

**CLAUSE** CL06

**TITLE** Delivery Program Progress Report - 30 June 2022

**FROM** Shireen Donaldson, Director Economic & Organisational Development

**TRIM REF** 22/70137

### SUMMARY

Section 404(5) of the Local Government Act 1993 requires that regular progress reports are provided to Council, reporting as to its progress with respect to the principal activities detailed in its Delivery Program and Operational Plan at least every six months.

### RECOMMENDATION

**Council note the Delivery Program Progress Report as at 30 June 2022.**

### REPORT

Council's Integrated Planning and Reporting Framework is based on a long term Community Strategic Plan which sets out the community's vision and the directions that Council needs to pursue to help achieve this vision. Complementing the Community Strategic Plan is the Delivery Program and Operational Plan (Budget).

The Delivery Program is the commitment from Council, over a four-year term, of what is going to be delivered to progress Council and the community towards the directions set out in the Community Strategic Plan. The one year Operational Plan sets out the actions being undertaken, in a particular year, to progress what the Delivery Program is to deliver.

This report and the attached performance measures (Attachment A) provide a summary of Council's progress in relation to the actions from the Delivery Program 2017/18 to 2021/22 and Operational Plan as at 30 June 2022.

A summary of the significant projects completed/underway include:

Project	Progress	Expected Completion/ Comments
<b>Griffith Southern Industrial Link road Strategy</b>		
o Thorne Road West	Ongoing	Dec. Qtr 2022
o Thorne Road (Walla Ave/Murrumbidgee Ave)	Ongoing	Dec. Qtr 2022
o Roundabout (intersection of Thorne Rd/Murrumbidgee Ave)	Ongoing	Dec. Qtr 2022
<b>Griffith CBD Upgrade Program</b>		
o Yambil Street Stage Three	Underway	Sep. Qtr 2022
o Kooyoo Street Upgrade Stage 1 - Banna Avenue to Banna Lane	Underway	Sep. Qtr 2022
<b>New Cemetery Masterplan Development</b>	Ongoing	Jun. Qtr 2023
<b>Crematorium location (options – current Griffith Cemetery, Rifle Range Road site, Yenda Cemetery, other sites)</b>	Underway	Jun. Qtr 2023
<b>Tharbogang Waste Management Centre</b>		

Project	Progress	Expected Completion/ Comments
○ Prepare Quarry Floors for Development	Ongoing	Minimal gravel extraction being undertaken.
○ Existing Landfill Restoration	Ongoing	Restoration plan developed. Restoration to be undertaken in future years.
<b>Depot - New Parks and Gardens Shed</b>	Complete	Building and carpark completed.
<b>Griffith 14ML Reservoir Refurbish</b>	Ongoing	Jun. Qtr 2023
<b>Griffith 9ML Reservoir Refurbish</b>	Ongoing	Jun. Qtr 2023 Budget allocation for 22/23 may be insufficient to complete artwork proposal.
<b>New Telecommunications Tower</b>	Complete	Dec. Qtr 2021. Waiting on OC.
<b>Annual Road Reseals and Maintenance Program progressing</b>	Urban reseal – completed Rural reseal – completed Regional reseal - completed	Jun. Qtr 2022 Jun. Qtr 2022 Jun. Qtr 2022
<b>Boorga Road/Dickie Road sealing project</b>	Underway	Jun. Qtr 2023. Application submitted to complete full scope.
<b>Flood Mitigation</b>		
○ Yoogali Culvert upgrade	Complete	Dec. Qtr 2021.
<b>Griffith Regional Sports Precinct</b>		
○ Westend Oval – Design and construction	Underway	Sep. Qtr 2022
<b>Collina Infrastructure</b>		
○ Retention Basin embellishment	Ongoing	Sep. Qtr 2022
○ Citrus Road Construction adjacent Farm 9 and 11	Complete	Jun. Qtr 2022
○ Citrus Road Construction Farm 10	Ongoing	Awaiting developer.
<b>Lake Wyangan and Catchment Rehabilitation Strategy</b>	Underway	Project re-scoped. Stage 1 treatment of blue-green algae North and South Lake scheduled Spring 2022. Stage 2 infrastructure works Northwest foreshore recreation area funds included 22/23 budget. Grant application to be submitted 27 Sep 2022. Stage 3 Addressing salinity – discussions to commence with MI re partnership to export salt from Lake.
<b>Memorial Garden Upgrade</b>	Ongoing	\$200k included in 22/23 budget. Jun. Qtr 2023
<b>Jubilee Oval</b>		
○ Amenities Building Stronger Country Communities Rd. 2	Complete	Jun. Qtr 2022
<b>Cultural Precinct Masterplan</b>	Ongoing	Jun. Qtr 2023
○ Art Gallery – Scope and options considered in conjunction with Masterplan - \$200k resolved by Council to initiate funding source	Ongoing	Jun. Qtr 2023
<b>Griffin Green Housing</b>		
○ Pioneer Precinct Affordable Housing Project (BBR Round 4)	Underway	Jun. Qtr. 2023
<b>Pump Track – Olympic Street - Stronger</b>	Complete	Jun. Qtr 2022

Project	Progress	Expected Completion/ Comments
<b>Country Communities R3</b>		
<b>Festive Lights – Banna Avenue</b>	Complete	Dec. Qtr 2021
<b>Railway Street Car Park - Local Road and Community Infrastructure Grants Rd 2</b>	Complete	Jun. Qtr 2022
<b>Lake Wyangan Cycleway resurface - Local Road and Community Infrastructure Grants Rd 2</b>	Complete	Dec. Qtr 2021
<b>Barber Road Drainage - Local Road and Community Infrastructure Grants Rd 2</b> (Alternative Project Merrigal Street Shared Path)	Underway	Dec. Qtr 2022
<b>Sidlow Road Shared Path</b>	Underway	Dec. Qtr 2022

**ORGANISATIONAL STRUCTURE AMENDMENTS – (Q4 2022)**  
**1 April 2022 – 30 June 2022**

Previous Position	Type of Change	New Position	Reason for Change	Directorate	Date Appr.
Griffith Regional Arts & Museum Manager	Remove responsibility of Pioneer Park Museum	Griffith Regional Theatre & Art Gallery Manager	Council resolved to create position of Pioneer Park Museum Manager	Business, Cultural and Financial Services	3/5/2022
New Position	New Position	Griffith Pioneer Park Manager	Council resolved to create position of Pioneer Park Museum Manager	Business, Cultural and Financial Services	Council resolution – adoption Committee Minutes 17 Feb 2022
Payroll Officer - Casual	Make position permanent and increase FTE from 0.2 to 1.0	Payroll Officer	Meet organisational requirements and business continuity	Economic & Organisational Development	4/4/2022
Regional Aquatic Leisure Services Manager	Remove responsibility of West End Stadium Mgr	Griffith Regional Aquatic Centre Manager	New position to manage Griffith Regional Sports Centre created	Business, Cultural & Financial Services	4/4/2022
New Position	New position	Griffith Regional Sports Centre Manager	Manage new Griffith Regional Sports Centre	Business, Cultural and Financial Services	4/4/2022
Stadium Manager	New position	Griffith Regional Sports Centre Operations Coordinator	Coordinate the new Griffith Regional Sports	Business, Cultural and Financial Services	4/4/2022
Licensed Plumber	12 month Casual position	Licensed Plumber - Casual	Meet organisational requirements for capital works	Utilities	4/4/2022
Water and Wastewater Maintenance Op. Relief Pumpwell Operator	Modify PD prior to recruitment	No change	Meet organisational requirements	Utilities	4/4/2022

Previous Position	Type of Change	New Position	Reason for Change	Directorate	Date Appr.
Trades Assistant Water & Wastewater	Modify PD prior to recruitment	No change	Meet organisational requirements	Utilities	4/4/2022
New Position	New Position 0.8 FTE	ePlanning Administrator	Meet organisational requirements with planning portal	Sustainable Development	9/5/2022
New Position	Add Casual Position	Workforce Planning Administrator - Casual	Meet organisational requirements	Economic & Organisational Development	9/5/2022
Design Engineer	New position and PD	Assistant Civil Designer	Meet organisational requirements	Utilities	27/6/2022
Development Engineer Assistant	New position and PD	Development & Traffic Coordinator	Meet organisational requirements	Utilities	27/6/2022
Assistant Engineer – Traffic & Civil	New position and PD	Development & Traffic Engineer	Meet organisational requirements	Utilities	27/6/2022

### Full Time Equivalent (FTE), as per organisational structure

Date	FTE (permanent, & trainees)
30/6/2019	288
30/9/2019	288
31/12/2019	290
31/3/2020	290
30/6/2020	290
30/9/2020	292
31/12/2020	293
30/6/2021	293
30/9/2021	296 (add P&G)
31/12/2022	298 (add GRALC positions)
7/03/2022	299 (add Approvals Officer)
11/08/2022	302 (add Sports Centre & payroll Officer positions)

### OPTIONS

Not Applicable

### POLICY IMPLICATIONS

Not Applicable

### FINANCIAL IMPLICATIONS

As per budget allocations set out in the 2021/22 Operational Plan.

### LEGAL/STATUTORY IMPLICATIONS

In accordance with the Local Government Act 1993 Section 404.

### ENVIRONMENTAL IMPLICATIONS

Whilst this report has no direct environmental implications, it does summarise Council's activities. Some of the objectives achieved have had a positive impact on environmental issues within the Local Government Area.

### **COMMUNITY IMPLICATIONS**

Council has an obligation to provide progress reports to the Community advising the extent to which Council has achieved its goals as set out in the Delivery Program.

### **LINK TO STRATEGIC PLAN**

This item links to Council's Community Strategic Plan item 1.1 Provide clear, accessible, relevant information.

This item links to Council's Community Strategic Plan item 3.1 Undertake Council activities within a clear framework of strategic planning, policies, procedures and service standards.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

- (a) Quarter 4 - Operational Plan Progress Report (under separate cover)



Quarterly Review Report  
Delivery Program & Operational Plan Actions  
Q4, 2021/2022

## leadership

### Develop an engaged and connected community

Provide clear and transparent communication to the community.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Provide a diverse range of mediums to communicate with the community.	1.1.1.1	Ensure regular communication provided through adopted measures.	Communications Officer	Number of COGs issued. Number of Media Releases vs % coverage. Number Social Media engagements - Facebook and Instagram. Number of Social Media followers - Facebook and Instagram. Minimum of 10 Community Catch-ups per quarter.	14 Council Newsletters sent via email, 14 printed, with the Easter edition being 8 pages to promote events happening in Griffith throughout the Easter long weekend. A seasonal What's On has been added this year to the print and e-Edition. Media releases sent out: 37 with 100% coverage across several platforms. Facebook Followers: 8,400 Instagram Followers: 1,250
Provide interactive websites for all Council facilities.	1.1.2.1	Review of current website design, functionality and content.	Communications Officer	Number of website hits across the organisation.  New site rolled out during 2020/21.	Currently undertaking a review of the facilities websites, starting with Griffith Regional Theatre, which is in the final stages, with Griffith Regional Aquatic Leisure Centre in the research stage and scheduled to be developed during the first quarter of 2022/23. 72,269 website hits across griffith.nsw.gov.au with 35,833 sessions via 21,387 users.
Provide opportunities for the community to interact with	1.1.3.1	Provide Committees, Working Groups to enable	Director - Economic and Organisational Development	Number of Committee and Working Group recommendations to Council.	New endorsed Committee Structure fully implemented, with Meetings commenced. 2 Community Opinion Group Meetings held, next one scheduled for October.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Council and staff.		community input to Council services and facilities.			
	1.1.3.2	Maintain an active social media presence; provide Workshops, interactive meetings and community engagement sessions in accordance with the Community Engagement Strategy.	Communications Officer	Number of community engagement sessions per quarter.	Social Media plays a strong role in communicating with residents and visitors. Consultation sought via website and social media, Items on Exhibition and Council Café. Social Media posts on a regular basis (at least daily), sharing important Council and community information. There were three Council Cafés held this quarter, being April at the Library, May at the Riverina Field Days (both days), and June at the Library. The next Council Café will be held during Local Government Week, and the next COG is Tuesday 5 July in Hanwood.
Inform community of Council decisions.	1.1.4.1	Council and Committee Agendas and Minutes prepared and distributed within agreed timeframes.	Director - Economic and Organisational Development	Council and Committee Minutes uploaded to Council website.	Council Agendas and Minutes uploaded to Council website. Agendas distributed at least 3 working days prior to Meeting. Committee Meetings to commence June 2022.
Tourism and event information collated and	1.1.5.1	Establish, grow and maintain communication channels	Marketing & Promotions Coordinator	Number of Monthly Tourism Talk e-News, Number of Seasonal Event Guides and	3 x monthly Tourism Talk e-newsletters distributed via MailChimp at the end of each month (April, May, June). 7000 x Winter seasonal events guide created and distributed. All events have been supported and promoted through digital platforms as well. The Spring guide is currently being created to distribute late August.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
distributed to the community.		throughout the community.		Quarterly Tourism Report.	<p>1 x Quarterly tourism report (April, May, June) which includes an overview of statistics on the local tourism industry created and distributed via email to stakeholders. This report can also be found on the Visit Griffith website.</p> <p>8000 x A Taste of Italy Griffith programs created and distributed. All events promoted and supported through digital platforms as well.</p> <p>3 x Media releases created and distributed to media outlets.</p> <p>3 x radio interviews with local stations (including ABC Riverina, Triple M &amp; Hit FM).</p>

Be well informed, proactive and responsive to current issues that impact our community.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Provide a robust Council Committee and Working Group of structure.	1.2.3.1	Implementation of a new Council Committee and Working Group structure.	Director - Economic and Organisational Development	Number of meetings postponed due to lack of quorum.	New endorsed Committee Structure implemented and commenced. Committee members inducted at first Meeting.
				Number of committee recommendations to Council.	
Maintain two-way dialogue with Community Opinion Group (COG).	1.2.4.1	COG is consulted on key projects and issues impacting the community.	Communications Officer	Minimum 3 communications to COG per quarter.	Subscribers to the COG (Community Opinion Group) are regularly emailed seeking opinions on the items Council has on Public Exhibition. The weekly Council Catch Up is emailed to each member which includes all advertising and items on Public Exhibition. 16 COGs including Catch Ups. The second COG Meeting is scheduled for 5 July 2022.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Investigate and implement options to improve Councillor interaction with constituents.	1.2.6.1	Provide opportunities for Councillor interaction and investigate online communication options.	Communications Officer	Number of Community Workshops/Mornings in the Mall held. Number of online sessions held. Number of Council Cafe sessions held.	Council Cafe held three times this quarter with Councillors invited to attend. Councillor Catch Up printed in each edition of the Council Catch Up, in alphabetical order. Each Councillor has had one edition, with the cycle recommencing in June.
Investigate and implement ways to improve Internal Communications.	1.2.7	Provide Internal Communications such as staff newsletters and staff intranet.	Communications Officer	Number of Staff Newsletters distributed.	The extranet is updated on an as needs basis, with logins set up to ensure the wider staff can log in and access the system. Council Capers (internal newsletter) is sent out monthly. Three Staff Newsletters distributed this quarter. Regular 'All Staff' emails distributed with important information.
				Review Extranet functionality.	

### Work together to achieve our goals

Actively engage with State, Federal and non-government agencies in a local advocacy role.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Griffith City Council seeks leadership role with implementation of Joint Organisation of Councils (JOs) initiative.	2.1.1.1	Griffith City Council will take a proactive role in the strategic direction of the Riverina and Murray Joint Organisation (RAMJO) of Councils.	General Manager	The Riverina Murray RAMJO was established in accordance with State Government framework.	Council is actively engaged with the Riverina and Murray Joint Organisation (RAMJO) of Councils. The GM is a member of GMs Executive Group. A Water Position Paper was adopted during 2020 and RAMJO has experienced significant engagement from Commonwealth and NSW State Governments regarding the Position Paper since that time. Several grants have been secured by RAMJO that will improve digital connectivity in the region especially in smaller Local Government Areas (LGA). A Regional Freight Transport Plan was adopted in November 2020. Several energy

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					audits have been undertaken across LGAs in the RAMJO area under funding provided by the NSW Government.
Council actively lobbies Government agencies to provide infrastructure to support our growing City of Griffith and Western Riverina.	2.1.2.1	Construct remaining sections of Griffith Industrial Link Road.	General Manager	Griffith Industrial Link Road stages funded in operational budgets.	Kidman Way/Bromley Rd Intersection - Completed Jun Qtr 2021 <ul style="list-style-type: none"> <li>• Bromley Rd - Completed Jun Qtr 2021</li> <li>• Thorne Rd West - Ongoing. Expected completion Dec. Qtr 2022</li> <li>• Thorne Rd (WallaAve. /Murrumbidgee Ave. - Ongoing. Expected completion Dec. Qtr 2023</li> <li>• Roundabout (Intersection Thorne Rd. /Murrumbidgee Ave.)- Ongoing. Expected completion Dec. Qtr 2022.</li> </ul>
Ongoing liaison with State and Federal and non-government agencies on matters of relevance.	2.1.3.1	Meetings held as required.	Director - Economic and Organisational Development	Number of meetings with State and Federal representatives with Mayor and or GM.	Meetings held as required and as per resolution of Council February 2022. Bush Summit to be held August 2022 with PM and NSW Premier to attend as well as other State and Federal Ministers.
Lobby with and on behalf of agencies to State and Federal governments on matters which affect the community.	2.1.4.1	Meet with key stakeholders and lobby State and Federal governments on current issues which affect the community.	Director - Economic and Organisational Development	Number of meetings and projects.	Meetings held as required and as per Resolution of Council February 2022. Meeting held with Member for Murray in March 2022. Meeting with Federal Member for Farrer delayed due to election duties. Meeting held with Mayor and Deputy Premier April 2022. Mayor and Councillors attended LGNSW Conference. New online Form developed to capture interactions of Mayor and Councillors as Meetings held. Bush Summit to be held August 2022 with PM and NSW Premier to attend as well as other State and Federal Ministers.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Work with Destination NSW, Destination Riverina Murray and the Kidman Way Committee whilst seeking opportunities with other tourism organisations.	2.1.5.1	Respond to marketing/media requests. Build relationships and attend all relevant meetings accordingly.	Tourism Manager	Collaborative projects established and meetings held/attended.	Ongoing meetings held and regular communication with Destination Riverina Murray (DRM), Destination NSW. Bi-monthly Kidman Way Promotional Committee meetings attended and regular communication circulated. Regular Accredited Visitor Information Centre (AVIC) meetings also attended via zoom, led by DNSW & The Tourism Group.

Partner with and provide support to organisations who deliver services and programs locally.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Construct Griffith Community Centre.	2.2.2.1	Construct Griffith Community Centre in partnership with Griffith Community Centre Inc.	General Manager	Centre construction completed July 2021.	Construction of the Griffith Community Centre completed August 2021.
Provide opportunities for community groups to access grant funding.	2.2.3.1	Deliver two rounds of Community Grant funding and four information sessions each year.	Director - Economic and Organisational Development	Number of grant applications received and number of grants awarded. Number of grant information sessions/workshops held.	March Round of Grant funding deferred as per Council Resolution due to reduced funding. Remaining funding reallocated as per Resolution.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	2.2.3.2	Support Club Grants NSW to allocate funds.	Director - Economic and Organisational Development	Number of Club Grants allocated.	Club Grants allocated June 2022.
Collaborate with local tourism operators by building and growing relationships.	2.2.4.1	Hold a quarterly Tourism Social Networking evening.	Visitor Information Centre Coordinator	4 sessions held per year. Maintain growing attendance.	Not actioned. Further delays to the new display area preventing the opportunity to host the planned social night for this quarter.
	2.2.4.2	Regular contact with key stakeholders. Identifying and establishing opportunities for our operators.	Visitor Information Centre Coordinator	Number of meetings with stakeholders held.	33 operator visits were conducted in this quarter, which coincided with the distribution of A Taste of Italy Griffith program and Winter What's On Calendar. Continued communication with the 103 x Visit Griffith Ambassadors as work progressed on advertisement content.

Maximise opportunities to secure external funding for partnerships, projects and programs to improve the quality of life for residents and visitors.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Identify funding opportunities for the improvement of the regional and local road networks.	2.3.1.1	Apply for relevant grants and identify projects.	Director - Infrastructure & Operations	Number of grant applications submitted and successful grants obtained.	No further grants were released in Q4 for road projects. Councillors requested a report to consider costs of sealing roads within the peri urban surrounds of Griffith, Yoogali and Hanwood. These roads were compared against the existing policy and discussed during a Councillor workshop.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Seek appropriate funding to implement the actions and priorities outlined in the Pedestrian Access Mobility Plan (PAMP) and Bicycle Plan.	2.3.2.1	Apply for relevant grant funding opportunities to undertake construction of footpaths and cycleways.	Director - Infrastructure & Operations	Number of grant applications submitted and successful grants obtained.	Transport for NSW have only announced projects for the eastern seaboard in the 2022/23 under the banner of "Get NSW Active Approved List - Six Cities". Further announcements may be possible in early Q1 2022/23.
Develop and maintain a network of grant sources to identify grant opportunities.	2.3.3.1	Provide monthly report to Senior Management Team on grants available and applied for.	Finance Manager	Number of grants applied for and received.	The grants report is provided to Senior Management Team (SMT) on a regular weekly or monthly basis as per the KPI.
Investigate external funding opportunities to support the Griffith Playground Strategy (2014) and Griffith CBD Strategy (2015) rollout.	2.3.4.1	Apply for external funding for approved Urban Design Projects.	Principal Planner Urban Design & Strategic Planning	Grants applied for and grants awarded.	Applying for available Grant funding is an ongoing process. Over the last 3 months we have submitted funding applications for: - New viewing platform/walkway Scenic Hill as part of Crown Reserve Improvement Fund. Applied for \$854,598. - New Playground at Borland Leckie as part of the Club Infrastructure grant under Sport and Recreation. Applied for \$95,460.
	2.3.4.2	Apply for grant funding.	Principal Planner Urban Design &	Grants applied for and grants awarded.	Applying for available grant funding is an ongoing process.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
			Strategic Planning		

Develop partnerships with industry and agriculture leaders.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Encourage existing partnerships with tertiary education providers that support quality education pathways for Griffith students.	2.4.1.1	Mayor and GM continue Director roles (Mayor as Chair) of Country Universities Centre Western Riverina in Griffith.	General Manager	Transition of CUC Western Riverina to new Community Centre.	GM retains Director role with Country Universities Centre Western Riverina. Mr. John Dal Broi (previous Mayor) retains Director role.

Develop partnerships to provide leadership in irrigation, water efficiency and availability.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Improve water quality at Lake Wyangan.	2.5.1.1	Engage with relevant stakeholders via Lake Wyangan Catchment Management Committee to develop and implement	General Manager	Priorities for action identified during 2021/22 and community consultation undertaken to finalise allocations of resources.	Reclamation plant water pipeline will not progress at this stage. Council will explore partnership with Murrumbidgee Irrigation to address the salinity issue with the Lake. Should discussions be positive then a new proposal may be submitted to NSW Government. Proposed treatment of Blue Green Algae in North Lake and South Lake (using different treatment strategies) during Spring of 2022 subject to endorsement by Council. Works at the Recreation Area of North Lake included in

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		strategies to improve water quality.			Council's 2022/23 and 2023/24 Operational Plan. Primarily to address sediment run-off into Lake.
Provide ongoing support for the Build More Dams Action Group.	2.5.3.1	Convene Build More Dams Action Group meetings as required.	Director - Utilities	Number of meetings held.	No Build More Dams Meetings were held this quarter as a result of Committee re-structure.

### Plan and lead with good governance

Undertake Council activities within a clear framework of strategic planning, policies, procedures and service standards.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Council's Integrated Planning and Reporting suite of documents developed, outcomes reported and documents reviewed in accordance with statutory requirements.	3.1.1.1	Operational Plan developed, exhibited and adopted by Council by June 2021. Progress reports provided to Council.	General Manager	IP&R documents prepared in accordance with statutory requirements.	Griffith City Council Delivery Program (2022/26) and Operational Plan (2022/23) adopted by Council 28 June 2022.
	3.1.3.1	Monitor customer contact and		Analysis of telephone contact data, quarterly. Survey of customer	Statistics and Customer Request Management (CRM) monitored and managed.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Ongoing monitoring of Customer Focus		transactions on a regular basis.	Planning & Environment Manager	experience, quarterly. CRM resolution performance, quarterly.	
				Quarterly customer service report prepared and communicated.	
Provide a risk management framework.	3.1.4.1	Review Risk Register and develop Risk Management Action Plans.	Human Resources and Risk Manager	Risk Register reviewed. Risk Management Action Plans developed and communicated annually.	<p>During the 2021/2022 period Council has invested in developing policies, conducting risk assessments, identifying controls to reduce, mitigate and eliminate risks within the organisation.</p> <p>Stage 1 involved the development and adoption of Council's Risk Management Framework. This has been adopted and approved by the WHS Committee in December 2020 and endorsed by Council's Senior Management Team on 12 April 2021.</p> <p>Stage two involved completing risk assessments with the whole organisation. The identified risks are located in Pulse and operational risks are located within Vault software. Council now has a comprehensive Risk Register.</p> <p>Stage 3 was completed in April 2022, whereby Council conducted a number of workshops with JLT as part of the Statewide Board Initiative Programs to review fraud risks identified within the organisation within Procurement, Payroll, Development Approvals and Financial Management.</p>

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Ensure appropriate Internal Audit program is maintained at Griffith City Council.	3.1.5.1	Annual internal audit plan developed.	Governance Manager	Number of internal audit projects undertaken. Number of internal audit recommendations implemented.	Audit Risk and Improvement Committee scheduled to meet 12 July to consider the following audits: Development Assessment, Grants Review, Procurement Review.
Provide a compliant Human Resource Management service to meet legislative and organisational requirements.	3.1.6.1	Undertake review of HR policies.	Human Resources and Risk Manager	HR policies reviewed as per cycle.	Development of the Workplace Aggression and Violence Policy. Grab folders are being created for staff whom have face-to-face interaction with patrons. Training will follow in 2022/2023. Policies will be reviewed at the next Local Government Award update in 2023.
	3.1.6.2	Provide a relevant training calendar for staff development and compliance.	Workforce Planning Manager	Training Calendar completed and available. WHS training provided within relevant time frames.	Calendar in Excel completed and staff training being arranged accordingly.
	3.1.6.3	Implement Award changes as required.	Human Resources and Risk Manager	Number of Consultative Committee meetings held.	Council is still working under the Local Government (2020) Award. Council has developed a new policy which is Workplace Aggression and Violence policy. Workplace Aggression and Violence Folders are being created for all locations which interact with members of the public face-to-face. The documents contained within the folders will provide staff with the tools to identify, assess and eliminate work health and safety risks from patrons.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	3.1.6.4	Implement actions outlined in Council's Equal Employment Opportunity (EEO) Policy.	Workforce Planning Manager	Report on EEO progress and activities in Council's Annual Report.	Equal Employment Opportunity (EEO) Policy followed with all recruitment activities. Addressed in Annual Report.
Provide effective compliance services including animal control, parking compliance, litter compliance, overgrown vegetation on privately owned land. Respond to stock complaints.	3.1.7.1	Undertake regular patrols of restricted parking areas and school zones.	Planning & Environment Manager	Number of PINS per month. School zone patrols conducted daily during school terms.	Contract with current parking enforcement service provider has been renewed through tender process. Higher risk areas identified and Compliance team liaise with Council's Traffic Safety Officer and school principals to improve safety within these areas and other school zone areas.
	3.1.7.2	Provide and maintain an effective companion animal program and facility.	Planning & Environment Manager	Number of PINS per month. Number of rehomed companion animals per month. Number of stock complaints dealt with.	Improvement of facility ongoing with exercise areas completed. Minor capital works planned for next financial year. Microchipping and de-sexing programs to continue. All issues are discussed on a weekly basis and improvements made as necessary.
	3.1.7.3	Respond to litter complaints in a timely manner.	Planning & Environment Manager	Number of inspections conducted per quarter.	Customer Request Management (CRM) statistics are used to manage this action and it indicates positive progress.
	3.1.7.4	Maintain a seasonal program for compliance with overgrown vegetation.	Planning & Environment Manager	Number of intention notices sent per quarter.	Program to be reviewed. Council responded to ad-hoc overgrown allotment complaints received via CRM.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Provide governance services to Council.	3.1.8.1	Review public policies as required.	Governance Manager	Local policies reviewed by September 2022. Public policies reviewed at least once during Council term.	Local policies presented to Council 28 June 2022 and placed on public exhibition. Code of Meeting Practice policy adopted 28 June 2022. Business Cultural and Financial policies presented to Council and placed on public exhibition.
	3.1.8.2	Provide administration support, Councillor information sessions and induction programs for 2021 Council Election.	Governance Manager	Council election conducted in accordance with legislation. Councillor induction program delivered.	Induction program delivered to Councillors and professional development course options provided. Administration support provided to Councillors as required.
	3.1.8.3	Coordinate production of Council's Business Papers, Minutes, Committee Agendas, Committee Minutes and Action Reports.	Governance Manager	Agendas and Minutes prepared in accordance with Council policy and deadlines.	Council's Business Papers, Minutes, Committee Agendas, Minutes and Action Reports are compiled and distributed to Councillors, Committee members and Council's webpage within the required timeframes as prescribed by Council's Code of Meeting Practice and Committee Terms of Reference.
	3.1.8.4	Manage Council's Integrated Planning and Reporting Requirements including End of Term Report and review of	Governance Manager	IP&R undertaken within required time frames including Annual Report, Delivery Program reports, Quarterly reports, review of Delivery Program and	Delivery Program, Operational Plan, Long Term Financial Plan, Workforce Management Plan, Asset Management Plan adopted 28 June 2022.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Community Strategic Plan.		Operational Plan. End of Term Report prepared by August 2021. Review Community Strategic Plan by February 2022.	
	3.1.8.5	Coordinate Legal Services Panel in accordance with tender provisions.	Governance Manager	Maintain Legal Services Panel.	Legal Services Panel is available to staff on Council's Extranet.
	3.1.8.6	Develop induction and ongoing professional activities for Councillors in accordance with the Regulations.	Governance Manager	Councillor training plans prepared.	Induction program for new Council has been delivered pending delivery Planning session. A list of available courses for Councillors' professional development is emailed to Councillors on a regular basis.
Ensure statutory reporting complies with legislative requirements.	3.1.9.1	Ensure compliance with statutory requirements including Public Interest Disclosures, GIPA Reporting, Management of Delegations, Disclosure of Councillors and	Governance Manager	Statutory tasks undertaken within guidelines and required required time frames.	Reports submitted as required for Public Interest Disclosures and GIPA Annual Report. Annual Disclosures of Interests for Councillors and Designated Persons emailed 30 June 2022.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Designated Persons Register.			
Facilitate the proactive public release of government information in accordance with legislative and organisational requirements.	3.1.10.1	Respond to and assess GIPA applications in a timely manner. Review Information Guide annually. Ensure information is available on Council's website as outlined in Information Guide.	Governance Manager	Number of applications approved within timeframes. Council's website updated with required government information.	No formal GIPA applications were received this quarter. Information Guide was reviewed and adopted by Council in May 2022.
Provide efficient, accurate and compliant record management services to both internal and external customers of Council.	3.1.11.1	Provide records management training and ongoing advice and technical support to all staff.	Information Manager	Number of training attendees. Monthly records management 'tips' emailed to all staff. Investigate availability of online self-paced training platforms for records management processes and systems.	Feedback from staff regarding the online Content Manager training courses has been positive. Information Management staff are now able to manage users through the online portal and report on completion of modules. All staff can refresh their skills anytime by re-doing any of the Level 1 or Level 2 courses. Three records management induction training sessions completed this quarter. Records planning session undertaken in May 2022 consisting of 11 staff from various departments involved with communications, social media, events and community development.
	3.1.11.2	Provide basic NAR, Property and Intramaps training to all Council staff.	Information Manager	Number of training attendees.	Complete Name and Address Register (NAR) creation and maintenance training according to an established set of standards was conducted with newest staff member of the Information Management team. As per the Position Description, the Information Management Support Officer

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					is required to act as NAR custodian if the Information Management Administrator is absent.
	3.1.11.3	Undertake in-house trial for the digitisation of Council hard copy property files to establish resources necessary for a complete electronic archive.	Information Manager	Complete by September 2021.	Part-time casual staff continue the digitisation of Council's property files - 286 files have been digitised up to 20 June 2022.
	3.1.11.4	Classify historical electronic records from previous records system in accordance with GA39 Retention and Disposal Authority with a view to implement automated electronic record disposal workflows.	Information Manager	Complete by December 2021.	Sentencing of legacy folders continues as time, staff resources and work demands allow. Thorough testing of electronic record disposal procedures in Content Manager was successfully completed this quarter.
	3.1.11.5	Undertake in-house digitisation of 36 hard copy Council Business Papers (dated 2005) to complete the electronic archive	Information Manager	Complete by December 2021.	Not commenced - staff resources not available.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		of these permanent State Archives.			
	3.1.11.6	Develop and standardise internal procedures for Information Management Administration key tasks.	Information Manager	Complete by December 2022	Procedures manual specific to the role of Information Management Administrator has been completed.
	3.1.11.7	Undertake disposal of Council paper records that have reached the end of their legal retention in accordance with GA39 Retention and Disposal Authority.	Information Manager	Conduct annually.	
Provide corporate property services to Council.	3.1.12.4	Coordinate preparation of Plans of Management for Council owned community land.	Planning & Environment Manager	Priority Plans of Management completed.	Preparation of Plans of Management for Council owned community land are progressing well. It is anticipated that all plans will be completed by December 2022.
Provide reliable IT services within Council.	3.1.13.1	Review all software applications and other programs on an annual basis. Replacement of	Information Technology Manager	PCs to maintain a turnover ratio of 5 years minimum. Annual upgrade of Authority completed. Report on other	Enterprise resource planning (ERP) review still progressing. Application mapping is complete with additional options to be reviewed in Q1 2022/23. PC rollout has commenced however significant issues remain with the supply chain, with much equipment still on backorder and lead times in excess of 3 months. This

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		hardware as required.		applications as renewed.	has resulted in some equipment unable to be replaced and has been carried into next year.
	3.1.13.2	Maintain support services to Council departments.	Information Technology Manager	80% CRMs closed as per service standard.	Further replacement of core systems has been scoped and planned for 2022/23. Additional security policies are being developed. A review of IT has been completed with a number of areas of focus identified and solutions are currently being scoped and will be implemented in 2022/23. Strategic plans are also being prepared for review.
Prepare and Implement Strategic Planning Framework	3.1.15.1	Local Strategic Planning Statement Comprehensive DCP Local Environmental Plan	Planning & Environment Manager	Strategy meets legislative requirements Plans and documents publicly notified and approved by Council.	Griffith Local Environment Plan review underway.
Review of Development Control Plans	3.1.16.1	Review and rewrite Council's Development Control Plans (DPCs)	Planning & Environment Manager	Development Control Plans adopted by Council.	Residential Development Control Plan complete. Other Development Control Plans (DCPs) under review - anticipate completion December 2022.
Develop Local Strategic Planning Statements (LSPS)	3.1.17.1	Compile Local Strategic Planning Statements for Griffith.	Planning & Environment Manager	Adoption of Local Strategic Planning Statements.	Local Strategic Planning Statements (LSPS) completed and operational.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Griffith Community Participation Plan	3.1.18.1	Compile a Community Participation Plan for Griffith.	Planning & Environment Manager	Continued monitoring of practicalities of CPP.	Endorsed by Council December 2019.

Ensure Council's financial sustainability through effective financial management that is transparent and accountable.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Adopt Delivery Program and Operational Plans (Budget) inclusive of 10 Year Long Term Financial Plan.	3.2.1.1	Meet annual statutory reporting requirements.	Finance Manager	Adoption of annual financial statements within OLG guidelines. Adoption of annual operating budget by Council prior to 30 June. Adoption of quarterly operational review reports. Meet OLG financial sustainability ratios.	Adoption of quarterly operational review reports has occurred. Council continues to meet OLG financial sustainability ratios.
Provide managers with timely data of their current budget items.	3.2.2.1	Provide monthly report to responsible managers of year to date income and expenditure items.	Finance Manager	Provide monthly financial reporting to responsible managers by the 15th of the following month, or as soon as practicable.	Monthly reports are provided to managers to review.

## love the lifestyle

### Ensure Griffith is a great place to live

Enable accessible diversity in housing choice.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Monitor land availability (Residential, Commercial, Industrial, Recreational)	4.1.2.1	Compare actual land take up with projections in the Land Use Strategy during a five year review period.	Planning & Environment Manager	At any period of time the amount of correctly zoned land available for development should out-perform the demand for such land.	Council endorsed the report for the proposed Planning Proposal which is currently being assessed by Department of Primary Industries (DPI).
Implement the Griffith Housing Strategy objectives where possible.	4.1.3.1	Foster partnerships with developers, community housing providers and levels of Government to increase housing stock and land availability in the LGA.	Director - Economic and Organisational Development	Number of new housing developments. Number of contact with developers. Number of strategies met or worked on.	Council approved affordable housing development - New Generation Boarding House. Draft Local Environmental Plan (LEP) amendments to NSW Planning for gateway determination. Griffin Green development progressing - construction of townhouses commenced in partnership with Argyle Housing May 2022. Grant applications submitted to Building Better Regions Fund & NSW Regional Housing Fund for Collina infrastructure development.
Griffith Affordable Housing Strategy.	4.1.4	Compile an Affordable Housing Strategy for Griffith.	Planning & Environment Manager	Adoption of the Affordable Housing Strategy and implementation of recommendations.	Affordable Housing Strategy operational.

A shared responsibility for the safety of individuals and the community.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Identify and promote road safety projects relevant to Griffith Local Government Area.	4.2.1.1	Investigate strategies to resolve road safety issues.	Road Safety & Traffic Officer	Develop and implement a 3 year road safety action plan and report strategies to the Transport Committee by June 2022.	A commitment to road safety is ongoing. Five road safety related projects targeting speeding, heavy vehicles, safety on rural/remote roads, and, older road users have been prepared and forwarded to Transport for NSW (TfNSW) on 8 March 2022 to seek funding in support of the delivery of those projects. The 2021 - 2025 Road Safety Action Plan has also been reviewed and a synopsis of crash statistics has been added to the TfNSW Road Safety Officer database. Program funding via Transport NSW has been extended via a Funding Agreement to 30 June 2025.
Improve public safety by provision of appropriate information signage in public areas.	4.2.2.1	Review and maintenance of "Signs as Remote Supervision" in public areas.	Parks & Gardens Manager	Reviews of signs to be undertaken and repairs made for damage or vandalism.	Signage in Council parks and sportsgrounds are updated and maintained to ensure the community is well informed about the areas and responsibilities when utilising them.
Investigate opportunities to fund and develop safer parks and streetscapes consistent with the Crime Prevention Strategy.	4.2.3.1	Install lighting and CCTV in designated areas.	Principal Planner Urban Design & Strategic Planning	Number of installations.	Ongoing when funding available. Constantly looking for funding streams to extend the CCTV network throughout the City.
Review of Crime Prevention Plan.	4.2.4.1	Review local Bureau of Crime Statistics and Research	Director - Economic and	Crime Prevention Plan reviewed annually.	Not progressed in this Quarter.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		(BOCSAR) data and amend current Crime Prevention Plan.	Organisational Development		
	4.2.4.2	Work with agencies to create awareness and improve community safety.	Director - Economic and Organisational Development	Number of campaigns/meetings held.	Council has regular attendance at Community Interagency Meetings, Youth Interagency Meetings and Suicide Prevention Reference Group, Griffith Against Domestic Violence Group. Council regularly supports Griffith Aboriginal Medical Service initiatives. Council resolved to increase Alcohol Prohibited Areas in Willow Park. Council increasing and improving CCTV network in the City, including activation of live CBD CCTV feed to Police Station.
Deliver Food Inspections on food premises within the Griffith and surrounding LGA's as required under the NSW Food Act 2003.	4.2.5.1	Undertake Food Business Inspections within the Griffith LGA as required under the NSW Food Act 2003.	Planning & Environment Manager	All Food Business Inspections undertaken in Griffith LGA/ann.	Food inspection program in place and adhered to.
	4.2.5.2	Undertake Food Business Inspections within the Hay LGA as required under	Planning & Environment Manager	All food business inspections undertaken in Hay LGA/ann.	Narrandera no longer requires GCC to undertake inspections. Inspection program in place and adhered to for Hay.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		the NSW Food Act 2003.			
	4.2.5.3	Undertake Temporary Event Food inspections within the Griffith LGA as required.	Planning & Environment Manager	All Inspections in Griffith LGA.	Inspections undertaken as required for events.
	4.2.5.4	Undertake Mobile Food Van inspections within the Griffith LGA as required.	Planning & Environment Manager	Undertake inspections as per register.	Mobile Food Van inspections undertaken within the Griffith LGA in line with Exempt and Complying State Environmental Planning Policy (SEPP) Subdivision 27A Mobile food and drink outlets and Council's policy.
Deliver Arbovirus Surveillance Program as required by NSW Health.	4.2.6.1	Set and collect Mosquito traps weekly from designated sites in Griffith during November to April.	Planning & Environment Manager	Mosquito Traps set, collected and collections freighted for analysis weekly between November to April.	Annual program followed.
	4.2.6.2	Test Sentinel Flock of chickens weekly between November to April.	Planning & Environment Manager	Sentinel Flock tested weekly and samples sent for analysis weekly.	Annual inspection program followed.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Manage Risk Based Performance of Cooling Water Systems as required under the Public Health Regulation 2010.	4.2.07.1	Urgently respond to notifications of high Legionella and HCC test results. Undertake audit of installation of UIN's on Cooling Water Systems. Take receipt of Risk Management Certificates for each Cooling Water System. Maintain UIN register.	Planning & Environment Manager	Respond to all notifications of High Legionella and HCC	Responsibility now on owners of buildings where general public have access to provide certification to Council that units are inspected and in good order. Process in place to Monitor. - Owners reminded in writing to provide regular monitoring plan to Council - Proof of audit - Council keeps register to monitor.
Deliver Public Swimming Pool inspections as required under the Public Health Act 2010.	4.2.08.1	Undertake pool sampling for Public Swimming Pools and Spa Pools. Complete pool sampling of Hotel, Motel and Accommodation facilities. Undertake pool sampling of	Planning & Environment Manager	Complete inspections in line with inspection program.	Annual inspection program in place and adhered to.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		School Pools (Kalinda & GPSO). Undertake sampling of GCC's Splash Park.			
Deliver On-site Sewage Management inspections as required under NSW Local Government Act 1993 and POEO Act 1997.	4.2.09.1	Undertake On-site Sewage Management inspections on registered Septic and Aerated Water Treatment Systems (AWTS) as they arise. Issue 'Approvals to Operate'.	Planning & Environment Manager	On-site Sewage Management inspections/ann. Approvals to Install issued/ann. Approvals to Operate' issued/ann. Respond to complaints/ann as submitted.	All inspections undertaken as required.
Provide annual Flu Vaccination Clinics.	4.2.10.2	Ensure identified staff are provided appropriate vaccinations as per Position Description.	Human Resources and Risk Manager	Annual clinic provided.	Risk Assessments for High Risk positions have been completed with appropriate Supervisors/Managers. A new register has been developed which identifies the positions and the type of vaccination required to keep staff safe. The Vaccination Register needs to be communicated to Workforce Planning to ensure the appropriate vaccinations are listed in the position descriptions. New staff vaccinations are completed upon employment. Council is now scheduling serology blood tests to identify staff that require boosters.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					2 vaccination clinics have been completed during 2021/2022 period, these being the annual flu clinic and GRALC vaccination clinic. Griffith Regional Aquatic and Leisure Centre held a vaccination clinic whereby a nurse attended the Centre to conduct tetanus vaccinations on 4 and 7 July 2022.
Deliver Beauty and Skin Penetration Inspections within Griffith and Hay LGA's as required by NSW Health. (Hairdressers as required)	4.2.11.1	Undertake inspections of Griffith LGA Hairdresser, Beauty and Skin Penetration premises including equipment and facilities.	Planning & Environment Manager	Complete inspections in line with inspection program.	Annual Inspection program in place and adhered to.
	4.2.11.3	Undertake inspections of Hay LGA Beauty and Skin Penetration premises including equipment and facilities.	Planning & Environment Manager	Beauty and Skin Penetration premise inspections in Hay LGA/ann.	Annual inspection program in place and adhered to.
Deliver Mortuary Inspections as	4.2.12.1	Undertake inspections of Griffith LGA Mortuary	Planning & Environment Manager	Complete inspections in line with inspection program.	Annual inspection program in place and adhered to.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
required by NSW Health.		premises including equipment and facilities.			
	4.2.12.2	Undertake inspections of Hay LGA Mortuary premises including equipment and facilities.	Planning & Environment Manager	Mortuary inspection/ann. Hay LGA as per inspection program.	Inspection program in place and adhered to.
Deliver Lake Wyangan Water Quality Sampling as required by the Australian Recreational Water Guidelines and Murrumbidgee Regional Algal Coordinating Committee.	4.2.13.1	Undertake regular water samples of Lake Wyangan to determine lake water suitability for Recreational water use.	Planning & Environment Manager	Regular monitoring of water to test quality and to determine condition of water.	Samples regularly taken and tested.

Promote and celebrate our social and cultural diversity.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Prepare and implement Multicultural Engagement Strategy.	4.3.1.1	Work with the multicultural interagency network to prepare draft Multicultural Engagement Strategy (MES).	Director - Economic and Organisational Development	Number of consultations held.	Council attends Multicultural Interagency Meetings. Council joined NSW Grow Welcoming Cities program in collaboration with Multicultural NSW and RDA Riverina.
Hold Citizenship Ceremonies as required.	4.3.2.1	Citizenship Ceremonies held as required.	Director - Economic and Organisational Development	Number of ceremonies held. Number of people receiving Citizenship.	Almost 60 conferees at Refugee Week Citizenship Ceremony. Next Ceremony scheduled for September for Citizenship Day.
Promote various events to showcase Griffith's social and cultural diversity.	4.3.3.1	Raise awareness of key social and cultural events and festivals throughout the year. Support and provide opportunities for promotion of key events.	Marketing & Promotions Coordinator	Number of events promoted.	Included in this quarter is A Taste of Italy and Griffith Spring Fest.
Organise Australia Day Ceremony.	4.3.4.1	Australia Day Ceremony held.	Director - Economic and Organisational Development	Number of nominations received.	Successful Australia Day Awards and Citizenship ceremony held with 50 conferees. Successful Survival Day held at Griffith Regional Aquatic Leisure Centre in partnership with Griffith Local Aboriginal Land Council.

Provide and promote accessibility to services and facilities.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Provide sufficient aquatic facilities to meet the demands of the community.	4.4.1.2	Complete construction of a 50 m pool.	Director - Business, Cultural & Financial Services	An accredited competition standard 50 m outdoor pool plus associated filtration infrastructure delivered and officially opened.	50m Pool completed and operational.
Maintain the Griffith Regional Aquatic Leisure Centre (GRALC) in accordance with Asset Management Plans.	4.4.2.1	Provide a clean functional and well-maintained aquatic facility available to the public.	Director - Business, Cultural & Financial Services	Compliance with GRALC Maintenance Schedule.	Griffith Regional Aquatic Leisure Centre (GRALC) continues to provide a clean and well-maintained facility available to the public. During this quarter, we have been particularly busy and staff and cleaners have worked well to maintain cleanliness at a high standard for a busy public facility. A scheduled maintenance shut down has been set down for July 2022 to take care of any larger maintenance issues requiring attention such as replacement of sand in filters etc.
Provide a collection of library material, meeting community and industry standards.	4.4.3.1	Maintain a collection of library material in accordance with State Library guidelines.	Library Collect Team Lead	Circulation per capita at a minimum of 3.5 times average for each resource. Track number of visits to WRL website - 48% stock less than five years old.	Library staff continuously update the collection to ensure it is relevant and meets the needs of the community. Circulation for this quarter remained steady with 21, 077 loans. There were 4,746 visits to the WRL (Western Riverina Libraries) website this quarter.
Griffith City Library to facilitate digital inclusion in the community.	4.4.4.1	Provide digital education programs to the community.	Library Collect Team Lead	Hardware asset less than 5 years old. Number of internet access bookings	The Library provides free computer access to the community on 14 public PCs plus access to free WiFi. This quarter there were 1,615 public computer sessions and 1,926 WiFi sessions. This quarter the Library

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
				utilising WiFi and public computers.	introduced digital literacy classes presented by local high school students.
	4.4.4.2	Provide reliable high speed internet and computer equipment.	Library Collect Team Lead	Maintain ratio of 1 PC per 3,000 residents.	Public computer availability exceeds targets: 14 public computers serving a population of 27,173 equates to 1 PC per 1,941 residents.
Position the Griffith City Library as a community hub for learning, networking and leisure.	4.4.5.1	Provide a number of Library programs to all sectors of the community.	Library Collect Team Lead	Provide a quarterly report on visitation per annum (minimum 5 visits per capita). Deliver a minimum of 20 programs annually, annual calendar of programs and events reflecting the population demographic.	From April - June there were 20,375 visits to the Library. The highlights this quarter were Easter Rhyme Time in Memorial Park, HSC Forum, Author Talk with Philippa McGuinness and digital literacy classes presented by local high school students.
	4.4.5.2	Promote the Library facilities for optimum community use.	Library Collect Team Lead	Report on number of participants in programs quarterly. Aim for 5% per annum increase year on year.	From April - June 106 programs were held with over 3,700 people in attendance. Highlights : Easter Rhyme Time in the park which was attended by 300 people, including a visit from the Easter Bunny who handed out Easter eggs to all the children. HSC Forum with guest speakers from CSU, TAFE, Board of Studies and NESAs with over 100 attendees.
Provide Library accommodation and ancillary services to community and	4.4.6.1	Provide a clean, functional and well-maintained library facility	Library Collect Team Lead	Compliance with Library Maintenance Schedule. Report quarterly.	Minor roof leak repairs were completed. Air conditioner unit replacement and compressor replacement. Door handle replaced on men's public toilet.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
industry standards.		available to the public.			
Provide access to community services.	4.4.7.1	Maintain an up to date Community Directory.	Director - Economic and Organisational Development	Community Directory reviewed annually.	All participants contacted to update data. Media drive to encourage new entrants and to update data. Updates made as received. New Youth Services category and Mental Health Services category added.
	4.4.7.2	Work with Inter agency Networks and other organisations on issues impacting the community.	Director - Economic and Organisational Development	Number of activities held and projects.	Monthly Community Interagency Meetings attended. Convene and Chair bimonthly Youth Interagency Meetings - commenced Youth Survey. Convene monthly Suicide Prevention Reference Group Meetings - progressed Murrumbidgee Local Health District (MLHD) tenancy for Safe Haven. Attended Multicultural Interagency Meetings.

Plan for, develop and provide a suitable range of cultural and art facilities, engaging programs and diverse events.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Griffith Regional Theatre will deliver a diverse and engaging program of events that caters to the needs of the community.	4.5.1.1	Develop and deliver high quality, diverse entrepreneurial season that is inclusive of different age, cultural and interest groups in the community.	Griffith Regional Arts & Museum Manager	Deliver a minimum of 16 entrepreneurial shows per calendar year including a minimum of 3 seniors shows, 4 educational/family shows and a minimum of 1 show for the CALD community.	2022 has been, and will continue to be, a very busy year where touring productions want to get back on the road after COVID shutdowns. A wide variety of shows catering for seniors, children, music lovers, drama lovers, circus enthusiasts and everyone in between have been presented.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	4.5.1.2	Deliver biannual community music production.	Griffith Regional Arts & Museum Manager	Produce and deliver Community Production every 2 years.	Discussions have been held with people potentially willing to be involved in the production which will take place next year. A core group of people who will be involved in auditions and pre-production later in 2022 will be formed.
	4.5.1.3	Deliver annual Theatre Workshops for young people.	Griffith Regional Arts & Museum Manager	Number of Workshops held and number of attendees.	Senior Drama Troupe continues to have strong attendance. Unfortunately, Junior Drama Troupe only attracted three enrolments last term so was cancelled. It will be re-advertised and hopefully re-energised for the upcoming school term. Senior Drama Troupe will be working on putting together a performance at the end of Term 3.
	4.5.1.4	Marketing strategy developed, reviewed and implemented annually.	Griffith Regional Arts & Museum Manager	Increase audience by 5 - 10 %, increase up take of memberships and subscriptions by 3 - 5% annually.	Marketing Officer and Manager have met to discuss marketing requirements for the remainder of this year. We have planned which shows will use radio, TV, newspaper etc. We will continue to liaise on this. A new marketing plan for 2023 will be created towards the end of this year. We have also been working on a new website which will go live later this year.
Provide a well-maintained Theatre facility for the public and performers, meeting community and	4.5.2.1	Provide a clean functional and well-maintained Theatre facility available to the public.	Griffith Regional Arts & Museum Manager	Compliance with Theatre Maintenance Schedule.	The Theatre is well maintained, cleaned regularly and at present has no major maintenance issues. A quote for roof and guttering repair has been accepted and a date when this can take place later in the year is being considered. The costs of installing new air conditioning in the auditorium is being investigated and grant funding is being sought to expedite this.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
industry standards.	4.5.2.2	Ensure technological facilities are maintained and upgraded to meet current industry standards.	Griffith Regional Arts & Museum Manager	Technology updated as per budget allocation. Annual review against current industry standards.	Quotes have been obtained for new equipment for outdoor stages, awaiting instruction from Senior Management Team to process for purchasing the equipment. Regular maintenance of other equipment is ongoing. A new technician has been employed to assist the Technical Co-ordinator.
Investigate opportunities for sponsorship for the Griffith Regional Theatre.	4.5.3.1	Develop an annual sponsorship strategy for Griffith Regional Theatre.	Griffith Regional Arts & Museum Manager	Number of sponsors engaged with the Theatre.	A successful event was held in June with Hunt & Hunt Solicitors who sponsored Sydney Symphony Orchestra. They have indicated they would like to again sponsor an event in 2023. The positive relationship with Griffith City VW continues, with negotiations about to be entered into for continuing sponsorship arrangements.
The Griffith Regional Art Gallery will develop and deliver a diverse and engaging program of cultural activities.	4.5.4.1	Develop and deliver annual exhibition program that includes quality touring and locally sourced solo and group exhibitions.	Griffith Regional Arts & Museum Manager	Minimum of 8 exhibitions per year including a minimum of 2 touring exhibitions and a minimum of 2 exhibitions by local artists.	The "Vibrant" Exhibition program at Griffith Regional Art Gallery is continuing. The latest Exhibition - Tom Moore Abundant Wonder - is amazing, and is sure to be a crowd-pleaser.
	4.5.4.2	Deliver a minimum of 6 Artspace exhibitions per year including works by local artists and displays of interest to the local community.	Griffith Regional Arts & Museum Manager	Minimum of 6 exhibitions per year including minimum of 3 exhibitions by local artists.	Due to the withdrawal of a local artist, we still have the same exhibition on display. This is due to be changed shortly.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	4.5.4.3	Develop and review the annual marketing strategy for the Art Gallery.	Griffith Regional Arts & Museum Manager	Increase community engagement by 5 - 10%.	Marketing has taken place successfully for exhibitions and public programs at the Gallery. Both the Public Programs Officer and the Marketing Officer are skilled in design and promotion so events have been well marketed. They work in well together, along with the Gallery Coordinator to decide how and when to market events.
	4.5.4.4	Develop and deliver high quality, diverse schedule of public programs that caters to the needs of different age, cultural and interest groups.	Griffith Regional Arts & Museum Manager	Minimum of 8 public programs delivered annually including a minimum of 2 school holiday programs, minimum of 3 educational programs and a minimum of 2 Master Classes.	The Gallery has had a good selection of exhibitions this quarter including local art with "Audio Visions", as well as significant Australian collections, On Thin Ice and Tom Moore - Abundant Wonder. Our public programs have been well attended with weekly sessions and a Concrete Art Master class taking place.
Provide a well maintained Art Gallery facility for the public and performers meeting community and industry standards.	4.5.5.1	Provide a clean functional and well maintained Art Gallery facility available to the public.	Griffith Regional Arts & Museum Manager	Compliance with Art Gallery Maintenance Schedule.	The Art Gallery has had some great exhibitions and public program and visitor numbers. While ever we are located in the War Memorial Building there will be climate and structural issues but we continue to forge ahead with activities. There has been the formation of a Cultural Precinct Masterplan Committee which may see some suggestions as to relocation of the Gallery in the future.
Develop and manage regional museum collections of	4.5.6.1	Review and upgrade museum policies and procedures to establish a sound	Director - Business, Cultural & Financial Services	Policies and procedures reviewed annually.	A current policy is already in place. Committee may wish to review and update the policy at some stage.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
historic and social significance to Griffith region and communities.		basis for development of the collections including acquisitions and deaccession policies.			
	4.5.6.2	Make recommendations for acquisitions and deaccession of collections in accordance with Strategic Plan and budget requirements. Review collections acquisitions and deaccessions annually.	Director - Business, Cultural & Financial Services	Exhibits and materials are acquired or deaccessioned in accordance with relevant policies. Reviewed by 30 June annually.	No major de-accession or acquisition requirements at this point. The facility has a policy to deal with these aspects.
	4.5.6.3	Utilise collections software to ensure all exhibits are accurately recorded and appropriately documented.	Director - Business, Cultural & Financial Services	Collections Management Software is installed and operational by 30 June 2021.	Collections software has been installed and all records have now been transported into the new system.
	4.5.6.4	Conduct an assessment of current state of Museum buildings	Director - Business, Cultural &	Asset Maintenance and Restoration Plan	Asset Management Coordinator has prepared a schedule of relevant buildings along with capital maintenance requirements currently identified. Input being sought from Technical Coordinator Pioneer Park Museum and

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		to identify conservation needs and develop Asset Maintenance and Restoration Plan according to priority.	Financial Services	completed by 30 June 2022.	Committee members on these works which will be finalised into the Restoration Plan. The Restoration Plan will take many years to complete due to the constraints of resources (volunteers) as well as financial constraints in being able to fund extensive, multiple upgrades in the same year. The status of the KPI is that it is completed for the 2021/22 year but there will ongoing work in future years required to complete a full restoration plan for the museum.
	4.5.6.5	Conduct an assessment of collections assets to identify conservation needs, and develop program of conservation based on priority. Progress reviewed annually.	Director - Business, Cultural & Financial Services	Conservation Plan completed for one element of each collection each year. Review 30 June annually.	Ongoing assessment by curator. No further specific information to note for Q4 2021-22.
	4.5.6.6	Arrange and carry out routine and detailed conservation activities to preserve the collections in accordance with Asset Restoration Plan and budget requirements.	Director - Business, Cultural & Financial Services	Compliance with asset Restoration Plan. Review by 30 June annually.	A Committee was formed during the 2021/22 year and will be looking at the programmed scheduling on ongoing conservation priorities for the collections including buildings at Pioneer Park Museum. Work is progressing on the restoration of the Baptist Church and should be completed during the 2022 calendar year. There has been restoration of the Hospital Building as well throughout the year. This is an ongoing Key Performance Indicator.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Review of maintenance annually.			
	4.5.6.7	Develop an annual program of exhibition displays, curatorial talks and activities to present the collections in a vibrant and engaging manner.	Director - Business, Cultural & Financial Services	Two new exhibition displays, 4 curatorial talks, and 3 public programs completed each year.	Works largely complete on Post Office exhibition with display cabinets installed and information panels. Baptist Church is in the midst of major renovation works as well as ongoing works to Hospital Building. Further works have been undertaken on the sewer connection project which will include a new vehicular entrance being constructed as well as additional access pathways between the Italian Museum and the Wine Exhibition Building.
	4.5.6.8	Utilise collections management software to ensure all exhibits are accurately recorded and appropriately documented.	Director - Business, Cultural & Financial Services	Collections Catalogue reviewed annually.	Completed.
Develop and manage Pioneer Park as a centre for community and cultural engagement.	4.5.7.1	Develop an annual program of social and cultural activities and events at Griffith Pioneer Park Museum to attract and engage a more diverse local demographic.	Director - Business, Cultural & Financial Services	Two community cultural events held each year. Increase diversity in annual usage by local community by 3%.	Ongoing commitment, completed for the 2021/22 year with the following undertaken; 1. The projection project onto the water reservoir 2. GRAPA production on the newly installed grass section 3. Action Day over Easter long weekend.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	4.5.7.2	Identify opportunities and develop resources to engage schools and community organisations in interactive learning experiences.	Director - Business, Cultural & Financial Services	Increase visitation by local and regional school groups by 10%.	Limited current resources to fully undertake this requirement. Local schools and community organisations are engaging with the facility and attending events throughout the year.
Develop and manage Griffith Pioneer Park and Regional Museum as function and event venues.	4.5.9.1	Develop facilities and resources to enhance Pioneer Park as a venue for hire and promote it to organisations, businesses and community groups.	Director - Business, Cultural & Financial Services	Increase hire of facilities by 3%.	Pioneer Park Museum is continuing to invest in infrastructure and resources to enhance the ability to hire out the venue and to promote it as widely as possible. The new sewer connection and ongoing access works in and around the Park are examples of this investment along with major renovations to the Post Office, Hospital and Baptist Church buildings.
	4.5.9.2	Identify opportunities for funding or in-kind assistance to enhance the quality and amenity of facilities for events and functions.	Director - Business, Cultural & Financial Services	Funding or in-kind assistance secured to upgrade venue facilities.	Council staff are continuously monitoring available funding opportunities to enhance the facilities. Council was successful in the past 12 months in securing in excess of \$180,000 to complete the connection of sewer to the public amenities and caretakers cottage. Community contributions have also been made in order to carry out an upgrade to the Post Office and allow the Amatuer Radio Club to setup a working exhibit in the building.

Encourage a socially inclusive community that cares for all age groups and genders, people of different abilities, disadvantaged or minority groups.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Prepare the Disability Inclusion and Access Plan (DIAP) and implement recommendations.	4.6.1.1	Prepare draft, place on exhibition and endorse DIAP.	Director - Economic and Organisational Development	DIAP endorsed reviewed and updated annually.	Disability Inclusion Action Plan (DIAP) adopted November 2021.
Prepare Youth Engagement Strategy and implement recommendations.	4.6.2.1	Consult with young people to inform the Youth Engagement Strategy (YES) and commence preparation of the Youth Engagement Strategy. Prepare draft YES, place on public exhibition and endorse.	Director - Economic and Organisational Development	Adopt and implement by 2021/22.	Grant application lodged seeking Youth Facilitator to lead Youth Interagency, preparation for development of Youth Strategy and formation of Youth Council and program of recovery activities for Youth.
Engage with young people and liaise with local agencies and user groups.	4.6.3.1	Promote and facilitate Youth Week and other events in partnership with Agencies to deliver	Director - Economic and Organisational Development	Number of youth activities held in partnership with Council. Number of young people involved in organising events.	Planning commenced for Youth Advisory Group or Council to be introduced.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		programs and activities.			
Develop Ageing Strategy.	4.6.4.1	Consult with stakeholders and form a working group to develop an ageing strategy.	Director - Economic and Organisational Development	Adopt and implement by 2021/22.	Planning commenced for submission of next Grant application.
Maintain the Citrus Sculptures (Spring Fest) as one of Griffith's greatest community events.	4.6.5.1	Create opportunities for community involvement. Encourage and grow the number of community participants.	Events Coordinator	Maintain at least 70 sculptures. Measure increase of Facebook hits and reach and capture the diverse range of Griffith and number of volunteers engaged.	The 2022 Griffith Spring Fest program includes an abundance of community involvement, from sponsorship, garden entries, citrus sculpture applicants, market stall holders, food vendors, charities and more. Many volunteers and local businesses make this event possible and all events that fall under Griffith Spring Fest are extremely accessible to all demographics within the local community.
Promote Local Government and Griffith City Council through the organisation and coordination of Local Government Week activities.	4.6.6.1	Provide suitable activities to promote Local Government Week and increase the public's awareness of Local Government	Governance Manager	Number of events held over Local Government Week.	Council Cafes held monthly to promote Council. Preparations for Local Government Week commenced. Activities to include Volunteers Morning Tea, virtual Council facility and services tours, staff profiles.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		objectives and services.			

Promote reconciliation and embrace our Wiradjuri heritage and culture.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Aboriginal Community Engagement Protocol to be endorsed and implemented by Council.	4.7.1.1	Implement recommendations from Aboriginal Community Engagement Protocol.	Director - Economic and Organisational Development	Report on progress to Communities Committee.	No Expressions Of Interest received to progress Aboriginal Cultural Awareness Training. Council liaising with Local Aboriginal Land Council and Griffith Aboriginal Medical Service to deliver Reconciliation Action Plan review.
Review Aboriginal Reconciliation Plan and implement recommendations.	4.7.2.1	Form Elders group and work with Community Working Group to inform the Aboriginal Reconciliation Plan.	Director - Economic and Organisational Development	Report on progress to Reconciliation Australia and number of recommendations implemented.	Not able to be progressed this Quarter.
	4.7.2.2	Consult, and or partner with the local Aboriginal Community Working Party (CWP).	Director - Economic and Organisational Development	Number of meetings held and number of events held in partnership.	Council continues to partner with the Griffith Local Aboriginal Land Council and Griffith Aboriginal Medical Service.

## Promote a healthy and active lifestyle

Develop partnerships to improve local access to health, mental health and allied health services.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Lobby State Government to commit funding in forward estimates for renewal of Griffith Base Hospital.	5.1.1.1	Monitor construction of new Base Hospital.	General Manager	As required.	Construction of Hospital on track for completion 2025.

Build a community which promotes, facilitates and supports an active and healthy lifestyle for all.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Maintain and renew playgrounds in accordance with the Playground Strategy.	5.2.1.1	Manage and maintain playgrounds in accordance with the Playground Strategy.	Parks & Gardens Manager	Playground safety inspections carried out as per the schedule.	Playgrounds continue to be maintained to a safe level to meet community expectations.
Maintain Council's parks and reserves in accordance with Playground Strategy.	5.2.2.1	Manage and maintain parks and reserves to the level of service.	Parks & Gardens Manager	Parks and reserves maintained within allocated budget.	The high level of service continues for all parks and reserves.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Promote healthy lifestyle programs to the community.	5.2.3.1	Collaborate with Murrumbidgee Local Health District (MLHD) to promote the Make Healthy Normal campaign.	Director - Economic and Organisational Development	Make Healthy Normal campaign promoted on Council's web page. Number of initiatives promoted.	Not a current campaign.
Continue to build strong networks with sporting bodies.	5.2.4.1	Support local sporting organisations to host major meets in Griffith. Support and provide opportunities to host and promote sporting events.	Events Coordinator	Number of regional or state sporting events per year.	The tourism team consistently communicate with the local Sports Council to ensure all sporting events are supported. There have been a number of new sporting events come to Griffith as a result of all the new infrastructure. The Events Tourism Action Group (TAG), which includes Griffith Sports Council representatives, has also been established.

Plan for and provide sporting and recreational facilities to encourage an active lifestyle and wellbeing.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Maintain all Council's sporting ovals.	5.3.1.1	Manage and maintain Council's sporting ovals to the level of service.	Parks & Gardens Manager	Sporting ovals maintained within allocated budget.	Maintenance and upgrading is ongoing with all sporting facilities.
Implement capital upgrades to sporting and recreational	5.3.2.1	Seek grant funding for capital upgrades on sporting and	Parks & Gardens Manager	Number of successful grants.	Grants are continually being sought to improve facilities as required.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
facilities as funding becomes available through grants or otherwise.		recreational facilities.			
Griffith Regional Aquatic Leisure Centre (GRALC) to provide a range of services for the improved health, well-being and lifestyle of the community.	5.3.3.1	Provide a high standard of services and programs in the following areas: general swimming, swimming carnivals, swim school, gymnasium classes and programs, creche, swim squad, kiosk, gymnasium access.	Director - Business, Cultural & Financial Services	Aquatic Centre is open a minimum of 4,200 hours per annum. Increase attendances by 5% year on year.	Griffith Regional Aquatic Leisure Centre (GRALC) has continued to provide programs and services over the course of the 2021/22 year. Significant challenges around staffing as a result of COVID have been managed effectively. On some days ancillary services such as creche and kiosk have had to shut in order to maintain core services but this has been minimised as much as possible. The facility remains a key fitness and educational facility for the City and the new 50M pool has been operating well over the summer months.
Griffith Stadium to provide a range of services for the improved health, well-being and lifestyle of the community.	5.3.4.1	Provide a clean, functional facility, available to the community.	Stadium Manager	Increased utilisation of the Stadium. Compliance with Stadium Maintenance Schedule.	A major redevelopment of the Westend Oval site is currently underway. The existing stadium was shut down for a number of weeks at the end of 2021. As part of the major redevelopment, the existing stadium façade will be re-painted and there has been major refurbishments to a number of amenities within the stadium.
	5.3.4.2	Construction of new 5 court stadium, 7 netball courts, synthetic	Director - Business, Cultural &	New amenities constructed by April 2022.	Wet weather delays have been experienced, completion is expected by late August and operations to commence

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		athletics track and artificial track and artificial turf hockey pitch.	Financial Services		in early October once Occupation Certificate is finalised and a new Manager has been appointed.
Prepare a Master Plan for Olympic Street.	5.3.6.1	Incorporate new Community Centre and Skate Park.	Principal Planner Urban Design & Strategic Planning	Master Plan delivered.	Delivered the new Pump Track and amenities in Olympic Street. Completed.
Develop and keep current Master Plan for the 50 m Pool.	5.3.7.1	Griffith Regional Aquatic Leisure Centre undertake public consultation.	Principal Planner Urban Design & Strategic Planning	Specifications finalised.	The Master Plan has been completed as well as construction of the 50 metre outdoor pool.
Collaborate with Council staff to ensure recreational, road cycling and walking trails are incorporated in planning in and across the LGA, for locals and the visitor economy.	5.3.8.1	Meet regularly with planning and engineering staff to incorporate pedestrian and cycling recreation in future planning.	Principal Planner Urban Design & Strategic Planning	Regular meetings held.	Ongoing process. Involved in monthly Engineering coordination meetings.
Deliver Urban Design Projects.	5.3.9.1	Scope, design and plan projects of city significance.	Principal Planner Urban Design & Strategic Planning	Number of projects delivered.	Delivered the new Pump Track in Olympic Street as well as the new toilet block in Enticknap Park.

## growing our city

### Encourage our local economy to grow

Encourage and support the establishment of new and diversified industries and businesses.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Attract and host trade delegations to further promote business opportunities within the region.	6.1.1.1	Develop and promote the Business Prospectus to attract new investment in the region.	Economic Development Coordinator	Number of trade delegations to Griffith. Number of meetings held. Prepare new business prospectus.	2022 Investment Prospectus ready for print - waiting on .id to publish 2021 census.
Liaise with agencies to develop resources and training programs to assist small business to establish in the area.	6.1.2.1	Utilise ABR data to determine newly registered ABN holders and send out invitations to come to Council for assistance. Attend regular meetings with business startups providing them with advice, information and useful contacts to further their business plan.	Economic Development Coordinator	Number of meetings held or attended.	Attended 3 new business startup meetings throughout the quarter, provided information and assistance.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Profile Griffith as a vibrant, contemporary regional hub, a great place to do business.	6.1.5.1	Continue to build strong business relationships and networks. Attend business events/breakfasts and facilitate meetings. Develop and promote the Griffith Business Prospectus.	Economic Development Coordinator	Number of Business Prospectus copies distributed. Number of events attended. Number of promotional marketing activities undertaken for the prospectus.	2022 Investment Prospectus ready for print - waiting on .id to publish 2021 census. This quarter Griffith hosted the RDA Riverina Economic Development Forum and GCC gave a tour of the CBD and our major projects to over 50 delegates. GCC hosted the Western Riverina Economic Development Strategy (WREDS) update workshop in the Burley Griffin Room, which is the first step to an updated WREDS for the next 4 years.

Promote opportunities to assist existing businesses to grow.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Partner, sponsor and promote professional development for local businesses.	6.2.1.1	Partner with stakeholders to run events for local businesses including Griffith Women in Business, Griffith Business Chamber and Griffith Young Professionals.	Economic Development Coordinator	Number of events per year.	Held lunch with the Mayor - special guest Katrina from .id with economic development. Griffith Business Chamber and local member in attendance.
Participate in the Small Business Friendly Councils	6.2.3.1	Continue to promote the Easy to do	Economic Development Coordinator	Number of new businesses signed up to Easy to do Business	Assisted 4 local businesses with enquiries this month.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Program and implement initiatives to promote the region as a place to do business.		Business Program.		Program. Number of promotional marketing activities re: Easy to do Business Program.	
	6.2.3.2	Griffith Now Hiring program to attract skilled workers.	Economic Development Coordinator	Number of email open rate/social reach, number of Griffith Now Hiring enquiries, number of partners signed up.	2023 Griffith Now Hiring renewals sent out.

Plan strategically and consider land use management to encourage investment in the region.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Implement best practice development guidelines.	6.3.1.1	All DCPs prepared.	Planning & Environment Manager	DCP adopted.	The new Griffith Residential Development Control Plan came into effect 17 August 2020. Other DCPs anticipated to be completed by December 2022.
Lake Wyangan Masterplan	6.3.2.1	Master Plan Lake Wyangan.	Planning & Environment Manager	Adoption of Layout Plan for a fully covered recreational area, Potable Water Reticulated Master Plan, Sewerage Reticulation Master Plan and Drainage Master Plan.	Grant application for the preparation of a Detailed Business Case Proposal submitted to the National Water Grid was not successful in current funding Round. Department of Planning and Environment (DPE) encouraged Council to resubmit to next Round.

Promote and support diverse agricultural industries and encourage 'best practice'.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Communicate Griffith as a progressive agricultural region.	6.4.1.1	Promote Griffith as the agricultural powerhouse of the Riverina, share good news stories across social platforms and profile in regional editorial. Source opportunities for new promotion and share good news stories across all platforms.	Marketing & Promotions Coordinator	Number of media releases and number of media inclusions (TV, Radio, Print)	All Visit Griffith promotion showcases Griffith as an agricultural powerhouse. Upgrade of Interpretive Display Area, which highlights our strong agricultural themes. Weekend Sunrise weather broadcast from Griffith showcasing Griffith's agritourism. Social platforms and good news stories: 200+ posts published this quarter, Average post reach = 2065 Monthly Tourism E-newsletters features good news stories + 4 x feature ambassadors. This quarter, an average of 12 good news stories shared. Radio: 3 x 60 second phone ins (Hit FM, Triple M & ABC Riverina) 2 x editorial: Delicious Magazine, The Area News Advertisement and editorial in Travel Leisure Lifestyle Guide (12 month inclusion) Seasonal What's On Guide (autumn & winter) x 14,000 A Taste of Italy program x 8,000.

Promote Griffith as a desirable visitor and tourism destination.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Implement Griffith Marketing Plan in line with Destination Tourism Plan.	6.5.2.1	Consistently implement and refer to the Marketing Plan working towards the goals and	Marketing & Promotions Coordinator	Number of objectives identified in Marketing Plan met.	New website, new visitor guide and new marketing plan are all underway and will be finalised in the coming months.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		objectives identified in the Marketing Plan.			
Grow major events and festivals.	6.5.3.1	Implement marketing campaigns for Griffith Spring Fest, Griffith Easter Party and Taste of Italy Griffith. Produce relevant collateral and arrange media opportunities accordingly.	Marketing & Promotions Coordinator	Number of media inclusions (TV, radio and print) achieved.	A Taste of Italy Griffith has been the main focus this quarter with the first year back since 2019. Events are selling well with a few sold out. Griffith Spring Fest first time back since 2019 and is coming along well. A Taste of Italy Program created (8,000 copies) in-house and distributed locally and further afar (Vic, ACT, NSW). Social media campaign Radio interviews, radio advertisement (triple M & Hit) TVC running locally and as far as Wagga, Albury and ACT.
	6.5.3.2	Source opportunities for new, unique events and festivals. Working with tourism stakeholders and organisations.	Events Coordinator	Number of new events added.	Seasonal What's On guides have been reinstated since COVID-19 and have been extremely well received. This has also educated and encouraged operators to hold and promote their events, working closer with the Tourism Team to ensure all events are spread consistently throughout the year to create a full calendar of events for Griffith. Griffith Easter Party 2022 was a great success with new events added to this program. A Taste of Italy Griffith in August 2022 has grown from 3 days in 2019 to 7 days in 2022 of events and experiences. Griffith Spring Fest October 2022 program will be out shortly with an abundance of events and experiences included over a 2 week period.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					Many sporting events have also been booked in which will attract a high number of visiting attendees.
Increase Griffith's digital presence.	6.5.4.1	Continually maintain significant digital platforms. Encourage feedback via digital platforms such as TripAdvisor, Google and Facebook. Facilitate listings of tourism stakeholders on digital databases such as ATDW and Visit Griffith website.	Marketing & Promotions Coordinator	<p>Increase in TripAdvisor and Google comments/reviews and record in the Tourism monthly report.</p> <p>Engagement and reach achieved. Website hits, Facebook likes, and number of Instagram followers. Number of stakeholders listed.</p>	<p>Trip Advisor: 4.5 star average rating. TripAdvisor reviews have been heavily impacted due to COVID-19. Google Listing: 4.6 average star ratings, 22,161 views &amp; 40,000 google searches</p> <p>42.5% directly searched Visit Griffith, 48.1% discovered by searching for a category, product or service, 9.3% found via branding related to tourism or Griffith. Facebook: 8,868 likes, 2,812 average post reach. Instagram: 3,229 likes, 1,803 post reach. Website: New users 86.3%, returning users 13.7%. Web traffic: NSW 72%, VIC 14.4%, QLD 6.2%.</p>
Grow the conference and business event market.	6.5.5.1	Identify gaps and build relationships with suppliers and facilitators. Encourage local event suppliers to establish profiles on relevant digital platforms.	Events Coordinator	Number of conferences booked/arranged by VIC and Conference Guide provided.	<p>New photography and videography have been created for the development of a new web page for business events through campaign collaboration with Destination Riverina Murray (DRM) and Destination NSW (DNSW). This content is also available through DNSW and Tourism Australia and we are starting to see attraction and inquires for business events. For example Consulting Surveyors NSW have booked their State conference for November 2022 as a result of this campaign.</p>

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Proactively engage with potential business event organisers.			
Develop a new Visitor Guide and Ambassador Program.	6.5.7.1	Develop a prospectus and encourage Ambassador support.	Marketing & Promotions Coordinator	Complete and distribute guide every 2 years.	Ambassador prospectus has been completed and distributed. 100+ advertisers (Tourism Ambassadors) for 2022-24. 40,000 guides will be printed and distributed. Advertisements are all created and approved. Guide is almost complete.
Develop and manage Pioneer Park as a significant tourism attraction for the region.	6.5.8.1	Develop an annual program of activities and events at Pioneer Park to attract and engage a diverse demographic with facilities and collections.	Director - Business, Cultural & Financial Services	Two large events and 4 smaller community engagement activities conducted each year.	The Museum has held a significant number of small and large events throughout the year so in that respect an annual program already exists. The target of two large events and 4 smaller community engagement activities to be conducted each year is on target as per following; 1. 50 year celebration has been held with a number of events included. 2. Hosting GRAPA production 3. Australia Day event (BBQ/Movie) on 25 January 2022 (cancelled due to COVID-19) 4. Action Day (2021 cancelled due to COVID-19).
	6.5.8.2	Identify key aspects of the collections and facilities and develop ways to promote these as featured	Director - Business, Cultural & Financial Services	One aspect of collection identified and new promotional materials developed and circulated per year.	Works have been ongoing with the restoration of the Baptist Church, Hospital and the Old Post Office which will include additional key exhibits to attract tourists.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		tourist attractions.			
	6.5.8.3	Develop an annual marketing plan to promote the facility and actively engage with potential visitors.	Director - Business, Cultural & Financial Services	Increase annual visitation by 3 - 5 %.	A new annual marketing plan for the Museum is expected to be prepared across the 2022/23 year.
	6.5.8.4	Develop a range of educational and promotional resources, including digital resources, to promote the facility and actively engage with potential visitors.	Director - Business, Cultural & Financial Services	Increase public engagement with Pioneer Park Museum social media by 5 - 10%	Pioneer Park Museum continues to provide a range of educational and promotional resources, including digital resources, to promote the facility and actively engage with potential visitors on an annual basis.
	6.5.8.5	Improve interpretive and directional signage within Griffith Pioneer Park Museum.	Director - Business, Cultural & Financial Services	New directional signage installed by June 2021.	To be completed with input from the new committee.
Work with new tourism related industries and	6.5.9.1	Build new industries into Griffith tourism	Visitor Information	Number of itineraries provided.	Seven itineraries were created and provided to both new and returning groups to the region. Work continued on the new Visitor Griffith Visitor Guide,

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
build relationships.		product offering and ensure new industries and products are built into itineraries (both independent and groups).	Centre Coordinator		due to be released next quarter, with all Visitor Servicing staff working hard to obtain advertisement contacts and up to date information from all ambassadors.

### Encourage a skilled workforce with employment opportunities

Increase the range of opportunities to work locally.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Identify opportunities for Council traineeships and work experience programs.	7.1.1.1	Identify opportunities within organisation structure for potential traineeships.	Workforce Planning Manager	Number of trainees and apprentices employed.	This is ongoing and reviewed regularly.
Attract new residents and skilled workers to the region to fill job vacancies.	7.1.2.1	Griffith Now Hiring program to attract skilled workers.	Economic Development Coordinator	Number of Griffith Now Hiring Newsletter subscribers. Participation in additional regional programs. Number of regional program promotions.	Griffith Now Hiring (GNH) renewals sent out, joined RDA Riverina Country Change program as well as sponsored Grow Our Own program for new financial year. All stakeholders and other local government areas in the Riverina have reported having trouble with skills shortages and accommodation/housing. Council has applied for NSW Regional Housing Fund to unlock further housing opportunities. Griffin Green 20 town houses have commenced construction. There has also been

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					discussion of a shortage in early childcare. Child care centres also have staff shortages and enquiring about Griffith Now Hiring Program.
Work with agencies including the RDA Riverina and Griffith Business Chamber to increase the range of opportunities to work locally.	7.1.3.1	Regular meetings held with agencies to increase opportunities to work locally including the Grow our Own Committee.	Economic Development Coordinator	3 meetings per year per agency.	Activities undertaken to develop local workforce this month: <ul style="list-style-type: none"> <li>- Council, Argyle, TAFE &amp; Local Jobs Program collaborated to develop and program a free training program to upskill locals to a Certificate 2 in Construction over 16 weeks including work experience at the Griffin Green project Site</li> <li>- Generations Griffith - School based traineeships and apprenticeships information night hosted with TAFE</li> <li>- RDA Grow our Own planning with Marg Couch</li> <li>- Grow our Own at Leeton Careers Expo</li> <li>- Griffith Now Hiring marketing activities</li> <li>- Council will be attending Griffith Business Chambers Employment Expo in July</li> <li>- Issues raised of workers shortage with community members, CBC and GCC in Council's lunch with the Mayor</li> </ul>

Develop partnerships to build on quality education and training opportunities.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Support local providers of educational and skills programs.	7.2.1.1	Educate and support the future growth of local businesses by assisting local businesses with	Economic Development Coordinator	Number of Evolve newsletters mailed out. Number of promotional activities completed for educational and skills programs.	April, May & June Evolve newsletters emailed out.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		enquiries and information required. Distribute monthly business newsletter promoting business news, events and grants.			
	7.2.2.1	Provide ongoing advocacy support to existing organisations delivering services locally.	Economic Development Coordinator	Promote Country Universities Centre, TAFE and WRCC.	Assisted with the Griffith Women in Business mentorship program.

Advocate for safe work practices and employment standards.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Provide a compliant Work Health Management system to meet legislative and organisational requirements.	7.3.1.1	Undertake review of WHS policies.	Human Resources and Risk Manager	RTW Program reviewed annually.	Council continues to review WHS policies and procedures in accordance to relevant legislation.
				WHS policies reviewed.	
	7.3.1.3	Implement amendments to WHS Act and		WHS Reporting to include Incident Reports, Workplace	Council has completed the following Work Health & Safety training: a) Lockout procedure

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Legislation changes as required.	Human Resources and Risk Manager	Investigations and Corrective Actions.  Number of WHS Committee meetings held.	b) Whitecard c) Chainsaw d) Elevated Work Platform e) Forklift f) Health Safety Representative g) Mental Health First Aid Council provided Managers/Supervisors with a COVID-19 folder which includes information for COVID-19 management plan, cleaning requirements, employee health and well-being, fleet management, event management. Council held two WHS Committee meetings on 21 June 2022 and 21 April 2022.
Promote Employee Health & Wellbeing within Council.	7.3.3.1	Facilitate opportunities for training and policies to improve staff wellbeing.	Human Resources and Risk Manager	Hold two Health and Wellbeing staff awareness programs.  Four Health and Wellbeing Articles annually.	Council held a number of health and well-being awareness programs which include, women's health talk raising awareness on ovarian, breast, bowel and cervical cancer, men's health talk about mental health and resilience, health and skin checks, dietitian talk and the promotion of Council's Employee Assistance Program. Council also provided a number of health and well-being articles for staff which include how to be safe during COVID-19, information on mental health, men's health facts and asbestos awareness. Council staff raised \$1,191 for Movember.

## Provide and manage assets, services and facilities

Provide, renew and maintain a range of quality infrastructure, assets, services and facilities delivered in a cost effective and sustainable manner.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Maintain water infrastructure including reservoirs, mains and treatment plants.	8.1.1.1	Manage and maintain water infrastructure as per budget.	Director - Utilities	Works completed as per budget allocation.	Griffith and Yenda Water Treatment plants, reservoirs and the water main reticulation system constantly maintained and operational in-line with budget allocation.
Maintain sewer infrastructure including pump stations, rising mains and treatment plants.	8.1.2.1	Manage and maintain sewer infrastructure as per budget.	Director - Utilities	Works completed as per budget allocation.	Operation and maintenance of all sewer infrastructure is being carried out as per regulatory requirements and within Council's operational budget.
Plan and provide water and sewerage services that meet growth demands.	8.1.3.1	Update Developer Service Plans (DSP) for water and sewerage to ensure adequate infrastructure plans in place for future demand.	Director - Utilities	Completion of DSP for water and sewerage June 2022.	Council has engaged consultants Cardno (now called Stantec) to review and update the Water and Sewer Developer Service Plans.
Design and construct reticulated water network to	8.1.5.1	Design and construct water mains in	Director - Utilities	Complete designs and construction as required.	Design and construct water mains in accordance with allocated budget.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
accommodate expansion of residential land releases.		accordance with allocated budget.			
Maintain water pressure zones and metered districts infrastructure.	8.1.6.1	Monitor flows and pressure for variations, anomalies and flow patterns.	Director - Utilities	Compliance with minimum flow rate and pressure standards as per Supply Levels of Service policy.	Ongoing monitoring of flows and pressures in pressure reduced zones for abnormalities and effectiveness to ensure Service Level Standards are maintained.
Maintain water meter replacement program to ensure meter age less than 10 years.	8.1.7.1	Manage and maintain Griffith and villages water meter annual replacement program.	Director - Utilities	800 replacements per annum.	Water meters and back flow prevention devices replaced and maintained in accordance with annual budget.
Maintain an annual water mains replacement program.	8.1.8.1	Manage and maintain Griffith and villages water mains replacement program in accordance with allocated budget.	Director - Utilities	100% capital works for water mains completed by June 2022.	Manage and maintain Griffith and villages water mains replacement program in accordance with allocated budget.
Provide engineering design and referral services to internal	8.1.9.1	Engineering design and referrals provided to Council departments.	Engineering Design & Approvals Manager	Design progression and referrals reported quarterly.	Engineering referrals are progressing at an acceptable rate. This reporting period has been a challenge due to recent staff resignations/absences and difficulties in recruiting qualified engineers. Traffic and road safety referrals are meeting designated timeframes. The

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
departments within Council.					Engineering Design Team is meeting Council's current capital works programs.
Provide gravel from the Tharbogang quarry to meet the demands of Council's road building projects.	8.1.10.1	Gravel extraction to be carried out as per licence and development application requirements.	Waste Operations Manager	Gravel meets the demand required for Council roadworks whilst maintaining extraction limits.	There is sufficient gravel resource stockpiled for use as required. The demand for gravel product has reduced.
Maintain and develop infrastructure and services to bring together willing buyers and sellers of livestock in the Western Riverina region.	8.1.11.1	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 ability to sell cattle when required.	78,373 Sheep sold through the Livestock Marketing Centre.
	8.1.11.2	Upgrade existing facilities to improve selling conditions for sheep yards.	Director - Utilities	Capital works to be maintained in the allocated budget each financial year.	Capital works are maintained in-line with the allocated budget.
Efficiently manage and maintain Council's fleet services.	8.1.12.1	Maintain a modern and suitable fleet to meet the requirements of Council's	Fleet & Depot Manager	Maintain 80% utilisation target of all fleet items.	Fleet has been maintained well and a utilisation report was completed in December 2021/January 2022. Utilisation is down on previous years due to the pandemic and staff requested to take excess leave.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		services and facilities.			
	8.1.12.2	Provide efficient fleet services to Council.	Fleet & Depot Manager	Minimise downtime of fleet through proactive maintenance and plant replacement.	Plant replacement program was completed although there are a number of items that have been ordered but not yet delivered. Delivery time frames on some items is excessive and can be as much as 18 months. The Parks and Gardens shed, including admin and parking areas, has been completed.
Advise on the delivery of a new Cemetery and Crematorium.	8.1.13.1	Explore options for the new Cemetery and crematorium.	Director - Infrastructure & Operations	Location for the new Cemetery and Crematorium finalised.	One submission was received to the Expression of Interest for Operating a Crematorium. This was presented to the New Cemetery Committee. The committee recommended that discussions commence with the submitter to determine further detail in how the partnership might operate. These will take place in Q1 2022/23.
Provide cemetery facilities to meet the needs of the community.	8.1.14.1	Manage and maintain Griffith, Yenda and Bagtown cemeteries within allocated budgets.	Parks & Gardens Manager	Cemeteries managed efficiently and to agreed service standards.	Griffith City Council cemeteries continue to operate within the agreed budget.
Maintain Griffith Airport infrastructure including terminal buildings, runways and carparks.	8.1.15.1	Maintain and manage Griffith Airport in accordance with Civil Aviation Safety Authority (CASA) standards.	Planning & Environment Manager	Completion of annual CASA audit.	Griffith Airport is maintained and managed in accordance with Civil Aviation Safety Authority (CASA) standards. Annual technical inspection complete and Technical Report received.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	8.1.15.2	Implement recommendations of annual CASA audit.	Planning & Environment Manager	CASA recommendations implemented.	Annual aerodrome inspection completed in December 2021. Technical report received. Implementation action plan prepared.
Ongoing review & assessment of Asset Management Plans for all asset classes.	8.1.17.1	Review & update Asset Management Plans for Council infrastructure.	Asset Management Coordinator	Provide annual report to Senior Management Team on status of Asset Management Plans by 30 June.	A combined Asset Strategy and Plans has been completed.
	8.1.17.2	Complete cyclical Valuation Reviews on each Asset class as required under statutory guidelines.	Asset Management Coordinator	Review of each Asset Class by 31 March annually.  Complete scheduled revaluation of each Asset Class according to revaluation schedule by 31 March annually.	Valuations have been completed for buildings, land and other structures. Transport, storm water, water and sewer asset valuations are nearing completion. Reporting will be completed by end of July.
Develop a Business Process Manual for Asset Management.	8.1.20.1	Develop a Business Process Manual that specifies how Council will procure and maintain asset inventory and spatial data and processes to ensure our asset	Asset Management Coordinator	Business Process Manual maintained and kept up to date on an ongoing basis. Status report to Director Business, Cultural & Financial Services by 30 June annually.	Ongoing documentation of Assets and GIS processes and knowledgebase.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		data is kept relevant and up to date.			
Provide GIS services to the organisation.	8.1.21.1	Provide timely, responsive GIS services for Council.	Asset Management Coordinator	Respond to GIS work requests within 48 hours.	GIS services are being provided on an ongoing basis and GIS related CRMs (requests) are being actioned within agreed service levels.
				Review GIS data and implement metadata to GIS by 30 June 2021.	
Maintain street sweeping program to improve quality of stormwater run off.	8.1.22.1	Manage and maintain street sweeping program.	Works Manager - Maintenance	Street sweeping undertaken as per program.	Street sweeping undertaken as per program and up to date.
Provide regular upkeep to ensure tourism facilities are attractive, accessible and social media friendly.	8.1.23.1	Assess the Tourism Hub for required maintenance and upgrades.	Visitor Information Centre Coordinator	Completion of quarterly safety meter.	May quarterly safety meter complete.
	8.1.23.2	Audit of Tourism Assets and signage.	Tourism Manager	Source funding/successful budget bids.	External painting of the Visitor Information Centre completed (Destination NSW Refresh & Renew funding), the Meeting Room and the Interpretive Display Area have also been finished (Capex). Budget bids have commenced for Stage 2, which will include the front counter and work stations (as they don't meet WH&S standards), and the gift shop.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Develop and implement a Strategic Asset Management Plan for Griffith Pioneer Park Museum.	8.1.24.1	Maintain Up to Date Site Map showing services and assets.	Director - Business, Cultural & Financial Services	Site Map is reviewed and updated annually by 30 June.	The Assets Management Coordinator has reviewed the site in conjunction with the Technical Coordinator and updated the GIS/Mapping System with location of assets and services. A continuing process each year.
	8.1.24.2	Upgrade sewerage reticulation at Pioneer Park Museum and Caretaker's cottage.	Director - Business, Cultural & Financial Services	Pioneer Park public toilets and Myall Park Hall kitchen and caretaker's cottage connected to sewer by June 2021 (depending on grant funding availability)	Completed and operational.
	8.1.24.3	Program and carry out asset maintenance and pest control activities in accordance with Asset Maintenance and Restoration Plan. Review progress annually.	Director - Business, Cultural & Financial Services		Annual asset maintenance and pest control activities are being conducted on an ongoing basis. Asset maintenance works include; <ul style="list-style-type: none"> <li>- Install new sewer connection</li> <li>- Spreading and compacting access paths throughout the Park</li> <li>- Gardening and installation of new landscaped areas</li> <li>- Restoration of Baptist Church.</li> </ul>

Maintain and develop an effective transport network (public roads, pathways, pedestrian access and transport corridors) for Griffith and villages.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Implement Heavy Vehicle Strategy recommendations.	8.2.1.1	Investigation, design and land acquisition for future stages of the Southern Industrial Link Road.	Engineering Design & Approvals Manager	Complete investigation and design to identify land acquisition requirements.	Southern Industrial Link Road engineering design plans have been completed.
Maintain regional and local road infrastructure network as per adopted service standard.	8.2.3.1	Maintain regional and local roads and traffic facilities to adopted service standards.	Works Manager - Maintenance	Works carried out within Council's allocated budget.	Heavy patching on local and regional roads completed. Heavy patching on State Roads (TfNSW) completed within the allocated funds. Reseal program for urban, rural and regional roads completed within the allocated budget. Regional Roads Repair Program completed within the allocated budget.
	8.2.3.2	Develop and implement annual gravel re-sheeting program.	Works Manager - Maintenance	Works carried out within Council's allocated budget.	Q4 saw the completion of the gravel resheeting budget allocation, with works directed to short sections of the gravel network severely impacted by the wet conditions experienced throughout Autumn.
	8.2.3.3	Sealed roads rehabilitation program implemented in accordance with Asset Management Plan.	Works Manager - Construction	Works carried out within Council's allocated budget.	Kooyoo Street stage 1 is nearing completion and will transition to stage 2 during Q4 2022/23.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	8.2.3.4	Sealed roads reseals program implemented in accordance with Asset Management Plan.	Works Manager - Maintenance	Works carried out within Council's allocated budget.	Urban Roads Reseal Program was completed for 2021/22 within the allocated budget.
Develop and improve the transport network through rehabilitation and capital works.	8.2.4.1	Construct roads in accordance with Capital Works Program.	Works Manager - Construction	Works carried out within Council's allocated budget.	<p>Griffith Southern Industrial Link (GSIL) 5A (Walla Ave - Murrumbidgee Ave)</p> <ul style="list-style-type: none"> <li>- Vegetation Clearing completed</li> <li>- Table drain works commenced and progressing</li> <li>- Pavement earthworks and profiling commenced.</li> </ul> <p>Construct and Seal Barber Road</p> <ul style="list-style-type: none"> <li>- 90% vegetation clearing completed</li> <li>- 90% Drainage works completed</li> <li>- Additional piping works in front of scarred trees remain</li> <li>- Table drain works commenced and progressing</li> <li>- Pavement earthworks commenced and progressing.</li> </ul> <p>GSIL5B1 (Walla Ave/Thorne Rd Intersection)</p> <ul style="list-style-type: none"> <li>- Table drain works commenced</li> <li>- Earthworks commenced</li> <li>- Location of private access way needs to be sorted out then can be constructed.</li> </ul> <p>GSIL5B2 (Walla Ave and Bromley Rd)</p> <ul style="list-style-type: none"> <li>- Ready for sealing which will be done together with other stages of GSIL project.</li> </ul> <p>Boorga Rd (Stage B)</p> <ul style="list-style-type: none"> <li>- Negotiation with private landholders on land acquisition ongoing.</li> </ul> <p>Dickie Rd (Stage C)</p>

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
					- Revised deed received to limit the works up to MI Bridge from Boorga Road.
	8.2.4.2	Seal Boorga Road	Works Manager - Construction	Works carried out within Council's allocated budget	Stage B - Land acquisition in the process of being finalised - Temporary permission for partial use of Crown Reserve for road construction received.
	8.2.4.3	Seal Dickie Road	Works Manager - Construction	Works carried out within Council's allocated budget.	- Drainage materials arrived - Talks on gravel contribution failed due to low quality of the gravel - Revised deed received with the scope of works limiting to MI Supply Bridge from Boorga Road.
Construction of the Southern Industrial Link Road (Heavy Vehicle Strategy).	8.2.5.1	Construct Bromley Road/Kidman Way intersection.	Works Manager - Construction	Works carried out within Council's allocated budget.	Works completed.
	8.2.5.2	Construct Walla Avenue/Thorne Road intersection.	Works Manager - Construction	Works carried out within Council's allocated budget.	- Underbore and open trenching for streetlight conduits completed - Table drain works and pavement earthworks completed - Pavement works between Walla Ave and Bromley Road (GSIL Stage 5B2) completed waiting for sealing.
	8.2.5.3	Construct Murrumbidgee Avenue/Thorne Road Intersection.	Works Manager - Construction	Works carried out within Council's allocated budget.	Final design of the street lighting submitted by the consultant to Essential Energy. Relocation of Telstra and NBN assets completed. Vegetation clearing completed. Waiting for drainage materials for commencement of work.
Investigate strategies to	8.2.6.1	Ongoing relationships	Director - Economic and	Number of meetings held.	Qantas and Rex airlines recommence building capacity to pre-COVID-19 levels.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
attract and maintain air services.		with regional airlines.	Organisational Development		

Improve the aesthetic of the City and villages, by developing quality places and improved public realm.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Initiate place activation projects in Griffith and villages.	8.3.1.1	Implement a place activation project in the city centre of Griffith.	Principal Planner Urban Design & Strategic Planning	Report progress to CBD Working Group.	The new Pump Track and amenities in Olympic Street delivered.
	8.3.1.2	Initiate place activation projects in the surrounding villages.	Principal Planner Urban Design & Strategic Planning	Investigate and prepare, where appropriate, place activation plans for the surrounding villages.	Over the last three months, the new Pump Track in Olympic Street was completed.
	8.3.1.3	Investigate and prepare, where appropriate, place activation plans for the surrounding villages.	Principal Planner Urban Design & Strategic Planning	Report progress to CBD Working Group.	Completed the activation at the Woman's Land Army Park in Hanwood by installing fitness equipment.
Deliver entrance statements at the main entrances into the City of Griffith in keeping	8.3.2.1	Finalise and adopt the Griffith Entrance Strategy.	Principal Planner Urban Design & Strategic Planning	Griffith Entrance Strategy and relevant action is adopted.	Finalising the club signage.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
with the Griffith Entrance Strategy.					
Deliver streetscape upgrades to Yambil Street, Kooyoo Street and Olympic Street consistent with the Griffith CBD Strategy.	8.3.3.1	Design phase two and three of the Yambil Street Upgrade.	Principal Planner Urban Design & Strategic Planning	Design specifications for tender documentation has been prepared.	Completed.
Liaise and support CBD Strategy Working Party in implementing Place Creation Strategies.	8.3.4.1	Support the CBD Strategy Working Group with decision-making process.	Principal Planner Urban Design & Strategic Planning	Regular meetings with the Urban design team and meeting with the CBD Working Group.	The CBD Working Party has ceased to exist. Community consultation conducted as required.
Provide specialist advice to strategic projects.	8.3.5.1	Consult and evaluate projects where needed.	Principal Planner Urban Design & Strategic Planning	Number of projects delivered.	Over the last three months, the new Pump Track in Olympic Street was completed.

Mitigate the impact of natural disasters.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Retain formal relationships through the Floodplain Management Committee and appropriate government agencies for planning, funding and response to flooding.	8.4.1.1	Complete investigation, design and implementation of flood mitigation measures in accordance with OEH funding guidelines.	Water & Wastewater Manager	Report to Floodplain Management Committee and OEH on progression of funded works.	Hanwood Flood Mitigation Project: Council is currently in negotiation with the contractor for (i) Hanwood Stormwater Pump and associated pipework project (stage 1a), and (ii) Construction of Hanwood levee project (Stage 2). Electrical and SCADA works for the pump will be done in-house and design and procurements have started. Yoogali Flood Mitigation Project: Council is currently preparing tender documentation for Yoogali McCormack Road Levee and raising of Burley Griffin Way as a levee project.
Lead and guide the local emergency community through participation in the Local Emergency Management Committee.	8.4.2.1	Facilitate Local Emergency Management Committee meetings quarterly.	Director - Infrastructure & Operations	Meetings held and recommendations implemented.	Local Emergency Management Committee meeting held 7 June 2022.

## valuing our environment

### Enhance the natural and built environment

Encourage considered planning, balanced growth and sustainable design.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Manage and maintain an efficient Development Application process as per legislative requirements.	9.1.1.1	Implement the Planning Department service review.	Planning & Environment Manager	Service review milestones achieved.	ePlanning Portal now live.
	9.1.1.2	Implement the outcomes and recommendations of the Development Assessment Review.	Planning & Environment Manager	Good quality assessment, average turnaround time of 40 days.	Completed.
	9.1.1.3	Deliver Development Application Referral responses for developments within the Griffith LGA.	Planning & Environment Manager	Respond within 10 working days.	Referrals processed as required.
	9.1.1.5	Respond to Development Application Referrals for all	Planning & Environment Manager	All Development Applications assessed and conditioned/ann.	Development Application Referrals for all Environmental matters were actioned as required.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Environmental Matters.			
Investigate and regulate unauthorised building works and land use.	9.1.3.1	Review and implement protocols to deal with unauthorised building works and land use.	Planning & Environment Manager	Number of matters investigated and finalised.	Ranger Procedural Manual provided by S&KP Larsen Pty Ltd used. (page 195-199) Environmental Planning and Assessment Act (Shedule 5) and Regulations.
	9.1.3.2	Develop a compliance database.	Planning & Environment Manager	Compliance database created.	Database constantly updated in Electronic Data Management (EDM) and Customer Request Managements (CRMS) assist monitoring of workload. Full review of compliance related CRMS completed with minor follow up work and close down actions also completed and monitored on a weekly basis as part of the weekly compliance meeting agenda (standing item).
Provide guidance on potential development, construction and planning issues.	9.1.4.1	Hold regular forums with developers, consultants and stakeholders.	Planning & Environment Manager	Annual forums held. Number of pre-lodgement meetings addressed.	This action has been completed for 2022 and a forum meeting scheduled for the 5 May with developers, consultants and stakeholders invited.
Deliver timely responses to general inquiries and complaints from the public within the Griffith LGA.	9.1.5.1	Respond to general inquiries and complaints from the public for all Food Business and Public Health Matters.	Planning & Environment Manager	Respond to general inquiries and resolve complaints from the public	Actioned as required.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	9.1.5.2	Respond to general inquiries and complaints from the public in relation to Environmental Matters.	Planning & Environment Manager	Respond to general inquiries and complaints from the public.	Timely responses delivered to general inquiries and complaints from the public within the Griffith LGA.
Maintain Council processes consistent with Department of Planning and Environment requirements.	9.1.6.1	Adjustments made to Council processes as required.	Planning & Environment Manager	Compliance with Department of Planning and Environment requirements.	This is ongoing with focus on Development Assessment, Building Surveying Compliance processes. Development assessment processes were audited by Internal Auditor and only minor adjustments were required which are documented and will be addressed.
Deliver full reviews of Review of Environmental Factor (REF) documentation required under Part 5 of the EP&A Act.	9.1.7.1	Review and assess REF's and associated technical reports submitted to Council.	Planning & Environment Manager	All REFs submitted reviewed, assessed and responded to.	Review of Environmental Factor (REFs) and associated technical reports are reviewed in a timely manner.
Review the LEP, DCP and DC's to reflect Urban Microclimate Design principles linking urban climate, water sensitive urban	9.1.8.1	Define key Urban Microclimate Design principles and source funding.	Planning & Environment Manager	Key Urban Microclimate Design principles 25% complete.	Not progressing.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
design (WSUD), green infrastructure and human health from street to city scale.					
Provide efficient building certification services, including issuing construction certificates, complying development certificates and occupation certificates as per legislative requirements.	9.1.9.1	Update Standard Operating Procedures.	Planning & Environment Manager	SOP updated.	Ongoing. DA Review finalised.
	9.1.9.2	Issue construction certificates, complying development certificates and occupation certificates within a timely manner.	Planning & Environment Manager	Average turn around time for all applications to be 10 business days or less.	Construction certificates, complying development certificates and occupation certificates assessed and issued in a timely manner.
	9.1.9.3	Carry out critical stage inspections in accordance with relevant legislation.	Planning & Environment Manager	Number of critical stage inspections.	All critical stage inspections requested during this period, carried out.
Regulate swimming pool barrier compliance.	9.1.10.1	Maintain and implement the Private Swimming Pool Inspections Program.	Planning & Environment Manager	All pools within the Local Government Area to be inspected once every 3 years.	Swimming pool inspection program undertaken in accordance with the policy.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
	9.1.10.2	Assess applications for Swimming Pool Certificates of Compliance.	Planning & Environment Manager	Certificate of compliance or compliance notice to be issued within 7 days of receipt of an application.	All swimming pool certificates assessed for the period.
	9.1.10.3	Investigate complaints relating to swimming pool barrier noncompliance and take action to regulate noncompliance.	Planning & Environment Manager	All complaints shall be followed up within 2 days of receiving the complaint.	Any complaints received in this period relating to swimming pool barrier non-compliances have been investigated and finalised.
Fire Safety of Buildings.	9.1.11.1	Maintain a register of Annual Fire Safety Statements for commercial premises.	Planning & Environment Manager	All Annual Fire Safety Statements to be entered.	The register for Annual Fire Safety Statements has been consistently maintained throughout the period.

Develop partnerships with the community and government agencies to care for the environment.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Develop Griffith City Council On-Site Sewage	9.2.1.1	Develop structure for OSM Plan, determine process for	Planning & Environment Manager	On-Site Sewage Management (OSM) Plan complete.	Draft plan under review - Policy under development.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Management (OSM) Plan.		capturing OSM information within Authority, HP Records Manager & Intramaps and commence development of OSM Plan.			

Deliver projects to protect and improve biodiversity and biosecurity.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Deliver a Weeds of National Significance eradication and control program.	9.3.1.1	Manage and maintain Council's obligations under the Biosecurity Act.	Parks & Gardens Manager	Number of inspections and spraying programs undertaken.	Weed inspections and control continue to be actioned.
Development of Griffith City Council Roadside Vegetation Management Plan.	9.3.2.1	Develop and distribute Community Advisory Materials in relation to Roadside Vegetation Management including Legislative responsibilities and Regulation.	Planning & Environment Manager	Development and distribution of Community Advisory Materials 100% completed.	Handbook prepared and distributed. Geographic Information System (GIS) mapping implemented.

Value and protect our heritage buildings and precincts.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Review heritage database and study.	9.4.1.1	Respond to requests for heritage consideration.	Planning & Environment Manager	Number of heritage matters considered.	Not progressing.
Develop State of the Environment Report for Griffith City Council.	9.4.2.1	Establish environmental indicators, report on and update environmental trends, identify major environmental impacts.	Planning & Environment Manager	State of the Environment Report 100% completed.	State of the Environment Report developed as part of the End of Term Report 2021.

Improve sustainable land use.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Develop a Contaminated Land (CL) Register for Griffith City Council LGA.	9.5.1.1	Determine process and identify CL sites for Register, determine process for capturing CL information within Authority, HP Records Manager & Intramaps (the	Planning & Environment Manager	CL sites identified 25% complete. CL register 25% complete.	No action this quarter.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		Register) and source funding.			
Regulate and inspect Underground Petroleum Storage Systems (UPSSs) (Priority Fuel Stations) within the Griffith LGA.	9.5.2.1	Identify all Fuel Station sites in Griffith LGA. Develop tablet-based platform for the undertaking and delivery of UPSS site.	Planning & Environment Manager	Register of all UPSS complete.	This action has been completed, just requiring trial inspection and then rollout.
Monitor Underground Petroleum Storage Systems (UPSS) in Griffith LGA as required under the Protection of the Environment Operations UPSS Regulation 2019.	9.5.3.1	UPSS inspection program.	Planning & Environment Manager	Undertake UPSS in accordance with inspection program.	Risk rating completed in November 2021 with the assistance from RAMJO/REROC. Underground Petroleum Storage Systems (UPSS) Inspection Procedure to be developed.

## Use and manage our resources wisely

Manage Griffith's water resources and water quality responsibly.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Offer rebates for water efficient devices.	10.1.1.1	Rebate program for water efficient devices provided.	Director - Utilities	Number of rebates provided.	Rebate program available - ongoing.
Maintain Risk Based Drinking Water Management System in accordance with State Government requirements.	10.1.2.1	Review and update if required Risk Based Drinking Water Management System.	Director - Utilities	Risk Based Drinking Water Management System prepared in accordance with legislative requirements. Compliance with Australian Drinking Water Guidelines and results published monthly on Council's website.	Ongoing improvement of management system. Producing water complying with Australian Drinking Water Guidelines. Review currently being carried out. Results published monthly on Council's website.
Commence Lake Wyangan and Catchment Management Project.	10.1.3.1	Commence implementation of 3 priority LW&CM Strategy recommendations and source funding.	Planning & Environment Manager	Implementation measures determined once priority actions agreed. Funding measures determined once priority actions agreed.	Proposal to prepare a detailed business case for consideration by Water Infrastructure prepared, but unsuccessful. Lake capacity determined.

## Reduce energy consumption and greenhouse gas emissions.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Investigate opportunities to implement energy efficient fleet and depot buildings.	10.2.1.1	Establish baseline data of fleet energy consumption.	Fleet & Depot Manager	Fleet energy consumption data prepared by December 2021.	No progress in this area.
Liaise with local energy provider to maintain and upgrade street lighting.	10.2.2.1	Identify and implement opportunities to improve street lighting.	Director - Infrastructure & Operations	Street lighting issues identified and reported to Essential Energy. Implement new technologies as they become available.	Essential Energy commenced the consultation process for their 2023 submission to the Australian Energy Regulator. This will incorporate adjustments to The SLUOS (Street Light Use of System) charge that council receives monthly. Council has obtained reduced electricity bills due to the upgrade to LED lights, although this has also been offset by the payback amount and period for the LED installation.
Continue to undertake Energy Audits on Griffith City Council facilities.	10.2.3.1	Complete Energy Audit on GCC's buildings.	Planning & Environment Manager	Number of audits undertaken.	Energy Audits completed.

## Provide environmentally sustainable waste management services.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Continually upgrade the existing waste management centres to provide waste handling to	10.3.1.1	Continue utilisation and upgrading of existing landfilling facilities.	Waste Operations Manager	Statutory reports submitted in accordance with licencing requirements.	There has been a lot of development in this sector both physically and planning in this quarter. The existing quarry has started its transformation into the future landfill, the design/construction plans have been completed for the new leachate containment system. This will be tendered this calendar year.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
accommodate the current and future needs of the community.					A contractor has been engaged to spearhead a minor modification to the existing PA, so we can stockpile the blasted/crushed resources on the new approved quarry site. A number of Management Plans have been reviewed and submitted to the Department of Planning, Industry and Environment (DOPIE) for approval.
Encourage resource recovery and kerbside recycling.	10.3.2.1	Provide and promote resource recovery and recycling initiatives.	Waste Operations Manager	Provide relevant information to the community in relation to resource recovery services.	Resource recovery is always encouraged within the community, through various initiatives.
Maintain waste collection services for the Griffith LGA.	10.3.3.1	Provide commercial, street and park bin collections.	Waste Operations Manager	Ensure daily collection service is provided.	Both the Domestic/Recycling and Commercial collection services are going strong. There is no sign that the collection contractor service is suffering in the current environment, Council is committed to providing a collection service for Commercial Customers, Council facilities and parks and gardens.
	10.3.3.2	Liaise with collection contractor to ensure that both domestic and recycling bins are serviced.	Waste Operations Manager	Ensure that contractor is servicing the domestic and recycling bin network as per contract.	The Domestic Waste and Recycling Collection service is being provided to meet Council's delivery standards. Council continues to have a good relationship with JR Richards.
	10.3.3.3	Replace and repair domestic and commercial	Waste Operations Manager	Ensure replacement/repair	Customer Request Managements (CRMs) are actioned mostly within the timeframe.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
		bins when required.		meet CRM timeframes.	
Deliver a Local Organics Collection Service for the Griffith Community.	10.3.4.1	Assess feasibility for Garden Organics (GO) only or Food Organics and Garden Organics (FOGO) waste collection (kerbside, public place and business) organics diversion service.	Waste Operations Manager	Report on feasibility.	Annual bin audits will occur in August. This will add to the data of the waste makeup of the Domestic Waste bin. This data will assist in the dovetailing into the viability of a Food Organics and Garden Organics (FOGO) service.

Encourage and promote the use of alternative and renewable energy sources.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Determine Mid-Scale Solar Behind the Meter business opportunities (GCC & Community).	10.4.3.1	No Action planned 2021/22.	Planning & Environment Manager	Not applicable.	Not progressing.

Plan and implement programs to improve sustainability.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
Implement the Street Tree Preservation policy.	10.5.1.1	Administer Street Tree Preservation policy.	Parks & Gardens Manager	Compliance with Street Tree policy. Number of street trees planted.	Actions relating to tree removals and plantings are implemented through the guide of the Tree Policy.
Engage Council in Renewable Energy opportunities/deliverables.	10.5.2.1	Develop Renewable Energy Policy for Council. Commence development of Renewable Energy Master Plan. Source funding for Renewable Energy Master Plan. Rejoin OEH Sustainability Advantage program.	Planning & Environment Manager	Renewable Energy Policy, complete. Renewable Energy Master Plan commenced. Source funding for Renewable Energy Master Plan.	Not progressing.
Increase Resilience to Climate Change (IRCC) through implementation of actions to address identified climate change risks and	10.5.3.1	Submit funding application/s for individual Council funding addressing key identified climate change	Planning & Environment Manager	Submit 1 -2 IRCC funding application/s addressing urban heat/storm water capture and reuse.	Monitoring available grants.

DP Action	Action Code	Action Name	Responsibility	Performance Measure	Comments
vulnerabilities within the Griffith LGA.		risks and vulnerabilities.			