



Ordinary Meeting

Tuesday, 25 August 2015

**CL05 Delivery Program Progress
Report – 30 June 2015**

**ATTACHMENTS
UNDER SEPARATE
COVER**



ATTACHMENTS UNDER SEPARATE COVER

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Quarterly Review Report

Delivery Program & Operational Plan Actions

Q4, 2014/2015

Civic Leadership

Provide clear and transparent communication to the local community on matters in which it is concerned.

Develop and implement a range of effective communication processes incorporating traditional and emerging technologies.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop a communication strategy which encompasses items such as community newsletters, media releases, radio and television segments, local print media and electronic media such as Facebook, Twitter, YouTube and SMS.	C1.1.1.1	Review existing communication strategy to incorporate social media processes and emedia options including methodologies for ongoing monitoring of coverage.	Communications Officer	Community is able to access information on Griffith City Council activities electronically 24 hours a day. Regular newsletters advising of Council activities via print and electronic means.	Continued use of existing online tools (Facebook, website, Twitter, YouTube), print communications (internal newsletter, media releases, Council Catch-up), emedia (COG) and traditional media (radio, TV, paper), as well as developing and reviewing project specific strategies (i.e. 2016 Centenary) and strategies for relevant facilities (i.e. GRALC brand redevelopment).
Implementation and continued monitoring of the communication strategy – ongoing.	C1.1.2.1	Implementation and continued monitoring of the communication strategy.	Communications Officer	Communication strategy is developed to incorporate elements of social media. Number of people visiting the Council website.	Google analytics: Griffith City Council's website had 17,594 unique visitors who collectively visited the site 26,388 times. These visitors viewed pages 66,284 times. On average they viewed 2.51 pages each time they visited and stayed for an average duration of 1 minute and 46 seconds per visit. 41% of users are return visitors, 59% new users. 39 press releases sent out.

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					Facebook: Page Likes 1,833 (48 new page likes since previous quarter). 52 posts, highest post organic reach 2,973 people. Average organic reach per post is 668.
Retain a contemporary and proactive website presence allowing two way communications into target markets.	C1.1.3.1	Launch a revised contemporary and proactive website .	Communications Officer	Social media commentary is responded to within 48 hours. Weekly review and update of website data.	Webpages updated at least weekly where needed. News items and homepage banner rotated regularly to promote important information or events. Social media commentary acted upon within 24 hours.

Educate staff and community on the processes of Council's adopted Community Engagement Strategy.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Program workshops for staff and councillors to inform of options for engaging the community eg utilising resources such as online consultation program.	C1.2.1.1	Workshops and community engagement strategies implemented as required.	Manager Executive Services	Increased participation in Community Survey to be scheduled in line with review of CSP (180 in 2013). Number of Workshops held for staff and Councillors.	There is an ongoing process of engagement with the community, including the following; COG Newsletters, Attendance at Griffith Central, Community Engagement presentations for new strategies (CBD Strategy, Dog Off Leash areas and others as required). In June, Council held a series of workshops regarding the Draft Floodplain Management and Plan Strategy in Griffith, Yoogali and Yenda.

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement as part of the staff and councillor induction processes.	C1.2.2.1	Community engagement methodologies incorporated into Council decision making when required.	Manager Executive Services	Increased number of facilitated community forums for Councillors to engage with community.	Community meetings scheduled for Draft Floodplain Management and Study Plan in Griffith, Yenda and Yoogali. Engagement strategies utilised for CBD Strategy, Dog Off leash areas.
				Practice consistent with strategy.	

Adequately resource communication and engagement processes throughout the organisation.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ensure adequate resources are provided to staff and councillors.	C1.3.1.1	Information sessions provided to councillors and staff on communication and community engagement strategies.	Manager Executive Services	Community awareness of Council activities is measured through annual community satisfaction surveys.	Council continues to engage with Griffith community via fortnightly Council Catchup (Area News insert), frequent community engagement sessions and community meetings.
Ensure adequate resources are provided to staff and councillors.	C1.3.1.2	A dynamic and proactive online presence is created and regularly updated.	Communications Officer	Councillors and staff understand and utilise the processes and options for communication and community engagement.	COG continues to be emailed fortnightly prior to a Council Meeting so as to include the Business Paper. Urgent matters are also sent out via the COG (i.e. notice of community consultations, surveys etc) and subscriptions are steadily growing. Online methods of communication are gaining traction as Council becomes more trusted online. Weekly communication via radio stations and print are highly successful and the Community Catch-up is

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					included each fortnight in the Monday edition of The Area News.

Ensure agenda and relevant information is reviewed prior to meetings.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
All Council meeting agendas to be available by Thursday preceding the Council meeting.	C1.4.1.1	Business papers prepared and distributed electronically for Councillors and available on website for the public.	Manager Executive Services	100% of business papers available to public and Councillors at least 5 days prior to the Council meeting.	Target met.

Be well informed about current issues that impact our community.

Council review the role of the proposed Community Reference Panel and existing community groups to garner information about relevant issues.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Database of interested community members is developed.	C2.1.1.1	Community input achieved through Committees and other engagement processes.	Manager Executive Services	Community and stakeholder members of Committees are appointed.	Significant community engagement during the exhibition periods of the Draft Floodplain Management Plan and Study and CBD Strategy and Crime Prevention Strategy.
				Community Opinion Group (COG) updated and effective.	
				Special interest reference groups established and active.	

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Community Reference Panel is consulted on a range of key projects and issues impacting the community. See C3.1	C2.1.2.1	Establish protocols for engaging with community members utilising the endorsed GCC Community Engagement Strategy.	Director Sustainable Development	<p>A variety of community engagement tools utilised. Special interest reference and discussion groups established.</p> <p>Community Opinion Group (COG) operating as a reference panel.</p>	Decision made to defer Development Review Panel until required and call upon members of the Joint Regional Planning Panel. Youth Engagement Strategy and consultation over CBD Strategy progressing. General Manager has attended an information booth at Griffith Central.

Regularly review local and national media.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Regularly monitor media coverage by engaging media monitoring service and provide regular updates to staff and councillors regarding media policies and process.	C2.2.1.1	Access available to established media monitoring service and distributed to staff and councillors.	Manager Executive Services	Updates are provided to Councillors and staff on media coverage.	When resources are available.

Council and committee agendas and minutes are prepared and distributed in a timely fashion in electronic and printed form.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
All Council agendas and minutes distributed to councillors via electronic means.	C2.3.1.1	Council meeting agendas and minutes distributed to Councillors electronically.	Manager Executive Services	100% of agendas distributed by Thursday preceding Council meeting and minutes distributed by Friday following meeting.	Target met.
All Council Committees and minutes are available on public website.	C2.3.2.1	Committee minutes published on Council website	Manager Executive Services	Council Minutes available on website within 72 hours of Council Meeting.	Target met.
All Council Meeting Agendas and Minutes are available on public website.	C2.3.3.1	Council meeting agendas and minutes published on Council website.	Manager Executive Services	100% Council meeting agendas and minutes available on Council website.	Target met.

Mentor and support potential leaders from diverse backgrounds and age groups to ensure adequate community representation.

Council review the role of the proposed Community Reference Panel as a 'training ground' for civic office.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Invite members of Community Reference Panels to be involved in Council's Committees. See also C2.1	C3.1.1.1	Vacancies on Council committees are forwarded to COG members according to identified interests and advertised as required.	Manager Executive Services	N/A	Committee vacancies advertised when required. Latest recruitments occurred for Business Development and Major Projects Committee and Communities Committee.

Develop mentoring processes to encourage and guide involvement in Local Government activities.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop and implement a volunteer information and recruitment program.	C3.2.1.1	Review and update existing processes for engaging with volunteers.	Community Development Coordinator	Community members register as volunteers for Council and community events.	Ongoing. Contact details for Community Directory updated and webpage commenced development.
				Volunteer recruitment strategy is developed and implemented.	
				Volunteer register is promoted to community.	

Council review the role of the Youth Advisory Committee and pursue alternative engagement practices.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Youth Advisory Committee to hold half yearly forums at a variety of locations including local high schools. Liaise with Department of Education to develop access to local schools.	C3.3.1.1	Communities Committee review youth engagement strategies.	Community Development Coordinator	Young people engaged and making recommendations.	Ongoing. Young people are being consulted about preferred engagement methods. Youth activities are ongoing including Youth Week, Youth Mental Health forums, Youth Interagency, Launch of Midnight Basketball.

To advocate on behalf of the community with State and Federal authorities.

Actively engage with State and Federal agencies/governments to develop and maintain ongoing dialogue on issues of local importance.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ongoing liaison with State and Federal agencies through the development and implementation of a government interagency process.	C4.1.1.1	Meetings attended with State and Federal agencies delivering services to the Griffith community.	Community Development Coordinator	Information on current programs being delivered is available to Councillors and community.	Ongoing.
				Meetings are held and attended by Council staff.	

Develop strategies to positively impact in the areas of education, health, employment, community safety, infrastructure, transport and housing.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Actively seek and apply for targeted external funding or provide support to other local agencies to deliver programs relating to education, health, employment, community safety, infrastructure, transport and housing.	C4.2.1.1	Funding opportunities are explored with eligible organisations to work in partnership to deliver services to the Griffith community.	Community Development Coordinator	Number of funding opportunities explored for the delivery of services and programs.	Ongoing. headspace funding secured, CDAT funding to address alcohol and drug harm, Midnight Basketball funding to deliver first tournament.

Provide support and assistance, where possible, to organisations wishing to deliver services and programs locally to address identified needs, such as the Community Working Party's Social Action Plan.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Encourage greater involvement for the Aboriginal Community.	C4.3.1.1	Aboriginal Liaison Officer to promote opportunities for involvement of Aboriginal people.	Community Development Coordinator	Aboriginal people represented on Communities Committee and other advisory groups. Representatives of Aboriginal community consulted over projects of common interest.	Ongoing. Midnight Basketball launched.

To provide a governance role in the continuous development of the City of Griffith

Provide efficient and contemporary internal services to ensure needs are met.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop/review internal customer response management system (CRM).	C5.1.1.1	Develop service level agreements in conjunction with internal customers .	Director Sustainable Development	Adopted service level agreements and standards within adhered to.	Implementation of Customer Focus Improvement Strategy in progress.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Council's internal services are delivered in line with Promoting Better Practice guidelines as issued by Division of Local Government, Ombudsman and in accordance with Council policy. Services including Information Technology, Finance, Administration, Governance, Human Resources, Central supply, Customer service Fleet Management, Compliance, Fire Protection.	C5.1.2.1	Council's internal services are delivered in line with Promoting Better Practice guidelines as issued by Division of Local Government, Ombudsman and in accordance with Council policy. Services including Information Technology, Finance, Administration, Governance, Human Resources, Central supply, Customer service Fleet Management, Compliance, Fire Protection.	General Manager	Finalise Internal Values, HR, IT, Finance. Roads design, construction, maintenance and associated services review.	Customer Focus Review Complete and adopted by Council at 24 February 2015 Meeting. Roads design, construction maintenance and associated services review commenced April 2015. Final report from Consultant due to be reported to Transport Committee during August 2015.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Council's internal services are delivered in line with Promoting Better Practice guidelines as issued by Division of Local Government, Ombudsman and in accordance with Council policy. Services including Information Technology, Finance, Administration, Governance, Human Resources, Central supply, Customer service Fleet Management, Compliance, Fire Protection.	C5.1.2.2	Implement recommendations as included in the external "Review of Council Readiness for Best Value Reviews" as adopted by Council.	Director Sustainable Development	Commence implementation of recommendations. Finalise Customer focus review.	Customer Focus Review completed and adopted by Council February 2015 and Improvement Strategy commenced.

Ensure accountability measures for good governance are in place and adhered to.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ensure appropriate Internal Audit program is maintained at Griffith City Council.	C5.2.1.1	Annual internal audit plan developed each year.	Manager Executive Services	Internal Audit recommendations are communicated and actioned within 12 months. Internal Audit Plan adopted by Internal Audit Committee on an annual basis.	Internal Audit Plan for 2015/16 to be adopted at August Meeting of Internal Audit Committee.
				Internal Audit Strategic Plan identifies number of projects per year.	
Ensure statutory reporting eg Annual Report, Internal Planning and Reporting Framework reporting complies within statutory deadlines.	C5.2.2.1	Prepare all statutory reporting requirements in accordance with required timeframes.	Manager Executive Services	Annual Report to DLG by 30 November annually.	Statutory requirements met.
				Integrated Planning and Reporting Framework requirements met annually.	
				Provide Annual Report to the community based on the set performance targets.	
				Provide quarterly Key Performance Indicators reports to Council.	

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ensure effective animal control and regulate parking in key areas such as school zones, disabled zones and timed parking areas.	C5.2.3.1	Undertake daily patrols of car parking areas on a rotating system.	Compliance Coordinator	Parking patrols conducted systematically. School Parking patrols conducted daily.	For the quarter 1 April to 30 June 2015 targeted operations to school zones conducted resulting in issue of 115 School zone penalty notices, Infringement Notices Issued - School Zones - 115, Parking - 110, Others 5 and Companion Animals – 97.

To partner with organisations to facilitate the delivery of required services to the Griffith community.

Identify opportunities for external funding for projects and programs that will positively impact the local community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ongoing research into grant opportunities from appropriate funding bodies that meet the requirements of the Community Strategic Plan.	C6.1.1.1	Accountant/Grants Officer to prepare a monthly grants report advising of grant opportunities available and grants successfully applied for.	Finance Manager	Distribution to Senior Management Team of a monthly grants report detailing available grants and grants successfully obtained.	Active management of grants programs is maintained and GCC is applying for all available grants that fit within the Community Strategic Plan for Council.
Ongoing research into grant opportunities from appropriate funding bodies that meet the requirements of the Community Strategic Plan.	C6.1.1.2	Accountant to research potential grants and distribute to relevant staff members on a weekly/monthly basis.	Finance Manager	Distribution of a minimum of twelve grant opportunities to staff per annum.	In the last quarter some of the grants distributed include: Regional Tourism Infrastructure Fund from the Australian Airports Association, Maritime Museums of Australia Project Support Scheme from the Australian National Maritime Museum, Sport & Recreation Disability Grant from the NSW Department of Sport & Recreation,

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DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					Community Heritage and Icons Grants from the Department of Environment, Evidence to Practice Grants from the Office of Sport & Recreation/ Cancer Institute NSW, Community War Memorial Grants from the NSW Office of Veterans' Affairs, Public Reserves Management Fund Program from NSW Trade & Investment- Crown Lands & Thermoskin Community Sports Fund.

Implement the strategies of the Strengthening Basin Communities Project (SBC) strategies.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate and provide options to implement projects from the Economic Development Strategy. See D2.7 and D5.2	C6.2.1.1	Seek funding for delivery of projects.	Manager Tourism and Economic Development	Number of grant applications.	Actively on the lookout for new sources of funding
				Number of recommendations implemented.	

Integrate the core themes, to ensure realistic and achievable goals are set.

Provide adequate resources to plan and monitor activities and strategies across the organisation and the community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop an Operational Plan annually.	C7.1.1.1	Annual Operational Plan (budget) prepared and adopted by 30 June each year.	Director Business, Cultural and Financial Services	Operational Plan (budget) adopted by Council by 30 June 2015.	The 2015/16 annual budget was adopted by Council in June 2015.

Love the Lifestyle

Create accessible and safe, liveable places.

Promote positive health aspects of Active Transport options.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Seek appropriate funding to implement the actions and priorities outlined in the Pedestrian Access Mobility Plan and footpaths/Cycleway Strategy.	L1.1.1.1	Apply for relevant grant funding opportunities to undertake construction of footpaths and cycleways.	Director Infrastructure and Operations	Number of grant applications. Review of pedestrian access and mobility plan. (PAMP).	PAMP applications for RMS funding for 2015/16 have been submitted.

Develop and implement the strategies of the Hands Off Griffith Community Crime Prevention Plan

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Update and review the Community Crime Prevention Plan. Seek funding for implementing the Plan once reviewed.	L1.2.1.1	Update and review the Community Crime Prevention Plan.	Community Development Coordinator	Community Crime Prevention Plan reviewed.	Completed.

Finalise and implement the recommendations of the Playground Strategy and Plans of Management for Parks and Reserves.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Finalise the Playground Strategy and seek funding for implementation.	L1.3.1.1	Implement the Playground Strategy. Apply for relevant grants.	Planning & Environment Manager	Implementation program details high priority projects for budget consideration.	Funding Applications ongoing with limited provision in budget to compliment. Strategy adopted by Council. Grant funding applications ongoing. Strategy funding to be incorporated in council's 10 year financial plan.
Maintain and renew playgrounds to an agreed service standard.	L1.3.2.1	Manage and maintain playgrounds to agreed service standard.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Records of playground safety inspections are kept.	Documented inspection complete with actions from the reports addressed.
Maintain and renew playgrounds to an agreed service standard.	L1.3.2.2	Implement Playground Strategy where budget allows.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Construct playgrounds to available budget.	Playgrounds are meeting AS/NS standards the process is ongoing.

Further develop and implement the strategies of the Griffith Community Action Plan 2010 in partnership with State and Federal government agencies.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Community Action Plan priorities referenced in Growing Griffith 2030 documentation.	L1.4.1.1	Liaise with stakeholders on Council's role in implementing Community Action Plan.	Community Development Coordinator	Council's obligations to Community Action Plan are progressed.	Ongoing.

Work with key stakeholders to develop realistic and achievable mechanisms to mitigate and alleviate safety issues from built and natural impacts.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Ensure Council's planning and design account for safety issues.	L1.5.1.1	Land Use Planning recognises natural impacts.	Planning & Environment Manager	Finalise constraint mapping in draft LEP.	Already well documented and included in the Griffith Land Use Strategy and Local Environmental plan will also be included in the combined Development Control Plan.
Ensure Council's planning and design account for safety issues.	L1.5.1.2	Safer By Design principles embedded within project designs.	Planning & Environment Manager	Projects designs observe Safer By Design principles.	Ongoing and will be included in the Combined DCP for Griffith LGA.

Provide, maintain and monitor safe assets, facilities and services.

Review the passive surveillance provided by CCTV throughout the Central Business District.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
CCTV requirements revised and funding sought for implementation.	L2.1.1.1	Costs estimated for CCTV upgrades. Grant applications submitted.	Planning & Environment Manager	Funding application made for CCTV upgrades.	CBD cameras upgraded. Further CCTV coverage part of updated Crime Prevention Strategy and will enable funding bids to proceed.

Develop and implement a detailed asset management and replacement program.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop and implement asset management plans in the following: Buildings, Roads, Stormwater Drainage, Parks, Water and Sewerage, Plant and Equipment	L2.2.1.1	Implement Asset Management Plans developed for the six key asset categories.	Asset Management Coordinator	Asset management plans in key categories implemented by 30 June 2015.	Basic documents are mostly complete but due to changes in auditing requirements and ties to the annual report finalisation will occur in the next quarter. This will ensure coordination between the asset management plans and Council's Annual Report.

In partnership with key stakeholders, implement strategies to mitigate the impact of built and natural events including but not limited to flooding, fire and other natural disasters.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Retain formal relationships through Council's Committee structure with appropriate government agencies for planning and response to natural disasters. Completion of review of Griffith Flood Study.	L2.4.1.1	Retain formal relationships through Council's Committee structure with appropriate government agencies for planning and response to natural disasters.	Director Utilities	Agenda item on relevant Committees. Flood study program implemented.	Draft Floodplain Risk Management Study & Plan has been technically reviewed was presented to the Committee 30 April 2015. Public exhibition period closed 7 July 2015. Response to submissions and final report to be presented to the Floodplain Management Committee August 2015.

Develop partnerships to grow health and educational services and facilities.

Continue support of existing Memorandum of Understanding between Charles Sturt University and the NSW Riverina Institute of TAFE.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise and work with CSU and NSW Riverina Institute of TAFE – to develop increased higher education opportunities at Riverina Institute of TAFE Griffith Campus. See also D5.4	L3.1.1.1	Develop and maintain programs.	Project Officer Western Riverina Higher Education	Number of student enrolments in programs.	The Articulation from TAFE to CSU is the most popular pathway. This has the advantage of guaranteed entry into most CSU undergraduate courses for those with a TAFE diploma, credit for relevant study and access to specific scholarships. The formal pathway programs of management, nursing and childhood education and care are continuing.
Liaise and work with CSU and NSW Riverina Institute of TAFE – to develop increased higher education opportunities at Riverina Institute of TAFE Griffith Campus. See also D5.4	L3.1.1.2	Investigation into the demand for other pathway programs.	Project Officer Western Riverina Higher Education		Feedback given to CSU and Riverina Institute regarding possible course areas relating to business and industry in the area. Investigation into the demand for other courses is continuing. Ongoing assistance provided to individual students who have completed TAFE studies in areas other than where formal pathways exist and are looking to gain entry into CSU and accrue credits from their TAFE studies.

Continue support of existing medical students programs.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise with program participants to determine and implement optimum support program.	L3.2.1.1	Investigate alternative options for support.	Community Development Coordinator	Support measures reviewed and implemented.	Ongoing.

Build on existing relationships to ensure the establishment of improved medical and health facilities and services.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Pursue with partners the development of: Murrumbidgee Teaching and Learning Facility (Completed by June 2015). Griffith Community Private Hospital (by 2015).	L3.3.1.1	Construction of Murrumbidgee Teaching and Learning Facility and student accommodation completed by Dec 2015 in conjunction with the Griffith Community Private Hospital.	General Manager	Complete construction of private hospital, Murrumbidgee Teaching, Learning Facility and student accommodation constructed at 5 Koorringal Avenue by Dec 2015.	Construction of the Murrumbidgee Teaching and Learning Facility commenced during May 2015 as part of the Community Private Hospital. Tenders for the Student Accommodation due to be called by St Vincent's Australia during August 2015 with completion scheduled for practical completion June 2016.
Pursue with partners the development of: Murrumbidgee Teaching and Learning Facility (Completed by June 2015). Griffith Community Private Hospital (by 2015).	L3.3.1.2	Finalise community fundraising target for project ie a minimum of \$1M.	General Manager		Fund raising target of \$1m achieved.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Build on the existing relationships with the Griffith Base Hospital, St Vincent's and Mater Private Health, University of New South Wales Rural Clinical School, NSW Riverina Institute of TAFE, Department of Education, Employment and Workforce Relations.	L3.3.2.1	Liaise with stakeholders to improve health and education services and facilities in Griffith.	General Manager	Participate in meetings with Murrumbidgee Area Health Service as required.	Meetings scheduled with Griffith Base Hospital on a monthly basis during construction phase of St Vincents Private Community Hospital Griffith.

Provide access to opportunities for self-education and improved well being using new technology eg. Internet access widely available at a range of locations, such as Library.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Contemporary internet access available at the Library.	L3.4.1.1	Contemporary internet access available at the Library.	Library Manager	Retain internet access availability at the Library.	Internet access is constantly utilised. Two additional computers are now available for the public. Connection speed is an issue which is being investigated. Wifi is also still very popular with the community using it to download eBooks in the library and also using online video services such as Skype to talk to relatives and friends overseas. Technology classes now run every Wednesday afternoon by library staff as there is a growing need for people to learn

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					how to use new devices.

Plan and provide a suitable range of sporting, recreation and cultural facilities.

Implement Plans of Management for public reserves/parks.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
A program of priorities for Plans of Management identified and implemented.	L4.1.1.1	High priority Plans of Management undertaken as resources become available	Planning & Environment Manager	Lake Wyangan Plan of Management completed.	Funding received and contracts entered into for major investigation into blue green algae. Preliminary site inspections will commence shortly.

Maintain and improve recreational facilities eg. parks, Lake Wyangan, Skate Park.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain Council's recreational facilities as per adopted service standard (inclusive of playground equipment replacement program and installation of irrigation systems at designated locations).	L4.2.1.1	Implementation and further development of service standards for sporting ovals, parks and reserves.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Service standards implemented as adopted by Council by 30 June 2015.	The development of service standards is progressing further input is required.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Improve public safety by provision of appropriate information signage.	L4.2.2.1	Install signs per priority list for signs as remote supervision.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Reduction of public liability claims as a result of improved public safety.	The installation of Signs is ongoing the budget allocation has been met for the current year.

Encourage increased utilisation of existing recreation and sporting facilities by regularly maintaining existing infrastructure.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain all current sporting facilities (inclusive of refurbishing sporting ovals, upgrading toilet facilities and lighting).	L4.3.1.1	Undertake annual sportsground renovation.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Number of improvements to sportsgrounds completed. Parks and sports facilities are maintained as per maintenance standards.	Renovation of sporting facilities has completed in line with budget allocations.

Investigate options to plan and develop facilities and services to meet the needs of the whole community – including young, ageing, low socio economic and diverse community groups.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Communities committee of Council actively planning and developing integrated service and facility plans.	L4.4.1.1	Communities Committee develops a whole of community integrated service and facility plan.	Community Development Coordinator	Recommendations made to Council on an integrated service and facility plan.	Ongoing.

Utilise facilities and services for optimal participation.

Provide and promote accessibility to existing services and facilities, including sporting, education and cultural activities.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Library - Provide a fresh and relevant collection of materials in a variety of formats. Provide public use computers and facilitate access to technology for the community. Library to be identified as a community hub for learning, networking and leisure.	L5.1.1.1	New Pods planned for 800 & 900 to complete re-vamp non-fiction, LP and biographies also. Comic library underway. Grant for Lego Library and Kurious Kids lodged. Cake tin collection launched. RFID self check implemented for adults and children. Talk to new mums at community health monthly (first visit 8 new mums join out of 9). Yarn Bomb. New Mobile with added story times. War Museum partnership for displays for 5 years to commemorate WW1, 100 years.	Library Manager	Collections – turnover of stock greater than 3.5	Library activities are being well promoted through a monthly newsletter, and a strategic approach is being made to ensure that programs and collections are being provided for all sectors of the community. Interesting monthly talks are given by guest presenters over a lunchtime, seniors movies are held monthly, tech talks are held weekly as is Baby Bounce and Rhyme Time and Toddler Storytime. The meeting spaces in the library are in constant demand and staff have been re-located to provide an extra public study room.
				Expectations exceeded - plans for added programs on Mobile Library.	
				Number of visits per annum.	
				Programs - deliver a minimum of 20 programs annually reflecting population demographic.	

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Library - Provide a fresh and relevant collection of materials in a variety of formats. Provide public use computers and facilitate access to technology for the community. Library to be identified as a community hub for learning, networking and leisure.	L5.1.1.2	Stocktake completed.	Library Manager	Stock take completed.	The new Radio Frequency Identification attached to all library materials has enabled ongoing stocktakes of individual collections, and a much more functional security system preventing book thefts.
Library - Provide a fresh and relevant collection of materials in a variety of formats. Provide public use computers and facilitate access to technology for the community. Library to be identified as a community hub for learning, networking and leisure.	L5.1.1.3	i Pads supplied & new Tech Savvy computer grant successful.	Library Manager	Internet access meets community expectations - Free WiFi and ability to use outside the building when Library closed.	Tech classes continuing on a weekly basis.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Library - Provide a fresh and relevant collection of materials in a variety of formats. Provide public use computers and facilitate access to technology for the community. Library to be identified as a community hub for learning, networking and leisure.	L5.1.1.4	4 new Public access PC purchased. 10 existing Public PC have new software installed-upgrade to Windows 7.	Library Manager	<p>Plan to replace photocopier and update Pharos system.</p> <p>Technology - 4 new public access Pcs. 10 existing PCs software upgrade to Windows 7. Introduction of Cloud.</p>	2 additional PCs have been provided in two study rooms. In addition 3 tablets are available in lockable stands for the public to handle and trial.
Visitor's Centre - Continue to promote Griffith via Griffith Tourism Marketing, PR, promotions, Griffith Brochure, Visit Griffith website, Advertising. Continue to be part of the NSW Accredited Visitor Information Centres.	L5.1.2.1	Tourism and Economic Development Unit works with Tourism and Events Committee to increase visitation to Griffith area.	Manager Tourism and Economic Development	Increase in number of visitors to Griffith.	New Visit Griffith guide prepared.

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DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Griffith Regional Theatre - Entrepreneurial season, Film Festival, Sponsorship, Music and movies matinees, Hire of facilities, maintain Theatre facilities as per adopted service standard.	L5.1.3.1	Completion of the season launch.	Manager Theatre and Art Gallery	Implement benchmarking system for attendances by December 2014.	Successful launch at near capacity in the theatre, biggest turnout recorded. Launch combined with re-opening of the newly refurbished theatre. Celebrated successful Griffith locals who have gone onto have significant careers in the arts nationally and internationally. Included sculpture curtain viewing and behind the scenes theatre tour.
Griffith Regional Theatre - Entrepreneurial season, Film Festival, Sponsorship, Music and movies matinees, Hire of facilities, maintain Theatre facilities as per adopted service standard.	L5.1.3.2	Current season program be delivered as scheduled.	Manager Theatre and Art Gallery	Set initiatives delivered over 14/15 season.	The 2015 season is still underway with family ticketing initiatives proving to be financially successful this year for the theatre.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Griffith Regional Theatre - Entrepreneurial season, Film Festival, Sponsorship, Music and movies matinees, Hire of facilities, maintain Theatre facilities as per adopted service standard.	L5.1.3.3	ENGAGE Audience Development/ Engagement research through Australia Council of the Arts funding.	Manager Theatre and Art Gallery		workshop with MHM to be held 13th August with Theatre team - final report and acquittal due post this activity.
Art Gallery - Local artist exhibitions, community exhibitions, exhibitions celebrating cultural diversity, youth exhibitions, touring exhibitions and public programs. Maintain Gallery facilities as per adopted service standard.	L5.1.4.1	Minimum of 10 exhibitions per annum	Manager Theatre and Art Gallery	Increased participation to Art Gallery exhibitions and public programs by the wider community.	The Gallery is seeing significant increases in numbers, school groups and floor talks. This has resulted in a review of staffing and an increase in the casual pool to help support our 1 FTE, Raymond Wholohan. The Archibald exhibition is currently underway and as we have been told this is potentially the last time we will have this exhibition due to our lacking facilities we are now future planning our Gallery space. Public Programs has also increased with the addition of Printmaking workshops, Youth of The Streets regular activity and the AMC Women's Group. Jo-Anne Southorn has made valuable connections in these areas.

4th Quarterly Review | 2015

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Griffith Regional Aquatic Leisure Centre - General swimming, Swimming Carnivals, Swim School, Gymnasium classes and programs, Creche, Swimming Squad, maintain Aquatic centre facilities as per adopted service standard.	L5.1.5.1	Ensure facility is clean, functional and available to all participants of each of the nominated programs or events throughout the year.	Leisure Services Manager	Quarterly attendance reports provided to Cultural Facilities Management Committee.	The Centre has had 0 unexpected closures during the 4th quarter. Attendance has increased across all areas/services within the centre and the amount of negative feedback received has decreased. The entire team is looking forward to a positive 2015/16 year.
Westend Sports Stadium - Cultural events such as Islander Craft Fair, Wheelchair basketball, State Basketball and Junior State Basketball, School sports, Community Events, badminton, volleyball, general sports activities, maintain Theatre facilities as per adopted service standard.	L5.1.6.1	Ensure facility is clean, functional and available to all participants of each of the nominated programs or events throughout the year.	Leisure Services Manager	Quarterly attendance reports provided to Cultural Facilities Management Committee.	Westend Sports Stadium continues to be a centre for sporting activities, especially during the colder, wetter weather of winter. Schools have been utilising the facility with up to 12 classes per week. Domestic competitions, Junior & Senior Basketball and badminton are starting their Spring competitions in August. Basketball in particular is booming. This equates to 31 senior basketball teams, and 26 junior teams. Basketball brings in up to 600 players per week at junior and senior levels. The Stadium hosted the annual Sikh Indian Games volleyball during the long weekend in June. Other sports were played on Ted

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					Scobie Oval during the same weekend. 8 volleyball teams participated during Saturday & Sunday. NAIDOC Week activities were also conducted at the stadium on 9 July.
Pioneer Park Pioneer Park Museum will continue to coordinate the existing major events such as, Australia Day Brekkie, Good Friday Action Day, Local Government Week Schools Day and Festa Della Salsicce (Salami Day). These annual activities will be supported by introducing new initiatives highlighting the museum's extensive collection and encouraging community participation.	L5.1.7.1	Pioneer Park Management Committee to plan and conduct new and existing events.	Manager Tourism and Economic Development	Increased visitation at Pioneer Park Museum.	Ongoing.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Actively promote, via implementation of communication strategy, Council's services and facilities.	L5.1.8.1	Councillors and staff are informed of communication strategy.	Manager Executive Services	Councillors and staff understand and utilise the processes and options for communication and community engagement.	Ongoing. Community engagement to be utilised dependent on current issues.
Actively promote, via implementation of communication strategy, Council's services and facilities.	L5.1.8.2	Relevant staff are trained in web content management system and social media applications.	Manager Executive Services	Web information is maintained and regularly update.	New staff at Theatre receive web training. New Community Directory launched. Aquatic Centre improving online communications.
Liaise with local agencies and user groups to ascertain their requirements.	L5.1.9.1	Liaise with local agencies and user groups to ascertain their requirements.	Community Development Coordinator	Council informed of community issues.	Ongoing.

Promote pathways into alternative education and training where appropriate.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Promote local and advocate to State and Federal governments the need for alternative education options within our community.	L5.2.1.1	Provide support to existing organisations delivering services locally by way of advocating to State and Federal governments.	Community Development Coordinator	Letters of support provided for local services applying for funding to continue/expand service delivery programs.	Ongoing. Supported GetSet and Deakin University to develop alternate options to advance educational outcomes and employment. Mentored students from CSU undertaking Course placement and completing degrees and students undertaking Alcohol and Other Drug Diploma through Riverina Campus.

Promote the benefits of life-long learning.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Support local who provide educational and skills programs.	L5.3.1.1	Provide ongoing advocacy support to existing organisations delivering services locally.	Community Development Coordinator	N/A.	Work with CSU and Deakin supports this action.

Integrate cultural and community groups and address issues faced by minority groups.**Promote the implementation of Ethnic Affairs Priority Statement programs throughout the community.**

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Council staff raise awareness of Ethnic Affairs Priorities on an ongoing basis.	L6.1.1.1	Council staff raise awareness of Ethnic Affairs Priorities on an ongoing basis.	Community Development Coordinator	N/A	No action to report.

Deliver diversity awareness training and support to new arrivals and community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Council staff raise awareness of diversity on an ongoing basis.	L6.2.1.1	Council staff raise awareness of diversity on an ongoing basis.	Community Development Coordinator	N/A	No further action this quarter.

Promote, celebrate and build on our cultural diversity cosmopolitan identity.

Encourage participation in established activities celebrating community diversity.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Promote community events via Events Calendar, Council Website.	L7.1.1.1	Provide methods for community groups to promote activities online.	Community Development Coordinator	Community activities are promoted online to the wider community.	Ongoing
Encourage local organisations to celebrate cultural diversity eg La Festa, Refugee Week, Harmony Day.	L7.1.2.1	Ongoing liaison with local organisations	Community Development Coordinator	N/A	Ongoing. Continue to work with all target groups and agencies to strengthen participation and community connectedness.

Successfully deliver externally funded programs designed to increase community engagement by those from Culturally and Linguistically Diverse communities.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate opportunities for collaboration with other agencies in support of CALD community.	L7.2.1.1	Strategies developed in conjunction with Communities Committee.	Community Development Coordinator	Strategies identified are delivered subject to external funding.	Ongoing. Researched options to improve access to Medical Services for the non English speaking residents. Celebrated our diverse community during Harmony Week events. Citizenship Ceremony.

Increase and improve promotion of existing arts and cultural events and facilities.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Work with Council facilities to promote relevant arts and cultural events as per Communication Strategy including use of Council's website, media releases, weekly radio program.	L7.3.1.1	Ongoing role of Council's Marketing and Promotions function to be further clarified.	Community Development Coordinator	Marketing strategies to be developed for Council facilities.	Ongoing.

Acknowledge and be responsive to issues which have an impact upon the community's wellbeing and harmony.**Maintain and build on current programs being delivered by local agencies and Council.**

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Encourage community to participate in programs and utilise facilities provided.	L8.1.1.1	Ongoing function of Council.	Community Development Coordinator	N/A	Ongoing. headspace contracts and agreements signed. Services opening December 2015. Partnered numerous Departments and Organisations to support employment options, industry visits for young people scoping employment, working with Education and Business Chamber and adjoining Councils to "Grow Our Own" local labour force by providing local education options.

Increase awareness of existing support services and programs.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Quarterly updates of community service information.	L8.5.1.1	Community services map created and available.	Community Development Coordinator	N/A	Completed

Establish and promote an on-line process for information gathering and dissemination to address community safety issues.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise with local service providers to develop best method for information dissemination.	L8.6.1.1	Work with interagencies to identify communications processes.	Community Development Coordinator	Community information is readily available online.	Ongoing. Community Services Directory launched, CDAT facebook launched and Neighbourhood Watch under development.
Liaise with local service providers to develop best method for information dissemination.	L8.6.1.2	Investigate options for a central information hub or online links to be incorporated on to community web sites.	Community Development Coordinator	Agency information is readily available to community.	Developing an online system (facebook) to exchange information between residents, Council and the Local Area Command On-line Community Services Directory developed and available.

Valuing our Environment

To reduce consumption and loss of water.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Monitor district metered and pressure zones for variations, anomalies and flow patterns.	E1.1.1.1	Monitor district metered and pressure zones for variations, anomalies and flow patterns.	Senior Engineer Operations	To reduce water loss in the water distribution system to 10%.	Ongoing monitoring of district metered and 3 pressure zones for variations, anomalies and flow patterns.
Improve water distribution management knowledge	E1.1.2.1	Finalise Supervisory Control And Data Acquisition (SCADA) to centralise water usage data.	Senior Engineer Operations	Summary Table of Zone Flows completed by Dec 2014.	No further progress this term due to commitment to various sewer pump station scada & telemetry upgrades.

Develop and implement a detailed asset management and replacement program for water infrastructure.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Replace all water meters on scheduled program – ongoing.	E1.2.1.1	Manage and maintain Griffith and villages water meters annual replacement program.	Senior Engineer Operations	Average meter age no greater than 12 years.	Ongoing scheduled meter replacement program saw 426 meters replaced April to June 2015.
				No meter age greater than 20 years.	
				Target of 800 replacements per annum.	

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain an annual water mains replacement program – ongoing.	E1.2.2.1	Manage and maintain Griffith and villages water mains replacement program.	Senior Engineer Operations	Water mains replacement budget fully expended.	Mains replacement on Binya St, Anzac St & Barellan St completed.
Prepare options report for water reuse from GWRP commencing 2013-14.	E1.2.3.1	To construct effluent re-use scheme at Griffith Livestock Marketing Centre.	Director Utilities	Completed by June 2015.	Work has commenced on providing recycled water main infrastructure to deliver recycled water to the Saleyards.
Offer rebates for water efficient devices – ongoing.	E1.2.4.1	Rebate program for water efficient devices provided.	Director Utilities	Number of rebates provided.	Only one application for water saving rebates for home owners received on 28/5/2015.

To increase reuse/recycling of wastewater and stormwater.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Prepare a biosolids reuse study in 2013-14.	E2.1.1.1	Biosolids study proposed for 2015/16	Senior Engineer Operations	Complete the biosolids reuse study.	No progress this term - to be funded in next financial year.
Investigate options for stormwater reuse.	E2.1.2.1	Not in 2014/15	Director Utilities		Stormwater reuse not applicable.

Develop and implement a detailed asset management and replacement program for sewerage infrastructure.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain sewer infrastructure network including mains, pump stations and treatment processes.	E2.2.1.1	Manage and maintain sewer infrastructure network.	Senior Engineer Operations	Annual Sewer mains replacement program completed by 30 June each year.	Draft condition report on sewer rising main from G4 sewer pump station to GWRP received. Planning for increasing redundancy in SRM's started.

To protect and enhance water quality.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Prepare and implement water quality management plan in accordance with State Government requirements.	E3.1.1.1	Implement and monitor Water Quality Management Plan (WQMP).	Senior Engineer Operations	100% compliance with Australian Drinking Water guidelines.	Chemistry 100% compliance; Microbiology 97.9 % - Note: No E.coli detected.

Develop and implement a detailed asset management and replacement program for water infrastructure.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain water infrastructure network including reservoirs, mains, treatment processes.	E3.2.1.1	Manage and maintain water infrastructure network.	Senior Engineer Operations	14 Ml reservoir refurbishment completed by June 2015.	Leaks developed at surge valve at GWTP. Temporary fixed; highlighted no redundancy in pipes from plant to reticulation. Added to future budget.

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DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain water infrastructure network including reservoirs, mains, treatment processes.	E3.2.1.2	Complete annual mains replacement program.	Director Utilities	Annual water mains replacement program completed by 30 June each year.	The annual mains replacement program has been completed with the exception of Barellan Street potable main (moved to the 2016 - 2017 program) and the raw water mains replacement for Bowditch Street which has been moved to the 2015 - 2016 program.

To reduce energy consumption and greenhouse gas emissions.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for energy and climate change.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the short to medium term objectives of the Griffith City Council Environmental Sustainability Strategy. Eg streetlight lamp replacement program, use of energy efficient vehicles in Council's Fleet program, reducing office consumables such as paper, water saving initiatives such as homeowner rebate scheme for water	E4.1.1.1	Rebate program for water efficient devices provided.	Director Utilities	Number of water saving rebates provided.	Only one application for water saving rebates for home owners received on 28/5/2015.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
efficient devices, recycling services to be extended to appropriate Council facilities, development of the transfer station and landfill facilities.					
Implement the short to medium term objectives of the Griffith City Council Environmental Sustainability Strategy. Eg streetlight lamp replacement program, use of energy efficient vehicles in Council's Fleet program, reducing office consumables such as paper, water saving initiatives such as homeowner rebate scheme for water efficient devices, recycling services to be extended to appropriate Council facilities, development of the transfer station and landfill facilities.	E4.1.1.2	Maintain Council's energy efficient initiative with Fleet Management.	Fleet & Depot Manager	N/A	Ongoing. Council continues to purchase energy efficient vehicles where possible.

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DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the short to medium term objectives of the Griffith City Council Environmental Sustainability Strategy. Eg streetlight lamp replacement program, use of energy efficient vehicles in Council's Fleet program, reducing office consumables such as paper, water saving initiatives such as homeowner rebate scheme for water efficient devices, recycling services to be extended to appropriate Council facilities, development of the transfer station and landfill facilities.	E4.1.1.3	Introduction of more electronic communication media to reduce reliance on paper.	Manager Executive Services	100% business papers delivered electronically to Senior Management Team and Councillors.	100% business papers delivered electronically to Senior Management Team and Councillors.
				Implement Councillor Dashboard to Ipads.	
				Website redesigned to increase ease of user accessibility.	

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the short to medium term objectives of the Griffith City Council Environmental Sustainability Strategy. Eg streetlight lamp replacement program, use of energy efficient vehicles in Council's Fleet program, reducing office consumables such as paper, water saving initiatives such as homeowner rebate scheme for water efficient devices, recycling services to be extended to appropriate Council facilities, development of the transfer station and landfill facilities.	E4.1.1.4	Initiate alternative energy saving initiatives.	Environmental Health and Sustainability Coordinator	Earth Hour supported. Globe replacement program promoted.	Tenders called for Waster Transfer Station. Energy audit of treatment plant commissioned. Motor Vehicle policy reviewed regarding fuel efficient vehicles.
Seek funding to promote the objectives contained within the Environmental Sustainability Strategy.	E4.1.2.1	Seek funding to promote the objectives contained within the Environmental Sustainability Strategy.	Environmental Health and Sustainability Coordinator	Funding applications lodged.	Developed and completed Lake Wyangan & Catchment Management Strategy (LW&CMS) Part A - Project Brief, Part B - Expression of Interest, Advertised LW&CMS in Regional Media and on Tenderlink, received four EOI responses, ran a Tender

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					Evaluation panel (undertaken by GCC & Murrumbidgee Irrigation rep's), selected a successful tenderer and engaged the successful tender with a General Conditions of Contract to undertake the LW&CMS due for completion in June 2016. The engaged consultants have undertaken an initial site inspection of Lake Wyangan and surrounding catchment and are currently undertaking a comprehensive data review process.
Facilitate renewable energy options (provide education, increase use of renewable energy options at Council facilities).	E4.1.3.1	Work with Council's facility managers to explore opportunities on renewable energy use.	Environmental Health and Sustainability Coordinator	Renewable energy options identified.	As of late July 2015 GCC received confirmation of the commencement of the Energy Saver Program application from OEH. This project has been delayed due to OEH having to run an initial Energy Auditor panel selection process for selection of potential Energy Auditor providers. OEH and GCC have subsequently re-scheduled this Energy Audit of the Griffith Water Treatment Plant (GWTP) to now commence in early August 2015 with a Scoping Meeting.

To improve air quality by reducing exposure to air pollution.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for energy, air and climate change.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the actions and objectives of the Environmental Sustainability Strategy relating to air quality.	E5.1.1.1	Develop programs to make the community aware of issues surrounding air quality.	Environmental Health and Sustainability Coordinator	Awareness programs developed.	One air quality incident investigated. No other action undertaken during June 2015 Quarter.

To minimise the environmental, social and financial costs of new development.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Provide water and sewerage services that meet growth demands - ongoing.	E6.1.1.1	Ensure adequate infrastructure plans in place for future demand.	Senior Engineer Operations	All applicable developments are adequately provided with water and sewerage services.	There are no known examples of development occurring that are not adequately serviced by water and sewerage services.
				Number of new tenements added to water and sewerage infrastructure.	
Incorporate environmental sustainability principles into Council planning policies.	E6.1.2.1	As policies are reviewed, principles of environmental sustainability will be incorporated.	Environmental Health and Sustainability Coordinator	N/A	Recommendation stands. No further action to report.

Provide development assessment and building certification services to the Griffith Community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Assess and determine development applications, construction and building certificates and section 149 certificates.	E6.2.1.1	Manage and maintain an efficient Development Application process as per legislative requirements.	Planning & Environment Manager	Development is compliant with Local Environment Plan and Development Control Plans. Number of applications assessed within legislative timeframe.	These processes are constantly reviewed and improved if needed. Griffith is doing exceptionally well in comparison with similar cities in NSW. In the recent NSW Local Government review Griffith was rated 2nd in the whole of NSW regarding turn around time for DA's in similar sized rural cities.
Investigate and regulate unauthorised building works and land use.	E6.2.2.1	Develop and implement protocol to deal with unauthorised building works and land use.	Planning & Environment Manager	Number of matters investigated.	This is dealt with under the compliance component and comparative statistics show constant improvement.
Provide guidance on potential development, construction and planning issues.	E6.2.3.1	Hold an annual forum with developers, consultants and stakeholders.	Planning & Environment Manager	Annual forum held. Number of meetings addressed. Reference Group engaged.	Follow up forum's will take place in the near future.

To preserve our natural and built heritage for future generations.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Reduce possible groundwater pollution from residential septic systems by constructing reticulated sewerage systems to unserved areas.	E7.1.1.1	Septic SMART program ongoing.	Environmental Health and Sustainability Coordinator	Improved quality of stormwater runoff.	GetSeptic Smart On-site Sewerage Management folders were posted to 2000 LGA landholders each folder containing a GetSeptic Smart survey which was completed and returned by 23 LGA landholders, each respondent was then placed in a draw to win an iPad and subsequently a winner was drawn. A Final Report has been completed and submitted to the NSW Environmental Trust concluding this project. Due to very positive feedback on this product from surrounding regional health Councils, GCC will now adapt the GetSeptic Smart On-site Sewerage Management folder material to allow utilisation by all other NSW Councils, this adding a significant leveraging benefit to the development of this project.
				Maintain septic tank awareness.	
				Reduction of tenements utilising septic systems as development occurs.	
Adhere to Street Tree preservation policy.	E7.1.2.1	Process Tree Preservation Orders according to Street Tree preservation policy.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Number of Tree Preservation Orders.	The Tree Preservation Orders are complete to date, the process is ongoing.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Adhere to Street Tree preservation policy.	E7.1.2.2	Street tree preservation policy to be reviewed.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Street Tree policy reviewed adopted by Council	The Street Tree Policy has been presented to Council for adoption and the public exhibition phase has been completed.
Maintain street sweeping program to improve quality of stormwater runoff.	E7.1.3.1	Manage and maintain street sweeping program.	Works Manager Maintenance	Street sweeping undertaken as per program.	Draft street sweeping schedule has been implemented for trial until end of June 2015.
Provide gravel from the Tharbogang quarry to a standard required for roadworks.	E7.1.4.1	Gravel extraction be carried out as per licence and development application requirements.	Waste Operations Manager	Full compliance with NSW Planning licence regarding landfill and quarry operations. Gravel extracted meets the demand and quality required for Council roadworks.	Gravel extraction has not exceeded its EPL requirements.
Develop biodiversity strategy and management plans for the Griffith LGA.	E7.1.5.1	Work with Environment and Sustainability Committee to finalise Biodiversity Strategy.	Planning & Environment Manager	Draft Biodiversity Strategy adopted.	Review of Draft Biodiversity Strategy to ensure current alignment with other key State and Federal Biodiversity documents in lieu of final GCC Biodiversity Strategy adoption has been re-prioritised and will be addressed at a later stage.
Monitor and review heritage listed buildings in the Griffith LGA.	E7.1.6.1	Completed.	Planning & Environment Manager	N/A	N/A

To improve sustainable land use.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Recommendations of Environmental Sustainability Strategy incorporated into land use planning.	E8.1.1.1	Completed.	Planning & Environment Manager	N/A	GCC Combined DCP in preparation. Land Use Strategy and Local Environmental Plan finalised and Environmental Sustainable Strategy principles incorporated.

To plan effectively and consider health issues within planning sustainable development frameworks.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the objectives of the Pedestrian Access Mobility Plan (PAMP) and Bicycle Plan.	E9.1.1.1	Apply for relevant grants.	Director Infrastructure and Operations	Implement PAMP and Bicycle Plan recommendations as per the 5 year priority table.	PAMP applications have been submitted to RMS for funding in 2015/16.

To improve biodiversity by preserving and protecting existing biodiversity.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for biodiversity.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop biodiversity strategy and management plans for the Griffith LGA.	E10.1.1.1	Finalise the Biodiversity Strategy.	Planning & Environment Manager	Adoption of Biodiversity Strategy.	Review of Draft Biodiversity Strategy to ensure current alignment with other key State and Federal Biodiversity documents in lieu of final GCC Biodiversity Strategy adoption has been given a lower priority at this stage and is progressing accordingly.

To ensure and maintain the conservation of the natural environment.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for biodiversity

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Improve sustainable landuse by continuation of the noxious weeds eradication and control programs.	E11.1.1.1	Manage and maintain Council's ongoing noxious weeds program.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Noxious weeds – report on noxious weed infestation on rural properties annually. Noxious weeds budget fully expended.	The Noxious Weeds program has resulted in large infestations of Prickly Pear being controlled both on Private and Public areas. Interaction with land owners and various stake holders has resulted in positive outcomes.
To improve knowledge and understanding of the issues surrounding biodiversity.	E11.1.2.1	Biodiversity education program developed and implemented.	Planning & Environment Manager	Biodiversity education program developed.	Regular Email Circulars, Media Releases, Facebook Posts and advertising of the national tree planting day.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Seek funding to further promote biodiversity.	E11.1.3.1	Apply for relevant grants.	Planning & Environment Manager	Number of grants applied for.	Received funding to the amount of \$13307 for weed control west of Mc Pherson's range. Awaiting response to application of a further \$24900 funding for same area. (prickly pears).
Develop a street tree asset management plan.	E11.1.4.1	No actions planned 2013/14.	Planning & Environment Manager	N/A	Still to be actioned.

To deal with waste more effectively, including using it as a resource.

Implement the Griffith City Council Environmental Sustainability Strategy's action plan for waste.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Construction of a new Transfer Station and upgrade the existing landfill facility at Tharbogang to provide waste handling to accommodate the needs of the community up until 2035.	E12.1.1.1	Construction of Transfer Station at Tharbogang Landfill.	Waste Operations Manager	100% urban rate payers have access to a kerbside recycling service of plastic, paper, glass.	5 Tenders for the construction of the Waste Transfer Station (WTS) were submitted, Director of Utilities will provide an in committee report on the 28/7/15 to Council with a recommendation of moving forward with the WTS construction project.
				Completion by June 2015.	
				Transfer Station construction to commence 2014/15.	

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Encourage resource recovery (transfer station) and continue to improve kerbside recycling participation.	E12.1.2.1	Council investigate Greenwaste collection service.	Waste Operations Manager	N/A	Waste Operations Manager is tabling a report at the next Utility Committee meeting that recommends that RAMROC Murrumbidgee Waste Coordination investigates the feasibility of a Greenwaste/Organics kerbside collection.
Maintain waste collection and disposal from domestic, commercial, street and park areas.	E12.1.3.1	Provide domestic, commercial, street and park bin collections.	Waste Operations Manager	Domestic, commercial, street and park waste collected at least weekly.	Waste collection is carried out weekly. Replacement of stolen bins within 3 days is being achieved when full staffing resources are available. Non-collection within 24 hours is achieved through the Customer Service Officers. Recycling figures are tracking as per previous years.
				Recycling - 2,000 tonnes pa recycled from kerbside recycling by 2016.	
				Replace 90% stolen or broken garbage bins within 3 working days.	
Maintain waste collection and disposal from domestic, commercial, street and park areas.	E12.1.3.2	Target known hotspot areas around CBD.	Waste Operations Manager	Respond to non-collection within 24 hours.	There has been funding for coming from the EPA waste less recycle more grant initiative. The Fiona de Wit has identified 5 "hot spots" to use the granted funds.
Maintain a comprehensive litter control program.	E12.1.4.1	Additional street bins provided in Yambil Street.	Waste Operations Manager	Street bins installed.	There is no money in the budget to carry out this works.

Growing our City

Develop Griffith as a centre of choice for trade, business, health, recreation and employment.

Advocate for the early installation of National Broadband Network in the Griffith LGA.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Consider NBN rollout in Council's strategies and plans. See also D5.1, D2.2	D1.1.1.1	Advocacy will occur as opportunities arise.	Manager Tourism and Economic Development	N/A	Successfully secured fixed Wireless NBN to be rolled out for Griffith. NBN coming to Griffith to do a presentation on their services and have secured the President of the GBC to be a spokesperson.

Ensure development is planned and strategic, incorporating principles of sustainability and triple bottom line of being financially, socially and environmentally measured.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Sustainability principles incorporated into Council's planning policies.	D1.2.1.1	Planning instruments reflect sustainability principles.	Planning & Environment Manager	Ongoing.	Ongoing. DCP still to be finalised as part of these instruments.

Advocate for access to improved health and allied health services through face-to-face and e-health processes.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Advocacy role an ongoing role of Council.	D1.3.1.1	N/A	Community Development Coordinator	N/A	Headspace' funding successful. Expression of Interest now sought for lead agency.

Increase local access to further education options.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Continue Council's commitment to further education options and pathways.	D1.4.1.1	Ongoing commitment to Higher Education Project.	Director Sustainable Development	N/A	Regular discussions and formal meetings with both University partners, CSU and Deakin.

Promote the value of tourism and its economic benefits to the community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Implement the strategies within the 2011-12 Tourism Business Plan.	D1.5.1.1	Implement the strategies within the 2011-12 Tourism Business Plan.	Manager Tourism and Economic Development	Increase visitor numbers, visitor expenditure and visitor satisfaction.	Plan has been updated to reflect a three year period and now introducing a three year marketing plan to compliment this.

Attract and develop new value-adding industries.**Encourage the establishment of diversified industries.**

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Seek funding to attract new business and industry through programs such as Country Change.	D2.1.1.1	Attend Country Change with relevant local industry groups to promote employment opportunities.	Manager Tourism and Economic Development	Number of leads generated from Country Change.	Effectiveness of Country Change reviewed resulting in more effort in marketing of the region to attract relocation.
Provide adequate industrial and commercial land via the Local Environmental Plan.	D2.1.2.1	Completed.	Planning & Environment Manager	N/A	Promotion of available land was highlighted at the 2015 Building and Planning Forum in February.

Improve the physical appearance of city and village entrances.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop a design proposal for beautifying the city and village entrances.	D2.3.1.1	Prepare master plans for city and village entrances.	Planning & Environment Manager	Masterplan for city and village entrances adopted.	Progress has been made on the project with a scoping analysis under internal review.

Encourage planned development in Griffith LGA villages and the wider region.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Create planning instruments that encourage development in these areas.	D2.4.1.1	Completed.	Planning & Environment Manager	N/A	GCC Land Use Strategy and LEP which underpins planned development has been approved and implemented and the combined DCP is soon to follow.

Promote opportunities for small businesses to establish in our community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise with Business Enterprise Centre and Griffith Business Chamber, Trade and Investment NSW to develop resources and programs to assist small business to establish in the area.	D2.5.1.1	Regular meetings held with Business Enterprise Centre Griffith Business Chamber, Trade and Investment NSW.	Manager Tourism and Economic Development	Number of meetings held.	This continues to be an ongoing feature of the Tourism & Economic Development unit responsibility.
Liaise with Business Enterprise Centre and Griffith Business Chamber, Trade and Investment NSW to develop resources and programs to assist small business to establish in the area.	D2.5.1.2	Present local and regional economic profile.	Manager Tourism and Economic Development	Local and regional economic profile available on Council website.	Ongoing feature of the Tourism & ED Unit.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Attract and host international trade delegations to further promote business opportunities within the region.	D2.5.2.1	Promote business opportunities to overseas investor groups.	Manager Tourism and Economic Development	Number of meetings with agencies dealing with trade and investment. Number of trade delegations to Griffith.	Will be on the continual look out for meetings with international investors, working in particular with NSW Trade & Investment.
Review and maintain industry assistance package program.	D2.5.3.1	Completed.	Manager Tourism and Economic Development	N/A	New Economic Development Assistance Program has been implemented and promoted.

Implement Economic Development Strategies to assist in filling vacant commercial spaces and consider location of shopping centres.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise with Business Enterprise Centre and Griffith Business Chamber, Trade and Investment NSW to develop resources and programs to assist small business to establish in the area.	D2.6.1.1	Regular meetings held with Business Enterprise Centre Griffith Business Chamber, Trade and Investment NSW.	Manager Tourism and Economic Development	Number of meetings held.	Ongoing but hoping for additional input from Griffith Business Chamber. Will continue to run the Business Health Audit on an annual basis.

Invest in and implement the strategies identified by the Strengthening Basin Communities Project.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate and provide options to implement projects from the Economic Development Strategy.	D2.7.1.1	Seek funding for delivery of projects.	Manager Tourism and Economic Development	Number of grant applications.	Ongoing.
				Number of recommendations implemented.	

Develop Griffith as regional transport hub and inter-modal transport centre.

Relocate freight terminal from Central Business District.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Planning and funding application for freight terminal progressed.	D3.1.1.1	Continue to liaise with stakeholders regarding Western Riverina Freight Intermodal and Logistics Hub.	Manager Tourism and Economic Development	Ongoing.	DA for rail hub will be determined early August.

Improve facilities at existing Griffith transport infrastructure, ie: airport, bus interchange, railway station.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain Griffith Airport. See also D8.2	D3.2.1.1	Manage and maintain Griffith Airport in accordance with Civil Aviation Safety Authority (CASA) standards.	Airport Coordinator	Airport maintained to CASA requirements.	Airport is being operated in accordance with CASA and Council safety requirements.
				Runway pavement assessment completed.	

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain bus interchange located at the Visitor's Centre.	D3.2.2.1	N/A	Manager Tourism and Economic Development	N/A	

Maintain and develop public roads, paths, cycleways and transport corridors.

Develop and implement a detailed asset management and replacement program for public roads, paths, cycleways and transport corridor infrastructure.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain road infrastructure network as per adopted service standard including sealed and gravel roads, footpaths, kerb & gutter, signage, drainage culverts, carparks, bridges and other associated infrastructure.	D4.1.1.1	Develop service standards for roads, footpaths, kerb and gutter, signage, drainage culverts, car parks, bridges and other associated infrastructure maintenance.	Works Manager Maintenance	Roads, paths and cycleways are maintained in serviceable condition, well utilised and well managed.	Policies adopted.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain road infrastructure network as per adopted service standard including sealed and gravel roads, footpaths, kerb & gutter, signage, drainage culverts, carparks, bridges and other associated infrastructure.	D4.1.1.2	Maintain regional and local roads and traffic facilities.	Works Manager Maintenance	Implement Service Standards for roads and pathways adopted by Council.	Repairs of footpath and K&G have completed in Yenda CBD.
Construct roads in accordance with available funding and Asset Management Plans.	D4.1.2.1	Construct roads in accordance with Capital Works program.	Works Manager Construction	Roads to Recovery budget fully expended.	Well above normal wet weather, particularly since the 2nd half of June has delayed the completion of the drainage improvement works at Thorne Rd and Murrumbidgee Ave intersection, which is the last capital works projects for 2014/2015. Wet weather is still hampering works. Works on the construction and sealing of Jones Rd have commenced which is spread over 2 financial years, due for completion in 2015/2016.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Rehabilitate sealed roads in accordance with available funding and Asset Management plans.	D4.1.3.1	Sealed roads rehabilitation program implemented.	Works Manager Maintenance	Natural Disaster Funding fully claimed in accordance with programmed works.	Natural Disaster Funding has been fully claimed and final certificate issued to RMS. RMS have inspected works and signed off.

Extend and improve kerb and guttering in the CBD.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain and renew kerb and guttering in accordance with Asset Management Plan and available funding.	D4.2.1.1	Asset Management Plan to be developed.	Works Manager Maintenance	Implement Asset Management Plan when finalised.	Funding is currently in the 10 Year Capital Works Plan for commencement in 2015/16. A preliminary strategy for the CBD has been presented to Council Workshop in March 2015. The draft strategy for the CBD was presented to Council on 28 April 2015 and public exhibition period ended on 19 June 15.

Install path/cycleways in residential areas.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Seek funding to implement the outcomes of the completed Cycleway and Footpath Strategy for residential areas.	D4.3.1.1	Apply for relevant grants.	Director Infrastructure and Operations	Successful grant application.	Funding has been applied for the remainder of pathway along Clifton Bvde to Ted Scobie Oval. Other funding has been applied for widening of path on Anzac Street and Noorebar Street connecting to the Griffith Medical Centre.

Install path/cycleways to connect suburbs and villages.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Seek funding to implement the outcomes of the completed Cycleway and Footpath Strategy to connect suburbs and villages.	D4.4.1.1	Apply for relevant grants.	Director Infrastructure and Operations	Successful grant application.	Funding has been applied for the remainder of pathway along Clifton Bvde to Ted Scobie Oval. Other funding has been applied for widening of path on Anzac Street and Noorebar Street connecting to the Griffith Medical Centre.

Improve and maintain street lighting in residential and central business areas.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Liaise with local energy provider and community to review and improve street lighting.	D4.5.1.1	Ongoing review of street lighting in residential and central business areas.	Director Infrastructure and Operations	Street lighting review completed annually.	Street lighting constantly reviewed and outages reported. GCC in association with RAMROC are looking at the possibility of replacing Streetlights with LED. Essential Energy have set up a panel of users, with Ramroc having a representative.

Provide infrastructure in partnership with service providers.

Facilitate the construction of appropriate accommodation for the delivery of additional health services.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Provision of land and buildings for the Murrumbidgee Teaching and Learning Centre – medical and Allied health to be located at Animoo Avenue. See also L3.3	D5.3.1.1	Construction of Murrumbidgee Teaching and Learning Facility and student accommodation completed by June 2015.	Director Business, Cultural and Financial Services	See L3.3	Construction of the Murrumbidgee Teaching & Learning Facility (as part of the Private Hospital Project) has commenced with major earthworks nearing completion. A Development Application has been submitted to Council for determination with works to commence prior to 31 December 2015. The Projects are currently scheduled to be completed by 30 June 2016.

Recommit to the Memorandum of Understanding between GCC, Charles Sturt University and NSW Institute of TAFE – Riverina to expand tertiary education options delivered locally.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Charles Sturt University and Riverina Institute will continue to offer a range of pathway programs which combine TAFE and university study. Eg the integrated Business program, the TAFE Diploma in Children's Services which is a pathway through to the Charles Sturt University Bachelor of Teaching (birth to 5 years), the TAFE Diploma of Enrolled Nursing program is also a pathway to the Charles Sturt University degree.	D5.4.1.1	Develop and maintain Pathways programs including Integrated Business Program, Diploma in Childhood Services, Diploma of Enrolled Nursing.	Project Officer Western Riverina Higher Education	Number of student enrolments.	The three formal pathways of Nursing, Childhood education and care, and Management are being offered in 2015. Numbers are strong in Enrolled Nursing with Group 9 of the Enrolled Nursing Diploma having just completed their studies and Group 12 has just commenced (18 month course). Continual liaison with students and teachers regarding pathway opportunities.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Charles Sturt University and Riverina Institute will continue to offer a range of pathway programs which combine TAFE and university study. Eg the integrated Business program, the TAFE Diploma in Children's Services which is a pathway through to the Charles Sturt University Bachelor of Teaching (birth to 5 years), the TAFE Diploma of Enrolled Nursing program is also a pathway to the Charles Sturt University degree.	D5.4.1.2	Investigation into the demand for other pathway programs including social welfare and accounting. See L3.1	Project Officer Western Riverina Higher Education		Feedback given to CSU and Riverina Institute regarding possible course areas relating to business and industry in the area. Ongoing assistance provided to individual students who have completed TAFE studies in areas other than where formal pathways exist and are looking to gain entry into CSU and accrue credits from their TAFE studies.
Investigations will continue into the demand for running other pathway programs, including social welfare and accounting. See also L3.1	D5.4.2.1	Investigation into alternative higher education pathways ongoing.	Project Officer Western Riverina Higher Education	N/A	Another function of the University Study Centre is to provide academic support to CSU distance education students. From January-June the study centre provided support and advice to current and prospective students for a total of 21 hours.

Develop policies that encourage sustainable growth.

Progress the development of new and existing Griffith Cemeteries to incorporate elements that accommodate the diverse cultural groups within our community.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Complete detailed design phase of new cemetery and ensure design accommodates the various cultural groups as approved by General Facilities Committee.	D6.2.1.1	Planning for new cemetery continues leading to adoption of concept plan.	Planning & Environment Manager	New Cemetery concept plan adopted.	New cemetery not required at this stage. Discussions for a crematorium have commenced.
Manage and maintain all developed cemetery facilities.	D6.2.2.1	Manage and maintain Griffith and Yenda cemeteries within allocated budgets.	Parks & Gardens, Cemeteries and Noxious Weeds Manager	Cemetery managed efficiently and to agreed service standards.	The Griffith and Yenda Cemeteries are maintained to meet the expectations of the community. The Bagtown Cemetery is also maintained to a required standard operating within the allocated budget also.

Implement the strategies identified in the Land Use Strategy.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Strategies underpin Local Environment Plan.	D6.3.1.1	City wide DCP prepared.	Planning & Environment Manager	DCP adopted.	Working document nearing completion.

Provide a suitable livestock marketing centre to facilitate buying and selling of livestock.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
To maintain and develop infrastructure and services to bring together willing buyers and sellers of livestock in the Western Riverina region.	D6.4.1.1	Manage and maintain Griffith Livestock Marketing Centre within allocated budgets.	Director Utilities	Griffith Livestock Marketing Centre maintained to facilitate and maximise the buying and selling of livestock with a target of 400,000 head of sheep and 3,000 head of cattle achieved per annum.	Sheep sales at the Griffith Livestock Marketing Centre totalled 572,111 during 2014/15 with 191 cattle being sold. Sheep sales have already exceeded the target of 400,000 head per annum which offsets the down turn in cattle sales and maintains the Saleyards viability. Installation of shade structure was completed by June 2015.
To maintain and develop infrastructure and services to bring together willing buyers and sellers of livestock in the Western Riverina region.	D6.4.1.2	Improve selling conditions for sheep yards.	Director Utilities	Complete concreting floor of sheep pens by 2014/15.	Concreting floor of sheep pens has been completed for 2014/15. Installation of additional shade structure has been completed for 2014/15.
				Install additional shade structure by June 2015	

Promote Griffith as a “centre of excellence”.

Develop and sufficiently resource a cross-organisational marketing and promotion strategy that presents a unified and cohesive image of Griffith.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Develop and implement Marketing and Promotion Strategy.	D7.1.1.1	Implement Marketing and Promotion Strategy.	Manager Tourism and Economic Development	Marketing and Promotions Strategy implemented.	Reported to Committees for adoption.

Develop “easy access links” with key regional and capital centres (eg Rex link to Melbourne).

Improve facilities at existing Griffith transport infrastructure, ie: airport, bus interchange, railway station.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain Griffith Airport infrastructure eg runways, taxiways, apron, etc.	D8.2.1.1	Manage and maintain Griffith Airport in accordance with Civil Aviation Safety Authority (CASA) standards.	Airport Coordinator	Completion of runway shoulders and drainage works in accordance with 2014/15 Operational Plan. Successful completion of annual CASA audit.	The Airport is being operated in accordance with Council and CASA guidelines.
Plan and develop Heavy Vehicle Strategy and seek available funding.	D8.2.2.1	Develop Heavy Vehicle Strategy and seek available funding.	Director Utilities	Traffic & transport – Implement heavy vehicle bypass by 2020.	Council was unsuccessful for the funding application (Heavy Vehicle Safety & Productivity Program (HVSPP) relating to the Southern Heavy Vehicle Bypass. However successful funding was achieved for the Northern Bypass and work will commence on the Jones and

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
					Boorga Road intersection. Continuing with engineering designs of the Southern bypass to enable more accurate costings in the future.

Establish social and commercial infrastructure for the betterment of community wellbeing and natural resource management.

Improve local access to affordable and appropriate housing – through rental or purchase options.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate options for development of Council's existing land stock. Eg Lake Wyangan.	D9.1.1.1	Investigate options for development of Council's existing land stock. Eg Lake Wyangan.	Planning & Environment Manager	Ongoing	Positive discussions around development options with developers took place.
Investigate options for development of affordable housing.	D9.1.2.1	Investigate incentives for private development of affordable housing.	Planning & Environment Manager	N/A	Negotiations with property developers are ongoing and recent discussions seem positive.

Investigate the development of an outdoor pool facility.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate the feasibility of establishing an outdoor pool facility at the Griffith Regional Aquatic Leisure Centre by developing a master plan and maintenance program for the facility.	D9.2.1.1	Implement the recommendations of the independent consultants' report into the Griffith Regional Aquatic Leisure Centre.	Director Business, Cultural and Financial Services	Include the staged development of GRALC in Council's 10 year capital expenditure program including an outdoor pool.	A Concept Plan for the redevelopment of the Griffith Regional Aquatic Leisure Centre along with cost estimates and a Community Engagement Plan have been completed and will be provided to the Cultural Facilities Committee in August 2015. The Concept Plan proposes a 50M pool be developed on the current site along with a new plant room, extended amenities, landscaping and spectator viewing areas.

Maintain and improve services to villages and rural areas of Griffith LGA.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Maintain dialogue with Progress Associations and other community groups on service levels.	D9.4.1.1	Maintain dialogue with Progress Associations and other community groups on service levels.	Manager Executive Services	Attendance at Combined Progress Association.	Community meeting held in Yenda and Yoogali regarding Floodplain Management Strategies in June 2015. Future Council Meeting to be held in Yoogali.

Facilitate the development of a multi-purpose community centre that provides for all cultures and ages and incorporates a range of facilities ie: meeting rooms, office space, wet areas, family friendly.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Investigate the functions and feasibility of a multipurpose space that meets the community's needs.	D9.5.1.1	Collaborate with other agencies for delivery of a multipurpose facility.	Community Development Coordinator	N/A	No further action this quarter.
Review existing Council community facilities to be utilised for such purposes.	D9.5.2.1	Collaborate with other agencies for delivery of a multipurpose facility.	Community Development Coordinator	N/A	No further progress this quarter.
Support and advocate for external funding to construct a multipurpose community centre.	D9.5.3.1	Collaborate with other agencies for delivery of a multipurpose facility.	Community Development Coordinator	N/A	Will need to be revisited as external funding opportunities arise.

Implement the actions of the CBD Enhancement Strategy.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
CBD Strategy to be reviewed. Seek sufficient grant funding to implement the actions in the CBD Strategy.	D9.6.1.1	Review of CBD Strategy completed.	Planning & Environment Manager	Amendments to CBD Strategy adopted.	Strategy went to Council for approval and will go back in near future pending further discussions with the business chamber around funding of some of the initiatives.

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DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
CBD Strategy to be reviewed. Seek sufficient grant funding to implement the actions in the CBD Strategy.	D9.6.1.2	Investigate and apply for relevant grant funding opportunities.	Planning & Environment Manager	Number of applications applied for.	Awaiting final approval and funding opportunities.

Ensure buildings are accessible in accordance with disability access requirements.

DP Action	Action Code	Action	Responsibility	Performance Measure	Comment
Part of ongoing role of Building Certifiers.	D9.7.1.1	Part of ongoing role of Building Certifiers.	Planning & Environment Manager	N/A	N/A