



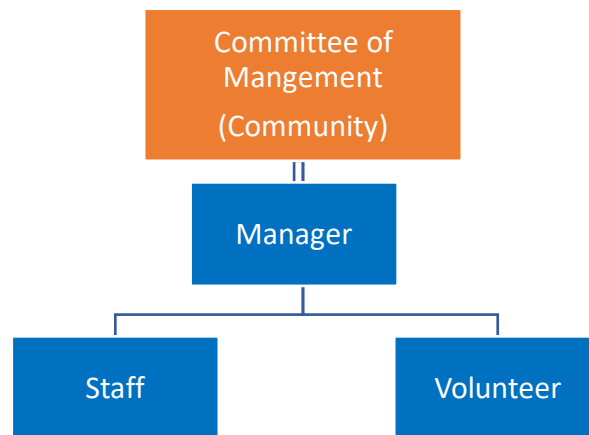
## Strategic Plan

1/7/18 to 30/6/20

### Centre Profile

Bellarine Living and Learning Centre (BLLC) is a welcoming and diverse neighbourhood centre and Learn Local organisation located in Whittington, that was established in 1984. It is a not for profit organisation.

BLLC provides residents and the wider community with opportunities to learn, develop, and socialise. We work to ensure that all individuals have equal opportunities to participate.



### Vision

Embracing diversity in people, programs and partnerships

### Mission

A welcoming and safe community that provides opportunities for support, empowerment and growth.

### Values

- Connection
- Respect
- Support
- Opportunity

## Strategic Plan Process December 2017 – April 2018

- Governance training for committee members
- Committee members and key volunteers attendance at a strategic planning workshop (1 and 2) on Vision, Mission and Values
- Community engagement activities held to develop values
- President and Manager attend 3 Barwon Network of Neighbourhood Houses strategic planning workshops
- Draft strategic plan presented to committee for discussion
- Strategic plan adopted by committee of management (via email in April)

## Supporting Documents

The goals in this Strategic Plan are supported by the following internal documents:

- Annual Plan / Managers Work plan
- Annual Budget


## 2018-2020 Strategic Goals

Focus Area	Goals
<b>Governance</b>	<ol style="list-style-type: none"><li>1. Update policies and procedures that reflect current legislation, organisational values and endorsed by CoM</li><li>2. To have determined the identity of the centre</li><li>3. To ensure the centre is compliant with all obligations of an incorporated body</li></ol>
<b>Management</b>	<ol style="list-style-type: none"><li>1. Increased efficiency and streamlined process for organisational management</li></ol>
<b>Delivery &amp; Operations</b>	<ol style="list-style-type: none"><li>1. Promote the identity of the centre</li><li>2. To review planning and delivery of activities and educational programs</li></ol>

<b>External Relationships</b>	<ol style="list-style-type: none"><li>1. Know and grow our members</li><li>2. Know and grow our partners</li></ol>
<b>Capacity Building</b>	<ol style="list-style-type: none"><li>1. To have a skilled and experienced team (staff and volunteers) with ongoing professional development in place</li></ol>

## 2018-2019 Key Achievements

Focus Area	Goals
<p><b>Governance</b></p>	<ul style="list-style-type: none"> <li>• Continue to update all policies and procedures that reflect current legislation, organisational values and endorsed by CoM and be compliant as an incorporated body</li> <li>• Worksafe surprise audit requirements completed</li> <li>• Increased diversity on the Committee of Management</li> <li>• Skills audit completed and training opportunities communicated to COM</li> </ul>
<p><b>Management</b></p>	<ul style="list-style-type: none"> <li>• Improved financial processes and procedures including budgets developed and approved by CoM, implementation of MYOB accounting package,</li> </ul>
<p><b>Delivery &amp; Operations</b></p>	<ul style="list-style-type: none"> <li>• Increased number of youth and children's programs</li> <li>• Held a number of events including: Seniors morning teas, RUOK day, Food Events, Volunteer events, Staff &amp; Volunteer Big Day Out, Staff team building</li> <li>• Community development approach developed and implemented for food security issue</li> </ul>
<p><b>External Relationships</b></p>	<ul style="list-style-type: none"> <li>• Developed and strengthened partnerships with: Foundation 61, Whittington Works, CoGG, Geelong Regional Library, Geelong Food Assistance Network, Whittington Primary School, Whittington Early Learning Centre</li> <li>• Membership database developed</li> </ul>
<p><b>Capacity Building</b></p>	<ul style="list-style-type: none"> <li>• Developed and implemented volunteer induction program</li> </ul>

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- Employment of Food Security Project Worker (subject to funding)
  - Developed and reviewed staff position descriptions and contracts
  - Implemented supervision framework for staff