

12.7

Directorate
Director
Manager
Attachment(s)

Council Plan Action Plan Y4Q1 Report and Draft Council Report

People, Partnerships and Performance

Georgie Hill

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1. Council Plan Action Plan Y4 Q1 Report (July - September 2024) [**12.7.1** - 37 pages]

Purpose

For Council to note the status of progress towards implementing the Council Plan Action Plan Year 4 Quarter 1 as presented in the attached Quarter One Progress Report for July - September 2024.

Officer Recommendation

That Council notes the status of progress towards implementing the Council Plan Action Plan Year 4 Quarter 1 as presented in the attached Quarter One Progress Report for July - September 2024.

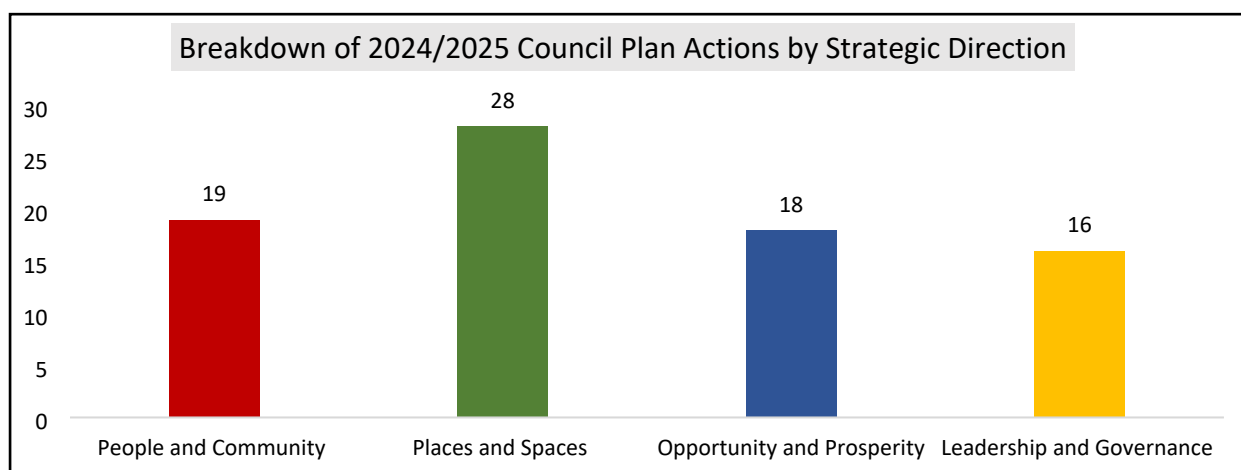
Background

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 (2024-2025) the Council Plan Action Plan contains 81 actions.



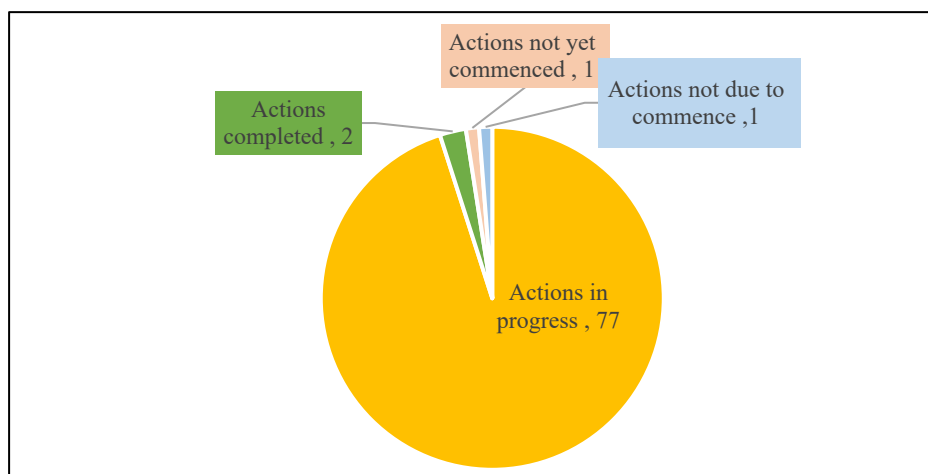
Matters for Consideration

Analysis

Results – Progress of Actions

As of 30 September 2024, the status of the 81 actions in the Council Plan Annual Action Plan are as follows:

- 96% (77) actions are in progress
- 2% (2) actions are completed
- 1% (1) action has not commenced
- 1% (1) action is not due to commence until Quarter 4.



The following actions are completed:

- Advocate to the State Government to allocate funding for local government Social Inclusion Action Groups (People and Community)
- Continue implementation of Council's Urban Forest Strategy through street tree planting in Kings Park, Deer Park and St Albans (Places and Spaces)

Detailed commentary about progress of each of the 81 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 81 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 2024/2025.

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:

4. 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 strives to enhance services and liveability for the Brimbank community.

Legislation

The *Local Government Act 2020* requires that Council's must, after a general election:

- Prepare Council Plan for a period of at least the next 4 financial years
- Adopt the Council Plan by **31 October** in the year following the general election (2025).

Over the next six months Council will be working with Councillors, Community and Council staff to develop the Council Plan 2025-2029.

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 4 Quarterly Progress Report

July - September 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 81 different actions.

❖ Strategic Direction: **People and Community**

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

❖ Strategic Direction: **Places and Spaces**

Twenty-eight actions that aim to create *"liveable and connected neighborhoods that support healthy and sustainable futures – a green place for all."*

❖ Strategic Direction: **Prosperity and Opportunity**

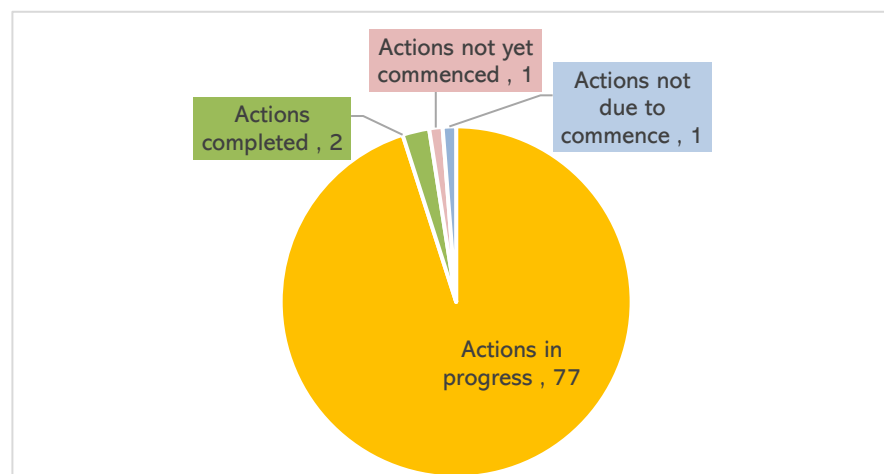
Eighteen actions working towards *"a future focused, transforming city where all have opportunities to learn and earn – a prosperous place for all."*

❖ Strategic Direction: **Leadership and Governance**

Fifteen 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?

At the conclusion of Quarter One, July to September 2024, two Council Plan actions are complete. One action has not commenced, and another is not due to commence until Quarter 4. The remaining 77 actions are in progress.



Completed actions:

- Advocate to the State Government to allocate funding for local government Social Inclusion Action Groups
- Continue implementation of Council's Urban Forest Strategy through street tree planting in Kings Park, Deer Park and St Albans

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



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

Carers Space welcomed in Brimbank

Council was pleased to welcome more than 60 local carers, service providers and guests to the official opening of the Brimbank Carers Space on 9 September 2024.

The Carers Space, located within the Keilor Downs Community Centre in Taylors Road, Keilor Downs, was developed with the support of local carers in a community co-design approach. It is a multi-purpose space, serving as a comprehensive resource centre by providing access to technology, professional advice from carer organisations, spaces for peer support, carer support groups, education and respite programs tailored to the unique needs of Brimbank carers.



People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
1.Support improved mental wellbeing	1.1 Advocate to the State Government to allocate funding for local government Social Inclusion Action Groups.	Council welcomed the recent State Government announcement of funding to establish a Social Inclusion Action Group (SIAG) in Brimbank, a positive outcome of effective advocacy. Planning is under way to establish the SIAG. The group will support a range of initiatives that combat loneliness and isolation through social inclusion and connection. This action is complete.	100%
	1.2 Assess and formulate Council's future strategic approach to promote mental well-being.	Formed in 2022, the Brimbank Local Mental Health Service is delivered by CoHealth an established community health service in the West. Through resourcing provided by the Service, Council officers completed the Brimbank Mental Health Partnerships Project which identified key findings and recommendations to improve mental health and wellbeing service access for our community. The findings will be presented to Council, and then inform our approach to promoting mental wellbeing over the next four years.	25%
	1.3 Further develop youth services partnerships with local mental health services, for example the B-Heard Youth Support Program.	This quarter, Council facilitated meetings with the Department of Education, Brimbank-Melton and Western Metro Regional Mental Health, Victoria University, and local mental health service providers to create a proposal that will target mental health and wellbeing priorities for secondary school students.	25%
	1.4 Deliver capacity building programs to support youth mental health, such as youth mental health first aid training and partnerships with other services and various programs.	More than twenty parents participated in 'Tuning into Teen's' parent capacity building programs. Tuning into Teens engages parents to develop skills and knowledge as related to supporting their children to better understand emotions.	25%
2.Increase healthy eating, active living and physical activity	2.1 Create informal social sports and recreation opportunities for females, those from culturally diverse backgrounds and vulnerable communities.	In this quarter the following activities were delivered: - Inclusive Communities for Carers program for 8 weeks with physical activity in each session - Swimming Lessons for Vietnamese Carers - Women's Only Swim Program at Sunshine Leisure Centre every Sunday, supporting vulnerable women from various communities	30%

People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		- In2Active - 5 beginner exercise sessions per week at no cost - Ladies Daytime Basketball & Netball every Tuesday and Thursday with Creche available - Go Soccer Mums – beginner Indoor soccer program for all women every Tuesday with Creche available - Women's Health Week Event at Keilor Basketball and Netball Stadium. - An Auskick program for the Deaf and Hard of Hearing.	
	2.2 Create opportunities to support new communities to engage in physical activity via the In2Sport program. E.g. juniors with disability, those from culturally diverse backgrounds and vulnerable communities.	In2Sport is a subsidy program that assists families and children to participate in community sports, regardless of their financial circumstances. Applications for Summer 2024/25 opened in August targeting first-time applicants, females, and persons living with disabilities. Fifty-five applications were approved.	25%
3.Support increased gender equality and reduce gender-based violence	3.1 Prioritise early intervention for family violence and extend support to vulnerable communities. This includes conducting family violence assessments through Maternal and Child Health.	The Maternal and Child Health (MCH) Service delivered 73 family violence consultations with families between July and September 2024 in situations where family violence is identified as a risk for the mother. Following the assessment a safety plan is completed which includes referrals for support and follow-up appointments.	25%
	3.2 Deliver community education sessions with kindergartens, playgroups and other community groups about identification and early intervention for families and individuals who may be facing family violence.	Council's Maternal and Child Health and Early Years teams planned all community education and information sessions to be delivered across 2024/25. Two information and awareness sessions were delivered to Smalltalk Playgroups in the first quarter. Participants commented that they valued being connected to other parents, learning about child development, and feeling supported in general.	25%
4.Provide community health and wellbeing services across the lifespan	4.1 Develop life-stage approach to strategically supporting the wellbeing of children, youth, and older adults.	Commenced planning and a review of Council's Children's Plan, Youth Strategy, and Age-Friendly Cities Plan. The aim is to better align Council's approach into a unified, cohesive strategy that supports the wellbeing of children, young people, older people, and families at every stage of life.	10%

People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	4.2 Boost life-long health, food security and wellbeing for diverse communities and age groups through a wide range of programs provided by Neighbourhood Houses, community centres and libraries.	This quarter, Neighbourhood Houses and Community Centres boosted health and wellbeing through a broad range of programs including: • Global Kitchen & Young Chefs, which successfully engaged families in improving their cooking skills and building cultural food knowledge • Creative Minds, a mental health and wellbeing program for adults that teaches strategies to reduce stress and improve mood • Pilates, an exercise program to increase flexibility and build strength and Family Yoga sessions for new mothers and their babies • A Women and Girls Soccer program that aims to increase the participation in physical activity • The Derrimut Ballroom Dance attended by 42 seniors and carers from different cultural backgrounds.	25%
5.Support safe and inclusive communities	5.1 Design streetscapes and public realm that provides safe and inviting spaces for the community using Crime Prevention through Urban Design (CPTED) Principles.	Council is working to implement CPTED principles in the following projects: • Improving visibility and natural surveillance at Ardeer Community Park • Upgrading trails and wayfinding at Yaluk barring park • Revamping five neighbourhood parks to promote local ownership • Activating the Kevin Flint Memorial Reserve with improved surveillance • Upgrading Wominjeka Plaza for better safety through better sight lines and lighting • Increasing lighting and nighttime activity at Glengala Village Town Centre • Conducting a safety audit for the <i>Sunshine Major Activity Centre (MAC)</i> streetscape and public area revitalisation. The Sunshine MAC is where local government, businesses, and the community will come together to create a thriving hub and a vibrant space that meets the needs of a growing community, with improved streets, open spaces, and facilities.	25%

People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	5.2 Work with Victoria Police and services to promote service coordination at key locations across Brimbank to support community safety and wellbeing.	Continued to facilitate the Safety and Wellbeing Partnership - a joint Council and Victoria Police program that brings together key local agencies to build and maintain a safe and inclusive community and support health and wellbeing initiatives in Brimbank. The Partnership met twice this quarter to discuss Alcohol and Other Drug and Community Safety initiatives. Council also welcomed a new mobile Alcohol and Other Drugs service in Brimbank, operated by CoHealth. The Hotspots Working (sub) Group, with representatives from Council, Police, and local services, met to address safety concerns in specific areas.	25%
6.Support and advocate to reduce risk factors impacting vulnerable communities	6.1 Implement Year Two actions in the Disability Action Plan including: - Working with the Local Area Coordination provider of the NDIS (National Disability Insurance Scheme) to strengthen partnerships and support the implementation of community capacity building, including access to information, education, and other services - Developing opportunities to partner with State Sporting Associations and local sporting clubs to provide and support access to sport and leisure opportunities for people with disability & their carers	The Brotherhood of St Lawrence (BSL) serves as the Local Area Coordination Provider and is part of the Brimbank Disability Network Group. The Council's partnership with BSL supports service navigation and employment initiatives on an ongoing basis. In collaboration with Disability Sports Australia, Council officers are planning an Abilities Unleashed event to take place in quarter two. This will encourage adults and young people with disabilities to engage in local activities in a fun and inclusive setting.	25%
	6.2 Continue to embed the Homelessness Protocol and enhance the way Council responds to homelessness.	Progressed work to develop an eLearning module, which will support Council staff to effectively implement the Homelessness Protocol. Council also continued to regularly engage with homelessness outreach and intake services through the bi-monthly Hotspots Working Group. This quarter, 13 notifications of homelessness were received and, when appropriate, referred to homelessness support services for assistance.	25%

People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
7.Enable social, cultural, and artistic expression	7.1 Enable Brimbank's diverse residents and communities to express themselves culturally and artistically through creative programming, grants, events and exhibitions.	To support Brimbank's diverse communities in cultural and artistic activities, Council: - Hosted 20 performances at the Bowery Theatre for 2,618 people, featuring artists with disabilities, family comedy and local musicians - Announced Bowery Theatre Residency Program recipients: Amelia Vu, Jennie Swain, and Nela Trifkovic - Staged four exhibitions: "VIVA ITALIA," "Shadow Puppets," "Wild Awakenings," and "Sunny and Bobo" - Held four Youth FreeZA meetings and two school outreach events with 300 participants, employing two young people - Hosted four NAIDOC arts activations by Teena Moffatt - Delivered four community-funded shows and festivals - Supported 11 artists in studio program & Mid-Autumn Moon Festival - Conducted networking activities for the Leadership Program and an online workshop for R U OK Day.	25%
8.Continue our commitment to respecting and recognising Aboriginal and Torres Strait Islander peoples and culture	8.1 Deliver Year 1 of the Reconciliation Action Plan. This includes: - Meeting with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement - Developing and implementing an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	Commenced delivery of Year1 Innovate Reconciliation Action Plan, and: - Hosted monthly meetings with Brimbank's Traditional Custodian, the Wurundjeri Council, and quarterly meetings with the Brimbank Aboriginal and Torres Strait Islander Consultative Committee to guide and support Council on First Nations matters - Celebrated NAIDOC Week in partnership with The Victorian Aboriginal Child and Community Agency (VACCA) to deliver the NAIDOC Ball in the west, recognising the unique and significant role of First Nations peoples in our community. - Conducted monthly Reconciliation Working Group meetings to promote and integrate reconciliation efforts across the council. - Collaborated with the Department of Premier and Cabinet to deliver an information session on the Treaty for Victoria - Enhanced council staff's cultural competence through e-learning training and facilitated participation in various community yarns	25%



People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		- Launched "Yaluk barring" as the new name for Sydenham Park, which means "river trail" in the Woi-Wurrung language of the Wurundjeri people - Recruited a First Nations Lead, an Aboriginal designated position, to lead and support Council to adopt a self-determination model.	
	8.2 Continue to support the establishment of Cooinda - the first dedicated Aboriginal and Torres Strait Islander Community Centre in Brimbank.	Worked with the Cooinda Coordinator and Board to: - Build connections with Network West for support in governance, management, and program development - Collaborate with the Department of Fairness, Families and Housing to fulfill funding obligations - Deliver programs at Cooinda, including Elders meetings, youth activities, and community open days. - Set Cooinda's strategic direction, ensuring it is a culturally safe space for Aboriginal and Torres Strait Islander peoples and the diverse Brimbank communities.	25%
9. Deliver a range of initiatives that celebrate diversity and intercultural sharing	9.1 Facilitate events and acknowledgement activities that engage community in important diversity and inclusion celebrations, solidarity, commemorations, and awareness.	During this quarter, Council held a NAIDOC Week Flag Raising and community event. Planning is underway for the 16 Days of Activism against Gender-based Violence awareness campaign and community activities to celebrate International Day of People with Disability. Planning has also commenced to strengthen Council's organisational wide approach to how we recognise, support, or celebrate the rich diversity of our Brimbank community through various cultural, social, historical, or educational dates of significance, such as Harmony Day, IDAHOBIT, National Reconciliation Week, International Women's Day and Mental Health Week in 2025.	10%
	9.2 Provide community grants that enable community members to lead initiatives that celebrate diversity and cultural learning.	Finalised funding and outcomes for two Quick Response Grants applications during August 2024. Quick Response Grants aim to fill a gap in funding for emerging or unexpected needs and opportunities outside of the annual Brimbank Community Grants Program timelines. Applications are open all year round and assessed 3 times in a year – February, August, and November.	25%



People and Community

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		Council received 168 applications for the Annual Community Grants Program ranging from festival and events to various community projects focused on community strengthening, mental health and wellbeing, young people, seniors' groups, and climate emergency. These are being assessed and will be announced in November 2024.	
10. Encourage vibrant community events and activities	10.1 Deliver a Community Events program, which includes: - NADIOC Week official flag raising Ceremony - We Are Brimbank Awards (inc. Brimbank Citizen of the Year and Young Brimbank Citizen of the Year) - Festive Season Events - The 'BeBold' Festival - Brimbank Readers and Writers Festival.	The NAIDOC Flag Raising event was held on 9 July at the Brimbank Civic Centre. The event featured a performance by the Maza Sisters and a presentation by Uncle Shane Charles, a local Wurundjeri elder, celebrating the history, culture, and achievements of Aboriginal and Torres Strait Islander Peoples. Commenced planning for upcoming events, the Be Bold Festival in November and the Festive Fun Day on 1 December.	20%

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)



Places and Spaces*Liveable and connected neighbourhoods that support healthy and sustainable futures*

A 'Carbon-positive' Community Centre

The **West Sunshine Community Centre** recently became Council's first carbon-positive building.

This popular community space boasts the following sustainability features:

- ❖ A 90KW rooftop solar PV system
- ❖ Three Tesla Powerwall energy storage systems
- ❖ LED lighting upgrades
- ❖ The decommissioning of a gas furnace
- ❖ Replacement of gas hot water heaters with electric heat pumps
- ❖ Conversion of gas cooktops to electric and induction cooktops.



Brimbank is getting closer to its vision of zero-net emissions in its own operations by 2030, and the municipality by 2040.

But we can't do it alone. Whether you are a resident, business or community group, we need your help to get to 100% Renewable Brimbank by 2040!

Check out 100% Renewable Brimbank, a no-charge council service connecting you to resources, one-on-one support, and financial incentives to help make the switch to all-electric appliances powered by 100 per cent renewable energy.

Visit brimbank.vic.gov.au to learn more.



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
11. Contribute to the transformation of the transport network to be active, sustainable, connected, and equitable	11.1 Continue implementation of the Brimbank Cycling and Walking Strategy to provide a network that supports active transport; including the Jones Creek trail bridge (shared user path) in Cairnlea.	Concluded the construction tender process for the Jones Creek trail bridge. The award of the tender is due in October 2024 with works to be completed by 30 June 2025.	50%
	11.2 Complete a Car Parking Management Plan around the Sunshine Hospital Precinct.	Commenced works to develop the Car Park Management Plan for the Sunshine Hospital Precinct. Parking surveys have been conducted, and officers are currently analysing the results. Staff are also reviewing customer inquiries and complaints (regarding car parking at the hospital) and meeting with other internal departments to gather their insights.	10%
12. Showcase and provide quality public spaces and streetscapes where people can connect and recreate	12.1 Investigate, develop, and promote opportunities for public and street art that contributes to vibrant and engaging public places and spaces in Brimbank.	This quarter, to enhance the vibrancy and engagement of Brimbank's public spaces, Council Officers have: - Completed a project brief to commission public art for the HV McKay Memorial Gardens - Initiated the Watergardens Mural Project in Sydenham - Supported the installation of the Woolworths Mural Project along Main Road East, St Albans (led by City Strategy team) - Engaged artists to restore two murals; the CitiPower Mural on the corner of Forrest & Tower Street, Ardeer and the Aquatic Centre Mural at the Sunshine Leisure Centre.	25%
	12.2 Prepare designs for the revitalisation of Local Activity Centres (LAC) comprising streetscape and public realm developments at: - Billingham Road (Deer Park) - Glengala Road (Sunshine West) - East Esplanade (St Albans)	Tendered for the construction work on Billingham Road in Deer Park. These works are due to finish before December 2024. Approved concept design for Glengala Road in Sunshine West is in detailed design phase, including seeking third party approvals. Funding for construction will be sought once the detailed design is complete and all necessary approvals received. Commenced drafting the construction documents for streetscape improvements for East Esplanade in St Albans. Anticipate tendering will commence in November 2024, with construction aimed for completion by June 30, 2025. This will occur alongside road rehabilitation work.	40%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	12.3 Deliver an upgraded dog park at Frost Goldsmith Easement in Delahey, including a new fenced area.	Completed the construction tender process for the upgraded dog park with the award of the tender scheduled for November 2024. Construction is due to commence in February 2025 with works completed by end June 2025.	50%
	12.4 Deliver park upgrades at: - Cocoparra Cres Reserve, Taylors Lakes - Larisa Reserve, St Albans - Kevin Flint Reserve, Cairnlea	Progressed all three sites. - Awaiting Cocoparra Crescent Reserve planning permit approval. Following this the project will be tendered with the project due for completion in 2025 - Received the planning permit for Larisa Reserve and awarded the works tender. This project will be completed in early 2025 - Commenced construction of Kevin Flint Memorial Reserve and anticipate this to be completed by December 2024.	20%
13. Provide community facilities that are responsive and adaptable to community needs	13.1 Develop projects that focus on increasing all-abilities access to community facilities, including design of an upgraded play space at Cliff Harvey Lagoon.	Commenced planning for the upgrade of Cliff Harvey Lagoon Reserve with the aim of completing the upgrade in 2025/2026, subject to Council budget. A concept plan will be created and shared with the community for feedback in Dec 2024. The Reserve will be designed to be accessible for all abilities, allowing everyone to play, picnic, and easily move around the area. The playground will include equipment for users with different needs and allow for group play for individuals with mobility challenges.	25%
	13.2 Undertake preliminary work to inform the development of an Open Space Strategy.	Commenced reviewing data and undertaking an analysis of open space in Brimbank, following Victorian Planning Authority guidelines. The guidelines outline principles and standards to help councils ensure that open spaces are accessible, sustainable, and meet the needs of communities. This work will be completed by March 2025.	50%
	13.3 Enhance partnerships to improve reach to non-traditional users and marginalised communities in leisure centres.	Established partnerships with external services and internal Council teams to deliver a range of activities and programs, including: - Yooralla for group fitness classes for individuals with disabilities - Different Journeys for an Autism Family Swim Night - Training and events for Special Olympics aquatic athletes	25%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		- coHealth to deliver physiotherapy and warm water activities - Lifesaving Victoria swimming lessons for the Eritrean community - Fitness sessions for Croatian and Bosnian seniors - Chair Yoga & Aqua Aerobics for Senior Support Group members - Swimming lessons and line dancing for Brimbank Carers - A networking event for NDIS clients with a nutrition seminar - Reclink to provide off-peak memberships for people on low-incomes.	
	13.4 Develop and promote an Accessible and Inclusive Events Guide and investigate options for further promoting Inclusivity Brimbank.	Consulted the Disability Advisory Committee, Council Executive and other internal Council departments regarding the draft Accessible and Inclusive Events Guide. Following this input, it is proposed that Council staff receive training on diversity, inclusion, and accessibility to better understand the barriers faced by individuals with disabilities and their carers at Council events.	25%
	13.5 Implement the Brimbank Sports Facility Development Plan (2023) facility improvements.	Implemented the following: - Concept design for Selwyn Park Tennis Court Reconstruction 1-6 - Lighting upgrade for the Dempster Park Tennis Courts 3 & 4, and commenced design for Lionheart (Courts 1-9) and Green Gully (Courts 1-6) - Planned for the upgrade of Churchill Reserve Soccer Pitch 1 with works to commence mid-October 2024 - Commenced the Selwyn Park Kitchen Upgrade with anticipated completion in November 2024 - Commenced Lloyd Reserve New Pavilion works with anticipated completion in November 2024 - Completed detailed design JR Parsons Pavilion with tendering planned for November 2024 - Completed demolition of Lionheart Reserve Tennis Pavilion and commenced construction underway - Conducted design planning for Ralph Reserve with works commenced in October 2024	25%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		- Commenced Keilor Park Reserve Oval 2 changerooms construction - Tendered for Green Gully Bocce Shelter installation with works planned for December 2024.	
	13.6 Commence design work on the Dempster Park Children's and Community Centre.	Tendered for the design services architect contract with the appointment scheduled for November 2024. Design work will commence in early 2025.	50%
	13.7 Provide library buildings and library collections that allow Brimbank community members from all backgrounds to access free books, information, games, computers, and toys and be inspired and connected.	Promoted access to library buildings and library collections for a diverse range of community members resulting in: - An increased number of library item loans - More than 100 attendees for Lynsey Hagen's children's book launch - The 'Warm Winter Reads Campaign' with the 'Read and Relax program' encouraging community to explore new collections - Local children involved in choosing titles for the Junior Non-Fiction Collection.	25%
14. Maximise urban greening through increased tree canopy cover and integrated water management	14.1 Finalise and commence implementation of Brimbank's new Integrated Water Management Strategy.	Completed the review of the previous Integrated Water Management Strategy. The new Strategy is in development and will be presented to Council for adoption in 2025.	50%
	14.2 Deliver environmental programs with community such as My Smart Garden program and community planting events, including Habitat and Biodiversity; Grow your own fruit; Habitat Hollows.	Delivered several events and activities this quarter, including: - An 'Edible Weeds' Walk - A 'Growing Fruit Trees' workshop - A 'Beginners Guide to Growing Veggies' session - Three community planting days where more than 50 people planted 1,000 plants - National Tree Day at Taylors Valley, attracting 90 attendees who planted 2,000 native grasses and shrubs - A habitat hollow survey for Krefft's glider (nocturnal gliding possum) nests with the Friends of Yaluk Barring Park.	25%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	14.3 Continue implementation of Council's Urban Forest Strategy through street tree planting in Kings Park, Deer Park and St Albans.	Completed tree planting in Kings Park, Deer Park, and St Albans. These areas will now be managed through a two-year maintenance contract. Planning for the 2025 planting season is currently underway, with the season set to begin in April 2025, depending on the weather. This action is complete.	100%
15. Take action on Climate Emergency by working towards a carbon neutral Brimbank	15.1 Deliver initiatives that work towards a carbon neutral Brimbank, including: - Commencing implementation of the Sunshine Community battery project - Working towards a Solar Farm for Sunshine Energy Park - Delivering the Solar Pavilions Program.	Continued work on a carbon-neutral Brimbank. Activities included: - Progressing the stakeholder engagement phase of the Sunshine Community Battery Project - Moving forward with an Expression of Interest for private investment in a renewable project at Sunshine Energy Park - Facilitating the Solar Pavilions Program, with solar system installations planned for Arthur Beachley and Robert Bruce Reserves in 2024/2025.	25%
	15.2 Deliver the 100% Renewable Brimbank program to enable the community to access renewable energy. This includes investigating how best to support the expansion of community electric vehicle charging infrastructure.	Continued to offer residents information and resources around renewable energy and energy efficiency through the 100% Renewable Brimbank program. Officers are investigating options to expand the program. Commenced an Expression of Interest (EOI) process for potential partners to support the expansion of community electric vehicle charging infrastructure.	20%
	15.3 Continue implementation of Council's Fleet Transition Plan including purchasing energy-efficient vehicles (subject to availability, functionality, and budget considerations).	Replaced four diesel passenger vehicles with hybrid ones. The current passenger fleet now consists of one electric vehicle (EV), 15 hybrid vehicles, two petrol vehicles, and four diesel vehicles. Purchases include two additional electric tipper trucks and the replacement of an electric tipper truck.	25%
16. Collaborate with community in addressing Climate Change & impacts on health	16.1 Facilitate community capacity building initiatives, including: Delivering the Environmental Events Calendar with programs such as 'Healthy food for a healthy planet' & 'Reducing food waste at home'	Delivered a variety of events including: - The launch of the Sydenham Seed Library - The Open House Melbourne Brimbank Aquatic and Wellness Centre Tour. This event invited the public to explore this award-winning facility which combines modern design, sustainable features, and health-focused amenities	25%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	- Supporting the community to stay safe during heatwaves - Supporting local businesses to access renewable energy and improve energy efficiency.	- A Veolia organic waste tour. Veolia specialises in sustainable waste, water, and energy solutions. This tour provides a behind-the-scenes look at how organic waste - such as food scraps and garden materials - is processed, recycled, and transformed into useful products like compost and energy. - A "Home Energy in Your Language" series consisting of six webinars that covered topics such as home energy, improving home comfort, and solar power. These webinars were also interpreted into Arabic, Cantonese, Mandarin, Punjabi, S'gaw Karen, and Vietnamese.	
	16.2 Deliver the climate emergency stream of the Brimbank Community Grants Program to help the community respond to climate change.	Added the climate emergency stream to the Annual Brimbank Community Grants Program. Several applications were received, and these will be assessed based on specific criteria to ensure projects align with the Council's priorities and provide meaningful benefits to the community.	25%
	16.3 Review and update the Climate Emergency Plan, investigating new priority areas to address evolving climate action needs.	Commenced the review and update of the Climate Emergency Plan. The update will transition to a Climate Emergency Strategy to better reflect the strategic response needed from both Council and the Brimbank community. Commenced climate risk assessment to guide development of the Plan.	25%
17. Increase the extent & condition of natural habitats through restoration and prevention of threats	17.1 Deliver services that aim to restore and prevent threats to the environment, including: - Creating habitats for native fauna and insects that enhance biodiversity - Raising awareness about the significance of our local grasslands and advocating for their protection - Improving the quality, extent, and connectivity of conservation reserves and areas of high biodiversity value (as priorities in the Conservation Asset Management Framework)	Finalised the 2024 planting season, with approximately 18,000 different plants planted in conservation reserves creating a diversity of habitat for native fauna. Commenced: - Green Links projects at Maribyrnong and Kororoit Creek. Projects work to improve ecological and recreational values of waterways and aim to enhance the connectivity, accessibility, and natural beauty of these areas - High threat weed control in the extended grassland at Bon Thomas Reserve.	25%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	17.2 Work with schools to deliver community, habitat, and indigenous plantings.	Provided support and guidance to two primary schools to apply for grants aimed at enhancing habitat and biodiversity on school grounds. These schools will also participate in community planting projects on conservation reserves. Commenced project planning for a new biodiversity and urban shade program, set to launch in 2025.	25%
	17.3 Support environment groups and 'Friends of' groups to deliver revegetation or restoration projects within the municipality.	Supported the Friends of Maribyrnong Valley to deliver three working bees at Caroline Chisholm Reserve, planting over 500 grasses and removing weeds. Helped organise the Grasslands Festival at Iramoo Grassland with Friends of Iramoo and Grassy Plains Network, raising awareness of local grasslands and attracting 120 attendees.	25%
	17.4 Continue to deliver initiatives that protect and enhance the environment from the impact of feral cats. This includes investigating options for best-practice domestic cat management strategies.	Continued to offer cat trapping initiatives and desexing opportunities in conjunction with external stakeholders. Community engagement has indicated some support for the concept of cat curfews. Council has undertaken surveying and bench-marking of other Councils that have introduced cat curfews and is working towards developing a communications plan to engage with the community regarding future introduction of cat confinement laws.	30%
18. Invest in circular economy & improve waste management systems to increase recycling & reduce waste to landfill	18.1 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.	Brimbank's Litter Compliance Officers, along with the Operations and Cleansing Services teams, are conducting targeted enforcement at local dumping hotspots. Between July and September, Council issued 34 littering notices and 50 infringements. Officers also collaborated with Environmental Protection Authority Officers on several investigations.	30%



Places and Spaces

Liveable and connected neighbourhoods that support healthy and sustainable futures

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	18.2 Promote local reuse and recycling options for household items including food and garden organics (FOGO) recycling in the lead-up to universal roll-out of FOGO (bright green lid) bins as part of the Recycling Victoria reforms.	Continued promotion of the following reuse and recycling options: • The Food and Garden Organics (FOGO) Recycling Service, advertised through local media and social networks • Installation of four Reverse Vending Machines, as part of Victoria's Container Deposit Scheme, with plans for a total of 17 across Brimbank • The Resource Recovery Centre located in Keilor Park for free drop-off of acceptable items including small electrical items • The Home Composting Program, available to Brimbank homeowners and renters • An annual Reusable Goods Drop-Off Day for residents to drop off unwanted household items • An At-Call Hard Waste Collection which offers one free collection per financial year (July 1 to June 30). • E-Waste Hubs, available at Brimbank Libraries • Private recycling services in Brimbank.	65%

Opportunity and Prosperity

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

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



A commitment to Lifelong Learning

Adult Learners Week takes place in September every year. The week shines a spotlight on the importance of lifelong learning and offers an opportunity to discover new interests and skills.

This year, Brimbank Libraries, Neighbourhood Houses and Community Centres delivered a range of sessions on topics such as food and nutrition, growing and cooking; a range of creative activities and practical advice on preparing for the age pension.

Twelve 'Local Learner Stories' also celebrated the achievements of community members who experienced learning successes with existing programs.



Council's **Brimbank Lifelong Learning Strategy** recognises that learning occurs continuously throughout life – read more at <https://www.brimbank.vic.gov.au/about-council/how-we-work/policies-plans-and-strategies/strategies/lifelong-learning-strategy>



Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
19. Grow and diversify industry, and support existing and new businesses	19.1 Implement Year Three actions of the Brimbank Economic Development Strategy 2022-2027, including: - Business communication & networking activities - Industry & Business Development activities	Delivered a range of activities, as part of the Business Development Program, including: - Publication and distribution of six BusinessLink eBulletins - Delivery of four business workshops - Three Business Link meet-ups.	25%
	19.2 Implement the Brimbank Economic and Employment Advisory Committee.	Held a meeting of the Brimbank Economic and Employment Advisory Committee on 28 August 2024, chaired by the Honorable Wade Noonan. The meeting included a presentation by the Vietnamese Association Australia about the museum being planned for Sunshine and a presentation and discussion on the Brimbank Visitor Economy.	25%
20. Enhance community opportunities as a result of major development and infrastructure investment	20.1 Continue to work with the Department of Transport and Planning to finalise the design and further develop the Sunshine Station Masterplan.	The Federal and Victorian Governments announced on 19 September 2024, that they will invest \$63.5 million. This will begin with plans to rebuild Sunshine Station. In the next reporting period Council will commence collaboration with State Government to finalise the design in preparation for the project. This represents a major advocacy outcome for Council as the Melbourne Airport Rail project was on hold for 4 years, impacting confidence in the transformation of Sunshine CBD and more broadly Brimbank.	20%
	20.2 Continue to promote, partner and advocate for outcomes described in the Sunshine Priority Precinct 2050 Vision.	Progressed works under the Transforming Brimbank program which responds to climate change, social justice and leverages major infrastructure investment to create sustainable future as described in the Sunshine Priority Precinct 2050 Vision. Recent progress includes: - Level crossing removal projects on schedule - Vietnamese Museum Australia progressed to planning stage - Vietnamese Museum Australia Welcome Plaza entering concept design phase - Albion Quarter draft Structure Plan being matured in collaboration with the Department of Transport and Planning (DTP) - Melbourne Airport Rail Link, and upgrading Sunshine Station announced by the Victorian Government - Funding application submitted for the Feasibility Study and Business Case for Sunshine Energy Park.	20%

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	20.3 Continue to work with the Department of Transport & Planning (DPT) to develop the Albion Quarter Structure Plan.	Continued to work and collaborate with DTP Sunshine Precinct team. The latest Council response to DTP's Draft Albion Quarter Structure Plan suggests improvements on the proposed built form and lessons learnt from developments - Central Geelong Framework and Caulfield Structure Plan - specifically on Climate Responsive Place-Based Design elements.	20%
	20.4 Commence the development of the Sunshine Energy Park (first stage) business cases.	Submitted a funding application of \$500,000 for the Sunshine Energy Park Feasibility Study and Business Case to the Urban Precinct and Program Partnership (UPPP) on 24 August 2024. Council is currently awaiting decision on the funding application. Commenced investigations into improving connections and entries into the Park.	10%
21. Promote Brimbank as a destination to build the visitor economy and tourism	21.1 Continue to promote Brimbank as a destination to build the visitor economy through key Transforming Brimbank priorities.	Continued to promote Brimbank as a destination to build the visitor economy through key Transforming Brimbank priorities. Council officers are currently preparing the Draft Visitor Economy Strategy which will outline an overall strategy and key actions for Council to maximise the emerging visitor economy opportunity for Brimbank, particularly leveraging off the State transport investment and precinct planning for Sunshine CBD. The facilitation of the Vietnamese Museum Australia located next to Sunshine Station and the recent announcement to progress design for Sunshine Station Masterplan will contribute to visitor economy in Brimbank.	25%
	21.2 Promote Brimbank as a location for business and facilitate development to attract investment and economic uplift.	Continued to promote Brimbank through the different activities this quarter, including: • Translation of the Brimbank Investment Prospectus into Vietnamese and Chinese languages • Facilitating a Chinese Business Migrants Meetup in partnership with the Department of Jobs, Skills, Industry and Regions (DJSIR) Skilled & Business Migration Program	25%

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		- Organising a meeting with DJSIR's Investment & Business Engagement team - Visiting seven local businesses regarding expansion, investment, and exporting - Responding to four investment enquiries - Participating in a national forum of investment attraction specialists hosted by Economic Development Australia.	
	21.3 Strengthen industry growth and development in Brimbank with a Visitor Economy Strategy review.	Continued work to develop a research report that collates key findings from consultation, survey and research about the visitor economy which will inform development of a new Visitor Economy Strategy.	30%
22. Facilitate housing diversity, population growth and development through planning and assessment processes	22.1 Progress the implementation of the Housing and Neighbourhood Character Policy to advance a long-term plan to manage housing growth and change across Brimbank.	Amendment 'C239brim' proposes to implement the Housing and Neighbourhood Character Strategy (2024) by making changes to zones and ordinance to the Brimbank Planning Scheme. A request seeking authorisation from the Minister for Planning to prepare and exhibit Amendment 'C239brim' was sent to the Department of Transport and Planning on 19 July 2024.	25%
23. Support economic and social inclusion	23.1 Continue to roll out non-English speaking business migrant attraction programs.	Continued this work through a range of activities, including: - Completing the translation of an Investment Prospectus into Vietnamese and Chinese languages - Facilitation of a Chinese Business Migrants Meetup in partnership with DJSIR's Skilled & Business Migration Program - Providing information and assistance to an overseas investor and Invest Victoria on Brimbank's skilled workforce.	25%
	23.2 Encourage local employment of people with disability by: Promoting opportunities for local businesses to build capacity through disability awareness and education activities; Exploring local partnerships that enable pathways and opportunities for people with disability to volunteer in Brimbank.	Partnered with Inclusion Melbourne, to create a capacity-building program for individuals with cognitive disabilities, which aims to: - Enable the inclusion of individuals with intellectual and cognitive disabilities in employment and volunteering. - Promote effective practice in community organisations & business - Involve people with cognitive disabilities and community partners in co-designing the program and developing self-advocacy skills.	25%



Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
24. Support community access to education and jobs	24.1 Provide tailored services, forge partnerships and role model opportunities to support Brimbank residents to access jobs and skills, including for young job seekers and young entrepreneurs.	Delivered the following this quarter: - Collaborated with Orygen, Youth Projects and Westgate Community Initiatives Group (WCIG) and Victoria University on a work readiness program that offers early childhood courses and career counselling - Held two entrepreneurship sessions for local young people - Offered three low-cost training sessions for residents to develop new skills - Continued the Pathways in Place program for structured pathways for youth to skill development and employment Council's Social Ventures Australia (SVA) pilot, which successfully employed four young people in the Neighbourhood House Unit team, entered the project evaluation phase. SVA is a not-for-profit organisation that aims to address disadvantage in Australia through social impact investing, consulting, and advocacy.	20%
	24.2 Promote local procurement by encouraging local businesses to employ more local people and by advocating for local procurement practices.	Promoted local procurement by: - The promotion of Brimbank Council tenders to local businesses in the Brimbank Job Link website - Brimbank social media and via direct email - Promotion of the Indigenous procurement online workshops to local businesses via Brimbank JobLink website, social media and direct email.	25%
	2.3 Investigate options for short-term work engagement opportunities to build the skills and knowledge of young people.	Commenced an exploration of opportunities for the work engagement of young people, including internship opportunities with Western Chances.	10%
25. Promote the importance of education and encourage life-long learning across generations	25.1 Support, champion, and promote opportunities for learning across all age groups through a range of programming, sector development, communications, and other opportunities in Brimbank.	Provided the following opportunities this quarter: - A 10-week Pasifika and Auslan Story Times, funded by a Multicultural Storytime grant - The Literacy Buddies program which paired 22 Brimbank staff members with primary school children to improve literacy skills - A 'Warm Winter Read Campaign' which saw 83 entries in a reading competition and 118 interactions with community members	25%

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
		Weekly sessions focused on STEM (Science, Technology, Engineering, and Mathematics) with the Mambourin disability support group introduced participants to OSMO, an educational tool that combines physical activities with digital learning, using interactive games to enhance cognitive skills. A review of community language collections indicated a 19% overall increase in usage over the past year.	
26. Work towards improving digital access and inclusion	26.1 Develop and run a range of programs and spaces that teach, encourage and support community members to use digital and other technology, regardless of the barriers they face.	Delivered Digital Literacy programs that included one-on-one sessions, small classes, and workshops on topics like basic PC skills, web design, and Excel. This included: - Seniors attending a six-week iPad program for personalised instruction - Children aged 8 to 12 participated in coding sessions for Scratch, Python, and HTML - Facilitated workshops on generative artificial intelligence, highlighting AI's societal impact with live tool demonstrations, including ChatGPT - A "Practice Your English" group focused on online safety using different resources - The launch of digitisation equipment for community borrowing, including the highly sought-after Clear-Click VHS converter - An AI workshop for Science Week reinforced the library's commitment to digital literacy for all ages.	25%
	26.2 Research new data and insights to identify opportunities that increase the accessibility of Council's information and services available online.	This action is due to commence in the next quarter.	0%

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

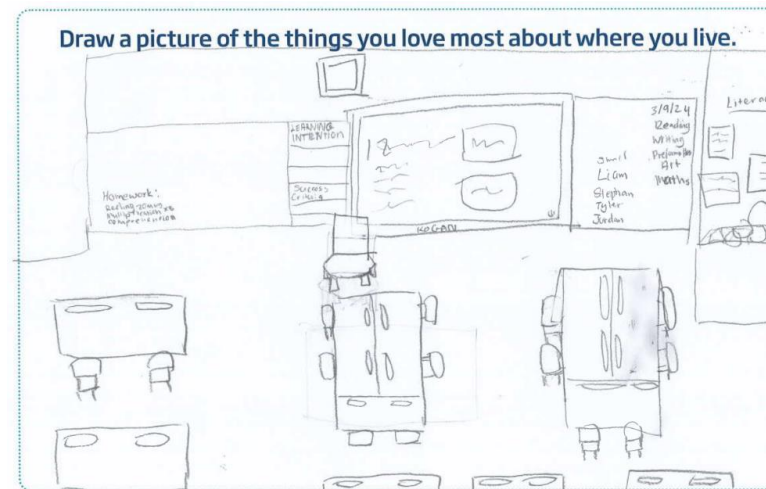
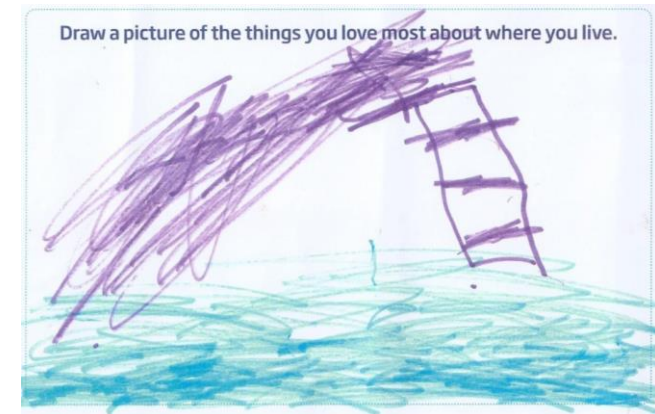
- Advocacy and Stakeholder Relationships
- Civic Events
- Community Engagement
- Contact and Service Centres
- Council Business
- Customer and Digital Experience
- Design and Brand
- Digital Communications
- Employee Services
- Enterprise Performance and Service Innovation
- Financial, Management and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



Community Engagement informs our Community Vision

Council commenced the first phase of community engagement for our new Council Plan 2025-2029 and refreshed Community Vision. Through the YourSay platform, 107 community members were invited to describe what they love about Brimbank and their views on health and wellbeing priorities and focus areas for Council over the next four years.

Our Community Engagement Team also worked with Early Years Services to connect with families and children. 104 children aged 12 and under drew pictures representing the most important things they love about Brimbank.



Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
27. Value community input through models of deliberative engagement and co-design	27.1 Expand and leverage Brimbank's Community Voice Panel (BCV) for enhanced participation and consultation.	The BCV has 150 community members. This quarter, BCV members took part in a recycling survey and participated in workshop about the Vietnamese Museum Australia Welcome Plaza. In August 2024, 12 months since the panel began, a review was undertaken which showed that: 83% of participants had participated in an engagement activity in the past 12 months 60% of participants commented that their trust in Council's decision-making processes had increased 43% of participants felt their feedback informed Council decision-making, while 42% of participants were unsure.	25%
	27.2 Continue to administer the H.V. McKay Memorial Gardens Strategic Management Group meetings to provide direction for the management and development of the Gardens.	This is an ongoing action. The Strategic Management Group meets every six months. A meeting was held on 13 August 2024.	35%
28. Support community resilience and continue emergency management planning to be prepared for any future incidents or shocks	28.1 Maintain Emergency Management Planning Reform at the Municipal level through: - Establishing strong partnerships with key agencies, including police, fire services, and emergency medical services - Forming a dedicated Municipal Emergency Management Planning Committee (MEMPC) - Collaborating with committee members to maintain a comprehensive Municipal Emergency Management Plan (MEMP) - Ensuring the plan covers prevention, response, and recovery strategies.	Council works to maintain Emergency Management Planning Reform through holding Municipal Emergency Management Planning Committee (MEMPC) meetings with relevant Emergency Management Agencies. This quarter, meetings were held on 24 July and 18 September 2024.	25%
29. Partner across multiple sectors to advocate for equal access towards social & environmental justice	29.1 Deliver the Advocacy Plan 2023-2025 that sets out Brimbank's key advocacy priorities, which include: - Transforming Brimbank - Mental health - Road infrastructure	Advocacy initiatives and highlights this quarter include: Seven Mayoral meetings with MPs to discuss advocacy priorities, including some with the Honorable Catherine King, the Australian Minister for Infrastructure, Transport, Regional Development and Local Government	25%

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	- Climate emergency - Addressing unemployment - Housing and homelessness - Melbourne Airport Third Runway - Gambling harm - Major parks - Libraries.	- An announcement by Minister King that Melbourne Airport's third runway will be subject to various conditions before it can become operational - Two successful motions at the 2025 ALGA National General Assembly, calling on the Australian Government to increase its level of funding to upgrade major highways and to provide greater support to the unemployed - A recommendation by an independent mediator that "work continues at Sunshine Station to transform this into the major transport hub it was planned to be" - An announcement by Federal and State Government to invest \$63.5m to start works to rebuild Sunshine Station - An announcement by the State Government to establish a Mental Health Social Inclusion Action Group in Brimbank - A LeadWest roundtable with Victorian Treasurer Tim Pallas. Brimbank is a key member of LeadWest, a regional advocacy organisation focused on advancing the economic and social development of Melbourne's western suburbs - Producing an advocacy brochure for the 2025 Federal Election.	
	29.2 Review the Social Justice Charter to ensure the principles and framework are contemporary and provide a platform for social equity and inclusion across Council.	Completed the review of Council's approach to Social Justice, Diversity, Equity, and Inclusion. Key findings and recommendations will be considered by Council in 2025, alongside the process to develop a new Council Plan.	20%
30. Support the Brimbank community to engage in transparent democratic processes	30.1 Partner with the Victorian Electoral Commission (VEC) in respect to Local Government elections in compliance with the Local Government Act 2020 (the Act).	Council worked closely with the VEC to support the elections due 26 October 2024, ensuring full compliance with the Act. In this quarter, Council finalised and submitted the Chief Executive Officer (CEO) voter list of people eligible to vote in the council election.	80%
	30.2 Develop and implement a comprehensive Councillor transition program designed to equip the incoming Council with the necessary support and resources for effective governance.	Developed a comprehensive induction plan to support the incoming Councillors following the Local Government elections on 26 October 2024. The plan was developed in compliance with the requirements as per Local Government Act 2020 and Governance and Integrity Regulations. All candidates who nominated for Council were provided with a Candidate Information Pack that details the induction program.	50%

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

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
31. Reward a culture of high performance that demonstrates commitment to community	31.1 Continue to implement Council's Organisational Development Framework (2023–2027). Actions for 2024/2025 include: - Establishing a Brimbank Leadership Model - Commencing work to inform and create Council's updated Gender Equity Action Plan for 2025-2029.	Commenced the development of programs to support the roll-out of the Brimbank Leadership Model. At the same time, we are reviewing the skills and capabilities tied to our values and development activities. We received feedback from the Commission for Gender Equality in the Public Sector on our 2021-2023 Audit and Progress Report, which will help shape the 2025-2029 Gender Equity Action Plan. Other activities include working on the Brimbank Sexual Harassment Policy (set for endorsement in Q2) and launching the Brimbank Anonymous Reporting Tool.	40%
32. Continue to model a safe, healthy, diverse, and equitable organisation	32.1 Implement 2024-2025 actions of Council's Occupational Health and Safety (OHS) Strategic Plan.	Progressed the following OHS actions this quarter: - Reviewed and updated the Health, Safety and Wellbeing Policy - Conducted an Occupational Violence and Aggression workshop to review and update the Action Plan - Conducted a desktop audit and risk assessment for handling crystalline silica, a harmful dust found in materials like sand and concrete that can cause serious lung diseases when inhaled - Reviewed first aid stock and maintenance arrangements for the AED (Automated External Defibrillator), a device used to restore normal heart rhythm in the event of a cardiac arrest - Performed a desktop audit and risk assessment for asbestos handling at the Keilor Operations Centre - Developed a Fitness for Work Project Plan and consultation - Identified opportunities to enhance employee wellbeing through the Enterprise Agreement.	30%
	32.2 Through education and skill development strengthen organisational capability for intersectionality approaches to an inclusive workplace.	Engaged a consultant to review current initiatives, policies, and conduct a workforce audit before leading several workshops which will inform the creation of a Brimbank Diversity, Equity, and Inclusion framework in 2025. The framework will strengthen the organisation's ability to create a more inclusive and supportive workplace for everyone.	20%

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
	32.3 (Within Council) work to: a) Increase participation of people with disabilities across Council's employment programs, including work experience b) Consider and progress Council's volunteering recruitment strategies to provide more participation opportunities for people with disability.	Commence a trial of new recruitment initiatives to broaden Council's candidate pool. The first step was used to address current gendered roles/workforces, and the learnings from this activity will inform procedures to increase representation of employees with disability. Reviewed the volunteer recruitment strategy and updated the Brimbank volunteering webpage and Statement of Volunteering to align with the refreshed National Volunteer Standards. Commenced refresher training for staff supervising volunteers.	25%
33. Enhance organisational performance management and reporting	33.1 Report on the outcomes of the annual Local Government Community Satisfaction Survey (CSS) and the Local Government Performance Reporting Framework (LGPRF) through the Brimbank Annual Report 2024 - 2025.	Council takes part in the annual state-wide Community Satisfaction Survey (CSS) each year. Approximately 600 residents will be surveyed with 150 face-to-face surveys completed each quarter. Surveys commenced in July 2024 and will conclude at end April 2025. Following this, the results of the CSS will be analysed and presented to Council and included in the 2024-2025 Annual Report. Council also 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 completed the 2023/2024 reporting cycle in July 2024. Results will be available on the Know your Council Website from November 2024 (https://www.vic.gov.au/know-your-council) and included in the 2024-2025 Annual Report.	50%
34. Continue to manage our assets and finances sustainably and responsibly	34.1 Allocate a minimum asset renewal budget of 85%, relative to the depreciation expense for 2024-2025, with an intent to increase this year on year for the next 10 years, to actively manage the asset renewal gap and ensure sustainable asset management.	This action has not commenced. The estimated investment in asset renewal will be calculated and reported in Q4 as part of the preparation for the 2025-2026 Capital Works Program. Early indications suggest that we are on track to achieve an asset renewal budget exceeding 85%. However, this ratio will not be finalised until the end of the financial year and will be confirmed in Q4 (April – June 2025).	0%

Council Plan Objectives	Actions 2024 - 2025	First Quarter Activity (July – September 2024)	Action Status – Progress %
35. Embrace technology and innovation to deliver continuous improvement opportunities	35.1 Commence the business case for the Connected Brimbank initiative. This will consider Council's long term information system needs in supporting customer service, information security and operational excellence and compliance obligations.	The Connected Brimbank initiative is currently in the early planning stages. To facilitate this effort, a dedicated project manager will lead the initiative and create a business case that addresses the evolving needs of both the community and Council operations.	5%
	35.2 Continue to implement improvements to key systems and processes, including: - Supporting the upgrade of Office 365 for all staff - Upgrading Content Manager by December 2024 - Upgrading aged telephony systems by December 2024 - Replacing the finance system Computron by mid-2025	Continued working towards improvements in key systems and processes: - The upgrade of Office 365 has is completed - The Content Manager upgrade is delayed due limited availability of required vendors. The revised date is June 2025 - The tender process to appoint a supplier for the telephony system upgrade progressed - The Finance System Upgrade is a large project and following further analysis Council anticipates this project may extend beyond mid-2025.	20%



Attachment 12.7.1

Brimbank City Council

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