



CABONNE COUNCIL

DRAFT
OPERATIONAL
PLAN

2021/2022

Part 1 - The Activities

1.: Connect Cabonne to each other and the world

1.1: A safe, efficient, quality and well maintained urban and rural transport system for vehicles and pedestrians on Cabonne's local, regional and state road networks.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|--|--|
| 1.1.1 | Complete the Council's Road Maintenance and Renewal Program | 1.1.1.a | Complete the annual rural and urban roads maintenance program | Deputy General Manager - Cabonne Infrastructure | Annual rural and urban road maintenance tasks completed | 95% of program delivered within overall budget |
| | | 1.1.1.b | Undertake service review of rural and urban road maintenance | Deputy General Manager - Cabonne Infrastructure | Service review undertaken | Review completed by Quarter 3 |
| 1.1.2 | Initiate and implement road safety programs | 1.1.2.a | Implement Roads & Maritime Services Road Safety Program | Deputy General Manager - Cabonne Infrastructure | Road Safety Program implemented | 100% of program implemented |
| | | 1.1.2.b | Identify and apply for "Saving Lives on Country Roads Program" funding | Deputy General Manager - Cabonne Infrastructure | Eligible locations identified for the "Saving Lives on Country Roads Program" and funding applied for. | Apply for "Saving Lives on Country Roads Program" funding annually |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|--|--|
| | | | | | Eligible locations identified for the "Saving Lives on Country Roads Program" and funding applied for. | Review RMS data to identify "Saving Lives on Country Roads Program" locations by Quarter 1 |
| | | 1.1.2.c | Undertake street lighting program | Deputy General Manager - Cabonne Infrastructure | Street Lighting program implemented | 100% of program implemented |
| 1.1.3 | Remain a core service provider to the RMS on state main roads | 1.1.3.a | Provide Road Maintenance service to RMS | Deputy General Manager - Cabonne Infrastructure | Dollars billed to RMS | > \$3 million billed to RMS |
| 1.1.4 | Provide and maintain bridge structures on Cabonne's local and regional roads network | 1.1.4.a | Local road bridge maintenance undertaken | Deputy General Manager - Cabonne Infrastructure | Inspections and maintenance carried out | 90% of bridge maintenance completed |
| | | 1.1.4.b | Regional road bridge maintenance undertaken | Deputy General Manager - Cabonne Infrastructure | Inspections and maintenance carried out | 100% of bridge maintenance completed |
| | | 1.1.4.c | Local road bridge construction undertaken | Deputy General Manager - Cabonne Infrastructure | Annual bridge construction works completed | 90% of bridge construction completed |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|---|
| 1.1.5 | Ensure accessibility for all members of the community | 1.1.5.a | Construct new footpaths and pathways according to the requirements in the Pedestrian Access Mobility Plan (PAMP) | Deputy General Manager - Cabonne Infrastructure | All footpath and pathway program projects completed according to the PAMP | 95% projects meet PAMP standards |
| 1.1.6 | Implement the cycle and footpath maintenance renewal program | 1.1.6.a | Footpath maintenance undertaken | Deputy General Manager - Cabonne Infrastructure | Inspections and maintenance carried out as required | 90% maintenance program completed within overall budget |
| | | 1.1.6.b | Pathways maintenance undertaken | Deputy General Manager - Cabonne Infrastructure | Inspections and maintenance carried out as required | 90% maintenance program completed within overall budget |
| | | 1.1.6.c | Kerb and Gutter maintenance undertaken | Deputy General Manager - Cabonne Infrastructure | Inspections and maintenance carried out as required | 90% maintenance program completed within overall budget |
| | | 1.1.6.d | Undertake Pathway Program | Deputy General Manager - Cabonne Infrastructure | Paths replaced in accordance with approved program | 90% pathway program completed within overall budget |
| | | 1.1.6.e | Undertake Footpath Program | Deputy General Manager - Cabonne Infrastructure | Constructed new footpaths | 90% footpath program completed within overall budget |
| | | 1.1.6.f | Undertake Kerb and Gutter Program | Deputy General Manager - Cabonne Infrastructure | Constructed new kerb and gutter | 90% kerb & gutter program completed within overall budget |

1.2: Everywhere in Cabonne has access to contemporary information and communication technology.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|-----------------------|---------------------------------|----------------------------|
| 1.2.1 | Lobby Government and Telecommunication service providers for improved infrastructure and services | 1.2.1.a | To lobby for appropriate telecommunication infrastructure for Cabonne localities | General Manager | Evidence of lobbying activities | 2 activities per year |

1.3: A range of transport options in to, out of and around Cabonne are affordable and available.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---|--|
| 1.3.1 | Facilitate the provision of safe and affordable Community Transport services to Cabonne residents | 1.3.1.a | Provide the Community Transport Program | Deputy General Manager - Cabonne Services | Outputs delivered in line with funding agreement | CTP: 3,000 trips per annum CHSP: 3,000 trips per annum Health: 240 clients transported per annum |
| | | | | | Retain current bus brokerage services | 100% of services retained |
| | | | | | Program meeting report schedule as set out in funding agreement | All reports submitted prior to due date |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|-------------|-----------------------|--|---|
| | | | | | Recruit, train & monitor volunteer drivers | Volunteer driver turnover <20% Bi-annual training sessions conducted |

1.4: Transport infrastructure meets agricultural needs to get goods to and from market.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|--|---|
| 1.4.1 | Design and maintain roads to provide safe and efficient transport of goods and services locally and also State and regional routes | 1.4.1.a | Construction of local roads | Deputy General Manager - Cabonne Infrastructure | Construction program including renewals completed | 90% of program completed within overall budget |
| | | 1.4.1.b | Construction of regional roads | Deputy General Manager - Cabonne Infrastructure | Construction program including repair and black spots completed | 100% of program completed within overall budget |
| | | 1.4.1.c | State Road Ordered Works undertaken | Deputy General Manager - Cabonne Infrastructure | Road Maintenance Contracts for Councils (RMCC) ordered works completed | 100% of ordered works completed within budget |
| | | 1.4.1.d | State Road Ordered Works specific projects undertaken | Deputy General Manager - Cabonne Infrastructure | Road Maintenance Contracts for Councils (RMCC) ordered works completed | 100% of ordered works completed within budget |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|--|--|
| | | 1.4.1.e | Roads to Recovery Federal Local Roads program undertaken | Deputy General Manager - Cabonne Infrastructure | Roads to Recovery Program completed | 90% of program completed within overall budget |
| 1.4.2 | Lobby for the retention and renewal of the rail infrastructure system | 1.4.2.a | Undertake lobbying activities | Deputy General Manager - Cabonne Infrastructure | Maintain membership of relevant committees and alliances | Attend 70% of available meetings |
| | | 1.4.2.b | Lobby for the Inland Rail Network | Deputy General Manager - Cabonne Infrastructure | Attendance at Inland Rail meetings and Focus Groups | 100% attendance |

1.5: Access to major metropolitan markets enables the growth of Tourism

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---------------------|--|
| 1.5.1 | Support Central NSW Councils JO in lobbying for the improvement of Road access | 1.5.1.a | Support the Central NSW Councils Roads & Transport Technical Committee | Deputy General Manager - Cabonne Infrastructure | Level of support | Respond to correspondence within policy timeframes |

2.: Build Business and Generate Employment

2.1: A strong and vibrant local business sector.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-----------------|--|--------------------------------|---|--|
| 2.1.1 | Implement Regional Economic Development Strategy | 2.1.1.a | Implement strategies from Regional Economic Development Strategy (REDS) | General Manager | Implement Economic Development strategies as identified in the REDS | 30% of strategies implemented by Quarter 4 |
| | | 2.1.1.b | Implement CBD promotional activities and works in consultation with businesses and progress associations | General Manager | Meet with businesses and groups to develop strategy | Implement by Quarter 4 |
| | | | | | Implement projects identified in Strategy on priority basis | Implement by Quarter 4 |
| 2.1.1.c | Continue to identify business and service gaps and associated business opportunities | General Manager | Work with regional, state and federal bodies to implement business attraction and development programs | In place by end of 4th quarter | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|-----------------------|---|----------------------------|
| | | | | | Work with NSW Government Easy-to-do Business Program to implement strategies to streamline new business start ups | By 4th quarter |
| | | | | | Work with Central NSW Business HQ to implement programs to assist new businesses and existing businesses to expand and develop | By 4th quarter |
| | | 2.1.1.d | Continue to explore the potential of Agri-Tourism products and develop product | General Manager | Participation in suitable Agri-Tourism promotions, working with government and regional bodies such as Regional Development Australia, Orange 360 Tourism Organisation and Central NSW Councils Tourism Group | End of 4th Quarter |
| | | | | | Report to Council | End of 4th Quarter |

2.2: Coordinated tourism product and a thriving visitor industry in Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--------------------------------|-------------|---|-----------------------|---|--|
| 2.2.1 | Promote Council's Tourism Plan | 2.2.1.a | Promote strategies listed in the Tourism Plan | General Manager | Promotion of weekend economy | 10% rise in weekend visitors to Cabonne |
| | | | | | Number of and type of strategies promoted | 90% of strategies promoted |
| | | | | | Number of Cabonne Country website visits | 10% increase by Quarter 4 |
| | | | | | Work with regional & state tourism groups | 80% of meetings committed to and attended |
| | | | | | Align Cabonne Tourism Plan with Destination NSW Management Plan where relevant. | Contribute to Destination Management Plan from a Cabonne perspective |
| | | | | | Implement Tourism Plan marketing strategy in conjunction with CTAC | 90% of Tourism Plan Marketing Strategy implemented by 4th Quarter |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|-----------------------|--|--|
| | | 2.2.1.d | Continue to implement a Social Media Strategy | General Manager | Implement and update Strategy as new social media platforms emerge | Number of likes and followers of the Cabonne Council Facebook, Instagram and future social media platform pages increased by 20% |
| | | 2.2.1.e | Continue to investigate feasibility, viability and logistics of establishing additional accredited Visitor Information Centres in Cabonne | General Manager | Report to Council | By end of 2nd Quarter |
| 2.2.2 | Continue to Promote Council's Caravan Parks | 2.2.2.b | Promotion of Cabonne caravan parks | General Manager | Develop and print digital promotional material | By end 2nd Quarter |
| | | | | | Promote caravans park through Visitor Information Centre network, caravan industry groups and social media platforms such as Wikicamps | By end of 4th Quarter |

2.3: Increased viable, sustainable and value adding businesses in Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|-----------------------|---|--|
| 2.3.1 | Identify Business assistance programs in the Regional Economic Development Strategy (REDS) | 2.3.1.a | Identify and Implement Business assistance strategies | General Manager | Business assistance strategies implemented | 30% by Quarter 4 |
| | | 2.3.1.b | Continue to work with state, regional and local business groups to identify and implement assistance strategies and programs | General Manager | Identification and implementation of business assistance programs | Business assistance programs implemented |

2.4: Jobs for Cabonne people in Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--------------------------------------|-----------------------|--|---|
| 2.4.1 | Support the development of programs that increase jobs in Cabonne | 2.4.1.a | Support local employment initiatives | General Manager | Promote available job creation initiatives | 100% of job creation initiatives promoted |

3.: Provide and Develop Community Facilities

3.1: Pre school, play group, child care and youth facilities are available across Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|--|--|
| 3.1.1 | Facilitate the provision of children's services | 3.1.1.b | Provide quality and affordable year round care in Cabonne | Deputy General Manager - Cabonne Services | Weekly before school care enrolments | 20 |
| | | | | | Weekly after school care enrolments | Blayney - 25 Manildra - 10 Millthorpe - 60 Mullion Creek - 25 |
| | | | | | Weekly vacation care enrolments | 40 |
| | | | | | Number of children accessing FDC service | 245 per week |
| | | | | | Number of educators in FDC service | Educator level maintained at >28 |
| | | | | | Educator training provided | Bi-annual training sessions conducted |
| | | 3.1.1.d | Review financial sustainability of children's services | Deputy General Manager - Cabonne Services | Review complete | Reported to Council quarter 1 |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|--|---|
| 3.1.2 | Provide and facilitate opportunities, facilities and events for young people | 3.1.2.e | Operate a Youth Ambassador of the Year award | Deputy General Manager - Cabonne Services | Youth Ambassador determined from Youth of the Month awardees | By December Council meeting |
| | | 3.1.2.f | Youth services are promoted across Cabonne | Deputy General Manager - Cabonne Services | Youth invited from local schools to address Council | Annually |
| | | | | | Number of YOM nominations and award presentations | Nomination presented to Council at least 8 months in year |
| | | | | | Number of newsletters developed and distributed | At least 6 per year |
| | | | | | Youth Week participation | 1 event held |
| | | | | | Youth transport available for events | Transport provided on at least 2 occasions |

3.2: Health and aged care facilities meet local community needs.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|--|
| 3.2.1 | Facilitate the provision of aged care facilities | 3.2.1.a | Identify challenges and opportunities of current versus future aged care needs | Deputy General Manager - Cabonne Services | Reported to Council | Report to Council by Quarter 4 |
| 3.2.2 | Facilitate the provision of aged care services | 3.2.2.a | Provide the HACCC program | Deputy General Manager - Cabonne Services | Outputs delivered in line with funding agreement | 725 hours of home maintenance supplied, 15,000 meals supplied, 6,000 hours of social support |
| | | | | | Program meeting report schedule as set out in funding agreement | All reports submitted prior to due date |
| 3.2.3 | Facilitate and advocate for the provision of Health & Medical services | 3.2.3.b | Advocate on behalf of health services in Cabonne as identified | Deputy General Manager - Cabonne Services | Level of response to advocacy as identified | Non responses followed up within 3 months |

3.3: Sporting, recreational, council and community facilities and services are maintained and developed.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|--|--|
| 3.3.1 | Maintain and manage public cemeteries | 3.3.1.a | Facilitate burials of the plot reservations at the 10 operational cemeteries/columbarium's within the LGA | Deputy General Manager - Cabonne Services | Cemeteries regularly maintained to satisfaction of community and within allocated budget | Guidelines/Regs met 100% Q1-Q4 |
| | | 3.3.1.c | Complete annual cemeteries capital works program | Deputy General Manager - Cabonne Services | Program completed within budget | 85% of program completed |
| 3.3.2 | Facilitate the provision of library services to Cabonne residents | 3.3.2.a | Deliver library services to Canowindra, Manildra and Molong according to the service agreement with Orange City Council | Deputy General Manager - Cabonne Services | Circulations | Canowindra > 5000 Manildra > 1500 Molong > 10000 |
| | | | | | Memberships | Canowindra > 800 Manildra > 145 Molong > 900 |
| | | | | | Library Visits | Canowindra > 5000 Manildra > 1400 Molong > 6500 |
| | | 3.3.2.b | Construction of the new Molong Library/Community/Cultural Centre | Deputy General Manager - Cabonne Infrastructure | Finalised construction of facility | Construction by quarter 4 |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|---|--|
| | | 3.3.2.c | Investigate the viability of relocating and extending operating hours for the Manildra Library | Deputy General Manager - Cabonne Services | Investigation complete | By end of quarter 4 |
| 3.3.3 | Maintain existing sporting, recreational, cultural, council and community facilities, to the levels defined in the Recreation Asset Management Plan | 3.3.3.a | Maintain pools to safe operational standards | Deputy General Manager - Cabonne Infrastructure | Address the recommendations from the Pool Audit | All incidents at pools investigated and actions implemented |
| | | | | | Water testing compliance at Council pools | 80% compliance with water testing |
| | | | | | Operate pools in accordance with the Operation and Maintenance Manual | Conduct annual review of all Council pools for the past season |
| | | 3.3.3.b | Maintain sporting facilities to safe operational standards | Deputy General Manager - Cabonne Infrastructure | Maintain sporting facilities in accordance with the Asset Management Plan | 90% completion of AMP within budget |
| | | 3.3.3.c | Maintain parks and gardens to safe operational standards | Deputy General Manager - Cabonne Infrastructure | Maintain parks and gardens in accordance with the Asset Management Plan | 90% completion of AMP within budget |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|---|--|
| | | 3.3.3.d | Maintain playgrounds to safe operational standards | Deputy General Manager - Cabonne Infrastructure | Maintain playgrounds in accordance with the Asset Management Plan | 90% completion of AMP within budget |
| | | 3.3.3.e | Maintain the council's properties to safe operational standards | Deputy General Manager - Cabonne Infrastructure | Carry out inspections and maintenance in accordance with the Asset Management Plan and Risk Management Plan | 90% maintenance carried out as per AMP |
| | | 3.3.3.f | Continue to implement the Molong Village Green Plan of Management | Deputy General Manager - Cabonne Infrastructure | Plan of Management implemented | Implemented within the allocated timeframe |
| 3.3.4 | Maintain existing building facilities to the levels defined in the Building Asset Management Plan | 3.3.4.a | Maintain Council administration buildings | Deputy General Manager - Cabonne Infrastructure | Annual Building Maintenance Program completed | 90% of program delivered within budget |
| | | 3.3.4.b | Maintain security of depots and workshops and manage any significant physical changes to the sites | Deputy General Manager - Cabonne Infrastructure | Develop an Asset Management Plan for Depots and Workshops | Plan developed and implemented by end of 2nd Quarter |
| | | | | | Plant and Depot Capital Works program undertaken | 80% of projects complete or well advanced |

3.4: Cabonne has the education services and facilities to be a contemporary learning community.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---------------------|----------------------------------|
| 3.4.1 | Advocate for education and learning facilities in Cabonne | 3.4.1.a | Monitor challenges and opportunities for education services provided in Cabonne | Deputy General Manager - Cabonne Services | Report to Council | Reported to Council in Quarter 3 |

4.: Grow Cabonne's Culture and Community

4.1: A successful balance of village and rural living.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|--|--|
| 4.1.1 | Provide a framework for encouraging shire wide development by maintaining and updating strategic land use plans | 4.1.1.b | Implement the Cabonne Settlement Strategy 2012 | Deputy General Manager - Cabonne Services | Planning proposals submitted in accordance with strategy | # Planning Proposals received in line with Strategy |
| | | 4.1.1.d | Review Development Contributions Plan and prepare a revised Development Contribution Plan | Deputy General Manager - Cabonne Services | Revised Development Contribution Plan adopted | By end Quarter 4 |
| | | 4.1.1.f | Advocate for the right to farm policy | Deputy General Manager - Cabonne Services | Political support from Council | Right to farm maintained for rural land holders in the shire |
| | | 4.1.1.g | Review Cabonne Development Control Plans | Deputy General Manager - Cabonne Services | Review complete and new DCP in force | By End of Quarter 4 |

4.2: A network of viable, relevant and cultural facilities exists in Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|---|---|---|--|---|
| 4.2.1 | Provide financial support and buildings for cultural facilities and activities in Cabonne | 4.2.1.a | Maintain current level of support to museums in Cabonne | Deputy General Manager - Cabonne Services | Financial contribution is provided | Funding provided by Quarter 4 |
| | | 4.2.1.b | Promote visitation and tourism activity within Cabonne through accessing and showcasing local museums | General Manager | Promote through Council's Tourism publications | Included in 80% of tourism publications |
| | | | | | Increased Age of Fishes Museum displays | 2 additional displays |
| 4.2.1.c | Participate in regional museum programs and sustainable collections program | Deputy General Manager - Cabonne Services | Meeting and events attended | Regularly liaise with program facilitator | | |

4.3: Beautiful towns and villages with historic assets cared for and preserved.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|-----------------------|----------------------|----------------------------|
| 4.3.1 | Manage Council's urban maintenance and improvement programs | 4.3.1.a | Operate Community Assistance Program (CAP) | General Manager | CAP budget allocated | 90% of budget allocated |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|---|--|
| | | 4.3.1.b | Undertake street & gutter cleaning and town entrance mowing | Deputy General Manager - Cabonne Infrastructure | Continual process, as required | 90% completion of AMP and within budget |
| | | 4.3.1.c | Complete annual tree maintenance and hazard removal program | Deputy General Manager - Cabonne Infrastructure | Annual tree maintenance and hazard removal program completed | 90% completion of AMP and within budget |
| | | 4.3.1.d | Implement the Village Enhancement Program | Deputy General Manager - Cabonne Infrastructure | Stage 3 Village Enhancement Program completed for all villages | Stage 3 Village Enhancement Program completed by Qtr 4 |
| 4.3.2 | Support heritage conservation programs | 4.3.2.a | Progressively review community heritage study, recommended heritage sites and places for inclusion on Cabonne LEP | Deputy General Manager - Cabonne Services | Relevant heritage items included in LEP | Annual update of register |
| | | 4.3.2.b | Deliver heritage conservation programs | Deputy General Manager - Cabonne Services | Facilitate annual heritage grants program in accordance with allocated budget | Report on \$ of funds allocated each quarter |
| | | | | | Review 2014/17 Heritage Strategy | Strategy implemented by Quarter 4 |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|-------------|-----------------------|--|--|
| | | | | | Accessible and practical heritage conservation advice provided through facilitation of Heritage Advisory Service | Heritage advisor attends Cabonne office 11 times per annum |

4.4: Community events build visitation, generate investment and strengthen community well being.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|---|--|
| 4.4.1 | Facilitate the responsible management of events and provide funding support where appropriate | 4.4.1.a | Facilitate council's administrative aspects of ANZAC Day events and citizenship ceremonies | Deputy General Manager - Cabonne Services | Molong ANZAC Day program completed and wreaths arranged | Program completed wreaths arranged by due date |
| | | | | | Citizenship ceremonies are arranged as necessary | Ceremonies held on due dates 90% of the time |
| | | 4.4.1.b | Implement funding opportunities through the Events Assistance Program | General Manager | Number of enquiries responded to | 100% of enquiries responded to |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|--|--|
| | | 4.4.1.c | Provide assistance to community groups | General Manager | Number of enquiries responded to | 100% of enquiries responded to |
| | | | | | Available programs promoted | 100% of available programs promoted |
| | | 4.4.1.d | Facilitate Australia Day events annually | Deputy General Manager - Cabonne Services | 1. Australia Day Ambassador arranged; 2. Australia Day awards process managed; and 3. Program for all Shire events compiled. | 1. Ambassador appointed 2. Nominations submitted to Council for determination by October meeting 3. Program prepared and distributed by Australia Day. |
| 4.4.2 | Facilitate sponsorship of major events that make major contribution to major economy | 4.4.2.a | Implement Council's sponsorship policy | General Manager | Number of enquiries responded to | 100% of enquiries responded to and assessed for sponsorship |

4.5: A Council that is effective and efficient.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|--|--|
| 4.5.1 | Provide ethical, open, accountable and transparent decision making processes | 4.5.1.a | Provide quality administrative support and governance to councillors and residents | Deputy General Manager - Cabonne Services | Level of actioning of Council resolutions | <3 Red light indicators per month |
| | | 4.5.1.b | Maintain strong relationships and liaise effectively with all levels of Government | Deputy General Manager - Cabonne Services | Appropriate communications and representations are made on relevant issues | Representations followed up for response within 3 months |
| | | | | | Accessibility of government ministers | Each local member invited to address Council meetings annually |
| | | 4.5.1.c | Provide appropriate mechanisms for democracy and participation for Cabonne residents | Deputy General Manager - Cabonne Services | Compliance with Council's Code of Meeting Practice | 11 Council meetings held per year |
| | | 4.5.1.d | Maintain effective membership of Central NSW Councils JO, LGNSW, Country Mayors Association and other forums | General Manager | Attendance at meetings | Attend >80% available meetings |
| | | | | | Level of matters brought forward by Cabonne at these forums | Attend >80% available meetings |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|---|--|--|
| | | | | | Level of participation in programs | Attend >80% available meetings |
| | | 4.5.1.e | Provide adequate training & professional development opportunities for councillors | General Manager | Level of training made available and level of take up | 100% of LGNSW courses available for councillors promoted |
| | | 4.5.1.f | Adhere to Council's Code of Conduct and Code of Meeting Practice | General Manager | Code of Conduct complaints received and dealt with in accordance with policy | 100% compliance with policy |
| | | | | | Code of Meeting Practice adopted and implemented | Policies reinforced to councillors annually |
| | | 4.5.1.g | Annual Report prepared | Deputy General Manager - Cabonne Services | Report posted on Council's website and OLG advised | Completed and OLG advised by end November |
| | | 4.5.1.h | Submit Public Interest Disclosure reports | Deputy General Manager - Cabonne Services | Annual report submitted by October to NSW Ombudsman | 100% of reports submitted by due dates |
| | | | | | Six monthly reports submitted in July and February to NSW Ombudsman | 100% of reports submitted by due dates |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|--|---|
| 4.5.2 | Make it easy to do business with Council and deliver good customer service | 4.5.2.a | Deliver quality customer service through various means such as face to face interactions and online services. | Deputy General Manager - Cabonne Services | Deliver customer service training to new employees | 100% of new employees trained |
| | | | | | Number of customer requests effectively resolved | 100% compliance with policy |
| | | 4.5.2.b | Operate Customer request program system | Deputy General Manager - Cabonne Services | Number of customer requests effectively resolved | 100% compliance with policy |
| | | 4.5.2.c | Engage with community to determine future needs & objectives | General Manager | Community groups encouraged to develop plans for key areas within their towns and villages | Plans developed by community groups |
| | | | | | Councillors as delegates assess community feedback relating to the Cabonne Community Plan 2025 through attendance at Progress Association meetings | Council maintains delegate membership to 100% of available associations |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|---|--|
| | | 4.5.2.d | Provide effective communications and information systems | General Manager | Implementation of Communication Strategy | Communication Strategy 100% implemented |
| | | | | | Hold community information meetings on relevant matters | 100% of community information meetings on relevant matters held |
| | | | | | Distribute Council media releases as required | 100% distribution of Council media releases |
| | | | | | Prepare and distribute Council quarterly Community Newsletters | 100% preparation and distribution of Council quarterly Community Newsletters |
| | | 4.5.2.f | Consistent approach across the organisation to electronic record keeping | Deputy General Manager - Cabonne Services | Increase awareness to staff | All new staff provided training. Bi-annual awareness in staff newsletter |
| | | 4.5.2.g | Manage Retention and Disposal of Records | Deputy General Manager - Cabonne Services | According to Retention & Disposal Authority | 100% compliance with Authority |
| 4.5.3 | Meeting the Council's statutory obligations for Development | 4.5.3.a | Assess and determine planning and development applications to foster | Deputy General Manager - Cabonne Services | Development Applications determined within legislative timeframes | 80% of applications determined within 40 days |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|--|--|
| | Control, Environmental Health and Animal Control | | community growth within the shire | | Estimated value of developments (excluding subdivision) | \$ value reported quarterly |
| | | | | | Development Applications (DAs) determined | Number of DAs reported quarterly |
| | | 4.5.3.b | Ensure environment monitoring in accordance with the Protection of Environment Operations Act 1997 | Deputy General Manager - Cabonne Services | Promptness of response to complaints of non-compliance with the Act | Complaints responded to within Customer Service Guarantee (CSG) timeframes |
| | | 4.5.3.c | Respond/Take action to community raised requests regarding safety of the community | Deputy General Manager - Cabonne Services | Programs monitored and compliance in regards to companion animals regulations enforced | 100% of requests responded to within CSG timeframes |
| | | 4.5.3.d | Environmental monitoring of former gasworks site | Deputy General Manager - Cabonne Services | Annual groundwater monitoring | Completed by Quarter 4 |
| | | 4.5.3.e | Provide public information regarding companion animal requirements | Deputy General Manager - Cabonne Services | Public provided with information regarding companion animal requirements | Annual media release promoting responsible pet ownership by Quarter 4 |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|---|
| | | 4.5.3.g | Promptly investigate inappropriate and unapproved building works | Deputy General Manager - Cabonne Services | Reported breaches investigated within agreed service levels | 100% of reports investigated |
| | | 4.5.3.h | Ensure implementation of government regulations relating to swimming pools | Deputy General Manager - Cabonne Services | Compliance achieved | 100% of swimming pool compliance inspection requests undertaken |
| | | 4.5.3.i | Ensure annual inspection and licensing of registered food outlets | Deputy General Manager - Cabonne Services | Inspections finalised | % of total food premises inspected yearly |
| | | 4.5.3.j | Maintain private pound | Deputy General Manager - Cabonne Services | Ensure animals placed into pound are returned or rehomed asap | 90% of all dogs are returned or rehomed |
| | | 4.5.3.k | Investigate & monitor illegal dumping activity | | Investigate and enforcement as appropriate | Quarterly review |
| 4.5.4 | Manage the present and long term financial | 4.5.4.a | Levying of Council Rates and Charges in accordance | Deputy General Manager - Cabonne Services | Level of rate of collection at end Quarter 4 | Level of rate collection = > 95% |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------------------------------|-------------|--|---|---|---|
| | sustainability of Cabonne Council | | with the Local Government Act | | Water and Sewer notices issued quarterly | Notice issued by 31 August Notice issued by 30 November Notice issued by 28 February Notice issued by 31 May |
| | | | | | Rates notices issued by statutory deadlines | 1st instalment by 31 July 2nd instalment by 31 October 3rd instalment by 31 January 4th instalment by 30 April |
| | | 4.5.4.b | Maximise secure income through investments | Deputy General Manager - Cabonne Services | Level of interest income generated | Outperform monthly 90 day bank bill swap (BBS) rate |
| | | 4.5.4.c | Develop long term financial plan | Deputy General Manager - Cabonne Services | Adoption of Long Term Financial Plan | LTFP completed by Quarter 4 |
| | | 4.5.4.d | Level of reserves and provisions monitored | Deputy General Manager - Cabonne Services | Report to Council | Reported to Council quarterly |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--------------------------|-------------|---|---|--|---|
| | | 4.5.4.e | Development of the Annual Budget | Deputy General Manager - Cabonne Services | Report to Council on a quarterly basis | Report to the first ordinary Council meeting after the end of the quarter |
| | | 4.5.4.f | Ensure compliance with current payroll awards | Deputy General Manager - Cabonne Services | To comply with the latest Local Government Award | 100% compliance |
| | | 4.5.4.g | Implement and maintain a comprehensive Asset Management System | Deputy General Manager - Cabonne Infrastructure | System being used for the effective management of assets | Implementation of gap analysis and action plan into Asset System |
| 4.5.5 | Minimise risk to Council | 4.5.5.b | Maintain, review and improve Council's Enterprise Risk Management Program | Deputy General Manager - Cabonne Services | The Business Continuity Plan reviewed and tested | Results of tests reported to ARIC and Council by Quarter 4 |
| | | | | | Implementation of ERM with leaders through workshops and training to populate and maintain operational risk register | Workshops and training with all departments annually. A minimum of 2 StateWide Mutual Training initiatives per year |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|-------------|-----------------------|--|--|
| | | | | | Develop annual Risk Management Action Plan following CIP Workbooks with Dept leaders and Teams and assist in the implementation of Actions/Tasks | 4 CIP Workbooks and Action Plans annually |
| | | | | | The Risk Register entries are reviewed, updated and monitored in consultation with risk and task owners | Review progress and assist Departments to update Risk Register content and regular reports to ELT and ARIC quarterly |
| | | | | | Integrate ERM Risk Management procedures into existing Policies, Procedures, Manuals and Checklists | Review departmental Policies, Procedures, Manuals and Checklists for ERM Compliance. Minimum of 4 reviews per year |
| | | | | | Review and Investigate Public Liability, Motor Vehicle and Asset Claims and prepare a report to ELT | Report Quarterly |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|---|---|--|
| | | | | | Develop and maintain Legislative Compliance Register | Reviewed annually |
| | | 4.5.5.c | Continue to manage and monitor internal audit requirements | Deputy General Manager - Cabonne Services | ARIC Meetings attended | 4 meetings attended per year |
| | | | | | Implement the Internal Audit Strategic Plan | 4 audits per year as per the Internal Audit Strategic Plan |
| | | 4.5.5.d | Develop and implement a new Work Health and Safety Management System (WHSMS) framework | General Manager | Implementation of the NEW Work Health and Safety Management System (WHSMS) Framework | By end of 2021 |
| | | | | | Working towards formal accreditation under the international standard for Occupational Health and Safety management system ISO45001 | Mid 2022 |
| | | 4.5.5.h | Provide, maintain and develop financial services and systems to accepted | Deputy General Manager - Cabonne Services | Statutory reporting completed on time | Unqualified report to OLG by 31 October each year |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|---|---|---|---|
| | | | standards - satisfying regulatory and customer requirements | | Business Activity Statement reported to Australian Taxation Office | Completed by 21st of each month |
| | | | | | Fringe Benefits Tax reported to Australian Taxation Office | Completed by 21st May each financial year |
| | | 4.5.5.i | Effectively manage Council's Plant and Fleet | Deputy General Manager - Cabonne Infrastructure | Replace plant and fleet items in line with Council's adopted Plant Replacement Program | 100% replacement as per program |
| | | | | | Work with Transport and Urban Infrastructure leaders to achieve major plant utilisation | At least 90% of benchmark |
| | | | | | Maintenance of plant and fleet in accordance with schedule identified in AusFleet | >90% of schedule complete |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|---|--|
| | | 4.5.5.j | Effectively manage Council's procurement processes and stores operations | Deputy General Manager - Cabonne Infrastructure | Compliance with relevant legislation, policies and procedures | 100% compliance achieved |
| | | | | | Implement the actions of the procurement audit | Actions implemented within required timeframes |
| | | | | | The result of random stocktakes | Error rate of less than 5% |
| 4.5.6 | Develop, maintain and retain a balanced, diverse and skilled workforce | 4.5.6.a | Apprentice and Traineeship needs identified | General Manager | Appointment of apprentices and trainees | 5% of total workforce are apprentices/trainees or cadets |
| | | 4.5.6.d | Skill requirements of all Council staff reviewed annually and targeted training plan developed/actioned | General Manager | Training plan developed and implemented annually | Training plan developed and adopted by 30 June |
| | | | | | Staff Development Appraisals are conducted | Appraisals completed by end of Quarter 3 |
| | | 4.5.6.e | Provide regular opportunities for management to meet and discuss contemporary issues | General Manager | Networking opportunities made available | >4 Technical staff group meetings per year |
| | | | | | Networking opportunities made available | >20 Executive team meetings held per year |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|-----------------------|--|---|
| | | 4.5.6.g | Develop a 2025 Cabonne Workforce Management Plan including succession planning for aging workforce | General Manager | Strategic Plan completed | Completed by end of Quarter 4 |
| | | 4.5.6.h | Continue the delivery of the Leadership Capability Development Program and Framework | General Manager | 1st round of Program implemented and framework developed | June 2021 |
| | | 4.5.6.i | Manage workers compensation and return to work programs | General Manger | Number of Claims and Lost time injury rate | Number of claims and the lost time injury rate is minimised |
| | | 4.5.6.j | Implement the NSW Capability Framework for all positions | General Manger | Capabilities defines for all job groups | All position statements have been updated by end of 2021 |
| | | 4.5.6.k | Improve attraction, recruitment and retention processes such that Cabonne is seen as an Employer of Choice | General Manager | Reduction in turnover and increase in number and quality of job applicants | Turnover is at industry average or less |
| | | 4.5.6.l | Develop and then embed Safe and Respectful Behaviours and framework | General Manager | Behavioural standards are identified and reinforced | All staff are aware of expected behaviours and standards |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|--|
| 4.5.7 | Manage and effectively provide IT systems to Council | 4.5.7.a | Provide IT support services | Deputy General Manager - Cabonne Services | To record any outages of Council's IT system | To ensure that Council's IT systems are not down for more than 4 hours per instance (except where out of Council's control i.e.: Natural Disaster or power outage) |
| | | | | | Provide a responsive and quality help desk service | Development of service level agreements |
| | | | | | Provide a responsive and quality help desk | 85% of all tickets completed within 3 days |
| | | | | | Provide a responsive and quality help desk service | 75% First Call Resolution Rate |
| | | 4.5.7.b | Provide suitable and stable IT systems | Deputy General Manager - Cabonne Services | IT infrastructure is renewed in line with best practice and renewal program | Completion of IT infrastructure renewal program |
| | | | | | IT infrastructure is reliable | Infrastructure meets requirements as set out in Council's BCP |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|--------------------|---|-------------|---|---|---|---|
| | | | | | IT infrastructure is reliable | Infrastructure is kept under warranty and in support |
| | | | | | Software is licensed and legally obtained | 100% software compliance |
| | | | | | Software is licensed and legally obtained | Software kept under maintenance where applicable |
| | | 4.5.7.c | Provide long term IT planning and strategy | Deputy General Manager - Cabonne Services | Development of IT Strategic Plan | Development and adoption of plan including input from relevant stakeholders |
| | | 4.5.7.d | Provide GIS services | Deputy General Manager - Cabonne Services | Provide awareness on Councils GIS | Engage directly with department leaders and coordinators |
| | | | | | Maintain data sets | Ensure Cadastre updates are processed |
| Maintain data sets | Renew data from third party sources | | | | | |
| 4.5.8 | Implement Cabonne Transformation Program 2025 | 4.5.8.a | Review IP&R Framework and integration of plans, working towards achieving ISO accreditation | General Manager | Project has been completed | Phase 2 by end of May 2021 |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|-----------------------|--|---|
| | | 4.5.8.b | Develop, implement and then monitor Corporate Performance Framework and Key Targets | General Manager | New framework is in place and performance data is being reported and monitored | End of 2021 |
| | | 4.5.8.c | Develop and implement a continuous improvement program based on LEAN principles and methodologies | General Manager | Program implemented and continuous improvement successes are promoted | At least 1 improvement project per Department per year |
| | | 4.5.8.d | Develop and implement environmental sustainability strategies and initiatives for Council operations | General Manager | Strategies identified, funded and planned | End of quarter 4 |
| | | 4.5.8.e | Develop and implement a Digital Strategic Plan 2023 and build digital capability | General Manager | New technologies have been introduced to achieve efficiencies | At least 5 examples of new technologies or enhanced capability |
| | | 4.5.8.f | Review and improve the Asset Management Framework, systems and data management | General Manager | The findings of the 2019 Audit of the Asset Framework have been considered and improvements made | Audit of system by end of quarter 4 2022 to confirm improvements and compliance |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|---|-----------------------|---|--|
| | | 4.5.8.g | Develop and implement a Project Management Framework, systems and processes | General Manager | Projects are being managed within the new framework | Framework and systems in place and staff trained by end of quarter 4 |
| | | 4.5.8.h | Develop new suite of plans including new CSP | General Manager | New CSP development has commenced | Phase 3 Engagement by end of 2021 |

5.: Manage our Natural Resources

5.1: All villages have a secure and quality water supply.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|--|
| 5.1.1 | Manage secure water supply schemes | 5.1.1.a | Implement and amend Best Practice for Water Supply within Cabonne water operations | Deputy General Manager - Cabonne Infrastructure | Best Practice for Water Supply implemented and amended | Water quality to meet standards 100% of time |
| | | | | | Best Practice for Water Supply implemented and amended | Maintenance according to AMP 90% of time |
| | | 5.1.1.b | Continue to maintain drinking water management system | Deputy General Manager - Cabonne Infrastructure | Drinking water guidelines complied with. | Water quality to meet standards 100% of time |
| | | 5.1.1.c | Maintain water infrastructure assets | Deputy General Manager - Cabonne Infrastructure | In accordance with the AMP | 90% completion of AMP in within budget |
| 5.1.2 | Promote responsible water use across the community | 5.1.2.a | Cabonne Water responsible use promoted | Deputy General Manager - Cabonne Infrastructure | Participation in water resource management activities, Central NSW Councils JO water utility alliance | Attend 75% of meetings |

5.2: Flood mitigation processes are in place.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|--|--|
| 5.2.1 | Provide systems for stormwater and pollution management & control | 5.2.1.a | Environmental Protection Operations undertaken | Deputy General Manager - Cabonne Infrastructure | Works required to comply with Protection of the Environment Operations Act 1997 (POEO Act) and supporting legislation undertaken | Nil breach incidents |
| | | 5.2.1.b | Undertake creek and river operations | Deputy General Manager - Cabonne Infrastructure | Creek and river environs maintenance completed | 90% completion of AMP and within budget |
| 5.2.2 | Implement Flood Risk Management Plans | 5.2.2.a | Implement Eugowra Floodplain Management Plan | Deputy General Manager - Cabonne Infrastructure | Progressively implement plan and obtain state and/or Federal funding | Review of flood study undertaken and actions initiated |
| | | 5.2.2.c | Implement Molong Floodplain Management Plan | Deputy General Manager - Cabonne Infrastructure | Progressively implement plan and obtain state and/or federal funding | Seek funding opportunities for initiatives |
| | | | | | Progressively implement plan and obtain state and/or federal funding | Floodplain Committee meetings held 4 times per year |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|---|--|--|
| | | 5.2.2.d | Action voluntary purchase applications | Deputy General Manager - Cabonne Infrastructure | Voluntary purchase applications actioned | 100% applications processed depending upon the available funding |

5.3: Sustainable solid and liquid waste management practices are in place across Cabonne.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---|--|
| 5.3.1 | Provide a solid waste management and recycling service to the communities | 5.3.1.a | Manage the contract for the operation of a kerbside pickup service for residential properties | Deputy General Manager - Cabonne Services | Services delivered on time and within contract budget | All measures of waste contracts are achieved |
| | | 5.3.1.b | Manage the operation of the Cabonne landfills to maximise environmental controls | Deputy General Manager - Cabonne Services | Management in accordance with Best Practice standards and Council's Environmental Management Plans (EMPS) | 80% of general maintenance of working tips completed |
| | | | | | | |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---|--|
| | | 5.3.1.c | Provide facilities to encourage maximum recycling and reuse of all waste streams | Deputy General Manager - Cabonne Services | Services delivered with minimal complaints | 100% of requests responded to within CSG timeframes |
| | | 5.3.1.d | Undertake regular inspections of Onsite Sewerage Management Systems in accordance with licence requirements | Deputy General Manager - Cabonne Services | Inspections finalised within agreed service levels | Agreed service level met |
| | | 5.3.1.e | Increase education & awareness of waste issues | Deputy General Manager - Cabonne Services | Increase community awareness | Participation in Netwaste and other waste reduction programs |
| 5.3.2 | Develop long term strategic plan for the development, operation and closure of sites | 5.3.2.a | Monitor and review waste management strategy as necessary | Deputy General Manager - Cabonne Services | Report on implementation of strategy | Reported to Council by Quarter 3 |
| 5.3.3 | To provide and maintain environmentally sustainable, high quality sewerage facilities | 5.3.3.a | Undertake Cabonne Sewer Operations | Deputy General Manager - Cabonne Infrastructure | Operated in accordance with relevant standards and best practices | 75% compliance with EPA Licence requirements |
| | | | | | Maintained in accordance to AMP | 90% of time maintenance is according to AMP |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|-----------|-------------|--|---|--|---|
| | | | | | Operated in accordance with relevant standards and best practices | Operation according to Operations Plan 100% of time |
| | | 5.3.3.b | Maintain Cabonne sewer infrastructure assets | Deputy General Manager - Cabonne Infrastructure | Maintain in accordance to AMP | 90% completion of AMP in within budget |
| | | 5.3.3.c | Undertake Cabonne sewer projects | Deputy General Manager - Cabonne Infrastructure | Complete sewer projects | 90% completion of AMP in within budget |
| | | 5.3.3.d | Operate effluent reuse schemes | Deputy General Manager - Cabonne Infrastructure | Should operate in accordance with relevant standards and best practices | 100% compliance with operating licence |
| | | 5.3.3.f | Undertake liquid trade waste operations | Deputy General Manager - Cabonne Infrastructure | Review Liquid Trade Waste operations and maintain register of businesses | 75% of high risk trade waste business is compliant |

5.4: Primary producers use best practice methods and systems that respect the environment.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---|---|
| 5.4.1 | Maintain an effective campaign of invasive species weed control | 5.4.1.a | Undertake Weeds destruction operations | Deputy General Manager - Cabonne Services | Implementation of Council's Invasive species Weeds policy | Complete 90% notified weeds destruction projects |
| | | 5.4.1.b | Undertake Private property inspections | Deputy General Manager - Cabonne Services | 300 inspections a year to be completed | Completed 30% of inspections |
| | | 5.4.1.c | Undertake roadside inspections | Deputy General Manager - Cabonne Services | 2000km of roadsides to be inspected annually | Completed 90% of roadside inspections |
| | | 5.4.1.d | Inspections of high risk waterways for invasive species | Deputy General Manager - Cabonne Services | 1200km of waterways to be inspected annually | Complete 50% of inspections |
| | | 5.4.1.e | Maintain Macquarie Valley Weeds Operations | Deputy General Manager - Cabonne Services | Macquarie Valley Weeds Operations maintained | Complete 90% Macquarie Valley Weeds operations projects |

5.5: All natural resources are managed sustainably in a planned way.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|---|---|--|---|
| 5.5.1 | Participate in Environmental sustainability programs | 5.5.1.a | Support community education programs in environmental stewardship and management | Deputy General Manager - Cabonne Services | Complete State of Environmental (SoE) Report | Regional SoE report completed by Quarter 4 |
| | | 5.5.1.c | Maintain knowledge and understanding or emerging environmental issues related to mining and energy industries | Deputy General Manager - Cabonne Services | Participate in Association of Mining & Energy Related Councils meetings | 75% of meetings attended by council representatives |
| | | 5.5.1.d | Provide input into the statutory process for proposed State significant development applications | Deputy General Manager - Cabonne Services | Input provided | 100% of the time |
| | | 5.5.1.e | Endeavour to influence the State Government framework for mining activity (e.g. Mining SEPP, CCCs, etc.) | Deputy General Manager - Cabonne Services | Participate in Association of Mining & Energy Related Councils lobbying activities | 75% of meetings attended by council representatives |
| | | 5.5.1.f | Participate in leading advocacy networks | Deputy General Manager - Cabonne Services | Level of participation and attendance at meetings | Attend 75% of meetings |

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|--|-------------|--|---|---|---|
| | | | | | Participate in Cadia, East Guyong and Regis Resources Community Consultative Committees | Attend 75% of meetings |
| 5.5.2 | Manage Council's Molong Limestone Quarry | 5.5.2.a | Investigate future activity of MLQ | Deputy General Manager - Cabonne Services | | |
| | | | | | Finalise prior lease arrangements | All previous lease arrangements terminated before end of 2021 |
| 5.5.3 | Operate gravel pits in an environmentally responsible and financially sustainable manner | 5.5.3.b | Ensure environmental compliance (including private land leases and review of development consents) | Deputy General Manager - Cabonne Infrastructure | Lease agreements renewed | 100% leases renewed |

5.6: Risk management processes are in place for natural disaster events.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|---|---|---|--|
| 5.6.1 | Support the appropriate emergency management lead agency in the planning and management of emergency events | 5.6.1.a | Review of Emergency Management Plan (EMPLAN) | Deputy General Manager - Cabonne Infrastructure | Review completed and Plan adopted | Review completed by Quarter 4 |
| | | 5.6.1.c | Review Standard Operating Procedures (SOP's) | Deputy General Manager - Cabonne Infrastructure | SOP's reviewed and updated as required | Review and update SOP's elected by LEMC by Quarter 4 |
| | | 5.6.1.d | Support education of community by emergency services | Deputy General Manager - Cabonne Infrastructure | Support provided for requests from emergency services for support for community education | Support provided 100% of time |
| | | 5.6.1.e | Conduct Local Emergency Management Committee (LEMC) as required | Deputy General Manager - Cabonne Infrastructure | Meetings convened | 100% of meetings convened and attended |
| 5.6.2 | Support the management of the local emergency services | 5.6.2.a | Actively maintain support of the Canobolas Rural Fire Zone management | Deputy General Manager - Cabonne Infrastructure | Meetings attended as required | 75% of meetings attended |
| | | 5.6.2.b | Actively maintain support of the State Emergency Services | Deputy General Manager - Cabonne Infrastructure | Meetings attended as required | 75% of meetings attended |

5.7: Alternative energy development is considered and utilised where appropriate.

| DP Action Code | DP Action | Action Code | Action Name | Executive Responsible | Performance Measure | Performance Measure Target |
|----------------|---|-------------|--|---|---|--------------------------------|
| 5.7.1 | Encourage the development and use of alternative energy | 5.7.1.a | Implement outcomes of Central NSW Councils JO Sustainability Group | Deputy General Manager - Cabonne Services | Energy Efficient and Sustainable Group outcomes implemented | Viable initiatives implemented |
| | | 5.7.1.b | Investigate the viability of an EV Charging Station in Cabonne | General Manager | Report to Council | By end of 4th quarter |
| 5.7.2 | Review the energy efficiency of Council's operations | 5.7.2.a | Report on sustainability initiatives | Deputy General Manager - Cabonne Services | Report to Council by 4th Quarter | Reported by due date |