

# Annual Operational Plan Quarterly Management Report



Deputy Premier & Treasurer's Visit



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

Q4 2018/2019

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# Key Activity: Community

COMMUNITY OUTCOME	
1.1	<b>Strong coordination between government agencies, Council and NGOs to ensure efficient service delivery, avoid duplication of services and build the capacity of the community.</b>

COUNCIL STRATEGY				
1.1.1	<b>Strong and participative interagencies</b>			
DP Action	Action	Responsibility	Progress	Comment
Cobar Interagency, Community Services Forum and other groups such as the Cobar Domestic Violence Action Group	Actively participate in Interagency groups including the Community Services Forum and the Cobar Domestic Violence Action Group or Cobar Interagency (if running).	A Shepherd	100%	Council attends these meetings and actively contributes. In April, a presentation was made to the Community Service Forum on the DIAP, encouraging members to work with Council to update the plan. Due to a lack of time, little progress was made in terms of looking at the mental health services provided in Cobar. The phn has not been forthcoming in returning phone calls and emails seeking information on what services they have funded, who they have funded and when are these services funded till.
Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency Meetings when required and keep a watching brief through monitoring the minutes.	A Shepherd	100%	No meetings attended, however all minutes and agendas monitored and email updates provided where appropriate.

<b>COUNCIL STRATEGY</b>				
<b>1.1.2</b>	<b>Work with Government Departments and NGO's to improve service delivery, such as that proposed through initiatives like the reforms of local government (including the Far North West Joint Organisation)</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Actively participate in the Far North West Joint Organisation and as an affiliate member of the OROC Joint Organisation	Work with member Councils to engage a General Manager and any necessary staff to run the Joint Organisation, work with NSW Public Works to develop plans, engage a consultant and agree on a new roads plan and develop tourism and cultural strategies.	P Vlatko	100%	The Far North West Joint Organisation has appointed a new Executive Officer who will start in early July.
Actively participate in the Far North West Joint Organisation and as an affiliate member of the OROC Joint Organisation	Work with OROC Councils towards mutually beneficial projects, including procurement, sharing ideas and resources.	P Vlatko	100%	OROC has now been disbanded and has been replaced with the Joint Organisations. The Far North West Joint Organisation (Bourke, Cobar and Walgett) will work closely with the Orana Joint Organisation and Far South Joint Organisation towards mutually beneficial projects, including procurement, sharing ideas and resources.
Actively participate in the Far North West Joint Organisation and as an affiliate member of the OROC Joint Organisation	Work with the NSW Government and other Councils to engage an airline to service the towns in the Far North West Joint Organisation.	P Vlatko	90%	Negotiations for the air service contract with the preferred supplier will be finalised in early Q1 2019/2020. A number of meetings and discussions have been held in relation to the tender process and contract.

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



<b>COUNCIL STRATEGY</b>				
<b>1.2.1 Implement the actions outlined in the Youth Development Plan</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Update the Youth Development Plan	Youth Development Plan updated.	N Kriz	20%	Have commenced working on this with the Economic Development Manager, with reviews being undertaken of the last Plan dated 2012-2016.
Engage the services of a Youth Development Officer	Seek grant funding to engage a Youth Development Officer.	N Kriz	0%	Seeking funding when opportunities become available
Undertake School Holiday Activities	Library staff, community members and/or volunteers plan and provide craft and fun activities for small groups of children with a charge applied to recover cost of materials.	J Siermans	100%	6 craft sessions were offered in April. 46 children attended.
Undertake School Holiday Activities	Seek funding to undertake School holiday activities to implement a varied school holiday activities program.	N Kriz	100%	Have applied for \$24,000 for LDAT to run the Basketball after dark program. We have been running school holiday programs with activities like pool comps, table tennis , cooking, craft and games. Manager has been working with Economic Development Manager to apply for grants.

<b>COUNCIL STRATEGY</b>				
<b>1.2.2 A greater range of youth activities organised and coordinated</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
To provide youth services and a facility that will create interaction between all ages, interests and social standing by providing recreational, sporting and cultural activities and support services for the	Cobar Youth Council undertake activities during the year aimed at young people.	N Kriz	100%	Cobar Youth Council are always planning events for the youth, we have completed Youth week activities this quarter (laser tag, bbq, skate competition, movie night and pool comp) with over

youth and the community of Cobar.				300 youth and community involved over the week.
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**COUNCIL STRATEGY**

**1.2.2 A greater range of youth activities organised and coordinated**

DP Action	Action	Responsibility	Progress	Comment
To provide youth services and a facility that will create interaction between all ages, interests and social standing by providing recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre and enter and maintain partnerships to aid and enhance the provision of Youth Services.	N Kriz	100%	All competitions have been completed this quarter. We have introduced a social line dancing on a Thursday night, next quarter we will have community health running Tai Chi for Arthritis classes, Our new comps will commence in July/August , planning for Miners ghost festival and other activities like Bike week.
To provide youth services and a facility that will create interaction between all ages, interests and social standing by providing recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Undertake activities under Family and Community Services grant.	N Kriz	100%	CYFC continues to hold its Tuesday playgroup sessions, and Friday night games nights which we receive funding for ( not over the school Holidays ) . We still have a partnership with centre care who attend every second sessions, introducing their users to the centre, encouraging them to attend each week, making new friend and inter action for the children.
Organise Youth Week Activities	Youth Week activities to be organised in conjunction with Cobar Youth Council.	N Kriz	100%	2019 Youth Week was held and run by the Youth Council and Manager Cobar Youth and Fitness Centre. We had over 300 youth attending and other community please getting involved. Out Laser tag nights where booked out. Skate days and clinic, BBQ's, movie night and other competitions.

<b>COUNCIL STRATEGY</b>				
<b>1.2.3 Increased educational opportunities provided locally</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with early childhood organisations, schools and TAFE to increase the quality and diversity of educational opportunities available locally and promote them	Bring to fruition the education services goal of a local speech therapy program aimed at 3-8 year olds in Cobar by working with government and NGOs to find a solution.	K Lennon	0%	No interest or support to restart this idea.
Work with early childhood organisations, schools and TAFE to increase the quality and diversity of educational opportunities available locally and promote them	Hold story time sessions, Library staff provide activities for children aged 6 months to 5 years, and model early literacy for parents. Technology sessions held for interested members of the community.	J Siermans	100%	Pre-school storytime, rhyme & craft sessions were offered in Q4. 50 children attended with parents/carers.

<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 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>
Information is provided to the community on the range of services available in Cobar Shire and how to access them	Maintain and update the community services directory and other activities that provide information on services available and how to access them, including Facebook and website updates.	A Shepherd	100%	Regular updates are provided through facebook posts (Council has a range of accounts, including for Council, library, Youth Council / Youthie, Destination Cobar and Grey Mardi Gras). New websites are being created for both Council and Destination Cobar. The Community and Business Directories are updated as resourcing allows.

<b>COUNCIL STRATEGY</b>				
<b>1.3.2 Increase the supply of childcare and preschool places and options</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Administer and coordinate Children Services (FDC, COOSH, IHC)	Administration of CCB & CCR for all eligible families in accordance with Federal Legislation.	K Lennon	100%	Processed for 2018/2019 financial year.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Maintain and update policies, manuals, 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	80%	An ongoing cycle that has to incorporate changing rules and regulations.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Monitor Implementation of National In Home Care Standards.	K Lennon	50%	New In Home Standards are provided to all new educators and included in orientation materials.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Provide craft and activity packs to In Home Care Educators four (4) times per year.	K Lennon	100%	Easter and Mothers day packs have been sent.
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	100%	The Educators are using this more routinely and with better understanding. The educational leader of FDC has been working hard on this area.
Administer and coordinate Children Services (FDC, COOSH, IHC)	Write and distribute newsletters to Families and Educators.	K Lennon	100%	Sent out as required.
Improve the quality and availability of children's services in Cobar	Support Early Childhood Services in Cobar to ensure adequate supply of quality childcare to meet the communities needs and expectations.	K Lennon	100%	One new FDC Educator this Quarter. One finished up.



COUNCIL STRATEGY					
<b>1.3.2</b>	<b>Increase the supply of childcare and preschool places and options</b>				
DP Action	Action	Responsibility	Progress	Comment	
Maintain adequate funding for Children's Services	Lobby for continued levels of funding to maintain children's services.	K Lennon	0%	Families are applying individually for assistance with IHC.	

COUNCIL STRATEGY					
<b>1.3.4</b>	<b>Have family orientated activities to encourage families to socialise in the community</b>				
DP Action	Action	Responsibility	Progress	Comment	
Plan, organise and promote festivals, celebrations and activities in the Shire	Establish a Committee and work towards the development of a full program of activities to celebrate the 150 year anniversary of Cobar.	D Smith	100%	Council has established a festivals and tourism committee which will focus on all Council events, including the 150 year celebration. The focus of the first meeting was the 2020 Grey Mardi Gras festival and preliminaries for the 2019 FOMG. A budget has been allocated to this activity in the 2019-2020 budget.	
Plan, organise and promote festivals, celebrations and activities in the Shire	Organise and facilitate the successful management of the Festival of the Miner's Ghost (FOMG) in cooperation with the community and the FOMG organising committee.	D Smith	100%	A draft program has been released for the 2019 festival and volunteers from the organising committee are assisting in organising individual activities. The focus has been squarely shifted to a mining focus. It is expected this focus will be completed next year as the timing will not allow a full program shift in 2019. The Friday night activities will again be centred around the lost miners service and associated activities, including tours at the museum. Saturday afternoon / evening concert and fireworks with markets are planned and a Sunday activity at Ward Oval showcasing mining games, activities and machinery are all planned. A miners reunion on Saturday and other events are being confirmed. Miners Memorial mock-up – a paper mock-up for the miners memorial interpretive signs has been created. Access to this is by invitation only, but it is planned to have it available for public viewing during the FOMG. Work is on-going, responding to comments and new ideas.	

<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	Organise community events such as Australia Day celebrations and Senior Citizen's Week events.	D Smith	100%	No action was undertaken in Q4, successful Australia Day Ceremony and Senior Week activities undertaken 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>Encourage business and volunteer support for local events, organisations and activities</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Council supports community groups by providing access to facilities	Library Community Meeting room available for community groups and local businesses.	J Siermans	100%	Library arcade rooms were booked for use 70 times in Q4.
Work with local organisations to build on current activities	Work with local organisations to build on existing events and to help them to develop new ones and promote them.	D Smith	100%	GLAM Day – celebration of International Museums Day by having an event for Galleries, Libraries Archives and Museums. This event was a collaborative cross-team event involving Records and Library staff as well as Heritage Centre staff. Other Council staff were invited to wear a small piece of 'glam' for the day. Librarians from the schools were also invited and participated. New collaboration has been established with the Cobar Business Association for future events and Council is supporting the Cobar Night for the Farmers that is currently being organised and will promote that.

<b>COUNCIL STRATEGY</b>				
<b>1.4.3</b>	<b>Develop initiatives to maximise the benefits and minimise the negative impact of shift work and FIFO/DIDO on the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts and encourage residential living of employees	Liaise with local business and government organisations to reduce the potential negative impacts of shift changes to mining rosters, absentee workers and mining closures to reduce the community impact and encourage residential living by improving the liveability of Cobar.	P Vlatko	100%	No action undertaken in Q4.
Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts and encourage residential living of employees	Understand the extent of DIDO/FIFO in the community and develop strategies to encourage residential living.	A Shepherd	100%	Staff should continue to attend community meetings held by the mines to input into their consultation processes. There is increasing concern regarding the future activities to take place in the open cut area. Council should continue to investigate housing options. This is currently an issue placing great pressure on Council - analysing DAs regarding mining accommodation and future options, and has the potential to improve the ability of employers to attract and retain staff.

<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 and improved coordination of Local Aboriginal Groups	Liaison with Aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of Aboriginal culture.	P Vlatko	0%	No action undertaken in Q4.

<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 a range of art and culture exhibitions at the Library Gallery.	J Siermans	100%	The Art4Ag photographic exhibition was displayed in Q4.
Support Outback Arts and cultural activities in the Shire	Provide annual funding and support to Outback Arts and actively participate on the Outback Arts Board and support arts and cultural activities in the Shire.	A Shepherd	100%	No Board meeting was held this quarter.
Support Outback Arts and cultural activities in the Shire	Work with organisations such as Cobar Arts Council to run art workshops, exhibitions and provide artistic opportunities.	A Shepherd	100%	Cobar Arts Council strongly supported and worked with Council on the Grey Mardi Gras festival and we hope to continue this partnership in future years. Council is currently developing project proposals for the CASP grants to run workshops in 2020 and an application was made for artistic workshops to the value of \$40,000 through Arts NSW. Council also hosted a GLAM day and evening to recognise the important work of gallery, museum, library and records staff in the Shire.
Provision of Curatorial services at the Great Cobar Heritage Centre.	Purchase and implement a new database to record objects within the collections.	D Smith	100%	MOSIAC has been installed and progressively rolled out.
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.	D Smith	100%	Objects are received, documented and stored as per Council's collection management policy. Consideration is being given to recruiting volunteers to assist with documenting the collection during proposed renovations and changes in exhibitions.

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
Continue to work with the NSW Government to progress the construction and fit out of the MPS, including upgrades to the LBV	Complete the legal framework for MPS model for Cobar in conjunction with the Local Health District and prepare for integration of kitchen which will be shared.	K Miller	100%	This action has been completed.
Continue to work with the NSW Government to progress the construction and fit out of the MPS, including upgrades to the LBV	Endeavour to appoint a suitable external Aged Care Provider for LBV (noting that the State Government was unable to).	K Miller	100%	Action no longer applicable.
Lobby NSW Government and the Federal Government to increase and improve health care provision within the Shire	Lobby NSW Government and the Federal Government to ensure high quality health care services are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally.	P Vlatko	100%	In Q4, Council wrote to the Federal Minister seeking incentives for rural Doctors.

<b>COUNCIL STRATEGY</b>				
<b>1.5.2 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>
Increase the use of the Cobar Youth and Fitness Centre	Increase utilisation of the Cobar Youth and Fitness Centre.	N Kriz	100%	Cobar Youth and Fitness centre had a number of activities running this quarter with our normal competitions running, youth week , holidays and mid term breaks. We have had increase in drop In's with our new pool table and electronic game machine. The youth are finding it to be a nice hang out out of the cold. We also have our walking group , spin classes, table tennis, schools, play groups, and general gym and squash users. We have had increase in the use of showers with campers.
Increase the use of the Cobar Youth and Fitness Centre	Undertake project to renew the Cobar Youth and Fitness Centre, including: replace the roof, kitchen, counter, entrance and construct a new outdoor seating area.	G Ryman	25%	Council engaged an architect to prepare a concept plan to secure grant funding for the project. Grant funding approved - waiting on funding agreement to be signed before finalising design work and preparation of tender documents.
Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount and manage the Pool Contract. Contract is renewed.	K Miller	100%	The Pool season closed at the end of April, with 846 attendees recorded for the month. The Pool remained open for longer this season as per the current contract conditions.
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	100%	No new signage erected. Ongoing replacement of street signs has occurred during this quarter.



<b>COUNCIL STRATEGY</b>				
<b>1.5.2</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>
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 once funding is secured.	A Shepherd	100%	Only one tender was received and after further investigations with PWA and a quantity surveyor, it was deemed that it did not represent value for money and was outside of the budget. As such, it was rejected. Design options have been investigated to bring the project in under budget. Negotiations with individual builders will now take place. This project is now delayed.
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	100%	In Q4, we have repaired a number of burn holes to the equipment in Drummond Park, vandalism has occurred to the toilet block at Dalton Park, which has been cleaned up. We inspect our parks, playgrounds and amenities frequently.
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	100%	Maintenance schedules are completed monthly. Due to the reduction in water (caused by the dropping level of Burrendong Dam and the available water supply) Council will need to make a future plan for watering and ongoing maintenance of all sporting grounds and associated facilities. This will be a priority project in Q1 2019/2020.
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	100%	Regular gardening and turf maintenance service is provided throughout the township. With the current drought currently occurring keeping gardens alive has been a big job. No turf was laid in Q4.
Extend and expand the Great Cobar Heritage Centre	Undertake consultations and prepare design documents for an expanded Great Cobar Heritage Centre.	A Shepherd	100%	The focus is now on improving the building and exhibitions on site, prior to focussing on expansion.

COUNCIL STRATEGY				
1.5.3	Provide adequate infrastructure to care for older residents locally			
DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Develop annual budget to ensure adequate resources to enable appropriate services are maintained.	S Huon	100%	<p>Quarter 4 running on budget with expenditure matched by income received.</p> <ul style="list-style-type: none"> <li>•Occupancy rate for Quarter 4 was 100% for Hostel with no vacancies and 83% for Nursing Home with no current vacancies due to recent admissions.</li> <li>•Comprehensive assessments and documentation of residents care needs were completed as per facility protocol on all new residents entering facility to enable ACFI claims to be maximised.</li> </ul>
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	100%	<p>Schedule audits completed in Quarter 4 include: Infection Control – infection rates remain low, with no outbreaks. All residents who are able have been administered Flu vaccinations and 99% of staff have been vaccinated. Medication Administration, &amp; Medication Management – incidents identified managed as per facility policy. Environmental Safety – no hazards were identified. Clinical Management. Resident Accident/ Incidents, Equipment Maintenance and Scheduled / Preventative Maintenance, Resident Post Admission and Food Monitoring Verification all completed with minor issues identified and addressed and managed as per facility policy and procedures.</p>
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	100%	<p>Staffing levels have been maintained in line with the master roster. 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. Recruitment and retention of all essential staff particularly, registered nurses, remains challenging with the majority now being overseas trained and utilising regionally sponsored migration or employed through recruitment agencies. Advertising is ongoing for appropriate staff on recruitment websites.</p>

COUNCIL STRATEGY				
1.5.3 Provide adequate infrastructure to care for older residents locally				
DP Action	Action	Responsibility	Progress	Comment
Provide appropriate services for residents at the Lilliane Brady Village	Maintain health and personal care of all residents according to their needs and maintain resident lifestyle, rights and choices.	S Huon	100%	There both facilities were audited by Australian Aged Care Quality Agency this quarter Both Hostel and Nursing are accredited until August 2022. 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 physiotherapy, 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	100%	Lilliane Brady Village Continuous Improvement System incorporating scheduled audits, surveys and policy reviews across all aspects of service delivery, has ensured that services are provided according to resident changing needs and in line with the Aged Care Principals and the Aged Care Act. The development of 10 new beds in the Hostel section will improve timely access to access care when needed. The redevelopment of the 4 bed wards in the nursing into single rooms some with individual bathrooms will improve the ability to fill vacancies in a more timely manner as the need arises.
Provide appropriate services for residents at the Lilliane Brady Village	Promote community awareness and encourage ongoing resident involvement in community events.	S Huon	100%	Community involvement included: - visitation by clergy, student visits from local schools and child care centre, placement of high school work experience students, TAFE students completing Cert 3 in aged care work. Outings in the community attended by residents with the Lilliane Brady Village bus being used for transport. The in-house recreational activity program continues to be well attended with residents having input into the program and volunteers from the community assisting with delivery of program. Publication of the quarterly newsletter for residents, family and friends in to publicise upcoming events and activities with the wider community. The local newspaper gives residents up to date information of what's happening around town that they may like to participate in.

<b>COUNCIL STRATEGY</b>				
<b>1.5.3</b>	<b>Provide adequate infrastructure to care for older residents locally</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Provide appropriate services for residents at the Lilliane Brady Village	Provide a transparent mechanism for concerns and complaints management from all stakeholders.	S Huon	100%	POL/GM2 Comments, Suggestions and Complaints covers the protocol and procedures for complaint resolution and escalation process for Lilliane Brady Village. The facility maintains a register for all complaints. Investigation and resolutions including any actions required such as staff training, resources etc. have been recorded. All complaints received followed up in line with policy and procedures. Pol/RM17 Compulsory Reporting covers process for reporting and responding to physical and sexual abuse of residents. There were 0 reportable incidents for Quarter 4.

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

<b>COUNCIL STRATEGY</b>				
<b>1.6.1</b>	<b>A more visible and engaged police presence</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	P Vlatko	100%	A Cobar Police Community Precinct Committee meeting was held in early Q4. The Police provided the crime statistics and have advised that they have reduced. The new Police Sargent Chris Power was introduced to Councillors and Staff at the meeting.

<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	Provide secretariat services for the Cobar Liquor Accord.	P Vlatko	100%	A Liquor Accord Meeting was held in Q4, a new Deputy Chairperson was elected following the resignation of the Cobar Bowling and Golf Club Manager, Demi Smith. The Board were unsuccessful in obtaining grant funding for \$15,000 for a security training course for licensed premises, this application was submitted under the Liquor and Gaming Grant and we are awaiting further feedback on our application.
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%	Not a Council priority.

<b>COUNCIL STRATEGY</b>				
<b>1.6.2 Implementation of the Cobar Crime Prevention Plan and Strategy</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Removal of graffiti and recording of graffiti incidents	Supervise the removal of graffiti and ensure all evidence is taken and recorded appropriately.	P Sullivan	100%	Graffiti has been removed from Drummond Park and Dalton Park playgrounds, it has been texta graffiti.
Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy.	Update the action list for the Crime Prevention Plan and Strategy.	A Shepherd	0%	Not currently a priority of Council.

<b>COUNCIL STRATEGY</b>				
<b>1.6.3 Encourage safe and sustainable development</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake legislated obligations in relation to building and development	Assess and determine all relevant applications as outlined under Section 68 of the Local Government Act 1993	G Ryman	100%	All Section 68 applications were assessed and determined in accordance with relevant statutory requirements.
Undertake legislated obligations in relation to building and development	Carry out critical stage and other progress inspections required to ensure completed projects complies.	G Ryman	100%	Critical stage and other required inspections are undertaken during construction.
Undertake legislated obligations in relation to building and development	Complying Development applications assessed and approved in accordance with statutory standards requirements and Council Codes.	G Ryman	100%	Complying development certificate applications are assessed in accordance with their respective Legislative requirements.
Undertake legislated obligations in relation to building and development	Develop an On-site Sewage Management Register for existing systems in priority areas.	G Ryman	100%	A register is updated as new on-site sewage management systems are installed or are removed.
Undertake legislated obligations in relation to building and development	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	G Ryman	100%	All received development applications were assessed in accordance with relevant legislative requirements during this quarter.
Undertake legislated obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	S Poulter	100%	Council continue to inspect sites to verify compliance with the Environmental Planning and Assessment Act 1979 during this quarter.
Undertake legislated obligations in relation to building and development	Process applications for Section 149 Certificates.	G Ryman	100%	Planning information certificates under s.10.7 are processed expeditiously following lodgement with Council.



<b>COUNCIL STRATEGY</b>				
<b>1.6.3 Encourage safe and sustainable development</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake legislated obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	G Ryman	100%	New or modified sewage or drainage systems are inspected by Council officers.
Undertake legislated obligations in relation to building and development	Provide registration, approval and inspection for applications to install and operate On-Site Sewage Management Systems.	G Ryman	100%	On site sewage management system are regulated by Council in accordance with the Local Government Act.
Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	G Ryman	100%	The lease, license and land use register is maintained.

<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	Mechanically and manually clean the streets in the urban area to provide suitable environment for the community.	P Sullivan	100%	The street sweeper does the main street daily and blower and rubbish collection is done on a daily and need to basis. Intersections have been deep cleaned by the street sweeper to remove silt, a bulldozer to be hired to remove the built up silt that the street sweeper can't remove. The street sweeper is currently operational, but running with a lot of faults. New street sweeper arriving in early Q1 2019/2020, we need to focus on tree removal to allow adequate height for the new machine to fit under.

## COUNCIL STRATEGY

### 1.6.4 Provide and maintain safe and serviceable public facilities and infrastructure

DP Action	Action	Responsibility	Progress	Comment
To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities buildings in accordance with frequency of use.	P Sullivan	100%	Daily inspections and cleaning of amenities buildings undertaken, fortnightly programming for cleaning and a rotational roster prepared to ensure appropriate service levels. Grant funding has been approved for new amenities blocks in Drummond Park, Nymagee and Mount Hope which will be installed in Q2 2019/2020.
Maintain Council Buildings to an appropriate standard to ensure that buildings are occupiable	Maintenance and repair of Council buildings undertaken with available resources.	G Ryman	100%	Councils buildings are maintained in line with available budget and risk factor to our occupants.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Implement Council's Disability Action Plan.	A Shepherd	100%	The DIAP has been implemented and was updated and adopted by Council on 28 June 2019.
Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Install disability access to Council buildings as funding becomes available.	G Ryman	100%	New projects are currently being designed to incorporate means of compliant access into buildings.

COUNCIL STRATEGY				
1.6.4	Provide protection from fire, natural disasters, public health and other threats to the community			
DP Action	Action	Responsibility	Progress	Comment
Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	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.		100%	Regular liaison has continued with RFS.
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.		100%	Cobar's Local Emergency Management Plan is current and up to date.
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.		100%	The Local Emergency Management Committee did not meet in Q4, the meeting was scheduled and cancelled.
Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected as per Food Authority Partnership.	G Ryman	75%	Mandatory inspections are conducted on all food shops annually in accordance with the Food Authority Partnership between NSW Food Authority and Cobar Shire Council. Based on performance, follow up inspections may be carried out.
Preserve and enhance public health by regulating and inspecting all relevant premises	Complete appropriate advice to Land Services on Rural Addressing.	K Miller	100%	Rural Addressing has now been completed.
Preserve and enhance public health by regulating and inspecting all relevant premises	Complete quality check of initial rollout of Rural Addressing.	K Miller	100%	Rural Addressing has now been completed.

<b>COUNCIL STRATEGY</b>				
<b>1.6.4</b>	<b>Provide protection from fire, natural disasters, public health and other threats to the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of public health incidents.	G Ryman	100%	All public health incidents or concerns are investigated when required.
Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	S Poulter	100%	No time was available to undertake testing of public swimming pool water during this quarter.
Preserve and enhance public health by regulating and inspecting all relevant premises	Swimming pool safety barriers inspected.	S Poulter	100%	Where requested swimming pool safety barriers were inspected, and where necessary upgraded to comply with the Swimming Pools Act 1992.

# Key Activity: Economy

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

COUNCIL STRATEGY				
2.1.1	Encourage business growth and new business opportunities in the Shire			
DP Action	Action	Responsibility	Progress	Comment
Facilitate business development in the Shire	Facilitate business opportunities within Cobar and promote the region.	P Vlatko	100%	A shop local campaign will be implemented in early Q1 2019/2020 after Council's Economic Development Manager has held discussions with business owners. Council have submitted a grant to establish a new Industrial Estate.
To encourage the development and utilisation of the Cobar Caravan Park	Review the capital investment component of the lease agreement with the lessee of the Cobar Caravan Park with the view to amending it in line with current turnover and turnover expectations.	G Ryman	25%	This task is progressing as time permits.

COUNCIL STRATEGY				
2.1.2	Review and Implement the Economic Action Plan			
DP Action	Action	Responsibility	Progress	Comment
Review as necessary the Economic Action Plan and implement the actions contained within it	Renew as necessary the Economic Action Plan and implement the actions contained within it.	A Shepherd	75%	Council's new Economic Development Manager will start implementing priority actions from this plan in 2019/2020.

COUNCIL STRATEGY				
2.1.4	Encourage people to shop locally and support the business community more broadly			
DP Action	Action	Responsibility	Progress	Comment
Participate in, and work with, the Cobar Business Association to develop programs to support business	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions, training initiatives and other activities.	K Grant-Mackay	100%	Council is currently developing the 2019 Great Cobar Business Awards with the award categories finalised and a date set for the dinner. Guest speakers have been contacted. A revitalised Truckload of Reasons to Shop in Cobar campaign has been rolled out as part of the drought projects, with new logos designed, collateral purchased that can continue to be used and an extensive marketing campaign undertaken across print, digital and social media. Council has worked with Business HQ to bring training courses out to Cobar and the team has made several follow up visits following the first of these - a very successful social media marketing workshop which attracted almost 30 participants.
Support shop local campaigns, including administration of the Cobar Quids program	Monitor, dispense and reconcile Cobar Quids.	J Brown	100%	Council acts as 'the bank' for dispensing and receiving Cobar Quids on behalf of the Cobar Business Association to encourage people to shop locally. They are reconciled daily and reported to the Business Association monthly.
Support the Economic Taskforce and progress priority actions identified by the Taskforce	Support the Economic Taskforce and progress priority actions identified by the Taskforce.	A Shepherd	100%	Options for the future of this committee are currently being assessed. A new proposal will be outlined in Q1 of 2019-2020 for consideration by Council.

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



COUNCIL STRATEGY				
2.2.1	Update and implement the Tourism, Events and Museum Business Plan			
DP Action	Action	Responsibility	Progress	Comment
Update and implement the Tourism, Events and Museum Business Plan	Regularly update and report on the implementation of the Tourism, Events and Museum Business Plan.	D Smith	100%	The new Tourism Manager has been working through the priorities for the business unit and an updated plan will be presented to Council in the new year.

COUNCIL STRATEGY				
2.2.2	Develop a diverse range of interesting annual events and promote the activities that are on and the cultural experiences that are available in Cobar to locals and tourists			
DP Action	Action	Responsibility	Progress	Comment
Manage the Visitor Information Centre	Manage the "Visitor Information Centre", admissions to Museum and souvenir shop at the Great Cobar Heritage Centre.	D Smith	100%	A stocktake has been undertaken for the end of financial year and this is currently being compared to the stocktake undertaken in March. Further investigations have been made regarding appropriate stock control software and registers and these will be ordered early next year.
Develop and implement new ideas to bring people to Cobar	Develop new marketing material to bring new residents and tourists to Cobar.	D Smith	100%	Development of the new tourism website will continue in the next quarter, along with renewed focus on the Grey Mardi Gras platforms, following the development of a communications plan for this festival. All marketing material is currently being reviewed to determine where improvements can be made in 2019-2020. Council continues to update the information in the ATWD database and will address the recommendations and findings of the Destination NSW product audit of the region to improve the product offerings in the database. More collaboration with neighbouring councils will take place in 2019-2020 and a joint marketing effort with other councils in the JO and cross border councils will take place in the new year.

COUNCIL STRATEGY					
2.2.3	Diversify tourism activities and increase the utilisation of current attractions				
DP Action	Action	Responsibility	Progress	Comment	
To encourage the development and utilisation of the Cobar Caravan Park.	Oversee the lease and assist the lease as required.	G Ryman	100%	The caravan lease is managed appropriately with the caravan park management.	
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.	D Smith	100%	The museum and library are currently co-hosting the Ag4 Art exhibition. The exhibition has been received, checked, installed and has been formally opened with a public event to celebrate.	

COUNCIL STRATEGY					
2.2.4	Increase the range and degree of accommodation in the Shire				
DP Action	Action	Responsibility	Progress	Comment	
Investigate the need to the develop the next stage of Pioneer Estate and undertake development if required	Estimate market and land availability for future Residential Land Development.	G Ryman	100%	There is currently no pressure for new residential land in the Cobar LGA, as existing sites in new subdivisions remaining to be vacant.	

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

<b>COUNCIL STRATEGY</b>				
<b>2.3.1 Encourage business development at Cobar Airport and encourage Cobar as a stopover point for aircrafts</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.	Lobby and work with other Councils to reinstate an RPT service that meets the needs of Cobar businesses and residents.	P Vlatko	90%	Negotiations for the air service contract with the preferred supplier will be finalised in early Q1 2019/2020. A number of meetings and discussions have been held in relation to the tender process and contract.
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.	K Miller	100%	Discussions are on foot with Sky Fuel to promote Cobar as a fuel stop.
Actively seek out business opportunities to enhance the operations at Cobar Airport and develop a Master Plan for the site.	Providing Secretariat support to the Airport Advisory Committee to the Cobar Regional Airport.	K Miller	100%	No meetings held in Q4.

# Key Activity: Governance

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

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
Reassess all rates, fees and charges	Sound revenue management plan in place including rate recovery and debt recovery.	K Miller	100%	Invoices have been raised in a timely manner and debts are closely monitored and debt recovery action taken when required as per the Policy. Revenue Policy for 2019/2020 was adopted in late Q4.
Undertake private works	Undertaken private works for property owners, mines, contractors and RMS.		100%	Private works are being undertaken as required.
Increase grant funding received	\$1 Million Drought Fund Extension Projects	A Shepherd	80%	Acquittals have been done for the community events and business initiatives projects. A draft acquittal has been prepared for the water bore drilling project - awaiting to see if bore drilling was completed. The signs in Mount Hope and Nymagee are not completed - with the manufacturer and a month's extension has been requested. There are many projects in the community initiatives project. Most could be completed by the end of July, however the two shade structures would require another 2 months. Extensions have been sought.

COUNCIL STRATEGY				
3.1.1	Increase Council's income stream			
DP Action	Action	Responsibility	Progress	Comment
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	100%	<p>Council continues to work with state government officials to progress the industrial estate application, including hosting a visit from the head of the GLEF unit in June. It appears this project is unlikely to meet the BCR requirements and as a result may not be successful. If so, it will be assessed under the new Drought Initiatives program of the state government.</p> <p>With a state and federal government election held recently, the number of grant opportunities has reduced. It is expected this will turn around in the next quarter, with the SCCF Rd 3 announced and more funds likely to announced in July.</p> <p>Grants submitted for the quarter include \$24,500 for a drug and alcohol project, \$40,000 for CCTV, \$40,000 to upgrade the Youthie's outside basketball courts to a multiple sports space and \$40,750 for arts workshops. Also, the JO has awarded Council \$1.425m for exhibition upgrades at the GCHC. These funds will be allocated once the masterplan project is complete, prioritising works.</p>
Undertake rating functions of Council	Recovery of outstanding rates.	J Brown	100%	Rates and charges arrears as at the 30 June 2018 have been reduced from \$1,514,209.71 to \$683,208.59. Council has collected 82% of the current year's rates and arrears. Council will continue to follow up arrears as documented in the Rates Recovery Policy.
Undertake rating functions of Council	Undertake sale of land under Section 713.	J Brown	50%	Council has identified properties which qualify to be sold for non payment of rates under Section 713 of the Local Government Act, and have advertised and notified all owners. The date of the auction is the 27 September 2019.
Effectively manage Council investments	Optimum investment of Council's surplus funds in accordance with Council's Investment Policy.	N Mitchell	100%	Term Deposits have been invested as per the Policy to maximise interest income and meet Council's cashflow requirements.

<b>COUNCIL STRATEGY</b>				
<b>3.1.1</b>	<b>Increase Council's income stream</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake the new requirements as per Services NSW Contract.	Meet the requirements as per Services NSW Contract.	K Miller	100%	Service NSW staff have provided customer service as per the contract and met all audit requirements. Staff have assisted a lot of customers to renew Gun Licences and claim Greenslip rebates through the self-service computer as they are now only available online.
Implement the Section 94 Plan, Section 64 Plan and VPAs and manage the funds to provide for future infrastructure through developer contributions	Implement the Section 94 Plan, Section 64 Plan and VPAs and manage the funds to provide for future infrastructure through developer contributions.	G Ryman	100%	Reported each quarter to Council.

<b>COUNCIL STRATEGY</b>				
<b>3.1.2</b>	<b>Implement initiatives of the NSW Government designed to reform and improve the functioning of local government</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake reviews of Council's own service delivery levels	Undertake service level reviews to inform community consultations and budgeting processes.	P Vlatko	100%	The service review into Parks and Gardens continued, with staff identifying possible parks to reduce inputs to, however these potential savings would be very small. The process has identified issues with data collection on water use and these are being worked through.

<b>COUNCIL STRATEGY</b>				
<b>3.1.3</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 in conjunction with StateCover.	S Patterson	100%	The disaster recovery plan has been presented to the IRAC in March 2019 for review, awaiting their feedback to be able to formally adopt the plan.
Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	S Patterson	100%	The Corporate Risk Register has been reviewed and adopted by Manex. Quarterly departmental reviews will commence Q1 2020 to ensure the content remains current.
Develop and implement suitable internal audit processes for Council operations	Carry out Internal Audits.	K Miller	100%	Internal Audits are now a function of the Internal Audit Committee.
Develop and implement suitable internal audit processes for Council operations	Internal Audit Committee to meet quarterly and strive for compliance with Treasury requirements.	K Miller	100%	An Internal Audit Committee meeting was scheduled for Q4, but did not go ahead due to lack of a quorum. Internal Audit Committee is a positive tool in financial control.
WHS obligations are met and safe work practices are promoted and undertaken	Consult with WHS Committee to take a proactive stance in promoting a healthy and safe work environment.	P Vlatko	75%	A new WHS Committee has been nominated by each of Council's workgroups, which holds a two year term. Meetings will be scheduled every two months, with regular agenda items to include monitoring and reviewing incidents/hazards reported, hazard identification in the workplace and a platform to provide consultation between Council management and employees.
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	100%	Return to Work and injury management services are provided to all areas of Council by the Human Resources team. Accredited WHS training is scheduled for the newly appointed WHS Committee in August 2019.

<b>COUNCIL STRATEGY</b>				
<b>3.1.3</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	Refinement and implementation of Councils' WHS Management System in conjunction with WHS Committee and employees.	P Vlatko	100%	The new WHS Officer is working with Tanya Gilbert in reviewing Councils Health & Safety Management System. The WHS Policy has been reviewed and adopted. A plan of action will be created to review what Council is already compliant in, and what needs reviewing, updating or creating to ensure we are meeting our Legislative requirements in regards to Workplace Health and Safety. The WHS Officer attends quarterly Orana Risk Group meetings with other council's WHS representatives in the area to discuss and share WHS issues and resources to help us meet our WHS obligations.
Reduce workplace accidents and incidents by supporting the WHS Committee, providing adequate training and appropriate procedures	Coordinate development and training of staff in Safe Work Method Statements (SWMS).	P Vlatko	100%	At the Annual Induction Day all outdoor employees are retrained in the 6 SWMS relevant across the whole organisation. A review of Council's WHS Management System will identify the risks and hazards in the workplace, and SWMS will be created from this. Training of the SWMS will follow, through consultation in supervisors meetings, toolbox talks and on the job training.
Reduce workplace accidents and incidents by supporting the WHS Committee, providing adequate training and appropriate procedures	Development and implementation of Council wide and Department specific Safety Inductions.	S Patterson	100%	All new staff receive a 'walk through' induction during their first week of employment from their supervisor as well as completing an online Council induction. Staff are inducted onto the relevant worksites they will be working at (and onto applicable plant) by their immediate supervisor. Council also host a Corporate Induction every quarter for new employees.



COUNCIL STRATEGY				
3.1.3 Minimise risk for Council and the community				
DP Action	Action	Responsibility	Progress	Comment
Reduce workplace accidents and incidents by supporting the WHS Committee, providing adequate training and appropriate procedures	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	S Patterson	100%	<p>WHS Officer has re-invigorated the WHS Committee and has established a workplace audit schedule, reviewing the committee's constitution and the overarching WHS Policy.</p> <p>The majority of workplace injuries continue to be in relation to manual handling and slips/trips.</p> <p>An action register for the WHS Committee has been developed to keep track of allocated tasks and their completion.</p>
Ensure that records management provides a framework for collection, management and retrieval of Council's records to meet Council's needs and compliance requirements	Compliance with Records Management obligations.	P Vlatko	100%	<p>In Q4, we investigated options to best determine how to manage the excess records that have been accumulating in the Council Administration Office. The Records team undertook a major archiving and disposal project in accordance with the State Records Act 1998 and the General Retention and Disposal Authority for Local Government Records GA39, Health Services, Public: Patient/Client Records GDA17 &amp; Functional Retention and Disposal Authority: FA404. The team were able to sentence and index 83 archive boxes for offsite storage, 69 archive boxes for destruction and 7 confidential shredding otto bins for destruction. The Records team has been in consultation with State Archives and Records Authority of New South Wales in relation to the retention of child attendance records for Far West Family Day Care.</p>

COUNCIL STRATEGY				
3.1.3	Minimise risk for Council and the community			
DP Action	Action	Responsibility	Progress	Comment
Ensure that records management provides a framework for collection, management and retrieval of Council's records to meet Council's needs and compliance requirements	Effective records administration systems and protocols in place.	P Vlatko	100%	In Q4, researched and revised the current Tender Checklist. The changes resulted in the Tender Checklist being separated into two documents; one detailing the responsibilities of the Records team in relation to the 'capture and release' of the tender and the other checklist detailing the responsibilities of the tender Responsible Officer to complete. The revised checklists will assist staff to better understand their individual responsibilities when undertaking a tender. The Records Department dedicated time to establishing processes for the management of the records of the Far North West Joint Organisation. The Records Departmental Drive has been completely overhauled; now Records staff are able to easily locate and save information. Records has established new business rules for the creation of personnel files and communicated this to key staff to alleviate the intensive time resources required for auditing.
Ensure that records management provides a framework for collection, management and retrieval of Council's records to meet Council's needs and compliance requirements	Investigate options to use CivicView as an Electronic Document Management System (EDMS) to meet our needs.	P Vlatko	100%	With the recent onboarding of Councils IT Services Manager one of the first priorities has been to stabilise the email server. In addition the IT Services Manager has commenced an Audit of our IT systems which will have implications for the planning and rollout of an EDRMS. An EDRMS timeline; including the steps required to undertake EDRMS, risks contained within the project as well as the risks of not converting to an EDRMS have been identified and presented as part of the Service Review for Records Management. Budget has been allocated in the 2020-2021 Financial year for EDRMS. It is probable that CivicView will be replaced with a different software package in the medium term hence we will be looking at options that fit with that medium term view.

<b>COUNCIL STRATEGY</b>				
<b>3.1.4</b>	<b>Strong governance measures in place</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	P Vlatko	100%	No training was undertaken by Councillors in Q4.
Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests and Policy advice.	P Vlatko	100%	Monthly Status Report provided to Councillors, fortnightly workshops held and Motions taken on Notice from Council Meetings and responded to in a timely manner. Regular updates on important matters are also communicated via email to Councillor Tablets. A new Councillor Induction and Professional Development Policy is being created and should be completed in early Q1.

<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>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	Dissemination of up-to-date and relevant information to the media and staff on Council's activities.	A Shepherd	100%	Regular staff newsletters are generated and distributed giving staff an update on projects, corporate issues and staffing. Regular adverts are placed in the paper to the community updates, along with facebook postings across Council's business units - with facebook accounts regularly updated by the Youthie, Library, Tourism and Council. Council also uses instagram to sell what we are doing and to generate interest.

<b>COUNCIL STRATEGY</b>				
<b>3.2.1</b>	<b>Encourage more direct participation and interaction between Council and the community</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Appropriate networking with the local government industry and professional organisations.	P Vlatko	100%	The main focus of Q4, have been establishing the Far North west Joint Organisation as Council's General Manager is currently the Interim Executive Officer.
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.		100%	The scheduled Rural Roads Advisory Committee was cancelled in Q4 due to wet weather.
Maintain partnerships with community organisations, such as Business Groups, Council Committees and Council Alliances	Participation in Lower Macquarie Water Utilities Alliance LMWUA	E Poga	100%	Ongoing support and participation in Orana Water Utility Alliance.

<b>COUNCIL STRATEGY</b>				
<b>3.2.2</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	100%	Regular press releases and articles on relevant matters sent to the paper, stories and articles placed on Council's Website and Facebook page.

<b>COUNCIL STRATEGY</b>				
<b>3.2.3 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 and maintain contact with similar organisations in other Local Government areas so as to provide interaction.	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	100%	Cobar Youth Council have been working hard on Youth Week this quarter, we have provided admin and support to them. We are looking at getting Youth Council Shirts, so people can identify the committee. Youth Council have the state conference coming up in 30th September and 1st October.

<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 Provision of good customer service</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	Ensure that all CRM and other complaints registers and reviewed with appropriate actions and responses to complainants.	K Miller	100%	Manex and staff are sent a weekly updated list of outstanding work orders to be actioned. Action times have improved, but improvement is needed in responding to complainants and documenting the outcomes.

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	Continued improvement of the electronic performance appraisal system, with updated skills matrices and position descriptions.	S Patterson	100%	We continue to review positions descriptions and skills matrixes whenever we are required to advertise for a vacant position, adding in behavioural assessments in line with the expectations in the annual performance review. With the roll out of Council's new corporate values, ACE IT will also need to be incorporated.
Human Resources	Develop a Staff Recognition and Reward Program.	S Patterson	100%	GEM Awards are awarded to nominated staff each quarter. LBV have a monthly recognition process where staff nominate colleagues for 'bravo' awards to celebrate their contributions to teamwork. They are presented by GM/Director/DON at monthly morning teas.
Human Resources	Develop Staff and promote their inclusion in decision making through consultation and through measures such as the Staff Suggestion Program and with regular team meetings.	S Patterson	100%	Manex (GM specifically) are meeting with teams across Council (outside of the administration building) on a regular basis to provide an opportunity for feedback and sharing of information. Staff suggestion box is available, but does not generate any feedback.
Human Resources	Employees paid accurately and on time.	S Patterson	100%	Council's Payroll Officer ensures that all staff are paid accurately and on time in accordance with the relevant Awards. All raised payroll queries are addressed and rectified (if required) in the next available pay run.

<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 be an employer of choice including the development of an attraction and Retention Strategy, training plans, succession plans and traineeships.	S Patterson	100%	Attraction and retention are significant HR issues for all regional Councils in NSW. A training matrix is being developed, with resourcing the main barrier to completing this. Apprenticeships for 2019 were put on hold due to the lack of qualified tradesmen to support them. Additional graduate roles for technical areas and administrative trainees are being considered. Succession planning needs to be addressed for key personnel, including LBV.
Human Resources	To build productivity, maintain industrial harmony and increase employee satisfaction.	S Patterson	100%	Overall the industrial harmony is sound. We have had 1 reportable industrial issue this quarter, resulting in involvement from the NSW Industrial Commission, which is currently still in progress. Other issues raised have been resolved through mediation and consultation with the Unions.
Human Resources	To ensure that a Consultative Committee is effective and efficient in recommending to the General Manager for action.	S Patterson	100%	Training was provided to the entire CC in Q1 2019 in an attempt to clarify their role and therefore generate more functionality. There continues to be very few items brought to CC by employee representatives on the committee, majority of items are raised by HR.
Human Resources	Undertake biennial Staff Attitude Survey.	S Patterson	100%	Next staff satisfaction survey to be completed in Q1/Q2 2019-20.
Human Resources	Undertake electronic performance appraisal annually.	S Patterson	100%	Since April 2017, Council has been conducting electronic performance appraisals through PULSE.

<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>
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	100%	The current organisational structure is in line with budget availability. Vacant roles are not replaced if not required, job redesigns are undertaken when/where appropriate. Resignations of key roles provide opportunity for re-assessment of organisational requirements. The philosophy to recruit for attitude and train for skill is our entire recruitment strategy.
Implement and manage an Employee Assistance Program for Council staff	Oversee and promote Council's Employee Assistance Program.	S Patterson	100%	Council's Employee Assistance Program is utilised by staff and promoted to individual staff who may benefit from the assistance. We are focusing on all areas of health and well-being for staff and promoting other training and activities throughout the business.
Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.		100%	A five year plant replacement program has been prepared. The General Manager is currently reviewing the 15 Year Plant Rolling Replacement Program and it will be reported to Council in Q1 2019/2020.
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.		100%	Plant replacements are discussed with relevant operators prior to replacement plant being purchased.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Appointment of an independent consultant to report on security and access annually.	E Jones	100%	ASI Solutions completed internal audit for risk and security of IT systems for Cobar Shire Council. Recommendations have been included in the IT Action List.



<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>
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Audit and analysis of software used and future needs and identify software champions.	E Jones	50%	IT System administration software requirements are being scoped. Office 365 has been signed off on and we will be moving to this platform in Q1 2019-2020. Adhoc analysis on a needs basis has been done on user software (MapInfo), however priority has been given to hardware and backup stability.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Continue to promote the concept of IT savviness with a view of creating an IT focused business.	E Jones	40%	Priority has been low due to instability in hardware\backups. Training to be provided for Office 365 prior to and during roll out in Q1 2019-2020. Office 365 includes SharePoint (intranet) for increasing communications for staff with no access to email. New computers (kiosk desktops) will be installed at Depot for increased access to Intranet and basic computer applications (office etc). Some new\replacement hardware was rolled out to users that was fit for purpose- laptops, i3 and i5 tiny desktops based on user mobility and software requirements.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Create business rules/ policies to assist in creating a much more focused and visible organisation.	E Jones	20%	Further required policy requirements have been identified in the 2018-2019 interim audit. These include Change Management, Problem and incident management and security policy. This is to be completed in Q1 2019-2020.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Ensure that a systematic review of services is in place.	E Jones	40%	A action list has been developed from outcomes of the ASI Audit. A further list of activities to be completed and schedule has also been completed. Tasks that require completing has been added into the Service Desk module.
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Evaluate the appropriateness of an outside consultant verse an internal IT Support Staff.	E Jones	100%	Internal IT Manager appointed and has started in the position.

COUNCIL STRATEGY				
3.3.2	Staff are valued, well trained and able to undertake their roles and functions			
DP Action	Action	Responsibility	Progress	Comment
Provide Cobar Shire Council with a secure, reliable and cost effective information technology network.	Review and ensure that backup systems are secure and reliable.	E Jones	80%	Backup interim plan is in place and backup has been tested (for file restoration). New server hardware has been purchased and is to be installed Q1 2019-2020, at which time Storage craft backup solution will be implemented. Backups will be done locally and sent to the cloud.
Maintain and actively use the Public Libraries NSW Membership	Identify opportunities for information share and services development.	J Siermans	100%	In Q4 participated in information sharing activities via e-mail and attended the Central West Zone library managers' meeting in Orange. Due to lack of staff and budget, library staff were not trained in Q4.

COUNCIL STRATEGY				
3.3.3	Council undertakes adequate strategic planning activities and meets all legislative reporting requirements			
DP Action	Action	Responsibility	Progress	Comment
Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting (IPR) Framework Requirements as outlined by the OLG.	A Shepherd	100%	All IP&R reports were submitted on time and adopted by Council, despite delays in budget preparation. As is often the case, there was little interest from the community during the development phase.
Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	A Shepherd	100%	Engagement strategy implemented as required. Engagement strategy to be developed in 2019-2020 for development of the new Youth Development Plan.
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	100%	Council's Workforce Plan has been renewed and adopted for the coming four years, effective 1 July 2017. The document reflects the key elements from other workforce plans that are considered model documents throughout the State.

<b>COUNCIL STRATEGY</b>				
<b>3.3.3 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	100%	Works Program currently developed for Shire and Regional roads, drainage, signs and traffic facilities.
Complete and regularly update Council's Asset Registers for recreation, buildings, transport, water, sewer and stormwater	Have Morrison Low review and update the Asset Management Policy and Strategy.	K Miller	100%	A major review of the roads register is almost finalised.
Complete and regularly update Council's Asset Registers for recreation, buildings, transport, water, sewer and stormwater	Roll out outsourced arrangement for (Morrison Low) for Asset Management integration, commencing with a gap analysis.	K Miller	100%	Arrangements in place.
Undertake service level reviews for key services and assets	Undertake condition assessments, asset purpose and lifecycle analysis to determine current service levels and create option for service levels that are then discussed during community consultation.	A Shepherd	100%	Parks and gardens service review finalised.
Undertake legislative reporting requirements	Implementation of OLG Best Practice Improvement Action Plan.	P Vlatko	0%	This action is ongoing. All IP&R reporting met on time. High demands being placed on Council through the Audit Office as the new requirements are rolled out.

<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	Maintain a current Contracts Register.	K Miller	100%	Contracts register has been maintained.
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	100%	Administration and financial services undertaken as per the agreement in Q4.

# Key Activity: Infrastructure

## COMMUNITY OUTCOME

**4.1** A clean and reliable water supply

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
To support the Cobar Water Board in seeking funding for improvements to water supply infrastructure to bring quality water and a reliable supply of water to Cobar for treatment and distribution	Negotiate with Cobar Water Board and Bogan Shire Council to provide grant funding and options for the improving the Albert Priest Channel, completing the Pipeline Augmentation Project and undertaking improvements to other water supply infrastructure.	E Poga	10%	A business case requesting State Government funding assistance to upgrade the remaining 100km of the Nyngan to Cobar 300mm mild steel pipeline has been presented to the Minister for Water by the CWB President. The CWB President also presented a Public Works report for the upgrade of the Nyngan and Hermidale pump stations. Negotiations are now proceeding with the new Water Minister.

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.	E Poga	100%	Request made to State Government for increase in town water allocation however advice received from Minister for Water that allocation will not be increased. Water NSW has advised that water inflow to Burrendong Dam is the lowest on record over the last twelve months. There is the possibility that the town water allocation for 2019/2020 may be reduced and Water NSW are reviewing allocations and will advise affected Councils. With no further inflow Burrendong Dam will be empty by December 2019 and the dead storage will be pumped out providing three months of town water supplies, after which there will be no water available to Cobar from Burrendong Dam.

COUNCIL STRATEGY				
4.1.3	Improved water infrastructure across the Shire, including the town reticulation system			
DP Action	Action	Responsibility	Progress	Comment
Upgrade the reticulation network in Cobar, replacing old pipework, valves etc to improve water flow and water quality	Undertake repairs to the potable water storages including re-roofing.	E Poga	5%	Business case for Safe and Secure funding is progressing and will be forwarded to the State Government.
Upgrade the reticulation network in Cobar, replacing old pipework, valves etc to improve water flow and water quality	Upgrade the reticulation network in Cobar, replacing old pipework, valves etc to improve water flow and water quality.	E Poga	5%	Site survey for the replacement of the corroded cast iron pipework has been completed by Public Works. Design work and contact documentation by Public Works is progressing and tenders are expected to be called in July 2019.

<b>COUNCIL STRATEGY</b>					
<b>4.1.3</b>	<b>Improved water infrastructure across the Shire, including the town reticulation system</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 Water Supplies Asset Management Plan with 5 Year Rolling Works Program.	E Poga	5%	Public Works are progressing the design and contract documentation of the cast iron pipe replacement and tenders are expected to be called in July 2019.	
Work with Public Works NSW to implement the restart NSW Water Treatment Plant project	Undertake the actions outlined in the Project Management Plan for the Cobar Water Treatment Plant Replacement Project.	S Taylor	100%	The contract has been submitted and the new Water Treatment Plant has been built and is due to be commissioned in Q1 2019/2020.	
Undertake fair valuation of water and sewer	In conjunction with Councils Asset Management team and Auditor undertake revaluation of Council's water and sewer assets.	E Poga	0%	Revaluation programme to be determined.	

<b>COUNCIL STRATEGY</b>					
<b>4.1.4</b>	<b>Seek alternate supply solutions to improve water supply to Villages</b>				
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>	
Improve water supply to villages where appropriate	Investigate and prepare a report on upgrading non-potable water.	E Poga	10%	The State Government has approved funding of the scoping studies for Nymagee and Euchareena villages under the Safe and Secure programme.	
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	100%	The contract has been submitted and the new Water Treatment Plant has been built and is due to be commissioned in Q1 2019/2020.	

<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	Provide technical advice and maintenance activities to the Cobar Water Board.	E Poga	100%	Ongoing.

<b>COUNCIL STRATEGY</b>				
<b>4.1.6</b>	<b>Work with NSW Public Works to implement the Resources for Regions project to replace the pipeline, in line with direction provided by Cobar Water Board</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Undertake the Project Management for the works agreed to under the Resources for Regions funding to construct a third pipeline and associated works.	As the Secretariat of the Cobar Water Board seek funding to complete the installation of the third pipeline.	P Vlatko	100%	Information has been given to the new Local Member and to the Minister.
Undertake the Project Management for the works agreed to under the Resources for Regions funding to construct a third pipeline and associated works.	Undertake the Project Management for the works agreed to under the Resources for Regions funding to construct a third pipeline and associated works.	S Taylor	90%	Public Works have undertaken the scoping study and tender specifications and they will be tendering the works for Council at the end of July 2019.

<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	Lobby to reduce Mobile Blackspots across the Shire.	P Vlatko	0%	No action undertaken in Q4. Council is awaiting the availability of funding opportunities.
Lobby the government for improved communications networks	Maintenance of radio base stations and licences.		100%	Radio base stations have been maintained in Q4.

<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.	M Bell	90%	Road construction for project completed June 2019. Outstanding contractor works to be completed July 2019.
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	90%	Some works were not undertaken because of lack of water and an extended drought

<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	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	100%	Inspections are now being undertaken.
Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance, including alcohol free zone signage.	M Bell	90%	Actions undertaken as required.
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	100%	Ordered works satisfactorily undertaken on behalf of RMS.
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	100%	Routine works have continued satisfactorily throughout the year.
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.	A Pierini	0%	No works undertaken in Q4.
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.	A Pierini	90%	Licence applications for three quarries are progressing.
Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Review and update the Quarry Safety Management Plan.	M Bell	100%	This should be removed.

COUNCIL STRATEGY				
4.3.2	Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport			
DP Action	Action	Responsibility	Progress	Comment
Provide and maintain a safe and adequate footpath and bike path network	Develop and implement a Footpath and Bike Path Maintenance Works Program.	P Sullivan	100%	In Q4, completed Marshall Street trip hazards, about 40 metres heading out of town, we lost our concrete in Q4, which has slowed works. We are having footpath works quoted by a Contractor.
Provide and maintain a safe and adequate footpath and bike path network	Implement the Active Transport Grant awarded by RMS.	M Bell	100%	Active transport plan has been adopted and Council may seek funding for the projects identified in the plan.
Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	P Sullivan	100%	Kerb and Gutter maintenance is ongoing. No kerb and gutter maintenance undertaken in Q4, but we have been undertaking cleaning of intersections from silt build up with the street sweeper. Marshall Street will be undertaken in Q1 2019/2020, by a Contractor, due to staffing availability.
Provide and maintain a safe and adequate footpath and bike path network	Undertake bike path rejuvenation works.	M Bell	100%	Works undertaken on bike path as required.
Provide and maintain a safe and adequate footpath and bike path network	Update the Pedestrian Access Mobility Plan (PAMP) and Bike Plan for Cobar.	M Bell	100%	Active Transport Plan is completed and adopted by Council and activities can now be planned.
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.	K Miller	100%	Regular maintenance is undertaken of the Cobar Airport when required. With all requirements met. Lighting has been an issue in Q4.
Cobar Airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Implement the Cobar Aerodrome Master Plan.	K Miller	0%	No action has been undertaken with the Cobar Aerodrome Master Plan in Q4. The Plan is still in draft form.

COUNCIL STRATEGY				
4.3.2 Provide and maintain safe and serviceable transport infrastructure including roads, footpaths, bike paths and airport				
DP Action	Action	Responsibility	Progress	Comment
Cobar Airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Lobby for reinstatement of an RPT service, operating from Cobar Airport at times suitable for users.	P Vlatko	90%	Negotiations for the air service contract with the preferred supplier will be finalised in early Q1 2019/2020. A number of meetings and discussions have been held in relation to the tender process and contract.
Cobar Airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Provision of services to key stakeholders such as airlines and Charters.	K Miller	100%	Services provided to a high standard.
Review the maintenance requirements of the Village Airports.	Address the use of airstrips for purposes other than emergencies and determine best way forward to meet needs of all stakeholders.	K Miller	100%	Council have worked with the mines and charter operators to provide satisfactory airstrips.
Review the maintenance requirements of the Village Airports.	Maintain runways in a state that is acceptable for dry weather operation and ensure that the airstrips comply with the minimum standards for operation.	K Miller	100%	Runways are maintained to meet standards. Euabalong Supervisor has been undertaking regular maintenance inspections.

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 is 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.		100%	No action has been undertaken in Q4.

**COMMUNITY OUTCOME****4.4 Good quality and affordable community facilities and infrastructure****COUNCIL STRATEGY****4.4.1 Upgrade priority playgrounds and parks with good designs to cater for all age groups and abilities and maintain the rest at agreed service levels**

DP Action	Action	Responsibility	Progress	Comment
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	100%	We inspect our parks, playgrounds and amenities frequently. Inspection of playground facilities has been undertaken and an audit of all playgrounds is in progress. A number of parks have been identified for equipment removal and we will see if they are viable for continued use. If the budget is available we will look at replacing the equipment.
Provide and maintain safe and adequate playground facilities	Install new playground equipment in Drummond Park.	A Shepherd	100%	Project completed except for the installation of the shade structure over the BBQ which will occur as soon as it arrives in Cobar.
Provide and maintain safe and adequate playground facilities	Undertake upgrade works to Dalton Park.	P Sullivan	100%	Dalton Park playground has been completed.
Provide and maintain safe and adequate playground facilities	Undertake upgrade works to Rankin Street Park.	P Sullivan	100%	Upgrade works to Rankin Street Park (Apex Park) have been completed. No further action undertaken in Q4. Seeking grants for additional footpath works, to link Elizabeth Crescent to Rankin Street.

<b>COUNCIL STRATEGY</b>				
<b>4.4.2 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	Update the Ward Oval Masterplan and seek funding for a new building at the site and other improvements.	A Shepherd	30%	This project has been put forward as our first priority for funding under the JO funds. It was accepted by the JO and is now awaiting costing by PWA.
Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	P Sullivan	100%	No pre-dug graves have been undertaken due to budget and time constraints in Q4. Survey works of the Cemetery have been completed, with additional information required for its completion, results to be analysed in 2019/2020.
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	100%	Nymagee and Euabalong library services operated for five hours per week in Q4. A complete update and refresh of the Nymagee and Euabalong book & dvd collections has been initiated.
To provide quality and readily accessible library services to Cobar and villages	Participate in State and National events that promote literacy.	J Siermans	100%	No State or National literacy events were promoted in Q4. Cobar parents utilise the Cobar library collection for local participation in the Premier's Reading Challenge.
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	100%	657 physical items and 180 eBooks and eAudio were added to the collection in Q4. 435 items = value \$8,782 (at cost) were removed. 5,442 titles loaned (includes 514 eBook and eAudio 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	100%	10 computers provided for public access. 635.5 hours of computer use and 102 hours of wireless bookings for Q4. No wifi since 1st of May due to the CSC network change.

## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
To provide quality and readily accessible library services to Cobar and villages	To ensure that the Library service is utilised by Cobar residents of all ages and community groups.	J Siermans	100%	35 new members joined in Q4. Total membership = 2,194 members. 6,170 visits counted. Monthly new book list and events calendar e-mailed to stakeholders, press, and community groups. Library resources and services promoted via Facebook and the Council website.
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	100%	No training provided due to lack of staff and budget.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building maintenance.	G Harbison	100%	In conjunction with Councils maintenance team all Commercial buildings have been maintained when necessary to an acceptable level. Budget restraints have a bearing on upgrades that will need attention in the future.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Depot upgrade works undertaken as per the master plan.	G Ryman	100%	The acid storage shed was completed during this quarter.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Maintenance of Buildings Asbestos Register.	S Poulter	50%	A comprehensive assessment of all relevant building assets is being organised to ensure that an asbestos register is provided as per statutory requirements.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Undertake condition assessments in order to Review Buildings Asset Management Plan and undertake building condition reports and review service levels of building assets.	G Ryman	0%	There is limited capacity to complete condition assessments of buildings at this point in time. Building assets are maintained as required.

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.	Undertake major pool renovations and complete Stronger Country Communities grant requirements.	K Miller	100%	The major pool renovations have been completed.
Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Undertake upgrades to the Cobar Youth and Fitness Centre, including roof replacement/ repairs as per SCCF funding agreement.	G Ryman	25%	Council engaged an architect to prepare a concept plan to secure grant funding for the project. Grant funding approved - waiting on funding agreement to be signed before finalising design work and preparation of tender documents.

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 Reservoir reserves	Develop and adopt a plan of management for the Newey Reservoir.	G Ryman	75%	Council is currently awaiting for confirmation from Crown Lands in relation to the proposed categorisation of the land that the Newey Reservoir is situated on. Once this confirmation is in place this matter can progress further.
Maintain and improve recreational facilities that are available at the Newey and Old Reservoir reserves	Undertake actions outlined in the Newey Reservoir Plan of Management.	P Sullivan	0%	No action to date as the Newey Reservoir Plan of Management has not yet been completed.



## COUNCIL STRATEGY

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

DP Action	Action	Responsibility	Progress	Comment
Maintain suitable stormwater network including kerb and guttering	Maintenance of CBD and older areas of town, where overland flow is the only means of runoff, annually, including removal of obstructions.	P Sullivan	100%	Council are working in conjunction with REF, the drain out the front of the Cobar Bowling and Golf Club and one in Tindera Street have been identified for clearing.
Provide, maintain and operate a sewer network and disposal system and treatment works	Ensure EPA licence completed annually and at minimal cost.	E Poga	100%	Annual return lodged on time at minimal cost.
Provide, maintain and operate a sewer network and disposal system and treatment works	Implement the Resources for Regions Sewer Upgrade Project.	E Poga	75%	Investigation and design of upgrades is currently proceeding.
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.	E Poga	5%	Public Works are progressing the design of upgrade of three minor pump stations and installation of screens and grit removal at sewage treatment works.
Provide, maintain and operate a sewer network and disposal system and treatment works	Investigate options for implementing the Liquid Trade Waste policy and program.	E Poga	0%	Council does not have a trade waste officer to implement and monitor a liquid trade waste policy and programme. The Orana Water Utilities Alliance is considering options to assist Alliance Councils who have resources issues with trade waste implementation and monitoring.

<b>COUNCIL STRATEGY</b>				
<b>4.4.5</b>	<b>Maintain and service villages parks, streets, footpaths and community facilities</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Maintain and improve village facilities and services	Arrange for works to be undertaken that have been identified as priority projects by the Nymagee Progress Association (to use Nymagee VPA funds).	P Vlatko	100%	Cooperation between the Nymagee Progress Association and Council has been ongoing. Council has attended two meetings in Q4. A list of questions and concerns were submitted by the Association and have been addressed by Council. Council's Economic Development Manager has been appointed as Council's representative.
Maintain and improve village facilities and services	Regularly maintain parks, streets and footpaths in all villages.	P Sullivan	100%	The Village parks, streets and footpaths are maintained to an appropriate standard. In Q2, 2019/2020 irrigation will be installed at Euabalong Sports Oval, a new playground will also be installed in Euabalong.

# Key Activity: Environment

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

COUNCIL STRATEGY				
5.1.1	Develop an alternative energy industry in Cobar			
DP Action	Action	Responsibility	Progress	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	25%	Held discussions with another potential energy industry and are still waiting for them to officially put in a Development Application and we have continued to work with the BioHub.

COUNCIL STRATEGY				
5.1.2	Develop community leadership on becoming leaders in resource use and waste management			
DP Action	Action	Responsibility	Progress	Comment
Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Prepare a Waste Services Strategy.	S Poulter	75%	A report has been drafted proposing a number of operational improvements to waste services. The contents of this report are being considered by MANEX and once approved will be forwarded to Council for consideration.
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	100%	Regular domestic waste collections have taken place throughout Cobar during this quarter.

<b>COUNCIL STRATEGY</b>				
<b>5.1.2 Develop community leadership on becoming leaders in resource use and waste management</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 trade waste collection service to all customers on a fee for service.	S Poulter	75%	Trade waste collections have continued to operate during this quarter.
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	100%	Street bins were emptied relevant to their expected fill rate for this time of year.
Maintain the town and village tips to an acceptable standard	Carry out surveillance of waste depot and access roads to minimise the spread of waste from vehicles and surrounding areas so as to detect unauthorised waste disposal and undertake appropriate enforcement action.	S Poulter	0%	There are currently no resources available to proactively survey these areas.
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	100%	The Cobar waste depot has been operated in accordance with its relevant statutory obligations, such as the EPA license.
Maintain the town and village tips to an acceptable standard	Provide waste disposal facilities for Nymagee, Mt Hope, Canbelego, Euabalong and Euabalong West.	S Poulter	100%	Mount Hope landfill has recently been re-fenced with signage. Nymagee landfill is currently being considered for an upgrade to fencing and cell design to reduce wind blown rubbish issues.

COUNCIL STRATEGY				
5.1.2		Develop community leadership on becoming leaders in resource use and waste management		
DP Action	Action	Responsibility	Progress	Comment
Encourage efficient water use by Shire residents	Promote efficient water use by Shire residents.	P Vlatko	100%	Tighter water restrictions have been enforced as of 1 May 2019, the 'odds and evens' water restriction system has continued, with hand held hoses only allowed between the hours of 5pm and 8pm. The community have been very supportive of this and we have managed to significantly reduce the amount of water used. In early Q1 2019/2020, Council will be advised of our future water allocation based on the severe drought conditions and current water level of Burrendong Dam.

COMMUNITY OUTCOME	
5.2	Well managed public and private land

COUNCIL STRATEGY				
5.2.1		Encourage sustainable and profitable agricultural industries		
DP Action	Action	Responsibility	Progress	Comment
Provide support to industry bodies for improved grazing management practices and other initiatives to maintain the profitability of agricultural enterprises	Maintain an awareness of government land management incentives and programs.	M Gunn	100%	Continually researching funding opportunities for land management incentives and programs to assist landholders and Council.

COUNCIL STRATEGY				
5.2.2	Have a street tree planting program for Cobar and Villages			
DP Action	Action	Responsibility	Progress	Comment
Develop and instigate a street tree planting program	Develop and instigate a street tree planting program.	P Sullivan	100%	With the current drought conditions the implementation of a tree planting program has stopped, until the water issues are addressed this program will not continue.

COUNCIL STRATEGY				
5.2.3	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Carry out monthly patrols of the Common.	G Harbison	100%	Council is no longer the trustee of the Cobar Wrightville Common, however inspections are still carried out to keep an eye on illegal dumping and other activities.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Deliver and microchip unclaimed animals to Rescue Organisation for rehoming.	G Harbison	100%	All suitable unclaimed and unwanted animals chipped and sent to rescue group R.O.A.R.
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	100%	Companion Animal act implemented and enforced where necessary.
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 and surrendered animals and undertake appropriate enforcement action.	G Harbison	100%	Stray dogs and cats seized from public areas and impounded.

COUNCIL STRATEGY				
5.2.3	Manage the crown land and commons			
DP Action	Action	Responsibility	Progress	Comment
Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	G Harbison	100%	Ranger services provided where resources permit.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain stock pound yards.	G Harbison	100%	Pound yards are maintained and available for use when necessary.
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	100%	Pound is cleaned and animals fed daily.
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	100%	Only animals unsuitable for rehoming or injured are euthanized.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide services for the registration and micro-chipping of dogs and cats.	G Harbison	100%	Council provides a microchipping service for impounded animals or organised multiple animals (we are not in competition with the Vets).
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	0%	This is now Crown Lands responsibility.
Provide ranger services to control animals in public places and to manage the common areas and crown land	Remove abandoned vehicles.	G Harbison	100%	Abandoned vehicles removed on request or where creating a hazard. There are some burnt out vehicles in remote spots that have not been picked up due to time and resource deficiencies.

COUNCIL STRATEGY				
5.2.4	Long term management of noxious weeds			
DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Actively participate in the Western Regional Weeds Committee (RWC).	M Gunn	100%	Meeting dates were changed and unfortunately I was unable to attend due to exams. Still waiting on minutes, have been updated on what is occurring in the Western division by Weed Coordinator.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	An increase in the number of weed awareness programs run (eg weed warriors).	M Gunn	100%	Due to drought conditions no direct weed awareness programs have been completed. Continued inspections of private and public land where advice is provided.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Attend toolbox meetings and provide education material.	M Gunn	100%	Informal toolbox meetings have been held with staff when weed infestations are seen on field and road inspections.
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	100%	Continued inspections along roadsides and other areas to ensure no new weed incursions.
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	100%	BIS data is being updated and will be send to confirm all targets have been completed.
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	100%	All targets completed.



## COUNCIL STRATEGY

### 5.2.4 Long term management of noxious weeds

DP Action	Action	Responsibility	Progress	Comment
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	M Gunn	100%	All training completed.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	M Gunn	100%	Continually keeping in contact with groups, stakeholders and landholders in the area.
Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Maintain and update an introductory weeds information pack for new property owners.	M Gunn	100%	Only 4 new landholder packs have been sent this year.
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	100%	No spraying due to drought conditions and frosty and cool 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	100%	Continual private property inspections have been conducted, difficult due to dry 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	100%	Continued monitoring of new weed incursions.
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	100%	Public property inspections targets have been completed for this financial year. No new weed incursions were found.

<b>COUNCIL STRATEGY</b>				
<b>5.2.5</b>	<b>Vibrant and well run national parks that are accessible and well used</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Lobby the NSW government to ensure the local national parks are vibrant and	Monitoring of services provided for local National Parks.  Identify the current services shortfall provided by National parks and Wildlife Services for National Parks.	M Gunn	25%	No monitoring has occurred in Q4.

<b>COMMUNITY OUTCOME</b>	
<b>5.3</b>	<b>Clean air in the community</b>

<b>COUNCIL STRATEGY</b>				
<b>5.3.1</b>	<b>Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution</b>			
<b>DP Action</b>	<b>Action</b>	<b>Responsibility</b>	<b>Progress</b>	<b>Comment</b>
Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authorities	Communicate any complaints or concerns or air pollution to the mines and or relevant state regulatory authority.	S Poulter	100%	Concerns about various mining activities have been raised with either the mine directly or the appropriate regulator within this quarter.