



AGENDA APPENDIX
Council Meeting
Wednesday 26 June 2013

AGENDA ITEM FOR SEPARATE DISTRIBUTION TO COUNCILLORS AND EXECUTIVE LEADERSHIP TEAM DUE TO DOCUMENT SIZE.

THE ITEM IS ACCESSIBLE VIA THE COUNCIL WEBSITE OR BY CONTACTING COUNCIL ON 03 5662 9200.

E.2 SOUTH GIPPSLAND SHIRE COUNCIL MPHWB IMPLEMENTATION PLAN 2013-2014

APPENDIX 2

Municipal Public Health & Wellbeing Plan 2013-2017 - Implementation Plan 2013-2014



Action		Responsibility	Link to Plan/Strategy	Reporting Method	What will be reported	
1. Health Protection We will improve, promote and protect the health of our community.	1.1 To protect the health of our community through the implementation of policies and practices to meet legislative requirements	1.1.1 Implement human rights policy	Manager Governance Services	Policy	Annual Report	Progress against the 9 Implementation Actions.
		1.1.2 Update of Council General Local Law 1 including: - livestock - streets and roads - community - municipal places - permits	Manager Regulatory Services	Business Plan	Completed and presented to Council for adoption by 30 June 2014	Report to Council
		1.1.3 Conduct ongoing essential safety measures audits for commercial buildings	Manager Regulatory Services	Business Plan	Quarterly Report	Audits undertaken and compliance rate
		1.1.4 Conduct ongoing audits of swimming pool/spa safety barriers	Manager Regulatory Services	Business Plan	Quarterly Report	Audits undertaken and compliance rate
		1.1.5 Protect the public health of communities through the enforcement of environmental health regulations.	Manager Planning and Environmental Health	Planning and Environment Act 1987; Food Act 1984; Public Health and Wellbeing Act 2008; Environment Protection Act 1970; Residential Tenancies Act 1997; Tobacco Act 1987	To Dept of Health	Meeting legislative requirements
		1.1.6 Commence implementation of key activities of Victorian Emergency Management Reform White Paper as they are developed.	Coordinator Emergency Management	Business Plan	Quarterly Report	Actions and Outcomes.
	1.2 Work in partnership with Dept of Health to identify and respond to emergent immunisation priorities.	1.2.1 Work in partnership with Department of Health to identify and respond to emergent immunisation priorities (HPV secondary catch up program)	Manager Children & Family Services	Annual Plan	Department of Health Annual Report and Council Quarterly Report	Round 1 of HPV catch up program undertaken: 60% Year 7 male students 60% Year 9 male students
		1.2.2 Achieve and/or exceed target of immunisations provided for the community	Manager Children & Family Services	Business Plan	Department of Health statistics quarterly report	90% of population immunised
	1.3 Work with local communities to build resilience through local planning	1.3.1 Community organisations participating in Council facilitated networks, including: Town & Districts SPIN Men's Shed Arts Network Recreation Reserves Network Lower Tarwin Valley Network	Manager Community Strengthening	Business Plan	Quarterly Report	20 network meetings convened-10 by end of 2013.

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2. Community Wellbeing We will enhance community wellbeing by partnering to create an environment which enables and encourages access. Improves community connectedness and safety.	2.1 Build the capacity of our community to participate in citizen engagement	2.1.1 Maintain volunteer levels and actively market for new volunteers at Coal Creek.	Coal Creek Site Coordinator	Business Plan	Annual Report	Promotional marketing number of volunteers	
		2.1.2 Council's 800 volunteers and departments supported with induction, recruitment, training, fact sheets, central database management including direct engagement with section 86 special committees to assist their operations.	Manager Community Strengthening	Annual Plan	Quarterly report	6 x skills development sessions Council volunteer register Direct support to Section 86 committees 2 x volunteer recognition events	
		2.1.3 Community Grants Program effectively administered to support Community Events and Organisations.	Manager Governance Services	Annual Plan	quarterly report	Two rounds of Community Grants presented to Council for adoption by 30 June 2014 and updates on program outcomes reported in Council's Quarterly Performance Report.	
	2.2 Support events that promote community participation and social inclusion.		2.2.1 Foster community participation and inclusion through events based at Coal Creek	Coal creek Site Coordinator	Business Plan		Delivery of 17 Events inclusive of community run and Farmers Markets
			2.2.2 Support social inclusion by coordinating community events in collaboration with community groups. - Sustainability Festival - Seniors Festival - Improved Liveability for Older People	Manager Sustainability	Annual Plan	Council Report	Festival held, no. of exhibitors, no. of attendees.
				Manager Aged & Disability Services	Annual Plan	Quarterly Report	Seniors Festival held by October 2013
				Manager Aged & Disability Services	Annual Plan	Quarterly Report	Action Outcomes
				Manager Children & Family Services	Business Plan	Quarterly Report	Event outcomes
	2.2.3 Review and revise events checklist and procedures via inter-departmental project team.	Manager Community Strengthening	Business Plan	Quarterly Reporting	Updated and reviewed events management procedure completed and promoted to staff.		

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2. Community Wellbeing We will enhance community wellbeing by partnering to create an environment which enables and encourages access. Improves community connectedness and safety.	2.3 Create settings and facilitate use of community infrastructure including digital infrastructure to provide opportunities for improved social connectedness.	2.3.1 Foster social connection by encouraging community groups to utilise facilities at Coal Creek	Coal Creek Site Coordinator	Business Plan	Quarterly Report	Number of groups using the facility
		2.3.2 Community Grants Program effectively administered to support Community Events and Organisations.	Manager Governance Services	Annual Plan	Quarterly Report	Two rounds of Community Grants presented to Council updates on program outcomes
		2.3.3 Asset Management Planning: Council's Land Ownership Policy	Manager Property	Annual Plan	Annual Report	Report to Council annually on progress of Land Realisation Project derived from Council's Land Ownership Policy
		2.3.4 Maintenance: Ensure the Council's buildings and facilities are continuously monitored and maintained to a safe standard, maximising their long-term benefit to the community for recreational opportunities.	Manager Property	Annual Plan	Annual Report	Essential Safety Maintenance: Annual report for required Council buildings
		2.3.5 Through Board membership provide strategic direction to the West Gippsland Regional Library Corporation to ensure that the changing needs for life long learning of the community continue to be met through digital and print materials.	Director Community Services	Local Government Act 1989; Standards for Public Libraries	Draft Plan developed by 30 June 2014	New 4 year strategic plan for Library Services developed with corresponding sustainable 4 year budget
					Strategic Plan	Strategic plan for library infrastructure in the Western area of South Gippsland developed and costed
					Baseline 2012 35%	Library memberships in the Shire increased
		2.3.6 Advocate for the expansion of the National Broadband Network roll out including smaller towns along the main routes	Manager Strategic Planning & Development	Economic Development and Tourism Strategy	Quarterly / annual report	Education sessions, connection to homes
2.3.7 Implementation of Gippsland Broadband Engagement Strategy	Manager Strategic Planning & Development	Economic Development and Tourism Strategy	Annual Report	Regional progress reports		

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2. Community Wellbeing We will enhance community wellbeing by partnering to create an environment which enables and encourages access. Improves community connectedness and safety.	2.4 Contribute to mental health and wellbeing strategies with emphasis on young people and the farming community.	2.4.1 Engagement and connectedness of young people through VCAL Conservation and Land Management and Hospitality programs at Coal Creek.	Coal Creek Site Coordinator	Business Plan	Quarterly report	Courses offered and number of students enrolled
		2.4.2 Manage Health and Wellbeing Program and establish the 2013/2014 Program	Manager Governance Services	Business Plan	Quarterly report	ELT endorsement by 30 June 2014.
		2.4.3 Provide training in mental health awareness to staff working in emergency management.	Emergency Management Coordinator	Emergency Management Plan	Quarterly report	number of participants
		2.4.4 Youth Participation and engagement Active members of Youth Council.	Manager Community Strengthening	Business Plan	Quarterly Report	Number of participants and activities
		Participants in South Gippsland Youth Leadership initiative at March 2014.	Manager Community Strengthening	Business Plan	Quarterly Report	Outcomes of youth leadership initiative
		Participants involved in Learner	Manager Community Strengthening	Business Plan	Quarterly Report	Number of participants
	2.5 Develop strategies to minimise the risk of problem gambling in South Gippsland.	2.5.1 Preventative gambling initiatives established.	Manager Strategic Planning & Development	Business Plan	Briefing and report to Council	Gambling advisory cttee established - draft gaming policy
	2.6 Partner with external organisations to implement a regional 'Prevention of violence against women plan'	2.6.1 Represent SGSC on the Gippsland Regional Prevent Violence Against Women Steering Committee (MPH&W Plan)	Manager Children & Family Services	Business Plan	quarterly report	Meetings attended
	2.7 Demonstrate leadership and improve participation of people with a disability in community life by supporting access and inclusion for all.	2.7.1 Building on Steep Slopes and Environmental Overlay review	Manager Strategic Planning & Development	New Initiative / Business Plan	Council Report	The Review and Planning Scheme Amendment
		2.7.2 Council Access and Inclusion Plan implemented with a wide range of Council teams participating in initiatives that assist access for people of all abilities to Council services and facilities.	Manager Community Strengthening	Business Plan		Number of business network forums Meetings to provide information on access for people with disability.
		Good Access Is Good Business Program	Manager Community Strengthening	Business Plan		No. of businesses participating in promotional activities
		Accessibility Audits of Council Recreation facilities and parks	Manager Community Strengthening	Annual Plan		Number of council facilities audited
	2.8 Advocate for improved access to healthcare services throughout the shire .	2.8.1 Diversity Plan for Aged and Disability Services - Facilitate in partnership a Home and Community Care Diversity Forum for community based Home and Community Care workers in South Gippsland	Manager Aged & Disability Services	Business Plan	Quarterly Report	Action Outcomes of Forum

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3. Lifestyle We will contribute to providing environments and practices which encourage healthy lifestyle choices.	3.1 Partner with external organisations to provide a range of sporting, recreational and leisure opportunities including alternative options.	3.1.1 Contribute healthy lifestyle choices for older people through the Improved Liveability for Older People Project	Manager Aged & Disability Services	Annual Plan	Quarterly Report	Action Outcomes
		3.1.2 As active partner of South Coast Access Alliance organise event promoting cultural and physical activity for all. Events -Meeniyen Access For All events in November	Manager Community Strengthening	Annual Plan	Quarterly Report	Number of participants and number of organisations assisting with presenting event
		3.1.3 Masterplans developed for Foster, Poowong and Toora outdoor swimming pools and all Council owned pools managed with strong user group engagement with and community support committees.	Manager Community Strengthening	Business Plan	Report provided to Council by December 2013	Identify options for management of Council pools for the period July 2014 to June 2017.
	3.2 Promote and improve access to healthy and affordable food via a range of partnerships and activities.	3.2.1 Investigate a healthy business recognition program for food premise	Manager Environmental Health	Business Plan	Council report	Prepare investigational paper for consideration for adoption at 2014/15 budget (Feb 2014)
		3.2.2 Healthy eating/cooking through Improving the Livability of Older People	Manager Aged & Disability Services	Business Plan	Quarterly Report	Action Outcomes
		3.2.3 Sustainability Strategy actions implemented and outcomes reported. - Local food mapping project established	Manager Sustainability	Annual Plan	Quarterly report annual report	Progress report on each project
		3.2.4 Hold events for the local community to promote the health and wellbeing benefits of local food - Sustainability Festival	Manager Sustainability	Annual Plan	Annual Report	Festival held, no. of exhibitors, no. of attendees.
		South Gippsland Food and Film Festival	Manager Sustainability	Business Plan	Annual Report	Festival held, no. of exhibitors, no. of attendees.
		3.2.5 Support the community Permablitz network and community gardens groups to encourage the growing of fresh local food by the community to improve community health and wellbeing.	Manager Sustainability	Business Plan	Quarterly reports	4 workshops held by 30 June 2014
	3.3 Contribute to the promotion of safer consumption of alcohol across a range of settings.	3.3.1 Provide young people with the opportunity to participate in event management training with a focus on providing training in drug and alcohol free events for their peers.	Manager Community Strengthening	Business Plan	Quarterly reports	training delivered and events organised
	3.4 Lead the promotion of smoke free environments through partnership with organisations and businesses.	3.4.1 Promote smokefree environment through the implementation of the Victorian Government guidelines for playgrounds, skate parks and swimming pools when released.	Manager Planning and Environmental Health	Business Plan	6 monthly	As per funding agreement

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4. Built and Natural Environment We will partner to develop and maintain a sustainable natural environment.	4.1 Collaborate with community groups, industries, State and Federal Governments to develop strategies for improved natural resource management, biodiversity and sustainability outcomes.	4.1.1 Sustainability Strategy actions implemented and outcomes reported. - Green street lighting project implemented - Greenhouse reduction plan implemented - e-Community website established.	Manager Sustainability	Sustainability Strategy	Quarterly Report	Progress reported in the quarterly Council performance report. Annual outcomes achieved reported to Council by 30 June 2014
		4.1.2 Delivery of biodiversity programs and services including natural reserve management (including fire management works), noxious and environmental weed control, native vegetation management and protection.	Manager Sustainability	Annual Plan / Business Plan	Quarterly Report	Progress and Outcomes
	4.2 Develop and maintain open spaces to meet community needs now and into the future.	4.2.1 Prepare Active By Design Developer Guidelines	Manager Strategic Planning & Development	New Initiative	Council Report	Draft Guidelines
		4.2.2 Structure Plan Mirboo North as a result of proposed Bushfire Management overlay	Manager Strategic Planning & Development	New Initiative	Council Report	Structure Plan
		4.2.3 Promote community wellbeing by developing and adopting Planning scheme amendments that support healthy environments:	Manager Strategic Planning & Development	Business Plan	Council Report	Safe Healthy Active Community Infrastructure Design Manual, Active by Design, open space, Steep slopes controls, developer contributions into
		4.2.4 Maintain community open space by the inspection and maintenance of parks and gardens including lawn mowing, garden beds, street tree's, playgrounds and public	Manager Operations	Business Plan	Quarterly Report	Actions and Outcomes for Parks, Gardens and Reserves Asset Management Plan
	4.3 Advocate for improved access to transport and promote existing transport services.	4.3.1 Improve access to transport by implementing outcomes of community transport review.	Manager Aged & Disability Services	Business Plan	Quarterly Report, Action outcome Report	Action Outcomes
	4.4 Contribute to improved infrastructure to increase active transport.	4.4.1 Increase active transport opportunities by completing the Great Southern Rail Trail extension.	Manager Community Strengthening	Annual Plan	Quarterly Report	Extension project Marketing Plan developed.
	4.5 Work with other partners to improve the road safety of all users including pedestrians.	4.5.1 Implementation of the VicRoads "black spot" program projects.	Manager Assets	Business Plan	Quarterly Report	Program status within the Capital Works Traffic Light Report
		4.5.2 Improve road safety by facilitating a Road Safety Awareness Committee.	Manager Community Strengthening	Business Plan	Quarterly Report	Minutes of committee
		4.5.3 Development of a "safer intersection" program throughout the Shire for consideration in the Capital Works Program.	Manager Assets	Business Plan	Quarterly Report	Program commences in 2014/15 with expenditure profiled over remainder of 15 yr