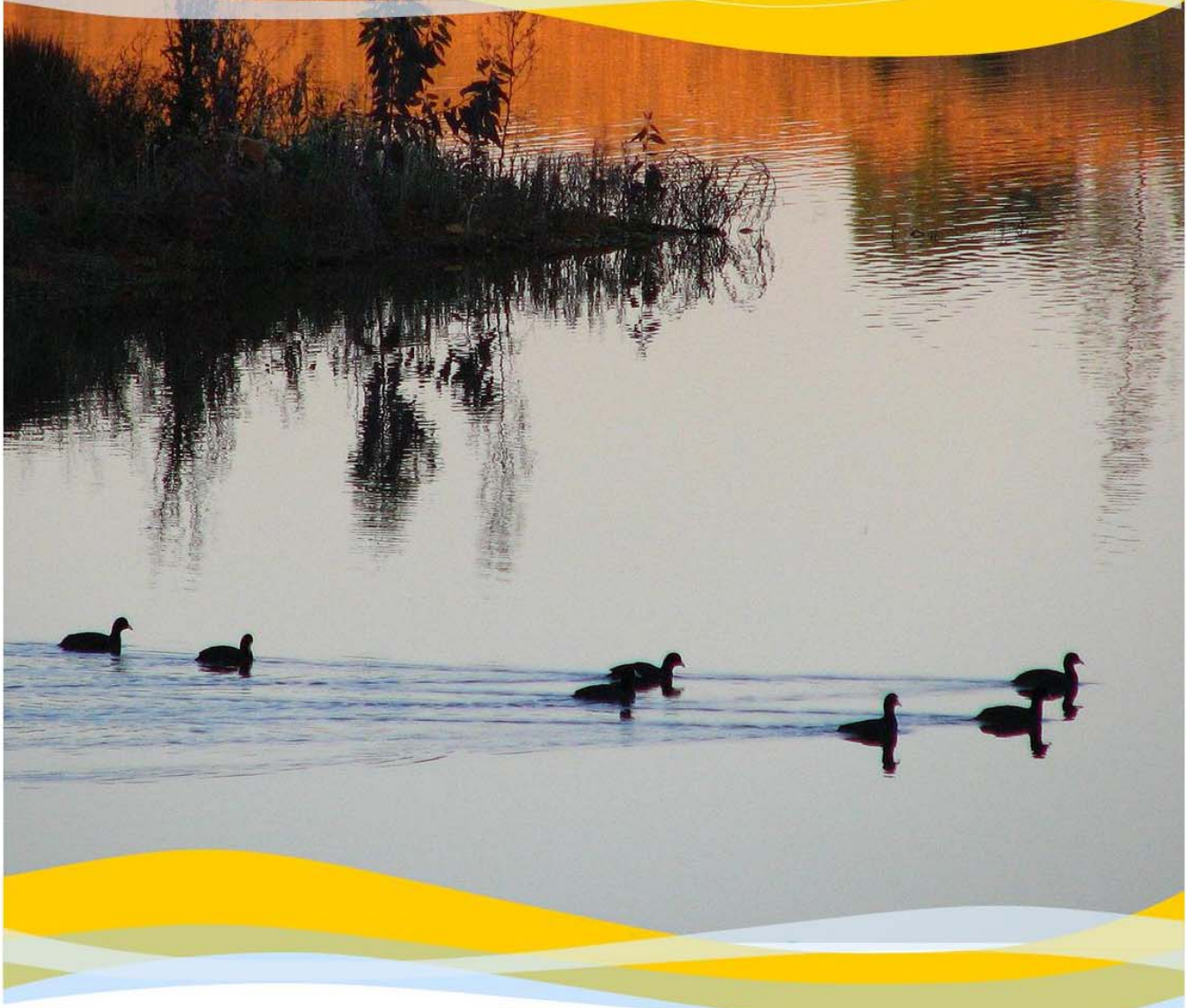


Annual Operational Plan Quarterly Management Report



**COBAR SHIRE
COUNCIL**
outback nsw

Q3 2015/2016

Table of Contents

Key Activity: Community.....3
Key Activity: Economy.....29
Key Activity: Governance.....39
Key Activity: Infrastructure61
Key Activity: Environment76

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	20%	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) and the Cobar Community Services Forum (as part of the Integrated Care Project) which Council actively participates in. The Cobar Public School's SPERG Interagency has also wound up due to a lack of involvement of participants.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	75%	No meetings were attended for the quarter, but a watching brief maintained.

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
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COUNCIL STRATEGY

1.2.1	Implement the actions outlined in the Youth Development Plan
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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	75%	Cobar Youth and Fitness Centre has run a school holiday program for the April school holidays with pool competitions being the major draw card. The older kids wanted to have this every day. We also had cooking, craft and games afternoons. Plans are under way for the next holidays with StormCo attending and Barnardos running circus skills workshops.

COUNCIL STRATEGY

1.2.2	A greater range of youth activities are organised and co-ordinated
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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	75%	Sports competitions commenced this quarter including: squalleyball, soccer and basketball. We have held Friday night games and playgroups. We have also held school holiday activities (approximately 100 children attending) and Youth Week activities (approximately 200 children attending) in this quarter. We have also been open for drop in, with pool competitions running which has been popular for the older kids.

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	75%	Games night and playgroup have recommenced with over 50 children attending our last Friday night games night. We celebrated Easter with our playgroup family, running a number of Easter activities like an egg hunt, basket making, card making etc.
Organise Youth Week Activities	Youth Week activities to be organised in conjunction with Cobar Youth Council.	N Kriz	100%	Cobar Youth Council has ran the Family Fun Day in the park using this as our major Youth Week event. We have had pool competitions, craft, cooking and games days.
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	75%	Craft sessions and drawing workshops were offered in Q3. 47 attendances recorded.

COUNCIL STRATEGY				
1.2.3 Increased educational opportunities provided locally				
DP Action	Action	Responsibility	Progress	Comment
Work with organisations to increase the quality and diversity of educational opportunities available locally	To be involved in Schools Business Community Partnership Governing Committee to increase educational diversification and opportunities.	S Taylor	0%	The Schools Business Community Partnership Governing Committee did not meet in Q3.

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	75%	Started offering mobile technology skill sessions in Q3. 21 attendances recorded.

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	75%	Pre-school storytime, rhyme & craft sessions were offered every Wednesday in Q3. 127 attendances recorded.

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	75%	We administered CCB and CCR in accordance with Federal Legislation each week of the quarter.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Enroll and support families and children for Children Services.	K Lennon	75%	12 new families have been enrolled this quarter, for FDC, IHC and COOSH services.
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 and paperwork requirements are up to date.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	75%	Admin staff have been following up on the completion of the IHC Educator manuals to ensure standards compliance.
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	100%	Easter and Mothers 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	75%	An Excursion to the Cobar Show was conducted for FDC. COOSH conducted 10 different excursions during vacation care.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Recruit and support Family Day Care Educators.	K Lennon	75%	One FDC Educator returned from maternity leave this 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)	Support Implementation of "Early Years Learning Framework" and the "My Time Our Place" into educator curriculum.	K Lennon	75%	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	75%	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%	We operated vacation care in the January school holidays with 30 children attending over the 4 weeks. We operated again for the April school holidays with 41 children attending.
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.	S Taylor	75%	Council is currently not aware of a shortage of child care places.

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.	S Taylor	75%	Council website continually updated and monitored. The Business Directory was updated in Q3.

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 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	75%	Staff actively update the Community Services Directory. 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	75%	The Festival of the Miner's Ghost committee will hold a meeting on 5th May 2016 to start organising the 2016 FOMG. The Glencore, CSA Mine have been asked to once again provide sponsorship for the festival fireworks.
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise Australia Day celebrations and Senior Citizen's Week events.	J Martin	100%	Australia Day Celebrations and Senior Citizens Week events have been completed for 2015/2016. Planning for 2016/2017 will occur in late Q4.

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	75%	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 assisted the Nymagee Progress Association in accessing \$3000 to restore the Honour Board this quarter.
Facilitate capacity building of community groups	Seek grant funding to run workshops to build capacity of community organisations to improve governance.	A Shepherd	75%	Been in communication with Volunteering NSW (Central West branch) to come to Cobar to offer workshops in May.

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	75%	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 Council assisted the Cobar Show Society to bring 2WEB radio station to the 2016 Cobar Show.

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	75%	Council continues to monitor the effects of changing rosters, employment in the mining industry and residential living within the Cobar mining community. During the quarter an investigation of the Cobar Mining Village was undertaken to ensure they comply with their DA requirements following a customer inquiry on the matter.

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.	S Taylor	0%	No activities undertaken in Q3.
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.	S Taylor	0%	No action in Q3. Council continues to work with government agencies and other groups to build and promote the Indigenous Nursery Project at Fort Bourke. We have also been working with MPREC to assist with work placements for Work for the Dole (WFD) participants.

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.	S Taylor	100%	Completed

COUNCIL STRATEGY				
1.4.5	Support arts and cultural organisations, activities and facilities			
DP Action	Action	Responsibility	Progress	Comment
Facilitation of cultural workshops and activities	Complete the cataloguing and conservation project for the collection at the Great Cobar Heritage Centre.	J Martin	75%	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. The GCHC has recently received a donation from the WB Clark Geo Science Centre, which is in Sydney, of seven pieces of mining machinery that was used at the Occidental Mine in the 1930's.
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	75%	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.	S Taylor	75%	Participation undertaken as required. Council no longer has a representative on the Council since Mr Gary Woodman left Council.
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.	S Taylor	75%	Relevant liaison with local health district in relation to MPHS proposal and attendance of Cobar Health Council. Agreement reached to co-locate the Hospital and Aged Care Services to the Lilliane Brady Village site work continued to reach agreement on an MOU between Council and the NSW Government. Planning and design work now underway.

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.	S Taylor	75%	Council are constantly looking to improve Allied Health Service provisions. The CPHCC Project to convert the garage at 24 Harcourt Street into consulting rooms commenced in Q3.

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	75%	Cobar Youth and Fitness Centre has seen the commencement of competitions - such as soccer (48) men's and female basketball (42), squalleyball (43), squash (social drop in). We have also advertised for junior competitions. We have other outside users like community health, Family Day Care, Barnardos and the schools. The drop in centre has had 1,642 users (down a little bit from last quarter, but this is hottest time of year and the users are more likely to utilise the pool). The Centre had over 7,800 users for this quarter.

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	Maintain and upgrade gym equipment and seek ways to secure additional services to deal with the demand (where space permits).	N Kriz	75%	Cobar Youth and Fitness Centre Gym has been maintained to a good standard. There is a personal trainer that is doing Work for the Dole activities and looking after the equipment. The equipment in the gym is getting old and soon will need to look at replacing some pieces. Mine redundancies has had a minor effect on our mine usage.
Increase the use of the Cobar Youth and Fitness Centre	Run local sporting competitions at the Centre and the Skate Park.	N Kriz	75%	New competitions have commenced and are running well. Numbers are down a little but this is assumed to be a result of the recent mine redundancies. We have had a very busy time in the skate park with a number of skating under lights sessions and our Family Fun Day. We had BMX Unchained doing demonstrations and competitions for the kids at the fun day, which was very well attended and beneficial for those in attendance.
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	75%	Cobar Youth and Fitness Centre is trying to increase the use of the Centre by running other activities. We are currently running Yoga through our venue hire. Q4 will allow us to offer after school activities. This is achievable as we have gained a volunteer that will assist in this operation.
Contract management of the Cobar Memorial Swimming Pool	Supervise the correct operation and maintenance of all pool infrastructure along with promoting the facility also facilitate the learn to swim campaign.	W Mills	75%	Contractor has operated the pool in accordance with the contract and submits monthly reports including detail of promotional activities. A Learn to Swim Program was run in January which attracted participants.

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
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount and Pool Contract Management undertaken.	W Mills	75%	Contractor has operated the pool in accordance with the contract and submits monthly reports including detail of promotional activities. The pool closed on Easter Sunday with strong numbers through March due to hot weather.
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	75%	Signage review ongoing with the replacement of damaged and missing signage as required.
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	75%	Inspection of Council parks and reserves carried out daily and/or weekly subject to location and usage of area.
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	45%	Work continues with the two CQU university students to undertake structural and architectural drawings. The steering committee met with Kevin Humphries MP to discuss funding options.
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	65%	The ongoing repair and maintenance is carried out on the Council's assets when and as required and subject to available resources.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Maintenance of sporting ground and associated facilities.	W Mills	70%	Regularly inspections carried out on all sporting grounds with all necessary maintenance and repairs carried out subject to the availability of resources.

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.	Provision of a regular gardening and turf maintenance service.	W Mills	75%	Ongoing regular gardening and turf maintenance service provided for each park and reserve within the Shire.
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	90%	Pruning and inspection of trees carried out on a continual basis.
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%	Completed and in operation.

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	75%	<ul style="list-style-type: none"> •Quarter 3 running at a deficit budget with 78.5% of budget expended & 86.7% of income received. Occupancy rate for Quarter 3 was 94.8% for Hostel and 94.4% for Nursing Home. There is five vacancies - three in the hostel and two in the Nursing home with one potential resident trailing on respite. There are no application currently wanting permanent placement at this time. •Comprehensive assessment and documentation of residents care needs were completed as per facility protocol on new residents entering facility in quarter 2 to enable ACFI claims to be maximised. An aged care consultancy - Allied Care Group - has been engaged to assess our funding claims and supporting documentation to see if our claims can be improved.
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	75%	<ul style="list-style-type: none"> •Schedule audits completed in Quarter 3 as per schedule with all identified gaps managed as per facility policy and procedures. Post admission surveys were distributed and returned with minor issues being raised and addressed as per policy.
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	75%	Staffing levels have been maintained in line with the master roster. Positions filled as vacancies occur. All new staff complete the orientation program. All staff continues to participate in scheduled in-house training utilising the "Aged Care Channel".

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	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	75%	The Australian Aged Care Quality Agency completed an unannounced audit on both facilities in January 2016. Both facilities were compliant will all outcomes once a continuous improvement work plan was submitted to managed identified gaps in service provision. Comprehensive assessments were completed as per facility protocol on 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.
Provide appropriate services for residents at the Lilliane Brady Village	Monitoring levels of aged care services provided at the Lilliane Brady Village.	S Huon	75%	Services provided in line with Aged Care Act and principles and monitored by The Australian Aged Care Quality Agency. Infrastructure managed by Cobar Shire Council with regular maintenance as per maintenance program within budgetary allowances.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	75%	Community involvement included: - visitation by clergy, weekly exercise group run by community volunteer, men's group run by PR Richmond, student visits from St John's Catholic School, Cobar High School student placements for VET and work experience programs. Outings in the community attended by residents included the Cobar annual show, Senior week activities, shopping and visits to library. 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. Music sessions by local musicians have been enjoyed immensely.

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	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	75%	POL/GM2 Comments, Suggestions & Complaints covers the protocol & procedures for complaint resolution & escalation process for Lilliane Brady Village. The facility maintains a register for all complaints. Investigation & resolutions including any actions required such as staff training, resources etc. are recorded family member s, residents or staff. Pol/RM17 Compulsory Reporting covers process for reporting & responding to physical & sexual abuse of residents. There was one reportable incident for the quarter that required no action.
Undertake Lounge Extension Project	Complete Lounge Extension Project at LBV.	K Miller	100%	Works completed in Q4 2014/2015. Opened in Q1, residents have since started planting vegetation around the area.

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.	S Taylor	0%	There were no Cobar Community Precinct Committee meetings held in Q3. Next meeting scheduled for late April.

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	Provide secretariat services for the Cobar Liquor Accord.	S Taylor	75%	Secretariat services have been provided for the Cobar Liquor Accord. Two (2) meetings were held in the quarter.
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.	S Taylor	10%	It is expected that a new Safety Audit will be undertaken in Q4, 2015/2016. No further progression or meetings have occurred in Q3.

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	75%	Work carried out immediately on covering up and/or removal of graffiti when it occurs.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Undertake a Community Safety Audit.	S Taylor	0%	Community Safety Audit scheduled for Q4.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Update the action list for the Crime Prevention Plan.	A Shepherd	75%	Plan and Strategy implemented. New documents to be prepared in Q4.

COUNCIL STRATEGY				
1.6.2	Implementation of the Cobar Crime Prevention Plan and Strategy			
DP Action	Action	Responsibility	Progress	Comment
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%	There has not been any activities under this group for the quarter.

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	75%	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 complies.	S Poulter	75%	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	75%	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%	On-site Sewage Management Register developed.

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	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	S Poulter	75%	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	75%	Mandatory Inspections are carried out on all approved developments when required to ensure compliance.
Undertake regulatory obligations in relation to building and development	Process applications for Section 149 Certificates.	S Poulter	75%	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	75%	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	75%	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.	S Poulter	0%	Due to resource issues, this project has not yet commenced, however preliminary research has begun and will assist when the project commences.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	H Holder	75%	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	75%	The manual washing ,scrubbing and cleaning of the CBD is carried out at selection periods of the year and performed throughout the year as and 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	70%	Street sweeping program carried out within the area of the CBD daily with additional hand sweeping as required..
To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities building in accordance with frequency of use.	W Mills	75%	Cleaning of amenities carried out daily and maintenance carried out on public amenities 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	75%	Review of program ongoing, with necessary inspection of work preformed on a regular basis.
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 works are being undertaken in line with the 2015-16 building asset works schedule. Some reactive works are also being undertaken when required.
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	25%	Access is provided to buildings once appropriate funding is made available. Euabalong Library has been upgraded this financial year to provide mobility impaired access.

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.	K Wilson	75%	Building and fit out of new Rural Fire Shed in Cobar will be completed in Q4.
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.	K Wilson	75%	Plant and equipment replacement program for Rural Fire Service has been developed in conjunction with Rural Fire Service.
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.	K Wilson	75%	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.	K Wilson	75%	In conjunction with the Rural Fire Service hazard reduction activities have been undertaken to minimise rural fire threats for urban communities.
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.	K Wilson	75%	Plant, equipment and personnel 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	90%	Progressing to completion by the end of the May 2016

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	Develop Rural Addressing Program.	K Wilson	75%	Rural addressing markers procured. Address markers to be installed in Q4.
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.	K Wilson	75%	The local disaster management plan is currently being updated and is programmed to be completed in Q4.
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.	K Wilson	75%	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.	S Poulter	75%	Food shop inspections are being completed in line with the Food Authority Partnership.
Preserve and enhance public health by regulating and inspecting all relevant premises	Appropriate Public Health Education Campaign conducted.	S Poulter	0%	Due to current resource issues, a proactive education program has not yet commenced. Reactive complaint management in operation however.
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	S Poulter	75%	Complaints were received and actioned during this reporting quarter.

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.	S Poulter	75%	Information and reports are prepared and provided for administration and budget when sought.
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	S Poulter	0%	Reactive pool inspections are undertaken when required.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	S Poulter	0%	Inspections are undertaken only on request by customers. No requests submitted in Q3.

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.	S Taylor	75%	Discussions and ideas developed by the Economic Taskforce. Currently seeking funding to undertake an economic study for the Shire. In discussions with Industry and Investment.

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	75%	Held discussions with DPI on what assistance they can provide following the mining downturn. The Cobar Business Association held an information night for retrenched workers and another business support information night to assist businesses to access government assistance. DPI (I&I) attended, along with Training NSW, TAFE, and service providers. Held a roundtable discussion between the Economic Taskforce, Council, and the Cobar Business Association with Chris Dennis from I&I prior to the information session. Ideas raised at this meeting are still being progressed.

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	75%	An apprentice Boilermaker and a Plant Mechanic commenced employment in January 2016. One has passed his probation period. The other probation period has been extended for a three month period.
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	75%	A meeting of the Economic Taskforce was held on 25 February 2016. Mrs Janine Lea-Barrett has been appointed as the new Community Representative. Micheal Brophy gave a presentation on his idea for a recreational flying school for Cobar and subsequently was invited to address Council on the topic at the April Council meeting. A tourism report was presented and ideas for economic development of the Shire were discussed. Staff are currently researching funding sources to undertake an Economic Study of the Shire. The next meeting will be held on 26 May 2016.
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	75%	EDO meeting scheduled for May in conjunction with REMPlan training.

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	75%	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	75%	Have applied through the Energise Enterprise Fund to host a social media marketing workshop in Cobar and a visual merchandising workshop. Investigating ways of making these happen should funding not be forthcoming.
Be an active member of the Cobar Business Association	Undertake the secretarial role for the Association.	A Shepherd	75%	Monthly meetings held, attended and secretarial role undertaken. Association been very busy and also working with Council and DPI to investigate economic development options for Cobar following the slow down in the mining industry.
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	75%	Organisation for the 2016 Great Cobar Business Awards about to commence. Organised for Neil Irlam from the Business Enterprise Centre in Forbes to visit Cobar and walked him around the CBD, introducing him and his services to the business owners in a bid for them to access his free business services.

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	100%	Wound up the CEF project due to outcomes not being achieved. An audit of the project was undertaken and the appropriate processes for winding the project up undertaken with the bookkeepers and through ASIC.
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%	There is currently no interest from the community for a new industrial area in Cobar
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	75%	All requests for development advice proposals attended to quickly.

COUNCIL STRATEGY				
2.1.6 Support mining and agricultural industries to keep them strong				
DP Action	Action	Responsibility	Progress	Comment
Facilitate provision of additional funding to improve the road network	Seek Regional Road funding at levels comparable to neighbouring shires.	K Wilson	75%	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.	K Wilson	75%	Final applications for sealing formation for Round 2 of Fixing Country Roads of 11km of SR20 (Grain Road). Crest/ bend realignment, formation and sealing of 4km of SR26 (to Byrock Quarry) will be submitted in Q4. The application submitted for a section of the Wool Track ("Cottage" bends realignment and sealing) was not successful in the 'expressions of interest' stage of the application process.

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	75%	The Cobar Shire Tourism Activity Statement is a draft document that will be presented to Council for approval in early Q4.

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	75%	Council's Manager of Tourism & Public Relations on behalf of the Kidman Way Promotional Committee has attended the Victorian Caravan, Camping & Holiday Expo which was on from 23rd to 29th February 2016. 60,000 people attended the expo and 1,500 Kidman Way brochures were distributed. MTPR attended the NSW Caravan, Camping & Holiday Expo which was on from 9th to 17th April 2016. 72,000 people attended the expo and 2,100 Kidman Way brochures were distributed. There was a great deal of interest in our region at both expos.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	75%	In this quarter there were 2,000 Cobar information packs sent out. This includes boxes of Kidman Way Brochures that are sent to Visitor Information Centres.
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	75%	In this quarter 620 people paid to enter the Great Cobar Heritage Centre, which was 80 people up on the same period in 2015. 2,710 visitors were looking for assistance which is 280 people up on the same period in 2015. Total increase is 12%. In this quarter the GCHC receipts were \$5,475 which is 13% up on the same period in 2015. Shop receipts for this quarter \$15,650 which is an increase of 12% up on the same period in 2015.

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	65%	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 five 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	75%	In this quarter Council's Manager Tourism and Public Relations, worked on behalf of the Kidman Way Promotional Committee at the Victorian Caravan, Camping and Holiday Expo which was held from 23rd to 29th February 2016. The expo was attended by 60,000 people and 1,500 Kidman Way brochures were distributed. MTPR worked at the NSW Caravan, Camping & Holiday Expo. The expo was attended by 72,000 people and 2,100 Kidman Way brochures were distributed. In the past few weeks Inland Tourism Organisation was placed under administration. Their debts approximately \$2 million. Members of Outback NSW are organising a meeting to discuss future marketing opportunities.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	75%	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	75%	In this quarter Council's Manager of Tourism & Public Relations has produced extensive advertising for the 2016 Australia Day celebrations. MTPR conducted five radio interviews on 2WEB, two interviews on 2DU and local ABC. The event was advertised on council's web page and Facebook, an advert in the Cobar Weekly and posters in shop windows throughout the CBD. MTPR produced extensive advertising for the 2016 Senior's Week program of events by advertising in the Cobar Weekly, council's web page and Facebook, posters in shop windows throughout the CBD, two interviews on 2WEB and one interview on 2DU. The advertising for these events reached the community which was evident by the great attendances at the functions. MTPR has commenced advertising the 2016 FOMG.
Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	J Martin	75%	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.
Develop and implement new ideas to bring people to Cobar	Prepare bids to host relevant conferences.	J Martin	75%	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.	S Poulter	10%	Discussions with Operator undertaken and will be ongoing in relation to the development and utilisation of the Caravan Park.
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	75%	The curator at the Great Cobar Heritage Centre has organised a number of new displays with objects and materials sourced from the museum collection which relate to WW1 and the ANZAC centenary commemoration. In the coming months the newly donated mining machinery from the Occidental Mine, which was donated to the GCHC by the WB Clark Geo Science Centre will be placed on display in the outdoor section of the GCHC.

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	75%	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	75%	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	30%	Discussions have been held with interested parties to establish business using airport facilities and are continuing.
Actively seek out business opportunities to enhance the operations at Cobar Airport	Providing Secretariat to the Airport Advisory Committee to the Cobar Regional Airport.	K Wilson	40%	The Airport Advisory Committee will meet in Q4.

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.	S Taylor	75%	Debt recovery program in place with action planning for additional available funding. Land Sales planned for Q4 for provision of unpaid rates. .	
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.	K Wilson	75%	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.	S Taylor	75%	Applications for grants undertaken as required and as outlined in the Annual Operation Plan.	
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.	S Taylor	75%	Regulation 202 matters and financial details reporting are provided to Council (as required). There were no matters reported in Q3.	
Regular monitoring and reporting of expenditure	Major elements of the Budget or Delivery Plan/Operational Plan are achieved.	S Taylor	75%	Major elements of the Budget and Delivery Plan/ Annual Operational plan have been achieved in Q3.	

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	75%	Rates and charges arrears as at 30 June 2015 have been reduced from \$906,179.80 to \$285,144.52. We have received 75% 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	50%	Sale of land for unpaid rates is scheduled to be completed in 2016/2017.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	75%	Policy and legislation adhered to, with a good average yield.
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.	S Taylor	75%	LMWUA investigating a regional approach to Asset Management.
Undertake the new requirements as per Services NSW Contract.	Undertake the new requirements as per Services NSW Contract.	K Miller	75%	All administration and financial services undertaken as per the agreement. The service is compliant, with no significant error rate.

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	75%	Contributions made in response to Councils Contributions Plan are reported in accordance with Legislative provisions as well as any projects undertaken as specified in the Contributions Plan.
Develop a Section 64 Plan	Prepare a Section 64 Plan.	K Wilson	100%	Completed.

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	75%	No "equity partners" identified in Q3.
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	75%	The new Multi-purpose Health Service is currently in the negotiation stages.

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	50%	Council participated in a Business Continuity exercise undertaken by State Wide to assist identifying areas to be included in the Business Continuity Plan. A report from the exercise has been received. A group has been established with surrounding Councils to tackle Risk Management issues, coordinated by State Wide.
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	M Maidens	0%	Development of a Corporate Risk Management Strategy has not been completed due to lack of resources.
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.	S Taylor	75%	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	75%	Council Staff prepare risk assessments for Cobar Shire events. A risk assessment was undertaken for the Family Fun Day.
Develop and implement a risk management strategy suitable for Council operations	Staff report hazards and risks to their immediate supervisor as soon as possible.	S Taylor	75%	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%	The process of carrying out Internal Audits is on hold until the 2016/2017 financial year.
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.	S Taylor	75%	Appropriate support provided to the WHS Committee with Toolbox talks and WHS statistical analysis undertaken.

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	50%	Council provides a safe working environment to the best of its abilities. There has been an improvement in the safety culture at Council but there is still 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	50%	Return to Work services are provided to all areas of Council by the Human Resources team, with back up provided by the payroll officer. 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.	S Taylor	45%	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.	S Taylor	45%	Further work undertaken by the Committee and Engineering Support Manager, completion expected in 2016/2017.
WHS obligations are met and safe work practices are promoted and undertaken	WHS reviews regularly conducted and recommendations acted upon.	S Poulter	75%	WHS reviews are regularly conducted and recommendations are acted upon.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	75%	On balance records are compliant to required standards.

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	Effective records administration systems and protocols in place	K Miller	75%	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).	S Taylor	75%	Site specific inductions undertaken for new staff.
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	M Maidens	50%	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	75%	All new staff receive an induction during their first week of employment from their supervisor and human resources staff. Staff are induction 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.	S Taylor	75%	No training identified in Q3. Investigating options to hold information sessions for potential new Councillors in Q4.
Strategic policy setting undertaken by the elected representatives	Assistance in the administrative management of Council Meetings.	S Taylor	75%	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.	S Taylor	75%	Appropriate follow up undertaken of monthly status reports through MANEX and relevant Managers/ Supervisors.
Strategic policy setting undertaken by the elected representatives	Mayor and Councillor requests are met within Council Policy.	S Taylor	75%	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.	S Taylor	75%	Council's Code of Meeting Practice Policy was reviewed and adopted by Council in Q3.
Improve Dashboard Reporting Systems	Improved Dashboard Reporting to be compliant for the OLG (Fit for the Future).	K Miller	75%	Dashboard Reporting improvements are currently on hold.

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.	S Taylor	75%	All relevant Fit for the Future information has been provided to Councillors and Manex. Project Team consisting of Mayor, Deputy Mayor, Director of Corporate and Community Services, Special Projects Officer and the General Manager analysing any requirements on Councils behalf. Participation of the Mayor and GM in the Far West Initiative Advisory Committee and Far West Initiative Eight Council Sub Committee Meetings. Mayor and Acting General Manager attended the Far West Initiative Advisory Committee Meeting in Wentworth to discuss paper released by DPC.
Fit for the Future	Maintain community engagement regarding Council's Fit for the Future obligations.	S Taylor	40%	No Community engagement was undertaken in Q3.
Conitnue to formulate the Far West Initiative in conjunction with other Councils and governments	Formulate and progress ideas in conjunction with other participants in the Far West Initiative to improve service delivery and coordination in Cobar Shire.	S Taylor	75%	Potential models for Local Government Reform in the Far West have been developed and discussed at the Far Western Council Initiative meeting in Wentworth in Q3.

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.	S Taylor	75%	Attendance at Community groups and external committees undertaken 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.	S Taylor	75%	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.	S Taylor	75%	Communication to the community arranged as required. Monthly 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. Public notices featured weekly in the local newspaper and on Councils Website.

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.	S Taylor	75%	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	75%	Regular updates on Council projects and activities have been provided through media stories, council's Facebook page and Council's webpage. Staff trying to provide weekly updates on activities to do in Cobar to promote events and activities and encourage participation. 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.	S Taylor	75%	Participation in 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.	K Wilson	75%	Meetings held and attended as required.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Participation in Lower Macquarie Water Utilities Alliance LMWUA	W Mills	75%	The participation in Lower Macquarie Water Utilities Alliance (LMWUA) technical committee meetings ongoing. Setting of SCADA templates for Mimic. Review of trade waste procedures and Officer for all LMWUA Councils.

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	75%	Cobar Youth and Fitness Centre Manager has been providing Cobar Youth Council with support, assisting with the planning of the Family Fun Day. Which was very successful. Youth Council has been meeting every month.
Provide administration and support to the Cobar Youth Council.	Provide administration and support to the Cobar Youth Council and maintain contact with similar organisations in other Local Government areas so as to provide interaction.	N Kriz	75%	Cobar Youth and Fitness Centre Manager has been assisting the Cobar Youth Council with monthly meetings by organising and taking the minutes. Manager has also assisted the Youth Council with the Family Fun Day with approximately 1,000 people in attendance. This event was funded by the Youth Council and Heart Foundation prize money. This event was not meant to be a fundraiser but to bring the families of Cobar together for a good family night out. Youth Council have started to planning the Colour Run to occur in-conjunction with the 2016 Festival of the Miners Ghost.

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	75%	Customer Service Policy and Standard has been completed. Reporting will be commenced in Q4.
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%	A Customer Relationship Management (CRM) system is being created in Spiceworks to enable staff to record and report on customer requests.

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	50%	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	50%	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. An annual awards ceremony was held at the staff Christmas party, which was well received.

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	Employees paid accurately and on time.	M Maidens	50%	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 by the Council.	S Taylor	75%	Staff Attitude Survey Results Action Plan finalised and implemented to improve the culture for both internal and external customer provision. The results of the survey will be reported to Council in Q4.
Human Resources	Implementation of an electronic performance appraisal system, with updated skills matrices and position descriptions.	M Maidens	50%	Implementation of an electronic performance appraisal system is yet to be developed. The current budget does not allow for the purchase of appropriate software. Position descriptions and skills matrices are being updated.
Human Resources	Implementation of the Employee Expectation Statement Action Plan.	M Maidens	50%	Staff are provided with relevant training and coaching to successfully undertake their roles within budget constraints. Managers and supervisors are supportive of the training needs of their teams.
Human Resources	Increase the level of personal interaction and information dissemination within Council.	S Taylor	75%	Communication Strategy instigated. Monthly Administration Centre and Community Services Managers Meeting held to disseminate Council Meeting resolution details. Instigation of Staff Attitude Survey Results Action Plan will continue to occur in Q4.

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	Issues and concerns are able to be brought to the General Manager individually or in small groups in accordance with Council's grievance procedure.	S Taylor	75%	Reasonable open door policy instigated.
Human Resources	Staff consultation by a continuing process through Consultative Committee.	M Maidens	75%	Consultative Committee meetings are held quarterly to discuss any proposed changes to employment conditions and policies. All members of staff are able to raise employment related issues with a member of the Consultative Committee.
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	75%	Training plans being developed. 2016 Employee appraisal process being altered for improved 2-way discussion.
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	M Maidens	75%	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	100%	The 2015 Staff Attitude Survey was distributed to all staff in August with results received in September. Results to be reported to the April Ordinary Council Meeting.

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	Undertake recruitment and assist successful on boarding of new employees, including attraction, Engagement and Retention Strategy to improve recruitment practices, Salary Administration and Performance Management Systems and corporate inductions.	M Maidens	75%	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. There are areas for improvement in the Performance Management Systems at Council.
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	75%	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. Vacant positions are being filled in a timely manner.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Provide appropriate accommodation for key positions.	S Poulter	75%	Accommodation is provided in line with the housing policy and award conditions.
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Programme.	M Maidens	75%	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.

COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Learning and development	Educate staff with clear messages about Council's operations, culture and values, vision and strategic direction.	M Maidens	50%	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 induction day is held with all outdoor staff to cover Work, Health and Safety and any changes to Council policies throughout the year.
Maintain and actively use the City of Canterbury relationship	Identify opportunities for Council and community partnerships.	A Shepherd	75%	Council is working with City of Canterbury to determine the feasibility of establishing a Community Trust in Cobar.
Maintain and actively use the City of Canterbury relationship	Prepare a Council team to attend the annual Corporate Leadership Cup.	A Shepherd	100%	No Corporate Leadership Cup will be held in 2015/2016 due to Council amalgamations.
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	75%	No new computer systems/products have been rolled out in Q3.
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	50%	Administration has been completed, which will soon be catalogued.
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	40%	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. No further development has occurred in Q3. This is an ongoing Continuous Improvement Program.

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	Enhance all employees IT skills by making champions, in programs/ applications such as CivicView, Power Budget, MS Project, MS Office etc.	K Miller	50%	Civic View and Power Budget champions have been put in place.
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	50%	Final analysis will be completed when the grant application result is known. Application seeking \$150,000 through the NSW Government Innovation Fund made in Q3.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	K Wilson	75%	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	100%	The Contract with Leading Edge Futureshop was signed in Q2 and service is being provided.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implementation of Computer Support Strategic Plan.	K Miller	50%	A Computer Support Strategic Plan is run through the IT Committee and implemented when required.
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	75%	Reviewed and updated the 15 Year Rolling Plant Replacement Program. Implementation is in progress. Fleet asset data integrity is being established to make enlightened decisions for next year's replacement program.

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	Review plant requirements; undertake asset management and maintenance of plant fleet.	A De Silva	70%	Introduced a maintenance data capturing system for new major plant maintenance activities using job cards. The implementation is being monitored by workshop supervisor and Leading Hand/maintenance. Discussions were held within fleet /plant team and agreed to trial fleet management system.
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 for Cobar Shire Council is currently on hold as it is a low priority.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out Customer Management System (Complaints System).	K Miller	50%	A Customer Relationship Management (CRM) system is being created in Spiceworks as a platform.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out version 9 of CivicView.	K Miller	25%	Roll out of version 9 is on hold until further analysis is completed regarding sustainability and if there is any function improvements that would be achieved.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siermans	75%	Participated in information sharing activities via e-mail in Q3.

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	100%	Annual Financial Statements were completed on time in Q2.
Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting Requirements (IPRR) as outlined by the OLG.	S Taylor	75%	Reporting for Delivery Program and Annual Operational Plan to occur and be finalised in Q4.
Council updates the Integrated Planning and Reporting framework documents as required	Develop and implement annual Works Programs, for capital and maintenance projects.	K Wilson	75%	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 was ready for public exhibition in April.
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	75%	All relevant actions in this plan have been included in the AOP as separate actions. The Social Plan will not be updated. Draft plans for 2016/2017 are currently on exhibition.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	75%	The Engagement Strategy continues to be implemented. It was used as the basis for developing an engagement strategy for the Sewer Extension project.

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	75%	Quarterly Budgets completed and adopted by Council.
Council updates the Integrated Planning and Reporting framework documents as required	Provision of information to Council on progress of the IP&R.	S Taylor	75%	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 2016/2017 will be placed on public exhibition in Q4.
Council updates the Integrated Planning and Reporting framework documents as required	Workforce Plan is maintained and implemented.	M Maidens	75%	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	80%	Works program developed for Shire and Regional Roads and program being implemented.
Service level provision planning undertaken as required	Review and amend the Corporate Asset Register including CivicView integration.	K Miller	75%	Amendments are yet to be checked.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Undertake legislative reporting requirements	Commencement of development of Cobar Shire Council Compliance Register.	S Poulter	0%	Due to current resource issues, this project has not yet commenced.
Undertake legislative reporting requirements	Implementation of OLG Best Practice Improvement Action Plan.	S Taylor	75%	Renewed Action Plan being progressed. Council's Code of Meeting Practice was reviewed and updated in Q3.

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.	K Wilson	75%	Contracts Register updated regularly when required,
Good contract management and procurement practices are employed	Manage Engineering tenders and contracts in accordance with Councils policy.	K Wilson	75%	Tenders and contracts managed in accordance with Councils policy.
Leases and management agreements monitored, implemented and adhered to	Cinema Building, Dentist and doctors surgeries and commercial building agreements monitored and implemented.	H Holder	75%	All lease and management agreements are being monitored, implemented and adhered to.

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	Swimming pool and airport agreements monitored and implemented.	A De Silva	75%	All agreements are being monitored and implemented. Implementation agreement for new self servicing bowser at the airport was drafted and working towards finalisation. Also new lease with Skyfuel is being 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	75%	All administration and financial services tasks have been completed for year to date.

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.	S Taylor	40%	Continued to promote the project through RDA Orana Infrastructure Master Plan and in discussions with Politicians and relevant Departments.

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	70%	Meetings attended where required and discussions held of Council's current volume allocation.

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	70%	Data,condition and location of existing raw water infrastructure is collected during repair and maintenance to be included in and assist with the upgrading of non-potable report.

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	70%	Repair and replacement work on mains and valves are progressing with the installation of replacement valves providing greater control over the reticulation network. Area north of Marshall street nearing completion.
Maintenance and repairs of water mains	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	W Mills	60%	The review of the Water Supplies Asset Management Plan carried out on an ongoing basis.
Maintenance and repairs of water mains	Implement the Works Program, determined by the Water Main, Valve and Hydrant Audit.	W Mills	75%	The implementation of an ongoing water main, valve and hydrant review is carried out during necessary repairs and upgrade of the existing reticulation network.
Maintenance and repairs of water mains	Repairs carried out promptly on water reticulation system.	W Mills	75%	Maintenance and repairs to water supply reticulation on going and 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	75%	Water meters read as required in accordance with the required time frame.
Water filtration system adequate and well maintained	Water tested and treated daily.	W Mills	75%	Ongoing as required in accordance with testing requirements
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	20%	Water testing has confirmed that a redesign of the proposed future treatment process and design of the Cobar Water Treatment Plant documentation is in the process of being modified to be ready for a tender in Q4 subject to additional funding being obtained. Second grant application has been submitted by Cobar Shire Council, NSW Public Works are in control of the new tender release date.

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.	K Wilson	75%	Technical advice and maintenance activity provided to the Cobar Water Board as required.
Provide contract services to Cobar Water Board	Develop Cobar Water Board Asset Management Plan, Financial Plan and Strategic Business Plan.	K Wilson	100%	Completed and has been reported and approved by the Board.

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	50%	Design completed, project is at tender review.

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	65%	Investigation into the rebroadcast of 2WEB AM in FM for Cobar is ongoing. Council required to make application for radio license to allow for the rebroadcast of 2WEB AM by FM.
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.	S Taylor	75%	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.	K Wilson	15%	Design complete. Review of Environmental Factors being undertaken..
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	75%	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	70%	REFLECT for local roads has been created after some delay. Roll out of REFLECT for local roads will be undertaken in Q4.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance, including alcohol free zone signage.	M Bell	70%	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	70%	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	75%	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.	W Mills	75%	Ordered works undertaken on behalf of RMS within the agreed budget.
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.	K Wilson	100%	The construction of the Kangaroo Springs bend and upgrade of the floodway pavement was completed in Q3.
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.	K Wilson	100%	Completed.
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	75%	Pits for regional and local roads have been won and are being crushed
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.	K Wilson	40%	Action planning for Licensing of quarries is being implemented.

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	50%	Mine Managers qualifications completed, SMP included in current PSP-C (Project Specific Plan - Construction)

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.	W Mills	50%	Maintenance program for footpaths and bike path is being implemented.
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	35%	Implementation of PAMP and Bike Plan is being undertaken as funding becomes available.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	W Mills	60%	Regular inspections are carried out on kerb and guttering within the urban area and maintenance and replacement works are 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%	Grant application still required

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 requirements are being met on an ongoing basis, this has been occurring through the implementation of the Aerodrome Operational Manual.
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	75%	Maintenance identified and serviceability inspections are carried out. Maintenance requirements due to RPT operations are carried out on an ongoing/ if required basis.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Develop and implement the Action Plan for the Cobar Aerodrome Strategic Plan.	A De Silva	55%	A major strategic activity such as Self Serving Bowser facilities, new hanger location areas is being implemented. The strategic planning process for airport is scheduled in 2016/2017. Initial planning and process for developing strategic plan has been mapped. Intend to have a workshop in early Q1 2016/2017.
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.	K Wilson	100%	Completed.
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.	K Wilson	75%	Ground services are being provided to a RPT.

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	Review of the Airport Management and Strategic Plans.	A De Silva	75%	Cobar Aerodrome Operations Manual (AOM) - which is the guide for management and strategic actions was updated. Overall strategic plan encompassing airport facilities, business and services are to be developed in next financial year. Identified the expertise/ funds required for the project. New version of AOM was issued. Areas need to be updated in those manuals have being noted.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	To have an operational plan to ensure that the airport is maintained to the standards set by the CASA and the associated regulations.	A De Silva	70%	Airport Operational manual is being implemented. It is being regularly discussed with ARO. Serviceability inspections carried out and recorded as per CASA requirements.
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	75%	Perimeter fence has been an issue and action was taken to secure the perimeter fence (unprotected areas at the front / adjacent to the terminal)
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	75%	Periodical inspections were carried out and Windsocks were changed in Mt Hope and Euabalong. Weeding and other periodical maintenance requirements were carried out.
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	Undertake a Strategic Plan for the Nymagee Airstrip.	K Wilson	0%	Due to lack of resources no progression has occurred in Q3.

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 in 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.	K Wilson	75%	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	75%	A new 0-5 year old playground has been designed for Drummond Park, based on community input. Equipment has been purchased, the current delay is waiting for delivery of the new shade structure. Once it arrives, works will commence. The community has been kept informed on progress through Facebook and newspaper articles.

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	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	75%	Inspections are carried out regularly, and all maintenance and repairs are carried out as required with availability of resources.

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	30%	Applied for funding through the Public Reserves Management Fund for a new shed to replace the Main Pavilion at Ward Oval.
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	75%	Action Plan and Financial Plan for improvements to the Cobar Cemetery will be developed in Q3.
Undertake Council's cemetery operations in an appropriate and dignified manner	Enquiries dealt with in a sympathetic manner.	W Mills	75%	Enquiries dealt with in a sympathetic manner at the front counter or on site as required.
Undertake Council's cemetery operations in an appropriate and dignified manner	Internment of deceased persons	W Mills	75%	Internment of deceased persons carried out as required with dignity and respect.

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
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	W Mills	75%	The preparation of pre-dug graves are completed where possible and are subject to reserve requirements.
Undertake Council's cemetery operations in an appropriate and dignified manner	Provide assistance and supervision and materials etc to the Cemetery committee contractor.	W Mills	100%	Contractor is now a casual employee of Cobar Shire Council. Materials are supplied as requested by employee staff. Lighting and security installation quotes obtained.
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	55%	Review of management plan ongoing.
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	75%	Nymagee and Euabalong library services operated for five hours per week in Q3.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermans	75%	Facilitated local participation in Summer reading club in Q3. Celebrated the end of Summer reading club with party fun, games & food.
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	75%	890 items and 65 eBooks added to the collection in Q3. 793 items = value \$20,835 (at cost) removed in Q3. Total stock = 30,320 items and 3,012 eBooks. 7,153 items loaned in Q3 (includes 46 eBook loans).

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	The Library provides public access to the internet service where possible.	J Siermans	75%	10 computers provided for public access. 1,645 hours of computer use and 384 hours of wireless bookings for Q3.
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	75%	Council assets are maintained as required in line with Council's budget.
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	75%	Works undertaken when funding is made available. Museum balcony upgrade scheduled to commence in late May.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review Buildings Asset Management Plan.	S Poulter	25%	Work is commencing on developing a new policy.

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	75%	Maintenance carried out as required, with regular weekly inspections carried out on both Newey and Old Res areas. Environment funding received to develop and implement an education campaign on water quality at the Newey. First field day held.

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	75%	Ongoing review of overland flow path inspected and all found obstructions removed subject to the availability of resources.
Provide, maintain and operate a sewer network and disposal system and treatment works	Annual Maintenance schedule prepared.	W Mills	70%	Review of network has continued with necessary repairs being 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	75%	All testing and/or requirements are meet and 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	60%	Review and implementation of sewer program and inspections carried out on properties as required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	W Mills	60%	Review of current policy to be carried out with necessary requirements and plant discharge conditions and standards to be complied with are noted.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Resources for Regions Sewer Upgrade and expansion project.	K Wilson	75%	Contract let for the Ward Oval Pump Station refurbishment. Construction due to start in Q4.

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 Sewerage Services Asset Management Plan with 5 year rolling works program.	W Mills	55%	On going review and implementation of services and asset management plan carried out throughout the year. Review of assets associated with Water & Wastewater slowed due to resources.
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	65%	Ongoing inspections carried out at time of repair and installation of new connections.
Provide, maintain and operate a sewer network and disposal system and treatment works	Repairs carried out on the sewerage reticulation network.	W Mills	75%	Repairs carried out as required with blockages cleared as needed.
Provide, maintain and operate a sewer network and disposal system and treatment works	Undertake monthly EPA effluent sampling.	W Mills	75%	Monthly EPA effluent sampling undertaken in accordance testing requirements.

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	75%	Required maintenance on footpaths, street, footpaths, nature strips carried out within Cobar and Villages a required.

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	Monitor opportunities for development of an alternate energy industry in Cobar.	S Taylor	75%	Support for SEXI Program provided. Liaison undertaken as required with any solar energy providers, including AGL.
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	75%	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.	S Poulter	75%	Draft waste management strategy is progressing

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	Provide a once weekly domestic waste collection and transportation service for residents located within the waste collection area of Cobar.	S Poulter	75%	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.	S Poulter	75%	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.	S Poulter	75%	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.	S Poulter	75%	Surveillance and monitoring of the Waste Depot and known illegal dumping hot spots is undertaken on a regular basis. New electronic gates installed at the Cobar Facility.
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.	S Poulter	75%	Cobar waste depot is operating in accordance with relevant environmental legislation.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	S Poulter	75%	Waste disposal facilities are provided in Nymagee & Canbelego and depots at Euabalong & Euabalong West.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use, reuse and recycling			
DP Action	Action	Responsibility	Progress	Comment
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	W Mills	75%	The ongoing promotion of efficient use of water by the residents has shown results within Cobar with little improvement of water usage within the villages noticed. Conservation in Nymagee particularly important as water is now being carted.

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	75%	No known land management incentives and programs to raise awareness.

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	75%	A review of large trees was carried out identifying large trees that require attention. Urban Supervisor is continually reviewing large tree growth within Cobar.
Develop and instigate a planting program	Develop and implement a Street Tree Policy.	W Mills	100%	Tree Preservation Policy updated and adopted.
Develop and instigate a planting program	Prepare a program for planting in the whole Shire utilising correct plant material.	W Mills	50%	Ongoing with the procedure and selection by Urban Supervisor on the types of plants used within the Shire to be encouraged.

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	75%	Regular patrols are undertaken on the Common. Majority of cattle have been removed from 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	70%	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	75%	Roaming companion animals are impounded and appropriate enforcement action is undertaken. Registration status is checked and enforced. During this period 35 dogs have been seized; 18 of which have been returned to owners, 8 released after registration, 9 to ROAR (Rescue), 4 surrendered and euthanased (not suitable for rehoming). 11 cats have been trapped and euthanased. 2 goats have been seized.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	G Harbison	75%	Straying stock is impounded or removed for public safety on major roads/highways.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain pound yards.	G Harbison	75%	Pound yards are maintained when required.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Operate and maintain a pound for the keeping of seized dogs and cats.	G Harbison	75%	Seized companion animals (dogs & cats) are kept in a fenced compound and are maintained daily.
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	75%	Euthanasia services are offered to companion animal owners when and if required.

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	Provide services for the registration and micro-chipping of dogs and cats.	G Harbison	75%	Council provides micro-chipping for companion animals. Companion animals should be registered over the age of 6 months.
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	75%	All stock on Common land is registered.

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).	M Gunn	75%	Weed Identification and Mapping field day was conducted at the Newey with 60+ students on the 5th April. Students undertook identification of selected noxious weeds and learnt mapping skills using a GPS unit.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	M Gunn	75%	Continual informal and formal tool box meetings held, information given to Council's outdoor staff about any new weed incursions.

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	Continue Implementation of Regional Inspection Plan to meet inspection targets of roadsides, TSR's, water courses etc.	M Gunn	75%	Continual inspections, monitoring and controlling of weeds under the WAP funding guidelines. 3288km of roadsides have been inspected, no water courses have been inspected but are planned in the coming months.
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.	M Gunn	75%	A BIS program is being researched which will then be used for all inspections to comply with the new DPI regulations for the WAP funding.
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.	M Gunn	75%	3 new landholder packs have been sent this Quarter. 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.	M Gunn	75%	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.	M Gunn	75%	Continual mapping, photo point and reinspection program occur 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	Improve/Update knowledge of Weeds Inspector.	M Gunn	75%	No actions undertaken during quarter 3, researching training options for Noxious Weed Officer.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	M Gunn	75%	Conducted noxious weed identification and mapping field day with 60+ students at the Newey on the 5th April. Funding is being sourced to run another community awareness day for Devil Rope Pear in conjunction with Western Local Land Services.
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.	M Gunn	75%	Roadsides and other high risk pathways are continually been monitored for a variety of weeds and recently Parthenium weed was found on the Mulya Road. It was mapped, sprayed with recommended chemicals and reported to the relevant authorities.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Private property inspections to manage invasive weeds effectively.	M Gunn	75%	At this time 50 private property inspections have been conducted, with information given on any declared weeds found.
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.	M Gunn	75%	Recently Parthenium weed was located on the Mulya Road, this new weed incursion was mapped, sprayed with recommended chemicals and reported to the relevant authorities. Continual monitoring and inspecting for any new weed incursions in the shire area.

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	Public property inspections to manage Invasive Weeds effectively.	M Gunn	75%	2 public property inspections have been conducted this Quarter. Conditions are very dry, inspections will resume when conditions are favourable.

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.	S Taylor	0%	No action taken in Q3.

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	75%	All complaints regarding air pollution are communicated to the relevant mine management when advised.