

# Annual Operational Plan Quarterly Management Report



**COBAR SHIRE  
COUNCIL**  
outback nsw

Q1 2019/2020

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# 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 and forums			
DP Action	Action	Responsibility	Progress	Comments
Cobar Interagency, Community Services Forum and other groups such as the Cobar Domestic Violence Action Group	Actively participate in Interagency groups including the Community Services Forum and the Cobar Domestic Violence Action Group or Cobar Interagency (if they are running).	Economic Development Manager (EDM)	0%	No meetings attended.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency Meetings when required, follow up necessary actions and keep watching brief through monitoring minutes.	E D M	25%	No meetings attended, however all minutes and agendas monitored.

COUNCIL STRATEGY				
1.1.2	Work with Government Departments and NGO's to improve service delivery, such as that proposed through initiatives like the reforms of local government (including the Far North West Joint Organisation)			
DP Action	Action	Responsibility	Progress	Comments
Actively participate in the Far North West Joint Organisation	Work with member Councils to engage a General Manager and any necessary staff to run the JO, work with NSW Public Works to develop plans, engage a consultant and agree on a new roads plan and develop tourism and cultural strategies.	P Vlatko	25%	Cobar Shire Council maintain the financial obligations for the FNWJO. Council staff regularly consult NSW PWA to develop plans and assist with projects. Greg Lamont was appointed as the Executive Officer and replaces Interim Executive Officer, Peter Vlatko. Mark Riley has finished up with the FNWJO. The FNWJO are in the process of recruiting a Contaminated Lands Officer.

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

COUNCIL STRATEGY				
1.2.1	Implement the actions outlined in the Youth Development Plan			
DP Action	Action	Responsibility	Progress	Comments
Update the Youth Development Plan	Youth Development Plan updated.	N KRIZ	10%	Working with the Economic Development Manager to start updating the plan. Have been gathering names of organisations and their contact person's.

COUNCIL STRATEGY				
1.2.1 Implement the actions outlined in the Youth Development Plan				
DP Action	Action	Responsibility	Progress	Comments
Engage the services of a Youth Development Officer	Seek grant funding to engage a Youth Development Officer.	N KRIZ	25%	Grant has been submitted under Stronger Country Communities Fund.
Undertake School Holiday Activities	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.	Economic Development Manager	0%	Applications for funding are made throughout the year to allow Council to run workshops at minimal costs. To date, no applications have been submitted this financial year.
	Undertake school holiday activities to implement a varied school holiday activities program at the CYFC.	N KRIZ	25%	Currently running school holiday drop in, craft and activities in partnership with other networks like PCYC. We have not received any funding to run these activities, but parents are willing to pay a small fee.

COUNCIL STRATEGY				
1.2.2	A greater range of youth activities organised and coordinated			
DP Action	Action	Responsibility	Progress	Comments
To provide youth services and a facility that will create interaction between all ages, interests and social standing by providing recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre and maintain partnerships to aid and enhance the provision of Youth Services.	N KRIZ	25%	School Holiday program activities - in partnership with Lands Council - Warren, PCYC (Fun for Kids Tour 2019) we have also submitted application for LDAT to run BAD - Basketball after Dark which will be run from 9 pm to 12 pm every second Friday night for youth over 12 years old. We currently have sports comps running, plus table tennis, drop in sessions, spin classes, walking group and morning carers morning tea.
	Undertake activities under Family and Community Services grant.	N KRIZ	25%	Currently running two activities - Friday night games and Tuesday Playgroup.

COUNCIL STRATEGY				
1.2.2 A greater range of youth activities organised and coordinated				
DP Action	Action	Responsibility	Progress	Comments
Organise Youth Week Activities	Cobar Youth Council undertake activities during the year aimed at young people.	N KRIZ	25%	Cobar Youth Council have just returned from the State Youth Conference in Blacktown. The Youth council have run the Youth week Activities this year and are now planning for the Miners Ghost Festival.
	Youth Week activities to be organised in-conjunction with Cobar Youth Council	N KRIZ	0%	No action in Q1.
Implement the Drug and Alcohol Action team LDAT Grant	Undertake the activities outlined in the Drug and Alcohol Action team LDAT Grant	EDM	10%	Awaiting confirmation of funding application under the LDAT Grant to have basketball after dark on a Friday night at the Youthie. Council has also applied for funding for a Youth Development Officer Role at the Youthie, which would further investigate, implement and coordinate youth activities.

COUNCIL STRATEGY				
1.2.3 Increased educational opportunities provided locally				
DP Action	Action	Responsibility	Progress	Comments
Work with early childhood organisations, schools and TAFE to increase the quality and diversity of educational opportunities available locally and promote them	Bring to fruition the education services goal of a local speech therapy program aimed at 3-8 years in Cobar working with governments and NGO's to find a solution.	EDM	0%	No action undertaken in Q1.

	Hold regular meetings to determine key issues in delivering education to early childhood services in Cobar and develop solutions to these issues collaboratively.	P Vlatko	0%	No meetings have been held in Q1.
	Technology sessions held for interested members of the community.	J Siermans	25%	Staff provide technical assistance and instruction on an ad hoc basis several times per week.

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	Comments
Cobar Shire and TAFE library staff support parents via library services and outreach	Hold story time sessions, Library staff provide activities for children aged 6 months to 5 years and model early literacy for parents.	J Siermans	25%	Pre-school storytime, rhyme and craft sessions were offered in Q1. 75 children attended with parents/carers.
Information is provided to the community on the range of services available in Cobar Shire and how to access them	Maintain and update the community services directory and other activities that provide information on services available and how to access them, including Facebook and website updates.	EDM	20%	Reviewed and updated as and when required. The printed version is made available to the public over the front desk at Council, and distributed to businesses through the Business Association meetings.



COUNCIL STRATEGY				
1.3.2	Increase the supply of childcare and preschool places and options			
DP Action	Action	Responsibility	Progress	Comments
Administer and coordinate Children Services (FDC, COOSH, IHC)	Administration of CCS for all eligible families in accordance with Federal Legislation.	K LENNON	25%	CCS is correctly administered each week as per legislation.
	Maintain and update policies, manuals, procedures, quality improvement plans and family information packages for FDC, IHC and COOSH to comply with changes to National Regulations and Quality Framework and National In Home Care Standards concepts and new information.	K LENNON	25%	We have just reviewed and updated IHC Educator and family manuals and started an update of FDC Educator and Family handbooks.
	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K LENNON	25%	Father's day craft packs have been developed, packed and sent out this quarter.
	Support Implementation of "Early Years Learning Framework" and the "My Time Our Place" into educator curriculum.	K LENNON	25%	Educational Leader is working with Educators to constantly improve this.
Improve the quality and availability of children's services in Cobar	Support Early Childhood Services in Cobar to ensure adequate supply of quality childcare to meet the communities needs and expectations.	K LENNON	25%	We have 1 new educator in training. One FDC Educator has finished up.
Maintain adequate service levels for Children's Services providers across Cobar	Assist children service providers to seek service and infrastructure funding to meet the needs of the community.	P VLATKO	0%	No action undertaken in Q1.

COUNCIL STRATEGY				
1.3.4	Have family orientated activities to encourage families to socialise in the community			
DP Action	Action	Responsibility	Progress	Comments
Plan, organise and promote festivals, celebrations and activities in the Shire	Establish a Committee and works towards the development of a full program of activities to celebrate the 150 year anniversary of Cobar.	D SMITH	25%	<p>A Tourism Committee has been established and currently meets monthly to discuss, organise, and promote tourism, plan festivals and events. The committee is currently organising Festival of the Miners Ghost, Grey Mardi Gras and 150 year of Cobar celebrations for 2020. The committee has been working on the 150 years of Cobar events for 2020. The celebrations of 150 years of Cobar program will include a Cobar themed event every month of the year for the twelve month period of 2020. The full program details is scheduled to be released in late November 2019.</p> <p>Some of the events the committee is currently working on and also liaising with community organisations include:</p> <p>Official opening of the 150 years of Cobar (Australia Day), Back to Cobar weekend with a Cobar Reunion with bands in the bush (FOMG Weekend), 50 Year themed Races &amp; Show, Cobar exhibition, Sporting and old rivals reunion and events, Cobar Parade and town tours, Creations of Cobar exhibition and Hall of Fame.</p>
	Organise and facilitate the successful management of the Festival of the Miner's Ghost (FOMG) in cooperation with the community and the FOMG organising committee.	D SMITH	25%	<p>The Festival of the Miners Ghost will occur from Tuesday October 22, 2019 to Sunday October 27, 2019. Festival of the Miners Ghost events include Cobar Arts Councils art exhibition at the Cobar Railway Station, cemetery tours, Lost Miners Memorial Event and Rotary BBQ with entertainment by Shane Josephson, Peak Gold Mine surface tours, Miners Reunion, Markets in the Park with over thirty confirmed stalls, kids amusement, show and shine cars show, Mick Green and Cobar Dance Studios entertainment, CSA Glencore fireworks display over the open cut mine, Mini mining exhibition with mines rescue and rock drilling demonstrations. Festival of the</p>

				Miners Ghost has been advertised on all social and digital media marketing platforms within the Cobar Shire Council. Newspaper displays and articles in Cobar and Dubbo, booklets and programs distributed to neighbouring visitors information's centres.
	Organise community events such as Australia Day celebrations and Senior Citizen's Week events.	D SMITH	25%	Seniors week draft program has been developed and dates have been allocated for the week's event. Local business hosting events have been contacted and Seniors weeks smarty grant has also been submitted, no confirmation received as yet.  Australia Day preparations are ongoing and nominations schedule to be advertised in November 2019.
	Organise the Grey Mardi Gras including seeking funding opportunities.	D SMITH	25%	Grey Mardi Gras Festival dates are released with the festival to be held from 3-6 April 2020. Sponsorship packages are currently being developed to be released after the Festival of the Miners Ghost, stage and lighting has been secured for the gig on the grass and entertainment is currently being quoted.  Promotional material and marketing plan is being developed and community consultation has been in progress. Tourism Committee is currently working on festival program to be released in November. Save the date promotional material has been distributed on social media platforms and displayed at the Melbourne Leisurefest caravan and camping show.

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

<b>COUNCIL STRATEGY</b>				
<b>1.4.1</b>	<b>Encourage business and volunteer support for local events, organisations and activities</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Council supports community groups by providing access to facilities	Library Arcade rooms available for community groups and local businesses.	J SIERMANS	25%	Library arcade rooms were booked for use 54 times in Q1.
Work with local organisations to build on current activities	Work with local organisations to build on existing events and to help them to develop new ones and promote them.	D Smith	25%	Collaboration has been established with the Cobar Business Association and Great Cobar heritage Centre staff. Working together and assisting with the Cobar Business Awards, providing historical information for town signage and collaboration of future events.

<b>COUNCIL STRATEGY</b>				
<b>1.4.2</b>	<b>Develop initiatives to maximise the benefits and minimise the negative impact of shift work and FIFO/DIDO on the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts and encourage residential living of employees	Liaise with local business and government organisations to reduce the potential negative impacts of shift changes to mining rosters, absentee workers and mining closures to reduce the community impact and encourage residential liveability of Cobar.	P VLATKO	0%	No action undertaken in Q1.
	Understand the extent of DIDO/ FIFO in the community and develop strategies to encourage residential living.	EDM	0%	No action undertaken in Q1.

COUNCIL STRATEGY				
1.4.3	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	Comments
Undertake activities to increase awareness of Aboriginal culture in the Cobar Shire and improved coordination of Local Aboriginal Groups	Liaison with Aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of Aboriginal culture.	P Vlatko	0%	No liaison with Aboriginal stakeholders was undertaken in Q1.

COUNCIL STRATEGY				
1.4.4	Support arts and cultural organisations, activities and facilities			
DP Action	Action	Responsibility	Progress	Comments
Support Outback Arts and cultural activities in the Shire	Provide a range of art and culture exhibitions at the Library Gallery.	J SIERMANS	25%	An exhibition of hand-drawn portraits by local artist Vincent Sikora was installed in Q1.
	Provide annual funding and support including Treasury services to Outback Arts and actively participate on the Outback Arts Board and support arts and cultural activities in the Shire.	D SMITH	0%	No action undertaken in Q1.
	Work with organisations such as Cobar Arts Council to run art workshops, exhibitions and provide artistic opportunities.	D SMITH	25%	The Great Cobar Heritage Staff and the Arts Council committee have been working together closely to establish and organise current and future projects. The Tourism Manager and Museum Curator have attended Art council meetings to discuss projects and collaboration.

				<p>The Arts Council is hosting an Art Exhibition for the running period of the Festival of the Miners Ghost and will be hosting a grand opening night at the Railway Station in which heritage staff are working closely with the arts council to assist with the event.</p> <p>The Arts council have also expressed their interest in helping organise events and exhibitions for the 150 Years celebrates.</p>
Provision of Curatorial services at the Great Cobar Heritage Centre.	<p>Arrange, update and promote exhibitions and displays at the Great Cobar Heritage Centre, including master planning and renewing exhibitions as per grant funded projects.</p>	D SMITH	25%	<p>For the Museum's 50th anniversary party, a temporary display of historic photographs of the building and related images was created. A small display of miners' stories for the Miners Memorial was also created and remains on view. A 'drought-defying' knitted and crocheted garden display was installed, using items created by local women and girls.</p> <p>Research into exhibitions upgrade is an ongoing process that has included discussions with museum staff in surrounding areas. Community consultation into new displays is on-going. This has included talking to school students and teachers, informal visitor surveys, and discussions with the Mt Grenfell Management Board.</p>
	<p>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.</p>	D SMITH	25%	<p>The Great Cobar Heritage Centre has been very fortunate and received a large amount of valuable collections items recently.</p> <p>The following items include:</p> <ul style="list-style-type: none"> <li>•Objects from Burgess Family: old cash register,</li> </ul>

				<p>wooden Burgess cordial bottle crates, shop scales, carpenter's kit, land deed for Nymagee, framed snooker rules.</p> <ul style="list-style-type: none"> <li>•Remains of Canbelego hospital foundation stone with 'lucky' bottle and coin.</li> <li>•Thurlow donation: related to Burgess Family, includes family photographs, wedding dress (worn by three Cobar brides) tin hat box, dressing table case with glove stretchers.</li> <li>•Delaney donation: Illuminated address to Dr Letcher, hung in Longworth restaurant.</li> <li>•Peace medal.</li> </ul> <p>A local resident has also shared digital copies of historic photographs.</p> <p>The above objects are undergoing a process of:</p> <ul style="list-style-type: none"> <li>•Assess condition;</li> <li>•Listing;</li> <li>•Add to accession register;</li> <li>•Catalogue;</li> <li>•Provide correct storage and any cleaning or conservation.</li> </ul>
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COMMUNITY OUTCOME	
1.5	A healthy and active community

<b>COUNCIL STRATEGY</b>				
<b>1.5.1</b>	<b>Provide appropriate health care options and services both within the Shire and the region</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Continue to work with the NSW Government to complete the construction and fit out of the MPS, including increasing occupancy to fill the new beds to the LBV	Endeavour to appoint a suitable external Aged Care Provider for LBV (noting that the State Government was unable to).	K MILLER	0%	Agency approached but no interest expressed.
Lobby NSW Government and the Federal Government to increase and improve health care provision within the Shire, including access to GP and Mental Health services.	Lobby NSW Government and the Federal Government to ensure high quality health care services are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally.	P VLATKO	0%	No action undertaken in Q1.



COUNCIL STRATEGY				
1.5.2	Increase the use of Council owned and other sporting and recreational facilities across the community			
DP Action	Action	Responsibility	Progress	Comments
Increase the use of the Cobar Youth and Fitness Centre	Increase utilisation of the Cobar Youth and Fitness Centre.	N KRIZ	25%	We have introduced PCYC Gymnastics which is run every Thursday each term, we also have Line Dancing using the room upstairs. Once complete have our renovations we hope to have more birthday party's etc.
	Undertake the grant funded (SCCF) project to renew the CYFC including replace the roof, kitchen, counter, entrance and construct a new outdoor seating area.	G RYMAN	0%	This project is progressing through a design and planning stage.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount and manage the Pool Contract. Contract is renewed.	K MILLER	0%	The Pool is due to open on 5 October 2019 (Q2). The pool season will be monitored and will be determined based on the water supply to Cobar.
	Undertake promotional programs to increase pool patronage.	K MILLER	0%	No action undertaken in Q1. As Pool season has not commenced.

COUNCIL STRATEGY				
1.5.2	Increase the use of Council owned and other sporting and recreational facilities across the community			
DP Action	Action	Responsibility	Progress	Comments
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.	P SULLIVAN	25%	No signage erected for prohibited activities. However, signage has been erected around the Newey on birdlife and information signage has been erected in the Main Street on the buildings history.
	Complete the design and undertake the installation of the Miners Memorial in the Heritage Park once funding is secured.	EDM	10%	Meeting held with the only Tenderer on 16/08/2019 and follow up on 29/08/2019. Review currently underway to find cost saving opportunities in the original design. Proposed alternatives to be presented back to Council by 27/09/2019 for review. At that point, the architect and structural engineer will have to review and approve any proposed design changes and issue updated plans.  Updated final costs will then be submitted by contractor and a draft contract can be prepared with the final costs and designs.
	Inspect and rectify defects of Park assets.	P SULLIVAN	25%	No defects identified in Q1. A number of parks have been decommissioned across the Shire, water has been turned off to all parks but Heritage, Drummond and Dalton Parks in an effort to conserve water.
	Maintenance of sporting ground and associated facilities.	P SULLIVAN	25%	General maintenance works have been undertaken. The water has been turned off to Ward Oval, over the coming months it may not be as aesthetically pleasing.
	Provision of a regular gardening and turf maintenance service.	P SULLIVAN	25%	Council are still maintaining our gardens, no turf has been laid in the quarter.

COUNCIL STRATEGY				
1.5.2 Increase the use of Council owned and other sporting and recreational facilities across the community				
DP Action	Action	Responsibility	Progress	Comments
Extend and expand the Great Cobar Heritage Centre	Undertake consultations and prepare design documents for an expanded Great Cobar Heritage Centre.	D SMITH	25%	Great Cobar Heritage Centre Master plan has been released to the public for consultation. Architects have been working closely with Museum Curator, Tourism Manager and Projects Officer on the stages and development of upcoming projects. Interviews have been conducted for assistance curatorial consultant and Lynn Collins has been appointed the position. Lynn will work with the projects team during the upgrades for curatorial advice and exhibition upgrades. Projects team to meet with Lynn and Architects in early November.

COUNCIL STRATEGY				
1.5.3 Provide adequate infrastructure to care for older residents locally				
DP Action	Action	Responsibility	Progress	Comments
Provide appropriate services for residents at the Lilliane Brady Village	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	Sharon HUON	0%	
	Develop, implement and review systems to ensure services are provided according to the needs of residents.	Sharon HUON	0%	
	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are	Sharon HUON	0%	

	delivered in line with facility mission statement and policies.			
	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	Sharon HUON	0%	
	Monitoring of levels of aged care provided at the Lilliane Brady Village.	Sharon HUON	0%	
	Promote community awareness and encourage ongoing resident involvement in community events.	Sharon HUON	0%	
	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	Sharon HUON	0%	

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	Comments
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	P VLATKO	25%	No Cobar Police Community Precinct Committee meetings were held in Q1. The next meeting will be scheduled for Q3.

	Provide secretariat services for the Cobar Liquor Accord.	P VLATKO	25%	A Liquor Accord Meeting was a meeting held in Q1. A Life Time Ban to all pubs and clubs was awarded, Lifetime bans will now be given when a patron commits a criminal act or offence against a staff member(s) or emergency services personnel. The Golfie no longer serves shots, also have a door person checking membership cards, have increased security and CCTV, new policy being implemented following incident. Discussions were held on the upcoming Grey Mardi Gras, Festival of the Miners Ghost and the 150 Year Celebrations.
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COUNCIL STRATEGY					
1.6.2 Implementation of the Cobar Crime Prevention Plan and Strategy					
DP Action	Action	Responsibility	Progress	Comments	
Removal of graffiti and recording of graffiti incidents.	Supervise the removal of graffiti and ensure all evidence is taken and recorded appropriately.	P SULLIVAN	25%	Graffiti has been removed from the Drummond Park playground equipment. Dalton Park was vandalised and cleaned immediately by Parks and Gardens.	
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy.	Update all action list for the Cobar Crime Prevention Plan and Strategy.	EDM	0%	No action undertaken in Q1. Not a current priority.	

COUNCIL STRATEGY					
1.6.3 Encourage safe and sustainable development					
DP Action	Action	Responsibility	Progress	Comments	
Undertake legislated	Assess and determine all relevant	G RYMAN	25%	Applications lodged seeking an approval under	

obligations in relation to building and development	applications as outlined under Section 68 of the Local Government Act 1993.			Section 68 of the Local Government Act are assessed and determined in accordance with relevant legislative standards.
	Carry out critical stage and other progress inspections required to ensure completed projects complies.	G RYMAN	25%	Development projects are inspected when necessary to establish level of compliance.
	Complying Development applications assessed and approved in accordance with statutory standards requirements and Council Codes.	G RYMAN	25%	All complying development certificate applications are assessed against legislative and state prescribed development standards, in conjunction with statutory determination periods.
	Develop an Onsite Sewage Management Register for existing systems in priority areas.	G RYMAN	25%	An electronic onsite sewage management register is maintained as new systems are installed and given approval to operate.
	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	G RYMAN	25%	Development Applications lodged with Council are assessed and determined in accordance with relevant legislated requirements.
	Inspect all development when required by approval so as to ensure compliance.	S POULTER	25%	Developments were inspected at times when required to evaluate compliance with relevant approval.
	Process applications for Planning Certificates.	G RYMAN	25%	Planning certificate applications are determined expeditiously following lodgement with Council.
	Provide approval and inspection services for the installation of sewage and drainage services.	G RYMAN	25%	Councils role as plumbing regulator, as delegated by the Office of Fair Trading under the Plumbing and Drainage Act, is undertaken as per required legislative requirements.
	Provide registration, approval and	G RYMAN	25%	All Section 68 applications seeking approval to

	inspection for applications to install and operate Onsite Sewage Management Systems.			install, operate and modify on-site sewage management systems are managed as per relevant legislated requirements, including registration, inspection and approval.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence and Land Register.	G RYMAN	0%	The lease, license and land use register is maintained.

COUNCIL STRATEGY	
1.6.4	Provide and maintain safe and serviceable public facilities and infrastructure

DP Action	Action	Responsibility	Progress	Comments
To provide the community with an aesthetically pleasing and clean urban environment	Mechanically and manually clean the streets in the urban area to provide suitable environment for the community.	P SULLIVAN	25%	Mechanically and manually clean the streets this is undertaken on a daily basis. The new street sweeper is making a big difference.
Maintain Council Buildings to an appropriate standard to ensure that buildings are occupiable	Maintenance and repair of Council buildings undertaken with available resources.	G RYMAN	25%	Council buildings are repaired when necessary and when expenditure budgets permit.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Implement Council's Disability Action Plan.	EDM	10%	The upgrade to the Great Cobar Heritage Centre includes the construction of an accessibility ramp, with design currently on public exhibition.
	Install disability access to Council buildings as funding becomes available.	G RYMAN	25%	Where development projects to Council building assets are commenced, improved means of universal access is included within design scopes to meet relevant Commonwealth legislative obligations and Council policy.

DP Action	Action	Responsibility	Progress	Comments
Design and scope system for CCTV for key assets in the Shire	Design and scope a system covering key assets and seek funding to implement CCTV installation.	E Jones	20%	Applied for funding under My Communities program for Drummond Park however was not successful. Was not a priority against other projects for other funding available. Scope for whole of town solution has been de-prioritised due to other priority projects.

COUNCIL STRATEGY				
1.6.5	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comments
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Liaise with the RFS to ensure that systems are in place to allow for a rapid response to fire emergencies within the Rural Fire District.	S Pradhan	25%	Regular liaison has continued with RFS.
Have contingency plans in place to minimise the damage from threats from natural disasters	All food shops and licensed premises inspected as per Food Authority Partnership.	S POULTER	25%	Food premises inspected in accordance with Food Authority Partnership.
	Complete appropriate advice to Land Services on Rural Addressing.	K MILLER	0%	Targeted for Q3.
	Investigation of public health incidents.	S POULTER	25%	No incidents in Q1.
	Maintain RAP (Rural Addressing Posts) as required.	K MILLER	25%	Roll out is completed.
	Public swimming places inspected and water samples taken.	S POULTER	25%	No water samples taken as no available test equipment. Inspections were undertaken focussing on pool operator testing regimes.



	Swimming pool safety barriers inspected.	S POULTER	25%	Private pools and their barriers were inspected in Q1.
	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 reasonable foreseeable risks within the community.	S Pradhan	25%	Strategic Planning continues to occur through the Local Emergency Management Committee. Local Emergency Management Committee met in August as per scheduled meeting.
	To establish an effective and relevant Local Emergency Management Committee to co-ordinate Emergency services with the community.	S Pradhan	25%	Local Emergency Management Committee Meeting occurred in August as per meeting schedule.

## 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	Encourage business growth and new business opportunities in the Shire			
DP Action	Action	Responsibility	Progress	Comments
Facilitate business development in the Shire	Facilitate business opportunities within Cobar and promote the region.	P VLATKO	0%	No action undertaken in Q1.
	Review all lease conditions of the Cobar Caravan Park with an objective of striking a balance between revenue and investment.	P VLATKO	25%	Negotiation ongoing.

COUNCIL STRATEGY				
2.1.2	Review and Implement the Economic Action Plan			
DP Action	Action	Responsibility	Progress	Comments
Review as necessary the Economic Action Plan and implement the actions contained within it	Renew as necessary the Economic Action Plan and implement the actions contained within it.	EDM	0%	Under review - No action undertaken in Q1.

<b>COUNCIL STRATEGY</b>				
<b>2.1.3</b>	<b>Encourage people to shop locally and support the business community more broadly</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Participate in, and work with, the Cobar Business Association to develop programs to support business	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions, training initiatives and other activities.	EDM	0%	Great Cobar Business Awards held. Shop local campaign and Cobar Quids programs have been advertised.
Support shop local campaigns, including administration of the Cobar Quids program	Monitor, dispense and reconcile Cobar Quids.	J BROWN	25%	Council acts as the 'bank" for the issue and collection of Cobar Quids which is a Shop locally initiative of the Cobar Business Association. Council also advertises and displays "There's a Truck Load of Reasons to Shop in Cobar. See attached.
Support the Economic Taskforce and progress priority actions identified by the Taskforce	Support the Economic Taskforce and progress priority actions identified by the Taskforce.	EDM	0%	Under review – No action undertaken in Q1.

<b>COMMUNITY OUTCOME</b>	
<b>2.2</b>	<b>A strong and diverse tourist industry with a focus on customer service</b>

COUNCIL STRATEGY				
2.2.1	Update and implement the Tourism, Events and Museum Business Plan			
DP Action	Action	Responsibility	Progress	Comments
Update and implement the Tourism, Events and Museum Business Plan	Regularly update and report on implementation of the Tourism, Events and Museum Business Plan.	D Smith	25%	Tourism, Events and Museum Business plan is currently being developed and will be presented to Council in the coming months.

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	Comments
Manage the Visitor Information Centre	Manage the "Visitor Information Centre", admissions to Museum and souvenir shop at the Great Cobar Heritage Centre.	D Smith	25%	<p>The Great Cobar Heritage Centre Visitors stats for the first quarter of the financial year are very positive with July being one of our most successful months in history of the Great Cobar Heritage Centre.</p> <p>New items have been purchased to appeal to current targeted markets and travel trends. These items have proved to be popular with re-ordering of stock within the few weeks of purchase. These items include Great Cobar Heritage Centre branded USB sticks, coasters, postcards and stickers. The newly introduced Cobar Combi and Cobar Passport stamp collection have become our most popular stocked items.</p> <p>The visitors Centre is currently sourcing a new POS system to improve and monitor stock control, inventory ordering, reporting system and marketing initiatives.</p>

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	Comments
Develop and implement new ideas to bring people to Cobar	Develop new marketing material to bring new residents and tourists to Cobar.	D Smith	25%	<p>Working with neighbouring VICS to cross promote and market tourism, attractions, festivals and events. Marketing materials consist of developing communications plans for the Museum upgrade process, festivals and events to expand our social/digital media platforms to target markets and current tourism trends. All marketing material is currently being reviewed to where improvements can be made for 2020.</p> <p>Currently working with Destination NSW, reviewing and updating the ATDW website for Cobar. Plans being developed to work with local businesses in Cobar to continually add to the ATDW database and monitor, provide information and help access these resources. Promotional material was distributed in Kidman Way brochures at the recent Melbourne Leisurefest show. FOMG programs &amp; GMG save the date where displayed and over 500 printed copies distributed at the show.</p>

COMMUNITY OUTCOME	
2.3	A strong business hub operating out of the Cobar airport

**COUNCIL STRATEGY****2.3.1 Encourage business development at Cobar Airport and encourage Cobar as a stopover point for aircrafts**

<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Actively seek out business opportunities to enhance the operations at Cobar Airport	Promote the airport to interested parties to establish business enterprises as per the actions in the Master Plan.	K MILLER	0%	No action has been undertaken with the Cobar Aerodrome Master Plan in Q1. The Plan is still in draft form.
	Providing Secretariat support to the Airport Advisory Committee to the Cobar Regional Airport.	K MILLER	0%	No action undertaken in Q1.

## Key Activity: Governance

### COMMUNITY OUTCOME

**3.1** A well-funded Council that is well managed and well governed

### COUNCIL STRATEGY

**3.1.1** Increase Council's income stream

DP Action	Action	Responsibility	Progress	Comments
Reassess all rates, fees and charges	Sound revenue management plan in place including rate recovery and debt recovery.	J BROWN	25%	Fees and Charges were reviewed and adopted for 2019-2020 as part of Council's Annual Operation Plan in June. Rate recovery and Debt recovery are conducted as per council's Debt Recovery Policy. Outstanding rate balances have been reduced from \$1,797,313.76 at the 30 June 2019 to \$866,112.31 at the 30 September 2019.
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.	M BELL	25%	Private works is 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.	EDM	25%	Numerous grant applications have been submitted this financial year with projects that align with Council Strategic Plans.

DP Action	Action	Responsibility	Progress	Comments
Undertake rating functions of Council	Recovery of outstanding rates	J BROWN	50%	Council levied rates in July in accordance with the NSW Local Government Act 1993. Council continues to recover outstanding rates as per the Debt Recovery Policy. A sale of land for unpaid rates will be conducted on the 25 October 2019.
	Undertake sale of land under Section 713.	J BROWN	0%	The sale of land for unpaid rates will occur in Q2.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	S DAVEY	25%	Council's surplus funds have been invested to maximise interest revenue after taking Council's current and future working capital and operational needs into consideration.
Provide services as per contract with Services NSW	Meet the requirements as per Services NSW Contract.	J BROWN	25%	Council provides a Service NSW Agency Monday to Friday from 8am to 4.30pm.  Customer Service is provided as per the contract and relevant legislation with five staff trained in Services operation.
Implement the Section 94 Plan, Section 64 Plan and VPAs and manage the funds to provide for future infrastructure through developer contributions	Implement the Developer Contributions Plan, Section 64 Plan and VPAs and manage the funds to provide for future infrastructure through developer contributions.	G RYMAN	25%	Contributions Plan, S.64 Plan and Planning Agreements implemented/ utilised during Q1.



COUNCIL STRATEGY				
3.1.2	Implement initiatives of the NSW Government designed to reform and improve the functioning of local government			
DP Action	Action	Responsibility	Progress	Comments
Undertake reviews of Council's own service delivery levels	Undertake service level reviews to inform community consultations and budgeting processes.	P VLATKO	0%	No service level reviews were undertaken in Q1.

COUNCIL STRATEGY				
3.1.3	Minimise risk for Council and the community			

DP Action	Action	Responsibility	Progress	Comments
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 in conjunction with StateCover.	S PATTERSON	25%	<p>The risk register has been reviewed and adopted by Manex.</p> <p>The BCP has been developed and presented to the IRAC for review and adoption.</p> <p>Following adoption, we will need to run a mock disaster to test the strength of the plan.</p>
	Implement a Corporate Risk Management Strategy.	S PATTERSON	25%	<p>The Corporate Risk Register has been reviewed and adopted by Manex.</p> <p>Quarterly departmental reviews will commence Q1 2020 to ensure the content remains current.</p>

DP Action	Action	Responsibility	Progress	Comments
Develop and implement suitable internal audit processes for Council operations	Facilitate Internal Audits functions based on Risk Register – commencing with most significant risk.	K MILLER	25%	The Risk Register was developed and adopted by MANEX and the IRAC. High rated risks and accompanying actions are reported to MANEX on a monthly basis for review. One meeting of the Internal Audit Committee was scheduled but did not go ahead due to lack of a quorum. Council are seeking to appoint another community member and another Councillor. This should be completed in early Q2.
	Internal Audit Committee to meet quarterly and ensure Compliance with all Legislative and Regulatory requirements.	K MILLER	10%	Q1 Meeting failed to attract a quorum.
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 PATTERSON	25%	A new WHS Committee has been nominated by each of Council's workgroups, which holds a two year term. Meetings will be scheduled every two months, with regular agenda items to include monitoring and reviewing incidents/hazards reported, hazard identification in the workplace and a platform to provide consultation between Council management and employees.
	Provide a safe working environment through advice, safety programs, audits and staff involvement.	S PATTERSON	25%	Polices & Procedures for WHS have been developed, regularly reviewed and any changes or new policies/procedures are relayed to all staff. To meet our consultation requirements, the Council's WHS Committee are asked to contribute in these reviews, and managers/supervisors are asked to discuss any changes with employees. Council conducts a yearly StateCover WHS Audit to highlight any areas that need attention, and complete yearly StateWide Continuous Improvement Pathway (CIP) program to

DP Action	Action	Responsibility	Progress	Comments
				further improve our safety systems in an area of risk chosen by them. Nationally Recognised Training in WHS and high risk activities carried out by Council employees is provided where required.
	Reduce workplace incidents by providing return to work services, supporting the Health and Safety Committee, providing adequate training and appropriate procedures.	S PATTERSON	25%	Return to Work and injury management services are provided to all areas of Council by the Human Resources team.  Accredited WHS training was conducted for newly nominated WHS Committee in August 2019.
	Refinement and implementation of Councils' WHS Management System in conjunction with WHS Committee and employees.	P VLATKO	25%	The WHS Officer continues to work with Tanya Gilbert in reviewing Councils Health & Safety Management System. The StateCover WHS Audit was carried out in August 2019, and from this audit a plan of action with priorities has been created to review what Council is already compliant in, and what needs to be reviewed, updated or created to ensure we are meeting our Legislative requirements in regards to Workplace Health and Safety. The WHS Officer attends quarterly Orana Risk Group meetings with other council's WHS representatives in the area to discuss and share WHS issues and resources to help us meet our WHS obligations, and also has re-formed a new CSC WHS Committee to consult with employees on WHS matters.
Reduce workplace accidents and incidents by supporting the WHS Committee, providing adequate training and	Coordinate development and training of staff in Safe Work Method Statements (SWMS).	S PATTERSON	25%	At the Annual Induction Day all outdoor employees are retrained in the 6 SWMS relevant across the whole organisation. A review of Council's WHS Management System will identify the risks and hazards in the workplace, and SWMS will be created from this. Training of the SWMS will follow, through

DP Action	Action	Responsibility	Progress	Comments
appropriate procedures				consultation in supervisors meetings, toolbox talks and on the job training.
	Development and implementation of Council wide and Department specific Safety Inductions.	S PATTERSON	25%	All new staff receive a 'walk through' induction during their first week of employment from their supervisor as well as completing an online Council induction.  Staff are inducted onto the relevant work sites they will be working at (and onto applicable plant) by their immediate supervisor.  Council also host a Corporate Induction every quarter for new employees.
	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	S PATTERSON	25%	WHS Officer has re-invigorated the WHS Committee and has established a workplace audit schedule, reviewing the committee's constitution and the overarching WHS Policy.  The majority of workplace injuries continue to be in relation to manual handling and slips/trips, so manual handling training has been scheduled for all outdoor staff in October 2019.  An action register for the WHS Committee has been developed to keep track of allocated tasks and their completion - with positive feedback from committee members on their progress.
Ensure that records management provides a framework for collection, management and retrieval of	Compliance with Records management obligations.	P VLATKO	25%	Councils records team experienced staff shortages throughout Q1. However still ensured the completion of the annual GIPA reporting in addition to assisting and facilitating the collation of information in response to various GIPA applications.

DP Action	Action	Responsibility	Progress	Comments
Council's records to meet Council's needs and compliance requirements				<p>Council has undertaken a comprehensive Service Review for Records Management with an aim to build organisation capacity for the future and improve understanding of service levels. From this outstanding compliance requirements were identified; with an update provided on the progress that has been made within compliance areas over the last 12 months. Council Records is running at capacity and is registering 4 x times the records of any OROC paper based Council. By focussing on EDRMS over the next 3 years a lot of areas within compliance will improve; once staff are trained and using the system the records team will then have the opportunity to address outstanding operational and strategic backlog including outstanding compliance requirements.</p>
	Effective records administration systems and protocols in place.	P VLATKO	25%	<p>In the Q1 reporting period a major audit of security users including respective access levels for Councils Administration building was completed ensuring Council has an accurate record of staff access to the Administration building.</p> <p>The Records Department is running at capacity and a Service Review has been prepared for Councils Records Department. In order to improve the records administration systems and protocols Council has been exploring EDRMS. Work plans have been developed, however time constraints and operational demands prove to be an ongoing issue. In the coming months there will be a shift in focus from operational tasks to strategic focus when the Records and</p>

DP Action	Action	Responsibility	Progress	Comments
				Information Supervisor steps into a more strategic role in order to progress EDRMS particularly with the commencement of the new IT Manager.
	Investigate options to use CivicView as an Electronic Document Management System (EDMS) to meet our needs.	P VLATKO	25%	<p>In Q1, Council staff held preliminary discussions with IT Vision (CivicView) about the potential upgrade to Altus Content. A webinar is being planned to view a demonstration of Altus Content. This demonstration will also provide an opportunity for staff to ask questions to better understand how Altus Content works as an EDRMS and begin to determine if it will meet our business needs.</p> <p>The IT Manager has commenced an Audit of our IT systems which will have implications for the planning and rollout of an EDRMS with one of the first priorities being to stabilise the email server. An EDRMS timeline; including the steps required to undertake EDRMS, risks contained within the project as well as the risks of not converting to an EDRMS have been identified and presented. Budget has been allocated in the 2020-2021 Financial year for EDRMS. It is probable that CivicView will be replaced with a different software package in the medium term.</p>

COUNCIL STRATEGY				
3.1.4	Strong governance measures in place			
DP Action	Action	Responsibility	Progress	Comments
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	P VLATKO	0%	No training was provided to Councillors in Q1.

**COMMUNITY OUTCOME**

<b>3.2</b>	<b>An engaged community that participates in decision making</b>
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**COUNCIL STRATEGY**

<b>3.2.1</b>	<b>Encourage more direct participation and interaction between Council and the community</b>
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DP Action	Action	Responsibility	Progress	Comments
Provide up-to-date and relevant information to the public on Council's activities	Dissemination of up-to-date and relevant information to the media and staff on Council's activities.	P VLATKO	25%	Regular staff newsletters are generated and distributed giving staff an update on projects, corporate issues and staffing. Regular adverts are placed in the paper to the community updates, along with Facebook postings across Council's business units - with Facebook accounts regularly updated by the Youthie, Library, Tourism and Council. Council also uses Instagram to sell what we are doing and to generate interest.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Coordinate and support the Traffic Committee and Rural Roads Advisory Committee.	S Pradhan	25%	Traffic Committee met in August and Rural Roads Advisory Committee met at Tilpa in August.
	Participation in Lower Macquarie Water Utilities Alliance (LMWUA).	P VLATKO	25%	Meetings of the Orana Water Utilities Alliance (OWUA) are regularly attended and are actively participated in.

COUNCIL STRATEGY				
3.2.2	Increase the participation of youth in community leadership			
DP Action	Action	Responsibility	Progress	Comments
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	20%	CYFC Manager provides support to the Youth Council - group has just returned from the State Youth Conference in Blacktown, they are planning other activities - like Miners Ghost Festival, they also supported bike week.

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	Provision of good customer service			
DP Action	Action	Responsibility	Progress	Comments
Focus on the provision of good customer service by all Council staff	Ensure that all CRM and other complaints registers and reviewed with appropriate actions and responses to complainants.	K MILLER	25%	Requests and complaints are recorded via work orders in Civicview and distributed for action. Council still needs to improve on capturing all requests and responding to customers after we have actioned the request.



## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comments
Human Resources	Continued improvement of the electronic performance appraisal system, with updated skills matrices and position descriptions.	S PATTERSON	25%	As positions become vacant we are working to review and improve current position descriptions and skills matrices, including adding standard behavioural assessments in line with the expectations in the annual performance review.  The performance review process itself could be improved with the introduction of a more mature training needs analysis tool.
	Develop a Staff Recognition and Reward Program.	S PATTERSON	25%	Introduction of Council's GEM Awards and quarterly BBQs to show appreciation for the effort of all staff.  Training needs are analysed on an annual basis through our performance review process.
	Develop Staff and promote their inclusion in decision making through consultation through measures such as the Staff Suggestion Program, regular team meetings and site visits by Manex.	S PATTERSON	25%	Manex (GM specifically) are meeting with teams across Council (outside of the administration building) on a regular basis to provide an opportunity for feedback and sharing of information.  Staff suggestion box is available, but does not generate any feedback.
	To be an employer of choice including the development of an attraction and Retention Strategy, training plans, succession plans and traineeships.	S PATTERSON	25%	Attraction and retention are significant HR issues for all regional Councils in NSW.

DP Action	Action	Responsibility	Progress	Comments
				<p>A training matrix is being developed, with resourcing the main barrier to completing this.</p> <p>Apprenticeships for 2019 were put on hold due to the lack of qualified tradesmen to support them.</p> <p>Additional graduate roles for technical areas and administrative trainees are being considered.</p> <p>Succession planning for critical roles needs more consideration.</p>
	To build productivity, maintain industrial harmony and increase employee satisfaction.	S PATTERSON	25%	Overall the industrial harmony is sound. We have had no reportable industrial issue this quarter. Any issues raised have been resolved through mediation and consultation with staff and/or their Unions.
	To ensure that a Consultative Committee is effective and efficient in recommending to the General Manager for action.	S PATTERSON	25%	There continues to be very few items brought to CC by employee representatives on the committee, majority of items are raised by HR for policy review, structure changes or position re-evaluations.
	Undertake electronic performance appraisal annually.	S PATTERSON	25%	Since April 2017, Council has been conducting electronic performance appraisals through PULSE.
	Undertake biennial Staff Attitude Survey.	SPATTERSON	25%	Next staff satisfaction survey to be undertaken in Q2 2019-2020.

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.	S PATTERSON	25%	<p>The current organisational structure is in line with budget availability.</p> <p>Vacant roles are not replaced if not required, job redesigns are undertaken when/where appropriate.</p> <p>Resignations of key roles provide opportunity for re-assessment of organisational requirements.</p> <p>The philosophy to recruit for attitude and train for skill is our entire recruitment strategy.</p>
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Program.	S PATTERSON	25%	<p>Council's Employee Assistance Program is utilised by staff and promoted to individual staff who may benefit from the assistance.</p> <p>We are focusing on all areas of health and well-being for staff and promoting other training and activities throughout the business.</p>
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.	S Pradhan	25%	Plant is being updated and/ or maintained as detailed in plant program.
	Review and update 15 Year Plant Rolling Replacement Program.	B LENNON	10%	Works have commenced.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Audit and analysis of software used and future needs and identify software champions.	E Jones	40%	Audit has been completed in some areas such as office applications (move to Office 365, teams and sharepoint). Currently carried out on an as-needs basis due to lack of resources in all departments. Sandra currently working through CivicView replacement.

	Continue to promote the concept of IT savviness with a view of creating an IT focused business.	E Jones	25%	Preparations for new services such as Teams, SharePoint and Office 365 to create more opportunities for efficiency and collaboration throughout the Business have started during Q1. New hardware has been ordered including an increase in laptops to allow access to Council's network whilst travelling.
	Create business rules/ policies to assist in creating a much more focused and visible organisation.	E Jones	10%	This has been rolled up into policy requirements for External Audit outcomes.
	Ensure that a systematic review of services are in place.	E Jones	25%	Planned as per internal audit task list.
	Report any identified system breaches.	E Jones	25%	No system breaches have been identified.
	Review and ensure that backup systems are secure and reliable.	E Jones	25%	New backup system has been implemented with offsite replication capabilities. Further work to be carried out on implementation of new servers. DR plan to be created, implemented and tested.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J SIERMANS	25%	Participated in information sharing activities via e-mail in Q1 and attended the central-west zone meeting in Grenfell. Library staff were trained in first aid and Council code of conduct.

## COUNCIL STRATEGY

### 3.3.3 Council undertakes adequate strategic planning activities and meets all legislative reporting requirements

DP Action	Action	Responsibility	Progress	Comments
Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting (IPR) Framework Requirements as outlined by the OLG.	EDM	10%	All requirements of IP&R met to date.
	Implementation of Council's Community Engagement Strategy.	EDM	0%	The Community Engagement Plan will require community consultation to be undertaken - no date planned as of yet.
	Make changes to IP&R documents in line with Audit Office requirements	EDM	10%	Updated as and when required.
	Workforce Management Strategy, as part of Resourcing Strategy, developed and maintained.	S PATTERSON	100%	Council's Workforce Plan has been renewed and adopted for the coming four years, effective 1 July 2017. The document reflects the key elements from other workforce plans that are considered model documents throughout the State. Next review date is February 2021 in preparation for 1 July 2021.
	Works Program developed for Shire and Regional roads, drainage, signs and traffic facilities.	M BELL	30%	Works program is being updated as works progress.

<b>COUNCIL STRATEGY</b>				
<b>3.3.3</b>	<b>Council undertakes adequate strategic planning activities and meets all legislative reporting requirements</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Complete and regularly update Council's Asset Registers for recreation, buildings, transport, water, sewer and stormwater	Have Morrison Low review and update the Asset Management Policy and Strategy.	K MILLER	25%	Registers balanced each Audit. Roads has had a major overhaul.
	Roll out outsourced arrangement (Morrison Low) for Asset Management integration, commencing with a gap analysis.	K MILLER	100%	Morrison Low are now in place as Asset Managers.
Undertake service level reviews for key services and assets	Undertake condition assessments, asset purpose and lifecycle analysis to determine current service levels and create option for service levels that are then discussed during community consultation.	K MILLER	0%	No action undertaken in Q1.

<b>COUNCIL STRATEGY</b>				
<b>3.3.4</b>	<b>Good procurement processes in place to ensure the most advantageous provision of goods and services to Council</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comments</b>
Good contract management and procurement practices are employed	Maintain a current Contracts Register, update policies and procedures and identify improvements in procurement processes.	K MILLER	25%	The Contracts Register is reviewed on a regular basis. Policies and procedures are reviewed regularly.
	Update Trades and Miscellaneous Services Register with alternate options to be investigated.	K MILLER	25%	Investigations have continued into a suitable trades and miscellaneous services register.

DP Action	Action	Responsibility	Progress	Comments
Provision of Cobar Water Board Administration and Financial Services	Undertake administration and financial services for the Cobar Water Board as per the Agreement.	K MILLER	25%	Undertake administration and financial services for the Cobar Water Board as per the Agreement.

## Key Activity: Infrastructure

COMMUNITY OUTCOME	
4.1	A clean and reliable water supply

COUNCIL STRATEGY	
4.1.1	Improve water supply infrastructure to Cobar, including piping the Albert Priest Channel, replacing the Nyngan to Cobar pipeline and improving pump stations, water storages and other associated infrastructure

DP Action	Action	Responsibility	Progress	Comments
To support the Cobar Water Board in seeking funding for improvements to water supply infrastructure to bring quality water and a reliable supply of water to Cobar for treatment and distribution	Negotiate with Cobar Water Board and Bogan Shire Council to provide grant funding and options for the improving the Albert Priest Channel, completing the Pipeline Augmentation Project and undertaking improvements to other water supply infrastructure.	E POGA	0%	Cobar Water Board has resolved to continue to seek State Government financial assistance to upgrade the remaining 90km of 300mm mild steel pipe between Nyngan and Cobar. CWB is undertaking an options study report for upgrading the Nyngan and Hermidale pump stations.

COUNCIL STRATEGY	
4.1.2	Increase Cobar's water allocation

DP Action	Action	Responsibility	Progress	Comments
Lobby the NSW Government to have Cobar's town water supply increased	Continue meeting with relevant Government personnel demonstrating the need for the town water licence to be increased.	P VLATKO	25%	Cobar Shire Council together with the support of Cobar Water Board have continually lobbied government departments in order to increase the town water access licence.



COUNCIL STRATEGY				
4.1.3	Improved water infrastructure across the Shire, including the town reticulation system			
DP Action	Action	Responsibility	Progress	Comments
Upgrade the reticulation network in Cobar, replacing old pipework, valves etc to improve water flow and water quality	Undertake repairs to potable water storages, including re-roofing.	E POGA	5%	State Government funding for reservoir upgrades has been received. Scoping of design requirements has commenced.
	Upgrade the reticulation network in Cobar, replacing old pipework, valves etc to improve water flow and water quality.	E POGA	5%	Tenders have closed for replacement of old cast iron pipework and are currently under review.
Maintenance and repairs of water mains and water filtration system	Implement Water Supplies Asset Management Plan with 5 Year Rolling Works Program.	E POGA	5%	Tender for replacement of cast iron pipes has closed and tenders are under review.
Undertake fair valuation of water and sewer	In conjunction with Councils Asset Management team and Auditor undertake revaluation of Council's water and sewer assets.	S PRADHAN	0%	Revaluation programme to be determined.

COUNCIL STRATEGY				
4.1.4	Seek alternate supply solutions to improve water supply to Villages			
DP Action	Action	Responsibility	Progress	Comments
Improve water supply to villages	Scoping study to be completed for Nymagee, Euabalong and Euabalong West.	E POGA	25%	Nymagee and Euabalong villages scoping studies have commenced. A preliminary report for Nymagee has been received and is under review.

COUNCIL STRATEGY				
4.1.5	Provide contract services to Cobar Water Board			
DP Action	Action	Responsibility	Progress	Comments
Provide contract services to Cobar Water Board	Provide technical advice and maintenance activities to the Cobar Water Board.	E POGA	25%	Reports provided quarterly to the Board Meeting and advice provided as required.

COUNCIL STRATEGY	
4.1.6	Work with NSW Public Works to implement the Resources for Regions project to replace the pipeline, in line with direction provided by Cobar Water Board

DP Action	Action	Responsibility	Progress	Comments
Undertake the Project Management for the works agreed to under the Resources for Regions funding to construct a third pipeline and associated works.	Continue to make representation to the Cobar Water Board to have the remaining 100km of the Nyngan to Cobar Pipeline funded and installed.	E POGA	5%	Cobar Water Board has resolved to seek funding from the State Government to replace the remaining 90km of 300mm mild steel pipeline.
	Undertake the Project Management for the works agreed to under the Resources for Regions funding to construct a third pipeline and associated works.	E POGA	5%	Cobar Water Board Project Subject to funding.

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	Comments
Lobby the government for improved communications networks	Lobby to reduce Mobile Blackspots across the Shire.	P VLATKO	25%	Council have written to Mark Coutlon's Office in support of a Mobile Black spot application sent through for Hermidale.
	Maintenance of radio base stations and licences.	S PRADHAN	25%	Licences have been paid for, no maintenance has been undertaken in Q1.

COMMUNITY OUTCOME	
4.3	Good transport networks that increase the accessibility of Cobarr 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	Comments
Road works undertaken according to priority, weather conditions and availability of resources	Construction and maintenance works carried out on Regional and Shire Road Network in accordance with approved programs and standards.	M BELL	25%	Preliminary works progressing nicely. Maintenance works progressing where water is available.
	Inspections by Council staff on a routine basis to identify maintenance works and report any urgent works to minimise public liability risk to Council.	M BELL	25%	Inspections are being undertaken as required.

DP Action	Action	Responsibility	Progress	Comments
	Street maintenance and sign maintenance, including alcohol free signage.	A PIERINI	25%	Maintenance conducted when required.
	Undertake ordered works on behalf of RMS within the agreed budget.	M BELL	25%	Ordered works are being undertaken as required, Heavy patching commencing.
	Undertake routine and supplementary works on State Roads in accordance with the RMS Contract.	M BELL	25%	Routine works are being undertaken as scheduled.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Ensure that all Contractors have a Quarry Safety Management Plan.	M BELL	100%	New tenders have been let and all tenderers are conforming.
	Establishment and use of funding reserve for the rehabilitation and restoration of disused gravel pits and quarries.	M BELL	15%	Gravel is being won at Big Red Pit in preparation for the Grain Road seal extension.
	Licences for all existing and new quarries progressively obtained.	M BELL	20%	Licences are being obtained progressively as Council commences works in areas where the gravel pits are not yet registered.
Undertake Grain Road Seal Extension Project	Undertake upgrade to Grain Road as per funding agreements.	A PIERINI	0%	Project has commenced on approximately 12km of seal extension on the Grain Road. Shaping of sub-base pavement currently underway.

## 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	Comments
Provide and maintain a safe and adequate footpath and bike path network	Identify priority works required to improve the safety of the footpath network and undertake works as funding becomes available.	P SULLIVAN	25%	Repaired 20 metres of footpath on the corner of Linsley Street and Harcourt, which was identify as a trip hazard. Currently replacing high priority works.
	Implement the Pedestrian Access Mobility Plan (PAMP) and Bike Plan Action Plan for Cobar.	A PIERINI	0%	Superseded by Active Transport Plan (ATP).
	Implement the actions outlined in the Active Transport Plan.	A PIERINI	0%	No action undertaken in Q1.
	Kerb & Gutter maintenance.	P SULLIVAN	0%	There has been no concreting or patchworks undertaken in Q1. The street sweeper has ensured that the kerb and gutters are clean.
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 Airport Operational Manual.	K MILLER	25%	Serviceability checks are conducted daily and actions taken as required. All action items identified by CASA have been rectified.
	Implement the Cobar Aerodrome Master Plan.	K MILLER	10%	Master Plan still to be finalised prior to adoption.
	Provision of services to key stakeholders such as airlines and Charters.	K MILLER	25%	Council supply an Airport Reporting Officer to conduct Serviceability Inspections and conduct any maintenance required to ensure a compliant and safe airport.

DP Action	Action	Responsibility	Progress	Comments
Review the maintenance requirements of the Village Airports.	Address the use of airstrips for purposes other than emergencies and determine best way forward to meet needs of all stakeholders.	K MILLER	25%	A Regular Passenger Service provided by Fly Pelican commenced on the 24 September 2019 with flights to Dubbo or Sydney, Monday to Friday.
	Maintain runways in a state that is acceptable for dry weather operation and ensure that the airstrips comply with the minimum standards for operation.	K MILLER	25%	Runways maintained appropriately.

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	Comments
Lobby the NSW Government to ensure that the rail network is well maintained, safe, affordable and well used, particularly for freight movements to reduce the impact of road movements on the community.	Lobby NSW Government to maintain rail network and develop initiatives to increase its use.	P VLATKO	0%	No lobbying occurred in Q1.

COMMUNITY OUTCOME	
4.4	Good quality and affordable community facilities and infrastructure

COUNCIL STRATEGY	
4.4.1	Upgrade priority playgrounds and parks with good designs to cater for all age groups and abilities and maintain the rest at agreed service

	<b>levels</b>
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DP Action	Action	Responsibility	Progress	Comments
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.	P SULLIVAN	25%	All playgrounds are inspected fortnightly and all meet Australian Standards.
	Remove Drummond Park Playground and reclaim area.	P SULLIVAN	0%	No action undertaken in Q1. Potentially to be removed in Q2.

<b>COUNCIL STRATEGY</b>	
<b>4.4.2</b>	<b>Increase the range of community facilities and maintain those that we have to an appropriate standard</b>

DP Action	Action	Responsibility	Progress	Comments
Implement the Ward Oval Masterplan	Update the Ward Oval Masterplan and seek funding for a new building at the site and other improvements.	EDM	25%	Through JO funding, meetings have been undertaken with Public Works to undertake a review of design proposals and associated business case and costings.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve and maintain Cemetery to the appropriate level.	P SULLIVAN	25%	12 pre-dugs have been dug in the quarter.
To provide quality and readily accessible library services to Cobar and villages	Offer high quality and relevant library services for five (5) hours per week at both Nymagee and Euabalong.	J SIERMANS	25%	Nymagee and Euabalong library services operated for five hours per week in Q1.

DP Action	Action	Responsibility	Progress	Comments
	Participate in State and National events that promote literacy.	J SIERMANS	25%	No State or National literacy events were promoted in Q1.
	The Library acquires, processes, maintains and lends library materials that are up to date and appropriate.	J SIERMANS	25%	934 physical items and 1,043 eBooks and eAudio were added to the collection in Q1.  577 items = value \$16,542 (at cost) were removed.  5,378 items loaned in Q1 (includes 457 eBook loans).
	The Library provides public access to the internet service where possible.	J SIERMANS	25%	10 computers provided for public access. 720 hours of computer use for Q1. No WIFI available since 1st of May due to CSC network change.
	To ensure that well trained, professional and highly motivated staff are responsive to serving the needs of the community.	J SIERMANS	25%	All library staff completed code of conduct training, and library staff Janet, Angela and Emily completed first aid training.
	To ensure that the Library service is utilised by Cobarr Shire residents of all ages and community groups.	J SIERMANS	25%	39 new members joined in Q1. Total membership = 2,231 members. 6,120 visits counted in Q1.  6 craft sessions were offered in July. 53 children attended for bead, painting and other fun activities.



DP Action	Action	Responsibility	Progress	Comments
				Other activities provided for Cobar residents: Bookaholics meetings - 16 attended; Books after dark meetings - 5 attended; LBV readers' group - 16 attended; adult craft session - 11 attended; Colouring-in Cobar exhibition - 12 entries and 28 votes.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Depot upgrade works undertaken as per the master plan.	G RYMAN	25%	Rear laydown area is being completed in accordance with depot masterplan. Acid shed is almost completed. No further works scheduled for commencement at this point in time.
	Maintenance of Buildings Asbestos Register.	S POULTER	25%	Council building assets are progressively going through a process of being assessed for asbestos presence to develop a respective register for that asset.
	Undertake upgrades to the Cobar Youth and Fitness Centre, including roof replacement/repairs as per SCCF funding agreement.	G RYMAN	25%	All relevant upgrades to the Cobar Youth and Fitness Centre are progressing through the design and planning stage.
	Undertake condition assessments in order to Review Buildings Asset Management Plan and undertake building condition reports and review service levels of building assets.	G RYMAN	0%	No resources available at this point in time to progress this task.
	Undertake upgrades to the Great Cobar Heritage Centre including, improving	G RYMAN	25%	This project is progressing through a design and planning stage. Some

DP Action	Action	Responsibility	Progress	Comments
	access, fire safety and weather proofing to the building.			minor preparatory works have commenced on the northern side of the building to make way for the new access ramp into the building.

COUNCIL STRATEGY				
4.4.3	Improve recreational facilities at the water reserves			
DP Action	Action	Responsibility	Progress	Comments
Maintain and improve recreational facilities that are available at the Newey and Old Reservoir reserves	Develop and adopt a plan of management for the Newey Reservoir.	G RYMAN	25%	Awaiting advice from Crown Lands.
	Undertake actions outlined in the Newey Reservoir Plan of Management.	P SULLIVAN	0%	No action undertaken in Q1, as there is no Newey Reservoir Plan of Management.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comments
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.	P SULLIVAN	25%	Currently awaiting on an Environmental Impact Statement to be completed, prior to any works being completed.
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at a minimal cost.	E POGA	25%	EPA licence compliance testing is being undertaken.
	Implement the Sewerage Services Asset Management Plan with 5 year rolling works program.	E POGA	0%	Condition survey of sewer system to be carried out.
	Investigate options for implementing Liquid Trade Waste Policy and program.	E POGA	0%	Orana Water Utilities Alliance is looking at engaging a trade waste officer to assist Councils in the implementation of a liquid trade waste policy.
	Undertake works to upgrade the three minor Sewer Pump Stations and inlet works at Sewer Treatment Plant.	E POGA	5%	Tenders have been called for the three pump sewage pump stations and STWs inlet works upgrades.

COUNCIL STRATEGY				
4.4.5	Maintain and service villages parks, streets, footpaths and community facilities			
DP Action	Action	Responsibility	Progress	Comments
Maintain and improve village facilities and services	Arrange for works to be undertaken that have been identified as priority projects by the NPA (to use Nymagee VPA funds).	P VLATKO	25%	General Manager or his representative attends monthly progress association meetings. Priority projects identification ongoing.
	Regularly maintain parks, streets and footpaths in all villages.	P SULLIVAN	25%	Regularly maintenance on the parks, streets and footpaths in all villages is undertaken.
	Upgrade Euabalong Oval, install new playground and other associated works.	P SULLIVAN	0%	The project will commence in early Q2.

# Key Activity: Environment

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

COUNCIL STRATEGY				
5.1.1	Develop an alternative energy industry in Cobar			
DP Action	Action	Responsibility	Progress	Comments
Lobby business and government to encourage the development of an alternative energy industry in Cobar	Monitor opportunities for development of an alternative energy industry in Cobar.	P VLATKO	0%	No opportunities identified for an alternative energy industry in Cobar.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use and waste management			
DP Action	Action	Responsibility	Progress	Comments
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Prepare a Waste Services Strategy Discussion Paper.	S POULTER	25%	Draft waste management strategy has been developed and is awaiting discussion at the next Manex meeting.
	Provide a trade waste, domestic waste and street bin collection service to all customers as per agreed service level.	S POULTER	25%	Trade waste, domestic kerbside and street bin collections are being undertaken in accordance with required service levels.

DP Action	Action	Responsibility	Progress	Comments
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Cobar, Nymagee, Mt Hope, Canbeleg, Euabalong and Euabalong West and develop initiatives to reduce unauthorised waste disposal.	S POULTER	25%	Waste disposal facilities are being provided in all villages.
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	E POGA	25%	Ongoing.

## COMMUNITY OUTCOME

**5.2** Well managed public and private land

## COUNCIL STRATEGY

**5.2.1** Encourage sustainable and profitable agricultural industries

DP Action	Action	Responsibility	Progress	Comments
Support the establishment of sustainable and profitability of agricultural industries	Maintain an awareness of government land management incentives and programs.	M GUNN	25%	Continually researching funding opportunities and provide this information to landholders when conducting weed inspections.

COUNCIL STRATEGY				
5.2.2	Have a street tree planting program for Cobar and Villages			
DP Action	Action	Responsibility	Progress	Comments
Develop and instigate a street tree planting program	Develop and instigate a street tree planting program.	P SULLIVAN	0%	The street tree planting program has been placed on hold due to the current drought conditions.

COUNCIL STRATEGY				
5.2.3	Manage the Crown Land			
DP Action	Action	Responsibility	Progress	Comments
Provide ranger services to control animals in public places and to manage areas and crown land	Deliver and microchip unclaimed animals to Rescue Organisation for rehoming.	G HARBISON	25%	All suitable animals are chipped prior to delivery to ROAR to be rehomed to forever homes.
	Implement provisions of the Companion Animals Act and promote community awareness and responsibilities of dog and cat ownership.	G HARBISON	25%	Community awareness of the Companion Animals Act and animal owners responsibilities are promoted through face to face contact as well as social media.
	Impound straying stock.	G HARBISON	25%	Due to the drought conditions straying stock have increased. Stock are removed off major roads and highways for public safety. There are still a few horses on the Kidman Way North which are being dealt with at opportune times.

	Operate and maintain the pound and stock pound yard.	G HARBISON	25%	Pound yards are maintained and available for use when necessary
	Provide services for the registration and micro-chipping of dogs and cats.	G HARBISON	25%	All dogs impounded and released to their owners are microchipped and registered. A microchipping service for multiple animals or litters is offered. Registration services are available at the Administration centre and are now available on line. Council is not in competition with the Vets in Town for microchipping services.
	Remove abandoned vehicles.	G HARBISON	25%	Abandoned vehicles are removed promptly after investigation if they are a danger to the public or on a main road. There are some burnt out vehicles scattered around the outskirts of town that only get dealt with when time permits.

## COUNCIL STRATEGY

### 5.2.4 Long term management of noxious weeds

DP Action	Action	Responsibility	Progress	Comments
Monitor noxious weed infestations, provide advice, undertake spraying	Actively participate in the Western Regional Weeds Committee (RWC).	M GUNN	25%	No announcement of the next meeting at this stage. Still participating when available.



DP Action	Action	Responsibility	Progress	Comments
on public areas and complete appropriate reports	An increase in the number of weed awareness programs run (eg weed warrior).	M GUNN	25%	No weed awareness programs have been conducted due to limit funding, resources and the drought. Will continue to research funding opportunities.
	Continue Implementation of Regional Inspection Plan to meet the inspection targets of roadsides, TSRs, water courses etc.	M GUNN	25%	Continued inspections of public areas are occurring but are limited due to the drought conditions.
	Develop a centralised data set of weed distribution and abundance information.	M GUNN	25%	Weed inspections are still occurring and data is collected and mapped of weeds found via Konect App and Mapinfo.
	Implementation of the Mapping, Photo Point and re-inspection program.	M GUNN	25%	Mapping and re-inspection program is continuing and photo points used for external weed control funding programs.
	Improve/Update knowledge of Weeds Inspector.	M GUNN	25%	Weed Inspection attended the Bi-annual Weed Conference, Mental Health training and Council's induction program this quarter.
	Increased participation of community groups.	M GUNN	25%	Continual engagement with the Euabalong Common Trust with African Boxthorn removal project with future plans to apply for further funding applications.
	Maintain and update an introductory weeds information pack for new property owners.	M GUNN	25%	Only one introductory weed information has been posted this quarter. Research of new information to apply to the information package is continual.

DP Action	Action	Responsibility	Progress	Comments
	On-Ground Spraying Programs prioritised to give the greatest benefit.	M GUNN	25%	Spraying on Mulya and Wool track Road have been conducted. Little spraying has been conducted due to the drought conditions. Areas have been mapped to target.
	Private property inspections to manage invasive weeds effectively.	M GUNN	25%	Private property inspections are continuing to comply with Weed Action Program.
	Prompt containment or eradication and ongoing monitoring of new incursions of invasive weeds.	M GUNN	25%	Continual inspections of roads sides and other public areas to ensure no new incursions. Re-inspection of notifiable weeds sites have been conducted, and no presence of 'weed' found.
	Public property inspections to manage invasive weeds effectively.	M GUNN	25%	Continual public property inspections have occurred.

COUNCIL STRATEGY				
5.2.5	Vibrant and well-run national parks that are accessible and well used			
DP Action	Action	Responsibility	Progress	Comments
Lobby the NSW government to ensure the local national parks are vibrant and well run	Identify the current services shortfall provided by National parks and Wildlife Services for National Parks.	P VLATKO	0%	No action undertaken in Q1.
	Lobby to have Pulpulla Road upgraded to allow all weather access both on the Council owned and NPWS owned sections to increase visitation to Mount Grenfell.	S PRADHAN	0%	No action undertaken in Q1. Road design being costing being obtained for shovel ready grants.
	Monitoring of services provided for local National Parks.	P VLATKO	0%	No monitoring has occurred in Q1.

COMMUNITY OUTCOME	
5.3	Clean air in the community

COUNCIL STRATEGY				
5.3.1	Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution			
DP Action	Action	Responsibility	Progress	Comments
Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authorities	Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority.	S POULTER	25%	Relevant complaints (such as blasting) were referred to respective State Authority when necessary during this reporting period.

