

# Annual Operational Plan Quarterly Management Report



Photo : Christopher Lehmann



**COBAR SHIRE**  
**COUNCIL**  
outback nsw

Q1 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	25%	Actively participate in the Community Services Forum and on subcommittee looking into establishing a trust fund for medical patients. This Forum looks at promoting the medical services available in Cobar, identifying the gaps in service provision and which services aren't being fully utilised to increase uptake.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	A Shepherd	25%	No meetings were attended during this quarter, however a watching brief is maintained with input provided as required. In particular, the interagency is being kept updated in relation to timing of road works in Murrin Bridge, as funded by the RMS. These works are scheduled for October but are very much weather dependent at this stage.

## COMMUNITY OUTCOME

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

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

DP Action	Action	Responsibility	Progress	Comment
Undertake School Holiday Activities through the Cobar Youth and Fitness Centre	Undertake school holiday activities.	N Kriz	25%	CYFC have held two lots of school holiday activities this quarter, July school holidays we had a visit from Stormco. Activities in Q1 have included: ball games, a State of Origin night, a movie night and a pancake afternoon. In Q2 we have planned craft, cooking and decorating miner's hats for the Miners Ghost Festival.

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	25%	CYFC has commenced new competitions this quarter: Monday - Exercise group /yoga/walking.  8 teams have registered for netball; Tuesday - Play Group; 8 Teams registered for Mixed Netball; Wednesday Table Tennis/school sport; 5 Teams registered for Indoor Soccer; Thursday - Family day care; 6 teams of Squallball were registered. Friday - Games night (held every second week) Yoga has been run on Tuesday, Thursdays and Sundays. CYFC has had over 9,800 users this quarter.
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 Siemans	25%	6 craft sessions and 2 art workshops were offered in Q1. 44 children attended. 6 craft sessions were offered in September. 36 children attended for bead, painting and other fun activities.
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	25%	CYFC have held Friday night games with 493 children attending over the Quarter, we have also have run Play group with over 100 children attending. CareWest have been running exercise classes for the elderly and handicapped community. Barnardos have been running the "Feed them Up" program once a week to teach parents how to make a meal for \$10 to feed the whole family.

<b>COUNCIL STRATEGY</b>				
<b>1.2.2</b>	<b>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>
Organise Youth Week Activities	Youth Week activities to be organised in conjunction with Cobar Youth Council.	N Kriz	25%	Planning for Youth Week will occur in Q2.

<b>COUNCIL STRATEGY</b>				
<b>1.2.3</b>	<b>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	25%	Basic iPad instruction was offered on Thursday mornings in Q1. 4 adults attended.

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

<b>COUNCIL STRATEGY</b>				
<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>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Cobar Shire and TAFE library staff support parents via library services and outreach	Hold story time sessions, Library staff provide activities for children aged 6 months to 5 years and model early literacy for parents.	J Siermans	25%	Pre-school storytime, rhyme and craft sessions were offered on Wednesday mornings in Q1. 162 children attended with parents/carers.

## COUNCIL STRATEGY

### 1.3.2 Increase the supply of childcare and preschool places and options

DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children Services (FDC, COOSH, IHC)	Administration of CCB & CCR for all eligible families in accordance with Federal Legislation.	K Lennon	25%	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	25%	Policy review and update completed as required.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	25%	Due to unprecedented rainfall this quarter, no visits conducted for IHC only monitoring phone calls.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K Lennon	25%	50 father'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	25%	Due to unprecedented rainfall, few excursions conducted this quarter.

COUNCIL STRATEGY				
1.3.2	Increase the supply of childcare and preschool places and options			
DP Action	Action	Responsibility	Progress	Comment
Administer and coordinate Children Services (FDC, COOSH, IHC)	Recruit and support Family Day Care Educators.	K Lennon	25%	2 new Educators started this quarter, one in Walgett and one in Lightning Ridge.
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	25%	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	25%	Newsletters sent as needed.
Provide COOSH and Vacation Care services.	Provide COOSH and Vacation Care services.	K Lennon	50%	Both services growing, July school holiday program double same time as last year.

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	25%	The database is updated as new information comes to hand. Staffs 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.



<b>COUNCIL STRATEGY</b>				
<b>1.3.4</b>	<b>Have family orientated activities to encourage families to socialise in the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	J Martin	25%	There has been three Festival of the Miner's Ghost planning meetings held in this quarter. The 2016 FOMG program of events has been finalised. The program is printed and will be widely distributed throughout Cobar Shire.
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise Australia Day celebrations and Senior Citizen's Week events.	J Martin	25%	An application has been made to the Department of Family and Community Services for a grant of \$1,000 for Senior's Week celebrations which will be conducted in Q3.

<b>COMMUNITY OUTCOME</b>	
<b>1.4</b>	<b>A generous, engaged and participative community with a strong community spirit</b>

<b>COUNCIL STRATEGY</b>				
<b>1.4.1</b>	<b>Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provision of information on grant availability and assistance in accessing grants to community groups	Distribute information on available grants to community organisations through the Community Services Database.	A Shepherd	25%	Information is distributed as it becomes available. In particular we are working with the Girl Guides to identify opportunities for capital projects.

<b>COUNCIL STRATEGY</b>				
<b>1.4.2 Business supports local events, organisations and activities</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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	25%	Council's MTPR liaises with local clubs and community groups to assist them promote their activities and events within Cobar Shire and the wider region. In this quarter MTPR assistance has been provided to the Cobar Clay Target Club to promote their major annual event. The MTPR has played a major role in promoting the Cobar High School's 50th year celebrations. The MTPR is on the organising committee of the Australian Mining History Association who are holding their annual conference in Cobar in Q2. The conference will run for a week and it is expected that it will be attended by about 100 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	25%	General Manager has met with all mine managers to discuss the issues each mine faces. The need to attract and retain residents is high on Council's priority list and will feature strongly in the Economic Development Plan when it is released next quarter.

<b>COUNCIL STRATEGY</b>				
<b>1.4.4</b>	<b>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	10%	Meeting arranged with Aboriginal groups in early Q2.
Improved coordination of the activities and planning of Council, Cobar Community Working Party, Cobar and Murrin Bridge Local Aboriginal Lands Councils and Mount Grenfell Board	Liaison Group established at officer level to improve the coordination of activities and planning.	P Vlatko	0%	No action in Q1. Council continues to work with government agencies and other groups to build and promote the Indigenous Nursery Project at Fort Bourke.

<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.	P Vlatko	25%	Annual funding provided in Q1. Councillor Julie Payne has been appointed as Council Committee Delegate (alternate) for the Outback Arts Committee.
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	25%	The great Cobar Heritage Centre has a Council adopted Collection Policy which is managed and strictly adhered to by the Curator.

COMMUNITY OUTCOME	
1.5	A healthy and active community

COUNCIL STRATEGY				
1.5.1	Provide appropriate health care options and services both within the Shire and the region			
DP Action	Action	Responsibility	Progress	Comment
Develop the MPS model for Cobar in conjunction with the Local Health District.	Implementation and development of the MPS model.	P Vlatko	10%	A Meeting was held in early Q1 to discuss the progression of the MPS.

COUNCIL STRATEGY				
1.5.2	Support for the Cobar Primary Health Care Centre model to ensure that it remains viable			
DP Action	Action	Responsibility	Progress	Comment
When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Participation in the Cobar Integration Project, CHAMP and other health initiatives to help identify and improve the level of allied health care services provided locally.	P Vlatko	25%	Now called the Community Service Forum and they meet every second month.  Community Trust Model being investigated.

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	25%	<p>With over 9,800 users the CYFC there is not a lot of room for other activities. Monday, Tuesday and Wednesday night the Stadium is used. CYFC will be introducing Junior Soccer on Thursday night leaving only Friday night which is games night every second week using the Stadium.</p> <p>Other community groups use the CYFC throughout the day like Barnardos who have been running the "Feed them Up" program to cook meals under \$10 for the whole family.</p> <p>Community Health and Carewest have been using the CYFC for exercise programs; Cobar High School has been doing school sport.</p> <p>Yoga has also been run this quarter with great attendance.</p>
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	25%	<p>With 2,960 people using the games room this quarter and over 11,900 using the Cobar Youth and Fitness Centre it has been quite busy.</p> <p>We have had partnerships with Barnardos, Carewest and Community Health this quarter.</p> <p>Advertisement for after school sports activities have included squalleyball and basketball but no interest shown.</p> <p>Next quarter advertising will commence for Junior soccer.</p>

<b>COUNCIL STRATEGY</b>				
<b>1.5.3</b>	<b>Increase the use of Council owned and other sporting and recreational facilities across the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons are paramount and Pool Contract Management undertaken.	W Mills	0%	Undertaken a safety inspection and arranged for the inspection and repair to the chlorine systems on both the main pool and the multi-function pool.
Maintain all Council parks and reserves, including plants, trees and public facilities, the Skate Park and the Miners Memorial.	Appropriate signage erected to indicate prohibited activities in parks and reserves.	P Sullivan	25%	Generally inspections of signage undertaken regularly. Weekly inspection of main street. Incident reported of Alcohol Free Zone sign was removed with post and speared into a Drummond Park light, sign and light fixed within seven (7) days.
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	25%	Weekly inspections of parks and reserves which includes playgrounds undertaken.
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	25%	Construction drawings completed. Advertising undertaken seeking members for a fundraising committee. Schedule of Quantities completed. Q2 will be dominated with fundraising activities.
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	25%	Inspections undertaken weekly. Oval preparation for sporting events. Irrigation sprinklers vandalised, smashed light from signage and rubbish is constantly being cleaned up in the parks. Setting up security cameras near Youth and Fitness Centre to protect Drummond Park Playground upgrade.

<b>COUNCIL STRATEGY</b>				
<b>1.5.3 Increase the use of Council owned and other sporting and recreational facilities across the community</b>				
<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	25%	Weekly inspections undertaken to ensure that no maintenance is required or any glass. In early Q2 preparation work for summer sporting events will be undertaken; this involves spraying of fields, line marking and checking boundary fences.
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	25%	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	25%	Problem trees are highlighted and fitted in within our time frame and budget to be removed. Periodic pruning undertaken of Street trees. Removal of trees was undertaken in Drummond Park which will be replaced in early Q2.

<b>COUNCIL STRATEGY</b>				
<b>1.5.4 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	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	S Huon	25%	Budget developed and adopted with appropriate service level.
Provide appropriate services for residents at the Lilliane Brady Village	Develop, implement and review systems to ensure services are provided according to the needs of residents.	S Huon	25%	Minor issues identified were addressed and managed as per facility policy and procedures

<b>COUNCIL STRATEGY</b>				
<b>1.5.4 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	Ensure adequate and appropriately skilled and qualified staffs to ensure all services are delivered in line with facility mission statement and policies.	S Huon	25%	Staffing levels have been maintained in line with the master roster. Positions filled as vacancies occur. All new staff complete the orientation program. All staff continues to participate in scheduled in-house training utilising the "Aged Care Channel" including WHS: Safe manual Handling, Dementia, Clinical Skills, Food Handlers food Safety Training.
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	25%	Both Hostel and Nursing are fully accredited until August 2018 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 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	25%	Services provided in line with Aged Care Act and Principles and monitored by The Australian Aged Care Quality Agency. Infrastructure managed by Cobar Shire Council with regular maintenance both preventative and requested as per maintenance program within budgetary allowances by employees and preferred qualified trades people.



<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	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	25%	The annual Lilliane Brady Fete was held in Q1 with good attendance numbers.  The Lilliane Brady Village bus was used for transport. The in-house recreational activity program continues to be well attended with residents having input into the program.
Provide appropriate services for residents at the Lilliane Brady Village	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	25%	POL/GM2 Comments, Suggestions & Complaints covers the protocol & procedures for complaint resolution & escalation process for Lilliane Brady Village. The facility maintains a register for all complaints. Investigation & resolutions including any actions required such as staff training, resources etc. are recorded and includes family members, residents, staff and members of the community. Pol/RM17 Compulsory Reporting covers process for reporting & responding to physical & sexual abuse of residents. No major issues reported.

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

<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 and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	P Vlatko	25%	A Cobar Police Community Precinct Committee was held in early Q1 with Members of the Local Area Command addressing Council on police matters. They have advised that there has been a decrease in domestic violence and youth nuisances. There is another meeting scheduled for early Q2.
Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	P Vlatko	25%	Regular quarterly meetings of the Liquor Accord have been held. Attendance numbers have improved, which has been one of the main issues facing the Liquor Accord. At the next meeting which is scheduled for early Q2, members of the Office of Liquor and Gaming will be addressing the Accord along with RMS who are looking at running a "Win-a-Swag" competition for patrons who come up with a Plan B to try and eradicate and raise awareness of drink driving.
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	0%	A lack of resourcing has not seen these projects progress.

<b>COUNCIL STRATEGY</b>				
<b>1.6.2</b>	<b>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.	W Mills	10%	Undertaken and addressed as the issues are reported. No reports of graffiti in Q1.
Work with the Cobar Domestic Violence Action Group to undertake local initiatives to reduce domestic violence in Cobar.	Input to monthly Domestic Violence Action Group Meetings and actively participate in local initiatives.	A Shepherd	25%	These meetings have been on hold with changes to the organisation in charge. A meeting with the NGO groups was held in September.

<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	S Poulter	25%	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.	S Poulter	25%	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.	S Poulter	0%	No complying development certificate applications were lodged during this reporting period.

<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	Develop an On-site Sewage Management Register for existing systems in priority areas.	S Poulter	25%	All approved on-site sewerage management systems have been added to a register. Where new systems are installed, the register is amended accordingly.
Undertake regulatory obligations in relation to building and development	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	S Poulter	25%	Development Applications received during this reporting period have been assessed and determined pursuant to relevant assessment benchmarks. The value of Local Development approvals for 2016/2017 to date is \$365,000.00. The value of Local Development approvals for the similar period in 2015/2016 was \$524,423.00.
Undertake regulatory obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	S Poulter	25%	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.	S Poulter	25%	All S149 certificates are processed expeditiously.
Undertake regulatory obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	S Poulter	25%	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.	S Poulter	25%	On-site sewage management systems are registered, approved and inspected.

<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>
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) do not warrant the development of a Development Control Plan.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	S Poulter	25%	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	25%	Street sweeping is undertaken on a daily basis, Toolbox Meetings occur daily to identify priority areas.
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	25%	Daily inspections and services of amenities building, fortnightly programming and rotational roster.
Maintain Council Buildings to an appropriate standard to ensure that buildings are occupiable	Maintenance and repair of Council buildings undertaken with available resources.	S Poulter	25%	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.

<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>
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	10%	Held discussions with LGNSW who have assisted in outlining what is required to develop a Plan. Staff will attend a workshop in Q2 to gain information to assist in writing the plan.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Install disability access to Council buildings as funding becomes available.	S Poulter	25%	Where development projects require accessibility measures to be installed, they are installed.

<b>COUNCIL STRATEGY</b>				
<b>1.6.5 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	25%	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.	S Taylor	25%	Rural addressing marker posts are currently being installed.

<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>
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	25%	Cobar's Local Emergency Management Plan has been adopted by the Local Emergency Management Committee and will be submitted to the next Regional Emergency Management Committee for adoption.
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	25%	LEMC meets each quarter. The Local Emergency Management Plan was adopted in Q1.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected as per Food Authority Partnership.	S Poulter	25%	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	25%	Council is exploring ways to communicate environmental issues relevant to the Cobar community.
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	S Poulter	25%	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	25%	Where requested, premises are inspected to evaluate compliance with the Public Health Act

<b>COUNCIL STRATEGY</b>				
<b>1.6.3</b>	<b>Encourage safe and sustainable development</b>			
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	S Poulter	0%	Due to a lack of staff resources, public swimming pools are not inspected/water samples taken.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	S Poulter	25%	Swimming pool barriers have been regularly inspected during this reporting period. Where defects are identified, rectification works are required. 5 primary inspections and 12 re-inspections undertaken in Q1.



# 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	15%	In Q2 business breakfasts will occur to encourage input and involvement from Local Businesses.

## 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	25%	Council has worked with RDA Orana to host a public forum on the proposed BioHub project, which attracted around 70 participants. Council has inputted into RDAO's freight and logistics study. Council attended a meeting in Broken Hill in July with DPI to work on infrastructure priorities in the region and has since inputted a great deal of information about individual projects to the consultants running the project.

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	25%	Economic Strategy - A public workshop was held on 25 August with 13 attendees. A workshop of the Economic Taskforce and interested Councillors was held on 26 August with 9 attendees to discuss what people value about Cobar, where they believe the opportunities are and what Cobar's point of differences are. In addition, the consultant has undertaken 15 interviews both in person and via telephone with people across a range of industries/community areas. Two online surveys were undertaken, one focused on the community and what they value about Cobar and what additional services they would like to see, with 218 responses. A second business survey was undertaken looking at current business conditions and expectations over the next 12 months, as well as impediments to businesses and opportunities. There were 35 responses to that survey. This information is currently being collated with an Action Plan and report due to Council in Q2.
Promote economic development within Cobar Shire	Work with neighbouring councils to promote economic development across the region.	A Shepherd	15%	No EDO meetings have been held for this quarter. Council attended a meeting at RDA Orana during the quarter to discuss the freight and logistics study being undertaken - a number of EDOs from the region attended.

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	25%	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	25%	Council received \$11,900 funding through the Energise Enterprise Fund to undertake workshops on Social Media Marketing (Ochre Communications) and Visual Merchandising (AusVM). Two social media workshops were held, with 9 participants at the first workshop and 6 at the second. These were followed by a series of one-on-one visits to individual businesses which were well subscribed. Attendance could have been higher at the second workshop, however those that did go have been putting initiatives into place. There were 20 participants at the visual merchandising workshop, with a fully subscribed one-on-one schedule during the day. These were fully supported and promoted by the Cobar Business Association.
Be an active member of the Cobar Business Association	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions, other activities and undertake the secretarial role for the Association.	A Shepherd	25%	The 2016 Great Cobar Business Awards were held during the quarter. There were strong nominations for individuals this year - Customer Service, Invaluable employee etc. Around 130 people attended the presentation evening in September, with the Cobar Primary Health Care Centre receiving the award for most Outstanding Business. There was a good range of people, many who have not been involved before, who volunteered time to be on judging panels. The awards night was used to promote the Economic Study and to encourage people to participate in the surveys.

<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.	S Poulter	25%	Council has assisted the mines with all development proposals 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	20%	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	0%	No funding applications were made during Q1 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	25%	The Tourism Activity statement is a draft document waiting to be presented to Council.

## 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	25%	Council's MTPR working with the Kidman Way Promotional Committee (KWPC). Attendance at the Penrith Caravan, Camping and Holiday Expo which was held from 8th - 11th September 2016. The expo was attended by 19,500 people and 1,200 Kidman Way brochures were distributed. The KWPC have booked a display stand at the Melbourne Caravan, Camping and Holiday Expo which will be held in early Q2.
Market Cobar as an attractive tourist destination	Direct mailing campaigns.	J Martin	25%	In this quarter there were approximately 2,500 brochures mailed out.
Market Cobar as an attractive tourist destination	Manage the Visitor Information Centre, visitor numbers and revenue to the museum and souvenir shop at the Great Cobar Heritage Centre.	J Martin	25%	In this quarter there were 2,000 visitors to the Museum and 7,500 people who were seeking information. In the same quarter in 2015 there were 1,520 people who visited the museum and 7,950 who were seeking information. This was an increase of 480 visitors. The cash receipts for Museum entry in this quarter were \$18,800 and the shop receipts \$25,900. The cash receipts for the Museum in 2015 were \$14,360 and the shop receipts were \$24,400. The increase in revenue in 2016 for Q1 is \$5,940.
Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	J Martin	25%	In this quarter the Great Cobar Heritage Centre has renewed its membership with the Australian Coach and Group Tour Operators Organisation and the Coach Operators, Expanding Horizons Website. In this quarter there were 13 coaches visiting the GCHC.

<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>
Market Cobar as an attractive tourist destination	Participate in tourism based organisations, eg Kidman Way Promotional Committee, Outback NSW Tourism and Tourism NSW.	J Martin	25%	Council's Manager Tourism & Public Relations has a very active role in the Kidman Way Promotional Committee. Since the Tourism Manager left Carrathool Shire early this year, Council's MTPR has taken on the responsibilities that have been left by that vacancy. At this time the KWPC is the only organised marketing organisation operating in Outback NSW.
Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	J Martin	25%	The Curator at the Great Cobar Heritage Centre has a number of education packages which are aimed at all age groups.
Market Cobar as an attractive tourist destination	Regular media releases and exposure through national, state, regional and local radio, television and print media.	J Martin	25%	Advertising and media releases for the 2016 Festival of the Miner's Ghost have been forwarded to radio stations: 2WEB, 2DU, ZOOFM and ABC local. Cobar was entered in a small towns competition and it was announced in September that Cobar was rated one of the best 50 small towns in Australia.  A number of media releases to the Cobar Weekly re the visitor activity in Cobar Shire in this quarter.
Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	J Martin	25%	Opportunities provided for business owners and operators to advertise their businesses in a number of media forms which promote Cobar Shire.

<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.	S Poulter	25%	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	25%	The Museum Curator is in the process of redesigning "Shopping in Cobar Display" and there have been two planning meetings with the environmental officer from the Peak Gold Mines re the updating of their display & information.

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

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

<b>COUNCIL STRATEGY</b>				
<b>2.3.1</b>	<b>Develop a business case to attract businesses to Cobar Airport</b>			
<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.	Promote the airport to interested parties to establish business enterprise.	A De Silva	25%	There is limited scope to promote the Airport. However, actions were taken to increase the use of the Airport.  Aviation fuel prices are tied to our competitor (Bourke). Self Service fuel dispenser being installed. With these measures, we expect to increase the general aviation patronage.
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.	S Taylor	0%	Cobar Airport Advisory Committee has not met during Q1.



# Key Activity: Governance

COMMUNITY OUTCOME	
3.1	A well-funded Council that is well managed and well governed

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.	S Taylor	25%	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	25%	Applications for grants undertaken as required and as outlined in the Annual Operation Plan.
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	30%	Rates and charges arrears as at 30 June 2016 have been reduced from \$979,781.57 to \$479,417.41. We have received 32% of the current years rates and arrears, Council will continue to follow up arrears as stated in our Rates Recovery Policy.
Undertake rating functions of Council	Undertake sale of land under Section 713.	J Brown	0%	Sale of land for unpaid rates is scheduled to be completed in Q4 of 2016/2017.

<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>
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	25%	The first quarter is on target to meet the annual budget of \$125,000 interest earned on investments. Council invests in term deposits at terms to facilitate cash flows, and at the best rates available which meet Council's Investment Policy. For the first quarter, the interest earned was \$43,000.
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 investigation undertaken in Q1. Further investigation may be undertaken in Q2 after the community consultations have occurred in relation to the Far West Initiative.
Undertake the new requirements as per Services NSW Contract.	Undertake the new requirements as per Services NSW Contract.	K Miller	25%	All Contract requirements have been completed successfully. Services NSW have extended hours of service from 4:00pm to 4:30pm, Monday - Friday.

<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.	S Poulter	25%	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%	No partnership options have been identified for the Cobar Youth and Fitness Centre. Numerous grant funding applications have been submitted for the refurbishment and upgrade but have so far been unsuccessful.
Investigate partnership options, and enact if advantageous for the Lilliane Brady Village	Undertake a Business & Management Review to determine most suitable way to manage & operate the facility.	K Miller	25%	Multi-Purpose Health Service formation well underway. MOU has been signed in 2015/2016. Building scope has commenced with options expected to be completed in Q2. An asset list has been compiled.

<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 in 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 which have been 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	10%	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, we hope to have a suitable risk management strategy developed by the end of Q4.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	0%	New Internal Audit Committee to be formed in Q2.
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	25%	Revised term of reference to meet today's expectation.
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	25%	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 Q3.

<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	10%	Return to Work services are provided to all areas of Council by the Human Resources team, with back up provided by the Payroll officer. WHS 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 Q3.
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	25%	Appropriate support provided to the WHS Committee with Toolbox talks and WHS statistical analysis undertaken.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	K Miller	25%	Records are complaint to required standards. Records Officer and the Records Assistant attended a two day training course in Sydney during the quarter.
Ensure that documentation and records management provide a framework for easy retrieval and reference	Effective records administration systems and protocols in place	K Miller	25%	Systems and protocols are effective. However the workload to achieve that is not allowing Records to be kept up to date.
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	0%	Implementation of an Electronic Document Management System (EDMS) has been placed on hold. Further investigations will most likely occur in Q3.
Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	P Vlatko	25%	Site specific inductions undertaken for new staff. Drug and alcohol blanket testing has also been introduced in Q1.

COUNCIL STRATEGY				
3.1.4	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	S Patterson	25%	WHS audits of Council worksites have not been occurring on a regular basis. An audit schedule is in the process of being created to ensure these 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.
Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	S Patterson	25%	All new staff receive an induction during their first week of employment from their supervisor and human resources. Staff are induction into the relevant worksites they will be working at and they are provided with a copy of their job description which is discussed with their supervisor. Council's WHS Officer is developing eLearning inductions for all staff, bot for on-boarding and annual review of certain processes/policies. The introduction of an Learning Management System 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.

COUNCIL STRATEGY				
3.1.5	Strong governance measures in place			
DP Action	Action	Responsibility	Progress	Comment
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	P Vlatko	0%	Establishing a development plan for elected members training in Q2. LGNSW will be conducting a one day workshop in Q2 on the "5 Key things all Councillors need to know". Councillors will also be given Tablet training in early Q2.

<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>
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests and Policy advice.	P Vlatko	25%	Appropriate follow up undertaken of monthly status reports through MANEX and relevant Managers/ Supervisors. Office of Local Government Promoting Better Practice Review of Cobar Shire Council Report Action Plan reviewed and further reported to Council and implementation plan re-instigated.
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 complaint 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	25%	There has been no community engagement in relation to Fit for the Future. Council is currently awaiting the results of the Far West Initiative.
Continue 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	25%	Community Consultation Meetings will occur in early Q2, with meetings scheduled with all eight (8) Far West Council's. Cobar has four (4) meetings scheduled.

<b>COMMUNITY OUTCOME</b>	
<b>3.2</b>	<b>An engaged community that participates in decision making</b>

<b>COUNCIL STRATEGY</b>				
<b>3.2.1</b>	<b>Implementation of Council's Community Engagement Strategy</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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	25%	Regular liaison with local media. Weekly Mayoral Report disseminated to the local paper and on Council's Website. Regular Facebook updates on Council activities and upcoming events.

<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>
Provide up-to-date and relevant information to the public on Council's activities	Prepare a Council newsletter and prepare electronic updates..	A Shepherd	25%	A newsletter went out with the June rates notices and Council is unlikely to put together another newsletter until Q3 as part of the community engagement for developing the new suite of IP&R documents.
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	25%	Rural Roads Advisory Committee has met each quarter. 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	W Mills	10%	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	25%	Manager has been providing administration and support to Cobar Youth Council. Cobar Youth Council have attended a Council Meeting- to update Council on what they have achieved. Youth Council assisted in planning and implementing the Ocean to Outback ride. Youth Council are planning the Colour Run again to be held next quarter. Cobar Youth Council will be assisting with the BBQ for the Golden Dash and supervising at the Halloween Disco in Q2.

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

<b>COUNCIL STRATEGY</b>				
<b>3.3.1</b>	<b>Good customer service provided by all Council Officers</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Focus on the provision of good customer service by all Council staff	Qualitative measures on response and processing times in relation to queries face to face, by phone, letter or email.	K Miller	25%	A Customer Relationship Management (CRM) system has been rolled out. The next step is to quantify and report on its introduction.

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	0%	March 2017 will hopefully see the introduction of an electronic performance review system, which will provide for better reporting capabilities and professional development plans. The updating of Council's Workforce Plan will also include a succession plan for identified critical roles throughout the Organisation.
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	25%	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	0%	The Employee of the Month Award has been very successful to date, although had fallen off the radar a little, so is currently being re-promoted. We could do more to recognise and reward staff, although monetary rewards are not in scope or allowable within our current budget.
Human Resources	Employees paid accurately and on time.	S Patterson	25%	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, but it is appreciated and should not go unnoticed. All raised payroll queries are addressed and rectified (if required) in the next available pay run.

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	Implementation of an electronic performance appraisal system, with updated skills matrices and position descriptions.	S Patterson	10%	A demonstration of LGSS Performance Management and Learning Management modules has been delivered and Council is proceeding with purchasing and implementing an electronic performance appraisal system by Q4. During this process, we expect the Supervisors/Managers of all positions to review the position descriptions and matrices for all their teams' positions, with the eventual development of an online template to improve the format and consistency.
Human Resources	Staff consultation by a continuing process through Consultative Committee.	S Patterson	25%	Consultative Committee Meetings are held quarterly to discuss any proposed changes to employment conditions and policies. All members of staff are able to raise employment related issues with a member of the Consultative Committee. The constitution was recently updated to include non-union representatives of the staffing body. Elections to be held by end of Q2.
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	25%	Training plans being developed. 2016 Employee appraisal process was altered for an improved 2-way discussion. Introduction of electronic performance appraisals will again improve this process, providing reportable feedback on employee responses vs manager's responses to behavioural and skills based measures. Updating of our Workforce Plan will hopefully see the inclusion of succession plans for identified critical roles across the organisation.

<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>
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	S Patterson	25%	Overall the industrial harmony is sound. There have been employee relations issues, which have been dealt with in a professional and efficient manner. Employee satisfaction is slowly increasing with the implementation of a reward and recognition program and increased communication from management to staff. The organisational restructure currently being undertaken across all departments is being met with mixed feedback, where possible we are meeting with those concerned staff to relieve their concerns and encourage their support.
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 2016/17).
Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Ensure the organisational structure is appropriate to achieving the Budget or Delivery Program/Annual Operational Plan.	S Patterson	25%	The current organisational structure is in line with budget availability, our biggest issue is the availability of suitable staff at management level and above. Vacant positions are being filled in a timely manner. Council is currently undergoing an organisational restructure in all departments. LMS software will be rolled out by end of Q4 to improve the requests process and then delivery of training needs across the organisation.
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Programme.	S Patterson	25%	The Employee Assistance Program (EAP) is widely used by Council employees. Staff feel confident and comfortable to access this service confidentially. New staff receive an EAP brochure in their employment pack and the service is discussed at the Corporate Induction.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Staff are provided with up-to-date and relevant tools to undertake their roles	Effective Information Technology administration systems and protocols in place.	K Miller	25%	Regular IT Committee Meetings are held and a gap analysis has been undertaken by an Independent Consultant. This will provide a pathway for further substantial improvement. No further development has occurred in Q1. This is an ongoing continuous improvement program. Manex will be distributed with Tablets to help Council move towards a paperless reporting system.
Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	S Taylor	25%	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	25%	A Computer Support Strategic Plan is run through the IT Committee and implemented when required.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.	A De Silva	25%	Preliminary discussions were held (2 rounds). Spread sheets were updated. Finalisation was postponed due to restructure related uncertainty. Once finalised, the end users (operators of plant to be replaced) need to be consulted before specification prepared. This being emphasised from last year. Need to continue. Must give leadership to make this change happen and make it standardised practice.

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Staff are provided with up-to-date and relevant tools to undertake their roles	Review plant requirements; undertake asset management and maintenance of plant fleet.	A De Silva	10%	This is being partially attended under 10 year plant replacement program. However, plans to make fleet unit 'the voice of plant' by having 'condition based understanding' of the plant items is on hold due to restructure uncertainty. The initial baby step arrangement implemented last year in relation to new major plants need to be emphasised (if the value is seen) or it may be abandoned without fleet leadership. The arrangements made with plant support to introduce an appropriate fleet asset maintenance data capturing system at depot, enabling us to make plant decisions based on whole of life costing is also put on hold.
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. With further investigations expected to be undertaken in Q2.
Staff are provided with up-to-date and relevant tools to undertake their roles	Roll out Customer Management System (Complaints System).	K Miller	25%	Customer Management System (Complaints System) has been implemented. Staff have undergone training and the system is currently in use. A review on the system will need to be undertaken to identify the response time and effectiveness of the system.
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	0%	CivicView version 9 is currently on hold by the Vendor. Further investigations will be undertaken in Q2.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siermans	25%	Participated in information sharing activities via e-mail in Q1. Reported books on prescription collection and circulation statistics via e-mail.

<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	Keep abreast of new opportunities for services development through Libraries.	J Siermans	25%	Participated in information sharing regarding services development initiatives via e-mail in Q1.

<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	25%	10 Year Financial Plan completed with AOP, but requires refinement.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	25%	The Strategy is implemented as required. The Strategy is currently being updated and this will be completed in Q2.
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	10%	Council's Workforce Plan is due for review in February 2017. Council is currently reviewing this in conjunction with other Council's in the region and looking at pooling resources and information sharing for an ideal template and improved content for usability throughout the organisation, rather than a stagnate document.

<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	Works Program developed for Shire and Regional roads, drainage, signs and traffic facilities.	M Bell	5%	Works program to be developed
Service level provision planning undertaken as required	Review and amend the Corporate Asset Register including CivicView integration.	K Miller	25%	The Corporate Asset Register will be reviewed when the Audit is undertaken. This will occur in early Q2.
Undertake legislative reporting requirements	Implementation of OLG Best Practice Improvement Action Plan.	P Vlatko	10%	General Manager to review Action Plan and update in Q3.

<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	25%	Contracts register is being regularly updated. With 5 new Contractors added in Q1. There have been 7 new Contractors added to the Register in Q1.  The General Manager will review the process in Q2.
Leases and management agreements monitored, implemented and adhered to	Cinema Building, Dentist and doctors surgeries and commercial building agreements monitored and implemented.	M Gunn	25%	Building agreements (licences/leases) are monitored for compliance during this reporting period.



<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>
Leases and management agreements monitored, implemented and adhered to	Swimming pool and airport agreements monitored and implemented.	A De Silva	100%	Airport agreements were formulated in relation to implementation of self-service aviation fuel supply and dispense with SkyFuel and being monitored.
Provision of Cobar Water Board Administration and Financial Services	Undertake administration and financial services for the Cobar Water Board as per the Agreement.	K Miller	25%	Administration and financial services for the Cobar Water Board have been undertaken. End of Financial Year Statements sent to OLG.

# 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	25%	Participating in the joint group with neighbouring Council (Bogan).

COUNCIL STRATEGY				
4.1.2	Increase Cobar's water allocation			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW Government to have Cobar's town water supply increased	Attend meetings with relevant Government personnel demonstrating the need for the town water licence to be increased.	W Mills	0%	No increase in water required in Q1.

<b>COUNCIL STRATEGY</b>				
<b>4.1.3 Improved water treatment systems for the provision of potable water to the villages</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Investigate options to improve the water quality and consistency of water supply in the villages of the Shire	Investigate and prepare a report on upgrading non-potable water.	W Mills	5%	Reports on the requirements for upgrading non-potable water are prepared after completion of the Water Main, Valve and Hydrant Audit.

<b>COUNCIL STRATEGY</b>				
<b>4.1.4 Improved water infrastructure across the Shire</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintenance and repairs of water mains and water filtration system	Implement the Water Supplies Asset Management Plan with 5 year rolling works program.	W Mills	5%	The 5 year rolling works program is being implemented with valve replacements being the first priority.
Maintenance and repairs of water mains and water filtration system	Implement the Works Program, determined by the Water Main, Valve and Hydrant Audit.	W Mills	5%	The implementation of an ongoing water main valve and hydrant review is being carried out during necessary repairs of existing reticulation network.
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	25%	Tender documents are being prepared for Cobar Filtration Plant replacement.
Expand the raw water network	Extend the Raw Water Network to Dalton Park and other priority areas.	W Mills	5%	No action has occurred in Q1, due to other commitments.

<b>COUNCIL STRATEGY</b>				
<b>4.1.5</b>	<b>Provide contract services to Cobar Water Board</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
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 Plan and Strategic Business Plan were adopted in 2105/2016 financial year.
Provide contract services to Cobar Water Board	Provide technical advice and maintenance activities to the Cobar Water Board.	S Taylor	25%	Technical advice is being provided to Cobar Water Board.

<b>COUNCIL STRATEGY</b>				
<b>4.1.6</b>	<b>Undertake Resources for Regions Program for the twin pipeline replacement</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake Resources for Regions program for pipeline replacement	Investigate design and construct the replacement of the Pipeline as per the project plan.	S Taylor	25%	Contract for pipeline replacement has been let. Contractor is completing documentation to obtain land access approvals.

<b>COMMUNITY OUTCOME</b>	
<b>4.2</b>	<b>Good communications networks with services equal to the metropolitan areas</b>

<b>COUNCIL STRATEGY</b>				
<b>4.2.1</b>	<b>Improved access to telecommunications, radio, TV and broadband services</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Lobby the government for improved communications networks	Maintenance of radio base stations and licences.	W Mills	5%	Work with the Council staff and stakeholders involved to the stations and the licences. Radio licences for Cobar sites have been updated.
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	25%	Council has been assisting the various contractors and consultants associated with the investigation and rollout of the NBN in Cobar particularly in relation to planning, advertising and waste management.

<b>COMMUNITY OUTCOME</b>	
<b>4.3</b>	<b>Good transport networks that increase the accessibility of Cobar and markets</b>

<b>COUNCIL STRATEGY</b>				
<b>4.3.1</b>	<b>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	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.

<b>COUNCIL STRATEGY</b>				
<b>4.3.1</b>	<b>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	Construction and maintenance works carried out on Regional and Shire Road Network in accordance with approved programs and standards.	M Bell	10%	Rain has had a negative impact on works in this quarter.
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	20%	Reflect is now being used on all roads for risk assessment and toolbox meetings. Reflect is used on State Highways (RMS Roads) for asset inspection. Still need to implement Reflect use for asset inspections on Local 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	0%	Street signage maintained.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake ordered works on behalf of RMS within the agreed budget.	M Bell	10%	Ordered works undertaken on behalf of RMS within the agreed budget. Progress on Nymagee Shoulder widening has commenced but has had lengthy delays due to rain.
Road works undertaken according to priority, weather conditions and availability of resources	Undertake routine and supplementary works on State Roads in accordance with the RMS Contract.	M Bell	25%	Routine and supplementary works 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	10%	Funding agreements have been submitted for final signing.

<b>COUNCIL STRATEGY</b>				
<b>4.3.1</b>	<b>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>
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	0%	Water and Sewer Assets are not due for revaluation until 30 June 2017.
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	0%	No pits have yet been selected for restoration.
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	10%	A contractor is being engaged to ensure licences are in place for all quarries.
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	25%	Quarry Safety Management has been incorporated into Councils quality system document - CSMP (Council System Management Plan).

<b>COUNCIL STRATEGY</b>				
<b>4.3.2</b>	<b>Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide and maintain a safe and adequate footpath and bike path network	Develop and implement a Footpath and Bike Path Maintenance Works Program.	W Mills	5%	Undertake a planning meeting with the department concerned. The Meeting is scheduled to occur in Q2.

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
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%	Application for funding for bike plan has been submitted.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	W Mills	25%	Kerb & Gutter maintenance is undertaken as required.
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 De Silva	25%	Periodical inspections are being carried out. Daily serviceability inspections (4 days per week) are ensured and monitored. Annual Independent Airport Consultant visit was carried out.
Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Develop and implement the Action Plan for the Cobar Aerodrome Strategic Plan.	A De Silva	25%	A funding application is being prepared and will be submitted in Q2 for the development of the Airport Master Plan.
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 De Silva	25%	Services are being provided to RPT and Charters as required.



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
Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	A De Silva	25%	Cobar runways have being maintained in good condition for dry operation. Air strips 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 Q1.

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	25%	Drummond Park playground upgrade expected to be finalised early Q2. Security camera installation to occur, install seats and signage. Then the design proposal for Stage 2 will be submitted in Q2.
Provide and maintain safe and adequate playground facilities	Install new playground equipment in Drummond Park.	A Shepherd	50%	The 0-5 year old section was completed despite continuous rain interruptions and opened in late September. It has a 'mining' theme and was undertaken in consultation with the community. Design work has commenced on Stage 2 - a proposed Adventure Playground. An initial draft design will be provided for community input and feedback.

<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	0%	No grant proposals have been submitted for projects as Ward Oval over the quarter.
Undertake Council's cemetery operations in an appropriate and dignified manner	Develop appropriate Improvement Action Plan and Financial Plan that will increase the Improvements to the Cemetery.	W Mills	5%	Undertake a meeting with the stakeholder involved and create an action plan for the site.

<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>
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	W Mills	25%	The preparations of pre-dug graves are completed where possible and are subject to reserve requirements.
To provide quality and readily accessible library services to Cobar and villages	Offer high quality and relevant library services for five (5) hours per week at both Nymagee and Euabalong.	J Siermans	25%	Nymagee and Euabalong library services operated for five hours per week in Q1.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermans	25%	No literacy events were promoted in Q1. Local participation in Summer reading club will be facilitated in Q2.
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	25%	1,013 items and 202 eBooks added to the collection in Q1. 1,247 items = value \$31,021 (at cost) removed in Q1. Total stock = 30,380 items and 3,423 eBooks. 6,298 items loaned in Q1 (includes 83 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	25%	10 computers provided for public access. 1,574 hours of computer use and 564 hours of wireless bookings for Q1.
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	25%	59 new members joined in Q1. Total membership = 2,208 members. 7,832 visits counted in Q1. Monthly new book list and events calendar emailed to stakeholders, press and community groups. Library resources and services promoted via Facebook. Bookaholics meetings had 10 attendances, hosted 2 home care group visits and had 18 entries and many votes cast in the second Colouring in Cobar Exhibition.

<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>
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	25%	No new training provided in Q1 due to lack of time and financial resources.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building maintenance.	G Harbison	25%	Assessments of buildings are 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%	This project will be deferred until such time as the buildings overall weatherproofing is assessed and upgraded. Appropriate funds need to be allocated to fixing various leaks to the roof and stormwater system.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Maintenance of Buildings Asbestos Register.	S Poulter	25%	As buildings are inspected for condition assessment, the relevant asbestos register is also amended identifying locations of asbestos in buildings, where relevant.
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	0%	No management plans prepared in Q1.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Refurbishment and preventative maintenance of the Cobar Youth and Fitness Centre and the Great Cobar Heritage Centre.	S Poulter	25%	The balcony refurbishment works were completed during this reporting period. Works to the Youthie have been identified and will commence once funds are made available.

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
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Review Buildings Asset Management Plan.	S Poulter	25%	The building asset management plan is due for a review/amendment this financial year. Work has commenced on the format of the plan.

COUNCIL STRATEGY				
4.4.3 Improve recreational facilities at the water reserves				
DP Action	Action	Responsibility	Progress	Comment
Maintain and improve recreational facilities that are available at the Newey and Old Res reserves	Continue to work with the Newey Improvement Committee and implement identified actions where appropriate.	W Mills	5%	Identify stakeholders concerned with the site and engage them in discussions to their requirements.

COUNCIL STRATEGY				
4.4.4 Maintain and expand where necessary, the stormwater and sewer networks				
DP Action	Action	Responsibility	Progress	Comment
Maintain suitable stormwater network including kerb and guttering	Maintenance of CBD and older areas of town, where overland flow is the only means of runoff, annually, including removal of obstructions.	W Mills	5%	Introduction of a works program after the required information has been received.

COUNCIL STRATEGY				
4.4.4	Maintain and expand where necessary, the stormwater and sewer networks			
DP Action	Action	Responsibility	Progress	Comment
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	W Mills	5%	Work with staff involved to complete the required reporting and the return of the EPA in a timely manner.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement Liquid Trade Waste policy and program.	W Mills	5%	Engage a Trade Waste Officer to undertake an trade waste inspections and build a reference policy for the treatment and control of trade waste.
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	25%	Ward Oval Pump Station refurbishment contract is progressing. Continual wet weather has delayed progress of the Sewerage Ponds bank restoration project.
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.	W Mills	5%	The 5 year rolling plant works program is being implemented with valve replacements being the first priority.

COUNCIL STRATEGY				
4.4.5	Maintain and service villages			
DP Action	Action	Responsibility	Progress	Comment
Maintain and improve village facilities and services	Regularly maintain parks, streets and footpaths in all villages.	W Mills	25%	Parks, streets and footpaths in all villages undertaken by the Councils Urban Services Staff.

# 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	0%	SEXI Program was unsuccessful in obtaining funding from the Federal Government. No new solar energy providers identified in Q1.

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	25%	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.

<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	25%	Kerbside garbage collection services are provided in Cobar. Recycling services is 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	25%	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	0%	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	25%	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.
Maintain the town and village tips to an acceptable standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	S Poulter	25%	Cobar's Waste Management Facility is being managed in accordance with Legislation and relevant landfill guidelines. A new oil drop off station was erected and opened in Q1.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	S Poulter	25%	Waste 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.	W Mills	5%	Create a community standard and undertake the promotion of water saving devises. Water restrictions to be amended in Q2 with the change of daylight savings hours.

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	25%	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	25%	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	25%	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	25%	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	25%	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	25%	Seized companion animals (dogs and 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	25%	Euthanasia services are offered to companion animal owners when and if required.

<b>COUNCIL STRATEGY</b>				
<b>5.2.1</b>	<b>Manage the crown land and commons</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the registration and micro-chipping of dogs and cats.	G Harbison	25%	Council provides micro-chipping for companion animals. Companion animals must be registered over the age of 6 months.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Register all stock on Common.	G Harbison	25%	All stock on Common land is registered.

<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	Actively participate in the Western Regional Weeds Committee (RWC).	M Gunn	25%	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	25%	Continual sourcing for funding for weed awareness programs.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	M Gunn	25%	Informal tool box 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	25%	Updated regional inspection program during MVWAC meetings.
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	25%	Continual collection of data set of weed distribution and abundance using KONECT and uploading to DPI central data base.
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	25%	No new property owners this quarter, information pack are updated when appropriate.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	M Gunn	25%	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	25%	Continual implementation and collection of data using the KONECT program.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	M Gunn	0%	No training undertaken by Weed Inspection this quarter.

**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	Increased participation of community groups.	M Gunn	25%	Continual participation of community groups, currently working with local primary school and high school.
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	0%	No weed spraying occurred this quarter, due to wet conditions.
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	0%	No private property inspections have occurred this quarter due to wet conditions.
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	25%	Continual inspections to monitor any new incursions of invasive weeds, none found this quarter.
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	25%	8 public property inspections have been completed, 6 State owned and 2 Council owned/ trustee.

COUNCIL STRATEGY				
5.2.5	Vibrant and well run national parks that are accessible and well used			
DP Action	Action	Responsibility	Progress	Comment
Lobby the NSW government to ensure the local national parks are vibrant and well maintained	Monitoring of services provided for local national parks.	M Gunn	0%	No funding opportunities identified in Q1.

COMMUNITY OUTCOME	
5.3	Clean air in the community

COUNCIL STRATEGY				
5.3.1	Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution			
DP Action	Action	Responsibility	Progress	Comment
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	25%	All complaints received in relation to mines are raised with the mines, and where required, to other State Authorities (Office of Water, EPA, DRE).