

Annual Operational Plan Quarterly Management Report



COBAR SHIRE
COUNCIL
outback nsw

Q1 2012/2013

Key Activity: Community

1.1 Strong coordination between government agencies, Council and NGO's to ensure efficient service delivery, avoid duplication of services and build the capacity of the community.

1.1.1 Strong and participative interagencies

Community Strategy	Actions	Council Lead	Status	Action Comments
1.1.1.1 Cobar Interagency	Provide secretarial services to the Cobar Interagency	Special Projects Officer	Progressing	Secretarial support provided to bi-monthly meetings through agenda and minute compilation and distribution, information share and meeting coordination.
1.1.1.1 Cobar Interagency	Contribute reports, including an agency report, to each Interagency meeting held.	Special Projects Officer	Progressing	Council has provided secretariat services for the Cobar Interagency. Council reports were provided to the August and October meetings. Topics included endorsement of the Youth Development Plan, initiatives to attract speech therapy services to Cobar, agency reports. In October Council organised Premier and Cabinet to attend and facilitate a strategic planning session to determine the way forward for the interagency.
1.1.1.2 Murrin Bridge and Lake Cargelligo Interagency	Represent Cobar Shire Council at the Interagency.	Special Projects Officer	Progressing	Council represented by Officer at meetings as required.

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

1.2.1 Implement the actions outlined in the Youth Development Plan

Community Strategy	Actions	Council Lead	Status	Action Comments
1.2.1.1 Engage the services of a Youth	Employ a Youth Development Officer.	Manager Youth and	Not	Not progressing at this stage due to limited resourcing.

Community Strategy	Actions	Council Lead	Status	Action Comments
Development Officer		Fitness Centre	Progressing	Grants are being sought. Awaiting outcome of applications.

1.2.2 A greater range of youth activities are organised and coordinated

Community Strategy	Actions	Council Lead	Status	Action Comments
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Maintain and support staff to provide services to the youth of Cobar.	Manager Youth and Fitness Centre	Progressing	Youth Services is a minor componet of the role of manager. The manager manages the staff and the facility.
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Continue existing grant subsidy provided by Family and Community Services.	Manager Youth and Fitness Centre	Progressing	The grant subsidy is now funding Life Skills programs which is community based, that includes partnerships with Cobar Community Health (Tai Chi) and Barnardos (Circus Skills).
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Develop a marketing plan for a sport/nutrition store.	Manager Youth and Fitness Centre	Not Progressing	Not viable to produce and implement a sport/nutrition store at this time.
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Enter and maintain partnerships to aid and enhance the provision of Youth Services.	Manager Youth and Fitness Centre	Progressing	Barnardos, PCYC Blue light, Far West Family Day Care Service, COOSH, local schools and local sporting bodies all use the Centre for the benefit of the local youth
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	To be involved in the Cobar Shire Council Steering Committee for Cobar Skate Park upgrade.	Manager Youth and Fitness Centre	Not Progressing	No meetings held this quarter.
1.2.2.1 To provide youth services and a facility that provide recreational, sporting and cultural activities and support services for the youth and the community of Cobar.	Hold regular youth activities at the centre.	Manager Youth and Fitness Centre	Progressing	The Centre provided supervised activities in the school holidays with 10-15 youths attending each daily four (4) hour session.

Community Strategy	Actions	Council Lead	Status	Action Comments
1.2.2.2 Organise Youth Week Activities	Prepare submission for funding and report of Youth Week activities.	Manager Youth and Fitness Centre	Not Progressing	Scheduled for Q2
1.2.2.2 Organise Youth Week Activities	Co-ordinate and consult with the youth of Cobar and Cobar Youth Council on the proposed activities for Youth Week.	Manager Youth and Fitness Centre	Not Progressing	Scheduled for Q 2 & 3
1.2.2.3 Provide school holiday activities for children aged 5-14 years at Cobar Shire & TAFE Library	Library staff, community members and/or volunteers plan and provide Christmas craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	Manager Library Services	Progressing	Christmas activities have been planned to take place in December. Yet to be promoted.
1.2.2.3 Provide school holiday activities for children aged 5-14 years at Cobar Shire & TAFE Library	Library staff, community members and/or volunteers plan and provide craft and other fun activities for small groups of children with a charge applied to recover cost of materials.	Manager Library Services	Progressing	6 holiday activity sessions offered in the first week of July school break, and September school break. Paper, sewing, drawing, food & painting craft. 114 attendances.

1.2.3 Increased educational opportunities provided locally

Community Strategy	Actions	Council Lead	Status	Action Comments
1.2.3.1 Work with organisations to increase the quality and diversity of educational opportunities available locally	To be involved in the Cobar Interagency and Schools Business Community Partnership Governing Committee to increase educational diversification and opportunities.	General Manager	Progressing	Full attendance and commitment to the Cobar Interagency. Full support provided to the Schools Business Community Partnership Governing Committee, however attendance of Committee meetings has been problematical.
1.2.3.2 Provide training and career opportunities for local youth at Council	Employ apprentices and trainees as vacancies arise on Council's staff organisational structure.	Human Resources Officer	Not Progressing	No vacancies filled due to December 2011 Council resolution re "staff freeze" on recruitment.
1.2.3.3 Provide educational opportunities at Cobar Shire & TAFE Library	Library staff provide basic instruction in the use of computers and the internet to small groups of adults.	Manager Library Services	Progressing	Basic computer instruction offered every Thursday during school terms in Q1. 16 attendances.

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

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

Community Strategy	Actions	Council Lead	Status	Action Comments
1.3.1.1 Provide information on the services available to families	Gather and assemble information from all providers.	Special Projects Officer	Progressing	Information provided to families as it becomes available, including passing on information made available through the Cobar Interagency. Information included in the Community Services Directory, on the What's On slide show and forwarded to the Cobar and District Mothers Association, Far West Family Day Care, Kubby House, schools and preschools.
1.3.1.2 Cobar Shire & TAFE Library staff support parents via library services and outreach	Library staff liaise with local parents groups to develop appropriate library services and develop the early literacy skills of local parents.	Manager Library Services	Progressing	Library staff liaised with Cobar & District Mothers' Association members via e-mail. Unable to attend community meetings Q1 due to budgetary restrictions (lack of staff) and illness.
1.3.1.2 Cobar Shire & TAFE Library staff support parents via library services and outreach	Library staff, community members and/or volunteers plan and provide Christmas craft and other fun activities for small groups of children aged 5 -14 years with a charge applied to recover cost of materials.	Manager Library Services	Progressing	Christmas activities have been planned to take place in December. Yet to be promoted.
1.3.1.2 Cobar Shire & TAFE Library staff support parents via library services and outreach	Library staff, community members and/or volunteers plan and provide craft and other fun activities for small groups of children aged 5 -14 years with a charge applied to recover cost of materials.	Manager Library Services	Progressing	6 holiday activity sessions offered in the first week of July school break, and September school break. Paper, sewing, drawing, food & painting craft. 114 attendances.
1.3.1.2 Cobar Shire & TAFE Library staff support parents via library services and outreach	With story time sessions, Library staff provide activities for children aged 6 months to 5 years, and model early literacy for parents.	Manager Library Services	Progressing	Pre-school storytime, rhyme & craft sessions offered every Wednesday during school terms. 97 attendees.

1.3.2 Increase the supply of childcare and preschool places and options

Community Strategy	Actions	Council Lead	Status	Action Comments
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Provide craft & activity packs to In Home Care Educators four (4) times per year.	Manager Children's Services	Progressing	45 craft and activity packs sent to IHC Educators.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Write and distribute quarterly newsletters to Families and Educators.	Manager Children's Services	Progressing	Newsletters for IHC, COOSH and FDC electronically delivered.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Conduct home visits to In Home Care locations for support and monitoring purposes.	Manager Children's Services	Progressing	30 support and monitoring visits conducted covering 11,000kms.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Enrol and support families and children for Family Day care and In Home Care services.	Manager Children's Services	Progressing	Enrolled 10 new families for FDC and 4 for IHC.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Administration of CCB & CCR for all eligible families enrolled in FDC & IHC.	Manager Children's Services	Progressing	CCB & CCR is administered each week as per the Federal Government guidelines.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Maintain and update policies and procedures for FDC to keep abreast of changes to National Regulations and Quality Framework concepts and new information.	Manager Children's Services	Progressing	Eight Policies have been updated and sent to stakeholders for feedback. Work on remaining policies is continuing.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Provide interesting and stimulating excursions and events for children and educators with Far West FDC.	Manager Children's Services	Progressing	Excursion to the supermarket and playsession at the Saint Margarets Hall conducted with 25 children participating.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Support Implementation of "Early Years Learning Framework" into educator curriculum.	Manager Children's Services	Progressing	Ongoing discussions and support at Educator meetings and home visits as this new curriculum is implemented. Records are kept by Educators and checked by staff from FDC.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Recruit and support FDC, IHC Educators.	Manager Children's Services	Progressing	No new Family Day Care Educators for this 1/4. Six new Educators for In Home Care.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Provide weekly play session to local children and their educators and families.	Manager Children's Services	Not Progressing	This play session was stopped due to staffing needs in other areas of our service.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Monitor implementation of National In Home Care Standards.	Manager Children's Services	Progressing	Checks conducted during support and monitoring visits for In Home Care, feedback also provided in the newsletter.

Community Strategy	Actions	Council Lead	Status	Action Comments
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Conduct regular educator meetings and Parent information nights.	Manager Children's Services	Progressing	Educator meetings held once per month. No parent meeting held, considered not necessary mid year.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Conduct home visits to FDC educators to provide support, training and monitoring.	Manager Children's Services	Progressing	As per the National Regulations home visits to each FDC Educator are conducted fortnightly, with 20 visits to Educators in Cobar Nyngan and Bourke completed in quarter 1.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Update & maintain educator manuals and family information packages.	Manager Children's Services	Progressing	Educator manual for IHC is completed and has been distributed to Educators, FDC manual is in the final edit stage before being printed and distributed to the Educators. Family information pack section one is under review in line with the new Regulations for Child Care.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	To provide phone contact and support to all families and educators whilst care is occurring.	Manager Children's Services	Progressing	Phone records maintained and Children's Services Manager has mobile phone contact available whilst ever care is occurring.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Supervise and monitor Educators.	Manager Children's Services	Progressing	Regular visit schedule each fortnight ensures this happens.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Support Educators working towards qualifications ready for 2014.	Manager Children's Services	Progressing	4 Educators have the formal qualifications needed by 2014. 2 Educators are currently working towards the qualifications with support from the coordination unit (FDC) 4 educators are yet to start the training needed by 2014.
1.3.2.1 Administer and coordinate Family Day Care and In Home Care	Provide educator meetings and training to isolated in home care educators.	Manager Children's Services	Progressing	As individual visits were conducted this 1/4 a general meeting was not conducted.
1.3.2.2 Administer the After School Care Program	Provide interesting and stimulating craft, activities & excursions for children with COOSH.	Manager Children's Services	Progressing	A program of activities is kept at COOSH, recording the craft, play and extra activities that are offered each week. An excursion to the play area at St Johns School was conducted.
1.3.2.2 Administer the After School Care Program	Enrol and support families & children	Manager Children's Services	Progressing	With full utilisation of available places we can and do enrol families but are unable to offer care, just a position on the waiting list.
1.3.2.2 Administer the After School Care Program	Recruit and support COOSH Educators	Manager Children's	Progressing	A staff member has left COOSH and we are again recruiting a

Community Strategy	Actions	Council Lead	Status	Action Comments
		Services		suitable person.
1.3.2.2 Administer the After School Care Program	Update & maintain family information packages.	Manager Children's Services	Progressing	With the new National Regulations now in place the family packages are under review to ensure the information contained is correct. The enrolment section is correct.
1.3.2.2 Administer the After School Care Program	Write and distribute newsletters to Families.	Manager Children's Services	Progressing	Newsletter written and distributed to all enrolled and current families.
1.3.2.2 Administer the After School Care Program	Maintain and update policies and procedures to support implementation of "My Time Our Place" OOSH Framework document & OOSH national Quality Framework.	Manager Children's Services	Progressing	Policies to comply with the new requirements are written and are with the relevant stakeholders for comment and feedback. 15 policies in total.
1.3.2.2 Administer the After School Care Program	Administration of CCB & CCR for all eligible families enrolled COOSH.	Manager Children's Services	Progressing	CCB & CCR are administered each week according to the Federal Government guidelines
1.3.2.3 Facilitate the availability of childcare and preschool places and options	Develop appropriate Marketing Plan and Annual Action Plan that increases usage of services and increases income received by Council.	Manager Children's Services	Progressing	Marketing plan completed and submitted to Director of Corporate and Community Services for final checking.

1.3.3 Increase the knowledge of the community on the range of services available in Cobar Shire and how to access them

Community Strategy	Actions	Council Lead	Status	Action Comments
1.3.3.1 Have information readily available to the community and new residents	Update all sections of Council's webpage, including Our Town and Shire.	General Manager	Progressing	Appropriate monitoring of website for required updating undertaken.
1.3.3.1 Have information readily available to the community and new residents	Have an easy to access and navigate Council website that is relevant and a useful resource for residents and visitors.	General Manager	Progressing	Website developed to its full potential within resources. Positive feedback received.
1.3.3.2 Have information readily available to the community and new residents	Update the Community Services Directory and have it easily available online and distribute it through New Resident Packs.	General Manager	Progressing	Full review undertaken and continuous minor changes done on-line.

1.3.4 Have family orientated activities to encourage families to socialise in the community

Community Strategy	Actions	Council Lead	Status	Action Comments
1.3.4.1 Plan, organise and promote festivals, celebrations and activities in the Shire	Promote local and visitor participation in Australia Day celebrations, Senior Citizen's Week events and Festival of the Miner's Ghost.	Manager Tourism and Public Relations	Progressing	The 2012 Festival of the Miner's Ghost program has been reduced due to a reduction in the allocated budget. The Festival is set to take place in q2 and will provide great entertainment for the community.
1.3.4.1 Plan, organise and promote festivals, celebrations and activities in the Shire	Manage the successful conduct of the Festival of the Miner's Ghost through the Festival of the Miner's Ghost Organising Committee.	Manager Tourism and Public Relations	Progressing	The 2012 Festival of the Miner's Ghost program has been reduced, but the Festival will provide great entertainment for the community.
1.3.4.1 Plan, organise and promote festivals, celebrations and activities in the Shire	Seek grant funding to undertake an International Women's Day activity and work with the Mayor to organise guest speakers and the event.	Special Projects Officer	Not Progressing	Grant not yet available, generally becomes available in December or January.

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

1.4.1 Support volunteer organisations by encouraging volunteerism across all age groups and supporting organisations with professional assistance, advice and services

Community Strategy	Actions	Council Lead	Status	Action Comments
1.4.1.1 Provision of information on grant availability and assistance in accessing grants to community groups	Distribute information on available grants to community organisations through the Community Services Database.	Special Projects Officer	Progressing	Regular grant opportunities provided to all community groups. Information provided via the Community Services Database. Assistance to put grants together offered. A number of organisations assisted to put grants together, including the Arts Council (CASP grant), community nursery project (electricity grant) and CEF (SBAS grant).
1.4.1.2 Facilitate capacity building of community groups	Seek grant funding to run workshops to build capacity of community organisations to improve governance.	Special Projects Officer	Progressing	Met with NSW Sport and Recreation and discussed the possibility of holding workshops in Cobar on sports coaching and running a sports organisation (improving the skills of voluntary organisations). NSW Sport and Rec to progress and implement.

1.4.2 Business supports local events, organisations and activities

Community Strategy	Actions	Council Lead	Status	Action Comments
1.4.2.1 Council promotes local events	Advertise and promote.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism & Public Relations continually promotes Cobar & the Region by attending holiday expos, utilising print media, national magazines and local radio stations.

1.4.3 Develop initiatives to maximise the benefits and minimise the negative impact of shift work and FIFO/DIDO on the community

Community Strategy	Actions	Council Lead	Status	Action Comments
1.4.3.1 Work with local business and government agencies to identify where changes can be made or initiatives developed to reduce the negative impacts	Liaise with local business and government changes to help identify and initiate changes to reduce the negative impacts.	Special Projects Officer	Progressing	No discussions have been held to date to discuss FIFO and it's impact on Cobar. Council has however been asked to make a presentation to the FIFO conference in March 2013.

1.4.4 Support Aboriginal people and organisations to increase the broader community's awareness and recognition of local Aboriginal cultural identity in Cobar and to assist in meeting the targets set out under the current government policy of 'Closing the Gap'.

Community Strategy	Actions	Council Lead	Status	Action Comments
1.4.4.1 Undertake activities to increase awareness of aboriginal culture in the Cobar Shire	Liaison with aboriginal stakeholders to determine and undertake appropriate activities that increase awareness of aboriginal culture.	General Manager	Progressing	Attendance of appropriate stakeholder meetings.
1.4.4.2 Improved coordination of the activities and planning of Council, Cobar Community Working Party, Cobar and Murrin Bridge Local Aboriginal Lands Councils and Mount Grenfell Board	Liaison Group established at officer level to improve the coordination of activities and planning.	General Manager	Progressing	Initial liaison being undertaken by General Manager and Special Projects Officer.

1.4.5 Support arts and cultural organisations, activities and facilities

Community Strategy	Actions	Council Lead	Status	Action Comments
1.4.5.1 Support Outback Arts and cultural activities in the Shire	Provide annual funding to the Regional Arts Development Officer.	General Manager	Progressing	Funding provided for Regional Arts Development Officer.
1.4.5.2 Facilitation of cultural workshops and activities	Arrange and update exhibitions and displays annually at the Great Cobar Heritage Centre and promote exhibitions.	Manager Tourism and Public Relations	Progressing	The Great Cobar Heritage Centre Curator is in the final stages of completely renewing the Endeavor Mine display.
1.4.5.2 Facilitation of cultural workshops and activities	Receive objects at the Great Cobar Heritage Centre are relevant to Cobar's history.	Manager Tourism and Public Relations	Progressing	There are very clear guide lines for the collection of artifacts which are outlined in the Museum Collection Policy which are adhered to by all Museum staff at all times.
1.4.5.3 Investigation into the need for additional cultural facilities in the Shire	Identify possible grant funding sources to fund the development of a Cultural Plan for the Shire and undertake consultation with the community to identify the priority projects in developing an appropriate Cultural Plan.	Special Projects Officer	Progressing	No grant funds available to undertake a Cultural Plan. Discussions continuing with Outback Arts to identify possibly funding sources.

1.5 A healthy and active community.

1.5.1 Provide appropriate health care options and services both within the Shire and the region

Community Strategy	Actions	Council Lead	Status	Action Comments
1.5.5.1 Lobby NSW Government and Federal Government to ensure high quality health care services, including those offered out of Cobar Hospital and aged care are available in Cobar Shire or are easily accessible where it is not possible to have them provided locally	Participation in the Cobar Hospital Services and Facilities Upgrade Committee.	General Manager	Progressing	Arrangements made for appointment of community representatives who are yet to be invited to a Committee meeting. Full commitment provided to the proposed Cobar Health Council, including application of General Manager for membership.
1.5.5.1 Lobby NSW Government and Federal Government to ensure high quality health care services, including those offered out of Cobar Hospital and aged care are available in Cobar	Monitoring of levels of aged care provided at the Lilliane Brady Village.	General Manager	Progressing	Current utilisation levels to approximately 100%. EOI for Lilliane Brady Village new management/ownership arrangements under investigation.

Community Strategy	Actions	Council Lead	Status	Action Comments
Shire or are easily accessible where it is not possible to have them provided locally				

1.5.2 Support for the Cobar Primary Health Care Centre model to ensure that it remains viable

Community Strategy	Actions	Council Lead	Status	Action Comments
1.5.2.1 When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Participation in the Cobar Interagency to help identify and improve the level of allied health care services provided locally.	General Manager	Progressing	Appropriate report provided to the Cobar Interagency to commence the initial gap analysis of community services provided to Cobar Shire.
1.5.2.1 When appropriate, assist financially and lobby to support the CPHCC model to ensure good access to local medical practitioners and to increase the level of allied health care services provided locally	Coordination of financial support for the CPHCC.	General Manager	Progressing	Appropriate arrangements put in train for financial support of the CPHCC by majority of Cobar Shire mines.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
1.5.3.1 Increase the use of the Cobar Youth and Fitness Centre	Develop, implement and review Marketing and Action Plan for the Cobar Youth and Fitness Centre with the focus on new user groups.	Manager Youth and Fitness Centre	Progressing	Draft has been submitted to Director of Corporate and Community Services and is on hold pending cost reduction review.
1.5.3.1 Increase the use of the Cobar Youth and Fitness Centre	Advertise in local newspapers all sporting competitions run by the Centre.	Manager Youth and Fitness Centre	Progressing	Squalleyball and Soccer held their Grand Final this quarter. 2 new competitions were held this quarter including, Women's Basketball, Mixed Netball and Squalleyball. 8 advertisements were placed in the local papers. Approx 137 played these sports this quarter.
1.5.3.1 Increase the use of the Cobar Youth and Fitness Centre	Monthly markets held at Centre on a weekend.	Manager Youth and Fitness Centre	Not Progressing	Attempts made to organise markets with a majority of interested stall holders coming from out of town. Lack of local vendors able to participate would make the markets

Community Strategy	Actions	Council Lead	Status	Action Comments
				unviable.
1.5.3.2 Contract management of the Cobar Memorial Swimming Pool	Maintenance carried out in accordance with the Asset Management Plan.	Services Manager	Progressing	All designated maintenance works within the Recreation Asset Management is being completed in a practical and prioritised manner, for example extensive diagnosed maintenance works at the Cobar Memorial Swimming Pool is systematically being completed during the off season.
1.5.3.2 Contract management of the Cobar Memorial Swimming Pool	Supervise the correct operation and maintenance of all pool infrastructure along with promoting the facility also facilitate the learn to swim campaign.	Services Manager	Progressing	All the pool infrastructure is being correctly operated and maintained. Council was fortunate to gain the services of a very experienced Contract Manager. Potential issues/problems are being resolved quickly so therefore this limits the damage that could occur if the issue/problem was not rectified. The learn to swim campaign will commence with professionally run classes available to all members of the public if they require.
1.5.3.2 Contract management of the Cobar Memorial Swimming Pool	Supervision of pool operations ensuring safety and convenience for all patrons is paramount, financial management and customer service.	Services Manager	Progressing	The pool operations have been supervised. This has seen safety and convenience levels are at a high level. There have been no injuries or incidents reported. Council has had no real criticism of pool operations and the pool has not been closed as a result of NSW Health sampling.
1.5.3.3 Maintain the skate park to a high standard	Facilitate the Skate Park Facility Steering Committee.	Services Manager	Progressing	The Skate Park Steering Committee has been facilitated with funding possibilities being actively pursued.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Provision of a regular gardening and turf maintenance service.	Services Manager	Progressing	All maintenance works on Councils Parks, Reserves, Ovals, Public Facilities and Garden Beds has been completed to the appropriate standard within budget.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Respond to complaints of inappropriate behaviour in parks & reserves and undertake appropriate action.	Services Manager	Not Progressing	No complaints received.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Inspect and rectify defects of physical assets such as playgrounds and park furniture.	Services Manager	Progressing	All inspection and rectification works on physical assets like playgrounds and park furniture is being routinely completed. These assets are visually inspected three times a week with works diagnosed completed as soon as possible

Community Strategy	Actions	Council Lead	Status	Action Comments
				with a prioritised and budget aware approach. If there could be any possible public liability action against Council as a result of injury on or near one of these assets the whole issue is completely investigated and relevant findings are correctly recorded.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Appropriate signage erected to indicate prohibited activities in parks and reserves.	Services Manager	Progressing	Council is still in the process of formulating a Signage as Remote Supervision Policy. Council responds to complaints of inappropriate behaviour 24 hours a day with appropriate courses of action taken.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Tree pruning and husbandry of trees.	Services Manager	Progressing	All Council trees are maintained in a safe and healthy condition. Inspections of trees are completed daily and complaints are investigated promptly with required action taken and recorded. Trees are only removed if it is the last and only option.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Inspect and rectify defects of physical assets such as irrigation systems.	Services Manager	Progressing	All Council irrigation systems are maintained to ensure that they operate efficiently and effectively. There are minimal breakdowns as a result.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Carry out regular patrols of parks & reserves.	Ranger	Progressing	Regular patrols undertaken.
1.5.3.4 Maintain all Council parks and reserves, including plants, trees and public facilities	Maintenance of sporting ground and associated facilities.	Services Manager	Progressing	All maintenance works on sporting grounds and associated facilities have been completed. This has seen these facilities always presented in a very good condition for sporting events.

1.5.4 Provide adequate infrastructure to care for older residents locally

Community Strategy	Actions	Council Lead	Status	Action Comments
1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village	Develop budget to ensure adequate resources to appropriate services maintained with funding levels received from Commonwealth Dept Health	Director of Nursing (Lilliane Brady Village)	Progressing	•2012 -2013 budget developed. 1st quarter for year running under budget with 19% of budget expended & 30% of income received. Occupancy rate for 1st Quarter was 99.49% for Hostel and 99.53%for Nursing Home. Occupancy

Community Strategy	Actions	Council Lead	Status	Action Comments
	and resident fees.			is currently 100%. •Documentation training is scheduled for relevant staff in November 2012 to assist with optimising claims for care provided to new residents. •Comprehensive assessments and documentation of residents care needs completed as per facility protocol on the 4 new residents entering facility this quarter to enable ACFI claims to be maximised.
1.5.4.1 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.	Director of Nursing (Lilliane Brady Village)	Progressing	Post admission surveys have been distributed to residents 3 months post admission. One issue was raised which was followed up and feedback given to family. Record filed in complaints register. Surveys have been sent out to all residents and persons responsible to enable feedback on services and care. Results will be collated and reported in next quarter.
1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village	Maximise capital reserves.	Director of Nursing (Lilliane Brady Village)	Progressing	All accommodation bonds are negotiated with new admissions depending on their asset level. There were 2 new admissions to the Hostel section in 1st quarter - both were concessional ie assets below \$41,500 and therefore we are not required to pay an accommodation bond. An additional subsidy is claimed from the Dept Health & Ageing. There were 2 new admissions to the Nursing Home section with one resident paying the maximum daily accommodation charge and the other paying no accommodation charge due to asset level. All bonds are invested in a term deposit with CBA to earn interest. Council has not set a maximum amount for accommodation bond for hostel residents.
1.5.4.1 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	Director of Nursing (Lilliane Brady Village)	Progressing	Staffing levels have been maintained in line with the master roster. Some cleaning shifts have not been able to be filled due to staff vacancies. All staff have undertaken extensive orientation on commencement including Accreditation, Residents Rights, WHS, Code of Conduct and Complaints Management. 2 new casual AINs commenced in this quarter with both having completed the orientation program. Positions remain vacant for PPT Cook, PPT Cleaner, PPT

Community Strategy	Actions	Council Lead	Status	Action Comments
				Recreational Officer and PPT admin assistant. Competency assessments are progressing for 5 trainee assistants in nursing.4 of the trainees have commenced Certificate III Aged Care with TAFE NSW.
1.5.4.1 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.	Director of Nursing (Lilliane Brady Village)	Progressing	Both Hostel and Nursing Home sections are accredited until August 2015 having met all 44 outcomes when audited by the Aged Care Standards & Accreditation Agency in June 2012. There have been no unscheduled visits this quarter. Comprehensive assessments have been completed as per facility protocol on all residents to enable appropriate care. Resident care needs have been regularly reviewed (monthly for high care residents and 3 monthly for low care residents) as per policy by nursing staff. Residents have a choice of GP and these GPs have visited the facility on a weekly basis (additionally if requested by nursing staff) to review resident medical management. Allied health services such as dietician, podiatry, counsellor and Australian Hearing have been provided to those residents who required the services. Medical specialist reviews have taken place via video link for 5 residents this quarter.
1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village	Ensure financial viability of facility and that it is not a drain on Council resources.	Director of Nursing (Lilliane Brady Village)	Progressing	1st quarter for year running under budget with 19% of budget expended & 30% of income received. ACFI & documentation training scheduled for relevant staff in November 2012 to assist with optimising claims for care provided to new residents. Budget has been reviewed fortnightly in line with council requirements. All purchases have been approved in line with budget constraints. There were no unforeseen expenses this quarter. All staff has been supportive of budgetary constraint and has tried to improve efficiencies.
1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village	Maintain appropriate physical environment to ensure security, safety of residents, staff and visitors.	Director of Nursing (Lilliane Brady Village)	Progressing	Funds for the upgrade/renovation of 5 bathrooms in Nursing Home section are included in the budget for 2012-13. Schedule of work is required to be drawn up to enable comparative quotations by relevant tradesmen. Wormald have inspected, tested and reported on all installed fire

Community Strategy	Actions	Council Lead	Status	Action Comments
				<p>safety equipment throughout the facility. There is 1 DRA (Defect Rectification Authority) for a remote indicator (thermal detector in roof cavity) outstanding for the quarter. Wormald have provided a quote to replace indicator and order number for works supplied. 95% of staff have attended fire safety training include practical use of fire fighting equipment and evacuation procedures. A mock evacuation exercise is to be conducted before January 2013. The Emergency Management policy and procedures for the facility are currently being reviewed and updated.</p>
<p>1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village</p>	<p>Provide a transparent mechanism for concerns and complaints management from all stakeholders.</p>	<p>Director of Nursing (Lilliane Brady Village)</p>	<p>Progressing</p>	<p>POL/GM2 Comments, Suggestions & Complaints covers the protocol & procedures for complaint resolution & escalation process for Lilliane Brady Village. The facility has a complaints register for filing record of complaints, investigation & resolution plus any actions required such as staff training, resources etc. There were a total of 4 complaints received for the quarter: - 2 from family members, 1 resident and 1 staff. All have been followed up in line with policy & records filed in register. Pol/RM17 Compulsory reporting covers process for reporting & responding to physical & sexual abuse of residents. There were no reportable incidents for the quarter.</p>
<p>1.5.4.1 Provide appropriate services for residents at the Lilliane Brady Village</p>	<p>Promote community awareness and encourage ongoing resident involvement in community events.</p>	<p>Director of Nursing (Lilliane Brady Village)</p>	<p>Progressing</p>	<p>Community visitation & involvement in the facility included: - visitation and religious services by clergy of all denominations, weekly exercise every Monday run by community volunteers, Cobar High School student placements for VET and work experience programs and weekly visits by St Johns school students. Men are able to attend Men's Shed at Ward Oval on a Tuesday or Friday – no one currently attending. The Facility publishes a quarterly newsletter for residents, family and friends, a copy of which was circulated in August 2012 – next edition due in November. The facility Recreational Activities Officer commenced maternity leave at the end of August. The position was advertised however no applicants were</p>

Community Strategy	Actions	Council Lead	Status	Action Comments
				received which meant that from September outings in the community were limited & in-house activities were limited to those coordinated by Pink Lady volunteers. Advertising for the position remains on CSC website.

1.6 A safe and clean community.

1.6.1 A more visible and engaged police presence

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.1.1 Work with police and licensed premises to promote a safe community	Attendance and commitment to the Cobar Police Community Precinct Committee.	General Manager	Progressing	Full attendance and commitment to precinct committee meetings and liaison with police.
1.6.1.1 Work with police and licensed premises to promote a safe community	Provide secretariat services for the Cobar Liquor Accord.	General Manager	Progressing	Full secretariat services provided.

1.6.2 Implementation of the Cobar Crime Prevention Plan and Strategy

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.2.1 Removal of graffiti and recording of graffiti incidents	Supervise and liaise with Urban Supervisor the removal of graffiti and ensure all evidence is taken and recorded appropriately.	Services Manager	Progressing	There is a very good process in place for the correction of graffiti vandalism by the public. All the evidence is taken to records to be kept correctly. Removal works commence as soon as possible especially if it is potentially offensive. The Urban Supervisor has been commended as very pro active and quick to respond to incidents.
1.6.2.2 Implementation of actions outlined in the Cobar Crime Prevention Plan and Strategy	Update the action list for the Crime Prevention Plan.	Special Projects Officer	Progressing	The Crime Prevention Plan action list was implemented and actioned.
1.6.2.3 Lobby for a full-time domestic violence case worker based in Cobar	Approach all agency and grant sources with a robust business case	Director Corporate and Community Services	Not Progressing	General Manager, Mayor and Special Projects Officer attending meetings of local Domestic Violence Committee to gather information for business case to apply for future grants.

1.6.3 Encourage safe and sustainable development

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.3.1 Undertake regulatory obligations in relation to building and development	Assess and determine all relevant applications as outlined under Section 68 of the Local Government Act 1993	Director Planning and Environmental Services	Progressing	Applications determined as required under Section 68 of the Local Government Act.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Development Applications assessed and approved in accordance with statutory standards and requirements and Council Codes.	Director Planning and Environmental Services	Progressing	Development Applications assessed and approved in accordance with standards and requirements.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Provide registration, approval and inspection for applications to install and operate On-Site Sewage Management Systems.	Director Planning and Environmental Services	Progressing	Applications for installation and operation of On-Site Sewage Management Systems processed on receipt.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Inspect all development when required by approval so as to ensure compliance.	Director Planning and Environmental Services	Progressing	Mandatory critical stage inspections undertaken as requested.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Process applications for Section 149 Certificates.	Director Planning and Environmental Services	Progressing	Certificates processed as received.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Complying Development applications assessed and approved in accordance with statutory standards requirements and Council Codes.	Director Planning and Environmental Services	Progressing	Applications generally determined in the statutory time frames.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Develop an On-site Sewage Management Register for existing systems in priority areas.	Director Planning and Environmental Services	Progressing	Database of properties within priority areas completed.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Carry out critical stage and other progress inspections required to ensure completed projects complies.	Director Planning and Environmental Services	Progressing	Mandatory critical stage inspections undertaken as requested.
1.6.3.1 Undertake regulatory obligations in relation to building and development	Provide approval and inspection services for the installation of sewage and drainage services.	Director Planning and Environmental Services	Progressing	Inspections carried out as required.
1.6.3.2 Finalise and implement the Cobar LEP and development control plans	Identify required Development Control Plans to support Cobar LEP 2011.	Director Planning and Environmental Services	Not Progressing	Cobar LEP 2012 complete. Preparation of Development Control Plans not progressing due to limited resources.
1.6.3.2 Finalise and implement the Cobar LEP and	Appropriate liaison with the Department of	Director Planning and	Completed	Cobar LEP 2012 completed. Operational from 3 August

Community Strategy	Actions	Council Lead	Status	Action Comments
development control plans	Planning for the completion of Cobar LEP 2011.	Environmental Services		2012.
1.6.3.3 Implement and maintain an appropriate register for leases, licences and land	Maintain the Lease, Licence & Land Register.	Land Manager Officer	Progressing	Register in place and being maintained.

1.6.4 Provide and maintain safe and serviceable public facilities and infrastructure

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.4.1 To provide the community with an aesthetically pleasing and clean urban environment	Manually street sweep to supplement the mechanical operations to ensure a clean and aesthetically pleasing environment in the urban area.	Services Manager	Progressing	Footpath and unaccessible areas swept daily in addition to the mechanical operations. This ensures a clean and aesthetically pleasing environment in the urban area. It has been concluded that every six months there needs to be a washdown of the main CBD with a pressure washer to maintain the clean and aesthetically pleasing environment. These works will be completed in November 2012 as this will see the CBD in good condition for Christmas.
1.6.4.1 To provide the community with an aesthetically pleasing and clean urban environment	Regularly clean and maintain amenities building in accordance with frequency of use.	Services Manager	Progressing	Amenities buildings are being cleaned and maintained in accordance with their frequency of use. The level of service the community is receiving is high as staff are being very thorough and diligent with the realisation that the first impression on a tourist is instrumental in whether they stay longer or move on.
1.6.4.1 To provide the community with an aesthetically pleasing and clean urban environment	Mechanically clean the streets in the urban area to provide suitable environment for the community.	Services Manager	Progressing	The CBD area is mechanically cleaned five days a week.
1.6.4.1 To provide the community with an aesthetically pleasing and clean urban environment	Review the Street Sweeping Program and implement an improvement action plan.	Services Manager	Progressing	The Street Sweeping program is being reviewed but some positive changes have already been implemented. An improvement action plan will be formulated incorporating the positive changes that have already been implemented in the short term.
1.6.4.2 To have systems in place for Cobar and village communities to maintain and control their	Development of Cobar Town Hall Cinema	Director Planning and	Not	Limited resources available.

Community Strategy	Actions	Council Lead	Status	Action Comments
public halls and the Nymagee Old School Community Centre	Improvement and Operational Action Plan.	Environmental Services	Progressing	
1.6.4.2 To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Supply electricity to the Nymagee Old School Community Centre.	Director Planning and Environmental Services	Progressing	Draft licence agreement being prepared for the management and occupation of village community facilities.
1.6.4.2 To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and Repair in consultation with the local Management Committee for Nymagee Hall.	Director Planning and Environmental Services	Progressing	Draft licence agreement being prepared for the management and occupation of village community facilities.
1.6.4.2 To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and repair in consultation with the local Management Committee for Euabalong Library and community hall.	Director Planning and Environmental Services	Progressing	Draft licence agreement being prepared for the management and occupation of village community facilities.
1.6.4.2 To have systems in place for Cobar and village communities to maintain and control their public halls and the Nymagee Old School Community Centre	Maintenance and repair in consultation with the local Management Committee for Mount Hope Hall.	Director Planning and Environmental Services	Progressing	Draft licence agreement being prepared for the management and occupation of village community facilities.
1.6.4.3 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.	Director Planning and Environmental Services	Not Progressing	No funding opportunities available to-date.
1.6.4.3 Improve disability access to Council buildings and facilities to improve their accessibility by older people and people with a disability	Consider disability access when purchasing and installing new street furniture and fixtures.	Services Manager	Progressing	Council is currently considering disability access when purchasing and installing new street furniture and fixtures.

1.6.5 Provide protection from fire, natural disasters, public health and other threats to the community

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.5.1 Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	To maintain an organisation to provide the human and physical resources to assist with the control of rural fire threats.	Fire Control Officer	Progressing	Appropriate organisation and resources in place.
1.6.5.1 Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	To have a rural community develop an approach to hazard management to minimise the threats of uncontrolled fire.	Fire Control Officer	Progressing	Hazard reduction activities undertaken.
1.6.5.1 Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Development, reporting and implementation of Rural Fire Service plant and equipment replacement program.	Fire Control Officer	Progressing	Plant and equipment replacement program underway.
1.6.5.1 Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Have a response system, which will allow a response to an emergency within a reasonable timeframe.	Fire Control Officer	Progressing	Response and call-out system in place.
1.6.5.1 Have systems in place to allow a rapid response to a fire emergency within the Rural Fire District	Development, reporting and implementation of Rural Fire Service (RFS) facilities asset management plan and a minimum five (5) year rolling works program.	Fire Control Officer	Not Progressing	Limited resources available.
1.6.5.2 Have contingency plans in place to minimise the damage from threats from natural disasters	Develop Rural Addressing Program.	Director Engineering Services	Not Progressing	Unavailability of resources has delayed this project.
1.6.5.2 Have contingency plans in place to minimise the damage from threats from natural disasters	Ensure reasonable strategic planning to establish local disaster management plans which consider the risks to local communities and have in place relevant disaster management plans.	Director Engineering Services	Progressing	DISPLAN is currently being updated.
1.6.5.2 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.	Director Engineering Services	Progressing	LEMC is in place and meets bi-monthly. Council provides full secretariat support.

Community Strategy	Actions	Council Lead	Status	Action Comments
1.6.5.3 Preserve and enhance public health by regulating and inspecting all relevant premises	Appropriate Public Health Education Campaign conducted.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.
1.6.5.3 Preserve and enhance public health by regulating and inspecting all relevant premises	Prepare and provide appropriate reports and information for administration and budget.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.
1.6.5.3 Preserve and enhance public health by regulating and inspecting all relevant premises	Investigation of reportable diseases and sundry public health incidents.	Manager Planning and Environmental Services	Progressing	No reportable disease incidents.
1.6.5.3 Preserve and enhance public health by regulating and inspecting all relevant premises	All food shops and licensed premises inspected.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.
1.6.5.3 Preserve and enhance public health by regulating and inspecting all relevant premises	Public swimming pools inspected and water samples taken.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.

Key Activity: Economy

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

2.1.1 Provision of business services locally

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.1.1 Facilitate business development in the Shire	Facilitate business opportunities within Cobar and promote the region.	General Manager	Progressing	Economic Development strategy adopted by Council. Continuous liaison with prospective businesses. Support provided to Cobar Enterprise Facilitation Committee, executive membership of Committee and liaison with industry bodies for funding.

2.1.2 Skills attraction initiatives

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.2.1 Work with relevant government organisations, including Regional Development Australia – Orana, and NSW Industry and Investment to attract skilled people to Cobar to work.	Work with Regional Development Australia – Orana Inc and Industry and Investment (I&I) on economic development issues within Cobar Shire.	Special Projects Officer	Progressing	Industry and Investment have very few resources to undertake economic development after the last state budget. Regular contact is maintained with Regional Development Australia - Orana.

2.1.3 Develop and implement an Economic Development Strategy

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.3.1 Prepare an Economic Development Strategy for Cobar.	Prepare a draft strategy for Council.	Special Projects Officer	Completed	Council adopted the Cobar Shire Council Economic Development Strategy 2012-2016 at their August meeting. The plan was implemented after community consultation which commenced with the development of the Community

Community Strategy	Actions	Council Lead	Status	Action Comments
				Strategic Plan. The Cobar Business Association endorsed the plan at their August meeting, prior to it going to Council for adoption.
2.1.3.2 Implement the action plan outlined in the Economic Development Strategy	Report on the implementation of the Economic Development Strategy	Special Projects Officer	Progressing	Economic Development Strategy adopted by Council in August. Implementation commenced.
2.1.3.3 Promote economic development within Cobar Shire	Work with neighbouring Councils to promote economic development across the region.	Special Projects Officer	Progressing	Provided advice to the Economic Development Officers (a group that sits under OROC) and information on activities being undertaken in Cobar and on potential regional activities.

2.1.4 Encourage people to shop locally

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.4.1 Administer the Cobar Quids program	Monitor, dispense and reconcile Cobar Quids on a daily basis.	Manager Finance and Administration	Progressing	Movement in Cobar Quids accounted on a daily basis. Quid inventory checked regularly. No discrepancies reported during the first quarter.
2.1.4.2 Be an active member of the Cobar Business Association	Undertake the secretarial role for the Association.	Special Projects Officer	Progressing	Secretariat role fulfilled for the Cobar Business Association. Two newsletters produced and emailed to all businesses. Three meetings attended and minutes taken, actions progressed and minutes distributed.
2.1.4.2 Be an active member of the Cobar Business Association	Strive to bring affordable, quality training and workshop opportunities to Cobar business operators through the activities of the Association.	Special Projects Officer	Progressing	The Association organised for a series of ipad courses to be run for beginners, intermediate and advanced ipad users and potential users. The beginners course was run 25 September with 8 people attending.
2.1.4.2 Be an active member of the Cobar Business Association	Work with the Cobar Business Association to support local business initiatives such as the Great Cobar Business Awards, shop local promotions and other activities.	Special Projects Officer	Progressing	Council continues to support the Cobar Business Association their activities. Council has assisted the Association with an initiative to provide training and support to the high school students to develop interview skills, and another to develop a program to expand the career aspirations of primary students. Council supported the Cobar Business Awards, with staff entered into the awards and nominees attending

Community Strategy	Actions	Council Lead	Status	Action Comments
				the awards. Council's trainee Rumah Prendegast won her category and was awarded Trainee of the Year.

2.1.5 Diversify the business base of the Shire and strengthen local businesses

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.5.1 Continued support for the Cobar Enterprise Facilitation project	Work with the Cobar Enterprise Facilitation group to progress the CEF project by sitting on the Board of Management and assisting with fundraising activities, particularly by working with government agencies and attracting government funding.	Special Projects Officer	Progressing	Grants for the CEF project sought. Discussions held with the Business Enterprise Centre in Dubbo to see if funding or a partnership could be formed. A grant application made through the Small Business Advisory Services Program, seeking \$60,000 in funding to the CEF project in their work. Attended CEF Management Team meetings, worked with the Facilitator.
2.1.5.2 Investigate the availability of industrial land in Cobar and investigate options for the development of a new industrial estate in Cobar	Investigate suitable locations and zoning issues.	Director Planning and Environmental Services	Not Progressing	Limited resources available.
2.1.5.2 Investigate the availability of industrial land in Cobar and investigate options for the development of a new industrial estate in Cobar	Undertake assessment of need for industrial land.	Director Planning and Environmental Services	Not Progressing	Limited resources available.

2.1.6 Support mining and agricultural industries to keep them strong

Community Strategy	Actions	Council Lead	Status	Action Comments
2.1.6.1 Undertake regulatory requirements in regards to the mining industry	Assess and process Part 4 Development Applications.	Director Planning and Environmental Services	Progressing	Applications generally determined in the statutory time frames.
2.1.6.2 Facilitate provision of additional funding to improve the road network	Submit applications for road improvements for appropriate funding providers.	Director Engineering Services	Progressing	Applications submitted where opportunities arise. Other avenues, including Ministerial approaches being investigated.

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

2.2.1 Develop and implement a Tourism Attraction and Development Strategy

Community Strategy	Actions	Council Lead	Status	Action Comments
2.2.1.1 Develop and implement the Tourism Attraction and Development Strategy	Development of an appropriate Tourism Management Plan through consultation with the Tourism Advisory Committee, Business and the Community.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations has updated the Tourism Management Plan, it is on hold pending review of cost options with the Tourism Portfolio. The plan is still a soft plan and requires alot more consideration.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
2.2.2.1 Market Cobar as an attractive tourist destination	Participate in tourism based organisations, eg Kidman Way Promotional Committee, Outback NSW Tourism and Tourism NSW.	Manager Tourism and Public Relations	Progressing	Cobar Shire Council is a very active member of the Kidman Way Promotional Committee and the newly formed Outback Tourism Association. Cobar Shire Council will be the Secretariat of the Committee next year, commencing January 2013 and this role extends for two years.
2.2.2.1 Market Cobar as an attractive tourist destination	Provide a high quality "Information Centre" at the Great Cobar Outback Heritage Centre.	Manager Tourism and Public Relations	Progressing	The staff at the Great Cobar Heritage Centre are well versed on Cobar and the surrounding region. The Centre has a very comprehensive library of information on Cobar and the region. 11,000 people visited the Heritage Centre in the first quarter of the year, resulting in revenue of \$41,000.
2.2.2.1 Market Cobar as an attractive tourist destination	Meetings with tour and coach operators.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations has three or four meetings a year with different coach companies. The Great Cobar Heritage Centre hosts about 30 coaches a year. 11 coaches visited the Centre in Q1.
2.2.2.1 Market Cobar as an attractive tourist destination	Regular media releases and exposure through national, state, regional and local radio, television and print media.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations provides information and media releases to the local newspapers and radio stations on a weekly basis. Information about Cobar is disseminated to a number of national magazines. In Q1 two prominent TV shows were filmed in Cobar which gave the

Community Strategy	Actions	Council Lead	Status	Action Comments
				area prime exposure across Australia. These shows were I Will Survive and AMAROC, a 4WD challenge reality show. Both were featured on Channel 10. Regular inquiries from location scouts fielded.
2.2.2.1 Market Cobar as an attractive tourist destination	Attend consumer shows, travel and holiday expos in the identified target market areas of Australia and disseminate information on Cobar's heritage, natural features, cultural events and tourist attractions and facilities.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations has attended, as part of the Kidman Way Promotional Committee, Holiday & Travel Expos in Sydney, Adelaide, Penrith, Melbourne and Brisbane.
2.2.2.1 Market Cobar as an attractive tourist destination	Direct mailing campaigns.	Manager Tourism and Public Relations	Progressing	The Great Cobar Heritage Centre and the Kidman Way Promotional Committee have a number of stored databases that are used to disseminate Cobar and regional information. 900 information brochures mailed out on request. 1,400 hits on website (entry point via Go See Australia website) and information downloaded.
2.2.2.1 Market Cobar as an attractive tourist destination	Provide education packages to schools and universities.	Manager Tourism and Public Relations	Progressing	The Museum Curator has a number of educational packages aimed at different age groups from primary school, high school and higher education. During Q1 50 Cobar Public School students and 50 Cobar High School students visited the Centre with the Curator arranging programs and working with the schools.
2.2.2.2 Work with local organisations to build on current activities	Assist sporting clubs promote major events.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations assists all sporting bodies in Cobar Shire with their major events.
2.2.2.3 Develop and implement new ideas to bring people to Cobar	Actively pursue tourism development and marketing opportunities and assist existing and potential "tourist" businesses.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations actively promotes all Cobar businesses through a number a marketing and promotional activities.
2.2.2.3 Develop and implement new ideas to bring people to Cobar	Prepare bids to host relevant conferences.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism & Public Relations has put expressions of interest out for regional conferences and meetings. The reason Cobar misses out on some conferences is the acute shortage of accommodation. No opportunities presented in Q1.

Community Strategy	Actions	Council Lead	Status	Action Comments
2.2.2.3 Develop and implement new ideas to bring people to Cobar	Advertise the advantages of the area in conjunction with private sector operators.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations provides local businesses the opportunity to participate in a number of promotional activities throughout the year.

2.2.3 Diversify tourism activities and increase the utilisation of current attractions

Community Strategy	Actions	Council Lead	Status	Action Comments
2.2.3.1 Identify, encourage and assist the development of existing and new tourist attractions and facilities	Provide major maintenance and repair to assets, buildings, water mains, sewer mains, roads in accordance with an adopted Asset Management Plan.	Director Planning and Environmental Services	Not Progressing	Limited resources available.
2.2.3.1 Identify, encourage and assist the development of existing and new tourist attractions and facilities	Regular review of lease agreement and performance with Caravan Park manager.	Director Planning and Environmental Services	Progressing	Reviews undertaken as required by contract.
2.2.3.1 Identify, encourage and assist the development of existing and new tourist attractions and facilities	Cobar Caravan Park - provide appropriate financial advice and reports.	Director Planning and Environmental Services	Progressing	Quarterly review of income and expenditure undertaken.
2.2.3.2 Work with existing operators and businesses to promote the benefits of tourism and expand the tourism business	Encourage businesses to be receptive to tourist activity and promote Cobar as a “friendly” Shire.	Manager Tourism and Public Relations	Progressing	The Cobar business community are invited to participate in Tourism Advisory Committee Meetings on a regular basis. The Manager of Tourism and Public Relations visits all businesses throughout the year.
2.2.3.2 Work with existing operators and businesses to promote the benefits of tourism and expand the tourism business	Promote attendance and participation in the Tourism Advisory Committee.	Manager Tourism and Public Relations	Progressing	Meetings for the Tourism Advisory Committee are advertised through a business data base direct mail out and in the local newspapers three weeks before each meeting. Two meetings held for the quarter and approximately 12 attendees at each meeting.
2.2.3.3 Install and maintain tourism signage	Entry to shire, entry to town and tourism signs are installed and maintained.	Manager Tourism and Public Relations	Progressing	There are eleven Welcome To Cobar signs on the roads leading into Cobar. Most of the signs are in good condition; however the signs on the Louth Road, the Bourke road and one sign on the Nyngan Road require repainting.

2.2.4 Increase the range and degree of accommodation in the Shire

Community Strategy	Actions	Council Lead	Status	Action Comments
2.2.4.1 Assist to identify potential new sites and facilitate the development of accommodation providers	Provide statutory planning advice to Councillors, developers, staff and the public.	Director Planning and Environmental Services	Progressing	Advice provided on request.
2.2.4.2 Investigate the need to the develop the next stage of Pioneer Estate and undertake development if required	Estimate market & land availability for future Residential Land Development.	Director Planning and Environmental Services	Progressing	Land identified for future residential development. Demand for additional residential lots and funding sources for development not established.

2.3 A strong business hub operating out of the Cobar airport.

2.3.1 Develop a business case to attract businesses to Cobar Airport

Community Strategy	Actions	Council Lead	Status	Action Comments
2.3.1.1 Actively seek out business opportunities to enhance the operations at Cobar Airport	Conduct feasibility study into the need for Light Industrial Land.	Works Manager	Not Progressing	No action to date due to unavailable resources.
2.3.1.1 Actively seek out business opportunities to enhance the operations at Cobar Airport	Undertake advertising in Airport related journals seeking interested parties to establish business enterprises.	Works Manager	Progressing	Initial discussions have taken place with advertisers relating to the cost of what is proposed. Artwork now needs to be developed which is designed to attract interest from potential clients.
2.3.1.1 Actively seek out business opportunities to enhance the operations at Cobar Airport	Conduct feasibility study into the need for a Residential Park.	Works Manager	Progressing	Preliminary work has commenced with the draft completion of an overall plan of future development prepared. An inspection of the Residential Airpark at Narromine has demonstrated what can be achieved should a market be available. The next step in the process is to develop a preliminary design to ascertain the feasibility of such a project.

Key Activity: Governance

3.1 A well funded Council that is well managed and well governed.

3.1.1 Increase Council's income stream

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.1.1 Apply for a Special Rate Variation to improve the sustainability of Council's assets and services	Prepare business case and lodge with DLG.	Special Projects Officer	Progressing	IPART visited to provide guidance and advice on the process for applying for a Special Rate Variation. Business case developed and community consultation commenced with a presentation to the Council Outdoor staff induction day.
3.1.1.2 Reassess all rates, fees and charges	Sound revenue management plan in place including rate recovery, debt recovery, economic development/business opportunities and grant funding initiatives.	General Manager	Progressing	Appropriate plans instigated for rate recovery and debt recovery. Grant opportunities communicated to appropriate staff and community groups. Grants sought when appropriate. High level economic development/business opportunities commenced.
3.1.1.3 Undertake private works	Undertaken private works for property owners, contractors and RMS.	Director Engineering Services	Progressing	Private works undertaken as requested.
3.1.1.4 Increase grant funding received	Alert community groups to grant opportunities and assist the community to apply for grants.	General Manager	Progressing	All grant opportunities communicated to relevant staff and to all listed groups in the Community Services Directory. Staff also disseminated information to relevant groups as required.
3.1.1.4 Increase grant funding received	Apply for grants to assist Council to undertake activities outlined in the Management Plan.	General Manager	Progressing	Grants regularly applied for and reported to Council in monthly grants report.
3.1.1.5 Regular monitoring and reporting of expenditure	Major elements of the Budget/Management Plan or Delivery Plan/Operational Plan are achieved.	General Manager	Progressing	Major projects and programs communicated to Management Executive.
3.1.1.5 Regular monitoring and reporting of	Appropriate process in place to report to and consult Council on significant proposed variations	General Manager	Progressing	Appropriate reporting mechanisms put in place for Council to be advised of major changes in income or expenditure

Community Strategy	Actions	Council Lead	Status	Action Comments
expenditure	of the Budget/Management Plan or Delivery Plan/Operational Plan.			budgets.
3.1.1.6 Undertake rating functions of Council	Recovery of outstanding rates.	Manager Finance and Administration	Progressing	Council has actively pursued outstanding rates and identified properties to be sold Under Section 713 of the Local Government Act 1993 for non payment of rates.
3.1.1.6 Undertake rating functions of Council	Process Pension Rebate Claims.	Manager Finance and Administration	Progressing	Rebates processed with levy. Grant application to be submitted in Q2.
3.1.1.6 Undertake rating functions of Council	Levy and issue rates.	Manager Finance and Administration	Completed	Council levied and issued the rates on the 1 July 2012.
3.1.1.7 Effectively manage Council investments	Optimum investment of Council's surplus funds.	Manager Finance and Administration	Progressing	Council's funds have been invested in accordance with Sec. 625 of the Local Government Act 1993, Clause 212 of Local Government (General) Regulation 2005 and Council's Investment Policy. As at 30 September 2012, Council's investments had earned \$34,439 interest from two approved banking institutions. A monthly investment report including investment details including balances as at month end and income earned for the month is included in Council's Business Paper.

3.1.2 Develop a modern Section 94 Plan and Section 64 Plan to fund future infrastructure through developer contributions

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.2.1 Develop a Section 94 Plan	Renew Developer Contributions Plan & Community Enhancement Program.	Director Planning and Environmental Services	Progressing	Community Enhancement Program renewed (and adopted by Council) in June 2013 and being used to inform the development of Section 94 and 94A plans.
3.1.2.2 Develop a Section 64 Plan	Prepare a Section 64 Plan.	Director Engineering Services	Progressing	Consultant engaged and Plan being prepared.

3.1.3 Investigate how to reduce the cost of Council's community facilities through partnerships with other organisations

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.3.1 Investigate partnership options, and enact if advantageous for the Cobar Youth and Fitness Centre	Seek and initiate discussions with potential appropriate partners.	Director Corporate and Community Services	Progressing	PCYC were approached but they are not likely to have a further grant round this year. No other major potential partners have been identified. There are several local groups which the centre works with on a partnership basis for specific programs.
3.1.3.2 Investigate partnership options, and enact if advantageous for the Lilliane Brady Village	Undertake a Business & Management Review to determine most suitable way to manage & operate the facility.	Director Corporate and Community Services	Not Progressing	This will now be commenced following the lack of interested parties in the expression of interest process.
3.1.3.2 Investigate partnership options, and enact if advantageous for the Lilliane Brady Village	Development and implementation of an appropriate Marketing Plan.	Director Corporate and Community Services	Not Progressing	This will be incorporated into the overall business review. Whilst there is not a large waiting list marketing the LBV to fill beds is not a priority.

3.1.4 Minimise risk for Council and the community

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Staff report hazards and risks to their immediate supervisor as soon as possible.	General Manager	Progressing	Simple risk communication system being developed and implemented.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Review Insurance Levels annually.	Director Corporate and Community Services	Not Progressing	Will be undertaken in Q3 during budget preparation.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Create an Event Management Plan that will identify any risk or hazard to Council whilst planning any activities or events.	Manager Tourism and Public Relations	Progressing	The Manager of Tourism and Public Relations is currently working with Council's insurers to provide a risk management document for all Cobar events.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Develop and implement a Corporate Risk Management Strategy.	Human Resources Officer	Progressing	Risk Management Strategy commenced.

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Develop WHS Manual	General Manager	Progressing	Manual to draft stage with further liaison required with consultant by project team.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Management obligations.	Director Corporate and Community Services	Progressing	Preliminary work done. Manex are familiar with their obligations.
3.1.4.1 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.	Director Corporate and Community Services	Not Progressing	This is on hold until further notice, due to lack of available resources. Investigating IT security options.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Manex will direct the attention and the resources of the organisation towards managing significant risks and hazards.	General Manager	Progressing	Asset risk management plan developed. Risk Management Strategy being developed in conjunction with City of Canterbury.
3.1.4.1 Develop and implement a risk management strategy suitable for Council operations	Develop and implement Gathering Information procedures.	Director Corporate and Community Services	Progressing	Reporting is becoming embedded in culture.
3.1.4.2 Develop and implement suitable internal audit processes for Council operations	Carry out 'In House' Internal Audits.	Director Corporate and Community Services	Progressing	This is being done in conjunction with internal audit committee. Morse group are the independant eye. The accounts payable procedure was reviewed in Q1.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	WHS reviews regularly conducted and recommendations acted upon.	General Manager	Progressing	WHS review list developed.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Provide support to Council's WHS Committee.	Human Resources Officer	Progressing	Advice provided to WHS Committee, secretarial support provided.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Coordinate injury management and return to work programs for injured workers.	Human Resources Officer	Progressing	Return to Work function provided through Council employees accredited by WorkCover. Suitable duties identified for injured employees with Return To Work Plans prepared.
3.1.4.3 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.	General Manager	Progressing	WHS Committee meetings attended, liaison with WHS manual project team and consultant.

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Workplace Inspections.	General Manager	Progressing	Inspection program arranged, however inspections are yet to commence.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Coordinate Council's Continuous Improvement Program assessment	Human Resources Officer	Progressing	Deadlines for annual audits met. Risk Management Continuous Improvement Plan developed and adopted by Manex.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	WHS Policy Development and Maintenance.	General Manager	Progressing	Draft WHS manual developed but further liaison required with consultant by project team.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Re-development of Councils' WHS Management System in conjunction with WHS Committee and employees.	General Manager	Progressing	Draft WHS manual developed with further liaison required with consultant by project team.
3.1.4.3 WHS obligations are met and safe work practices are promoted and undertaken	Coordinate/arrange safety training programs	Human Resources Officer	Progressing	Training provided in Chemical Applications, Transport of Dangerous Goods. Annual outdoor staff induction held in September. Councillor inductions completed.
3.1.4.4 Administer Council's accident/injury/public liability claims management competently	Effective control of work flow interfaced with risk reporting.	Director Corporate and Community Services	Progressing	Claims are lodged on time and reimbursements monitored satisfactorily.
3.1.4.5 Ensure that documentation and records management provide a framework for easy retrieval and reference	Effective records administration systems and protocols in place	Director Corporate and Community Services	Progressing	Records is on balance compliant and effective. The backlog of minutes filing is well underway and the dispatching of records off site will be complete in Q3.
3.1.4.5 Ensure that documentation and records management provide a framework for easy retrieval and reference	Compliance with Records Management obligations.	Director Corporate and Community Services	Progressing	On balance Records Management is compliant.
3.1.4.6 Reduce workplace accidents and incidents	Ensure WHS Committee is active and proactive.	Human Resources Officer	Progressing	WHS Committee meetings held as scheduled. New WHS Act and Regs being implemented.
3.1.4.6 Reduce workplace accidents and incidents	Train all workers for their tasks and induct all workers into the workplace or job site.	General Manager	Progressing	Full commitment to corporate training presentations by General Manager.
3.1.4.6 Reduce workplace accidents and incidents	Coordinate development and train staff in Safe Work Method Statements (SWMS).	General Manager	Progressing	Participation in the Outdoor Staff and Contractors Induction Day.

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.4.6 Reduce workplace accidents and incidents	Facilitate/coordinate regular WHS audits of the workplace and monitor implementation of audit recommendations.	General Manager	Progressing	Audit program developed with inspections yet to commence.

3.1.5 Strong governance measures in place

Community Strategy	Actions	Council Lead	Status	Action Comments
3.1.5.1 Councillors are well trained and informed on their roles and responsibilities	Training provided to Councillors.	General Manager	Progressing	All Councillors are provided information packages and in-house training where available and training sourced through LGSA and DLG for available/interested Councillors.
3.1.5.2 Strategic policy setting undertaken by the elected representatives	Assistance in the administrative management of Council Meetings.	Director Corporate and Community Services	Progressing	On balance obligations under the act are being met. There are still work flow issues with a tight business paper deadlines which will not be relieved whilst there is a general backlog of training and competency levels in this portfolio. Use of the new report to Council template needs emphasis.
3.1.5.2 Strategic policy setting undertaken by the elected representatives	Necessary advice and policy recommendations provided to Council in relation.	General Manager	Progressing	Policy renewal program commenced with all integrated planning and reporting documents distributed.
3.1.5.2 Strategic policy setting undertaken by the elected representatives	Mayor and Councillor requests are met within Council policy.	General Manager	Progressing	Councillor and Mayor requests appropriately communicated to relevant Council officers for action and monitoring system in place.
3.1.5.2 Strategic policy setting undertaken by the elected representatives	Feedback to Councillors on progress with resolutions and Councillor requests.	General Manager	Progressing	Monthly status report communicated, updated and monitored.

3.2 An engaged community that participates in decision making

3.2.1 Implementation of Council's Community Engagement Strategy

Community Strategy	Actions	Council Lead	Status	Action Comments
3.2.1.1 Engage with the various sectors of the community as required and to a level that	Dissemination of information to the media.	General Manager	Progressing	Positive media liaison on critical matters undertaken with local newspapers and radio stations by the Management

Community Strategy	Actions	Council Lead	Status	Action Comments
adequately addresses the complexity of the issues.				Executive.
3.2.1.1 Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Council's media presence.	General Manager	Progressing	Positive media engagement undertaken with local newspapers on critical issues.
3.2.1.1 Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate information in relation to Council resolutions and deliberations provided to Directors and relevant staff.	General Manager	Progressing	Monthly status report communicated and continuously updated.
3.2.1.1 Engage with the various sectors of the community as required and to a level that adequately addresses the complexity of the issues.	Appropriate attendance of General Manager at Community groups and external committees, as appropriate.	General Manager	Progressing	Attendance of all public meetings concerning critical matters. Attendance of all necessary advisory committee meetings.

3.2.2 Encourage more direct participation and interaction between Council and the community

Community Strategy	Actions	Council Lead	Status	Action Comments
3.2.2.1 Provide up-to-date and relevant information to the public on Council's activities	Management oversight provided in relation to all information from appropriate staff to Council and the Community.	General Manager	Progressing	Major projects and programs communicated to Management Executive.
3.2.2.1 Provide up-to-date and relevant information to the public on Council's activities	Prepare a quarterly Council newsletter to go out with the rates notices.	General Manager	Progressing	July newsletter distributed, October newsletter prepared.
3.2.2.2 Maintain partnerships with community organisations, such as Arts Council, Business Association, Cancer Council, sporting groups etc	Appropriate networking with the local government industry and professional organisations.	General Manager	Progressing	Continued membership of the IPWEA and LGEA Boards. Membership of the LGMA working party for staff sharing. Attendance of GMAC and OROC Board meetings. Commitment to the OROC Human Resources and Learning and Development Professional Team as a sponsoring GM.
3.2.3 Increase the participation of youth in	Provide administration and support to the Cobar	Manager Youth and	Progressing	Attended 2 Cobar Youth Council Meetings and supervised 2

Community Strategy	Actions	Council Lead	Status	Action Comments
community leadership	Youth Council.	Fitness Centre		Klub 812 events.
3.2.3 Increase the participation of youth in community leadership	Maintain contact with similar organisations in other local government areas so as to provide interaction.	Manager Youth and Fitness Centre	Progressing	Youth Council been active for 12 months. Focus has concentrated on organising local events.

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

3.3.1 Good customer service provided by all Council Officers

Community Strategy	Actions	Council Lead	Status	Action Comments
Focus on the provision of good customer service by all Council staff	Completion of a Customer Service Policy.	Director Corporate and Community Services	Not Progressing	Policy not started. Limited resources available.
Focus on the provision of good customer service by all Council staff	Development, reporting and implementation of a Customer Services Policy & Standard.	Director Corporate and Community Services	Not Progressing	Not started. Probably Q4.
Focus on the provision of good customer service by all Council staff	Qualitative measures on response and processing times in relation to queries face to face, by phone, letter or email.	Director Corporate and Community Services	Not Progressing	Not started, probably Q4.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.2.1 Implementation of the Employee Expectation Statement	Staff consultation by a continuing process through Consultative Committee.	Human Resources Officer	Progressing	Reports prepared on time for Consultative Committee.
3.3.2.1 Implementation of the Employee Expectation Statement	Issues and concerns are able to be brought to the General Manager individually or in small groups in accordance with Council's grievance procedure.	General Manager	Progressing	Reasonable open door policy implemented.

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.2.1 Implementation of the Employee Expectation Statement	Build productivity, maintain industrial harmony and increase employee satisfaction.	Human Resources Officer	Progressing	Minor industrial relations issues resolved satisfactorily.
3.3.2.1 Implementation of the Employee Expectation Statement	Drive a biennial staff attitude or culture survey.	Director Corporate and Community Services	Not Progressing	Not due this year.
3.3.2.1 Implementation of the Employee Expectation Statement	General Manager demonstrated strong and effective leadership and management behaviours which transcend the organisation and are consistent with the "positive" culture being promoted and actively sought by the Council.	General Manager	Progressing	Appropriate leadership management behaviours demonstrated.
3.3.2.1 Implementation of the Employee Expectation Statement	Provide a strategic focus for workforce issues that is aligned to direction of Council as a whole.	Human Resources Officer	Not Progressing	HR management plan to be developed. Workforce Plan review scheduled for Q3.
3.3.2.1 Implementation of the Employee Expectation Statement	Formal and informal meetings held with staff as required by organisational need.	Human Resources Officer	Completed	Employee attitude culture survey scheduled for September 2013. Employee Expectation Statement launched September 2012.
3.3.2.1 Implementation of the Employee Expectation Statement	Employees paid appropriately.	Human Resources Officer	Progressing	Employees paid appropriately fortnightly.
3.3.2.1 Implementation of the Employee Expectation Statement	Increase the level of personal interaction and information dissemination within Council.	General Manager	Progressing	Council meetings information provided to Administration Centre staff monthly.
3.3.2.1 Implementation of the Employee Expectation Statement	Human Resources Management Strategies, objectives, protocols and outcomes aligned with Council strategic initiatives, objectives and applicable legislation.	Human Resources Officer	Not Progressing	HR Management Plan to be developed. Biennial survey not scheduled until September 2023.
3.3.2.1 Implementation of the Employee Expectation Statement	Foster and improve staff confidence, trust and inclusion in decision making	Human Resources Officer	Progressing	Staff attitude survey scheduled for September 2013. Employee Expectation Statement launched September 2012.
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Provide appropriate accommodation for key positions.	Director Planning and Environmental Services	Progressing	All Council positions that require housing have appropriate housing provided. All available Council houses are currently fully occupied.

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Identify and implement initiatives that assist in attracting and retaining Council staff.	Human Resources Officer	Progressing	Development of attraction, engagement and retention strategy commenced to reduce staff turnover. There is a current focus on fostering growth of local talent through traineeships, apprenticeships and ongoing training.
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Develop and review of policies and procedures to ensure best available applicants are chosen to fill vacant positions.	Director Corporate and Community Services	Progressing	Policies and procedures updated as required.
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Attract and retain competent and professional staff equipped with skills and abilities to achieve Council's objectives.	Human Resources Officer	Progressing	Attraction and retention strategy yet to be developed.
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Maintain an up-to-date Organisation Chart in accordance with Council's organisation structure.	Human Resources Officer	Progressing	Org chart supplied to Manex for discussion monthly.
3.3.2.2 Good recruitment and selection processes that promote the philosophy of 'recruit for attitude, train for skills'	Ensures the organisational structure is appropriate to achieving the Budget or Delivery Program/Annual Operational Plan.	Human Resources Officer	Progressing	Current org chart to be reviewed by new Council by September 2013 as required by legislation.
3.3.2.3 Implement and manage an Employee Assistance Program for Council staff	Implement programmes to promote and encourage employees to develop lifestyle habits that achieve healthy living and work-life balance	Human Resources Officer	Progressing	Employees have knowledge of health and well being programs. Hepatitis B program is supported.
3.3.2.3 Implement and manage an Employee Assistance Program for Council staff	Manage Council's Employee Assistance Programme.	Human Resources Officer	Progressing	EAP provider engaged and information provided to staff.
3.3.2.4 Training, instruction and performance evaluations are carried out	Support management in driving and supporting change management and employee development.	Human Resources Officer	Progressing	Performance Management training delivered 11 September 2012. Follow-up training planned for Q2 (quarter ending 31 December 2012).
3.3.2.4 Training, instruction and performance evaluations are carried out	Demonstrated commitment to employee safety through HR policies and an in-house training capacity.	Human Resources Officer	Progressing	The HR Section coordinates Work Health and Safety as well as Learning and Development functions.
3.3.2.4 Training, instruction and performance evaluations are carried out	Evaluate all positions by a process that includes senior management.	Human Resources Officer	Not Progressing	Scheduled for Q3 (quarter ending 31 March 2012)

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.2.4 Training, instruction and performance evaluations are carried out	Training needs analysis conducted and a structured training process in place.	Human Resources Officer	Progressing	Training needs analysis complete, training budget established, training delivered when required.
3.3.2.4 Training, instruction and performance evaluations are carried out	Provide staff with a positive and supportive introduction to Cobar Shire Council	Human Resources Officer	Progressing	Initial induction coordinated by HR Section. Corporate Inductions held quarterly. Most probation period appraisals completed.
3.3.2.4 Training, instruction and performance evaluations are carried out	Assist managers/supervisors to access tools which empower them to effectively manage staff.	Human Resources Officer	Progressing	Training, education and advice provided when requested in a timely manner.
3.3.2.4 Training, instruction and performance evaluations are carried out	Develop and maintain Organisation Training Plan.	Human Resources Officer	Progressing	Department training plans developed and actively reviewed within the budget.
3.3.2.4 Training, instruction and performance evaluations are carried out	Work with staff to prepare individual training plans that reflect legislative requirements and personal career paths.	Human Resources Officer	Progressing	Training plans developed through the performance review process. Unscheduled training arranged as required.
3.3.2.4 Training, instruction and performance evaluations are carried out	Maintain Council's Salary System and associated employment contracts for senior/contract staff.	Human Resources Officer	Not Progressing	Scheduled for Q3 and A4.
3.3.2.4 Training, instruction and performance evaluations are carried out	Educate staff with clear messages about Council's operations, culture and values, vision and strategic direction.	Human Resources Officer	Progressing	Information provided during inductions and staff training days.
3.3.2.4 Training, instruction and performance evaluations are carried out	Coordinate annual staff appraisals. Performance Review Processes are in place.	Human Resources Officer	Not Progressing	Reviews scheduled for Q3. Performance Management System to be developed.
3.3.2.4 Training, instruction and performance evaluations are carried out	Maximise Council's return on human resources investment.	Human Resources Officer	Progressing	Workforce Plan to be reviewed annually.
3.3.2.5 Maintain and actively use the City of Canterbury relationship	Prepare a Council team to attend the annual Corporate Leadership Cup.	Special Projects Officer	Progressing	All staff emailed seeking expressions of interest to participate. Four members of the team confirmed. Working with Directors to identify a fifth team member. Temora and Canterbury notified that we will be attending.
3.3.2.5 Maintain and actively use the City of Canterbury relationship	Identify opportunities for Council and community partnerships.	Special Projects Officer	Progressing	4 City of Canterbury Officers came to Cobar 30 July to 2 August. Assisted with developing a process and collecting data for Council's Risk Management Register, refining and working with stakeholders on the Youth Development Plan,

Community Strategy	Actions	Council Lead	Status	Action Comments
				developing future joint projects and strategically planning the western precinct of Cobar.
3.3.2.5 Maintain and actively use the City of Canterbury relationship	Prepare for, and undertake staff exchanges.	Special Projects Officer	Progressing	Staff exchange occurred between 20 July and 2 August with four staff undertaking work on strategic town planning, risk management, youth development and future joint projects. All arrangements undertaken. In regular contact with City of Canterbury General Manager seeking further ways to share staff to assist Cobar to meet our work priorities.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Review Council's corporate induction session content and other compulsory training programs for new employees.	Human Resources Officer	Not Progressing	Planned for Q3 (quarter ending 30 March 2013)
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Develop and review policies relating to HR matters.	Human Resources Officer	Progressing	Policies are reviewed as required.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Provide professional advice in relation to People Management.	Human Resources Officer	Progressing	Participation in Manex meetings, org chart updated as required, industrial advice provided when requested.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Provide coaching and encouragement through the probation period and ongoing support.	General Manager	Progressing	Coaching and support provided to relevant staff members, management level and above. Support provided to the necessary arrangements for the Corporate Leadership Cup team.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Hardware kept in working condition.	Director Corporate and Community Services	Not Progressing	There have been no major outages this quarter. However, there is still difficulty in implementing an upgrade to a better fail over system which will avoid long internet outages as occurred in March this year. Whilst no outages the rollout of new 'boxes' to replace old and slow ones is being impeded by the lack of time available for the IT contractor.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Efficient and effective day to day operations and work scheduling for the Engineering Department.	Director Engineering Services	Progressing	Progressing satisfactorily.
3.3.2.6 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.	Works Manager	Progressing	Plant Replacement Program has been reviewed and now forms part of the Asset Management Strategy. Council has provided funding under the current budget for the

Community Strategy	Actions	Council Lead	Status	Action Comments
				replacement of plant in accordance with that program. Plant hire rates have been reviewed and adjustments made to the financial records inline with the revised rates. Reviews of the layout of employee timesheets have also been completed which ensures the capture of all plant hours and therefore maximising the revenues of plant income. GPS tracking equipment has been installed in some major items of plant and is showing benefits to Council in improved productivity and improving the supervision and accountability levels of hours of operation. Council should consider the funding of additional trackers required to encompass the entire fleet. The estimated cost of this is approx. \$30,000. Improvements in productivity and accountability would see a payback period of less than 12 months.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Effective Information Technology and Records administration systems and protocols in place.	Director Corporate and Community Services	Progressing	This is a two year project.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Preparation of Computer Support Strategic Plan.	Director Corporate and Community Services	Progressing	A number of options have been listed for consideration but the lack of time to devote to this will see no real action until Q4.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Implement action plan for Plant and Equipment Utilisation Review Report.	Director Engineering Services	Progressing	Action Plan being implemented.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Review and update 15 Year Plant Rolling Replacement Program.	Works Manager	Completed	Plant Replacement Program updated and completed.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Review of EEO Management Plan.	Human Resources Officer	Not Progressing	EEO Management Plan not yet reviewed.
3.3.2.6 Staff are provided with up-to-date and relevant tools to undertake their roles	Computer system support – Training of Users in New Software Products.	Director Corporate and Community Services	Progressing	There have been no new products purchased, but a pleasing upgrade of knowledge and systems usage has occurred with Civic View. The Rates Officer has effectively taken on the role of Civic View administrator.

3.3.3 Council undertakes adequate strategic planning activities and meets all legislative reporting requirements

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Produce Internal Management Reports.	Director Corporate and Community Services	Progressing	Budget comparison reports are being produced fortnightly. The next step is to upgrade the format and quality. The Q1 budget review will see the start of this task.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Produce Annual Estimates.	Director Corporate and Community Services	Not Progressing	This will commence in Q2. A more robust approach to budgeting and examining individual business units is in place with Councillors.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Completion of Annual Financial Statements.	Director Corporate and Community Services	Progressing	Work well underway to have annual financial statements ready for the November Council meeting.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Implementation of Council's Community Engagement Strategy.	Special Projects Officer	Progressing	Community Engagement Strategy implemented. Used to develop an implementation strategy for the Special Rate Variation and to report to and engage with the community on other matters of importance.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Develop Asset Management programs for Shire and Regional roads, drainage, signs and traffic facilities.	Works Manager	Progressing	Asset Management Plans have been developed and form part of Councils Asset Management Strategy. Rural Road Maintenance Programs have been developed and circulated. Priorities within that program are subject to weather conditions prevailing at the time and can cause significant changes to the planned program at short notice.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Review Asset Management Policy and Strategy.	Director Engineering Services	Completed	Asset Management Policy and Strategy were adopted by Council in February 2012 with 4 year life.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Compliance with Integrated Planning and Reporting Requirements (IPRR) as outlined by the DLG.	General Manager	Progressing	All plans distributed. DLG provided with copies and has undertaken assessment. All Council and Committee reports now referenced to the Annual Operational Plan.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Produce Management Reports for Council.	Director Corporate and Community Services	Progressing	Management reports produced for Council monthly.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Implement and monitor the Action Plan for Council in the Cobar Shire Social Plan 2011-2016.	Special Projects Officer	Progressing	Implementation and monitoring of Action Plan for the Shire's Social Plan progressing. Priority items being actioned as the budget allows. Information used to inform Council

Community Strategy	Actions	Council Lead	Status	Action Comments
				activities and plans, such as the Community Enhancement Plan.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Develop and implement annual Works Programmes, for capital and maintenance projects.	Director Engineering Services	Progressing	Maintenance programme progressing. Capital Works programme to be submitted to October Council meeting for adoption.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Workforce Management Strategy, as part of Resourcing Strategy, developed and maintained.	Human Resources Officer	Not Progressing	Scheduled for Q3 (quarter ending 30 March 2013)
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Provision of information to Council on progress.	General Manager	Progressing	All Integrated Planning and Reporting documentation distributed within the organisation, to new Councillors and to the DLG.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Implement and monitor the Action Plan for Council in the Cobar Crime Prevention Strategy 2011-2016.	Special Projects Officer	Progressing	The Action Plan for the Crime Prevention Strategy was monitored and implemented, including the investigation of grant funding through the Crime Prevention Grants. However, no application was made as Council was unable to get sufficient data and program information from NSW Police in time.
3.3.3.1 Council updates the Integrated Planning and Reporting framework documents as required	Development and implementation of a minimum 10 Year Financial Plan for inclusion in the Resourcing Strategy to support the Cobar Shire 2025 Community Strategic Plan.	Director Corporate and Community Services	Progressing	Implementation of LTFP underway. Review planned for Q2 to meet legislative requirements and as part of the SRV process.
3.3.3.2 Service level provision planning undertaken as required	Review and amendment of the Corporate Asset Register.	Director Corporate and Community Services	Progressing	A vast amount of background work has been done in non infrastructure assets and this is expected to be loaded into Civic View in either Q2 or Q3.
3.3.3.3 Undertake legislative reporting requirements	Development of Best Practice Improvement Action Plan and timetabling.	General Manager	Progressing	Best Practice Action Plan developed with timetabling.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
3.3.4.1 Good contract management and procurement practices are employed	Manage Engineering tenders and contracts in accordance with Councils policy.	Director Engineering Services	Progressing	All tenders let conformed to Council policy and Local Government Tendering Guidelines. Contract let for the management of the Cobar Memorial Swimming Pool.
3.3.4.1 Good contract management and procurement practices are employed	Contracts Register updated.	General Manager	Progressing	Contracts register finalised and continuously updated and made available on Council's website.
3.3.4.2 Leases and management agreements monitored, implemented and adhered to	Swimming pool, dentist and doctors surgeries, caravan park, and airport agreements monitored and implemented.	Land Manager Officer	Progressing	All leases and management agreements are current, billed correctly, annual review and increases advised.

Key Activity: Infrastructure

4.1 A clean and reliable water supply.

4.1.1 Pipe the Albert Priest Channel

Community Strategy	Actions	Council Lead	Status	Action Comments
4.1.1.1 Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project	Facilitate the construction of the Albert Priest Channel Pipeline Augmentation Project.	General Manager	Progressing	Initial contact made with Bogan Shire Council for commitment to progressing the project.

4.1.2 Increase Cobar's water allocation

Community Strategy	Actions	Council Lead	Status	Action Comments
4.1.2.1 Lobby the NSW Government to have Cobar's town water supply increased	Organise and facilitate a meeting with relevant Government personnel demonstrating the need for town water licence to be increased.	Services Manager	Progressing	A meeting has been formally requested with the appropriate Government personnel to demonstrate the need to have Cobar's town water supply allocation increased. At this stage, the meeting arrangements have not been finalised.

4.1.3 Improved water treatment systems for the provision of potable water to the villages

Community Strategy	Actions	Council Lead	Status	Action Comments
4.1.3.1 Investigate options to improve the water quality and consistency of water supply in the villages of the Shire	Investigate and prepare report on upgrading non-potable water.	Services Manager	Progressing	These works are ongoing with various options being explored and costed. For example, it is believed the best potable water option at Euabalong and Euabalong West would be a pipeline from Lake Cargelligo.

4.1.4 Improved water infrastructure across the Shire

Community Strategy	Actions	Council Lead	Status	Action Comments
4.1.4.1 Maintenance and repairs of water mains	Review and update Water Supplies Asset Management Plan with 5 year rolling works program.	Services Manager	Progressing	Council has recently gained the new valuations. These new valuations will be utilised now. The updated Water Supplies Asset Management Plan will be reported to the March 2013 Council meeting.
4.1.4.1 Maintenance and repairs of water mains	Repairs carried out promptly.	Services Manager	Progressing	All water mains supply repairs are being carried out promptly. The five breaks in Cobar so far this year have been completed within four hours and the two breaks in the villages were completed within one day.
4.1.4.1 Maintenance and repairs of water mains	Annual Maintenance schedule prepared.	Services Manager	Progressing	The work diagnosed within the Annual Maintenance Schedule for the water supply system is being completed systematically and within budget.
4.1.4.2 Water filtration system adequate and well maintained	Staff record meter readings for data entry.	Services Manager	Progressing	Staff record meter readings daily for data entry purposes.
4.1.4.2 Water filtration system adequate and well maintained	Water tested and treated as required.	Services Manager	Progressing	Water tests are performed daily at the Filtration Plant with jar testing performed as required to ensure the effective treatment of the raw water.
4.1.4.2 Water filtration system adequate and well maintained	Prepare a Developer Servicing Plan for the Water Supply.	Services Manager	Progressing	Council is currently awaiting the draft copy of this Plan. Once this document is reviewed a report will be prepared for Council to approve the consultation phase.
4.1.4.3 Water bores drilled in the villages where appropriate	Drill water bores at Euabalong.	Services Manager	Completed	These works have been completed with two bore holes drilled at both Euabalong and Euabalong West.

4.2 Good communications networks with services equal to the metropolitan areas.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
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Community Strategy	Actions	Council Lead	Status	Action Comments
4.2.1.1 Lobby the government for improved communications networks	Maintenance of radio base stations and licences.	Director Engineering Services	Progressing	Base stations and licences maintained.
4.2.1.2 Lobby the government and business to increase the reliability of energy provision within the Shire	Monitor opportunities for increased reliability and other energies within the shire.	General Manager	Progressing	Appropriate liaison with Essential Energy Regional Management Team undertaken.

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

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

Community Strategy	Actions	Council Lead	Status	Action Comments
4.3.1.1 Road works undertaken according to priority, weather conditions and availability of resources	Inspections by Council staff on a monthly basis to identify maintenance works and report any urgent works to minimise public liability risk to Council.	Works Manager	Progressing	Airport and Airstrip inspections have been completed on a monthly basis with priority issues addressed. Road inspections are on a continuing basis with priority being assessed against existing programs and changed priorities being given where necessary.
4.3.1.1 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.	Works Manager	Progressing	Construction and maintenance works have been continuing on both rural and regional roads. Flood damage works are in the main completed with some sealing works to be completed.
4.3.1.1 Road works undertaken according to priority, weather conditions and availability of resources	Street maintenance and sign maintenance.	Works Manager	Progressing	Street maintenance and sign maintenance programmed and undertaken as required according to resource availability.
4.3.1.1 Road works undertaken according to priority, weather conditions and availability of resources	Undertake work on State Roads in accordance with the RTA Contract.	Contracts Manager RMS	Progressing	Hillview project completed and awaiting line marking. Routine, finalising q1 accruals.
4.3.1.2 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.	Works Manager	Not Progressing	Lack of staff resources have prevented the further development of the Quarry Safety Management Plan. It has been identified that a physical review and identification of all sources of gravel is necessary as a first step followed by the establishment of an overall electronic map of all quarry

Community Strategy	Actions	Council Lead	Status	Action Comments
				sites within the shire. It is anticipated that initial progress will commence in Q3 when planned staff replacements are anticipated to commence.
4.3.1.2 Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Establishment of reserve for the rehabilitation and restoration of disused gravel pits and quarries.	Works Manager	Not Progressing	No action has been taken in regard to this as the priority has been established firstly to identify all existing and future quarry sites and to then determine what sites are to be operated and what sites are to be listed for rehabilitation. It will then be possible to estimate the value of the rehabilitation costs and determine a program funding estimate based on an annual budget provision by Council.
4.3.1.2 Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Use consent for all existing and new quarries progressively obtained.	Works Manager	Not Progressing	No new quarries have been developed nor sought. Use of existing quarries has continued on the basis of existing use. At the completion of the Quarry Review wherein Council's future requirements will be determined and relevant applications made to formalise all quarries in accordance with statutory requirements.
4.3.1.2 Oversee quarrying activities and ensure an adequate supply of good quality gravel for use on the road network	Develop code of practice for the safe operation and rehabilitation of all Council controlled gravel pits and quarries.	Works Manager	Not Progressing	No action has been taken on this pending a review and stocktake of the pits within the shire.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
4.3.2.1 Provide and maintain a safe and adequate footpath and bike path network	Footpath Maintenance.	Works Manager	Progressing	Footpath maintenance program implemented and works undertaken when requested and budgeted.
4.3.2.1 Provide and maintain a safe and adequate footpath and bike path network	Prepare a Pedestrian Access Mobility Plan (PAMP) and Bike Plan for Cobar.	Contracts Manager RMS	Progressing	Discussions held with RMS to source funding. Discussions with consultants commenced and quotes sourced.
4.3.2.1 Provide and maintain a safe and adequate footpath and bike path network	Kerb & Gutter maintenance.	Works Manager	Not Progressing	Kerb and gutter maintenance undertaken when required.

Community Strategy	Actions	Council Lead	Status	Action Comments
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Review of the Airport Management and Strategic Plans.	Works Manager	Progressing	Draft Airport Business Plan developed incorporating proposed improvements and directions for future revenues. Future meeting of the Airport Advisory Committee to review and adopt proposal. All maintenance issues have been identified and prioritised and costed subject to available funds. The top priority being the reseal of the runway estimated to cost \$270,000.
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Conduct regular and statutory maintenance program in accordance with adopted plan.	Works Manager	Progressing	In relation to Cobar Regional Airport all Statutory Inspections and corrective actions have been completed as required by CASA. The Airport now complies with all regulations as is required. Inspections and maintenance programs have been completed for all Shire and Regional roads. Grader maintenance programs have been developed and circulated. Capital Works programs have been developed and submitted to Council.
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Consult with key stakeholders such as Brindabella Airlines.	Works Manager	Progressing	Discussions have been ongoing with Brindabella Airlines and other users of the airport. Hanger leases have been prepared in draft form and will be issued on the completion of the review with Councils solicitors. Formal agreements with Brindabella Airlines and Aerorefuellers are yet to be signed with efforts to have this completed by the end of Q2. The formal Annual Agreement with AirServices Aust has been signed and relates to the continuing establishment of navigational equipment within the Airport precinct.
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Implement the action Plan for the Cobar Aerodrome Strategic Plan.	Works Manager	Progressing	Action Plan has been developed and implemented within the budget limitations. Equipment failure at the airport has necessitated the replacement of the Airport Runway Lighting Control module. Opportunity was taken to comply with CASA requirements for the RPT service wherein the replacement module also contained an AFRU repeater. The cost of this replacement is estimated at \$8,000 which was not provided within the current budget
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of	Airport infrastructure meets the requirements of	Works Manager	Completed	Cobar Airport complies with all statutory requirements for operation as a RPT Airport and meets the requirements of

Community Strategy	Actions	Council Lead	Status	Action Comments
the Cobar community	CASA and Air Services Australia.			General Aviation.
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	Undertake regular maintenance program, according to the adopted budget.	Works Manager	Progressing	Maintenance operations have been continuing on a planned basis. Operational priorities may change due to the requirements of weather conditions.
4.3.2.2 Cobar airport maintained and available for RPT and general aviation to meet the needs of the Cobar community	To have an operational plan to ensure that the airport is maintained to the standards set by the CASA and the associated regulations.	Works Manager	Progressing	A review of all maintenance and capital requirements of the airport has been completed. All regulatory work has also been completed ensuring that the airport meets all statutory requirements. With the introduction of the larger capacity RPT service to Cobar, real concerns are now evident as to the continued serviceability of the sealed runway. Council is currently developing avenues to seek adequate funding from either the state or federal governments for the refurbishment of the sealed runway.
4.3.2.3 Landing strips at Nymagee, Euabalong and Mt hope adequately maintained	To maintain runways as a grass surface in a state that is acceptable for dry weather operation. To ensure that the airstrips comply with the minimum standards for operation.	Works Manager	Progressing	The grass runway at Cobar Regional Airport has been maintained in accordance with the conditions required by CASA. All rural airstrips have been graded and windsocks replaced. Council needs to be mindful of the necessity to replace the majority of gable markers at these airstrips in order to provide adequate visibility for pilots on approach. The cost of these gable markers have not been provided for in the current budget.

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.

Community Strategy	Actions	Council Lead	Status	Action Comments
4.3.3.1 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.	Director Engineering Services	Progressing	No complaints of lack of maintenance received.

4.4 Good quality and affordable community facilities and infrastructure.

4.4.1 Develop well designed and expanded playgrounds catering for all age groups

Community Strategy	Actions	Council Lead	Status	Action Comments
4.4.1.1 Provide and maintain safe and adequate playground facilities	Supervision of playground facilities ensuring safety and convenience for all prospective users.	Services Manager	Progressing	All playground facilities are inspected three times a week. This ensures the safety and convenience levels are maintained to all prospective users. So far this financial year no accidents or incidents have been recorded on any playground facilities.
4.4.1.1 Provide and maintain safe and adequate playground facilities	Financial Management to ensure gradual upgrade of equipment to meet Australian Standards.	Services Manager	Progressing	There is ongoing financial management to ensure the gradual upgrade of equipment to meet Australian Standards. This has seen Council not receive any complaints or negative feed back in regards to playground facilities.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
4.4.2.1 Implement the Ward Oval Masterplan	Suitable investigation, design, tender letting and project supervision.	Director Engineering Services	Progressing	Projects progressing to appropriate standard.
4.4.2.1 Implement the Ward Oval Masterplan	Work with government agencies to attract funding for the project.	Special Projects Officer	Progressing	Council has applied for, and received funding to replace Number 2 cricket pitch and construct a new turf wicket adjacent to the Number 1 pitch. Grant opportunities sought to implement other aspects of the master plan. Council not in a financial position to undertake the Pavillion project at this point in time.
4.4.2.2 Undertake Council's cemetery operations in an appropriate and dignified manner	Develop appropriate Improvement Action Plan and Financial Plan that will increase the Improvements to the Cemetery and to increase Fees as required on a regular basis.	Services Manager	Progressing	The development of the Cemetery Improvement Action Plan is ongoing. A prioritised improvements list is being formulated.
4.4.2.2 Undertake Council's cemetery operations	Provide strategic direction and management, through the Cobar Cemetery Management Plan in	Services Manager	Progressing	Strategic direction and management provided through the Cobar Cememtery Management Plan in consultation with

Community Strategy	Actions	Council Lead	Status	Action Comments
in an appropriate and dignified manner	consultation with the Cobar Cemetery Committee and interested persons.			the Cobar Cemetery Committee and interested persons. This has resulted in required maintenance works, both preventative and reactive, completed within desired timeframes.
4.4.2.2 Undertake Council's cemetery operations in an appropriate and dignified manner	Provide assistance and supervision and materials etc to the Cemetery committee contractor.	Services Manager	Progressing	Assistance, supervision and materials have been provided to the Cemetery Committee contractor. This has seen the Cemetery maintained to the satisfaction of the community inline with the recommendations of the Cemetery Committee. There is always a rapid repair of any vandalism damage excluding the graves and headstones.
4.4.2.2 Undertake Council's cemetery operations in an appropriate and dignified manner	Internment of deceased persons	Services Manager	Progressing	All internments of deceased persons have been completed in accordance with regulations.
4.4.2.2 Undertake Council's cemetery operations in an appropriate and dignified manner	Enquiries dealt with in a sympathetic manner.	Services Manager	Progressing	All enquiries dealt with in a sympathetic manner and actioned within 10 working days.
4.4.2.2 Undertake Council's cemetery operations in an appropriate and dignified manner	Keep stock of pre-dug graves in reserve.	Services Manager	Progressing	Council is currently maintaining an appropriate number of pre-dug graves.
4.4.2.3 To provide quality and readily accessible library services to Cobar and villages	The Library provides public access to the internet service where possible.	Manager Library Services	Progressing	9 computers provided for public access. 1,990 hours of computer use for Q1. 238 hours of wireless bookings for Q1.
4.4.2.3 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.	Manager Library Services	Progressing	Library manager trained in conducting performance conversations. Library staff skills developed in cataloguing processes, and cash register procedures and operation.
4.4.2.3 To provide quality and readily accessible library services to Cobar and villages	Develop, implement and review Marketing and Action Plan for Library Services.	Manager Library Services	Progressing	Requested marketing and action plans from other libraries for comparison and contrast.
4.4.2.3 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.	Manager Library Services	Progressing	1,160 items added to the collection in Q1. 6,368 items loaned out in Q1. 1,052 items = value \$30,279 (at cost) removed in Q1. Current stock on shelf 26,762 items = value \$486,653 (at cost).
4.4.2.3 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	Manager Library Services	Progressing	8,575 visits counted in Q1. 100 new members joined in Q1. Total membership = 2,435 members. Monthly new book list and events calendar e-mailed to press and a community

Community Strategy	Actions	Council Lead	Status	Action Comments
	groups.			group. Information on foreign language book collection, holiday activities, online resources and home library service to be published in Council newsletter.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Carry out regular patrols of Council properties and report any vandalism	Ranger	Progressing	Regular patrols of Council properties carried out and vandalism reported. Police and Councillors notified of any irregularities.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Arrange contracts and construction work for capital works.	Director Planning and Environmental Services	Not Progressing	Only capital funds available in budget are for housing upgrades. None required in Q1.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out approved maintenance in accordance with Council's policy and current lease arrangements	Ranger	Progressing	Maintenance carried out as required on Council's buildings, including all air conditioners serviced in preparation for hot weather.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Development of Cobar Shire Councils' Asbestos Register.	Director Planning and Environmental Services	Not Progressing	Limited resources have not allowed this project to progress to-date.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Provide staff and tradesmen to carry out house maintenance.	Ranger	Progressing	Council's housing stock maintained as required.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Prepare Plans of Management for Council's controlled Land.	Land Management Officer	Progressing	Plans of management have started to be prepared.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Housing stock upgrade and budget accordance with Council's policy.	Director Planning and Environmental Services	Progressing	Works programmed for later in the year.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them appropriately.	Commercial building and surgery maintenance.	Ranger	Progressing	Structures maintained. Air conditioners serviced.
4.4.2.4 Maintain all Council land and buildings to an appropriate standard and use them	Development of Cobar Shire Council Staff Housing Strategic Plan.	Director Planning and Environmental Services	Not Progressing	Limited resources available.

Community Strategy	Actions	Council Lead	Status	Action Comments
appropriately.				

4.4.3 Improve recreational facilities at the water reserves

Community Strategy	Actions	Council Lead	Status	Action Comments
4.4.3.1 Maintain and improve recreational facilities that are available at the Newey and Old Res reserves	Increase availability and utilisation of facilities at the Newey and Old Res reserves.	Services Manager	Progressing	Council staff have been increasing the availability and actively encouraging the community to utilise the Newey and Old Res reserves. This has seen the numbers of people using these facilities steadily rising.

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

Community Strategy	Actions	Council Lead	Status	Action Comments
4.4.3.2 Maintain suitable stormwater network including kerb and guttering	Maintenance of overland flow areas to prevent build up of obstructions, which could lead to 'backwater' effect.	Services Manager	Progressing	Council has maintained a suitable stormwater network with all removal, maintenance and cleaning works performed routinely on overland flow areas, kerb and guttering etc. All these works have been completed within allocated budget.
4.4.3.2 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.	Services Manager	Progressing	Maintenance of the CBD and other areas of town where overland flow is the means of runoff is routinely being performed this includes maintenance of the kerb and guttering system.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Repairs carried out promptly.	Services Manager	Progressing	All required repairs to stormwater and sewer networks have been completed within a 6hr timeframe. Maintenance and expansion of these systems has been performed both routinely and as required. Council has provided, maintained and operated the sewer network, disposal system and treatment works effectively and efficiently satisfying the community, stakeholders and government agencies 100% in the first quarter.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment	Implement a detection program for illegal	Services Manager	Progressing	Approximately thirty percent of Cobar's Sewerage Scheme has been tested and relevant correspondence has been

Community Strategy	Actions	Council Lead	Status	Action Comments
works	Stormwater connections into Sewerage Scheme.			given to all households notifying them of faults/potential issues. The remaining seventy percent will be completed by the end of the fourth quarter.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Annual Maintenance schedule prepared.	Services Manager	Progressing	A annual maintenance schedule has been developed for both the stormwater and sewerage networks with all designated maintenance works completed on time and within budget thus far.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Prepare Developer Servicing Plan for Sewerage Scheme.	Services Manager	Progressing	Councils Developer Servicing Plan for Sewerage is almost completed with a draft copy expected to be completed by the 1st November 2012. Once this document has been reviewed I will prepare a report to go to Council so the consultation process can commence.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Quality of water to meet EPA criteria.	Services Manager	Progressing	All effluent water that has left the Cobar STP meets EPA guidelines, this being said Phosphorous levels are still moderately high perhaps Council in the future should look at dosing Aluminium Sulphate to dramatically lower load based licensed costs.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Review and update Sewerage Services Asset Management Plan with 5 year rolling works program.	Services Manager	Progressing	The new valuations have been received this will see me updating the Sewerage Services Asset Management Plan in the near future. I am aiming for the March 2013 Council meeting.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Review and update Sewerage business plan.	Services Manager	Completed	The Water Supply and Sewerage Services Strategical Business Plan has been formulated and adopted by Council.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Monitor quality.	Services Manager	Progressing	All relevant flowmeters are read daily and all testing has been completed as per EPA licence requirements. Furthermore these test results have been displayed on Councils website as per new requirements.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment	Implement Liquid Trade Waste policy and program.	Services Manager	Progressing	Council has formally adopted a Liquid Trade Waste Policy with the implementation now ongoing.

Community Strategy	Actions	Council Lead	Status	Action Comments
works				
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Monitor quality and maximise use.	Services Manager	Progressing	Effluent water usage is being maximised with quality being monitored. Council still has to complete additional works to gain approval from NSW Office of Water to supply effluent water for re use. These works are ongoing with prices currently being considered for a Recycled Water Management Plan this is the first requirement from the NSW Office of Water.
4.4.3.3 Provide, maintain and operate a sewer network and disposal system and treatment works	Investigate possible extension of Sewerage Reticulation into the East Cobar Area.	Services Manager	Progressing	The investigation into the possible extension of Sewerage Reticulation into the East Cobar area is ongoing with some different options being considered.

4.4.5 Maintain and service villages

Community Strategy	Actions	Council Lead	Status	Action Comments
4.4.5.1 Maintain and improve village facilities and services	Regularly maintain parks, streets and footpaths in all villages.	Services Manager	Progressing	Council has maintained all Parks, Streets and Footpaths within all villages to an appropriate standard.

Key Activity: Environment

5.1 Ability to adapt to climate change and benefit from climate change initiatives.

5.1.1 Develop an alternative energy industry in Cobar

Community Strategy	Actions	Council Lead	Status	Action Comments
5.1.1.1 Lobby business and government to encourage the development of an alternative energy industry in Cobar	Monitor opportunities for development of an alternative energy industry in Cobar.	General Manager	Progressing	Initial contact made with solar energy company for investigation of progression of projects.
5.1.1.2 Encourage solar energy use and the efficient use of energy by residents and businesses	Apply for funding.	Land Management Officer	Not Progressing	No funding available to apply for.
5.1.1.2 Encourage solar energy use and the efficient use of energy by residents and businesses	Implement projects that have received funding.	Land Management Officer	Not Progressing	No funding has been available to apply for, so there are no projects to implement.
5.1.1.2 Encourage solar energy use and the efficient use of energy by residents and businesses	Continue information sessions about the OEH Save Power Program.	Land Management Officer	Not Progressing	Funding available to apply for next quarter.

5.1.2 Develop community leadership on becoming leaders in resource use, reuse and recycling

Community Strategy	Actions	Council Lead	Status	Action Comments
5.1.2.1 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.	Manager Planning and Environmental Services	Progressing	All street and park bins regularly.
5.1.2.1 Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage	Provide a trade waste collection service to all	Manager Planning and	Progressing	Trade waste collection service provided and utilised.

Community Strategy	Actions	Council Lead	Status	Action Comments
collection in the relevant villages	customers on a fee for service.	Environmental Services		
5.1.2.1 Undertake kerbside garbage collection and recycling in Cobar and kerbside garbage collection in the relevant villages	Prepare Waste Services Strategy that includes Cobar Recycling, Euabalong, Euabalong West & Murrin Bridge for Consultation.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.
5.1.2.1 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.	Manager Planning and Environmental Services	Progressing	Domestic waste collected weekly and transported to Depot for Cobar.
5.1.2.2 Maintain the town and village tips to a high standard	Prepare Landfill Management Plan.	Manager Planning and Environmental Services	Not Progressing	Limited resources available.
5.1.2.2 Maintain the town and village tips to a high standard	Provide waste disposal facilities for Nymagee & Canbelego and depots at Euabalong & Euabalong West.	Manager Planning and Environmental Services	Progressing	Waste services being provided.
5.1.2.2 Maintain the town and village tips to a high standard	Provide for the management of the Cobar Waste Disposal Depot so as to comply with statutory obligations.	Manager Planning and Environmental Services	Progressing	Depot being maintained in accordance with legislation.
5.1.2.2 Maintain the town and village tips to a high standard	Carry out surveillance of waste depot and access roads to minimise the spread of waste from vehicles and surrounding areas so as to detect unauthorised waste disposal and undertake appropriate enforcement action.	Manager Planning and Environmental Services	Progressing	Regular patrols being maintained.
5.1.2.3 Encourage efficient water use by Shire residents	Prepare an advertising campaign promoting efficient water use by Shire residents with the assistance of savewater.	Services Manager	Completed	An advertising campaign including television advertisements has been conveyed to the community and positive results are being displayed by the community in regards to the efficient use of water.

5.2 Well managed public and private land.

5.2.1 Develop a grazing industry that is based on managed, not feral, stock to improve pasture management

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.1.1 Provide support to industry bodies for improved grazing management practices	Maintain an awareness of government land management incentives and programs.	Land Manager Officer	Progressing	No incentives or programs have been available during quarter one

5.2.2 Have a planting program for Cobar and villages and encourage the schools and businesses to participate

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.2.1 Develop and instigate a planting program	Prepare a program for planting in the whole Shire utilising correct plant material for the correct application/location.	Services Manager	Progressing	The development of this program is ongoing with a suitable plant material list still being formulated.
5.2.2.1 Develop and instigate a planting program	Apply for funding to undertake planting activities.	Services Manager	Progressing	Currently funding has not been applied for the purpose of a group planting activity although potential funding sources and opportunities are being monitored.
5.2.2.1 Develop and instigate a planting program	Implement Street Tree Policy.	Services Manager	Progressing	Investigations commenced with sample Street Tree Policies obtained. It is expected that Council's Street Policy that is currently in development will be reported to the March 2013 Council Meeting.
5.2.2.1 Develop and instigate a planting program	Develop a Street Tree Policy.	Services Manager	Progressing	A Street Tree Policy is currently being developed with the assistance of Councils Land Management Officer.

5.2.3 Manage the crown land and commons

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.3.1 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.	Ranger	Progressing	Council maintains the pound and dogs and other animals regularly seized and impounded.

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.3.1 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.	Ranger	Progressing	Services provided and regular micro-chipping of cats and dogs undertaken.
5.2.3.1 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.	Ranger	Progressing	Dog and cat database kept up-to-date. Promotion of responsible dog and cat ownership undertaken. Signs on noticeboards promoting the need to have all puppies microchipped prior to sale.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Provide annual registration of commoners and maintain roll.	Ranger	Progressing	Annual registration of commoners undertaken and roll maintained.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound dogs and cats found on a public place & surrendered animals and undertake appropriate enforcement action.	Ranger	Progressing	Dogs and cats impounded. Appropriate enforcement action undertaken. 40 dogs seized, 19 of which were euthanased. 4 cats impounded, 3 euthanased.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Impound straying stock.	Ranger	Progressing	Stray stock impounded as required.
5.2.3.1 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.	Ranger	Progressing	19 dogs euthanased and 3 cats.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Maintain pound yards.	Ranger	Progressing	Pound yards maintained and utilised.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Carry out regular patrols of the Common.	Ranger	Progressing	Regular patrols of the Common undertaken.
5.2.3.1 Provide ranger services to control animals in public places and to manage the common areas and crown land	Register all stock on Common.	Ranger	Progressing	All stock on the common registered.

5.2.4 Long term management of noxious weeds

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Implement a regional communications strategy.	Land Management Officer	Not Progressing	It is anticipated that one newspaper article will be written before the end of June 2013. It is anticipated that a display/stall will be arranged for the Cobar Show in April/May 2013.
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Monitoring Program implemented	Land Management Officer	Not Progressing	Mapping of infestations will occur as they are found. Photo points are established where appropriate. Re-inspection program of relevant sites will be carried out next quarter.
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Promote use of hygienic practices within Council and increase their weed identification skills.	Land Management Officer	Progressing	
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Increased participation of community groups.	Land Management Officer	Progressing	Database being maintained and contact with these groups occurring as required.
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Invasive weeds effectively managed on private lands.	Land Management Officer	Progressing	All landholders are being provided with relevant extension information. Inspection of 70 Private Properties Re-Inspection of 15 Private Properties
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Provide effective and targeted on-ground weed control.	Land Management Officer	Progressing	Sites being monitored. Biological control agents spread to private properties. Three (3) properties received control agent for Devils Rope Pear (<i>Cylindropuntia imbricate</i>) Three (3) properties received control agent for Common Pest Pear (<i>Opuntia stricta</i>)
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Invasive Species on public lands are managed effectively.	Land Management Officer	Not Progressing	Anticipate that inspections of Council and State owned land will occur next quarter
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Continue Implementation of Regional Inspection Plan.	Land Management Officer	Progressing	The following inspections have been carried out:- 7 high risk TSRs 100km high risk railway corridors 91km high risk water courses 2440km of roadsides inspected

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Management Programs prioritised to give the greatest benefit.	Land Management Officer	Progressing	Actions being implemented for low priority weeds
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Improve/Update knowledge of Weeds Inspector.	Land Management Officer	Progressing	Training Undertaken MapInfo Professional Level 2
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	An increase in the number of weed awareness program run (eg weed warriors).	Land Management Officer	Not Progressing	Noxious Weeds Officer has been in contact with the schools. As yet there is no interest in running a weed warrior program.
5.2.4.1 Monitor noxious weed infestations, provide advice, undertake spraying on public areas and complete appropriate reports	Prompt containment or eradication and ongoing monitoring of new incursions.	Land Management Officer	Progressing	Rapid Response Plan in place for use if required. Monitoring of relevant sites in accordance with Rapid Response Plan. No High Priority Weeds found in first quarter.

5.2.5 Vibrant and well run national parks that are accessible and well used

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.5.1 Lobby the NSW government to ensure the local national parks are vibrant and	Monitoring of services provided for local national parks.	General Manager	Not Progressing	No action taken this quarter.

5.3 Clean air in the community.

5.3.1 Manage the externalities of mining and other industries operating close to towns and villages to minimise air pollution

Community Strategy	Actions	Council Lead	Status	Action Comments
5.2.5.1 Monitoring and regulation of activities to minimise air pollution	Respond to mining related air pollution complaints.	Director Planning and Environmental Services	Progressing	Non received to-date.

