

Annual Operational Plan Quarterly Management Report



COBAR SHIRE
COUNCIL
outback nsw

Q1 2014/2015

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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	Provide secretarial services to the Cobar Interagency. Contribute reports, including an agency report to each Interagency Meeting held.	A Shepherd	25%	Due to a lack of interest, no interagency meetings were organised for this quarter. However, plans are underway to hold one next quarter.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	25%	No meetings were attended, however a watching brief was maintained, and information provided to the Interagency for sharing between members. There were no issues directly affecting Council or our responsibilities this quarter.

COMMUNITY OUTCOME

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

1.2.1	Implement the actions outlined in the Youth Development Plan
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DP Action	Action	Responsibility	Progress	Comment
Engage the services of a Youth Development Officer	Employ a Youth Development Officer.	D Parisi	0%	Not progressing at this stage due to limited resourcing. Grants are being sought.

COUNCIL STRATEGY

1.2.2	A greater range of youth activities are organised and co-ordinated
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DP Action	Action	Responsibility	Progress	Comment
To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre and enter and maintain partnerships to aid and enhance the provision of Youth Services.	D Parisi	25%	The Centre provides the venue for Bluelight discos. Playgroup 0-5 years operates Tuesday and Thursday. The Centre also organised Friday Night Games Night as well as a "drop in" service. 10 Tuesday Playgroups were held this quarter - 180 participants 7 Thursday playgroups - 63 participants 4 Games Nights - 140 participants.

				The Cobar Youth and Fitness Centre has formed and is maintaining partnerships with Barnardos, PCYC Bluelight, Yarrabin Outreach, Far West Family Day Care Services, Home Care, local school 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 Cobar.	Undertake activities under Family and Community Services grant.	D Parisi	25%	Social inclusion grant provides for the Friday Games Night and Tuesday Playgroup activities.
Organise Youth Week Activities	Co-ordinate and consult with the youth of Cobar and Cobar Youth Council on the proposed activities for Youth Week and seek grant funding.	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 craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	J Siemens	25%	6 holiday craft sessions were offered in Q1. 60 attendances for paper, bead and other craft activities.

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	0%	No Cobar Interagency meeting held in Q1.
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 Siermens	25%	Basic computer instruction was offered in Q1. 7 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 Increase the supply of childcare and preschool places and options				
DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children	Administration of CCB & CCR for all eligible families in accordance with	K Lennon	100%	CCB and CCR administered each week

Services (FDC, COOSH, IHC)	Federal Legislation.			as per Government regulations.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Enrol and support families and children for Children Services.	K Lennon	100%	All children and families enrolled and supported as per policy.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Maintain and update policies, procedures, quality improvement plans and family information packages for FDC and COOSH to comply with changes to National Regulations and Quality Framework concepts and new information.	K Lennon	90%	All forms up to date, QIP will be reviewed next quarter.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	75%	30 In Home Care support and monitor visits conducted this quarter.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K Lennon	25%	Father's day craft pack developed and delivered.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide interesting and stimulating excursions and events for children and educators with Far West FDC and COOSH.	K Lennon	0%	No excursions conducted this quarter, due to school holidays.

Administer and coordinate Children Services (FDC, COOSH, IHC)	Recruit and support Family Day Care Educators.	K Lennon	25%	1 Educator moved from Nyngan to Cobar, 1 new educator began in Bourke.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Support Implementation of "Early Years Learning Framework" and the "My Time Our Place" into educator curriculum.	K Lennon	50%	As new Educators come on board it takes time for them to fully grasp how this works. Training, Home Visits and emails are used to support implementation.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Write and distribute quarterly newsletters to Families and Educators.	K Lennon	25%	Emails sent as needed.
Investigate the provision of vacation care in Cobar	Investigate the options and implement if appropriate a Vacation Care Program.	K Lennon	0%	No suitable venue available.
Facilitate the availability of child care and preschool places and options.	Lobby to have an increase in availability of child care and preschool places to meet demand in Cobar.	G Woodman	25%	Liaison undertaken with major employers, interested providers and Childcare Services Steering Committee during Q1.

COUNCIL STRATEGY				
1.3.2 Increase the knowledge of the community on the range of services available in Cobar Shire and how to access them				
DP Action	Action	Responsibility	Progress	Comment

Have information readily available to the community and new residents	Have an easy to access and navigate Council website that is relevant and a useful resource for residents and visitors.	G Woodman	25%	Council website continually updated.
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%	The Community Services Directory is regularly updated and provided both on line and as part of the New Resident Packs.

COUNCIL STRATEGY				
1.3.3	Have family orientated activities to encourage families to socialise in the community			
DP Action	Action	Responsibility	Progress	Comment
Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	J Martin	75%	The Tourism Advisory Committee have had four meetings in this quarter to organise the events and activities for the 2014 FOMG. The program of events was finalised at a meeting on 24th September 2014. The program will be distributed in the local community and the wider region in early October 2014.
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's MTPR has applied to the Australia Day Council for an Australia Day Ambassador to attend Cobar's 2015 Australia Day celebrations. Australia Day award nomination forms for Cobar Shire will be available at the end of October. MTPR has applied to the Department of Ageing and disability for a 2015 Senior's Week grant.

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%	Information distributed through the email lists in a timely fashion as it becomes available. Groups also offered assistance in putting grant applications together.
Facilitate capacity building of community groups	Seek grant funding to run workshops to build capacity of community organisations to improve governance.	A Shepherd	0%	Not a priority at this stage.

COUNCIL STRATEGY				
1.4.2	Business supports local events, organisations and activities			
DP Action	Action	Responsibility	Progress	Comment

Work with local organisations to build on current activities	Assist sporting, community and business groups to promote major events.	J Martin	25%	Council's MTPR liaises with all local clubs and community groups and helps them promote their activities. There were no major sporting events in this quarter.
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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%	Continue to attend information and briefing sessions from Peak on their proposed roster changes to 7 and 7 and make use of any information collated as part of this project.

COUNCIL STRATEGY				
1.4.4	Support Aboriginal people and organisations to increase the broader community's awareness and recognition of local Aboriginal cultural identity in Cobar and to assist in meeting the targets set out under the current government policy of 'Closing the Gap'.			
DP Action	Action	Responsibility	Progress	Comment
Undertake activities to increase awareness of Aboriginal culture in the Cobar Shire	Liaison with Aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of Aboriginal culture.	G Woodman	0%	No action in Q1.

Improved coordination of the activities and planning of Council, Cobar Community Working Party, Cobar and Murrin Bridge Local Aboriginal Lands Councils and Mount Grenfell Board	Liaison Group established at officer level to improve the coordination of activities and planning.	G Woodman	0%	No action in Q1.
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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	100%	Funding provided in Q1.
Facilitation of cultural workshops and activities	Arrange and update exhibitions and displays at the Great Cobar Heritage Centre and promote exhibitions.	J Martin	25%	The curator at the GCHC is continually refreshing museum displays and exhibitions. Time is a hindrance , with the curator only working 14 hours per week.
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 GCHC is constantly working on cataloguing and conserving the artefacts in the museum collection. The task of keeping on top of cataloguing the collection is very difficult due to the curator's hours only being 14 hours per week.

Facilitation of cultural workshops and activities	Receive, document and store objects at the Great Cobar Heritage Centre that are relevant to Cobar's History and are compliant with the Collections Policy.	J Martin	25%	The Great Cobar Heritage Centre has a 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 funding sources identified. This project is unlikely to happen this year.

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,	Participation in the Cobar Hospital Services and Facilities Upgrade Committee.	G Woodman	25%	Relevant liaison with local health district in relation to MPHS proposal and attendance of Cobar Health Council.

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				
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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%	CPHCC now responsible for liaising with the mines for any required financial contribution.
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	0%	No Interagency meetings held in Q1.

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, implement and review Marketing and Action Plan for the Cobar Youth and Fitness Centre with the focus on new user groups.	D Parisi	25%	Marketing and Action Plan is still in draft form with Director of Corporate and Community Services and will be reviewed in consultation with the new manager.
Increase the use of the Cobar Youth and Fitness Centre	Encourage more community groups to use the centre and increase the use of the centre by the community.	D Parisi	25%	Networking with community groups this quarter. Brazilian Jujitsu has commenced this quarter with junior and senior classes being held. Wednesday table tennis, wheelchair basketball and men's basketball have been played this quarter.
Increase the use of the Cobar Youth and Fitness Centre	Maintain and upgrade gym equipment and seek ways to add additional demand led services where space permits.	D Parisi	25%	No upgrade to gym equipment and the attendance has decreased this quarter due to the opening of a privately owned fitness centre. Consolidation with the new manager and Director of Corporate and Community Services has taken place this quarter with new ideas in the pipeline.
Increase the use of the Cobar Youth and Fitness Centre	Run local sporting competitions at the Centre and the Skate Park.	D Parisi	25%	3 sporting competitions running this quarter; 8 teams Ladies netball- 96 players

				12 teams Squalleyball - 108 players 5 teams mixed soccer - 50 players all competitions to finish Q2.
Contract management of the Cobar Memorial Swimming Pool	Supervise the correct operation and maintenance of all pool infrastructure along with promoting the facility also facilitate the learn to swim campaign.	W Mills	25%	Pool shut in Q1, but worked with managers to ensure the correct operation and maintenance of all pool infrastructure.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount.	W Mills	25%	Pool closed in Q1, but worked with the pool contractor to ensure safety and convenience in preparation for pool opening on the October Long Weekend..
Construction of a new Skate Park	Facilitate the construction of a new Skate Park with appropriate community consultation through the Skate Park Facility Steering Committee.	W Mills	20%	Drawings and design completed and approved by Council. Worked with Peak to ensure a mining theme. Construction to commence 20 October 2014 and will be completed in Q2.
Maintain all Council parks and reserves, including plants, trees and public facilities	Appropriate signage erected to indicate prohibited activities in parks and reserves.	W Mills	20%	We have installed some signs.
Maintain all Council parks and reserves, including plants, trees and public facilities	Carry out regular patrols of parks & reserves.	W Mills	25%	Regular patrols on parks and reserves carried out.

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..	W Mills	25%	Repairs carried out as soon as practical after notification.
Maintain all Council parks and reserves, including plants, trees and public facilities	Maintenance of sporting ground and associated facilities.	W Mills	25%	Sports grounds are regularly maintained.
Maintain all Council parks and reserves, including plants, trees and public facilities	Provision of a regular gardening and turf maintenance service.	W Mills	25%	Parks and reserves are regularly maintained to meet the Council's expectations.
Maintain all Council parks and reserves, including plants, trees and public facilities	Tree pruning and husbandry of trees.	W Mills	30%	Tree pruning and husbandry of trees has been carried out within the reserves and parks. Council has increased their efforts in Q1 to reduce the risk of poorly maintained trees.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount.	W Mills	25%	Supervision of the pool contractor to ensure safety and convenience.

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"> •2014 -2015 budget developed. Quarter 1 running on budget with 23% of budget expended & 26% of income received. Occupancy rate for Quarter 1 was 94% for Hostel and 98.60% for Nursing Home. There is one vacancy in both the Hostel and Nursing home with no applications currently waiting placement. •Comprehensive assessments and documentation of residents care needs were completed as per facility protocol on the 3 new residents entering facility in quarter 1 to enable ACFI claims to be maximised.
Provide appropriate services for residents at the Lilliane Brady Village	Develop, implement and review systems to ensure services are provided according to the needs of residents.	S Huon	25%	<ul style="list-style-type: none"> •Schedule audits completed in Quarter 1 include infection control, housekeeping & laundry services. Infection rates remain low and cleaning and laundry is delivered to a high standard in line with policy and procedures. •1 Post admission survey was distributed and returned with no issues raised. • Annual surveys were sent out to all residents and persons responsible to enable feedback on services and care. 10 of 18 residents completed surveys from Nursing Home (10 unable to complete). 100% of surveys were returned by Hostel residents. 17 surveys were sent out to Person Responsible and returned with positive feedback provided. Several issues raised

				by residents and are being followed up and addressed within resources and staffing capacity. All processes are documented and filed as per facility protocol.
Provide appropriate services for residents at the Lilliane Brady Village	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are delivered in line with facility mission statement and policies.	S Huon	25%	Staffing levels have been maintained in line with the master roster. Positions filled this quarter were RN x1 (FT Agency), AIN x3 (CAS). All new staff completed the orientation program. Three resignations were received – Cook (PPT), Casual AIN x2. 3 staff commenced Cert 111 in Aged Care, 2 staff commenced Cert 4 in Aged Care. All staff continued to participate in scheduled in house training utilising the “Aged Care Channel”.
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	25%	Both Hostel and Nursing Home sections are accredited until August 2015. An unscheduled visit from the Australian Aged Care Quality Agency occurred on the 20th August 2014 for both Hostel and Nursing Home with audits carried out on continuous improvements, infection & hygiene management, clinical care and living environment. Both facilities were compliant with all outcomes. Comprehensive assessments were completed as per facility protocol on all new residents.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	25%	Community involvement included: - visitation by clergy, weekly exercise run by community volunteers, student visits from St John's Catholic School, Cobar High School student placements for VET and work experience programs, placement of TAFE students

				<p>completing Cert3 in aged care work. Outings in the community attended by residents included a second trip to Bourke by interested residents and regular trips to town including "men's trip" to the Cobar Heritage Centre and CSA mine. The Lilliane Brady Village bus was used for transport. The in-house recreational activity program continues to be well attended with residents having input into the program. Music by local musician John Pebbles has been enjoyed immensely. Publication of the quarterly newsletter for residents, family & friends in September 2014 publicises upcoming events and shares activities with the wider community.</p>
<p>Provide appropriate services for residents at the Lilliane Brady Village</p>	<p>Provide a transparent mechanism for concerns and complaints management from all stakeholders.</p>	S Huon	25%	<p>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 10 complaints received for the quarter: - 2 from a family member, 1 resident and 7 from staff. All were followed up in line with policy & procedures. Pol/RM17 Compulsory Reporting covers process for reporting & responding to physical & sexual abuse of residents. There were 2 reportable incidents for quarter 1 that were investigated in line with legislative requirements with no action required to be taken.</p>

Undertake Lounge Extension Project	Complete Lounge Extension Project at LBV.	K Miller	25%	Tender drawings with WestCad to finalise. An in house Project Management Team has been established.
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COMMUNITY OUTCOME

1.6 A safe and clean community

COUNCIL STRATEGY

1.6.1 A more visible and engaged police presence

DP Action	Action	Responsibility	Progress	Comment
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	G Woodman	0%	No Precinct Committee meeting held.
Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	G Woodman	25%	Currently only the AGM Meeting has been completed, with the next Meeting scheduled for October 2014. Attendance has been improving.
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	0%	It is expected that a new Safety Audit will be undertaken in Q3.

COUNCIL STRATEGY				
1.6.2	Implementation of the Cobar Crime Prevention Plan and Strategy			
DP Action	Action	Responsibility	Progress	Comment
Removal of graffiti and recording of graffiti incidents	Supervise and liaise with Urban Supervisor the removal of graffiti and ensure all evidence is taken and recorded appropriately.	W Mills	25%	We aim to remove graffiti within 48 hours.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Undertake a Community Safety Audit.	A Shepherd	0%	This is 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%	The action list is implemented as required.
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	0%	No funding sources identified.

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 are 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	25%	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 within 3 business days.
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 if Development Control Plans will be required to support Cobar LEP 2012..	G Ryman	10%	Development Control Plans are generally not warranted to control most types of development within the Cobar LGA. However in order to approve advertising signage along highways, a DCP will need to be generated to allow the determination of Development Applications for these structures.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	H Holder	25%	All leases, licence, insurance and land registers being maintained.

COUNCIL STRATEGY				
1.6.4	Provide and maintain safe and serviceable public facilities and infrastructure			
DP Action	Action	Responsibility	Progress	Comment
To provide the community with an aesthetically pleasing and clean urban environment	Manually street sweep the CBD to supplement the mechanical operations to ensure a clean and aesthetically pleasing environment.	W Mills	25%	Carried out daily.
To provide the community with an aesthetically pleasing and clean urban environment	Mechanically clean the streets in the urban area to provide suitable environment for the community.	W Mills	20%	Carried out regularly, a Maintenance Program is to be finalised in Q2.
To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities building in accordance with frequency of use.	W Mills	25%	We regularly clean and maintain amenities buildings in accordance with 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.	W Mills	10%	Ongoing review of program.
To have systems in place for Cobar and village communities to maintain and control their public	Investigation of funding opportunities to undertake improvements at Cobar Town Hall	G Ryman	0%	Funding to undertake improvement works would have to be subject of a successful grant. When a relevant grant becomes available, application will be

halls and the Nymagee Old School Community Centre	Cinema.			made at that time.
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%	Additional works are subject of grant applications when appropriate.
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%	Maintenance works are being undertaken irregularly when funds and resources become available. Priority for Mt Hope Hall is installing new toilets in the hall. Grant fund opportunities are required.
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	90%	Maintenance and Repair works have been undertaken to Nymagee Hall. Some minor works remain outstanding and will be completed within the next couple of weeks.
To have systems in place for Cobar and village communities to maintain	Supply electricity to the Nymagee Old School Community Centre.	G Ryman	25%	Discussion with Nymagee Progress Association has taken place regarding this particular condition on the license

and control their public halls and the Nymagee Old School Community Centre				agreement. Yet to be completed.
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	0%	These works would need to be subject of grant funding. Grant opportunities have become available during this reporting period however Council was unsuccessful in these applications. Council will continue to apply for funding when these opportunities present themselves again. A priority is toilet facilities in the Cobar Youth and Fitness Centre and the Mt Hope Hall.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Prepare a Disability Action Plan.	A Shepherd	0%	Scheduled to take place in Q3.

COUNCIL STRATEGY				
1.6.5	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comment
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Development, reporting and implementation of Rural Fire Service (RFS) facilities asset management plan and a minimum five (5) year rolling works program.	P Graf	25%	RFS plan ongoing.
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.	P Graf	25%	RFS plant and equipment replacement program ongoing.
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.	P Graf	25%	Response 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.	P Graf	25%	Hazard management minimisation in place.
Have systems in place to allow a rapid response to a	To maintain an organisation to provide the human and	P Graf	25%	Organisation exists with council cooperating with the Rural Fire Authority.

fire emergency within the Rural Fire District	physical resources to assist with the control of rural fire threats.			
Have contingency plans in place to minimise the damage from threats from natural disasters	Develop Rural Addressing Program.	P Graf	25%	Rural addressing ongoing.
Have contingency plans in place to minimise the damage from threats from natural disasters	To ensure reasonable strategic planning is made to establish local disaster management plans which consider the risks to local communities and have in place relevant disaster management plans which cover the reasonably foreseeable risks within the community.	P Graf	25%	Disaster management plan updated on a regular basis.
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%	Local Emergency Management Committee established and operating effectively.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected.	S Poulter	20%	Inspections of food shops ongoing. Obligations under the partnership with the Food Authority on target. All food service premises, including hotels, motels, retail food shops, cafes and restaurants will be inspected.

				Improvement Notices are issued to food service premises that do not comply with the Food Act.
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	S Poulter	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.	S Poulter	25%	Reports for administration and budget are provided when requested.
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	S Poulter	0%	Limited resources available.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	S Poulter	25%	Swimming Pool Inspections Programme has commenced and inspections are undertaken when requested by pool owners. Limited resources are available to enact proactive inspection component of programme.

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%	Any businesses opportunities arranged as required.

COUNCIL STRATEGY

2.1.2 Skills attraction initiatives

DP Action	Action	Responsibility	Progress	Comment
Work with relevant government organisations, including Regional Development Australia – Orana, and NSW Industry and Investment to attract skilled people to Cobar to work.	Work with Regional Development Australia – Orana Inc and Industry and Investment (I&I) on economic development issues within Cobar Shire.	A Shepherd	25%	Council is participating in the Workforce Capacity Study and in trying to get local businesses involved as well.

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%	The implementation of the Economic Development Strategy is reported as required.
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	25%	Council continues to actively participate in the Economic Development Officers group through OROC. In this quarter Council promoted the Workforce Capability Study workshops to be held in early Q2.

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 and collected on behalf of the Cobar Business Association. They are reconciled at the close of business every day.
Be an active member of the Cobar Business	Strive to bring affordable, quality training and workshop	A Shepherd	25%	No training initiatives were brought to Cobar this quarter due to a lack of

Association	opportunities to Cobar business operators through the activities of the Association.			funding, however Council supported the WorkCover bus when it came (in conjunction with NSW Farmers who were promoting grants and initiatives for farming businesses). Officers from the Fair Work Ombudsmen's Office also presented to the Association, highlighting the need for good record keeping, issues around the awards and other fair work issues.
Be an active member of the Cobar Business Association	Undertake the secretarial role for the Association.	A Shepherd	25%	Three meetings attended for the quarter, minutes taken and distributed. A September newsletter was produced and distributed. The AGM was held in August, where Council's representative was again voted in as the secretary for the association.
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%	The 2014 Great Cobar Business Awards were successfully run this quarter, with the presentation night held on 5 September attracting 130 attendees. There were 55 different entries across ten categories, with JKM Fitness winning two categories and the overall winner. Council service providers and staff from the Cobar Youth and Fitness Centre and the Cobar Shire and TAFE Library were nominated in their categories, with the library receiving the highly commended in their community

				and government owned services category. Council was involved in the organisation of the awards and evening in conjunction with the business association as part of their economic development functions.
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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%	Explored the option of a Murray Darling Economic Development Fund grant application but after discussions with Trade and Investment staff it was decided the project was not appropriate for the grant. A Board meeting is set down for early Q2. Monthly meeting held with the Enterprise Facilitator on how the project is tracking and any issues arising from it.
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%	No demand for new industrially zoned land at present.

Investigate the availability of industrial land in Cobar and investigate options for the development of a new industrial estate in Cobar	Undertake assessment of need for industrial land.	G Ryman	0%	There is presently no demand for new release industrial land in Cobar or the villages at this point. Council will continue to work with developers with their proposals of using undeveloped industrially zoned land to enhance the incomplete infrastructure in these areas.
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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 are 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%	Ongoing.
Facilitate provision of additional funding to improve the road network	Submit applications for road improvements for appropriate funding providers.	P Graf	25%	Applications for road funding submitted on an ongoing basis. The Fixing Country Roads applications submitted in Q2 for the Whitbarrow Way, Wool Track and Acres Billabong. Awaiting outcome of EOI applications.

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

COUNCIL STRATEGY				
2.2.1	Develop and implement a Tourism Attraction and Development Strategy			
DP Action	Action	Responsibility	Progress	Comment
Develop and implement the Tourism Attraction and Development Strategy	Development of an appropriate Tourism Management Plan or Strategy through consultation with the Tourism Advisory Committee, Business Association, Economic Taskforce and the community.	J Martin	25%	The local Tourism Management Plan is a draft document that should be ready for comment in the next quarter.

COUNCIL STRATEGY				
2.2.2	Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists			
DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Attend consumer shows, travel and holiday expos in the identified target market areas of Australia and disseminate information on Cobar's heritage,	J Martin	25%	Council's MTPR attended the Penrith Caravan, Camping & Holiday Expo from the 4th - 9th September 2014 working under the banner of The Kidman Way & Cobar Caravan Park. 30,000 people

	natural features, cultural events and tourist attractions and facilities.			attended the expo and 2,000 information packs were distributed.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	25%	Council's MTPR authorised approximately 800 information packs to be sent out this quarter.
Market Cobar as an attractive tourist destination	Manage the Visitor Information Centre, visitor numbers and revenue to the museum and souvenir shop at the Great Cobar Heritage Centre.	J Martin	25%	In this quarter 1,750 people visited the museum at the GCHC, 6,500 people were seeking touring information and the revenue for the quarter was \$37,500. The figures for this quarter were affected by the closure of the GCHSC for 5 days because of the fire at the Occidental Hotel.
Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	J Martin	25%	There has been ten coach groups visit the GCHC in this quarter.
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%	Council's MTPR has facilitated two Kidman Way committee meetings in this quarter. The meetings were organised to help pull the information together for the 2015 Kidman Way brochure. Council's MTPR attended one Inland NSW Tourism Organisation meeting. The meeting discussed the possibility of an Outback NSW information brochure being attached to the back of a Broken Hill

				information brochure. The proposed cost was \$5,000 a page. Council's MTPR expressed concern about how effective such a document would work in the market place and declined the offer on Cobar's behalf. The Inland NSW committee went ahead with the concept and included some information on all towns in Outback NSW at no cost. The brochure presentation and information is very poor.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	25%	The curator at the GCHC has a number of education packages which are aimed at all 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 Committee has had two meetings in this quarter. Agenda items include the publication of the 2015 Kidman Way brochure, the 2015 consumer expos and the renewal of the Welcome to the Kidman Way sign at Jerilderie. The Kidman Way Promotional Committee will be meeting in Cobar on Monday 1st December 2014. At that meeting the secretariat will move to another council.
Market Cobar as an attractive tourist	Regular media releases and exposure through national, state, regional and local radio,	J Martin	25%	In this quarter Council's MTPR has organised adverting for Cobar Shire in the In Flight Magazine and the NSW

destination	television and print media.			Caravan Camping and Holiday magazine both are distributed nationally, the Go See Australia web site, the Outback Now website and the National Coach Holiday magazine and web site.
Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	J Martin	25%	Council's MTPR provides opportunities for business owners and operators to advertise their businesses in a number of media formats which promote Cobar Shire.
Develop and implement new ideas to bring people to Cobar	Prepare bids to host relevant conferences.	J Martin	25%	In this quarter MTPR for the October Long Weekend organised a Cobar High School Reunion which is expected to attract about 150 people. At least 60% of those attending will be from out of Cobar.

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	100%	Meeting held with the Caravan Park Managers to discuss lease and lease conditions.
Work with existing operators and businesses to promote the benefits of tourism and expand the tourism business	Form a formal committee rather than the present ad hoc committee which focuses on strategic tourism development (eventually events management will be recognised as a separate function).	J Martin	25%	Cobar Shire Council formed the Tourism Advisory Committee to manage events and local tourism promotional activities. It is difficult to attract a large number of businesses to attend meetings. In the this quarter MTPR has meet with managers and operators of Cobar's motels, hotels, clubs, restaurants, service stations, cafes and a number of other small businesses about advertising in the 2015 Kidman Way brochure. Many of the smaller businesses have opted for the cheaper option and advertised in the "In Cobar Publication" not realising that the publication is only circulated locally. Cobar Shire is to small for the production of two tourist information brochures.
Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space	Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space.	J Martin	25%	The curator at the Great Cobar Heritage Centre is constantly reviewing the collection displays. In September 2014 Mr. George & Ruth Devrell, relatives of Mr. George Alan Moore, a mining engineer who worked at the Great Cobar Copper Mine, 1910 – 1919 visited the centre. Mr Moore held numerous positions at the

				mine, including acting manager. The family has donated many of Mr. Moore's possessions which included photographs of him and his colleagues at the Great Cobar Mine, his aneroid mining surveying barometer which he would have used in his day to day work at the mine, pocket watch, mess kit and many personal documents. These are all rare and valuable traces of life and work in Cobar in a very important time in history. The curator has a number of the artefacts and the information on display.
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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	0%	There is currently no demand for new release residential land. Existing undeveloped sites are not selling or being developed. There are no development inquiries relating to these proposals.

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

DP Action	Action	Responsibility	Progress	Comment
Actively seek out business opportunities to enhance the operations at Cobar Airport	Promote the airport to interested parties to establish business enterprise.	K Page	25%	Minimal promotion undertaken over the last 12 months other than trying to secure new RPT service.

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%	Debt recovery program in place with action planning for any additional available funding.
Undertake private works	Undertaken private works for property owners, contractors and RMS.	P Graf	25%	Private works undertaken, including the gravelling SR14 on behalf of the Wonawinta Mine receivers.
Increase grant funding received	Apply for grants to assist Council to undertake activities outlined in the Annual Operational Plan.	G Woodman	25%	Major grant application arranged for Resources for Regions - Youth and Fitness Centre, Mulya Roads, Whitbarrow Way and Cobar Water Board Pipeline Replacement Stage 2. Three Fixing Country Roads grant applications undertaken - Whitbarrow Way, Acres Billabong, Wooltrack.

				Clubs Grant application made for the Youth and Fitness Centre. Environmental Trust application made to undertake inlet works to the Newey. Heavy Vehicle Safety Grant application made to undertake works at the Truck Wash. Climate Change Resilience grant - road works water bores submitted.
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%	Regulation 202 matters, and financial details reporting are provided to Council.
Regular monitoring and reporting of expenditure	Major elements of the Budget or Delivery Plan/Operational Plan are achieved.	G Woodman	25%	Draft Works Program complete for services and roads. Development of programs for Resources for Regions projects underway.
Undertake rating functions of Council	Levy and issue rates.	J Brown	100%	Rates for the 2014/2015 financial year were levied and issued on 3 July 2014.
Undertake rating functions of Council	Process Pension Rebate Claims.	J Brown	50%	Pension rebates have been processed and the claim submitted on 30 September 2014. Council expects the 55% subsidy to be paid in February 2015.
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	40%	The outstanding rates have been reduced from \$529,025.86 as at the 30 June 2014 to \$334,923.75 at the end of September 2014. Council will continue to actively recover rates in arrears.

Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	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 \$48,986 interest term deposits and an at call account. 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.
Seek efficiency through shared services	Investigate in conjunction with neighbouring Councils, LMWUA, OROC and Western Division of Councils of NSW areas of improved efficiencies due to resource sharing.	G Woodman	25%	Shared services being investigated through OROC, continual use of regional procurement contracts and OROC contracts.

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	100%	All contributions received by Council are reported in accordance with Legislative provisions detailed in the Environmental Planning and Assessment Regulation 2000.
Develop a Section 64 Plan	Prepare a Section 64 Plan.	P Graf	10%	Section 64 plan ongoing.

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%	No options to investigate have appeared.
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%	No options to investigate have appeared – MPS viability currently being considered by NSW Government.

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	25%	Council's Business Continuity Plan and Disaster Recovery Plan are currently being developed and are in draft form.
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	K Walsh	15%	A draft risk register is currently being developed. Once it is 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	25%	Council's Risk Register has been completed with an action plan developed for the reduction in risk levels for the identified very high risk matters.
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	90%	Risk Register completed and Action Plan to be developed to reduce High Risk Areas.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	0%	No internal audit function has been undertaken in Q1.
WHS obligations are met and safe work practices are	Consult with WHS Committee to take a proactive stance in	G Woodman	25%	Updated workplace health and safety policy

promoted and undertaken	promoting a healthy and safe work environment.			will be finalized in Q2.
WHS obligations are met and safe work practices are promoted and undertaken	Provide a safe working environment through advice, safety programs, audits and staff involvement.	K Walsh	25%	Training, information and advice is provided on work health and safety matters to all staff as required. A corporate WHS Management System is currently being investigated.
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	0%	Project team to redevelop action plan in Q2.
WHS obligations are met and safe work practices are promoted and undertaken	Reduce workplace incidents by providing return to work services, supporting the Health and Safety Committee, providing adequate training and appropriate procedures.	K Walsh	25%	Incident reporting takes place in the form of incident reports from employees, risk assessments and the annual StateCover survey. We currently have two WorkCover approved Return to Work Coordinators, with one being the primary contact and thus overseeing the management of workers compensation, injury management and the return to work of injured workers. This has dramatically improved Council's position with work related injuries, especially lost time injuries. Training, information and advice is provided on all work, health and safety matters as required.
WHS obligations are met and safe work practices are promoted and undertaken	WHS Policy Development and Maintenance.	G Woodman	10%	A refocus of the project team to be arranged in Q2.

WHS obligations are met and safe work practices are promoted and undertaken	WHS reviews regularly conducted and recommendations acted upon.	G Woodman	25%	Annual induction day undertaken for outdoor staff and contractors in September 2014. WHS committee undertaken audit of relevant areas in accordance with schedule.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	25%	Records Management is compliant.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Effective records administration systems and protocols in place	K Miller	25%	No inefficiencies have been experienced.
Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	G Woodman	25%	Annual Induction Day for Outdoor Staff and Contractors undertaken on 20 September 2014.
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	K Walsh	25%	A program of safety inspections is set out and monitored by Council's Health and Safety Committee. The StateCover WHS self-audit has been completed for this year.
Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	G Woodman	25%	Corporate training program developed. Organisation development program commenced in accordance with the staff attitude survey results action plan.

COUNCIL STRATEGY				
3.1.5	Strong governance measures in place			
DP Action	Action	Responsibility	Progress	Comment
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	G Woodman	25%	Newly elected Councillor provided full induction training.
Strategic policy setting undertaken by the elected representatives	Assistance in the administrative management of Council meetings.	G Woodman	25%	Code of Meeting Practice advice provided as required. All administrative assistance provided to ensure meetings are undertaken appropriately.
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests.	G Woodman	25%	Appropriate follow up undertaken of monthly status reports through MANEX and relevant managers/supervisors.
Strategic policy setting undertaken by the elected representatives	Mayor and Councillor requests are met within Council policy.	G Woodman	25%	All Mayor and Councillor requests have been answered in a timely manner.
Strategic policy setting undertaken by the elected representatives	Necessary advice and policy recommendations provided to Council in relation.	G Woodman	20%	Policy and Code of Meeting Practice advice provided to Council as required.

COMMUNITY OUTCOME	
3.2	An engaged community that participates in decision making

COUNCIL STRATEGY				
3.2.1	Implementation of Council's Community Engagement Strategy			
DP Action	Action	Responsibility	Progress	Comment
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate attendance of General Manager at Community groups and external committees, as appropriate.	G Woodman	25%	Attendance and liaison undertaken as required.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate information in relation to Council resolutions and deliberations provided to Directors and relevant staff.	G Woodman	25%	Council meeting resolutions staff meeting for Administration Centre and Community Services Managers held monthly, communication of Council resolutions via status report undertaken monthly and follow up and Manex meetings.
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 media releases and contacts undertaken.
Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Dissemination of information to the media.	G Woodman	25%	Communication to the community arranged as required.

COUNCIL STRATEGY				
3.2.2 Encourage more direct participation and interaction between Council and the community				
DP Action	Action	Responsibility	Progress	Comment
Provide up-to-date and relevant information to the public on Council's activities	Management oversight provided in relation to all information from appropriate staff to Council and the Community.	G Woodman	25%	Appropriate checks undertaken of public notices, media releases and community newsletters.
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	0%	No newsletter arranged for Q1.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Appropriate networking with the local government industry and professional organisations.	G Woodman	25%	Participation at regional and state level for LGEA, IPWEA, LGMA, OROC (including GMAC and professional teams), Western Division Councils of NSW.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Coordinate and support the Traffic Committee and Rural Roads Advisory Committee.	P Graf	25%	Ongoing coordination and support of the Rural Roads Advisory Committee and Traffic Committee.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Participation in Lower Macquarie Water Utilities Alliance LMWUA	W Mills	25%	Regular participation in the LMWUA.

COUNCIL STRATEGY				
3.2.3	Increase the participation of youth in community leadership			
DP Action	Action	Responsibility	Progress	Comment
Provide administration and support to the Cobar Youth Council.	Provide administration and support the Cobar Youth Council and maintain contact with similar organisations in other local government areas so as to provide interaction.	D Parisi	25%	Attended no meetings this quarter due to Youth Council members studying for their HSC.

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

COUNCIL STRATEGY				
3.3.1	Good customer service provided by all Council Officers			
DP Action	Action	Responsibility	Progress	Comment
Focus on the provision of good customer service by all Council staff	Development, reporting and implementation of a Customer Services Policy & Standard.	K Miller	25%	Policy has been adopted. Internal customer service is now the focus.

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%	Not yet commenced.
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COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	Develop Staff and promote their inclusion in decision making through consultation.	K Walsh	25%	Active Consultative Committee with positive inclusions from staff. Regular staff meetings throughout the different departments and section of Council improving communication and development across all levels.
Human Resources	Development of Cobar Shire Council Confidentiality Agreement.	K Walsh	0%	Cobar Shire Council Confidentiality Agreement will be developed and implemented once the new Human Resources Officer has commenced.
Human Resources	Employees paid appropriately.	K Walsh	25%	All employees are paid in accordance with state industrial awards. During the performance reviews in Q3, skill evaluations will be completed and any salary adjustments, if required, will be implemented then skill evaluations are also completed during recruitment.

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%	Staff attitude survey results action plan being finalised but in a number of areas commenced, including behaviour modification of Manex.
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 Program.
Human Resources	Implementation of the Employee Expectation Statement Action Plan.	K Walsh	25%	Current Employee Expectation Statement Action Plan is being adhered too. Senior Management have also developed the Staff Attitude Survey Results Action Plan, part of which is working on improving staff expectations.
Human Resources	Increase the level of personal interaction and information dissemination within Council.	G Woodman	25%	Communication strategy instigated. Monthly administration centre and community services managers held to disseminate council meeting resolution details.
Human Resources	Issues and concerns are able to be brought to the General Manager individually or in small groups in accordance with Council's	G Woodman	25%	Reasonable open door policy instigated.

	grievance procedure.			
Human Resources	Staff consultation by a continuing process through Consultative Committee.	K Walsh	25%	Active Consultation Committee is established. The committee's constitution is currently under review. Quarterly meetings are held.
Human Resources	To be an employer of choice including the development of an attraction and Retention Strategy, training plans, succession plans and traineeships.	K Walsh	25%	Attraction and Retention Strategy is being developed and will be completed once the new Human Resources Officer has started. Training plan is developed and training needs of the organisation were identified during the annual Performance Reviews. Currently Council does not have the funding to put traineeships in place.
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	K Walsh	25%	Industrial relations matters managed satisfactorily with positive outcomes for all concerned. Advice given to all in a timely manner which improves employee satisfaction.
Human Resources	Undertake recruitment and assist successful on boarding of new employees, including attraction, Engagement and Retention Strategy to improve recruitment practices, Salary Administration and Performance Management Systems and corporate inductions.	K Walsh	25%	Recruitment services are provided to all departments and sections of Council, with vacant positions filled within 10 weeks, often less than this. Vacant positions are filled as required. All of which is completed using Council's Staff Attraction and Retention Strategy.

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	15%	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'	Provide appropriate accommodation for key positions.	G Ryman	25%	All Council positions that require housing have appropriate housing provided.
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. There has been an increase in the use of the services. Council's EAP provider was present at the September 2014 Outdoor Employees Induction day.
Learning and development	Educate staff with clear messages about Council's operations, culture and values, vision and strategic direction.	K Walsh	25%	During Council's inductions and training, messages about Council's operations, culture and values, vision and strategic direction are provided to new employees. Flyers are on display in all Council workplaces communicating these messages. Regular updates are undertaken to ensure staff are informed of any changes.
Maintain and actively use the City of Canterbury	Identify opportunities for Council and community partnerships.	A Shepherd	10%	A visit is being prepared for City of Canterbury Officers to come to Cobar in

relationship				Q2. This is primarily a Mayor/ GM focussed trip.
Maintain and actively use the City of Canterbury relationship	Prepare a Council team to attend the annual Corporate Leadership Cup.	A Shepherd	25%	Initial preparations underway and a team is currently being finalised. The CLC takes place in Harden in Q2.
Maintain and actively use the City of Canterbury relationship	Prepare for and undertake staff exchanges.	A Shepherd	10%	Staff attending Cobar in Q2. Schedule for visit is being prepared.
Staff are provided with up-to-date and relevant tools to undertake their roles	Computer system support – Training of Users in New Software Products.	K Miller	25%	No new products.
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%	Windows 7 roll out finalised, Office 2010 roll out finalised, all old computers replaced.
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%	Action plan ongoing.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implementation of Computer Support Strategic Plan.	P Graf	10%	Advice provided to the Computer Support Strategic Plan team.
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%	Organisational development program commenced in accordance with the staff attitude survey results action plan.

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	10%	15 year plant replacement program ongoing. Annual review due Q2.
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%	Plant requirements reviewed and fleet maintained.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siemens	25%	Membership of the NSW Public Libraries network has been renewed. Information is shared between all NSW libraries via e-mail, face-to-face meetings, and conferences.
Staff are provided with up-to-date and relevant tools to undertake their roles	Computer system support – Training of Users in New Software Products.	K Miller	25%	No new products.

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	15%	To be finalised and presented to November Council Meeting.
Council updates the Integrated Planning and	Compliance with Integrated Planning and Reporting Requirements (IPRR) as	G Woodman	25%	Reporting for Delivery Program and

Reporting framework documents as required	outlined by the DLG.			Annual Operational Plan undertaken.
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%	Works program partially developed.
Council updates the Integrated Planning and Reporting framework documents as required	Develop Works Programs for Shire and Regional roads, drainage, signs and traffic facilities.	K Page	15%	Works program partially developed.
Council updates the Integrated Planning and Reporting framework documents as required	Development and implementation of a minimum 10 Year Financial Plan for inclusion in the Resourcing Strategy to support the Cobar Shire 2025 Community Strategic Plan.	K Miller	100%	Adopted with Budget Documentation in June 2014.
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%	Action Plan implemented as required.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	25%	The Community Engagement Strategy is implemented as required.
Council updates the Integrated Planning and Reporting framework	Produce Quarterly Budget Review for Council.	K Miller	0%	Quarterly Budget Review to be presented to the November Finance and Policy

documents as required				Committee Meeting in Q2.
Council updates the Integrated Planning and Reporting framework documents as required	Provision of information to Council on progress of the IP&R.	G Woodman	25%	Delivery Program reporting and Annual Operational Plan quarterly reporting undertaken.
Council updates the Integrated Planning and Reporting framework documents as required	Renew the Revenue Policy 2015/2016.	K Miller	0%	Due in Q3 2014/2015.
Council updates the Integrated Planning and Reporting framework documents as required	Workforce Management Strategy, as part of Resourcing Strategy, developed and maintained.	K Walsh	0%	Workforce Management Strategy will be developed and maintained once the new Human Resources Officer has commenced.
Service level provision planning undertaken as required	Review and amendment of the Corporate Asset Register including CivicView integration.	K Miller	50%	Training required.
Undertake legislative reporting requirements	Commencement of development of Cobar Shire Council Compliance Register.	G Ryman	25%	Limited resources to expedite this process further.
Undertake legislative reporting requirements	Implementation of Best Practice Improvement Action Plan.	G Woodman	25%	Action Plan being progressed.

COUNCIL STRATEGY				
3.3.4	Good procurement processes in place to ensure the most advantageous provision of goods and services to Council			
DP Action	Action	Responsibility	Progress	Comment
Good contract management and procurement practices are employed	Contracts Register updated.	G Woodman	25%	Contracts register in place and continually updated.
Good contract management and procurement practices are employed	Manage Engineering tenders and contracts in accordance with Councils policy.	P Graf	15%	Engineering tenders and contracts managed in accordance with Councils policy.
Leases and management agreements monitored, implemented and adhered to	Cinema Building, Dentist and doctors surgeries and commercial building agreements monitored and implemented.	H Holder	25%	All agreements are being monitored and implemented.
Leases and management agreements monitored, implemented and adhered to	Swimming pool, dentist and doctor surgeries, caravan park and airport agreements monitored and implemented.	H Holder	25%	All agreements are being monitored and implemented.
Provision of Cobar Water Board Administration and Financial Services	Undertake administration and financial services for the Cobar Water Board as per the Agreement.	K Miller	25%	Ongoing.

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%	Stage 1 - Water Security for Regions Program - Storage Facility at Nyngan progressing with design works expected to be commenced in Q2.

COUNCIL STRATEGY				
4.1.2	Increase Cobar's water allocation			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW Government to have Cobar's town water supply increased	Attend meetings with relevant Government personnel demonstrating the need for the town water licence to be increased.	W Mills	25%	Required meetings attended.

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.	W Mills	5%	Ongoing investigation of water provision to the villages being undertaken.

COUNCIL STRATEGY				
4.1.4 Improved water infrastructure across the Shire				
DP Action	Action	Responsibility	Progress	Comment
Maintenance and repairs of water mains	Annual Maintenance schedule prepared.	W Mills	10%	Maintenance schedule being prepared.
Maintenance and repairs of water mains	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	W Mills	20%	Ongoing.
Maintenance and repairs of water mains	Implement the Works Program, determined by the Water Main, Valve and Hydrant Audit.	K Page	15%	Water main valve and hydrant audit works ongoing.
Maintenance and repairs of water mains	Repairs carried out promptly on water reticulation system.	W Mills	25%	All burst mains and services rectified within 48 hours.

Water filtration system adequate and well maintained	Staff record meter readings daily.	W Mills	25%	Staff record meter readings daily.
Water filtration system adequate and well maintained	Water tested and treated daily.	W Mills	25%	Water tested and treated daily and we comply with statutory requirements.
Undertake Resources for Regions Water Filtration Plant Project	Undertake the actions outlined in the Project Management Plan for the Cobar Filtration Plant Replacement Program.	K Page	15%	Cobar filtration plant replacement ongoing with resources for regions funding.

COMMUNITY OUTCOME

4.2 Good communications networks with services equal to the metropolitan areas

COUNCIL STRATEGY

4.2.1 Improved access to telecommunications, radio, TV and broadband services

DP Action	Action	Responsibility	Progress	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 to SEXI proposal undertaken and liaison with solar energy providers undertaken as required.

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

DP Action	Action	Responsibility	Progress	Comment
Road works undertaken according to priority, weather conditions and availability of resources	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 works on regional and shire roads ongoing.
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%	Monthly inspections undertaken.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance.	K Page	25%	Street and sign maintenance ongoing.
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	20%	Ordered works on behalf of RMS being undertaken.

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%	Works undertaken in accordance with RMS contract.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake the Street Sign Audit and implement the Action Plan.	K Page	15%	Ongoing.
Undertake fair valuation of footpaths, roads, bridges, drainage and bulk earth works	In conjunction with Council's Asset Management Team and Auditor undertake revaluation of Council's major transport asset.	P Graf	10%	Revaluation of councils transport assets ongoing.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Establishment and use of reserve for the rehabilitation and restoration of disused gravel pits and quarries.	M Bell	5%	Reserve in place and funds will be used beyond Q2.
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	5%	Minimal work done.
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	10%	Ongoing.

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.	*Vacant	50%	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 network	Footpath Maintenance.	K Page	75%	Footpaths are being maintained.
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	20%	Implementation of the PAMP progressing slowly. Bike plan to be commenced.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	K Page	75%	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	Airport infrastructure meets the requirements of CASA and Air	K Page	75%	Currently meeting licence requirements. Resources for Regions grant to upgrade lighting system and runway pavement is

the Cobar community	Services Australia.			being implemented works expected to be completed in Q2.
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	75%	Regular and statutory maintenance in accordance with the plan. Independent audit of Airport operations was completed in Q2. CASA safety inspection was undertaken in Q3.
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	10%	Consultation with airlines ongoing.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Provision of services to key stakeholders such as airlines and Charters.	K Page	25%	Ongoing provisions of services to airport users.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Review of the Airport Management and Strategic Plans.	K Page	15%	Review of airport management and strategic plans on ongoing basis.
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%	Operational plan in place to meet CASA standards.
Cobar airport maintained and available for RPT and general	Undertake regular maintenance program at the Cobar Airport,	K Page	25%	Regular maintenance program ongoing and resources for regions projects will be

aviation to meet the needs of the Cobar community	according to the adopted budget.			the major activity.
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	K Page	25%	Runways maintained for dry weather operations.

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	5%	Lobbying NSW Government 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	Aim for gradual upgrade of playground equipment to meet Australian Standards.	W Mills	20%	Regular inspections are carried out to ensure the playground equipment is satisfactorily maintained. Council should be aware that all playgrounds will need to be updated gradually to bring them up to meet the Standard.
Provide and maintain safe and adequate playground facilities	Inspection of playground facilities ensuring safety and convenience for all users.	W Mills	20%	Ongoing inspections of playground facilities undertaken.

COUNCIL STRATEGY				
4.4.2	Increase the range of community facilities and maintain those that we have to an appropriate standard			
DP Action	Action	Responsibility	Progress	Comment
Implement the Ward Oval Masterplan	Work with government agencies to attract funding for the project.	A Shepherd	0%	This is not a Council priority at this stage.

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.	W Mills	15%	Security lighting and surveillance has been designed.
Undertake Council's cemetery operations in an appropriate and dignified manner	Enquiries dealt with in a sympathetic manner.	W Mills	25%	All enquiries are being handled in a caring and sympathetic manner.
Undertake Council's cemetery operations in an appropriate and dignified manner	Internment of deceased persons	W Mills	25%	Interment carried out with dignity and respect.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	W Mills	15%	Stock of pre dug graves maintained.
Undertake Council's cemetery operations in an appropriate and dignified manner	Provide assistance and supervision and materials etc to the Cemetery committee contractor.	W Mills	25%	Assistance 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	W Mills	25%	Information and direction provided to management.

	Cemetery Committee and interested persons.			
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 Siermens	25%	Nymagee and Euabalong library services operated for five hours per week in Q1. Library manager visited Nymagee and Euabalong library services and updated and assessed the collections. Cobar Shire Library online resources (including e-books) have been promoted to these remote communities.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermens	25%	No participation in State or National literacy events for Q1. Will participate in National literacy programme Summer Reading Club Q2 - Q3.
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 Siermens	25%	1,349 physical items and 447 ebooks added to the collection in Q1. 1,264 items = value \$28,366 (at cost) removed in Q1. 6,677 items loaned in Q1. This total includes 38 ebook loans.
To provide quality and readily accessible library services to Cobar and villages	The Library provides public access to the internet service where possible.	J Siermens	25%	9 computers provided for public access. 1,698.5 hours of computer use for Q1. 304 hours of wireless bookings for Q1.
To provide quality and readily accessible library	To ensure that the Library service is utilised by Cobar residents of all	J Siermens	25%	Monthly new book list, events calendar and information on library ebooks e-

services to Cobar and villages	ages and community groups.			mailed to press and community groups. 63 new members joined in Q1. Total membership = 2,600 members. 9,527 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	0%	No training provided in Q1.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Arrange contracts and construction work for capital works.	G Ryman	0%	Limited resources to carry out this project at this point in time.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building and surgery maintenance.	G Harbison	25%	Structures maintained. Air conditioners serviced.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Development of Buildings Asbestos Register.	G Ryman	5%	Initial investigation work has been undertaken with respect to developing an asbestos register. Limited resources available to expedite this process.
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	Prepare Plans of Management for	H Holder	25%	One Plan of Management completed.

appropriate standard and use them appropriately.	Council's controlled Land.			
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.	Refurbishment and preventative maintenance of the Cobar Youth and Fitness Centre and the Great Cobar Heritage Centre.	G Ryman	25%	Heritage Centre repair works to front balcony needs urgent work and is currently being investigated to develop a scope of remedial works. Youthie upgrade works can only be undertaken with grant funding. The last two grant applications for this works have been unsuccessful.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review Buildings Asset Management Plan.	G Ryman	10%	A review of the current plan is taking place.

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.	W Mills	25%	Standard has been maintained.

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.	W Mills	25%	We have maintained the overland flow areas.
Provide, maintain and operate a sewer network and disposal system and treatment works	Annual Maintenance schedule prepared.	W Mills	25%	Regular maintenance carried out as and when required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	W Mills	25%	Testing and required sampling carried out on a monthly basis.

Provide, maintain and operate a sewer network and disposal system and treatment works	Implement a detection program for illegal Stormwater connections into Sewerage Scheme.	W Mills	5%	Program to be developed.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	W Mills	0%	Program to be developed and waste disposal location determined.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Sewerage Services Asset Management Plan with 5 year rolling works program.	W Mills	20%	Work progressing on the 5 year rolling works program.
Provide, maintain and operate a sewer network and disposal system and treatment works	Repairs carried out on the sewerage reticulation network.	W Mills	25%	Repairs and maintenance carried out as required.
Provide, maintain and operate a sewer network and disposal system and treatment works	Subject to funding implement the Resources for Regions Sewer Upgrade and expansion project.	P Graf	5%	Sewerage upgrade expansion project commenced in Q1.
Provide, maintain and operate a sewer network and disposal system and treatment works	Undertake monthly EPA effluent sampling.	W Mills	25%	Testing is carried out on a monthly basis.

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

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 for SEXI program provided. Liaison undertaken as required with any solar energy providers.
Encourage solar energy use and the efficient use of energy by residents and businesses	Apply for funding to undertake energy efficiency programs within Council buildings.	H Holder	0%	No funding available.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use, reuse and recycling			
DP Action	Action	Responsibility	Progress	Comment
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Prepare Waste Services Strategy that includes Cobar Recycling, Euabalong, Euabalong West & Murrin Bridge for Consultation.	S Poulter	25%	Waste strategy is currently under development.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a once weekly domestic waste collection and transportation service for residents located within the waste collection area of Cobar.	S Poulter	25%	Domestic waste collected weekly and transported to Waste Depot from Cobar
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a trade waste collection service to all customers on a fee for service.	S Poulter	25%	Trade waste collection service is 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.	S Poulter	25%	All street and park bins emptied regularly.

Maintain the town and village tips to an acceptable standard	Carry out surveillance of waste depot and access roads to minimise the spread of waste from vehicles and surrounding areas so as to detect unauthorised waste disposal and undertake appropriate enforcement action.	S Poulter	0%	Patrols are undertaken on an irregular basis due to limited resources.
Maintain the town and village tips to an acceptable standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	S Poulter	25%	Depot being maintained in accordance with legislation.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	S Poulter	25%	Waste services are being provided.
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	W Mills	25%	Ongoing promotion of efficient water throughout the year.

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 knowledge or awareness of government land management incentives or programs.

COUNCIL STRATEGY				
5.2.2	Have a planting program for Cobar and villages and encourage the schools and businesses to participate			
DP Action	Action	Responsibility	Progress	Comment
Develop and instigate a planting program	Apply for funding to undertake planting activities.	W Mills	0%	Availability of funding to be determined.
Develop and instigate a planting program	Develop and implement a Street Tree Policy.	W Mills	0%	Policy to be developed.
Develop and instigate a planting program	Prepare a program for planting in the whole Shire utilising correct plant material for the correct application/location.	W Mills	10%	Some planting in the Cobar reserves.

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	25%	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.
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%	Unwanted and unclaimed animals humanely euthanized.
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 is registered.

COUNCIL STRATEGY				
5.2.4	Long term management of noxious weeds			
DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	An increase in the number of weed awareness program run (eg weed warriors).	H Holder	0%	Contact is maintained with the three schools (2x primary; 1 x high school) however there has been little interest in running an education program.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	H Holder	0%	No toolbox meeting undertaken in Quarter 1.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Continue Implementation of Regional Inspection Plan to meet inspection targets of roadsides, TSR's, water courses etc.	H Holder	10%	The Inspections program is ongoing and during quarter 1 the following were achieved:- Roads - 546km TSR's - 10
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%	Data being collected and maintained.
Monitor noxious weed infestations, provide advice,	Develop an introductory weeds information pack for	H Holder	10%	Introductory weeds information pack has been developed. No new property

undertake spraying on public areas and complete appropriate reports	new property owners.			owners identified in Quarter 1.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	H Holder	25%	No media activities undertaken during Quarter 1.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implementation of the Mapping, Photo Point and Re-inspection Program.	H Holder	25%	Re-inspection program is ongoing and all mapping and photo points are undertaken when required.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	H Holder	0%	No training undertaken during Quarter 1.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	H Holder	25%	Contact with community groups is being maintained.
Monitor noxious weed infestations, provide advice, undertake spraying on public	On Ground Spraying Programs prioritised to give the greatest benefit.	H Holder	25%	On ground weed spraying is an ongoing program with priority weeds and areas being targeted. Two small contracts

areas and complete appropriate reports				from the State Government were accepted and weed spraying works undertaken in Cobar (crown land behind Hospital) targeting Mother of Millions and Canbelego (crown land south of the township) target Cacti.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Private property inspections to manage invasive weeds effectively.	H Holder	5%	A total of 8 private property inspections completed during Quarter 1.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Prompt containment or eradication and ongoing monitoring of new incursions of invasive weeds.	H Holder	25%	Monitoring of sites continuing. No new weed incursions found.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Public property inspections to manage Invasive Weeds effectively.	H Holder	0%	No public property inspections undertaken during Quarter 1.

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 well used	Monitoring of services provided for local national parks.	G Woodman	0%	No action in Q1.

COMMUNITY OUTCOME	
5.3	Clean air in the community

COUNCIL STRATEGY				
5.3.1	Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution			
DP Action	Action	Responsibility	Progress	Comment
Monitoring and regulation of activities to minimise air pollution	Respond to mining related air pollution complaints.	G Ryman	0%	EPA is the relevant regulatory authority for these issues. Council will continue to assist the EPA with any complaint investigations however has limited authority in this regard.