1. DELIVERY PROGRAM PROGRESS REPORT

AuthorDirector GovernanceResponsible OfficerGeneral Manager

Link to Strategic Plans CSP – 4.3.1 Operate and manage Council in a financially

sustainable manner that meets all statutory and regulatory compliance and Council policies

Executive Summary

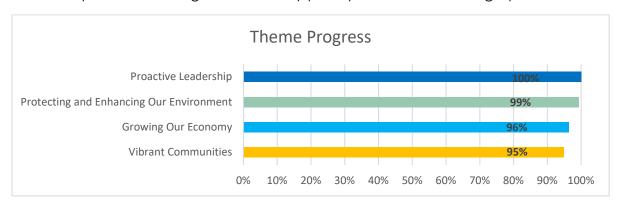
This report provides Council with information on the progress of Council's Delivery Program actions 1 January 2023 to 30 June 2023. Council has achieved 97.3% of its goals for the 2022/2023 financial year.

The General Manager must ensure that progress reports are provided to Council, with respect to the principal activities detailed in the Delivery Program, at least every six months.

Council's six-monthly Delivery Program Progress Report from 1 July 2022 to 30 December 2022 was provided to Council at its Ordinary Meeting held on 8 February 2023.

This report (**See Attachment No. 1**) presents the progress on Council's achievements in implementing the 2022/2027 Delivery Program and the 2022/2023 Operational Plan to 30 June 2023. Each item in the Delivery Program is referenced to one of the key priorities in the Community Strategic Plan – Vibrant Communities; Growing Our Economy; Protecting and Enhancing Our Environment; Proactive Leadership.

Council's performance against each key priority is reflected in the graph below: -



Notable achievements for the 2022/2023 financial year include: -

- Cale Oval clubhouse and grandstand construction
- Construction of two new hangars at the Narromine Aviation Business Park
- Return and Earn Facility
- Draft Precinct Plan for Dundas Oval and Payten Park
- Refurbishment of Trangie Main Street public facilities
- Tomingley Treatment Plant
- Narromine Rotary Park Boat Ramp
- Narromine Rotary Park public facilities

1. DELIVERY PROGRAM PROGRESS REPORT (Cont'd)

Projects underway include: -

- Levee Concept Design and Feasibility Study
- Wentworth Park Subdivision
- Narromine Wetlands Extension

Financial Implications

Operational Plan and Budget 2022/2023

Legal and Regulatory Compliance

Local Government Act 1993 – Section 404(5)

Risk Management Issues

Compliance with legislative requirements.

Council's Delivery Program must include a method of assessment to determine the effectiveness of each principal activity detailed in the Delivery Program in implementing the strategies and achieving the strategic objectives at which the principal activity is based.

Internal/External Consultation

Council's Delivery Program was placed on public exhibition prior to its adoption by Council.

Attachments

- Delivery Program Progress Report – 1 January 2023 to 30 June 2023 (Attachment No. 1)

RECOMMENDATION

That the Delivery Program Progress Report from 1 January 2023 to 30 June 2023 be noted.

2. AUDIT RISK AND IMPROVEMENT COMMITTEE INDEPENDENT MEMBER FEES

AuthorDirector GovernanceResponsible OfficerGeneral Manager

Link to Strategic Plans CSP – 4.3.1 Operate and manage Council in a financially

sustainable manner that meets all statutory and regulatory compliance and Council policies

Executive Summary

This report provides Council with information on the proposed fees for Council's Independent Members to its Audit Risk and Improvement Committee.

Report

In accordance with the Office of Local Government's Draft Guidelines for Risk Management and Internal Audit for Local Government in NSW, Council's Audit Risk and Improvement Committee (ARIC) is required to have three Independent Members, with at least 4 meetings to be held per annum. The fees a Council pays to the Chair and independent members of its ARIC are to be agreed between the Council and the Chair or member and reflect the time, commitment and responsibility involved in serving on the committee. Chairs and members can serve on a committee on a voluntary basis if they choose to.

Council is also obliged under the Superannuation Guarantee (Administration) Act 1992 to make compulsory superannuation guarantee contributions on behalf of ARIC chairs and independent members where they are remunerated.

The current fees paid to Council's ARIC members are \$1,255 excluding GST per meeting.

It is proposed that the fees be increased to \$1,500 excluding GST per meeting for members, and \$2,000 excluding GST per meeting is paid to the Chair. ARIC meetings can be held in person, by telephone or video conference. It is therefore recommended that the fees paid are inclusive of travel costs.

Financial Implications

Council's Operational Plan and Budget for 2023/2024 includes a budget of \$57,220 – to cover cost of ARIC meetings, fees and internal audit reviews to be undertaken during the year.

2. AUDIT RISK AND IMPROVEMENT COMMITTEE INDEPENDENT MEMBER FEES (Cont'd)

Legal and Regulatory Compliance

The Local Government Act 1993 and Local Government (General) Regulation 2021 requires Council to have an ARIC, a robust risk management framework, and an effective internal audit function.

Risk Management Issues

Compliance with legislative requirements.

Internal/External Consultation

Consultation with the Chair of Council's ARIC. The Chair has suggested travel be paid in addition to the independent member and Chair fees.

Attachments

- Nil

RECOMMENDATION

- 1. That the fees to be paid to Council's Audit Risk and Improvement Committee Independent Members be \$1,500 per meeting excluding GST, and \$2,000 per meeting excluding GST to the Chair. Further, that the fee is inclusive of travel expenses.
- 2. That the annual CPI be applied from 1 July each year.

3. WORKS REPORT

AuthorGeneral ManagerResponsible OfficerGeneral Manager

Link to Strategic Plans CSP – 4.3.3 Ensure Council's property assets are

monitored and well managed

Executive Summary

This report provides information regarding works undertaken for the given period in regard to both operational and capital works.

Report

The Works Report (Attachment No. 2) for the period 1 July 2023 to 31 July 2023 is presented to Council for information.

3. WORKS REPORT (Cont'd)

Financial Implications

Council has provision for these services in its Operational Budget.

Legal and Regulatory Compliance

Local Government Act 1993 Roads Act 1993

Risk Management Issues

Nil

Internal/External Consultation

Nil

Attachments

- Works Report (Attachment No. 2)

RECOMMENDATION

That the information be noted.

Jane Redden

General Manager



Delivery Program Progress Report 1 January 2023 – 30 June 2023

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Narromine Shire Vision

The Narromine Shire is a friendly place to live with a strong sense of community that values our services, facilities and our natural rural environment.

We are a community that values the diversity of people, ideas, perspectives and experiences.

We work together to strive towards a vibrant, safe and engaged community that provides opportunities for all its members.

Our Council is a leader for our community, sharing the responsibility for growth, development and provision of services.



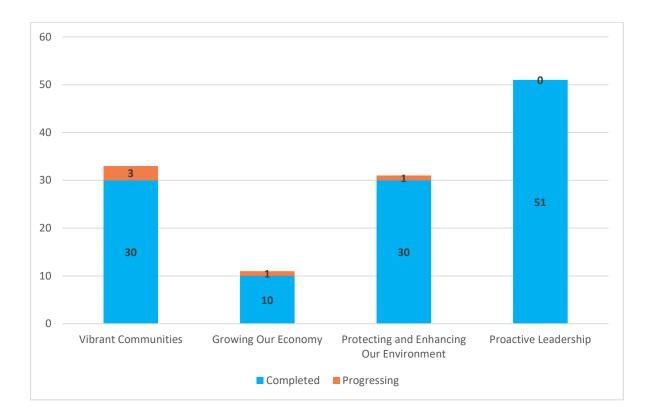
Delivery Program

This is the plan where the community's strategic goals are translated into actions. These are the principle activities to be undertaken by Council to implement the objectives established by the Community Strategic Plan within the resources available under the Resourcing Strategy.

The Delivery Program is a statement of commitment to the community from each newly elected Council. It is designed as the single point of reference for all principle activities undertaken by Council during its term. All plans, projects, activities and funding allocations must be directly linked to this Program.

As Local Government is a division of State Government, it is appropriate that Council's goals are linked to the 32 goals developed by the State Government in their 2021 plan. These are referenced as 'SP number' for each Delivery Program goal.

Below is the summary of Council's overall performance for 1 January 2023 – 30 June 2023.





VIBRANT COMMUNITIES

Our Goal:

We want to create a safe, healthy and connected region that encourages participating and creates a strong sense of pride in our community and each other's well-being.

A SAFE, ACTIVE AND HEALTHY COMMUNITY - SP Nos. 16, 23, 27

Action Code	Action	Performance Measure	Action Progress	Comments
1.1.01.01	Liaise with Police and other community groups.	Liaise every six months with police advocating for crime minimisation	100%	Regular meetings are held with NSW Police representatives on local issues
1.1.01.03	Undertake activities in the Crime Minimisation Strategy	Activities completed in accordance with Action Plan	100%	Priority for the 2022-23 year has been the installation of additional CCTV.
1.1.02.01	Coordinate annual inspection of Council streetlights to ensure adequate operation.	Audit conducted annually.	100%	Essential Energy conduct regular inspections in accordance with the Council Streetlight Maintenance Program. Monthly reporting is provided to Council outlining repairs, patrols and other statistics.
1.1.02.02	Reduce risk of nuisance and harm from companion animals	Continue to provide ranger services in accordance with legislative provisions	100%	Council's Animal shelter is operational with ranger services being provided. The facility is currently in the process of being upgraded to provide a more practical and comfortable facility for Animals and Staff.
1.1.03.01	Develop and publicise a brochure on the facilities available in the Shire.	Review and update services/facilities brochure	100%	Tourist brochure updated. Council continues to supply the Visitors Information Centre and travel routes with visitor brochures.
1.1.03.02	Promote recreational opportunities for all ages through website, social media and other available networks.	Update information monthly	100%	Upcoming programs and activities at the Narromine Sports and Fitness Centre along with Active School Holiday Programs are promoted online, via emails and through social media regularly.
1.1.03.03	Participate in interagency meetings and provide Council assistance where appropriate.	75% attendance	100%	Council continues to attend meetings and participate with other agency partners to attend meetings and assist in delivering and promoting these opportunities.

Action Code	Action	Performance Measure	Action Progress	Comments
1.1.04.01	Upgrade recreational services booking system and streamline allocation process for all recreational facilities.	Implement a streamlined process of bookings by 30 June 2024. Promote booking system throughout the community.	30%	Internal work group has been formed with initial meetings held to discuss this upgrade.
1.1.04.02	Implementation of the Sports and Recreational Masterplan.	Seek grant funding to implement actions	100%	Further development of the strategies within the plan are underway.
1.1.04.03	Promote sporting opportunities for all ages through website, social media and other available networks.	Update information monthly as required	100%	Regular updates through social media, LED Digital Board, Narromine Region Events Calendar and Council Column.
1.1.04.04	Implement strategies in the Sports and Recreational Masterplan for the provision of cycleway routes in Narromine and Trangie.	Seek grant funding for construction of cycleway and walkway routes	100%	Ongoing footpath works underway.
1.1.05.01	Maintain health services provided within Council owned Narromine Shire Family Medical Health Centre and Trangie Doctor's surgery to meet the needs of users.	Continue to provide facilities for the provision of GP and allied health services in Narromine and Trangie	100%	Council continues to maintain facilities in the Shire as required.
1.1.05.02	Strengthen relationships with key medical agencies within the Shire.	Meet biannually with Western NSW LHD Narromine and Trangie health providers	100%	Proactive and positive relationships maintained with Western NSW Local Health District and Narromine Shire Family Health Care services.
1.1.06.01	Upgrade club house at Narromine pool.	Attract funding to improve the facility.	50%	Additional master plan work is underway for facilities at the Trangie Pool. Upgrades to the pool clubhouse in Narromine will be considered in future budgets.
1.1.06.02	Review operational costs of Narromine and Trangie pools and determine fees and charges annually.	Fees and charges reviewed and adopted by 30 June each year. Continual review of existing and future operational model of aquatic centres.	100%	Narromine and Trangie Pool fees and charges determined and adopted in June 2023.

Action Code	Action	Performance Measure	Action Progress	Comments	
1.1.08.03	Ensure adequate resources are allocated to the Sports Centre to maintain facilities in accordance with community usage.	Review fees and changes annually by 30 June.	100%	Sports and Recreation Fees and Charges have been determined and adopted in June 2023.	
1.1.09.01	Convene and support biannual sports user group workshops in winter and summer.	100% meetings held with sports user groups.	100%	Winter and Summer Sport user Group meetings completed.	
1.1.09.02	Prepare Leases/Licenses or User Agreements for all Sporting Groups using Council's sporting fields.	Agreements prepared for all user groups.	100%	Leases and licences are prepared and entered into as required.	
1.1.10.01	Continue to implement actions identified within Council's sport and recreational master plan with regard to the provision of increased shade in public parks and open spaces.	Items actioned as per Master Plan	100%	Development continues in regards to the Master Plan, e.g. further works to Dundas and Peyton Oval (planning) and Trangie Oval precinct, with a focus on the provisions of shade.	

A VIBRANT AND DIVERSE COMMUNITY THAT HAS A STRONG SENSE OF BELONGING AND WELLBEING – SP Nos. 13, 14, 24, 27

Action Code	Action	Performance Measure	Action Progress	Comments
1.2.01.01	In partnership with the community, continue to facilitate events that celebrate community values including all groups within the community and provide financial and in-kind assistance for community and private events.	Two major events held annually	100%	Council partnered with community committees and organisations to organise successful events in 2022 including Dolly Festival, Narromine Venetian Carnival, Trangie Mainstreet Christmas Party Ongoing assistance provided to community groups as per Council
1.2.02.01	Provide grants through the Donations, Sponsorships and Waiver of Fees & Charges Policy process to community groups, with an emphasis on sports, recreation, arts,	Submissions advertised and received by 30 September, and applicants advised by 30 November	100%	Applications were considered and approved by Council in October 2022.
	cultural, leadership and development activities.	each year.		

Attachment No. 1

Action Code	Action	Performance Measure	Action Progress	Comments
1.2.02.02	Continue to support the Local History Groups in Narromine and Trangie with a financial contribution to assist with their work.	Donation to both Local History Groups in the Annual Budget.	100%	Support provided to both Trangie and Narromine Local History Groups.
1.2.02.03	Give public recognition of volunteer service.	Hold annual volunteers recognition morning tea.	50%	Council continues to work closely with many community groups. Recognition morning tea to be held prior to 31 December 2023.
1.2.03.01	Liaise with Local Aboriginal Land Councils to enhance the opportunities for the Indigenous community.	Two meetings coordinated per year	100%	Council continues to liaise with both Trangie and Narromine Aboriginal Land Council's and other groups.
1.2.03.02	Assist with NAIDOC Week, Reconciliation Day and other events of importance to the Aboriginal community.	Involvement at these events on an annual basis.	100%	NAIDOC Week included a number of activities which were led by the Aboriginal Lands Council and other local groups. The program was supported by Narromine Shire Council.
1.2.03.03	Implement Targets in the Aboriginal Community Memorandum of Understanding (MOU) Action Plan	Co-ordinate meeting every six (6) months to discuss targets in Action Plan	100%	Council continues to consult with the local Aboriginal community as per the MOU.
1.2.05.01	Continue to advocate for aged care facilities within our shire	Meet annually with Aged Care providers	100%	Council continues to work with Timbrebongie House. Work is progressing on aged unit development.

A COMMUNITY THAT CAN ACCESS A RANGE OF FORMAL AND INFORMAL EDUCATION, INFORMATION AND OTHER SERVICES AND OPPORTUNITIES TO ENHANCE THEIR LIVES - SP No. 15

Action Code	Action	Performance Measure	Action Progress	Comments
1.3.01.01	Advocate where possible for the increased provision of childcare opportunities within the Shire.	Meet every six months with State and Federal Local Members ensuring the provision of childcare services in our Shire	100%	Council continues to work with Childcare providers as required.
1.3.02.01	Macquarie Regional Library interact with both children and elderly.	Activities are held twice a year	100%	Continue to support to ongoing community work of the Macquarie Regional Library.
1.3.03.01	Advocate for industry specific training.	Meet with vocational trainers twice a year.	100%	Meetings held with CSU, RDA, Industry, TAFE and School Principals in regard to Vocational Training Opportunities.
1.3.04.01	Work in conjunction with Macquarie Regional Library to facilitate local training opportunities for the community.	At least two local training sessions offered annually	100%	Continue to work with Macquarie Regional Library on library related initiatives.

ACCESSIBLE FACILITIES AND SERVICES ARE AVAILABLE FOR PEOPLE WITH LIMITED MOBILITY - SP No. 14

Action Code	Action	Performance Measure	Action Progress	Comments
1.4.01.01	Review Council's Disability Action Improvement Plan (DIAP).	100% DIAP targets met.	100%	Actions include ongoing engagement with interagency, promote partnerships with DIAP, work with business seeking to improve mobility access and footpaths.
1.4.02.01	Promote mobility friendly access in the Shire	Evidence of improvement for accessibility in our town centres	100%	Action includes improved footpath access in Trangie, Narromine and Tomingley. Disability access considered for new facilities at Cale Oval and public toilet facilities in Trangie and Narromine.



GROWING OUR ECOMONY

Our Goal:

We have a diverse economy with thriving businesses that offer a range of employment opportunities supported by skill development options.

TO SUSTAIN AND GROW OUR LOCAL POPULATION - SP No. 3

Action Code	Action	Performance Measure	Action Progress	Comments
2.1.1.2	Implement identified actions within Economic Development Strategy	Continue to implement action plan deliverables	100%	Ongoing actions with support for new business, grant applications and project development, Inland Rail.
2.1.02.01	Continue to promote the Narromine Region to attract new residents.	Update information regularly Monitor website visits and performance of the Narromine Region website	100%	Information on the Narromine Region website, calendar and Council's website is updated daily for marketing and promotion.
2.1.02.02	Continue to host the annual 'new residents' night.	Host new resident night annually	100%	Event was planned for February 2023, however cancelled due to limited interest. To be planned again for 2024.
2.1.02.03	Continue to work with local retailers to help promote the Narromine Region	Support retailers with two (2) promotions annually	100%	Active promotion for Dolly Festival. Shop Local Campaign promotion held. Venetian Carnival supported.
2.1.04.01	Review Land Use strategies in line with results of Economic Development Strategy to ensure planned land releases to stimulate economy.	Review Council's land use strategies following review of the Economic Development Strategy	100%	Service Strategy Review complete, Planning proposal for residential amendments complete. Requests for assistance for additional employment lands planning proposal requested. Planning for Industrial Hub at Inland Rail underway.

THE ONGOING DEVELOPMENT DIVERSIFICATION AND SUSTAINABILITY OF THE LOCAL BUSINESS AND INDUSTRY BASE - SP No. 4

Action Code	Action	Performance Measure	Action Progress	Comments
2.2.01.01	Support industry event specifically targeting agricultural value add opportunities	Industry event held biennially	100%	Marketing and business development were features of the 2022 Grow Narromine series undertaken. Council will continue to raise these opportunities.

Attachment No. 1

Action Code	Action	Performance	Action	Comments
-Auton Code	7.00.011	Measure	Progress	
2.2.04.01	Promote services to highlight tourism events and points of interest in the Shire.	Increased online engagement by 10%	100%	Major promotions have included ongoing promotion in visitors guide, support for the Visitors Information Centre and Growing Narromine Region website.
2.2.04.02	In conjunction with other Orana Region councils undertake joint regional promotions and/or activities.	Annual promotion	100%	Great Western Plains promotion ongoing. Liaising with Destination NSW for opportunities. Current opportunity to assist in promotion of Dolly Festival.
2.2.05.01	Carry out water and sewerage strategic planning.	Complete and obtain Dept Planning and Environment Water concurrence with Integrated Water Cycle Management Strategy (IWCMS) Complete 30-year Total Asset Management Plan and 30 Year Long Term Financial Plan Complete 5-year Drought Contingency and Emergency Response Plan Complete State Funded Options Study for Narromine Water Quality and Water Security Risks to obtain State funding to address identified risks.	60%	Concurrence has been received from Department Planning and Environment Water for the Integrated Water Cycle Management Strategy (IWCMS). The study is in progress and will include the Total Asset Management Plan, Long-Term Financial Plan and Response Plans. The Water Quality and Water Security Risk Studies are also currently in progress.

Attachment No. 1

Action Code	Action	Performance Measure	Action Progress	Comments
2.2.06.01	Encourage businesses to work with Council to support a business culture within our shire.	One business forum per year held by Council.	100%	A series of free business development workshops were held in the lead up to the Narromine Shop Local Campaign'.
				The workshops were open for all interested businesses to attend including local retailers, home based businesses and community groups.
				Topics covered included strategies for social media and visual merchandising – revamping a retail space,

TO ENCOURAGE INDUSTRY DEVELOPMENT - SP No.4

Action Code	Action	Performance Measure	Action Progress	Comments
2.3.01.01	Promote the Narromine region to attract further economic development and growth	Meet every six months with RDA Orana and relevant State agencies and partners	100%	Regular meetings held with RDA Orana and Regional NSW Ongoing updates regarding local information and identifying new opportunities.



PROTECTING & ENHANCING OUR ENVIRONMENT

Our Goal:

We value our natural and built environment, our resources for the enjoyment of the community and visitors to our Shire.

MANAGE OUR NATURAL ENVIRONMENTS FOR CURRENT AND FUTURE GENERATIONS - SP No. 22

Action Code	Action	Performance Measure	Action Progress	Comments
3.1.01.01	Retain appropriate land use zones to avoid inappropriate development in environmentally sensitive areas.	LEP and DCP revisions to consider protection of newly identified areas of natural value and any areas of outstanding biodiversity value.	100%	Development Applications assessed in this regard. Considered as part of new planning proposals.
3.1.02.01	Maintain involvement with the Central West Councils Environment and Waterways Alliance and Macquarie Valley Weeds Committee and LLS Weeds group.	Representation and 90% attendance at meetings.	100%	Council continues to provide representation to the Macquarie Valley Weeds Committee. Meetings are held on a quarterly basis providing regional strategic planning, project coordination and advice on weed management across central and western NSW.
3.1.02.02	Continue the annual fingerling release into the waterways in conjunction with Macquarie Cotton Growers Association.	Apply for appropriate funding to allow fingerling releases annually.	100%	Fingerlings were released throughout Narromine along the Macquarie River Corridor in January 2023.
3.1.03.01	Encourage owners of heritage items to maintain their buildings and sites.	Facilitate the opportunities to promote heritage funding to the community.	100%	Considered as part of new developments. Ongoing queries from building owners.
3.1.04.01	Continue to provide biosecurity in line with Weeds Action Plan.	Determined by continuation of funding from LLS to support biosecurity measures throughout the Shire.	100%	Council undertakes inspections of roadsides, high risk watercourses, rail corridors, saleyards, State Government Land, Council land and private inspections in accordance with commitments within the Weeds Action Plan 2025. Commitments also include control actions for high risk weed species, promotion of weed awareness control measures and education material.

Action Code	Action	Performance Measure	Action Progress	Comments
3.1.04.02	Maintain involvement with Macquarie Valley Weeds Committee.	Maintain involvement with Macquarie Valley Weeds Committee.	100%	Biosecurity Officer attends all scheduled meetings. Manager Health Building and Environmental Services attends meetings when requested.
3.1.05.01	Implement actions from Narromine Shire Waste Management Strategy.	Ensure actions are completed in line with Strategy.	100%	Undertaking actions from strategy as required. Designs and plans for the ongoing operation of the Narromine Landfill and the planned closure of Trangie Landfill in 2028 and its conversion to a Transfer Station.
3.1.05.02	Continue the provision of kerbside recycling services to the community.	Renew Tender for Recycling prior to 30 June 2028.	100%	Services conducted as per contract.
3.1.05.03	Continue to be a member council of Net Waste, attending regional forums to address waste management issues at a regional level.	90% attendance at Net Waste meetings.	100%	Attend meetings at regular intervals when required.

WE ARE A SUSTAINABLE, ENVIRONMENTAL COMMUNITY WITH A GREAT APPRECIATION OF OUR NATURAL ASSETS - SP No. 22

Action Code	Action	Performance Measure	Action Progress	Comments
3.2.01.01	Continue to promote community education campaigns through Net Waste and FOGO presenting the benefits of recycling and educating the community regarding which items can be recycled.	At least one community education program conducted annually.	100%	Council has participated in all Netwaste Community programs for 2022/23.
3.2.02.01	Partner with Local Land Services to support environmental programs within the Shire.	Participation in relevant grant funded programs.	80%	Council continues to work closely with Local Land Services.
3.2.03.01	Encourage environmentally sustainable, safe and more economical utilisation of Council's fleet.	Install GPS tracking on larger plant.	100%	GPS Tracking has been installed in larger plants. Sustainable approaches also being used in procurement. Fleet/Plant utilisation reviewed through the use of technology.

Attachment No. 1

Action Code	Action	Performance Measure	Action Progress	Comments
3.2.03.02	Promote and encourage environmentally sustainable practices to local business.	Annual promotional material to local businesses.	100%	Information on business sustainability practices is published on Council's website and included in Council's community newsletter.

A COMMUNITY THAT VALUES THE EFFICIENT USE OF UTILITIES, NATURAL RESOURCES AND ENERGY - SP. No. 33

Action Code	Action	Performance Measure	Action Progress	Comments
3.3.01.01	Promote efficiency programs.	Publicise two (2) efficiency programs and activities per year.	100%	Smart Meter Installation program completed, along with the state funded, Network Leakage Reduction program with numerous concealed leaks detected and repaired.
3.3.02.01	Ensure all development approvals consider existing utilities infrastructure in their determination.	100% of approvals have had adequacy of existing utilities determined.	100%	Ongoing consideration when discussing and assessing Development Applications.
3.3.02.02	Utilities performance audited annually through Triple Bottom Line (TBL) reporting.	Report submitted annually Achieve 100% compliance with TBL reporting.	100%	Report was successfully submitted in September 2022
3.3.03.01	Advocate for a Shire-wide connectivity and affordable access to internet and communications technology	Reduce the areas of mobile/communication black spots within the Shire	100%	Council actively working with telcos in the sector to obtain funding for increased mobile coverage.

ENSURE A RANGE OF HOUSING OPTIONS FOR THE COMMUNITY – SP No.20

Action Code	Action	Performance Measure	Action Progress	Comments
3.4.01.01	Identify aged care accommodation needs within the Shire with relevant providers	Advocate for the provision of aged care accommodation services	100%	Continue to hold discussions with Timbrebongie House and others as required.
3.4.02.01	Monitor take-up of all land use zones vacant land. Identify short falls.	Review supply of vacant land six monthly.	100%	Continue to work on rezoning plans/ planning proposals.
3.4.03.01	Review DCP in accordance with legislative changes.	Review undertaken every 5 years	100%	Ongoing review of various planning changes.

OUR COMMUNITY IS WELL CONNECTED THROUGH OUR CYCLEWAYS, FOOTPATHS AND PUBLIC TRANSPORT SYSTEMS - SP No. 9

Action Code	Action	Performance Measure	Action Progress	Comments
3.5.01.01	Advocate to ensure that transport issues of our residents are adequately addressed.	Meet with State and Regional Local Members six monthly	100%	Regular meetings with State and Regional Local Members and advocacy whenever possible.
3.5.02.01	Implement Aerodrome Strategic and Master Plan	Implement actions in the Master Plan	100%	Continue to implement actions in the Masterplan as funding becomes available.
3.5.02.02	Maintain the Narromine Aerodrome facility to meet reasonable user expectations and CASA requirements within the allocated budget.	Complete Obstacle Limitation Surface (OLS) annually by 30 November.	100%	OLS Survey completed as required. Maintenance as required to meet CASA regulations.
3.5.02.03	Undertake inspections on operational areas.	Minimum 52 inspections per year.	100%	Inspections carried out as per CASA guidelines.
3.5.02.04	Maintenance of glider grassed runways.	Slashing undertaken minimum 26 times per year.	100%	Maintained as required.

Attachment No. 1

Action Code	Action	Performance Measure	Action Progress	Comments
3.5.03.01	Ensure priority measures implemented from the PAMP.	Annual inspections of footpaths and cycleways prior to finalising works program. Annual works program identified by inspections and PAMP priorities and adopted annually.	100%	Annual inspections of footpaths and cycleways have been completed. Council is in the process of updating the PAMP, with stakeholder engagement to commence.

OUR ROAD NETWORK IS SAFE, WELL MAINTAINED AND APPROPRIATELY FUNDED - SP No. 10

Action Code	Action	Performance Measure	Action Progress	Comments
3.6.01.01	Review and implement Council's ten-year roads Capital Works Program.	Ten Year Capital Works Program updated annually and adopted by 30 June. Works program completed within +/-5%	100%	Ten Year Capital Works program was adopted by Council 21 June 2023. Roads constructed and maintained as per adopted policy and adopted budget.
3.6.01.02	Continue to maintain roadside slashing when grass impedes visibility.	Undertake slashing program annually.	100%	Slashing completed to Rural Fire Service requirements
3.6.01.03	Apply for hazard reduction funding through Rural Fire Fighting Fund.	Apply for funding prior to 31 March annually.	100%	Funding for hazard reduction for 23/24 applied and approved by RFS.
3.6.02.01	Meet with State and Federal Members and the Roads Minister on rural road funding issues.	Meet every six months with State and Federal members, and annual with NSW Minister for Roads	100%	Quarterly meetings held with State and Federal Members and Rural Road Funding issues discussed.
3.6.03.01	Meet with State and Federal Members and the Roads Minister on rural road funding issues and safety	Meet every six months with State and Federal members, and annually with NSW Minister for Roads	100%	Regular meetings held with the State and Federal members.

Attachment No. 1



PROACTIVE LEADERSHIP

Our Goal:

We are an open and accountable local government that involves our community in the decision-making process, effectively manages our public resources through sound financial management and well informed strategic planning for our Shire's future.

PROVISION OF AN ACCOUNTABLE AND TRANSPARENT LEADERSHIP – SP Nos. 30, 31, 32

Action Code	Action	Performance Measure	Action Progress	Comments
4.1.01.01	Continue to gather feedback regarding community engagement strategies.	Annual review of community engagement strategy to Council by 30 November each year.	100%	Consultation continues regarding engagement strategy.
4.1.01.02	Promote the positive aspects of Narromine Shire Council. Provide important information to the community.	Provide updates to the community on Council activities through all means available within the communications strategy.	100%	Promotion and communication of Council activities through weekly Council Column, Press Releases and Social Media.
4.1.01.03	Review Council's Communications Strategy	Review of strategy completed by 30 November 2022	100%	Reviewed as part of Strategic Planning reviews in 2023.
4.1.02.01	Councillors maintain strategic community focus through strong and visionary leadership	Positive media around Council's strategic approach.	100%	Councillors work to satisfy the targets and initiatives in the Community Strategic Plan.
4.1.03.01	Review Council's Code of Meeting Practice	Review completed within 12 months of local government election	100%	Council's Code of Meeting Practice was reviewed and adopted by Council at the Ordinary Council Meeting held 22 June 2022.
4.1.03.02	Provide an opportunity for the public to address Council on relevant issues through the Public Forum Policy at Council Meetings.	Advise the public of the availability of the public forum	100%	Members of the public are entitled to attend Council's public forum prior to each Ordinary Council Meeting. Information is available on Council's website.
4.1.03.03	Continue to facilitate \$355 Advisory Committees.	Annual review of Section 355 Committee Charters and annual appointment of delegates (September).	100%	Section 355 Committee charters reviewed and endorsed by Council at its September 2022 Ordinary Council Meeting. Delegates and representatives of Council determined by Council.
4.1.04.01	Present a positive image of Council to the community.	Provide weekly communications via various means per the communication strategy.	100%	Council staff work to ensure positive communication with the community. Communication via weekly newspaper column and social media.

EFFECTIVE COUNCIL ORGANISATIONAL CAPABILITY AND CAPACITY - SP No. 30

Action Code	Action	Performance Measure	Action Progress	Comments
4.2.01.01	Encourage and reward innovative practices within Council's workforce.	One innovation introduced per directorate each year.	100%	Council recognised and rewarded employees for exceptional performance at its function held in December 2022. Council continues to encourage innovative practices in all directorates.
4.2.01.02	Foster a culture of continuous improvement through Council's Employee Reward and Recognition Program	Nominations received and awards presented	100%	Council recognised and rewarded employees at its function held in December 2022. Council is currently reviewing its Employee Reward and Recognition program to ensure a culture of continuous improvement.
4.2.01.03	Effective use of Audit Risk and Improvement Committee	85% of identified recommendations actioned	100%	Council's Audit Risk and Improvement Committee continues to meet regularly. Identified recommendations are being actioned.
4.2.02.01	Completion of annual training plans and delivery of identified development requirements	Annual training program (aligned to skills steps and performance reviews) established by 31 May.	100%	Annual Training Plans developed early in the 2022/2023 financial year for staff. Skills development provided in accordance with budget and availability of providers.
4.2.02.02	Enhance succession planning for highly specialised and technical roles	Succession plans reviewed and completed	100%	Council's Succession Planning Framework has been reviewed. Directors are to identify critical roles within their respective departments, following which an action plan will be developed for key positions as part of the succession planning process.

Action	Action	Performance	Action	Comments
Code	Action	Measure	Progress	Comments
4.2.02.03	Provide policies, programs and initiatives that support employee work/life balance.	Initiatives communicated to employees and employees leave balances kept within acceptable limits.	100%	Applicable policies reviewed as required. Initiatives considered and communicated to employees.
4.2.02.04	Implement coaching and mentoring programs across the organisation to support leadership growth.	Leadership and management tools identified and made available.	100%	Council continues to promote its values and strategic direction to support leadership growth. Individual training is provided where required.
4.2.02.05	Implementation of Councillor Training and Professional Development Program.	95% attendance by Councillors at scheduled training events.	100%	Councillor Training and Professional Development Policy reviewed and endorsed. LGNSW professional ethics training; and Cyber security training undertaken by the majority of Councillors.
4.2.03.01	Integrated Planning and Reporting documents reflect best practice.	All plans adopted by 30 June	100%	Integrated Planning and Reporting documents, including long term financial plans, were approved by Council at its Ordinary Meeting held 21 June 2023.
4.2.04.01	Monitor and review Council's Customer Service Policy	Review complete every 4 years	100%	Next review of Council's Customer Service Policy is scheduled for 2024. Policy is reviewed regularly to ensure it is compliant with regulations and legislation and to ensure customer service operations meet expectation and requirements of the community.
4.2.04.02	Customer services standards.	Annual satisfaction survey.	100%	Ensure enough resources are available on an ongoing basis to provide services meeting the standards set by Council and expectation of the community.

Attachment No. 1

Action	Action	Performance	Action	Comments
4.2.04.03	Customer Requests responded to within time	Measure 85% compliance with Customer	Progress 100%	Monitor and review customer requests on
	frames agreed in Customer Service Policy.	Service Policy.		an ongoing basis to ensure responses are provided in accordance with the requirements of Council's Customer Services Policy. High level of standard and quality customer services are delivered on a daily basis to the community.
4.2.05.01	Promote future workforce development with options such as traineeships, apprenticeships and cadetships within each department.	Applicable positions assessed and filled	100%	Cadet Engineer commenced during the financial year. ICT traineeship recently appointed.
4.2.05.02	Continue to implement Council's EEO management plan actions.	Review EEO Policy and Plan by 30 June 2023.	100%	Council's EEO Policy and Management Plan was reviewed and subsequently endorsed by Council. All actions of the EEO Management Plan 2022 - 2026 are ongoing.
4.2.05.03	Continue to implement best practice recruitment and selection practices, including strategies to fill gaps.	Vacancies filled within 90 business days	100%	Council continues to recruit vacant positions; however, job vacancies remain elevated, as is reflected in the Australian Bureau of Statistics quarterly survey for the public sector industry.
4.2.06.01	Councillors to act positively at all times in the public eye.	Number of complaints received.	100%	No instances of negative impact reported.
4.2.06.02	Councillors and staff act ethically and make informed, transparent and inclusive decisions in the interest of the whole community.	Number of complaints received.	100%	One complaint received. No action to be taken.

A FINANCIALLY SOUND COUNCIL THAT IS RESPONSIBLE AND SUSTAINABLE - SP No. 30

Action Code	Action	Performance Measure	Action Progress	Comments
4.3.01.01	Implementation of the Delivery Program and Operational Plan including Budget and Asset Management Plan on an annual basis.	Plans and Budget documentation endorsed by Council by 30 June each year.	100%	Delivery Program and Operational Plan for 2023-24 were approved and adopted for implementation by the Council at its ordinary meeting held on 21 June 2023.
4.3.01.02	Continue to prepare financially sustainable budgets for consideration by Council.	Council prepares annual balanced budget for adoption by Council.	100%	Third quarter review for 2022/23 budget was completed and presented for consideration by Council in May 2023. Annual budget for 2023-24 was completed and presented to Council for consideration. Council approved and adopted the 2023-24 budget at its Ordinary meeting held 21 June 2023.
4.3.01.03	Continue to develop revenue strategies that are equitable and contribute to a financially sustainable future.	Sustainable Statement of Revenue Policy endorsed by Council by 30 June each year.	100%	Revenue strategies are reviewed and updated regularly to maximise Council's income to ensure financial sustainability long term.
4.3.01.04	Levy and collect rates and charges in accordance with statutory requirements and Council policies.	No known breaches of policy.	100%	Rates and charges and supplementary levies were completed for the 2022-23 financial year in accordance with statutory requirements, policies and operational plan.
4.3.01.05	Provide monthly cash balances and detailed quarterly financial reports to Council.	Reports prepared and accepted by Councillors and management.	100%	Reports are prepared and presented to Council monthly as required.

Action	Action	Performance	Action	Comments
Code		Measure	Progress	
4.3.01.06	Prepare Council's Annual Financial Accounts in accordance with relevant Acts and Regulations.	Unmodified audit report issued by 31 October each year.	100%	Council's 2021-22 annual financial statements were considered and adopted by Council in November 2022. Final audited statements were completed and lodged with OLG prior to October 2022 as required under legislation.
4.3.01.07	Ensure Council has adequate cash flow to meet their needs.	Maintain level of outstanding rates and charges at below 10% at year end.	100%	Cash flow is monitored daily to ensure sufficient cash is available to meet Council's needs. Budget is controlled and monitored on an ongoing basis to ensure expenditure is in line with approved budget.
4.3.01.08	Ensure Council's ongoing financial viability.	Maintain a debt service ratio below 10%.	100%	Expenditure is monitored on an ongoing basis to ensure expenses are within budget. Budget is reviewed quarterly and amended if required.
4.3.01.09	Ensure accounting data is recorded accurately and returns are filed in accordance with legislative requirements.	Positive audit findings. Reduction in issues raised in management letter of medium consequence or higher.	100%	Ensure accounting data is recorded properly and accurately on an ongoing basis to meet accounting standards and audit requirements.
4.3.02.01	Maximise opportunities for utilising grants to supplement and support identified Council priorities and projects.	At least two successful grants received each year for projects within Council priority areas.	100%	Successful grants in 2022 include Resources for Regions Round 9 and Fixing Local Roads Pothole Repair Round. Continue to seek out grant opportunities as they arise.

Attachment No. 1

Action Code	Action	Performance Measure	Action Progress	Comments
4.3.02.02	Identify projects suitable for grant applications.	At least five identified projects per year in the operational plan, subject to grant funds.	100%	Continue to liaise with all levels of Government and within Council departments to identify grant opportunities.
4.3.03.03	Review asset management plans annually.	Asset management plans updated annually by 30 June.	100%	Asset Management Plans were reviewed and adopted by Council 21 June 2023.
4.3.03.04	Undertake monthly inspections of Regional Roads.	12 inspections of each Regional Road per year.	100%	Regional roads inspected as per adopted strategy and policies.
4.3.03.05	Undertake annual inspections of Local Roads.	100% Local Roads inspected minimum of once per year.	100%	Local roads inspected as per adopted strategy and policies.
4.3.03.06	Review and implement plant and fleet replacement strategy.	Strategy reviewed and implemented.	100%	Plant and fleet managed as per adopted strategy and industry practice.
4.3.03.07	Council's property strategy reviewed and actions implemented	85% of actions implemented	100%	Actions identified within Council's Property Strategy continue to be implemented with progress report provided to Council's Audit Risk and Improvement Committee for consideration.
4.3.03.08	Review IT strategic plan.	Implement actions.	100%	The IT strategic plan is reviewed regularly to ensure Council's strategy accurately reflects and responds to the community's evolving needs.

SOUND PARTNERSHIPS ARE ENCOURAGED AND FOSTERED - SP No. 32

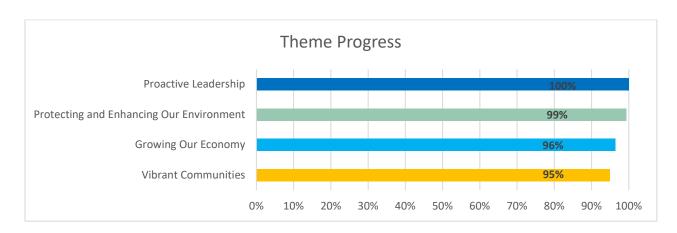
Action Code	Action	Performance Measure	Action Progress	Comments
4.4.01.01	Active membership and representation on government, regional and other bodies.	Maintain membership of relevant government, regional and area bodies.	100%	Active member of Country Mayors Association and Alliance of Western Councils.
4.4.01.02	Prepare submissions as required.	One submission prepared per year.	100%	Submissions have been made in relation to NSW Regional Plan and NSW Regional Housing Strategy
				Further submissions will be made as required.
4.4.01.03	Continue to participate in shared opportunities through Alliances.	Attendance and participation in all Alliances meetings and activities	100%	Active participation in HR and Payroll user groups, Orana Water Utilities Alliance and Alliance of Western Councils.
4.4.02.01	Represent the community's interests and lobbying topics of significant impact to the Shire.	One submission per quarter.	100%	Submissions completed when received. Eg; Community Stimulating following COVID shutdown.
4.4.02.02	Advocate to other tiers of government for a better allocation of funding to support the delivery of services for which other levels of government have primary responsibility.	Meet every six months with State and Federal Local Members and relevant agencies	100%	Quarterly meetings held with State and Federal Members.
4.4.03.01	Build strong relationships with State and Federal members and State Government agency representatives and regional development organisations	Meet every six months with State and Federal Local Members and relevant agencies to ensure the development and delivery of community service and emerging business sectors.	100%	Quarterly meetings held with State and Federal Members, NSW Police and Regional Development Australia. Council representatives also attend monthly interagency meetings.
4.4.03.02	Review Council's Social Plan.	Implement actions in the Social Plan.	100%	Items such as improvements to the Pools and gym facilities undertaken. Improved recreation facilities such as Cale Oval grandstand completed.
4.4.04.01	Work collaboratively with community groups through representation at the Interagency Group.	Increase the representation of community groups within the Interagency Group annually.	100%	Continue to attend meetings as required. Liaise with relevant agencies throughout the year.

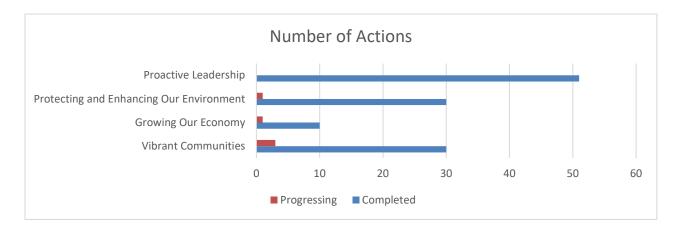
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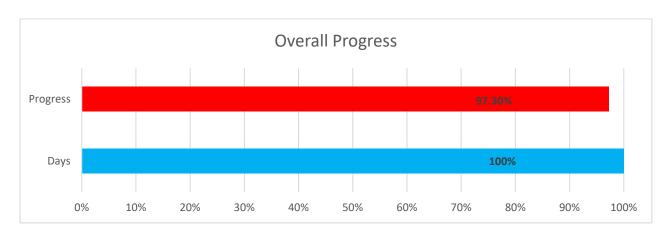
Action Code	Action	Performance Measure	Action Progress	Comments
4.4.05.02	Work collaboratively with the community through greater representation at the Trangie Action Group and Tomingley Advancement Association.	90% attendance by Councillor Representative.	100%	Ongoing and positive communications with Trangie Action Group and continue six monthly meetings with Tomingley Advancement Association.



Overall Progress









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Back to Report

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Infrastructure and Engineering Services
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Road and Park users are to proceed with caution at all work sites and observe work signs to ensure safety. Speed zones are enforceable with possible short delays.

For all enquiries, please contact Council's Infrastructure and Engineering Services Department on 6889 9999

URBAN ROADS	Narromine - Maintenance
Various Streets	Paveliner patching various streets – Pothole repair Grant
URBAN ROADS	Trangie - Maintenance
Various Streets	Water Service Patching (Tar Truck) potholes
UNSEALED ROADS NETWORK	Maintenance – Map 1
Various Unsealed Roads	 Mungery Hall Farrendale Road Frecklingtons Crossing Road Browns Lane
UNSEALED ROADS NETWORK	Capital
Various Unsealed Roads	Belmont Road (Gravel Re-sheet)Newhaven Road
UNSEALED ROADS NETWORK	Capital – Storm/Flood Funding Repair – Map 2
Various Unsealed Roads	 Belowie Road Momo Road Belmont Road Tantitha Road
SEALED ROADS NETWORK	Maintenance
Various Sealed Roads	Eumungerie RoadTomingley Road
SEALED ROADS NETWORK	Capital
Various Sealed Roads	 Oaks Bridge realignment Farrendale Shoulder widening Tullamore Road rehab Gainsborough Road (earthworks)
UNSEALED ROADS NETWORK	Biosecurity
Various Unsealed Roads	 Cathundril-Bogan Road – Spray Boxthorn Tyrie North – Spray Boxthorn Jamea Road – Spray Boxthorn Derribong Road – Spray Boxthorn Roadside Inspections (Raining) O'Leary's Lane – Spray Boxthorn Thornycroft Road – Spray Boxthorn Kyalite Road – Spray Boxthorn



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SEALED ROADS NETWORK	Biosecurity	
Various Sealed Roads	Wright Road – Spray Boxthorn	
	Roadside Inspections	
	Trangie Waste Facility – Spray Galvanised Burr	
	Backwater Yard – Spray Galvanised Burr	
	Narromine Saleyards	

SWIMMING POOLS			
Narromine Pool	•	Managed by Contractor – Pool Closed 2 April 2023	
Trangie Pool	•	Installation of heat pumps at the pool	
	•	Managed by Contractor – Pool Closed 2 April 2023	

PARKS & OPEN SPACE NETWORK	CBD Gardens, Parks Ovals, Villages
Narromine CBD	Ongoing vegetation managementGeneral maintenance and mowing
	Removing graffiti
Narromine Parks & Reserves	 General maintenance and mowing Weed control in all small parks ongoing Removing graffiti
Narromine Sports Grounds	 Commencement of Tennis Club House and resurfacing of courts General maintenance, spraying and mowing Clearing overgrown gutters of debris
Narromine Streets	 General maintenance Street sweeping – Friday (Main Street), Monday, Wednesday and Thursday Lifting tree canopies and trimming back vegetation from the lanes Removing graffiti

PARKS & OPEN SPACE NETWO	RK CBD Gardens, Parks Ovals, Villages
Trangie CBD	 General maintenance and weed control Vegetation mowing and slashing continuing Removing graffiti
Trangie Parks	General maintenance and mowing
Trangie Sports Grounds	 Maintenance completed at Trangie Showground for the races. Commencement of resurfacing the Tennis, Netball and Basketball Courts. General maintenance, spraying and mowing Clearing overgrown gutters of debris
Trangie Streets	General maintenanceStreet sweeping weekly on Tuesdays



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	Removing graffiti		
PARKS & OPEN SPACE NETWORK CBD Gardens, Parks Ovals, Villages			
Tomingley Village	General maintenance by contractor		
AERODROME			
Narromine Aerodrome	Gardens completed at Hangar's 3 and 19		
	General maintenance		
BUILDING MAINTENANCE			
All Buildings	General maintenance as required		
Vandalism	Graffiti continues in both Narromine and Trangie		
Narromine Medical Centre	General maintenance as required		
Council Administration Buildings	General maintenance as required		

PUBLIC CONVENIENCES	Narromine	
Rotary Park Public Toilets	Open. Toilet facilities cleaned daily.	
Burraway Street Public Toilets	Toilet facilities cleaned daily	
(adjacent to Pool)		
Manildra Street Toilets	 Toilet facilities are open 24 hours a day, 7 days a 	
(Saleyards)	week and are cleaned daily	
Wetlands	Toilet block secured and cleaned daily	

PUBLIC CONVENIENCES	Trangie		
Argonauts Park Public Toilets	Toilet facilities cleaned every Tuesday, Thursday and		
(Goan Waterhole)	Saturday		
Dandaloo Street Public Toilets	Toilet facilities cleaned every Monday, Wednesday		
(adjacent to Bakery)	and Friday		
Burns Oval Toilets	Toilet facilities cleaned every Monday, Wednesday		
	and Friday		
	Vandalism remains an issue		
Trangie Truck Stop	Checked daily with a main clean every Tuesday and		
	Thursday and either late Saturday or Sunday morning		
	over weekends		
Trangie Truck Wash	Realign water main at Trangie Truck wash for new		
	facility.		
	Environmental investigations complete, awaiting		
	final report.		
	Detailed design in progress.		
	Earthworks to commence in coming weeks post		
	environmental investigations.		

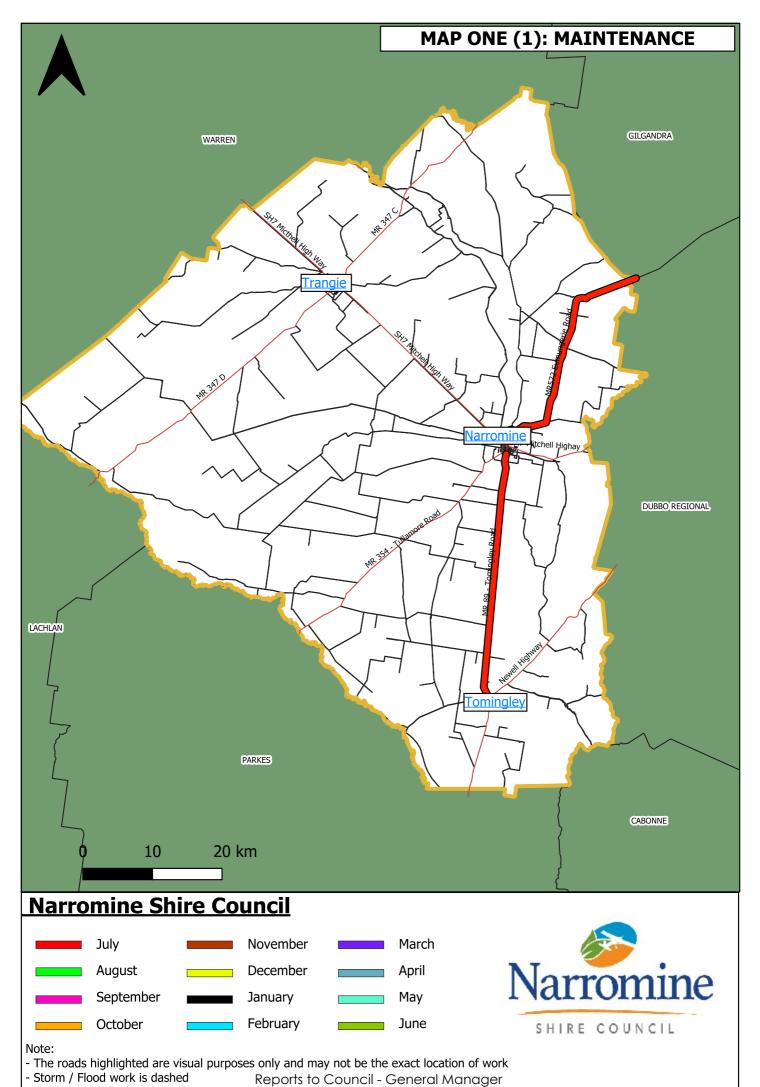


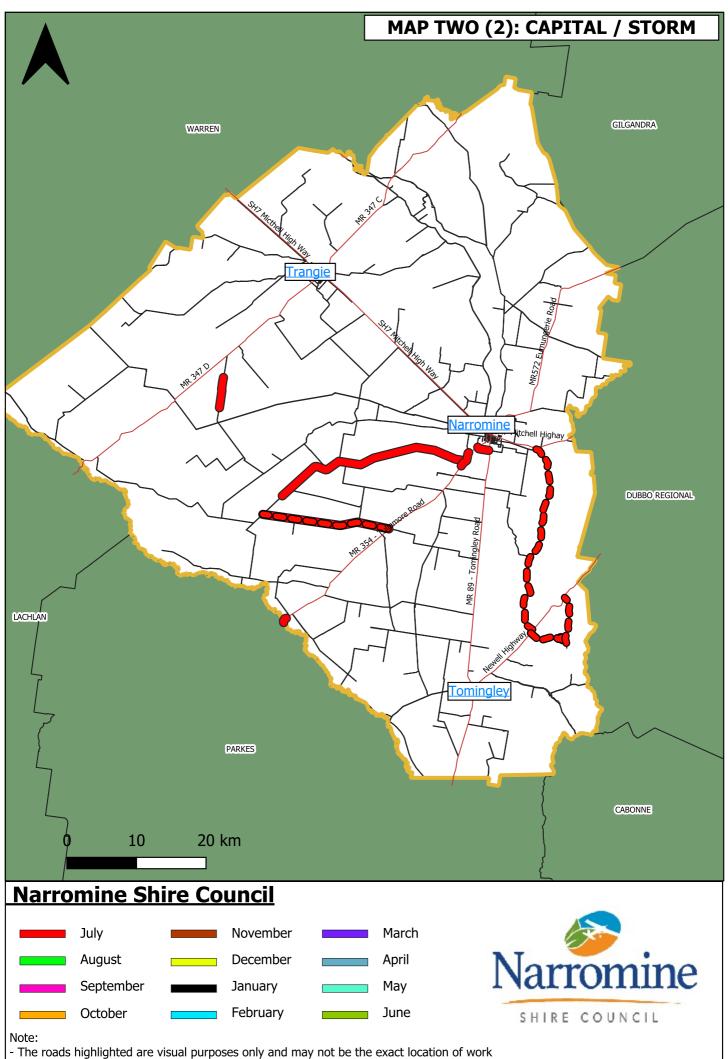
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CEMETERIES	
Narromine Cemetery	 General maintenance, mowing and weed spraying Topping-up of subsiding graves continues.
Trangie Cemetery	 General maintenance, mowing and weed spraying Topping-up of subsiding graves continues.

WATER AND SEWER		
Narromine	 Staff continue daily operational Drinking Water Quality Testing as required by legislation. Staff continue reticulation system maintenance. Staff have continued the regular service maintenance programs for the Narromine sewage pumping station network. 	
Trangie	 Staff have continued with reticulation maintenance Staff continue regular sewer pump station and STP system maintenance as required. Staff continue daily operational Drinking Water Quality Testing as required by legislation. Staff have commenced major works at Trangie Waste Water Treatment Plant associated with the Trangie Truck Wash Project. 	
Tomingley	 Quality Maintenance and Water Quality as set down by Drinking Water Quality Regulations. Contractors have completed under boring of the Newell Highway as part of the village reticulation system. 	

NARROMINE WASTE FACILITY		
Narromine	•	Concrete Crushing – currently in the process of crushing concrete. This is used on site for road base etc.





- Storm / Flood work is dashed