

SECTION 4

APPENDIX C

PRINCIPAL FUNCTIONS, OBJECTIVES, STRATEGIES & PERFORMANCE ASSESSMENT

Key Directions and Objectives 2011-2016

To provide effective support services for all of Council's operations

The following four (4) elements in Council's Strategic Plan describe the high level goals which are to be met.

SOCIAL / COMMUNITY	ECONOMIC	INFRASTRUCTURE, PLANNING & ENVIRONMENT	ORGANISATION / INTERNAL
<p>GOAL 1:</p> <p>Social infrastructure and services that meet community needs and add to the quality of life of residents.</p>	<p>GOAL 2:</p> <p>A Diverse and competitive economic base supported by employment generating industries and viable businesses.</p>	<p>GOAL 3:</p> <p>Protected and enhanced natural assets and functional and appropriate built environs.</p>	<p>GOAL 4:</p> <p>Decisive leadership, strong partnerships and the effective and efficient management of resources.</p>

Outcomes to Achieve Goals

- Outcome 1.1: A strategic and collaborative approach to community service provision
- Outcome 1.2: A high standard of public health and safety
- Outcome 1.3: Well-being and development of our youth
- Outcome 1.4: High quality, cost-effective, recreation, sports facilities
- Outcome 1.5: Effective fire and emergency management
- Outcome 1.6: High quality and responsive aged, disability services
- Outcome 1.7: Enhanced Cultural and community development

- Outcome 2.1: Industry and business attraction, retention and growth
- Outcome 2.2: Employment opportunities which strengthen the local economy
- Outcome 2.3: A viable and diversified commercial and retailing centre
- Outcome 2.4: Commercial, industrial and residential development supported by appropriate planning

- Outcome 3.1: Protected and enhanced natural environments
- Outcome 3.2: Effective waste management
- Outcome 3.3: Safe water supply
- Outcome 3.4: Visually attractive and functional streetscapes, town entrances, parks and reserves
- Outcome 3.5: Land use planning and building control that meets community needs
- Outcome 3.6: High quality, cost effective infrastructure management

- Outcome 4.1: Effective communication and consultation with the community
- Outcome 4.2: Effective planning processes
- Outcome 4.3: High quality, cost-effective and customer oriented Council services
- Outcome 4.4: Collaborative approach with other Councils and organisations
- Outcome 4.5: A dedicated, flexible and multi-skilled workforce operating in a professional and cohesive organisational climate
- Outcome 4.6: Effective and accountable governance of the Council

P.F.1 CORPORATE SUPPORT & GOVERNANCE

PF 1 – Corporate Support and Governance		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
<p>Manage Investments Payment of Rates, Collection of Fees and Charges IT Services Customer Service Provide Services, Processes and Procedures for Council, Executive Staff and Corporate Services Taxation Returns Wages and Salaries in accordance with employment provisions Creditors/ Accounts Payable Human Resource and Employee Relations Corporate communications OHS/Risk management Corporate Support, Engineering Works and Other Support Services Governance including:</p> <ul style="list-style-type: none"> ▪ Elections ▪ Subscriptions, ▪ Meeting of council ▪ Policy making committees ▪ Area representation ▪ Public disclosure 	<p>GOAL 4 - Organisational/ Internal</p>	<p>Strategy 4.1.1: Maximise the benefits of information technology in improving communication, process efficiency and promote Council and community activities through the website, Council Newsletter and other media</p> <p>Strategy 4.2.1: Develop and review Council Business Plans linked to the Strategic Plan and the financial capacity of Council</p> <p>Strategy 4.2.2: Develop and implement a long-term Financial Plan that reflects Council/community directions</p> <p>Strategy 4.3.1: Utilise appropriate mechanisms to regularly review community needs</p> <p>Strategy 4.4.1: Examine opportunities and support for partnerships with neighbouring and regional Councils, and government agencies to address priority issues</p> <p>Strategy 4.5.1: Identify needs and provide appropriate training and development for staff</p> <p>Strategy 4.5.2: Ensure safe work practices through the implementation of the Occupational, Health and Safety Policy and Risk Management Strategy</p> <p>Strategy 4.6.1: Review and amend governance structures, policies and decision making processes on a regular basis</p>

PF 1 – Corporate Support and Governance				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
4.1.1 Development of an intranet for the Council.	4.1.1 Intranet developed and is functional within the Council environment. Maintenance and enhancement is ongoing.	4.1.1 Intranet completed. Continuous entry of data and enhancements will continue.	4.1.1 Status unchanged.	4.1.1 Status unchanged.
4.1.1 Implement IT strategy.	4.1.1 Strategy expected to be completed in April 2012.	4.1.1 Status unchanged.	4.1.1 Status unchanged.	4.1.1 Status unchanged.
4.2.1 Revise the business operations of Council: 1. Water; 2. Sewer.	4.2.1 Reviews yet to commence.	4.2.1 Reviews yet to commence.	4.2.1 Reviews yet to commence, however construction of the effluent reuse system is underway and that appropriate fees and charges have been adopted by Council.	4.2.1 Status unchanged.
4.2.2 Local Government Integrated Planning and Reporting Framework <ul style="list-style-type: none">• Scoping• Community Engagement• Draft Community Strategic Plan.	4.2.2 <ul style="list-style-type: none">• Community engagement strategy developed.• Draft Strategic Plan being developed. Meeting with Councillors and staff to present outcomes is planned for October 2011.	4.2.2 <ul style="list-style-type: none">• Community engagement strategy developed.• Community Strategic Plan currently being developed.	4.2.2 <ul style="list-style-type: none">• Status unchanged.• Community Strategic Plan on exhibition.	4.2.2 <ul style="list-style-type: none">• Community Strategic Plan adopted.
4.2.2 Review of fees and charges – best practice and cost recovery across all business units.	4.2.2 Review of Fees and Charges undertaken – adopted by Council on 20 September 2011.	4.2.2 Review of Fees and Charges to be undertaken as part of the 2012-2013 budget process.	4.2.2 Review of Fees and Charges to be undertaken as part of the 2012-2013 budget process.	4.2.2 Review of Fees and Charges undertaken as part of the 2012-2013 budget process.

PF 1 – Corporate Support and Governance				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
4.3.1 Review of fees and charges – best practice and cost recovery across all business units.	4.3.1 Council resolved on incremental increase in Development and Inspection fees.	4.3.1 New fees now being levied.	4.3.1 New fees now being levied.	4.3.1 New fees now being levied.
4.4.1 Participate and respond to priority issues facing local government and rural communities.	<p>4.4.1 Issues:</p> <ul style="list-style-type: none"> • Shortage of Police in the Shire; • Continuation of en-route rebate scheme for REX airlines; • Murrumbidgee Darling Basin Plan. 	<p>4.4.1 Issues:</p> <ul style="list-style-type: none"> • Correspondence sent to Adrian Piccoli MP voicing Council's concerns. Meetings with regional Police Inspector have recommenced. • Correspondence has been sent to Anthony Albanese MP requesting continuation of rebate scheme. • Council is an active participant as part of RAMROC during the current consultation phase. 	<p>4.4.1 Issues:</p> <ul style="list-style-type: none"> • Meeting with Police Inspector held. Mayor and General Manager seeking to discuss concerns with Area Commander. • Response from Minister Albanese received advising that Enroute Rebate scheme will cease at the end of June 2012 and the end of this scheme should not impact on regional air services. • Letter to Minister Tony Burke conveying Council's concerns on the impact of the Murray Darling Basin Plan was sent. RAMROC as a cluster group of Councils continues to represent these concerns. 	<p>4.4.1 Issues:</p> <ul style="list-style-type: none"> • Meeting held with Commander Rowan of Narrandera, Local Police at full strength. Future meetings to be held with local Sargeant. • No further development. • Have continued to participate in RAMROC representations. Final Draft Plan presently being considered by water Ministers.

PF 1 – Corporate Support and Governance				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
4.5.1 Annual staff training Plan developed.	4.5.1 Individual training plans across the organisation are 75% complete.	4.5.1 OHS training plan developed Jan 2012 with costing – to be given to GM for approval.	4.5.1 Draft costings to be considered by General Manager and MANEX.	4.5.1 Workplace Health and Safety training budget approved and training commenced.
4.5.1 Aged workforce analysis and succession plan.	4.5.1 A consultant has been engaged to assist in the development of this plan.	4.5.1 A consultant has been engaged to assist in the development of this plan.	4.5.1 Consultant currently developing this plan.	4.5.1 Consultant currently developing this plan.
4.5.1. Source and implement injury & training record software.	4.5.1 The Human Resources module within Civica can be structured to run a query every two months to determine licence due dates. Injury reports are excel generated by the OHS officer. An excel register has been created for long term injury matters.	4.5.1 Ongoing use of PCS to run reports and update with new staff OHS details.	4.5.1 Status unchanged.	4.5.1 Status Unchanged. Workplace Health and Safety uses Creating Accessible Teaching & Support reporting and RiskeMap from StateCover to run injury and claims reports.

PF 1 – Corporate Support and Governance				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
4.5.2 Risk management review.	4.5.2 <ul style="list-style-type: none"> OHS Management Plan review scheduled for 2012. Policy and procedure documentation due for review during 2012 to incorporate legislative changes. 	4.5.2 <ul style="list-style-type: none"> OHS Management Plan due for review by June 2012 OHS policies currently under review: Sun Protection, Safe Driving, Incident Reporting, Asbestos Policy & Procedure, Contractor Management Policy, OHS Committee, OHS Consultation, Return to Work & Injury Management Policy & Procedure and Protective Clothing Policy. 	4.5.2 <ul style="list-style-type: none"> OHS Management plan updated and with Health & Safety Committee (HSC) for consultation and comment. OHS policies currently with HSC for consultation and comment. Once completed all OHS polices will be up to date with new Act and Regulations. 	4.5.2 <ul style="list-style-type: none"> WHS management plan updated and passed by Health and Safety Committee. WHS polices updated and passed by committee and signed by General Manager.
4.5.2 Develop and implement contractor management policy and procedure.	4.5.2 <ul style="list-style-type: none"> Contractor management documentation and procedures for internal review due for update January 2012. Contractor management policy adopted 2010 due for review 2012. 	4.5.2 <ul style="list-style-type: none"> Contractor Management documentation developed and implemented. Status unchanged. 	4.5.2 <ul style="list-style-type: none"> Status unchanged. Status unchanged. 	4.5.2 <ul style="list-style-type: none"> Implementing StateWide contractor insurance management system in line with current system to provide contractor the ability to send insurance information online with StateWide Mutual. Passwords and login setup – introduce new system August 2012. 4.5.2 Refer above note on policies.
4.5.2 Develop Asbestos management policy and plan.	4.5.2 Asbestos policy adopted November 2009 and due for review November 2011.	4.5.2 Refer note above on policy review.	4.5.2 Refer to above note on policies.	
4.5.2 Undertake OHS and Public Liability Audit.	4.5.2 2011 OHS audit completed with an increase of 2% to 89% when compared to 2010 audit.	4.5.2 2011 Directors and Managers implementing recommendations.	4.5.2 Statewide booklets distributed for the Public Liability Audit to responsible departmental staff due for return April 2012.	4.5.2 Action plan developed and signed by GM For PL - CIP. WHS Audit received July 2012 for completion by 1 August 2012.

PF 1 – Corporate Support and Governance				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
4.6.1 Internal audit – governance and compliance.	4.6.1 Audit committee established with preliminary work using Division of Local Government 'best practice' guidelines currently being undertaken.	4.6.1 Audit committee meetings have commenced.	4.6.1 Attendance to Council by Internal Auditor Keith Coates has been delayed due to the resignation of the former General Manager, Mark Amirtharajah, and the recent flood crisis. Staff are continuing to work in development of policy and procedures in line with the Division of Local Government's 'Best Practice' guidelines.	4.6.1 Efforts continue to convene a meeting of the Audit Committee during July and then at regular intervals thereafter.

P.F.2 PUBLIC ORDER AND SAFETY

PF 2 – Public Order and Safety

Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Support to Emergency Services in preparing and responding to emergencies CCTV	Goal 1 – Social/Community	Strategy 1.2.2: Improve public order and safety through development of initiatives such as street cameras, police, and alcohol free zones. Strategy 1.5.1: Develop, maintain and review emergency management plans for the Shire Strategy 1.5.2: Participate in emergency risk management training and preparedness activities

PF 2- Public Order and Safety				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.2.2 Quarterly meetings with police.	1.2.2 In agreement with Police Inspector, meetings to be held only on a required basis.	1.2.2 Meeting scheduled for January / February 2012	1.2.2 Meeting with Police Inspector held. Minutes of which were reported to the February 2012 Ordinary Meeting of Council. Mayor and General Manager seeking to discuss concerns with the Area Commander.	1.2.2 Meeting held with Area Commander – regular meeting to be held, as required, with local Sargeant.
1.2.2 Implement CCTV upgrade.	1.2.2 CCTV Upgrade completed including VIC. Network is continually reviewed and assessed on an ongoing basis. Quotation to install CCTV cameras at Council's Depot is currently being investigated.	1.2.2 Ongoing program of monitoring, review and upgrade when required.	1.2.2 Ongoing program of monitoring, review and upgrade when required. No changes are proposed to the program at this point in time.	1.2.2 Review continues and quotations to be sought before upgrade.
1.5.1 Convene Local Emergency Management meetings.	1.5.1 Council has resolved to conduct joint Narrandera Shire & Leeton Shire meetings for a trial period of 12 months.	1.5.1 Initial joint Narrandera & Leeton Shire Local Emergency Management Committee and Rescue was conducted on 11 October 2011. Next Committee meeting is scheduled for the 14 February 2012.	1.5.1 Joint Narrandera Leeton Emergency Management and Rescue Committee meeting conducted on 14 February 2012, next meeting scheduled for Tuesday 12 June 2012.	1.5.1 At the last meeting it was resolved to revert back to have individual meetings. Next meeting 9 October 2012.
1.5.2 Undertake simulated emergency at Airport.	1.5.2 Final workshop for simulated emergency to be held 11 October 2011 with the simulated emergency to be conducted 8 November 2011.	1.5.2 Simulated airport emergency exercise was conducted on Tuesday 8 November 2011 and exercise debrief meeting was held on Tuesday 13 December 2011.	1.5.2 Next simulated emergency exercise due 2013. Desktop exercise to be held November 2012.	1.5.2 Status unchanged.

P.F.3 HEALTH

PF 3 – Health		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Food Control Immunisation program Insect/vermin control	Goal 1 – Social/Community	<p>Strategy 1.2.1: Through the Public Health Plan identify, assess and rate public health risks and respond to them on a priority basis</p> <p>Strategy 1.2.3: Carry out regular food shop health inspections and education programs</p> <p>Strategy 1.2.4: Maintain drinking water standards through regular testing</p>

PF 3 – Health				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.2.1 Create a septic tank register.	1.2.1 Preliminary work on existing septic tank register and updating of database currently underway. Processes to update and monitor septic tank installations currently being investigated.	1.2.1 Preliminary work on existing septic tank register and updating of database currently underway. Processes to update and monitor septic tank installations currently being investigated.	1.2.1 Status unchanged.	1.2.1 Status unchanged.
1.2.2 Ongoing food shop premises inspections.	1.2.2 Inspections being undertaken by Griffith City Council.	1.2.2 Inspections being undertaken by Griffith City Council.	1.2.2 Inspections undertaken by Griffith City Council 28 and 29 March 2012.	1.2.2 Inspections completed.
1.2.3 Monitor drinking water standards.	1.2.3 Twelve sites tested in Narrandera with six of these sites tested per month on an odds and evens basis; six bacteria samples per month and one chemical sample per month.	1.2.3 Twelve sites tested in Narrandera with six of these sites tested per month on an odds and evens basis; six bacteria samples per month and one chemical sample per month.	1.2.3 Sampling program continuing.	1.2.3 Sampling program continuing.

P.F.4 COMMUNITY SERVICES & EDUCATION

PF 4 – Community Services and Education		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Family Day Care Child Care Youth Services Other Families and Children Aged and Disabled Aboriginal Services Other community services Education Community Transport Home and Community Care Program (HACC) Provide Aged Care Hostel Accommodation	Goal 1 – Social/Community	Strategy 1.1.1: Monitor community service provision and gaps to ensure the strategic allocation of resources within our community Strategy 1.1.2: Pursue closer working relationships with other Councils and Government agencies in the delivery of community services Strategy 1.1.3: Support community and volunteer groups in providing and enhancing community services and infrastructure Strategy 1.3.1: Foster relationships with other service providers to improve the provision and effectiveness of youth services Strategy 1.6.1: Provide high quality residential aged care through Teloca House Strategy 1.6.2: Facilitate and promote services which are responsive to the diverse needs of families and the needs of the disabled in our community

PF 4 – Community Services and Education				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.1.2-Ongoing liaison with: <ul style="list-style-type: none"> - Home and Community Care (HACC) - Families and Housing, Community Services and Indigenous Affairs (FaHCSIA) - Centacare - Transport NSW - Ageing, Disability and Home Care (ADHC) - Department of Health – Murrumbidgee Local Health District - Other. 	1.1.2 <ul style="list-style-type: none"> • Advised by Department of Education, Employment and Workplace Relations (DEEWR) that the Parental and Community Engagement (PaCE) program is in abeyance until arrangements with the Program Co-Ordinator can be satisfied. • Advice will soon issue from Ageing, Disability and Home Care (ADHC) about funding changes due to decisions made by Council of Australian Governments (COAG). 	1.1.2 <ul style="list-style-type: none"> • Status unchanged. • Status unchanged. 	1.1.2 <ul style="list-style-type: none"> • Status unchanged. • Status unchanged. 	1.1.2 <ul style="list-style-type: none"> • Status unchanged. • Status unchanged

PF 4 – Community Services and Education				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.1.3 Implement volunteer induction procedures.	1.1.3 Volunteer induction introduced 2009 and currently under review.	1.1.3 Volunteer induction procedures being updated in line with new Work Health and Safety legislation.	1.1.3 Status unchanged.	1.1.3 Status unchanged.
1.3.1 Support partnership with TAFE for Links to Learning Program.	1.3.1 An updated report and presentation from TAFE to be provided at the October Council workshop.	1.3.1 Links to learning funding program renewed.	1.3.1 No changes have been made to the LINKS program. Further meeting of the Mayor and General Manager with the representatives scheduled for June 2012.	1.3.1 Meeting held with TAFE representatives and commitment made to provide ongoing support.
1.3.1 Identify and seek funding to continue to provide youth programs in the Shire.	1.3.1 Ongoing liaison with YOTS Program Coordinator who is also a member of the Aboriginal Advisory Committee. Information with regard to Youth Grants is continually forwarded to YOTS Coordinator for her consideration. Grant funding received from State Government for YOUTH week and program of activities undertaken in conjunction with FUSION and Narrandera High School Youth Coordinator.	1.3.1 Funding for Youth Week completed. Council has agreed to provide funding to YOTS to engage a trainee Youth Officer.	1.3.1 Youth week is scheduled for Friday 13 April 2012 and concluding Sunday 22 April 2012. Plans are underway to hold a skateboard day during this period. Co-ordination of activities will continue with the support of FUSION. The YOTS Co-Ordinator and Cr Kilgower conducted interviews for the trainee youth officer, at this stage consideration if being given to readvertising or approaching suitable individuals.	1.3.1 - Successful Youth Week function held. - Training Youth Officer appointed.

PF 4 – Community Services and Education				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
<p>1.6.1 Monitor Teloca House performance against accreditation outcomes.</p> <p>1.6.1 Undertake Shire Aged care Needs Analysis.</p> <p>1.6.1 Seek funding to expand services for gaps identified in needs analysis.</p>	<p>1.6.1 Hostel implements ongoing performance review and improvement. Hostel has had no adverse reports from monitoring visits from the accreditation agency.</p> <p>1.6.1 Will be scheduled following integrated planning community consultation to be better focused on potential needs.</p> <p>1.6.1 Funding has been secured to commence Case Management Services within the HACC team along with increased operating funds and one off capital funds the replace community transport vehicles.</p>	<p>1.6.1 Hostel implements ongoing performance review and improvement. Hostel has had no adverse reports from monitoring visits from the accreditation agency.</p> <p>1.6.1 Will be scheduled following integrated planning community consultation to be better focused on potential needs.</p> <p>1.6.1 Funding has been secured to commence Case Management Services within the HACC team along with increased operating funds and one off capital funds the replace community transport vehicles.</p>	<p>1.6.1 Formal 3year accreditation review scheduled for September 2012.</p> <p>1.6.1 Status unchanged.</p> <p>1.6.1 Status unchanged.</p>	<p>1.6.1 Formal 3year accreditation review scheduled for 20th September 2012.</p> <p>1.6.1 Status unchanged.</p> <p>1.6.1 Status unchanged</p>
<p>1.6.2 Undertake a review of library services.</p>	<p>1.6.2 Service level agreement negotiated with Regional co-operative. To be reviewed in the 2nd quarter 2012.</p>	<p>1.6.2 Service level agreement negotiated with Regional co-operative. To be reviewed in the 2nd quarter 2012.</p>	<p>1.6.2 Agreement amended to return purchasing to the branch libraries otherwise unchanged.</p>	<p>1.6.2 Agreement amended to return purchasing to the branch libraries otherwise unchanged.</p>

P.F.5 HOUSING AND COMMUNITY AMENITIES

PF 5 - Housing and Community Amenities		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Housing Town Planning Domestic waste management Other waste management Street cleaning Other sanitation and garbage Drainage Stormwater management Environmental protection Public Cemeteries Public Conveniences Other community amenities	Goal 3 – Infrastructure, Planning and Environment	Strategy 3.1.1: Develop and implement management plans and strategies for sensitive areas that support sustainable environmental practices Strategy 3.2.1: Develop and implement innovative waste minimisation and recycling programs for the efficient collection and disposal of waste Strategy 3.2.2: Participate in regional approaches to improving waste management Strategy 3.5.1: Undertake the LEP review Strategy 3.5.3: Undertake planning for affordable housing and aged care facilities for the community Strategy 3.6.1: Provide engineering design, drainage and sub-division control

PF 5 – Housing and Community Amenities				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
<p>3.1.1 Monitor & address urban salinity.</p> <p>3.1.1 Coordinate CMA riparian restoration and Aboriginal cultural heritage program.</p> <p>3.1.1 Implement and coordinate works programs for management of Narrandera Wetlands.</p> <p>3.1.1 Implement and coordinate works programs for management of Narrandera Flora and Fauna Reserve.</p>	<p>3.1.1 Regular record keeping of peisometer readings is being undertaken in an effort to monitor salinity levels.</p> <p>3.1.1 CMA Project complete. Maintenance work will form part of parks and gardens program.</p> <p>3.1.1 Plans prepared for installation of floating 'trash rack' pivoting from headwall at entrance to syphon.</p> <p>3.1.1 Department of Primary Industries and the Land and Property Management Authority have formally endorsed the Plans. Plans to be adopted at the October 2011 meeting of Council.</p>	<p>3.1.1 Regular record keeping of peisometer readings is being undertaken in an effort to monitor salinity levels.</p> <p>3.1.1 CMA Project complete. Maintenance work will form part of parks and gardens program.</p> <p>3.1.1 Plans prepared for installation of floating 'trash rack' pivoting from headwall at entrance to syphon.</p> <p>3.1.1 Plan of Management adopted October 2011. Policies and supporting works program to be finalise with DTOS, MW and OSR Coordinator as per adopted Plan of Management.</p>	<p>3.1.1 Regular record keeping of peisometer readings is being undertaken in an effort to monitor salinity levels.</p> <p>3.1.1 CMA Project complete. Maintenance work will form part of open spaces and recreation works.</p> <p>3.1.1 Trash rack installed, however the device failed due to debris blockages.</p> <p>3.1.1 Status unchanged.</p>	<p>3.1.1 Regular record keeping of peisometer readings is being undertaken in an effort to monitor salinity levels.</p> <p>3.1.1 CMA Project complete. Maintenance work will form part of open spaces and recreation works.</p> <p>3.1.1 Council to conduct further investigation to redesign pollutant trap.</p> <p>3.1.1 Status unchanged.</p>
<p>3.2.1 Monitor recycling waste collection program for the Shire.</p> <p>3.2.1 Improve waste separation at Narrandera Landfill.</p>	<p>3.2.1 Cleanaway commenced collecting recycled waste 1 July 2011. Kurrajong recyclers report that contamination levels are low.</p> <p>3.2.1 Staff continually review waste separation methods.</p>	<p>3.2.1. Kurrajong recyclers report that contamination levels are low.</p> <p>3.2.1 Staff continually review waste separation methods and suitable site locations.</p>	<p>3.2.1 Cleanaway supply monthly recycling data regarding to contamination rates and volumes collected.</p> <p>3.2.1 Staff continually reviewing waste separation methods.</p>	<p>3.2.1 New recycling calendar rolled out to residents. Information on recycling.</p> <p>3.2.1 Staff continually reviewing waste separation methods</p>

PF 5 – Housing and Community Amenities				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.2.2 Participate in regional approaches to improving waste management.	<p>3.2.2 - RAMROC sponsored 'Love Food Hate Waste' display at the Narrandera Show in September.</p> <p>- Charles Sturt University undertaking a composting study, the results of which will be reviewed by RAMROC.</p> <p>- The 'Waste Watchers' program will be conducted at Narrandera Public School, St Josephs and Grong Grong Primary School during November 2011.</p> <p>- RAMROC is currently reviewing the waste metal contract.</p>	<p>3.2.2 The 'Waste Watchers' program contract will be extended to run through 2012.</p> <p>3.2.2 RAMROC has completed tender process and recommended that One Steel to be contracted to collect Scrap Steel replacing Norstar.</p>	<p>3.2.2 RAMROC is in the process of selecting a consultant to develop a regional strategic for waste management.</p> <p>3.2.2 Completed.</p>	<p>3.2.2 RAMROC is in the process of selecting a consultant to develop a regional strategic for waste management.</p> <p>3.2.2 Completed</p>
3.5.1 Undertake LEP review.	<p>3.5.1 Rural, Business, industrial, environment and village strategies all complete and have been exhibited to the public. They are being reported to the Council this October meeting. The draft LEP and Planning Proposal has been sent to the Department of Planning and Infrastructure for approval to exhibit and the Council can now claim Stage 1 of the LEP grant monies. In relation to the Rural Lands Study, the Council is negotiating with the Department of Agriculture over the minimum lot size.</p>	<p>3.5.1 The draft LEP is with the State Government for approval to exhibit. The draft DCP is with the GM for comment.</p> <p>DPI has objected to the minimum rural land size. The Department of Planning is arranging a joint meeting for late February or early March 2012 to resolve all issues. Aiming for a report to April Council meeting.</p>	<p>3.5.1 Meeting held with Department of Primary Industries, Department of Planning and Council's Consultant on 19 March 2012. Outcome of this meeting expected to be received during April 2012.</p>	<p>3.5.1 Report to July Council Meeting recommending:</p> <ul style="list-style-type: none"> the adoption of the Land Use Strategy Parts 8A, 8B & 8C. publicly exhibit for a minimum of 28 days the draft LEP 2012

PF 5 – Housing and Community Amenities				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.5.3 Call expression of interest – Retirement Village developments.	3.5.3 Status unchanged.	3.5.3 Status unchanged.	3.5.3 Status unchanged.	3.5.3 Status unchanged.
3.6.1 Develop and implement North Narrandera Drainage Scheme.	3.6.1 Tenders have been received and a report shall be submitted to the October meeting of Council.	3.6.1 Red hill drainage construction shall begin mid February 2012. Survey works for drainage works at Boundary Road to commence 15 February 2012.	3.6.1 Drainage works underway. Additional works to be undertaken near the property occupied by Downer EDI.	3.6.1 Drainage works underway. Additional drainage works to be undertaken along Boundary Road.

P.F.6 WATER SUPPLY

PF 6 - Water Supply		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Potable water supply	Goal 3 – Infrastructure, Planning and Environment	<p>Strategy 3.3.1: Provide a consistent and reliable water supply that meets community expectations</p> <p>Strategy 3.3.2: Undertake community education for water conservation</p> <p>Strategy 3.3.3: Modify where necessary 'Best Practice Pricing'</p>

PF 6 – Water Supply				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.3.1 Develop an infrastructure plan to upgrade and maintain the water distribution network.	3.3.1 Acting Director of Technical Services to co-ordinate this with staff of Griffith City Council.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.
3.3.1 Develop and implement structured maintenance regimes.	3.3.1 Acting Director of Technical Services to co-ordinate this with staff of Griffith City Council.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.
3.3.1 Construct new water treatment plant.	3.3.1 Future demand and costing to be investigated.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.	3.3.1 Director of Technical Services investigating this matter.
3.3.2 Promote water conservation in Narrandera.	3.3.2 Council has again renewed its membership with the Save Water Alliance and will continue to promote water conservation during 2011-2012.	3.3.2 As part of its membership, the Save Water Alliance is preparing an insert for inclusion with the February 2012 water accounts about water conservation.	3.3.2 As part of its membership, the Save Water Alliance is preparing an insert for inclusion with the May 2012 water accounts about water conservation	3.3.2 Council continues to maintain its membership with the Save Water Alliance. The effluent re-use project continues to move forward with estimated weekly savings to potable water of 1 Megalitre or 1,000,000 litres.

PF 6 – Water Supply				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.3.3 Modify where necessary best practice water pricing.	3.3.3 Council has increased water access and consumption charges to better reflect costs incurred by Council and water sales.	3.3.3 Review of Fees and Charges to be undertaken as part of the 2012-2013 budget process.	3.3.3 Review of Fees and Charges to be undertaken as part of the 2012-2013 budget process.	3.3.3 Fees and charges updated in accordance with best practise pricing.

P.F.7 SEWERAGE SERVICES

PF 7 - Sewerage Services		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Sewerage disposal system Liquid trade waste	Goal 3 – Infrastructure, Planning and Environment	<p>Strategy 3.2.3: Develop an infrastructure plan to upgrade and maintain the sewerage collection network, including investigation of waste water reuse opportunities</p> <p>Strategy 3.2.4: Modify where necessary 'Best Practice Pricing'</p> <p>Strategy 3.2.5: Investigate and implement liquid trade waste agreements and billing.</p>

PF 7 – Sewerage Services				
Action Plans:- Year 1	Commentary 30/9/2010	Commentary 31/12/2010	Commentary 31/3/2011	Commentary 30/6/2011
3.2.3 Develop an infrastructure plan to upgrade and maintain the sewerage collection network.	3.2.3 Acting Director of Technical Services to meet with staff of Griffith City Council to identify a suitable works program.	3.2.3 Director of Technical Services investigating this matter.	3.2.3 Director of Technical Services investigating this matter.	3.2.3 Director of Technical Services investigating this matter.
3.2.3 Develop and implement structured maintenance regimes.	3.2.3 Acting Director of Technical Services to meet with staff of Griffith City Council to identify a suitable works program.	3.2.3 Director of Technical Services investigating this matter.	3.2.3 Director of Technical Services investigating this matter.	3.2.3 Director of Technical Services investigating this matter.
3.2.3 Refine proposed sewerage re-use scheme.	3.2.3 Council has tendered for materials and construction of pipeline.	3.2.3 Tender has been awarded and construction commenced 13 December 2011.	3.2.3 Works ongoing including pipe installation TWS are in procurement phase for treatment plant works.	3.2.3 Works are 95% complete.
3.2.4 Modify where necessary best practice sewerage pricing.	3.2.4 Currently under review with support staff from Griffith City Council.	3.2.4 Director of Technical Services investigating this matter.	3.2.4 Director of Technical Services investigating this matter.	3.2.4 Director of Technical Services investigating this matter.

PF 7 – Sewerage Services				
Action Plans:- Year 1	Commentary 30/9/2010	Commentary 31/12/2010	Commentary 31/3/2011	Commentary 30/6/2011
3.2.5 Carry out inspections of non-residential properties to determine if liquid trade waste agreement is required.	3.2.5 Currently under review with support staff from Griffith City Council.	3.2.5 Director of Technical Services investigating this matter.	3.2.5 Director of Technical Services investigating this matter.	3.2.5 Liquid Trade Waste Policy being drafted in accordance with Best Practice Guidelines.

P.F.8 RECREATION AND CULTURE

PF 8 – Recreation and Culture		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Library Services Museums Community Centres and Halls Art Galleries Other Cultural services Swimming Pools Sportsgrounds and sporting facilities Parks and Gardens & Lakes Recreation reserves Other sport and recreation	Goal 1 – Social/Community Goal 3 – Infrastructure, Planning and Environment	Strategy 1.4.1: Support and promote the Narrandera Shire Council Sporting facilities, programs and services Strategy 1.7.2: Support the management and provision of cultural services and facilities Strategy 1.7.3: Encourage art and cultural programs for the Shire Strategy 3.4.1: Prepare and implement Master Plans and Plans of Management for key areas Strategy 3.4.2: Ensure adequate open space and recreation needs of the community are met.

PF 8 – Recreation and Culture				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.4.1 Twice yearly meetings convened for sports user groups.	1.4.1 Work on the outdoor netball courts is on schedule for completion by end of November 2011.	1.4.1 Netball Surfacing and retaining walls completed. Poles, handrails dish drain and perimeter fencing to be completed February 2012.	1.4.1 Netball courts and fencing completed.	1.4.1 Netball courts and fencing completed.

PF 8 – Recreation and Culture				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.7.2 Provide ongoing support to sportsground and stadium committees.	1.7.2 Committees are meeting on a regular basis with council staff in attendance.	1.7.2 Committees are meeting on a regular basis with council staff in attendance. Constitution of the sportsground advisory committee to be reviewed.	1.7.2 Status unchanged.	1.7.2 Constitution has been reviewed. Committee meeting are on a regular basis with Council staff in attendance.
1.7.3 Support Aboriginal Advisory Committee to develop and promote Aboriginal Culture.	1.7.3 The Aboriginal Advisory Committee Constitution amended to hold meetings on an as required basis with a quorum of 2 community members. Successful Arts grant to conduct a Wiradjuri dance seminar and forum for aboriginal youth was conducted.	1.7.3 Status unchanged.	1.7.3 Constitution amended for meetings to be held on an as required basis. Requirement on a quorum also reviewed.	1.7.3 Efforts underway to convene a meeting during July.
1.7.3 Promote Local Arts Network.	1.7.3 Local Arts Network for Narrandera successfully established, along with Council adopting a Local Arts Strategy for Narrandera. Successful grant applications for Deadly Dance and "In the Bin" Film project were received.	1.7.3 Ongoing promotion.	1.7.3 Ongoing promotion. Narrandera Creative Arts Network has now become Incorporated.	1.7.3 Status unchanged.

PF 8 – Recreation and Culture				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.4.1 Implement Narrandera Park Master Plan.	3.4.1 Further investigation required on Visitor Information Centre and location of amenities.	3.4.1 Currently waiting for the next round of Sport and Recreation grants to put in an application grant to fund construction of the shade cloth areas.	3.4.1 Currently waiting for the next round of Sport and Recreation grants to submit an application grant to fund construction of the shade cloth areas.	3.4.1 Funding has been included as part of the 2012-13 Management Plan, quotations and designs are being obtained.
3.4.1 Review and update Plan of Management Lake Talbot Swimming Complex and Tourist Park.	3.4.1 Consultation has taken place with Council as Trustee and the Park Lessee. Draft plan adopted by Council September 2011.	3.4.1 Draft plan being reviewed by Lessee and Department of Lands Regional Office.	3.4.1 Status unchanged.	3.4.1 Status unchanged.
3.4.2 Undertake recreation needs analysis.	3.4.2 Community consultation on recreational needs forms part of the integrated planning process.	3.4.2 Forms part of the integrated planning process.	3.4.2 Forms part of the integrated planning process.	3.4.2 Forms part of the integrated planning process.

P.F.9 CONSTRUCTION

PF 9 – Construction		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Building Control Quarries and Pits Mining	Goal 3 – Infrastructure, Planning and Environment	Strategy 3.5.2: Ensure developer compliance with all planning, building permits.

PF 9 – Construction				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.5.2 Review exempt and complying development as part of Council's LEP review.	3.5.2 The exempt and complying development review has been completed as part of a review and has been presented to the GM in draft, now to be finalised.	3.5.2 Status unchanged.	3.5.2 Status unchanged.	3.5.2 Status unchanged.
3.5.2 Development assessments and approvals are within 40 days.	3.5.2 During the period three (3) Complying Development applications were received with three (3) processed within the statutory timeframe of 10 days.	3.5.2 During the period (2) Complying Development applications were received with two (2) processed within the statutory timeframe of 10 days.	3.5.2 During the period (1) one Complying Development application was received with (1) application not processed within the statutory time frame of 10 days due to the applicant wishing to alter the submitted plans.	3.5.2 During the period one (1) complying development application was received with one (1) application approved by Private Certifying Authority.

PF 9 – Construction				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
	<p>Thirteen (13) DAs were received during the period and eight (8) were processed within the timeframe of 40 days. Five (5) applications still require approval however are still within the 40 day period.</p>	<p>Twelve (12) DAs were received during the period and two (2) were processed within the timeframe of 40 days. As at 10/2/2012, two (2) applications still require approval and are currently outside the 40 day period.</p> <p>Reasons for delay in assessment turnaround are staff shortages at Griffith City Council, annual leave and the 2011-2012 Christmas/New Year break.</p>	<p>Nine (9) DA's were received during the period and one (1) was processed within the time frame of 40 days. Eight DA's still require approval with two (2) of these outside the statutory time frame; another DA is currently on 'stop the clock' and the remaining 6 within the 40 day period.</p> <p>Reason for delay in assessments from Griffith City Council is the disruptions caused by flooding both with Griffith City Council area and Narrandera Shire Council area.</p>	<p>Twelve (12) DA's were received during the period and four (4) were processed within the time frame of 40 days. Three (3) fell outside the statutory time frame and five (5) still require approval.</p>

P.F.10 TRANSPORT & COMMUNICATION

PF 10 –Transport & Communication		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Maintain roads, bridges, drainage and footpaths. Bus Shelters RTA Works Airport management Street Lighting Parking areas	Goal 2 - Economic Goal 3 – Infrastructure, Planning and Environment Goal 4 – Organisation / Internal	Strategy 2.1.4: Advocate and implement an effective road transport (road trains, b-triples) networks throughout the shire Strategy 2.1.5: Advocate opportunities for inland rail Strategy 3.4.3: Review street lighting program for effectiveness and efficiency Strategy 3.6.2: Optimise plant utilisation and efficiency Strategy 3.6.3: Implement best practice procedures for maintenance and construction work (roads, footpaths and bridges) Strategy 3.6.4: Review and update service standards for roads, footpaths, airport and bridges Strategy 3.6.5: Maintain street trees in urban areas Strategy 3.6.6: Improve operational viability of Narrandera/Leeton airport Strategy 3.6.7: Provide rural addressing throughout the Shire Strategy 4.2.3: Develop and implement a long-term Asset Management Plan.

PF 10 – Transport & Communication				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.4 Review and process road transport applications. 2.1.4 Advocate for upgrade of the Newell Highway to support road train transport.	2.1.4 Reviewed and processed as per RTA conditions. 2.1.4 Ongoing.	2.1.4 Reviewed and processed as per RTA conditions. 2.1.4 Ongoing.	2.1.4 Ongoing. 2.1.4 Ongoing.	2.1.4 Status Unchanged 2.1.4 B Triple trial on Newell Highway held 28 June 2012 by Roads & Maritime Services.

PF 10 – Transport & Communication				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.5 Lobbying activities and support of inland rail alliance.	2.1.5 Ongoing.	2.1.5 Inland Rail Committee reactivated. Mayor, Deputy Mayor and Cr Hall to meet with NSW Minister Duncan Gay MP late February 2012.	2.1.5 Activity of the Inland Rail Committee continues to grow with six (6) Councils now confirmed as members. Mayor, Deputy Mayor and Cr Hall met with the Transport Minister in February and handed a submission to the Government to consider reactivating the Narrandera to Tocumwal rail line. Cr Hall, the Deputy Mayor and the Director of Technical Services represented the Committee & Council at a discussion forum held in Wagga Wagga on 23 March 2012 on the draft NSW Transport Masterplan.	2.1.5 Cr Hall continues to represent Council interest's at all appropriate appointments.
3.4.3 Review Country Energy street light billing schedule.	3.4.3 Street lighting energy contract to move to Integral Energy from July 2011.	3.4.3 Street lighting energy contract moved to Integral Energy from July 2011.	3.4.3 Completed.	3.4.3 Completed.
3.6.2 Undertake truck and plant utilisation audit and recommendations.	3.6.2 Ongoing with recommendations through the Plant Review Committee meeting minutes.	3.6.2 Ongoing with recommendations through the Plant Review Committee meeting minutes.	3.6.2 Monthly meetings with operation staff.	3.6.2 Monthly meetings with operation staff.
3.6.3 Develop and implement best practice procedures for road maintenance and construction.	3.6.3 Best practice procedures are being utilised however the process is continually evolving.	3.6.3 Best practice procedures are being utilised however the process is continually evolving.	3.6.3 Best practice procedures are being utilised however the process is continually evolving.	3.6.3 Ongoing.
3.6.4 Develop service standards for roads 3.6.4 Investigate funding for disability access audit.	3.6.4 Reviewing the latest developed standards. 3.6.4 Application for financial assistance for the audit process has been acknowledged.	3.6.4 Reviewing the latest developed standards. 3.6.4 Application for financial assistance for the audit process has been acknowledged.	3.6.4 Reviewing the latest developed standards. 3.6.4 Application for financial assistance for the audit process has been acknowledged.	3.6.4 Project underway. 3.6.4 Status unchanged.

PF 10 – Transport & Communication				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
3.6.5 Implement tree management plan.	3.6.5 Tree replacement program being implemented.	3.6.6 Council adopted report at its meeting 15 November 2011	3.6.6 Tree replacement will be implemented mid July.	3.6.6 Tree replacement program has commenced and is to be carried out through the year.
3.6.6 Undertake a strategic review of Narrandera/Leeton airport activities.	3.6.6 Final consultant report now on public exhibition with the closing date for submissions 25 October.	3.6.6 Council adopted report at its meeting 15 November 2011	3.6.6 Council adopted report at its meeting 15 November 2011.	3.6.6 Status unchanged
3.6.7 Implement rural addressing program (signage and road naming).	3.6.7 Project is ongoing. Anticipated completion date now extended to 30 June 2012.	3.6.7 Project is ongoing. Anticipated date of installation of remaining 255 individual property identification plates and gazettal of some new road signs remains at 30 June 2012. Gazettal of residual new road names and road signage to be finalised by 30 September 2012.	3.6.7 Project is ongoing. Order for remaining individual property numbered plates ordered and expected to be installed by June 30 2012. Gazettal of residual new road names and road signage expected to be finalised by 30 September 2012.	3.6.7 Project is approximately 75% complete. Community consultation in regard to new road names is about to commence with the Gazettal of new road names and road signage expected to be finalised by 31 December 2012.
4.2.3 Update asset register by category and condition.	4.2.3 Currently undertaking staff training and a gap analysis has been completed.	4.2.3 Currently undertaking staff training and a gap analysis has been completed.	4.2.3 JRA Asset Management have been engaged to management plans.	4.2.3 Status unchanged.
4.2.3 Develop and implement a priority intervention strategy.	4.2.3 Considering the use of a Consultant to expedite action management plan.	4.2.3 Considering the use of a Consultant to expedite action management plan.	4.2.3 Status unchanged.	4.2.3 Status unchanged.

P.F.11 ECONOMIC AFFAIRS

PF 11 –Economic Affairs		
Principle Activities	Supports Key Goal	Linkage to Strategic/ Operational Plans
Visitor Information Centre. Camping areas and caravan parks Industrial development and promotion Sale yards Real estate development Commercial nurseries Other business undertakings	Goal 1 – Social/Community Refer also: Economic Directions 2007-2012 Plan – <i>Consider Narrandera, Improving Infrastructure, Building Business capability, Creating a Great Place to Live</i> Goal 2 – Economic	Strategy 1.7.1: Facilitate cultural and community events Strategy 2.1.1: Support appropriate economic development projects Strategy 2.1.2: Market and promote Narrandera Shire Strategy 2.1.3: Develop policies and guidelines for the attraction of business, events and industry Strategy 2.1.6: Improve town entrances Strategy 2.2.1: Develop a Narrandera CBD Strategy Strategy 2.3.1: Develop & implement infrastructure master plans for priority commercial and industrial development areas

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
1.7.1 Support and develop the John O'Brien Festival Organising Committee.	1.7.1 Plans are well underway for 2012 with the budget having been endorsed by Council. The focus for 2012 will again be poetry based performances with a carnival type event also being planned to appeal to families and children.	1.7.1 Plans are progressing well with budgeted sponsorship amounts being exceeded for the 2012 Festival.	1.7.1 Due to the recent flood crisis during March 2012, the 2012 John O'Brien Festival was cancelled on the recommendation of the John O'Brien Committee in consultation with the Mayor and General Manager.	1.7.1 Employment of Part Time John O'Brien Festival Coordinator endorsed by Council. Position to be engaged October 2012.
1.7.1 Facilitate and support community and cultural events.	1.7.1 Support provided to Aboriginal Foundation in relation to opportunities for hosting an Aboriginal based tour guiding course to encourage indigenous employment.	1.7.1 Ongoing support.	1.7.1 Ongoing support is provided. At the February 2012 meeting, Council endorsed Corporate sponsorship for the 50 th anniversary of the Narrandera Fisheries during October 2012. The program will include a family fun day with Council Visitor Information staff attending this event to promote Narrandera Shire.	1.7.1 Ongoing Support.
1.7.1 Preparation and continuous improvement of traffic management plans for main street and park festivals.	1.7.1 No action this quarter.	1.7.1 Traffic Management plans have been prepared to support Riverina Rush Event – Narbug Triathlon scheduled for 11 March 2012.	1.7.1 Completed.	1.7.1 Status unchanged.

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.1 Coordinate and assist Economic Development Committee projects.	2.1.1 Attendance at Country and Regional Living Expo in Sydney through the Regional Development Australia (Riverina) supported Country Change program. A number of leads from the expo lead to 2 enquiries for local real estate and resultant town visits. Enquiries are also being generated through the new Country Change website, all of which are being addressed on a case by case basis.	2.1.1 Mayor and Deputy Mayor meet with Riverina Beef. Inland Rail Committee reformed. Report being developed on concepts of assistance Council can provide to generate development.	2.1.1 Mayor and General Manager commenced a program to meet with a business representative weekly.	2.1.1 Attendance at Victorian Regional Living Expo in Melbourne and Country and Regional Living Expo in Sydney through the Regional Development Australia (Riverina) supported Country Change program.
2.1.1 Provide support to the organisations such as Progress Associations, Chamber of Commerce delivering community economic development projects.	2.1.1 Ongoing monthly representation at Narrandera Tourism Incorporated meetings. Support being provided for a number of different projects such as the two foot heritage walk.	2.1.1 Ongoing support provided to Narrandera Tourism with 3 of the past 4 meetings having been attended and collaborative projects such as the town brochure being planned.	2.1.1 East Street businesses are looking to activate a business group. Manager Tourism and Marketing is liaising with this group. Consideration of establishing an Industry Group is also being considered.	2.1.1 Manager Tourism and Marketing is liaising with this group to implement a town marketing campaign.
2.1.1 Review and update Economic Development Strategy.	2.1.1 Review being undertaken as part of Strengthening Basin Program.	2.1.1 Stephen Joyce invited to address Council at 21 February 2012 Workshop.	2.1.1 Stephen Joyce attended the February 2012 Council workshop and submitted the Narrandera DRAFT Economic Development Strategy. Council conveyed the areas of priority projects to move forward with.	2.1.1 Draft Economic Development Strategy completed and ready for consideration by Council.

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.1 Implement Visitor Centre upgrade.	2.1.1 Visitor Centre display hardware and upgrading of shelving to commence January 2012. Cost of equipment currently being investigated.	2.1.1 No further action this quarter.	2.1.1 Status unchanged.	2.1.1 Installation of marketing and display hardware 95% complete.
2.1.2 Promote sportsground and Lake Talbot to sports organisations.	2.1.2 10 Sports club prospects in the past quarter including: AFL, CRL (x2), Bicycle NSW, Little Athletics NSW, Hockey Australia, Softball NSW, Touch Football Australia, Sydney Women's AFL, NSW Women's Rugby League. Information on Sporting facilities sent to each respective group.	2.1.2 Comprehensive submissions for hosting of major sporting events prepared and submitted to: AFL NSW/ACT Greater Wester Sydney Giants Country Rugby League – Hosting of Trial Rugby Match (Canberra Raiders and Melbourne Storm) Country Rugby League – Hosting of Senior Country Championships.	2.1.2 Promotion and lobbying continues. Riverina Rush to be held along with the Charity Shield event for AFL.	2.1.2 Status unchanged.
2.1.2 Promote 'what's on' calendar through internet and other distribution channels.	2.1.2 Riverina Regional Tourism, Country Change, Narrandera Tourism, Council website, Tourism NSW, ABC Riverina (Via Tilma Management).	2.1.2 Promotion ongoing.	2.1.2 Promotion ongoing.	2.1.2 Web links now included as part of online event listings. Monthly feature now included in the Narrandera Argus.
2.1.2 Develop Barellan tourism brochure.	2.1.2 Colour brochure completed and available at the Narrandera Visitor Information Centre.	2.1.2 No further action required.	2.1.2 No further action required.	2.1.2 No further action required.

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.2 Implement marketing strategy to promote Narrandera Shire.	2.1.2 Timelines defined in tourism action plan and 18 month project plan on schedule with recent increase in visitation and overnight stays evidence of successful implementation.	2.1.2 Development of cycling trails now also being actioned through securing of \$35,000 worth of grant funding from Destination NSW.	2.1.2 Development of cycling trails continues. Council was successful in a \$4,000 matched grant application through Riverina Regional Tourism for a marketing campaign targeting Canberra. The campaign is aimed at increasing overnight stays in Narrandera.	2.1.2 Projects defined in the 18 month project plan have been completed or deferred to the next financial year project plan due to budget constraints. Development of cycling and walking trail project continues.
2.1.3 Develop major events guidelines and policy.	2.1.3 Guide to hosting a successful event for community groups and event organisers to use and more effectively understand the requirements of event planning has been completed. The major events policy is currently on public exhibition.	2.1.3 Guide and Policy completed.	2.1.3 Status unchanged.	2.1.3 No further action required.

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.1.6 Undertake a tourism (brown signs) and directional (blue signs) signage audit.	2.1.6 No action this quarter.	2.1.6 Audit partially complete with completion expected by end of next quarter.	2.1.6 Submission to Tourist Attraction Signposting Assessment Committee for wetlands signage has been partially approved subject to inclusion of another sign near the entrance promoting opening hours and access to toilet facilities. Blue signs are RMS responsibility and formed the focus of the signage report submitted to the Economic Development Committee back in 2011, which was also submitted to the RMS for consideration.	2.1.6 Tourist sign has now been erected at the Narrandera Wetlands.
2.1.6 Develop and implement tourism signage strategy.	2.1.6 No action this quarter.	2.1.6 No action this quarter.	2.1.6 RMS (Roads and Maritime Services) are currently conducting a review of tourist signage. Awaiting report before proposed action.	2.1.6 Status unchanged.
2.2.1 Commence scoping and review of CBD master plan development (in conjunction with LEP Review).	2.2.1 Project yet to commence.	2.2.1 Included with community consultation for Integrated Planning Reporting.	2.2.1 Status unchanged.	2.2.1 Status unchanged.

PF 11- Economic Affairs				
Action Plans:- Year 1	Commentary 30/9/2011	Commentary 31/12/2011	Commentary 31/3/2012	Commentary 30/6/2012
2.3.1 Implement Gillenbah Master Plan.	2.3.1 Awaiting outcome of discussions with Roads & Maritime Services (RMS).	2.3.1 Meeting with RMS, Council scheduled for February to review proposed intersection works.	2.3.1 Status unchanged.	2.3.1 Council met with RMS to generate heavy vehicle parking concepts and preferred options to be finalised by December 2012.
2.3.1 Determine extent of staged development of Red Hill Industrial Estate.	2.3.1 In progress.	2.3.1 Tender approved to undertake infrastructure works.	2.3.1 Status unchanged.	2.3.1 Status unchanged.
2.3.1 Further marketing of the Red Hill Industrial Subdivision.	2.3.1 Marketing to commence when infrastructure works have been completed.	2.3.1 Status unchanged.	2.3.1 Status unchanged.	2.3.1 Status unchanged.

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