Local Government
Community Health and Wellbeing Toolkit

Government of South Australia

Wellbeing SA

REDUCE SMOKING

IMPROVE NUTRITION

REDUCE ALCOHOL USE

PROMOTE ACTIVITY

REDUCE STRESS

Good health is more than hospitals and medicines. The health of individuals and communities is shaped by where and how we grow, live, work, play and age. By addressing these 'social determinants of health,' we can improve community health and wellbeing, and promote health equity.
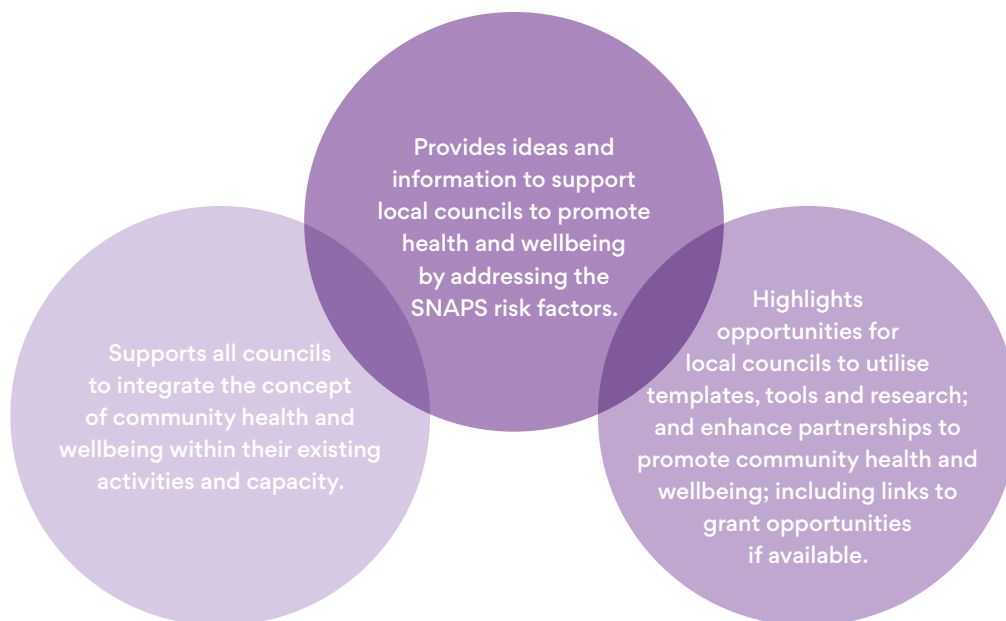
Good health

Local Government is intimately connected to the community, and crucial to improving health and wellbeing across South Australia. Whether it's developing active transport networks; managing parks, playgrounds and open spaces; or building social connection through community centres and libraries, local governments are at the forefront.

The Local Government Community Health and Wellbeing Toolkit aims to help Local Government to promote public health by creating supportive environments to reduce Smoking, improve Nutrition, reduce harmful Alcohol use, promote Physical Activity, and reduce Stress by supporting mental wellbeing (the SNAPS risk factors). These five factors are the primary focus due to the extensive evidence regarding their impact on health and wellbeing. By helping to make the healthy choice the easy or default choice in each of these five areas, we can reap significant community health benefits.

Reducing the frequency and harm from smoking

Strengthening healthy food environments

Minimising harmful alcohol use

Building supportive environments to help everyone benefit from physical activity

Strengthening social connection and promoting positive mental health

The Toolkit uses Systems Thinking and purposeful change processes to increase the effectiveness and sustainability of community health and wellbeing outcomes.

Provides ideas and information to support local councils to promote health and wellbeing by addressing the SNAPS risk factors.

Supports all councils to integrate the concept of community health and wellbeing within their existing activities and capacity.

Highlights opportunities for local councils to utilise templates, tools and research; and enhance partnerships to promote community health and wellbeing; including links to grant opportunities if available.

The process of developing and reviewing your Regional Public Health Plan, routine consultation with your community, and the strategic priorities of Council can all influence how you plan and prioritise your work in health and wellbeing. The Toolkit is designed to provide you with evidence-based suggestions on how you might work towards these priorities, and resources to make that simpler or easier.

It is not

A prescriptive or complete model to 'fix' the complex issue of community health and wellbeing. We recognise the significance of factors like income, transport, employment and housing, and the value of Council's role in addressing these.

Research tells us, however, that the SNAPS risk factors account for nearly a third of all preventable death and disease in Australia, and Local Government is key to improving this.

The Toolkit has been developed to support creative, thoughtful strategies when working with the community. This resource is designed to be used at your own pace, and adaptable to skill, knowledge and resource level, ideally implementing the suggestions most relevant to and achievable for your community. It is **not** intended that every Council will implement every suggestion.

The Toolkit is intended to act as a resource to support the Regional Public Health Planning and review process, to support the State Public Health Plan 2019-24 and its vision of *'Healthy, Liveable, Connected'* communities.
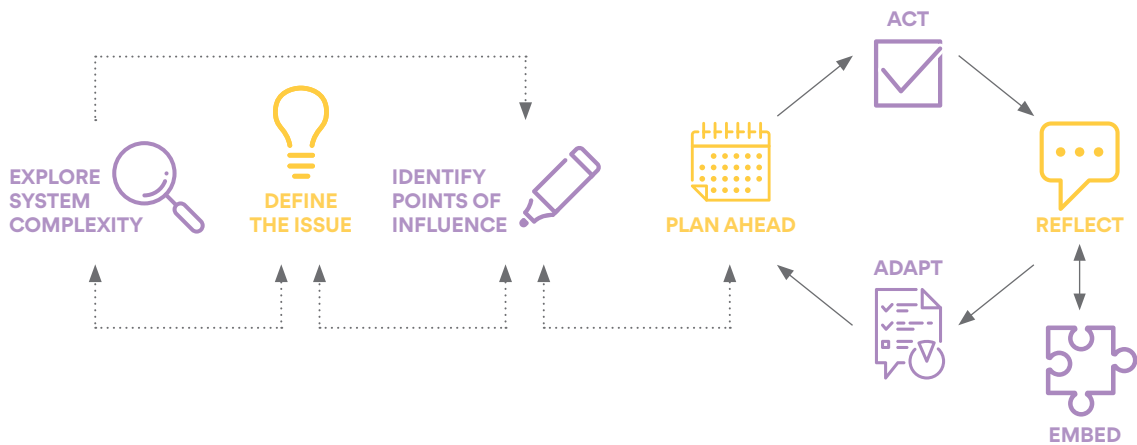
Systems Thinking

Systems Thinking is a way of thinking about complex problems or situations that can help to make sense of how things are related, how they work, and where you might start to make a change.

Thinking about systems in this way helps us to understand the range of community health and wellbeing challenges, like obesity and harm from alcohol, in terms of how we can make healthy choices the default choices for our communities, and build multiple 'small wins' towards a desired goal.

Population health issues are complex, and have multiple, interconnected causes. They don't have a single, or an easy solution, nor can they be fixed by any one person or organisation.

They require collaboration, multiple strategies and viewpoints, and adaptation as circumstances change or unintended consequences happen.

To improve the health of our communities, we need to be able to accept this complexity; to support – not tell – people to make healthy choices, and to make these choices easy. We need to recognise that the settings in which people work, play, live and learn are powerful arenas in which to promote healthy choices and community wellbeing. Finally, it's valuable to evaluate the work all the way through development and implementation, to make sure it's as effective as possible. If it's not, we can use this data to regroup, improve, and try again to best support our communities, and to grow, learn and adapt as the community does.
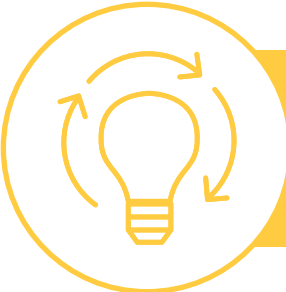

EXPLORE SYSTEM COMPLEXITY — DEFINE THE ISSUE — IDENTIFY POINTS OF INFLUENCE — PLAN AHEAD — ACT — REFLECT — EMBED — ADAPT

Systems thinking can help us to do this.

Systems thinking suggests that we can't reduce the elements of a system to separate parts – that when considering an organisation or a community, we need to consider the relationships between each of the parts of the system. For Local Government, this might include community groups; different areas within Council; schools; relationships with State and Federal Government; businesses; just to give a few examples.

Systems theory suggests that the context in which something happens or a decision is made has a substantial influence, and needs to be considered in order to create a positive change. This is what Local Government does every day – tailoring action to the needs and priorities of your community, and thinking about the situation and community as a whole.

Evaluation

Thinking in systems also involves understanding that changing one part of the system can have consequences – both intended and unintended – on other parts of the system. For this reason, evaluating the impact of community health and wellbeing actions needs to:

- Start in the pre-planning stages – **'Planning ahead'** AND

- Be continuous – working to improve community health and wellbeing is ongoing, so **'Evaluate as you go'** rather than thinking of this as something you do when you 'finish.'

'Planning ahead' and 'evaluating as you go' means you are able to get timely feedback on how you are going, reflect on what's happened/happening, and either adapt if needed, or embed positive elements. This also helps you to report to your community about what is happening as you go.

What Principles Guide this toolkit?

Collaboration – who is already engaged, or potentially affected? Who else needs to be at the table?

Equity – supporting everyone in our communities to live their best life, whatever their strengths, challenges or background. This can mean extra support so vulnerable populations can achieve similar outcomes to members of the broader community.
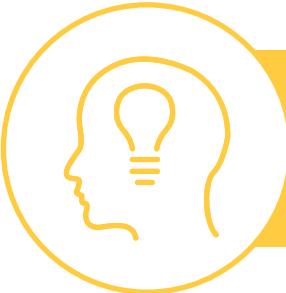
Innovation, reflection and adaptation – being creative and willing to try new things; reflective on what's happened and how to improve; humble enough to learn, change and acknowledge if something's not working.

Win-Win-Win planning – achieving across multiple domains – such as economic development, physical activity, nutrition and social connectedness gains from holding community barbecues in a local park with locally-produced, healthy food.
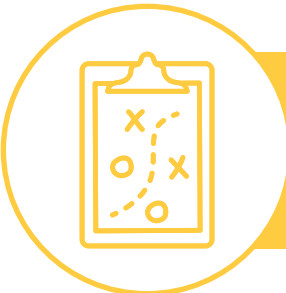
Multiple, incremental gains – taking small steps in the right direction, rather than trying to 'fix' everything, or not try because we can't do everything at once.

Outcome and scale-focussed – the ultimate objective is genuine, sustained improvements for and with as many people as possible.

Step 1: Setting the Foundation

Leadership support

Establish and build the level of commitment and support available from managers within the organisation to promote community health and wellbeing. Do existing policies and procedures support what you're looking to achieve?

Community support

Establish and build the level of support around community health and wellbeing within the community. Identify existing and potential partners and champions of community wellbeing, such as local businesses or non-Government organisations (NGOs). What mechanisms, such as working groups or informal relationships currently exist to support or develop these partnerships? How might these be developed or improved in the future, for the benefit of all of those involved?

Identify resources

These might include financial resources; time; potential grant funding opportunities; inkind support from community members and organisations; or existing communication mechanisms with the community (email, newsletter, social media, through libraries and other council venues).

Start conversations

What does the 'system' looks like for your community? Who is involved? What is their reach and current or potential impact? How do the various parties or elements of your system interact to support or limit community health and wellbeing?

Draw connections

If you were to draw this as a 'mind map', how would it look? What different versions might emerge from discussion? What diverse perspectives might other stakeholders bring? Explore some of the system complexity.

Asset-based community design

What strengths or assets does your community have already? How could you use or build on these to promote community health and wellbeing? This might include social connections, infrastructure, natural resources, education, or other factors that support wellbeing.

For more information on effective change management, refer to the guide here.

Step 2: Preparation

The lay of the land

What exists? What other opportunities are there? Consider how Council already supports health and wellbeing with respect to SNAPS factors, and where leverage points or opportunities for greatest benefit or improvement might lie.

Regional public health and other relevant council plans

What actions, needs, and opportunities are highlighted in Council plans (including your Regional Public Health Plan), and how you might build on these? Can links be made across the plans that will strengthen your Council's capacity to act on SNAPS?

Community needs and priorities

How certain are you that planned actions are desirable for those affected or targeted? Do they reflect the community's priorities? Does the community expect planned changes to be beneficial? Would greater consultation or certainty be helpful?

Use existing mechanisms

Consider what structures and systems are established or available for community engagement. How might you co-design solutions with members of the community likely to be affected? How might you facilitate collaboration between a variety of individuals and organisations in your community who affected, or want to be involved in making changes?

Plan for sustained improvements

Use the key design principles to encourage adoption of change within the community. Consider:

- Will the change be an improvement, or meet anidentified need?

- Is your planned change appropriate for the context? (Think about your system map)

- Have you made your planned change as accessible and simple to incorporate into practice as possible?

- Is it 'trial-able'? Can your community try out the change, to build confidence in developing new healthy behaviours? For example: can they try a new bike-sharing scheme on a casual basis?

- How can you share its success? Can people observe successful use in the community, and increase the likelihood they'll try it out themselves?

Success planning

What does success look like? What are you hoping to achieve, and how will you know if you have achieved it? Using Systems Thinking, outcomes are still important, and it's important to be clear about the goal – keep it achievable – and have a way to measure if positive changes have occurred in your system.

Step 3: Planning and implementation
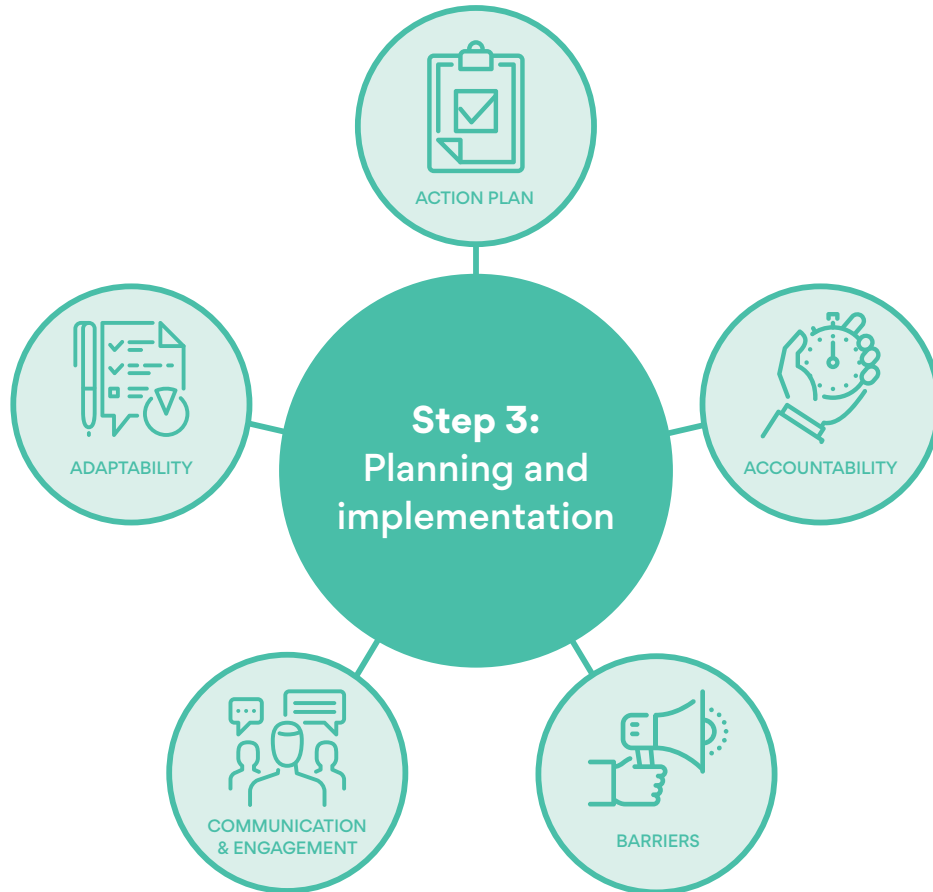
Action plan

Develop specific action steps (the *how*) – identify *what* you will do, *with whom*, and *when*.
(A template is included at the end of this Toolkit).

Accountability

Identify who will be responsible for ensuring each planned action is followed through within the identified timeframe.

Barriers

For each action to be undertaken, consider what barriers you might face with implementation. What strategies could you use to address these? What prior experiences do members of your team have that could be relevant or helpful if challenges do emerge?

Communication and engagement

How will you get the community involved, or let them know what you've planned? For example, if you're installing new drinking water fountains, how will you let people know they're there, to maximise the reach and potential benefit of your work? How can you further develop relationships for mutual benefit? For example, between your Events Team and the South Australian Police (SAPOL) to reduce harm from alcohol.

Adaptability

While still using the best available evidence to guide you, how can you use ongoing monitoring and feedback to be flexible and take advantage of naturally-occurring possibilities?

Now you've decided what success looks like, you can start planning ahead for your evaluation.

Evaluation planning

What will you measure?

Select 'indicator(s)' – how will you know what has changed? This might be as simple as using existing monthly audit data, or data sources like ABS figures that are already collected for your area. Remember, significant health changes can take a long time. Short-term indicators can help to identify changes at an earlier stage, or incremental improvements. Consider choosing an indicator like number of people using a new walking path each week, rather than using obesity rates for your Council area as an indicator.

How will you collect data on your indicators?

Remember that data can be numbers, such as counting how many new smoke-free areas have been created; or words, such as feedback from community members about how they feel about community walking groups.

Establish baseline

What baseline data do you have for your chosen indicator(s)? Do you need to confirm this information before you start, so it can be used to identify whether your plan has succeeded in making the change you intend?

How and when will you evaluate as you go?

When and how will it be useful to you and your community to evaluate how your community health and wellbeing action is going?

ACT: Put your plan in place. Communicate, evaluate, and learn as you go.

Step 4: Reflect, adapt and embed

Reflecting

Look at the data – in step three, you identified what indicators you would use to identify whether your planned activities were having the desired impact. You also planned when and how it would be useful to evaluate how your community health and wellbeing action was going.

- What are the data for your indicators telling you about the scale of change? For example, three months after upgrading a walking track with new signage and lighting, 25% more visits now take place each week.

- What feedback have you received from participants and the general community? Is your project accessible and beneficial? What would improve it?

- Unintended consequences – Were there any changes you didn't expect? (These could have been positive or negative) How could you enhance the positive impacts and reduce any negative ones? Can you use this knowledge to better anticipate future consequences and opportunities for synergistic benefit? For example, improving green space can promote physical activity, community connection and mental wellbeing.

Brainstorm with others

Discuss the development, implementation, and feedback/evaluation with your team and the community – what would you do differently next time? What would you do the same? Try using some sense-making questions like:

- In general, what did you notice?
- Were there any exceptions?
- What were you surprised by?
- What do you wonder about?
- How did you feel about the process?

Embed

If positive changes were made, and you've moved towards your definition of 'success':

How can you sustain positive change by embedding this within local government policies and procedures, and ongoing practice within Council and the community?

Are there other members of the community who could also benefit?

Are there efficient ways to maintain the freshness of the project, like encouraging community members who've benefited to share their experiences?
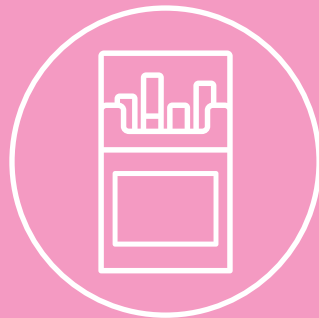
Can you continue to build on relationships established and developed for new initiatives or to build the reach of other work?

Adapt

If your changes haven't turned out as planned, you had unintended consequences, or something in your community has changed:

Return to step three and consider reviewing your action planning based on your reflections.

Repeat this as often as needed, taking into account feedback from community, data from your indicators, and your reflections.

Where are you up to?

The next few pages contain a series of evidence-based suggestions to help you think about different ways you can (or already do!) support community health and wellbeing, **either in your capacity as an employer and role model, or working directly with community.**

Each section is divided into five key areas: **Policy; Programs and Services; Supportive Environments; Communication, Awareness and Promotion; Co-ordination and Partnerships.** As you look through the suggestions, and the tools or resources accompanying them, space is provided to identify whether you already have this suggestion in place, you're working towards implementation, or this is not something you currently do. If not, this may not be relevant, feasible, or a priority for your community, and that's okay.

If you identify action on a particular SNAPS risk factor as a strength – well done! You might consider how to strengthen community wellbeing in relation to some of the other risk factors, or ways to build on the work you've done.

If you identify lots of areas you're already working towards – that's great! The Toolkit, and included guides, resources and examples may help you to advance this work more easily.

If you're not working across many of the suggestions – what a great opportunity! Many of these suggestions are low- or no-cost, can help you to develop or review your Regional Public Health Plan, and to strengthen the work you already do as parts of other plans or strategies to support community health and wellbeing.

Just to reiterate, the Toolkit is not prescriptive – it is *not* intended or expected that every suggestion is relevant to every Council. It's designed as a resource to be used at your own pace, based on the level of knowledge, resources (political, financial, human and others), and capacity available to you, and focussed on issues important to your community.

Why not discuss your assessment with other members of your Council team? If there's in-principle support, and people willing to champion some of these suggestions, this might provide a helpful base to start working from, or to help you prioritise your work moving forwards.

Smoking

Tobacco smoking is the leading cause of preventable death in Australia

Smokers die, on average, 10 years earlier than non-smokers

Tobacco is the leading cause of cancer in Australia (22% attributable burden)

Smoking

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Are Quit-Smoking posters/resources/contact information visible in staff areas?				(F) * (R)
Is a workplace Employee Assistance Program available? If so, does Council encourage staff to use this to facilitate positive behaviour change, including Quit Smoking?				(G) * (T)
Is non-smoking support embedded into Work Health and Safety policies and procedures?				(G) *
Does Council provide or support participation in quit-smoking initiatives (like calling Quitline counsellors) during work time; or using Council facilities, such as meeting rooms?				(G) *
Are Council events no-smoking by default, with comprehensive written reasons required for variance to this policy?				
Are local public places and events regularly and routinely considered for Declared Smoke-Free Status applications under the Tobacco Products Regulation Act 1997?				(G) (F) (F)
Can you make public spaces more engaging by removing or reducing smoking? What additional benefits in terms of social connection, physical activity, and local economic development might flow to the community from this?				(E) (F)

Programs and services	Yes	Working Towards	No	Useful tools and resources
Does Council promote and provide quit-smoking resources and/or incentives for staff, such as subsidised nicotine-replacement therapies?				(G) *
Has Council developed or procured specific resources for vulnerable or priority populations – including but not limited to Aboriginal people; pregnant women; culturally and linguistically-diverse communities (interpreters and translated resources are also available from Quitline)				(R)
Does Council actively provide cigarette butt bins to minimise litter volume, environmental damage, and accidental fires?				(E) (E)

Smoking

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council seek to promote awareness among staff and elected members regarding the impacts of tobacco use? Are staff or prominent community members and groups who can 'champion' Council's smoke-free initiatives sought out and encouraged/supported?				E *

Policy	Yes	Working Towards	No	Useful tools and resources
As an employer, has Council developed a 100% smoke-free workplace policy, including information sessions to inform employees?				G * T
Are all Council venues and vehicles non-smoking?				
Is Council's smoke-free policy and information incorporated into orientation for new employees?				G *
Does Council have a smoke-free management policy that reflects Cancer Council best-practice suggestions for local government? Can you use what you've learned developing and implementing this policy to support workplaces within your community?				F *
Does Council actively consider how to address barriers to implementing Smoke-Free areas, including resourcing constraints and geographical diversity?				F
Does Council have defined accountability for reviewing/educating staff on legislative changes, such as the inclusion of e-cigarettes under the Tobacco and E-Cigarettes Regulation Act 1997?				F
Who is responsible for reviewing data on smoking in your community? What information is available about vulnerable groups, or key areas Council could have the greatest impact?				D

Smoking

Communication and awareness/promotion	Yes	Working Towards	No	Useful tools and resources
Does Council have sufficient authorised officers (or agreed alternatives) to enforce Smoke-Free place and events; and improve awareness among the community?				(F)
Does Council promote, link to online, or otherwise advertise services such as Be Smoke Free?				(R)
Has Council identified vulnerable population groups most at risk of tobacco-related harm? Identified impacts of tobacco use that might act as leverage for change?				(G)

Nutrition

Eating a healthy diet promotes positive mental wellbeing

More than 9 in 10 Australian adults don't eat enough vegetables

Almost two thirds of Australian adults were overweight or obese in 2014-15

Nutrition

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Is nutritious food grown or produced in your community? If so, does the community have access to this?				(E)
Does the community have access to fresh nutritious foods (including canned or frozen fruits and vegetables; wholegrain products; and lean protein sources)? NB: this might include a supermarket, greengrocer, butcher, convenience or general store, or fruit and vegetable co-op, for example. Common definitions of 'accessible' include within 1000m; less than 10 minutes' drive; or based on community feedback. Choose an indicator appropriate for your community.				(G) (R)
Is culturally appropriate food for multicultural community groups accessible and affordable? (For example, are there ethnic supermarkets servicing demographically-represented populations? Do Council venues offer halal/kosher/other options?)				(E)
Is convenient access available to the above fresh food outlets by foot, bike, public transport and/or car? (If no, does Council provide or support transport options like a weekly community bus, or infrastructure like bike racks and sidewalk lighting to improve access?)				(E)
Does council support any initiatives to increase fresh, healthy food availability for vulnerable groups; including the elderly, socioeconomically disadvantaged groups; Aboriginal people and/or those in remote locations?				(F)

Nutrition

Programs and services	Yes	Working Towards	No	Useful tools and resources
Does Council run or support any community food production programs – eg sharing/sale of homegrown produce (such as RipeNearMe), support to start gardening; or equipment sharing?				(R) (E)
Are there community gardens accessible to the public, schools or other community groups? If so, does Council provide any support?				(R)
Does Council run or support any community food initiatives that increase food knowledge and/or social connection (eg food swaps, or cultural food exchange meetings)?				(E)
Does Council provide financial or in-kind support to healthy food initiatives through grants or other funding mechanisms?				
Does Council support or run any community kitchen or cooking education programs?				(G) (E)
As an employer, does Council provide education to staff regarding Australian Dietary Guidelines, for example, through workplace health and wellbeing programs?				(R)* (F)

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does council support NGOs like Heart&Soul Group, FoodBank, Second Bite, or Ozharvest to operate in their areas, including supporting connections with local suppliers and/or distribution?				(E) (R)
Are there any Council initiatives that support nutrition education in schools (such as kitchen-gardens), libraries, clubs or other settings?				(R) (R) (G)
Does Council work with Clubs, sporting facilities, and other community groups to maximise healthy food options?				(G) (R)
Has Council considered partnering with a local sporting team (for example) to raise the profile of healthy eating, particularly among hard-to-reach communities?				(E)
Do potential partners or resources exist in your community that can help you to work with CALD communities?				(R) (R)

Nutrition

Policy and planning	Yes	Working Towards	No	Useful tools and resources
Does Council have a planned approach to the installation of drinking water fountains in indoor and outdoor areas? Are these promoted?				(G)
Does Council have a healthy food policy that applies to all Council owned and administered facilities? Does this also apply to Council-contracted facilities, such as swimming pools, sport and recreation venues?				(R) (G) (E)
Does Council have a healthy food policy that ensures healthy options are prominent, available, and affordable at all community events?				(E) (E)
Does Council adhere to breastfeeding friendly guidelines for their own facilities; and support breastfeeding-friendly business and community facilities?				(G) (R)
Does Council have an agreed position statement that sets out Council's commitment to promoting, supporting, and encouraging healthy food choices within Council and within the community?				
Does Council endorse or support edible planting in public areas, such as street verges or parks?				(R)
Does Council support urban farms, orchards, apiarists or other food producers?				(E)
Does Council use AEDC child vulnerability data to identify whether nutritional support is a priority for this age group in your area?				(D) (R)

LEGEND

- (F) Fact sheet
- (G) Guide
- (D) Data
- ($) Grant or funding opportunity
- (*) Internal action
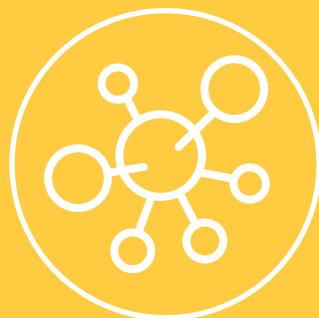- (R) Resource
- (E) Example
- (T) Toolkit

Alcohol

1 in 6 Australian adults drink alcohol at levels that place them at lifetime risk

The most commonly treated drug in Australia is alcohol

Alcohol consumption increases your risk of multiple kinds of cancer

Alcohol

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Does Council actively work to replace alcohol-oriented council activities with alternatives, such as inclusive sports competitions?				
Does Council provide support for employees who want to reduce alcohol use or potential harm, including confidential access to support services during work hours?				(E)* (T)
Does Council ensure a broad range of non-alcoholic drinks are available on occasions where alcohol is offered? Does Council ensure RSA provisions are adhered to, and clear expectations of responsible alcohol consumption are promoted?				(G)*
Does Council seek to increase the number and diversity of businesses operating at night? (This can promote safety by increasing passive surveillance and improving the viability of public transport.)				(R)
Does Council use Crime Prevention Through Environmental Design (CPTED) principles and safety audits around late-night or high-risk premises to reduce risk?				(R) (R) (G)

Alcohol

Programs and services	Yes	Working Towards	No	Useful tools and resources
Does Council promote personal and community reflection on alcohol culture, safety and desirability using tools like Hello Sunday Morning?				R
Does Council promote the use of tools like 'Know Your Options'?				R
Does Council map alcohol-related harm to identify leverage points to intervene to minimise harm? (Consider partnership with community groups like Neighbourhood Watch or SAPOL to assist with this)				R
Does Council use knowledge of leverage points to implement short- or long-term dry zones to minimise risk of community harm?				F
Does Council conduct regular reviews of the design of public areas near late night licensed premises (e.g. to ensure sufficient lighting, bins, public toilets and public transport are available)?				G

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council work with community sports clubs to ensure compliance with Responsible Service of Alcohol requirements, and support clubs to diversify fundraising so they are less reliant on alcohol sales?				R
When considering work to reduce harm from alcohol (and other drugs), does Council engage with experts like the Australian Drug Foundation, and best-practice for community-based initiatives?				R
Does Council work with, or otherwise support, organisations such as the Aboriginal Sobriety Group to address harmful alcohol or drug use?				E

Alcohol

Policy	Yes	Working Towards	No	Useful tools and resources
Does Council have a clear alcohol policy and management plan developed in consultation with staff; clearly communicated to all staff, including during induction?				(E) * (R) (T)
Does Council incorporate alcohol harm awareness into workplace wellbeing and safety initiatives?				(G) * (T)
Does Council have a policy or mechanism to improve cross-departmental communication to clarify roles, responsibilities and priorities for each area or member of staff?				(G)
Has a comprehensive position on alcohol been developed and implemented, that can be referred to by all areas of Council - including maternal and child health; aged and disability services; sports and recreation; waste management; parks and gardens; and events management?				(E)
Does Council ensure risk management plans for events include effective strategies for reducing alcohol-related problems and antisocial behaviour?				(G)

Communication and awareness/promotion	Yes	Working Towards	No	Useful tools and resources
Does Council develop, maintain, and build relationships with other stakeholders – eg SAPOL, community groups, DASSA, to manage impacts of alcohol use?				
Is there defined accountability for regular checks of the CBS website to monitor alcohol license applications that fall within Council boundaries?				(F)

LEGEND

(F) Fact sheet	(G) Guide	(D) Data
(R) Resource	(E) Example	(T) Toolkit

($) Grant or funding opportunity

* Internal action

Physical activity

Being physically active can help to prevent heart disease, cancer and diabetes

Regular physical activity can help to prevent and treat mild depression

Regular exercise can help you sleep better

Physical activity

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Has your Council calculated the Walkability Score for your Local Government Area? Are you actively working to improve this?				G R
Does Council develop diversity of local destinations across time, nature and location of use, and prioritise infrastructure aimed at engaging disadvantaged groups?				R
Has Council developed and maintained a range of accessible, appealing and public open spaces to meet recreational, play and social connection needs, including those of disadvantaged communities?				R
Does Council's design and planning policy support, where possible, co-location of community facilities to maximise efficiency of travel and community interaction?				R
Does Council systematically use local planning regulation to create compact, mixed-use neighbourhoods which maximise opportunities for community interaction, active transport, public transport, and access to fresh food outlets?				R
Does Council review planning to ensure a high proportion of residential dwellings (eg 65+%) are within 400-800m walk of a public open space?				R
Does Council seek to build connections between walking, cycling and public transport routes to facilitate safe, convenient, and easily navigated active travel, particularly to fresh food outlets and community spaces?				G
When assessing planning and development applications, does Council emphasise the desirability of buildings that maximise incidental movement; passive surveillance of local surrounds; facilitation of active travel to work; and shade for public footpaths in local planning?				G
Does Council ensure centres are connected to their surrounding neighbourhoods by strong, diverse development, including high quality pedestrian, cyclist and public transport routes?				G G
Does Council provide or enable a range of sport and recreation facilities that enable everyone to take part (including safe participation for the elderly, people with disabilities, people from culturally and linguistically diverse backgrounds, Aboriginal people, for example).				F

Physical activity

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Does Council specifically work to identify ways to make (or support) health facilities encouraging of women's participation in physical activity?				(R)
Does Council use existing best practice program evidence to plan for safe active streets for walking and cycling?				(R)
Has Council installed, or supported the installation of community fitness equipment in public parks or green spaces? Does Council promote their use?				(G)

Programs and services	Yes	Working Towards	No	Useful tools and resources
Does Council provide information regarding available physical activity groups, clubs or organisations within the Council area?				(E) (E)
Does Council provide or support community walking groups?				(R) (R)
Does council provide, subsidise or otherwise support the use of pedometers in conjunction with a 'step goal'?				(E) (R)
Does Council offer sporting equipment on loan through local libraries or community centres?				(E)
Does Council support, promote or offer any other physical activity promotion initiatives, such as Council free bike hire, or promotion of bike-sharing schemes?				(G)

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council link with other councils or regional organisations to establish initiatives or facilities that complement or integrate with each other (such as joined walking or cycle-ways)?				(E)
Does Council provide support to local club formation and management, including availability of nutritious food, limitation of harm from alcohol/gambling, and promotion of physical activity?				(R)

Physical activity

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council regularly and actively seek input from a broad range of community stakeholders to improve awareness of Council commitment and community needs; better target initiatives towards highly sedentary or under-serviced groups; and increase the viability of initiatives or facilities?				
Does Council make or support formal application to key government departments or other agencies for resource and funding contributions towards physical activity initiatives? This might include the Office for Recreation and Sport; Sport Australia; or the Healthy Towns Challenge (non-metro)				($) ($) ($) ($)
Does Council work with schools and/or Department Planning, Transport and Infrastructure to promote active travel to school by children and families?				(R)
Does Council work with DPTI to promote active travel to work, and in the community?				(R)

Policy and planning	Yes	Working Towards	No	Useful tools and resources
Does Council have a Physical Activity Strategy or Policy that sets out key principles, like accessibility, and builds community capacity and access in a strategic way? Is this incorporated into key strategic planning documents and frameworks?				(E)
Does Council consider the Australian Early Development Census data, and how to respond to improve physical activity and other child development characteristics?				(D) (R)
Are all related areas of Council involved in planning for physical activity? Are planned, strategic communication/co-design mechanisms in place? Consider: for example, how are strategic planning, recreation, community services, parks and gardens, road safety, zoning and development, cultural development, risk management and tourism areas involved?				
Does Council encourage and demonstrate a commitment to physical activity as a workplace/employer? (For example, organising a corporate discount to sports facilities, holding walking meetings, or supporting social physical activity initiatives for staff).				(G) (R) (T)

Physical activity

Communication and awareness/promotion	Yes	Working Towards	No	Useful tools and resources
Does Council actively promote available facilities and opportunities for physical activity?				
Has Council ensured staircases are clearly marked, encouraged, and appealing in all Council buildings greater than one storey in height?				(R)
Does Council actively promote large-scale physical activity or active transport initiatives, such as Ride or Walk to Work Days or Walk to School Day? Hint: This might be for Council Staff, and/or the broader community.				(R) (R) (R)
Does Council advertise or promote the location of, access to, and use of local natural environments or public spaces (forests, beaches, parks and playgrounds) that all residents can use for active recreation and/or social connection.				(G)

Stress (mental wellbeing)

20% of Australians experience a common mental health concern during a year

Positive mental health can improve physical health and resilience

Positive mental health is associated with kindness, tolerance and inclusiveness – the whole community benefits

Stress (mental wellbeing)

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Does Council offer or support community resilience training for staff, to increase explicit consideration of principles in everyday decision-making?				(G) (R)
Does Council work to increase perceptions of neighbourhood safety by developing safe pedestrian routes (accessible footpaths – including for those requiring mobility aids; adequate lighting; slower traffic speeds)? Has Council considered applying for Residents Win funding to facilitate efforts in this area?				(R)
Does Council consider the impact of population ageing on community design, to maximise opportunities for positive ageing and community involvement? (Grant opportunities are available to support this).				(G) (R) ($)
Does Council work to ensure that accessible public and green space of high quality is available to residents to socialise, be active, relax and reflect?				(R) (G) (R)
Does Council prioritise creating a Mentally Healthy Workplace as an employer and role model in the community?				(G)* (E)* (R)* (R)* (R)
Does Council use internal Occupational Health, Safety and Wellbeing policies to promote positive mental health, such as mindfulness or spending time in nature?				(E)* (R)*

Supportive environments	Yes	Working Towards	No	Useful tools and resources
Does Council promote or support community events that encourage social connection, including festivals, art and cultural projects or events promoting diversity?				(G)
Does Council have existing programs to support social connection through community centres and libraries?				(E)
Does Council provide or support programs and services addressing mental wellbeing and social connection during key life transitions - such as parenting groups and retirement services?				(R) (R)

Stress (mental wellbeing)

Programs and services	Yes	Working Towards	No	Useful tools and resources
Does Council provide, promote or support community organisations that seek to improve social connection and purpose, such as men's sheds, senior citizens' clubs or neighbourhood houses?				(R)
Does Council promote, support or facilitate community transport options for local residents (eg: a community bus)?				(E) (G)
Are accessible programs available to develop digital literacy within Council's area?				(E)
Does Council plan, facilitate or support neighbourhood meet-ups, such as local barbecues?				(E) (E)
When developing local parks and recreation areas, is consideration given to including nature play spaces, as well as more 'designed' spaces?				(R)

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council support or encourage community groups to transform underused or vacant buildings or land into new public spaces?				(R)
Does Council provide, promote or support opportunities to volunteer with community groups?				(R)
Does Council promote opportunities to be involved with nature, including those that also build social connection?				(R)
Does Council work with sports clubs and community groups to provide a welcoming and inclusive environment for all residents, including newly arrived migrants, refugees, and Aboriginal people?				(G)
Does Council work to identify new and existing community groups or programs that participation, social interaction and resilience of high-risk groups? If so, does Council use this to inform gap analyses for strategic planning?				($) ($) (R)

Stress (mental wellbeing)

Partnerships and co-ordination	Yes	Working Towards	No	Useful tools and resources
Does Council promote, support, or offer financial counselling services?				(R) (R) (R)
Does Council work to prevent problem gambling; and provide support for those affected?				(R) (R) (R) (R)
Does Council promote or support services which build connections and resilience for Aboriginal people in your community?				(R) (R)
Does Council consider resources such as the Achievement Program to co-design and support health promotion practices in early childhood services, schools and workplaces within your Council area?				(R)
Are Council staff trained to identify signs of domestic violence and confidentially refer to appropriate services where appropriate?				(E) (R) (R) (R)
Does Council provide support to a local Suicide Prevention Network. If there isn't one, how can you support formation of an effective local network? (See The South Australian Suicide Prevention Plan 2017-2021)				(G)
Does Council work to build resilience and connectedness among community members vulnerable to extreme weather events?				(R)

Policy	Yes	Working Towards	No	Useful tools and resources
Does Council have a clear system to consider the impact of existing local government policies on transport, housing etc on mental wellbeing and connection?				(G)
Does Council collect data on vulnerable population groups, individuals or areas within the community at higher risk of social isolation or reduced mental wellbeing? Does Council map this information (eg using GIS systems of heat-mapping) to identify areas in greatest need of support?				(G) (R)

Stress (mental wellbeing)

Policy	Yes	Working Towards	No	Useful tools and resources
Do planning guidelines for high-incidence suicide locations, such as railways, high buildings and bridges incorporate design features to reduce risk and ability for self-harm? (A partnership with DPTI may assist your work in this area)				(R)
Does Council have existing policy (either individually, or in other strategic documents) which aims to prevent and address the harmful impacts of alcohol, illicit Drugs and gambling?				(R)
Do Council's policies as an employer reflect a commitment to protecting mental as well as physical wellbeing?				(G) *

Communication and awareness/promotion	Yes	Working Towards	No	Useful tools and resources
Does Council promote or support the '5 Ways to Wellbeing' campaign?				(G)
Does Council consult regularly with the community regarding social, economic and environmental stressors? Do these mechanisms reach a diverse range of community members and groups?				
Does Council support or promote locally-based community awareness campaigns or events to promote cultural diversity and heritage?				(E)
Does Council promote the use of mental health support services, including apps, websites and phone services (such as including links on Council webpages or social media; or providing written information at Council venues)?				(R) (R) (R)
Does Council promote freely available financial counselling resources, including those available to people affected by drought?				(R)

LEGEND					
(F) Fact sheet	(G) Guide	(D) Data	($) Grant or funding opportunity	* Internal action
(R) Resource	(E) Example	(T) Toolkit		

So what now?

As you've worked through the suggestions and tools, hopefully you've identified the areas in which you're currently the most focussed – those in which the most suggestions are marked 'Yes' or 'Working Towards.'

If there's an area you've identified as a need for your community, or that your community have suggested they're interested in building on, what suggestions in that section sparked your interest?

Thinking back to the planning elements discussed earlier, what leadership and community support might be available? Is there an opportunity to use a leverage point in the system, or existing community strength to help promote community health and wellbeing? What resources – such as time; existing relationships; community support or champions; funding opportunities; knowledge and expertise, might you have available for this project? Who else within your Council could help?

Consider using the Action Planning Template overleaf as a guide to help formalise your thoughts and plans.

Community Health and Wellbeing Action Plan (Example)

Health and Wellbeing issue	Relevant Council plans and strategy documents	Strategies	Tasks involved	Who's responsible	Timeframes	Resources required	Indicators of success, and data collected to identify this
Smoking rates in our area are 2% higher than the comparable state metro/ non-metro average		• Promote best-practice as an employer to reduce smoking • Create supportive environments to reduce smoking in public places	• Assess feasibility of subsidising nicotine-replacement therapy for employees • Review visibility/ availability of Quit Smoking information/ signage in Council workplaces and community venues		• 12 months • 6 weeks	• Allocated time on behalf of EHO • Potential budget for nicotine replacement therapy as part of WHS program • Potential budget for signage and butt bins in public spaces	• NRT feasibility study complete • Quit Smoking posters and information visible in all staff areas • Key parks, playgrounds and public spaces designated non-smoking, signage installed, and butt bins installed at common access points • Longer term – reduction in the proportion of Council employees that identify as smokers; reduction in community smoking rates to at/ below state average.