

Annual Operational Plan Quarterly Management Report



**COBAR SHIRE
COUNCIL**
outback nsw

Q1 2015/2016

Table of Contents

Key Activity: Community 3

Key Activity: Economy..... 31

Key Activity: Governance 43

Key Activity: Infrastructure 66

Key Activity: Environment..... 85

Key Activity: Community

COMMUNITY OUTCOME	
1.1	Strong coordination between government agencies, Council and NGOs to ensure efficient service delivery, avoid duplication of services and build the capacity of the community.

COUNCIL STRATEGY				
1.1.1	Strong and participative interagencies			
DP Action	Action	Responsibility	Progress	Comment
Cobar Interagency	Determine effectiveness and appropriateness of Cobar Interagency and undertake secretarial services as required.	A Shepherd	0%	The Cobar Interagency is currently not meeting as there are several sub groups that are effectively operating. These include the Cobar Mental Health network, the Cobar Domestic Violence Action Group (which Council sits on), the Cobar Community Services Forum (as part of the Integrated Care Project) which Council actively participates in and the SPERG group run by Cobar Public School (which Council attends).
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	25%	No meetings were attended for the quarter, but a watching brief maintained. As a result, Council worked with the RMS to supply information for RMS to apply for funding under an Aboriginal communities grant for road maintenance works within Murrin Bridge. Information was supplied, scoping and quoting four projects: forming up and resealing with a high quality seal the entrance way, river road and the main street. A fourth proposal was put forward to undertake potholing around the village.

COMMUNITY OUTCOME	
1.2	Young people are able to reach their full potential, are encouraged to stay in the region and have a wide range of opportunities available to them locally

COUNCIL STRATEGY				
1.2.1	Implement the actions outlined in the Youth Development Plan			
DP Action	Action	Responsibility	Progress	Comment
Undertake School Holiday Activities through the Cobar Youth and Fitness Centre	Seek funding to undertake school holiday activities.	N Kriz	0%	Trying to source funding for a Youth Development Officer.

COUNCIL STRATEGY				
1.2.2	A greater range of youth activities are organised and co-ordinated			
DP Action	Action	Responsibility	Progress	Comment
To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre and enter and maintain partnerships to aid and enhance the provision of Youth Services.	N Kriz	20%	This Quarter we have held two lots of school holiday programs with 200 children attending a number of activities. We have also had a disco and a skate night in this quarter with 90 children attending.

COUNCIL STRATEGY

1.2.2 A greater range of youth activities are organised and co-ordinated

DP Action	Action	Responsibility	Progress	Comment
To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Undertake activities under Family and Community Services grant.	N Kriz	25%	Friday night games night have been run with over 500 children attending and 14 Playgroups have been held with over 120 children attending.
Organise Youth Week Activities	Youth Week activities to be organised in conjunction with Cobar Youth Council.	N Kriz	30%	Cobar Youth Council has held informal meetings at the Youth Centre to discuss what activities to hold for Youth week. Cobar Youth council and Manager will consult with school and other Youth to gauge what activities to have in Youth Week. This will happen in Q2 and Q3. Youth Week grant has been applied for.
Provide school holiday activities for children aged 5-14 years at Cobar Shire & TAFE Library	Library staff, community members and/or volunteers plan and provide craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	J Siermans	25%	6 craft sessions were offered in July. 42 attendances. 6 craft sessions were offered in September. 49 attendances for bead, painting & other fun activities.

COUNCIL STRATEGY				
1.2.3 Increased educational opportunities provided locally				
DP Action	Action	Responsibility	Progress	Comment
Provide educational opportunities at Cobar Shire & TAFE Library	Library staff provide basic instruction in the use of computers and the internet to small groups of adults.	J Siermans	25%	Basic computer instruction was offered during school terms in Q1. 5 attendances.

COMMUNITY OUTCOME	
1.3	Families are supported, social inclusion is valued and families who relocate to Cobar stay in Cobar

COUNCIL STRATEGY				
1.3.1 Parents are supported in their role to raise their children and services are available to assist them to build their parenting skills				
DP Action	Action	Responsibility	Progress	Comment
Cobar Shire and TAFE library staff support parents via library services and outreach	Hold story time sessions, Library staff provide activities for children aged 6 months to 5 years and model early literacy for parents.	J Siermans	25%	Preschool storytime, rhyme and craft sessions were offered every Wednesday in Q1. With 46 attendees over the quarter.

COUNCIL STRATEGY

1.3.2 Increase the supply of childcare and preschool places and options

DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children Services (FDC, COOSH, IHC)	Administration of CCB & CCR for all eligible families in accordance with Federal Legislation.	K Lennon	100%	CCB & CCR was administered correctly each week.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Enroll and support families and children for Children Services.	K Lennon	25%	20 new families have been enrolled this quarter, for FDC and COOSH vacation care.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Maintain and update policies, procedures, quality improvement plans and family information packages for FDC and COOSH to comply with changes to National Regulations and Quality Framework concepts and new information.	K Lennon	75%	All policies are up to date, currently reviewing Quality Improvement Plans.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	75%	45 In Home Care visits have been conducted this quarter to monitor the National Standards.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K Lennon	25%	Fathers Day craft has been sent to all Educators.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide interesting and stimulating excursions and events for children and educators with Far West FDC and COOSH.	K Lennon	25%	An excursion to the Fire Station was conducted for FDC that 30 children attended.

COUNCIL STRATEGY				
1.3.2	Increase the supply of childcare and preschool places and options			
DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children Services (FDC, COOSH, IHC)	Recruit and support Family Day Care Educators.	K Lennon	0%	No new Educators recruited this quarter.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Support Implementation of "Early Years Learning Framework" and the "My Time Our Place" into educator curriculum.	K Lennon	50%	There is ongoing work in this area.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Write and distribute quarterly newsletters to Families and Educators.	K Lennon	25%	Newsletters written and sent out as needed.
Investigate the provision of vacation care in Cobar	Investigate the options and implement if appropriate a Vacation Care Program.	K Lennon	100%	July saw the beginning 2 weeks of our new Vacation care program. Over the 2 weeks 25 children attended. The program was then run again in the September school holidays with an average of 12 children daily. We had 25 families accessing the service.
Facilitate the availability of child care and preschool places and options.	Lobby to have an increase in availability of child care and preschool places to meet demand in Cobar.	G Woodman	25%	This is ongoing, however supply currently meets demand. Further attempts to increase the number of educators across the region will be pursued.

COUNCIL STRATEGY				
1.3.3	Increase the knowledge of the community on the range of services available in Cobar Shire and how to access them			
DP Action	Action	Responsibility	Progress	Comment
Have information readily available to the community and new residents	Have an easy to access and navigate Council website that is relevant and a useful resource for residents and visitors.	G Woodman	25%	Council website continually updated and monitored.
Have a relevant and updated Community Services Directory readily available.	Update the Community Services Directory and have it easily available online and distribute it through New Resident Packs.	A Shepherd	25%	Community Services Directory updated. Held discussion with the Integrated Care team to combine their directory with ours and have one directory available on line that is up to date.

COUNCIL STRATEGY				
1.3.4	Have family orientated activities to encourage families to socialise in the community			
DP Action	Action	Responsibility	Progress	Comment
Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	J Martin	25%	The Festival of the Miner's Ghost committee has held four meetings in this quarter to organise the 2015 FOMG program of events. The program of events is being advertised on Council's website, FOMG face book page, posters and flyers in Cobar Shire and the wider region, 2WEB, ZOO FM, 2DU , local ABC radio, prime TV, Cobar Weekly and a number of other subscribed websites.

COUNCIL STRATEGY				
1.3.4	Have family orientated activities to encourage families to socialise in the community			
DP Action	Action	Responsibility	Progress	Comment
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise Australia Day celebrations and Senior Citizen's Week events.	J Martin	0%	Organisation of Australia Day Events and Senior Citizens Week commences in Q2.

COMMUNITY OUTCOME	
1.4	A generous, engaged and participative community with a strong community spirit

COUNCIL STRATEGY				
1.4.1	Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services			
DP Action	Action	Responsibility	Progress	Comment
Provision of information on grant availability and assistance in accessing grants to community groups	Distribute information on available grants to community organisations through the Community Services Database.	A Shepherd	25%	Council regularly sends out grant information to community and sporting groups, schools, progress associations and other groups as information comes in. Council actively encourages groups to apply for grants and willingly sits down with groups to develop their grant proposals.

COUNCIL STRATEGY				
1.4.1	Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services			
DP Action	Action	Responsibility	Progress	Comment
Facilitate capacity building of community groups	Seek grant funding to run workshops to build capacity of community organisations to improve governance.	A Shepherd	25%	A workshop run by Council, with MGH Associates presenting, was delivered to 27 members and Treasurers of community organisations to increase their knowledge of the role of Treasurer and the reporting requirements. This was prepared in response to community need and was a very successful evening.

COUNCIL STRATEGY				
1.4.2	Business supports local events, organisations and activities			
DP Action	Action	Responsibility	Progress	Comment
Work with local organisations to build on current activities	Assist sporting, community and business groups to promote major events.	J Martin	25%	Council's Manager Tourism & Public Relations liaises with local clubs and community groups to assist them promote their activities and events within Cobar Shire and the wider region. In this quarter MTPR assisted the Cobar Blues promote their AGM, this meeting was important to the future success of the club. MTPR assisted the Cobar Gun Club promote their annual Golden Clay Target event and also provided media support for the local sheep dog trials.

COUNCIL STRATEGY				
1.4.3 Develop initiatives to maximise the benefits and minimise the negative impact of shift work and FIFO/DIDO on the community				
DP Action	Action	Responsibility	Progress	Comment
Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts	Liaise with local business and government agencies to help identify and initiate changes to reduce the negative impacts of shift changes to mining rosters, absentee workers and mining closures to reduce the community impact.	A Shepherd	25%	Council continues to monitor the effects of changing rosters, employment in the mining industry and residential living within the Cobar mining community.

COUNCIL STRATEGY				
1.4.4 Support Aboriginal people and organisations to increase the broader community's awareness and recognition of local Aboriginal cultural identity in Cobar and to assist in meeting the targets set out under the current government policy of 'Closing the Gap'				
DP Action	Action	Responsibility	Progress	Comment
Undertake activities to increase awareness of Aboriginal culture in the Cobar Shire	Liaison with Aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of Aboriginal culture.	G Woodman	0%	No activities undertaken in Q1.
Improved coordination of the activities and planning of Council, Cobar Community Working Party, Cobar and Murrin Bridge Local Aboriginal Lands Councils and Mount Grenfell Board	Liaison Group established at officer level to improve the coordination of activities and planning.	G Woodman	0%	No action in Q1. Council continues to work with government agencies and other groups to build and promote the Indigenous Nursery Project at Fort Bourke.

COUNCIL STRATEGY				
1.4.5	Support arts and cultural organisations, activities and facilities			
DP Action	Action	Responsibility	Progress	Comment
Support Outback Arts and cultural activities in the Shire	Provide annual funding and support to Outback Arts, Regional Arts Development Officer and the Local Arts Council.	G Woodman	100%	Funding provided in Q1. Council's representative on the Outback Arts Committee is Council's Special Projects Officer, Angela Shepherd with Councillor Marsha Isbester as the alternative.
Facilitation of cultural workshops and activities	Complete the cataloguing and conservation project for the collection at the Great Cobar Heritage Centre.	J Martin	25%	The curator at the Great Cobar Heritage Centre is continually reviewing the condition of the museum objects which are on display and in storage. The curator is currently looking at objects in the collection that relate to WW1 and researching their origins and developing new displays.
Facilitation of cultural workshops and activities	Receive, document and store objects at the Great Cobar Heritage Centre that are relevant to Cobar's History and are compliant with the Collections Policy.	J Martin	25%	The Great Cobar Heritage Centre has a council adopted collection policy which is managed and strictly adhered to by the curator.

COMMUNITY OUTCOME	
1.5	A healthy and active community

COUNCIL STRATEGY**1.5.1 Provide appropriate health care options and services both within the Shire and the region**

DP Action	Action	Responsibility	Progress	Comment
Lobby NSW Government and Federal Government to ensure high quality health care services, including those offered out of Cobar Hospital and aged care are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally	Participate in the Cobar Health Council.	G Woodman	25%	Participation undertaken as required. Topics discussed included: health care quality systems, improvements and community consultation.
Lobby NSW Government and Federal Government to ensure high quality health care services, including those offered out of Cobar Hospital and aged care are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally	Participation in the Cobar Hospital Services and Facilities Upgrade Committee.	G Woodman	25%	Relevant liaison with local health district in relation to MPHS proposal and attendance of Cobar Health Council.

COUNCIL STRATEGY				
1.5.2	Support for the Cobar Primary Health Care Centre model to ensure that it remains viable			
DP Action	Action	Responsibility	Progress	Comment
When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Participation in the Cobar Integration Project, CHAMP and other health initiatives to help identify and improve the level of allied health care services provided locally.	G Woodman	25%	Attended Meetings of the Integrated Health Forum. Worked with the CPHCC on alternatives to extend the space available for Allied Health Services. Undertook sealing works at Cobar Hospital driveway as part of the CHAMP Project.

COUNCIL STRATEGY				
1.5.3	Increase the use of Council owned and other sporting and recreational facilities across the community			
DP Action	Action	Responsibility	Progress	Comment
Increase the use of the Cobar Youth and Fitness Centre	Increase utilisation of the Cobar Youth and Fitness Centre.	N Kriz	20%	Cobar Youth and Fitness Centre are running a Soccer competition with 60 players, and Netball competition with 56 players a week. The Centre has users such as Community Health, family day care and Schools. The Centre runs its own Playgroup. The Drop In centre has had 4,917 users this Quarter. Q3 will see new competitions run which it is hoped that more teams will enter.
Increase the use of the Cobar Youth and Fitness Centre	Maintain and upgrade gym equipment and seek ways to secure additional services to deal with the demand (where space permits).	N Kriz	25%	Gym Equipment is maintained as needed, other areas are promoted heavily but there is little underutilized time. This quarter the CYFC has had over 10,000 users.

COUNCIL STRATEGY				
1.5.3	Increase the use of Council owned and other sporting and recreational facilities across the community			
DP Action	Action	Responsibility	Progress	Comment
Increase the use of the Cobar Youth and Fitness Centre	Run local sporting competitions at the Centre and the Skate Park.	N Kriz	30%	Currently running competitions in soccer, netball which will be completed next Quarter. Q3 will see new advertising for next competitions.
Increase the use of the Cobar Youth and Fitness Centre	Strengthen community partnerships with a view to offering more structured after school youth activities.	N Kriz	5%	Marketing and Action Plan will commence in Q2. New competitions will commence in Q2 increasing the usage for 2015/2016.
Contract management of the Cobar Memorial Swimming Pool	Supervise the correct operation and maintenance of all pool infrastructure along with promoting the facility. Facilitate the learn to swim campaign.	W Mills	25%	Learn to Swim Program booked for Q3. New Pool Managers trained in the operation of the pool.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons and Pool Contract Management undertaken.	W Mills	25%	Ongoing. New Pool Managers inducted in preparation for pool opening in Q2.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Appropriate signage erected to indicate prohibited activities in parks and reserves.	W Mills	10%	Signage review ongoing.

COUNCIL STRATEGY

1.5.3 Increase the use of Council owned and other sporting and recreational facilities across the community

DP Action	Action	Responsibility	Progress	Comment
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Carry out regular patrols of parks and reserves.	W Mills	25%	Work carried out daily and/or weekly.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Complete the design and undertake the installation of the Miners Memorial in the Heritage Park.	A Shepherd	25%	Community committee meetings have continued. An artists impression was created and the design proposal was put out on public display for three months. No comments were received, but interest was generated. The Committee is now working towards having CQU university students come to Cobar in Q2 to undertake structural and architectural drawings - an EOI is currently out for students to respond to. The Committee is currently putting together a list of suppliers to the Cobar mining industry with a view to writing to them all in Q2 seeking sponsorship of the project.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Inspect and rectify defects of physical assets.	W Mills	25%	Ongoing when required.

COUNCIL STRATEGY**1.5.3 Increase the use of Council owned and other sporting and recreational facilities across the community**

DP Action	Action	Responsibility	Progress	Comment
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Maintenance of sporting grounds and associated facilities.	W Mills	25%	Regularly maintained.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Provision of a regular gardening and turf maintenance service.	W Mills	25%	Ongoing.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Tree pruning and husbandry of trees.	W Mills	25%	Tree pruning and husbandry of trees completed to reduce excessive height and to reduce hazards.
Purchase and install a mobile ablutions block as per the Sport and Recreation Grant	Purchase and install a mobile ablutions block as per the Sport and Recreation Grant.	S Poulter	100%	Project completed in Q1.

COUNCIL STRATEGY

1.5.4 Provide adequate infrastructure to care for older residents locally

DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	S Huon	25%	<ul style="list-style-type: none"> •2015 -2016 budget developed. Quarter 1 running on budget with 21% of budget expended & 26% of income received. Occupancy rate for Quarter 1 was 97% for Hostel and 94%for Nursing Home. There is one vacancy in both Hostel and Nursing home with no applications currently waiting placement. •Comprehensive assessment and documentation of residents care needs were completed as per facility protocol on the 4 new residents entering facility in quarter 1 to enable ACFI claims to be maximised.
Provide appropriate services for residents at the Lilliane Brady Village	Develop, implement and review systems to ensure services are provided according to the needs of residents.	S Huon	25%	<ul style="list-style-type: none"> •Schedule audits completed in Quarter 1 include infection control, housekeeping & laundry services. Infection rates remain low and cleaning and laundry is delivered to a high standard in line with policy and procedures •3 Post admission surveys were distributed and 1 not returned the other 2 returned with no issues raised. • Annual surveys were sent out to all residents and persons responsible to enable feedback on services and care. Several minor issues were raised and are being followed up and addressed within resources and staffing capacity. All processes are documented and filed as per facility protocol.

COUNCIL STRATEGY				
1.5.4 Provide adequate infrastructure to care for older residents locally				
DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are delivered in line with facility mission statement and policies.	S Huon	25%	Staffing levels have been maintained in line with the master roster. Positions filled this quarter were AIN x 4 (CAS). All new staff completed the orientation program. Three resignations were received –Kitchen Hand (PPT), Causal AIN x 1 and Admin assistant PPT x 1. 1 staff commenced Cert 111 in Aged Care, 1 staff commenced Cert 3 in Leisure and Lifestyle. All staff continues to participate in scheduled in house training utilising the "Aged Care Channel".
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	25%	Both Hostel and Nursing Home sections are accredited until August 2018. The Australian Aged Care Quality Agency completed a full audit on both facilities in June 2015. Both facilities were compliant with all outcomes. Comprehensive assessments were completed as per facility protocol on all new residents to enable appropriate care. Resident care needs were regularly reviewed as per policy (monthly for high care residents and 3 monthly for low care residents). Residents have a choice of GP and these GPs have visited the facility on a weekly basis (additionally if requested by nursing staff) to review resident medical management. Allied health services such as dietician, podiatry, speech pathology and hearing services were provided to those residents that required them.

COUNCIL STRATEGY				
1.5.4 Provide adequate infrastructure to care for older residents locally				
DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Monitoring levels of aged care services provided at the Lilliane Brady Village.	S Huon	25%	Levels of services provided actively monitored over the quarter.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	25%	Community involvement included: - visitation by clergy, weekly exercise run by community volunteers, student visits from St John's Catholic School, Cobar High School student placements for VET and work experience programs, placement of TAFE students completing Certificate 3 in aged care work. Outings in the community attended by residents. The Lilliane Brady Village bus was used for transport. The in-house recreational activity program continues to be well attended with residents having input into the program and volunteers from the community assisting with delivery of program. Publication of the quarterly newsletter for residents, family & friends in August publicised upcoming events and activities with the wider community.
Provide appropriate services for residents at the Lilliane Brady Village	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	25%	POL/GM2 Comments, Suggestions & Complaints covers the protocol and procedures for complaint resolution and escalation processes for Lilliane Brady Village. The facility maintains a register for all complaints. Investigation and resolutions including any actions required such as staff training, resources etc. have been recorded. There were a total of 10 complaints received for the quarter: - 2 from a family member, 1 resident and 7 from staff. All were followed up in line with policy and procedures. Pol/RM17 Compulsory Reporting covers processes for reporting and responding to physical and sexual abuse of residents. There were 0 reportable incidents for quarter 1.

COUNCIL STRATEGY				
1.5.4	Provide adequate infrastructure to care for older residents locally			
DP Action	Action	Responsibility	Progress	Comment
Undertake Lounge Extension Project	Complete Lounge Extension Project at LBV.	K Miller	100%	Works completed on the LBV Extension with the Official Opening taking place early in Q1.

COMMUNITY OUTCOME	
1.6	A safe and clean community

COUNCIL STRATEGY				
1.6.1	A more visible and engaged police presence			
DP Action	Action	Responsibility	Progress	Comment
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	G Woodman	0%	No Cobar Police Community Precinct Committee Meetings held in Q1.
Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	G Woodman	25%	A meeting was scheduled for Tuesday, 11 August 2015, however it was cancelled due to lack of a quorum, the next meeting is scheduled for early Q2.
Work with Police, Cobar Business Association And the Crime Prevention Committee to undertake a Community Safety Audit.	Provide secretariat services for the Cobar Crime Prevention Committee.	G Woodman	25%	It is expected that a new Safety Audit will be undertaken in 2015/2016.

COUNCIL STRATEGY				
1.6.2	Implementation of the Cobar Crime Prevention Plan and Strategy			
DP Action	Action	Responsibility	Progress	Comment
Removal of graffiti and recording of graffiti incidents	Supervise the removal of graffiti and ensure all evidence is taken and recorded appropriately.	W Mills	25%	Work carried out immediately.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Undertake a Community Safety Audit.	G Woodman	0%	Scheduled for completion in Q4.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Update the action list for the Crime Prevention Plan.	A Shepherd	25%	Plan and Strategy implemented. New documents to be prepared in Q4.
Work with the Cobar Domestic Violence Action Group to undertake local initiatives to reduce domestic violence in Cobar.	Input to monthly Domestic Violence Action Group Meetings and actively participate in local initiatives.	A Shepherd	25%	One meeting was held for the quarter, which Council was unable to attend. Council has submitted an application under the Local Domestic and Family Violence Committee Grants for \$1000 to fund the 2015 Reclaim the Night celebrations.

COUNCIL STRATEGY				
1.6.3	Encourage safe and sustainable development			
DP Action	Action	Responsibility	Progress	Comment
Undertake regulatory obligations in relation to building and development	Assess and determine all relevant applications as outlined under Section 68 of the Local Government Act 1993	S Poulter	25%	Local Activity applications processed in accordance with legislative obligations.
Undertake regulatory obligations in relation to building and development	Carry out critical stage and other progress inspections required to ensure completed projects comply.	S Poulter	25%	All critical stage inspections and other progress inspections carried out to ensure completed projects comply.
Undertake regulatory obligations in relation to building and development	Complying Development applications assessed and approved in accordance with statutory standards requirements and Council Codes.	S Poulter	25%	All Complying Development applications are assessed and approved in accordance with statutory standards, requirements and Council Codes.
Undertake regulatory obligations in relation to building and development	Develop an On-site Sewage Management Register for existing systems in priority areas.	S Poulter	100%	We currently have a register of all known septic systems in Cobar LGA, which is updated as required.
Undertake regulatory obligations in relation to building and development	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	S Poulter	25%	All Development Applications are assessed and approved in accordance with statutory standards, requirements and Council Codes.
Undertake regulatory obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	S Poulter	25%	Mandatory inspections are carried out on all approved developments when required to ensure compliance.

COUNCIL STRATEGY				
1.6.3	Encourage safe and sustainable development			
DP Action	Action	Responsibility	Progress	Comment
Undertake regulatory obligations in relation to building and development	Process applications for Section 149 Certificates.	S Poulter	25%	All Section 149 applications are processed within 3 days.
Undertake regulatory obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	S Poulter	25%	Approval and mandatory inspections are provided for the installation of sewage and drainage services.
Undertake regulatory obligations in relation to building and development	Provide registration, approval and inspection for applications to install and operate On-Site Sewage Management Systems.	S Poulter	25%	Registration, approval and inspections are provided for applications to install and operate On-Site Sewage Management Systems.
Implement the Cobar LEP and development control plans	Identify if Development Control Plans will be required to support Cobar LEP 2012 once the current NSW Planning Reforms are finalised.	N Davis	0%	Not progressing at this stage. The volume and types of development do not currently warrant the development of development control plans.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	H Holder	25%	The lease, licence and land register is being maintained.

COUNCIL STRATEGY				
1.6.4	Provide and maintain safe and serviceable public facilities and infrastructure			
DP Action	Action	Responsibility	Progress	Comment
To provide the community with an aesthetically pleasing and clean urban environment	Manually street sweep the CBD to supplement the mechanical operations to ensure a clean and aesthetically pleasing environment.	W Mills	25%	Work carried out when required.
To provide the community with an aesthetically pleasing and clean urban environment	Mechanically clean the streets in the urban area to provide suitable environment for the community.	W Mills	25%	Street sweeping program carried out daily.
To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities buildings in accordance with frequency of use.	W Mills	25%	Work carried out daily as required.
To provide the community with an aesthetically pleasing and clean urban environment	Review the Street Sweeping Program and implement an improvement action plan.	W Mills	10%	Ongoing.
Maintain Council Buildings to an appropriate standard to ensure that buildings are occupiable	Maintenance and repair of Council buildings undertaken with available resources.	S Poulter	75%	Maintenance and repair in consultation with the local Management Committee for Euabalong Library and Community Hall has commenced. The contract was awarded to a local contractor. Works to be completed in early Q2.

COUNCIL STRATEGY				
1.6.4	Provide and maintain safe and serviceable public facilities and infrastructure			
DP Action	Action	Responsibility	Progress	Comment
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Implement Disability Action Plan.	A Shepherd	0%	The writing of a Disability Action Plan is scheduled for Q4.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Install disability access to Council buildings as funding becomes available.	S Poulter	0%	Council has funding to install a disabled toilet facility at the Cobar Youth and Fitness Centre. Works are scheduled for Q3.

COUNCIL STRATEGY				
1.6.5	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comment
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Development, reporting and implementation of Rural Fire Service (RFS) facilities asset management plan and a minimum five (5) year rolling works program.	S Taylor	25%	A new rural fire building is being constructed in Cobar. The construction is programmed to be completed in Q2.
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Development, reporting and implementation of Rural Fire Service plant and equipment replacement program.	S Taylor	25%	Plant and equipment replacement program for the Rural Fire Service has been developed in conjunction with Rural Fire Service.

COUNCIL STRATEGY				
1.6.5	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comment
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Have a response system, which will allow a response to an emergency within a reasonable timeframe.	S Taylor	25%	Council has systems in place to respond to emergencies.
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	To have a rural community develop an approach to hazard management to minimise the threats of uncontrolled fire.	S Taylor	25%	In conjunction with the Rural Fire Service hazard reduction activities have been undertaken to minimise rural fire threats for urban communities. Programs are set for the village communities in Q2.
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	To maintain an organisation to provide the human and physical resources to assist with the control of rural fire threats.	S Taylor	25%	Plant, equipment and personal are prepared for assistance, if required, to control rural fire threats.
Have contingency plans in place to minimise the damage from threats from natural disasters	Assist RFS with Project Management for construction and commissioning of new RFS Headquarters in Cobar.	D Sechtig	50%	Currently under construction, 75% of the steel framing is complete and the builder is currently waiting for the wall cladding, roofing and external wall sheets, completion expected in late Q2.
Have contingency plans in place to minimise the damage from threats from natural disasters	Develop Rural Addressing Program.	S Taylor	15%	Rural addressing program is being developed.

COUNCIL STRATEGY

1.6.5 Provide protection from fire, natural disasters, public health and other threats to the community

DP Action	Action	Responsibility	Progress	Comment
Have contingency plans in place to minimise the damage from threats from natural disasters	To ensure reasonable strategic planning is made to establish local disaster management plans which consider the risks to local communities and have in place relevant disaster management plans which cover the reasonably foreseeable risks within the community.	S Taylor	25%	The local disaster management plan is currently being updated and is programmed to be completed in Q3.
Have contingency plans in place to minimise the damage from threats from natural disasters	To establish an effective and relevant Local Emergency Management Committee to co-ordinate Emergency services with the community.	S Taylor	25%	LEMC meetings held quarterly.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected as per Food Authority Partnership.	N Davis	25%	Food shop inspections inline with the Food Authority Partnership.
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	N Davis	25%	Investigations are undertaken when and where required.

COUNCIL STRATEGY				
1.6.5	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comment
Preserve and enhance public health by regulating and inspecting all relevant premises	Prepare and provide appropriate reports and information for administration and budget.	N Davis	25%	Premises regulated under the Public Health Act are regulated by Council. Appropriate records are maintained and reports are forwarded to NSW Health when sought.
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	N Davis	0%	Due to current resource issues, this role is not currently undertaken.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	N Davis	25%	Preventative and reactive maintenance works were undertaken as required during the reporting period.

Key Activity: Economy

COMMUNITY OUTCOME

2.1 A vibrant shire that promotes and supports business growth and retention, development and investment

COUNCIL STRATEGY

2.1.1 Provision of business services locally

DP Action	Action	Responsibility	Progress	Comment
Facilitate business development in the Shire	Facilitate business opportunities within Cobar and promote the region.	G Woodman	25%	Relevant Economic Taskforce matters completed. Investigations included Carbon Farming Initiatives, a Pilot Training School for Cobar and proposals for further use of the Cobar Youth and Fitness Centre.

COUNCIL STRATEGY

2.1.2 Skills attraction initiatives

DP Action	Action	Responsibility	Progress	Comment
Work with relevant government organisations, including Regional Development Australia – Orana, and NSW Industry and Investment to attract skilled people to Cobar to work.	Work with Regional Development Australia – Orana Inc and Industry and Investment (I&I) on economic development issues within Cobar Shire.	A Shepherd	25%	Actively participated in the Love the Life We Live project and provided feedback into the first draft of the masterplan project. Chair of the RDA Orana was the keynote speaker at the 2015 Great Cobar Business Awards.

COUNCIL STRATEGY				
2.1.3	Develop and implement an Economic Development Strategy			
DP Action	Action	Responsibility	Progress	Comment
Implement the action plan outlined in the Economic Development Strategy.	Employ apprentices and trainees as vacancies arise on Council's staff organisational structure.	M Maidens	25%	Recruitment is being undertaken to employ two apprentices in the workshop commencing early 2016. Council is in discussions with Cobar High School and the training provider regarding school based traineeships for 2016.
Implement the action plan outlined in the Economic Development Strategy.	Report on the implementation of the Economic Development Strategy and facilitate the Economic Taskforce.	A Shepherd	25%	The Economic Development Strategy continues to be implemented. A meeting of the Economic Taskforce was held on 10 September where an inspection of the Youth and Fitness Centre was undertaken, followed by further discussion on condensing the management needs of the centre, opportunities around carbon farming were explored, an update on tourism within the shire and the preparation of the Tourism Management Plan provided and a brief discussion on opportunities around provision of independent living accommodation within Cobar explored. A new economic prospectus has been developed using the Remplan model.
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	25%	EDO meetings held in July and September. The September meeting held in conjunction with Remplan training which two officers attended. Participated in RDA Orana projects, including the Love the Life We Live project and the masterplan project.

COUNCIL STRATEGY				
2.1.4	Encourage people to shop locally			
DP Action	Action	Responsibility	Progress	Comment
Administer the Cobar Quids program	Monitor, dispense and reconcile Cobar Quids and report the economic impact.	J Brown	25%	Council acts as the "bank" on behalf of the Cobar Business Association to issue and receive Cobar Quids. They are reconciled daily.
Be an active member of the Cobar Business Association	Strive to bring affordable, quality training and workshop opportunities to Cobar business operators through the activities of the Association.	A Shepherd	25%	Peak's Manfred Winberger presented a workshop on Excel for the Cobar Business Association with 12 attendees in August. The idea was that most business owners have excel on their computer and did not fully understand how it could be used to improve analysis of the business and to fully use the data the business owner already collects. The Association is currently speaking with Workman.net to present a follow up course.
Be an active member of the Cobar Business Association	Undertake the secretarial role for the Association.	A Shepherd	25%	Monthly meetings held, attended and secretarial role undertaken. In addition, a planning workshop was undertaken with around a dozen people attending. Many great suggestions were put forward. These are currently being put into an action plan with the Association prioritising which actions to progress.

COUNCIL STRATEGY				
2.1.4	Encourage people to shop locally			
DP Action	Action	Responsibility	Progress	Comment
Be an active member of the Cobar Business Association	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions, other activities and undertake the secretarial role for the Association.	A Shepherd	25%	The 2015 Great Cobar Business Awards were the best yet with over 140 attending the presentation night, new categories that were really well supported and great enthusiasm around the night. John Walkom (RDA Orana Chair) was the keynote speaker and Dom from Batyr also presented. Mr Walkom and Mr Roylance (President of the Forbes Chamber of Commerce) were both very impressed with our awards, how they were run and the quality of businesses in Cobar. A community committee assisted in developing the new award categories and that was a very successful project. There was a new and diverse group of judges. The awards will be run again next year.

COUNCIL STRATEGY**2.1.5 Diversify the business base of the Shire and strengthen local businesses**

DP Action	Action	Responsibility	Progress	Comment
Continued support for the Cobar Enterprise Facilitation project	Work with the Cobar Enterprise Facilitation group to progress the CEF project by sitting on the Board of Management and assisting with fundraising activities, particularly by working with government agencies and attracting government funding.	A Shepherd	25%	CEF continues. Currently working on undertaking an audit of the project. Fundraising continues to be an issue.
Investigate the availability of industrial land in Cobar and investigate options for the development of a new industrial estate in Cobar	Investigate suitable locations and zoning issues.	S Poulter	0%	Currently there is no demand for additional development sites other than those already strategically planned.
Investigate the availability of industrial land in Cobar and investigate options for the development of a new industrial estate in Cobar	Undertake assessment of need for industrial land.	S Poulter	0%	No current demand at this point in time.

COUNCIL STRATEGY				
2.1.6 Support mining and agricultural industries to keep them strong				
DP Action	Action	Responsibility	Progress	Comment
Undertake regulatory requirements in regards to the mining industry	Assist the mining industry with development proposals.	S Poulter	25%	Part 4 applications processed in accordance with legislative obligations.
Facilitate provision of additional funding to improve the road network	Seek Regional Road funding at levels comparable to neighbouring shires.	S Taylor	15%	Representations have been made to the Minister for Roads for improved Regional Road funding.
Facilitate provision of additional funding to improve the road network	Submit applications for road improvements for appropriate funding providers.	S Taylor	25%	Additional funding has been obtained from the Roads to Recovery Program. Applications for Round 2 of Fixing Country Roads will be submitted in Q2.

COMMUNITY OUTCOME	
2.2	A strong and diverse tourist industry with a focus on customer service

COUNCIL STRATEGY				
2.2.1 Develop and implement a Tourism Attraction and Development Strategy				
DP Action	Action	Responsibility	Progress	Comment
Develop and implement the Tourism Attraction and Development Strategy	Implement Tourism Management Plan.	J Martin	25%	The Cobar Shire Tourism Development Plan is a draft document that will be presented to Cobar Shire Council at the November 2015 Meeting.

COUNCIL STRATEGY**2.2.2 Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists**

DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Attend consumer shows, travel and holiday expos to disseminate information on Cobar Shire.	J Martin	25%	Council's Manager Tourism and Public Relations working with the Kidman Way Promotional Committee attended the Penrith Caravan, Camping & Holiday Expo which was held on the 11th to 13th September 2015. The expo was attended by 50,000 people and 1,200 Kidman Way Brochures were distributed.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	25%	In this quarter the 2015 - 2016 Kidman Way promotional brochure was completed and 18,000 Kidman Way brochures have been distributed to visitor centres in Queensland, Victoria and New South Wales. 1,500 information packs were mailed out in this quarter.
Market Cobar as an attractive tourist destination	Manage the Visitor Information Centre, visitor numbers and revenue to the museum and souvenir shop at the Great Cobar Heritage Centre.	J Martin	25%	In this quarter 1,550 people paid to enter the Great Cobar Heritage Centre 8,000 people were seeking assistance and information. In this quarter the GCHC receipts were \$15,200 and the shop receipts were \$24,000.

COUNCIL STRATEGY

2.2.2 Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists

DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	J Martin	25%	The Great Cobar Heritage Centre is a member of a number of coach tour specific websites that are used by tour operators when planning their itineraries. In this quarter the GCHC and Cobar hosted twelve coach tours.
Market Cobar as an attractive tourist destination	Participate in tourism based organisations, eg Kidman Way Promotional Committee, Outback NSW Tourism and Tourism NSW.	J Martin	25%	In this quarter the 2015 - 2016 Kidman Way promotional brochure was completed. 18,000 Kidman Way brochures have been distributed to visitor information centres in Queensland, New South Wales and Victoria. Council's Manager Tourism and Public Relations working with the Kidman Way Promotional Committee attended the Penrith Caravan, Camping and Holiday Expo which was held 11th - 13th September 2015 where 1,200 Kidman Way brochures were distributed.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	25%	The curator at the Great Cobar Heritage Centre has a number of education packages which are aimed at all age groups.

COUNCIL STRATEGY				
2.2.2		Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists		
DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Regular media releases and exposure through national, state, regional and local radio, television and print media.	J Martin	25%	In this quarter Council's Manager Tourism & Public Relations has organised media reports to the Cobar Weekly, radio stations 2DU, ZOOFM, 2WEB, & local ABC radio, re the increase of visitors to Cobar Shire in the months of May, June, July and August. The reports stated that visitation to Cobar Shire was up 20% on the past three years. Local businesses reported similar increases in their operations. In this quarter Council's MTPR has produced extensive advertising of the 2015 Festival of the Miner's Ghost program of events. Advertising and media releases were produced through Prime TV in their central west and southern broadcast areas, 2DU, ZOOFM, 2WEB, local ABC radio and the Cobar Weekly. The FOMG program is also on the festival's face book page, council's website and a number of other websites that Cobar tourism subscribes too.
Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	J Martin	25%	Council's Manager Tourism & Public Relations provides opportunities for business owners and operators to advertise their businesses in a number of media forms which promote Cobar Shire. The most recent publication, website and face book page release is the 2015 - 2016 Kidman Way Brochure.

COUNCIL STRATEGY				
2.2.2	Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists			
DP Action	Action	Responsibility	Progress	Comment
Develop and implement new ideas to bring people to Cobar	Prepare bids to host relevant conferences.	J Martin	25%	In this quarter Council's Manager Tourism & Public Relations has been coordinating the Ulysses RV Clubs visit to Cobar. They are holding their annual meeting in Cobar at the Cobar Caravan Park from 19th - 24th October 2015. It is expected that there will be approximately 130 - 140 people in the group. Council's MTPR is liaising with the organising committee of the Mining History Committee who are meeting in Cobar in October 2016.

COUNCIL STRATEGY				
2.2.3	Diversify tourism activities and increase the utilisation of current attractions			
DP Action	Action	Responsibility	Progress	Comment
To encourage the development and utilisation of the Cobar Caravan Park.	Oversee the lease and assist the lease as required.	H Holder	25%	Discussions ongoing
Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space	Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space.	J Martin	25%	The Museum Curator has produced a number of new exhibits from items and material that the museum has in the storage rooms that display the actions of people from the Cobar area in WW1 as part of the ANZAC commemoration. The CSA Mine and the Peak Gold Mine are currently holding discussions with the museum curator re both mines updating their displays in the museum.

COUNCIL STRATEGY				
2.2.4	Increase the range and degree of accommodation in the Shire			
DP Action	Action	Responsibility	Progress	Comment
Assist to identify potential new sites and facilitate the development of accommodation providers	Provide statutory planning advice to Councillors, developers, staff and the public.	S Poulter	25%	Planning advice is provided when requested to all members of the public and potential developers
Investigate the need to the develop the next stage of Pioneer Estate and undertake development if required	Estimate market and land availability for future Residential Land Development.	S Poulter	25%	Pioneer Estate Stage 3 has been reviewed in anticipation of future residential development needs.

COMMUNITY OUTCOME**2.3** **A strong business hub operating out of the Cobar airport****COUNCIL STRATEGY****2.3.1** **Develop a business case to attract businesses to Cobar Airport**

DP Action	Action	Responsibility	Progress	Comment
Actively seek out business opportunities to enhance the operations at Cobar Airport	Promote the airport to interested parties to establish business enterprise.	A De Silva	10%	Research being carried out to identify possible business activities such as flying school and possible air rallies. Contacted US based air rallies and they wanted to get some details. Progress on this activity is limited – most of the time it does not proceed beyond feasibility activities of the concept.
Actively seek out business opportunities to enhance the operations at Cobar Airport	Providing Secretariat to the Airport Advisory Committee to the Cobar Regional Airport.	S Taylor	25%	Meeting attendance and Secretariat responsibilities undertaken as required. No Meetings held in Q1.

Key Activity: Governance

COMMUNITY OUTCOME	
3.1	A well-funded Council that is well managed and well governed

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Reassess all rates, fees and charges	Sound revenue management plan in place including rate and debt recovery.	G Woodman	25%	Debt recovery program in place with action planning for additional available funding. Land sales planned for Q4 for provision of unpaid rates. Rate recovery of Wonawinta Silver Mine is also problematic and the liquidators for Brindabella Airlines wish to recover monies paid for RPT fees and services provided. This has been further progressed by them at the end of Q1.
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.	S Taylor	25%	Private works for property owners and RMS are being undertaken as required.
Increase grant funding received	Apply for grants to assist Council to undertake activities outlined in the Annual Operational Plan and to access additional grant opportunities as they become available.	G Woodman	25%	Applications for grants undertaken as required and as outlined in the Annual Operational Plan.

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Regular monitoring and reporting of expenditure	Appropriate process in place to report to and consult Council on significant proposed variations of the Budget/Annual Operational Plan or Delivery Plan/Operational Plan.	G Woodman	25%	Regulation 202 matters and financial details reporting are provided to Council (as required). There were 3 matters in Q1 which was grants, Roads to Recovery (R2R) and depreciation.
Regular monitoring and reporting of expenditure	Major elements of the Budget or Delivery Plan/Operational Plan are achieved.	G Woodman	25%	Major elements of the Budget and Delivery Plan/ Annual Operational plan have been achieved in Q1.
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	30%	Rates and charges arrears as at 30 June 2015 have been reduced from \$906,179.80 to \$312,867.53. We have received 47% of the current years rates and arrears. Council will continue to follow up arrears as stated in our Rates Recovery Policy.
Undertake rating functions of Council	Undertake sale of land under Section 713.	J Brown	100%	Council rates were levied and issued on 5 July 2015.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	25%	Policy and legislation adhered to, with a good average yield.

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Seek efficiency through shared services	Investigate in conjunction with neighbouring Councils, LMWUA, OROC and Western Division of Councils of NSW areas of improved efficiencies due to resource sharing.	G Woodman	25%	No action to date in regards to OROC. LMWUA Asset Management Team commenced.
Undertake the new requirements as per Services NSW Contract.	Undertake the new requirements as per Services NSW Contract.	K Miller	25%	The new Services NSW Contract and services commenced on 1 July 2015 and are currently being provided as agreed.

COUNCIL STRATEGY				
3.1.2	Implement a modern Section 94 Plan and Section 64 Plan to fund future infrastructure through developer contributions			
DP Action	Action	Responsibility	Progress	Comment
Manage income received from the Section 94 Plan and the Section 64 Plan	Appropriately report on contributions received and works programming required for project contained within the contributions plan and Council's Community Enhancement Program.	S Poulter	25%	Contributions received as per the Contributions Plan and reported accordingly.
Develop a Section 64 Plan	Prepare a Section 64 Plan.	S Taylor	100%	Section 64 plan was reviewed in 2013-2014.

COUNCIL STRATEGY				
3.1.3	Investigate how to reduce the cost of Council's community facilities through partnerships with other organisations			
DP Action	Action	Responsibility	Progress	Comment
Investigate partnership options, and enact if advantageous for the Cobar Youth and Fitness Centre	Seek and initiate discussions with potential appropriate partners.	K Miller	25%	No "equity partners" identified in Q1.
Investigate partnership options, and enact if advantageous for the Lilliane Brady Village	Undertake a Business & Management Review to determine most suitable way to manage & operate the facility.	K Miller	25%	Formal discussions in relation to the new Multi-purpose Health Services underway. Two formal meetings have been held in the quarter. One in Cobar and one in Dubbo with Scott McLachlan and all relevant parties.

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Develop and implement a risk management strategy suitable for Council operations	Co-ordinate the development of Council's Business Continuity Plan and Disaster Recovery Plan.	M Maidens	25%	Council participated in a Business Continuity exercise undertaken by State Wide to assist identifying areas to be included in the Business Continuity Plan. The report from the exercise is yet to be received.
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	M Maidens	0%	A Corporate Risk Management Register has been developed and needs to be updated. When resources become available, the register will be updated and the strategy

				developed. This has been scheduled for Q3.
--	--	--	--	--------------------------------------------

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Develop and implement a risk management strategy suitable for Council operations	Manex will direct the attention and the resources of the organisation towards managing significant risks and hazards.	G Woodman	25%	Further discussions and analysis on the very high risk matters will be ongoing.
Develop and implement a risk management strategy suitable for Council operations	Refine the Event Management Plan that will identify any risk or hazard to Council whilst planning any activities or events.	J Martin	25%	Council's Manager Tourism & Public Relations has prepared a risk assessment for the 2015 Festival of the Miner's Ghost.
Develop and implement a risk management strategy suitable for Council operations	Staff report hazards and risks to their immediate supervisor as soon as possible.	G Woodman	25%	Hazards and risks reported as staff become aware, hazards and risks repaired/ removed in a timely manner.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	0%	No plan in place yet for the 2015/2016 Internal Audit completion.
WHS obligations are met and safe work practices are promoted and undertaken	Consult with WHS Committee to take a proactive stance in promoting a healthy and safe work environment.	G Woodman	25%	Health and Safety Policy was rolled out as part of the Annual Outdoor Induction day and will now be included in the Corporate Induction.

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
WHS obligations are met and safe work practices are promoted and undertaken	Provide a safe working environment through advice, safety programs, audits and staff involvement.	M Maidens	25%	Council provides a safe working environment to the best of it's abilities. There has been a slight improvement in the safety culture at Council but there is still significant room for improvement. An audit schedule needs to be developed with timeframes for completion.
WHS obligations are met and safe work practices are promoted and undertaken	Reduce workplace incidents by providing return to work services, supporting the Health and Safety Committee, providing adequate training and appropriate procedures.	M Maidens	25%	Basic Return to Work services are provided to all areas of Council due to the workload of the Human Resources team. This is an area that could be improved with extra resources. WH&S training is provided as required to staff.
WHS obligations are met and safe work practices are promoted and undertaken	Refinement and implementation of Councils' WHS Management System in conjunction with WHS Committee and employees.	G Woodman	25%	Project Team has commenced consultation with Staff on draft Management Plan.
WHS obligations are met and safe work practices are promoted and undertaken	WHS Policy Development and Maintenance.	G Woodman	25%	Further work undertaken by the WHS Committee and Engineering Support Manager, completion expected in Q2 2015/2016.
WHS obligations are met and safe work practices are promoted and undertaken	WHS reviews regularly conducted and recommendations acted upon.	S Poulter	25%	WHS reviews are regularly conducted and recommendations are acted upon.

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	25%	On balance retrieval is easy, in some areas non-compliance exists; records are generally maintained to a high standard.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Effective records administration systems and protocols in place	K Miller	25%	On balance systems and protocols are effective. However the workload to achieve that is not allowing Records to be kept up to date.
Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	G Woodman	25%	Site specific inductions undertaken for new staff. Corporate Inductions programmed as required. Annual Inductions were also held in Q1, with 1 x follow up session.
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	M Maidens	25%	WHS audits of Council worksites have not been occurring on a regular basis. An audit schedule needs to be created to ensure these occur. Any recommendations that arise as part of the audit process are taken to the WH&S Committee and delegated to the relevant person for follow up and completion.
Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	M Maidens	25%	All new staff receive an induction during their first week of employment from their supervisor and human resources. Staff are inducted into the relevant worksites they will be working at and they are provided with a copy of their job description which is discussed with their supervisor.

COUNCIL STRATEGY				
3.1.5	Strong governance measures in place			
DP Action	Action	Responsibility	Progress	Comment
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	G Woodman	25%	No training identified in Q1.
Strategic policy setting undertaken by the elected representatives	Assistance in the administrative management of Council Meetings.	G Woodman	25%	Code of Meeting Practice advice provided as required. All administrative assistance provided to ensure meetings are undertaken appropriately.
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests.	G Woodman	25%	Appropriate follow up undertaken of monthly status reports through MANEX and relevant Managers/ Supervisors. Office of Local Government Promoting Better Practice Review of Cobar Shire Council Report Action Plan reviewed and further reported to Council and implementation plan re-instigated. Councillor round table discussions are also held after the Committee Meeting.
Strategic policy setting undertaken by the elected representatives	Mayor and Councillor requests are met within Council Policy.	G Woodman	25%	All Mayoral and Councillor requests have been answered in a timely manner.
Strategic policy setting undertaken by the elected representatives	Necessary advice and policy recommendations provided to Council.	G Woodman	25%	Policy and Code of Meeting Practice advice and recommendations provided to Council as required.
Improve Dashboard Reporting Systems	Improved Dashboard Reporting to be compliant for the OLG (Fit for the Future).	K Miller	10%	Dashboard expected to be ready in Q2.

COUNCIL STRATEGY				
3.1.6	Fit for the Future			
DP Action	Action	Responsibility	Progress	Comment
Fit for the Future	Continuing to liaise with Office of Local Government (OLG) to have Cobar's Fit for the Future Proposal approved and being implemented.	G Woodman	10%	Cobar Shire did not submit a Fit for the Future proposal as we were not required to. Instead resources were used to participate in the Far West Initiative.
Fit for the Future	Maintain community engagement regarding Council's Fit for the Future obligations.	G Woodman	25%	Staff and the public have been kept informed on the NSW Government's reform of Local Government and what it means for Cobar and Cobar Shire.
Continue to formulate the Far West Initiative in conjunction with other Councils and governments	Council has been actively participating in the Far West Initiative.	G Woodman	25%	Mayor has been elected as a Member of the Advisory Committee with the General Manager providing support as an Advisor. The first meeting is scheduled for early Q2.

COMMUNITY OUTCOME	
3.2	An engaged community that participates in decision making

COUNCIL STRATEGY				
3.2.1	Implementation of Council's Community Engagement Strategy			
DP Action	Action	Responsibility	Progress	Comment
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate attendance of General Manager at Community groups and external committees, as appropriate.	G Woodman	25%	Attendance at Community groups and external committees as required.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate information in relation to Council resolutions and deliberations provided to Directors and relevant staff.	G Woodman	25%	Council resolution discussion meetings are held with all Administration Centre Staff and Managing Staff from the Lilliane Brady Village, Library, Museum, Far West Family Day Care and Cobar Youth and Fitness Centre on the Tuesday proceeding the Ordinary Council Meeting. Staff are actively encouraged to participate at these meetings.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Dissemination of information to the media and staff.	G Woodman	25%	Communication to the community arranged as required. Weekly Mayoral Report completed. Cobar Shire Council's Facebook page is regularly updated along with Council's Website. Positive feedback has been received in relation to dissemination of information.

COUNCIL STRATEGY				
3.2.2 Encourage more direct participation and interaction between Council and the community				
DP Action	Action	Responsibility	Progress	Comment
Provide up-to-date and relevant information to the public on Council's activities	Management oversight provided in relation to all information from appropriate staff to Council and the Community.	G Woodman	25%	Appropriate checks undertaken of public notices, media releases, Facebook posts and community newsletters.
Provide up-to-date and relevant information to the public on Council's activities	Prepare a Council newsletter and prepare electronic updates..	A Shepherd	25%	Regular updates on Council projects and activities have been provided through media stories, Council's Facebook page and Council's webpage. No newsletter was prepared this quarter.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Appropriate networking with the local government industry and professional organisations.	G Woodman	25%	Participation at regional and state level for LGEA, IPWEA, LGMA, OROC (including GMAC and professional teams) and Western Division Councils of NSW.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Coordinate and support the Traffic Committee and Rural Roads Advisory Committee.	S Taylor	25%	Meetings held and attended regularly.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Participation in Lower Macquarie Water Utilities Alliance LMWUA	W Mills	25%	Ongoing. Attended meetings as required.

COUNCIL STRATEGY				
3.2.3	Increase the participation of youth in community leadership			
DP Action	Action	Responsibility	Progress	Comment
Provide administration and support to the Cobar Youth Council.	Provide administration and support the Cobar Youth Council and maintain contact with similar organisations in other local government areas so as to provide interaction.	N Kriz	20%	Manager has been providing Cobar Youth Council with support, assisting with the planning of the Peaks of Colour Fun Run. Manager also attended the State Youth Conference in Eurobodalla Shire this Quarter with 3 Youth Council Members.

COMMUNITY OUTCOME	
3.3	A well-functioning Council that focuses on strategic planning, provides good customer service and secures value-for-money goods and services

COUNCIL STRATEGY				
3.3.1	Good customer service provided by all Council Officers			
DP Action	Action	Responsibility	Progress	Comment
Focus on the provision of good customer service by all Council staff	Continually improve the customer service ethos of all Council Staff.	K Miller	25%	Customer Service Policy and Standard has been completed. Reporting will be commenced in Q2.
Focus on the provision of good customer service by all Council staff	Qualitative measures on response and processing times in relation to queries face to face, by phone, letter or email.	K Miller	25%	Background data being gathered.

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	Develop Staff and promote their inclusion in decision making through consultation and through measures such as the Staff Suggestion Program, regular team meetings and site visits by Manex.	M Maidens	25%	A staff suggestion program was implemented to give staff the opportunity to provide feedback, ideas and suggestions to Manex for consideration. A small number of suggestions have been received to date. Some areas of Council have regular team meetings but this could be improved and Manex site visits could be more regular.
Human Resources	Develop Staff Recognition and Reward Program.	M Maidens	25%	The Employee of the Month Award has been very successful to date. Nominations have been received from a variety of business functions. Positive comments were made in the Staff Attitude Survey regarding the Employee of the Month Award.
Human Resources	Employees paid accurately and on time.	M Maidens	25%	Councils Payroll Officer ensures that all staff are paid accurately and timely in accordance with the relevant Awards. Any issues arising with accuracy and timeliness have been a result of system failures.
Human Resources	General Manager demonstrated strong and effective leadership and management behaviours which transcend the organisation and are consistent with the "positive" culture being promoted and actively sought	G Woodman	25%	Staff Attitude Survey Results Action Plan finalised and implemented to improve the culture for both internal and external customer provision.

	by the Council.			
--	-----------------	--	--	--

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	Implementation of an electronic performance appraisal system, with updated skills matrices and position descriptions.	M Maidens	25%	Implementation of an electronic performance appraisal system is yet to be developed. Position descriptions and skills matrices are being updated.
Human Resources	Implementation of the Employee Expectation Statement Action Plan.	M Maidens	25%	Staff are provided with relevant training and coaching to successfully undertake their roles within budget constraints. Managers and supervisors need to support the training needs of their teams.
Human Resources	Increase the level of personal interaction and information dissemination within Council.	G Woodman	25%	Communication Strategy instigated. Monthly Administration Centre and Community Services Managers meeting held to disseminate Council meeting resolution details. Instigation of finalised Staff Attitude Survey Results Action Plan to occur in Q2.
Human Resources	Issues and concerns are able to be brought to the General Manager individually or in small groups in accordance with Council's grievance procedure.	G Woodman	25%	Reasonable open door policy instigated. Plan finalised and will be implemented in Q2 for the 2015 Staff Attitude Survey Results Action Plan.
Human Resources	Staff consultation by a continuing process through Consultative	M Maidens	25%	Consultative Committee meetings are held quarterly to discuss any proposed changes to

	Committee.			employment conditions and policies. All members of staff are able to raise employment related issues with a member of the Consultative Committee.
--	------------	--	--	---------------------------------------------------------------------------------------------------------------------------------------------------

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	To be an employer of choice including the development of an attraction and Retention Strategy, training plans, succession plans and traineeships.	M Maidens	10%	Currently in progress.
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	M Maidens	25%	Overall the industrial harmony is sound. There have been minor issues, which have been dealt with in a professional and efficient manner. Employee satisfaction is slowly increasing with the implementation of a reward and recognition program and increased communication from management to staff.
Human Resources	Undertake biennial Staff Attitude Survey.	M Maidens	25%	The 2015 Staff Attitude Survey was distributed to all staff in August.
Human Resources	Undertake recruitment and assist successful on boarding of new employees, including attraction, Engagement and Retention Strategy to improve recruitment practices,	M Maidens	25%	Vacant roles are filled in a timely manner with the best possible candidates to suit Council requirements. All appropriate mediums are used to attract candidates to Council as well as offering a number of employee benefits.

	Salary Administration and Performance Management Systems and corporate inductions.			There are areas for improvement in the Performance Management Systems at Council.
--	------------------------------------------------------------------------------------	--	--	-----------------------------------------------------------------------------------

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Ensure the organisational structure is appropriate to achieving the Budget or Delivery Program/Annual Operational Plan.	M Maidens	25%	The current organisational structure is in line with budget availability. Additional human resources could help achieve objectives set out in the Annual Operational Plan if the budget allowed for this.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Provide appropriate accommodation for key positions.	S Poulter	0%	Appropriate accommodation is provided to Council staff who have key positions.
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Programme.	M Maidens	25%	The Employee Assistance Program (EAP) is widely used by Council employees. Staff feel confident and comfortable to access this service confidentially. New staff receive an EAP brochure in their employment pack and the service is discussed at the Corporate Induction.
Learning and development	Educate staff with clear messages about Council's operations, culture and values, vision and strategic	M Maidens	25%	All new staff attend a corporate induction, which is held quarterly to discuss Council's operations and policies, culture and values, vision and strategic direction. An annual

	direction.			induction day is held with all outdoor staff to cover Work, Health and Safety and any changes to Council policies throughout the year.
--	------------	--	--	----------------------------------------------------------------------------------------------------------------------------------------

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Maintain and actively use the City of Canterbury relationship	Identify opportunities for Council and community partnerships.	A Shepherd	25%	This relationship continues, despite the pressures placed on staff due to the proposed local government reforms. Whilst the Corporate Leadership Cup has been cancelled as a result of the reforms, the two councils are working towards an exchange visit in Q2.
Maintain and actively use the City of Canterbury relationship	Prepare a Council team to attend the annual Corporate Leadership Cup.	A Shepherd	0%	The annual Corporate Leadership Cup was cancelled for 2015 due to the pressures placed on Council to participate in the reforms of local government.
Staff are provided with up-to-date and relevant tools to undertake their roles	Computer system support – Training of Users in New Software Products.	K Miller	25%	No new computer systems/ products have been rolled out in Q1. A gap analysis is currently being undertaken. A stock take of Council's products and equipment has been carried out.
Staff are provided with up-to-date and relevant tools to undertake their roles	Create operating procedures and guidelines for all user functions in all user suites.	K Miller	10%	Only ad hoc documentation is in place.

COUNCIL STRATEGY

3.3.2 Staff are valued, well trained and able to undertake their roles and functions

DP Action	Action	Responsibility	Progress	Comment
Staff are provided with up-to-date and relevant tools to undertake their roles	Effective Information Technology administration systems and protocols in place.	K Miller	10%	Regular IT Committee Meetings are held and a gap analysis has been undertaken by an Independent Consultant. This will provide a pathway for further substantial improvement.
Staff are provided with up-to-date and relevant tools to undertake their roles	Enhance all employees IT skills by making champions, in programs/ applications such as CivicView, Power Budget, MS Project, MS Office etc.	K Miller	10%	Civic View is championed by Jo-Louise Brown and Power Budget by Neil Mitchell. Power Budget requires repair which is booked for Q2.
Staff are provided with up-to-date and relevant tools to undertake their roles	Finalise the feasibility study for an electronic document management system.	K Miller	10%	A project coordinator has been selected and preliminary costs are being sought.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	S Taylor	25%	Action plan from the Plant and Equipment Utilisation Review is being implemented.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement the new IT Service Provider Contract.	K Miller	25%	New contract commenced on 1 April 2015 but is experiencing teething problems. We will receive the independent audit in Q2 and plan around its contents.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implementation of Computer Support Strategic Plan.	K Miller	25%	In relation to the Computer Support Strategic Plan background data is currently being gathered. Further development and review should occur in Q2.

COUNCIL STRATEGY

3.3.2 Staff are valued, well trained and able to undertake their roles and functions

Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.	A De Silva	60%	Purchasing of fleet and plant assets proceeding. Purchasing activities are being scrutinised to get better outcomes for the Council.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review plant requirements; undertake asset management and maintenance of plant fleet.	A De Silva	25%	End user consultation is established.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out and implement an Intranet for Cobar Shire Council.	K Miller	0%	Intranet has been deferred until Q3 in favour of other projects.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out Customer Management System (Complaints System).	K Miller	10%	Commenced but is not getting sufficient resources devoted to it at the moment.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out version 9 of CivicView.	K Miller	0%	Supplier is running behind timetable and it will probably be a 1 July 2016 rollout.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siermans	25%	Participated in information sharing activities via e-mail in Q1.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Council updates the Integrated Planning and Reporting framework documents as required	Completion of Annual Financial Statements.	K Miller	50%	Annual Financial Statements should be completed by 31 October 2015.
Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting Requirements (IPRR) as outlined by the OLG.	G Woodman	25%	Reporting for Delivery Program and Annual Operational Plan to occur in Q4.
Council updates the Integrated Planning and Reporting framework documents as required	Develop and implement annual Works Programs, for capital and maintenance projects.	S Taylor	25%	Annual works program has been developed and is being implemented.
Council updates the Integrated Planning and Reporting framework documents as required	Development and implementation of a minimum 10 Year Financial Plan for inclusion in the Resourcing Strategy to support the Cobar Shire 2025 Community Strategic Plan.	K Miller	100%	10 Year Financial Plan adopted with the Budget suite of documents in early Q1.
Council updates the Integrated Planning and Reporting framework documents as required	Implement and monitor the Action Plan for Council in the Cobar Shire Social Plan 2011-2016.	A Shepherd	25%	All relevant actions in this plan have been included in the AOP as separate actions. The Social Plan will not be updated.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	25%	The Engagement Strategy continues to be implemented. It was used as the basis for developing an engagement strategy for the Sewer Extension project that will be implemented over the coming 12 months.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Council updates the Integrated Planning and Reporting framework documents as required	Produce Quarterly Budget Review for Council.	K Miller	0%	First review due in November 2015.
Council updates the Integrated Planning and Reporting framework documents as required	Provision of information to Council on progress of the IP&R.	G Woodman	25%	Delivery Program reporting and Annual Operational Plan and Budget quarterly reporting undertaken in accordance with the IP&R framework.
Council updates the Integrated Planning and Reporting framework documents as required	Renew the Revenue Policy 2015/2016.	K Miller	100%	The Revenue Policy was adopted in early Q1 with the Budget suite of documents.
Council updates the Integrated Planning and Reporting framework documents as required	Workforce Plan is maintained and implemented.	M Maidens	25%	Organisational structure updated to reflect current status. Action plan implemented.
Council updates the Integrated Planning and Reporting framework documents as required	Works Program developed for Shire and Regional roads, drainage, signs and traffic facilities.	M Bell	100%	Works program has been developed.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Service level provision planning undertaken as required	Review and amend the Corporate Asset Register including CivicView integration.	K Miller	50%	Still some minor points that need to be sorted out before the integration of the Asset Management Plan into Civicview.
Undertake legislative reporting requirements	Commencement of development of Cobar Shire Council Compliance Register.	S Poulter	0%	Compliance Register has not yet been developed. It is expected to be commenced in Q3.
Undertake legislative reporting requirements	Implementation of OLG Best Practice Improvement Action Plan.	G Woodman	25%	Renewed Action Plan being progressed.

COUNCIL STRATEGY				
3.3.4	Good procurement processes in place to ensure the most advantageous provision of goods and services to Council			
DP Action	Action	Responsibility	Progress	Comment
Good contract management and procurement practices are employed	Contracts Register updated.	S Taylor	25%	Contracts Register updated regularly when required.
Good contract management and procurement practices are employed	Manage Engineering tenders and contracts in accordance with Councils policy.	S Taylor	25%	Tenders and contracts managed in accordance with Councils policy.

COUNCIL STRATEGY				
3.3.4 Good procurement processes in place to ensure the most advantageous provision of goods and services to Council				
DP Action	Action	Responsibility	Progress	Comment
Leases and management agreements monitored, implemented and adhered to	Cinema Building, Dentist and doctors surgeries and commercial building agreements monitored and implemented.	H Holder	25%	All lease and management agreements are being monitored, implemented and adhered to.
Leases and management agreements monitored, implemented and adhered to	Swimming pool and airport agreements monitored and implemented.	H Holder	25%	All agreements are being monitored and implemented.
Provision of Cobar Water Board Administration and Financial Services	Undertake administration and financial services for the Cobar Water Board as per the Agreement.	K Miller	25%	All administration and financial services undertaken as per the agreement.

Key Activity: Infrastructure

COMMUNITY OUTCOME

4.1 A clean and reliable water supply

COUNCIL STRATEGY

4.1.1 Pipe the Albert Priest Channel

DP Action	Action	Responsibility	Progress	Comment
Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project	Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project.	G Woodman	25%	Continue to lobby for sufficient funding to undertake the project. Council has been informed that the NSW Government has allocated \$100,000 this year to prepare a Business Case.

COUNCIL STRATEGY

4.1.2 Increase Cobar's water allocation

DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW Government to have Cobar's town water supply increased	Attend meetings with relevant Government personnel demonstrating the need for the town water licence to be increased.	W Mills	25%	Meetings attended where required.

COUNCIL STRATEGY				
4.1.3 Improved water treatment systems for the provision of potable water to the villages				
DP Action	Action	Responsibility	Progress	Comment
Investigate options to improve the water quality and consistency of water supply in the villages of the Shire	Investigate and prepare a report on upgrading non-potable water.	W Mills	10%	Investigation into supply of existing storage levels undertaken regularly.

COUNCIL STRATEGY				
4.1.4 Improved water infrastructure across the Shire				
DP Action	Action	Responsibility	Progress	Comment
Maintenance and repairs of water mains	Annual Maintenance schedule prepared.	W Mills	15%	In progress.
Maintenance and repairs of water mains	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	W Mills	25%	Ongoing.
Maintenance and repairs of water mains	Implement the Works Program, determined by the Water Main, Valve and Hydrant Audit.	W Mills	25%	Ongoing.
Maintenance and repairs of water mains	Repairs carried out promptly on water reticulation system.	W Mills	25%	As required.

COUNCIL STRATEGY				
4.1.4 Improved water infrastructure across the Shire				
DP Action	Action	Responsibility	Progress	Comment
Water filtration system adequate and well maintained	Staff record meter readings daily.	W Mills	25%	Meters read as required (undertaken quarterly).
Water filtration system adequate and well maintained	Water tested and treated daily.	W Mills	25%	Ongoing as required.
Undertake Resources for Regions Water Filtration Plant Project	Undertake the actions outlined in the Project Management Plan for the Cobar Filtration Plant Replacement Program.	D Sechtig	5%	Water testing is currently underway to define the water treatment plants future treatment process and design. Currently seeking additional funding in order to construct a new plant.

COUNCIL STRATEGY				
4.1.5 Provide contract services to Cobar Water Board				
DP Action	Action	Responsibility	Progress	Comment
Provide contract services to Cobar Water Board	Provide technical advice and maintenance activities to the Cobar Water Board.	S Taylor	25%	Technical advice and maintenance activities provided.
Provide contract services to Cobar Water Board	Develop Cobar Water Board Asset Management Plan, Financial Plan and Strategic Business Plan.	S Taylor	25%	Plans developed.

COUNCIL STRATEGY				
4.1.6	Undertake Resources for Regions Program for the twin pipeline replacement			
DP Action	Action	Responsibility	Progress	Comment
Undertake Resources for Regions program for pipeline replacement	Investigate design and construct the replacement of the Pipeline as per the project plan.	D Sechtig	10%	Tender documents being prepared.

COMMUNITY OUTCOME	
4.2	Good communications networks with services equal to the metropolitan areas

COUNCIL STRATEGY				
4.2.1	Improved access to telecommunications, radio, TV and broadband services			
DP Action	Action	Responsibility	Progress	Comment
Lobby the government for improved communications networks	Maintenance of radio base stations and licences.	W Mills	10%	Cobar Community Radio assisted to get them back on the air.
Lobby the government and business to increase the reliability of energy provision within the Shire	Monitor opportunities for increased reliability and other energies within the shire.	G Woodman	25%	Support to SEXI proposal undertaken and liaison with solar energy providers undertaken as required.

COMMUNITY OUTCOME**4.3 Good transport networks that increase the accessibility of Cobar and markets****COUNCIL STRATEGY****4.3.1 Seek ways to expand the sealed road network and improve and maintain the unsealed road network**

DP Action	Action	Responsibility	Progress	Comment
Road works undertaken according to priority, weather conditions and availability of resources	Complete the Fixing Country Roads Project to install culverts at acres Billabong floodway on RR7518.	S Taylor	5%	Design underway, construction programmed for Q3
Road works undertaken according to priority, weather conditions and availability of resources	Construction and maintenance works carried out on Regional and Shire Road Network in accordance with approved programs and standards.	M Bell	25%	Construction and maintenance works progressing.
Road works undertaken according to priority, weather conditions and availability of resources	Inspections by Council staff on a monthly basis to identify maintenance works and report any urgent works to minimise public liability risk to Council.	M Bell	25%	Repair Program commenced, works have commenced on MR416 Wooltrack.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance, including alcohol free zone signage.	M Bell	25%	Street signage maintained.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake ordered works on behalf of RMS within the agreed budget.	M Bell	25%	Ordered works undertaken on behalf of RMS within the agreed budget.

COUNCIL STRATEGY				
4.3.1 Seek ways to expand the sealed road network and improve and maintain the unsealed road network				
DP Action	Action	Responsibility	Progress	Comment
Road works undertaken according to priority, weather conditions and availability of resources	Undertake routine and supplementary works on State Roads in accordance with the RMS Contract.	M Bell	25%	Routine and supplementary works undertaken on State Roads in accordance with the RMS Contract.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake the Street Sign Audit and implement the Action Plan.	M Bell	0%	No actions taken in Q1.
Road works undertaken according to priority, weather conditions and availability of resources	Complete the Fixing Country Roads Project to realign the Kangaroo Springs bend and upgrade the pavement floodway.	S Taylor	15%	Planning and design of the realignment of Whitbarrow Way has been completed. Construction work is programmed to commence in Q2.
Undertake fair valuation of footpaths, roads, bridges, drainage and bulk earth works	In conjunction with Council's Asset Management Team and Auditor undertake revaluation of Council's major transport asset.	S Taylor	100%	The road asset revaluation was completed in Q1.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Establishment and use of reserve for the rehabilitation and restoration of disused gravel pits and quarries.	M Bell	0%	Not currently progressing, no actions commenced in Q1.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Licences for all existing and new quarries progressively obtained.	S Taylor	10%	Lands are currently investigating the concept of a single Primary Licence.

COUNCIL STRATEGY				
4.3.1 Seek ways to expand the sealed road network and improve and maintain the unsealed road network				
DP Action	Action	Responsibility	Progress	Comment
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Review and update the Quarry Safety Management Plan.	M Bell	10%	Reviewing requirements with Mines Inspector.

COUNCIL STRATEGY				
4.3.2 Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport				
DP Action	Action	Responsibility	Progress	Comment
Provide and maintain a safe and adequate footpath and bike path network	Develop and implement a Footpath and Bike Path Maintenance Works Program.	M Bell	100%	PAMP completed. Currently investigating funding for cycle ways.
Provide and maintain a safe and adequate footpath and bike path network	Implement the Pedestrian Access Mobility Plan (PAMP) and Bike Plan for Cobar.	M Bell	25%	Ongoing.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	W Mills	25%	Kerb & Gutter maintenance completed as required.
Provide and maintain a safe and adequate footpath and bike path network	Obtain grant funding to install lighting in the Linsley St taxi rank.	W Mills	0%	No grant funding identified in the quarter.

COUNCIL STRATEGY

4.3.2 Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport

DP Action	Action	Responsibility	Progress	Comment
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Airport infrastructure meets the requirements of CASA and Air Services Australia.	A De Silva	100%	CASA Certification achieved.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Conduct regular and statutory maintenance program in accordance with adopted plan at the Cobar Airport.	A De Silva	10%	Maintenance Program undertaken
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Implement Resources for Regions Cobar Regional Airport Upgrade Project.	S Taylor	90%	The Cobar Regional Airport upgrade project is nearly complete. The project will be completed in Q2.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Provision of services to key stakeholders such as airlines and Charters.	S Taylor	25%	Ground services are being provided to a new RPT.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Review of the Airport Management and Strategic Plans.	A De Silva	15%	Compiling and assessing the status quo on management practices. Masterplan related activities specifically future allocation of hanger locations are established.

COUNCIL STRATEGY

4.3.2 Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport

DP Action	Action	Responsibility	Progress	Comment
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Undertake regular maintenance program at the Cobar Airport, according to the adopted budget.	A De Silva	30%	Compulsory maintenance and inspection regimes are being identified and communicated. Monitoring for the purpose of standardising the practices are being carried out.
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	A De Silva	40%	Safety Inspection was carried out. Wrong electrical threshold lights were identified and actions initiated to rectify. Regularly liaise with CASA for runway safety requirements.
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	Undertake a Strategic Plan for the Nymagee Airstrip.	S Taylor	0%	No resources available to undertake this plan in Q1.

COUNCIL STRATEGY				
4.3.3	Maintain the rail network in the Shire to maximise the benefits to the community and to provide an alternative to road freight.			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW Government to ensure that the rail network is well maintained, safe, affordable and well used, particularly for freight movements to reduce the impact of road movements on the community.	Continually lobby NSW Government to maintain rail network.	S Taylor	25%	No opportunities have arisen to lobby the NSW Government on the rail network.

COMMUNITY OUTCOME	
4.4	Good quality and affordable community facilities and infrastructure

COUNCIL STRATEGY				
4.4.1	Develop well designed and expanded playgrounds catering for all age groups			
DP Action	Action	Responsibility	Progress	Comment
Provide and maintain safe and adequate playground facilities	Establish a Community Playground Committee.	A Shepherd	25%	Three community information sessions were held during July to allow the community to input into the design and priorities for upgrading Drummond Park playground. The sessions were told that Council has allocated \$100,000 in this years budget and has obtained a \$35,000 grant for softfall that must be used this year. It was explained how expensive playgrounds are and asked to prioritise their 'wish list'. A very clear priority was for new hard shade structures, softfall and playground equipment. Fencing was also a high priority for the 0-5 year old age group. Staff have used this information to gain quotes and to design the area. Final orders will be held off until the City of Canterbury exchange visit takes place so that Council can use their expertise in the design.
Provide and maintain safe and adequate playground facilities	Inspection of playground facilities ensuring safety and convenience for all users with the aim for gradual upgrade of playground equipment to meet Australian Standards.	W Mills	25%	Inspections carried out regularly.

COUNCIL STRATEGY

4.4.2 Increase the range of community facilities and maintain those that we have to an appropriate standard

DP Action	Action	Responsibility	Progress	Comment
Implement the Ward Oval Masterplan	Work with government agencies to attract funding for the project.	A Shepherd	10%	No opportunities identified for activities within in the masterplan for this quarter.
Undertake Council's cemetery operations in an appropriate and dignified manner	Develop appropriate Improvement Action Plan and Financial Plan that will increase the Improvements to the Cemetery.	W Mills	25%	Ongoing.
Undertake Council's cemetery operations in an appropriate and dignified manner	Enquiries dealt with in a sympathetic manner.	W Mills	25%	Enquiries dealt with in a sympathetic manner.
Undertake Council's cemetery operations in an appropriate and dignified manner	Interment of deceased persons	W Mills	25%	Ongoing.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	W Mills	10%	This is completed where possible subject to reserve.
Undertake Council's cemetery operations in an appropriate and dignified manner	Provide strategic direction and management, through the Cobar Cemetery Management Plan in consultation with the Cobar Cemetery Committee and interested persons.	W Mills	25%	Ongoing.

COUNCIL STRATEGY

4.4.2 Increase the range of community facilities and maintain those that we have to an appropriate standard

DP Action	Action	Responsibility	Progress	Comment
To provide quality and readily accessible library services to Cobar and villages	Offer high quality and relevant library services for five (5) hours per week at both Nymagee and Euabalong.	J Siermans	25%	Nymagee and Euabalong library services operated for five hours per week in Q1.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermans	25%	No literacy events were promoted in Q1. Local participation in Summer reading club will be facilitated in Q2.
To provide quality and readily accessible library services to Cobar and villages	The Library acquires, processes, maintains, and lends library materials that are up to date and appropriate.	J Siermans	25%	1,356 items and 40 eBooks added to the collection in Q1. 1,480 items = value \$33,083 (at cost) removed in Q1. Total stock = 29,749 items and 1,025 eBooks. 6,778 items loaned in Q1 (includes 64 eBook loans).
To provide quality and readily accessible library services to Cobar and villages	The Library provides public access to the internet service where possible.	J Siermans	25%	9 computers provided for public access. 1,634.5 hours of computer use and 385 hours of wireless bookings for Q1.

COUNCIL STRATEGY

4.4.2 Increase the range of community facilities and maintain those that we have to an appropriate standard

DP Action	Action	Responsibility	Progress	Comment
To provide quality and readily accessible library services to Cobar and villages	To ensure that the Library service is utilised by Cobar residents of all ages and community groups.	J Siermans	25%	60 new members joined in Q1. Total membership = 1,975 members. 8,141 visits counted in Q1. Monthly new book list and events calendar e-mailed to stakeholders, press, and community groups. Library resources and services promoted via Facebook. Bookaholics meetings had 10 attendances, hosted 3 home care group visits, and had 11 entries as well as 96 votes cast in the inaugural Colouring in Cobar exhibition.
To provide quality and readily accessible library services to Cobar and villages	To ensure that well trained, professional and highly motivated staff are responsive to serving the needs of the community.	J Siermans	25%	Library staff trained in Complaints handling for frontline staff. Library manager trained in Local Government Award history and interpretation.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Arrange contracts and construction work for capital works.	S Poulter	25%	Capital works projects currently being undertaken as per developed works schedule and related budget.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building maintenance.	G Harbison	0%	Preventative and reactive maintenance works were undertaken as required during this reporting period.

COUNCIL STRATEGY				
4.4.2 Increase the range of community facilities and maintain those that we have to an appropriate standard				
DP Action	Action	Responsibility	Progress	Comment
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Development of Staff Housing Strategic Plan.	S Poulter	25%	Development of Cobar Shire Council Staff Housing Strategic Plan has commenced and is ongoing.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Maintenance of Buildings Asbestos Register.	S Poulter	25%	Development of Buildings Asbestos Register has commenced and is ongoing
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Prepare Plans of Management for Council's controlled Land.	H Holder	25%	One (1) plan of management completed. Two (2) plans in draft.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out approved maintenance in accordance with Council's policy and current lease arrangements	G Harbison	0%	Works undertaken as required.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out house maintenance.	G Harbison	25%	Council assets are maintained as required.

COUNCIL STRATEGY				
4.4.2	Increase the range of community facilities and maintain those that we have to an appropriate standard			
DP Action	Action	Responsibility	Progress	Comment
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Refurbishment and preventative maintenance of the Cobar Youth and Fitness Centre and the Great Cobar Heritage Centre.	S Poulter	25%	Works undertaken when funding is made available.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review Buildings Asset Management Plan.	S Poulter	0%	To be commenced next quarter.

COUNCIL STRATEGY				
4.4.3	Improve recreational facilities at the water reserves			
DP Action	Action	Responsibility	Progress	Comment
Maintain and improve recreational facilities that are available at the Newey and Old Res reserves	Continue to work with the Newey Improvement Committee and implement identified actions where appropriate.	W Mills	25%	Newey maintained weekly and regular inspections are done at the Old Res.

COUNCIL STRATEGY

4.4.4 Maintain and expand where necessary, the stormwater and sewer networks

DP Action	Action	Responsibility	Progress	Comment
Maintain suitable stormwater network including kerb and guttering	Maintenance of CBD and older areas of town, where overland flow is the only means of runoff, annually, including removal of obstructions.	W Mills	25%	Ongoing.
Provide, maintain and operate a sewer network and disposal system and treatment works	Annual Maintenance schedule prepared.	W Mills	15%	Annual Maintenance schedule prepared and inspection testing carried out as required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	W Mills	25%	Completed as required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement a detection program for illegal Stormwater connections into Sewerage Scheme.	W Mills	10%	Review and implementation of sewer program.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	W Mills	25%	Ongoing.

COUNCIL STRATEGY				
4.4.4	Maintain and expand where necessary, the stormwater and sewer networks			
DP Action	Action	Responsibility	Progress	Comment
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Resources for Regions Sewer Upgrade and expansion project.	S Taylor	20%	Planning and design work is being undertaken for the Sewer Upgrade Project. Initial clearing of the banks for the aeration and effluent lagoons has been completed to enable stabilisation work to be undertaken.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Sewerage Services Asset Management Plan with 5 year rolling works program.	W Mills	25%	Ongoing.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Works Program, determined by the Sewer System Audit.	W Mills	10%	Ongoing with inspections carried out at time of repair.
Provide, maintain and operate a sewer network and disposal system and treatment works	Repairs carried out on the sewerage reticulation network.	W Mills	25%	As required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Undertake monthly EPA effluent sampling.	W Mills	25%	Monthly EPA effluent sampling undertaken.

COUNCIL STRATEGY				
4.4.5	Maintain and service villages			
DP Action	Action	Responsibility	Progress	Comment
Maintain and improve village facilities and services	Regularly maintain parks, streets and footpaths in all villages.	W Mills	25%	Ongoing.

Key Activity: Environment

COMMUNITY OUTCOME	
5.1	Ability to adapt to climate change and benefit from climate change initiatives

COUNCIL STRATEGY				
5.1.1	Develop an alternative energy industry in Cobar			
DP Action	Action	Responsibility	Progress	Comment
Lobby business and government to encourage the development of an alternative energy industry in Cobar	Apply for funding to undertake energy efficiency programs within Council buildings when available.	H Holder	0%	No funding available.
Lobby business and government to encourage the development of an alternative energy industry in Cobar	Monitor opportunities for development of an alternate energy industry in Cobar.	G Woodman	25%	Support for SEXI Program provided. Liaison undertaken as required with any solar energy providers.
Encourage solar energy use and the efficient use of energy by residents and businesses	Apply for funding to undertake energy efficiency programs within Council buildings when available.	H Holder	25%	There has been no funding available to apply for.

COUNCIL STRATEGY

5.1.2 Develop community leadership on becoming leaders in resource use, reuse and recycling

DP Action	Action	Responsibility	Progress	Comment
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Prepare Waste Services Strategy that includes Cobar Recycling, Euabalong, Euabalong West & Murrin Bridge for Consultation.	N Davis	25%	Draft is progressing.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a once weekly domestic waste collection and transportation service for residents located within the waste collection area of Cobar.	N Davis	25%	Weekly routes are undertaken for the collection of domestic waste in Cobar.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a trade waste collection service to all customers on a fee for service.	N Davis	25%	A trade waste collection service is available to all customers on a fee for service.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide service to empty street bins in central business district twice weekly and other street bins and parks once weekly.	N Davis	25%	Routes for servicing of street bins in the CBD are done on a regular basis.
Maintain the town and village tips to an acceptable standard	Carry out surveillance of waste depot and access roads to minimise the spread of waste from vehicles and surrounding areas so as to detect unauthorised waste disposal and undertake appropriate enforcement action.	N Davis	25%	Surveillance and monitoring of the Waste Depot is undertaken on a regular basis.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use, reuse and recycling			
DP Action	Action	Responsibility	Progress	Comment
Maintain the town and village tips to an acceptable standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	N Davis	25%	Grant funded project to fence and install electronic gates is being designed. Construction due to commence in Q2.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	N Davis	25%	Waste disposal facilities are provided in Nymagee & Canbelego and depots at Euabalong & Euabalong West.
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	W Mills	25%	Ongoing.

COMMUNITY OUTCOME	
5.2	Well managed public and private land

COUNCIL STRATEGY				
5.2.1	Develop a grazing industry that is based on managed, not feral, stock to improve pasture management			
DP Action	Action	Responsibility	Progress	Comment
Provide support to industry bodies for improved grazing management practices	Maintain an awareness of government land management incentives and programs.	H Holder	25%	No known land management incentives and programs to raise awareness of.

COUNCIL STRATEGY				
5.2.2	Have a planting program for Cobar and villages and encourage the schools and businesses to participate			
DP Action	Action	Responsibility	Progress	Comment
Develop and instigate a planting program	Apply for funding to undertake planting activities.	W Mills	15%	No funding sought.
Develop and instigate a planting program	Develop and implement a Street Tree Policy.	W Mills	15%	In progress.
Develop and instigate a planting program	Prepare a program for planting in the whole Shire utilising correct plant material.	W Mills	20%	Preparation of program underway with works carried out in Euabalong and additional villages to be reviewed prior to the end of Q4.

COUNCIL STRATEGY				
5.2.3	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Carry out monthly patrols of the Common.	G Harbison	25%	Regular patrols are undertaken on the Common.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Implement provisions of the Companion Animals Act and promote community awareness and responsibilities of dog and cat ownership.	G Harbison	25%	Promotional material and information provided to companion animal owners.

COUNCIL STRATEGY

5.2.3 Manage the crown land and commons

DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound dogs and cats found on a public place & surrendered animals and undertake appropriate enforcement action.	G Harbison	25%	Roaming companion animals are impounded and appropriate enforcement action is undertaken.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	G Harbison	25%	Straying stock is impounded.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain pound yards.	G Harbison	25%	Pound yards are maintained every day.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the euthanasia of dogs and cats that have been seized or surrendered.	G Harbison	25%	Euthanasia services are offered to companion animal owners when required.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the registration and micro-chipping of dogs and cats.	G Harbison	0%	Council offers an ongoing service for micro-chipping for companion animals.

COUNCIL STRATEGY				
5.2.3	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Register all stock on Common.	G Harbison	25%	Stock held in the Common all registered. Numbers held are declining.

COUNCIL STRATEGY				
5.2.4	Long term management of noxious weeds			
DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	An increase in the number of weed awareness program run (eg weed warriors).	H Holder	25%	Funding sourced to run a weed control and rehabilitation project with the local schools in the area.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	H Holder	25%	Continual informal and formal tool box meetings held, information give to Council's outdoor staff about any new weed incursions.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Continue Implementation of Regional Inspection Plan to meet inspection targets of roadsides, TSR's, water courses etc.	H Holder	25%	Continual inspections, monitoring and controlling of weeds under the WAP funding guidelines.

COUNCIL STRATEGY				
5.2.4	Long term management of noxious weeds			
DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop a centralised data set of weed distribution and abundance information.	H Holder	25%	Continual mapping and collecting data of weed distributions throughout the Shire, soon to be uploaded to DPI website.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop an introductory weeds information pack for new property owners.	H Holder	25%	Currently this year only 2 new landholder packs have been sent. Continual revision on new owners and packs continually updated with current weed information.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	H Holder	25%	Weed infestations are being monitored and appropriate spraying works are being undertaken on public areas as required and all appropriate reporting is being undertaken.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implementation of the Mapping, Photo Point and Re-inspection Program.	H Holder	25%	Continual mapping, photo point and reinspection program occurs under the WAP funding guidelines.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	H Holder	25%	Noxious weed officer has just attended the 18th Weed Conference, updating her knowledge of the issues around the state in regard to weeds.

COUNCIL STRATEGY

5.2.4 Long term management of noxious weeds

DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	H Holder	25%	Continual spraying on public areas, reporting on weed distribution and new incursions and completing the reports and distributing to the appropriate parties.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	On Ground Spraying Programs prioritised to give the greatest benefit.	H Holder	25%	On ground spraying on roadsides and other high risk pathways for variety of weeds have been conducted in the last few months. Weather is now warm and will wait to continue spraying program
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Private property inspections to manage invasive weeds effectively.	H Holder	25%	At this time 19 private property inspections have been conducted, due to warm weather inspections will recommence after summer
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Prompt containment or eradication and ongoing monitoring of new incursions of invasive weeds.	H Holder	20%	Continual monitoring and inspecting for any new weed incursions in the shire area.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Public property inspections to manage Invasive Weeds effectively.	H Holder	10%	No public property inspections have been conducted this financial year, weather is dry, will wait for different season to return to inspection duties

COUNCIL STRATEGY				
5.2.5	Vibrant and well run national parks that are accessible and well used			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW government to ensure the local national parks are vibrant and	Monitoring of services provided for local national parks.	G Woodman	0%	No action undertaken in Q1.

COMMUNITY OUTCOME	
5.3	Clean air in the community

COUNCIL STRATEGY				
5.3.1	Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution			
DP Action	Action	Responsibility	Progress	Comment
Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority	Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority.	S Poulter	25%	All complaints regarding air pollution are actioned when required.