



Bi-annual Report Delivery Program

January – June, 2014



Introduction

In 2009, the NSW Government introduced a new framework guiding local government in a different approach to planning for, and reporting on, their activities. This new framework is known as Integrated Planning and Reporting.

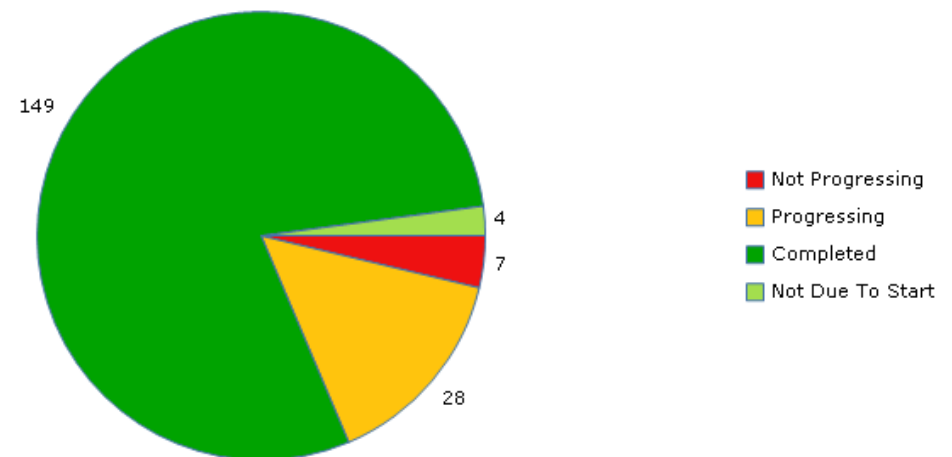
Coonamble Shire Council adopted its first suite of documents within the Integrated Planning Framework in 2012. Overarching this suite of interrelated plans is the Community Strategic Plan 2026 which identifies the aspirations of the community.

Council's Delivery Program outlines activities that Council will undertake in order to deliver its part of the Coonamble Shire Strategic Plan. At the beginning of each year, Council prepares an Operational Plan which outlines the actions Council will undertake to work towards achieving the outcomes in the four year Delivery Program.

Council is required to report its performance in these activities to the community, on a six-monthly basis. This report outlines Operational Plan activity for the period 01 January to 30 June 2014.

Overall, of the 188 items, 149 are completed, 28 are progressing and 11 are either yet to commence, or not progressed.

The actions remaining incomplete will be progressed as part of the 2014/15 Operational Plan.



Highlights

Our Infrastructure

- Splash Pad installation Coonamble Pool
- Improvements to parks and gardens
- Upgrade of Dubbo Road & Aberford Intersection
- Commenced safety upgrade at Saleyards
- Membership of Lower Macquarie Water Utilities Alliance
- Upgrade to the irrigation systems at Smith Park & both Coonamble and Gulargambone Sportsgrounds
- Replacement of fencing at the Coonamble Showground
- Construction of internal road at Airport
- Resealing/ reconstruction program of Urban streets including the reconstruction of Coughran's Canyon
- Construction of 28 grant funded pram ramps throughout Coonamble
- Installation of Pre-coater unit at Council Quarry

Our Economy

- Facilitated Rodeo Committee flagship event funding
- Commenced tendering process for Coonamble Caravan Park development

Our Leadership

- Four school based trainees commenced 2 year Traineeships in Business Administration and IT
- Increased membership of Coonamble Shire Youth Council
- Youth Council member awarded Australia Day Young Citizen of the Year
- “Boss for the Day” mentoring workshops gave young people the opportunity to identify and resolve community issues

Our Environment

- Continuation of a moratorium on Coal Seam Gas mining
- Supporting the community to lobby for a Gas Field free Shire environment

Our People

- Stories in the Street early literacy program continued
- Expansion of Coonamble Library services to include after school activities for young people, homework help, regular movie nights and targeted literacy activities
- Youth Council developed and led a number of youth related events
- Youth Council secured transport funding to assist young people from Coonamble, Gulargambone and Quambone attend local events
- Commencement of youth holiday program at Gulargambone
- Facilitation of January holiday program at Quambone
- Supporting a range of cultural and community building events
- Burglar Beware II project completed
- Successful Vacation Care audit and assessment under the new Children’s Services Quality Framework
- Facilitation of Family Fun Pool Day event at Coonamble Pool

Theme 1: Our People

P1 Our community is connected across geographic, interest, cultural and social groups

P1.1. Leverage online technologies to improve virtual connections

DP Action	Operational Plan Action	Progress	Comment
P1.1.1. Improve the quality of Coonamble Shire Website and include opportunities for community groups to share information.	Website includes opportunities for community groups to share information - 2012/13 completed.	100%	Completed 2012/13.
P1.1.2. Utilise internet technology to provide community information to specific demographic and interest groups.	Installation of easy access computer in Library, specifically for people with a disability.	30%	Currently researching alternative operating systems suitable for people with a disability.

P1.2 Increase the representation of Aboriginal people in community roles including local Council

DP Action	Operational Plan Action	Progress	Comment
P1.2.1. Utilise Local Government Week to raise awareness of the role and function of Council	Conduct community awareness campaign during Local Govt Week August 2013.	100%	Community awareness activity involving a guided tour of Council departments.
P1.2.2. Provide appropriate opportunities for Aboriginal people to participate in Council's community planning	Regularly attend CWPs, provide information and gain feedback. Utilise NAIDOC and other specific events for consultation activities.	100%	Information provided, and feedback sought, from Community Working Party, Aboriginal Educational Consultative Group and Local Aboriginal Land Council. Consultation undertaken during NAIDOC event/s.

P1.3. Leverage the skills and knowledge in our community to promote social interaction and facilitate knowledge sharing

DP Action	Operational Plan Action	Progress	Comment
P1.3.1. Support activities/projects that increase community participation and connection	Collaborate with Government, non-Government organisations and community in facilitation of activities that build social capital.	100%	Participation in community events and activities eg: Children's Week, International Day of People with a Disability, NAIDOC events, after school Library activities, Rodeo.
P1.3.2. Maintain local business database. Distribute relevant information to local businesses	Maintain Website business database.	100%	Website content updated. Website format updated with dropdown menus and additional fields.
P1.3.3. Source, collate & distribute residents packs and Welcome to Coonamble bags	Co ordinate organisations and groups for resources, collate packs for Welcome to Coonamble committee.	100%	Packs compiled for Welcome events in Coonamble and Gulargambone. 49 bags distributed January to June.
P1.3.4. Provide Community Development Workers to facilitate community building	Recruit to position, if vacant.	100%	Recruitment continuing.
P1.3.5. Continue to consult residents with a focus on quality of life experience rather than sole satisfaction with Council services	Produce, distribute and collate Shire wide survey.	100%	Survey complete.

P2 Our Community is a place where people feel safe

P2.1. Encourage an inclusive, active community where people look out for each other

DP Action	Operational Plan Action	Progress	Comment
P2.1.1. Utilise Safer by Design principles in public space planning	Incorporate Safer by Design principles into any public space development including parks, walkways, car parks.	100%	Public space development carried out in accordance with standards, regulations and safer by design principles.

DP Action	Operational Plan Action	Progress	Comment
P2.1.2. Work with Police and communities to target crime “hot spots”	Participate in Community Policing meetings. Contribute to Community Safety Committee planning.	100%	Police & Community meetings attended. Liaison with Police and community in development of crime prevention projects.
P2.1.3. Support activities that promote community involvement in neighbourhood safety (eg: Neighbourhood Watch).	Facilitate Burglar Beware Project.	100%	Project completed to timeline and budget.
P2.1.4. Encourage safety audits for elderly residents	In conjunction with Police, co-ordinate home safety audits for aged and/or vulnerable residents.	100%	Audits complete.

P2.2. Develop and grow the community’s sense of shared responsibility

DP Action	Operational Plan Action	Progress	Comment
P2.2.1. Work with partners to develop programs that assist women and children to escape from family violence and men to address family violence	Collaborate with Coonamble Domestic Violence Committee to develop a Committee level DV Prevention Plan.	100%	Plan complete. Facilitation of the Domestic Violence Collective handed to Inspiration House/Family Wellbeing.
P2.2.2. Work with community groups to lobby for the development of a domestic violence safe house	Contribute to the development and submission of a business case for DV safe house.	100%	Business Case completed and submitted for funding.
P2.2.3. Work with community groups to develop local solutions to drug and alcohol related issues	Participate in Coonamble Alcohol and Drug Advisory Group initiatives.	100%	Continued participation in group training, networking and capacity building.

DP Action	Operational Plan Action	Progress	Comment
P2.2.4. Work with partners to develop strategies to minimise crime and anti-social behaviour in the community	Contribute to Youth Council, DV Committee, Alcohol & Drug Advisory Group, Community Safety Committee initiatives where appropriate.	100%	Action includes Youth Council initiatives (Bang the Table), Gulargambone Holiday Program, Quambone Holiday Program, after school activity program, fortnightly movie nights.
P2.2.5. Control straying animals	Develop and implement community education campaign.	100%	Ongoing verbal education and increased enforcement supported the campaign implemented during July-December 2013.
P2.2.6. Provide Crime Prevention information	Publish information on Council website.	100%	Information posted.
P2.2.7 Liaise with local Police and State Government to increase Police presence	Attend Police & Community meetings. Advocate as issues arise.	100%	No Police & Community meetings scheduled. Policing issues raised with Local Area Command as they arise

P3 A range of services supports our community to lead healthy Lifestyles

P3.1 Support and promote healthy lifestyles

DP Action	Operational Plan Action	Progress	Comment
P3.1.1. Advocate, support and raise awareness of programs that promote the physical and mental health and well-being of community members.	Promote Beyond Blue program through Youth Week. Promote Black Dog Institute through Libraries. Partner with local agencies in community development activities, within Council's resources.	100%	Facilitated Bike Week Activity. Promotion of mental health information through Libraries. Participation in Health Service Pitt Stop program, support of White Ribbon and other domestic violence campaigns. Mental health programs promoted through Youth Week, membership of "Racism, it stops with me" campaign, expansion of community activities available in Library.
P3.1.2. Inspection of Food premises.	Carry out annual inspection program.	100%	Food premises inspected and up to date with food requirements.
P3.1.3. Investigate and develop further age appropriate play areas that meet the needs of ages 0-5 and 6-12 years.	Not due(2014/15)	0%	

P3.2. Improve access to medical and specialist services

DP Action	Operational Plan Action	Progress	Comment
P3.2.1. Maintain existing level of assistance to medical and dental facilities within the Shire	Provide subsidised accommodation for dental and medical practitioners.	100%	Ongoing subsidised accommodation provided for Medical and Dental services in line with Council Policy.

P3.3. Support the production of local produce, including home-grown and domestic produce

DP Action	Operational Plan Action	Progress	Comment
P3.3.1. Ensure ongoing program of noxious weed and insect control through membership of Castlereagh – Macquarie County Council.	Attend Castlereagh Macquarie County Council meetings. Provide financial contribution.	100%	2013/14 Financial contribution paid to the Castlereagh Macquarie County Council. Funding for the 2014/15 contribution included in Council's adopted estimates.
P3.3.2. Provide quality assistance and advice to industry and community.	Upgrade community Website information.	100%	Council's Website updated with information received from relevant authorities.

P3.4. Improve access to services for disengaged community members

DP Action	Operational Plan Action	Progress	Comment
P3.4.1. Support appropriate community development activities undertaken by a range of organisations and provide assistance with project development, governance, grant writing, community building and group facilitation.	Provide community assistance through Grants Officer. Support Inspiration House with governance assistance. Assist local community service agencies with Community Development capacity building. Liaise with Moorambilla committee.	100%	Community grants workshop facilitated June-Dec 2013, Moorambilla assisted, DV committee grant assistance, grants information available on Website. Assistance to Management Committee of Inspiration House.

P3.5. Increase the community's involvement in sporting activities

DP Action	Operational Plan Action	Progress	Comment
P3.5.1. Ensure parks and gardens and sportsgrounds are maintained to an acceptable standard.	Replace sprinkler system Coonamble & Gulargambone. Improve garden beds, main street Coonamble.	100%	Installation and upgrade of sprinkler systems at Smith Park, Coonamble and Gulargambone sporting grounds completed. Replanting of garden beds with seasonal flowers at the entrance to the main street of Coonamble.

P4 Our community respects and encourages the diversity of culture, ability and ages of our population

P4.1. Increase opportunities for our community to celebrate together

DP Action	Operational Plan Action	Progress	Comment
P4.1.1. Support activities that promote cultural awareness and diversity in ability and age	Participation in Youth Week, Children's Week, Harmony Day, Senior's Week, International Day of People with a Disability & NAIDOC.	100%	Youth Week events facilitated in collaboration with Youth Council and community partners. Participated in Children's Week, Seniors Week and NAIDOC by supporting community partners. Hosted International Day of People with a Disability and Harmony Day in Coonamble Library.
P4.1.2. Continue to facilitate Australia Day activities	Host Annual Australia Day event	100%	Event facilitated.

P4.2. Improve interaction across social cultural and age groups

DP Action	Operational Plan Action	Progress	Comment
P4.2.1. Provide strategic early intervention community development programs for children and young people.	Facilitate Junior Youth Council project & Youth Council. Seek funding opportunities that align with Council's Child & Youth Development policy.	100%	Junior Youth Council project completed. Youth Council membership increased with representation from Gulargambone Central School.

DP Action	Operational Plan Action	Progress	Comment
P4.2.2. Support strategies that focus on active ageing and ageing in place	Facilitate Senior's Week event/activity at Coonamble Library. Begin consultation for Coonamble Shire Positive Ageing Strategy.	100%	Supported local Seniors Week activity. Planning for Positive Ageing Strategy commenced.
P4.2.3. Develop an Ageing Population Strategy for the Shire.	Develop an Ageing Population Strategy for the Shire. (Due 2014/15)	0%	Not due to start.
P4.2.4. Work in collaboration with agencies and community groups to address existing and emerging issues specific to the Aboriginal community	Attend Community Working Party meetings. Work with CWP to advance local Aboriginal Community Action Plan	100%	Collaboration with CWP (Coonamble and Gulargambone) to advance their Community Action Plans.
P4.2.5. Develop a Multicultural Services Program Plan (MSPP) and review annually	Conduct consultation and finalise MSPP.	100%	Multicultural Services Program Plan completed and endorsed by Council.
P4.2.6. Develop a Disability Action Plan	Consultation and collaboration with stakeholders. Production of Disability Action Plan.	50%	Disability Action Plan preparation commenced.
P4.2.7. Ensure Council consultation provides opportunities for participation for people from diverse backgrounds	Develop Community Consultation Guidelines.	100%	Community Consultation Policy and Procedure completed.
P4.2.8. Provide appropriate support to organisations that provide services to people with a disability and culturally and linguistically diverse (CALD) community members	Provide community development support to local organisations providing CALD services, where requested.	100%	No requests made.
P4.2.9. Provide appropriate support to the development of an Aboriginal Cultural Centre (ACC).	Provide appropriate support, through relevant departments, for the development of an ACC, if requested.	100%	No assistance requested.

P4.3. Promote role models who demonstrate community respect

DP Action	Operational Plan Action	Progress	Comment
P4.3.1. Provide Aboriginal Cultural Awareness training to all staff and Councillors.	Provide Aboriginal Cultural Awareness training to all staff and Councillors.	10%	Action will be completed in Sept 2014.

P4.4. Promote more cultural events in the shire

DP Action	Operational Plan Action	Progress	Comment
P4.4.1. Assist with Moorambilla event	Provide agreed financial contribution. Liaise with Moorambilla Committee.	100%	Moorambilla Festival assistance provided.
P4.4.2. Assist Coonamble Shire events with marketing and promotion.	Provide promotion through e-newsletter & Website. Provide advice and guidance through Tourism staff.	100%	Timely and relevant information provided on Website. E-newsletter produced regularly. Produced and distributed Spring Event Calendar and posters.

Theme 2: Our Infrastructure

I1 Strong community connections: Our community connections support and facilitate our access to each other and our local services

I1.1. Maintain local road maintenance and construction

DP Action	Operational Plan Action	Progress	Comment
I1.1.1. Continue to implement rolling plant replacement program	Replace plant in accordance with Rolling Replacement Program.	80%	Major plant replaced.
I1.1.2. Depot maintained and upgraded	Maintain Depot to meet legislative requirements.	100%	Depot maintained to meet legislative requirements.
I1.1.3. Plant operated efficiently and economically	Monitor Plant usage and costs.	100%	Plant operated efficiently and economically.
I1.1.4. RMS RMCC Contract continued on Castlereagh Highway (HW 18)	RMCC Maintenance Contract completed as directed by the RMS.	100%	Contract signed and works undertaken in partnership with the RMS.
I1.1.5. Routine maintenance, heavy patching and reseals continued under Regional Roads Block Grant contract	Regular inspection and programming of heavy patching and resealing.	100%	Inspections undertaken and ongoing. Reseal and heavy patch program complete.
I1.1.6. Reconstruction of sealed regional roads under Regional Roads Repair Program continued	Submit applications for REPAIR funding and complete successful grant projects.	100%	2013/2014 Funding received and works completed.
I1.1.7. Continue local roads reconstruction under Roads to Recovery Program	Complete rehabilitation and widening of SR86 (Carinda Road).	100%	Planned works complete.

DP Action	Operational Plan Action	Progress	Comment
11.1.8. Continue local sealed roads routine maintenance, heavy patching & resealing	Regular inspection and allocation of resources in accordance with budget and schedule.	100%	Inspections ongoing. Planned heavy patching and resealing works complete.
11.1.9. Continue local unsealed roads routine maintenance, grading, reforming, re-laying, causeway re-sheeting	Complete maintenance and improvement works as detailed in Roads Management Plan.	50%	Progressed Roads Management Plan within limitations caused by dry weather conditions.
11.1.10. Implement asset management inspection regime and maintenance defect register	Implement asset management inspection regime and maintenance defect register.	75%	Ongoing.
11.1.11. Implement 3 yearly pavement investigation based on technically sound practices	Review test results for deflections and roughness.	100%	Ongoing.

11.2. Minimise the effects of flooding on our infrastructure

DP Action	Operational Plan Action	Progress	Comment
11.2.1. Continue to invest in Levee management	Maintain Levee and provide Council share of grants.	100%	Ongoing.
11.2.2. Provide flood levee for East Coonamble	Invite tenders for construction of Stage I of Levee reconstruction.	100%	Tender awarded August 2014.
11.2.3. Investigate flood levels West Coonamble	Engage consultants and complete studies.	100%	Ongoing. Extra funding approved.

11.3. Public transport that facilitates access to services and communities for remote residents

DP Action	Operational Plan Action	Progress	Comment
11.3.1. Support projects that aim to reduce transport disadvantage.	Seek Transport NSW assistance for Youth Week transport and Domestic Violence relief transport.	100%	Youth Week transport funding secured for trip to Lightning Ridge. "Youth Wheels" transport funding secured allowing future transport for young people between Coonamble, Gulargambone & Quambone.
11.3.2. Maintain Certification of Aerodrome to CASA Regulations	Maintain Airport and surrounds to acceptable standard.	100%	Certification maintained.
11.3.4. Rail loading – assist interested parties to build a loading site to further develop local industry.	Refer potential operators to appropriate assistance.	100%	Referrals made as appropriate. No rail loading inquiries this period.
11.3.5. Inland rail – pursue Coonamble sub-corridor in government planning and investment.	Lobby/advocate when opportunities arise.	100%	Submission prepared for Inland Rail Implementation Group.

I2 Cultural expression and enjoyment: Our community benefits from access to appropriate facilities

I2.1. Increase the exhibition and production of more cultural events in the Shire

DP Action	Operational Plan Action	Progress	Comment
I2.1.1. Ensure Showground & Pavilion are well managed.	Coordinate effective usage through streamlined booking processes. Complete Showground Management Plan.	75%	No action.
I2.1.2. Encourage development of multi purpose community facilities to meet the needs of local communities and provide a focal point for community activity. Priority project: Rodeo Arena development project	Progress construction of Arena contingent on successful funding applications.	0%	Submission made to ClubGrants Category 3 - unsuccessful this round.
I2.1.3. Support development of diverse cultural and recreational opportunities for children and young people eg: Skate Park at Gulargambone.	Support development of Gulargambone skate/BMX facility within identified resources. Pursue grant funding for Quambone Recreation Space.	100%	All possible grant opportunities for Gulargambone and Quambone pursued.
I2.1.4. Develop a Coonamble Shire Public Art Policy and Procedure.	Work with stakeholders to develop a Public Art Policy & procedure.	20%	Public Art Policy planning commenced. Task to be finalised in 2014/15.
I2.1.5. Continue to support regional arts development.	Provision of agreed subsidy to Outback Arts. Facilitation of Waste to Art project.	100%	2013/14 contribution paid. Waste to Art facilitated in conjunction with Outback Arts.
I2.1.6. Maintain/Improve parks to acceptable standards.	Contingent on grant funding, construct toilet blocks at Lions Park and Broome Park Coonamble.	0%	Projects did not proceed as no grant funding available throughout the financial year. Projects have been included in 2014/2015 Financial year dependant on Grant funding.

DP Action	Operational Plan Action	Progress	Comment
12.1.7. Upgrade Showground to ensure reasonable standard of facility is provided	Electricity upgrade and sprinkler system upgrade at Coonamble Showground.	50%	No action.
12.1.8. Ensure pools are well maintained	Structural integrity assessment carried out Coonamble, Gulargambone & Quambone pools.	100%	Report received from consultant with regards to potential structural issues with Coonamble Pool. A long term plan outlining the future direction of the Coonamble facility will be produced during the 2014/2015 financial year.

12.2. Maintain and improve the role of our community libraries

DP Action	Operational Plan Action	Progress	Comment
12.2.1. Expand the role of Council libraries to support early language/literacy skills and life skills programs	Facilitate Story Time in Language project. Facilitate Story Walk project	100%	Story Time in Language and Story Walk project completed.
12.2.2. Provide high quality library services that are responsive to community need	Develop and facilitate patron survey.	100%	Survey distributed and collated.
12.2.3. Continue to develop the libraries as multi-purpose community spaces	Encourage diverse community groups to utilise library space.	100%	Increase in library usage with community members gathering for social purposes.

I2.3. Share access to local facilities to fully realise the potential of local infrastructure

DP Action	Operational Plan Action	Progress	Comment
I2.3.1. Continue to upgrade and maintain infrastructure that supports cultural recreational and leisure activities	Review Asset Management Plan – Building Maintenance. Carry out works in accordance with AMP.	100%	Annual review of AMP for buildings completed. Completed works as planned.
I2.3.2. Investigate and maximise opportunities for Council buildings to be used for multipurpose community activity	Review usage of infrastructure. Identify opportunities to maximise usage.	100%	Library building utilised for multipurpose community activity including art and language workshops, Harmony Day celebration, craft workshops, movie nights.
I2.3.3. Manage Council's Local Heritage Fund. Oversee provision of Heritage Advisory Services provided to owners of properties across the Shire.	Administer program according to guidelines and local needs.	100%	Program administered. Heritage Advisor resigned from position during the reporting period and advice on a replacement is pending from Heritage Board.
I2.3.4. Continue to provide museum advisory support	Source expertise as required.	100%	Museum advisory support sourced to facilitate the Neville Owen Preservation Assessment project.

Good health: Our community has safe and reliable access to our primary utilities

I3.1. Deliver safe drinking water and sewerage services

DP Action	Operational Plan Action	Progress	Comment
I3.1.1. Implement a mains replacement program based on Water Management Plan	Invite tenders for the replacement of mains in accordance with budget provisions.	5%	Some replacement works undertaken in conjunction with Dubbo Street road work.

DP Action	Operational Plan Action	Progress	Comment
I3.1.2. Install a new water treatment plant	Complete new treatment plant at No 4 Bore	100%	Water Treatment Plant online.
I3.1.3. Investigate viability of iron removal from Gulargambone water supply	Report on viability of iron removal from Gulargambone water supply.	0%	No action.
I3.1.4. Ensure water assets are well maintained	Maintenance of mains, services and essential infrastructure undertaken.	100%	Ongoing.
I3.1.5. Implement a mains relining program based on Sewerage Management Plan	Invite tenders to complete next stage of relining program.	0%	Carryover to 2014/2015.
I3.1.6. Maintain sewer assets	Monitor and repair pumps and equipment.	100%	Ongoing.
I3.1.7. Treatment Plants maintained to Legislative requirements	Regular monitoring of effluent quality.	100%	Testing ongoing.
I3.1.8. Completion of Stormwater Management Plan	Develop draft Stormwater Management Plan.	0%	No action.

I3.2. Improve community access to services

DP Action	Operational Plan Action	Progress	Comment
I3.2.1. Liaise with RFS to provide operational and strategic fire protection in Coonamble	Attend Bush Fire Management Committee meetings, provide input. Provide administration function for RFS cluster Councils.	100%	Ongoing support provided for Rural Fire Service Zone with regular attendance at Bush Fire Management Committee meetings.
I3.2.2. Continue sponsorship of SES to respond to disasters	Provide backup staff and equipment as required.	100%	Plant and staff available.

DP Action	Operational Plan Action	Progress	Comment
I3.2.3. Manage town common	Ensure Town Common is self-sustaining. Update Common Management Plan.	75%	Update Common Management Plan – No action. Funding received for building new stock yards. Common unstocked during the reporting period due to continuing dry conditions.

I3.3. Minimise our hard waste production and promote recycling

DP Action	Operational Plan Action	Progress	Comment
I3.3.1. Develop a separate Waste Management Plan	Develop a separate Waste Management Plan	0%	No action.

I3.4. Maintain all recreational facilities to ensure safety and promote use

DP Action	Operational Plan Action	Progress	Comment
I3.4.1 Maintain/Improve Parks to acceptable standards	Continue works in accordance with Asset Management Plan.	100%	Budgeted works completed for the 2013/14 Financial Year.
I3.4.2. Complete buildings maintenance & improvement program	Schedule works for duration of Long Term Financial Plan.	100%	Works scheduled for the length of the Delivery Program, with a review of building assets to be carried out at the completion of the Delivery Program. A Budget allocation has been included for the length of the Long Term Financial Plan.

I4 Appropriate investment: Our community is looking to the future to improve and protect our access to resources

I4.1. Attract investment in alternative energy production

DP Action	Operational Plan Action	Progress	Comment
I4.1.1. Seek private and government investment in green power generation within the Shire	Investigate and produce internal report on green power options, including Bio Gas.	0%	Not progressing. No funding available.

I4.2. Ensure long term management and protection of our community assets

DP Action	Operational Plan Action	Progress	Comment
I4.2.1. Prepare Asset Management Plans for major asset classes	Major asset classes – Roads and Infrastructure AMPs prepared.	75%	Preparation of AMPs continuing.
I4.2.2. Refine existing Asset Management Plans	Existing AMPs refined for roads, drainage, footpaths, water and sewerage.	50%	Preparation of AMPs continuing.
I4.2.3. Review Asset Management Plans for the major asset groups including risk management plans	Annual review of all Asset Management Plans.	100%	Ongoing.
I4.2.4. Identify infrastructure expenditure by both:• Expenditure Category - asset group; for example, road pavement • Expenditure Type - operating, maintenance, capital renewal, upgrade	Collect and review data.	90%	Expenditure identified in quarterly review, March quarter completed. Amounts finalised in EOY Asset Schedule.

DP Action	Operational Plan Action	Progress	Comment
14.2.5. Consider ongoing ownership costs of new capital works proposals in budget deliberations by identifying the renewal and capital upgrade/expansion components of all capital works projects, and providing for the ongoing operational and maintenance requirements	Undertake capital review of new and renewal projects.	90%	Quarterly Budget review considers capital cost. Review in progress for June quarter.
14.2.6. Periodically collect data for all major infrastructure classes	Utilise REFLECT and other data to collect information.	90%	Data collected quarterly as part of Budget Review process. June review in progress.
14.2.7. Integrate Council's corporate asset register meeting both technical and financial reporting requirements	Identify Asset Management options and assess suitability for technical and financial operations	90%	Quarterly Budget Review considers capital expenditures. Review in progress for June.
14.2.8 Continue to improve the information on the relationship between the service level and cost so that future community consultation will be well informed of the options and costs	Collate and consolidate data for use during community consultation.	100%	Data collected and utilised as required.

DP Action	Operational Plan Action	Progress	Comment
14.2.9. Prepare long term cash flow predictions for asset maintenance, rehabilitation and replacement.	Review and refine Long Term Financial Plan (LTFP).	100%	Information collected for Budgeting purposes. Reviewed as part of Estimates process.
14.2.10. Revalue assets at intervals in accordance with Australian Accounting Standards	Revaluations undertaken in consultation with external auditor.	100%	Revaluations are completed as required. Water/Sewer assets revalued 2012, Buildings and Land revalued 2013.
14.2.11. Review Council's Asset Management Policy	Review in accordance with Policy Review Schedule.	100%	Updated in conjunction with 2014/15 estimates.
14.2.13. Improve staff capacity in the usage of asset management systems	Key staff undertake Asset Management training.	100%	Key staff in engineering services have undertaken asset management training.

Theme 3: Our Economy

EC1 Support: We support our local economy without compromising on quality

EC1.1. Re-establish and maintain a robust, well patronised Coonamble main street

DP Action	Operational Plan Action	Progress	Comment
EC1.1.1. Continue to plan and implement Coonamble main street beautification and revitalisation projects	Stage I main street project completed. Upgrade of two garden beds.	100%	Planter boxes with Bougainvillea have been installed along Aberford street. 2014/15 Estimates include allocation for the upgrade of two garden beds.
EC1.1.2. Maintain main street and business area public spaces to a high standard	Address feral pest issues.	100%	Implementation of pest control measures has significantly reduced the number of pests. Ongoing monitoring in the main street.
EC1.1.3. Identify opportunities for new tourism product	Produce strategy for development of identified new tourism products -Coonamble.	100%	Provided assistance to new and developing tourism product including the Castlereagh Cattle Drive and investigated the viability of other potential tourism products including the Coonamble Saleyards.
EC1.1.4. Provide training and support to tourism related businesses in the Shire	Provide web maintenance training to local businesses/ committees. Assist with Tourism Award applications and grants, if requested.	100%	No assistance requested for tourism awards in 2014. EOIs for further marketing and tourism workshops submitted to Destination NSW.
EC1.1.5. Develop existing visitor markets	Participate in appropriate development of existing visitor market initiatives in line with the Regional Destination Plan	100%	Supported the development of new events including Bushwackers Festival and Macquarie River (and Marshes) Artist Muster. Collaborated on a regional accommodation investment prospectus with Central Inland Tourism LGA members. Participated in regional marketing campaigns including the Great Western Plains Great Big Adventures Campaign.
EC1.1.7. Participate in Inland Tourism and Great Inland Way initiatives	Maintain membership of the Great Inland Way and Inland Tourism NSW.	100%	Attended Inland Tourism and Great Inland Way meetings. Commenced planning for Inland Tourism Central Inland Destination Management Strategy.

DP Action	Operational Plan Action	Progress	Comment
EC1.1.8. Tourism Information on Coonamble Shire be displayed at regional and interstate visitor centres	Distribute Coonamble Shire brochures throughout region. VIC displays / attendance at selected consumer shows.	100%	Brochures available at regional VICs. Planned caravan and camping shows were attended as part of the Warrumbungle Tourism Cluster.

EC1.2. Reinvigorate the main street precinct in Gulargambone

DP Action	Operational Plan Action	Progress	Comment
EC1.2.1. Lobby for funding for main street beautification	Apply for funding when opportunities arise.	100%	Continued monitoring of grant funding opportunities. No opportunities presented.
EC1.2.2. Maintain main street and business area public spaces to a high standard	Liaise with local businesses regarding street appearance.	100%	Informal feedback received from local business.
EC1.2.3. Identify opportunities for new tourism product	Produce strategy for development of identified new tourism products - Gulargambone.	100%	Regular discussions with managers of existing tourism attractions (e.g. 2828 staff) to evaluate possible tourism product opportunities.
EC1.2.4. Provide training and support to tourism related businesses in the Shire	Investigate opportunities for provision of staff support at 2828 Café. Provide web maintenance training to local businesses/ committees. Assist with Tourism Award applications and grants.	100%	Provided 2828 volunteers with visitor information resources and training material. No assistance required for 2014 tourism awards. Continued administration of Regional Flagship Grant on behalf of the Coonamble Rodeo Association for the 2014 event.
EC1.2.5. Develop existing visitor markets	Identify opportunities to develop existing visitor markets.	100%	Product gap analysis evaluated for Gulargambone. Past projects including the Gulargambone River Walk assessed in terms of visitor appeal and long-term sustainability. Regular discussions with 2828 staff to evaluate development of existing tourism opportunities.
EC1.2.6. Develop new visitor markets in line with Inland RTO	Participate in appropriate visitor market initiatives outlined in the Regional Destination Plan.	100%	Supported the development of new events including Bushwackers Festival and Macquarie River (and Marshes) Artist Muster. Collaborated on a regional accommodation investment prospectus with Central Inland Tourism LGA members.

DP Action	Operational Plan Action	Progress	Comment
EC1.2.7. Participate in Inland Tourism and Great Inland Way initiatives	Maintain membership of the Great Inland Way and Inland Tourism NSW.	100%	Attended Inland Tourism and Great Inland Way meetings. Commenced planning for Inland Tourism Central Inland Destination Management strategy.
EC1.2.8. Tourism Information on Coonamble Shire be displayed at regional and interstate visitor centres	Shire brochures at regional VICs. Displays/attendance at select consumer shows.	100%	Brochures available at regional VICs. Planned caravan and camping shows were attended as part of the Warrumbungle Tourism Cluster.

EC2 Growth & diversity: Our growing regional economy is diverse

EC2.1. Identify and attract industry programs that will draw new industry to the Shire

DP Action	Operational Plan Action	Progress	Comment
EC2.1.1. Promote the Shire as a location for business development and investment	Review Development and Investment Strategy. Develop Country Week promotional package.	80%	No action.
EC2.1.2. Support business initiatives that develop economic growth	Provide information and referral service to established businesses.	100%	Businesses referred to Trade & Investment, Business Enterprise Centre, Many Rivers Micro Finance and others as appropriate.26 referrals Jan-June 2014.
EC2.1.3. Market Industrial subdivision lots	Develop advertising package for distribution to potential purchasers. Market lots through Real Estate Agents. Develop Advertising and Sales Campaign.	100%	Package distributed and on Website. Listed with Real Estate Agents and included in promotional activities.

DP Action	Operational Plan Action	Progress	Comment
EC2.1.4. Encourage skills attraction and development activities. Support Coonamble Employment Circle to improve local skills base	Participate in Coonamble Employment Circle and support appropriate initiatives that contribute to skill development.	100%	Council staff attended Employment Circle meetings in 2014, Council supported the Orana Driver Learner Program and the Rural Skills Project.
EC2.1.5. Pursue improvements to physical infrastructure that supports business and enterprise development	Pursue external funding opportunities that contribute to infrastructure improvements.	100%	ClubGrants Category 3 application for Stage 1 of Western Education & Events Centre unsuccessful.
EC2.1.6. Support and assist proponents of new agricultural, horticultural and aquaculture enterprises.	Provide interested parties with referrals and linkages to various sources of assistance.	100%	Referrals made as appropriate. 26 businesses referred Jan to June 2014.
EC2.1.7. Support projects that enhance and promote local natural resources to encourage business and tourism.	Encourage stage II of Artesian Spa project (establishment and operation of facility). Strengthen relationship with National Parks & Wildlife Service. Investigate opportunities for Marsh development.	100%	Collated feedback regarding visitor experience at the Coonamble Caravan Park. Worked with NPWS to help promote the Marshes Discovery Weekend in October 2014. Continued to support Quambone Resources Committee with Marsh infrastructure development information.
EC2.1.8. Develop Business Plan and Development Application in support of the establishment of an Artesian Baths facility in Coonamble.	Completed 2012/13.	100%	Business Plan Completed 2012/13.

EC2.2. Promote rural entrepreneurial ventures

DP Action	Operational Plan Action	Progress	Comment
EC2.2.1. Ensure Quarry operation is financially viable.	Maintain plant and equipment in good condition. Review plant and operations.	100%	Ongoing Review.
EC2.2.2. Maintain Quarry quality certification	Test all products as per QA documentation.	100%	Tests completed as required.
EC2.2.3. Ensure Quarry is maintained to Department of Mines' standard.	Ensure that all plant and equipment pass Inspectors' Audits.	100%	Maintained to standards. Audits completed.
EC2.2.4. Ensure proper pricing of product.	Monitor production costs and income.	100%	Ongoing.
EC2.2.5. Provide information and referrals to business start-ups and expansions.	Provide appropriate referrals to BEC, NSW I & I, AusInd	100%	Referrals for business start-ups and expansion made as appropriate. 26 referrals - Jan to June 2014.
EC2.2.6. Promote and process applications to the Business Assistance Fund.	Facilitate program according to Business Assistance Fund Policy.	0%	Referrals now made to Council's Development Fund.
EC2.2.7. Prepare a business prospectus for potential investors.	Prepare a Business Prospectus for potential investors	75%	No action.
EC2.2.8. Maintain Sale Yard QA Certification.	Operate Saleyard in accordance with Quality Assurance Manual.	100%	Annual review completed and National Saleyard Quality Assurance status approved.
EC2.2.9. Ensure saleyard operation is sustainable.	Develop proposal for increased usage of facility.	55%	No action.

DP Action	Operational Plan Action	Progress	Comment
EC2.2.10. Coonamble Saleyards – support physical improvements and better marketing	Business & Marketing Plan implemented through Saleyards Sub-committee in partnership with Coonamble Associated Agents.	60%	No action.

EC3 Local education : Our educational opportunities include support for our local economy

EC3.1. Leading organisations provide cadetships and graduate employment opportunities

DP Action	Operational Plan Action	Progress	Comment
EC3.1.1. Continue to provide the School to Work program, offering options for work experience and Traineeship/ Apprenticeship employment with Council.	Continue to provide the School to Work program, offering options for work experience and Traineeship/ Apprenticeship employment with Council.	100%	Four school based traineeships commenced. Traineeships will continue until Dec 2015. Traineeships and work experience options will be part of on-going School to work program.

EC3.3. Provide broad opportunities for social education and personal wellbeing

DP Action	Operational Plan Action	Progress	Comment
EC3.3.1. Support social enterprise opportunities that allow young people to transition from school/TAFE to employment.	Provide advice and referral through Community and Economic Development staff	100%	Advice provided through Employment Circle and Interagency forums. School to work transition program in place through school based traineeship opportunities.

EC3.4. Provide education that addresses the needs of the local population

DP Action	Operational Plan Action	Progress	Comment
EC3.4.1. Facilitate partnerships and linkages with government, business and community to develop and improve the education and skill base of young people.	Participate in Coonamble Connected Communities (School) initiatives.	100%	Relationship developed with Connected Communities project workers. Collaboration with both school and Youth Council/ Youth Week projects.
EC3.4.2. Assist with Education Fund Scholarship.	Provide agreed funding.	100%	Coonamble and District Education Foundation donation provided.
EC3.4.3. Support appropriate alternative education programs.	Participate in appropriate Connected Communities strategies.	100%	School research visits to Library. Development of Homework Help sessions at Coonamble Library. Library Connections project provided cultural development/ research assistance.
EC3.4.4. Promote Shire libraries as venues for innovative educational support.	Encourage Schools and alternative education providers to creatively use Library space.	100%	Primary and High School visits to Library. Higher education exams held. Space utilised for tutoring activities.
EC3.4.5. Encourage and support initiatives to build the local skill base and increase employment participation.	Support Employment Expo, within resources	0%	Not due to start. Event is bi-annual and is due to be held again in 2015.

EC4 Local employment: Our community members are gainfully employed in appropriate and satisfying jobs

EC4.1. Provide appropriate and accessible education for our community

DP Action	Operational Plan Action	Progress	Comment
EC4.1.1. Facilitate partnerships that support and develop life long learning opportunities	Provide expanded library programs involving learning opportunities for pre-school children and Seniors. Pursue opportunities for staff learning exchanges with Sister City, Campbelltown City Council, and other networks.	100%	Library programs included pre-school reading visits and Stories in the Street program. Tech Savvy Seniors Program grant through North Western Library Service. Sister City information exchange between Campbelltown Library and Coonamble staff supported Library staff development.

EC4.2. Identify local employment opportunities and promote these across the community

DP Action	Operational Plan Action	Progress	Comment
EC4.2.1. Continue to facilitate School to Work program.	Identified traineeship /apprenticeship opportunities filled as resources are available. Complete School to Work Program (Work Crew) construction project.	50%	Four school based traineeships have been sustained. Work Crew School to Work project in development with the High School.
EC4.2.2. Continue to recruit using EEO best practice principles.	EEO training to be undertaken by key staff involved in recruitment.	100%	EEO training undertaken by seven staff including those involved in recruitment.
EC4.2.3. Promote job opportunities on line and through local agencies.	Advertise employment opportunities locally and on website. Update employment information package.	100%	All advertisements advertised locally and employment information package updated on Website and available from front office staff.

Theme 4: Our Environment

EN1 Local produce: Our community benefits from an environment that ably supports local fresh food needs of our community

EN1.1. Promote local food production through appropriate policies

DP Action	Operational Plan Action	Progress	Comment
EN1.1. Provide quality planning and customer services to potential developers / residents.	Review and update approval and planning processes. Provide Website information.	100%	Website updated to include relevant information from NSW Food Authority.

EN2.1. Support local food production and consumption

DP Action	Operational Plan Action	Progress	Comment
EN2.1. Promote and support opportunities for value-adding of local produce.	Provide business information and referral service. Promote local initiatives on Council Website.	100%	Businesses referred as appropriate. Information on website and Facebook.

EN2 Environmentally sustainable investment: Our community enjoys an environment that is not compromised by new industries and investments

EN2.1. Plan land use strategically and sensitively

DP Action	Operational Plan Action	Progress	Comment
EN2.1.1. Develop a strategy to attract new investment/industry, review annually.	Review Zoning to identify barriers to investment opportunities.	0%	No action.
EN2.1.2. Develop Land Use Strategy.	Develop Land Use Strategy.	100%	Planning Proposal on public display until end of July 2014.
EN2.1.3. Continue to review Local Environmental Plan.	DCP reviewed in accordance with Legislation.	75%	Review progressing.
EN2.1.4. Ensure compliance with NSW Building Certification.	Assess applications in accordance with Legislation.	100%	All applications assessed according to Legislation.
EN2.1.5. Provide quality over the counter, telephone and email advice to customers.	Respond to enquiries, provide pro-active information on Website.	100%	Website updated to provide planning information.
EN2.1.6. Approvals completed within time frame required.	Monitor approval timeframe.	100%	All approvals completed as per time frame requirements.

EN2.2. Promote ecologically and environmentally sustainable development

DP Action	Operational Plan Action	Progress	Comment
EN2.2.1. Enforcement of environmental regulations.	Improve staff capacity and environmental knowledge.	100%	Staff capacity improved through attendance at environmental education sessions.

EN3 Good environmental management: Our community values knowledge sharing and promotion of best practice environmental management

EN3.1. Share knowledge and facilitate knowledge sharing amongst those working on the land

DP Action	Operational Plan Action	Progress	Comment
EN3.1.1. Ensure appropriate opportunities for those working on the land to participate in Council consultation regarding decisions that affect them.	Ensure methods for reaching people working on the land are incorporated into consultation strategies.	100%	Community Consultation procedure includes consideration of people working on the land.

EN3.2. Ensure the health of our river system

DP Action	Operational Plan Action	Progress	Comment
EN3.2.1. Enforcement of environmental regulations.	Regular inspection of creeks and river.	100%	River and waterways inspections completed weekly.

Theme 5: Our Leadership

L1 A community that is supported by active, respected leaders

L1.1. Encourage broader involvement in community activities

DP Action	Operational Plan Action	Progress	Comment
L1.1.1. Continue to support Coonamble Shire Youth Council as a link between young people and their Council.	Facilitate Youth Council meetings (2 per term). Focus on inclusion of Gulargambone Central School.	100%	Gulargambone School membership sustained. Youth Council meetings conducted as scheduled with both Coonamble High School and Gulargambone Central School.
L1.1.2. Promote genuine opportunities for people to participate in decisions that affect them.	Utilise broad methods of community consultation, including "in place" strategies.	100%	Consultation included in-place methods of engagement (ie: Operational Plan, Library programs, Library space re-development).
L1.1.3. Co-ordinate local involvement in regional business awards.	Coordinate Regional Business Awards 2014.	100%	Sponsorship received from RDA Orana, NSW Business Chamber, and Australian Business Ltd. Awards open July 2014 to coincide with 2015 NSW Business Chamber Awards.
L1.1.4. Encourage children and young people to be involved in the planning and design of community spaces	Utilise child and youth friendly consultation methods to ensure genuine opportunities for engagement.	100%	Swimming Pool & Library Space consultation included child & youth friendly methods of engagement. Youth Council members engaged in appropriate consultation.

L1.2. Promote opportunities for leaders to learn the features of good leadership

DP Action	Operational Plan Action	Progress	Comment
L1.2.1. Utilise Local Government Week to raise awareness of the role and function of Council.	Conduct community awareness campaign during Local Govt Week August 2013	100%	Completed during July-December 2013 period.
L1.2.2. Encourage staff to develop leadership skills	Develop coaching and mentoring program for junior staff. Develop Leadership and Professional Practice training program for senior staff.	50%	Coaching and mentoring program informally developed. To be formalised and implemented during 2014-15.

L1.3. Support leadership succession planning

DP Action	Operational Plan Action	Progress	Comment
L1.3.1. Continue to work in partnership with key services in the Shire, assisting with governance and leadership development.	Provide advice and support with governance and leadership development to key services in the Shire, where requested.	100%	Grants assistance provided, tourism assistance provided eg: Rodeo Regional Flagship Funding administration. Community Development assistance provided to local organisations.
L1.3.2. Take measures to publicize the positive contribution young people make to the Shire.	Produce positive media/ promotion of youth activities, events and achievements, prior/ during or after the event.	100%	Positive media produced for Youth Week, Library activities and Children's Week events.

L1.4. Encourage and promote a high level of leadership in the community

DP Action	Operational Plan Action	Progress	Comment
L1.4.1. Lobby against forced Local Government amalgamations.	Lobby as opportunities arise.	100%	Completed.
L1.4.2. Develop a Business Continuity Plan.	Develop a business continuity plan	100%	Completed 2012/13.
L1.4.3. Provide high quality customer service to the community.	Facilitate Shire Wide community survey to ascertain customer service baseline. Develop quality improvement plan in response.	100%	Completed.
L1.4.4. Develop I.T. Resources Plan	IT Resources Plan monitored and reviewed annually.	100%	Plan reviewed and projects completed.
L1.4.5. Governance is open and transparent.	Conduct all business in compliance with Local Government Act & Regulations.	100%	Act and Regulations complied with. No issues of non compliance identified.
L1.4.6. Review Council policies.	Develop and implement annual Policy Review Schedule.	100%	Policy review schedule completed and reviewed.
L1.4.7. Maintain consultation process with workforce.	Facilitate Consultative Committee and WH&S Committee meetings. Develop staff communication strategy.	75%	Consultative Committee and WH&S Committee meetings held with high rates of employee participation. Communication Strategy has been progressed.
L1.4.8. Ensure compliance with legislation for WH&S.	Conduct all business in compliance with WHS Act 2011 & Regulations. Adhere to WHS Management Plan.	100%	Continued monitoring of current work practices to ensure they adhere to legislative requirement and are responsive to changes in regulation. WHS Management Plan draft completed.
L1.4.9. Review recruitment & retention strategies.	Review recruitment and retention strategies.	100%	Completed.

DP Action	Operational Plan Action	Progress	Comment
L1.4.10. Ensure compliance with legislation for Equal Employment Opportunity.	Continue to monitor compliance.	100%	Training completed. EEO Management Plan implementation continued. Monitoring for compliance ongoing.
L1.4.11. Maintain long term financial viability.	Develop annual sustainable budget. Incorporate into Long Term Financial Plan	100%	Council assessed as sound by TCorp review. Internal Audit review supports council's sound financial management. Long term financial plan reflects sound asset management principles.
L1.4.12. Continue to progress workforce planning.	Continue to develop succession planning.	100%	Workforce Plan to be reviewed annually.
L1.4.13. Progressively address training needs and upgrade Training Plans	Develop staff training plans.	50%	Training plans for 2014 to be finalised, with training undertaken on a needs basis for the Jan-June 2014 period. Training plans will be reviewed annually on an on-going basis.
L1.4.14. Formalise exit interviews process.	Develop exit interview process.	100%	Completed.
L1.4.15. Conduct 2 yearly, Shire wide community survey.	Conduct, collate and report on survey.	100%	Completed.

L2 A community that supports active, respected leaders

L2.1. Increase Aboriginal representation on Council

DP Action	Operational Plan Action	Progress	Comment
L2.1.1. Promote awareness of the role and function of Council to Aboriginal people	Attend and present relevant information to Community Working Party. Utilise relevant functions/activities as opportunity to relate the role and function of council.	100%	Information presented and tabled at CWP meetings.

L2.2. Increase representation to community leader roles

DP Action	Operational Plan Action	Progress	Comment
L2.2.1. Continue to develop the leadership capacity of staff.	Implement staff coaching, mentoring and leadership training program.	50%	Training undertaken to increase leadership skills and targeted at professional management skills. Coaching and mentoring program to be formally implemented in 2014-15.

L2.3. Acknowledge the importance of community leader roles

DP Action	Operational Plan Action	Progress	Comment
L2.3.1. Continue to facilitate Australia Day celebrations.	Facilitate annual Australia Day event	100%	Australia Day event facilitated.
L2.3.2. Council staff acknowledge Aboriginal Country at official Council meetings.	Acknowledgment of Country made by Council staff at official Council meetings.	100%	Staff acknowledge country where appropriate.