

12.10**Directorate****Director****Manager****Attachment(s)****Council Plan Action Plan Progress Report Y3Q4 (April-June 2024)**

People, Partnerships and Performance

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1. Draft Council Plan Action Plan Y3 Q4 Report (April - June 2024) [**12.10.1** - 47 pages]

Purpose

For Council to note the status of progress towards implementing the Council Plan Action Plan Year 3 Quarter 4 as presented in the attached Quarter Four Progress Report for April - June 2024.

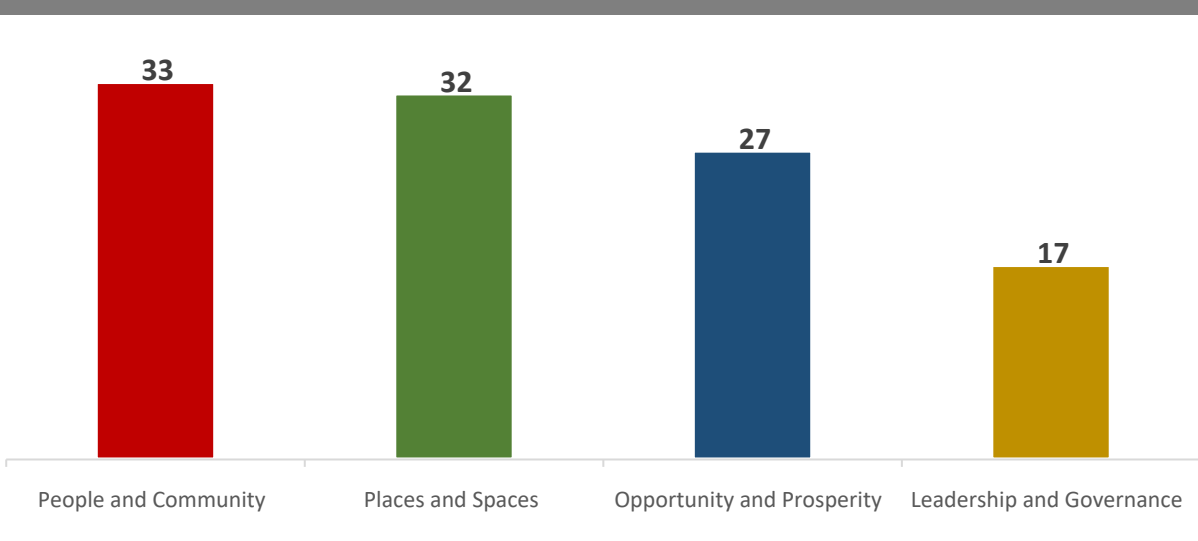
Officer Recommendation

That Council notes the status of progress towards implementing the Council Plan Action Plan Year 3 Quarter 4 as presented in the attached Quarter Four Progress Report for April - June 2024.

Background

Adopted in October 2021, 'Together we are Brimbank' integrates Council's Community Vision, Council Plan (2021-2025) and Municipal Health and Wellbeing Plan. Implementation of 'Together we are Brimbank' is monitored and evaluated through quarterly reporting of Council Plan actions identified in the Council Plan Annual Action Plan. End of financial year achievements are published in the Brimbank Annual Report. Both of these reporting mechanisms are requirements of the Local Government Act 2020.

This year (2023-2024) the Council Plan Action Plan contains 109 actions.

Breakdown of 2023/2024**Council Plan Actions by Strategic Direction**

Analysis

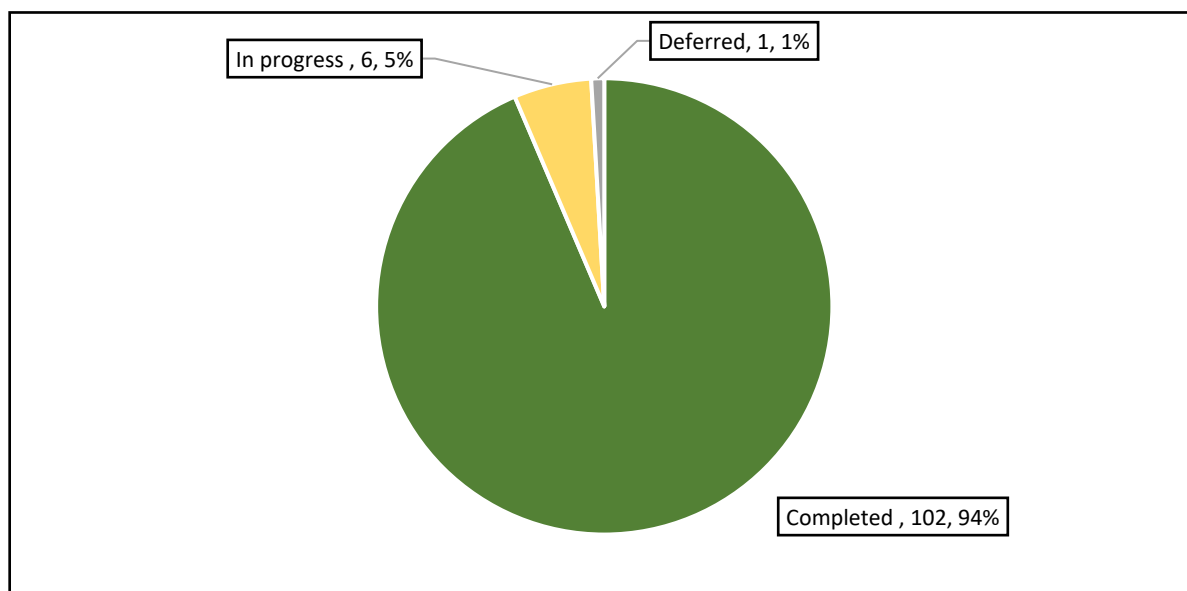
Results – Progress of Actions

As of 30 June 2024, the status of the 109 actions in the Council Plan Annual Action Plan are as follows:

- 102 are completed (94% of all actions)

Due to extenuating circumstances (noted in report commentary):

- Six actions (5%) are still in progress
- One action (1%) is deferred.



The following actions will be progressed in 2024-2025:

- Continue to install standard and feature lighting as part of public amenity in activity centres to improve perceptions of safety and add to urban amenity.
- Continue implementation of the Brimbank Creating Better Parks Policy and Plan 2016 - Renewing Kevin Flint Memorial Reserve Flagship Park (action)
- Deliver on the Sydenham Park Master Plan 2020
- Develop an annual workforce action plan to support the implementation of the Strategic Workforce Plan.
- Deliver on actions of the Diversity, Equity and Inclusion Strategic Plan and develop an Action Plan based on a staff survey of inclusivity.
- Develop and Implement a Compliance Management Framework, including compliance management system designed to allow the monitoring and reporting of key legal and regulatory obligations and controls to the executive team and to Council's Audit and Risk Committee.

The following action is deferred:

- Upgrade the storm-water harvesting system at Green Gully Reserve, Keilor Downs.

Detailed commentary about progress of each of the 109 actions is included in

Attachment 1.

Community Engagement

The 'Together we are Brimbank' Council Plan Annual Action Plan Quarterly Report has been developed for community. The report includes information about the progress of Council's 109 actions and service highlights aligned to each of the Council Plan Strategic Directions.

Links to quarterly action plan progress reports are made available to the public via the Council Plan webpage on the Brimbank City Council website.

Resource And Risk Implications

Resource requirements can be met within the Annual Budget 2023/2024.

There are no Community, Environmental, Financial, Regulatory or Safety risks identified.

Legislation/Council Plan/Policy Context

This report supports the Council Plan 2021-2025 goal and strategic objective of:

Leadership and Governance - A high-performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services – A fairer place for all

High Performing and Accountable: Our workforce strive to enhance services and liveability for the Brimbank community.

This report complies with the *Local Government Act, 2020*.

Council officers contributing to the preparation and approval of this report, have no conflicts of interests to declare.



Together We are Brimbank

Council Plan Action Plan Year 3 Quarterly Progress Report

April – June 2024

Acknowledgement of Country

Brimbank City Council respectfully acknowledges and recognises the Wurundjeri and Bunurong Peoples as the Traditional Custodians of this land and pays respect to their Elders, past, present and future.



About this report

The *'Together we are Brimbank'* Council Plan contains four Strategic Directions and 35 objectives that work towards implementing Council's vision for *'a transformed Brimbank that is beautiful, thriving, healthy and connected.'*

Each financial year, Council develops an Action Plan which lists actions against each objective for the year. This financial year the Action Plan contains 109 different actions.

❖ Strategic Direction: **People and Community**

Thirty-three actions will contribute to *"a welcoming, safe and supported community – an inclusive place for all."*

❖ Strategic Direction: **Places and Spaces**

Thirty-two actions that aim to create *"liveable and connected neighbourhoods that support healthy and sustainable futures – a green place for all."*

❖ Strategic Direction: **Prosperity and Opportunity**

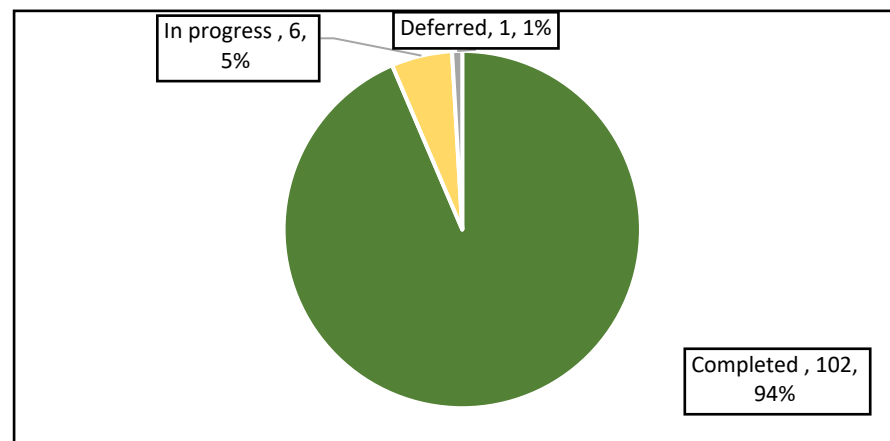
Twenty-seven actions that are working towards *"a future focused, transforming city where all have opportunities to learn and earn – a prosperous place for all."*

❖ Strategic Direction: **Leadership and Governance**

Seventeen actions to ensure Council is *"a high performing organisation that enacts the vision and decisions of Council through the delivery of quality and innovative services – a fairer place for all."*

How are we tracking?

The following chart summarises Council's progress in delivering the actions.



102 actions (94%) are fully completed, six actions (5%) are in progress and one action (1%) is deferred.

Detailed commentary about progress of each of the 109 actions is provided in this report.

People and community

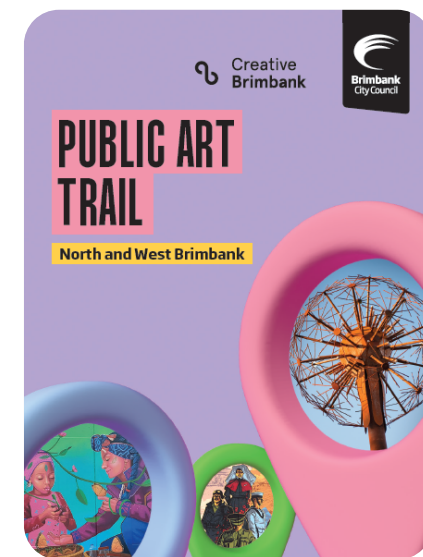
A welcoming, safe and supported community – an inclusive space for all

People and Community – Our Services

- Arts and Culture
- Building Compliance
- Carer Support
- Community Care
- Community Transport
- Connected and Strengthening Communities
- Early Years
- Environmental Health
- Food Services
- Keilor Basketball/Netball Stadium and Golf Course
- Leisure and Community Facilities and Leisure Centres
- Maternal and Child Health
- Property Maintenance
- Seniors and Social Support
- Service Access
- Social Planning and Research
- Sports and Recreation
- Youth



Attachment 12.10.1



People and Community***A welcoming, safe and supported community – an inclusive space for all***

Keilor Public Golf Course – Up to Par

The 18-hole Keilor Public Golf Course is one of many diverse sport and recreation offerings provided by Council. Owned and managed by Council, this picturesque course provides golfers of all levels with a great golfing experience amidst beautiful natural surroundings.

Since taking over the management last year, Council has received very positive feedback regarding the maintenance and quality of the course.

**Comments from the club:**

- *Brimbank staff's show exceptional dedication to meeting member needs*
- *We have seen an increase in joy and satisfaction since Brimbank Council took over the course, combined with a noticeable growth in memberships*
- *We receive consistent positive comments on the course's condition and well-maintained greens*
- *Members and visitors are surprised by the quality of 'a public course' and astonished that Brimbank Council staff do the maintenance*

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
Support improved mental wellbeing	Continue to collaborate with coHealth and IPC Health in: - Establishing new local mental health services - Developing social prescribing programs to support people presenting to their services with poor mental health.	Commissioned a research project report (Council with coHealth) to deepen understanding of issues related to mental health in Brimbank. Findings from the project have been shared with health services and other stakeholders regarding access to mental health services, how services are delivered to meet the needs of all people and referral processes. The recommendations from the report will help inform future content for a new four-year municipal public health and wellbeing plan 2025-2029.	100% completed
	Work with partners to implement actions from the Mental Wellbeing Plan, with a focus on primary prevention.	Continued to implement actions from Council's Mental Wellbeing Plan. A key action this quarter was the delivery of a series of activities as part of Men's Health Week, with a focus on improving men's mental health and well-being. Activities included: - A broad Men's Health Day event offering a range of connection and health and wellbeing activities with special guest, Majak Daw, a well-recognised and vocal advocate for mental health awareness - Curating a targeted reading list for men's health with books providing practical tips and expert advice 'Spanner in the Works' which invited men to join a social media men's health campaign advocating the importance of routine health checks for men 'Save Your Bacon Brekkie' for tradies to discuss mental health awareness and the importance of tough conversations. - A range of other sporting and connection opportunities across the week (e.g. strengths training, social pickleball, table tennis, music therapy, woodworking, and cooking).	100% completed
	Deliver Youth Mental Health First Aid Training to: - Adults to support young people aged between 12 and 18 years - Students in years 10-12 and years 7-9 on how to provide mental health first aid to their friends.	Received interest from an article about the Youth Mental Health First Aid Training in the Brimbank News. A football and basketball club are interested in accessing the training and discussions are underway regarding future delivery. Facilitated mental health group programs in three schools. These included a Tibetan Art Therapy program and a Walking Meditation program.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
	Develop the Our Place Program at the Hunt Club Arts and Community Centre and West Sunshine Community Centre, as multi-use, outdoor spaces for social connection and community-led group activities.	Between April and June, the Our Place Program: - Delivered a 'Mindful Art' session where participants utilised garden leaves and native plants to explore various art forms - Enabled a collaboration with a local street artist and community members to challenge and alter negative perceptions of street art - Partnered with The Green Lab at Iramoo Victoria University to deliver the Grassland Starter Kits Initiative. The Kits contained eight Tubestock of locally native grassland plants and educational materials on remnant native grasslands.	100% completed
	Work with Westvale Men's shed users to identify additional programming options for other men using currently underutilised outdoor spaces. Create partnerships and intergenerational skill-share and mentoring models.	Between April and June, the Men's Shed Program facilitated: - Woodwork and Connect sessions for four men and six children, promoting skill-building and community bonding - The Future Woodworkers Youth Mentoring Program - Conducted the Future Woodworkers mentoring woodwork skills program for 12 primary school students - A Safety Induction session to enhance safety knowledge and practices among shed participants and community members.	100% completed
Increase healthy eating, active living and physical activity	Scope and deliver 'Better Together @ BAWC' which will support residents with chronic health needs from low socio-economic backgrounds to access the Brimbank Aquatic and Wellness Centre (BAWC).	Delivered Better Together @ BAWC to twenty clients. More referrals are starting to come through from other allied health providers which will result in sustained growth of the program into the next financial year. This quarter, BAWC also: - Facilitated an inclusive communities' program for Brimbank carers to enable social, health and fitness interactions - Delivered of a range of regular health and fitness or swimming programs for Council to support the access of seniors, people with disability and carers - Provided 393 free access passes to vulnerable community groups to enable no cost access to gym and swim - Facilitated BAWC participation in National events celebrated by Brimbank City Council including Men's Health Week (Power Vault sessions), IDAHOBIT, Careers Week, Seniors, and Carers Expos.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
	Create opportunities to support new communities to engage in physical activity via the In2Sport program	Approved 240 applications, across 25 registered sporting clubs, to deliver In2Sport for the Summer and Winter seasons with a focus on: - Assisting children living in Brimbank take part in community sport, regardless of financial circumstances - Prioritising first time applicants who are new to sport, females and people living with disability.	100% completed
	Further develop and deliver the "Be Active Brimbank" physical activity programs and events.	Delivered a diverse range of programs and events to 837 attendees, including: - In2Tennis - In2Active (Live Life Get Active) - Pickle-ball/Table Tennis/Badminton - Walking and Scope Balloon Football. The "Be Active Brimbank" Facebook page provides promotions and information on physical activity events and programs in Brimbank. The page currently has 626 followers.	100% completed
	Continue to deliver a range of programs and services from Brimbank Leisure Centres that meet the needs of the Brimbank community	Delivered a range of programs and activities this quarter including: - Women only swimming and gym in partnership with IPC Health - The 'AllSWIM' learn to swim access program providing lessons to 110 children with disabilities - Beat it and Life! program for people with Diabetes - Gym, fitness, and swim opportunities for disadvantaged people at Sunshine through Reclink (200 members) - Themed breakfast and afternoon tea events for members (Breast Cancer, Heart week and Bowel Cancer awareness) - Mind body 6-week challenge - Reformer Pilates 6 week-engagement challenge.	100% completed
	Finalise planning and commence upgrade and renewal works to the Sunshine Leisure Centre (SLC) outdoor pool liner and outdoor change rooms.	Completed the planning process for the upgrade and renewal works. Conducted a tender process in the first half of 2024. No suitably qualified or skilled tenderers were identified. The project will be retendered, following a specification review, in July-August 2024 with a view to completing the planned works between March and December 2025.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
	Adopt and implement the updated Sports Facility Development Plan (SFDP).	This action was completed in Quarter 2.	100% completed
	Finalise the Sports Feasibility Study for Sydenham Park.	This action was completed in Quarter 3.	100% completed
Support increased gender equality and reduce gender-based violence	Complete Female Sports Facilities Upgrades at Robert Bruce Pavilion sports change rooms to increase equity, access and opportunities for existing and emerging female participants and officials in sport and active recreation.	Completed the upgrades this quarter. An official opening was held with State Government on June 14th, 2024.	100% completed
	Deliver Brimbank's Gender Equality Action Plan (GEAP)	Delivered GEAP actions including: - Gender Equality training for over 900 employees in 50 sessions - The procurement and introduction of an Anonymous Reporting Tool (ART) for staff to anonymously discuss and report workplace concerns including bullying and harassment - Drafting the Sexual Harassment Policy to coincide with the introduction of ART.	100% completed
	Co-design a project targeting employment outcomes for women aged 45+. The project will include access to a specialist family violence support worker for support, advice and referrals.	Delivered the following initiatives targeted to women aged 45+: - Beginner and intermediate computer classes in different locations - Practice Your English classes across multiple sites - Advice and referrals addressing isolation, citizenship applications, certificate course enrolment, job interview preparation, and family violence support services - Partnered with Victoria University to implement the Your Career Your Way program, helping women to re-enter the workforce - Established a collaborative partnership with BaptCare to offer group support sessions for women experiencing family violence.	100% completed
Provide community health and wellbeing services across	Based on the Child Safe Standards, build knowledge, understanding and cultural competency among Brimbank staff and service providers to ensure Council and community services meet the needs of all families.	This quarter: - Child Safety Reporting posters were updated and distributed to front-facing Council facilities - Animated child safety videos were finalised (in collaboration with other local governments) for promotion in July - August 2024	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
the lifespan		- Council participated in the Commissioner for Children and Young People's Community of Practice meetings - Planned child safety and reporting information sessions to be rolled out to staff out in the next financial year. Council continues working to enhance Brimbank staff skills and improve support for vulnerable children and families. A Child Safe and Wellbeing review is currently underway and will be 100% completed by mid-July. This is part of Council's ongoing work in this space is to ensure Council's policies and procedures are consistent with current legislation and reflective of best practice.	
	Support young people to engage with school and access health and wellbeing supports.	Commenced discussions with well-being and leadership staff from eight primary and five secondary schools, based on the results of the Resilient Youth Australia Survey. This will assist the development of targeted information regarding youth mental health support and psychosocial programs that factor the needs of young people identified through the survey.	100% completed
Support safe and inclusive communities	Finalise the Brimbank LGBTQIA+ Action Plan 2023-2027 and commence implementation of year one actions.	Commenced delivering actions in the LGBTQIA+ Implementation Plan following Council endorsement of the overarching Action Plan in November 2023. This included: - Hosting several key IDAHOBIT events across various council departments, with over 400 attendees. - Raising the LGBTQIA+ Progress Pride flag in May. - Organising a Drag Trivia event at Sunshine Library, attended by 40 people - Delivery of the LGBTQIA+ youth programs.	100% completed
	As part of the final year of the Safe and Inclusive Brimbank Strategy 2020-2024, adopt a service coordination approach to improve wellbeing outcomes and perceptions of safety across the community.	Facilitated a meeting of the Safety and Wellbeing Partnership in May 2024, with a focus on alcohol and other drugs (AOD). The Partnership discussed ways to progress AOD prevention and early intervention in Brimbank, continuing conversations held with cohealth and IPC Health last quarter.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
		Facilitated two Hotspots working group meetings, in April and June 2024, to monitor local hotspots and coordinate service responses. Hotspots discussed included Errington Reserve, St Albans and Sunshine Activity Centres, and Watergardens Shopping Centre precinct. Supported various community safety initiatives led by other agencies across Brimbank. This includes Empowering Communities (The Youth Junction Inc) and Target ZERO (West Justice).	
	Continue to install standard and feature lighting as part of public amenity in activity centres to improve perceptions of safety and add to urban amenity.	Awarded the project to install feature lighting in Princess Lane, St Albans. The project has commenced with most elements ordered. There is a wait time for the lighting elements with works due to be completed by September 2024.	85% completed
Support and advocate to reduce risk factors impacting vulnerable communities	Reduce social exclusion and isolation and improve wellbeing through innovative Neighbourhood Houses programming that engages and works alongside local community members.	Offered the following initiatives that promote inclusion and wellbeing: - Activities focussed on engagement for people of all ages and abilities e.g. ballroom dancing, yoga, gardening, cooking and art - Social connection programs with a focus on mental health. Collaborated with fifteen organisations, reaching more than 3,000 participants - Men's Health programming through a series of events and activities, connecting with more than 350 men - The Derrimut School Holiday Program - Engagement sessions to connect seniors and CALD (Culturally and Linguistically Diverse) communities with vital support services.	100% completed
	As part of the Brimbank Disability Action Plan 2022-2026: - Promote opportunities for local businesses to engage in disability awareness education - Support the participation of people with disability in Council's employment and work experience programs.	Achieved the following outcomes for people with disability in Brimbank: - Hosted a Jobs Showcase at Brimbank Learning Futures (BLF) during careers week in May. The event offered networking opportunities and featured a diverse range of employment and training opportunities and disability support services. - Participated in the Brimbank Seniors and Carers Expo and Healthy Ageing Expo, promoting the value of volunteering for people with disabilities, seniors, and carers. - Promoted the availability of Library Auslan interpreters for Council events and activities	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
Support and advocate to reduce risk factors impacting vulnerable communities		- Employed swimming instructors with autism at Leisure Centres to deliver swimming programs for children with autism - Supported the delivery of funded Brimbank Community Grants projects, including: - Inclusion Melbourne: Building the capacity of businesses and community organisations to support employment pathways and community access, inclusion, and participation for people with cognitive disability - Action on Disability within Ethnic Communities Inc: An education and wellbeing program focused on health, wellbeing, and work readiness for those with dual diagnoses of mental health and disability.	
	Finalise and complete the co-design process for the Carer space at the Keilor Downs Community Centre.	The Carers Space Establishment Committee - with membership of local carers, Carers Victoria and Council - supported the co-design of the Carers Space over a six-month period. Completed the Expression of Interest process to select service providers for the space. A Pilot Project to oversee the use of the space will commence in 2024-2025 for a trial period of two years. The two-year timeframe includes evaluation.	100% completed
	Embed Brimbank's Homelessness Protocol, providing training and collaborating across council, service providers and local businesses.	During this quarter, 33 homelessness notifications were received by Council and referred to homelessness support services where relevant. In the first half of 2024, a review of the internal Homelessness Protocol was undertaken. Some refinements to the standard operating procedures were made, and recommendations to build staff capacity and improve external service responses were approved by the Executive Leadership Team in June 2024.	100% completed
	Engage with registered housing associations (community housing providers) to identify opportunities to increase supply of social and affordable housing.	In April 2024, a meeting took place with Homes Victoria to discuss the current status of the Victorian government's Big Housing Build and the involvement of local government in facilitating new projects. Opportunities to enhance the availability of social and affordable housing are being explored through the submission of planning applications and referrals to the Council.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
	Undertake a review of Library Services to maximise the service and program reach to the Brimbank community.	Concluded library review with 7 priority recommendations and 40 continuous improvement recommendations identified. The recommendations aim to enhance operational effectiveness, service quality, and patron experience, reflecting ongoing commitment to excellence and community service.	100% completed
Enable social, cultural and artistic expression	Provide and promote a broad range of opportunities for the community to engage with diverse art forms.	Provided a range of opportunities for the community to engage with art including: • 19 performances at the Bowery Theatre, attended by 2,370 people, including co-presenting two residency projects and delivering two performances for the Resonate music series, employing 48 artists with co-funding from Creative Victoria • A growing youth arts program with a new FReeZA committee with 60 attendees, and workshops with over 200 attendees and performances • 40 community arts workshops for participants of all ages and one arts masterclass • A comprehensive Aboriginal and Torres Strait Islander arts and cultural program of arts sessions for 10 families, employment of five artists, a career development and mentoring program for 16 students and an arts workshop for 50 students • Seven visual arts exhibitions • INFuse artist development sessions • Support for thirteen creatives in the art studio program.	100% completed
	Improve processes for Street Art delivery including extending online self-guided public art trails across the municipality	Delivered the following street art achievements this quarter: • Installed two new public artworks by Aboriginal artists at Sunvale Community Park • Distributed two of the first Public Art Trail Maps and associated video profiles featuring five artists • Implemented the inaugural public vote on mural design via 'Your Say Brimbank' and in-person community consultation • Delivered two new murals at Monash Pizzey Reserve and St Albans Community Centre.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
Continue our commitment to respecting and recognising Aboriginal and Torres Strait Islander peoples and culture	Finalise and commence implementation of the 2023-2025 Innovate Reconciliation Action Plan (including arts and cultural programming)	Adopted the Innovate Reconciliation Action Plan (RAP) 2024-2026 in June 2024, and: - Conducted monthly Reconciliation Working Group meetings to promote and integrate reconciliation across Council - Hosted bi-monthly meetings with Brimbank's Traditional Custodians Wurundjeri Council. The Brimbank Aboriginal and Torres Strait Islander Consultative Committee held the quarterly meetings with Bunurong Land Council - Collaborated with West Melbourne Councils and IPC Health to maintain the Deadly Western Connections website - Celebrated National Reconciliation Week 2024 by organising the third 'Ask Aunty/Ask Uncle' conversation for staff and various activities for community members of all ages and abilities at different locations. Geographic Names Victoria gazetted 'yaluk barring', meaning river trail in Woi-wurrung language of the Wurundjeri people, as the new name for Sydenham Park.	100% completed
	Continue to support the pilot of an Aboriginal and Torres Strait Islander run Community Hub.	Continued working with an Aboriginal cultural advisor and a respected Elder to guide and provide cultural insight into supporting Cooinda's establishment, including: - Recruiting a part time Cooinda Coordinator as per the Department of Families, Fairness and Housing (DFFH) funding requirements - Working with Cooinda representatives, and Department of Fairness, Families and Housing, to build their capacity to become a community-managed Aboriginal and Torres Strait Islander Centre - Supporting the Cooinda Coordinator in program planning and delivery to create a culturally safe space for Aboriginal and Torres Strait Islander peoples and promote and facilitate reconciliation by building relationships, respect and trust with diverse Brimbank communities.	100% completed

People and Community

A welcoming, safe and supported community – an inclusive space for all

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April - June 2024)	Action Status
Continue our commitment to respecting and recognising Aboriginal and Torres Strait Islander peoples and culture	Implement Year Five actions of the Brimbank Cultural Heritage Strategy including: - Facilitating staff training about Cultural Heritage and Mapping. - Ensuring Cultural Heritage Guidelines are maintained on Council's website - An audit of the implementation program to inform a status review.	Facilitated staff cultural heritage training in May 2024. Concluded the Brimbank Cultural Heritage Strategy 2018-2023, with relevant ongoing actions incorporated into the Brimbank Reconciliation Action Plan, which was adopted by Council adopted in June 2024.	100% completed
Deliver a range of initiatives that celebrate diversity and intercultural sharing	Consult with key community partners and internal stakeholders to evaluate Council's cultural diversity program delivery and develop a plan for future work that reflects local situation and need.	Completed consultations and reviews with a range of stakeholders, including service providers, community members, and staff. A new proposed matured, evidence-based framework that aims to reflect the community's needs and changing landscape will be presented to the next term of Council for consideration.	100% completed
Encourage vibrant community events and activities	Implement Year Two of the Brimbank Festivals and Events Strategy 2022-2025. This includes: - Supporting the community to deliver Festivals and Events funded through the Community Grants. - Developing a program of skills-based training and information to support festivals and event organisers. - Exploring the possibility of Arts and Culture and Disability categories to run alongside Festivals and Events category as part of the Community Grants program.	Achievements this quarter include: - Successfully organising and executing five community-led festivals and events - Conducting eight Festivals and Events Training Program sessions, designed to provide practical knowledge on topics such as contractors and suppliers, risk management, event permits, and accessible events - Completing a comprehensive community event manual to ensure compliance and manage risks associated with community-led festivals and events. The manual will be available for distribution in July 2024.	100% completed

Places and spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Places and Spaces – Our Services

- Animal Management
- Asset Management
- Building Maintenance
- Capital Works Coordination
- Cleansing Services
- Conservation
- Contaminated Land
- Engineering
- Event Compliance
- Fleet Maintenance and Management
- Local Laws
- Open space
- Operations
- Parks
- Pedestrian Facilities
- Planning Compliance
- Property Services
- Road Services
- School Crossings
- Spatial Information Services
- Statutory Planning
- Sustainability
- Tree Services
- Urban Design
- Waste Services
- Western Alliance Greenhouse Action (WAGA)





Sustainability in focus – My Smart Garden

My Smart Garden is a free program that helps residents grow food, create shelter from the sun and wind, create homes for native plants and animals, use water wisely and reduce waste. Council works in collaboration with eleven partner Councils to deliver the program, which has been recognised by several awards, most recently being a finalist in the prestigious National Banksia Sustainability Awards under the Healthy Planet, Healthy People category.

Olives to Oil Westside

Most recently, Brimbank delivered the Olives to Oil Westside 2024 series of events in partnership with CERES and Hobsons Bay, Maribyrnong, and Wyndham Councils. Residents dropped off their locally harvested olives at one of two Olive Drop-Off Days and picked-up their fresh olive oil at the Olive Oil Collection and Celebration Day in late June. The celebration Day featured nine event stalls, seven gardening workshops, musicians and children's activities and was attended by approximately 400 people.





Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Contribute to the transformation of the transport network to be active, sustainable, connected, and equitable	Implement the Road Rehabilitation and Surfacing Program as part of Council's 2023/2024 Capital Works Program.	Completed the annual road rehabilitation and resurfacing programs with an addition of 10 projects that were brought forward and delivered in 2023-2024. Two other projects are nearing completion. Changes to the Road Rehabilitation and Surfacing Program were reported to Council. Overall, Council has delivered more than the original program on time, within budget and to a high standard.	100% completed
	Undertake traffic surveys in Albion area to determine traffic volumes and speeds	Finalised the traffic surveys and analysis and prepared a response for the resident who raised this issue, indicating officers are proposing to install a bus-friendly flat top road hump in one of the areas of concern, Sydney Street in Albion. Officers are also investigating speeding and 'rat running' concerns along Burnewang Street which (subject to the outcome of investigations) may also result in a proposal to install traffic calming devices along this street. The investigation is expected to be completed by the end of 2024.	100% completed
	Continue implementation of the Brimbank Cycling and Walking Strategy to provide a network that supports active transport.	Continued implementation of the Brimbank Cycling and Walking Strategy, with the following projects completed or underway: • Shared user path Green Gully Close to Denbigh Court - construction complete • Local off-road cycle route connection program - Glengala Road - construction complete • George Street Streetscape Upgrade, Sunshine - construction complete (Part of Road Rehabilitation Program - Creating Streets for People Policy Implementation) • East-west transmission line cycle path - M80 Trail to Kororoit Creek path, St. Albans - tender documents have been prepared with agreement and approvals being sought • Wright Street shared user path - concept design complete with detailed design underway • Replacement of shared trails segments identified as poor condition - Kororoit Creek Shared User Path, Sunshine West - design underway	100% completed



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		- Jones Creek trail extension - planning permit obtained and detailed design complete - Taylors Creek Shared User Path - design underway - Kororoit Creek Shared User Path extension - design underway - Taylors Lakes Easement Shared User Path - design complete with the Cultural Heritage Management Plan process underway.	
Showcase and provide quality public spaces and streetscapes where people can connect and recreate	Commence delivery of: - Streetscape and public realm construction and improvements as part of the West Sunshine 20 Minute neighbourhood in Glengala Road Village. - Renewal design and construction of St Albans East Esplanade footpaths - A review of Council's Naturestrip Guidelines, to assist residents in the appropriate development of their naturestrips.	Engaged with community on the concept design for the Glengala Road Village. This will be presented to Council at the July 2024 Council meeting. Reviewed Council's Naturestrip Guidelines. Officers are considering the best approach to guiding community plantings on nature strips, to ensure safety and good amenity are maintained Construction of the East Esplanade Streetscape is programmed for 2024/25, subject to Council approval. This construction is aligned with the road rehabilitation program, Construction of the combined project is programmed to be completed by June 2025.	100% completed
	Continue implementation of the Brimbank Creating Better Parks Policy and Plan 2016, including: - Renewing Kevin Flint Memorial Reserve Flagship Park - Delivering physical activity facilities across Brimbank in several parks - Delivering path upgrades, new playgrounds, new BBQ & park furniture and extensive tree planting in Station Waters Reserve, Cairnlea - Upgrading three existing playgrounds in Shearwater Meadow, Cairnlea, Simmie Street, Sunshine West and Bellara Crescent Reserve, Kealba Larissa Reserve, St Albans - Constructing a new circuit Path at Keilor Downs Recreational Reserve	Completed the following works: - Moorland Park Fitness Stations (Cairnlea) - Shearwater Meadow Playground (Cairnlea) - Station Waters Reserve paths, playgrounds, BBQ, park furniture and tree planting (Cairnlea) - Bellara Crescent Reserve Playground (Kealba) - Keilor Downs Recreational Reserve circuit path (Keilor Downs) - Kings Park Reserve Netball Court (Kings Park) - Simmie Street Playground (Sunshine West). Delays in the tender process for Kevin Flint Memorial Reserve and permit approvals for the Delahey Dog Off Leash Reserve means the following projects are now budgeted for delivery in 2024/2025: - Kevin Flint Memorial Reserve Flagship Park (Cairnlea) - works are awarded and due to commence in August 2024 - Larisa Reserve Neighbourhood Park (St Albans) - this project is in the planning approvals phase and will be delivered in 2024/2025.	90% completed



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Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
	Constructing a dog off leash reserve in Delahey.	Delahey Dog Off Leash Reserve (Delahey) - currently in planning permit approval phase. Redesign of concept was required due to previously unidentified native vegetation on site. The project will be delivered in 2024.	
	Investigate opportunities to fully enclose playgrounds in the following suburbs/ precincts: Taylors Lakes, Sydenham, Albanvale, Kings Park/Albanvale precinct, Cairnlea, Derrimut, Deer Park, Albion/Ardeer precinct, St Albans and Sunshine North. This action will also be rolled out, where opportunity arises, through the park upgrade program.	Completed an 'Enclosing Playgrounds Assessment Report' which: - Identified park and playground sites in Brimbank suitable for full or partial fencing - Considered a strategic approach to locating primary sites (ones with a range of diverse park and playground facilities and catering to users with Autism Spectrum Disorder) and secondary sites (basic park and playground facilities within a local catchment). Delivery of fencing to these reserves would be subject to community engagement and further design refinement at each site. The report and additional investigations may inform the development of the proposed open space strategy. Fencing works, if supported, will occur either as standalone projects or incorporated into scheduled park upgrades, pending the scope of works.	100% completed
	Deliver on the Sydenham Park Master Plan 2020: - Complete staged works to create visitor amenity through wayfinding signage, walking trails, shared paths and park information - Commence restoration works to Robinson's Homestead - Undertake a feasibility study to inform restoration of the Sydenham Park shearing shed.	Progressed the following: - Sydenham Park Stage 1 trails and rest area works. Park signage for stage 1 is expected to be delivered in August 2024 - following Wurundjeri approval - Kings Road extension trail design is underway. Works to construct are proposed for 2025/2026 FY, subject to budget approval - Confluence trail design is underway. Construction of some minor sections of track are complete to address drainage and scouring - Submitted a Heritage Victoria and Planning application for modifications to Robertson's Homestead. Heritage Victoria have approved modifications (with conditions). Planning approval has been received with a contract for works awarded. The building permit is due in July 2024, after which site works will commence. - Completed repairs to the Robertson's Homestead shearing shed to protect internal and external elements from the elements.	90% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		- Sydenham Park Stage 1 signage fabrication was paused to allow incorporation of the Park's new name. This has delayed the signage installation to the first quarter of the 2024-2025 financial year. - Further strategic work will be required to determine future use of the site.	
Provide community facilities that are responsive and adaptable to community needs	As part of the Public Toilet Strategy 2018-2030, design new toilet at Sunshine Reserve Sunshine West	Completed design work for the toilet at Sunshine Reserve. Installation is indicatively scheduled for the 2028/2029 financial year in the draft 10-year capital works program, subject to budget approval. Service connection works were designed and installed in 2024.	100% completed
	Continue activating informal Youth 'Pop up' spaces that meet the informal health and wellbeing needs of young people	Commenced further collaborations with local youth services to plan a 2024 Spring/Summer youth activities program including pop-ups. Building on the success of the program with 10 activations over the year, these support young people experiencing vulnerability to access safe and inclusive spaces, connect with workers and increase their awareness of available support services. A schedule of activities will be advertised on the Brimbank Youth Services website.	100% completed
	Address the current and future indoor court needs of the Brimbank community through the implementation of the Keilor Basketball Netball Stadium Business Plan.	Further implementation of the Keilor Basketball Netball Stadium Business Plan saw: - Delivery of a new Electronic Booking System for all bookings, accompanied by a new website - Full uptake of the 'Cohera' door counting system ensuring accurate reporting of stadium attendance.	100% completed
Provide community facilities that are responsive and adaptable to community needs	Implement the Brimbank Sports Facility Development Plan (2018) facility improvements, including: - Lionheart Reserve New Tennis Pavilion - Lloyd Reserve New Sports Pavilion - Sportsground Reconstruction at Ardeer Reserve - Design J.R. Parsons Reserve Multisport Pavilion	Completed all planned 2023-2024 works: - Ardeer Reserve sportsground reconstruction - Sassella Park Tennis Court lighting - JR Parsons Tennis Pavilion Detailed Design In addition, the planned multi financial year projects have met their completion targets for tasks in 2023-2024. These will be completed in 2024-2025:	100% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Provide community facilities that are responsive and adaptable to community needs	- Design J.R. Parsons Reserve Tennis Pavilion - Sports ground lighting upgrades at Sassella Tennis courts 5&6 and Selwyn tennis courts 1-6 - Upgrade cricket nets at Selwyn Reserve.	- The Lloyd Reserve new sports pavilion project started in November 2023 and tracking well (80% complete) and will be completed early in the 2024/25 financial year. - Detail design is underway at J.R. Parsons Reserve Multisport pavilion - The Selwyn Reserve Cricket Nets project started in May and will be completed in September 2024. - The Tennis Pavilion at Lionheart Reserve project commenced in June 2024 and the bulk of the work will be completed in 2024-2025.	
	Complete building modifications and upgrades identified in the Brimbank Community Services and Infrastructure Plan 2018, including: - Kitchen upgrades at Keilor Park Playgroup, STACC, Keilor Village Kinder and Killeen St Childcare - Heating/cooling upgrade at Glengala Community Centre - Flooring upgrade at Delahey Community Centre - Playground upgrades at Orama Street & Remus Way childcare centres - Facility access upgrades at Overnewton Gatehouse Hall - Toilet upgrades at Sydenham Children's Hub, Delahey Community Centre, Keilor Village Kinder, Deer Park Hall, Orama Street Childcare Centre.	Completed all 2023-2024 projects identified in the Brimbank Community Services and Infrastructure Plan.	100% completed
	Commence the update of the Brimbank Community Services and Infrastructure Plan (CSIP).	Although the update to the CSIP continues in 2024-2025, all budgeted and designated tasks have been completed for the 2023-2024 financial year including Council adopting the CSIP Policy.	100% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
	Continue to meet the performance requirements of the Brimbank Environmentally Sustainable Design Framework in development and implementation of new Council facilities and refurbishments.	In 2023-2024, Council implemented the Environmentally Sustainable Design (ESD) Framework in building projects and committed to achieving net zero emissions from Council operations by 2030. Notable projects include the Sunshine West Community Centre, Robert Bruce Pavilion Renovation, and Lloyd Reserve Soccer/Cricket Pavilion Upgrade. New facilities won't have fixed gas appliances and existing ones will be replaced with electric alternatives during upgrades or renovations. Designs for the all-electric upgrades to Dempster Park Children's and Community Centre, Parsons Reserve Football/Cricket Pavilion, and Dempster Park Tennis Refurbishment meet ESD framework requirements.	100% completed
Maximise urban greening through increased tree canopy cover and integrated water management	Update Brimbank's Sustainable Water Management Strategy, and continue: - Working with key partners and authorities on integrated water management - Supporting the community to maximise urban greening in their backyards through My Smart Garden program - Providing opportunities for community to participate in revegetation projects on public land.	Completed a review of the Sustainable Water Management Strategy. A draft Integrated Water Management (IWM) Strategy 2024-2034 in development. Continued collaboration with key partners in integrated water management. In April 2024, an IWM Forum finalised the Maribyrnong and Werribee Catchment Integrated Water Management Action Plans.	100% completed
	Upgrade the storm-water harvesting system at Green Gully Reserve, Keilor Downs.	Council decided not to proceed with sports facilities at Green Gully Reserve at the Council meeting on 16 April 2024. Work on designing and upgrading the storm-water harvesting system is deferred. Reassessment of the area's irrigation needs is required following the Council decision. The future informal use of the site will be investigated in the upcoming Creating Better Parks Open Space and Playground Policy and Plan update.	Project deferred



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Take action on Climate Emergency by working towards a carbon neutral Brimbank	Further implement the Brimbank Climate Emergency Plan 2020-2025: - Electrify Keilor Community Hub and West Sunshine Community Centre - Deliver the Solar PV (panels) on Sports Pavilions Program. - Work with Western Alliance for Greenhouse Action (WAGA) Councils on the Victorian Climate Resilient Councils program. - Explore options for renewable energy for local business.	Facilitated further progress in the implementation of Council's Brimbank Climate Emergency Plan 2020-2025, including: - The complete electrification of West Sunshine Community Centre in 2023-2024, with all gas equipment replaced by electric alternatives on-site. - Completion of detailed design for the electrification of Keilor Community Hub, with plans for electrification works in 2024-2025. - Ongoing work on the Victorian Climate Resilient Councils (VCRC) program to develop resources to assist Councils in managing climate-related risks - Continued our partnership with 30 other Victorian Councils in the Business Renewables Buying Group Project.	100% completed
	Develop a background paper on opportunities and options for providing electric vehicle charging to the community.	Developed the Electric Vehicle (EV) Charging Discussion Paper. This was considered at a council briefing on 23 April 2024. The discussion paper explored the role Council can play in helping to facilitate EV charging infrastructure for the community. Further work to support the expansion of EV charging infrastructure will be undertaken in 2024-2025 as recommended in the discussion paper.	100% completed
	Further implement the Revised Brimbank Greenhouse Reduction Strategy 2013-2023: - Develop a business case for a solar farm at Sunshine Energy Park - Develop a degasification plan for Council facilities. - Roll out of the 100% Renewable Brimbank online workshop series.	Completed the following this quarter: - The business case to determine the feasibility of the construction of a solar farm at Sunshine Energy Park - A degasification plan for Council facilities. The Plan categorises all Council facilities that use gas and provides directions for their degasification.	100% completed
Collaborate with community in addressing climate change & impacts on health	Facilitate community capacity building initiatives including: Supporting 'Friends of' and other environment groups that are helping to address climate change and its impacts on health	This quarter, Council collaborated with Friends Groups, neighbouring Councils, and local organisations like the Maribyrnong River and Waterways Association to host 13 conservation-themed events. These events attracted over 700 participants, engaging them in restoration and educational activities.	100% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
	- Delivering the climate emergency stream of the Brimbank Community Grants Program to help the community to respond to climate change. - The annual Environmental Events Calendar	Opened the 2024 Climate Emergency Stream Community Grants program, inviting applications from community to implement projects that fall under the five themes of the Climate Emergency Plan: People Power, 100% Renewable, Green and Cool, Resilient Rebuild and Circular Economy.	
	Explore establishing a network of 'cooler spaces' across the municipality using existing Council and community facilities.	The period from April-May was cooler and hence there was no need to open or extend the hours of our libraries, the Brimbank Aquatic and Wellness Centre or other buildings for this purpose. The provision of this service for community will continue on a business as usual basis during heat wave periods.	100% completed
Increase the extent and condition of natural habitats through restoration and prevention of threats	Continue conservation land management actions of weed control, biomass reduction, pest animal control and planting/direct seeding on conservation assets.	- Conducted high-threat weed control across all sites with integrated pest-animal control being performed on sensitive sites - Completed scheduled ecological burns Council has received \$400,000 grant funding for conservation land management projects to be delivered over the next two financial years along Kororoit Creek and at yaluk barring Park.	100% completed
	Review and update the Brimbank Biodiversity Strategy.	Completed reviews of the Brimbank Biodiversity Strategy and Brimbank Habitat Connectivity Plan. These were presented to Council in June 2024. A new Biodiversity Strategy, incorporating the Habitat Connectivity Plan, is in development. This will be presented to Council prior to being released for community consultation. Initial community engagement for this project involved the Brimbank Community Panel, representatives from the Wurundjeri and Bunurong communities, and internal staff.	100% completed
	Support environment groups and 'Friends of' groups to deliver revegetation or restoration projects within the municipality.	Partnered with 'Friends of Kororoit Creek' for a World Environment Day community planting and celebrations in June. A total of 80 volunteers planted over 1000 shrubs. Council continues to assist established 'Friends' groups with ongoing ecological advice and materials, including a new Friends group for Taylors Creek.	100% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Increase the extent and condition of natural habitats through restoration and prevention of threats	Finalise implementation of the Brimbank Habitat Connectivity Plan 2018 – 2023: - Support landholder participation in sustainable land management through active management for habitat on private land, prioritising reducing pest plants and animals - Commence rectification and restoration works at Paramount Grassland.	Presented the Habitat Connectivity Plan 2018 - 2023 to Council for a final review, prior to incorporating the Plan into the next Biodiversity Strategy. Engaged twelve landholders in the Green Wedge area of Brimbank in the Sustainable Land Management Incentive scheme. The scheme funded activities including weed and rabbit control and native plant revegetation. Commenced rectification works in the vandalised areas of Paramount Grasslands, with weed control activities and the collection of genetically diverse seeds to spread into the landscape in the spring season. The site responds well to the weed control, with some surrounding grassland species naturally seeding into the damaged area.	100% completed
	Further implement the Brimbank Urban Forest Strategy 2016-2046: - Plant street trees in Kings Park, Deer Park and St Albans and approximately 20,000 tube stock plants. - Continue the Nature Places program to highlight importance of remnant grasslands at Bon Thomas Reserve.	Completed the Nature Places program in Bon Thomas Reserve, including fencing, rock work and the secondary path. A total of 2528 semi-mature street trees have been planted in Kings Park, Deer Park and St Albans so far as part of the 2024 tree planting season.	100% completed
	Implement actions from the Conservation Asset Management Framework: - Conduct fauna surveys in areas identified as requiring investigation - Install protective fencing at a minimum of three key grassland reserves to prevent illegal access and inappropriate use - Update or develop Management Plans for five high value grassland reserves.	Conducted fauna surveys in the municipality, including bird surveys at Sydenham Park Installed Protective fencing for conservation reserves at Bon Thomas grasslands and Myuna ephemeral wetland. Completed five-year management plans for high value grasslands: Pioneer Park, Denton Avenue, Isabella Williams, Laverton Creek and Paramount Grasslands.	100% completed
Increase the			



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
extent and condition of natural habitats through restoration and prevention of threats	Continue to deliver initiatives that protect and enhance the environment from the impact of feral cats. This includes community awareness campaigns and a subsidised cat de-sexing program.	Successfully completed the desexing program, in partnership with local organisations, for the 2023/2024 financial year. Plans are in place to offer similar and expanded programs throughout the upcoming financial year 2024/2025. Further awareness campaigns will be conducted to build on the success of these initiatives.	100% completed
Invest in circular economy and improve waste management systems to increase recycling and reduce waste to landfill	Monitor the performance and benefits on the use of crushed recycled glass on road pavements in collaboration with the Australian Road Research Board (ARRB), Department of Transport (DoT) and Sustainability Victoria (SV).	Completed the research project that monitored the performance and benefits of the use of crushed recycled glass on Brimbank roads. The final evaluation report from the Australian Road and research Board (ARRB) is due. This will provide Council with product specifications for the new asphalt mix so that it can be implemented into Council's annual road rehabilitation program.	100% completed
	Work with the Environmental Protection Authority (EPA) and Police to develop and implement compliance initiatives that respond to illegal waste dumping. This includes increased and improved surveillance mechanisms.	The use of surveillance cameras has helped target historical dumping locations. Further assessment of the data will be carried out to confirm the best surveillance locations for the new financial year.	100% completed
	Continue to monitor the implementation of Recycling Victoria - A New Economy Policy and in particular the Household Recycling Program (4-Bin System).	Completed the following actions aligned with Recycling Victoria - A New Economy Policy: - Continued to work with Container Deposit Scheme (CDS) administrators (TOMRA & Cleanaway) to expand the network of CDS sites on council owned land, with three (3) fully established and two (2) more accepted sites being implemented - Undertook residential bin audits to determine bin contents to inform introduction of separate glass collection service on 1 July 2027 - Continued to change over garbage bin lids from dark green to red, with new requests and repairs - Continued to promote increase of voluntary Food Organics and Garden Organics (FOGO) collection service prior to implementation of compulsory service - now planned for 2027.	100% completed



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Council Plan Objectives	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Increase the extent and condition of natural habitats through restoration and prevention of threats	Implement actions from the Brimbank Waste, Recycling and Litter Strategy (2018-2028): • Increase promotion of Food Organics and Garden Organics collection service to increase voluntary uptake to greater than current 59%. • Undertake a mid-term review of the Waste, Recycling and Litter Strategy • Continue to work with the hard waste collection service contractor to maximum reuse of goods by residents and achieve minimum 20% recycling diversion of recyclable metals, plastics and mattresses.	Achievements this quarter include: • Increased promotion of Food Organics and Garden Organics collection service resulting in voluntary uptake increasing from 59% to 63.5% • Completion of a mid-term review of the Waste, Recycling and Litter Strategy (2018-2028) (A 5-year implementation plan will be developed and presented to Council in 2025) • A 27.4% recycling diversion of recyclable metals, plastics, and mattresses as part of the hard waste collection service • Awarding a new Hard Waste Collection Service Contract to WM Waste Management for an initial term of 3 years commencing 1 July 2024 • Awarding a new Recycling Processing Service Contract to Cleanaway for an initial term of 5 years commencing 1 July 2024.	100% completed

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Opportunity and Prosperity – Our Services

- ☐ Economic Development
- ☐ Learning and Employment Pathways
- ☐ Libraries
- ☐ Neighbourhood Houses
- ☐ Rail Projects
- ☐ Strategic Planning
- ☐ Sunshine and St Albans Place Management
- ☐ Transforming Brimbank



Promoting Investment in Brimbank



Chinese Business Migrants Meetup at Council

This quarter, as part of Council's Investment Attraction Program, Council's Economic Development Unit hosted the first networking event exclusively for Chinese Business Migrants. Participants were provided with the opportunity to meet and collaborate while they gathered information on local settlement and investment support, and Council staff introduced a new customised business mentoring program for Mandarin-speaking business migrants.

The event concluded with a bus tour of investment options in Sunshine and St Albans town centres, current development sites in Deer Park, as well as industrial estates in Keilor Park and Tullamarine.



Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Grow and diversify industry, and support existing and new businesses	Implement Year Two actions of the Brimbank Economic Development Strategy 2022-2027, including: • Business communication and networking activities • Industry and Business Development • Establishment of an Economic and Employment Committee.	Delivered a range of activities this quarter, including: • Publication and distribution of nine Brimbank Business e-Bulletins • Delivery and/or promotion of three business workshops • Promoting and implementing two business link meetups • Recruiting and commencing delivery of the Ignite start-up program • Delivery of the second Brimbank Business Breakfast for 2023-2024 • Convening the inaugural meeting of the Brimbank Economic and Employment Advisory Group. Council has delivered a diverse range of communication, networking and business development initiatives and events that promote business growth and employment	100% completed
	Continue to promote Brimbank as a business location and facilitate development to deliver investment and economic uplift, including: • A suite of investment information on Council's website • Implementing Council's Investment Facilitation Guidelines • Working with State Government and other key organisations to facilitate investment attraction and investment.	Worked to promote and attract investments, including: • Translation of the Investment Prospectus to Vietnamese and Chinese languages • Promoting Brimbank as an investment opportunity through attendance at two relevant forums and responding to three investment/export enquiries, and the delivery of a presentation at the launch of the Vietnam-Australia Startups and Innovation Association • Visiting three local businesses regarding expansion, investment, and exporting • Facilitating the inaugural Chinese Business Migrants Meetup in partnership with the Victorian Government's Skilled and Business Migration Program • Co-designing and facilitating in-language business migrants mentoring program for Chinese and Vietnamese business migrants • Ongoing liaison with State Government about investment in Brimbank. Brimbank has become a local government leader in its work to promote investment opportunities to culturally and linguistically diverse investors.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Grow and diversify industry, and support existing and new businesses	Implement Year Five actions from the Sunshine Rising Action Plan 2019 - 2024, including: • Delivery of centre management, communications and marketing initiatives • Commencing a review of the Action Plan • Supporting the Sunshine Business Association to prepare a five-year Sunshine Town Centre Marketing and Business Development Plan • Continuing to administer the Sunshine Marketing and Business Development Special Rate and ensuring the appropriate distribution of activities across the Sunshine Town Centre • Continuing to deliver Enjoy Local across the Sunshine Town Centre, including the southern side of the Town Centre.	Delivered a range of activities including: • Production and distribution of the Sunshine Rising Summer newsletter, which is now translated into Vietnamese • A review of quarterly expenditure and income for the Marketing and Business Development Special Rate • Continued delivery of several programs, including Enjoy Local, Business Developments and Sunshine Light Up • Convening the quarterly meeting of the Sunshine Partnership Group as a workshop to inform the preparation of the Sunshine Rising Action Plan 2025-2030 • Preparing a report for Council about the progress to implement the Sunshine Rising Action Plan 2019 – 2024.	100% completed
	Implement Year Five actions of the Go St Albans Action Plan 2019 – 2024, including: • Delivery of centre management, communications, marketing and activation initiatives, including Enjoy Local • Commencing a review of the Action Plan • Continuing to administer the St Albans Marketing and Business Development Special Rate (Special Rate) and commencing the reintroduction of a new Special Rate, subject to Council approval.	Continued delivery of a range of actions including: • Production and distribution of the Go St Albans Summer edition newsletter, including a translated version in Vietnamese • Finalisation of the Funding Agreement for the Marketing and Business Development Special Rate • A review of the quarterly expenditure and income for the current Special Rate. Council has worked closely with the St Albans Business Association Group Inc. to finalise the funding agreement for the Special Rate, which is an important initiative to support delivery of marketing and business development initiatives, including the Lunar New Year Festival • Continued delivery of the Enjoy Local program, including youth focused activities at Errington Reserve • Ongoing support to the St Albans Business Association • Delivery of the quarterly St Albans Partnership Group meeting • Commenced work to update the Go St Albans Action Plan.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Grow and diversify industry, and support existing and new businesses	Progress the update of the Brimbank Activity Centre Strategy and continue to deliver programs to facilitate ongoing development of Local Activity Centres (LAC) across Brimbank including the delivery of the: - Local Activation Centre Program - Enjoy Local Program.	Progressed work on the economic analysis of Brimbank's activity centres, with a draft economic report provided in June 2024. The economic analysis will be an important input into the update of the Brimbank Activity Centre Strategy. Other initiatives, delivered in accordance with the Strategy included the Local Activation Centre Program, the 'Think Shop Buy Local' campaign and Enjoy Local which provide small-scale activities across local centres in Brimbank, as well as ongoing delivery of Council's Place Management programs. Council maintains an important program of business support and small-scale activations across its network of activity centres.	100% completed
	Continue to support and promote the operation of iHarvest Co-working Sunshine to provide a vibrant and affordable co-working location for start-ups, entrepreneurs, freelancers and business.	Continued to build iHarvest membership and deliver business support including: - Promotion of business development activities through iHarvest social media channels - Delivery of two free coworking trial days, two in-residence one-on-one business mentoring clinics and one group masterclass. During this quarter a total membership of 136 was recorded, with fifty-two active members.	100% completed
	Co-ordinate implementation of the Brimbank Industrial Land Strategy (BILS), including: - Progressing an amendment for the inclusion of the Industrial Design Guidelines into the Brimbank Planning Scheme, subject to Council support - An audit of the implementation program to inform a status review.	Prepared draft Amendment C231brim to implement the Brimbank Industrial Design Guidelines into the Brimbank Planning Scheme Amendment C225brim was gazetted on 28 June 2024. Officers are now working with representatives at the Department of Transport and Planning (DTP) and will deliver a report to Council in 2024-2025.	100% completed
Enhance community opportunities as a result of major development and infrastructure investment	Continue to monitor and respond to the proposed growth and development of Melbourne Airport, including the proposed third runway development.	Officers attended quarterly meetings of the Melbourne Airport Community Aviation Consultation Group & Planning Coordination Forums. On 18 June 2024 Council officers met with staff from the Dept. of Infrastructure, Transport, Regional Development, Communications, and the Arts (Commonwealth Airports Branch) regarding Council's letter requesting consideration of a compensation scheme for noise in relation to Melbourne Airport's 3rd Runway.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Enhance community opportunities as a result of major development and infrastructure investment	Continue to work with the Department of Transport and Planning to finalise the design and further develop the Sunshine Station Masterplan	Council continues to work with the Department of Transport and Planning to advocate for the realisation of the Sunshine Station Masterplan.	100% completed
	Continue to promote, partner and advocate for outcomes described in the Sunshine Priority Precinct 2050 Vision.	Actioned key steps in the partnership of the Sunshine Priority Precinct Vision, including: - Adoption of the Sunshine Energy Park Vision Plan - Sale of land to the Vietnamese Museum Australia - Commissioning a concept development for the 'Welcome Plaza' - Continuing to partner with State Government on the 2050 Vision with the release of the Sunshine Precinct's Albion Quarter Discussion Paper, a major step in the realisation of the urban renewal of the large area in the north of Sunshine CBD. Council continues to advocate for the Airport Rail and in particular the redevelopment of the Sunshine Station Masterplan and the rebuild of Albion Station.	100% completed
	Continue to work with the Department of Transport and Planning to develop the Albion Quarter Structure Plan.	The Department of Transport and Planning has released the Albion Quarter Discussion Paper, a key step in the development of the Albion Quarter Structure Plan.	100% completed
	Finalise the Sunshine Energy Park Vision Plan and begin developing business cases for the first stages.	The Sunshine Energy Park Vision Plan was adopted by Council at the 21 May Council Meeting. The adoption of the Vision Plan follows extensive community and stakeholder consultation and expert engineering technical review.	100% completed
Promote Brimbank as a destination to build the visitor economy and tourism	Update Council's Experience Brimbank Visitor Strategy to identify priorities, actions and resources for the next five years to promote Brimbank as a destination and promote growth of the visitor economy and tourism.	Conducted a range of activities including: - Undertaking a range of work to inform the preparation of a new Brimbank Visitor Economy Strategy: Two stakeholder workshops, 14 stakeholder interviews and a household and visitor survey. - Negotiating with 'Amazing Co' to develop self-drive experiences in Melbourne's west - Ongoing support for Western Melbourne Tourism's Namaste Westside project - Promotion of Brimbank events and tourism product offerings through Western Melbourne Tourism's marketing channels	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		- Attending and promoting industry events, such as Victorian Tourism Industry Council's Choose Tourism Expo - Meeting with key tourism stakeholders in Brimbank and attending the Western Melbourne Tourism Board meeting.	
Facilitate housing diversity, population growth and development through planning and assessment processes	Finalise the preparation of the Neighbourhood Character Study, Residential Development Framework and Housing Strategy for Brimbank to inform future potential changes to the Brimbank Planning Scheme, subject to Council approval.	After considering submissions from community and stakeholders, Council adopted the Brimbank Housing and Neighbourhood Character Strategy 2024 at its Meeting on 16 April 2024. Officers commenced preparation of Amendment C239brim to implement the Strategy, which Council endorsed at its Meeting on 18 June 2024. The finalisation of the Brimbank Housing and Neighbourhood Character Strategy 2024 is the culmination of a significant and robust program of work that will help Council plan for future housing growth and development in Brimbank.	100% completed
	Implement Year Five actions of the Brimbank Heritage Strategy 2018-2023, including: - Strategic work to strengthen heritage provisions in the Brimbank Planning Scheme - An audit of the implementation program to inform a status review.	Undertook a range of activities including: - Convening the quarterly meeting of the heritage advisory committee - Engaging legal advocates and expert witnesses to represent Council at the Heritage Council of Victoria Hearing in relation to the former Sunshine Technical School - Engaging a Heritage Consultant to present to members of the public on Brimbank's post contact heritage An audit of the implementation program is scheduled to go to the 20 August 2024 Council Meeting.	100% completed
Support economic and social inclusion	Offer practical workplace experience to young people through a structured Placement Program, including opportunities for entry level employment in Neighbourhood Houses and introductions to local business and employer networks.	Delivered the following activities this quarter: - Hosted two tertiary and one Year 11 student placements - Facilitated three young people to deliver the 'Young at Heart' Program. The program provides hands-on and interactive digital learning for older people while socially connecting older and younger members of the community - Engaged volunteers (who contributed 102 hours on average weekly, with an annual replacement value of \$229,504) - The Success Lab project focussed on Youth Interview Skills.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Support economic and social inclusion		Engaged young people as contractors for Careers Week, Global Kitchen program, school holiday programs, Refugee Week event, and tech help.	
	As part of the Makers Market project, build the capacity and competence of young people in planning, developing, testing and promoting their entrepreneurial skills and business ideas.	Completed a range of activities this quarter, including: - Two Youth Entrepreneurship Sessions with a total of fifteen young participants. This included a panel event with young entrepreneurs and a skills-building workshop. - Initiating planning for the next Makers Market which will work to create links with Libraries' Makers Space participants.	100% completed
Support community access to education and jobs	In collaboration with partners, deliver programs and services at Brimbank Learning Futures (BLF) that support re-engagement with education, training, and employment. This includes: - Co-designing responses to improve training, learning and vocational outcomes - Increased connections with local schools - Outreach and pop-up programs.	Produced the following BLF outcomes this quarter: - Monthly Linked IRL Networking Sessions, designed by 5 young people, delivered to 32 young attendees - Expanded connections with schools and other services. - Participated in Victoria University's Pathways in Place Action Network - Collaborated with the Ardoch Foundation during careers week. Engaged 28 students from Sunshine College and 12 council staff members in Speed Careers Reverse Interview Sessions.	100% completed
	Implement Year Three actions in the Local Jobs for Local People Program, including work to: - Strengthen employment networks - Support education and training networks with industry - Promote local procurement.	Delivered a range of activities, including: - Promoting of a range of employment programs and initiatives to local businesses including Women in Fire-Fighting careers; First Nations Mob Tech Program and Indigenous Procurement; Westpac Employment Opportunities; and the Veteran's Job Fair - Co-coordination and promotion of Brimbank Careers Week; Brimbank Local Jobs Showcase; All West Job Expo; Career Counselling Programs; and SheForce White Card - Promoting Council tenders - Delivering a "Winning Government Tenders" workshop - Attended twenty-seven meetings and/or seminars with providers and employers to facilitate employment outcomes including transition to work and apprenticeships. This included Workforce Australia, Disability Employment, Justworks, Inclusion Melbourne, NDIS, Mentors, Jesuit Social Services & Multicultural Consulting.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Promote the importance of education and encourage life-long learning across generations	Support the development of new Kindergartens and Early Learning Centres in Brimbank by: - Working with the State Government and local services to deliver on the Building Blocks Partnership Agreement, Kindergarten on School sites program and the Best Start, Best Life Reforms. - Improving kindergarten registration to support families and parents to make informed choices about early education.	Work progresses on Epalock Crescent Kindergarten, Dempster Park Children's and Community Centre and St Albans East Kindergarten. Discussions with the Department of Education and Early Learning Centres at Sunshine and Kings Park Primary Schools continue regarding planned kindergartens on school sites and co-location of Maternal and Child Health and other early years services. The continued review and update of Brimbank Community Services and Infrastructure Plan will inform future strategic investment in kindergarten infrastructure. Early years facilities fit for purpose audits are part of this process.	100% completed
	Support and strengthen families and improve life chances (health and education), through access to affordable, inclusive learning opportunities including: - Early years access to local programs and services - Family learning programs that are creative and engaging - Active engagement of young people to increase participation and positive interactions - Making space for older people to learn and engage with their community.	Libraries created lifelong learning opportunities through partnerships including: - Victoria University Jobs and Skills Centre to deliver one on one career counselling sessions, for jobseekers to receive tailored advice regarding their careers to improve their employability 'Lively.org' to train two young people to deliver intergenerational digital literacy in the community. The young people now have skills and experience to support future employment - Council's Early Years Team to provide a Raising Readers Program. This program provided vulnerable families in the community with a literacy pack and an introduction to the libraries to learn about what they can access such as story times, young scientists, and Lego clubs through to programs such as computer classes for the parents. It also encourages families to read together and learn about the importance of literacy development and learning through play in a friendly and fun environment. 60,176 people attended library programs and 821,913 people visiting library branches. Brimbank libraries loaned 1,468,782 items for the year, contributing significantly to community learning outcomes.	100% completed
	Update Council's Lifelong Learning Baseline Measures to monitor outcomes and support advocacy.	The action was completed in Quarter 1.	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Promote the importance of education and encourage life-long learning across generations	Further implement the Brimbank Library Strategy 2020-2025 and Strategic Framework for Library Collections 2020-2025: • Increase library customer self-service options • Continue to build and promote culturally safe collections and services in consultation with local Aboriginal and Torres Strait Islanders • Support opportunities for the community to learn and connect with new, emerging and creative technologies to improve employment, skill development and social connection outcomes.	Developed, tested and launched automatic renewals for the Library Management System, with a very successful 99% adoption rate by the community. The new process has coincided with an approximate 30% increase in collections usage, with positive feedback from the community on ease of use. The refreshed library website currently in development includes an Aboriginal webpage. The draft was completed with members of the Aboriginal community. Sunshine Library launched the mural painted by Auntie Jeanie in the Children's area. This has created a more welcoming space for community and an opportunity for members of the community to explore Aboriginal heritage. Worked with the Arts and Culture team to increase the reach of digital skill development in the 'Future Makers Space' program for young people. The program focused on developing skills to use the variety Maker Space equipment and social connection. At the end of the program all young people reported they had improved digital literacy skills, mental wellbeing, and creativity.	100% completed
Work towards improving digital access and inclusion	Plan and deliver digital literacy programs and services to support digital inclusion for vulnerable groups and individuals, targeting: • older people • women aged 45+ • people with a disability • asylum seekers • people with low English proficiency.	Provided a series of diverse digital literacy and community engagement programs, including: • 'e-Help' sessions, workshops, classes from basic to advanced PC skills, multilingual tech sessions and sessions for members with disabilities • iPad courses for seniors • Coding for children • Cyber safety sessions • Creative workshops in manuscript writing, podcasting, and digital design • The introduction of loanable digitisation equipment so patrons can convert analogue formats such as VHS tapes and floppy disks to digital formats. In total, 2211 participants aged 8 to 80+ attended 812 digital literacy sessions during 2023-2024.	100% completed

Opportunity and Prosperity***A future focused, transforming city where all have opportunities to learn and earn***

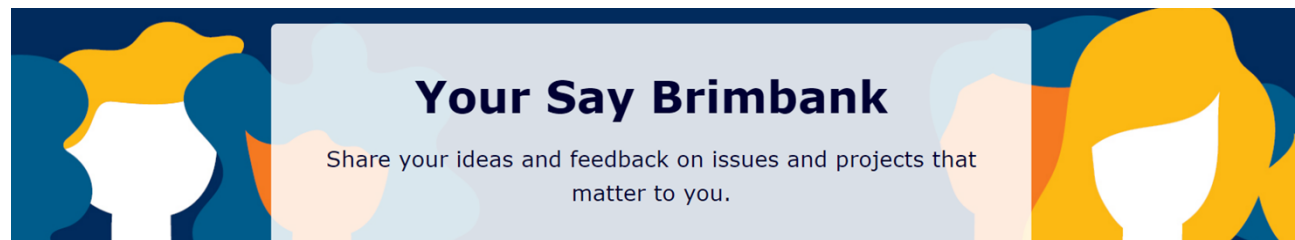
Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Work towards improving digital access and inclusion	Investigate and deliver a training program for community volunteers to improve digital skills and enhance wellbeing for older adults.	A group of Brimbank young people have been trained to teach adults computer skills with these programs planned for delivery in 2024-2025.	100% completed
	Work towards developing a technology innovation space at Deer Park library.	The action was completed in Quarter 1.	100% completed
	Continue to facilitate opportunities to increase the accessibility of Council's digital communications and services to a wider audience.	Work on Council's website was hampered by a series of technical glitches which delayed new work and updates. By 30 June, however, processes were in place to resolve the website backlog and resume continuous improvement, including ongoing attention to initiatives that improve accessibility.	100% completed

Leadership and Governance

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Leadership and Governance – Our Services

- Advocacy and Stakeholder Relationships
- Civic Events
- Community Engagement
- Contact and Service Centres
- Council Business
- Customer and Digital Experience
- Design and Brand
- Digital Communications
- Employee Services
- Enterprise Performance and Service Innovation
- Financial, Management and Systems Accounting
- Information Management, Communications and Technology
- Legal Governance and Integrity
- Media and Communications
- Occupational Health and Safety
- Organisational Development
- Procurement
- Revenue
- Risk and Compliance



“Chat(bot)ing” to our customers



In a recent consultation with community members, Council was pleased to hear how much our residents appreciate Council’s live chat function and engaging with Council Customer Service staff behind the Brimby ‘Chat bot.’

So, what happens behind the scenes?

1

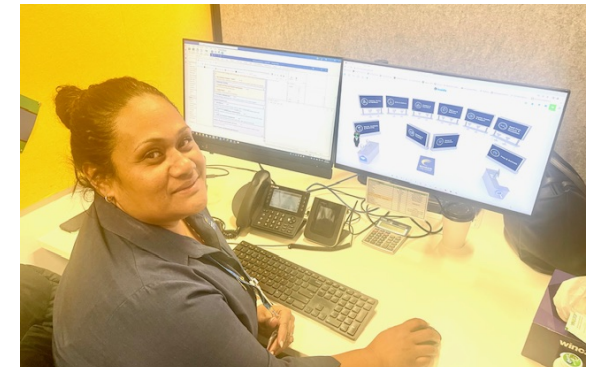
A customer enters Council’s website <https://www.brimbank.vic.gov.au/>, clicks on the ‘Brimby Chat Now’ button at the base of the webpage and makes their written enquiry.

2

One of our Customer Service Officers is notified through their screen which shows different ‘doorways’ through which the virtual customer enters depending on their enquiry.

3

The Customer Service Officer knows the category of the enquiry by the doorway entered. They are then able to communicate (‘virtual chat’) with the customer, getting more details and providing assistance.



Between January and June 2024, Customer Service Officers provided ‘chat-bot’ services and support to more than **2,400** Brimbank residents.

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Value community input through models of deliberative engagement and co-design	Undertake a process of deliberative engagement to inform a full review and update of Brimbank's Community Engagement Policy.	Adopted the revised Community Engagement Policy, informed by a deliberative engagement process, at the May 2024 Council Meeting. The Community Engagement Policy is available on Council's website for public access.	100% completed
	Utilise the newly established Community Panel to help inform community consultation on Council plans, strategies, and projects.	Engaged the Brimbank Community Voice panel to inform the development of the Customer Experience Strategy and the Integrated Transport Strategy. A variety of engagement methods were applied across the two consultations to enhance panel member participation and experience. This included surveys and both online and face to face workshops.	100% completed
	Continue to administer the H.V. McKay Memorial Gardens Strategic Management Group meetings to provide direction for the management and development of the Gardens.	Administered the HV McKay Memorial Gardens Strategic Management Group meetings, this quarter, as per the planned schedule for 2023-2024.	100% completed
Support community resilience and continue emergency management planning to be prepared for any future incidents or shocks	Maintain Emergency Management Planning Reform at the Municipal level.	Council has met its obligation of facilitating four Municipal Emergency Management Planning Committee (MEMPC) meetings per calendar year and responding to emergency incidents as required.	100% completed
	Continue to implement recommendations from a review of emergency management and resilience planning completed in 2022.	Continued implementation of recommendations from the review of emergency management and resilience planning. This included: • Completion of new Municipal Emergency Management Plan • Continued operation of Municipal Emergency Management Planning Committee • Renewal of Municipality Emergency Management Sub-Plans - Heatwave, Relief and Recovery, Pandemic and Fire Management.	100% completed
Partner across multiple sectors to advocate for equal access towards social & environmental justice	Design and deliver a refreshed Advocacy Plan 2023-2025 to guide advocacy initiatives and actions.	Advocacy highlights this quarter included: • A government announcement for new and improved bus services in Melbourne's west • An extension of funding for the 'Homes for Families' program • More funding for three Brimbank schools • Expansion of the Westside Lodge public residential rehabilitation facility	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		- Launch of the 'Improving the Calder Highway' advocacy brochure, which attracted significant media coverage - Increased funding allocation for Brimbank under the 'Roads to Recovery' program - The Jobs Victoria Mentors Program, targeting over 4,000 residents from five disadvantaged LGAs, including Brimbank - Release of the Albion Quarter Structure Plan discussion paper - The Independent mediator's recommendation that both State and Federal Governments progress the development of the Sunshine Precinct as the first stage of the Melbourne Airport Rail Link. - The submission of three successful motions at May's Municipal Association Victoria (MAV) State Council Meeting calling for: - Improvements to Victoria's bus network - A fast-tracking the rollout of mental health social inclusion action groups to all LGAs - Increased funding for upgrading major highways. The current Advocacy Plan is in place until the end 2025. All actions designated for completion in 2023-2024 have been achieved.	
	Review the Social Justice Charter to ensure the principles and framework are still relevant and provide a platform for social equity and inclusion across Council.	Utilised the findings and recommendations from the Social Justice Charter Review to inform the development of a new Charter. The new Social Justice Charter is progressing following engagement with stakeholders. The new Charter includes a Diversity Equity and Inclusion lens.	100% completed
Support the Brimbank community to engage in transparent democratic processes	Partner with the VEC in respect to the transition to single member wards for the 2024 Local Government elections in compliance with the <i>Local Government Act 2020 (the Act)</i> .	Council Officers are assigning the new single member ward structure to Council's systems, mapping tools and Council website updates. The new ward structure will take effect from October 2024, just prior to Council elections.	100% completed

A high performing organisation that enacts the vision and decision of Council through quality and innovative services

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
Reward a culture of high performance that demonstrates commitment to community	Develop and implement an Organisational Development Framework to attract, develop and retain highly skilled, capable, and engaged people and develop leadership capability.	Finalised the Organisational Development Framework in May 2024. Many actions within the framework have commenced and will be actioned over the life of the Framework (2024 - 2028)	100% completed
	Develop an annual workforce action plan to support the implementation of the Strategic Workforce Plan	A number of activities were completed this quarter to support and inform development of Council's Strategic Workforce Plan. These included: - The establishment of an inter-Council working group for benchmarking and workforce process comparison - Initial development of a 'People Metrics' management dashboard to inform workforce planning. The project has been impacted by a gap between datasets that inform the current workforce profile and reporting of people metrics and, hence, the effectiveness of the proposed dashboard. This has required a greater time commitment than initially anticipated. Work to complete the dashboard and final Strategic Workforce Plan is prioritised for 2024-2025.	40% completed
Continue to model a safe, healthy, diverse and equitable organisation	Deliver on actions of the Diversity, Equity and Inclusion Strategic Plan and develop an Action Plan based on a staff survey of inclusivity.	Development of the Diversity, Equity, and Inclusion (DEI) Action Plan is due for completion in September 2024. Finalisation of the action plan was impacted by staff vacancies and the need to confirm staff accountabilities for different actions, either community-based or internal. Staff consultation regarding DEI capacity and capability is almost complete.	70% completed
	Implement current year actions of Council's Occupational Health and Safety (OHS) Strategic Plan.	Achieved an action completion rate of 77% (99/131) for the Occupational Health and Safety (OHS) Year 2 Action Plan, with a further 17 actions in progress. Delayed actions were due to organisational readiness (e.g. timing not aligned to MS365 rollout) and delayed enactment of legislation (e.g. Psychosocial OHS Regulations). Significant achievements include: Implementing a Waste Truck sensor initiative, nominated for a WorkSafe Award	100% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		- Progressing the 'bWell' (health and wellbeing) Framework for staff (after the launch in March) - Establishing a Wellbeing committee and Peer Support Network - Delivery of forty plus Job Task Analysis (JTA) for high-medium risk positions - Personal Protective Equipment (PPE) Fit Testing completed for all employees undertaking work which requires them to wear respiratory protection - Implementing a 'Lock Out Tag Out' process for plant equipment - Implementing Safe Work Method Statements (SWMS) which is a legal requirement for high-risk jobs - Updating Traffic Management practices to align with new legislation.	
Enhance organisational performance management and reporting	Report on the outcomes of the annual Local Government Community Satisfaction Survey (CSS) and the Local Government Performance Reporting Framework (LGPRF)	Council takes part in the annual State-wide Community Satisfaction Survey (CSS) for Local Governments each year. In 2023/24, 600 residents participated in face-to-face surveys where they provided their views on Council's performance across a range of areas. Overall satisfaction with Council's performance increased by 8% from 2022/2023. Council reports annually on the Local Government Performance Reporting Framework (LGPRF). It is a requirement of the Local Government Act 2020 and aims to improve the transparency and accountability of council services and performance. Council results from 2023 are available on Know your Council Website - https://www.vic.gov.au/know-your-council	100% completed
Enhance organisational performance management and reporting	Develop and Implement a Compliance Management Framework, including compliance management system designed to allow the monitoring and reporting of key legal and regulatory obligations and controls to the executive team and to Council's Audit and Risk Committee.	The Compliance Management Framework is in place and provides a structured approach to ensuring adherence to relevant regulations and standards. The procurement process for the compliance management system is in final stages. The system will enhance Council's ability to monitor, manage, and report on compliance activities to a high standard once fully implemented.	60% completed

Council Plan Objective	Actions 2023-2024	Fourth Quarter Activity (April – June 2024)	Action Status
		The due diligence process related to tool's compliance took longer than expected due to the thorough verification of all systems, ensuring adherence to regulatory standards, and addressing any identified issues. This comprehensive approach was necessary to ensure that all operations are fully compliant and secure.	
Continue to manage our assets and finances sustainably and responsibly	Work towards achieving an Asset Sustainability Ratio between 0.95 and 1.05, on average, over time. Achieving this target will ensure that public infrastructure is kept safe, clean, and well maintained for our community to use and enjoy for the long term.	Council's adopted Financial Plan for 2024-2025 has the Asset Sustainability Ratio at 84% (0.84) average over the next 10 years. In terms of current and future investments in asset renewal, this ratio is a markedly improved position compared to previous years. This is in line with, and will help to achieve, Council's longer term goal of between 0.95 and 1.05 Asset Sustainability Ratio.	100% completed
Embrace technology and innovation to deliver continuous improvement opportunities	Continue investigations into the use of Smart Sensor devices as a way to improve the serviceability and performance of public infrastructure assets. This includes smart litter bins, outdoor air quality monitoring, and Parking Overstay Detection System (PODS).	Completed the pilot project, which tested and validated the use of IoT sensors for street litter bins. The project team will now prepare a performance valuation report to help inform any potential future investment into IoT, including whether to proceed with a full-scale implementation, make necessary adjustments, or abandon the approach.	100% completed
	Continue to deliver ICT Strategy work packages including: - Implementing collaboration tools as part of M365 rollout - Commencing the 'corporate systems uplift' in response to the system optimisation review.	Completed the migration to One Drive, implementation of MS Teams and upgrade to Office 365, as part of the M365 project. The 'corporate systems uplift' work commenced, as planned in 2023-2024. This work is continuing.	100% completed



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Hearing or speech impaired?

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- Speak & Listen 1300 555 727
- www.relayservice.gov.au, then enter 03 9249 4000



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