

MITCHELL SHIRE COUNCIL COUNCIL PLAN 2017 – 2021 *Action Plan - Year One*



MITCHELL SHIRE COUNCIL



OUR INTEGRATED PLANNING AND REPORTING FRAMEWORK

The Victorian Planning and Accountability Framework

The Local Government Act 1989 requires councils to prepare the following planning and reporting documents:

- A Council Plan within the six months after each general election or by 30 June, whichever is later
- A Strategic Resource Plan for a period of at least four years and include this in the Council Plan
- A Budget for each financial year
- An Annual Report in respect of each financial year.

The following diagram shows the relationships between the key planning and reporting documents that make up the planning and accountability framework for local government. It also shows the opportunities for community and stakeholder input and feedback at various stages of the planning and reporting cycle.

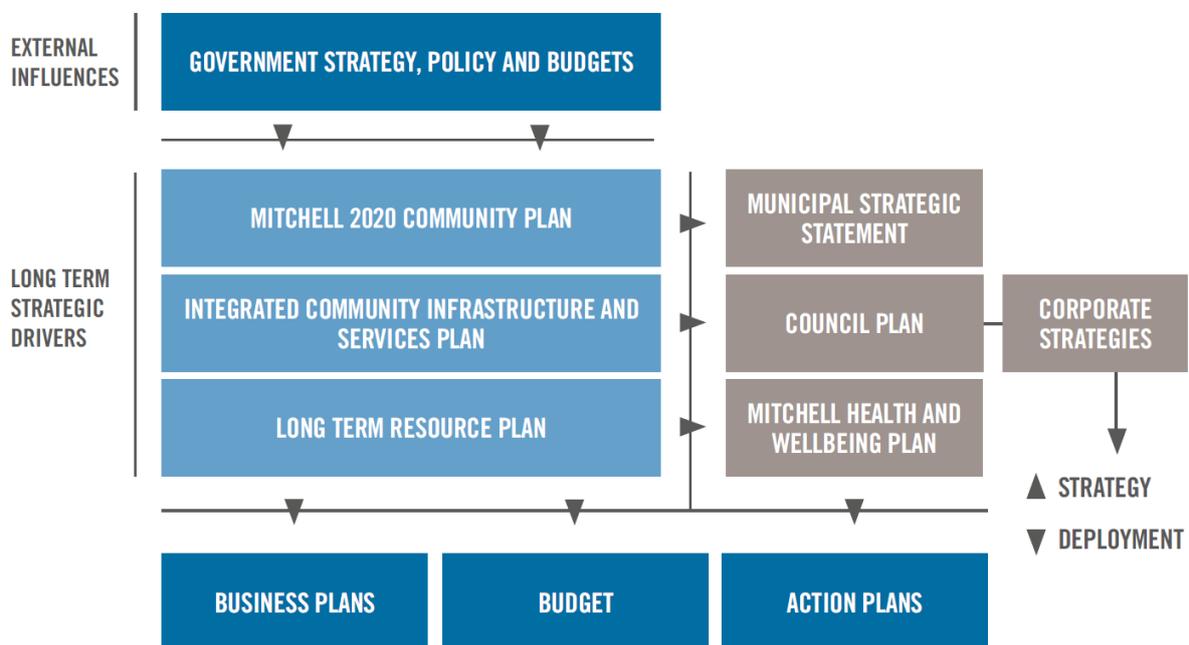


What is a Council Plan?

Each newly elected Council is required by legislation to develop a new Council Plan. The Council Plan is a four-year medium-term outlook (compared to the longer-term aspirations of the Mitchell 2020 Community Plan). The Council Plan is supported by an annual action plan and an annual budget as well as the four-year Strategic Resource Plan.

Integrated Planning Framework

The Council Plan forms a fundamental part of Mitchell’s Integrated planning framework. The Council Plan is the connection point between the external influences of government policy and population growth, Mitchell Shire’s 2020 Community Plan and Council’s long-term planning processes. The Council Plan drives the development of the annual budget and is actioned through department business plans. The diagram below emphasises the links between these key elements.



Reporting

We are committed to transparently reporting on our progress towards achieving the strategies and actions in this Council Plan. Following is our mid-year performance against the Council Plan Year 1 Action Plan.



Our Strategic Objectives

ADVOCACY

- > To relentlessly advocate for funding to benefit our community.



COMMUNITY PARTICIPATION

- > To actively explore all opportunities for community involvement and participation in Council decisions.



RESPONSIBLE PLANNING

- > To demand best practice outcomes when planning for future growth.



STRONG COMMUNITIES

- > To build and nurture strong and vibrant communities where people are proud to live.



SUPPORTING LOCAL JOBS AND QUALITY INVESTMENT

- > To identify, encourage and actively promote investment, business and tourism.



FINANCIAL AND ORGANISATIONAL MANAGEMENT

- > To be leaders in financial and organisational management.



CARING FOR OUR ENVIRONMENT

- > To be responsible custodians, by managing and enhancing our environment and minimising the impacts of waste, natural disasters and climate change.



Advocacy

To relentlessly advocate for funding to benefit our community.

Strategy 1.1: Establish an Advocacy Strategy that includes key priorities, and clear roles and responsibilities				
Measure of Success: The Advocacy plan provides clear direction and priorities for Council and the Community				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
An Advocacy Plan is developed and adopted by Council.	Ongoing	n/a	n/a	An Advocacy Plan was completed, however not endorsed by Council.
Advocacy priorities for the State and Federal Budgets are developed and adopted.	Single year	50	50	Advocacy priorities for State and Federal Government budget considerations will be completed and adopted by Council, 19 March 2018. However, draft Advocacy priorities were submitted to both State and Federal Governments for consideration in their 2018/19 budget preparation, November 2017.
An Advocacy Communication Plan is developed to support agreed priorities.	Single year	0	n/a	A Communications Plan will be completed in February 2018.
Business Cases for key advocacy priorities are developed including: <ul style="list-style-type: none"> Greenhill recreation and leisure precinct site investigation and masterplan. 	Single year	100	100	The Masterplan preparation is currently advancing and will include outcomes in relation to the hilltop and sloping land.
<ul style="list-style-type: none"> Seymour Revitalisation Project 	Single year	0	n/a	This project will commence in Q4 and assists in implementing part of the vision of the Seymour Structure Plan.
<ul style="list-style-type: none"> Design Concept for Seymour Resource and Recovery Centre 	Multi year	0	n/a	Design Concepts have been completed for Seymour Resource Recovery Centre in December 2017 and endorsed by Council as part of the Advancing Major Infrastructure Report.
Advocacy efforts are aligned with the Interface Councils campaign.	Ongoing	n/a	n/a	A number of key Advocacy priorities are aligned to the Interface Council's priorities, they include Access to Services, Transport, Roads, Community Infrastructure (increasing the growing suburbs fund to \$50K) and Education Provision.
Business cases are aligned with State and Federal Government policy.	Ongoing	n/a	n/a	Business cases are currently being developed and are aligned to State and Federal government policy direction. <ul style="list-style-type: none"> VAGO developing transport infrastructure and services for population growth areas 2017 Interface Councils Budget Submissions



Strategy 1.1: Establish an Advocacy Strategy that includes key priorities, and clear roles and responsibilities

Measure of Success: The Advocacy plan provides clear direction and priorities for Council and the Community

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				<ul style="list-style-type: none"> National Growth Areas Alliance: Fund our Future Campaign Infrastructure Projects 2014 Election - Policy Costing Kilmore/Wallan bypass Kilmore-Wallan Bypass Environment Effects Statement (EES) 2014 Hume Regional Growth Plan 2014 Victoria 30 Year Infrastructure Strategy
Council is kept informed about government policy changes.	Ongoing	n/a	n/a	Councillors are provided with up to date information via the Councillor Portal and Strategy Sessions as they arise.
Recommendations from the Wallan to Heathcote Rail Trail Feasibility Study are agreed and communicated to stakeholders.	Single Year	75	75	Completion of the Wallan to Heathcote Rail Trail Feasibility Study, including an extensive program of community consultation to gather feedback from almost 700 people by way of 37 one-to-one landholder interviews; discussions with 34 key stakeholders across eight sessions; engagement and discussions with 233 individuals across six community listening posts; and completion of 303 surveys online and at community listening posts as an extension of the discussion that were held.
An Advocacy Plan for active and public transport in the Shire is developed.	Single year	40	40	Public transport is one of three core priorities to be included in the advocacy priority list to be presented to Council for endorsement in March 2018.

Strategy 1.2: Establish and maintain local and regional partnerships to secure funding and policy commitments

Measure of Success: There is a shared vision for Mitchell Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Advocacy priorities are endorsed by Council.	Single year	25	25	Advocacy priorities will be presented to Council for endorsement at the March 2018 Council meeting.



Strategy 1.2: Establish and maintain local and regional partnerships to secure funding and policy commitments

Measure of Success: There is a shared vision for Mitchell Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Regular engagement with local members of State and Federal Parliament occurs to strengthen alignment with key priorities for the municipality.	Ongoing	n/a	n/a	Various meetings have occurred with both State and Federal Members of Parliament. During Interface Week in September 2017, officers and the Mayor met with both State Government and State Opposition Members of Parliament as part of the ten Interface Council's roadshow, highlighting priorities for funding or policy considerations.
A database of community members and stakeholders aligned to various advocacy priorities is developed.	Single year	25	25	Draft database developed. Alignment to priorities to occur in Q3.
Local community social media platforms are used to support advocacy priorities.	Ongoing	n/a	n/a	Council's social media channels have been used to highlight core Advocacy initiatives and to support Interface Councils advocacy work. The Liveability Project and Human Services Gap analysis received strong attention in late 2017. Social media will be a major feature of Council's communications for the endorsed advocacy priorities in 2018.
Data and business cases supporting the advocacy platform are made available on Council's website.	Ongoing	n/a	n/a	The advocacy section of the website has been updated in preparation for endorsement of Advocacy priorities in Q3 and increased public activity in Q4. Fact sheets will be available for download from Council's website from April 2018.
Data and information is provided to community leaders and business representatives to support advocacy priorities.	Ongoing	n/a	n/a	Data has been prepared and provided to various sectors.
Advocacy priorities reflect the strategic objectives set out in the Council Plan and related strategies across the organisation.	Ongoing	n/a	n/a	All Advocacy priorities have been prepared to align with Council's four-year plan.
Proactive communication and engagement plans are developed to support advocacy priorities.	Ongoing	n/a	n/a	An Advocacy priorities document and an advocacy action plan have been developed and will be presented to the Executive Leadership Team and Council for endorsement in March 2018. The plan will focus on the upcoming State election with three



Strategy 1.2: Establish and maintain local and regional partnerships to secure funding and policy commitments

Measure of Success: There is a shared vision for Mitchell Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				core priorities. A broader advocacy priorities list will also be developed for endorsement. Council is also actively supporting the Interface Councils Liveability Project advocacy communication including media and social media platforms.
Key messages are developed for Councillors and staff to support discussions with stakeholders and the community.	Single year	25	25	Key messages are currently in draft.
A human services partnership network is developed to focus on planning for health and human services priorities.	Ongoing	n/a	n/a	The Human Services Partnership Network has not been developed yet.
A review of key networks and Mitchell Shire's participation is completed.	Ongoing	n/a	n/a	This action has not commenced.

Strategy 1.3: Support and collaborate with local groups and organisations to access potential funding and identify joint advocacy priorities

Measure of Success: Mitchell Shire is a trusted source for evidence-based information supporting community priorities.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A training package is designed to support the development of advocacy skills for Councillors, staff and key stakeholders.	Single year	0	n/a	Advocacy toolkit being developed. A session will be undertaken with Senior Leadership Team in May 2018.
The advocacy training program is delivered to targeted audiences.	Single year	0	n/a	Session with the Senior Leadership Team will be undertaken in May 2018.
There is regular engagement with Advisory Groups, community network meetings, 1-1's with community groups etc to assist with data and evidence to support funding submissions.	Ongoing	n/a	n/a	Steering committees and Advisory committees aligned to strategic plans, and meetings held quarterly.
A Youth Advocacy Plan is developed in conjunction with the Life Stages Plan.	Single year	50	50	Youth Advocacy Fact Sheets Prepared for Youth Services Hub, Life Stages Draft Strategy completed.
Engagement occurs with all Youth Advisory groups and Youth Council.	Single year	50	50	Quarterly Youth Steering Committee Meetings held. Youth Advisory Group meetings held fortnightly (Mitchell Youth Council, Mitchell FReeZA).



Community Participation

To actively explore all opportunities for community involvement and participation in Council decisions.

Strategy 2.1: Review and improve our community engagement framework				
Measure of Success: The community feels heard, and that their views are reflected in Council's plans and strategies				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A review of the Engagement Framework is completed and agreed improvements implemented.	Single year	50	50	Framework in Draft version to present to Council for Community Consultation in April 2018.
An evaluation of the 'Engaging Mitchell' digital platform is completed and agreed improvements implemented.	Multi year	0	n/a	Review to be conducted as part of the four-year digital roadmap through the web project team and following the review of the Community Engagement Framework. Timelines may need reviewing depending on where this project falls on that roadmap. Due to project dependencies on the web project and the Community Engagement framework, it is likely that this action will continue into 2018/19.

Strategy 2.2: Provide opportunities for inclusive participation across the Shire				
Measure of Success: We are working to create a more equitable Mitchell Shire				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Current levels of participation are reviewed against industry benchmarks and demographic data, and a report provided to Council.	Single year	25	25	Literature review conducted identifying best practice Councils. Toolkit and engagement framework to be adopted in Q4.
Council supports and facilitates a broad range of diverse community events.	Ongoing	n/a	n/a	Community events undertaken throughout the year (e.g. Multicultural Festival, Community BBQs, Youth Week).
Council recognises cultural days and other days of significance for the community.	Ongoing	n/a	n/a	Cultural days of significance occur throughout the year and Council acknowledges and supports these as appropriate (National Sorry Day, IDAHOT, NAIDOC, IWD, IDPWD, Cultural Diversity Week).
There is an increase in the number of cultural and all abilities resources across all service areas.	Ongoing	n/a	n/a	Social Justice Strategy Adopted with focus on Equitable Access to Services - Supporting Vulnerability & Disability, Cultural Diversity and ATSI, Successful application of the 'Changing Places facility' Hadfield Park Wallan.



Strategy 2.2: Provide opportunities for inclusive participation across the Shire

Measure of Success: We are working to create a more equitable Mitchell Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Social Justice Framework is developed and implemented.	Ongoing	n/a	n/a	Framework adopted and implemented including community consultation.
A Social Justice Advisory Group is established.	Single year	0	n/a	Advisory Group to be establish in February 2018 and quarterly meetings held thereafter.
AAA accessibility guidelines are included in the development of a new website, the digital first strategy project and the Plain English guide.	Multi year	25	25	Tender specifications have included AA accessibility as a requirement and AAA accessibility as desired. This will be a requirement for all digital projects in the four-year digital roadmap including e-services roll outs.
The Event Evaluation Framework is adopted for all Council run events.	Single year	0	n/a	Not commencing until Q3.
Project Scoping for place-based Community Plans is completed and provided to Council for consideration.	Multi year	0	n/a	Budget allocated for placemaking in draft Council Budget 2018/19. Project scoping to commence in Q4.

Strategy 2.3: Simplify ways the community can engage with Council and access information

Measure of Success: The community feels connected to Council

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Communication and engagement tools are reviewed as part of the Engagement Framework review.	Multi year	0	n/a	To be conducted following the review of the Community Engagement Framework and in partnership with the Engaging Mitchell champions.
There is increased engagement through the community voice panel, face to face interactions, forum/workshop engagement, online engagement and social media.	Ongoing	n/a	n/a	Increase in engagement across community including 57 new registrations and over 10k visits to the Engaging Mitchell Website from July-Dec 2017
Resources and planning is undertaken for the development of a Digital First Strategy.	Multi year	0	n/a	Work to commence in Q4 and into next year.
A new website and Digital First roadmap is developed.	Single year	25	25	Tender documents have been completed to support the website redevelopment project. Evaluation and appointment of successful tenderer is anticipated in Q3.
A Communication Strategy is developed and adopted.	Multi year	0	n/a	Development scheduled for Q4, pending any impacts from web project.



Strategy 2.3: Simplify ways the community can engage with Council and access information

Measure of Success: The community feels connected to Council

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				It is likely that this action will continue into 2018/19 pending budget allocation.
Digital channels are reviewed and prioritised as part of the Digital First roadmap and Communication Strategy.	Ongoing	n/a	n/a	Digital channels all experienced sustained and high growth in 2017 with a 70% increase in engagement across Facebook channels, a 23% increase in unique web visitors (out of a total of nearly 150,000 unique visitors). The use of Facebook by customers for customer requests continues to increase. ENews growth remains slow, but more regular eNewsletters and a changed content mix has seen engagement regarding articles increase. This content and strategy mix will be reviewed and prioritised as part of the Digital First roadmap and Communication Strategy.
A Plain English Guide is developed, implemented and adopted by all Council departments.	Single year	20	20	To be developed for web content creation and then adapted for other publications. Some larger volume technical publications have been reviewed and reworded (e.g. rates notices, animal registrations). It is recommended that this action is ongoing.
Staff and Councillors are trained in Community Engagement methods.	Single year	0	n/a	Training to be conducted in Q4.
Website content for the 2017/18 capital works program is developed and regularly updated to inform community about progress.	Single year	50	n/a	Project being deferred until 2018/19 to tie in with the website redevelopment.
An evaluation process and baseline engagement level is established for communication and engagement processes.	Single year	25	50	Community Engagement Framework Revision in Draft format inclusive of newly developed Toolkit as per feedback from VAGO Report.



Responsible Planning

To demand best practice outcomes when planning for future growth.

Strategy 3.1: Plan for growth and change through best practice design of services, infrastructure, open space and recreation facilities				
Measure of Success: Precinct Structure Plans and Township Structure Plans completed				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Consultation is completed, and the Planning Scheme Amendment process commenced for the Seymour Structure Plan.	Multi year	20	20	Consultation is nearing completion with the Structure Plan to be endorsed by Council first half of 2018. Planning Scheme Amendment phase of the project to commence second half of 2018.
A gap analysis and background study for the Broadford Structure Plan are commenced.	Multi year	0	n/a	Initial opportunities and constraints mapping and engagement of specialist consultants occurring first half of 2018.
Formal exhibition of the Planning Scheme amendment for Kilmore Structure Plan is completed.	Single year	100	100	Amendment C123 was publicly exhibited October/November 2017.
Formal exhibition of the Planning Scheme amendment for Wandong and Heathcote Junction Structure Plan is completed.	Single year	100	100	Amendment C123 was publicly exhibited October/November 2017.
Applications are made for government funding for two priority projects for Kilmore under the Kilmore Revitalisation Plan.	Ongoing	n/a	n/a	Application was made for the Kilmore Town Centre Revitalisation work through the Growing Suburbs Fund. Application is also being made for the Kilmore Creek Revitalisation plan.
The Wallan Town Heart project is progressed in line with project milestones.	Single year	50	50	Finalisation of detailed design and commencement of procurement to secure services of main contractor.
There is regular engagement with Victorian Planning Authority and key government agencies.	Ongoing	n/a	n/a	Council officers have been meeting with the Victorian Planning Authority (VPA) and other key state government agencies to assist in the preparation of Precinct Structure Plans and other key strategies. Discussions are occurring on a weekly basis and meeting with agencies such as VPA on a fortnightly basis.
Input is provided to Beveridge Central Precinct Structure Plan.	Single year	50	95	Final structure plan and planning scheme amendment submitted to Department of Environment Land Water and Planning (DELWP) by VPA prior to Christmas. Awaiting final Ministerial approval.



Strategy 3.1: Plan for growth and change through best practice design of services, infrastructure, open space and recreation facilities

Measure of Success: Precinct Structure Plans and Township Structure Plans completed

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Input is provided to Beveridge North West Precinct Structure Plan.	Single year	25	25	Agency consultation has occurred. Formal public exhibition of Precinct Structure Plan and planning scheme amendment due first half 2018.

Strategy 3.2: Plan for a diversity of housing and households

Measure of Success: Growth Area Plans facilitate housing diversity

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
There is ongoing consultation with the Victorian Planning Authority (VPA) about Mitchell Shire's requirements in State Planning Policy for Growth areas.	Ongoing	n/a	n/a	Council officers have been meeting with the VPA and other key state government agencies to assist in the preparation of PSPs and other key strategies. Discussions are occurring on a weekly basis and meeting with agencies such as VPA on a fortnightly basis.

Strategy 3.3: Prioritise environmental and sustainability outcomes in planning decisions

Measure of Success: Local Planning Policy supports sustainable development

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A review of the Terms of Reference for the Environmental Advisory Committee is commenced.	Single year	100	100	Revised Terms of Reference adopted at the 21 August 2017 Council meeting.
There is regular and timely engagement and communication with the Environmental Advisory Committee.	Ongoing	n/a	n/a	Four meetings of the Mitchell Environment Advisory Committee have been held.



Strategy 3.4: Review heritage values and support the community in protecting and enhancing local natural and built heritage

Measure of Success: Heritage planning controls support the preservation of heritage values

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
There is regular and timely engagement and communication with the Mitchell Shire Heritage Advisory Committee.	Ongoing	n/a	n/a	The Heritage Advisory Committee meets bi-monthly and is an opportunity to provide updates on key strategic work.
There is regular and timely engagement and communication with Historical Societies, Registered Aboriginal Parties and relevant Agencies.	Ongoing	n/a	n/a	There are bi-monthly meetings with the Heritage Advisory Committee. In addition, there has been input from local historical groups into the preparation and formulation of key strategic documents such as the township structure plans. The relevant registered Aboriginal parties are also consulted throughout the preparation of PSPs, township structure plans and Planning Scheme Amendments.

Strategy 3.5: Improve planning processes to ensure user-friendly and timely planning process and high-quality decisions.

Measure of Success: Increased satisfaction with Councils Planning Services

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The project to implement electronic planning application lodgement is progressed.	Single year	50	60	Project commenced but was delayed due to turn over of staff both in Council and TechOne, recently recommenced progress is being made to testing of draft system developed. further progress has occurred with the purchase of software to enable the digital assessment and endorsement of drawing associated with planning applications.
An improvement strategy to increase user satisfaction with planning application processes is developed and implemented.	Single year	50	50	Revised processes have been developed to facilitate better assessment of planning permit applications. as a result, there has been a significant improvement with external relationships and a reduction in complaints received. This will be a continuing process and embedded as a continuous improvement ideal.
There is ongoing internal and external consultation aimed at increasing user satisfaction with planning applications processes.	Ongoing	n/a	n/a	Regular internal and external meetings are held, and many relationships established through this period which will be an ongoing habit.



Strategy 3.5: Improve planning processes to ensure user-friendly and timely planning process and high-quality decisions.

Measure of Success: Increased satisfaction with Councils Planning Services

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
There is regular engagement with applicants and Council regarding Council planning decisions upheld at VCAT.	Ongoing	n/a	n/a	Significant effort has been made in this area, and it will continue to be an area of focus for the future.
There is regular engagement with applicants and Council regarding improved satisfaction with Council's Planning services.	Ongoing	n/a	n/a	This is an ongoing requirement - regular meeting held with regular applicants to ensure relationships are maintained and improved.

Strategy 3.6: Employ best practice planning tools to achieve desired outcomes

Measure of Success: Mitchell Planning Scheme Local Policy reflects community expectations

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Planning for a local Planning Policy review commences.	Multi year	0	n/a	Informal discussions in relation to reviewing the Mitchell Planning Scheme and local policies have been held with DELWP. The review will need to align with emerging State Government Policy which is intended to be finalised mid-2018.
Community safety, wellbeing and sustainability considerations for new developments are prioritised in the review of Local Planning Policy.	Ongoing	n/a	n/a	Existing community aspirations and future community outcomes are factored into planning for our townships and growth areas.

Strategy 3.7: Improve the liveability of Mitchell Shire

Measure of Success: Mitchell Shires Liveability indicators improve over the life of the Council

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Mitchell Shire Liveability indicators and baseline measures are developed.	Single year	25	25	Working group formed with Department of Health and Human Services and RMIT University to develop Liveability Indicators for Mitchell Shire.
Staff are trained in Liveability principles.	Ongoing	n/a	n/a	Work to commence once indicators developed, likely early 2019.



Strategy 3.8: Support safe communities through best practice design and planning standards

Measure of Success: Design and planning standards support improved community safety outcomes

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Crime Prevention Through Environmental Design (CPTED) principles for the design of Council public spaces and developer led projects are adopted.	Ongoing	n/a	n/a	Crime Prevention Through Environmental Design principals are typically included in our key strategic documents which filter through to new subdivision layouts e.g. Residential development fronting pocket parks and reserves, such as the recent developments at Mandalay and Springridge.
Work is undertaken with internal departments to ensure CPTED principles are incorporated into the design or renewal of open space and recreation assets.	Ongoing	n/a	n/a	Crime Prevention Through Environmental Design principals are typically included in our key strategic documents which filter through to new subdivision layouts e.g. Residential development fronting pocket parks and reserves, such as the recent developments at Mandalay and Springridge.

Strategy 3.9: Improve the accessibility and connectivity of pedestrian and cycle paths within and between towns

Measure of Success: Active Transport networks are prioritised in the preparation of PSPs, Township Structure Plans and Subdivision layouts

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Regular engagement occurs with Planning Authorities and developers about plans for transport links.	Ongoing	n/a	n/a	Regular discussions, meetings and negotiations with VicRoads, Transport for Victoria, Victorian Planning Authority and developers/landowners have been regular and have assisted in facilitating key outcomes.

Strategy 3.10: Protect and enhance local ambience, amenity and character

Measure of Success: Development reflects the unique character of each township and settlement in the Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Planning for the development of a Rural Land Use Activity Strategy commences.	Multi year	0	n/a	Commencing first half of 2018.



Strong Communities

To build and nurture strong and vibrant communities where people are proud to live.

Strategy 4.1: Promote a safe and secure environment throughout the Shire				
Measure of Success: Community safety is improved over the life of the Council plan				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Municipal Emergency Management Plan is reviewed in partnership with emergency service providers.	Single year	50	50	Regular consultation with Municipal Emergency Management Planning Committee members to review Municipal Emergency Management Plan to be presented to Council for endorsement Q3 in preparation for Municipal Emergency Management Plan Audit Q4.
The audit of the Municipal Emergency Management Plan and Sub Plan is successfully completed.	Single year	0	n/a	Municipal Emergency Management Plan Audit to be completed April 2018.
Emergency Relief/Recovery Centres and Neighbourhood Safer Places Plans, Animal Management, Heat, Municipal Fire Management Plans are reviewed.	Ongoing	n/a	n/a	To be undertaken after Municipal Emergency Management Plan review. Pandemic Plan to be first plan reviewed.
Every food premises is inspected by Environmental Health during the year to improve compliance with regulations and educate operators	Ongoing	n/a	n/a	All facilities were inspected by the end of the year. No further work required this financial year.
A range of actions to ensure compliance with the Child Safe Standards are progressed, including: <ul style="list-style-type: none"> Centralised recording for Working with Children's Checks for staff is implemented. Recruitment and interview processes to include Child Safe Standards. A risk analysis of Child Safe Processes The eLearning module is extended to include Child Safe Standards. Contractor Management to include Child Safe Standards. 	Single year Ongoing Single year Single year Single year	0 n/a 30 20 50	n/a n/a 20 80 30	Project not yet commenced. Advertising Template updated to include Child Safe Statement. Child Safe Question/s added to Standard interview questions guide. Working on this with cross council working group to develop one approach. Module scoped and ready for trial with the organisation. This action won't commence until review of Contractor processes and implementation of Contractor prequal systems.



Strategy 4.1: Promote a safe and secure environment throughout the Shire

Measure of Success: Community safety is improved over the life of the Council plan

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A range of actions are undertaken to ensure Council is accredited as a Child Safe Organisation, including: <ul style="list-style-type: none"> Updating of documentation such as Code of Conduct, Position Descriptions, recruitment, advertisements etc 	Ongoing	n/a	n/a	Code of Conduct has been updated following consultation and endorsed by ELT. Position Description Template has been updated to include reference to Child Safe Standards. Recruitment Advertising Template has been updated to include Child Safe Statement. Standard Interview Questions Guide has been updated.
<ul style="list-style-type: none"> Training of all staff in Child Safe Standards. 	Single year	80	80	Staff training sessions held. eLearning to be used for ongoing training.
<ul style="list-style-type: none"> Establishment of a reporting process and monitoring system for all reporting. 	Single year	50	50	Currently reported with incident reports.
The implementation of Family Violence reforms is supported.	Ongoing	n/a	n/a	Incorporating any new initiatives into practice such as Maternal and Child Health, Children's Services, Advocacy and Life Stages Plan.
A Mitchell Shire Think Tank on Family Violence is established.	Single year	100	100	Incorporated into Mitchell Leaders Forum and included in Advocacy Priorities.
A Family Violence Statement is developed.	Single year	0	n/a	To be developed and endorsed by Council in Q4.
A Gambling Impacts Policy is developed.	Single year	25	25	Currently in draft for presentation to Council Q4.
The Kilmore Flood Study is progressed.	Single year	80	90	Final report received and under review.
The Sunday Creek Flood Study commences.	Multi year	10	10	Tender period due to commence April 2018.
The Seymour Levee project is progressed.	Multi year	10	10	Detailed project plan commenced. Functional design under review.



Strategy 4.2: Empower our volunteer community

Measure of Success: Council's facilities are highly utilised by a diverse range of community groups

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Volunteer Framework is updated and endorsed by Council.	Single year	50	50	Review of best practice across neighbouring Shires resulted in change of scope to complete a Volunteer Policy and Volunteer Handbook (in replacement of Framework).
The Volunteering Mitchell Website is promoted.	Ongoing	n/a	n/a	Regular promotion and update of website at all events and steering committees (internal and external).
An internal volunteering management process is implemented.	Single year	0	n/a	Internal Volunteer Policy to be developed.
An Annual event during Volunteers Week and a volunteers networking event are held to acknowledge the work undertaken by Volunteers in the Shire.	Single year	0	n/a	Volunteer Week events to take place in May 2018.
There is regular public acknowledgement of volunteers through local and social media.	Ongoing	n/a	n/a	Ongoing acknowledgement of volunteers.
The Positive Ageing Ambassadors Project is successfully completed.	Single year	50	75	Ambassador priority projects identified and reported.
Consultation on the revised Funding and Service Agreements (FASA) and support materials for Committees of Management is completed.	Single year	50	30	The CoMs are currently operating under the overholding provisions of the old FASA. The new FASAs are not due to be finalised until end of June this year. Consultation will commence later in the financial year when Council has reviewed the draft documents.
Work is undertaken with all Committees of Management to ensure FASAs are clearly understood and agreed.	Single year	50	40	High level of attendance at Committee of Management meetings by Council officers.
The FASA formula review for is completed Council endorsement ready for implementation in 2018/19.	Multi year	40	40	Data collected from Committees of Management in Q1 & Q2. Submission period extended to end of Jan 2018. Analysis being undertaken.
Ongoing training is provided for Committees of Management to improve their knowledge and governance capabilities.	Ongoing	n/a	n/a	Revised format including webinar training delivered to COMs which has been well received. Delivered 3 out of the 4 modules. Positive feedback provided from all participants.
Support and template user-agreements are provided for Committees of Management to assist with facilities hiring.	Single year	100	100	Developed in 2016/17 and distributed to all Committees of Management. Support provided for CoMs experiencing difficulties with user group compliance.



Strategy 4.2: Empower our volunteer community				
Measure of Success: Council's facilities are highly utilised by a diverse range of community groups				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A Leasing and Licencing Policy is developed to support improved community usage of Council facilities.	Single year	25	25	Draft policy completed for internal consultation. Final draft for the Executive Leadership Team/Council review scheduled for Q4.
Regular feedback is sought from Committees of Management on support needs.	Ongoing	n/a	n/a	Significantly Increased officer attendance at Committee of Management meetings, particularly those who have identified the need for greater support.
Advisory Committees are regularly engaged in feedback opportunities.	Ongoing	n/a	n/a	There are now Social Justice, Early Years and Youth Advisory Committees providing information and feedback into strategies.
Baseline satisfaction ratings are established for Advisory Committees.	Single year	0	n/a	This action will commence in Q3.

Strategy 4.3: Establish and maintain high quality roads, footpaths, parks, recreation facilities, streetscapes, bike paths and public open spaces				
Measure of Success: Community assets are established and maintained to a standard that reflects community expectations				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The annual program of road height and width clearance is completed.	Single year	30	60	Spraying and reach mowing segments have been complete - height clearance conducted by tree services contractors is underway. Expected completion end May 2018.
The footpath missing links program is implemented.	Single year	30	30	2017/18 Contract awarded and works underway. 50% of program to be carried forward.
Playground upgrades at Govett and Sutherland Streets in Broadford are delivered.	Single year	60	60	Govett Street Reserve completed and well-received. Commencing consultation on Sutherland Street Reserve design completed.
The streetscape improvements program is implemented.	Single year	50	50	The streetscape program is progressing as expected.
The expanded street tree program is implemented.	Single year	10	40	Project scoping and consultation is complete. Quotations and contracts have been drawn up with plantings to occur in Autumn season.
There are regular reviews of the park, open space and other asset plans submitted by Developers to ensure compliance with the Mitchell Open Space Strategy.	Ongoing	n/a	n/a	Reviews undertaken with developers as required. Some delays have occurred, and processes are being reviewed to ensure compliance with timeframes.



Strategy 4.3: Establish and maintain high quality roads, footpaths, parks, recreation facilities, streetscapes, bike paths and public open spaces				
Measure of Success: Community assets are established and maintained to a standard that reflects community expectations				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Service plans for open space and recreation across the Shire are developed with masterplans completed for key sites.	Single year	50	10	JJ Clancy Reserve - historical research completed. Initial discussions with Committee of Management regarding Masterplan structure and process. Harley Hammond Reserve - delayed. Site surveys for both sites commissioned.
A resource plan to support enhanced open space planning is developed.	Single year	0	n/a	Discussions have commenced, resource planning, not yet commenced.

Strategy 4.4: Work with government and local partners to facilitate improved community wellbeing				
Measure of Success: Community Health and Wellbeing Outcomes improve over the life of the Council Plan				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Municipal Public Health and Wellbeing Plan's year one actions are implemented.	Single year	0	n/a	Year One Annual Action Plan to be completed Q4.
The Life Stages Plan is developed and endorsed by Council and year one actions commenced.	Single year	50	50	Life Stages Strategy has been developed and draft endorsed for public consultation Q4. Full implementation to commence 2018/19.
The Life Stages Plan is promoted to the community and stakeholders.	Ongoing	n/a	n/a	Once draft is endorsed, community consultation with be undertaken in Q4.
The Social Justice Framework is developed and endorsed, and year o actions are implemented	Single year	50	50	Framework endorsed by Council Q2. Year 1 action plan developed in consultation with Advisory Group Q3.
The Community Engagement Framework is promoted to the community and stakeholders.	Ongoing	n/a	n/a	Community consultation adhered to and framework endorsed and available to all stakeholders and community members
A Maternal and Child Health Annual Service Improvement Plan is developed and implemented.	Ongoing	n/a	n/a	Service Improvement Plan was developed and implemented throughout the service. The key issues to be targeted this year include: improving the numbers of clients completing Key Age and Stage (KAS) visits at 18mths, 2 years and 3 1/2 years, increasing KAS visits for Aboriginal clients, and better engagement with Culturally and Linguistically Diverse (CALD) clients.



Strategy 4.4: Work with government and local partners to facilitate improved community wellbeing

Measure of Success: Community Health and Wellbeing Outcomes improve over the life of the Council Plan

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Life Stages Plan (Early Years component) is implemented at Maternal and Child Health Centres.	Multi year	0	n/a	Life Stages Strategy developed, and draft endorsed for public consultation Q4. Full implementation to commence 2018/19.
The Maternal and Child Health service is promoted across the Shire and with key stakeholders.	Ongoing	n/a	n/a	The Maternal and Child Health Service is promoted widely with relevant stakeholders throughout the region through regular agency meetings.
Funding grant applications are developed and submitted for innovative community health and wellbeing projects and events.	Ongoing	n/a	n/a	Submission are completed as they become available such as Changing Places, Remove, Lock or Lose, Ice Action Grants.
Regular evaluation of projects and grants is undertaken and reported to the Executive Team and Council as required.	Ongoing	n/a	n/a	Project acquittals and reporting completed as required. Project outcomes reported to Council through Strategy Traffic Light reporting.

Strategy 4.5: Provide opportunities to build strong and resilient citizens for our current and future generations

Measure of Success: Our community is active, connected and aspirational

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Mitchell Shire's Youth Council procedures are reviewed to ensure greater interface between the Youth Council and the Mitchell Shire Council.	Single year	0	n/a	This action will commence in Q3.
The Positive Ageing component of the Life Stages Plan is implemented.	Multi year	0	n/a	Life Stages Strategy developed, and draft endorsed for public consultation Q4. Full implementation to commence 2018/19.
Work is progressed with key stakeholders to identify ageing in place opportunities.	Ongoing	n/a	n/a	Partnership with stakeholders to deliver defined age friendly projects.
More advanced library programs are delivered with an emphasis on diversity and increasing levels of participation to include advanced robotics, coding and applications for seniors.	Ongoing	n/a	n/a	Tea and Chat for non-English speaking residents Wallan Library, Windows 10 for all ages, Advanced Edison Robotics stage 2 primary school program, Dianella Nursing Home Kilmore specialised iPad apps, State Library WW1 exhibition program at Kilmore Library, advanced Robotic Program at Family First Foundation Kilmore,



Strategy 4.5: Provide opportunities to build strong and resilient citizens for our current and future generations

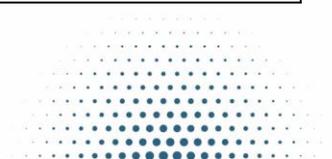
Measure of Success: Our community is active, connected and aspirational

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				Probus advanced tech program at Seymour.
There is collaboration with education and training providers from within and outside the Shire to support improved vocational training.	Ongoing	n/a	n/a	Commenced discussions with numerous tertiary education providers in the university and TAFE sectors concerning opportunities for the development of an education precinct in Seymour. Engagement with GoTAFE, Melbourne Polytechnic, Federation University, La Trobe University, RMIT, CRILEN, Trade Training School to identify and broker potential initiatives and partnerships

Strategy 4.6: Provide adaptable community infrastructure and participation opportunities for all ages, cultures and abilities.

Measure of Success: Community needs are embedded in the services and infrastructure we provide.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A range of accessibility options is considered in the design of all open space and recreation renewal projects.	Ongoing	n/a	n/a	Accessibility is considered in open space strategy and planning referrals. DDA compliance and broader inclusive design principles are applied to recreation facility new, renewal and improvement projects.
Work is progressed towards providing at least one accessible playground in every township in the Shire.	Single year	100	100	Regional and district level accessible playgrounds are already provided in main towns - Wallan, Kilmore, Seymour. Local level provided in Broadford 2017/18. Beveridge, Tallarook, Pyalong, Wandong Heathcote Junction, Tooborac to be addressed in future upgrade programs.
The Integrated Community Services and Infrastructure Plan (ICSIP) is updated.	Multi year	0	n/a	ICSIP brief presented to Council Q3. Expression of Interest (EOI) process undertaken in Q4.
Construction commences on the Greater Beveridge Community Centre.	Multi year	30	40	Work has commenced and is progressing as expected. Projected completion date September 2018.
All community events hosted by Council ensure appropriate accessibility, with baseline participation rates recorded.	Ongoing	n/a	n/a	All promotional material includes accessibility information and contact staff member. Participation figures are recorded for each event and reported to Council.



Strategy 4.6: Provide adaptable community infrastructure and participation opportunities for all ages, cultures and abilities.

Measure of Success: Community needs are embedded in the services and infrastructure we provide.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A Languages Other than English (LOTE) collection is established at the Wallan Library.	Single year	100	100	eMagazines available for download and hard copy Magazines available.
Regular assessment of satisfaction with the LOTE resource collection and programming is undertaken.	Ongoing	n/a	n/a	This action has not commenced due to the challenges obtaining material relevant to our resident's needs. We have implemented Tea & Chat program to help bridge the gap in the interim.
Culturally diverse programming is offered in all library programs for all life stages.	Ongoing	n/a	n/a	Various library programs have been tailored to the specific needs of residents at each library site for example homework club.
Libraries incorporate days of cultural significance into programs and resources.	Ongoing	n/a	n/a	Library programs facilitated at all sites including NAIDOC week, International Flag week, International cuisine school holiday program.
A mid-point review of the Aquatics strategy is undertaken to ensure alignment with future community priorities.	Single year	50	50	A review of current business operations has been benchmarked against other Victorian regional Council Leisure Services. A strategic review is underway to review the challenges and merging issues for Mitchell given the expected growth in population and aging facility infrastructure.



Supporting Local Jobs and Quality Investment

To identify, encourage and actively promote investment, business and tourism.

Strategy 5.1: Facilitate a high level of civic pride in the presentation of public and private land in our towns and communities				
Measure of Success: Our community is proud to live in Mitchell Shire.				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Plans to increase surveillance levels and where appropriate, issue infringements, are developed and implemented to improve the appearance of public and privately-owned land in the Shire.	Ongoing	n/a	n/a	A business case is being developed for the recruitment of a Civic Presentation officer. The intention of this role is to increase surveillance and detection of noncompliance with our Local Laws.

Strategy 5.2: Foster economic growth through supporting new and existing businesses, industry, public sector investment and events				
Measure of Success: Mitchell Shire has created the environment for investment.				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Year Two Actions under the Economic Development Strategy are completed.	Single year	50	50	Actions are currently on track to be delivered for Year 2.
A Mitchell Shire Investment Prospectus is developed.	Single year	50	50	<ul style="list-style-type: none"> Commenced four pieces of prospectus-informing work: A Mitchell Shire Economy Profile report following the release of Census 2016 data by ABS (relevant data released Dec 2017) A Hume Corridor Employment Investment Readiness Assessment and Report A Melbourne's North, including Mitchell Shire, Prospectus in collaboration with NORTH Link An Investment Profile website, hosted by REMPLAN, showcasing the range of property and employment-creating investment opportunities available, as well as the related projects under development, across Mitchell Shire Submission of a funding bid to State Government seeking funding to assist efforts to capitalise on Seymour's many positive attributes and commence the revitalisation of Seymour



Strategy 5.2: Foster economic growth through supporting new and existing businesses, industry, public sector investment and events

Measure of Success: Mitchell Shire has created the environment for investment.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Regular engagement occurs with secondary schools to foster pathways between secondary and tertiary sectors.	Ongoing	n/a	n/a	Active engagement with a range of schools and education providers including the Seymour, Wallan and Broadford Secondary Colleges, Assumption College Kilmore, the Kilmore International School.
Regular engagement occurs with training providers incl. Adult Education providers, Central Ranges Local Learning and Employment Network (CRLLEN), and TAFEs to encourage development of courses suitable for Mitchell's residents.	Ongoing	n/a	n/a	Regular engagement has occurred including a regular interaction with a working group. Opportunities have been discussed with a range of education providers including Melbourne Polytechnic, GOTAFE, Latrobe, Federation University and La Trobe University.
Regular engagement occurs with training providers incl. Adult Education providers, Central Ranges Local Learning and Employment Network (CRLLEN), TAFEs and Universities to encourage development and provision of courses for Mitchell's residents Identify opportunities for advocacy to achieve investment in new and/or expanded specialist education.	Ongoing	n/a	n/a	Regular engagement has occurred including a regular interaction with a working group. Opportunities have been discussed with a range of education providers including Melbourne Polytechnic, GOTAFE, Latrobe, Federation University and La Trobe University.
Support the development of the local tourism accommodation sector	Ongoing	n/a	n/a	Engagement with local accommodation providers is ongoing. Investigation of Airbnb options has been undertaken and a training program identified for local application.
Opportunities are investigated to encourage the provision of quality B&B-style accommodation by existing home owners via online B&B-aggregator websites and booking apps.	Ongoing	n/a	n/a	Not yet commenced.
A Rural & Small Towns for Success business forum is developed and supported.	Multi year	25	75	The Rural and Small Towns for Business Forum was established, and two meetings have been organised. A review of the ongoing format for this group will be undertaken at the end of the 2017/18 financial year.
Council partners with Goulburn River Valley Tourism in the development of an Equine Strategy for the region and the Shire.	Single year	0	n/a	GRVT to confirm timing of the development of the Equine strategy for the region.



Strategy 5.3: Provide support for existing businesses to connect and access opportunities to improve and grow their businesses

Measure of Success: There is growth and economic development in our existing business sector

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Business development programs are promoted and diversified.	Ongoing	n/a	n/a	Developed and delivered a program of business support and capacity building training sessions and other events, including: <ul style="list-style-type: none"> • Approximately three seminars developed and run by Small Business Victoria • Three business webinars developed and delivered in-house covering different business capacity building themes • Four visits to Mitchell Shire by the Small Business Bus • Four visits to the Shire by the Small Business Mentoring Clinic • Three workshops as part of the Small Business Festival in August 2017 • Hosted the Victorian Commissioner to South East Asia at a business networking event morning tea, attended by over 30 business owners, operators and other interested stakeholders
Partnerships with Business Development training providers are established, and participants are regularly surveyed.	Ongoing	n/a	n/a	Surveying occurs following each course - high level of participant satisfaction is achieved.



Strategy 5.4: Encourage local networks which support economic growth

Measure of Success: These are thriving business networks in Mitchell Shire

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Ongoing support and engagement occurs with the Chambers of Commerce for each town.	Ongoing	n/a	n/a	Regularly and actively attended and participated in monthly meetings held by Seymour Business and Tourism and Wallan Chamber of Commerce. Partnered with both organisations on a range of initiatives including Christmas decorations, Puckapunyal Army Wives Tour of Seymour etc.
Options are developed for a new Kilmore Chamber of Commerce with the business community.	Ongoing	n/a	n/a	Engagement with Town Team members is ongoing. Discussions about more formal options is continuing.
Support is provided to the Mitchell Business Network organisers to strengthen its development.	Ongoing	n/a	n/a	Commenced regular liaison with the newly formed Mitchell Business Network including attending their inaugural business breakfast and a number of their monthly meetings.

Strategy 5.5: Support the development and enhancement of local tourist attractions

Measure of Success: Mitchell Shire is on the tourism map

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Focus areas for a Tourism and Visitor Economy Plan are developed and adopted by Council.	Ongoing	n/a	n/a	Tourism plan under development. Baseline study completed, and Council consulted on findings. Peer Expert Review panel convened to steer the development of the Plan. On Track for adoption by June 2018.
Engagement occurs with tourism operators, providers and sector to improve new and existing product development and promotion in the Shire.	Ongoing	n/a	n/a	Engaged regularly and collaborated where relevant with economic and tourism development officers and key contacts at / within: <ul style="list-style-type: none"> • Regional Development Victoria • Hume Region municipalities • Victorian Government Business Office – Northern Metropolitan Region • Northern Melbourne Councils • NORTH Link • Goulburn River Valley Tourism and Murrindindi, Strathbogie and Shepparton Councils



Strategy 5.5: Support the development and enhancement of local tourist attractions

Measure of Success: Mitchell Shire is on the tourism map

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Undertake promotion of events and visitor attractions Shire-wide to lift visitation and create demand for new tourist attractions & product.	Ongoing	n/a	n/a	Undertook promotional campaigns and activities. including: <ul style="list-style-type: none"> An eight-page spread in Wanderer Magazine, as well as associated video media across online titles and social media promoting Seymour and its attractions and businesses to the caravan and camping market Website and Instagram coverage for four businesses in Mitchell Shire through the One Hour Out platform, secured in conjunction with Goulburn River Valley Tourism Secured three listings in the Victorian Cultural Tourism Guide Visitor Centre Promotion in North Central Review Summer/Winter tourist guide
Regular engagement with private sector tourism operators to investigate and encourage investment in the Shire.	Ongoing	n/a	n/a	Completed additional promotional activities, including: <ul style="list-style-type: none"> Provided Pop Up Visitor Info Centre and Services at Seymour Alternative Farming Expo 2017 and 2018; to promote travel and living in Mitchell Shire Visitor Servicing at Tastes of the Goulburn 2016 and 2017 Visitor Servicing at Seymour Show 2017 Secured multiple listings in GRVT Military Touring Brochure and held the Ministerial launch in Seymour Presented to the Senate Hearings Committee on the economic development and tourism opportunities related to Puckapunyal Free Community BBQ and pop-up VIC at Jayco Herald Sun Tour – Stage 3 Provided information at Puckapunyal Open Nights 2017 and 2018 Sourcing of listings for GRVT Holiday Planner for Mitchell Shire Attended the Melbourne Tourism Industry Council exhibition to promote Mitchell Shire and the Heart of Victoria region



Strategy 5.5: Support the development and enhancement of local tourist attractions

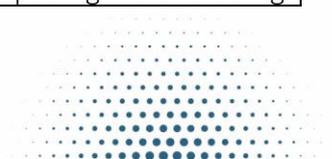
Measure of Success: Mitchell Shire is on the tourism map

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Identify potential projects and examine feasibility for connectivity and recreation along the Goulburn River. Work with Engineering and Major Projects to integrate walking trails within the Seymour Levee project.	Single year	25	15	Engagement with a range of stakeholders including local MPs, government and community in relation to potential projects.

Strategy 5.6: Promote our region and towns as a destination for tourists and visitors

Measure of Success: Mitchell Shire is a tourism destination of choice

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Finalise the Event Management Framework Review.	Single year	50	100	Completed the event management review and adopted the revised Event Management Framework across Council.
Implement new Event Management Framework, including training for event organisers.	Single year	100	100	Training delivered for local event organisers.
Work with partner organisations including Goulburn River Valley Tourism (GRVT) to support and promote events in the Shire and to attract third party funding.	Ongoing	n/a	n/a	<ul style="list-style-type: none"> Collaborated with Goulburn River Valley Tourism (GRVT) on marketing committee actions. Endorsement of 1-year MOU with GRVT for 2018/19.
Work with Goulburn River Valley Tourism (GRVT) and partner Councils to promote the Heart of Victoria Region and specific tourism attractions within the Shire of Mitchell and wider region.	Ongoing	n/a	n/a	<ul style="list-style-type: none"> Attended the Melbourne Tourism Industry Council exhibition to promote Mitchell Shire and the Heart of Victoria region. Collaborated with GRVT on marketing committee actions.
Work with the Goulburn River Valley Tourism (GRVT) Board to lobby relevant ministers and state government bodies to obtain formal recognition for the Tourism Board. Include this action in the Advocacy Priorities and priorities for the Goulburn Partnership Assembly.	Ongoing	n/a	n/a	<ul style="list-style-type: none"> Collaborated with GRVT on marketing committee actions. Endorsement of 1-year MOU with GRVT for 2018/19. Hosted a visit by Heidi Victoria (Shadow Minister for Tourism), Member for Northern Victoria Wendy Lovell in the Shire to promote the partnership between GRVT and the Mitchell Shire. Hosted Minister for Tourism John Eren for the launch of the Heart of Victoria Military Trail.
Undertake regular promotion of the Shire and its visitor attractions through various media including via events, print, on-line and social media.	Ongoing	n/a	n/a	<ul style="list-style-type: none"> Continued to promote the Great Victorian Rail Trail in partnership with Murrindindi and Mansfield Councils; updating and distributing



Strategy 5.6: Promote our region and towns as a destination for tourists and visitors

Measure of Success: Mitchell Shire is a tourism destination of choice

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				<p>a refreshed pocket guide and utilising various media to promote the trail.</p> <p>Undertook promotional campaigns and activities. including:</p> <ul style="list-style-type: none"> • An eight-page spread in Wanderer Magazine, as well as associated video media across online titles and social media promoting Seymour and its attractions and businesses to the caravan and camping market. • Website and Instagram coverage for four businesses in Mitchell Shire through the One Hour Out platform, secured in conjunction with Goulburn River Valley Tourism. • Secured three listings in the Victorian Cultural Tourism Guide. • Visitor Centre Promotion in North Central Review Summer/Winter tourist guide.
Regular engagement occurs with visitor information centre networks and other operators to identify best practice methods and contemporary approaches to providing visitor services.	Ongoing	n/a	n/a	Renovated the Seymour Visitor Information Centre to create an improved and more welcoming layout with new flooring, new furnishings and completion of non-structural repairs and alterations. Improved visitor information offerings at Broadford and Kilmore Libraries.



Financial and Organisational Management

To be leaders in financial and organisational management.

Strategy 6.1: Ensure Councillors and Council staff work together to deliver the best for the community				
Measure of Success: Good governance processes in place and maintained				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A review of the Meeting Procedure Local Law is completed.	Single year	0	n/a	Will commence in Q3.
The Community Satisfaction survey is completed.	Multi year	20	30	Questions confirmed. Survey conducted. Awaiting results.
The Code of Conduct signed by all Councillors and staff.	Single year	50	50	All Councillors have signed the Councillor Code of Conduct. This will not be required again until October 2020. The Updated Staff Code of Conduct has also been reviewed and updated following consultation and endorsed by the Executive Leadership Team.
A Councillor satisfaction survey is completed.	Single year	0	n/a	Will commence in Q3.
A Councillor and Officer Charter is adopted.	Single year	50	51	Basis to document has been agreed to, and just needs to be formalised.

Strategy 6.2: Deliver high quality projects that benefit our community				
Measure of Success: High quality projects provide community benefits				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Project Management Framework is implemented.	Multi year	0	n/a	Initiative not currently resourced. Migration of Project Management functions to centralised model underway. Project Managers to be identified across organisation and skills audit to be conducted. Training needs to be identified and implemented with the endorsement of the Capital Works Board.
The Capital Works Board is established, and project prioritisation process endorsed.	Single year	25	25	Capital Works Board has been established. Draft prioritising framework trialled for development of 2018/19 program. Greater business disciplines to be developed for 2019/20 Budget development.



Strategy 6.3: Ensure a customer-first approach for responsive service delivery and communication.

Measure of Success: Customer service standards which reflect community expectations.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A Customer Charter developed and implemented.	Single year	100	100	The Customer Service Charter was endorsed by Council in October 2017 and rolled out across the organisation.
A Complaints Framework is endorsed by Council and implemented.	Single year	100	100	The Complaints Handling Framework was a component of the Customer Service Charter and was rolled out to the organisation in the same timeframe.
Complaints reporting, and tracking mechanisms are established, and training provided to staff.	Single year	n/a	n/a	This action has been deferred to year two and will be undertaken after an external stakeholder review in April.
The Customer Complaints Handling Framework is communicated to internal and external stakeholders.	Single year	50	50	The Customer Complaints Handling Framework has been communicated to internal staff. External communication to be completed as part of the Customer Service Charter review in April 2018.
An internal Customer Experience Improvement Focus Group is established.	Single year	100	100	Focus Group established with the membership base representing all Council directorates.
A cohesive customer experience vision is developed and communicated to support the Improvement program.	Single year	0	30	Focus Groups will be run in Q3 & Q4 to endorse Council's commitment to provide a high-quality Customer Service oriented program, whilst focusing on continuous improvement.
The Customer Request Management System is expanded to include high volume customer requests.	Single year	100	100	As Waste requests were identified as both important to the community and of high volume in the organisation, a commitment was made to include this as a priority in the Customer Request Management System. Early indicators show a significant time saving in response rates and escalation to our Waste contractor.
Council's top five customer facing business processes are reviewed and streamlined.	Single year	100	100	Waste, accessible parking permits, after hours report, cheques and complaints and compliments are being reviewed and streamlined.
A training program is developed and implemented including the Contact Centre 'Walk in my shoes' program, customer service induction and regular engagement with Council departments to build a customer centric culture	Ongoing	n/a	n/a	Walk in my Shoes program facilitated for all Council staff on a regular basis. Through the implementation of the Customer Service Charter, there are continuous conversations with all departments regarding ongoing improvement in this space.



Strategy 6.4: Develop and adopt policies and procedures that reflect responsible, transparent and accountable management of Council finances and risks.

Measure of Success: Policies and procedures are current and reflect sound financial management practices.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
A centralised corporate Policy and Strategy database established and maintained.	Single year	50	25	The Policy database is currently being established.
The Procurement Policy is reviewed.	Single year	0	n/a	A Procurement specialist has been recruited. Work will commence on this action in the new year.
The Procurement Guidelines are reviewed.	Single year	0	n/a	Work will commence on this action in the new year.

Strategy 6.5: Ensure appropriate and prioritised budgeting which meets the needs of our present and future communities.

Measure of Success: Council adopts the budget and Strategic Resource Plan in line with the Council Plan.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The Budget and Strategic Resource Plan (SRP) are adopted by Council.	Ongoing	n/a	n/a	The Budget and SRP are adopted annually. Work has been progressing since October 2017 in the development of the Draft 2018-2019 Budget and Draft 2019-2022 SRP. The Budget and SRP will be adopted in June and out for community consultation in April 2018.
Quarterly financial reports are adopted by Council.	Ongoing	n/a	n/a	Quarterly reports for the quarters ending September 2017 and December 2017 have been reported and adopted by Council.
Council and the Executive Leadership Team are aware of the financial costs to undertake each Strategy presented for consideration.	Ongoing	n/a	n/a	While there have been no Strategies adopted YTD, this is a key element of new strategy development into the future.
A Debt Recovery Policy is developed and endorsed by Council.	Single year	10	10	The Debt Recovery Policy and the Sale of Land for Unpaid Rates Policy are being reviewed and are both expected to be completed by 30 June 2018.
Council and the Executive Leadership Team area informed about the financial implications of Council Reports.	Ongoing	n/a	n/a	This is a standard component of every report that is presented to the Executive Leadership Team and Council.
Councillor satisfaction is measured and increased.	Single year	0	n/a	A Councillor Satisfaction Survey will be drafted in Q3.



Strategy 6.5: Ensure appropriate and prioritised budgeting which meets the needs of our present and future communities.

Measure of Success: Council adopts the budget and Strategic Resource Plan in line with the Council Plan.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Collaboration and ongoing engagement occurs regarding opportunities for shared services and collaborative procurement.	Ongoing	n/a	n/a	Monthly meetings have been held with Council officers from seven Northern Councils to discuss and advance collaborative procurement opportunities.
Service review planning commences.	Single year	10	10	Business case has been prepared to engage external consultants to undertake Stage 1 of Service Planning.

Strategy 6.6: Support and retain high quality Council staff.

Measure of Success: Council provides a safe and positive work environment that attracts high quality staff, provides the tools to deliver on outcomes and enables healthy movement and retention.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Employee Value Proposition is researched and scoped.	Single year	50	60	An Employee Value Proposition (everything Mitchell Shire Council as an employer is doing to attract and retain employees. It includes things like pay, benefits, reward and recognition, health and wellbeing programs and anything else offered that comes with being an employee) is currently being researched and information is being consolidated.
Internal business process improvements are identified and implemented.	Ongoing	n/a	n/a	Early stakeholder has been undertaken for the Website redevelopment project, and progress made on the implementation of the Customer Request Management program. A Business Analyst has been engaged to drive process improvement across the organisation.
A review of the Recruitment Policy and Recruitment Procedure for managers is undertaken and improvements implemented.	Single year	50	75	The Recruitment and Selection Policy has been reviewed with changes presented to Staff Consultative Committee for feedback and consultation. Following this process, the updated Policy will be listed with ELT for endorsement.
The Reward and Recognition Program is reviewed.	Single year	0	n/a	The new One Mitchell Committee has committed to reviewing the Reward and Recognition Policy this year.



Strategy 6.6: Support and retain high quality Council staff.

Measure of Success: Council provides a safe and positive work environment that attracts high quality staff, provides the tools to deliver on outcomes and enables healthy movement and retention.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The One Mitchell Staff Culture Program Action Plan is delivered.	Single year	50	50	The One Mitchell Staff Culture Program is in progress and actions are being delivered via the new Committee.
A four- year Workforce Strategy is developed.	Single year	50	50	A four-year workforce strategy draft document has been developed in consultation with Managers and Coordinators across the organisation. Further work is being undertaken across the Local Government Industry Sector in this space following proposed changes to the Local Government Act. There is opportunity to collaborate with other Councils to deliver this program.
Training Needs Analysis is completed yearly.	Single year	50	50	Training Needs Analysis (TNA) Survey has been conducted and meetings have been held with a majority of Managers and Directors to ascertain training requirements.
A twelve-month training calendar is developed.	Single year	50	50	The information gathered via the TNA process has been consolidated and to inform Council's Corporate Training offering.
The Learning and Development Policy is reviewed.	Single year	50	100	The Learning and Development Policy has been updated via a consultative process and endorsed by Executive Leadership Team (ELT). The updated Policy will be rolled out to Senior Management Team (SMT).
The Experienced Leader Development Program is delivered to all senior staff.	Single year	50	50	The Experienced Leader Development Program is currently being undertaken.
All People and Culture policies are reviewed and updated as required.	Single year	0	n/a	Occupational Health and Safety (OHS) Manual to be completed review by end 2018.
A Culture survey undertaken.	Single year	0	n/a	A Culture Survey has been undertaken in Q3. Results will be collated and delivered to SMT.
A department level debrief of the culture survey results undertaken.	Single year	0	n/a	A Departmental level debrief has been scheduled following collation of the results of the Culture Survey, commencing May 2018.
Plans for consolidation and review of People and Culture policies are progressed.	Single year	50	50	A review of all People and Culture Policies and Procedures has been conducted and consolidation is being progressed via the Staff Consultative Committee. A number of policies and



Strategy 6.6: Support and retain high quality Council staff.

Measure of Success: Council provides a safe and positive work environment that attracts high quality staff, provides the tools to deliver on outcomes and enables healthy movement and retention.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				procedures have been consolidated into a broader Policy document.
Scoping for better utilisation of the electronic timesheets system is completed.	Single year	50	75	A consultant has been engaged to come on-site to scope additional requirements to enable better utilisation of Employee Self Service and e-timesheets.
There is Increased utilisation of Employee Self Service systems.	Ongoing	n/a	n/a	A consultant has been engaged to come on-site to scope additional requirements to enable better utilisation of Employee Self Service and e-timesheets.
A review of the Employee Assistance Program (EAP) provider is undertaken.	Single year	50	75	The EAP Service Provider has been selected to be part of a collaborative procurement opportunity with the Northern Regional Procurement Group.
Business Continuity Plans (BCP) are developed.	Single year	70	80	Business Continuity Plans exercises complete with Executive Leadership Team and Crisis Management Team. Continuity Leadership Team established. Testing of Business Impact Assessment with Senior Leadership Team to be scheduled.
A job dictionary is developed.	Single year	10	20	Job dictionary process developed and used for return to work employees. Reviewing scope to develop for all manual tasks.
Emergency Planning is reported and facilitated.	Single year	20	30	Evacuation diagrams for all buildings being redrawn - 45 of 70 completed. Emergency plans to be tested at each facility.

Strategy 6.7: Monitor, scrutinise and regularly report on the operation of Mitchell Shire Council.

Measure of Success: Fraud and Corruption Policy kept up to date, consistently reinforced with staff and compliance monitored.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
IBAC, Ombudsman, Victorian Auditor General's Office (VAGO) reports are provided as determined appropriate to the management team and Audit Committee.	Ongoing	n/a	n/a	Reports are presented to quarterly Audit Committee meetings and Executive Leadership Team, including a report focusing on the circumstances that contributed to the Administration of Central Goldfields Shire Council.



Strategy 6.7: Monitor, scrutinise and regularly report on the operation of Mitchell Shire Council.**Measure of Success: Fraud and Corruption Policy kept up to date, consistently reinforced with staff and compliance monitored.**

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Training is delivered to staff in procurement, fraud and corruption and other legislative obligations.	Ongoing	n/a	n/a	Information is provided to all staff as a part of the corporate induction process. One on one training is provided to specialists who have a closer involvement in the Procurement Process
Information is provided to regulators in line with statutory requirements.	Ongoing	n/a	n/a	Information is provided as required. In addition, a procurement audit is presented to Executive Leadership Team every month.

Strategy 6.8: Use technology to support and enhance communications and service delivery.**Measure of Success: ICT Strategic initiatives are implemented resulting in improved customer experience.**

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Priority strategic and operational actions identified in the Information Communication and Technology (ICT) Strategic Plan are implemented.	Multi year	50	50	Re-scoping and auditing some work introduced delays. Some carry forwards will be required as a result. Overall work is progressing on schedule.



Caring for the Environment

To be responsible custodians, by managing and enhancing our environment, minimising the impacts of development, waste, natural disasters and climate change.

Strategy 7.1: Protect and enhance Mitchell Shire's rural landscape and natural assets.				
Measure of Success: Evidence of improved land management practices in rural areas.				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The 2017 Mitchell Shire Community Environment Survey project is completed which will provide baseline data for measuring community environmental values and actions change over time.	Single year	50	75	The 2017 Mitchell Community Environment Survey was available from 5 June to 30 November 2017. A full analysis of the data is being undertaken and will be presented to Council.
Environmental information kits are regularly distributed to landholders.	Ongoing	n/a	n/a	A total of 99 environmental information kits distributed from July to December 2017.
The Conservation Covenant Grant Program is implemented.	Single year	10	10	Database requested from Trust for Nature to facilitate the Conservation Covenant program.
Council continues to partner with community groups such as Landcare for regional based projects.	Ongoing	n/a	n/a	Three collaborative projects undertaken for waterway enhancement with four government agencies, several groups and volunteers.

Strategy 7.2: Empower the community through partnerships and education.				
Measure of Success: There is community ownership of environmental issues impacting Mitchell Shire.				
2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Undertake at least five community waste education initiatives with a focus on waste minimisation and litter prevention.	Single year	40	40	The following Waste education initiatives have been undertaken to date in the 2017-2018 financial year <ul style="list-style-type: none"> • Wallan Resource Recovery Centre School Group Tour - The Kilmore International School • Wallan Resource Recovery Centre School Group Tour - Tallarook Primary School • Development of social media collateral to advise of Resource Recovery service delivery over Christmas • Development of waste minimisation education material for social media/ local papers to



Strategy 7.2: Empower the community through partnerships and education.

Measure of Success: There is community ownership of environmental issues impacting Mitchell Shire.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
				<p>educate residents on what items can be placed in the recycling bin.</p> <ul style="list-style-type: none"> Approval granted to proceed with the employment of a Southern Waste and Resource Recovery Education officer supporting Mitchell, Strathbogie and Murrindindi Councils - funded through contract income and grant funding from the Goulburn Valley Waste and Resource Recovery Group (GWRRG) for 3 years. Recruitment for this position will occur in April. The position will develop a regional education plan to reduce waste and improve resource recovery.
Year One actions under the Community Waste Education Program are implemented.	Single year	10	10	Support of Clean Up Australia Day and increased waste education material relating to recycling have been conducted. A new waste education officer position shared with Strathbogie and Murrindindi Shire Councils is expected to commence in May 2018.
Work with community groups to increase the number of volunteers supported by Council to undertake Clean Up Australia Day and National Tree Day each year.	Ongoing	n/a	n/a	National Tree Day 2018, successfully delivered. In summary, 1219 volunteers involved (66% increase from last year) 4,000 plants, 15 public sites, 95% of participants who completed the evaluation survey reported an increase in knowledge and skills and 71% reported an intention to change practices/behaviours.
Ensure the Environment Advisory Committee regularly reports to Council.	Ongoing	n/a	n/a	Four meetings held, and delegates reports presented to Council.
Regular community engagement on environmental issues occurs.	Ongoing	n/a	n/a	Backyard Bird Count and Pollinator week promoted, Community Grass Identification Day held, Community Weed Networking Day held, National Tree Day events, environmental education session with 60 Beveridge Primary school students, Environmental information provided for Kilmore and Seymour Agricultural Shows and 25 Environmental Facebook Posts made.



Strategy 7.3: Investigate and initiate practices in key aspects of environmental management.

Measure of Success: Council has strategies and plans in place to mitigate the impacts of climate change on the community.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Year four actions under the Mitchell Environment Strategies Action Plan is implemented.	Single year	50	50	For the first half of the 2017/2018 year of the 19 actions - six (32%) actions are completed, twelve (63%) actions are in progress and will be delivered and one (5%) action is under review and may not be delivered.
A review of the Sustainable Resource Management Strategy 2011 is commenced.	Single year	20	20	Review process for the Mitchell Shire Sustainable Resource Management Strategy (2011) presented to Council's Sustainability Taskforce, the Mitchell Environment Advisory Committee and Council.
Feasibility studies into the future Resource Recovery Centre Upgrades are completed and presented to Council.	Single year	100	100	Completed. This study was completed in November 2017 and endorsed by Council in December 2017. A further study of Resource Recovery needs for the Broadford and Kilmore communities will be undertaken in the 18/19 Financial year.
Funding submissions to the Resource Recovery Infrastructure fund are submitted for capital improvement works to all Resource and Recovery Centres (RRC).	Single year	100	100	Completed a submission for the Development of a new Seymour RRC and are awaiting the outcome of the grant submission.
Collaboration is undertaken with water management authorities to investigate the feasibility of water re-use in rural areas commences.	Ongoing	n/a	n/a	Regular communication and discussions have occurred in relation to large strategic projects.

Strategy 7.4: Be prepared and proactive in responding to the effects of climate change on the community.

Measure of Success: Council is recognised for innovation in environmental and waste management practices.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Actions to reduce corporate greenhouse gas emissions and water use as identified in the Mitchell Shire Sustainable Resource Management Strategy (2011) are undertaken.	Ongoing	n/a	n/a	Not yet commenced.



Continue Mitchell Shire Council's membership of the Goulburn Broken Greenhouse Alliance (GBGA).	Ongoing	n/a	n/a	Membership and participation in the Goulburn Broken Greenhouse Alliance ongoing.
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Strategy 7.5: Provide opportunities for the community to experience nature in their everyday lives.

Measure of Success: There is a visible increase in the communities use of Mitchell Shire's open spaces.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
Plans to promote Mitchell's Environmental Reserves are developed and implemented.	Single year	50	50	Park notes in draft format. Promotion through Council newsletters and Social media ongoing.
Work is progressed to improve knowledge of current visitation to environmental reserves through a benchmark data survey. Survey data is used to inform improvements to visitation through ongoing environmental and visitor enhancement works.	Ongoing	n/a	n/a	The 2017 Mitchell Community Environment Survey included a question on visitation to environmental reserves, this survey has now closed, and the data is being analysed.
Feasibility plans for the establishment of new bushland reserves are developed for priority areas.	Ongoing	n/a	n/a	Ongoing participation in strategic and statutory planning processes, this includes advocacy for new bushland reserves.
Planning commences, and advocacy material is developed for a feasibility study into establishing a Southern Regional Park based on the old Herne's Swamp.	Multi year	0	n/a	Not commencing until the end of the financial year. Most activity will be undertaken in 2018/19.
The Wallan To Heathcote Rail Trail feasibility study findings, including recommendations are reported to Council. Agreed recommendations are communicated to all stakeholders.	Single year	75	75	Completion of the Wallan to Heathcote Rail Trail Feasibility Study, including an extensive program of community consultation to gather feedback from almost 700 people by way of 37 one-to-one landholder interviews; discussions with 34 key stakeholders across eight sessions; engagement and discussions with 233 individuals across six community listening posts; and completion of 303 surveys online and at community listening posts as an extension of the discussion that were held.



Strategy 7.6: Improve compliance with fire hazard removal, weed management and appropriate waste.

Measure of Success: Council's fire hazard, weed management and waste management meet with community expectations and regulatory obligations.

2017/18 Actions	Duration	Half Year Target %	% complete	Progress comment
The annual roadside fire hazard removal program is delivered.	Single year	100	100	Full service has been delivered.
The rural roadside weeds program implemented.	Single year	50	50	Roadside weed program underway. Contractors currently engaged. Grant funds fully committed.
The Annual review of the fire prevention program is completed.	Single year	0	n/a	The fire season is still in progress, as a result the fire prevention programme review won't be conducted until the end of the fire season.
Waste Implementation Actions under the Mitchell Waste Management Strategy are reviewed to ensure alignment with current priorities and the Goulburn Valley Waste and Resource Recovery Group (GWRRG) Implementation Plan.	Single year	100	100	A high-level review will be completed to ensure Council's Waste Strategy Actions, the GWRRG Implementation Plan are aligned. Works undertaken to date include the following: <ul style="list-style-type: none"> • review of 10-year Waste and Resource Recovery Implementation Plan • Strategic Planning "Advancing Major Infrastructure in Mitchell Shire Council" completed and endorsed by Council in December 2017. Further work will continue next financial year in determining future resource recovery needs for the Broadford and Kilmore communities.
Planning is completed for the Seymour Landfill and capping project.	Multi year	20	20	Completed. Tender awarded and works on the Mitchell Landfill are approximately 80% complete and works have commenced on the former Seymour landfill.
Mitchell and Seymour Landfill rehabilitation projects commence.	Multi year	25	25	Works on the Mitchell Landfill are approximately 80% complete and works commenced in March 2018 on the former Seymour landfill.
Planning for the waste service standard review commences.	Multi year	10	10	Planning on the service standard review has commenced and is due for completion and presentation to Council in June 2018.

