

# Annual Operational Plan Quarterly Management Report



Photo Credit: Carly Hunter



**COBAR SHIRE  
COUNCIL**  
outback nsw

Q3 2016/2017

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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	Participate in Cobar Interagency Groups as required.	A Shepherd	75%	Council actively participated in the Community Services Forum and on the sub committee looking into establishing a trust fund for medical patients during the quarter. This Forum looks at promoting the medical services available in Cobar, identifying the gaps in service provision and identifying which services aren't being fully utilised to increase uptake. Council will resume monthly meetings with the Children's Services and education providers in Q4, to discuss common issues, particularly around increasing literacy levels in Cobar.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	75%	No meetings were attended during this quarter, however a watching brief is maintained with input provided as required. In particular, the interagency was kept updated in relation to timing of road works in Murrin Bridge, as funded by the RMS. These works were undertaken in Q3.

## COMMUNITY OUTCOME

<b>1.2</b>	<b>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</b>
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## COUNCIL STRATEGY

### 1.2.1 Implement the actions outlined in the Youth Development Plan

DP Action	Action	Responsibility	Progress	Comment
Undertake School Holiday Activities through the Cobar Youth and Fitness Centre	Undertake school holiday activities.	N Kriz	75%	CYFC held school holiday activities this quarter. This holiday period we've had dance, craft, pool competitions, table tennis, dancing work shops with the Lee Dancers in (Dec). Numbers have been down due to the heat and the opening of the Pool.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
To provide youth services and a facility that provides recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre and enter and maintain partnerships to aid and enhance the provision of Youth Services.	N Kriz	75%	This quarter the CYFC commenced 4 night time competitions. Advertising has occurred for junior sports after school. We have held a disco at the pool. Friday night games nights and school holiday activities which included: skating under lights, craft cooking, pool and table tennis competition as well as drop in activities.

<b>COUNCIL STRATEGY</b>				
<b>1.2.2 A greater range of youth activities are organised and co-ordinated</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
To provide youth services and a facility that provides recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Library staff, community members and/or volunteers plan and provide craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	J Siermans	75%	6 craft sessions and 2 art workshops were offered in January. 52 children attended.
To provide youth services and a facility that provides recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Undertake activities under Family and Community Services grant.	N Kriz	75%	CYFC held Friday night games with 250 children attending over the quarter. We have run playgroup of Tuesday with over 300 children attending over the quarter. Carewest have been running exercise classes for the elderly and with disability service clients. CenterCare are attending our play group classes and running a program within this for their clients to engage in community events.
Organise Youth Week Activities	Youth Week activities to be organised in conjunction with Cobar Youth Council.	N Kriz	75%	Youth Week plans are on track. We have planned to have our craft activities in youth week and our major event a week later in the school holidays.

<b>COUNCIL STRATEGY</b>				
<b>1.2.3 Increased educational opportunities provided locally</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide educational opportunities at Cobar Shire & TAFE Library	Library staff provide basic instruction in the use of technology to small groups of adults.	J Siermans	75%	Basic mobile technology instruction was offered on Thursday mornings in Q3. 5 adults attended.

**COMMUNITY OUTCOME**

<b>1.3</b>	<b>Families are supported, social inclusion is valued and families who relocate to Cobar stay in Cobar</b>
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**COUNCIL STRATEGY**

<b>1.3.1</b>	<b>Parents are supported in their role to raise their children and services are available to assist them to build their parenting skills</b>
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DP Action	Action	Responsibility	Progress	Comment
Cobar Shire and TAFE library staff support parents via library services and outreach	Hold story time sessions, Library staff provide activities for children aged 6 months to 5 years and model early literacy for parents.	J Siermans	75%	Pre-school storytime, rhyme & craft sessions were offered on Wednesday mornings in Q3. 106 children attended with parents/carers.

**COUNCIL STRATEGY**

<b>1.3.2</b>	<b>Increase the supply of childcare and preschool places and options</b>
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DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children Services (FDC, COOSH, IHC)	Administration of CCB & CCR for all eligible families in accordance with Federal Legislation.	K Lennon	75%	CCB & CCR administered for the quarter for all services as per legislation.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Maintain and update policies, procedures, quality improvement plans and family information packages for FDC and COOSH to comply with changes to National Regulations and Quality Framework concepts and new information.	K Lennon	75%	Policy review and update completed as required.

<b>COUNCIL STRATEGY</b>				
<b>1.3.2</b>	<b>Increase the supply of childcare and preschool places and options</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	50%	National Standards sent to all new IHC Educators with Induction Manuals to start compliance. Educator meeting held in Feb with 30 Educators present.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K Lennon	100%	55 Easter/ mother's day packs created and sent to Educators.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide interesting and stimulating excursions and events for children and educators with Far West FDC and COOSH.	K Lennon	50%	Too hot for outdoor activities in January, settling new children in, in February and now starting some planning.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Recruit and support Family Day Care Educators.	K Lennon	50%	1 new Educator started this quarter in Walgett. 1 left from Cobar.
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	70%	Continuing the good work in this area.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Write and distribute quarterly newsletters to Families and Educators.	K Lennon	75%	Newsletters sent as needed.
Provide COOSH and Vacation Care services.	Provide COOSH and Vacation Care services.	K Lennon	75%	Both services growing, Jan school holiday program highest numbers so far. After school number averaging 20 per day.

COUNCIL STRATEGY				
1.3.3 Increase the knowledge of the community on the range of services available in Cobar Shire and how to access them				
DP Action	Action	Responsibility	Progress	Comment
Have a relevant and updated Community Services Directory readily available.	Update the Community Services Directory and have it easily available online and distribute it through New Resident Packs.	A Shepherd	75%	The database is updated as new information comes to hand. Staff search the paper for updates as well as contact the organisations themselves. Council has also been working with staff engaged through the Integrated Health Care program to ensure health service provider information is updated.

COUNCIL STRATEGY				
1.3.4 Have family orientated activities to encourage families to socialise in the community				
DP Action	Action	Responsibility	Progress	Comment
Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	J Martin	75%	The first Festival of the Miner's Ghost Committee Meeting will be held in May.
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise Australia Day celebrations and Senior Citizen's Week events.	J Martin	100%	Australia Day celebrations were held at the Cobar Swimming Pool. The awards are Citizen of the Year, Ben Broughton, Young Citizen of the Year, Owen Potter, Sports Person, Robert Thompson and Scott Brydon, Services to Sport, Ben Trudgett, Community Event, Peaks of Colour Fun Run, Services to the Community, Jo-Louise Brown and Kerrigundi Youth Sports Award, Makailia Gordon. The 2017 Australia Day ambassador was Mr Clyde Campbell. Clyde is the director of "Shake it up" an organisation which raises money for research to find a cure for Parkinson's disease. Senior's Week 6th - 12th March 2017. Events were held at the Lilliane Brady Village, Geoff and Vivienne Davis historic home, dinner and entertainment at the Cobar Bowling and Golf Club, Cobar Library, Great Cobar Heritage Centre and Drummond Park. The events were attended by about 250 people.



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

COUNCIL STRATEGY				
1.4.1	Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services			
DP Action	Action	Responsibility	Progress	Comment
Provision of information on grant availability and assistance in accessing grants to community groups	Distribute information on available grants to community organisations through the Community Services Database.	A Shepherd	75%	Information is distributed as it becomes available. We are currently working with the Nymagee Progress Association to assist with grant administration and to seek additional funds to meet their priorities.

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. Attract and develop events in the friends and relatives market.	J Martin	75%	Liaised with local clubs and community groups to assist them promote their activities and events within Cobar Shire and the wider region. There were no major sporting events in this quarter. MTPR has gathered local information on available accommodation and catering services for the Yabbies Swimming Club who are talking to the executive of the AIF Swimming Club re Cobar hosting the Australian championships in 2019 or 2020. This event could attract approximately 400 people.

<b>COUNCIL STRATEGY</b>				
<b>1.4.3 Develop initiatives to maximise the benefits and minimise the negative impact of shift work and FIFO/DIDO on the community</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts	Liaise with local business and government agencies to help identify and initiate changes to reduce the negative impacts of shift changes to mining rosters, absentee workers and mining closures to reduce the community impact.	A Shepherd	75%	General Manager continues to meet with all mine managers to discuss the issues each mine faces. Staff attend the Peak Gold Mine information sessions and the mine management presented to Council in March, outlining their plans for the future. The need to attract and retain residents is high on Council's priority list and will feature strongly in the Community Strategic Plan that is currently being developed.

<b>COUNCIL STRATEGY</b>				
<b>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'.</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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.	P Vlatko	75%	Met with members of all Aboriginal Groups in Q3.

<b>COUNCIL STRATEGY</b>				
<b>1.4.5</b>	<b>Support arts and cultural organisations, activities and facilities</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Support Outback Arts and cultural activities in the Shire	Provide annual funding and support to Outback Arts, Regional Arts Development Officer and the Local Arts Council.	A Shepherd	75%	Funding provided. Attended the March AGM and general meetings in Coonamble. Of key concern are the footprint boundaries of the Arts Boards. Cobar community member, Kylie Harvey is now President of the Outback Arts board. Cobar Shire was successful in obtaining a \$5000 grant to undertake Crafternoons - a series of art and craft workshops to encourage all members of the community to get involved in artistic endeavours. The program is currently being finalised and will be rolled out in Q4.
Provision of Curatorial services at the Great Cobar Heritage Centre.	Receive, document and store objects at the Great Cobar Heritage Centre that are relevant to Cobar's History and are compliant with the Collections Policy.	J Martin	75%	The Great Cobar Heritage Centre has a Council adopted collection policy which is managed and strictly adhered to by the Curator. The Curator has been cataloguing the mineral collection and preparing them to be put on permanent display. The Curator has developed eight new interpretive signs that will be placed on objects in the outer area of the GCHC. Council has been talking to Peak Gold Mines about revitalising their display.

<b>COMMUNITY OUTCOME</b>	
<b>1.5</b>	<b>A healthy and active community</b>

<b>COUNCIL STRATEGY</b>				
<b>1.5.1</b>	<b>Provide appropriate health care options and services both within the Shire and the region</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Develop the MPS model for Cobar in conjunction with the Local Health District.	Implementation and development of the MPS model.	P Vlatko	75%	Council continued to meet with the NSW Government project team to improve the proposed design and progress the project. Council Staff currently providing comments on DA.

<b>COUNCIL STRATEGY</b>				
<b>1.5.2</b>	<b>Support for the Cobar Primary Health Care Centre model to ensure that it remains viable</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Participation in the Cobar Integration Project, CHAMP and other health initiatives to help identify and improve the level of allied health care services provided locally.	P Vlatko	75%	Council worked with Outback Division of GPs to complete a grant submission to construct and fit out a 180m2 extension of the current building.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Increase the use of the Cobar Youth and Fitness Centre	Increase utilisation of the Cobar Youth and Fitness Centre.	N Kriz	75%	CYFC is running a netball, soccer (mixed) and junior competitions over this quarter. Monday, Wednesday and Thursday nights the Stadium is used and squallyball is held on a Thursday night in the squash courts. Junior soccer has been completed this quarter ending on 23 March. Community groups are still using the CYFC CareWest have been using the CYFC for exercise programs; Cobar High School has recommenced in February with over 50 children attending for school sport. School holiday figures were down due to the extreme heat . Copper City Dance have utilised our space this quarter as their building is not ready. This has helped to boost kiosk sales.
Increase the use of the Cobar Youth and Fitness Centre	Strengthen community partnerships with a view to offering more structured after school youth activities.	N Kriz	75%	655 people used the games room this quarter and over 5500 used the Cobar Youth and Fitness Centre . Once again we had partnerships with Barnardos, Carewest, Community Health and Cobar High School activities this quarter. We are still working with the Community Services Order workers and MPREC work for the dole program.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount and Pool Contract Management undertaken.	K Miller	75%	Undertake a safety inspection and arrange for the inspection and repair to the chlorine systems on both the main pool and the multi function pool. Work with the staff responsible for the maintenance and operation of the facility and assist when required. Monthly report provided by Managers.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Appropriate signage erected to indicate prohibited activities in parks and reserves.	P Sullivan	75%	General inspections of signage undertaken regularly. Weekly inspection of main street. There has been level of vandalism to street signs, which have required constant inspections and replacement in Q3. This has been the worst vandalism in a number of years.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Carry out regular patrols of parks and reserves.	P Sullivan	75%	Weekly inspections of parks and reserves undertaken and monthly inspections on playgrounds completed, with any damages reported.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Complete the design and undertake the installation of the Miners Memorial in the Heritage Park.	A Shepherd	75%	Council continued to provide the 'bank' services for the Miners Memorial fundraising committee. In particular, administering paver sales. In addition, two grant applications were submitted seeking \$200,000 towards construction costs. Further discussions were held with Mark Coulton MP regarding the project and he also provided a letter of support for it. A DA was submitted; Council approved the waiving of the DA fees and approved the DA. One of the conditions of consent was to undertake a contamination study of the site. Work on this should be undertaken prior to grant approval so the project is ready to commence.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Inspect and rectify defects of physical assets.	P Sullivan	75%	Inspections undertaken weekly. Constantly picking up rubbish in Drummond Park and Main Street. Security cameras have been installed near Youth and Fitness Centre to protect Drummond Park Playground Upgrade.

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

<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Maintenance of sporting ground and associated facilities.	P Sullivan	75%	Daily inspections undertaken to ensure that no maintenance is required or any glass that is lying around. Irrigation maintenance has occurred as the irrigation system is failing as it has come to the end of its lifecycle, repairs will be ongoing.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Provision of a regular gardening and turf maintenance service.	P Sullivan	75%	Gardening and turf maintenance service is provided daily. Toolbox meetings held daily to prioritise work areas. Fortnightly planning undertaken.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Tree pruning and husbandry of trees.	P Sullivan	75%	Problem trees are highlighted and fitted in within our time frame and budget to be removed. Periodic pruning undertaken of street trees. Drummond Park has received half of the allocated new trees, planting the remainder has started and will be completed in early Q4. Planting of street trees planned for Marshall Street, west of BP in Q4.

## COUNCIL STRATEGY

### 1.5.4 Provide adequate infrastructure to care for older residents locally

DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	S Huon	75%	Quarter 3 budget running at a deficit due to delays in application for subsidy payments funding will be received in next quarter. There is only one vacancy in the hostel and this is being fully utilised for respite care. There are no applications currently wanting permanent placement at this time. Comprehensive assessments and documentation of residents care needs were completed as per facility protocol on the 3 new residents entering facility in quarter 3 to enable ACFI claims to be submitted.
Provide appropriate services for residents at the Lilliane Brady Village	Develop, implement and review systems to ensure services are provided according to the needs of residents.	S Huon	75%	Schedule audits completed in Quarter 3 include infection control – infection rates remain low, environmental safety – no hazards were identified, medication management – incidents identified managed as per facility policy, document control, clinical management, medication administration, resident accident/incidents, housekeeping, meal satisfaction, food safety program, food monitoring verification and external services. Minor issues identified were addressed and managed as per facility policy and procedures.
Provide appropriate services for residents at the Lilliane Brady Village	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are delivered in line with facility mission statement and policies.	S Huon	75%	Staffing levels have been maintained in line with the master roster. Positions filled this quarter were: RN x2 (fulltime), AIN x2 (cas), Personal Carer x1 (cas). A vacancy remains for 21 fulltime RN due to resignation. All new staff completed the orientation program. Three resignation were received – 2x RN (fulltime) 1x AIN (PPT). Internal add was placed to fill permanent part time AIN/Kitchen Hand /Cleaning hours to enable current casuals to secure permanent shifts. All staff continues to participate in scheduled in-house training utilising the “Aged Care Channel.



## COUNCIL STRATEGY

### 1.5.4 Provide adequate infrastructure to care for older residents locally

DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	75%	Both Hostel and Nursing Home sections are accredited until August 2018. The Australian Aged Care Quality Agency attended an unannounced site audit on 22nd March and identified some noncompliance with policy and procedures relating to clinical care. These are being addressed according to an action plan developed and provided to the Agency. Comprehensive assessments were completed as per facility protocol on new residents to enable appropriate care. Resident care needs were regularly reviewed as per policy. Residents have a choice of GP and these GPs have visited the facility on a weekly basis (additionally if requested by nursing staff) to review resident medical management. Allied health services such as dietician, podiatry, speech pathology, physio and hearing services were provided to those residents that required them.
Provide appropriate services for residents at the Lilliane Brady Village	Monitoring levels of aged care services provided at the Lilliane Brady Village.	S Huon	75%	Services provided in line with Aged Care Act and Principles and monitored by The Australian Aged Care Quality Agency. Infrastructure managed by Cobarr Shire Council with regular maintenance both preventative and requested as per maintenance program within budgetary allowances by employees and preferred qualified trades people.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	75%	Ongoing community involvement including visitation by clergy, community volunteers, student visits from St John's Catholic School. Outings in the community utilising the Lilliane Brady Village bus. The in-house recreational activity program continues to be well attended with residents having input into the program. A men's group led by the pastoral care worker continues to be well attended and enjoyed by the male residents of the facility.

<b>COUNCIL STRATEGY</b>				
<b>1.5.4</b>	<b>Provide adequate infrastructure to care for older residents locally</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide appropriate services for residents at the Lilliane Brady Village	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	75%	Comments, Suggestions and Complaints are managed in accordance with set protocols and procedures. The facility maintains a register for all complaints. Investigation and resolutions including any actions required such as staff training, resources, etc. are recorded. Pol/RM17 Compulsory Reporting covers process for reporting and responding to physical and sexual abuse of residents in line with legislative requirements. There no reportable incidents for the quarter.

<b>COMMUNITY OUTCOME</b>	
<b>1.6</b>	<b>A safe and clean community</b>

<b>COUNCIL STRATEGY</b>				
<b>1.6.1</b>	<b>A more visible and engaged police presence</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	P Vlatko	75%	No Cobar Police Community Precinct Committee Meeting were held in early Q3. There is a meeting scheduled for early Q4.
Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	P Vlatko	75%	Ongoing support provided. Regular quarterly meetings of the Liquor Accord have been held. The AGM was held in Q3, with a public access session and the amendment of the Terms of Reference and Liquor Accord Rules.

<b>COUNCIL STRATEGY</b>				
<b>1.6.1 A more visible and engaged police presence</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with Police, Cobar Business Association And the Crime Prevention Committee to undertake a Community Safety Audit.	Undertake a Community Safety Audit and implement the Crime Prevention Plan and Strategy.	A Shepherd	75%	A Community Safety Audit will not be undertaken this year as it is not a priority activity. However, the Crime Prevention Plan is being updated. It is on public display and was developed following consultations with NGO groups. The plan will be adopted and finalised in Q4.

<b>COUNCIL STRATEGY</b>				
<b>1.6.2 Implementation of the Cobar Crime Prevention Plan and Strategy</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Removal of graffiti and recording of graffiti incidents	Supervise the removal of graffiti and ensure all evidence is taken and recorded appropriately.	D Sechtig	15%	undertaken and addressed as the issues are reported
Work with the Cobar Domestic Violence Action Group to undertake local initiatives to reduce domestic violence in Cobar.	Input to monthly Domestic Violence Action Group Meetings and actively participate in local initiatives.	A Shepherd	75%	All groups were included in discussions for the development of the new Crime Prevention Plan that Council is currently finalising.

<b>COUNCIL STRATEGY</b>				
<b>1.6.3</b>	<b>Encourage safe and sustainable development</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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	75%	All applications lodged pursuant to Section 68 of the Local Government Act have been assessed efficiently and in accordance with the relevant Regulations.
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	75%	All mandatory critical stage inspections and other required inspections, have been undertaken when requested by customers.
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	0%	No CDC applications were received during this reporting period.
Undertake regulatory obligations in relation to building and development	Develop an On-site Sewage Management Register for existing systems in priority areas.	G Ryman	100%	Completed and updated once new systems are installed and certified.
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	75%	Development Applications received during this reporting period have been assessed and determined pursuant to relevant assessment benchmarks.
Undertake regulatory obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	S Poulter	75%	Where requested by customers, development sites are inspected to evaluate compliance.
Undertake regulatory obligations in relation to building and development	Process applications for Section 149 Certificates.	G Ryman	75%	All S149 certificates are processed expeditiously.

<b>COUNCIL STRATEGY</b>				
<b>1.6.3 Encourage safe and sustainable development</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake regulatory obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	G Ryman	75%	Sewage and drainage systems have been approved and inspected during this reporting period.
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	75%	On-site sewage management systems are registered, approved and inspected.
Implement the Cobar LEP and development control plans	Identify if Development Control Plans will be required to support Cobar LEP 2012 once the current NSW Planning Reforms are finalised.	S Poulter	0%	Rates of development (approved and potential) does not warrant the development of a Development Control Plan.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence and Land Register.	G Ryman	75%	A review of the lease and license register is currently underway and shall identify improvements needed for this register.

<b>COUNCIL STRATEGY</b>				
<b>1.6.4 Provide and maintain safe and serviceable public facilities and infrastructure</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
To provide the community with an aesthetically pleasing and clean urban environment	Manually and mechanically clean the streets in the urban area to provide suitable environment.	P Sullivan	75%	Street sweeping is undertaken on a daily basis, Toolbox Meetings occur daily on priority areas.

## 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	Regularly clean and maintain amenities building in accordance with frequency of use.	P Sullivan	75%	Daily inspections and cleaning of amenities buildings undertaken, fortnightly programming for cleaning and a rotational roster prepared to ensure appropriate service levels. Upgrading the urinal in Drummond Park, replacing the cisterns at the Newey with stainless steel ones.
Maintain Council Buildings to an appropriate standard to ensure that buildings are occupiable	Maintenance and repair of Council buildings undertaken with available resources.	G Ryman	75%	Reactive and proactive maintenance/repair works are undertaken to Councils building assets. Condition assessments are currently being undertaken to Councils housing assets, which are identifying works needed to improve their condition.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Implement Disability Action Plan.	A Shepherd	75%	A draft plan was put out for community consultation during March and April. The plan will be finalised in Q4 and presented to Council for adoption.
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	75%	Where development projects require accessibility measures to be installed, they are installed.

<b>COUNCIL STRATEGY</b>				
<b>1.6.4</b>	<b>Provide protection from fire, natural disasters, public health and other threats to the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Liaise with the RFS to ensure that systems are in place to allow for a rapid response to fire emergency within the rural fire district.	S Taylor	75%	Regular liaison with RFS is occurring.
Have contingency plans in place to minimise the damage from threats from natural disasters	Complete implementation of Rural Addressing Program.	A DeSilva	30%	Rural addressing marker posts are being installed. Project delayed in due to extreme weather conditions and resource constraints.
Have contingency plans in place to minimise the damage from threats from natural disasters	To ensure reasonable strategic planning is made to establish local disaster management plans which consider the risks to local communities and have in place relevant disaster management plans which cover the reasonably foreseeable risks within the community.	S Taylor	75%	Cobar's Local Emergency Management Plan has been adopted by the Regional Emergency Management Committee.
Have contingency plans in place to minimise the damage from threats from natural disasters	To establish an effective and relevant Local Emergency Management Committee to co-ordinate Emergency services with the community.	S Taylor	75%	LEMC meets quarterly.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected as per Food Authority Partnership.	G Ryman	75%	Registered food shops in the Cobar LGA are being inspected routinely. All food premises need to be inspected at least once every financial year.
Preserve and enhance public health by regulating and inspecting all relevant premises	Implement the Environmental awareness project.	M Gunn	75%	Council is exploring ways to communicate environmental issues relevant to the Cobar community.

<b>COUNCIL STRATEGY</b>				
<b>1.6.4</b>	<b>Provide protection from fire, natural disasters, public health and other threats to the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	G Ryman	75%	Measures are determined and deployed where necessary to control, mitigate or remove hazards and risks related to fire, health or other threats.
Preserve and enhance public health by regulating and inspecting all relevant premises	Prepare and provide appropriate reports and information for administration and budget.	S Poulter	75%	Where requested, premises are inspected to evaluate compliance with the Public Health Act.
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	S Poulter	0%	No inspections have taken place yet, however preparation of processes and equipment needed to undertake inspections is currently underway.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	S Poulter	75%	Swimming pool barriers have been regularly inspected during this reporting period. Where defects are identified, rectification works are required.



# 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.	P Vlatko	75%	Grant funding obtained to hold a Back to Business Dinner for all Local Businesses. Economic Taskforce continues to meet monthly to discuss business opportunities and economic growth. Council has been working on two significant business developments during the quarter which are expected to come to fruition in Q4.

## 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 Department of Primary Industries (DPI) on economic development issues within Cobar Shire.	A Shepherd	75%	Have met with the new Executive Officer of RDAO who has also met with Council to outline what the organisation is doing and their focus for the rest of the year. Have provided letters of support for grant applications and discussed projects.

## 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 and facilitate the Economic Taskforce.	A Shepherd	75%	<p>Monthly meetings of the Economic Taskforce have been held, with recommendations going to each Council meeting for adoption. Key initiatives for the quarter are to undertake a masterplan of the main street, to progress tourism funding through the relevant minister, to support alternative power generation projects for the Shire, expand the FOMG activities and establish a 150 Committee and update the Tourism section of the website.</p> <p>The Economic Action Plan is currently on public exhibition to be finalised in Q4.</p>
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	75%	<p>Have missed the last two EDO meetings due to conflicting commitments but have maintained a watching brief on activities. Have written a letter of support for RDAO's submission to get funding to update the regional plan. Also wrote a letter confirming our contribution to the Love the Life We Live project as RDAO were putting together a submission (on behalf of Bourke Shire) for additional funding for this project. These were both submitted under the BBRF community investment stream.</p>

COUNCIL STRATEGY				
2.1.4	Encourage people to shop locally			
DP Action	Action	Responsibility	Progress	Comment
Administer the Cobar Quids program	Monitor, dispense and reconcile Cobar Quids and report the economic impact.	J Brown	75%	Council acts as the "bank" for Cobar Quids on behalf of the Cobar Business Association. They were introduced to encourage local shopping. They are dispensed, cashed in and reconciled daily.
Be an active member of the Cobar Business Association	Strive to bring affordable, quality training and workshop opportunities to Cobar business operators through the activities of the Association.	A Shepherd	75%	A free Back to Business Workshop was held on 1 March, using the \$5000 grant Council was awarded. 90 people attended to listen to the four mines managers and Council's GM present their outlook for the year ahead. It was designed to be a positive night and was very well received. In addition, Carol Bagaric from AusVM presented her ideas for community events, pop up shops and town promotions. This generated enthusiasm and the following morning 20 people came together to brainstorm ideas to improve the FOMG and town promotional ideas.
Be an active member of the Cobar Business Association	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions, other activities and undertake the secretarial role for the Association.	A Shepherd	75%	CBA held their AGM and Council is again supporting the organisation through provision of Secretary position. Further investigation being undertaken into the operation of the quids program to determine true need to buying more and an accurate quantity that are 'lost' from the system. Also looking at the extent of increased demand for the quids. Set out town promotions for the year and set dates for events. Council worked with the business association to run the Back to Business Week dinner (90 guests, presentations from 4 mines Mangers, Council and AusVM on town promotions). Very successful night and Council received many requests to make this an annual event and to consider expanding it to include an agriculture focus. Grant acquitted.

<b>COUNCIL STRATEGY</b>				
<b>2.1.6</b>	<b>Support mining and agricultural industries to keep them strong</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake regulatory requirements in regards to the mining industry	Assist the mining industry with development proposals.	G Ryman	75%	Council has assisted the mines with all development proposals considered expeditiously and comprehensively.
Facilitate provision of additional funding to improve the road network	Seek Regional Road funding at levels comparable to neighbouring shires.	S Taylor	50%	Political representations have been made to attempt to improve funding for regional roads.
Facilitate provision of additional funding to improve the road network	Submit applications for road improvements for appropriate funding providers.	S Taylor	40%	No funding applications were made during Q3 for road funding.

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

<b>COUNCIL STRATEGY</b>				
<b>2.2.1</b>	<b>Develop and implement a Tourism Attraction and Development Strategy</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Develop and implement the Tourism Attraction and Development Strategy	Implement the Statement of Tourism activities.	J Martin	75%	The Tourism Activity statement is being developed by MTPR and will be completed in the next few weeks.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Attend consumer shows, travel and holiday expos to disseminate information on Cobar Shire.	J Martin	75%	Working with the Kidman Way Promotional Committee, attended the Melbourne Caravan, Camping and Holiday Expo which was held 22nd - 28th February 2017. The expo was attended by 65,000 people and we distributed 3,000 Kidman Way brochures and 2,000 Outback Beds maps. The Kidman Way committee has booked a site at the Sydney and Brisbane Caravan, Camping and Holiday Expos which will be held in April and June 2017.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	75%	In this quarter there were approximately 10,000 Kidman Way brochures distributed in this quarter. The brochures were distributed at the Melbourne Caravan, Camping and Holiday Expo, Visitor Information Centres in Seymour, Shepparton, Tocumwal, Jerilderie, Darlington Point, Griffith, Hillston, Mt Hope, Cunnamulla, Charleville, Roma. Bundaberg, Broken Hill Trangie and Dubbo. There were 50 individual brochures mailed on request.
Market Cobar as an attractive tourist destination	Manage the Visitor Information Centre, visitor numbers and revenue to the museum and souvenir shop at the Great Cobar Heritage Centre.	J Martin	75%	In this quarter 550 people visit the museum and 2,300 people sought information. In the same quarter in 2016 600 visited the museum and 2,700 sought information. The cash receipts for museum entry in this quarter was \$7,350 and the shop receipts were \$8,800. The cash receipts for the museum in this quarter in 2016 was \$5,550 and the shop receipts \$10,000. The visitor numbers and the revenue are slightly down on 2016, but our very hot summer probably had some effect on people travelling.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	J Martin	75%	In this quarter five coaches have visited the Great Cobar Heritage Centre. Supplied lunch for two coaches and conducted three town tours.
Market Cobar as an attractive tourist destination	Participate in tourism based organisations, eg Kidman Way Promotional Committee, Outback NSW Tourism and Tourism NSW.	J Martin	75%	Council has a very active role in the Kidman Way Promotional Committee. In this quarter MTPR attended the Melbourne Caravan, Camping and Holiday expo. The expo was attended by about 60,000 people and 3,000 Kidman Way brochures were distributed. The KWPC held a meeting in Hillston on Wednesday 29 March 2017. It was resolved that the new Kidman Way website needs some changes made to the layout. A meeting will be organised with Veritech, the website designer, to make the updates in Q4. The meeting reviewed three quotes to reprint the Kidman Way brochure. The Dobija Print World's quote was accepted. The next KWPC meeting will be held in Hillston, 4 July 2017.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	75%	The Curator at the Great Cobar Heritage Centre has a number of education packages which are aimed at all age groups. In this quarter the Cobar High School have had three groups of students visit the GCHC.
Market Cobar as an attractive tourist destination	Regular media releases and exposure through national, state, regional and local radio, television and print media.	J Martin	75%	In this quarter a number of media releases have been issued to the Cobar Weekly re the visitor activity in Cobar Shire. In January 2017 advertising and media releases for Australia Day 2017 activities and 2017 Senior's Week activities were produced.

<b>COUNCIL STRATEGY</b>				
<b>2.2.2</b>	<b>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</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	J Martin	75%	Council provides opportunities for business owners and operators to advertise their businesses in a number of media forms which promote Cobar Shire. The Kidman Way Committee at a meeting Wednesday 29 March 2017 chose Dobija press to reprint the Kidman Way brochure. All businesses in Cobar Shire will be offered the opportunity to advertise in the new brochure during Q4.

<b>COUNCIL STRATEGY</b>				
<b>2.2.3</b>	<b>Diversify tourism activities and increase the utilisation of current attractions</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
To encourage the development and utilisation of the Cobar Caravan Park.	Oversee the lease and assist the lease as required.	G Ryman	75%	Council is currently working with the operators of the Cobar Caravan Park to identify ways that can enhance this facility, in order to encourage more visitors.
Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space	Continually enhance and upgrade the exhibition space at the Great Cobar Heritage and Mining Centre and maximise available space.	J Martin	75%	The Museum Curator is in the process of organising the new mineral displays that will be opened to the public in Q4. There have been two planning meetings with the environmental officer from the Peak Gold Mines re the updating of their display and information.

COUNCIL STRATEGY				
<b>2.2.4</b>	<b>Increase the range and degree of accommodation in the Shire</b>			
DP Action	Action	Responsibility	Progress	Comment
Investigate the need to the develop the next stage of Pioneer Estate and undertake development if required	Estimate market and land availability for future Residential Land Development.	G Ryman	0%	There is currently no demand for new residential development sites.

COMMUNITY OUTCOME	
<b>2.3</b>	<b>A strong business hub operating out of the Cobar airport</b>

COUNCIL STRATEGY				
<b>2.3.1</b>	<b>Develop a business case to attract businesses to Cobar Airport</b>			
DP Action	Action	Responsibility	Progress	Comment
Actively seek out business opportunities to enhance the operations at Cobar Airport and develop a Master Plan for the site.	Promote the airport to interested parties to establish business enterprise.	A DeSilva	75%	There is limited scope to promote the Airport. However, actions were taken in many ways to increase the use of the Airport. Aviation fuel prices are tied to our competitor (Bourke) and have since dropped by 10c per litre, this will hopefully see an increase in the aviation community stopping in Cobar. Liaised with Women pilot association regarding making Cobar available for air safari programs.



**COUNCIL STRATEGY****2.3.1 Develop a business case to attract businesses to Cobar Airport**

<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Actively seek out business opportunities to enhance the operations at Cobar Airport and develop a Master Plan for the site.	Providing Secretariat to the Airport Advisory Committee to the Cobar Regional Airport.	A DeSilva	75%	Airport Advisory Committee was convened, particularly to discuss the successful grant application to fund an Airport Master Plan.

# 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
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.	S Taylor	75%	Private works undertaken as required.
Increase grant funding received	Apply for grants to assist Council to undertake activities outlined in the Annual Operational Plan and to access additional grant opportunities as they become available.	A Shepherd	75%	Council applied for \$200,000 of funding under both the Building Better Regions Fund and the Cultural Infrastructure Grants (Liquor and Gaming) for construction of the Miners Memorial (using \$80,000 already raised as an applicant contribution). Council also worked in partnership with the Outback Division of General Practice to submit a grant seeking \$200,000 from the Federal Government's remote GP practice grants, to go with \$120,000 Council funds, \$85,000 ODGP funds and \$10,000 Peak Gold Mines funds to extend and fit out the CPHCC. Council also received a \$5000 Back to Business Week grant in January.
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	70%	Rates and charges arrears as at 30 June 2016 have been reduced from \$979,781.57 to \$429,557.04. We have received 70% of the current years rates and arrears, Council will continue to follow up arrears as stated in our Rates Recovery Policy.

<b>COUNCIL STRATEGY</b>				
<b>3.1.1</b>	<b>Increase Council's income stream</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake rating functions of Council	Undertake sale of land under Section 713.	J Brown	0%	Sale of land for unpaid rates has been delayed due to the implementation of the Fire and Emergency Service Levy. Sale of land is scheduled to be completed in Q2 of 2017/2018.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	75%	Council invests in term deposits at terms to facilitate cash flows, and at the best rates available which meet Council's Investment Policy.
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.	P Vlatko	0%	No action undertaken in Q3.
Undertake the new requirements as per Services NSW Contract.	Undertake the new requirements as per Services NSW Contract.	K Miller	75%	All Contract requirements have been completed successfully.

<b>COUNCIL STRATEGY</b>				
<b>3.1.2</b>	<b>Implement a modern Section 94 Plan and Section 64 Plan to fund future infrastructure through developer contributions</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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	75%	To date, no contributions have been received this financial year, however should contributions be received, they will be reported accordingly.

<b>COUNCIL STRATEGY</b>				
<b>3.1.3</b>	<b>Investigate how to reduce the cost of Council's community facilities through partnerships with other organisations</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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%	This no longer a current priority of Council.
Investigate partnership options, and enact if advantageous for the Lilliane Brady Village	Undertake a Business and Management Review to determine most suitable way to manage and operate the facility.	K Miller	75%	Progress being made with a great deal of design work and public consultation undertaken for the development of the new Multi Purpose Health Service. Discussions being held with NSW Health to confirm future management of the LBV and the roles and responsibilities, this must be clarified as a matter of urgency.

<b>COUNCIL STRATEGY</b>				
<b>3.1.4</b>	<b>Minimise risk for Council and the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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.	S Patterson	0%	Council participated in a Business Continuity exercise undertaken by State Wide to assist identifying areas to be included in the Business Continuity Plan. A report from the exercise has been received. A group has been established with surrounding Councils to tackle Risk Management issues, coordinated by State Wide.

<b>COUNCIL STRATEGY</b>				
<b>3.1.4</b>	<b>Minimise risk for Council and the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	S Patterson	50%	Development of a Corporate Risk Management Strategy has not been completed to date due to lack of resources. With the recent changes in the HR structure, and the creation of a designated WHS/Risk Officer, commence the development of a Risk Management Strategy completed by the end of Q4.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	75%	Two Members were appointed to the Internal Audit Committee. The Committees charter is now being established for R2R.
WHS obligations are met and safe work practices are promoted and undertaken	Consult with WHS Committee to take a proactive stance in promoting a healthy and safe work environment.	P Vlatko	75%	Committee to review WHS Management System by Q4.
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.	S Patterson	30%	Council provides a safe working environment to the best of its abilities. There has been an improvement in the safety culture at Council but there is still room for improvement. An audit/inspection schedule is currently being developed with timeframes for completion. Council is also looking at developing and introducing eLearning inductions - corporate, safety, privacy, bullying and harassment etc., with the hope of rolling out these modules to all staff by end of Q4.

<b>COUNCIL STRATEGY</b>				
<b>3.1.4</b>	<b>Minimise risk for Council and the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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.	S Patterson	70%	Return to Work services are provided to all areas of Council by the Human Resources team, with back up provided by the payroll officer. WH&S training is provided as required to staff. Council will be introducing an electronic Risk and Injury Management system, with the anticipated roll out to all employees by end of Q4. This program has been purchased and implementation has commenced. Regular monthly WHS Committee meetings are being held.
WHS obligations are met and safe work practices are promoted and undertaken	Refinement and implementation of Councils' WHS Management System in conjunction with WHS Committee and employees.	P Vlatko	75%	Time has been allocated to focus staff on improving our record of injuries and lost time.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	75%	Records are compliant to required standards. A casual has been employed to help with the backlog of Records Management.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Effective records administration systems and protocols in place	K Miller	75%	Systems and protocols are effective. Staff are currently developing training and strategic responses to improve records management processes across the organisation. This project will be completed in Q4.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Investigate the feasibility of acquiring and implementing an Electronic Document Management System (EDMS)	K Miller	10%	Investigations undertaken to utilising CivicView for this purpose. This will continue in Q4.

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	P Vlatko	75%	Safe Work Method Statements (SWMS) training undertaken as part of the Corporate Induction Day which was undertaken in early Q3 with all Contractors and Council Outdoor Staff. There are six (6) major SWMS methods reviewed as part of the Induction Day.
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	S Patterson	75%	A WHS audit schedule has been finalised to ensure regular audits do occur. Any recommendations that arise as part of the audit process are taken to the WH&S Committee and delegated to the relevant person for follow up and completion. Regular WHS Committee meetings are now being held.
Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	S Patterson	75%	All new staff receive an induction during their first week of employment from their supervisor. Staff are inducted onto the relevant worksites they will be working at and they are provided with a copy of their job description which is discussed with their supervisor. Council's WHS Officer is developing eLearning inductions for all staff, both for on-boarding and annual review of certain processes/policies. The introduction of an Learning Management System (LMS) will also improve the ability to request training and then our ability to schedule required training based on the needs (and hopefully wants) of our staff, we are hopeful that both of these new processes will be introduced by the end of 2017.

<b>COUNCIL STRATEGY</b>				
<b>3.1.5</b>	<b>Strong governance measures in place</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	P Vlatko	75%	Asset Management Training was undertaken in early Q3. With a Financial Issues in Local Government training expected to be completed in early Q4.
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests and Policy advice.	P Vlatko	75%	Council workshops have continued in Q3 to improve communication. An open door policy allows Councillors to discuss any issues that they may have and email requests are responded to promptly.
Improve Dashboard Reporting Systems	Improved Dashboard Reporting to be compliant for the OLG (Fit for the Future).	K Miller	0%	No progression has occurred in relation to being compliant for Fit for the Future.

<b>COUNCIL STRATEGY</b>				
<b>3.1.6</b>	<b>Fit for the Future</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Fit for the Future	Maintain community engagement regarding Council's Fit for the Future obligations.	P Vlatko	75%	Department of Planning workshops held regarding draft Far West Regional Plan.
Conitnue to formulate the Far West Initiative in conjunction with other Councils and governments	Formulate and progress ideas in conjunction with other participants in the Far West Initiative to improve service delivery and coordination in Cobar Shire.	P Vlatko	75%	Council provided a submission on the Far West Initiative proposal in December 2016. Council is still awaiting a Government response. Council has provided input into the draft NSW Department of Planning Far West Regional Plan which should be finalised in Q4.



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.	Dissemination of information to the media and staff.	P Vlatko	75%	Regular liaison with local media. Weekly Mayoral Report disseminated to the local paper and on Council's Website. Council has been addressing water quality issues through online presences and in the local paper, all community events are posted on our Facebook Page.

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	Prepare a Council newsletter and prepare electronic updates.	A Shepherd	75%	No newsletter was provided during Q3, however continuous updates were provided to the community in relation to water quality. These were provided on Facebook and reported in the Cobar Weekly. A full page advert was taken out in the Cobar Weekly to provide an update on water to the residents. Consideration is currently being given to developing a newsletter in Q4 on the budget and FESL.

<b>COUNCIL STRATEGY</b>				
<b>3.2.2</b>	<b>Encourage more direct participation and interaction between Council and the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Coordinate and support the Traffic Committee and Rural Roads Advisory Committee.	S Taylor	75%	Rural Roads Advisory Committee has met each quarter. The issues discussed in Q3 were in relation to road closures, road conditions and flood damage. Traffic Committee meets as required.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Participation in Lower Macquarie Water Utilities Alliance LMWUA.	D Sechtig	15%	Actively address the collection of Council Asset information and work with the LMWUA for the creation of a set of standards for the Council.

<b>COUNCIL STRATEGY</b>				
<b>3.2.3</b>	<b>Increase the participation of youth in community leadership</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide administration and support to the Cobar Youth Council.	Provide administration and support the Cobar Youth Council and maintain contact with similar organisations in other local government areas so as to provide interaction.	N Kriz	80%	Manager has been providing admin and support to Cobar Youth Council. Cobar Youth Council have attended a Council Meeting to update Council on what they have achieved. Youth Council have run a pool party this quarter with approximately 202 people attending. CYC President is attending a youth week conference which will help in gaining skills to plan and running youth week. CYC are helping with Youth week activities at the skate park.

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	Qualitative measures on response and processing times in relation to queries face to face, by phone, letter or email.	K Miller	75%	Customer Service Management System has been rolled out. Further training to be provided to all staff in Q4. Quantitative reporting will be provided in Q4. A Customer Service Charter will be developed in Q4.

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	Develop and implement an attraction engagement and attraction strategy including a succession plan.	S Patterson	75%	In March/April 2017 we are running training sessions for the EPM module within PULSE, with the expectation to be live early April and all reviews to be completed electronically for the first time by end of April 2017.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Human Resources	Develop Staff and promote their inclusion in decision making through consultation and through measures such as the Staff Suggestion Program, regular team meetings and site visits by Manex.	S Patterson	75%	Some areas of Council have regular team meetings but this could be improved and Manex site visits could be implemented. The staff suggestion program needs to be promoted to encourage more feedback from staff, we haven't had any suggestions for quite some time. Consultative Committee meetings schedule has been re-established this quarter and that Committee will now meet more regularly.
Human Resources	Develop Staff Recognition and Reward Program.	S Patterson	75%	The Employee of the Month Award was successful when first rolled out, although had fallen off the radar a little, no new nominations were received this quarter. We could do more to recognise and reward highly performing staff, although monetary rewards are not in scope or allowable within our current budget.
Human Resources	Employees paid accurately and on time.	S Patterson	75%	Council's Payroll Officer ensures that all staff are paid accurately and timely in accordance with the relevant Awards, this includes working on weekends and Public Holidays on occasion to ensure that employees are unaffected when a Public Holiday falls early in the week - this is not required, nor is it generally realised by the wider employee body. All raised payroll queries are addressed and rectified (if required) in the next available pay run.
Human Resources	Implementation of an electronic performance appraisal system, with updated skills matrices and position descriptions.	S Patterson	75%	We are in the process of rolling out the newly developed Performance Appraisal software. Training of all staff will be finalised in April, with the system to go live for users in the same month. During this new process, we expect the

				Supervisors/Managers of all positions to review the position descriptions and matrices for all their teams' members, with the eventual development of an online template to improve the format and consistency. All newly created PDs from herein will include the newly developed behavioural statements to align with the performance appraisal questionnaire, so new employees are aware of Council's expectations of them.
Human Resources	Staff consultation by a continuing process through Consultative Committee.	S Patterson	75%	Consultative Committee Meetings are held quarterly (or more regularly if required) to discuss any proposed changes to employment conditions and policies. All members of staff are able to raise employment related issues with a member of the Consultative Committee. The constitution was recently updated to include non union representatives of the staffing body. The Committee is yet to run the scheduled February meeting to elect their members for the next term.
Human Resources	To be an employer of choice including the development of an attraction and Retention Strategy, training plans, succession plans and traineeships.	S Patterson	75%	2017 will see the introduction of electronic performance appraisals which will also see the opportunity for the employee to complete a separate self assessment. The software will also provide reportable feedback on employee responses vs managers responses to behavioural and skills based measures. More robust training plans do need to be developed. The Workforce Plan has been renewed for the coming four years and will go on Public Exhibition in May 2017. The development of an Attraction and Retention Strategy is the goal - how to go about that and achieve deliverables is rather challenging.
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	S Patterson	75%	Overall the industrial harmony is sound. There have been employee relations issues, which have been dealt with in a professional and efficient manner. We have had no documented industrial issues this quarter.

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Human Resources	Undertake biennial Staff Attitude Survey.	S Patterson	100%	Staff Attitude Survey is undertaken biennially, the last survey was completed in 2015, therefore not required until Q1 2017/2018 (or perhaps Q4 2016/2017). Development of the next survey has commenced.
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Ensure the organisational structure is appropriate to achieving the Budget or Delivery Program/Annual Operational Plan.	S Patterson	75%	The current organisational structure is in line with budget availability; our biggest issue is the availability of suitable staff at management level and above. Council struggles to attract suitably qualified and experienced candidates for management roles. Research has shown that although this is a known considerable issue across the region, no other Council has an Attraction and Retention Strategy in place. We are hoping to roll out (Learning Management Software) LMS software in 2018 to improve the request process and then delivery of training needs across the organisation - to ultimately achieve a useable annual training plan.
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Programme.	S Patterson	75%	The Employee Assistance Program (EAP) is widely used by Council employees. Staff feel confident and comfortable to access this service confidentially. The service has seen higher usage in this current 12 month period than ever before. Council has advised our current provider that we will be going to tender in the near future to secure a provider for the coming 2 years.
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	75%	No IT Committee Meetings were held in Q3.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	S Taylor	75%	Plant and Equipment Utilisation Review Report has been implemented.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implementation of Computer Support Strategic Plan.	K Miller	0%	A Computer Support Strategic Plan is run through the IT Committee and implemented when required. No action has been undertaken in Q3.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.	S Taylor	75%	A draft Plant Replacement Program has been prepared and discussed with Council in a workshop.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review plant requirements; undertake asset management and maintenance of plant fleet.	S Taylor	75%	Plant replacements are discussed with relevant operators before new plant is purchased.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out and implement an Intranet for Cobar Shire Council.	K Miller	0%	The roll out and implementation of an Intranet for Cobar Shire Council has been placed on hold.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out Customer Management System (Complaints System).	K Miller	75%	Customer Management System (Complaints System) has been implemented. Staff have undergone initial training and the system is currently in use. Further training will be provided to all staff in Q4.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out version 9 of CivicView (or alternate program).	K Miller	40%	CivicView version 9 roll out commenced in Q3 and will be completed in Q4. A consultant conversant in CivicView has been engaged to assist with this process.

<b>COUNCIL STRATEGY</b>				
<b>3.3.2</b>	<b>Staff are valued, well trained and able to undertake their roles and functions</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siermans	75%	Participated in information sharing activities via e-mail in Q3 and attended the Central West Zone meeting at Parkes.
Maintain and actively use the Public Libraries NSW Membership	Keep abreast of new opportunities for services development through Libraries.	J Siermans	75%	Participated in information sharing regarding services development initiatives via e-mail and attended the Central West Zone meeting at Parkes in Q3.

<b>COUNCIL STRATEGY</b>				
<b>3.3.3</b>	<b>Council undertakes adequate strategic planning activities and meets all legislative reporting requirements</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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	75%	Draft 10 Year Financial Plan developed to be finalised in Q4. For the first time this plan will have a more detailed strategy for asset replacement and upgrade.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	75%	The reviewed Community Engagement Strategy was adopted by Council at the October council meeting. This plan has been used in developing the new suite of IP&R documents. A survey of residents was undertaken during February and 303 online submissions were received. This will inform the development of the CSP.



<b>COUNCIL STRATEGY</b>				
<b>3.3.3</b>	<b>Council undertakes adequate strategic planning activities and meets all legislative reporting requirements</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Council updates the Integrated Planning and Reporting framework documents as required	Workforce Management Strategy as part of the Resource Strategy is developed and maintained.	S Patterson	75%	Council's Workforce Plan has been renewed for the coming four years. It has been reviewed by Manex and is now ready for submission to Council for public exhibition in May 2017. The document reflects the key elements from other workforce plans that are considered model documents throughout the State.
Council updates the Integrated Planning and Reporting framework documents as required	Works Program developed for Shire and Regional roads, drainage, signs and traffic facilities.	M Bell	75%	The Council's works program for road maintenance and construction has been prepared for the remainder of this financial year.
Service level provision planning undertaken as required	Review and amend the Corporate Asset Register including CivicView integration.	K Miller	50%	The Corporate Asset Register is still being reviewed. Significant work has been undertaken in relation to recreational assets. The register will be the focus of asset management activities in Q4.
Undertake legislative reporting requirements	Implementation of OLG Best Practice Improvement Action Plan.	P Vlatko	10%	Council is awaiting the new OLG Improvement Guide.

<b>COUNCIL STRATEGY</b>				
<b>3.3.4</b>	<b>Good procurement processes in place to ensure the most advantageous provision of goods and services to Council</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Good contract management and procurement practices are employed	Contracts Register updated.	S Taylor	75%	Contracts register is being regularly updated. Council has refined processes for tender and development of panels with assistance from LGP. This work will continue in Q4.

**COUNCIL STRATEGY****3.3.4 Good procurement processes in place to ensure the most advantageous provision of goods and services to Council**

<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Leases and management agreements monitored, implemented and adhered to	Airport agreements monitored and implemented.	A DeSilva	75%	Airport agreements are being monitored. New Security card (ASIC) issuing system being implemented Australia Wide as a result of legislative changes. Initial discussions held with relevant authorities to identify implementation requirements.
Leases and management agreements monitored, implemented and adhered to	Cinema Building, Dentist and doctors surgeries and commercial building agreements monitored and implemented.	M Gunn	75%	Building agreements (licences/leases) were monitored for compliance during this reporting period.
Leases and management agreements monitored, implemented and adhered to	Swimming pool agreements monitored and implemented.	K Miller	0%	Regular discussions held with contractor, agreement being adhered to. Monthly reports received and acted upon.
Provision of Cobar Water Board Administration and Financial Services	Undertake administration and financial services for the Cobar Water Board as per the Agreement.	K Miller	75%	Administration and financial services for the Cobar Water Board have been undertaken as per the agreement.

# Key Activity: Infrastructure

COMMUNITY OUTCOME	
4.1	A clean and reliable water supply

COUNCIL STRATEGY				
4.1.1	Pipe the Albert Priest Channel			
DP Action	Action	Responsibility	Progress	Comment
Seek funding for improvements to the provision of water through the Albert Priest Channel Pipeline Augmentation Project	Seek funding for improvements to the provision of water through the Albert Priest Channel Pipeline Augmentation Project.	P Vlatko	50%	Working with Bogan Shire Council on the project.

COUNCIL STRATEGY				
4.1.2	Increase Cobar's water allocation			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW Government to have Cobar's town water supply increased	Attend meetings with relevant Government personnel demonstrating the need for the town water licence to be increased.	D Sechtig	75%	Council has engaged a consultant via the LMWUA to address the water licencing levels and obtain detailed information for a submission to the state government for an increase in Council's allocations. Council has had discussions with the contractor on the licencing levels and a review of past water usage reports along with reports on the water sources is underway to obtain and better understanding of the licencing levels required.

COUNCIL STRATEGY				
4.1.3 Improved water treatment systems for the provision of potable water to the villages				
DP Action	Action	Responsibility	Progress	Comment
Investigate options to improve the water quality and consistency of water supply in the villages of the Shire	Investigate and prepare a report on upgrading non-potable water.	D Sechtig	10%	Due to staff commitments on other projects no progress has been made on this action during this quarter.

COUNCIL STRATEGY				
4.1.4 Improved water infrastructure across the Shire				
DP Action	Action	Responsibility	Progress	Comment
Maintenance and repairs of water mains and water filtration system	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	D Sechtig	15%	Work with the LMWUA to complete this document. Currently in discussions with consultants to supply a full network analysis of the Council's water reticulation systems.
Maintenance and repairs of water mains and water filtration system	Implement the Works Program, determined by the Water Main, Valve and Hydrant Audit.	D Sechtig	20%	Undertake a Water Main, Valve and Hydrant Audit to obtain the required information. Currently in discussions with consultants to supply a full network analysis of the Council's water system. Utilise internal staff to locate and inspect Hydrants and Valves and build up a condition and testing register.
Undertake Resources for Regions Water Filtration Plant Project	Undertake the actions outlined in the Project Management Plan for the Cobar Filtration Plant Replacement Program.	S Taylor	75%	The tender for the replacement of the Cobar Water Treatment Plant has closed and the tender submissions are currently being analysed. A report on the tender will be considered by Council in Q4.

COUNCIL STRATEGY				
4.1.4 Improved water infrastructure across the Shire				
DP Action	Action	Responsibility	Progress	Comment
Expand the raw water network	Extend the Raw Water Network to Dalton Park and other priority areas.	D Sechtig	50%	A contractor has been engaged and works will commence in April.  Driveways will be underbored to reduce disruption (can use NBN Contractors whilst they are in town) and sleeves inserted for ease of future maintenance.

COUNCIL STRATEGY				
4.1.5 Provide contract services to Cobar Water Board				
DP Action	Action	Responsibility	Progress	Comment
Provide contract services to Cobar Water Board	Develop Cobar Water Board Asset Management Plan, Financial Plan and Strategic Business Plan.	S Taylor	100%	Cobar Water Board Asset Management Plan, Financial and Strategic Business Plan were adopted in 2015/2016 financial year.
Provide contract services to Cobar Water Board	Provide technical advice and maintenance activities to the Cobar Water Board.	S Taylor	75%	Technical advice is being provided to Cobar Water Board.

COUNCIL STRATEGY				
4.1.6 Undertake Resources for Regions Program for the twin pipeline replacement				
DP Action	Action	Responsibility	Progress	Comment
Undertake Resources for Regions program for pipeline replacement	Investigate design and construct the replacement of the Pipeline as per the project plan.	S Taylor	75%	The contractor has completed approximately 15km of the 30km of pipeline replacement.

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.	D Sechtig	75%	Work with Council staff and stakeholders involved to maintain the stations and the licences.  Council Staff have submitted the relevant applications for licence renewal in early Q3, the application process can take 8-12 weeks.
Lobby the government for improved communications networks	Work with NBN to provide information and disseminate information to achieve optimal broadband coverage within Cobar Shire.	G Ryman	75%	Council officers have been working the NBN Co. and its relevant sub-controllers to ensure that the rollout of NBN in Cobar is undertaken with limited impact to residents.

## COMMUNITY OUTCOME

4.3 Good transport networks that increase the accessibility of Cobar and markets

## COUNCIL STRATEGY

4.3.1 Seek ways to expand the sealed road network and improve and maintain the unsealed road network

DP Action	Action	Responsibility	Progress	Comment
Road works undertaken according to priority, weather conditions and availability of resources	Complete the Fixing Country Roads Project to install culverts at acres Billabong floodway on RR7518.	S Taylor	10%	Review of Environmental Effects is 90% completed. Continuing wet weather is delaying progress of works.
Road works undertaken according to priority, weather conditions and availability of resources	Construction and maintenance works carried out on Regional and Shire Road Network in accordance with approved programs and standards.	M Bell	75%	Construction and maintenance program on Shire and Regional roads is progressing satisfactorily.
Road works undertaken according to priority, weather conditions and availability of resources	Inspections by Council staff on a routine basis to identify maintenance works and report any urgent works to minimise public liability risk to Council.	M Bell	75%	Local roads and Regional Roads are being inspected to set work priorities. Reflect is still not fully operational on all roads.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance, including alcohol free zone signage.	M Bell	75%	Town streets and signs are being regularly maintained.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake ordered works on behalf of RMS within the agreed budget.	M Bell	75%	Ordered works undertaken on behalf of RMS within the agreed budget. Part A on Nymagee Shoulder widening project has been completed. A reduced Part C will be undertaken in Q4. RMS does not have sufficient funds to fully complete the widening project this financial year.

<b>COUNCIL STRATEGY</b>				
<b>4.3.1 Seek ways to expand the sealed road network and improve and maintain the unsealed road network</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Road works undertaken according to priority, weather conditions and availability of resources	Undertake routine and supplementary works on State Roads in accordance with the RMS Contract.	M Bell	75%	Routine and supplementary works undertaken on State Roads in accordance with the RMS Contract.
Road works undertaken according to priority, weather conditions and availability of resources	Complete the Fixing Country Roads Project to form up and seal sections of Wilga Downs Road.	S Taylor	75%	Construction of the Wilga Downs Road seal extension is progressing. Work is programmed to be completed in Q4.
Undertake fair valuation of water and sewer assets	In conjunction with Council's Asset Management Team and Auditor undertake revaluation of Council's water and sewer assets.	S Taylor	75%	Council is working with the Lower Macquarie Water Users Alliance to jointly engage a consultant to undertake a revaluation of Council's water and sewer assets. The new asset valuation is due in Q4.
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	50%	Gravel winning has been undertaken on 3 pit areas. No pit has been selected for restoration at this stage.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Licences for all existing and new quarries progressively obtained.	S Taylor	50%	A contractor has been engaged to commence obtaining new licences for the existing quarries. Work on obtaining the licences is progressing.
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	70%	Quarry Safety Management has been incorporated into Council's quality system document - CSMP (Council System Management Plan) - still awaiting feedback from Mines Inspector regarding suitability.



## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Provide and maintain a safe and adequate footpath and bike path network	Develop and implement a Footpath and Bike Path Maintenance Works Program.	P Sullivan	5%	Working on the development of a Footpath and Bike Path Maintenance Works Program, need to tie information in with Reflex, implementation not expected until 2017/2018.
Provide and maintain a safe and adequate footpath and bike path network	Implement the Pedestrian Access Mobility Plan (PAMP) and Bike Plan for Cobar.	M Bell	10%	No funding has been received this financial year to undertake actions identified in the PAMP and Bike Plan.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	D Sechtig	20%	inspection reporting to works manager
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Conduct regular and statutory maintenance program in accordance with Airport Operational Plan.	A DeSilva	75%	Periodical inspections are being carried out. Daily serviceability inspections ( 4 days per week) are undertaken.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Develop and implement the Action Plan for the Cobar Aerodrome Strategic Plan.	A DeSilva	75%	Airport Mater Plan related approval received and working towards recruiting a consultant. Scope for project developed.
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.	A DeSilva	70%	Services are being provided to RPT and Charters as required. Negotiation for Service Level Agreement is hampered due to reasons of staff reliability, REX inability to timely attend to correspondences and time constraints.

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
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	A DeSilva	75%	Cobar runways have being maintained in good condition for dry operation.  Airstrips are maintained appropriately as required for emergency air strips. Periodical inspections are carried out and weed spraying are ordered as necessary.

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.	S Taylor	0%	No action has taken place during Q3. Upgrades being undertaken by rail contractor with replacement culverts completed and replacement of sleepers scheduled for Q4 on Cobar-Nyngan line.

COMMUNITY OUTCOME	
4.4	Good quality and affordable community facilities and infrastructure

<b>COUNCIL STRATEGY</b>				
<b>4.4.1</b>	<b>Develop well designed and expanded playgrounds catering for all age groups</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide and maintain safe and adequate playground facilities	Inspection of playground facilities ensuring safety and convenience for all users with the aim for gradual upgrade of playground equipment to meet Australian Standards.	P Sullivan	75%	Drummond Park playground Stage 1 upgrade finished. Security cameras installed. Costings and design for Stage 2 currently being finalised. Works to start in Q4.
Provide and maintain safe and adequate playground facilities	Install new playground equipment in Drummond Park.	A Shepherd	75%	Costing and further design work has been undertaken in Q3 and further budgets are being sought during the development of next years budget.  Additional shade is required for Stage 1. Additional lighting is being investigated.

<b>COUNCIL STRATEGY</b>				
<b>4.4.2</b>	<b>Increase the range of community facilities and maintain those that we have to an appropriate standard</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Implement the Ward Oval Masterplan	Work with government agencies to attract funding for the project.	A Shepherd	20%	No grant opportunities were submitted this quarter. Investigations were undertaken to look at applying for funding under Crown Lands for a new pavilion at Ward Oval. The cost estimate has grown to around \$200,000 including demolition, construction and fit out. The number of potential new users were difficult to quantify and Council would have to have put a contribution of at least \$50,000 to have a chance of success. As such, this project has been placed on hold until further investigation into community need can justify this expenditure.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Undertake Council's cemetery operations in an appropriate and dignified manner	Develop appropriate Improvement Action Plan and Financial Plan that will increase the Improvements to the Cemetery.	P Sullivan	0%	No development on an Improvement Action Plan and Financial Plan for the Cemetery has occurred.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	P Sullivan	75%	Pre-dug graves are kept in reserve.
To provide quality and readily accessible library services to Cobar and villages	Offer high quality and relevant library services for five (5) hours per week at both Nymagee and Euabalong.	J Siermans	75%	Nymagee and Euabalong library services operated for five hours per week in Q3.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermans	75%	Local participation in the national Library Lovers' Celebration was facilitated in Q3. Many customers enjoyed during a blind-date-with-a-book.
To provide quality and readily accessible library services to Cobar and villages	The Library acquires, processes, maintains, and lends library materials that are up to date and appropriate.	J Siermans	75%	927 items and 149 eBooks added to the collection in Q3. 596 items = value \$13,074 (at cost) removed in Q3. Total stock = 30,573 items and 3,737 eBooks. 6,515 items loaned in Q3 (includes 105 eBook loans).
To provide quality and readily accessible library services to Cobar and villages	The Library provides public access to the internet service where possible.	J Siermans	75%	10 computers provided for public access. 1,023 hours of computer use and 364 hours of wireless bookings for Q3.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
To provide quality and readily accessible library services to Cobar and villages	To ensure that the Library service is utilised by Cobar residents of all ages and community groups.	J Siermans	75%	77 new members joined in Q3. Total membership = 1,793 members. 7,642 visits counted in Q3. Monthly new book list and events calendar e-mailed to stakeholders, press, and community groups. Library resources and services promoted via Facebook. Bookaholics meetings had 6 attendances, hosted 2 home care group visits, hosted the Seniors' Week morning tea, and the touring exhibition of the Outback Archies artworks and sculptures.
To provide quality and readily accessible library services to Cobar and villages	To ensure that well trained, professional and highly motivated staff are responsive to serving the needs of the community.	J Siermans	75%	Library Manager undertaking TAFE study and assessment in Leadership and Management.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building maintenance.	G Harbison	75%	Assessments of building is now occurring. Community facilities updated and maintained when funding is available.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Design and installation of an upgraded kitchen at the Cobar Youth and Fitness Centre.	G Ryman	0%	Works to make the building water tight are taking priority over this project. Installation of a unisex accessible toilet underway. Project to also include installation of storage for wheelchairs. To be completed in Q4.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Maintenance of Buildings Asbestos Register.	S Poulter	75%	As buildings are inspected for condition assessment, the relevant asbestos register is also amended identifying locations of asbestos in buildings (where relevant).

<b>COUNCIL STRATEGY</b>				
<b>4.4.2</b>	<b>Increase the range of community facilities and maintain those that we have to an appropriate standard</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Prepare Plans of Management for Council's controlled Land.	M Gunn	50%	Where justified plans of management will be developed. Council's priority area for this year is the Newey Recreational Reserve.
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	75%	The balcony refurbishment works were completed in Q1. Works to the Youthie are currently being undertaken which include the construction of a new unisex accessible sanitary facility, baby change room and wheelchair storage room.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review Buildings Asset Management Plan.	G Ryman	75%	The building asset management plan is due for a review/amendment this financial year. Work has commenced on the format of the plan.

<b>COUNCIL STRATEGY</b>				
<b>4.4.3</b>	<b>Improve recreational facilities at the water reserves</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain and improve recreational facilities that are available at the Newey and Old Res reserves	Continue to work with the Newey Improvement Committee and implement identified actions were appropriate.	P Sullivan	5%	A Newey Master Plan will be completed in Q4.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Maintain suitable stormwater network including kerb and guttering	Maintenance of CBD and older areas of town, where overland flow is the only means of runoff, annually, including removal of obstructions.	P Sullivan	10%	introduction of a works program after the required information has been received This task is in discussion with the parks and gardens coordinator
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	D Sechtig	35%	Work with staff involved to complete the required reporting and the return of the EPA in a timely manner. undertake training for the staff involved to make sure that the data required is collected and logged.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	D Sechtig	10%	Engage a trade waste officer to undertake trade waste inspections and build a reference policy for the treatment and control of trade waste. Undertake discussions with other Councils to utilize their trade waste officer on a part time basis.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Resources for Regions Sewer Upgrade and Expansion Program.	S Taylor	50%	Options for the effluent treatment improvements will be considered by Council in Q4.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Sewerage Services Asset Management Plan with 5 year rolling plant works.	D Sechtig	0%	Undertake projects e.g. pump station inspections and assets inspections to obtain a condition report and clearly identify where operational and maintenance work is required.

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.	P Sullivan	75%	Parks, streets and footpaths in all villages inspected as needed.



# Key Activity: Environment

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

COUNCIL STRATEGY				
5.1.1	Develop an alternative energy industry in Cobar			
DP Action	Action	Responsibility	Progress	Comment
Lobby business and government to encourage the development of an alternative energy industry in Cobar	Monitor opportunities for development of an alternate energy industry in Cobar.	P Vlatko	75%	Meetings held to discuss opportunities to develop local solar energy initiative.

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 for consultation.	S Poulter	75%	Due to the State Government's announcement of a container deposit scheme, Council will not continue to develop recycling strategies, until the likely impact to municipal recycling schemes is known. Work on the waste management strategy will concentrate on management of domestic, commercial and trade waste only, with some concentration on recycling of specific waste streams such as mechanical oil, batteries, steel and where possible organic waste.

<b>COUNCIL STRATEGY</b>				
<b>5.1.2</b>	<b>Develop community leadership on becoming leaders in resource use, reuse and recycling</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a once weekly domestic waste collection and transportation service for residents located within the waste collection area of Cobar.	S Poulter	75%	Kerbside garbage collection services are provided in Cobar. Recycling services are not provided and kerbside collections are not provided in villages.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide a trade waste collection service to all customers on a fee for service.	S Poulter	75%	Trade waste services have continued during this reporting period.
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Provide service to empty street bins in central business district twice weekly and other street bins and parks once weekly.	S Poulter	75%	Street and park bins are collected as required.
Maintain the town and village tips to an acceptable standard	Carry out surveillance of waste depot and access roads to minimise the spread of waste from vehicles and surrounding areas so as to detect unauthorised waste disposal and undertake appropriate enforcement action.	S Poulter	75%	Council officers have been undertaking proactive patrols of roadways and publicly accessible land to identify and investigate instances of illegal dumping. All instances have been logged on the EPA's RidOnline system. RidOnline signs installed near hotspots during this quarter.
Maintain the town and village tips to an acceptable standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	S Poulter	75%	Cobar's waste management facility is being managed in accordance with Legislation and relevant landfill guidelines.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee and Canbelego and depots at Euabalong and Euabalong West.	S Poulter	75%	Waste facilities are provided at Nymagee, Canbelego, Mount Hope, Euabalong and Euabalong West.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use, reuse and recycling			
DP Action	Action	Responsibility	Progress	Comment
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	D Sechtig	20%	Create a community standard and undertake the promotion of water saving devises. Water restrictions tightened in Q3 to curb demand to reduce pressure on the water treatment plant and improve water quality.

COMMUNITY OUTCOME	
5.2	Well managed public and private land

COUNCIL STRATEGY				
5.2.1	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Carry out monthly patrols of the Common.	G HARBISON	75%	Regular patrols are undertaken on the Common. Majority of cattle have been removed from the Common.Regular patrols are undertaken on the Common. Majority of cattle have been removed from the Common.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Implement provisions of the Companion Animals Act and promote community awareness and responsibilities of dog and cat ownership.	G HARBISON	75%	Promotional material and information provided to companion animal owners.

## COUNCIL STRATEGY

### 5.2.1 Manage the crown land and commons

DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound dogs and cats found on a public place & surrendered animals and undertake appropriate enforcement action.	G HARBISON	75%	Roaming companion animals are impounded and appropriate enforcement action is undertaken. Registration status is checked and enforced. All unclaimed and unwanted animals are being taken to ROAR (Rural Outback Animals Respite/Rescue) for rehoming.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	G HARBISON	75%	Straying stock is impounded or removed for public safety on major roads/highways.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain pound yards.	G HARBISON	75%	Pound yards are maintained every day when animals are impounded.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Operate and maintain a pound for the keeping of seized dogs and cats.	G HARBISON	75%	Seized companion animals (dogs & cats) are kept in a fenced and maintained compound.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the euthanasia of dogs and cats that have been seized or surrendered.	G HARBISON	75%	Euthanasia services are offered to companion animal owners when and if required.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the registration and micro-chipping of dogs and cats.	G HARBISON	75%	Council provides micro-chipping for companion animals. Companion animals must be registered over the age of 6 months.

COUNCIL STRATEGY				
5.2.1	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Register all stock on Common.	G HARBISON	75%	All stock on Common land is registered.

COUNCIL STRATEGY				
5.2.2	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	Actively participate in the Western Regional Weeds Committee (RWC).	M GUNN	75%	Continual progression with Western Regional Weed Committee.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	An increase in the number of weed awareness program run (eg weed warriors).	M GUNN	75%	Grant application submitted for PRMFP for the Euabalong Common and will apply with WLLS funding for the Old Reservoir
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	M GUNN	75%	Informal toolbox meetings held during field work.

<b>COUNCIL STRATEGY</b>				
<b>5.2.2</b>	<b>Long term management of noxious weeds</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Continue Implementation of Regional Inspection Plan to meet inspection targets of roadsides, TSR's, water courses etc.	M GUNN	75%	Updated regional inspection program during MVWAC meetings, 1427m of roads and 63km of waterways have been inspected this quarter.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop a centralised data set of weed distribution and abundance information.	M GUNN	75%	Continual collection of data set of weed distribution and abundance using KONECT and uploading to DPI central data base. DPI have altered the BIS requirements for the collection of data and still in the process of updating and altering data for their requirements.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Develop an introductory weeds information pack for new property owners.	M GUNN	75%	No property owners packs have been sent this quarter, information pack is updated when new information and material is available.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	M GUNN	75%	Regional communication strategy is being reviewed and prepared in conjunction with MVWAC and Western Regional Committee.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implementation of the Mapping, Photo Point and Re-inspection Program.	M GUNN	75%	Continual implementation and collection of data using the KONECT program, achieving the monthly uploads to DPI to fulfil funding requirements.

<b>COUNCIL STRATEGY</b>				
<b>5.2.2</b>	<b>Long term management of noxious weeds</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	M GUNN	75%	Continuing updating Noxious Weed Inspectors knowledge, participated in a High Risk Weed study tour 20th - 26th March.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	M GUNN	75%	Held a Boxthorn pulling demonstration on the Euabalong Common, providing information about the Noxious weeds in the Cobar region to the surrounding landholders.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	On Ground Spraying Programs prioritised to give the greatest benefit.	M GUNN	75%	Continual inspections of roadside to monitor for noxious weeds.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Private property inspections to manage invasive weeds effectively.	M GUNN	75%	30 private property inspections have occurred this quarter. Inspections quota is on target to meet funding requirements.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Prompt containment or eradication and ongoing monitoring of new incursions of invasive weeds.	M GUNN	75%	Continual inspections to monitor any new incursions of invasive weeds.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Public property inspections to manage Invasive Weeds effectively.	M GUNN	75%	Targets have been met for the year of public property inspections, continuing other property inspections and spraying Council owned land and roadsides.

COUNCIL STRATEGY				
5.2.3 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 maintained	Monitoring of services provided for local national parks.	M Gunn	0%	No monitoring of local national parks undertaken in Q3.

COMMUNITY OUTCOME	
5.3	Clean air in the community

COUNCIL STRATEGY				
5.3.1 Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution				
DP Action	Action	Responsibility	Progress	Comment
Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority	Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority.	S Poulter	75%	All complaints received in relation to mines are raised with the mines, and where required, to other State Authorities (Office of Water, EPA, DRE). No complaints were received during this reporting period.