



2021/22 Council and Wellbeing Annual Action Plan
 Whole of Organisation
 1 July 2021 to 30 June 2022

Council's Annual Action Plan demonstrates how Melton City Council's activities are being delivered against the Council and Wellbeing Plan's objectives and strategies.

The Annual Report provides additional data including Council Plan strategic measures results, financial statements and capital works program.

This report provides a detailed breakdown of all actions in Council's 2020/21 Annual Action Plan. The Action Plan contains 185 actions.

Health and wellbeing is embedded throughout the Council and Wellbeing Plan, cutting through each theme, outcome, objective, strategy and indicator. The areas with a stronger link to health and wellbeing are displayed with a heart icon ♥

Strategies highlighted in green are those determined by the Community Engagement Panel to be a priority for delivery across the four years of the Council and Wellbeing Plan

Completion dates for all actions are 30 June 2022 unless specified differently.

| Status | | Symbol | Number of Actions | % of Actions |
|---------------------|--|--------------|-------------------|--------------|
| Achieved | The Action is achieved for the year. | ✓ | 0 | |
| On Track | The action is on track and expected to be completed by the current timeline | ● | 0 | |
| Not On Track | The Action has been delayed impacting on the current timeline. An explanation and any remedial action and revised due date, where appropriate, is provided in the 'progress comments' column | ● | 0 | |
| Postponed | The Action has been deferred for the financial year. An explanation is provided in the 'progress comments' column. | ● | 0 | |
| | | Total | 0 | |

Theme 1: A safe City that is socially and culturally connected

Objective 1.1: A community that celebrates diversity and is inclusive of all ♥

Strategies:

1.1.1 Drive initiatives that promote gender equity ♥

1.1.2 Contribute to a welcoming community which embraces diversity ♥

1.1.3 Contribute to reducing inequalities among people living with disability, seniors, diverse faith and cultural groups, Aboriginal and/or Torres Strait Islander communities and LGBTIQA+ people ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 1 | 1.1.1 | Implement initiatives from the Equality & Respect Action Plan 2021-2022, to support gender equity in Council's community programs, projects, and plans. | | | Community Planning | |
| 2 | 1.1.1 | Deliver and promote gender balanced performance line-ups at Council's major community events | | | Engagement & Advocacy | |
| 3 | 1.1.2 | Support and provide services for young people promoting inclusiveness and diversity | | | Recreation & Youth | |
| 4 | 1.1.2 | Engage community and stakeholder organisations in the development of a strategy to support social cohesion, interculturalism and equity in the diverse Melton community. | | | Community Planning | |
| 5 | 1.1.2 | Partner with Community Planning to participate in or hold workforce event during Cultural Diversity Week-March 22 | | | People & Culture | |
| 6 | 1.1.2 | Activate facilities for programs that are inclusive and that celebrates diversity | | | Recreation & Youth | |
| 7 | 1.1.3 | Actively participate in regional collaborations and networks to support diversity and inclusion such as GOWEST, Western Regional Local Government Reconciliation Network, Victorian Local Gov Multicultural Issues Network. | | | Community Planning | |
| 8 | 1.1.3 | Participate as a member of the Babaneek Booboop Early Years Consortium and continue to advocate for ongoing funding for the program. | | | Families & Children | |
| 9 | 1.1.3 | Review the Recruitment Policy to invite diversity in employment | | | People & Culture | |

Objective 1.2: A safe community where people feel proud to live ♥

Strategies:

- 1.2.1 Invest in initiatives that promote road and community safety ♥
- 1.2.2 Empower the community to strengthen civic pride, social cohesion and a sense of belonging ♥
- 1.2.3 Work in partnership with emergency services ♥
- 1.2.4 Enhance the City's reputation with the broader community

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 10 | 1.2.1 | Deliver initiatives within the Safe City Proud Communities Action Plan 2020-2022 to promote road and community safety with community and partner organisations. | | | Community Planning | |
| 11 | 1.2.2 | Deliver Citizenship Ceremonies for City of Melton residents | | | Legal & Governance | |
| 12 | 1.2.3 | Participate on the Municipal Emergency Management Committee (MEMPC) and take action as required | | | Operations | |
| 13 | 1.2.3 | Participate on the Municipal Fire Management Committee (FMFPC) and take action as required | | | Operations | |
| 14 | 1.2.3 | Mitigate the risk of grass and bushfires impacting the community in the City | | | Operations | |
| 15 | 1.2.4 | Deliver visitor attraction initiatives. | | | Engagement & Advocacy | |
| 16 | 1.2.4 | Development of strategies for Positive Ageing and Disability | | | Community Care | |

Objective 1.3: Local neighbourhoods are socially and culturally connected ♥

Strategies:

- 1.3.1 Provide opportunities for arts participation and appreciation ♥
- 1.3.2 Promote opportunities for social connection ♥
- 1.3.3 Build community resilience through COVID recovery initiatives ♥
- 1.3.4 Support community programs delivered by local organisations and community groups ♥
- 1.3.5 Invest in festivals and celebrations in partnership with the community and local business ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 17 | 1.3.1 | Develop a Public Art Plan to guide the commissioning of public artworks as the City develops | | | Libraries & Arts | |
| 18 | 1.3.3 | Support the community in COVID19 recovery through delivering partnerships, communications and support initiatives with local agencies to diverse Melton communities experiencing hardship. | | | Community Planning | |
| 19 | 1.3.3 | Support community groups and activity providers to reactivate locally through providing guidance on COVID Safe delivery and streamlining venue access and bookings at Council's community centres. | | | Community Planning | |
| 20 | 1.3.3 | Strengthen understanding of the social and economic impacts of COVID-19 pandemic and public health measures in the City of Melton through reporting on and monitoring impacts with service providers. | | | Community Planning | |
| 21 | 1.3.3 | Work with community health and support organisations to strengthen local community supports for COVID-19 pandemic mental health impacts experienced across the Melton community. | | | Community Planning | |
| 22 | 1.3.3 | Deliver Covid safe support to businesses. | | | Engagement & Advocacy | |
| 23 | 1.3.3 | Develop the COVID-19 Recovery Action Plan. | | | Property & Projects | |
| 24 | 1.3.4 | Partner with community groups and service providers to deliver learning and capacity building programming in response to community identified needs and aspirations. | | | Community Planning | |

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|----|-------|---|--|--|-----------------------|--|
| 25 | 1.3.4 | Support community groups and local organisations to increase the number of and participation in community playgroups. | | | Families & Children | |
| 26 | 1.3.5 | Plan and deliver the Melton Lifelong Learning Festival and innovate to improve participation and engagement. | | | Community Planning | |
| 27 | 1.3.5 | Deliver a community events and festival program that ensures community and business participation opportunities | | | Engagement & Advocacy | |
| 28 | 1.3.5 | Deliver the annual Christmas decorations program in key retail precincts | | | Engagement & Advocacy | |
| 29 | 1.3.5 | Deliver an event and activation calendar as part of the Melton Revitalisation Project | | | Engagement & Advocacy | |
| 30 | 1.3.5 | Deliver events and celebrations as part of the Business Place Engagement program | | | Engagement & Advocacy | |
| 31 | 1.3.5 | Deliver events to celebrate Children's Week. | | | Families & Children | |

Objective 1.4: A City that promotes positive public health and wellbeing outcomes to our community ♥

Strategies:

- 1.4.1 Work in partnership with health and community service providers to deliver initiatives that meet the needs of the community ♥
- 1.4.2 Invest in the mental wellbeing, healthy eating and physical activity of all our community with an emphasis on children and young people ♥
- 1.4.3 Improve community health and wellbeing outcomes related to sexual and reproductive health and harm caused by tobacco, alcohol and drug use ♥
- 1.4.4 Raise community awareness and deliver programs to prevent family violence ♥
- 1.4.5 Support children and young people to learn, develop and reach their full potential ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|-----------------------|----------|
| 32 | 1.4.1 | Participate in the delivery of the 'Strong Families, Strong Babies' partnership grant. | | | Families & Children | |
| 33 | 1.4.2 | Promote opportunities for all of our community to lead healthy & active lifestyles | | | Recreation & Youth | |
| 34 | 1.4.2 | Engage young people to build understanding of their wellbeing needs and identify Council and local service response strategies. | | | Community Planning | |
| 35 | 1.4.2 | Deliver the Sleep and Settling program for families with babies and toddlers. | | | Families & Children | |
| 36 | 1.4.2 | Continue to plan, develop and provide opportunities for increased provision of recreation and leisure opportunities | | | Recreation & Youth | |
| 37 | 1.4.3 | Deliver Sons and Daughters of the West Health Programs to support social connection, physical activity and health awareness. | | | Community Planning | |
| 38 | 1.4.3 | Conduct an "Annual sale of tobacco to minors" testing program in accordance with the Municipal Association of Victoria (MAV) funding agreement | | | Community Safety | |
| 39 | 1.4.4 | Deliver initiatives to raise community awareness and prevent family violence, including the 16 days of activism campaign. | | | Community Planning | |
| 40 | 1.4.4 | Advocate for localised provision of family violence services | | | Engagement & Advocacy | |

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| 41 | 1.4.4 | Embed practices across the Maternal and Child Health Services to provide support to those at risk at risk of family violence. | | | Families & Children | |
| 42 | 1.4.5 | Complete the Arnolds Creek Kindergarten Extension Project inclusive of starting date first term 2022 | | | Families & Children | |

Objective 1.5: A City that celebrates Aboriginal and/or Torres Strait Islander cultures, knowledge and right to self-determination ♥

Strategies:

1.5.1 Provide and promote opportunities for the celebration and recognition of Aboriginal and/or Torres Strait Islander history and culture ♥

1.5.2 Incorporate Aboriginal culture into the built environment

1.5.3 Identify and protect Aboriginal places of significance

1.5.4 Provide leadership in reconciliation, build positive partnerships and community relationships, and support culturally appropriate activities, services and places ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|---------------------|----------|
| 43 | 1.5.1 | Deliver and promote local events for NAIDOC Week and Reconciliation Week. | | | Community Planning | |
| 44 | 1.5.2 | Maximise the use of appropriate Aboriginal references in the approval of new street names | | | Planning Services | |
| 45 | 1.5.3 | Ensure that planning applications in areas of cultural sensitivity are accompanied by an approved Aboriginal Cultural Heritage Management Plan | | | Planning Services | |
| 46 | 1.5.4 | Engage the community in the development of the City of Melton's Reconciliation Action Plan. | | | Community Planning | |
| 47 | 1.5.4 | Support programs working with children and families to be culturally safe for Aboriginal and Torres Strait Islander families | | | Families & Children | |
| 48 | 1.5.4 | Develop training programs and deliver to staff and community that build Aboriginal Cultural Awareness and Cultural Competency | | | Community Planning | |

Theme 2: A vibrant and healthy natural and built environment

Objective 2.1: A City with healthy waterways, biodiversity and ecosystems ♥

Strategies:

- 2.1.1 Ensure that new waterways are developed in a way that balances biodiversity enhancement with education and leisure ♥
- 2.1.2 Ensure the maintenance and protection of waterway ecosystems
- 2.1.3 Ensure biodiversity is well managed and protected, both on Council's land and on private land
- 2.1.4 Advocate to the State Government to complete the acquisition of the Western Grassland Reserve and other biodiversity conservation reserves

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|----------------------|----------|
| 49 | 2.1.1 | Develop a masterplan for Lake Caroline | | | Property & Projects | |
| 50 | 2.1.1 | Continue to implement key actions from Councils Integrated Water Management (IWM) Plan, including projects that are progressing through the Werribee Integrated Water Management Forums | | | Engineering Services | |
| 51 | 2.1.2 | Deliver the Water Sensitive Urban Design Construction program | | | Engineering Services | |
| 52 | 2.1.2 | Ensure permits for new land subdivision includes requirements for submission and compliance with environmental management plans to ensure that sediment discharge to watercourses is minimised. | | | Planning Services | |
| 53 | 2.1.3 | Complete at least one new management plan for a council owned or managed conservation reserve per annum. | | | Environment & Waste | |
| 54 | 2.1.3 | Continue to provide land management advice to landowners through the Environment Enhancement Program. | | | Environment & Waste | |
| 55 | 2.1.3 | Undertake condition audits of Council environmental reserves | | | Operations | |
| 56 | 2.1.4 | Participate in the Western Grasslands Reserve working group newly convened by the state government. | | | Environment & Waste | |

Objective 2.2: A City resilient to the impacts of a changing environment ♥

Strategies:

- 2.2.1 Provide an integrated approach to land management that addresses risks, such as bushfire, uncontrolled weeds, flooding and storm events
- 2.2.2 Employ the principles of climate change adaptation in Council infrastructure
- 2.2.3 Support initiatives that promote cooling of the urban environment ♥
- 2.2.4 Ensure assets are adequately renewed, maintained, fit for purpose and resilient to changing climate conditions

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|----------------------|----------|
| 57 | 2.2.1 | Establish a land and weed management working group to bring together functions from across council. | | | Environment & Waste | |
| 58 | 2.2.2 | Establish working groups to implement actions from Councils Climate Change Adaptation Plan in line with council's pledge under the Climate Change Act. | | | Environment & Waste | |
| 59 | 2.2.3 | Review Councils Tree Planting and Removal Policy to further protect our tree Assets | | | Operations | |
| 60 | 2.2.4 | Undertake condition audits of council assets to guide renewal program outcomes | | | Engineering Services | |
| 61 | 2.2.4 | Ensure strategic asset management activities are undertaken in accordance with best practice asset management principles. | | | Engineering Services | |
| 62 | 2.2.4 | Deliver annual renewal programs associated with Parks & Open Space, Footpaths and Building Components. | | | Operations | |

Objective 2.3: A City growing and developing sustainably ♥

Strategies:

- 2.3.1 Ensure land development practices minimise environmental harm and damage
- 2.3.2 Promote the efficient use of resources in the development of the City
- 2.3.3 Promote the use of Environmentally Sustainable Design guidelines in all aspects of the development of the City
- 2.3.4 Support the conservation and restoration of heritage places

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 63 | 2.3.1 | Prepare and implement the Western Plains South Green Wedge Management Plan | | | City Design & Strategy | |
| 64 | 2.3.1 | Evaluate and respond to planning referrals in line with Planning & Environment Act and Environment Protection Act obligations to protect the natural environment. | | | Environment & Waste | |
| 65 | 2.3.1 | Provide Construction Environmental Management Plan Guidelines. | | | Environment & Waste | |
| 66 | 2.3.2 | Update standard landscape details to guide the development and handover process for new parks developed in residential estates. | | | City Design & Strategy | |
| 67 | 2.3.3 | Develop and publish ESD guidelines to ensure consistent delivery of ESD principles in new developments. | | | Environment & Waste | |
| 68 | 2.3.3 | Participate in the trial for the Sustainable Subdivisions Framework | | | Planning Services | |
| 69 | 2.3.4 | Coordinate the delivery of the Heritage Assistance Fund | | | City Design & Strategy | |
| 70 | 2.3.4 | Create a commemorative space in the historical section of the Melton Cemetery that recognises and acknowledges historical and Aboriginal significance. | | | City Design & Strategy | |

Objective 2.4: A City that mitigates and adapts to climate change, and is environmentally aware ♥

Strategies:

- 2.4.1 Educate and engage the community in local environmental and sustainability issues and decision making ♥
- 2.4.2 Maximise the use of alternative water sources and reduce Council's reliance on potable water
- 2.4.3 Advocate and lead in moving to a low carbon economy
- 2.4.4 Reduce the amount of waste being sent to landfill
- 2.4.5 Facilitate access to and appreciation of local natural landscapes and places of cultural heritage

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 71 | 2.4.1 | Educate and engage with residents with regards to the natural environment, sustainability and waste in line with Councils Environment Plan objectives | | | Environment & Waste | |
| 72 | 2.4.1 | Continue support and presentation of education and enabling training such as the Nature Stewards program | | | Environment & Waste | |
| 73 | 2.4.3 | Continue to support service units in the implementation of key actions from Councils Environment Plan to ensure compliance with low carbon economy targets. | | | Environment & Waste | |
| 74 | 2.4.4 | Provide services and initiatives that support the community to divert waste from landfill. | | | Environment & Waste | |
| 75 | 2.4.5 | Coordinate and deliver the Heritage Festival | | | City Design & Strategy | |
| 76 | 2.4.5 | Continue with the implementation and delivery of Councils Sustainable Education Program | | | Environment & Waste | |

Theme 3: A fast growing, innovative and well planned City

Objective 3.1: A City of 20 minute neighbourhoods ♥

Strategies:

- 3.1.1 Advocate to and work with the State Government and other stakeholders in planning for the City
- 3.1.2 Investigate opportunities to enhance the connectivity and activity of existing urban areas ♥
- 3.1.3 Appropriately plan for future development of greenfield land and ensure linkages to existing communities and assets ♥
- 3.1.4 Undertake integrated open space planning to ensure all neighbourhoods have access to reserves, parks, gardens, heritage places and natural assets ♥
- 3.1.5 Support local place making and buy local initiatives ♥
- 3.1.6 Promote the take up of smart* technology to connect people, enhance safety and improve liveability

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 77 | 3.1.1 | Contribute to State Government processes in the identified Precinct Structure Plans and Infrastructure Contributions Plans. | | | City Design & Strategy | |
| 78 | 3.1.1 | Actively contribute and where appropriate make submissions on the proposed Western Victoria Transmission Network Project. | | | City Design & Strategy | |
| 79 | 3.1.2 | Engage the community and stakeholders and prepare a revitalisation plan for the Melton Town Centre. | | | City Design & Strategy | |
| 80 | 3.1.3 | Prepare and endorse Urban Design Frameworks for Mt Atkinson and Rockbank North Major Activity Centres. | | | City Design & Strategy | |
| 81 | 3.1.4 | Undertake a review of the 2005 Masterplan for the Melton Weir. | | | City Design & Strategy | |
| 82 | 3.1.4 | Complete a review of the Masterplan for the Melton Botanic Garden | | | City Design & Strategy | |
| 83 | 3.1.5 | Plan and deliver a children's playspace as part of revitalisation plan for the Melton Town Centre. | | | City Design & Strategy | |
| 84 | 3.1.5 | Complete the Melton South and Scott Street Revitalisation program. | | | Engagement & Advocacy | |

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| 85 | 3.1.5 | Deliver the projects under the Melton Revitalisation Program. | | | Engagement & Advocacy | |
| 86 | 3.1.5 | Deliver targeted placemaking activities to support business precincts including completion of the Outdoor Dining and Entertainment Program. | | | Engagement & Advocacy | |
| 87 | 3.1.5 | Develop and implement seasonal Buy Local campaigns | | | Engagement & Advocacy | |

* smart technology includes devices such as a sensor which can help make the delivery of Council services more efficient, QR codes on public art to provide information or digital models of the municipality to aid with planning decisions.

Objective 3.2: Health and community services accessible locally ♥**Strategies:**

- 3.2.1 Advocate for and facilitate for the provision of health and community services and facilities to be within close proximity and safe access to public transport ♥
- 3.2.2 Plan and design Council facilities to accommodate health and community services ♥
- 3.2.3 Advocate for and support the development of the Melton Hospital and associated services ♥
- 3.2.4 Strengthen the health and community service system by working in partnership with providers and state government to attract additional services and support the expansion of existing services ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|-----------------------|----------|
| 88 | 3.2.1 | Advocate for localised provision of health and community services | | | Engagement & Advocacy | |
| 89 | 3.2.2 | Lead infrastructure works to support the delivery of 3 and 4 year old Kindergarten for the growing community. | | | Families & Children | |
| 90 | 3.2.3 | Continue to advocate for the timely delivery of the Melton Hospital to be operational by 2026 | | | Engagement & Advocacy | |
| 91 | 3.2.4 | Deliver strategic health and human services attraction planning and support partnerships to bridge service gaps in the City of Melton. | | | Community Planning | |

Objective 3.3: A City with accessible infrastructure that meets the needs of all ♥

Strategies:

- 3.3.1 Ensure infrastructure and open space are designed, built and maintained to accommodate safety, growth, diverse needs and adaptability
- 3.3.2 Advocate for and support the development of diverse and affordable housing ♥
- 3.3.3 Advocate to and work with the State Government for the timely delivery of State infrastructure to service the City
- 3.3.4 Design, build and maintain the public realm to enable the promotion of physical activity ♥
- 3.3.5 Embrace new technology with the potential to revolutionise how city infrastructure are planned and managed sustainably

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 92 | 3.3.1 | Aim for the delivery of at least 80% of the 2021/22 Capital Works Program | | | Capital Projects | |
| 93 | 3.3.1 | Complete a review of the Parks Development Program. | | | City Design & Strategy | |
| 94 | 3.3.1 | Continue to deliver capital upgrade works at the Melton Recycling Facility in line with the adopted master plan | | | Environment & Waste | |
| 95 | 3.3.1 | Plan and development of soccer facilities at Taylors Hill Recreation Reserve. | | | Recreation & Youth | |
| 96 | 3.3.1 | Commence design and construction of Diggers Rest Recreation Reserve assets | | | Recreation & Youth | |
| 97 | 3.3.1 | Commence construction of the Hillside Recreation Reserve Pavilion extension and refurbishment. | | | Recreation & Youth | |
| 98 | 3.3.1 | Commence construction of the Melton Recreation Reserve Pavilion | | | Recreation & Youth | |
| 99 | 3.3.2 | Implement a Design Excellence Program to improve the design quality of residential development. | | | City Design & Strategy | |
| 100 | 3.3.2 | Advocate for funding through the State Government's Big Housing Build initiative | | | Engagement & Advocacy | |

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| 101 | 3.3.3 | Prepare submissions and advocate for improved infrastructure planning in relation to policy and strategies being reviewed by the State Government. | | | City Design & Strategy | |
| 102 | 3.3.3 | Ensure ongoing engagement with local members and key Ministers and incorporate advocacy priorities into State and Federal Budget submissions. | | | Engagement & Advocacy | |
| 103 | 3.3.4 | Deliver the City of Melton Indoor Sports Strategy | | | Recreation & Youth | |
| 104 | 3.3.4 | Deliver the City of Melton Cricket Strategy | | | Recreation & Youth | |
| 105 | 3.3.4 | Commence the preparation of the City of Melton Australian Rules Football Strategy | | | Recreation & Youth | |
| 106 | 3.3.5 | Establishment of a Digital Twin (3D Model) for the Municipality | | | Engineering Services | |

Objective 3.4: An integrated transport network that enables people to move around ♥

Strategies:

- 3.4.1 Advocate to the State and Federal Governments to deliver new and upgraded transport infrastructure to meet the needs of our growing community
- 3.4.2 Improve connectivity between existing and new communities ♥
- 3.4.3 Ensure road networks are adequate, safe and contribute to the wellbeing of our community ♥
- 3.4.4 Improve accessibility, comfort and connectivity of key active transport routes ♥
- 3.4.5 Support the creation of a connected and active community through the design and delivery of safe walking and cycling networks ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 107 | 3.4.1 | Convene and Coordinate the Melton Transport Community Reference Group | | | City Design & Strategy | |
| 108 | 3.4.1 | Engagement with State and Federal Government representatives to deliver transport infrastructure and inclusion of transport priorities in State and Federal Budget submissions. | | | Engagement & Advocacy | |
| 109 | 3.4.1 | Coordinate a Federal and State election campaign focussed on achieving a commitment to a roads package for Melton. | | | Engagement & Advocacy | |
| 110 | 3.4.1 | Implement Moving Melton, Council's integrated transport strategy | | | Engineering Services | |
| 111 | 3.4.2 | Improve connections across the City | | | Engineering Services | |
| 112 | 3.4.3 | Undertake safety improvements across the road network | | | Engineering Services | |
| 113 | 3.4.4 | Develop a Pedestrian and Cycling Plan for the City to inform future improvements | | | Engineering Services | |
| 114 | 3.4.5 | Construction of walking and cycling networks | | | Engineering Services | |

Theme 4: A City that promotes greater education and employment

Objective 4.1: A strong local economy that attracts business growth and encourages new investment

Strategies:

- 4.1.1 Invest in programs that support local business to start, grow, connect and thrive
- 4.1.2 Support initiatives that create opportunities for new business, jobs and investment in the City
- 4.1.3 Plan for key employment precincts within Precinct Structure Plans
- 4.1.4 Advocate to state government to undertake the Precinct Structure Plans which are employment focussed to facilitate the creation of local jobs

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|------------------------|----------|
| 115 | 4.1.1 | Deliver a program to support business start ups and emerging entrepreneurs. | | | Engagement & Advocacy | |
| 116 | 4.1.1 | Develop a program that supports the next cycle of an emerging business | | | Engagement & Advocacy | |
| 117 | 4.1.1 | Deliver a range of networking events, support and capacity building programs through the Venture Melton Business Network. | | | Engagement & Advocacy | |
| 118 | 4.1.1 | Deliver the 2021 Business Excellence Awards Program. | | | Engagement & Advocacy | |
| 119 | 4.1.2 | Implement a range of investment attraction initiatives | | | Engagement & Advocacy | |
| 120 | 4.1.2 | Advocate for investment into the Western Intermodal Freight Precinct | | | Engagement & Advocacy | |
| 121 | 4.1.3 | Prepare and endorse the Hopkins Road Business Precinct Urban Design Framework | | | City Design & Strategy | |
| 122 | 4.1.4 | Advocate to the Victorian Planning Authority to program the preparation of Precinct Structure Plan for the Western Intermodal Freight Precinct. | | | City Design & Strategy | |

Objective 4.2: A City with a variety of education facilities accessible locally ♥

Strategies:

- 4.2.1 Advocate for the timely delivery of primary, special and secondary schools
- 4.2.2 Maximise the use of existing Council facilities by external providers of educational programs ♥
- 4.2.3 Advocate for the delivery of TAFE and tertiary education facilities and opportunities in the City
- 4.2.4 Support local pathways between education, training and employment ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 123 | 4.2.1 | Advocate for a continued rollout of public schools in line with growth | | | Engagement & Advocacy | |
| 124 | 4.2.2 | Deliver on key initiatives outlined in the MOU with Victoria University to encourage the early delivery of educational programs within the municipality | | | Property & Projects | |
| 125 | 4.2.3 | Work with the State Government and University and TAFE providers to deliver localised tertiary and TAFE courses | | | Engagement & Advocacy | |
| 126 | 4.2.4 | Work with tertiary education providers on identifying needs and opportunities for enhanced local skills and training pathways. | | | Community Planning | |
| 127 | 4.2.4 | Work with local organisations to advocate and promote local employment opportunities including the Atherstone Exchange | | | Engagement & Advocacy | |

Objective 4.3: A City with a diversity of local job opportunities with an increasing number of residents locally employed ♥

Strategies:

4.3.1 Encourage access to diverse and quality local employment opportunities

4.3.2 Advocate to State and Federal government and private industry for increased and diverse local employment opportunities

4.3.3 Partner with community organisations and the employment and education sectors to identify skill shortages and advocate for employment pathways ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 128 | 4.3.1 | Deliver and promote the Melton Jobs Hub to raise awareness of local job opportunities. | | | Engagement & Advocacy | |
| 129 | 4.3.2 | Present the Investment Attraction Strategy to government and industry stakeholders to influence investment and employment outcomes. | | | Engagement & Advocacy | |
| 130 | 4.3.2 | Work with local developers to assist with investment in employment precincts | | | Engagement & Advocacy | |

Objective 4.4: Lifelong learning opportunities that bring local communities together ♥

Strategies:

- 4.4.1 Invest in programs and activities for all ages and stages of life that promote lifelong learning ♥
- 4.4.2 Help close the digital-divide by improving the community's digital literacy ♥
- 4.4.3 Create a learning culture in the City through early engagement with and support for children, young people and families ♥
- 4.4.4 Partner with education providers to facilitate the delivery of education and training programs
- 4.4.5 Advocate for the provision of digital technologies accessible to all

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 131 | 4.4.1 | Deliver accessible lifelong learning initiatives and programs in community facilities and neighbourhood houses. | | | Community Planning | |
| 132 | 4.4.2 | Plan for fit-for-purpose, technology enabled community learning spaces to contemporise Melton's community facilities, and improve digital access in the Melton community. | | | Community Planning | |
| 133 | 4.4.2 | Implement and promote digital initiatives that enhance and grow Council's online service delivery | | | Engagement & Advocacy | |
| 134 | 4.4.2 | Through the implementation of the Communications Strategy improve the uptake of communications digital communications channels | | | Engagement & Advocacy | |
| 135 | 4.4.2 | Work in partnership with the Community Planning (Lifelong Learning team) to deliver digital literacy skills programs for our community as part of the Be Connected funding initiative | | | Libraries & Arts | |
| 136 | 4.4.3 | Engage the community and stakeholders in the development of the Learning City Strategy | | | Community Planning | |
| 137 | 4.4.3 | Support vulnerable families to enrol and engage in Kindergarten programs. | | | Families & Children | |
| 138 | 4.4.4 | Complete the planning for the Mount Atkinson new Children's / Community facility and appoint a preferred provider | | | Families & Children | |
| 139 | 4.4.5 | Undertake accessibility audit of Community Portal on Council website. | | | Engagement & Advocacy | |

Theme 5: A community that is actively engaged in the City

Objective 5.1: Deliberative engagement and communication with the community informs planning and decision making

Strategies:

- 5.1.1 Position the organisation to deliver robust deliberative engagement
- 5.1.2 Invest in Council's capacity to design and conduct meaningful community engagement activities
- 5.1.3 Provide the community with balanced, transparent and objective information

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 140 | 5.1.1 | Strengthen organisational readiness and capacity for legislated deliberative community engagement. | | | Community Planning | |
| 141 | 5.1.1 | Finalise the implementation of the 2021 Integrated Planning Project in accordance with the deliberative engagement requirements of the Local Government Act 2020. | | | Property & Projects | |
| 142 | 5.1.2 | Deliver staff information and training sessions to build community engagement awareness and capacity. | | | Community Planning | |
| 143 | 5.1.3 | Implement Council's Communication Strategy. | | | Engagement & Advocacy | |

Objective 5.2: A range of platforms, including digital, that cater for accessible community engagement and consultation ♥

Strategies:

- 5.2.1 Streamline customer access to Council by investing in new technology while maintaining non digital channels for people with access constraints
- 5.2.2 Increase participation in online community engagement platforms
- 5.2.3 Provide opportunities for meaningful community engagement, especially with diverse faith and cultural groups ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 144 | 5.2.1 | Implement digital improvements to Council's customer service delivery through the Business Transformation Project | | | Engagement & Advocacy | |
| 145 | 5.2.1 | Deliver a high functioning Customer Service Centre and Call Centre operation | | | Engagement & Advocacy | |
| 146 | 5.2.1 | Increase online service offerings through solutions delivered by the Digital Citizen Experience | | | Information Services | |
| 147 | 5.2.2 | Enhance and promote the City of Melton Conversations online platform and the Melton Learning - lifelong learning platform | | | Community Planning | |
| 148 | 5.2.2 | Promote online engagement opportunities through a range of digital and non-digital communication channels | | | Engagement & Advocacy | |
| 149 | 5.2.2 | Promotion of digital solutions to increase service utilisation to 75% for services provided on the digital Community Portal | | | Information Services | |
| 150 | 5.2.3 | Support effective engagement with diverse faith and cultural groups in Melton. | | | Community Planning | |

Objective 5.3: Increased volunteerism in the City ♥

Strategies:

5.3.1 Invest in establishing systems and structures to enable strong volunteerism in the City ♥

5.3.2 Establish partnerships to promote volunteerism ♥

5.3.3 Promote the benefits of volunteerism ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|------------------|----------|
| 151 | 5.3.1 | Develop a Volunteer Engagement Framework to re-invigorate volunteer involvement with libraries | | | Libraries & Arts | |
| 152 | 5.3.1 | Explore opportunities to increase the number of volunteers engaging within Council programs and events | | | Community Care | |

Theme 6: A high performing organisation that demonstrates civic leadership and organisational excellence

Objective 6.1: An organisation that demonstrates excellence in customer and community service

Strategies:

6.1.1 Provide high quality, consistent and responsive customer service throughout all areas of Council

6.1.2 Establish an organisational approach to strategic planning for children and young people

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 153 | 6.1.1 | Implement the Shopping Trolley Management Program. | | | Community Safety | |
| 154 | 6.1.1 | Embed improved Customer Service standards across the organisation | | | Engagement & Advocacy | |
| 155 | 6.1.1 | Undertake a customer experience evaluation to inform post-Covid service recovery for Libraries | | | Libraries & Arts | |
| 156 | 6.1.1 | Review the Customer Service training program to ensure it meets business needs | | | People & Culture | |
| 157 | 6.1.1 | Implement IT enabled business improvement initiatives that enhance service delivery capacity. | | | Information Services | |
| 158 | 6.1.1 | Implement information security practices and systems that enhance service delivery reliability. | | | Information Services | |
| 159 | 6.1.2 | Develop a strategic framework for Council's community services for children, young people, older people and people with disability. | | | Community Planning | |
| 160 | 6.1.2 | Develop an early years strategic plan | | | Families & Children | |

Objective 6.2: An adaptive, innovative and creative organisation

Strategies:

6.2.1 Invest in a skilled, motivated and high performing workforce through leadership and staff development programs

6.2.2 Invest in new and emerging technology that supports innovation

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|----------------------|----------|
| 161 | 6.2.1 | Develop and implement a talent management framework, as part of the Strategic Workforce Plan, which guides all leadership and staff development | | | People & Culture | |
| 162 | 6.2.2 | Develop the IT platform in a way that takes advantage of new technology developments. | | | Information Services | |

Objective 6.3: An organisation that demonstrates excellence in civic leadership and governance

Strategies:

- 6.3.1 Maintain a high level of transparent, accountable, unbiased and representative governance
- 6.3.2 Engage with all levels of government to support Council's capacity to deliver outcomes in response to changes in legislation
- 6.3.3 Improve the transparency of organisational performance to our community
- 6.3.4 Invest in professional development opportunities for Councillors relevant to their civic responsibilities
- 6.3.5 Advocate to, and partner with all levels of government, community organisations and the private sector

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|----------------------|----------|
| 163 | 6.3.1 | Ensure that Council policies are developed and reviewed to remain current according to its adopted processes and are available on its website. | | | Legal & Governance | |
| 164 | 6.3.1 | Finalise the development of the Council and Wellbeing Plan 2021-2025 in accordance with Statutory timelines and promote across the organisation | | | Property & Projects | |
| 165 | 6.3.2 | Deliver on the last stage of implementation of the Local Government Act 2020 as per the implementation plan. (Tier 4-proclaimed 1 July 2021) | | | Legal & Governance | |
| 166 | 6.3.3 | Implement the Domestic Animal Management Plan (DAMP 2021-25) annual actions | | | Community Safety | |
| 167 | 6.3.3 | Deliver relevant actions from the OHS Strategy 2020-2024 | | | People & Culture | |
| 168 | 6.3.3 | Design and deliver face-to-face training in 'Positive and Professional' Behaviours to embed whole policy; code of conduct framework and expectations; and integrate in induction. | | | People & Culture | |
| 169 | 6.3.3 | Define organisational performance metrics for community consumption. | | | Information Services | |
| 170 | 6.3.3 | Implement an inspection program of new developments to ensure compliance with planning permits | | | Planning Services | |
| 171 | 6.3.4 | Ensure Councillors are supported in undertaking professional development opportunities relevant to their responsibilities to Council and kept apprised of their legislative responsibilities | | | Legal & Governance | |

Objective 6.4: An organisation that celebrates diversity and inclusion ♥

Strategies:

- 6.4.1 Build capacity of Council to ensure all programs and services are inclusive, accessible and consider intersectionality ♥
- 6.4.2 Strengthen the organisation's commitment to gender equity ♥
- 6.4.3 Build the cultural competence of Council to understand and promote Aboriginal self-determination ♥
- 6.4.4 Position the organisation as an employer of choice

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|---|---------------|-------------------|-----------------------|----------|
| 172 | 6.4.1 | Provide training opportunities to the organisation and community to raise awareness of human rights and reduce racism and discrimination | | | Community Planning | |
| 173 | 6.4.1 | Disseminate results of the Diversity and Inclusion (Nov 2020) survey to raise awareness of the benefits of diversity | | | People & Culture | |
| 174 | 6.4.1 | Include Disability & Inclusion and Gender Equality awareness into the Induction and Training programs | | | People & Culture | |
| 175 | 6.4.2 | Conduct Gender Impact Assessments to support equitable outcomes of Council policies, plans and projects that have a significant community Impact. | | | Community Planning | |
| 176 | 6.4.2 | Deliver effective training programs to all managers and staff | | | People & Culture | |
| 177 | 6.4.3 | Offer Aboriginal cultural competency training opportunities to Councillors, executive, management and staff. | | | Community Planning | |
| 178 | 6.4.4 | Implement an ongoing Employer of Choice marketing program to promote the leadership of and employment benefits of Melton City Council | | | Engagement & Advocacy | |
| 179 | 6.4.4 | Create the new Workplace Health and Wellbeing Strategy 2021 - 2024 and commence delivery of programs | | | People & Culture | |
| 180 | 6.4.4 | Develop multi-media including video(s) on Council's Employee Value Proposition for promotion on LinkedIn and external media | | | People & Culture | |

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|-----|-------|--|--|--|------------------|--|
| 181 | 6.4.4 | Develop a Strategic Workforce Plan and Service Unit Plans in accord with statutory timelines | | | People & Culture | |
|-----|-------|--|--|--|------------------|--|

Objective 6.5: An organisation that tackles climate change ♥**Strategies:**

6.5.1 Build Council's capacity to adapt to the impacts of climate change ♥

6.5.2 Reduce Council's carbon emissions ♥

| CAP No. | CP Strategy | Action | Status Symbol | Progress Comments | Service Unit | Timeline |
|---------|-------------|--|---------------|-------------------|-----------------------|----------|
| 182 | 6.5.1 | Provide ongoing information and support to internal service units in relation to Climate Change, the impacts, adaptation strategies and appropriate actions required to achieve Councils Climate Pledge. | | | Environment & Waste | |
| 183 | 6.5.2 | Adopt environmentally sustainable practices for Council's Corporate event program | | | Engagement & Advocacy | |
| 184 | 6.5.2 | Report on annual modelled amounts of carbon emissions from the City of Melton, and track the progress towards carbon neutrality by 2030. | | | Environment & Waste | |
| 185 | 6.5.2 | Begin transition of Councils operational fleet to more environmentally friendly options | | | Finance | |