

Delivery Program / Operational Plan

Quarterly Progress Report

2019/2020 Q2

General Manager

General Manager

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Councillors will support and advocate for the needs of all members in our community.	4.1a (1)	Councillors available and contactable by community members	General Manager	Ongoing	100%	Councillor's contact information is available on Council's website and can be obtained upon request.
Investigate options to work in partnership and enter into joint venture arrangements to make better use of facilities within the local government area.	1.2c (5)	Provide Council representation on relevant Section 355 Committees	General Manager	In Progress	80%	Majority of s.355 committees have council representation. An updated report will be provided to council in the third quarter.
Actively seek and apply for funding opportunities which deliver additional income and contribute to community objectives.	2.1a (4)	Pursue available grant opportunities	General Manager	In Progress	50%	Awaiting the outcome of applications submitted for Stronger Country Communities round 3.

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Support and advocate for the installation of the National Broadband Network across the local government area.	2.1d (2)	Facilitate provision of information on the NBN to the Community on Council's website	General Manager	In Progress	50%	NBN is being rolled out and communicated to rate payers through various media channels.
Undertake connection of water supply to the Dog on the Tuckerbox site.	2.3c (4)	Commence preparation of an option agreement for the Dog on the Tuckerbox site	General Manager	Completed	100%	Option agreement has been established.
Seek funding for projects aimed at supporting the protection and sustainability of our natural environment.	3.1d (5)	Grant Funding opportunities pursued and secured when available	General Manager	In Progress	50%	Awaiting the outcome of applications submitted for Stronger Country Communities round 3.
Councillors will use all occasions presented to advocate for funding and assistance from other levels of government and agencies.	4.1b (1)	Seek funding opportunities when available	General Manager	In Progress	50%	Awaiting the outcome of applications submitted for Stronger Country Communities round 3.
Participation in LG NSW as the representative body of Local Government in order to improve the standing of Local Government in NSW.	4.1b (2)	Advocate for increases in federal assistance grant funding for Regional NSW	General Manager	Completed	100%	Council resolved and sent letters to support this action.
Participation in relevant REROC activities that will benefit the local government area.	4.1b (3)	Participation in REROC events and activities	General Manager	Ongoing	50%	Continued participation has taken place in REROC board meetings and other events and activities hosted by REROC.
Work in partnership with community members, businesses and all levels of government to deliver community priorities.	4.1b (6)	Participation in Stakeholder events and activities	General Manager	In Progress	50%	Attendance at various events and activities undertaken.

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Support for Councillors to attend training, conference and development opportunities will be provided.	4.1e (1)	CGRC attendance at the Local Government NSW Annual General Conference	General Manager	Completed	100%	CGRC attended the Local Government NSW Annual General Conference. Report provided to the November Council Meeting.
Programs and activities which encourage and develop the capacity of current and future community leaders is provided.	4.1e (2)	Identify programs and activities which encourage and develop the capacity of current and future community leaders	General Manager	Ongoing	50%	Councillors have attended various seminars and training.
Provide and maintain services and infrastructure that assists the efficient and effective undertaking of the duties of the elected Council.	4.1e (3)	Continue to provide and maintain services and infrastructure to assist elected representatives in undertaking their duties	General Manager	Ongoing	50%	Councillors have attended various seminars and training. Hardware has been provided to facilitate Councillors in their role.
Support Council's elected representatives in undertaking their role in the community.	4.1e (4)	Continue to provide administrative support to Council's elected representatives to assist in undertaking their role in the community	General Manager	Ongoing	50%	Administrative support is provided to Council's elected representatives.
Review the efficiency and effectiveness of Council's adopted Organisational Structure and ensure the structure and staffing mix can adequately deliver the activities approved by Council.	4.3f (2)	Implement Operational Plan activities	General Manager	In Progress	25%	

Development, Building and Compliance

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Provide accurate and timely advice regarding existing and proposed development within the legislative scope of Council.	2.2a (3)	Inspections undertaken within 48 hours of notification	Manager Development, Building and Compliance	Ongoing	100%	This is an ongoing measure. All inspections are undertaken within 48 hours of notification with many being undertaken in 24 hours or less.
	2.2a (3)	Responses to enquiries provided within 5 working days	Manager Development, Building and Compliance	Ongoing	100%	This is an ongoing action with responses to enquiries provided within 5 working days, many are responded to in less time.
Develop and operate development control plans to ensure compliance with appropriate legislation and to achieve the best possible planning and development outcomes for the community.	2.2b (1)	Commence preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	5%	Issues needed to be addressed in the DCP have begun to be identified.
Develop and operate development control systems which ensure compliance with appropriate legislation and achieve the best possible environmental outcomes.	3.1a (1)	Ongoing and continued assessment of all applications against environmental impact and legislative requirements	Manager Development, Building and Compliance	Ongoing	100%	This is a statutory requirement and completed by all assessment staff. All applications are assessed for impact in accordance with legislation, assessment reports and decisions are recorded.
Contribute to coordinated planning and reporting across local, regional, state and federal areas for the management of the environment.	3.1d (4)	Monthly lodgement of ABS statistics	Manager Development, Building and Compliance	Ongoing	100%	Reports completed and submitted as required.
	3.1d (4)	Monthly lodgement of Building Professionals Board (BPB) statistics	Manager Development, Building and Compliance	Ongoing	100%	Reports completed and submitted.

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Develop and operate development control systems to ensure compliance with appropriate legislation and to achieve the best possible development outcomes for the community.	3.2a (1)	Provide Development Applicants with relevant information concerning Disability Discrimination legislation	Manager Development, Building and Compliance	Ongoing	100%	This is a standard condition on all applications.
Ensure new development is considerate of our heritage.	3.2a (2)	Assessment of all Development Applications includes heritage considerations as applicable and in accordance with the LEP	Manager Development, Building and Compliance	Ongoing	100%	All applications are assessed in accordance with legislative requirements, including heritage. The assessment reports and decisions are recorded as required by legislation
Ensure that planning and development controls are in place to promote and facilitate a variety of housing options for residents.	3.2b (1)	Commence preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	5%	Issues needed to be addressed in the DCP have begun to be identified.
Determine development applications in an efficient and effective manner based on merit	4.1c (3)	80% of DAs determined within statutory 40 days' timeframe	Manager Development, Building and Compliance	Ongoing	100%	Development applications are assessed within legislative timeframes. 80% of applications meet this requirement. Staffing levels do, at times, make this difficult to achieve
Develop and operate safe food handling and public health controls.	1.3c (2)	Implement a Food Safety Education Scheme by promoting the benefits of food safety to our communities and educating operators on food safety practices	Manager Development, Building and Compliance	In Progress	10%	Fact sheets have been developed to assist food shop operators. Yearly inspections have commenced and owners are being coached on food safety.

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Work with land-owners, farmers and other agencies to advocate for the protection of the local agricultural sector through an effective land-use strategy.	2.1b (1)	Complete Rural Land Strategy	Manager Development, Building and Compliance	In Progress	80%	Some additional work needs to be undertaken in regards to minimum lot size and justification. The strategy is to be circulate to government agencies for comment. The strategy is to be present to Council in February 2020.
Develop and operate development control systems which support the protection of agricultural land.	2.1b (2)	Commence development of new LEP and DCP	Manager Development, Building and Compliance	In Progress	5%	Some drafting of DCP controls have commenced. Issues to be transferred into the LEP from the strategies and studies have been identified and discussions begun on how these will translate into LEP controls
Implement a range of initiatives which support and promote the sustainable development of the towns' Central Business Districts and industrial land.	2.1e (1)	Commence preparation of Cootamundra and Gundagai Town Strategies	Manager Development, Building and Compliance	In Progress	80%	The Cootamundra 2050 Strategy has been adopted by Council. The Gundagai Town Strategy will commence in 2020.
Encourage growth in development and construction locally.	2.1e (3)	Develop factsheets for developing and building in the local area	Manager Development, Building and Compliance	In Progress	30%	Some fact sheets have been developed and updated. Staff are currently working through developing additional fact sheets and information for developers and the community.
Develop a new, comprehensive Local Environmental Plan for the local government area.	2.2a (1)	Commence preparation of new draft Development Control Plan	Manager Development, Building and Compliance	In Progress	5%	Issues needed to be addressed in the DCP have begun to be identified.

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Identify and address current and future land-use needs through integrated strategic planning and development.	2.2a (2)	Commence preparation of new draft Comprehensive Local Environmental Plan	Manager Development, Building and Compliance	Not Yet Commenced	0%	Issues to be addressed in the Local Environmental Plan (LEP) have begun to be addressed. Staff focus is currently in developing, exhibiting and adopting the Local Strategic Planning Statements which will guide the further development of the comprehensive LEP.
	2.2a (2)	Develop Rural Land Use Strategy	Manager Development, Building and Compliance	In Progress	80%	Some additional work needs to be undertaken in regards to minimum lot size and justification. The strategy is to be circulate to government agencies for comment. The strategy is to be present to Council in February 2020.
Develop and operate development control plans to ensure compliance with appropriate legislation and to achieve the best possible planning and development outcomes for the community.	4.3a (4)	Develop new Section 7.11 Development Contribution plan and Section 64 Headworks Charges	Manager Development, Building and Compliance	Not Yet Commenced	0%	These plans will be drafted upon the completed of the Local Environmental Plan drafting.
Identify and follow-up opportunities to increase Council's revenue base including grant funding opportunities to deliver additional income to fund major projects.	4.3a (4)	Identify grant opportunities to fund major projects as they arise, lodge grant applications as appropriate	Manager Development, Building and Compliance	Ongoing	100%	Grants are applied for as appropriate and when available.

Regulatory Services

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide well-maintained cemeteries and efficient, appropriate and dignified cemetery operations and services that create the most peaceful surroundings possible for funeral parties and visitors.	4.3d (5)	Complete the Mapping of Cemeteries for plot identification, future planning and publishing of information online	Manager Regulatory Services	In Progress	85%	1 Cemetery left to photograph and map and record details.
	4.3d (5)	Develop a Cemetery Services Strategic plan	Manager Regulatory Services	In Progress	40%	Pending completion of mapping project.
A range of programs are supported, promoted and controlled to encourage and enforce responsible companion animal ownership.	1.3c (3)	Continue Companion Animals Audit	Manager Regulatory Services	Ongoing	50%	Animal Registrations from December trending upwards.
Develop and operate safe food handling and public health controls.	1.3c (2)	Implement a Food Safety Education Scheme by promoting the benefits of food safety to our communities and educating operators on food safety practices	Manager Development, Building and Compliance	In Progress	10%	Fact sheets have been developed to assist food shop operators. Yearly inspections have commenced and owners are being couched on food safety.
Maintain an active involvement and positive relationship with FRNSW, RFS and SES, Health, Ambulance, Police, Local Land Services and all emergency services organisations within the legislative framework and for the benefit of the community.	1.3d (3)	Liaise with Local Emergency Operations Controller to ensure coordination of emergency management assistance	Manager Regulatory Services	Ongoing	50%	Local Emergency Management Officer liaising with Emergency Management Officer on daily basis

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Provide administrative support for the co-ordination of the various emergency services to provide the most effective disaster management for the community.	1.3d (4)	Provide administrative support to emergency management meetings	Manager Regulatory Services	Ongoing	50%	Local Emergency Management Office present to assist at all Local Emergency Management Committee meetings.
A range of programs are supported, promoted and controlled to encourage and enforce responsible companion animal ownership.	1.3c (3)	Analyse data captured through Companion Animals Management System (CAMs) for resource reviews	Manager Regulatory Services	Completed	95%	Data captured and CAMs systems is up and running. Data not analysed as yet.
	1.3c (3)	Conduct two (2) Education and Awareness Days in regard to Companion Animals	Manager Regulatory Services	In Progress	75%	Initial session scheduled for Cootamundra Library January 2020.
	1.3c (3)	Conduct two (2) Free Microchipping Days for Companion Animals	Manager Regulatory Services	Completed	100%	Both Gundagai and Cootamundra held successful free microchipping events.
Co-ordinate between the District and Local Emergency Management Committees and provide effective emergency management assistance as required.	1.3d (1)	Liaise with the District and Local Emergency Management Committees to ensure coordination of Emergency Management assistance	Manager Regulatory Services	Ongoing	50%	Local Emergency Management Committee Meetings held every 2 months.
Develop and maintain effective and well tested emergency management plans.	1.3d (2)	Conduct annual review and update of the Local Emergency Management Plan and Emergency Management Procedures	Manager Regulatory Services	Completed	100%	Completed in August 2019.

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Provide administrative support for the co-ordination of the various emergency services to provide the most effective disaster management for the community.	1.3d (4)	Establish and equip functional Emergency Operations Centres at Cootamundra and Gundagai	Manager Regulatory Services	In Progress	50%	Emergency Operations Centre in Cootamundra established and equipped and Emergency Operations Centre in Gundagai currently under investigation.
Provide, maintain and upgrade as funding permits the saleyards facility which allows the regular sale of animals from this and surrounding districts in a suitable environment.	2.1b (3)	Current Saleyards facility maintained	Manager Regulatory Services	Ongoing	50%	Saleyards facility maintained on a regular and ongoing basis.
Provide a facility through which used chemical drums can be disposed of correctly.	3.1c (3)	Provide a drum muster collection service each year at both Cootamundra and Gundagai	Manager Regulatory Services	Ongoing	50%	Approximately 1500 drums were collected for the period of July - December 2019.
A range of programs are supported, promoted and controlled to reduce and enforce illegal dumping.	3.1d (6)	Investigate options for technology, to enhance illegal dumping surveillance	Manager Regulatory Services	In Progress	20%	Obtaining quotes for Cameras and signage.
	3.1d (6)	Undertake illegal dumping surveillance	Manager Regulatory Services	In Progress	50%	There have been 15 Incidents to December.
Noxious weeds will be contained, reduced or eliminated as appropriate.	3.1e (1)	Develop a Community Education and Awareness program in regards to weed management	Manager Regulatory Services	In Progress	40%	Ongoing.

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	3.1e (1)	Undertake Weed Control program in conjunction with Riverina Regional Strategic Weed Management Plan 2017-2022	Manager Regulatory Services	Ongoing	60%	Ongoing.
Promote and deliver programs and initiatives which promote and educate the community on noxious weeds and pest management practices.	3.1e (2)	Participate in the Managers Established Pest Animals and Weeds Project (MEPAAW)	Manager Regulatory Services	Completed	100%	Bio Security Officers attended Cootamundra Library Event.
Provide well-maintained cemeteries and efficient, appropriate and dignified cemetery operations and services that create the most peaceful surroundings possible for funeral parties and visitors.	4.3d (5)	Construct non-denominational beams at Coolac, Nangus, South Gundagai and Tumblong Cemeteries	Manager Regulatory Services	Completed	100%	All beams installed. Project Completed.
	4.3d (5)	Provide signage, seating and additional landscaping for the Gundagai Area Cemeteries	Manager Regulatory Services	In Progress	75%	Seats installed & Established Trees planted, awaiting further signage.

Community and Culture

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Ensure the best interests of local volunteer and community organisations are promoted where ever possible.	1.1c (1)	Identify appropriate avenues to promote and support the best interests of local volunteer and community organisations where ever possible	Manager Community and Culture	In Progress	30%	Including advertisements on the Cootamundra Local Facebook Page and advertising in the council newsletter.
Encourage volunteerism across the local government area.	1.1c (2)	Identify appropriate avenues to promote, support and encourage volunteerism across the local government area	Manager Community and Culture	In Progress	30%	Including advertisements on Cootamundra Local Facebook Page and advertising in the council newsletter.

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Provide support and funding where possible to support a range of community groups deliver positive outcomes for the local community.	1.1c (3)	Investigate funding opportunities	Manager Community and Culture	In Progress	50%	<p>The application for Women's Week funding was unsuccessful. Assisted Cootamundra Harness Club with a grant application.</p> <p>Further investigation of funding will be undertaken and a regular newsletter will be sent to businesses, committees and event holders.</p>
Develop and implement accessibility strategies as identified in the Disability Inclusion Access Plan.	1.1e (1)	Advocate for access to respite services for carers of disabled children	Manager Community and Culture	In Progress	20%	Engaging in industry discussion and keeping informed of changes.
	1.1e (1)	Advocate for the allocation of more resources for education, early intervention and childcare for children with a disability	Manager Community and Culture	In Progress	20%	Keeping informed of industry and changes.
	1.1e (1)	Conduct a triennial survey of service providers to garner information on access issues in the area	Manager Community and Culture	Completed	100%	Audit paperwork obtained and ready for assessment. Audit to commence once new planner is employed.
	1.1e (1)	Ensure information concerning accessible public transport including Community Transport is readily available	Manager Community and Culture	Completed	100%	Information is available and council is aware of where to refer people.
	1.1e (1)	Ensure signage on Council buildings is clear and easy to read	Manager Community and Culture	Completed	100%	Official audit yet to be completed but new signage installed.

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	1.1e (1)	Ensure that the needs of all stakeholders are considered on all Council committees	Manager Community and Culture	In Progress	25%	Provided a copy of DIAP to relevant staff to remind them of responsibilities.
	1.1e (1)	Ensure the Council's Community Strategic Plan considers barriers to an inclusive community and any issues raised	Manager Community and Culture	Completed	100%	DIAP actions incorporated into the Community Strategic Plan.
	1.1e (1)	Provide appropriate information on the available access in promotional material for community and tourism events	Manager Community and Culture	Ongoing	50%	Brochures are currently being updated.
	1.1e (1)	Provide opportunities for stakeholders to easily report access concerns	Manager Community and Culture	Completed	50%	Provided through council complaints process and the Access & Inclusion Committee.
	1.1e (1)	Provide support to community organisations in seeking funding for accessibility and inclusion projects	Manager Community and Culture	Ongoing	50%	Support provided to community organisations whenever possible to assist with sourcing funding.
	1.1e (1)	Review Council documents to make them easy to complete for people of all abilities. All forms to include how people can access assistance in completion	Manager Community and Culture	In Progress	30%	Facebook and Instagram posts are being captioned.
	1.1e (1)	Update existing Council channels to ensure that they have the ability to include access information and other stakeholder requirements, and that this is collected	Manager Community and Culture	In Progress	20%	Website updated with access information.
	1.1e (1)	When updating mapping and websites include access information on facilities and activities	Manager Community and Culture	In Progress	20%	Updates have been made to the Tourism website.

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Continue to consult with local health services providers and identify and advocate for opportunities to improve the quality and range of health services provided in the local government area.	1.3a (1)	Initiate and participate in Community Drug, Alcohol and Mental Health first response meetings	Manager Community and Culture	In Progress	50%	Attended meetings and provided assistance where able.
	1.3a (1)	Participate in Interagency Network opportunities	Manager Community and Culture	Ongoing	50%	Attended meetings.
Promote a wide range of health and community services offered by various agencies in the local government area.	1.3a (2)	Utilise available mediums for promotion of services	Manager Community and Culture	Ongoing	50%	Shared information given to Council by service providers.
Provide and maintain Mirrabooka Community Centre building to facilitate health and welfare needs of the community.	1.3a (3)	Undertake improvements at Mirrabooka Community Centre	Manager Community and Culture	In Progress	70%	Works complete except flooring.
Work with various agencies to promote a range of programs, activities and opportunities which improve the health, well-being and employability of our community.	2.4a (2)	Facilitate mediums to promote programs activities and opportunities offered in the local government area by other bodies	Manager Community and Culture	Ongoing	50%	Promotion provided through websites, social media and email newsletters on request.

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Provide modern, vibrant and relevant library services, programs and activities to the community in conjunction with Riverina Regional Library (RRL).	1.1a (4)	Consider the needs of stakeholders in developing library collections and services	Manager Community and Culture	In Progress	65%	Currently hold staff planning days to gather new ideas and share successful collection strategies, programs and services between branches. Attend the annual library conference to keep current with trends in services and collections. Attend RRL meetings and training days to keep abreast of regional news and service implementation. Together these ensure that stakeholders are consulted and all the changing needs of stakeholders are met.
	1.1a (4)	Implement program to encourage Library membership and increase overall membership numbers	Manager Community and Culture	In Progress	70%	Cootamundra Library ran a Summer Reading club in January with a big prize draw at the end for children who had borrowed. The library obtained new members through this promotion and through the varied school holiday programs in January.
Encourage the development of initiatives to welcome new residents and make them aware of the opportunities which exist in the local government area.	1.1a (3)	Develop and retain current centralised information on the LGA's attributes in the towns and villages including features, events and services	Manager Community and Culture	In Progress	80%	Country Change Information for towns and villages uploaded onto Trello, an online tool for managing projects and personal tasks.
	1.1a (3)	Promote and make available, Livability Information to residents via Council's website	Manager Community and Culture	Completed	100%	Ongoing management of tourism and business websites and social media, newsletter content and email newsletters.

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Build and sustain partnerships with cultural and arts bodies, and the local arts community, to support activities and to secure funding for cultural and arts development in the local government area.	1.1b (1)	Pursue available grant opportunities	Manager Community and Culture	In Progress	0%	Continuously looking for grant opportunities and funding pursued when appropriate.
Provide assistance to art and cultural bodies to promote and develop programs and facilities.	1.1b (2)	Advocate for funding for the Fit for the Future masterplan project for The Arts Centre Cootamundra	Manager Community and Culture	In Progress	80%	Currently looking at what is deliverable with existing funding.
Continue to provide and maintain the local museums both as a repository and for public viewing of valuable local historical memorabilia.	1.1d (1)	Continue to provide and maintain local museums	Manager Community and Culture	Ongoing	50%	Bradman's Birthplace - working on needed improvements Visitors Information Centre - obtaining the Driver Reviver Program Old Gundagai Gaol - working on completion of repairs.
Seek funding opportunities for the conservation and enhancement of local historical buildings and structures and undertake these activities.	1.1d (2)	Investigate funding opportunities	Manager Community and Culture	In Progress	25%	Further funding application due to increased funding requirement at the Old Mill Gundagai.
	1.1d (2)	Secure funding for Main Street Heritage Paint Scheme in Gundagai and the Wallendbeen Heritage Study	Manager Community and Culture	Completed	100%	Funding secured for Main Street Heritage Paint scheme in Gundagai and the Wallendbeen Heritage Study.
Facilitate the coordination and promotion of the different historical groups and heritage assets within the local government area.	1.1d (3)	Identify ways to promote the different historical groups and heritage assets within the local government area	Manager Community and Culture	In Progress	50%	Promotion through social media

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Enhance the amenity and appearance of our towns' main streets.	1.2a (1)	Commence preparation for the creation of a Masterplan for Cootamundra CBD	Manager Community and Culture	In Progress	0%	Currently looking at funding opportunities.
	1.2a (1)	Construct Gundagai Main Street Public Toilet	Manager Community and Culture	Completed	100%	Gundagai Main Street Public Toilet project completed.
Provide and maintain a clean and attractive streetscape.	1.2a (2)	Provide an attractive streetscape, by implementing the strategies identified in the Open Spaces Strategy	Manager Community and Culture	In Progress	20%	Strategies are being implemented.
Plan for and manage the construction of public space upgrades as funding permits.	1.2a (3)	Investigate options for improving access to local businesses	Manager Community and Culture	In Progress	20%	Waiting on recruitment of relevant staff
Improve the amenity of town and village entrances.	1.2b (1)	Plan signage upgrades for entry to towns and villages	Manager Community and Culture	In Progress	30%	Quotes and design in progress
Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	2.1a (1)	Analyse 'standardised visitor data' to build a visitor profile	Manager Community and Culture	In Progress	75%	Branding Marketing Strategy Draft is due at the end of February.
	2.1a (1)	Appoint an Economic Development/Tourism Officer in Cootamundra	Manager Community and Culture	Completed	100%	Tourism and Economic Development Officer appointed.
	2.1a (1)	Arrange two annual joint meetings with the Cootamundra Tourism Action Committee and the Gundagai Tourism Action Committee	Manager Community and Culture	In Progress	50%	One meeting held, further meeting to be held in March 2020.
	2.1a (1)	Commence preparation for creating and maintaining Council's tourism websites	Manager Community and Culture	In Progress	50%	Cootamundra tourism website complete, Council website requires upgrade.

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	2.1a (1)	Consider Assess Trails, Art Trails and Walking and Riding Trails, in budget development deliberations inclusive of capital and operational expenditure, for 2019/20 and beyond	Manager Community and Culture	In Progress	20%	Awaiting the outcome of funding sought through SCCF3.
	2.1a (1)	Coordinate a workshop with businesses and Tourism Action Committees to plan for growth in the visitor economy held	Manager Community and Culture	In Progress	25%	Date set in February 2020 at Gundagai.
	2.1a (1)	Determine costing and funding source for an LGA wide promotional documentary	Manager Community and Culture	In Progress	20%	Basic interim versions have been created.
	2.1a (1)	Implement 'standardised visitor data capture'	Manager Community and Culture	In Progress	80%	Updated visitor recording sheets at the Heritage Centre and Bradman's Birthplace Visitors Book. Excel documents and other recoding sheets to tally up monthly stats from these places. Entered data from Bradman's Birthplace from 2008 onwards as it had never been entered electronically.
	2.1a (1)	Implement masterplan improvements to Heritage Centre and have shovel ready for grant applications	Manager Community and Culture	Not Yet Commenced	0%	Need to develop a masterplan and seek council endorsement.
	2.1a (1)	In collaboration with investors/owners, assist in the creation of a masterplan for an outlet for local produce at the Old Gundagai Mill site	Manager Community and Culture	In Progress	40%	A Development Application has been approved. Construction Certificate and tender documentation are under preparation.

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	2.1a (1)	Prepare update reports to Council on achievements, against the action plan contained in the Tourism and Economic Development Strategy	Manager Community and Culture	Not Yet Commenced	0%	Items being reported through IP&R systems.
	2.1a (1)	Secure and develop The Motorcycle Collection as a tourism attraction in Cootamundra	Manager Community and Culture	In Progress	0%	Need to determine a suitable site.
Work in partnership with individuals, the private sector, other agencies and levels of government to deliver economic development initiatives.	2.1a (2)	Facilitate and host a meeting with businesses across the LGA annually to discuss business conditions and issues impacting growth	Manager Community and Culture	Completed	100%	Business Networking evenings to be held each October.
	2.1a (2)	Identify businesses who would partner with Council in a program of regularly updated information distributed from their premises	Manager Community and Culture	In Progress	30%	Dusty Road Coffee Roasters and Planted Cootamundra are two places that have identified and do currently display advertising of events and Cootamundra businesses etc. The Visitor Information Centre has now a wide range of information flyers about different activities, historical sites, eateries, accommodation and other relevant information. Many Gundagai Cafe's and retailers also display this information.
	2.1a (2)	Negotiate new memorandum of understanding with Cootamundra Development Corporation	Manager Community and Culture	Completed	100%	Memorandum of understanding has been negotiated with Cootamundra Development Corporation.
Implement strategies which encourage the growth of the local population.	2.1a (3)	Participate in Country Change initiative	Manager Community and Culture	Ongoing	50%	Information updates via Trello, an online tool for project and task management, for social media use.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Work with key partners to explore and advocate for opportunities to better utilise and develop transportation and freight networks which meet our community needs.	2.1c (1)	Investigate options to better use and develop transportation and freight networks in the Local Government area	Manager Community and Culture	In Progress	10%	Ongoing
Promote the development of efficient telecommunications technology for business, land owners, education and health needs.	2.1d (1)	Support and promote the NBN installation in the Local Government area, which drives high quality connectivity to meet business and student needs	Manager Community and Culture	Completed	100%	NBN roll out supported and promoted where appropriate.
Promote to the community and industry groups potential growth opportunities and development efficiencies.	2.1e (2)	Facilitate communication mediums for training and funding opportunities for businesses	Manager Community and Culture	Ongoing	50%	Ongoing though social media and newsletter
	2.1e (2)	Identify value adding opportunities (use of new technology, processes and packaging, collaborations, shared transport costs, use of waste materials for new products etc.) to maximise the opportunities in the sectors where Cootamundra-Gundagai's competitive advantage exists	Manager Community and Culture	In Progress	0%	Statistical information obtained ready for opportunities to be determined
Work in partnership with agencies and other levels of government to support local businesses.	2.1f (1)	Facilitate and support local business training opportunities	Manager Community and Culture	Ongoing	25%	Several training sessions have been held.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Work with key partners and local business owners, investors and employers to investigate, advocate for and promote opportunities for business development and networking.	2.1f (2)	Develop a list of available industrial land and publish quarterly updates on Council's website	Manager Community and Culture	Not Yet Commenced	0%	Yet to be undertaken. Awaiting website upgrade.
Maintain a close liaison and continue to work with Regional Development Australia.	2.1f (3)	Attend Regional Development Australia forums	Manager Community and Culture	Ongoing	50%	No forums held during the period but other opportunities to work with RDA discussed.
	2.1f (3)	Participate in the Country Change Initiative	Manager Community and Culture	Ongoing	50%	Ongoing
Develop and implement an integrated Tourism and Economic Development Strategy for the Cootamundra-Gundagai region.	2.3a (1)	Implement strategies from the Tourism and Economic Development Strategy	Manager Community and Culture	In Progress	65%	Strategy developed, implementation underway.
Work co-operatively with key partners to identify opportunities and to further promote the local government area to tourists and visitors.	2.3b (1)	Include access information on facilities and activities when updating mapping and websites	Manager Community and Culture	Ongoing	0%	Ongoing as updates are completed.
	2.3b (1)	Investigate options for the production of a Mobility Map	Manager Community and Culture	Not Yet Commenced	0%	Yet to be completed.
Work with the community to develop a marketing strategy for the local government area as a tourist destination.	2.3b (2)	Develop Branding Marketing Strategy for Tourism and Economic Development of the Local Government Area	Manager Community and Culture	In Progress	50%	Draft due February.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Ensure local programs, activities and events are actively promoted via a range of mediums to attract and encourage visitors and tourists.	2.3b (3)	Create, maintain and promote a Calendar of Activities, Programs and Community Events	Manager Community and Culture	Completed	100%	Calendar of Activities, Programs and Community Events have been created for both areas, and are regularly maintained and promoted.
	2.3b (3)	Develop Cootamundra Tourism Website and both hardcopy and email Events Newsletter	Manager Community and Culture	Completed	100%	Cootamundra Tourism Website and both hardcopy and email Events Newsletter developed.
	2.3b (3)	Implementing a competitive application based events funding program in the LGA with guidelines for grant process and eligibility criteria to be developed, by 31 December 2019, and advertising for applications, by 29 February 2020	Manager Community and Culture	Not Yet Commenced	20%	Draft guidelines prepared.
Provide a high quality accommodation facility at the Caravan Parks in Cootamundra and Gundagai for the use of visitors.	2.3c (3)	Review existing Caravan Park facilities, recommend improvements and consider funding options	Manager Community and Culture	Not Yet Commenced	0%	Yet to commence.
Maintain and improve the tourism infrastructure, facilities and services in the local government area to make our area an attractive place to visit.	2.3c (5)	Commence implementation of the recommendations of the Gundagai Gaol Masterplan	Manager Community and Culture	In Progress	20%	Drainage work underway.
	2.3c (5)	Develop Strategic Management Plan for WWII inland aircraft fuel depot	Manager Community and Culture	In Progress	10%	Interpretive concept developed for pull off bay.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Develop a Place Plan which incorporates the Economic Development, Open Space Recreation, Arts and Cultural and Disability Action Strategies.	4.1c (4)	Develop Placemaking plan for the planning decision and management of Public Spaces in the Local Government Area	Manager Community and Culture	Not Yet Commenced	0%	Yet to be completed
Provide and maintain Visitor Information Centres which meet the needs of tourists and visitors to our local government area.	2.3c (1)	Analyse Visitor Services Review conducted in 18/19 and conduct further research as necessary	Manager Community and Culture	Not Yet Commenced	0%	Yet to be completed
Undertake a redevelopment of the Gundagai Visitor's Information Centre.	2.3c (2)	Re-develop the Gundagai Visitors Information Centre, including removal of internal visitors toilets, provision of a theatre space and accessibility improvements	Manager Community and Culture	Not Yet Commenced	0%	Yet to commence. Seeking further funding.
Continue to foster and support the Youth Council.	4.1b (5)	Develop a Youth Council in Cootamundra	Manager Community and Culture	In Progress	35%	To be actioned in March 2020.

Finance and Customer Service

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide quality customer service during all "front line" interactions between Council and the community and in all other interactions between staff, agencies, Council and the community.	4.3d (1)	Develop and implement a new Customer Service Charter	Manager Finance and Customer Service	In Progress	60%	Customer Service Charter has been developed. Implementation underway.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Requests for service are processed in an efficient and effective manner.	4.3d (4)	Complete Customer Satisfaction Survey to provide comparison data for the benchmark identified in 2018	Manager Finance and Customer Service	Not Due to Commence	0%	Will be conducted in Q4.
	4.3d (4)	Review responsibilities and provide training to enable customer service staff to respond to Planning and Rating enquiries	Manager Finance and Customer Service	In Progress	60%	Arrangements are underway to host a planning enquiries training session, using the same model as the rates training.
Ensure Council's long term financial planning supports the delivery of community expectations and financial stability.	4.3a (1)	Undertake processes to consolidate Council's rating structure	Manager Finance and Customer Service	In Progress	30%	Internal modelling complete. New land values to be uploaded in January that will allow further work by Dr Drew. Significant work to be completed in Q3.
Ensure the availability of finances are managed, controlled, reviewed and regularly reported on in order to provide the appropriate services and facilities within the allocated budget and achieve the maximum value for expenditure.	4.3a (2)	Prepare and implement procedures to enable all staff with budget responsibility to effectively operate Council's integrated budgeting process	Manager Finance and Customer Service	In Progress	80%	Improvements have been made to the overall reporting process. Focus for 3rd quarter is setup and training to allow staff to access more information without assistance from finance.
Support and funding for elections is provided as required.	4.3b (2)	Make provision in the Long Term Financial Plan for funding of the 2020 Council elections	Manager Finance and Customer Service	Not Due to Commence	0%	Will be included in 2020 budget, to be complied early 2020.

Business

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Deliver a range of programs, activities and events and ensure they are planned, promoted and executed in an efficient, inclusive and professional manner.	1.1a (1)	Develop a Civic Events and Ceremonial Functions Policy	Manager Business	In Progress	50%	A draft policy has been developed and will be circulated for comment at the beginning of the third quarter.
Work with our community to promote community spirit by assisting with the administration, organisation and promotion of events and community gatherings as required.	1.1a (2)	Develop and conduct a community survey to gauge community interests and expectations regarding local events and activities	Manager Business	In Progress	20%	Survey will be sent out when current Tourism Survey is completed.
A range of consultation and engagement activities will be offered to our community in order to plan the long term future direction of the local government area and to inform Council's decision-making.	4.2a (1)	Establish Digital Communication Panel	Manager Business	Completed	100%	Panel developed for surveys and for documents on Public Exhibition
Progress towards the achievement of the Community Strategic Plan objectives will be shared with the community via a range of communication methods.	4.2d (1)	Continue to promote the objectives of the community strategic plan via Council's media channels	Manager Business	Ongoing	50%	Media channels including the community newsletter, social media and media releases are being utilised to promote Council's strategies and plans
Current, informative and easy access to Council information is made available to the community using a range of	4.3c (1)	Develop Engagement Strategy to inform the community and receive feedback, including feedback on major projects	Manager Business	Not Yet Commenced	0%	To commence in 2020 once community survey's have been conducted.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
communication methods, including traditional media and digital channels, Council's website, Community News newsletter and social media.	4.3c (1)	Improve services available on Council's websites through the development of eServices and online forms	Manager Business	Not Due to Commence	0%	To commence with the implementation of the Authority Upgrade to 7.1 which has been delayed due to scheduling issues until 2021.
Council ensures statutory compliance is achieved and demonstrates good governance practices.	4.3b (1)	Participate in the Alliance Legislative Compliance Framework Methodology	Manager Business	Ongoing	50%	Active participant in the Alliance Audit Risk and Improvement Committee.
Implement effective integrated risk management strategies and practices.	4.3b (3)	Undertake development of a Corporate Risk Register	Manager Business	In Progress	30%	Organisational risk register is under development in conjunction with Audit Risk and Improvement Committee.
Promote local employment and training opportunities within the Council organisation.	2.4a (1)	Develop Council Training Plan	Manager Business	In Progress	50%	HR Coordinator is currently collecting feedback from Managers and staff.
	2.4a (1)	Include consideration for disability inclusion in Council's Workforce Management Plan	Manager Business	In Progress	20%	To be included in the update of the Workforce Management Plan. Currently updating HR system so that data is correct.
	2.4a (1)	Investigate barriers that exist for people with a disability and their carers in accessing employment in council positions and standing for council positions	Manager Business	In Progress	20%	Coordinator HR to liaise with Disability and Inclusion Action Group.
	2.4a (1)	Relevant discrimination legislation to be included in EEO Policy, Staff Induction and Recruitment Training	Manager Business	In Progress	50%	Integration of EEO Policy and Plan are in the process of being adopted into induction and the recruitment process.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Implement strategies which promote Cootamundra-Gundagai Regional Council as being an employer of choice.	4.3f (1)	Review and enhance recruitment practices	Manager Business	Not Due to Commence	0%	Review of recruitment practices will commence in the fourth quarter.
Implement the Workforce Management Plan to support all staff in the delivery of community expectations.	4.3f (3)	Update statistics and demographics in the Workforce Management Plan	Manager Business	In Progress	20%	Currently updating HR system so that data is correct. Statistical update will take place in the third quarter.
Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements and minimising risk.	4.3f (4)	Develop internal Council newsletter and incorporate WHS messages to all staff	Manager Business	Not Yet Commenced	0%	Scheduled for initiation in 2020
Develop and implement a Staff Wellbeing Program	4.3f (5)	Develop and implement Staff Wellbeing Program	Manager Business	Not Yet Commenced	0%	To be actioned in 2020
Implement a training plan to enhance the skills and knowledge of staff across the organisation.	4.3g (1)	Develop Staff Training Plan	Manager Business	In Progress	50%	HR Coordinator is currently collecting feedback from Managers and staff
Provide learning and development opportunities to staff to develop the individual's potential and meet the needs of the community and organisation.	4.3g (2)	Develop succession plans for each Section of Council	Manager Business	Not Due to Commence	0%	To be initiated with performance reviews in third quarter
	4.3g (2)	Performance Review Program implemented and the first cycle	Manager Business	Not Due to Commence	0%	Performance Reviews to Commence in third quarter
Offer and promote free public wi-fi internet access in key public spaces across the local government area.	2.1d (3)	Continue to offer free Wi-Fi service at Council Libraries and Administration Centres	Manager Business	Ongoing	50%	Public Wi-Fi has been consistently available to designated areas.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Implement effective integrated risk management strategies and practices.	4.3b (3)	Develop and implement an Internal Audit and Fraud Control Plan	Manager Business	Completed	100%	Internal Fraud Control Plan has been approved by Council.
Adopt and maintain information technology and communication services and infrastructure that assists the efficient and effective undertaking of Council's operations, increases productivity and adequately supports the organisation and our community's needs.	4.3d (1)	Work with the Customer Service Team to develop an Online Booking System for Council facilities	Manager Business	In Progress	15%	Investigation was put on hold pending software upgrades. Will recommence in 2020.
	4.3d (2)	Integrate Civica/Authority (Finance System) and Magiq Documents (EDRMS)	Manager Business	In Progress	15%	Research being carried out into requirements for integration and cost. Project report will be completed in fourth quarter.
	4.3d (2)	Review Business Systems and identify services that can be delivered on Council's Website	Manager Business	Not Yet Commenced	0%	To commence in 2020
Staff are supported in the achievement of organisational objectives by having access to a range of business tools, systems and technologies.	4.3g (3)	Provide ongoing enhancement to Staff Intranet	Manager Business	Not Yet Commenced	0%	Internet enhancement to commence in fourth quarter
Implementation of the Cootamundra-Gundagai Regional Council's suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans.	4.1a (2)	Present half-yearly Progress Reports on 19/20 Operational Plan to Council and the Community	Manager Business	Ongoing	90%	Quarterly report to December 2019 will be included in the February Council Business Papers.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Council's corporate plans are informed by community expectations and are reviewed and updated on a regular basis to meet the changing needs of our community members.	4.1a (3)	Conduct 6 monthly review of Operational Plan and resourcing strategies	Manager Business	In Progress	80%	Report to go to February Council Meeting
The development of the Cootamundra-Gundagai Regional Council's integrated suite of plans, including the Community Strategic Plan, Delivery Program, Operational Plan and resourcing plans, provide a clear strategic direction and drives the organisation's activities.	4.1c (1)	Develop and adopt 2020-21 Operational Plan	Manager Business	Not Yet Commenced	0%	Will commence in early 2020 in conjunction with the budget
Council's decision-making and future planning shows evidence of being linked to Council's integrated suite of plans and the needs of our community.	4.1c (2)	All decision making reports, including strategies and plans are to show linkages to the relevant objective in the Community Strategic Plan	Manager Business	In Progress	50%	Linkages to the Community Strategic Plan are included in the Business Paper Reports.
Council will track the progress towards the achievement of the corporate plan objectives against measurable outcomes.	4.1d (1)	Pulse software Program is fully operational and used by all relevant staff	Manager Business	Completed	100%	Staff have received training and are using the software to provide updates on the relevant section of the Operational Plan to report progress.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
The integrated planning and resourcing documents will be reviewed and updated on a regular basis to meet the changing needs of our community members.	4.1d (2)	Develop a strategy to update Council's Integrated planning suite of plans and resourcing strategies on a regular basis to meet the changing needs of our community	Manager Business	Not Yet Commenced	0%	Strategy to update the Community Strategic Plan will commence in 2020.
	4.1d (2)	Integrated planning and resourcing strategies reviewed and updated as legislatively required	Manager Business	In Progress	50%	Regular reviews and updates are carried out as required
Progress on the achievement of corporate plan objectives will be shared with the community via a range of communication methods.	4.1d (3)	Develop and present report identifying Community communication options and strategies	Manager Business	In Progress	70%	Communication Officer will finalise report once the Community Survey is complete
Council will regularly and continuously seek community feedback to seek additional input to the Community Strategic Plan.	4.2b (1)	Relevant staff to undertake Community Engagement Training (IAP2)	Manager Business	Not Yet Commenced	0%	Training scheduled for March 2020
Cootamundra-Gundagai Regional Council's suite of plans will be reviewed and updated on a regular basis to meet the changing needs of our community members.	4.2b (2)	Develop a strategy to update the Community Strategic Plan on a regular basis to meet the changing needs of our community	Manager Business	Not Yet Commenced	0%	Strategy to update the Community Strategic Plan will commence in 2020.
Progress towards the achievement of the Community Strategic Plan objectives will be shared with the community via a range of communication methods.	4.2c (1)	Continue to promote the objectives of the community strategic plan via Council's media channels	Manager Business	Ongoing	50%	Media channels including the community newsletter, social media and media releases are being utilised to promote council's strategies and plans.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Promote the objectives of the Community Strategic Plan and work in partnership with community members, businesses and other local stakeholders to deliver community priorities.	4.2c (1)	Develop a Community Engagement Strategy to assist with delivering the objectives in the Community Strategic Plan	Manager Business	Not Yet Commenced	0%	For action in the third quarter
Develop and implement accessibility strategies as identified in the Disability Inclusion Access Plan.	1.1e (1)	In reviewing Council purchasing policy consider ways we can better support businesses which employ people with disabilities	Manager Business	In Progress	60%	Procurement Guidelines are currently under review and this is one of the elements under consideration
Ensure all procurement meets legislative and policy requirements and delivers best value for the community and the Council.	4.3a (3)	Develop a suite of Audit Reports to monitor procurement practices	Manager Business	In Progress	50%	Several audit reports have been developed and new reports are currently under development with the implementation of new Accounts Payable and Contract Management software.
	4.3a (3)	Undertake assessment and improvement of procurement processes	Manager Business	In Progress	60%	Implementation of Accounts Payables and Contract Management software has strengthened procurement processes. A panel of providers for Legal Services has been set up to streamline engagement of legal services. Code of Conduct training was provided to all staff involved in purchasing, Councillors and s355 Committee members and included information regarding procurement. Review of the Procurement Policy and Guidelines will be completed in the third quarter.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Council's records are managed in compliance with the appropriate legislation and supports efficient and effective work practices.	4.3d (3)	Review infoXpert workflows to streamline record keeping	Manager Business	In Progress	100%	Comprehensive review has taken place. Further updates to workflows will take place as required

Deputy General Manager

Deputy General Manager

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Investigate, identify and promote opportunities that exist within the local government area for implementation of renewable energy technologies.	3.1b (1)	Negotiate terms of a power partnership agreement on various Council facilities	General Manager	In Progress	50%	Proposals being evaluated.
Ensure adequate project management techniques are in place to ensure the delivery of projects which meet the changing needs of our community on time, within budget and to an acceptable standard.	4.3e (2)	Undertake monitoring of project implementation	General Manager	Ongoing	25%	
Enhance the amenity and appearance of our towns' main streets.	1.2a (1)	Commence intersection improvements for the corner of West and Sheridan Streets in Gundagai	General Manager	In Progress	70%	Majority of civil works have been undertaken. Landscaping and pavements still to be completed.

Civil Works

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide and maintain a safe and well maintained aerodrome for use by commercial and recreational aircraft and promote use by external users.	2.1c (2)	Provide aerial loading facilities for RFS firefighting aircraft	Manager Civil Works	Completed	100%	Works completed December 2019.
	2.1c (2)	Provide asphalt surface for motor sport activities	Manager Civil Works	Completed	100%	Asphalt surface provided at the Aerodrome.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Operate an efficient quarrying service in an environmentally responsible manner that meets all statutory requirements and standards.	3.1a (2)	Renew permit with Forestry Corporation to access Nanangroe Quarry	Manager Civil Works	Completed	100%	Agreement signed off.
Provide and maintain a stormwater disposal system which minimises the carriage of pollutants from the stormwater system to the creek and river systems.	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Civil Works	In Progress	15%	Boundary Road project partially complete.
Maintain civil infrastructure including roads, footpaths, bridges and traffic facilities to agreed standards as set out in asset management plans.	3.2d (2)	Undertake annual road maintenance program	Manager Civil Works	Ongoing	55%	Ongoing as resources and conditions permit. Currently road maintenance being completed as required.
Undertake the annual footpath renewal and extension program.	3.2d (3)	Undertake Footpath Renewal and Extension Program	Manager Civil Works	Ongoing	45%	Works are being carried out when resources permit.
Improve functionality and amenity within Council's work depots.	4.3a (6)	Complete planning for improvements to Cootamundra Depot and Bradman Street Depot	Manager Civil Works	Not Yet Commenced	5%	Works still to commence.
Ensure that a supply of industrial and residential land is available at all times to facilitate the orderly expansion of the local government area.	2.2b (2)	Complete construction of roads and provisions of services for subdivision of industrial land at Turners Lane in Cootamundra	Manager Civil Works	Not Yet Commenced	0%	Awaiting design approvals.
	2.2b (2)	Market and promote Bourke Estate residential subdivision in Gundagai	General Manager	In Progress	50%	Marketing being undertaken as required and will continue.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
	2.2b (2)	Prepare preliminary planning proposal for Stage 2 of Claron Estate residential subdivision in Cootamundra, including access to the Cemetery	General Manager	In Progress	20%	Discussions are continuing.
Work in partnership with local agencies to identify and advocate for opportunities to improve overall community safety.	1.3c (1)	Road Safety Officer to work in partnership with RMS on RMS Road Safety Campaigns	Manager Civil Works	Ongoing	55%	Road Safety Officer working on projects in consultation with Transport for NSW.
Develop and implement strategies to improve safety and accessibility of all road users.	3.2d (1)	Ensure information is available for users of scooters and electric wheelchairs on footpaths. Pedestrian safety information should also be made available	Manager Civil Works	In Progress	60%	Information presented to relevant groups as requested.
	3.2d (1)	Road Safety Officer to work in partnership with RMS on RMS Road Safety Campaigns	Manager Civil Works	Ongoing	50%	Road Safety issues are being addressed and programs continuing.
Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	1.3b (7)	Review existing footpath network and facilities to determine upgrade and connectivity improvement requirements	Manager Civil Works	Ongoing	50%	Ongoing through the year.
Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements and minimising risk.	4.3f (4)	Monthly WHS reports and statistics discussed at Managers Meetings	Manager Civil Works	Ongoing	50%	Risk Manager having regular discussions at managers meetings

Technical Services

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide and maintain a stormwater disposal system which minimises the carriage of pollutants from the stormwater system to the creek and river systems.	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Technical Services	In Progress	80%	Significant works completed on Stormwater Infrastructure including O'Hagan and Tor St Projects. Works are continuing at Luke St, South St and West St.
Maintain civil infrastructure including roads, footpaths, bridges and traffic facilities to agreed standards as set out in asset management plans.	3.2d (2)	Undertake Adjungbilly Road Heavy Vehicle Access Project	Manager Technical Services	In Progress	80%	Program was impacted prior to Christmas due to a lime supply issue. Works will be completed in the coming months following the works currently underway on Muttama Rd.
	3.2d (2)	Undertake annual road maintenance program	Manager Technical Services	Ongoing	55%	Ongoing Maintenance Grading and other routine works as appropriate.
Undertake the annual footpath renewal and extension program.	3.2d (3)	Undertake Footpath Renewal and Extension Program	Manager Technical Services	Ongoing	0%	Footpath works are programmed in accordance with allocated budget.
Improve functionality and amenity within Council's work depots.	4.3a (6)	Complete construction on Gundagai Depot Training Facility	Manager Technical Services	Completed	100%	Training Facility is operational.
Council's fleet of light vehicles and heavy plant is maintained to ensure efficient, cost-effective and timely service delivery.	4.3d (6)	Undertake plant replacement in accordance with related policies and programs	Manager Technical Services	Ongoing	60%	Approval received for replacement of Watercart and Excavator. Orders expected to be placed this week.
Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	1.3b (7)	Review existing footpath network and facilities to determine upgrade and connectivity improvement requirements	Manager Technical Services	Ongoing	40%	Routine maintenance ongoing. Creation of an updated PAMP has been discussed but not actioned to date.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide a safe and healthy environment for staff and contractors through compliance with all WH&S legislative requirements and minimising risk.	4.3f (4)	Monthly WHS reports and statistics discussed at Managers Meetings	Manager Technical Services	Ongoing	50%	Injury statistics are discussed at managers meetings.

Assets

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Enhance the amenity and appearance of our towns' main streets.	1.2a (1)	Construct Gundagai Main Street Public Toilet	Manager Assets	Completed	100%	Work completed and final cost report to be prepared.
Provide and maintain a stormwater disposal system which minimises the carriage of pollutants from the stormwater system to the creek and river systems.	3.1a (3)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Assets	Ongoing	5%	Inadequate details of the stormwater net work asset data. Potential sites are to be identified for installation of Gross Pollutant Traps.
Provide and maintain a stormwater disposal system which allows the removal of stormwater from the towns in the most economical and efficient manner possible whilst minimising impact on natural environment.	3.2c (5)	Complete upgrade of stormwater infrastructure in accordance with the priorities identified in the stormwater priority assessment report	Manager Assets	Ongoing	0%	Design and construction of new systems / amplification is in progress.
Implement effective integrated risk management strategies and practices.	3.2c (6)	Undertake Cootamundra Flood Study	Manager Assets	In Progress	35%	Cootaamundra Flood Study Interim report and presentation was made on 29 January 2020. Anticipated completion of the final report in March April 2020.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Develop and implement asset management plans and strategies for all transport assets.	3.2d (4)	Review and update condition assessment data across the local government area	Manager Assets	Ongoing	0%	Condition assessment on Clear water pumps at Gundagai Water Treatment Plant has been completed and one pump has been replaced and the other one is due to be replaced.
Advocate for State and Federal departments to improve public transport networks to meet the needs of our community.	3.2e (2)	Work with Riverina Joint Organisation on identified public transport initiatives	Manager Assets	Ongoing	0%	Completed Alum Tender for REROC and working REROC on other common tenders.
Develop Asset Management plans which deliver long-term financial sustainability and asset renewal.	4.3a (5)	Implement works programs to improve asset condition	Manager Assets	Ongoing	0%	Asset Management Plans are updated. Quotations has been called for Road Asset Valuation and the will be awarded in February 2020.
	4.3a (5)	Review and improve Asset Management Plans	Manager Assets	Ongoing	0%	Asset Management Plans and Asset Register are updated as more information are made available.
Staff are supported in the achievement of organisational objectives by having access to a range of business tools, systems and technologies.	4.3g (3)	Undertake integration of Mapping Systems with Council's Corporate Systems	Manager Assets	Ongoing	0%	Recycle water system at Cootamundra has been digitized and updated in January 2020 in the Mapping system.
Undertake connection of water supply to the Dog on the Tuckerbox site.	2.3c (4)	Deliver infrastructure for water supply extension to Dog on the Tuckerbox site	Manager Assets	In Progress	15%	Progress is slower than the initial forecast due to delays associated with Survey work by the survey contractor. Alternative are being sought.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide programs, information and services to our community to increase awareness of, and participation in, environmentally sustainable activities.	3.1d (1)	Investigate opportunities to use raw water	Manager Assets	Ongoing	25%	Raw water Licence is being sought from Natural Resources Access Regulator to extract water for irrigating sporting ovals and Golf course at Gundagai.
Encourage the best use of treated water through water saving measures.	3.1d (3)	Investigate opportunities to increase the use of reuse water	Manager Assets	Ongoing	30%	Demand for treated water has been very high at Cootamundra during the 2019/20. The demand exceeds the plant output and as a result of the storage in the effluent dam has been depleting.
Operate and maintain a water reticulation system capable of providing potable water to all connected premises with minimum disruption and maximum efficiency.	3.2c (1)	Implement an Integrated Water Cycle Management (IWCM) Plan	Manager Assets	Ongoing	25%	Draft report is due in March 2020 from PWA.
Undertake Cootamundra Water Main Replacement Program.	3.2c (2)	Continue Cootamundra Water Main Replacement Program	Manager Assets	In Progress	85%	Most of the works have been completed. At present work on Temora Road, Railway Crossing is being done after obtaining approval from ATRC.
Investigate options for the connection of a water supply to Nangus Village, and consult with the community.	3.2c (3)	Partner with Goldenfields Water to prepare business case for connection of water supply to Nangus Village	Manager Assets	In Progress	30%	Feasibility Studies has been completed and report submitted.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Operate and maintain a sewage system and treatment plant capable of removing sewage from all connected premises with minimum disruption and maximum efficiency.	3.2c (4)	Commence construction for the Gundagai Sewer Treatment Plant replacement	Manager Assets	Ongoing	30%	Tenders have been advertised and closing on 25 February 2020. Early earth works and retaining wall construction preliminary works are in progress for the construction of Sewage Treatment Plant at Gundagai,
	3.2c (4)	Invite tenders and enter into contract for the relining of Sewer Mains	Manager Assets	Completed	100%	Existing contract was extended for another year with Interflow for cleaning and lining. Using the provisions.

Waste, Parks and Recreation Services

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide and maintain a clean and attractive streetscape.	1.2a (2)	Provide an attractive streetscape, by implementing the strategies identified in the Open Spaces Strategy	Manager Waste, Parks and Recreation Service	Completed	100%	<p>6/2/20 - landscape regeneration/rehabilitation works that have been completed during the winter and spring months are continuing to be maintained on a weekly basis, within Time, Costs and Quality expectations.</p> <p>12/2/20 - Works for 2019/2020 have been completed.</p> <p>Work will recommence in 2020/2021 pending the allocation of funds.</p>

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Maintain and improve Council's parks and recreation and sporting facilities.	1.2c (3)	Complete revitalisation works to Council Parks, Gardens and Sporting Grounds across the local government area	Manager Waste, Parks and Recreation Service	Completed	100%	<p>6/2/20 - Landscape refurbishment works have been completed for Winter/spring 2019 with the autumn program due to commence sometime in April/May/June 2020.</p> <p>12/2/20 - Works for 2019/2020 have been completed.</p> <p>Works will recommence 2020/2021 pending the allocation of funds.</p>
Co-ordinate the provision of Council facilities for community use.	1.2c (4)	Public open spaces maintained, and capital improvement works identified and managed, as detailed in the Open Spaces Strategy	Manager Waste, Parks and Recreation Service	Completed	100%	<p>6/02/2020 - All capital works as per the Stronger Community Grants program have been completed.</p> <p>12/2/20 - Works for this financial year are completed.</p>
Promote programs which encourage healthy lifestyle choices and activities.	1.3a (4)	Promote programs which encourage healthy lifestyle choices and activities as identified in the Recreation Needs Study and Open Spaces Strategy	Manager Waste, Parks and Recreation Service	Completed	100%	Draft Recreation Needs Study has been completed. 6/2/20 - Comments returned to Consultant to finalise the Recreation Plan.
Maintain and improve Council's parks and recreation and sporting facilities.	1.3b (1)	Construct Country Club Oval Clubhouse/Amenities Building	General Manager	In Progress	85%	Works are ongoing for completion of construction. Current works include a combination of structural and internal fit out.
Provide, maintain, renew and promote high quality sporting, swimming and	1.3b (1)	Develop Recreation Needs Study and Open Spaces Strategy	Manager Community and Culture	In Progress	50%	Draft complete.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
active recreational facilities and programs for the community, active sporting associations and visitors.	1.3b (1)	Facilitate comprehensive consultation sessions with stakeholders, the public and users, to assist in the development of the Public Open Spaces Strategy	Manager Community and Culture	Completed	100%	Includes Sports Council meetings and recreational needs study consultation.
	1.3b (1)	Undertake a full review of Council's Recreational Officers position descriptions to maximise opportunities for future recreational development	Manager Waste, Parks and Recreation Service	Completed	100%	Completed PDs currently with Human Resources for review and submission to the Consultative Committee for consideration.
	1.3b (1)	Undertake Fisher Park lighting upgrade	Manager Waste, Parks and Recreation Service	Completed	100%	Works completed to Time, Cost and Quality guidelines.
Provide and maintain parks and gardens that are aesthetically pleasing, accessible and are available for passive recreational pursuits.	1.3b (2)	Commence planning for the installation of a Regional Playground at Jubilee Park in Cootamundra	Manager Community and Culture	Completed	100%	Playground complete.
	1.3b (2)	Complete maintenance and revitalisation works to Council Parks, Gardens and Sporting Grounds across the local government area	Manager Waste, Parks and Recreation Service	Completed	100%	Landscape regeneration/rehabilitation works that have been completed during the winter and spring months are continuing to be maintained on a weekly basis, within Time, Costs and Quality expectations. Revitalisation works have been completed.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Develop and implement an inspection and maintenance plan for playground equipment.	1.3b (4)	Investigate funding opportunities to enhance Council playgrounds, indoor and outdoor sporting and passive areas to enhance accessibility	Manager Waste, Parks and Recreation Service	Completed	100%	Grant applications have been submitted for funding to build a bouncing pillow at the Cootamundra Aquatic Centre, Rock Climbing Wall at the Sports Stadium, upgrade of Pioneer Park, Palmer Park Wallendbeen, & Pump Track Cootamundra.
	1.3b (4)	Playground inspection and maintenance program developed and implemented for Cootamundra	Manager Waste, Parks and Recreation Service	Ongoing	75%	Ongoing as required. There is only one more scheduled inspection before the end of this financial year.
Undertake improvements to the Cootamundra and Gundagai swimming pool facilities.	1.3b (5)	Conduct a full operational review and report to council on the Cootamundra Aquatic Centre	Manager Waste, Parks and Recreation Service	In Progress	75%	Contractor is currently working on the document with a 22 week timeline. Expectations are that the first draft will be ready for review by staff in March 2020. 12/2/20 - Review is still in progress scheduled for completion March/April.
	1.3b (5)	Project manage and deliver a new splash play area at Cootamundra Pool	Manager Waste, Parks and Recreation Service	Completed	100%	Project completed on Time, to required Cost and Quality standards.
Work in partnership with active sporting associations, community groups and health providers to ensure sporting facilities are fit for current and future community need.	1.3b (6)	The current and future community needs of Council's Public Open Spaces are identified and actions implemented as per the Public Open Spaces Strategy	Manager Waste, Parks and Recreation Service	In Progress	80%	Draft completed and all comments returned to consultant. Consultant has been requested to complete works.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	1.3b (7)	Carry out and document regular safety inspections and implement work activities that will ensure that all facilities are in a safe and working condition fit for purpose	Manager Waste, Parks and Recreation Service	Ongoing	75%	Regular checks are ongoing and works are continuing.
	1.3b (7)	Develop a Detail Works Activity Program that will review the asset and condition, maintenance programs and unit costs to annually maintain these assets to an adopted standard	Manager Waste, Parks and Recreation Service	Completed	100%	A full review and report have been submitted to council and adopted. Adopted plan is now ready for consideration and implementation for the next 2020/2021 financial and operation plan review.
	1.3b (7)	Investigate funding opportunities to enhance Council playgrounds, indoor and outdoor sporting and passive areas to enhance accessibility	Manager Waste, Parks and Recreation Service	Completed	100%	Grant applications have been submitted for funding to build a bouncing pillow at the Cootamundra Aquatic Centre, Rock Climbing Wall at the Sports Stadium, upgrade of Pioneer Park, Palmer Park Wallendbeen, & Pump Track Cootamundra; results of grants yet to be announced.
Undertake a review of waste services across the Local Government area and develop a waste strategy that provides equitable waste services for all residents.	3.1c (1)	Undertake waste strategy review and community consultation	Manager Waste, Parks and Recreation Service	Completed	95%	Strategy completed and adopted in principal, report to Feb council meeting seeking approval to go to public exhibition.
Provide and maintain appropriate rubbish removal, disposal, recycling	3.1c (2)	Commence planning for construction of a re-use shop at Cootamundra Waste depot	Manager Waste, Parks and Recreation Service	In Progress	10%	Pending the outcome from the Waste Strategy consultation process.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
and greenwaste facilities in the most cost effective, environmentally sustainable and efficient manner.	3.1c (2)	Commence planning for construction of Waste Facilities and methods of operation as determined by the Waste Implementation Plan	Manager Waste, Parks and Recreation Service	In Progress	10%	Pending the outcome from the Waste Strategy consultation process.
	3.1c (2)	Undertake improvements at Gundagai Waste Depot as per the Waste Implementation Plan	Manager Waste, Parks and Recreation Service	In Progress	20%	Pending the outcome from the Waste Strategy consultation process.
Provide a facility for the composting and re-using of greenwaste.	3.1c (4)	Implement Cootamundra Regional Organics Project (CROP)	Manager Waste, Parks and Recreation Service	In Progress	10%	Pending the outcome from the Waste Strategy consultation process.
Provide programs, information and services to increase voluntary recycling and reuse to reduce waste to landfill.	3.1d (2)	Investigate funding opportunities and community consultation to locate a suitable adult change room in Cootamundra	Manager Waste, Parks and Recreation Service	Not Yet Commenced	0%	To be scheduled.
	3.1d (2)	Undertake construction of a new Adult Change facility to Gundagai	Manager Waste, Parks and Recreation Service	Not Yet Commenced	0%	To be scheduled.
Manage Council's waste collection, disposal and processing facilities.	3.2c (7)	Manage Council's waste collection, disposal and processing facilities in accordance with the Waste Strategy and Implementation Plan	Manager Waste, Parks and Recreation Service	Completed	100%	Being implemented in accordance with councils financial and implementation plan.

Facilities

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Undertake development of Cootamundra library outdoor area.	1.1b (3)	Develop outdoor space adjoining the Stephen Ward Rooms Cootamundra Library for indoor/outdoor meeting space	Manager Facilities	In Progress	40%	Awaiting further outcomes of the next round funding, as this space will be incorporated with proposed internal renovation.
Maintain and improve Council buildings and properties in accordance with asset management plans.	1.2c (1)	Create an Outdoor Reading Space adjoining the Gundagai Library	Manager Facilities	Completed	95%	Major works completed. Waiting for undercover tables and chairs.
	1.2c (1)	Design new Council developments with accessibility to the main entrance	Manager Facilities	Ongoing	25%	New builds are taking accessibility into consideration. It is an ongoing process.
	1.2c (1)	Future Council building upgrades to include all access considerations	Manager Facilities	Ongoing	25%	Access is being considered for all new builds. Consultation will be required in some cases with Access Committee as designs are being implemented.
	1.2c (1)	Investigate modifications to Council buildings to improve accessibility for staff	Manager Facilities	Ongoing	20%	This will be on a as needed basis and dependent on funding being available. Buildings which can be easily retro fitted will be prioritised. Further investigation and reporting is required.
Undertake a review of the environmental impact of Council-owned facilities and infrastructure and implement measures which Council's environmental impact.	3.1b (2)	Investigate funding sources for solar energy works for Council buildings	Manager Facilities	Ongoing	70%	Several companies have submitted proposal currently working through offers and ideas.
Provide an adequate mix of high quality, disabled accessible and appropriately located public toilet facilities.	3.2c (8)	Finish construction of the Gundagai Main Street Public Toilet	Manager Facilities	Completed	100%	The new facility has been completed and defects are being addressed.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Maintain and improve Council's parks and recreation and sporting facilities.	1.2c (3)	Sporting Grounds maintained as per the current adopted schedules and specifications	Manager Facilities	Ongoing	50%	Ongoing commitment from staff to keep grounds well maintained throughout the council area.
Co-ordinate the provision of Council facilities for community use.	1.2c (4)	Public open spaces maintained, and capital improvement works identified and managed, as detailed in the Open Spaces Strategy	Manager Facilities	Ongoing	50%	Ongoing capital improvements are being undertaken as per project scope.
Promote programs which encourage healthy lifestyle choices and activities.	1.3a (4)	Promote programs which encourage healthy lifestyle choices and activities as identified in the Recreation Needs Study and Open Spaces Strategy	Manager Facilities	Ongoing	50%	Local sporting facilities continually improved for use by all patrons.
Provide, maintain, renew and promote high quality sporting, swimming and active recreational facilities and programs for the community, active sporting associations and visitors.	1.3b (1)	Develop Recreation Needs Study and Open Spaces Strategy	Manager Facilities	In Progress	90%	Currently under review.
	1.3b (1)	Facilitate comprehensive consultation sessions with stakeholders, the public and users, to assist in the development of the Public Open Spaces Strategy	Manager Facilities	Completed	100%	A public meeting has been held throughout LGA and resulting ideas taken on board.
	1.3b (1)	Undertake improvements to the Gundagai Netball Courts lighting and amenities	Manager Facilities	Ongoing	40%	Works are currently underway with lighting works completed. Designs have been created for the new building.
	1.3b (1)	Upgrade Community Fitness infrastructure in Gundagai and Cootamundra	Manager Facilities	In Progress	60%	New playground equipment has been installed. Pump track and new half court will commence shortly. Fitness equipment is being looked at for walking tracks but will be subject to budget availability.

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
Provide and maintain parks and gardens that are aesthetically pleasing, accessible and are available for passive recreational pursuits.	1.3b (2)	Complete maintenance and revitalisation works to Council Parks, Gardens and Sporting Grounds across the local government area	Manager Facilities	Ongoing	70%	Sporting ovals have been recently fertilized and irrigation repairs undertaken. New irrigation has been installed within the new garden beds of Carberry Park. Ongoing improvements are being implemented throughout the township.
	1.3b (2)	Complete re-development of border gardens to Gundagai playground areas	Manager Facilities	Ongoing	80%	Garden beds have been created, including the Sheridan Street intersection. Irrigation is being installed and plants are being swapped out.
Construct a large-scale Adventure Playground in Gundagai.	1.3b (3)	Commence construction of the Gundagai Large Scale Adventure Playground	Manager Facilities	In Progress	95%	Main construction works completed. Defects being addressed and surrounding landscaping works being undertaken.
Develop and implement an inspection and maintenance plan for playground equipment.	1.3b (4)	Playground inspection and maintenance program developed and implemented for Gundagai	Manager Facilities	Ongoing	50%	Inspections are continually being undertaken and format improved.
Undertake improvements to the Cootamundra and Gundagai swimming pool facilities.	1.3b (5)	Commence and complete re-painting works during off season to Gundagai Pool	Manager Facilities	Completed	100%	Re-painting of pools has been undertaken along with new ramp for disabled community members.
	1.3b (5)	Commence planning & tendering for disable ramp to Gundagai Pool	Manager Facilities	Completed	100%	All works completed for tiling and construction of ramp.
	1.3b (5)	Encourage the pool & gymnasium managers/ leasees to conduct activities for people of all abilities	Manager Facilities	Ongoing	80%	Activities are being encouraged and membership is increasing.
Work in partnership with active sporting associations, community groups and health providers to ensure sporting	1.3b (6)	Commence construction of the new facility building located at the Gundagai Netball Precinct as part of Recreation Master Plan	Manager Facilities	In Progress	50%	Final budget confirmed after lighting has been completed. Design is confirmed and discussions with builder underway

Delivery Program - Principal Activity	Code	Operational Plan - Action	Responsible Officer Position	Status	Progress	Comments
facilities are fit for current and future community need.	1.3b (6)	The current and future community needs of Council's Public Open Spaces are identified and actions implemented as per the Public Open Spaces Strategy	Manager Facilities	Ongoing	80%	Budget items being identified and planned for consideration
Programs are developed to ensure the ongoing risk assessment and maintenance of Council facilities.	1.3b (7)	Investigate funding opportunities to enhance Council playgrounds, indoor and outdoor sporting and passive areas to enhance accessibility	Manager Facilities	Ongoing	50%	Sites being identified and draft budgets to be formally put together
Develop and implement a street tree planting plan which enhances amenity and our natural environment.	3.1a (4)	Street Tree planting undertaken in accordance with Gundagai Street tree planting Masterplan	Manager Facilities	Ongoing	80%	Tree works still being carried out as per master plan along with general landscaping.
Reuse waste water to increase the amenity of Council parks, gardens and recreational facilities and to reduce the demand on the water supply.	3.1c (5)	Collaborate with Council departments to increase the use of re-treated water to Gundagai ovals	Manager Facilities	In Progress	70%	Discussions with Water/Sewer team ongoing. New irrigation system currently out to tender and being considered as part of the new sewer treatment plant.