

Annual Operational Plan Quarterly Management Report



COBAR SHIRE
COUNCIL
outback nsw

Q1 2013/2014

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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			
DP Action	Action	Responsibility	Progress	Comment
Cobar Interagency	Contribute reports, including an agency report, to each Interagency meeting held.	A Shepherd	25%	Agency report provided to the August Interagency, along with a report on the future of the group and an analysis of the latest AEDI figures.
Cobar Interagency	Provide secretarial services to the Cobar Interagency	A Shepherd	25%	An interagency meeting was held in August, with papers provided including an agency report, a Future of the Interagency report and a report on the AEDI. It was decided to hold three meetings a year with the next to be held in November.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	25%	Attended the July Interagency to pursue a resolution to the issues generated in the village following the cessation of the CDEP program and the move to the new RJCP model. Arranged for Mark Coulton to attend (although cancelled at the last minute due to a death in the community). Attended the community meeting with MPREC to discuss the project and possible activities. Pursued RMS funding for pram ramps in the village.

COMMUNITY OUTCOME

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

COUNCIL STRATEGY

1.2.1 Implement the actions outlined in the Youth Development Plan

DP Action	Action	Responsibility	Progress	Comment
Engage the services of a Youth Development Officer	Employ a Youth Development Officer.	D Parisi	0%	Not progressed this quarter as no grant funding was identified. Efforts will continue in 2013/2014.

COUNCIL STRATEGY

1.2.2 A greater range of youth activities are organised and coordinated

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.	Enter and maintain partnerships to aid and enhance the provision of Youth Services.	D Parisi	25%	The Cobar Youth and Fitness Centre has formed and is maintaining partnerships with Barnardos, PCYC Blue Light, Yarrabin Outreach, Far West Family Day Care Services, COOSH, local schools and local sporting bodies to enhance the local youth and community activities and services provided through the Centre.
To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of	Hold regular youth activities at the centre.	D Parisi	25%	The Centre provides the venue for Blue Light discos. Playgroup 0-5yrs operates each Tuesday and Thursday. The Centre also organised Friday Night Games night and movies in the park this quarter.

Cobar.				
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.	Maintain and support staff to provide services to the youth of Cobar.	D Parisi	25%	Youth Services is a minor component of the role of manager. The manager manages the staff and the facility. The manager also coordinates activities and users of the Centre.
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.	D Parisi	25%	The grant subsidy is funding two social inclusion programs. Tuesday morning playgroup and Friday Night Games night or a movie in the park, which have been very successful.
Organise Youth Week Activities	Co-ordinate and consult with the youth of Cobar and Cobar Youth Council on the proposed activities for Youth Week.	D Parisi	25%	Scheduled for Q3.
Organise Youth Week Activities	Prepare submission for funding and report of Youth Week activities.	D Parisi	25%	Scheduled for Q3.
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 Christmas craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	J Siemens	0%	Christmas activities will be offered in Q2.
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 Siemens	25%	6 holiday activity sessions were offered in the July school break. 46 attendances for paper, bead and other creative craft activities. A Wizard of Oz diorama was created for display in the library.

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 the Cobar Interagency and Schools Business Community Partnership Governing Committee to increase educational diversification and opportunities.	G Woodman	25%	Appropriate liaison with the Cobar Interagency and ORANA Education, Skills Industries and Communities Governing Committee.
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 Siemens	25%	Basic computer instruction offered every Thursday during school terms in Q1. 14 attendances.

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

COUNCIL STRATEGY				
1.3.1	Parents are supported in their role to raise their children and services are available to assist them to build their parenting skills			
DP Action	Action	Responsibility	Progress	Comment
Cobar Shire and TAFE library staff support parents via library services and outreach	Library staff liaise with local parent groups to develop appropriate library services and develop the early literacy of local parents.	J Siemens	25%	Liaised via e-mail notification of events and resources.
Cobar Shire and TAFE library staff support parents via library services and	With story time sessions, Library staff provide activities for children aged 6 months to 5 years, and model early literacy for	J Siemens	25%	Pre-school storytime, rhyme & craft sessions offered every Wednesday in Q1. 104

outreach	parents.			attendances.
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COUNCIL STRATEGY

1.3.2 Increase the supply of childcare and preschool places and options

DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Family Day Care	Administration of CCB & CCR for all eligible families enrolled in FDC.	K Lennon	25%	We administer CCB and CCR each week according to government rules, policy and legislation.
Administer and coordinate Family Day Care	Conduct home visits to FDC educators to provide support, training and monitoring.	K Lennon	25%	All family day care educators are on a calendar of visits to ensure they are monitored appropriately.
Administer and coordinate Family Day Care	Conduct regular educator meetings and Parent information nights.	K Lennon	25%	Four educator meetings have been held this quarter.
Administer and coordinate Family Day Care	Enrol and support families and children for Family Day care.	K Lennon	25%	All families who enrol with our service are processed and supported as per our policy.
Administer and coordinate Family Day Care	Maintain and update policies and procedures for FDC to keep abreast of changes to National Regulations and Quality Framework concepts and new information.	K Lennon	50%	All policies have been reviewed, updated and sent to educators and families for feedback and then ratified by Council.
Administer and coordinate Family Day Care	Provide interesting and stimulating excursions and events for children and educators with Far West FDC.	K Lennon	25%	The children participated in an excursion to Mt Grenfell this quarter.
Administer and coordinate Family Day Care	Recruit and support Family Day Care Educators.	K Lennon	50%	In this quarter 1 new educator started.
Administer and coordinate Family Day Care	Supervise and monitor Educators.	K Lennon	25%	All family day care educators are on a calendar of visits to ensure they are monitored appropriately.
Administer and coordinate	Support Educators working towards qualifications ready for	K Lennon	25%	There are 5 educators currently working on qualification's and

Family Day Care	2014.			staff are doing whatever we can to support this.
Administer and coordinate Family Day Care	Support Implementation of "Early Years Learning Framework" into educator curriculum.	K Lennon	25%	This is an ongoing aim and all stakeholders are working together to ensure this happens.
Administer and coordinate Family Day Care	To provide phone contact and support to all families and educators whilst care is occurring.	K Lennon	25%	Staff are always available when care is occurring.
Administer and coordinate Family Day Care	Update & maintain educator manuals and family information packages.	K Lennon	25%	All manuals and information packages have been updated and are in use.
Administer and coordinate Family Day Care	Write and distribute quarterly newsletters to Families and Educators.	K Lennon	25%	Newsletters are sent out via email and post as needed.
Administer and coordinate In-Home Care	Administration of CCB and CCR for all eligible families enrolled in IHC.	K Lennon	25%	We administer CCB and CCR each week according to government rules, policy and legislation.
Administer and coordinate In-Home Care	Conduct home visits to IHC locations for support and monitoring purposes.	K Lennon	25%	Visits commenced.
Administer and coordinate In-Home Care	Enrol and support families and children for In Home Care Services.	K Lennon	25%	All families who enrol with our service are processed and supported as per our policy.
Administer and coordinate In-Home Care	Monitor implementation of National IHC standards.	K Lennon	25%	Policies and procedures are being reviewed to ensure they comply and will then be forwarded to educators.
Administer and coordinate In-Home Care	Monitor implementation of National IHC standards.	K Lennon	25%	Policies and procedures are being reviewed to ensure they comply and will then be forwarded to educators.
Administer and coordinate In-Home Care	Provide craft and activity packs to IHC educators 4 times per year.	K Lennon	25%	Fathers Day packs distributed.
Administer and coordinate In-Home Care	Provide educator meetings and training to isolated IHC educators.	K Lennon	25%	Staff workload and weather conditions have prevented these.
Administer and coordinate	Recruit and support In Home Care educators.	K Lennon	25%	Although this is traditionally a quieter period for new Educators we have registered 10 new educators for both Far West In

In-Home Care				Home Care and NSW In Home Care.
Administer and coordinate In-Home Care	Supervise and monitor IHC educators.	K Lennon	15%	During this quarter 3 In Home onsite visits have been conducted.
Administer and coordinate In-Home Care	Support implementation of Early Years Learning Framework into educator curriculum.	K Lennon	25%	This is an ongoing aim and all stakeholders are working together to ensure this happens.
Administer and coordinate In-Home Care	Update and maintain educator manuals and family information packages.	K Lennon	25%	All manuals and information packages have been updated and are in use.
Administer the After School Care Program	Administration of CCB & CCR for all eligible families enrolled COOSH.	K Lennon	25%	CCB and CCR are processed each week according to Government rules, policy and laws.
Administer the After School Care Program	Enrol and support families & children to maintain enrolments of 30 per session.	K Lennon	25%	With colder weather the numbers have moved around a bit and we have averaged 24- 27 per session.
Administer the After School Care Program	Maintain and update policies and procedures to support implementation of "My Time Our Place" OOSH Framework document & OOSH national Quality Framework.	K Lennon	25%	All policies have been reviewed , feedback sought from parents and then ratified by Council.
Administer the After School Care Program	Provide interesting and stimulating craft, activities & excursions for children with COOSH.	K Lennon	25%	Each week a program of activities is planned and implemented for the children at COOSH.
Administer the After School Care Program	Recruit and support 3 COOSH educators.	K Lennon	25%	We currently are operating with 2 Educators for COOSH and other staff are covering when needed.
Administer the After School Care Program	Update & maintain family information packages.	K Lennon	100%	Completed and new packages in use.
Administer the After School Care Program	Write and distribute newsletters to families.	K Lennon	25%	Newsletters are sent out via email and post as needed.
Facilitate the expansion of child care positions	Investigate alternative options under current regulations and funding agreements to increase the available child care options.	K Lennon	0%	At this present time the National Regulation is actually going to see a drop in the number of child care positions in Jan 2014 and we are working towards coping with that for families.

Facilitate the availability of child care and preschool places and options.	Lobby to have an increase in availability of child care and preschool places to meet demand in Cobar.	G Woodman	0%	No action in this quarter.
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COUNCIL STRATEGY				
1.3.3	Increase the knowledge of the community on the range of services available in Cobar Shire and how to access them			
DP Action	Action	Responsibility	Progress	Comment
Have information readily available to the community and new residents	Have an easy to access and navigate Council website that is relevant and a useful resource for residents and visitors.	G Woodman	75%	Website continually updated and arrangements in train for upgrade.
Have information readily available to the community and new residents	Update all sections of Council's webpage, including Our Town and Shire.	G Woodman	25%	Website updated regularly.
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.	G Woodman	25%	Appropriate updating of Community Services Directory.

COUNCIL STRATEGY				
1.3.4	Have family orientated activities to encourage families to socialise in the community			
DP Action	Action	Responsibility	Progress	Comment
Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	J Martin	25%	The 2013 Festival of the Miners Ghost program of activities and events is now completed and will be advertised throughout Cobar Shire and the wider region.
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise Australia Day celebrations and Senior Citizen's Week events.	J Martin	25%	Council applied for a \$1,000 grant to run Senior's Week activities in 2014. Council has registered a request for an Australia Day ambassador to Visit Cobar for Australia Day 2014.

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

COUNCIL STRATEGY				
1.4.1	Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services			
DP Action	Action	Responsibility	Progress	Comment
Provision of information on grant availability and assistance in accessing grants to community groups	Distribute information on available grants to community organisations through the Community Services Database.	A Shepherd	25%	Grants information distributed and a number of organisations assisted, particularly with developing applications under the Community Building Partnerships program. Many childrens and arts groups encouraged to develop ideas to be funded under the CASP program.
Facilitate capacity building of community groups	Seek grant funding to run workshops to build capacity of community organisations to improve governance.	A Shepherd	20%	Few opportunities available, however have approached Outback Arts for assistance in providing a grant writing course or one to assist community organisations to develop and maintain their own websites.

COUNCIL STRATEGY				
1.4.2	Business supports local events, organisations and activities			
DP Action	Action	Responsibility	Progress	Comment
Work with local organisations to	Assist sporting, community and business	J Martin	25%	The MTPR communicates with all local clubs and groups to help them promote their activities and

build on current activities	groups to promote major events.			events within Cobar Shire and the wider region.
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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.	A Shepherd	25%	Continued discussions and a watching brief on proposed changes to mining rosters. Held discussions at the Business Association. Hosted a student visit from RMIT (5th year Urban Planning/Design students) undertaking a FIFO course and provided follow up material as requested.

COUNCIL STRATEGY				
1.4.4 Support Aboriginal people and organisations to increase the broader community's awareness ad recognition of local Aboriginal cultural identity in Cobar and to assist in meeting the targets set out under the current government policy of 'Closing the Gap'.				
DP Action	Action	Responsibility	Progress	Comment
Undertake activities to increase awareness of Aboriginal culture in the Cobar Shire	Liaison with Aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of Aboriginal culture.	G Woodman	25%	Appropriate liaison undertaken through Cobar Interagency and Cobar Domestic Violence Committee.
Improved coordination of the activities and planning of Council, Cobar Community Working Party, Cobar and Murrin Bridge Local Aboriginal Lands Councils and	Liaison Group established at officer level to improve the coordination of activities and planning.	G Woodman	5%	Liaison group yet to be established. However Manex Officers are being proactive with liaison and the addressing of issues.

Mount Grenfell Board				
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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 to the Regional Arts Development Officer.	G Woodman	25%	Funding provided in accordance with Annual Operational Plan Budget.
Facilitation of cultural workshops and activities	Arrange and update exhibitions and displays annually at the Great Cobar Heritage Centre and promote exhibitions.	J Martin	25%	The Peak Gold Mines personnel are working with the Great Cobar Heritage Centre's curator to update Peak's information in the GCHC.
Facilitation of cultural workshops and activities	Complete the cataloguing and conservation project for the collection at the Great Cobar Heritage Centre.	J Martin	25%	The curator at the Great Cobar Heritage Centre is continually working on updating the collection's catalogue and reviewing the condition of the objects which are both on display and in storage.
Facilitation of cultural workshops and activities	Receive objects at the Great Cobar Heritage Centre that are relevant to Cobar's history and are compliant with the Collections Policy.	J Martin	25%	The Great Cobar Heritage Centre has a Cobar Shire Council adopted collection policy which is managed and strictly adhered to by the curator.
Investigation into the need for additional cultural facilities in the Shire	Identify possible grant funding sources to fund the development of a Cultural Plan for the Shire and undertake consultation with the community to identify the priority projects in developing an appropriate Cultural Plan.	A Shepherd	0%	No grant funds available.

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	Monitoring of levels of aged care provided at the Lilliane Brady Village.	G Woodman	25%	Appropriate levels of occupancy maintained with high standards.
Lobby NSW Government and Federal Government to ensure high quality health care services, including those offered out of Cobar Hospital and aged care are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally	Participation in the Cobar Hospital Services and Facilities Upgrade Committee.	G Woodman	25%	No action to date in regard to the Cobar Hospital Services and Facilities Committee. Appropriate attendances of Cobar Health Council.

COUNCIL STRATEGY				
1.5.2	Support for the Cobar Primary Health Care Centre model to ensure that it remains viable			
DP Action	Action	Responsibility	Progress	Comment
When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Coordination of financial support for the CPHCC.	G Woodman	100%	Action now with CPHCC to contact mines for support.
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 Interagency to help identify and improve the level of allied health care services provided locally.	G Woodman	25%	Appropriate participation arranged for the Cobar Interagency.

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	Develop a gym equipment replacement program.	D Parisi	25%	The Centre is developing a replacement program for the gymnasium. Two treadmills have been replaced this quarter.
Increase the use of the Cobar Youth and Fitness Centre	Develop, implement and review Marketing and Action Plan for the Cobar Youth and Fitness Centre with the focus on new user	D Parisi	0%	Draft has been submitted to Director of Corporate and Community Services and is on hold pending cost

	groups.			reduction review
Increase the use of the Cobar Youth and Fitness Centre	Maintain existing gym equipment.	D Parisi	25%	The gymnasium equipment is inspected each day and repairs and maintenance are undertaken when required.
Increase the use of the Cobar Youth and Fitness Centre	Run local sporting competitions at the Centre.	D Parisi	25%	Mixed Soccer, Mixed Netball and Mixed Squalleyball were advertised this quarter. All competitions are running, with 5 Netball teams (51 registered players), 6 squalleyball teams (54 registered players) and 5 soccer teams (57 registered players). Fitness Classes are well attended Monday, Tuesday, Wednesday and Thursday nights and Monday Wednesday and Friday mornings. All activities are advertised in the local newspaper and on Facebook.
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.	T Wark	0%	The pool was not open during this quarter.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount.	T Wark	0%	The pool was not open in this quarter.
Maintain the skate park to a high standard	Facilitate the Skate Park Facility Steering Committee.	T Wark	0%	No Skate Park Facility Steering Committee meetings were held in this quarter.
Maintain all Council parks and reserves, including plants, trees and public facilities	Appropriate signage erected to indicate prohibited activities in parks and reserves.	T Wark	0%	No signage was erected in this quarter.
Maintain all Council parks and reserves, including plants, trees and public facilities	Carry out regular patrols of parks & reserves.	T Wark	25%	Regular patrols undertaken.

Maintain all Council parks and reserves, including plants, trees and public facilities	Inspect and rectify defects of physical assets such as irrigation systems within 3 working days.	T Wark	25%	All Council irrigation systems were maintained to ensure that the systems were continuing to operate efficiently and effectively. There was very minimal breakdowns as a result of this.
Maintain all Council parks and reserves, including plants, trees and public facilities	Inspect and rectify defects of physical assets such as playgrounds and park furniture within 3 working days.	T Wark	25%	All inspection and rectification works on physical assets such as playgrounds and park furniture have been completed within 3 working days.
Maintain all Council parks and reserves, including plants, trees and public facilities	Maintenance of sporting ground and associated facilities.	T Wark	25%	All maintenance works on sporting grounds and associated facilities was completed. This saw these facilities always presented in a very good condition for sporting events.
Maintain all Council parks and reserves, including plants, trees and public facilities	Provision of a regular gardening and turf maintenance service.	T Wark	25%	Council has maintained a regular garden and turf maintenance service on all required areas within the Shire. This saw all designated garden beds and turf areas kept tidy and asthetically pleasing for the community to enjoy.
Maintain all Council parks and reserves, including plants, trees and public facilities	Tree pruning and husbandry of trees.	T Wark	25%	All Council trees are maintained in a safe and healthy condition.

COUNCIL STRATEGY				
1.5.4	Provide adequate infrastructure to care for older residents locally			
DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	S Huon	25%	<ul style="list-style-type: none"> •2013 -2014 budget developed. Quarter 1 running on budget with 22% of budget expended & 22.74% of income received. •Occupancy rate for Quarter 1 was 99.49% for Hostel

				<p>and 99.33% for Nursing Home. Occupancy is currently 100%.</p> <ul style="list-style-type: none"> • Comprehensive assessments and documentation of residents care needs were completed as per facility protocol on the 4 new residents entering facility in quarter 1 to enable ACFI claims to be maximised.
Provide appropriate services for residents at the Lilliane Brady Village	Develop, implement and review systems to ensure services are provided according to the needs of residents.	S Huon	25%	<ul style="list-style-type: none"> • Audits completed in Q 1 - infection control, housekeeping, laundry services, resident accident & incidents. No issues identified. • Two post admission resident surveys were distributed. 1 returned with no issues. • Surveys distributed to all volunteers with a positive response. Issue raised - the lack of RAO staff resulting in reduction of recreational activities and outing for the residents • Annual surveys sent out to all residents and persons responsible. 80% of surveys returned from Nursing Home residents - majority happy with service and level of care. One resident had multiple minor issues. 100% of surveys were returned by Hostel residents - 5 issues raised. 19% of Person Responsible surveys were returned. Several issues were raised from one family member. All issues raised are in the process of being followed up and addressed within resources and staffing capacity. • Staff surveys have been distributed to all staff to be reported in next quarter.
Provide appropriate services for residents at the Lilliane Brady Village	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are delivered in line with facility mission statement and policies.	S Huon	25%	<ul style="list-style-type: none"> • Staffing levels have been maintained in line with the master roster and organisational structure. • Positions filled this quarter – AIN x5 (casual), RN (casual). All staff have completed the orientation program. • Nil resignation was received.

				<ul style="list-style-type: none"> •2Positions remain vacant - PPT RAO(22hrs/week). 3 staff progressing with Cert 111 in Aged Care funded via grant money.
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	25%	<ul style="list-style-type: none"> •Both Hostel and Nursing Home sections are accredited until August 2015 having met all 44 outcomes when audited by the Aged Care Standards & Accreditation Agency in June 2012. •There have been no unscheduled visits during quarter 1. •Comprehensive assessments were completed as per facility protocol on all residents to enable appropriate care. •Resident care needs were regularly reviewed (monthly for high care residents and 3 monthly for low care residents) as per policy by nursing staff. •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 and hearing services were provided to those residents that required them. Several residents were assisted to access specialist medical services in Dubbo during quarter 1.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	25%	<ul style="list-style-type: none"> •Community visitation & involvement in the facility included: - visitation and religious services by clergy of all denominations, weekly exercise every Monday run by community volunteers, Cobar High School student placements for VET and work experience programs, placement of TAFE students completing Cert3 in aged care work placement and weekly visits by St Johns school students. •Men are able to attend Men's Shed at Ward Oval on a

				<p>Tuesday or Friday – no one currently attending.</p> <ul style="list-style-type: none"> •The Facility publishes a quarterly newsletter for residents, family and friends, a copy of which was circulated in August 2013 – next edition due in November. •The facility Recreational Activities Officer returned from maternity leave 2 days per week which meant outings in the community were limited & in-house activities were limited to those coordinated by Pink Lady volunteers on days when RAO not available. Recruitment for additional staffing in progress.
Provide appropriate services for residents at the Lilliane Brady Village	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	25%	<ul style="list-style-type: none"> •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 have been recorded. •There were a total of 3 complaints received for the quarter: - 1 from a family member, 0 resident and 2 from staff. All were followed up in line with policy & procedures. •Pol/RM17 Compulsory Reporting covers process for reporting & responding to physical & sexual abuse of residents. There were no reportable incidents for quarter 1.

COMMUNITY OUTCOME	
1.6	A safe and clean community

COUNCIL STRATEGY				
1.6.1	A more visible and engaged police presence			
DP Action	Action	Responsibility	Progress	Comment
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	G Woodman	25%	Appropriate attendance undertaken.
Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	G Woodman	25%	Appropriate secretariat work undertaken.
Work with Police, Cobar Business Association And the Crime Prevention Committee to undertake a Community Safety Audit.	Provide secretariat services for the Cobar Crime Prevention Committee.	G Woodman	25%	Appropriate action taken on implementation of the Crime Prevention Strategy and Plan Action Plan.

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	Supervise and liaise with Urban Supervisor	T Wark	25%	Council is very proactive in regards to the removal of

graffiti incidents	the removal of graffiti and ensure all evidence is taken and recorded appropriately.			graffiti and has consistently been eradicating the vandalism within a 4 hour period. All evidence is taken and recorded on the relevant file by the Urban Supervisor.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Undertake a Community Safety Audit.	A Shepherd	0%	Scheduled for Q3.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Update the action list for the Crime Prevention Plan.	A Shepherd	25%	Actions being progressed. CCTV grant application to the Australian Government unsuccessful. Results of community consultation reported to the August Council meeting.
Lobby for a full-time domestic violence case worker based in Cobar	Approach all agency and grant sources with a robust business case	A Shepherd	10%	No progress made in finding funding or developing a business case for a permanent DV worker in Cobar. Council has sponsored a grant funded project application for a Reclaim the Night and education awareness project.

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	G Ryman	25%	Applications determined as required under Section 68 of the Local Government Act.
Undertake regulatory obligations in relation to building and development	Carry out critical stage and other progress inspections required to ensure completed projects complies.	G Ryman	25%	Mandatory critical stage inspections undertaken as requested.

Undertake regulatory obligations in relation to building and development	Complying Development applications assessed and approved in accordance with statutory standards requirements and Council Codes.	G Ryman	25%	Applications generally determined in the statutory timeframes.
Undertake regulatory obligations in relation to building and development	Develop an On-site Sewage Management Register for existing systems in priority areas.	G Ryman	20%	Database of properties within priority areas completed. Register complete for new systems and recent approvals relating to existing systems.
Undertake regulatory obligations in relation to building and development	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	G Ryman	25%	Development Applications assessed and approved in accordance with standards and requirements.
Undertake regulatory obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	G Ryman	25%	Mandatory critical stage inspections undertaken as requested.
Undertake regulatory obligations in relation to building and development	Process applications for Section 149 Certificates.	G Ryman	25%	Certificates processed as received.
Undertake regulatory obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	G Ryman	25%	Inspections carried out as required.
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.	G Ryman	25%	Applications for installation and operation of On-Site Sewerage Management Systems processed.
Implement the Cobar LEP and development control plans	Identify required Development Control Plans to support Cobar LEP 2012.	G Ryman	0%	Preparation of Development Control Plans not progressing due to limited resources and pending legislative changes. No action required to develop further planning controls for intensive agriculture or rural industry activities. Need for urban controls to be considered under the proposed new planning system

				for NSW.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	H Holder	25%	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.	T Wark	25%	Council completes manual street sweeping works daily to supplement the mechanical operations. This has ensured a clean and aesthetically pleasing environment in the urban area.
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.	T Wark	25%	The CBD area is mechanically cleaned five days a week to ensure a suitable environment is provided for the community.
To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities building in accordance with frequency of use.	T Wark	25%	Council has regularly cleaned and maintained amenity buildings in accordance with their frequency of use.
To provide the community with an aesthetically pleasing and clean urban environment	Review the Street Sweeping Program and implement an improvement action plan.	T Wark	25%	The Street Sweeping program has been reviewed and an improved action plan has been developed and is currently being implemented with positive results being achieved.
To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School	Development of Cobar Town Hall Cinema Improvement and Operational Action Plan.	G Ryman	0%	No budget allocation for improvements to facility. Facility currently leased to the Western Studio of Performing Arts for one year. Will continue to seek

Community Centre				funding to undertake works in conjunction with users.
To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and repair in consultation with the local Management Committee for Euabalong Library and community hall.	G Ryman	10%	Draft licence agreement prepared for the management and occupation of village community facilities. Awaiting consultation with Committee.
To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and repair in consultation with the local Management Committee for Mount Hope Hall.	G Ryman	10%	Draft licence agreement prepared for the management and occupation of village community facilities. Will continue to seek funding to build accessible toilets within the hall.
To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and Repair in consultation with the local Management Committee for Nymagee Hall.	G Ryman	20%	Draft licence agreement prepared for the management and occupation of village community facilities. Will continue to seek funding to undertake additional kitchen works. Council assisted the Nymagee Progress Association to apply for a Community Building Partnership grant to complete the kitchen.
To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Supply electricity to the Nymagee Old School Community Centre.	G Ryman	20%	Draft licence agreement is prepared for the management and occupation of village community facilities, waiting for Nymagee Progress Association to finalise.
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.	G Ryman	25%	Grant funding currently being used to install accessible unisex toilet facility at Ward Oval as part of the Men's Shed expansion. Will continue to seek funding for accessible toilets at other Council facilities.

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.	I Maidens	0%	Limited resources available.
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.	I Maidens	25%	Rural Fire Service plant and equipment replacement program in place by RFS.
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.	I Maidens	25%	Response and call-out system in place.
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.	I Maidens	25%	Appropriate organisation and resources in place.
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.	I Maidens	25%	Appropriate organisation and resources in place.
Have contingency plans in place to minimise the damage from threats from natural disasters	Develop Rural Addressing Program.	P Graf	25%	Rural addressing progressing with the property numbering system 70% complete. Pamphlet has been drafted and implementation of numbering in the field to be planned subject to funding.
Have contingency plans in place to minimise the damage from threats	To ensure reasonable strategic planning is made to establish local disaster management plans which consider the risks to local	P Graf	10%	EMPLAN in place and regulary reveiwed.

from natural disasters	communities and have in place relevant disaster management plans which cover the reasonably foreseeable risks within the community.			
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.	P Graf	25%	Effective and relevant Local Emergency Management Committee in existence. Meets quarterly.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected.	P O'Brien	25%	Inspections of food shops continuing. Obligations under the partnership with the Food Authority on target. All food service premises, including hotels, motels, retail food shops, cafes and restaurants inspected. Improvement Notices issued to several food service premises. Numerous serious food safety breaches detected. These include unsafe, contaminated food and utensils, inoperative refrigeration and poor hygiene. Vermin and rodent infestations. Several Penalty Infringement Notices issued for serious offences. Approximately \$15,000 in fines issued.
Preserve and enhance public health by regulating and inspecting all relevant premises	Appropriate Public Health Education Campaign conducted.	P O'Brien	0%	Limited resources available.
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	P O'Brien	25%	No public health incidents reported.
Preserve and enhance public health by regulating and inspecting all relevant premises	Prepare and provide appropriate reports and information for administration and budget.	P O'Brien	0%	Limited resources available.

Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	P O'Brien	0%	Limited resources available.
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Key Activity: Economy

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

COUNCIL STRATEGY				
2.1.1	Provision of business services locally			
DP Action	Action	Responsibility	Progress	Comment
Facilitate business development in the Shire	Facilitate business opportunities within Cobar and promote the region.	G Woodman	25%	Economic Development Strategy Action Plan been developed. Continuous liaison with prospective businesses. Support provided to Cobar Enterprise Facilitation Committee, Executive Membership of Committee and liaison with industry bodies for funding.

COUNCIL STRATEGY				
2.1.2	Skills attraction initiatives			
DP Action	Action	Responsibility	Progress	Comment
Work with relevant government organisations, including Regional Development Australia – Orana,	Work with Regional Development Australia – Orana Inc and Industry and Investment (I&I) on economic development issues within	A Shepherd	25%	Participated in the Regional Plan Update by RDA Orana. Continued to work with I & I regarding Round One of the Resources for Regions program. Neither

and NSW Industry and Investment to attract skilled people to Cobar to work.	Cobar Shire.			organisation has been able to source funding for an economic study of the Shire, however RDA is undertaking a regional data collection project that will assist in the future.
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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.	Report on the implementation of the Economic Development Strategy.	A Shepherd	25%	Matters progressed as opportunities arose.
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	25%	Continued to work with neighbouring Councils on economic development issues. Participated in the 2013 Country Living Expo in Sydney in early August as part of the RDA contingent, as an exhibitor only, no physical attendance.

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 on a daily basis.	J Brown	25%	Cobar quids are dispensed, received and 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	A Shepherd	10%	Ideas for training and workshops identified, however no funding available to progress.

	the Association.			
Be an active member of the Cobar Business Association	Undertake the secretarial role for the Association.	A Shepherd	25%	Continued to provide secretarial support for the Cobar Business Association, with all three meetings for the quarter attended, minutes distributed and actioned, and monthly newsletters developed.
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 and other activities.	A Shepherd	25%	Undertook awards preparation and running of the 2013 Great Cobar Business Awards. The Association launched at the awards presentation night the Shop in Cobar First promotion.

COUNCIL STRATEGY				
2.1.5	Diversify the business base of the Shire and strengthen local businesses			
DP Action	Action	Responsibility	Progress	Comment
Continued support for the Cobar Enterprise Facilitation project	Work with the Cobar Enterprise Facilitation group to progress the CEF project by sitting on the Board of Management and assisting with fundraising activities, particularly by working with government agencies and attracting government funding.	A Shepherd	25%	In regular contact with Cobar's Enterprise Facilitator on the progress of the project and any issues he is facing. Also been developing and progressing a proposal to increase funding for the project through sponsorship and industry funding to again see the project sustainable into the future. Once this funding is secured the project will be revamped and relaunched.
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.	G Ryman	0%	Limited resources available.
Investigate the availability of industrial land in Cobar and	Undertake assessment of need for industrial	G Ryman	0%	Limited resources available. No identified demand for creation of additional industrial blocks during

investigate options for the development of a new industrial estate in Cobar	land.			reporting period.
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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	Assess and process Part 4 Development Applications.	G Ryman	25%	Applications generally determined in the statutory time frames.
Facilitate provision of additional funding to improve the road network	Seek Regional Road funding at levels comparable to neighbouring shires.	P Graf	25%	Revise traffic counts to be provided to RMS to ensure adequate funding for Regional Roads.
Facilitate provision of additional funding to improve the road network	Submit applications for road improvements for appropriate funding providers.	P Graf	25%	Tilpa Road funding from RMS Repair Program received. Resources for Regions submission for road works not successful. R2R funding available for final year of current program.

COMMUNITY OUTCOME

2.2	A strong and diverse tourist industry with a focus on customer service
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COUNCIL STRATEGY

2.2.1	Develop and implement a Tourism Attraction and Development Strategy
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DP Action	Action	Responsibility	Progress	Comment
Develop and implement the Tourism Attraction and Development Strategy	Development of an appropriate Tourism Strategy through consultation with the Tourism Advisory Committee, Business and the community.	J Martin	25%	The local Tourism Management Plan is still a draft document. MTPR has been working with the Inland Tourism Organisation on a regional plan which will be finalised later this year.

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
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DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Attend consumer shows, travel and holiday expos in the identified target market areas of Australia and disseminate information on Cobar's heritage, natural features, cultural events and tourist attractions and facilities.	J Martin	25%	In September the MTPR working as a member of the Kidman Way Promotional Committee attended the Penrith Caravan, Camping and Holiday Expo. The expo is a three day show which was attended by 30,000 visitors.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	25%	The MTPR authorised 1,200 Cobar Shire and Kidman Way information packs to be sent out in this quarter.

Market Cobar as an attractive tourist destination	Manage the Visitor Information Centre, visitor numbers and revenue to the museum and souvenir shop at the Great Cobar Heritage Centre.	J Martin	25%	The admission fees at the Great Cobar Heritage Centre increased on the 1st July 2013. Adult - \$11.50 Family - \$23.00 Concession- \$9.50
Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	J Martin	25%	There were ten coach groups visit the Great Cobar Heritage centre in this quarter. The GCHC renewed it's memberships with Expanding Horizons coach booking service and the Coach Accommodation Specialists booking agency.
Market Cobar as an attractive tourist destination	Participate in tourism based organisations, eg Kidman Way Promotional Committee, Outback NSW Tourism and Tourism NSW.	J Martin	25%	Cobar Shire Council is the acting seretariat of the Kidman Way Promotional Committee 2013/2014. Councillor Peter Yench is the Chairperson. Council's MTPR represented the KWPC at the Penrith Caravan, Camping & Holiday Expo in September 2013.Council's MTPR attended four Inland Tourism meetings in this quarter.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	25%	The curator at the Great Cobar Heritage Centre has a number of all education packages which are aimed at different age groups.
Market Cobar as an attractive tourist destination	Provide the Secretariat for the Kidman Way Promotional Committee.	J Martin	25%	The Kidman Way Promotional Managers from each Local Government area along the Kidman Way had two phone meetings in this quarter.
Market Cobar as an attractive tourist destination	Regular media releases and exposure through national, state, regional and local radio, television and print media.	J Martin	25%	In this quarter Council's MTPR sent six media releases to the Cobar Weekly, 2DU, 2WEB, ABC Radio providing updates re the Festival of the Miners Ghost.MTPR provided the RM Williams magazine details of the 2013 FOMG which featured in the September Edition.
Develop and implement new ideas	Advertise the advantages of the area in	J Martin	25%	The MTPR provides opportunities for business owners and operators to advertise their businesses in a

to bring people to Cobar	conjunction with private sector operators.			number of media forms. Business operators are encouraged to attend Tourism Advisory Committee meetings.
Develop and implement new ideas to bring people to Cobar	Prepare bids to host relevant conferences.	J Martin	25%	There were no bids for meetings or conferences in this quarter.

COUNCIL STRATEGY				
2.2.3 Diversify tourism activities and increase the utilisation of current attractions				
DP Action	Action	Responsibility	Progress	Comment
Identify, encourage and assist the development of existing and new tourist attractions and facilities	Cobar Caravan Park - provide appropriate financial advice and reports.	G Ryman	25%	Quarterly review of income and expenditure undertaken.
Identify, encourage and assist the development of existing and new tourist attractions and facilities	Regular review of lease agreement and performance with Caravan Park manager.	G Ryman	25%	Reviews undertaken as required by contract.
Work with existing operators and businesses to promote the benefits of tourism and expand the tourism business	Encourage businesses to be receptive to tourist activity and promote Cobar Shire.	J Martin	25%	Business owners and operators are encouraged to attend Tourism Advisory Committee meetings. Staff at the Caravan Park, Motels, Cafes, Novelty Shops and the Great Cobar Heritage Centre reported that the majority of visitors provide complimentary comments about their visit to Cobar Shire.
Work with existing operators and businesses to promote the benefits of tourism and expand the tourism business	Promote attendance and participation in the Tourism Advisory Committee.	J Martin	25%	The Tourism Advisory Committee is a sub committee of Council. The Chairperson is Mr John Dineen, Cobar Caravan Park. The Committee's role is to organise and promote tourism in Cobar Shire, facilitate the Australia Day program of events and the Festival of the Miners Ghost program of events. TAC meetings are advertised

				as "public meetings" so as to encourage as many people as possible from the community to become involved.
Install and maintain tourism signage	Entry to shire, entry to town and tourism signs are installed and maintained.	J Martin	25%	There are three town entry signs that require upgrading due to their dilapidating condition.

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.	G Ryman	25%	Advice provided on request.
Investigate the need to the develop the next stage of Pioneer Estate and undertake development if required	Estimate market & land availability for future Residential Land Development.	G Ryman	20%	Land identified for future residential development. Demand for additional residential lots and funding sources for development not established. Availability of the land is being promoted on Council's website to private developers.

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	Conduct feasibility study into the need for a Residential Park.	K Page	0%	Feasibility study to be undertaken.
Actively seek out business opportunities to enhance the operations at Cobar Airport	Conduct feasibility study into the need for Light Industrial Land.	K Page	0%	Resource limitations restricting progress.
Actively seek out business opportunities to enhance the operations at Cobar Airport	Readvertise in Airport related journals seeking interested parties to establish business enterprises.	K Page	5%	Negotiating with interested parties in relation to additional hangar development.

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 recovery, debt recovery, economic development/business opportunities and grant funding initiatives.	G Woodman	25%	Rate and debt recovery a high priority. Appropriate reporting undertaken for a proposed Economic Development Strategy Taskforce. Successful Commonwealth grant subject to new government.
Undertake private works	Undertaken private works for property owners, contractors and RMS.	P Graf	25%	Private Works undertaken in particular RMS this quarter.
Increase grant funding received	Apply for grants to assist Council to undertake activities outlined in the Annual Operational Plan.	G Woodman	25%	Appropriate grant applications completed - Resources for Regions, RDAF Round 3 and Round 5.
Regular monitoring and reporting of expenditure	Appropriate process in place to report to and consult Council on significant proposed variations of the Budget/Management Plan or Delivery Plan/Operational Plan.	G Woodman	25%	At present no major negative variation to Budget/Delivery Plan/ Operational Plan.

Regular monitoring and reporting of expenditure	Major elements of the Budget or Delivery Plan/Operational Plan are achieved.	G Woodman	25%	No major elements of budget or Annual Operational Plan behind.
Undertake rating functions of Council	Levy and issue rates.	J Brown	100%	The rates were levied on the 1 July 2013 and issued on the 8 July 2013.
Undertake rating functions of Council	Process Pension Rebate Claims.	J Brown	90%	Pensioner rebates have been processed as part of the 2013-2014 rates levy for 277 eligible pensioners. The annual pensioner concession subsidy claim has been submitted for processing.
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	25%	The total arrears at the 30 June 2013 of \$657,011.76 has been reduced to \$231,763.17. The percentage of total rates outstanding is 60.81%.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	J Brown	25%	Council's funds have been invested in accordance with Sec. 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy. For the quarter ended 30 September 2013, Council's investments had earned \$45,000 interest from two approved banking institutions. A monthly investment report including investment details and balances as at month end and income earned for the month is included in Council's monthly Business Paper.

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.	G Ryman	25%	Database of contributions received and sources of contributions established.
Develop a Section 64 Plan	Prepare a Section 64 Plan.	P Graf	100%	Adopted March 2013.

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	0%	PCYC again declined interest in Gym.
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	0%	On hold as the MPS review is being pursued.

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.	K Walsh	0%	Scheduled for commencement in Q2.
Develop and implement a risk management strategy suitable for Council operations	Create an Event Management Plan that will identify any risk or hazard to Council whilst planning any activities or events.	J Martin	25%	The MTPR is preparing a risk plan for the 2013 Festival of the Miners Ghost.
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	K Walsh	0%	A draft risk register is being developed. Once completed and endorsed by Council's Senior Management team, this will form the basis of a Corporate Risk Management Strategy.
Develop and implement a risk management strategy suitable for Council operations	Manex will direct the attention and the resources of the organisation towards managing significant risks and hazards.	G Woodman	10%	Risk Register to draft stage.
Develop and implement a risk management strategy suitable for Council operations	Review insurance levels annually.	K Miller	100%	Insurance renewed. Further review will be done in light of revaluations.
Develop and implement a risk management strategy suitable for Council operations	Staff report hazards and risks to their immediate supervisor as soon as possible.	G Woodman	20%	Simple risks communication systems being developed and implemented.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	0%	No internal activity for the quarter.

WHS obligations are met and safe work practices are promoted and undertaken	Consult with WHS Committee to take a proactive stance in promoting a healthy and safe work environment.	G Woodman	25%	Appropriate support provided to WHS Committee and Project team developing new WHS Manual.
WHS obligations are met and safe work practices are promoted and undertaken	Develop, implement and maintain a Risk Management Strategy suitable for Council's operations.	K Walsh	15%	A draft risk register has been developed and is currently being reviewed by Council's Senior Management team.
WHS obligations are met and safe work practices are promoted and undertaken	Provide support to Council's Health and Safety Committee.	K Walsh	25%	Secretarial support and expertise is provided to the Health and Safety Committee.
WHS obligations are met and safe work practices are promoted and undertaken	Re-development of Councils' WHS Management System in conjunction with WHS Committee and employees.	G Woodman	10%	Consultant engaged to complete WHS Manual.
WHS obligations are met and safe work practices are promoted and undertaken	WHS Policy Development and Maintenance.	G Woodman	10%	WHS Manual being developed.
WHS obligations are met and safe work practices are promoted and undertaken	WHS reviews regularly conducted and recommendations acted upon.	G Woodman	15%	Appropriate WHS auditing undertaken to a developed schedule.
Administer Council's accident/injury/public liability claims management competently	Effective control of work flow interfaced with risk reporting.	K Walsh	15%	Risk reporting takes place in the form of incident reports from employees, risk assessments, and the annual Statewide Risk Management Action Plan that is endorsed by Council's Senior Management Team.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	25%	All records management obligations met.
Ensure that documentation and records management provide a	Effective records administration systems and	K Miller	25%	Effective records administration systems and protocols

framework for easy retrieval and reference	protocols in place			in place.
Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	G Woodman	20%	Contractor and Outdoor Staff Induction Day undertaken that includes appropriate SWMS's.
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	K Walsh	25%	A programme of safety inspections has been developed which is monitored by Council's Health and Safety Committee. The StateCover WHS self-audit has been completed.
Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	G Woodman	25%	Both Corporate and Workplace Inductions undertaken. Contractors and Outdoor Staff Induction undertaken in quarter.

COUNCIL STRATEGY				
3.1.5	Strong governance measures in place			
DP Action	Action	Responsibility	Progress	Comment
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	G Woodman	0%	Arrangements in train for financial training, expected to be undertaken in third quarter.
Strategic policy setting undertaken by the elected representatives	Assistance in the administrative management of Council meetings.	G Woodman	25%	Appropriate advice in relation to Code of Meeting Practice undertaken.
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests.	G Woodman	25%	Appropriate Policy Provision and renewal undertaken.
Strategic policy setting undertaken by the elected representatives	Mayor and Councillor requests are met within Council policy.	G Woodman	25%	Mayor and Councillor requests appropriately undertaken with monitoring system in place.

Strategic policy setting undertaken by the elected representatives	Necessary advice and policy recommendations provided to Council in relation.	G Woodman	25%	Appropriate advice and recommendation's provided to Council.
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COMMUNITY OUTCOME	
3.2	An engaged community that participates in decision making

COUNCIL STRATEGY				
3.2.1	Implementation of Council's Community Engagement Strategy			
DP Action	Action	Responsibility	Progress	Comment
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate attendance of General Manager at Community groups and external committees, as appropriate.	G Woodman	25%	Appropriate action undertaken in accordance with Strategy.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate information in relation to Council resolutions and deliberations provided to Directors and relevant staff.	G Woodman	25%	Appropriate Council Resolution Status Report monitored, followed up and reported to Council.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Council's media presence.	G Woodman	25%	Positive liaison with the media in relation to Council and community activities.
Engage with the various sectors of the community as required and to a level that adequately addresses	Dissemination of information to the media.	G Woodman	25%	Appropriate provision of information and media releases.

the complexity of the issues.				
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COUNCIL STRATEGY				
3.2.2 Encourage more direct participation and interaction between Council and the community				
DP Action	Action	Responsibility	Progress	Comment
Provide up-to-date and relevant information to the public on Council's activities	Management oversight provided in relation to all information from appropriate staff to Council and the Community.	G Woodman	15%	Communication strategies implemented to both Council Staff and the Community through liaison with the media.
Provide up-to-date and relevant information to the public on Council's activities	Prepare a quarterly Council newsletter to go out with the rates notices.	G Woodman	10%	Newsletter arranged on behalf of Cobar Water Board. Council Newsletter expected in the next quarter.
Maintain partnerships with community organisations, such as Arts Council, Business Association, Cancer Council, sporting groups etc	Appropriate networking with the local government industry and professional organisations.	G Woodman	25%	Continued Membership of the IPWEA and the LGA Boards. Membership of the LGMA Working Party for staff sharing attendance of GMAC, OROC and LMWUA Board Meetings. Commitment to the OROC Human Resources and Learning and Development Professional Team as a sponsoring GM.
Increase the participation of youth in community leadership	Maintain contact with similar organisations in other local government areas so as to provide interaction.	D Parisi	25%	Limited access with organisations in the other local government areas due to time/travel/budget constraints.
Increase the participation of youth in community leadership	Provide administration and support to the Cobar Youth Council.	D Parisi	25%	Attended 3 Youth Council meetings and 2 Glam It Up Galz meetings this quarter.No Klub 812 events were held this quarter.

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
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COUNCIL STRATEGY

3.3.1	Good customer service provided by all Council Officers
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DP Action	Action	Responsibility	Progress	Comment
Focus on the provision of good customer service by all Council staff	Development, reporting and implementation of a Customer Services Policy & Standard.	K Miller	30%	Policy complete.
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	0%	Low priority.

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	Coordinate a biennial staff attitude or culture survey.	K Walsh	50%	Survey forms have been distributed and returned. Results are to be collated and reported to Council's Senior Management Team.
Human Resources	Employees paid appropriately.	K Walsh	15%	All employees are paid in accordance with state industrial awards. Skills evaluations will be completed in Q3 and salary adjustments, if required, will be implemented.
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.	G Woodman	25%	Appropriate leadership and Management behaviours demonstrated with a positive "Can Do" culture being developed.
Human Resources	Human Resources Management Strategies, objectives, protocols and outcomes aligned with Council strategic initiatives, objectives and applicable legislation.	K Walsh	100%	Council's Workforce Plan is contained within Council's Resource Strategy that underpins the Operational Plan and Delivery Programme.
Human Resources	Implementation of the Employee Expectation Statement Action Plan.	K Walsh	0%	Employee Expectation Statement Action Plan to be actioned by Council's Senior Management Team.
Human Resources	Increase the level of personal interaction and information dissemination within Council.	G Woodman	25%	Council meeting information provided to Administration Centre staff monthly.
Human Resources	Issues and concerns are able to be brought	G Woodman	25%	Reasonable open door policy implemented.

	to the General Manager individually or in small groups in accordance with Council's grievance procedure.			
Human Resources	Staff consultation by a continuing process through Consultative Committee.	K Walsh	25%	Consultative Committee established. The committee's constitution is currently under review. Meeting held 29 July 2013.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siemens	25%	Participated in information sharing activities via e-mail in Q1.
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.	K Walsh	25%	Council's organisational structure has been adopted by Council. Quarterly budget and operational plan reviews are undertaken.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Implement Staff Attraction and Retention Strategy.	K Walsh	15%	Staff Attraction and Retention Strategy is in draft form. It is currently being reviewed by Council's Senior Management team.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Maintain an up-to-date Organisation Chart in accordance with Council's organisation structure.	K Walsh	25%	Council's organisation chart is updated monthly.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Provide appropriate accommodation for key positions.	G Ryman	25%	All Council positions that require housing have appropriate housing provided.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Provide recruitment services to all departments and sections of Council and fill vacant positions within ten weeks of approval to recruit.	K Walsh	25%	Vacant positions are filled as required.

Implement and manage an Employee Assistance Program for Council staff	Manage Council's Employee Assistance Programme.	K Walsh	25%	Employees are aware of the EAP and accessing the services.
Learning and development	Coordinate annual staff appraisals. Performance Review Processes are in place.	K Walsh	0%	Scheduled for Q3.
Learning and development	Develop a Performance Management System.	K Walsh	0%	Work has not yet commenced on a Performance Management System, however the industrial awards and Council's policies and onboarding procedures are being followed.
Learning and development	Develop and implement Corporate Training Plan.	K Walsh	50%	Preparation documents for plan have been developed. They are currently under review by Senior Management Team.
Learning and development	Educate staff with clear messages about Council's operations, culture and values, vision and strategic direction.	K Walsh	25%	Council's inductions and training include messages about Council's operations, culture and values, vision and strategic direction. Flyers are on display in all Council workplaces communicating these messages.
Workers Compensation/injury management	Provide a workers compensation and injury management service to all departments and sections of Council.	K Walsh	25%	Three WorkCover approved Return to Work Coordinators oversee workers compensation, injury management and the return to work of injured workers.
Industrial Relations	Organisation chart updated and reported to management monthly.	K Walsh	15%	Council's organisational chart is updated monthly and reported to Manex regularly.
Industrial Relations	Provide advice to management on industrial matters, and negotiate matters with staff and industrial bodies.	K Walsh	25%	Industrial matters managed satisfactorily with positive outcomes in the Industrial Relations Commission and with the relevant industrial unions.
Industrial Relations	Review and implement Equal Opportunity Management Plan.	K Walsh	0%	Review not yet undertaken. Current EEO Management Plan is being adhered to.

Workplace Health and Safety	Coordinate an audit program to assist the organisation to meet its obligations to the Work Health and Safety Act.	K Walsh	50%	WHS self-audit complete. Safety inspections program established and monitored by Health and Safety Committee.
Workplace Health and Safety	Implement and monitor safety programs to ensure the organisation meets its legislative requirements.	K Walsh	15%	Sections of Council are meeting these obligations very well, such as RMS, Children's Services and Aged Care Services. A corporate WHS Management System is being developed.
Workplace Health and Safety	Provide work health and safety services to staff.	K Walsh	25%	Training, information and advice provided on work health and safety matters to all staff as required.
Maintain and actively use the City of Canterbury relationship	Identify opportunities for Council and community partnerships.	A Shepherd	25%	Contact maintained with key City of Canterbury personnel.
Maintain and actively use the City of Canterbury relationship	Prepare a Council team to attend the annual Corporate Leadership Cup.	A Shepherd	25%	Discovered very late in the quarter that this would indeed be happening again in 2013. Arrangements in train.
Maintain and actively use the City of Canterbury relationship	Prepare for, and undertake staff exchanges.	A Shepherd	10%	No staff exchanges undertaken. Corporate Leadership Cup visit to occur.
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	0%	No new products. Power budget training to commence.
Staff are provided with up-to-date and relevant tools to undertake their roles	Develop and review policies relating to HR matters.	K Walsh	5%	Human Resources policies are reviewed and amended on an ad hoc basis.
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	25%	Protocols are in place.
Staff are provided with up-to-date and relevant tools to undertake	Efficient and effective day to day operations and work scheduling for the Engineering	P Graf	25%	Sceduling for Engineering Department undertaken.

their roles	Department.			
Staff are provided with up-to-date and relevant tools to undertake their roles	Establish a fleet management system for the Depot.	K Page	25%	Fleet managed in accordance with management system.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	P Graf	25%	Ongoing.
Staff are provided with up-to-date and relevant tools to undertake their roles	IT system kept in working and easy to manage condition.	K Miller	25%	IT Cloud map being investigated as an option.
Staff are provided with up-to-date and relevant tools to undertake their roles	Preparation of Computer Support Strategic Plan.	K Miller	0%	Work programed to commence in Q2.
Staff are provided with up-to-date and relevant tools to undertake their roles	Provide coaching and encouragement through the probation period and ongoing support.	G Woodman	25%	Appropriate coaching and liaison undertaken from Manager level upwards.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.	K Page	5%	Program to be updated Q3.
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.	K Page	25%	Asset management and maintenance of fleet undertaken. Review of plant requirements to be undertaken in Q2.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Council updates the Integrated Planning and Reporting framework documents as required	Completion of Annual Financial Statements.	K Miller	50%	Due by 31.10.2013
Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting Requirements (IPRR) as outlined by the DLG.	G Woodman	25%	Appropriate Quarterly Reviews undertaken. Asset Management Plan renewal in the next two quarters.
Council updates the Integrated Planning and Reporting framework documents as required	Develop and implement annual Works Programs, for capital and maintenance projects.	P Graf	20%	Capital programs developed, maintenance project plan to be developed.
Council updates the Integrated Planning and Reporting framework documents as required	Develop Asset Management programs for Shire and Regional roads, drainage, signs and traffic facilities.	K Page	5%	Initial planning undertaken.
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	0%	Needs to be redone or updated.
Council updates the Integrated Planning and Reporting framework documents as required	Implement and monitor the Action Plan for Council in the Cobar Shire Social Plan 2011-2016.	A Shepherd	25%	Appropriate actions included in this years AOP and other projects viewed for inclusion in the CEP and when grant funding becomes available.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	25%	Community engagement undertaken as required.

Council updates the Integrated Planning and Reporting framework documents as required	Produce Annual Estimates.	K Miller	15%	Currently being produced.
Council updates the Integrated Planning and Reporting framework documents as required	Produce Internal Management Reports (fortnightly budget comparison reports).	K Miller	25%	Being distributed.
Council updates the Integrated Planning and Reporting framework documents as required	Produce Quarterly Budget Review for Council.	K Miller	10%	Q1 budget review currently underway.
Council updates the Integrated Planning and Reporting framework documents as required	Provision of information to Council on progress of the IP&R.	G Woodman	25%	Appropriate quarterly reporting arrangements in train.
Council updates the Integrated Planning and Reporting framework documents as required	Workforce Management Strategy, as part of Resourcing Strategy, developed and maintained.	K Walsh	25%	Workforce Plan has been reviewed, amended and adopted by Council as part of Resource Strategy.
Service level provision planning undertaken as required	Review and amendment of the Corporate Asset Register including CivicView integration.	K Miller	100%	Revised as at 30.06.2013.
Undertake legislative reporting requirements	Implementation of Best Practice Improvement Action Plan.	G Woodman	25%	Most matters finalised before DLG Best Practice Review. Council Manex Officers now implementing final matters.

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.	G Woodman	25%	Contracts Register continually updated.
Good contract management and procurement practices are employed	Manage Engineering tenders and contracts in accordance with Councils policy.	P Graf	25%	All tenders managed in accordance with Council Policy.
Leases and management agreements monitored, implemented and adhered to	Swimming pool, dentist and doctors surgeries, caravan park, and airport agreements monitored and implemented.	H Holder	25%	All agreements are monitored and implemented.

Key Activity: Infrastructure

COMMUNITY OUTCOME	
4.1	A clean and reliable water supply

COUNCIL STRATEGY				
4.1.1	Pipe the Albert Priest Channel			
DP Action	Action	Responsibility	Progress	Comment
Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project	Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project.	G Woodman	25%	Appropriate liaison through Bogan Shire Council for the engagement of a consultant to undertake a business case study and grant application information. Appropriate liaison with the NSW Minister for Primary Industries for support of the project.

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.	T Wark	25%	No meetings were attended with relevant Government personnel demonstrating the need for the town water licence to be increased within this quarter.

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 in the villages.	T Wark	25%	Investigations into the possible upgrading of non potable water to potable water in the villages is ongoing with various options being explored and costed.

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.	T Wark	25%	An annual maintenance schedule has been prepared for the maintenance and repairs of water mains.
Maintenance and repairs of water mains	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	T Wark	25%	Council has implemented the Water Supplies Asset Management Plan that encompasses an updated 5 year rolling works program.
Maintenance and repairs of water mains	Repairs carried out promptly on water reticulation system.	T Wark	25%	All water reticulation repairs are carried out promptly. The two breaks in Cobar this quarter were completed within four hours.
Water filtration system adequate and well maintained	Staff record meter readings daily.	T Wark	25%	Staff record meter readings daily for data entry purposes.
Water filtration system adequate and well maintained	Water tested and treated daily.	T Wark	25%	Potable water from the Filtration Plant is tested and correctly treated each day.

Water bores drilled in the villages where appropriate	Drill water bores at Euabalong.	T Wark	100%	The water bores were drilled at Euabalong and Euabalong West in 2012 - 2013.
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COMMUNITY OUTCOME

4.2	Good communications networks with services equal to the metropolitan areas
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COUNCIL STRATEGY

4.2.1	Improved access to telecommunications, radio, TV and broadband services
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DP Action	Action	Responsibility	Progress	Comment
Lobby the government for improved communications networks	Maintenance of radio base stations and licences.	P Graf	25%	Radio base stations and licences maintained.
Lobby the government and business to increase the reliability of energy provision within the Shire	Monitor opportunities for increased reliability and other energies within the shire.	G Woodman	25%	Support for the SEXI proposal and liaison with interested solar energy providers undertaken.

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	Construction and maintenance works carried out on Regional and Shire Road Network in accordance with approved programs and standards.	K Page	25%	Construction and maintenance work carried out in accordance with approved program. Formalised Works program to be developed.
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.	K Page	25%	Supervisors undertaking monthly and urgent inspections.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance.	K Page	25%	Street maintenance and sign maintenance progressing.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake a street sign audit.	K Page	0%	Resource limitations restricting progress.
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	10%	Works orders issued for Heavy Patching and proposals submitted for re-sealing. Upcoming work Lillyvale Rest Area and shoulder widening on Kidman Way South.

Road works undertaken according to priority, weather conditions and availability of resources	Undertake routine and supplementary works on State Roads in accordance with the RMS Contract.	M Bell	25%	Routine and supplementary works progressing as expected.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network.	Establishment of reserve for the rehabilitation and restoration of disused gravel pits and quarries.	M Bell	0%	Reserve established and rehabilitation and restoration plan to be developed in Q3.
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	0%	Review and update of Quarry Safety Management Plan to commence in Q2.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network.	Use consent for all existing and new quarries progressively obtained.	M Bell	0%	Use consent for all quarry sites to be obtained.

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	Conduct footpath condition audit.	T Wark	25%	Council has commenced a complete footpath condition audit. The recently developed PAMP will be used as a reference document. A complete 5 year works program will be developed at the conclusion of this audit.
Provide and maintain a safe and adequate footpath and bike path	Footpath Maintenance.	K Page	25%	Footpaths are being maintained.

network				
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	10%	Contract Manager and Services Manager to implement works program following finalisation of the PAMP. Bike plan to be commenced.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	K Page	25%	Required Kerb and Gutter maintenance undertaken.
Provide and maintain a safe and adequate footpath and bike path network	Obtain grant funding to install lighting in the Linsley St taxi rank.	K Page	0%	No action to date.
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.	K Page	25%	Currently meeting licence requirements. Resources for the Region application to upgrade a lighting system and runway pavement at final stage of consideration.
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.	K Page	25%	Regular and statutory maintenance in accordance with the plan. Independent audit of Airport operations will be conducted in Q2.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Consult with key stakeholders such as Brindabella Airlines.	K Page	5%	Consultation with Airlines ongoing.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Implement the action Plan for the Cobar Aerodrome Strategic Plan.	K Page	0%	No action to date.
Cobar airport maintained and available for RPT and general	Review of the Airport Management and	K Page	0%	Review to be undertaken Q3.

aviation to meet the needs of the Cobar community	Strategic Plans.			
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.	K Page	25%	Airport maintained to meet licencing requirements within budget restraints.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Undertake regular maintenance program, according to the adopted budget.	K Page	25%	Maintenance program undertaken.
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways as a grass surface in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	K Page	25%	Maintenance mowing and weed control undertaken to maintain servcability of airstrips. Council has applied for a Remote Airstrip grant to replace the gable markers at Nymagee airstrip.

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.	P Graf	25%	Ongoing.

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	Financial Management to ensure gradual upgrade of equipment to meet Australian Standards.	T Wark	25%	There has been ongoing financial management to ensure the gradual upgrade of equipment to meet Australian Standards. This has seen Council receive minimal complaints in regards to the condition of the playground facilities.
Provide and maintain safe and adequate playground facilities	Inspection of playground facilities ensuring safety and convenience for all users.	T Wark	25%	Council has inspected all playground facilities to ensure safety and convenience for all prospective users. This resulted in no accidents or incidents reported at any playground facilities in this quarter.

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	Suitable investigation, design, tender letting and project supervision.	P Graf	0%	Funding not available.
Implement the Ward Oval	Work with government agencies to attract	A Shepherd	10%	No funding sources found. Resources for Regions EOI unsuccessful. Construction of accessible toilets in the

Masterplan	funding for the project.			Mens Shed extension commenced.
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 and to increase Fees as required on a regular basis.	T Wark	25%	Council has undertaken cemetery operations in an appropriate and dignified manner. Council has commenced the creation of an improved Action Plan for the site. In conjunction with this Plan a Financial Plan will be developed.
Undertake Council's cemetery operations in an appropriate and dignified manner	Enquiries dealt with in a sympathetic manner.	T Wark	25%	All enquiries were dealt with in a sympathetic manner and requests were actioned within 10 working days.
Undertake Council's cemetery operations in an appropriate and dignified manner	Internment of deceased persons	T Wark	25%	All internments of deceased persons have been completed in accordance with the relevant regulations.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	T Wark	25%	Council is currently maintaining an appropriate number of pre - dug graves.
Undertake Council's cemetery operations in an appropriate and dignified manner	Provide assistance and supervision and materials etc to the Cemetery committee contractor.	T Wark	25%	Assistance, supervision and materials have been provided to the Cemetery Committee contractor.
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.	T Wark	25%	Council has provided strategic direction and management, through the Cobar Cemetery Management Plan in consultation with the Cobar Cemetery Committee and interested persons. This has seen the cemetery continually presented in a pristine condition.
To provide quality and readily accessible library services to Cobar and villages	Offer high quality and relevant library services for five hours per week at both Nymagee and Euabalong.	J Siemens	25%	Nymagee and Euabalong library services operated for five hours per week in Q1.

To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siemens	0%	No State or National literacy events in Q1.
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 Siemens	25%	1,011 items added to the collection in Q1. 412 items = value \$9,452 (at cost) removed in Q1. 6,117 items loaned in Q1.
To provide quality and readily accessible library services to Cobar and villages	The Library provides public access to the internet service where possible.	J Siemens	25%	9 computers provided for public access. 2,141.5 hours of computer use for Q1. Only 20 hours of wireless bookings for Q1. Access compromised due to major technical issue with the library server.
To provide quality and readily accessible library services to Cobar and villages	To ensure that the Library service is utilised by Cobar residents of all ages and community groups.	J Siemens	25%	Monthly new book list and events calendar e-mailed to press and community groups. Information on library collections, services and resources published in Council newsletter. 47 new members joined in Q1. Total membership = 2,674 members. 8,641 visits counted in Q1.
To provide quality and readily accessible library services to Cobar and villages	To ensure that well trained, professional and highly motivated staff are responsive to serving the needs of the community.	J Siemens	25%	Library manager trained in corruption prevention in procurement. Library staff trained in operation of library software Libero version 6.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Arrange contracts and construction work for capital works.	G Ryman	25%	Only capital funds available in budget are for housing upgrades. Essential works only being undertaken.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building and surgery maintenance.	G Harbison	25%	Structures maintained. Airconditioners serviced.

Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Development of Buildings Asbestos Register.	G Ryman	0%	Limited resources have not allowed this project to progress to-date.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Development of Cobar Shire Council Staff Housing Strategic Plan.	G Ryman	0%	Due to limited resources this project has not yet commenced.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Prepare Plans of Management for Council's controlled Land.	H Holder	0%	Some plans are in draft format.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out approved maintenance in accordance with Council's policy and current lease arrangements	G Harbison	25%	Maintenance carried out as required.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out house maintenance.	G Harbison	25%	Maintenance carried out as required on Council's buildings.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review BuildingsAsset Management Plan.	G Ryman	0%	Limited resources available to undertake condition reports required to update Plan.

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	Ensure a high standard is maintained at the Newey and Old Res reserves.	T Wark	25%	Council has ensured a high standard is maintained at the Newey and the Old Reservoir reserves. This has seen the numbers of people using these reserves rise in this quarter.

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.	T Wark	25%	Council has completed all maintenance works on the CBD and older areas of town. This ensured that when there were overflow events, damage and clean up works required were minimal.
Maintain suitable stormwater network including kerb and guttering	Maintenance of overland flow areas to prevent build up of obstructions, which could lead to 'backwater' effect.	T Wark	25%	Council has maintained the stormwater and sewer networks including the kerb and guttering. Expansion works where required and within allocated budget have also been completed.
Provide, maintain and operate a sewer network and disposal system and treatment works	Annual Maintenance schedule prepared.	T Wark	25%	An annual maintenance schedule has been prepared. This will ensure Council continues to provide, maintain and operate the sewer network, disposal system and treatment works effectively and efficiently.

Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	T Wark	100%	The Annual Load Base EPA licence was completed in this quarter and the cost was minimal.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement a detection program for illegal Stormwater connections into Sewerage Scheme.	T Wark	25%	Council has implemented an ongoing detection program for illegal stormwater connections into the Sewerage Scheme which has dramatically reduced the stormwater infiltration rate.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	T Wark	25%	Council has formally adopted a Liquid Trade Waste Policy with the implementation and licensing of premises ongoing.
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.	T Wark	25%	Implementation of the Sewerage Services Asset Management Plan has commence encompassing the 5 year rolling works program.
Provide, maintain and operate a sewer network and disposal system and treatment works	Investigate possible extension of Sewerage Reticulation into the East Cobar Area.	T Wark	25%	The investigation into the possible extension of the Sewerage Reticulation into the East Cobar area is ongoing with a range of options being considered.
Provide, maintain and operate a sewer network and disposal system and treatment works	Repairs carried out on the sewerage reticulation network within (6) hours.	T Wark	25%	Council has provided, maintained and operated the sewer network, disposal system and treatment works. All required repairs were completed within a 6hr time period.
Provide, maintain and operate a sewer network and disposal system and treatment works	Undertake monthly EPA effluent sampling.	T Wark	25%	Council has undertaken all monthly EPA effluent sampling to satisfy all requirements within relevant EPA licences.

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.	T Wark	25%	Council has maintained all parks, streets and footpaths within the shire to an appropriate hierarchy standard.

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 alternative energy industry in Cobar.	G Woodman	25%	Support provided for the SEXI Proposal. Monitoring undertaken for alternate energy proposals.
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.	H Holder	0%	No funding available to apply for.
Encourage solar energy use and the efficient use of energy by residents and businesses	Continue information sessions about the OEH Save Power Program.	H Holder	0%	No funding available for this action to occur.
Encourage solar energy use and the efficient use of energy by residents and businesses	Implement projects that have received funding.	H Holder	0%	No funding received this quarter.

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.	P O'Brien	0%	Limited resources available.
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.	P O'Brien	25%	Domestic waste collected weekly and transported to Depot for 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.	P O'Brien	25%	Trade waste collection service provided and utilised.
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.	P O'Brien	25%	All street and park bins emptied regularly.
Maintain the town and village tips to a high 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.	P O'Brien	25%	Regular patrols being maintained.
Maintain the town and village tips to a high standard	Prepare Landfill Management Plan.	P O'Brien	0%	No staff resources available.

Maintain the town and village tips to a high standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	P O'Brien	25%	Depot being maintained in accordance with legislation.
Maintain the town and village tips to a high standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	P O'Brien	25%	Waste services being provided.
Encourage efficient water use by Shire residents	Prepare an advertising campaign promoting efficient water use by Shire residents with the assistance of savewater.	T Wark	25%	An advertising campaign including television advertisements has been conveyed to the community and positive results are being displayed by the community in regards to the efficient use of water.

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	0%	No known knowledge of incentives and programs to assist industry bodies and individual graziers

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.	T Wark	25%	No funding opportunities were available within this quarter.
Develop and instigate a planting program	Develop and implement a Street Tree Policy.	T Wark	25%	A Street Tree Policy is currently being developed with the assistance of Councils Land Management Officer.
Develop and instigate a planting program	Prepare a program for planting in the whole Shire utilising correct plant material for the correct application/location.	T Wark	25%	Council has developed and instigated a planting program resulting in the establishment of a greenhouse operated by Council staff. This greenhouse is stocked with appropriate plant material ready to be used in the correct location as 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	Carry out monthly patrols of the Common.	G Harbison	25%	Regular patrols of the Common undertaken.
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	0%	Dog and cat database kept up-to-date. Promotion of responsible dog and cat ownership undertaken. Signs on noticeboards promoting the need to have all puppies microchipped prior to sale.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound dogs and cats found on a public place & surrendered animals and undertake appropriate enforcement action.	G Harbison	25%	Dogs and cats impounded. Appropriate enforcement action undertaken. 39 dogs seized, 14 of which were euthanased, 20 released, 2 re-homed and 3 sent to the RSPCA in Dubbo. 7 feral cats seized and

				euthanased.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	G Harbison	25%	No stock impounded.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain pound yards.	G Harbison	25%	Pound yards maintained and utilised.
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	25%	Council maintains the pound and dogs and other animals regularly seized and impounded.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the euthanasia of dogs and cats that have been seized or surrendered.	G Harbison	25%	14dogs euthanised and 7cats.
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	25%	Services provided and regular micro-chipping of cats and dogs undertaken.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Register all stock on Common.	G Harbison	25%	All stock over six months of age on the Common 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).	H Holder	0%	No contact with school during this quarter
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Continue Implementation of Regional Inspection Plan.	H Holder	15%	During quarter 1 the following actions werre undertaken:- - 990km of roads - 1 x TSR
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop a centralised data set of weed distribution and abundance information.	H Holder	25%	Relevant information being sent to the Regional Project Officer as required.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop an introductory weeds information pack for new property owners.	H Holder	25%	An introductory weeds information pack has been developed for new property owners with new owners identified quarterly.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	H Holder	25%	One article placed in local paper
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete	Improve/Update knowledge of Weeds Inspector.	H Holder	25%	Attendance at Biannual NSW Weeds Conference

appropriate reports				
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	H Holder	25%	Database of volunteer groups and contact with these groups being maintained
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Invasive Species on public lands are managed effectively.	H Holder	75%	Inspections of two Council owned/managed properties carried out.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Invasive weeds effectively managed on private lands.	H Holder	5%	Eight Private property inspection have been carried out.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Management Programs prioritised to give the greatest benefit.	H Holder	25%	Spraying along some roadsides has been undertaken, ensuring appropriate chemical usage and timing.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Monitoring Program implemented	H Holder	0%	No actions undertaken this quarter
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Promote use of hygienic practices within Council and increase their weed identification skills.	H Holder	0%	Activities are planned for later in the year.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete	Prompt containment or eradication and ongoing monitoring of new incursions.	H Holder	25%	As required prompt containment or eradication will occur if new weed incursions are found. Monitoring of sites is continuing.

appropriate reports				
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Provide effective and targeted on-ground weed control.	H Holder	25%	Continued spread of biological agents as required.

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

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
Monitoring and regulation of activities to minimise air pollution	Respond to mining related air pollution complaints.	G Ryman	25%	None received to date.