouse Action Plan	In Progress	Engaged consultant to undertake review of Council's carbon neutrality goal. An internal workshop will be conducted with senior management in October 2009 and a report will be completed by the end of the second quarter 2009-10. Council staff are also participating in external forums for federal and state policy initiatives. Report prepared for Council, Council has delayed consideration of report until after February-March 2009, when issues for national carbon pollution scheme are clearer.	Sustainability	28/02/2010	
Strategy: We will reduce Council's reliance on potable water					
Review Sustainable Water Management Strategy and Water Action Plan for water restrictions	In Progress	Developed scope and project brief for engaging consultant to undertake review of Sustainable Water Management Strategy and Water Action Plan. This has involved extensive internal and external stakeholder consultation and research. Anticipated that a consultant will be engaged by the end of October 2009 and a draft report will be produced by the end of 2009. Finalisation of the project is expected in early 2010. Delays with the appointment of consultant to undertake work. Consultant will be appointed in late January 2010 and work is now scheduled for completion by April 2010.	Sustainability	31/12/2009	
Strategy: We will educate and engage our community in environmental sustainability					








ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will educate and engage our community in environmental sustainability					
Review the format and content of environmental sustainability material on Bayside's website	Ongoing	Review commenced	Sustainability	30/06/2010	Ongoing
Reduce volume of waste to landfill	In Progress	Education programs to reduce waste to landfill are being delivered by Council's Waste Education Officer.	Infrastructure Services	30/06/2010	
Increase the recovery rate of solid waste for recycling or energy generation	In Progress	Education programs to increase the rate of solid waste recycling are being delivered by Council's Waste Education Officer.	Infrastructure Services	30/06/2010	
Review mechanisms for community engagement on environmental issues	In Progress	Undertaking a review of environment section of Council's web site. Undertaking community householder sustainability projects that will involve review of mechanisms for community engagement. Will implement a community engagement project on climate change early in 2010. This has been delayed because it is a regional project that will be coordinated with other councils. Climate change community engagement project has commenced and will be completed in the first half of 2010. Council has established an officer/councillor working party to investigate the establishment of an ecoliving centre in the City of Bayside. Investigation will be completed during the first quarter of 2010.	Sustainability	31/12/2009	
Develop a position on environmental issues that is well supported by the community	Ongoing	Evaluating Sustainable Living Program, Residential Energy Assessment Program and Council's involvement in Sustainability Victoria's Greenhouse Project and using evaluation to inform development of future approaches	Sustainability	30/06/2010	Ongoing


**Commitment: 5 Community engagement and having real conversations****Strategic Objective:** We will effectively engage with our community

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will increase transparency and knowledge about opportunities for community participation					
Review and ensure that the website provides accurate up to date information that is easy to find	In Progress	Redesign approaching final stages of design sign-off and migration of coded templates.	Executive	30/06/2010	
Inform the community of key Council issues via the local print media	In Progress	Respond to media enquiries in a timely, detailed manner. Prepare media releases, statements on key issues relevant to the community.	Executive	30/06/2010	
Strategy: We will provide a range of opportunities for the community to actively engage in Council's decision-making activities					
Facilitate opportunities to engage key stakeholders and community members in strategic planning activities	Ongoing	Focus groups held to develop Community Engagement Framework.  Community Engagement program developed for open space strategy  Community Plan brief developed and process of engaging consultants well established.	Executive	30/06/2010	Ongoing
Develop a Community Plan that engages the Bayside community and provides a long term vision for the municipality and our neighbourhoods	In Progress	Community Plan consultant's brief prepared for Councillor briefing on 6 October 2009. Community Plan Brief to Council on 13 October 2009 After 10 responses to the Community Plan Tender, two companies will be presenting to a Special Briefing on 3 FEB 2010, with the appointment to be made on 16 FEB 2010	Executive	30/06/2010	
Develop and implement Council's Communications Strategy, incorporate new communication techniques including mobile phone and Web 2+ technology to provide opportunities for conversation, feedback and two-way communication	Not Started	Multimedia and Web 2 technologies are being investigated and trialled.	Executive	31/12/2009	
Strategy: We will ensure our approaches to community engagement are appropriate, ongoing, open and collaborative					
Develop and implement community engagement plans for all major projects	Ongoing	Community Engagement projects proposed by Council are being scoped, with Community Engagement Plans being prepared for key issues.  Community Engagement is being considered on major projects, and implemented in accordance with the BCC Framework	Executive	30/06/2010	Ongoing






**Commitment: 6 Stewardship, governance and leadership****Strategic Objective:** We will improve the condition and suitability of the municipality's assets and resources, and the capability of our organisation

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: Economic, social and environmental impacts will inform all Council decisions					
Implement a procurement policy that considers economic, social and environmental impacts	Completed	Policy adopted by Council September 2009.	Corporate Services	31/12/2009	
Strategy: Our long-term financial strategy will provide a transparent validation of Council's intentions to continue to achieve financial sustainability in the medium to long term					
Completion of the capital works program	In Progress	All capital works have been allocated to Budget Managers and Project Managers. Project Plans have been developed and regular progress meetings are held to ensure projects are on target.	Infrastructure Services	30/06/2010	
Long Term Financial Plan -establish a financial framework to support sound financial decisions	In Progress	Current review based on update to maloney model (renewal capital) and draft 10 year capital program.	Corporate Services	30/06/2010	
Develop an annual budget in accordance with the Long-Term Financial Strategy	In Progress	Project scheduled for completion January to June 2010	Corporate Services	01/04/2010	
Integrate a 10 year capital works program into Council's strategic financial direction	In Progress	Financial Sustainability Working Group established to develop 10 year capital program for input to long term financial plan.	Corporate Services	30/06/2010	
Strategy: We will achieve sound risk management					
Complete the annual internal audit program in accordance with the Audit Charter	In Progress	Audit plan to date is completed, however Purchasing and Procurement audit and the Contract Management audit has been substituted with the following audits:  * CAATS report on Accounts Payable, and * CAATS report of the Masterfile.  Both substituted audits have been agreed to by the Audit Committee.	Corporate Services	30/06/2010	
Strategy: We will meet the current and future requirements relating to organisation structure, capability, succession and talent management					
Adopt an Organisation Business Plan Framework that provides a long-term vision and strategy for the organisation	Completed	Organisation Business Plan 2009/13 (OBP) utilises the Business Excellence Framework (BEF).  The framework has been approved by the CEO.  Activities have been developed for 2009/10.  A review of the OBP will be undertaken in February 2010	Executive	30/06/2010	

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: We will meet the current and future requirements relating to organisation structure, capability, succession and talent management					
Introduce the Business Excellence Framework to Bayside as the model for Continuous Improvement	Completed	The Business Excellence Framework has been adopted as the model for Council's continuous improvement program. The program to be known as the Business Excellence @ Bayside Program has commenced, with Phase One completed in December 2009. Phase Two will commence in February 2010.	Executive	30/12/2009	

**Strategic Objective:** We will provide open, transparent and accountable governance with the highest standards of integrity

ACTIVITY	STATUS	PROGRESS COMMENTS	DIVISION	COMP. DATE	PROGRESS
Strategy: Council will regularly review and reflect on its decisions and performance					
Develop quarterly performance reporting to Council via Interplan	Completed	The template for the Quarterly Report to Council has been finalised. The first of these reports (July to September 2009) was presented to Council in November 2009.	Executive	30/09/2009	
Identify strategies to improve areas of opportunity as identified in the DPCD survey	Ongoing	Discussions and staff workshops held to determine Council needs. Meetings arranged with DPCD to discuss. Actions part of service planning.	Executive	30/06/2010	Ongoing
Council will undertake a selfassessment against the Code of Conduct	Not Started	Council recently adopted a Code of Conduct in September 2009. It is proposed that a self assessment be undertaken in March 2010. Councillors have agreed to meet with themselves on a regular basis to review how they are tracking and reflect on the Code of Conduct. First meeting to be held on 23 February.	Corporate Services	31/03/2010	
Strategy: Council decisions and initiatives will be based on clear and transparent evidence, informed by economic, environmental and social considerations					
Develop a policy and strategy framework	In Progress	The Council Policy Framework was adopted by Council on 27 October 2009. The handbook and templates are currently being finalised, including an implementation plan. This will occur by February 2010.	Executive	30/10/2009	
Review all current plans, strategies and policies against framework	Not Started	The Policy and Strategy Framework Policy was adopted by Council in October 2009. Review of all policies, strategies and plans will commence after the handbook and templates have been finalised, which should occur in February 2010.	Executive	30/06/2011	