

DUNGOG SHIRE COUNCIL

ANNUAL REPORT

2014 - 2015



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DUNGGOG

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SECTION ONE

GENERAL INFORMATION

MESSAGE FROM THE MAYOR

It is once again my pleasant duty to report on the challenges and achievements of your council up to June 30, 2015.

Firstly, I again thank our General Manager, his departmental managers and all staff, both indoor and outdoor, who continue to demonstrate their commitment to our communities despite being one of the most understaffed councils in our region and despite helping our residents through a very difficult time.

Whilst this report touches on the main activities of the entire year, it goes without saying that the last quarter, April to June was perhaps the most challenging ever to be faced.

The April storm disaster caused and continues to cause problems for individuals, the community and for your Council. Not only was there substantial damage to infrastructure, but even more importantly, the social and psychological impacts will remain with many of us for a long time. Our community mourned the loss of three of our friends Brian Wilson, Col Webb, and Robyn MacDonald and a large number of people paid their respects at the memorial services that were held in Dungog.

In excess of 600 job sites were listed by Council as a result of the storm. As could be expected, Council had to prioritise the repair and rehabilitation work. The two projects at the head of the list were Alison Court houses and Torryburn Bridge and the Torryburn community.

I know that the community is well aware of the progress made in these two areas. The welfare and safety of our communities are foremost in Council's considerations and sometimes other projects had to wait for attention. This is an appropriate time to thank and congratulate all council staff for the absolutely inspiring way they all responded to the storm disaster. May I also thank and congratulate the community and all the volunteers who helped and looked after each other.

Special acknowledgement must also be extended to the Dungog Shire Community Centre and all its staff and the Blazeaid organization who helped in the recovery and clean-up and assisted many of our farmers in their efforts to get their properties back up and running. May I extend heartfelt thanks to Brigadier Darren Nauman for his guidance in the aftermath and of course the support of our local state member the Hon Michael Johnsen MP and Minister the Hon Duncan Gay.

The Fit For The Future process was interrupted by the April storm, however meetings were held with Maitland City Council, Singleton Council and Port Stephens Council to establish what merger options might be available, with the State Government demanding a response on our "fitness" and "improvement" plan by June 30, despite the fact that the April storm disaster stopped all expected progress on this work. As we all know, the June 24 report from Morrison Low, who did the analysis for both Dungog and Maitland Councils, demonstrated that a merger was not in the best interest of Council and its communities.

The storm also affected roadworks throughout the Shire, particularly the work through Clarence Town that was scheduled for completion at the end of June. Successful negotiations with RMS allowed the funding to flow through to the new financial year to allow completion. The funding of roadworks and bridge replacement continue to be biggest burden and will continue to be a challenge for the future.

Throughout the year, discussions were undertaken with RMS and the Clarence Town Progress Association about the replacement or refurbishment of the Brig O'Johnston Bridge. Throughout this process, Council strongly supported the position of the community and the Progress Association that two lanes of traffic were necessary to meet the current and future needs of that growing area.

Again I take this opportunity to congratulate and thank all the volunteers and groups who participate in activities and make things happen in our communities. To thank everyone on an individual basis here is not possible. There are, however, new events and initiatives happening all across the Shire, including work on the Paterson Sportsground, the continued upgrade of the James Theatre and the refurbishment of the Clarence Town Wetlands.

Thanks must also go to the SES, Rural Fire Brigades, Red Cross and service clubs throughout the Shire and all the smaller groups like the Sunshine Club; the Hospital committee and Palliative Care volunteers and drivers, sports coaches and supporters, the Wallarobba Hall committee and the volunteers on Council committees who look after many community assets. These all help give this Shire the special character that we all treasure.

Harold Johnston
MAYOR

GENERAL MANAGERS OVERVIEW

Thank you for taking the time to read this report. Reporting to the community upon outcomes achieved during the 2014/2015 financial year by the Council and what has influenced the opportunities and activities of the Council during the past year. It is also a time for reflection as regards what role does Council play in our community and do people really have an understanding as regards local government and how it interacts with their lives on a daily basis.

At the time of writing this report the final outcomes of the IPART review of Councils in NSW has been completed. Dungog Shire Council has been deemed unfit for the future which in many ways comes as no surprise. With a limited revenue base and a significant infrastructure burden the Council could never achieve the benchmarks set by the NSW Government.

The influence of cost-shifting is a major contributor as both tiers of Government (State & Federal) have stealthily wound back programs, or transferred assets to the Council, one of the largest influences upon the Councils balance sheet and operating statement is the regional road network which prior to 1995 was not recorded as an asset of the Council.

The Federal Governments position in respect of the freezing of the Financial Assistance Grant indexation until 2018 is leaving Councils across Australia short-changed, this funding has diminished in real terms and the level of financial assistance provided to Councils by the Federal Government is estimated to be less than \$0.70 for every \$100 of taxation revenue collected currently and likely to be below \$0.60 by 2017/2018¹, it was once \$1.00 for every \$100 in 1996/97.

Whilst our peak industry bodies (Local Government NSW (LGNSW) and Australian Local Government Association (ALGA)) have been advocating on behalf of our communities at this point in time the Commonwealth Government has not contemplated withdrawing from their policy position in relation to the freezing of the indexation of the Financial Assistance Grant.

Fostering of relationships and working with neighbouring Councils on projects is an important component of the Councils operations, as a member through the Mid North Coast Weight of Loads Group Council derives benefit from the protection of Councils road infrastructure from over-loaded heavy vehicles. Through Hunter Councils Inc. the ongoing advocacy for the region as a whole to both the Federal & State Governments there are regional benefits that are being derived that our community may indirectly benefit from.

The works that are being funded through the Hunter Infrastructure & Investment Fund on Clarence Town Road (MR301) are improving the safety of the travelling motorists and Council has been making representations to our local member and the Minister for Roads for further funds to be made available to complete MR301 and to also make a start of the Dungog – Paterson Road MR 101.

Road reconstruction works have not only been occurring on MR301, with works on other elements of the Regional road network including Bingleburra Road and also Gresford Road north of Fishers Hill.

The natural disaster event has resulted in a deferral of planned projects whilst the Council workforce and external contractors worked across the road and bridge network to enable the network to become trafficable. The road constructed to enable the isolated residents of Torryburn to have an all weather trafficable way to get out of their properties until such time as a replacement bridge is constructed is a credit to all involved.

Sadly there were lives lost as a consequence of the natural disaster event as properties were inundated. Members of the community rallied to support individuals that were significantly impacted by the storm event and various support agencies from both the Government and Non-Government sector continue to work with people and businesses impacted by the storm event.

The Shire continues to grow in terms of population with sustained development activity across the Local Government Area with 190 development applications lodged in 2014/15, with approximately 25% of all applications lodged being for new dwellings.

Events and activities in our communities are very much about supporting one another for a specific purpose and behind each event or volunteer organisation there is a group of dedicated individuals committed to a cause. Many such individuals do not look for accolades or recognition of any kind however an appreciative thank you is extended to you one and all for your efforts in making our community what it is.

Finally a thank you to the staff of Dungog Shire Council for all of their efforts, there have been many achievements throughout the year and a number of letters of thanks received from members of our community who have expressed their gratitude to Council in relation to works undertaken or assistance provided. Many have made significant sacrifices during the past year, particularly those employees who had storm damage at their own place or a family members property was damaged, they still came out and worked significant hours to assist our communities get back on their feet.

Craig Deasey PSM
GENERAL MANAGER

¹ ALGA Submission to 2015/2016 Federal Budget.

VISION AND MISSION

The **VISION** for Dungog Shire is:

"A vibrant, united community, with a sustainable economy. An area where rural character, community safety, and lifestyle are preserved."

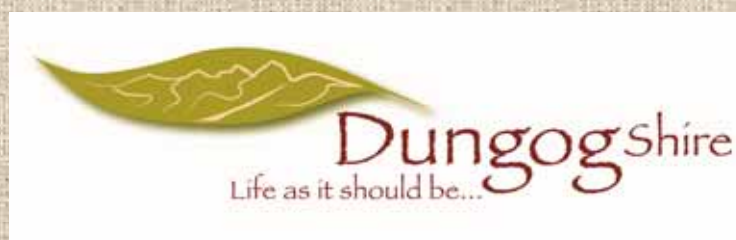
The **MISSION STATEMENT** for Council is:

"To manage, enhance, and protect, the resources of the Shire, in consultation with the community."

DUNGOG SHIRE COUNCIL LOGO



DUNGOG SHIRE MARKETING BRAND



OUR ELECTED REPRESENTATIVES

'A' WARD



Cr Neville Bale



Cr Stephen Farrow



Cr Tracy Norman

'B' WARD



Cr Harold Johnston
Mayor



Cr Nancy Knudsen



Cr Tony McKenzie

'C' WARD



Cr Robert Booth
Deputy Mayor

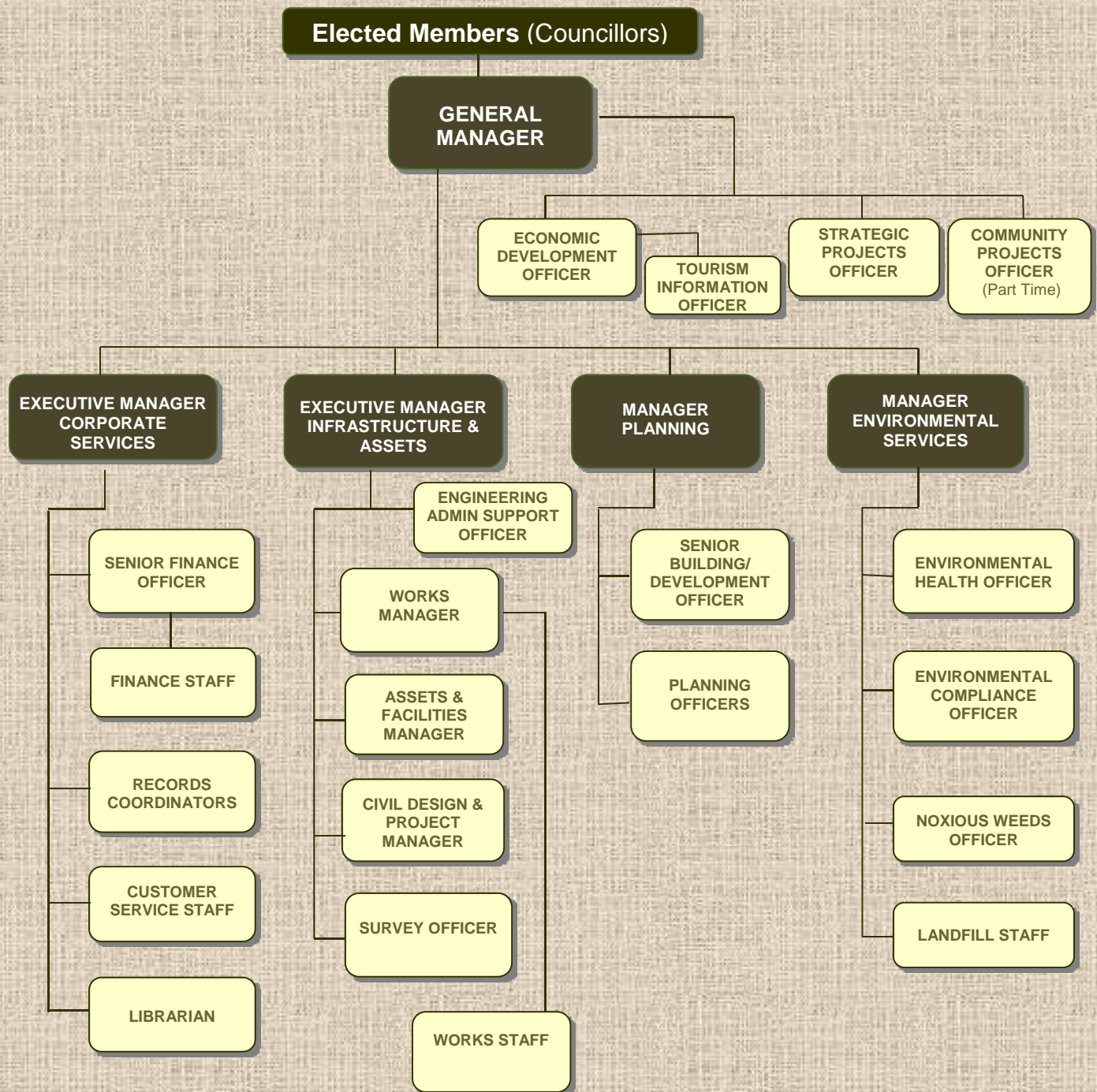


Cr Linda Bowden



Cr Glenn Wall

ORGANISATIONAL STRUCTURE





SECTION TWO

REPORTING ON OUR PROGRESS

DELIVERY PROGRAM IMPLEMENTATION – GENERAL MANAGERS COMMENTARY

The following section reflects the Council's progress in terms of implementing the Delivery Program.

The Council's Operational Plan is developed out of the Delivery Program and the status is reported as at 30 June 2015, which follows this commentary on the seven themes of the Community Strategic Plan.

Key factors that have influenced the Council's capability to meet performance expectations revolve around resourcing both staff and financial and in the last quarter the natural disaster event of 21 April 2015 that diverted significant resources to the recovery process.

The ability for the Council to meet all targets within the Delivery Program by the end of the Council term will be dependent upon resourcing levels within the organisation. The natural disaster event has diverted significant resources from their core roles to support the community's recovery process.

1. Environment

There has been a continuing focus on the waste management activities of Council with the finalisation of the waste strategy in October 2014 followed by a tender process for a new waste management collection contract in 2015 which will come into effect from 5 October 2015.

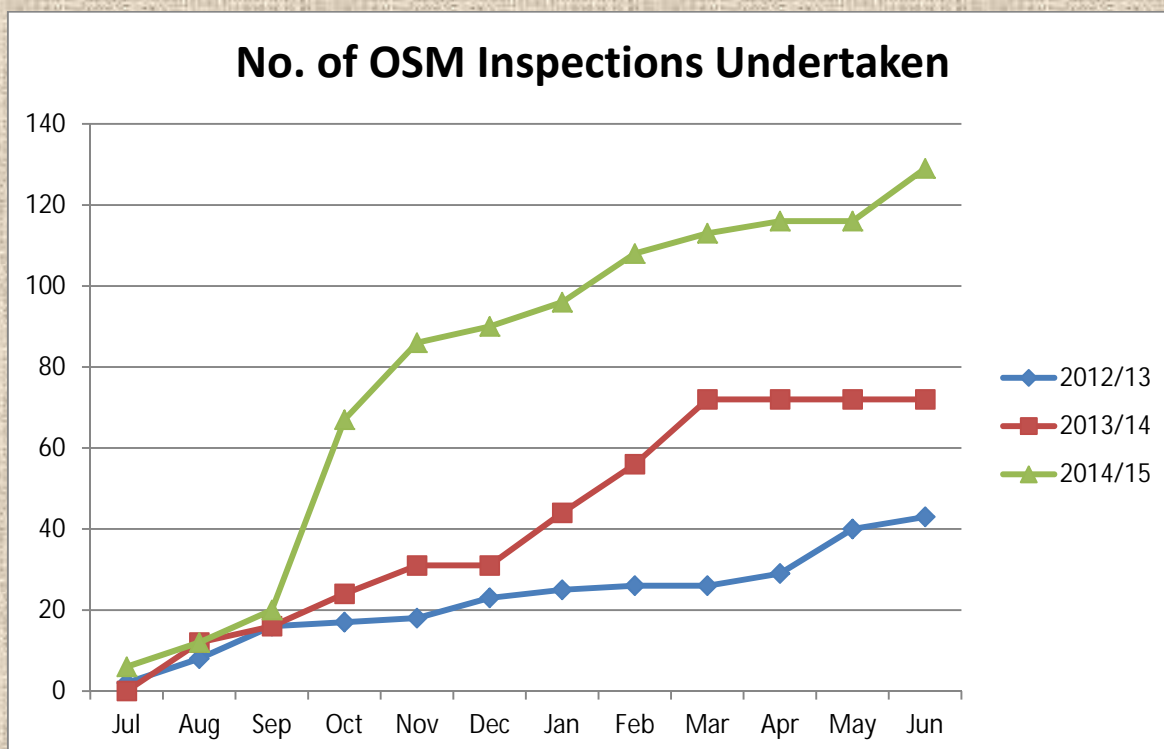
Council continues to be involved in Regional Waste Management Strategies and we are looking to focus more on projects that encourage the diversion of waste. The Council continues to receive reports from the community on illegal dumping and we welcome the community's vigilance in this regard, as Council has issued fines to various parties as a consequence of the Council's officers investigations.

As part of the new regional waste strategy Council can source additional assistance from the regional illegal dumping (RID) squad that is being funded by the Environment Protection Authority and Councils throughout the region.

A total of 1671.2 tonnes of waste was diverted from the Dungog Landfill, including 815 tonnes of co-mingled recyclables from kerbside collection, 636 tonnes of scrap metal and 146 tonnes of green waste.

The Hunter Water Corporations environmental initiative (Catchment Improvement Program (CIP)) as regards improving water quality in the drinking water catchment both Dungog and Port Stephens Council's will be supported in the undertaking of a septic tank inspection and rectification project (SIRP) with Hunter Water employing an officer to assist Councils and landowners in attending to failing systems.

As part of the CIP program, Council also implemented an Onsite Sewage Management System policy and technical tools including the development assessment framework and hazard mapping. Also with the SIRP officer supporting Council we have seen a rise in onsite sewage management inspections in the 2014/2015 year:



The natural disaster event did have a significant impact on the waterways within the Dungog LGA, in particular the Myall creek which had a significant amount of debris and motor vehicles washed into the creek during the flood event. As part of the recovery process the project to clean up Myall Creek reflected significant inter-government agency support (EPA, Crown Lands, Workcover, DPI) with Department of Primary Industries committing \$250,000 to the \$500,000 project.

The UPSS (Underground Petroleum Storage System) program that the Council commenced in 2014 was finalised in December 2014 with the removal of 4 underground tanks from Modern Motors in Dowling Street Dungog as part of the UPSS Pilot Program.

During the reporting period Council officers were involved in the development of the Weeds Action Plan 2015-2020 at a regional level as funding under this plan supports approx. 45% of Councils noxious weeds budget. Activities undertaken during the year include 278 property inspections, spray treatment on 396 Km of the Councils road corridor. With the Tocal field days cancelled in 2015, Council officers attended two other field days in the LGA, in December 2014 the Council partnered with the Local land Services and Gresford Landcare to strengthen public awareness of weeds and new control techniques.

As a member of the Hunter Regional Weeds group the Council actively participates in their regular meetings as well as the professional officers group.

The roadside marker program is a continuing program within the Shire at 30 June 2015, with grant funding received for the installation of 400 roadside markers across the Dungog LGA.

2. Local Economy

Officers of Council have been working closely with the Dungog Shire Chamber of Commerce and the Hunter Business Enterprise Centre. Council has also continued participation in the Upper Hunter diversification strategy with neighbouring Councils.

With a significant downturn in the resources sector of the Hunter Valley the flow on effect has had a lesser impact upon the Dungog LGA, although some of the local service companies that are providers to the sector have experienced a reduction in contracts.

The natural disaster event of 21 April 2015 resulted in a significant impact on the local business economy of Dungog with several businesses not back in operation at full capacity at 30 June 2015.

An analysis of the storm event undertaken by Cessnock City Council on behalf of the Council has highlighted business impact with revenue lost as a consequence of the storm estimated at \$1.4Mil by those businesses that could provide a value. The survey from the 248 respondents highlighted that 97% of businesses were impacted by the natural disaster event.

The agricultural sector was severely impacted as a consequence of stock losses, loss of fencing, damage to pastures and erosion of river and creek banks. There were some significant losses within the dairy industry particularly the operators within the Torryburn precinct as the washed away bridge was their means of transporting product to market.

The Dept of Small Business placed a small business bus in Dungog & Clarence Town following the natural disaster event and a business resilience course is scheduled to run by NSW Department of Trade & Investment later this year.

Small businesses within the townships and villages are continuing to be impacted by economic leakage, the closure of Dungog hardware in May 2014 is an example of such. Yet there are opportunities that are being explored by different parties to diversify this is particularly evident in the services sector.

Work commenced during early 2014 on the provision of a feasibility study on low cost short-term visitor accommodation to guide Councils decision making as regards investment into the development of a future caravan park in Dungog, the report was tabled at a Council meeting in December 2014 following public exhibition.

In light of the report Council will not progress the development of a caravan park, however will investigate options as regards the utilisation of the Frank Robinson area for RV parking overnight.

From a real estate activity perspective, the Council records identify that 342 properties are identified has having ownership details transferred, i.e sales & estate activity. Councils residential land in the Melbee Estate saw an increase in sales activity with 6 blocks settled during 2014/2015, with a number of new dwellings now constructed.

3. Community and Culture

Council has continued to support cultural activities and events across the Shire, with continued funding to Dungog Shire Events Inc affording the development of new events that support the local economy. The rise of Planet Dungog in October 2013 resulted in another group of enthusiastic individuals to place their stamp on the Dungog cultural scene, with their second event held in October 2014.

The emergence of a new Dungog Festival in August 2014 reflects the energy within the town to ensure that the James Theatre holds on to its iconic reputation in NSW hosting a number of films over that weekend, with Dowling Street Dungog hosting the long table dinner to kick off the weekend of activities.

The Friends of the James Theatre and the James Theatre Management Committee have continued to commit significant volunteer hours to improving the facility further and Council has worked with the Management Committee in relation to the lane widening to support their latest project.

Council hosts the Dungog Shire Health Forum on a quarterly basis and has also attended sessions on the Medicare Local Service and the General Manager attended the community board meeting of Hunter New England Health which also hosted all the various local health boards within the HNEH catchment. Whilst the local doctor situation has stabilised in Dungog it is evident that the provision of outreach services to the smaller communities is something that needs further support.

Council continues to partner with various NGO's for access to a range of matters from youth services, the rural anti-violence network, Samaritans, and pre-school providers and also works closely with the local schools encouraging their attendance at Councils facilities.

Food inspections (45) and public health initiatives continued throughout 2014/2015, with assistance provided to various organisations as regards their safe food handling procedures. Councils' environmental compliance officer continued to be very pro-active throughout 2014/2015 with the administration of Councils companion animals program and responding to complaints in a timely manner.

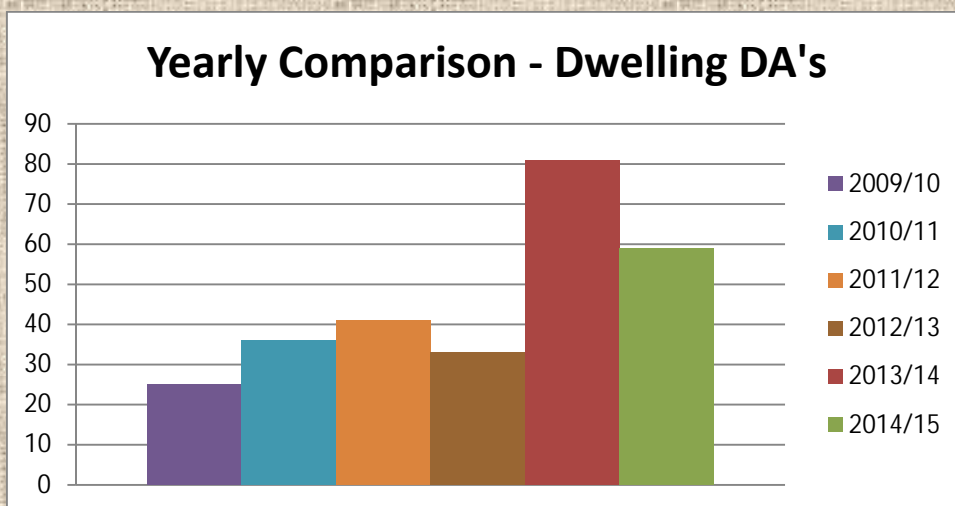
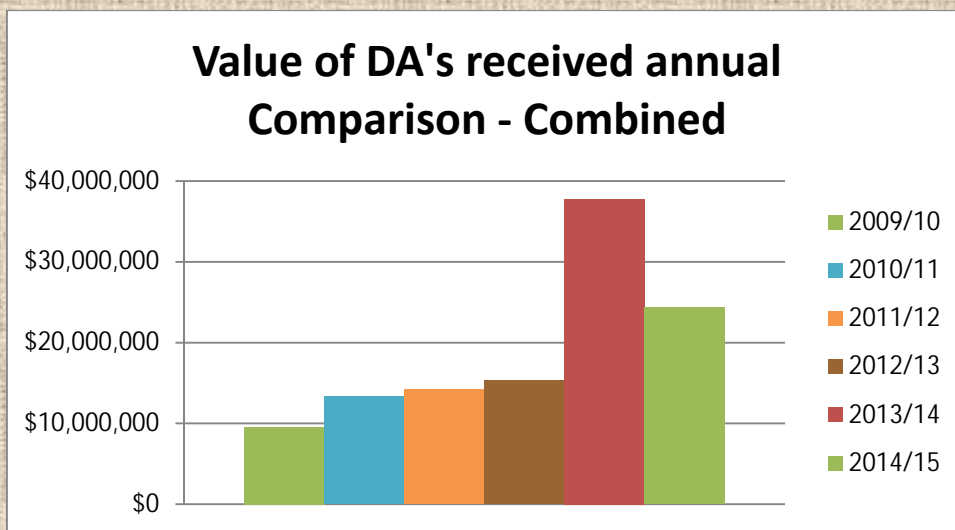
The introduction of the Swimming Pools compliance program resulted in Councils existing staff undertaking 82 inspections throughout the year and the issue of 35 compliance certificates. Council officers will continue to implement this program in response to the NSW Governments directive.

4. Rural and Urban Development

With a total staff complement of 3.2 Equivalent Full time employees within the Planning and Development section we have witnessed further growth in development activity and at the same time have worked to complete the Standard Instrument Local Environmental Plan which was gazetted on 1 June 2014.

Funding has been secured through Planning NSW and Hunter Water to enable the development of a rural lands strategy, with current demands on rural lands within the Shire the development of this strategy is important to guide the future decision making of Council as regards protection of strategic agricultural lands.

During 2014/2015 there was a decline in the number of development applications processed 171 compared to 203 in 2013/2014, with the value of development applications lodged totalling \$24.3Mil compared to \$37.7Mil in 2013/2014, with the number of dwelling development applications falling from 81 applications to 59 in 2014/2015 which is reflective of current economic conditions.



Council officers have continued their liaison with NSW Planning as regards the development of a rural lands strategy, a stakeholders meeting was held in October 2014 with various agencies in attendance.

Significant time has been expended through 2014/2015 in relation to Martins Creek Quarry operations, with a closed forum held in July 2014 with the operators, EPA and selected community representatives and Council Officers from Dungog, Port Stephens & Maitland, this facilitated session left the Council with limited options to regulate the quarry operations. A public meeting in Paterson on 31 July 2014 where in excess of 250 people attended to express their concerns as regards the Quarry operation strengthened the Council resolve on this matter.

Council determined to pursue proceedings against the operators in August 2014, the resources involved in the case preparation has placed a significant strain on the Department over the past year, particularly since the resignation of a staff member in September 2014, with the position still vacant at 30 June 2015.

Planning support from Lake Macquarie Council following the storm event has assisted Council's Planning staff who were being overwhelmed by members of the community as they endeavoured to clarify their position in relation to occupation and building requirements for premises that had been inundated.

5. Recreation and Open Space

It is evident that the sporting grounds of the Shire are under pressure as regards usage patterns and whilst Council's Section 94 Plan identifies further sportsgrounds for development, the cost will be significant.

Council has continued discussions with both State Forests and National Parks as regards access and issues of anti-social behaviour within campgrounds. Council has also maintained a dialogue with the Local Area Police Command in relation to such and there have been increased patrols as a consequence.

The Minister endorsed the appointment of individuals to the Dungog Common Recreation Reserve Trust. With the management of the Common in local hands this should enable a greater utilisation of this facility into the future as the Trust members explore opportunities..

Council has previously made submissions on the Crown Lands Whitepaper expressing concerns as regards some of the options that are being explored could result in Council being assigned a much larger administrative burden should lands be vested to Council. The Governments response to submissions etc. was still outstanding at 30 June 2015.

Discussions have been held with members of the Hunter Councils Sports & Recreation professional team as regards options for master-planning the Abbots Flat site which has significant potential for both active and passive recreational pursuits. Whilst the site is flood prone the 1km frontage to the Williams River and proximity to the Dungog CBD should provide future social and economic benefits to the local community. Council has made approaches to the local member for financial assistance to fund the masterplan process.

6. Infrastructure and Services

It is within this category that the majority of Council's funding is allocated as it covers a diverse range of elements.

From a road infrastructure perspective 2014/2015 has seen significant progression on the works program for MR301 which is funded by the Hunter Infrastructure & Investment Fund, these works have continued to improve access and road safety conditions within the Shire.

However the underlying issues from a Council perspective are more associated with the strategic elements of managing the infrastructure needs of the community. In particular the completion of the

asset management plans is essential as regards the Councils ability to have a dialogue with the community as regards their service level expectations and the capacity to pay.

Obviously the road network has a significant infrastructure backlog and with limited funding sources available there is sustained pressure as regards priorities.

Council has continued to focus improvements on the Regional Road network as they are the main trafficked routes in the Shire. In essence \$9.19 Mil was expended on capital works on the Regional Roads network.

The natural disaster event resulted in the loss of timber bridges coupled with damage to the road network, Councils estimated claim of \$12.5Mil has been submitted for assessment by RMS under the Natural Disaster Recovery Assistance guidelines.

Under the NSW Recovery guidelines a recovery centre was established in Dungog over the period, the centre assisted 484 individuals during its period of operation. The Dungog Shire Community Centre (NGO) played a role in the assistance to people immediately after the storm event in particular placement of individuals in temporary accommodation, provision of emergency relief and support.

Following the natural disaster event, Council officers assisted by Lake Macquarie Council undertook assessment of revised flood level heights in various locations. Senior staff met with the Office of Environment & Heritage to map a way forward as regards the need for a Dungog flood plan. Submissions have been made as regards expediting this study so as to ensure that decisions as regards existing and future development in Dungog can happen.

Council has participated in a number of forums over the past year and attended Community Safety Precinct meetings with the NSW Police, bushfire liaison meetings, continued to lobby for increased police presence in the Shire and the placement of a local police officer to Clarence Town.

Council has continued to lodge grant submissions under the Blackspot program, building Country roads program and also for Bridge replacement. In 2014 Council lodged 7 grant applications under the Blackspot program, 5 projects totalling \$1.22Mil were awarded under this program and 2 projects received \$225K in funding under the Safer roads program. In March 2015, Council was advised that \$325K for Woerdens Bridge representing a 50% contribution was awarded under the Federal Governments Bridge Renewal Program.

7. Council Governance and Finance

The 2014/2015 has been a year where a lot of continuing work has been associated with the outcomes of the Independent Review of Local Government. The NSW Government delivered their response to the final report in September 2014, announcing the "Fit for the Future" program and inviting Councils to make submissions.

The initial indicators reflected that Dungog Shire was deemed not fit as a consequence of the key indicators. Council officers attended a briefing session in relation to the proposed "rural" Council model and it was evident then and still is now that the proposed model has not been resolved, the "rural" Council will still have to meet all the legislated requirements across the vast array of legislation.

Four Councillors attended sessions hosted by LGNSW in relation to the proposed reforms. In February 2015 the Council resolved to engage MorrisonLow to undertake a business case in respect of the Independent Panels findings that Dungog should merge with Maitland City Council.

Council officers have continued to be involved in a number of regional meetings with NSW Planning as they develop the future regional growth plan for the Hunter. Hunter Councils Inc. has also hosted meetings with the Department of Premier & Cabinet as they develop the Hunter Region plan.

Monthly Councillor workshops were held on a range of matters to enhance the Councillors understanding of the issues that would be brought forward either through reports to Council or through presentations in the community. Also presentations were received by Council in relation to the NBN Network, NSW Dept Primary Industries Coal Seam Gas Plan, AGL, NSW Police & Emergency Services Recovery consultant and RSLlifecare.

Council has continued to adopt deficit cash budgets with a dependence upon savings throughout the operational year to reduce the annual deficit position. The inability to fill key staff positions has resulted in wages savings however this is to the detriment of the efficiency of the organisation as regards meeting reporting deadlines. Council has now returned to a full staff complement in September 2015.

The annual financial reports and quarterly budget reports have been submitted to Council within the statutory timeframe. Council increased the general rates by the ratepeg limit of 2.3% which increased Councils permissible income to \$5.15Mil.

The development of a more informed resourcing strategy is dependent upon the completion of Councils asset management plans, the 10 year financial projections have limited scope for analysis until the true funding shortfall on asset renewals is known. Work has significantly progressed during 2014/2015 however, the storm event has resulted in the project stalling. With an additional resource now recruited to focus on the recovery process a concentrated effort will be employed to resolve these outstanding matters.

Council has continued to advocate on behalf of the community in respect of a number of matters including road funding, mobile phone services in Paterson and improved mobile phone services across the Shire, funding for development of strategic recreational facilities, replacement of the Tin Bridge, Alison Court, ambulance service staffing levels, policing, police accommodation, mental health services, dialysis services.

The ongoing provision of the RMS service is subject to a contractual arrangement with the RMS, since the establishment of Service NSW a new contract is currently under negotiation as Service NSW wants the Council to take on more roles. The Agency is already resource hungry in terms of staffing accordingly there is a reluctance to take on additional services without adequate funding.

Conclusion

The report on the 2014/15 Operational Plan which follows highlights the Council's progress in more detail. There are a number of strategies assigned to each theme of the Community Strategic Plan which are also aligned to the Council's Delivery Program.

STRATEGIC TARGETS

Natural Environment

Strategy 1: Ensure that appropriate agencies at all levels are involved in addressing issues surrounding climate change.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|--|
| 1.1 Better Waste and Recycling Fund. | 1.1.1 Improve recycling, community engagement and reduce waste generation. | Completion of projects contained in the action table approved by OEH. | Solar power to admin building and Visitors Information Centre fully operational with associated power savings. No further initiatives due to change in WASIP grant usage guidelines. |
| 1.2 Involvement and support for regionally based Climate Change Programs | 1.2.1 Active member of HCCREMS | Number of Regional Programs actively supported by Council | Participation in Heatwave Resilience Project – arranged local information session attended by 3 Council staff and 5 Community stakeholders. |
| 1.3 Climate Change | 1.3.1 Work with Hunter Councils to develop and implement regional strategy to address the impacts of climate change | Number of regional strategy recommendations implemented | Nil |
| | 1.3.2 Establish a working group to review and implement the recommendations from the Climate change Adaption Plan. | - Working group established. - Number of local recommendations implemented. | Working group not established at this time |
| | 1.3.3 Promote Climate Change Adaptation programs to the community | - No of programs promoted in the community | Indicator not addressed in relation to Climate Change |

Strategy 2: Raise public awareness of the responsibilities of landholders regarding management of land

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---------------------------|
| 2.1 Land and Natural Resource Management | 2.1.1 Provide Rural Land Management resource information kits to property owners on land & natural resource management. | Number of Kits provided | Nil kits provided |
| | 2.1.2 Provide links to other authorities land management information through web links, brochures and CDs | Relevance and amount of information and number of links provided on Councils website. | No new links provided |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|--|--|
| 2.2 Support Local Land Services. | 2.2.1 Participate and partner with LLS on local projects. | <ul style="list-style-type: none"> - Number of Projects facilitated in LGA of which Council is involved as partner or other capacity. - Grant funding for LLS programs received within LGA | <ul style="list-style-type: none"> - Partner in African Olive project. Attendance at Steering group meetings and Regional workshop in November by MES and Weeds Officer. - Presentation by Weeds Officer at LLS Field Day in December. - Grant funding of \$200,000 over 4 years for African Olive Project. - Grant for \$10,000 received for treatment of African Olive on council land at Martins Creek. |
| 2.3 Regional Weed Action Plan | 2.3.1 Property Inspections for new weed incursions | Property Inspections / annum | 278 property inspections carried out. |
| 2.4 Improve information and links on Council web page | 2.4.1 Continually review the use of Councils website in relation to provision of land management and natural resource information. | Number of information links and publications on Council's website that are up to date and relevant. | Web site contains Noxious weeds information that is easily accessible. Hunter Weeds Group website established and referenced on Council website. No method of measuring usage. |
| 2.5 Public field days and information sessions | 2.5.1 Facilitate and partner field days with the LLS and other relevant authorities | <ul style="list-style-type: none"> - Number of public information sessions provided with Council involvement - Number of attendees | Weeds Officer presentation at weeds related field day presented by LLS and Gresford District Landcare in November. Attended by 80 people. Pastures Field Day (DPI) at Total in October- attendance as exhibitor- 100 participants |
| 2.6 Coal Seam Gas Alert Watch and education | 2.6.1 Participate in community consultation groups for CSG projects and provide information to the community as appropriate. | <ul style="list-style-type: none"> - Number of meetings attended. - Number of times information is disseminated to the public in relation to CSG impacts on Dungog Shire. | Representation by Councillor on Gloucester CSG Community Reference Group - information disseminated to community as required. |

Strategy 3: Involve the community in maintaining and enhancing environmental health

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|--|---|
| 3.1 On Site Sewage Management | 3.1.1 Provision of information in relation to OSMS through inspection program, phone enquires and on Councils website. | <ul style="list-style-type: none"> - Number of systems failing as a percentage. - Number of septic system inspections. | 8-9% 129 – Council 82 – SIRP Officer |
| | 3.1.2 Provide information to the community in relation to new OSMS Strategy. | <ul style="list-style-type: none"> - Public exhibition period completed and comments considered. | New OSSM Policy incorporating hazard mapping, Development Assessment Framework and Technical manual adopted by Council in March 2015. |
| | 3.1.3 Provide draft OSMS Strategy for Public submissions | <ul style="list-style-type: none"> - Brochures articles produced. - Number of submissions. | Complete. |
| 3.2 Noxious Weeds | 3.2.1 Provision of information in relation to weeds through inspection program, phone enquires and on Councils website. | Number of inspections | 278 |
| | 3.2.2 Local Weeds Committee | Committee activity/ programs per annum | 4 meetings held during period. Educational messages for Green Cestrum and Giant Parramatta Grass appeared on two occasions in local media. |
| | 3.2.3 Field days on weed management | Number of Field Days | 2 weed related field days attended (In partnership with LLS and Gresford Landcare) |
| | 3.2.4 Maintain email database of property owners, stock agents, carriers and agencies to communicate Council activities and weed management advice. | <ul style="list-style-type: none"> - Number of participants in Field Days. - Number of times group email system used. | 116 1 usage for notification of event - LLS Dung beetle workshop. |
| 3.3 Waste diversion and resource recovery | 3.3.1 Waste diversion at the landfill and through Council waste diversion programs and recycling service | Meeting Office of Environment & Heritage waste reduction targets | Local Waste Strategy adopted by Council which provides options for meeting waste diversion targets. Preferred option will achieve targets. Current waste diversion rate of 48% is on track. |
| 3.4 Illegal Dumping | 3.4.1 Promote reporting of illegal dumping to Council | Number of incidents recorded | 35 |
| | 3.4.2 Support regional HCCREMS data base of illegal dumping sites | Number of fines issued | 7 |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|--|---|---|
| 3.5 Waste Minimisation | 3.5.1 Provide information to the community in relation to future waste service provision and waste diversion programs. | - Number of information sessions - Brochures/articles produced | 3 Information sessions held during Waste Strategy development and consultation period in July 2014. No brochures produced. Extensive local media coverage. |
| | 3.5.2 Provide draft waste strategy for public submissions | Number of submissions | Waste Strategy placed on public exhibition in October 2014 with no submissions received. Adopted November 2014. |
| 3.6 Pilchers Reserve | 3.6.1 Re-form Pilchers Reserve Committee to implement Actions in POM. | - Committee reformed - Actions Implemented | The committee has not been reformed due to uncertainty over future land management structure. Approach has been made to Crown lands and NPWS regarding future management responsibilities. No actions implemented. |

Strategy 4: Ensure that council's policies and processes adequately protect and enhance our natural environment and biodiversity

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|--|
| 4.1 On Site Sewage Management | 4.1.1 Ongoing inspection of onsite sewage management systems across the Shire. | - No. of systems failing as a %. | 20% |
| | | - No. of septic system inspections - New septic systems approved | 129 – Council 82 - SIRP 60 |
| 4.2 Waste diversion | 4.2.1 Provide kerbside collection of recyclables | Tonnes of recyclables collected | 815.08 tonnes |
| | 4.2.2 Implement waste Diversion Programs at the landfill | Tonnes of waste diverted | 1671.2 tonnes (815.08 comingled kerbside, 635.67 tonnes scrap metal, 50.4 tonnes paper, 5.4 tonnes oil, 146.43tonnes Green waste, 9.35 tonnes mattresses, 9 Tonnes E-waste). |
| 4.3 Roadside Environmental Management Strategy | 4.3.1 Ensure impacts on natural biodiversity and ecology are considered in construction and maintenance within the road corridor. | Biodiversity retained within the roadside corridor | Operations staff trained in use of REF template and roadside markers scheme. Installation of roadside markers will assist in retaining roadside biodiversity. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|------------------------------|---|---|--|
| 4.4 Waste Collection Service | 4.4.1 Provide waste collection service | Domestic waste charge as compared to neighbouring Councils | Domestic waste/Recycling service charge for 2014/15 was the 2 nd lowest in the Hunter behind Muswellbrook (\$290). Highest rate is \$525 with the average rate being \$363. Councils Domestic waste charge (including recycling) will increase to \$346 in 2015-16 due to cost increases associated with the new waste contract. Appropriateness and community satisfaction was reviewed through community survey in March 2014 with 97% of respondents satisfied with residual waste service and 93% satisfied with Recycling service. |
| 4.5 Landfill Operation | 4.5.1 Provide economic and environmentally sustainable Landfill facility. | <ul style="list-style-type: none"> - Landfill operating cost - % of waste to landfill | <p>Landfill operations finished the year with costs of 11% over budget (\$28,000) and only meeting 80% of projected revenue from Tipping fees (shortfall of \$24,000). This position is attributable to the April 2015 natural disaster where costs continued whilst free tipping for a period of around 6 weeks impacted on overall operating cost to Council. At the end of the 2nd quarter, 56% of the operating budget allocation had been spent however 70% of the projected income from tipping fees received.- the landfill was heading for a better than breakeven position.</p> <p>48% of waste is diverted from landfill which is amongst the highest of Hunter Councils. The NSW Government have set a target of 70% diversion from landfill by 2021-22. Whilst the new Strategy provides options to achieve this, it appears unlikely that current practices will achieve the target.</p> |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-------------------------------|--|---|--|
| 4.6 Noxious Weed Program | 4.6.1 Carry out inspections on private land and provide advice in relation to Noxious and Environmental Weeds. | No. of properties inspected | 278 |
| | 4.6.2 Control weeds on public land and within Councils road corridor | Kilometres of roadside treated | 396 km. |
| 4.7 Development Control | 4.7.1 Environmental impact, Biodiversity and Natural Resource Management considered in all development | - Number of DA referrals. - Number of complaints addressed. | No major environmental incidents or reduction in Biodiversity as a result of approved development. Flora and fauna reports and Sepp 34 reports given appropriate weight in Councils environmental assessment of applications |
| 4.8 On Site Sewage Management | 4.8.1 Renew Council's On Site Sewage Management Strategy | New On Site Sewage Management Strategy adopted. | New OSSM Policy incorporating hazard mapping, Development Assessment Framework and Technical manual adopted by Council in March 2015. |
| | 4.8.2 Provide OSMS Development Assessment Framework | OSMS DAF Completed | To be completed along with the review of the total DCP. The new DCP will incorporate the OSSM Strategy and DAF and is expected to be considered by council during 2015-16. |
| | 4.8.3 Work with Hunter Water and other State agencies to develop sustainable management of effluent disposal in village areas. | Number of meetings held with HWC and other agencies to progress sewer service provision in village areas. | The Development Assessment Framework (DAF) provides acceptable solutions to OSSM in village areas. Work being done in conjunction with Hunter Water in drinking water catchment areas. Number of failing systems in villages unknown at this time. |
| | 4.8.4 Phase out the use of portable chemical toilets for residential premises | No. of outstanding residential properties | 7 of which 2 are in Clarence Town. |
| 4.9 Clarence Town Sewer | 4.9.1 Enforce sewer connection in Clarence Town. | Number of premises not connected to available sewer services. | 90% of premises now connected to sewer. No applications received for conversion to stormwater collection system. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|--|---|
| 4.10 Waste Minimisation | 4.10.1 Complete Waste Strategy | Waste Strategy Developed | Waste strategy adopted by council in November 2014. |
| | 4.10.2 Complete new contracts for collection of waste and recyclables based on waste strategy. | Contracts completed and contractor engaged | Tender process completed and contract offered to JR Richards for a 10 year period. New contract due to commence on 5 October 2015. |
| | 4.10.3 Promote new initiatives to increase local waste minimisation and recycling. | <ul style="list-style-type: none"> - Meet OEH recycling and resource recovery targets - Waste per capita to landfill - Waste diversion per capita - % of waste to landfill | <p>Diversion is currently 48%. Waste Strategy has options to reach OEH targets.</p> <p>Total for period = 1281 tonnes population 8318. Total diversion 154 kg/person. Total diversion = 782 tonnes per capita 52%</p> |
| | 4.10.4 Actively participate in Producer Responsibility Programs as they are introduced. | <ul style="list-style-type: none"> - Tonnes of waste diverted. - No. of different recycling services available within LGA. | <p>781.86 tonnes</p> <p>E-waste, Mattresses, metal, paper & cardboard, mulch (greenwaste), gas bottles, oils.</p> |
| 4.11 HCCREMS Roadside Marker Program | 4.11.1 Include the Regional Roadside Marker Program into Councils Roadside Environmental Management Strategy. | Roadside markers in place | Roadside markers installed at river crossings only. Grant Funding received for installation of all other markers in accordance with Roadside Environmental Policy. Contractor ERM appointed and work to commence in July 2015. |
| | 4.11.2 Train outdoor staff in policy implementation | Staff trained | Staff have been trained by Hunter Councils Env Division and roadside marker handbooks provided. |
| 4.12 Erosion and Sediment Control Policy | 4.12.1 Review Erosion and Sediment Control Policy | New Policy in place | Policy not reviewed |
| | 4.12.2 Train Staff in policy implementation | Staff trained | As above |
| 4.13 Development Control | 4.13.1 Review environmental conditions | Conditions reviewed | Not reviewed |
| | 4.13.2 Create a new suite of development conditions targeted to increase long term environmental health and sustainability | Conditions updated | Not reviewed |

Strategy 5: Ensure that local waterways and riparian areas are clean and healthy

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|---|
| 5.1 Erosion and Sediment Control Policy | 5.1.1 Take effective measures to limit erosion associated with Council works within the road corridor and public spaces | Extent of erosion within Council road corridors due to implementation of control measures. | Erosion control measures undertaken on capital works projects |
| 5.2 Grant Funding | 5.2.1 Continue to source funding opportunities to improve Council causeways and crossings | \$ sourced. | Three (3) causeways repaired during 2013/2014. One new causeway (Sheltons Road) constructed in 2014/2015. Funding for one causeway provided through Natural Disaster Claim |
| | 5.2.2 Partner LLS in local riparian projects | No. of projects completed | 1 major ongoing project- African Olive project. Removal of African Olive on roadsides (40 hours work contribution) |
| 5.3 On-site sewage management system inspection and approval program | 5.3.1 Inspect existing OSMS to ensure that they are not polluting local waterways | Number of inspections carried out in the HWC catchment area. | Unknown |
| | 5.3.2 Ensure new OSMS comply with recommended set backs from local waterways and rivers. | Number of new OSMS approved which do not comply with setback requirements from waterways. | Set backs enforced for new systems. Hazzard mapping prepared in conjunction with the preparation of the DAF which take into account setbacks of new OSSM systems to waterways. |
| 5.4 Reduce Point Source pollution within the LGA Catchments | 5.4.1 Facilitate and partner with Hunter Water Corporation in reducing pollution sources within the LGA catchments through the implementation of the Septic Tank Improvement and Rectification Project. | The Septic Tank Improvement and Rectification Project is on track. | 2 projects ongoing. <ul style="list-style-type: none"> • Septic tank Inspection and Rectification program commenced with # inspections completed to date. SIRP Officer spends 1 day per week in Councils office. • Dairy Improvement Project commenced with Council advice to HWC consultants regarding design of effluent disposal systems for 12 dairies. |
| 5.5 Lower Hunter Water Plan | 5.5.1 Continue to contribute to the consultation process. | Councillors and appropriate staff have participated in consultative processes. | Lower hunter Water Plan released in March 2014. Councillors and staff participated in all stages of consultation. No further involvement. |

Strategy 6: Manage and reduce the impact of weeds and pest animals on the natural environment.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------------------|---|--|---|
| 6.1 Public Education | 6.1.1 Field Days held to provide public education on local weed management. | No. of field days attended | 1 field day in December in partnership with LLS and Gresford Landcare. Exhibitor at DPI "Pastures" field day in October. |
| | 6.1.2 Support information stand at Tocal Field Days. | | Total cancelled in 2015 due to natural Disaster. |
| 6.2 Noxious Weeds Property Inspection | 6.2.1 Maintain an annual program of property inspections. | No. of properties inspected. | 278 |
| 6.3 Noxious Weeds Management | 6.3.1 Maintain an annual noxious weeds treatment program. | Kilometres of roadway treated | 396 km |
| 6.4 Roadside Marker Program | 6.4.1 Extend the roadside Marker Program to use in the management of weeds. Develop a program for management of roadside weeds. | Program implemented | Grant funding received for the installation of markers at around 400 sites. Contractor ERM appointed to install markers and due to commence in July. Roadside weed spraying program provided with 396km of roadsides treated. |
| 6.5 Regional Weed Action Plan | 6.5.1 Implement strategies in the Regional Weed Action Plan. | Compliance with target actions in strategy | Action report provided to and accepted by Weeds Regional Co-ordinator and contribution made to the funding application for new draft WAP 2015-20. Attendance at 6 Technical weed officer meetings and 4 professional Weed manager Meetings. |
| 6.6 Pest Animal Management | 6.6.1 Provide links and information to the community on LLS programs | Effective links and information provided to LLS programs | Attendance at LLS consultation session in October to discuss areas of synergy in pest animal programs. No links established as yet. |

Strategy 7: Ensure that appropriate regulatory and enforcement agencies are proactive in addressing environmental issues

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|---|--|---|
| 7.1 Involvement in HCCREMS | 7.1.1 Advocacy role at a regional level with State and Federal Agencies | No. of programs with other government agencies | <ul style="list-style-type: none"> • Submission made to Hunter Boating Plan relating to environmental impacts of boating on Williams River. • Partnership with HCCREMS roadside biodiversity project commenced with grant funding from LLS. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|--|
| 7.2 Referral | 7.2.1 Referral of local issues and enquiries to appropriate regulatory authority | - No. of referrals - No. of Complaints | 1 referral to EPA - Concrete Batching Plant. Nil complaints |
| 7.3 Underground Petroleum Storage Systems | 7.3.1 Provide advice to local operators and ensure appropriate actions is taken by OEH | Level of understanding and local compliance | No new action - remains the responsibility of EPA until 2017 |
| 7.4 Reporting Mechanisms | 7.4.1 Improve reporting mechanisms to advise regulatory and enforcement agencies of possible environmental breaches. | Mechanisms established | Reporting mechanisms and contacts established. 2 pollution event notified by HWC. |
| 7.5 Communication and Co-ordination | 7.5.1 Work closely with State agencies to improve communication and co-ordination regarding land management issues. | Number of projects/programs implemented | SIRP Program inspection phase has commenced-partnership with Hunter Water and PSC. Dairy improvement project- Hunter Water and LLS Myall creek clean-up after April Storms – partnership with DPI and EPA on project worth \$500K. |
| 7.6 Underground Petroleum Storage Systems (UPSS) | 7.6.1 Facilitate UPSS pilot program within the LGA | Number of redundant tanks removed from Council Road reserve | 4 Redundant tanks removed at Modern Motors, Dowling street Dungog as part of Pilot program. Project completed in December 2014. |

Strategy 8: Maintain a regional approach to the management of our natural environment

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|---|---|
| 8.1 Local Land Services (LLS) | 8.1.1 Work with Hunter Councils to ensure regional consistency in the application of the LLS Catchment Action Plan. | No. of regional programs in the LGA | African Olive eradication project is ongoing. LLS Coordinating the Weeds Action plan Regionally. Working with LLS and Hunter councils on installation of roadside markers |
| 8.2 Upper Hunter Regional Land Use Strategy | 8.2.1 Participate in forums and provide comment on regional strategies | No. of forums participated in | Nil |
| | 8.2.2 Consider land use Strategy in Development and biodiversity | Inclusion of regional Strategy outcomes in local planning | Pending |
| 8.3 Regional Land Mapping | 8.3.1 Lobby State Government for the establishment of a centralised repository for regional land mapping. | Centralised GIS data repository established | Not done |
| 8.4 Coal wagon coverage | 8.4.1 Seek support from HC for a regional approach to the coverage of coal wagons in transit. | Approach made to Hunter Councils. | Approach made |

9. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING OUR NATURAL ENVIRONMENT

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|--|---|--|
| 9.1 Healthy Rivers | 9.1.1 Continue to provide financial support to Dungog High School for river watch program. | Restocking of equipment as required. | No requests for assistance during period. |
| 9.2 National tree Day | 9.2.1 Provide trees to local community Groups and Schools. | No. of trees planted /annum | 500 |
| 9.3 Clean Up Australia Day | 9.3.1 Facilitate community group involvement. | - No. of Groups - Waste collected | 2 schools 2 Tonnes |
| 9.4 Environmental Grants | 9.4.1 Apply for grants and carry out work on local projects. | - No. of grants - Amount of Grant money received | 2 successful grant applications <ul style="list-style-type: none"> • LLS – treatment of African olive on council land at Martins creek=\$10K • LLS- Installation of roadside environmental markers=\$14K 2 unsuccessful grant applications <ul style="list-style-type: none"> • Upgrade of recycling centre at Landfill (\$114,000)- Waste Less recycle more (EPA) • Clarence town Flood risk management Stage 4- EPA |

Local Economy

Strategy 1: Ensure that economic growth and expansion across the shire is supported by improvement of local public and private infrastructure

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|---|
| 1.1 Telecommunications | 1.1.1 Work with Countrytell to establish high speed broadband in the area. | Satisfaction with internet speed and reliability from the community. | Stalled. Also communicating with NBN Co about wireless broadband across Dungog Shire and esp the Paterson Valley in 2015-16. |
| 1.2 Ongoing upgrade of Raymond Terrace/ Dungog Road. | 1.2.1 Works Programme developed. 1.2.2 Work with Road and Maritime Service and Port Stephens Council to provide consistent pavement design | Delivery of the Clarence Town Upgrade Works Programme by June 2015 | Works severely impaired by April 2015 Storm Event. Agreement with Roads and Maritime Service for time extension to 2015/2016. All works scheduled for completion in October 2015. |
| 1.3 Rail services to Dungog | 1.3.1 Work with appropriate community groups for the retention of direct rail services from Newcastle, as well as improving services | Effective representation is made for the retention of direct rail services | Underway. Regular liaison with Save our Rail esp email updates |

Strategy 2: Ensure that appropriate public and private sector agencies and business work co-operatively to strengthen and expand the shire's economic base

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---|
| 2.1 Work with Dungog District Chamber of Commerce to apply for grant funding from Government departments and other agencies. | 2.1.1 Encourage the development of a weddings and special events industry in the Shire. | \$ value of grant monies received. | Nil Grant funding from Trade and Investment has dried up. |
| 2.2 Economic Diversification | 2.2.1 Participation in the Upper Hunter Economic Diversification Taskforce. | - Attendance at meetings - No. of projects involved. | 5 meetings 1 Project On-going participation in the Upper Hunter Workforce Plan Planning Group |
| 2.3 Business Referral Advisory | 2.3.1 Work with Hunter BEC and provide referrals to support business development. | No. of referrals per annum. | 4 referrals |
| 2.4 New Business Startup | 2.4.1 Maintain relationship with Hunter office of NSW Trade & Investment, RDA Hunter and other public organisations for project referral and funding initiatives. | - No. of referrals - No. of meetings. | 4 Referrals 1 meeting with Trade and Investment NSW as part of the Economic Development Managers series of regular meetings and one meeting in Dungog post April storm event |

Strategy 3: Promote the shire as a good location for the establishment of innovative, small scale, sustainable businesses

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|--|
| 3.1 Industry Attraction. | 3.1.1 Work with the Hunter Business and Enterprise Centre to facilitate support, training and mentoring for new small business start ups. | No. of small industry start ups in the Shire. | 3 |
| 3.2 Dungog Adult Education initiative. | 3.2.1 Provide in-kind support for the Dungog Community College.. | Attendance at meeting of Advisory Council. | No meetings attended |
| 3.3 Alternative Energy | 3.3.1 Maintain relationship with renewable energy coordinators office | Briefings attended. | No briefings attended |
| 3.4 Country Week | 3.4.1 Investigate the potential to establish a stall in partnership with neighbouring Councils at Country Week. | Report to Council. | Stand held at CountryNSW Expo 2015 - 1-2 August Sydney Showground in co-operation with Dungog District Chamber of Commerce |

Strategy 4: Develop a unique brand and identity for the shire to promote local economic growth and development

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-----------------------------|--|--|---|
| 4.1 Dungog Shire Promotion. | 4.1.1 Promotion of Dungog Shire as a place to live, work and visit. | Availability of current materials. | Completed and ongoing update of materials and content |
| 4.2 Destination Marketing | 4.2.1 Update hardcopy and online collateral. | New brand and identity explored. | Ongoing |
| | 4.2.2 Review tourism strategies and analysis | Any changes acknowledged. | Ongoing |
| | 4.2.3 Review existing strategies and town and village plans | Link to individual village areas, Visitor Economy Hunter and tourism plans. | Ongoing |
| | 4.2.4 Review and improve Council's web based tourism information regarding Dungog Shire. | Access to accurate and comprehensive web based tourism information about Dungog Shire. | On-going also working with local start up to provide better web-based information about events across the Shire |

Strategy 5: Identify and develop local tourism opportunities

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|---|---|
| 5.1 Work with existing, new and proposed businesses to develop new Tourism product. | 5.1.1 Facilitate the development of new accommodation, visitor attractions and other support infrastructure. | No. of visitors to Dungog Shire. | Latest information from Destination NSW says that there were 204,000 total visitors (overnight and domestic daytrip) to Dungog Shire (four year annual average to the year ending September 2014) Working with the new owners of Barrington Country Retreat and Stay in Dungog to develop their facility |
| | 5.1.2 Work with event organisers to expand attendance at events. | | |
| 5.2 Events Register | 5.2.1 Maintain an accurate and timely register of events occurring within the Shire. | Quarterly calendar produced. | Underway Events also listed on the visitdungog website |
| 5.3 Promote tourism businesses | 5.3.1 Facilitate representation of tourism related businesses on the Chamber of Commerce Committee. | No. of tourism businesses on Dungog District Chamber of Commerce. | 3 Dungog Country Antiques, Bower Retreat, and Curlew Cottage |
| 5.4 Land Use Planning | 5.4.1 Undertake a review of land use planning framework including strategies, LEP and DCP to identify opportunities for tourism in consultation with tourism operators. | Development of DCP or Council Policy. | The Rural Lands Strategy will have a tourism component. These investigations will inform any future policy initiatives either through the LEP or a chapter in Dungog DCP 1. However Dungog LEP 2014 provisions have made it less restrictive for tourism developments to establish in rural zones |
| 5.5 Events Policy | 5.5.1 Develop an events policy for the Shire addressing protocols for major events. | Policy developed. | Ongoing. |

Strategy 6: Encourage a 'buy local – sell local' approach to goods and services

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|--|---|
| 6.1 Encourage a greater focus on local food production and sales. | 6.1.1 Work with the organisers of the seasonal Dungog Farm Feast initiative. | No. of attendees at the Farm Feast events. | No event held |
| 6.2 Local Business Development | 6.2.1 Support the Dungog & District Chamber of Commerce to develop programmes which reward and encourage local purchasing. | No. of programmes and incentives. | 1 December 2014 Christmas Decoration campaign |
| 6.3 Fresh Food Trail | 6.3.1 Reinvigorate fresh food trail utilising current technology (Apps, Social Media). | Trail developed. | Draft local produce brochure produced |

7. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING OUR LOCAL ECONOMY

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|---|--|
| 7.1 Visitor Information Centre | 7.1.1 Continue to provide financial support to enable VIC operations. | Budget approved. | Ongoing. |
| 7.2 Real Estate Development | 7.2.1 Completion of next stage of the Melbee residential subdivision. | Melbee Stage completed and blocks released to market. | Of the initial 14 blocks released 3 remain available for sale. Part 2 of Stage 4 to be developed over the next six months. |
| 7.3 Dungog & District Chamber of Commerce | 7.3.1 Ongoing attendance at Chamber meetings. | No. of meetings attended. | 3 meetings |
| | 7.3.2 Provision of support for projects and Annual Awards Dinner. | No. of projects supported. | 1 project Business Awards |
| 7.4 Local Area Promotion | 7.4.1 Maintain media presence and attend trade shows, expo's and other events to promote local area. | <ul style="list-style-type: none"> - Presence on Dungog Radio, Dungog Chronicle and other regional media. - No. of events attended/involved in. | Ongoing media profile 1 Country Living Expo attended Media profile in Dungog Chronicle, Maitland Mercury, ABC 1233, local community papers. Dungog Radio and other regional media. |
| 7.5 Barrington Tops Promotion | 7.5.1 Work with Gloucester Shire Council and local operators to promote Barrington Tops and identify opportunities for joint partnerships. | - No. of partnerships. | 2 Barrington Tops Tourism Partnership with NSW National Parks and Wildlife Service and Gloucester Visitors Information Centre |
| 7.6 Hunter Council's Central Coast Screen & Television Services | 7.6.1 Continue to support organisation with location support. | <ul style="list-style-type: none"> - No. of enquiries. - No. of film activities undertaken. | 1 application processed 1 submissions made for Dungog Shire to be the location for film making |
| 7.7 Visitor Economy Hunter | 7.7.1 Continue to work with Visitor Economy Hunter on projects and promotion. | <ul style="list-style-type: none"> - Funding provided. - No. of meetings attended. | 3 meetings attended |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|------------------------------------|--|--|---|
| 7.8 Regional Development Australia | 7.8.1 Provide input into regional infrastructure priorities and support activities undertaken by RDA – Hunter. | - Information supplied for Regional Plan. - Attendance at briefing sessions. | Input provided and feedback. RDA one briefing session. |
| 7.9 Business Liaison | 7.9.1 Develop business and tourism e-bulletins. | - No. of bulletins produced. - Business awareness of Council's economic development activities. | Copy provided to Dungog and District Chamber of Commerce for inclusion in their bulletins etc |

Community and Culture

Strategy 1: Develop programs/initiatives to welcome and integrate new residents into the Shire.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|---|---|--|
| 1.1 New residents pack | 1.1.1 Update welcome pack for new residents | Regular renewal and website link. | Completed with ongoing updates |
| 1.2 Meet the Mayor program | 1.2.1 Establish a yearly program | - Program held. - No. of people attending. | Program not held due to unavailability of community projects officer |

Strategy 2: Create options for community participation through volunteerism.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|---|--|
| 2.1 Ongoing links and networks to existing community groups | 2.1.1 Provide information, support and links to encourage and maintain participation. | Participation and feedback from community groups. | Some links have been maintained and updates provided by email. But we have not been able to assist them all. |
| 2.2 Volunteer Resource Centre | 2.2.1 Investigate the establishment of a Volunteer Resource Centre (web based register) with key volunteer groups. | Volunteer participation rates increased. | No investigations undertaken |
| 2.3 Volunteer Training | 2.3.1 Seek funding to develop a volunteer Workplace Health and Safety Induction package that can be utilised by various organisations. | Volunteer accident and incident rates reduced. | No funding applications submitted. |
| 2.4 Sec 355 Committee Pack | 2.4.1 Finalise Sec 355 Management Committee Information Package. | Information package disseminated to Committees and information sessions held. | Still awaiting finalisation, likelihood of completion in 2014/2015 NIL |

Strategy 3: Raise public awareness of local activities and events that provide a foundation for community building

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|------------------------------|---|
| 3.1 Establish email networks, papers distributions and electronic alerts | 3.1.1 Established networks to inform, distribute and gather appropriate information. | - Responses - Attendances | Attendance positive On-going promotion of local events esp via Dungog Chronicle, Dungog Radio and community papers |
| 3.2 Establish network trees for information to be distributed. | 3.2.1 Establish and maintain network trees through existing networks. | Network trees established. | Email groups established. |

Strategy 4: Develop and initiate opportunities for greater participation of young people in local community activities.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|--|---|
| 4.1 Partnering with existing organisations to run youth appropriate programs. | 4.1.1 Currently running three (3) regular programs in partnership for youth participation. | - Program/initiative held and participation by local youth. - No. of young people involved. | Discussion held with Dungog Shire Community Centre who receive funding for youth programs concerning youth week nothing progressed since that conversation. |
| 4.2 Create stronger links with existing organisations eg. Menshed, CWA, Progress Associations, Chamber of Commerce, Show and Rodeo Associations, Art Societies. | 4.2.1 Support/partner wider community based organisations to provide opportunities for local youth. | Links/initiatives developed and established. | Not aware of any partnerships developed during the period for local youth. |

Strategy 5: Foster the cohesiveness of local community groups

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|--|
| 5.1 Working with local community groups to promote partnerships. | 5.1.1 Encouraging local groups to work in partnership with Council and each other to achieve community goals. | No. of partnership projects undertaken. | Not aware of any developments during the first quarter, the second quarter there was no staff attending to this element. |
| 5.2 Sports Council | 5.2.1 Develop and establish Shire wide Sports Council. | Sports Council is established and operational. | Not contemplated at the present moment |

Strategy 6: Foster and support the cultural life of the Shire.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|--|---|
| 6.1 Dungog Shire Council Youth Art Exhibition showcasing Shire wide youth art. | 6.1.1 Conduct annual youth art exhibition. | No. of entries received. | Exhibition not held and likelihood of such running before June 2015 unlikely. |
| 6.2 Works in partnership with existing cultural groups and reactive industries to maintain, expand and establish cultural opportunities within Shire. | 6.2.1 Provide information, funding, venues and links. | Ongoing partnerships with successful outcomes. | 4+ Dungog Arts Society Three Village Art Festival Dungog Festival Planet Dungog |
| 6.3 Development of Dungog Shire Cultural Plan | 6.3.1 Working in partnership with existing organisations. | Completed cultural plan. | Not commenced not resourced |
| | 6.3.2 Secure funding to develop plan. | | |

Strategy 7: Enable information relevant to our local communities to be easily exchanged.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|----------------------------------|--|
| 7.1 Grant handbook developed and information sessions held on a regular basis. | 7.1.1 Two (2) regular evenings/days held per year. | Attendance and support of event. | Not held and unlikely to occur in 2015 |
| 7.2 Network alerts. | 7.2.1 System information about Council program and activities distributed through email. | Information distributed. | Small Biz Bus at Dungog and Paterson |
| 7.3 Establish linked noticeboard for information dissemination. | 7.3.1 Coordinate the establishment of the noticeboard. | Noticeboard established. | No action undertaken |

Strategy 8: Ensure that there are locally available services and facilities to cater for people of all ages.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|------------------------------------|--|
| 8.1 Regular meetings to ensure services. | 8.1.1 Established forums to ensure ongoing services for all ages. | Services maintained and continued. | No meetings attended since October 2014, receipt of email correspondence from several organisations to keep abreast of their activities. |
| 8.2 Regular reviews/ inspections of Council facilities. | 8.2.1 Regular inspections of facilities to maintain and improve standard of facilities provided. | General improvement in facilities. | Full inspection of maintenance requirements of all facilities carried out in 2014. Program of works developed for Buildings Asset Management Plan. |

Strategy 9: Ensure that community health and safety issues are identified and addressed.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|---|
| 9.1 Dungog Shire Health Forum held bi-monthly. | 9.1.1 Council is the chair of Dungog Shire Health Forum to provide opportunities for health issues to be identified. | - Meeting attendances - Issues resolved. | Meetings held in accordance with the Calendar. One outstanding issue regarding Medicare Local as no response from Federal Member. |
| 9.2 Dungog Shire Access Committee | 9.2.1 Coordination of the Access Committee and identification of hazards. | - Meeting attendances - Issues resolved. | 1 meeting cancelled to 31 December due to insufficient attendees. No meeting conducted to 30 June 2015. |
| 9.3 Provision of Cemetery Services | 9.3.1 Administer Cemetery Services in Councils seven cemeteries | - No. of burials - No. of complaints | 27 4 |
| 9.4 Food Safety | 9.4.1 Carry out inspection of all food outlets | - No. of inspections - % of premises inspected - No. of complaints - No. of penalties and improvement notices issued | 43 100% 6 1 |
| 9.5 Communication/ education | 9.5.1 Educate staff in food outlets on food Hygiene | No. of retailer information sessions and programs | Nil |
| 9.6 Regional Programs for Food Safety | 9.6.1 Participation in Hunter Central Coast Regional Food Group and regional programs | - No. of regional programs implemented - No. of regional meetings attended | 0 2 |
| 9.8 Health and beauty premises | 9.8.1 Carry out inspections of all hairdressing, beauty, skin penetration and, mortuary, premises. | - All premises inspected in relation to risk - No. of complaints - No. of penalties and improvement notices issued - No. of premises inspected | 2 premises inspected during reporting period 0 0 0 |
| 9.9 Communication/ education | 9.9.1 Educate staff in health premises outlets on appropriate hygiene practices | Number of information sessions and programs | Nil |
| 9.10 Regional Programs | 9.10.1 Participation in Hunter Region Health Education Committee | No. of regional programs implemented and regional meetings attended | 2 HRHEC meeting attended 3 Septic Tank Advisory Group meetings attended |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|--|
| 9.11 Companion Animals | 9.11.1 Administer Companion Animals Program | <ul style="list-style-type: none"> - No. of registrations annually - No. of complaints - No. of Penalties issued - No. of Notices served under the Act | 284 companion animals registered for the period 107 complaints for the period 16 infringements issued 0 |
| | 9.11.2 Provide Companion Animal pound services | <ul style="list-style-type: none"> - No. of dogs impounded - No. of dogs euthanased | 23 dogs, 5 cats 1 dog, 4 cats |
| 9.12 Provision Ranger Services | 9.12.1 Compliance with Companion Animals, Australian Road Rules, Protection of the Environmental Operations Act | <ul style="list-style-type: none"> - No. of offences - No. of Notices / Penalties Issued - No. of Complaints | 7 9 14 |
| 9.13 Stock Impounding | 9.13.1 Compliance with Impounding Act. | No. of Complaints | 32 |
| | 9.13.2 Remove stock from the road reserve | No. of stock impounded | 0 |
| 9.14 Vehicle impounding | 9.14.1 Compliance with Impounding Act | No. of vehicles impounded | 3 |
| | 9.14.2 Impound abandoned vehicles on Council/public land | No. of Complaints | 5 |
| 9.16 Swimming Pools and Spas Safety Barrier Inspection Program | 9.16.1 Implement Councils Program | No. of inspections carried out. | 82 |
| 9.17 Public Swimming Pools and Spas | 9.17.1 Compliance with Public Health Act. | No. of premises registered. | No. new registrations during period. Total registrations is 28. |
| 9.18 Community commitment to representation on established committees. | 9.16.1 Promote, support and encourage increase in community representation on Council Committees. | Increased community representation. | No. new community representation during period. |
| 9.19 Upgrade cemetery record keeping process | 9.17.1 Transfer data from hard copy records to digital database | Records kept on electronic data base | Continuing- incomplete |
| | 9.17.2 Develop GIS layers for all cemeteries | GIS Layer operational | Continuing- incomplete |
| 9.20 Develop new Food Inspection policy and Resources Information Kits | 9.18.1 Renew regionally consistent food inspection policies and resource information kits | New policy and resources completed | Policy reviewed - no change. Resource kits updated and distributed during inspections |
| 9.21 Develop new Health Inspection policy and Resources Information Kits | 9.19.1 Renew regionally consistent Health inspection policies and resource information kits | New policy and resources completed | Policy review- No changes. Resource kits updated and distributed during inspections. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-----------------------------------|--|--|---|
| 9.22 Companion Animals Plan | 9.20.1 Review Companion Animals Plan | Plan completed | In development |
| | 9.20.2 Review provision of lead free areas | Number of lead free areas in LGA | 1 area |
| 9.23 Provision of Ranger Services | 9.21.1 Commence in house Ranger services. | In house Ranger services commenced. | Commenced June 2013 |
| | 9.21.2 Review & develop Ranger activities | Ranger activities developed. | ECO role incorporates ranger functions and other Compliance tasks such as Pool Barrier inspections. Increased assistance provided in Development Compliance issues during period. |
| 9.24 Stock Impounding | 9.22.1 Provide Standard Operating Procedures for Council Staff in relation to impounding | SOPs developed number of staff trained | SOPs not developed |
| 9.25 Clarence Town septic Systems | 9.23.1 Conversion of septics in Clarence town to stormwater use | Number of septics converted for stormwater use | No applications received |

Strategy 10: Foster the development of programs that assist community organisations to secure funding and other resources.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|-------------------------------------|---|
| 10.1 Grant evening and handbook | 10.1.1 Maintain grant handbook for distribution. | Number of attendees. | Refer comments at 7.1 |
| 10.2 Work with existing organisations in securing funding for development of their organisations. | 10.2.1 Hold regular workshops for grant information etc. | Successful grant applications. | 1 1 successful application for the Dungog Festival and several unsuccessful grant applications for Planet Dungog |
| 10.3 Maintain links on Council website for funding opportunities. | 10.3.1 Research and provide information for website links. | Maintain website grant information. | Ongoing |

11. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING OUR COMMUNITY AND CULTURE

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|------------------------|--|---------------------------|--|
| 11.1 Dungog Events Inc | 11.1.1 Continue to provide support to Dungog Events. | No. of meetings attended. | 5 monthly meetings |
| | 11.1.2 Continue to financially support the organisation. | No. of events supported. | 4 events supported with insurance, equipment and traffic plans (Tractor Trek, Vacy Village Country Carnival, Paterson Breast cancer breakfast, Paterson New Years Eve) However, a number of other events supported with garbage, witches hats etc |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|------------------------|---|---|---|
| 11.2 Arts Upper Hunter | 11.2.1 Continue to financially support the organisation. | <ul style="list-style-type: none"> - No. of meetings attended by Councillor delegate. - No. of events developed for the Dungog LGA. | <p>2 meetings attended.</p> <p>Nil</p> |
| 11.3 Australia Day | 11.3.1 Continue to promote and coordinate Australia Day activity | <ul style="list-style-type: none"> - Event conducted - No. of nominees received. | Preparation for 2015 underway. 10 nominations received. |
| 11.4 Community Events | 11.4.1 Continue to provide support to specific national days/weeks. <ul style="list-style-type: none"> - Seniors Week - International Disability Day - NAIDOC Week - International Women's Day - Local Government Week | <ul style="list-style-type: none"> - Events conducted - Participation numbers - External funding source \$ | <p>Community events held in partnership with community organisations.</p> <ul style="list-style-type: none"> - International Women's Day - Seniors Week - International Disability Day - Local Government Week in conjunction with Schools. |

Rural and Urban Development

Strategy 1: Ensure that there is adequate land supply to accommodate future expected population growth.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|---|
| 1.1 Land Use Planning | 1.1.1 Continue to progress the Standard Instrument Local Environmental Plan | Adoption of Council's Standard Instrument Local Environmental Plan. | Dungog LEP 2014 was gazetted and has been operational for a year. One amendment has already been gazetted in 2015 with a general housekeeping LEP under construction. Gresford Depot Land reclassification has been completed. |
| | 1.1.2 Process site specific LEP's consistent with the adopted Shire Wide Land Use Strategy. | Gazettal of individual LEP's to accommodate specific growth pressures within the LGA. | |
| 1.2 Land Use Strategy | 1.2.1 Investigate the potential benefits of preparing a land release strategy for Rural Residential Lands. | Options paper developed and reported to Council. | No work commenced at this stage. More appropriate once rural lands study is near completion |
| 1.3 Urban consolidation and expansion. | 1.3.1 Work with appropriate agencies to identify potential lands for future expansion of urban areas within the Shire. | 5 year review of Dungog Standard Instrument LEP. Due 2018-2019. | Rural Lands study will inform a review of the shire wide land use strategy. This will flow on to the LEP review in 2019. |

Strategy 2: Maintain a long term planning approach that caters for diversity and choice in rural and village living.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|--|---|
| 2.1 Strategic Planning | 2.1.1 Continue to lobby NSW Government to fund a Shire wide rural land use plan. | Funding commitment secured. | Funding committed to by Hunter Water and Planning NSW. |
| 2.2 Consolidate and grow existing urban centres within the Shire. | 2.2.1 Continue to review and prepare Local Approval Plans for Dungog, Clarence Town, Paterson, Vacy and Gresford. | Stability and/or increase in the population numbers and having stock within the towns and villages. | Review of LAPS put on hold. Sufficient land zoned in Dungog LEP 2014 for expansion around, or in proximity to existing villages |
| 2.3 Strategic Planning | 2.3.1 Undertake a Shire Wide Rural Land Use Plan to determine the appropriateness of existing rural planning provisions in a regional context. | Preparation of a Draft Rural Land Use Plan. | In consultation with the Department of Planning the brief was refined and is being finalised to be sent out for expressions of interest. |
| 2.4 To facilitate aesthetically pleasing and environmentally sustainable development. | 2.4.1 Prepare an urban design chapter of Dungog DCP No. 1. | <ul style="list-style-type: none"> - Adoption of urban design chapter which is consistent with Standard Instrument LEP. - Innovative design and building practice information is available on Council's website. | <p>An updated Draft Dungog DCP No.1 has been completed by a planning consultant which includes a chapter for all forms of residential development.. Adoption forecast by the end of 2015.</p> <p>Continual updating of information is undertaken in an attempt to encourage a higher standard of built product.</p> |

Strategy 3: Ensure the availability of land to facilitate commercial and industrial growth.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---|
| 3.1 Land Development | 3.1.1 Continue to promote availability of Council owned industrial land. | No. of lots sold. | Enquiry about 1 lot in Common Road, Dungog |
| 3.2 Land Use Planning | 3.2.1 Develop a system to monitor uptake and development of existing commercial and industrial land. | Monitoring system introduced. | Manual system introduced at this stage. Use of authority reporting to monitor uptake to be developed. |
| 3.3 Develop an understanding of the availability and suitability of commercial and industrial sites within the Shire and the preferred types of development. | 3.3.1 Conduct a study to identify potential lands for future commercial and industrial growth within the Shire. | Additional areas identified and earmarked for future industrial and commercial activity/zoning. | No work has been completed on this project due to current resourcing levels. No immediate market pressure to do so. |

Strategy 4: Ensure that our land use planning for the Shire acknowledges the importance of our rural character and agricultural activities.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|---|---|
| 4.1 Improvement in Council's policy framework to enable delivery of high quality development outcomes. | 4.1.1 Reviewing Dungog DCP No. 1. | Adoption of a revised DCP which is consistent with the Standard Instrument LEP and industry best practice. | An updated Draft Dungog DCP No.1 has been completed by a planning consultant. Adoption forecast by the end of 2015. |
| 4.2 Processing of Development Applications to ensure the ongoing environmental sustainability of the LGA. | 4.2.1 Assess Development Applications in accordance with Council's Planning Framework and Environmental Planning and Assessment legislative requirements. | <ul style="list-style-type: none"> - New approved development does not compromise the viability of existing rural and agricultural activities. - Increase in the no. of DA's processed within 40 days. | <p>No evidence that new development is adversely affecting existing rural/agricultural activity.</p> <p>Due to resource limitations the number of DA's processed within 40 days has fallen.</p> |
| 4.3 Facilitation of environmentally sensitive tourism development. | 4.3.1 Prepare a tourism chapter within Council's Development Control Plan to ensure that tourism development is in keeping with the rural character of the area. | <ul style="list-style-type: none"> - Tourism chapter of Dungog DCP developed in consultation with community and local businesses. - Increase in the number of tourist applications lodged with Council. | On-going liaison with businesses interested in submitting a development application and working closely with Planning Department on these enquiries |
| 4.5 Upgrade of information systems | 4.5.1 Upgrade of Council's mapping resources to include a rural capability layer and a biodiversity layer to inform future development. | Council's mapping layers enhanced to enable improved strategic planning and environmental assessment. | Additional mapping data provided from Department of Primary Industries and NPWS but difficulty being experienced placing it on the system |

Strategy 5: Ensure the heritage and streetscapes of our villages are preserved and enhanced.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---|
| 5.1 Identification and preservation of Heritage items. | 5.1.1 Review and update Council's Heritage Strategy | Adoption of a revised Heritage Strategy. | Revised Dungog heritage Strategy adopted and as a result a planning proposal will be drafted to include some of the identified heritage items in Dungog LEP. |
| 5.2 Local Heritage Fund | 5.2.1 Obtaining funding from Heritage branch of Planning NSW. | Specific projects completed that preserve and enhance heritage buildings and places in the LGA. | A new round of funding to be allocated for specific projects was received in May. The availability of funds has been advertised and requests for grant funding will be considered as in past years. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|---|--|
| 5.3 Heritage Advisory Service | 5.3.1 Provide specialist advice on both strategic and development related heritage matters. | Increase in community numbers using the Service and improvement in heritage related development outcomes. | Heritage Advisor continues to provide assistance/advice to community members. In addition her input into the assessment of significant Development applications has ensured a better heritage outcome. She has been assisting in the preparation of the Planning proposal to update the number of Heritage items in Dungog LEP 2014. |
| 5.4 To improve the appearance and presentation of urban areas within the LGA, fostering a sense of community pride. | 5.4.1 Engage with local communities to identify projects, seek funding and work cooperatively towards beautification of local towns and villages. | Works undertaken that improve the amenity of towns and villages. | Nil works undertaken at this time. Works scheduled for Dowling Street (Dungog), Park Street and Durham Road (East Gresford) in 2015/2016. |
| 5.5 Increased local heritage awareness of indigenous Australians in Dungog Shire. | 5.5.1 Seek grant funding to engage with local indigenous people and the relevant Land Councils for information on their history within the Dungog Shire. | Greater understanding and documentation of the role of indigenous Australians in the history of the Dungog LGA. | No Action during the period |

6. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING RURAL AND URBAN DEVELOPMENT

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|---|---|
| 6.1 Review of Section 94 Plan | 6.1.1 Consultant commissioned awaiting Works Program | Adoption of simplified and revised Section 94 Plan. | Awaiting completion of Asset Management Strategy and adopted Works Plan. |
| 6.2 Improve and strengthen Council's relationship with the Development industry and other stakeholders. | 6.2.1 Improve the accessibility and usability of information available in print, web or through the Development Advisory Panel. | Increased usage of the Development Advisory Panel and better quality applications being lodged. | A larger proportion of applications are being lodged by professional planning consultants which has reduced the usage of the DAP. |
| 6.3 Develop and maintain an appropriate and contemporary manual of engineering standards. | 6.3.1 Revise the engineering standards listed in Council's Policy Register to reflect contemporary standards and practices. | Review completed and new manual adopted. | Internal reviews are continuing but have not been provided to Council at this time. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|--|--|
| 6.4 Fire Safety Program | 6.4.1 Complete risk evaluation of existing buildings relevant to land use. | Increase in number of buildings upgraded to meet fire safety standards. | Risk Evaluation completed |
| | 6.4.2 Commence audit on high risk premises. | No. of complaints in respect of fire safety standards. | Due to workloads no progress has been made on this project during this period |
| 6.6 Update Council's Standard Conditions of Consent | 6.6.1 Planning, Engineering and Building Officers will review, modify and augment the current list of Standard Conditions to reflect industry best practice. | Review completed and new conditions being utilised in the preparation of Development Consents. | Work has stalled on adopting a final comprehensive set of conditions due to resource shortages. |
| 6.7 Provision of 149 Certificates and Property Information. | 6.7.1 Preparation of zoning certificates in accordance with legislative requirements. | <ul style="list-style-type: none"> - 149 Certificates issued in a timely manner with minimal returns. - Response times to general written property enquiries is reduced. | <p>Council has processed 149 certificates in an efficient and effective manner over this period with only a small number of returns.</p> <p>The volume of property enquiries has increased during this period particularly after the storm event in April. Subsequently, response times to general enquiries have increased due to resource constraints.</p> |
| 6.8 Maintain and increase Council's Market Share of Contestable Building Activities. | 6.8.1 Construction Certificates and Complying Development Certificates are issued within timeframes comparable with Private Certifiers. | Increase in the proportionate number of Construction Certificates and Complying Development Certificates being issued by Council. | There continues to be a high proportion of construction certificates and CDCs being processed by Council in the LGA. |
| | 6.8.2 Greater promotions about Council's Building Services through the website. | | Staff continue to promote Council's services at Customer Service Centre and out in the field. Council's web site utilised to advertise Council's competitive services. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|--|---|
| 6.9 Investigation of Illegal and Unauthorised Development. | 6.9.1 Identifications of non-compliant developments through a consents audit process. 6.9.2 Investigations of complaints received from the public. | <ul style="list-style-type: none"> - Education programme developed to highlight to the public the need to obtain consent for certain types of development. - Regularisation of unauthorised Development, where possible. - Greater use of legal mechanisms to restrain environmentally harmful illegal development. | <p>Limited resources for targeted education programmes. Website Information and new application forms updated. Advertisements utilised to educate the public in development matters.</p> <p>High number of complaints re: unauthorised developments. Priority given to developments that have the potential for major environmental impact. Assistance being provided by environmental officers to deal with the volume particularly illegal occupation of sheds.</p> <p>Council officers have issued a number of Penalty Infringement notices and orders to rectify or restrain development. A number of the PINs have been contested.</p> |
| 6.10 Representat-ion of Dungog Council in legal matters pertaining to Planning. | 6.10.1 Preparation of Evidence for Court proceedings and acting as an expert witness on Council's behalf. | Legal disputes are dealt with in a manner consistent with Council's adopted planning provisions. | Council commenced Class 4 proceedings against Martins Creek Quarry operators in the L & C Court. |
| | 6.10.2 Briefing, commissioning and directing Council's legal advisor. | Reduction in the number of matters progressing to litigation. | Where possible disputes have been settled however in some instances litigation is the only effective means. |

Recreation and Open Space

Strategy 1: Ensure that local recreational and sporting facilities reflect the needs and interests of a growing community

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-----------------------------|--|---|--|
| 1.1 Asset Management | 1.1.1 Development and implementation of Council's Asset Management Plan | Asset Management Plan is developed within budgetary constraints | Asset Management Plan developed for Buildings |
| 1.2 Sporting Grounds | 1.2.1 To support Council's Management Committees | Management Committees provide regular reports to Council | Minutes of meetings being supplied to Council |
| | 1.2.2 Maintain. Collaboration with alternate providers of infrastructure for recreational and sporting facilities. | Continued use of non-Council owned facilities is permitted. | Continued shared use of Barnes Oval with Dungog High School |
| 1.3 Plans of Management | 1.3.1 Ensure Plans of Management are improved and maintained to reflect current issues and community needs | No. of Plans of Management implemented and reviewed. | Not undertaken at this stage. Review of Wharf Reserve POM scheduled for 2015/2016 |
| 1.4 Infrastructure Planning | 1.4.1 Undertake a capacity audit of existing sporting and recreational facilities. | Plan developed that will support future demands of open space. | Not undertaken at this stage |
| | 1.4.2 Facilitate discussions with YMCA and NSW PCYC as regards requirements for infrastructure development. | Options report submitted to Council. | |

Strategy 2: Encourage and support a diversity of sporting and recreational activities throughout the Shire

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-----------------------------------|---|---|--|
| 2.1 Asset Maintenance | 2.1.1 Maintain and promote the use of recreational and sports facilities. | Grounds facilities are maintained to a agreed standards. | Grounds facilities being maintained to agreed standards within budgetary constraints |
| 2.2 Sporting diversity | 2.2.1 Continue discussions with the Hunter Academy of Sport in relation to the promotion of various sporting activities | Establishment of sports development days for the schools. | Events conducted by the Academy during the September school holidays. |
| 2.3 Funding Programs | 2.3.1 Conduct annual workshops in relation to sporting grant funding. | Annual Workshop held. | Not conducted |
| 2.4 Sporting Facility Maintenance | 2.4.1 Continue to promote a partnership approach with local communities, sporting and recreational groups for the management and maintenance of local sporting facilities | Continued support from local groups and community involvement in S355 Committees. | Continuing to work with 355 Committees |
| 2.5 Equity of use | 2.5.1 Council and its representatives manage access to its sporting and recreational facilities to ensure equity amongst users | Availability of grounds to meet user requirements | Grounds available subject to weather and maintenance – use of grounds being shared where required. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|--|---|---|
| 2.6 Pricing | 2.6.1 Preview Council's fee structure to encourage community use of local sports and recreational facilities. | Consistent framework for fees applied Shire wide. | Fees reviewed as part of budget process. Further overall review required. |
| 2.7 Accessibility | 2.7.1 Review the availability of passive recreational facilities to ensure the needs of all population groups are addressed. | Report developed to guide Council's future decision making. | Not undertaken at this stage |
| 2.8 New Section 94 Plan | 2.8.1 Develop Section 94 Plan for developer contributions that is achievable and reflects the increased need for community facilities within individual districts generated by development | New Section 94 Plan is developed. | Awaiting completion of Asset Management Strategy and adopted Works Plan. |

Strategy 3: Ensure that appropriate access to public lands is maintained

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|--|--|---|
| 3.1 Access to Public Lands | 3.1.1 Liaise with appropriate agencies to ensure that recreational areas including national parks, forests and waterways are accessible and well cared for | <ul style="list-style-type: none"> - No. of TAC Meetings attended by key agencies. - No. of formal letters issued to Agencies in relation to complaints received by Council. | <p>1 meeting</p> <p>2 complaints issued to NPWS and State Forests regarding road conditions.</p> |
| 3.2 Public Land usage | 3.2.1 Advocate for local communities and visitors to ensure that regional parks, forests and waterways accommodate a diversity of uses and interests | No. of TAC meetings attended by key agencies. | 1 meeting attended where the outcomes of the low cost short term accommodation project were discussed |
| | 3.2.2 Advocate for improvements to tourist infrastructure in National Parks and Forest areas | <ul style="list-style-type: none"> - Upgraded visitor amenities and infrastructure - Overall satisfaction of day and overnight visitors to these facilities | No advocating during this period |

4. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING RECREATION AND OPEN SPACE

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|--|---|
| 4.1 Promotion of camping/ caravanning | 4.1.1 Provide facilities at Clarence Town and Dungog and promote other Parks and Camping areas throughout the Shire. | - Occupancy rates - No. of visitors to the Shire. | Visitation stable according to VIC figures |
| 4.2 Tourist Infrastructure | 4.2.1 Continue to lobby National Parks & Wildlife and Forest NSW to upgrade visitor amenities, forest camping infrastructure and interpretative facilities. | - No. of visitors to the areas managed by NPWS & Forest NSW - Overall satisfaction of day and overnight visitors to the area. | Visitation stable according to VIC figures. |
| 4.3 Volunteer program | 4.3.1 Support the Volunteer Guides Program with NPWS. | No. of volunteers involved in the program. | 8 volunteers actively involved in the program |
| 4.4 Park Playground Inspections | 4.4.1 Inspected monthly. | % of Playgrounds Inspected on a Monthly basis. | 100% of Council owned or managed playgrounds have been inspected on a monthly basis |
| 4.5 Park Mowing | 4.5.1 Mowing undertaken on a rolling programme. | All parks to be mowed once per month. | Parks mowed as required by seasonal conditions |
| 4.6 Sporting Ground Mowing | 4.6.1 Mowing undertaken on a rolling programme. | All parks to be mowed twice per month. | Sportsgrounds mowed as required by seasonal conditions with the exception of those grounds that are maintained by the 355 Committees. |
| 4.7 Cemeteries Mowing | 4.7.1 Mowing undertaken on a rolling programme. | General Cemeteries to be mowed quarterly. Lawn Cemetery to be mowed bi-month. | Cemeteries mowed as required by seasonal conditions |
| 4.8 Swimming Pools Contractor Management. | 4.8.1 Monitoring of contractor performance and compliance with Public Health requirements. | - No. of non-compliances with contract. - No. of complaints received direct by Council. | Nil non-compliances observed Nil complaints received |
| 4.9 Weed Eradication | 4.9.1 Spraying of Bindii and Clover weeds on sportsfields. | Annual spray programme undertaken. | Annual weed spraying undertaken |

Public Infrastructure & Services

Strategy 1: Improve the safety and functionality of our road network.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|---|
| 1.1 Council Advocacy | 1.1.1 Lobby State and Federal Governments for allocation of additional funding for local road upgrade and maintenance. | Achievement of additional funds. | No additional funds secured. |
| 1.3 Road Asset Management Policy and Plans | 1.3.1 Review and update Council's Road Asset Management Policy and Plans | Policies and Plans are reviewed | Adopted by Council. |
| 1.4 Unsealed Rural Road Network Review | 1.4.1 Review the Unsealed Road Network to provide improved equity for residents | Unsealed Rural Road Network is reviewed and reported to Council | Report to Council scheduled for July 2015 to allocate necessary funds for review to be undertaken. |
| 1.5 Funding | 1.5.1 Continue to submit bids for funding through State and Federal Grants for the road network. | Bids are submitted. | Bids submitted for REPAIR, Black Spot, Safer Roads, Bridges Renewal, Hunter Infrastructure & Investment Fund, Roads to Recovery |

Strategy 2: Ensure a local police presence throughout the Shire.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|---|
| 2.1 Provide ongoing support to NSW Police Service through a range of networks. | 2.1.1 Participate in Community Safety Precinct Committees. | - Attendance at quarterly meetings. - Crime Statistics. | Meetings held twice in the period. |
| | 2.1.2 Support the Dungog & District Liquor Accord. | Attendance at meetings. | Attendances fluctuate. |
| | 2.1.3 Major event notification to ensure awareness of Local Area Commands for potential increased resource demands. | - No. of alcohol related incidents. - Impact of event on local community. | No adverse publicity about events held in the Shire |
| 2.2 Lobbying for greater police presence in our Shire. | 2.2.1 Ongoing communications to the Local Member and Minister for Police in relation to Police numbers. | Increased local Police numbers within the Shire. | Police numbers in the Port Stephens LAC still an issue with Dungog to resume two man stationed locally in near future. |
| 2.3 Lobby State Government to ensure that local Police are supported by the provision of local facilities. | 2.3.1 Make representations to relevant Ministers on alternative housing solutions. | Improvements to Police residences undertaken. | Last LAC meeting Commander Rae advised likelihood of officer stationed at Clarence Town unlikely in near future in view of heightened security risks. |
| 2.4 Foster community awareness to report incidents to Crimestoppers. | 2.4.1 Support awareness through Mayoral Happenings and Council's website. | Local crime statistics reflect. | Statistics only being provided for the Area Commands, crime rates for the area below performance indicators. |

Strategy 3: Ensure that our communities have local access to quality educational and health & social services and facilities.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|--|---|
| 3.1 Post Secondary Education | 3.1.1 Collaborate with appropriate agencies to explore local post secondary education opportunities and facilities. | No. of meetings held. | None in the period. |
| 3.2 Health Services | 3.2.1 Host quarterly Health Forums with HNEH and NGO's. | Health Forums conducted. | Forums held August & October 2014 |
| 3.3 More GP Services within the Local Government Area. | 3.3.1 Investigate options to increase the number of GP's practicing within the Shire. | Options paper developed and attraction package considered. | No work undertaken Medicare Local and Hunter Division of GP's domain. |
| 3.4 Increase the awareness of what Health Services are available within the Shire. | 3.4.1 Support development of suitable promotional material. | Promotional material disseminated through community. | Previously distributed |
| | 3.4.2 Provide information through Council's website. | | |

Strategy 4: Improve the provision of transport services to communities within the Shire.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|---|------------------------------------|
| 4.1 Rail Services. | 4.1.1 Lobby State Government to ensure that local passenger rail services are maintained and improved. | General Public Access to rail services is retained. | Ongoing |
| | 4.1.2 Lobby State Government for improved accessibility at local stations. | Station upgrades are undertaken. | Ongoing |
| 4.2 Community Transport. | 4.2.1 Continue to support Dungog and District Neighbourcare in relation to community transport needs. | Funding levels to Neighbourcare are maintained. | Funding secured through until 2017 |
| 4.3 Alignment of rail service timetables. | 4.3.1 Investigate the viability of alignment of rail service timetables with the needs of local workers and students. | Submission prepared by Council. | No action during the period |
| 4.4 Local and Regional Transport needs. | 4.4.1 Conduct a study to determine local and regional transport needs of communities across the Shire. | A Transport Services Strategy for the Shire is developed. | No Action during the period. |

Strategy 5: Ensure that community assets and facilities and public infrastructure are maintained and improved to a reasonable standard.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|---|---|--|
| 5.1 Asset Management | 5.1.1 Development and implementation of Asset Management Plans. | Asset Management Plans are implemented. | Developed and implementation commenced by way of budget inputs |
| | 5.1.2 Development of new Sec 94 Contributions Plan | New Sec 94 Plan is implemented. | Awaiting completion of Asset Management Strategy and adopted Works Plan. |
| | 5.1.3 Review of Plans of Management for community facilities. | Plans of Management are reported to Council. | Not reviewed at this stage |
| 5.2 Asset Maintenance | 5.2.1 Maintain facilities and assets within budgetary limitations. | No. of complaints received. | 8 complaints received for Public Toilets – predominantly due to vandalism or blockages |
| 5.3 Funding | 5.3.1 Continue to explore opportunities to submit grant applications for facility upgrades. | Value of grant funding received per annum \$. | Special Grant received from Hunter Water for Dowling Street Toilet. Community Building Partnership funding received for Coronation Park. Boating NOW grant funding received for Bridge & Wharf Reserves at Clarence Town |

Strategy 6: Ensure that the provision of public infrastructure and services reflect the needs of a growing and changing population.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|--|--|--|
| 6.1 Emergency Services | 6.1.1 Ongoing liaison with local RFS and SES volunteers to ensure that they are being adequately resourced. | Local organisations adequately equipped to meet required service levels. | No issues from local organisations have been forthcoming as regards to adequacy of resources |
| 6.2 Sewerage Services | 6.2.1 Continue to advocate for the provision of reticulated sewerage to the villages of Paterson/ Vacy/ Gresford. | Recognition within the Hunter Water long term Capital Works Program. | No notification that villages are recognised in Hunter Water long term capital works program. |
| 6.3 Aged Accommodation | 6.3.1 Maintain Alison Court units to an acceptable standard. | No. of complaints less than 5 per annum. | Alison Court devastated by April Storm Event. Council still working with Insurers, State and Federal Government regarding refurbishment. Issues regarding floor levels of some units to be reviewed in line with Flood Planning Levels |
| 6.4 Bike Plan | 6.4.1 Review and update Council's Bike Plan. | Bike Plan endorsed by Council and strategies implemented. | Bike plan last reviewed July 2011. To be reviewed again in 2015/2016. |
| 6.5 Caravan Park | 6.5.1 Undertake detailed business case development in relation to the establishment of a caravan park within Dungog. | Business case presented to the community. | Project complete. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|---|
| 6.7 Infrastructure & Services Gap Analysis. | 6.7.1 Undertake a gap analysis in consultation with the community and current service providers. | - Consultation undertaken - Gap analysis is reported to Council. | No gap analysis undertaken at this time |
| 6.8 Beautification of village main streets within the Shire. | 6.8.1 Review village main street plans. | Staged plan roll out, stages occurring as budget allows. | Rolling programme of works included in 10 year budget |

Strategy 7: Improve the availability of telecommunications infrastructure to our communities.

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|---|-----------------------------------|--|
| 7.1 Improved Broadband access within the Shire. | 7.1.1 Implementation of Countrytell project within the Local Government Area. | Countrytell project established. | Stalled |
| | 7.1.2 Assist Countrytell with community engagement. | Community and business awareness. | Stalled |
| 7.2 Improved mobile phone coverage | 7.2.1 Ongoing liaison with carriers in relation to enhanced mobile phone capability within the Shire. | Increased coverage achieved. | Submissions made and matter referred back to Federal Member June 2014. |

8. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING PUBLIC INFRASTRUCTURE AND SERVICES

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---|--|--|---|
| 8.1 Water/Sewer | 8.1.1 Ongoing participation with the Hunter Water Community Consultative Committee | Attendance at meetings. | Mayor attending |
| 8.2 Flood Plain Management Program | 8.2.1 Provide accurate data in relation to asset management and development | No. of stages and Flood Plain Management Plans completed | Applications made for- Dungog Flood risk management study (\$210K) Voluntary Purchase of properties affected by April 2015 storm. (\$750K) Unsuccessful Grant application for Stage 4 of Clarence town flood risk mitigation works (\$66K) |
| 8.3 Grant Funding | 8.3.1 Apply for grant funding from OEH to carry out Flood Plain Management studies | - Amount of funding received - No. of Plans funded. | Nil Nil |
| 8.4 Unsealed Road Grading | 8.4.1 Maintenance grading works as per Council's adopted programme. | % of programme completed. | 100% of programme complete. |
| 8.5 Rural Local Sealed Roads Shoulder Grading | 8.5.1 Shoulder grading undertaken for reseals as required. | Minimum 5% by length of Rural Local Sealed Roads are shoulder graded. | 3.5% Rural Local Sealed Road shoulder grading by length |
| 8.6 Rural Regional Roads Shoulder Grading | 8.6.1 Shoulder grading undertaken for reseals as required. | Minimum 7.5% by length of Rural Regional Sealed Roads are shoulder graded. | 4.0% Regional Sealed Road shoulder grading by length |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---|
| 8.7 Rural Local Sealed Roads – Roadside Slashing | 8.7.1 Slashing undertaken on rolling programme. | All sealed Rural Local Roads slashed twice per annum. | Slashing programme being met |
| 8.8 Rural Regional Roads – Roadside Slashing | 8.8.1 Slashing undertaken on rolling programme. | All Regional Roads slashed three times per annum. | Slashing programme being met |
| 8.9 Construction and Rehabilitation Works | 8.9.1 Works undertaken as funding allows. | % of annual rehabilitation and construction funding spent. | 80% of funding spent – percentage affected by April 2015 Storm Event |
| 8.10 Rural Local Sealed Roads – Heavy Patching | 8.10.1 Works undertaken on a needs and funding availability basis. | Area of Rural Local Sealed Roads heavy patched reported to Council. | 3,720m ² of Rural Local Sealed Roads Heavy Patch undertaken |
| 8.11 Regional Rural Roads – Heavy Patching | 8.11.1 Works undertaken on a needs and funding availability basis. | Area of Rural Regional Roads heavy patched reported to Council. | 1,015m ² of Regional Road Heavy Patch undertaken |
| 8.12 Urban Local Sealed Roads – Heavy Patching | 8.12.1 Works undertaken on a needs and funding availability basis. | Area of Urban Local Sealed Roads heavy patched reported to Council. | 585m ² of Urban Road Heavy Patch undertaken |
| 8.13 Rural Local Sealed Roads - Resealing | 8.13.1 Resealing undertaken as per Council's programme. | Minimum 3% by length of Rural Local Sealed Roads are Resealed. | 3.7% resealed by length to date |
| 8.14 Regional Roads – Resealing | 8.14.1 Resealing undertaken as per Council's programme. | Minimum 3% by length of Rural Regional Roads are resealed. | 4.1% resealed by length to date |
| 8.15 Urban Local Sealed Roads – Resealing | 8.15.1 Resealing undertaken as per Council's programme. | Minimum 3% by length of Rural Local Sealed Roads are resealed. | Nil undertaken - funding restricted for expenditure in 2015/2016 |
| 8.16 Bridge inspections | 8.16.1 Inspections carried out on a regular basis. | All bridges to be inspected once per annum. | Annual inspection undertaken. |
| 8.17 Concrete Footpath Inspections | 8.17.1 Inspections carried out on a regular basis. | Dowling Street High Pedestrian Section of footpath inspected every 3 months and the remaining network inspected once per annum. | All scheduled inspections undertaken |
| 8.18 Public Toilet Inspection and Cleaning | 8.18.1 Undertaken twice per week. | Maintenance schedule is met. | Schedule being met |
| 8.19 Street and Gutter Clean | 8.19.1 Undertaken twice per week in Dungog. | Maintenance schedule is met. | Schedule is being met |
| 8.20 Signage | 8.20.1 Road safety signage and street/road indicator blades are replaced as required. | No. of non-compliant signs as identified through roadside audits. | No audits undertaken, however, new and replacement blades being installed based on Supervisor inspections and Customer Requests |
| 8.21 Guardrail | 8.21.1 Guardmesh is replaced as funding allows – generally as part of rehabilitation works. | Length of guardmesh replaced. | 1,950m replaced as part of roadworks and road rehabilitation |

Council Governance & Finance

Strategy 1: Councillors are responsive, accessible and actively involved within local communities

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|---|---|---|
| 1.1 Councillors representation | 1.1.1 Councillors maintain relationship with key Management Committees. | Councillors attendance at meetings. | Minutes are not being received from all Management Committees however Councillor attendance is reflected in the Minutes received. |
| 1.2 Councillors access information provided on website. | 1.2.1 Web page information maintained. | Information is current. | Information is as current as resources allow. |
| 1.3 Councillors information sessions | 1.3.1 Briefing sessions provided to Councillors on a regular basis. | A minimum of 8 information sessions held per annum. | Six information sessions held YTD |
| 1.4 Councillors Induction Program | 1.4.1 Councillors Induction Booklet review undertaken. | Review undertaken. | Councillors attend workshops when available. |
| | 1.4.2 Program of workshops developed. | Councillors attendance. | |
| 1.5 Mandatory Councillors training | 1.5.1 Ensure information disseminated in a timely manner. | No. of Councillors that attend. | <ul style="list-style-type: none"> - Training opportunities announced within LGNSW circular Councillors can avail themselves of those opportunities as they require. - No direct complaints received in the past 6 months concerning behaviour. |
| 1.6 Enhance opportunities for Councillors to participate in professional development activities. | 1.6.1 Professional development opportunities identified. | <ul style="list-style-type: none"> - No. of Councillors who undertake professional development activities. - Community satisfaction with Councillors performance. | Six information sessions held YTD |

Strategy 2: Decision-making processes are open, transparent and inclusive

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--------------------------------|--|---|---|
| 2.1 Governance – Meetings. | 2.1.1 Review and adopt Council's Code of Meeting Practice after Council elections. | No. of items referred to Closed Session annually. | 16 items referred to Closed Council Sessions. |
| 2.4 Governance – Public Access | 2.4.1 Continue to fulfil Council's obligations under the Government Information (Public Access) Act. | Publications guide updated regularly. | Publication guide updated. |

Strategy 3: Council undertakes broad and effective communication and engagement with the communities across the Shire

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|--|
| 3.1 Mayoral Happenings | 3.1.1 Local Happenings are disseminated to media outlets on a weekly basis. | Happenings within Dungog Chronicle 90% of the time. | Being achieved |
| 3.2 Maintain relationship with the media | 3.2.1 Media releases prepared on issues as they arise. | No. of press releases issued per annum. | <ul style="list-style-type: none"> - Seven media releases issued as regards community issues. - Media interviews undertaken in relation to FAG allocations, amalgamation elements, Martins Creek Quarry matters. |
| | 3.2.2 Staff respond to media requests for interview/feedback. | No. of media interviews undertaken. | |
| 3.3 Community Engagement Plan | 3.3.1 Investigate feasibility of establishing Community Engagement Forums. | Report to Council. | To be completed by April 2015. |
| 3.4 Social Media | 3.4.1 Investigate and report on Council's capability to deliver online social media engagement activities. | Report to Council. | Ongoing. |
| 3.5 Aboriginal Liaison Committee | 3.5.1 Consult with the four Land Councils and ascertain their requirements for ongoing engagement. | Report to Council. | Not progressed. |

Strategy 4: Council's governance and organisational structure reflects the vision, priorities and directions outlined in the Community Strategic Plan

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|--|---------------------------------|---|
| 4.1 Governance – Corporate | 4.1.1 Review of Councils organisational structure after Council elections. | Organisation structure adopted. | Organisation structure adopted. |
| | 4.1.2 Annual review of General Managers performance. | Performance review undertaken. | Review completed and reported to Council. |

Strategy 5: Council undertakes prudent financial management to ensure its long-term viability

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--------------------------------|---|--|--|
| 5.1 Finance – Budget | 5.1.1 Continue to provide monthly works cost statement to Council. | Monthly report to Council. | Ongoing – reports provided on a monthly basis |
| 5.2 Finance – Debt Recovery | 5.2.1 Continue to proactively manage debt recovery action. | Outstanding rates <7% | Outstanding rates at 5%. |
| 5.3 Finance – Fleet Operations | 5.3.1 Review Council's fleet operations to ensure returns on investment. | Positive return to Plant Reserve annually. | Positive return achieved. |
| 5.4 Finance – Investments | 5.4.1 Invest surplus funds in accordance with Council policy. | Investment returns equal 90 day BBSW. | Annual average returns better than average 90day BBSW. |
| 5.5 Investments | 5.5.1 Investigate the feasibility of outsourcing the management of Council's investment portfolio to a third party. | Report submitted following evaluation. | Ongoing. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------|--|---|---------------------------|
| 5.6 Finance – Budget | 5.6.1 Develop and model 10 year financial plans to guide deliberations on future funding decision for Council. | Models developed with robust scenarios. | Complete. |
| | 5.6.2 Determine a position in relation to seeking a special rate variation from IPART or introducing an infrastructure / environmental levy. | Position determined 28 February 2014 | Complete. |

Strategy 6: Appropriate staff are attracted, retained and supported within a safe, caring and productive workplace

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|--|---|---|
| 6.1 Corporate | 6.1.1 Salary System meets Local Government Award requirements. | Nil disputes to IRC. | Nil disputes |
| 6.2 Risk | 6.2.1 Ongoing review of Councils Workplace, Health and Safety systems and processes. | Nil WHS prosecutions. | Nil prosecutions |
| 6.3 Employee Relations | 6.3.1 Maintain funding for Council's Employee Assistance Program. | Budget commitment. | Funding provide in budget for EAP |
| 6.4 Policy Development | 6.4.1 Development of a suitable range of Human Resource policies to assist staff. | Policies submitted to Council by 30 June 2013. | No resource available, being undertaken as time permits. |
| 6.5 Workforce Strategy | 6.5.1 Implement strategic initiatives within Council's Workforce Strategy. | Six monthly report to Council. | Workforce elements will be included in revised resourcing strategy. |
| 6.6 Council Staff Training | 6.6.1 Outsourced Professional development seminar for liaising with the public | Monitor customer/community feedback and complaints. | 1 complaint from the public in regards to Councils customer service area. |

Strategy 7: Council maintains a regional outlook and seeks opportunities for regional co-operation

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|----------------------------|--|--------------------------------|---|
| 7.1 Hunter Council Inc | 7.1.1 Ongoing advocacy role at Board level. | Attendance at Board Meetings. | Meetings attended by Mayor. |
| | 7.1.2 General Managers Advisory Committee | Attendance at GMAC. | Meetings attended by General Manager. |
| | 7.1.3 Representation on professional network groups by staff with regional advocacy matters being reported through to GMAC | | Staff are attending various professional teams. |
| 7.2 Hunter Council Limited | 7.2.1 Ensure that the business activities of the company protect the interests of the shareholders. | Annual report to shareholders. | Reported to the Mayors in November 2014. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|---|--|---|
| 7.3 Resource Sharing | 7.3.1 Explore provision of and utilisation of services from neighbouring Council's. | No. of resource sharing initiatives Council involved in per annum. | SIRP project utilises a shared inspectorial resource with PSC that is funded by HWC. Involved in joint arrangements with Hunter Council's with regards to Purchasing, Training, Legal, Records Storage, etc After the recent storm event Lake Macquarie Council provided a number of planners on a short term basis to assist in processing applications. Involvement in resource sharing initiatives for Library services, ICT Strategic Planning, Risk Management. |

Strategy 8: Council will advocate for the communities by actively pursuing constructive relationships with other spheres of government

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|---------------------------|--|--|---|
| 8.1 Governance – Advocacy | 8.1.1 Attend regional State Cabinet meetings. | Annual meetings attended. | Meeting attended |
| | 8.1.2 Attend regional State Action Plan meetings. | Annual meetings attended. | Workshopped through Hunter Councils GMAC meeting. |
| | 8.1.3 Maintain regular contact with local State & Federal members and their support staff. | Regular contact maintained. | Requests to local member through correspondence at this stage. |
| | 8.1.4 Follow established protocols when seeking meetings with various Ministers. | Request to local member and briefing paper supplied. | Relationship maintained has met in Dungog and through Hunter Councils meetings. |
| | 8.1.5 Maintain relationship with Hunter Regional Director of Premiers & Cabinet | Six monthly meeting held. | |

9. OTHER COUNCIL PROGRAMS AND ACTIVITIES SUPPORTING COUNCIL GOVERNANCE AND FINANCE

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|-------------------------------------|---|--|--|
| 9.1 Governance – Records Management | 9.1.1 Safeguard Council's records and meet legislative responsibilities. | <ul style="list-style-type: none"> - % of records held in complying storage. - Compliance with State Records Act. | <p>60% held in complying storage</p> <p>Ongoing</p> |
| 9.2 Governance – Risk Management | 9.2.1 Undertake annual Public Liability and WHS Audits | Audits undertaken. | Complete |
| | 9.2.2 Attend regional risk management meetings and disseminate information to relevant staff. | 80% of meetings attended. | Complete |
| | 9.2.3 Maintain Council's insurance portfolio. | Insurance renewed annually within timeframe | Complete |
| | 9.2.4 Monitor Council's workers compensation claims. | Increase in Workers Compensation Premium less than 5% on previous year. | Complete, however method of calculation altered for 2016. |
| | 9.2.5 Monitor Council's Return to Work programmes. | No. of employees with greater than 5 days lost time per annum. | 1 employee with greater than 5 days lost time. |
| | 9.2.6 Lead the organisation in respect of new online risk register database. | | Ongoing |
| | 9.2.7 Development and review of business and continuity plan. | <ul style="list-style-type: none"> - Business continuity plan developed. - Business continuity plan tested annually. | Emergency response review undertaken with Echelon following April super storm – awaiting report. |

| PROGRAM / ACTIVITY | OPERATIONAL PLAN ACTIONS | PERFORMANCE INDICATORS | STATUS AS AT 30 June 2015 |
|--|--|---|--|
| 9.3 Corporate Support – Information Systems | 9.3.1 Enhance Council's Information Systems so as to meet the current and future needs of the organisation | 1. System upgrade undertaken 2. Organisation operates on current version of software for LG Application. | Complete Authority upgrade scheduled for 2016 |
| | 9.3.2 Monitor Council's managed services provider to ensure system outages/downtime meets service agreement. | Downtime less than 1% of annual working hours. | Migration to full cloud based system completed, some work still to be undertaken in regards printing. New environment is not noticeably different in performance. |
| | 9.3.3 Implement mobile computing modules to key users. | Mobile computing operational. | Managed Service environment provides access to all staff with a valid login. Smartphones provided to appropriate staff to further enhance the mobile option and accessibility. Tablets implemented for engineering staff |
| | 9.3.4 Maintain an online presence. | Council's website accessible 99% of time. | Website accessible 99% of time. Currently mid way through an upgrade. |
| | 9.3.5 Monitor information uploaded to Council's website. | Nil complaints in relation to copyright/privacy breaches. | Nil complaints to date. |
| 9.4 Corporate Support - Customer Services RMS Agency | 9.4.1 Ensure RMS payments agency is operational during Council opening hours | Trained staff available to meet operational requirements | 1 new staff member completed RMS training in the period. |
| | 9.4.2 Comply with RMS performance and statutory expectations. | Nil Deficiency/ Compliance reports. | Nil reports received to date. |



SECTION THREE

STATUTORY REPORTING
REQUIREMENTS

LEGAL PROCEEDINGS

Legal Costs – Legal Advice

Planning Department - \$10,498.44
Environmental Services Department - \$4,116.00
Corporate Services Department - \$3,615.09

Court Matters

| | Costs | Case |
|---|-------------|---|
| Council v Watkins Land & Environment Court | \$11,418.32 | Appeal against notice issued under POEO Act. Resolved through negotiation. |
| Council v Douglas Spedding Pty Ltd. Local Court | \$2,049.20 | Appeal against offence: Illegal Development. Council awarded fine \$5,000 plus costs. |
| Council v Hunter Industrial Rental Equipment Pty Ltd. Land & Environment Court | \$78,056.80 | Class 4 Proceedings Martins Creek Quarries. Ongoing. |

Rates Recovery

| | Costs | Case |
|---------------------------|------------|---|
| Council v Various Parties | \$7,323.00 | Legal costs incurred in relation to defaulting rates debtors. |

MAYORAL & COUNCILLOR EXPENSES

In addition to the Mayoral Fee of \$13,675 and Councillors Fees of \$73,170 expenditure in relation to the provision of facilities and Councillors expenses amounted to \$21,193. This figure includes:

| | |
|--|-----------|
| • Council Elections | Nil |
| • Code of Conduct Investigations | \$ Nil |
| • Provision of dedicated office equipment allocated to Councillors | Nil |
| • Conference and Seminar Expenses | \$ 8,478 |
| • Training & skill development | \$ 1,486 |
| • Interstate travel by Councillors | Nil |
| • Overseas visits by Councillors | Nil |
| • Expenses of any spouse, partner accompanying a Councillor | Nil |
| • Expenses involved in the provision of Childcare | Nil |
| • Mobile Phone and Internet Costs | \$ 170 |
| • Travelling | \$ 4,591 |
| • Meals & Sustenance | \$ 2,788 |
| • Delegates Expenses | \$ 3,680 |
| Total | \$ 21,193 |

Council's Policy for the payment of expenses and provision of facilities was reviewed on 18 November 2014 and includes the following:

1. Council will pay to or on behalf of its Councillors reasonable allowances towards their necessary out of pocket expenses for conveyance, sustenance, travelling and accommodation for:
 - (a) Meetings of Council, or the meetings of any Committee of the Council;
 - (b) Upon inspections within the area, provided such inspections are undertaken in compliance with resolutions of the Council;

- (c) Upon business of the Council outside the area in compliance with a resolution of the Council;
 - (d) To and from the periodical conference of the Shires Association of New South Wales or of the Australian Council of Local Government Associations or of any district associations of Councils or to and from any meeting of any regional council or of any regional development committee; and
 - (e) In such cases as may be prescribed, to and from the periodical conferences or meetings of such other associations or organisations as may be prescribed.
2. A Council vehicle will be made available for the use of Councillors wherever possible. However should a Council vehicle not be available and Councillors are required to provide their own private transport for authorised Council business, then Councillors will be paid an allowance for travelling at the following rates based on the allowance under the Local Government State Award. As at 1 July 2014:
- Under 2.5L \$0.68 per kilometre
 - 2.5L & over \$0.78 per kilometre
3. Where an elected member lives outside the Council area, Council will pay an allowance for travelling based on the aforementioned mileage allowance from the Council boundary to the Council related activity along the most direct route from the Councillor's place of residence.
4. Council will provide the following facilities and services for the use of the Mayor for Council related activities:
- (a) an office at the Council Administration building;
 - (b) secretarial and administrative support;
 - (c) stationery and office supplies, including fax, email, laptop and mobile phone etc.

SENIOR STAFF

During 2014/2015 one officer of Council was classified as Senior Staff pursuant to Section 332(2) of the Local Government Act, being the General Manager.

The total amount payable in respect of the employment of senior staff for the period (including the salary component, employer and employee superannuation, provision of vehicle and fringe benefits tax) was \$199,200.

| | |
|---------------------------|-----------|
| Salary component: | \$168,911 |
| Superannuation: | \$17,205 |
| Vehicle: | \$11,725 |
| Membership Contributions: | \$1,359 |

MAJOR CONTRACTS

| Name | Payment Approved by Council | No. of Jobs | Contract Period (Years) | Nature of Goods or Services |
|---|-----------------------------|-------------|-------------------------|--|
| Burns Earthmoving Pty Ltd | \$943,560 | Various | One | Plant Hire |
| SRS Roads | \$1,657,838 | Various | One | Bitumen |
| Quarry Products | \$597,798 | Various | N/A | Road Base & Aggregate |
| J R & E E Richards | \$599,297 | Various | Six | Waste & Recycling Collection |
| Centrel Pty Ltd | \$267,438 | One | N/A | Fuel |
| Presland Bros | \$248,439 | Various | One | Plant Hire |
| Labourco Council Services Pty Ltd | \$205,828 | Various | One | Provision Temporary Labour Service |
| Guardian Traffic Services | \$499,533 | Various | One | Provision of Temporary Labour – Traffic Control |
| Civica Pty Ltd | \$209,389 | Various | Five | Provision of Information Technology Managed Services |
| Accurate Asphalt & Road Repairs Pty Ltd | \$925,795 | Various | N/A | Road Repairs |
| Cardiff Toyota | \$154,967 | One | N/A | Purchase New Plant |
| KCE Pty Ltd | \$2,188,757 | One | One | Road Construction – Clarence Town |
| Openshore Traffic Services | \$150,757 | Various | One | Provision of Temporary Labour – Traffic Control |
| GW & GJ Trappell | \$331,718 | Various | One | Plant Hire |
| Daracon Quarries | \$567,661 | Various | One | Road Base & Aggregate Crushing Plant |
| TreeServe Pty Ltd | \$480,656 | Various | One | Removal of Trees |
| Precision Drill & Blast | \$208,262 | Various | One | Drilling & Blast Rock |
| Holcim (Australia) Pty Ltd | \$329,090 | Various | One | Provide Pipes & Headwalls |
| Barker Ryan & Stewart | \$252,325 | Various | One | Engineering Consultancy Services |
| Hunter Quarries | \$642,608 | Various | One | Road Base & Aggregate |

WORK CARRIED OUT ON PRIVATE LAND

During the period 1st July 2014 to 30th June 2015, all private works were undertaken in accordance with Section 67 of the Local Government Act 1993. Council did not resolve to subsidise any works.

SECTION 356 CONTRIBUTIONS

Donations and Expenditure under Section 356 amounted to \$21,320 and was made up as follows:

| Donations & Contributions | | \$ |
|--|--|---------------|
| - Hunter Valley Research Foundation | | 2,000 |
| - Gresford & District Agricultural Society | | 250 |
| - Dungog Arts Society | | 500 |
| - Dungog High School Citizenship Award | | 75 |
| - Anzac Day | | 191 |
| - Dungog Gresford Land & Beef Inc | | 100 |
| - Arts Upper Hunter | | 7,007 |
| - Australia Day | | 1,739 |
| - Variety Special Children's Christmas Party | | 250 |
| - Gresford Community Group Youth Hall | | 298 |
| - Karley Moran | | 100 |
| - Leyton Lloyd | | 100 |
| - Paterson Sportsground Committee DA Fees | | 2,021 |
| - Paterson Pre-School Kindergarten DA Fees | | 357 |
| - Dungog Showground & Recreation Reserve DA Fees | | 1,017 |
| - Blazeaid | | 5,000 |
| - Country Women's Association | | 300 |
| - Citizenship Ceremonies | | 15 |
| Total | | 21,320 |

EEO MANAGEMENT PLAN

The purpose of Council's EEO Policy is:

- (i) to eliminate discrimination or harassment in employment on the grounds of race, sex, marital status, physical impairment, intellectual impairment and sexuality, and compulsory age retirement. These grounds are specified in the NSW Anti-Discrimination Act which binds Councils.
- (ii) to promote Equal Employment Opportunity for women, members of non-English speaking backgrounds, Aboriginal and Torres Strait Islanders, and people with disabilities.

No problems of an EEO related nature arose during the 2014/2015 year. Council provides structured training to staff on a regular cycle to reinforce awareness of Council's Policy.

COMPANIES IN WHICH COUNCIL HELD A CONTROLLING INTEREST

Council did not hold a controlling interest in any company during 2014/15.

EXTERNAL BODIES WHICH EXERCISED FUNCTIONS DELEGATED BY COUNCIL

During the year, Council delegated the following functions to external bodies:

| Function | Body |
|--|---|
| Enforcement of relevant legislation concerning the overloading of vehicles on Regional Roads and local roads within the Shire. | Mid North Weight of Loads Group |
| Care, control and management of the James Theatre Community Centre. | James Theatre Community Centre Committee |
| Care, control and management of the Clarence Town School of Arts Hall. | Clarence Town School of Arts Committee |
| Care, control and management of the Gresford School of Arts Hall. | Gresford School of Arts Committee |
| Care, control and management of the Paterson School of Arts Hall. | Paterson School of Arts Committee |
| Care, control and management of the Vacy School of Arts Hall. | Vacy School of Arts Committee |
| Care, control and management of the Martins Creek School of Arts Hall. | Martins Creek School of Arts Committee |
| Care, control and management of the Showground reserve. | Dungog Showground & Recreation Reserve Management Committee |
| Care, control and management of the Paterson Sportsground. | Paterson Sportsground Committee |
| Care, control and management of the Gresford Sporting Complex. | Gresford Sporting Complex Committee |
| Care, control and management of the Vacy Sportsground | Vacy Sportsground Committee |
| Management of Aged Persons Units. | Alison Court Management Committee |

PUBLIC INTEREST DISCLOSURES

Council is committed to the objectives of the Public Interest Disclosure Act 1994 (The Act) and encourages the disclosure of any instances of corrupt conduct, maladministration, serious and substantial waste and government information contravention.

In accordance with The Act, Council's 'Protected Disclosures Policy' established guidelines for the reporting and management of Protected Disclosures. For the reporting period ending 30 June 2015, Dungog Shire Council received no protected disclosures.

CORPORATIONS, PARTNERSHIPS, TRUSTS, JOINT VENTURES IN WHICH COUNCIL PARTICIPATED

During the year Council was involved in the following:

- Newcastle Regional Library Advisory Committee for assistance in the provision of library services within the Shire.
- Hunter and Central Coast Noxious Plants Advisory Committee for assistance in the control of noxious plants.
- Waste Management Association of Australia – Hunter Branch for assistance in issues dealing with waste operation, treatment and disposal.
- Hunter and Central Coast Regional Environmental Management Strategy Committee.
- Hunter Councils Inc. Council has an interest in Hunter Councils Inc along with other Hunter Member Councils. The activities of this organisation are not controlled by any one Council. Hunter Councils Inc was established to improve the quality and efficiency of Local Government services throughout the Hunter Region.
- Strategic Services Australia. Council has an interest in Strategic Services Australia and is a Shareholder. The activities of Strategic Services Australia involve the establishment and running of a records repository at Thornton and the provision of legal services to the local government industry through Local Government Legal.
- Arts Upper Hunter
- Mid North Weight of Loads Group - Enforcement of relevant legislation concerning the overloading of vehicles on Regional Roads and local roads within the Shire.
- Southern Phone Company Limited – Council is one of 41 Councils that hold a share entitlement.
- Statewide Insurance Mutual – Provision of various insurances
- Statecover Insurance Mutual – Provision of Workers Compensation Insurance.

RATES & CHARGES WRITTEN OFF

Rates and Charges written off for the year amounted to \$186,187.23 and comprised the following:

- Mandatory Pensioner Rebates under Section 575 of the Local Government Act 1993: \$181,908.98 (55% reimbursed to Council by the State Government).
- Postponed Rates and Charges written off under Section 595 of the Local Government Act 1993: \$290.46
- Abandonments – small debts \$314.75
- Voluntary Conservation Agreements: \$3,673.04

OVERSEAS VISITS UNDERTAKEN

No overseas visits were undertaken during the year by Councillors and others representing the Council.

STORMWATER MANAGEMENT SERVICES

Council's Management Plan for Stormwater Services highlighted the preparation of the Asset Management Plan including a full asset listing, condition monitoring and valuation. The Plan would then describe a future needs and replacement program.

Total Stormwater Charges levied in 2014/15 \$41,096

COMPANION ANIMALS ACT & REGULATION

Dungog Shire Council provides Companion Animal Services that include active administration, education and monitoring components.

Pound data information is lodged annually with the Division of Local Government and dog attack data is updated as required on the Companion Animals Web page.

A commercially operated kennel is accessed on a fee for service basis to provide pound services.

In 2014/2015 \$31,159 was expended on Council's Companion Animal program. Expenditure consists of fees to the private impounding facilities, administration and related programs such as the provision of educational material and a barking dog collar and dog trap hiring service.

Revenue from Companion Animals fees of \$12,210 was received.

There is currently only one off leash area in the Shire. Council promotes its Companion Animal program in local media and offers unclaimed pound animals for sale to the public as well as contacting animal welfare organisations as a rehoming option.

During the reporting period, out of the 28 Companion animals seized, 17 were reunited with owners (62%), 1 (2%) was rehomed with an Animal Welfare Organisation, 5 (18%) were rehomed privately and 5 (18%) were required to be euthanased.

Council has adopted a Companion Animals Management Plan that details strategies in relation to companion animals in this area and includes programs for improved education, desexing and provision of off leash areas in the Shire. This Plan is due for review during 2015-16.

GOVERNMENT INFORMATION PUBLIC ACCESS ACT

Obligations under the GIPA Act

1. Review of proactive release program – Clause 7(a)

Under section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Our agency's program for the proactive release of information involves identifying information that should in the public interest be available to the public without imposing unreasonable additional cost to Council and making it available for inspection or via Council's website where possible.

During the reporting period, we again reviewed this program by undertaking a review of Council's Information Guide to ascertain if there were additional documents that could be added to the Open Access Information list.

Unfortunately, Council's records management system does not integrate with the web platform and Council does not have the IT resources and skills to achieve this. The cost to provide public access to this information is prohibitive and such action does not appear to be warranted given the current level of enquiries under the GIPA Act. Council's Customer Service staff can satisfactorily respond to enquiries on an individual basis. This situation will continue to be monitored on an annual basis. As a result of this review no additional information was identified for proactive release.

2. Number of access applications received – Clause 7(b)

During the reporting period, our agency received a total of 5 formal access applications (including withdrawn applications but not invalid applications).

3. Number of refused applications for Schedule 1 information – Clause 7(c)

During the reporting period, our agency refused no access applications either wholly or in part because the information requested was information referred to in Schedule 1 to the GIPA Act. Of those applications, none were refused in full, and none were refused in part.

4. Statistical information about access applications – Clause 7(d) and Schedule 2

Table A: Number of applications by type of applicant and outcome*

| | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with application | Refuse to confirm/deny whether information is held | Application withdrawn |
|--|------------------------|------------------------|------------------------|----------------------|-------------------------------|---------------------------------|--|-----------------------|
| Media | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Members of Parliament | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Private sector business | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |
| Not for profit organisations or community groups | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Members of the public (other) | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |

*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome

| | Access granted in full | Access granted in part | Access refused in full | Information not held | Information already available | Refuse to deal with application | Refuse to confirm/ deny whether information is held | Application withdrawn |
|--|------------------------|------------------------|------------------------|----------------------|-------------------------------|---------------------------------|---|-----------------------|
| Personal information applications* | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Access applications (other than personal information applications) | 2 | 2 | 0 | 0 | 1 | 0 | 0 | 0 |
| Access applications that are partly personal information applications and partly other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

*A **personal information application** is an access application for personal information (as defined in Clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

PLEASE NOTE: The total number of decisions in Table B should be the same as Table A.

Table C: Invalid applications

| Reason for invalidity | Number of applications |
|---|------------------------|
| Application does not comply with formal requirements (section 41 of the Act) | 1 |
| Application is for excluded information of the agency (section 43 of the Act) | 0 |
| Application contravenes restraint order (section 110 of the Act) | 0 |
| Total number of invalid applications received | 1 |
| Invalid applications that subsequently became valid applications | 0 |

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act

| | Number of times consideration used* |
|---|-------------------------------------|
| Overriding secrecy laws | 0 |
| Cabinet information | 0 |
| Executive Council information | 0 |
| Contempt | 0 |
| Legal professional privilege | 0 |
| Excluded information | 0 |
| Documents affecting law enforcement and public safety | 0 |
| Transport safety | 0 |
| Adoption | 0 |
| Care and protection of children | 0 |
| Ministerial code of conduct | 0 |
| Aboriginal and environmental heritage | 0 |

**More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.*

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act

| | Number of occasions when application not successful |
|--|---|
| Responsible and effective government | 0 |
| Law enforcement and security | 0 |
| Individual rights, judicial processes and natural justice | 0 |
| Business interests of agencies and other persons | 1 |
| Environment, culture, economy and general matters | 1 |
| Secrecy provisions | 0 |
| Exempt documents under interstate Freedom of Information legislation | 0 |

Table F: Timeliness

| | Number of applications |
|--|------------------------|
| Decided within the statutory timeframe (20 days plus any extensions) | 5 |
| Decided after 35 days (by agreement with applicant) | 0 |
| Not decided within time (deemed refusal) | 0 |
| Total | 5 |

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

| | Decision varied | Decision upheld | Total |
|--|-----------------|-----------------|----------|
| Internal review | 0 | 0 | 0 |
| Review by Information Commissioner* | 0 | 0 | 0 |
| Internal review following recommendation under section 93 of Act | 0 | 0 | 0 |
| Review by ADT | 0 | 0 | 0 |
| Total | 0 | 0 | 0 |

*The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

| | Number of applications for review |
|---|-----------------------------------|
| Applications by access applicants | 0 |
| Applications by persons to whom information the subject of access application relates (see section 54 of the Act) | 0 |



SECTION FOUR

FINANCIAL INFORMATION