



Management Plan Quarterly Review

January 2011 to March 2011

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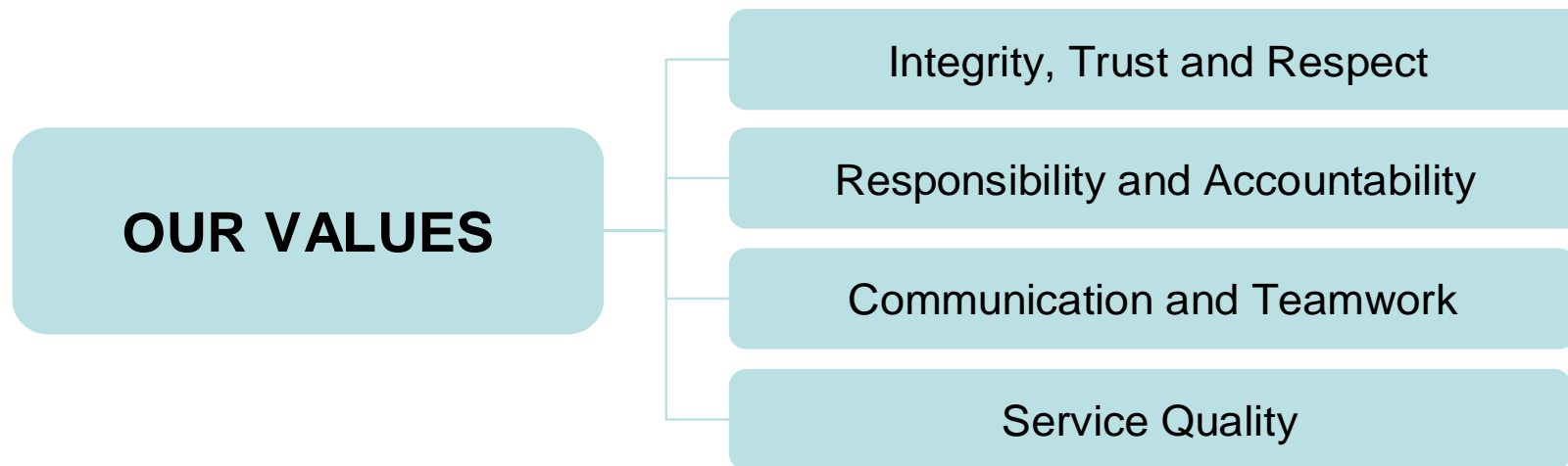
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Our Values





Our Management Plan 2010 – 2013





Our Purpose

To create and nurture a vibrant and diverse community, growing and working in harmony with our urban, agricultural and natural environments.

This Management Plan is prepared under the Local Government Act, 1993, Section 401-407. It gives details of our many planned works and activities. More information about our operation is contained in:

- Council's Revenue Policy
- A variety of other planning and management documents such as:
 - Our Strategic Plan
 - Our Section 94 Contributions Management Plan
 - Our Social Plan
 - Our Cultural Plan
 - Wingecarribee Draft LEP

(These supporting documents are available on request from Council or alternatively you can visit our website at www.wsc.nsw.gov.au)

These documents show what we intend to do and how we plan to go about it. You can then judge our progress based on how we've performed against these plans.

Every three months, the General Manager reports to Council on how we're progressing with meeting our works, activity targets and any budget adjustments needed to meet changing circumstances that develop through the year.



Our Charter

Under Section 8 of the Local Government Act 1993, Council has the Charter to:-

Exercise community leadership. Council believes that it can best fulfil this leadership role in a number of ways, as a:

- Service Provider – directly providing a range of works and services in an efficient and effective manner;
- Partner – entering into joint ventures and cooperative arrangements with both government and private organisations;
- Facilitator – planning, co-ordinating and supporting the efforts of other government and non-government service providers; and
- Advocate – advocating for those services that need to be provided by other government agencies, the private sector or community organisations.

Clearly, Council's role goes well beyond the traditional "roads, rates and rubbish" activities and focuses on all of the community's social, economic and environmental needs to ensure that we have a sustainable community.



Our Code of Conduct

The **Local Government Act 1993** requires every council to adopt a Code of Conduct that incorporates the provisions of The Code of Conduct for Local Councils in NSW. Councillors, members of staff of council and delegates of the council must comply with the applicable provisions of council's Code of Conduct. It is the personal responsibility of council officials to comply with the standards in the Code and regularly review their personal circumstances with this in mind. Council contractors and volunteers will also be required to observe the relevant provisions of council's Code of Conduct.

Failure by a Councillor to comply with an applicable requirement of council's Code of Conduct constitutes misbehaviour. Failure by a member of staff to comply with council's Code of Conduct may give rise to disciplinary action.

The Code of Conduct for Local Councils in NSW sets the minimum requirements of behaviour for council officials in carrying out their functions. The Code is prescribed by regulation.

The Code of Conduct has been developed to assist council officials to:

- understand the standards of conduct that are expected of them;
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439);
- act in a way that enhances public confidence in the integrity of local government.

The Code of Conduct for Local Councils in NSW is based on the following key principles:

- Integrity
- Leadership
- Selflessness
- Objectivity
- Accountability
- Openness
- Honesty
- Respect

Our Current Council



Ken Halstead
Mayor



Larry Whipper
Deputy Mayor



Juliet Arkwright



Jim Clark



Duncan Gair



Jim Mauger



Graham McLaughlin



David Stranger



Paul Tuddenham



Equal Employment Opportunity Management Plan

Council has adopted an Equal Employment Opportunity (EEO) Management Plan, which complies with the requirements of the Local Government Act. The EEO Management Plan includes various strategies for addressing issues relevant to Wingecarribee Shire Council. Council's Human Resources Unit Leader is designated EEO Coordinator, responsible for the implementation and monitoring of the Plan. Appropriate resources have been allocated to meet the requirements of the Plan and it is being implemented in accordance with the adopted schedule.

Access and Equity

Social Planning - Access and Equity Statement

In NSW, all Councils must prepare and adopt a Social Plan at least once every five years. Such plans are about people's access to the resources and services they require to meet their basic needs and to maintain the quality of their daily lives.

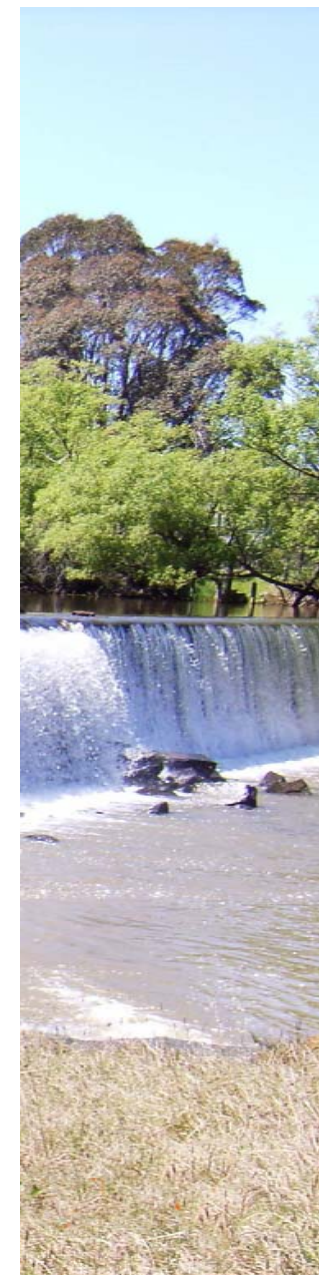
The Wingecarribee Social Plan 2005-2010 can be viewed at Shire Libraries or downloaded from Council's website at www.wsc.nsw.gov.au. Copies can be obtained from the Shire Civic Centre. This plan includes a population profile, analysis of community needs and actions for 2006-2010. Identified issues relate to major trends impacting on the Shire community, most particularly those relating to Council functions.

As community needs are diverse, proposed actions must be considered in the context of Commonwealth, State and Local Government responsibilities and resource implications. Action plans are delineated in relation to responsibilities across Council Divisions in key result areas as follows.

Healthy Environments and Lifestyles

Over 2006- 2010 Council will promote healthy environments and lifestyles through:

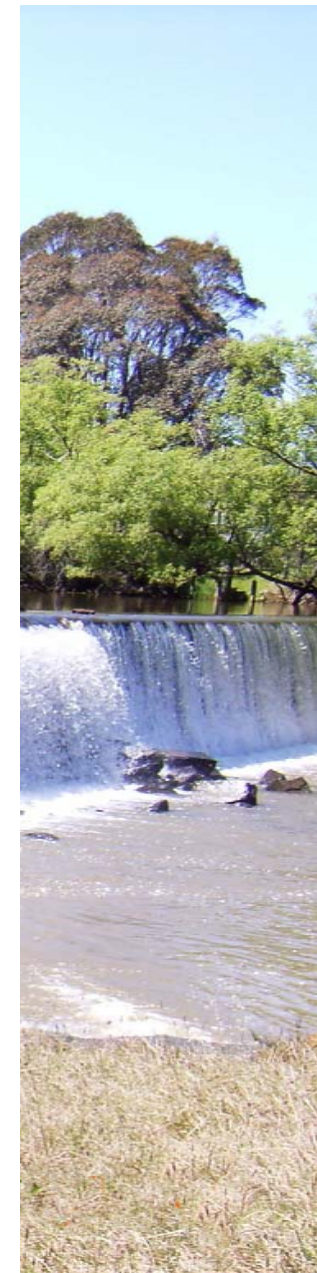
- consolidating urban development in proximity to services and transportation
- design guidelines on active living and crime prevention for major development
- Improving and maintaining to a high standard sports and recreational facilities
- adopting policies on the social determinants of health and on population ageing
- social impact assessment of all major public and commercial development
- promoting Aboriginal cultural development and community capacity building
- advocating for better health care including services for victims of family violence, and specific to the needs of women, men and youth



Information, Communication and Transportation

Over 2006-2010 Council will continue to

- improve universal access for people with a disability
- advocate and plan for better public transport services
- promote access to information and communication technology
- provide information on community services, programs and activities
- improve pedestrian access and mobility through works and new development
- advocate for and ensure access standards for people with mobility restrictions



1. Economy

A strong local economy that encourages and provides employment, business opportunities and tourism

Welcome to Wingecarribee Shire



So close, A world away.



Highlands
Alive



FULL OF
OPPORTUNITY

WWW.HIGHLANDSALIVE.COM.AU

1 Economy

11 Economic Development

A sound diverse economy to support employment generation for local community



MP11a

Moss Vale Enterprise Zone

Facilitate development and growth of Moss Vale Enterprise Zone

A review of the structure of the Economic Development and Tourism has been completed with community members now confirmed. Recruitment completed in March for Economic Development Coordinator. A strategic planning workshop will be conducted on 20 April 2011 with Economic Development & Tourism Working Group to confirm strategies aligned with Wingecarribee 2031



MP11b

Economic Development Strategic Plan

Implement strategies as identified in Economic Development Strategic Plan 2008 - 2016

Review of Economic Development Strategic Plan proposed for first Quarter 2011, after recruitment of new Economic Development Officers is complete. Economic Development Strategy review currently underway in consultation with relevant stakeholders, and concurrently with the development of actions within the Strategic Plan's Delivery Program.



MP11c

Business and Commercial Development

Encourage business in commercial areas other than MVEZ

Recruitment of Economic Development Officers - readvertised in January 2011. Economic Development Coordinator position filled and research being undertaken to identify existing gaps in commercial development. Working with local Chambers of Commerce and industry stakeholders to better understand the local economy and needs of the business sector and broader community.



MP11d

Business Attraction and Retention

Develop an integrated approach between attracting business and keeping business

Recruitment for (2) Economic Development positions - one externally focused (new business) and one internally focused (existing business development) will provide resources to facilitate action on this objective.

The development and implementation of the Strategic Plan's Delivery Program will ensure that business attraction and retention is a priority area. Effective economic development needs to be both internally and externally focussed. Council can be a catalyst for inward investment if it optimises the development potential of its own strategic land-holdings. Financial modelling is required to be undertaken into the development potential including, inter alia, net present value (NPV) of existing facilities and upgrade requirements. Liaison with Property Services to be undertaken in the latter part of 2011. Business profiles being developed.

12 Tourism and Events

Partnering with local suppliers to provide a sound, self-sustainable tourism industry via tourism marketing and events and visitor information centre operations

Indicator Tourism and Events**KPI**

Accommodation bookings through VIC
Number of events ticketed through VIC
Visitation to VIC
Tourism website hits

Target Units

0 activities
0 events
0 visitors
0 hits

Achieved Notes

16,801
20
13,904
40,191

**MP12a****Market Expansion**

Develop and expand market for Shire events

The International Tourism market represents a great opportunity to expand market visitation. Tourism Southern Highlands (TSH) conducted an international/export ready workshop at the Bradman Museum in February 2011 in conjunction with Tourism NSW & ATEC in an effort to increase the number of international "export ready" products in the Capital Country region. There were 15 operators who participated. This strategy will continue to be a major focus of TSH marketing efforts as International visitation is high yielding and also provides valuable midweek business to region.

Supporting this strategy 4 international trade and 3 international media visits to the Southern Highlands were hosted by TSH & its industry. These 'familiarisations' will provide cost effective marketing in International markets and present conversion opportunities. Agri Tourism market development continues to open opportunities for the region. TSH in partnership with CANWIN, Slow Food & Harmony Farm are progressing the development of the Southern Highlands Harvest Project as part of TSH and WSC Strategy of providing local producers with opportunities to diversify into the tourism market and present local growers with opportunities to distribute and sell their products and services. Currently 40 local producers have committed to the program. A media launch was conducted in February which received good coverage of the program and the region. The Mary Poppins Project, which TSH is a major partner, is receiving huge media support both locally, nationally and internationally. The planned "Welcome Home Mary Poppins to Bowral" event for 7 May 2011 is providing a platform to expose the Southern Highlands to potential visitors in new markets and with new audiences. In the future via the commissioning of a statue in Glebe Park Bowral and a proposed annual Mary Poppins Festival event will give visitors more reasons to experience the region.

**MP12b****International Tourism**

Development of International tourism markets in partnership with Tourism NSW

The Australian Department of Tourism Research released their IVS (International Visitor Survey) quarter report for Dec 2010 which saw the Southern Highlands international visitation for the same period Dec 2009 increase by 60% for international visitors to the region and a staggering 317% for overnight visitors. This is a great result and is attributed to the co-operative work undertaken by Manager Tourism and local industry partnering with Tourism NSW & Tourism Wollongong in promoting the Grand Pacific Drive and Southern Highlands in key International Markets. Additionally, growth in International Tourism is attributed to more Export Ready Product in the Highlands and the location & accessibility of the Highlands to Australia's gateway Sydney.

**MP12c****Tourism Strategic Plan**

Develop 3 year strategic plan for Tourism

Sourcing of potential consultants to develop the new Tourism Master Plan was undertaken during the reporting period. A brief has been presented to the preferred consultant. Awaiting draft process and costing plan. Matching funding grant to be sourced through Dept. Industry & Investment. Consultation process planned to commence in June 2011.

13 Southern Regional Livestock Exchange (SRLE)**MP13a****SRLE Strategic Plan**

Continue works in 2010/2011 as identified in the Southern Regional Livestock Exchange Strategic Plan

Main steel structure for roof project is up and project is on target for May completion and under budget.

2. Environment

A community that values and protects the natural environment enhancing its health and diversity



Wingecarribee River Weir

2 Environment

21 Development Assessment and Building Regulation

Indicators Development and Building Services

KPI	Target Units.	Achieved
Number of Joint Regional Planning Panel (JRPP) matters lodged	Number	2
Median processing time for local planning development applications	Days	46
Median processing time for local building development applications	Days	26
Number of Development Applications undetermined	Number	230



MP21a Enforce Regulations

Enforce planning, building and development regulations

No new appeals were lodged this quarter, and the only appeal which has not been finalised relates to *Thousand Oaks (former SCEGGS), Suttor Road, Moss Vale* which has been discussed in previous reports. The remaining issue to be determined relates to a previous judgement by the Court that dealt with an interpretation of the *Wingecarribee LEP1989* in relation to "development standards" and "prohibitions".

In respect of legal issues generally, a summary of these, which includes the compliance register, continues to be presented to Council meetings.



MP21b Land Use Applications

Assess and determine Land Use Applications

The performance of the Environmental Assessment Branch in terms of its assessment function is summarised in the following tables and graphs which show that there was significant increase in the number of applications received in March when compared to the previous 2 months and following from this an increase in the number of determinations and applications pending.

The average determination periods for building assessment (ie residential scale development) and the assessment of the more complex planning proposals have both improved from the January figures when a number of staff were on leave over the Christmas New Year break.

Summary of applications Determination periods

Average building assessment Average planning assessment

In February, the Department of Planning released its annual Local Development Performance Monitoring Report, and this provided an opportunity to compare our performance with that of the previous year and also with like Councils. A report on this was presented to Council in early March and the following is a brief summary.

Category WSC 2008/2009 WSC2009/2010 Group 4

Total DA's determined 899 827 557
 Total value of DA's determined \$160 million \$113.5 million \$94 million
 S96 applications determined 179 179 93
 Mean gross - single dwellings 96 49 61
 % DA's with referral 18 19 16
 Mean gross all DA's 88 61 61
 S96 mean gross 41 33 44
 Mean net all DA's 51 34 36
 Median gross all DA's 46 40 24
 Median net all DA's 32 26 23

22 Environment Management

Indicators Environment Management

KPI	Units	Achieved	Notes
Number of bushcare groups within the shire	Groups	17	0 Bushcare is on holidays
Number of trees planted on public land	Number	943	Planting continued in Berrima, Cosgrove Park and Currabunda. 70 hours of Bushcare Team and 103 hours Volunteer time allocated.
Number of properties inspected for noxious weeds	Number	66	
Hours of community volunteer environmental work	Hours	231	Section 12, 18 & 20 inspections and entry
Length of creeks/rivers undergoing riparian restoration	Metres	900	
Number of Section 18 improvement/infringement notices issued	Number	22	12 of these were re-inspections from Oct-Dec 2010
Regenerated bushland	Sqm	351,171	Area of bushland that underwent primary, secondary or general weed maintenance



MP22a

Environment Strategic Plan

Monitors our Shire's natural environment and environmental impacts

Part 1 of Council's 5 year Wingecarribee Environment Strategy has been reviewed and supported by both the Environment & Sustainability Committee and Council. It was placed on public exhibition from 12 January to 11 February 2011 for comment. A total of seven (7) submissions were received on the Strategy. Two (2) were group submissions and five (5) came from individuals. Submissions were generally positive, praising the creation and purpose of the strategy. Most submissions suggested improvements to the strategy, outlining points that require clarification or further explanation. These comments have been considered, and where applicable will be incorporated into the final version of the Wingecarribee Environment Strategy Part 1. A report to Council on the Submissions is in draft.



MP22b

Statement of Environment (SoE) Issues

Address major issues raised in the 2008-2009 State of the Environment Report (including strategies for greenhouse gas emissions, sustainable land uses and riparian condition and river health)

State of Environment report has been published and used as a source of information in the development of the 5 year Environment Strategy. Riparian and river health strategies were included in Part 1 of Environment Strategy on exhibition during January 2011. Part 2 of Environment Strategy will be addressing Council's environmental systems and sustainability projects including projects to minimise green house gas emissions, waste generation and water use.



MP22c

Environmental Management System

Facilitate the implementation of Council's Environmental Management Systems

EMS documents reviewed with status being ranked. Integrated Managements System adopted and includes EMS. EMS manual and documents being refined into IMS manuals. Staff training in vegetation protection organised. Stage 1 due June 2011. Supporting software installed and trial begins along with QMS and OH&S. Implementation group formed with project plan being developed. EMS Project plan (in draft) revised due to staff recruitment.

22 Environment Management (continued)



MP22d Environmental Impact

Facilitate education and creation of action plans for local SMEs and the general public in order to reduce their environmental impact

- Sustainable Futures Business Network Logo and branding developed.
- Registration of www.sustainablefutures.wsc.nsw.gov.au website.
- Completed first audit of the program on Bundanoon Bowling Club. Logging equipment attached to Bundanoon Bowling Club for water usage monitoring and leak detection
- Recruitment process for Sustainability Publications Officer in the final stages.
- Project Officer completed training in auditing tools and business engagement for the program.
- Sustainable Futures Business network Launch organised for Bundanoon Bowling Club for May.
- Assisted in the promotion and administration of launches for:
 - Fridge Buy Back
 - Southern Highlands Harvest



MP22e WOFE Activities

Complete activities as identified in 2008-2013 Wingecarribee Our Future Environment Budget Summary

- On ground assistance of Bushcare and Landcare group projects along Wingecarribee River banks in Berrima, Garland Rd Reserve in Bundanoon, Mt Gibraltar Reserve, Currabundah wetland in Bundanoon, Chinamans Creek Mittagong, Yerrinbool Reserve, Youth Landcare Site, Whites Creek in Moss Vale, Penrose roadside reserve and Gibbergunyah Creek
- Bush regeneration in Council bushland reserves including Gibbergunyah, Mt. Alexandra, Mt. Gibraltar, Mansfield, Boronia Park, Hammock Hill, Berrima River Bend Reserve and Berrima Weir
- Volunteers donated 409 hours of their time to complete environmental activities in the Wingecarribee LGA.
- WOFE Bushcare team completed 1105 hours of on-ground works. 743 hours were dedicated to weeding activities.
- The Portable Water stand funded by WOFE supports the WSC Bottle Water Free Policy. The stand featured at the Berrima Australia Day event and spent 29 days at the Bowral pool.
- Schools Environment Day was cancelled due to wet weather. This event will be rescheduled for October.
- The Fridge Buy-back scheme was launched in the Wingecarribee Shire. This is the first rural pilot community for this scheme and was made possible by efforts of WOFE staff.
- WOFE staff supported the launch of The Southern Highlands harvest group. This group promotes and supports the local food industry.
- The WSC Private Landholder Vegetation Conservation program continues. Two new management agreements were prepared. Another two new site assessments were undertaken following an expression of interest from landholders.
- *WOFE staff continue to support the "Land For Wildlife" program. Seven site inspections were conducted and 6 expressions of interest received during this reporting period.



MP22f Civic Centre Energy Efficiency

Implement Civic Centre Energy Efficiency improvements

- Civic Centre comprehensive resource efficiency report being reviewed by Sustainability Engineer as a result of energy, water and waste audit.
- Coordination of a voltage reduction meeting with Water and Sewer.
- Organisation of data requirements for Trans Tasman Energy Group for Street lighting and major sites energy contracts.
- Organisation of Certificate IV in Carbon Management to be attended by 9 WSC staff.

23 Planning and Development

Human settlement, primary production and other land use is managed whilst ensuring sustainability of soil, water and other ecosystems.

MP23a Local Environment Plan (LEP)

Ensure that Council's Local Environment Plan is proclaimed

Wingecarribee LEP was made on 16 June 2010. This project is now complete.



MP23b Heritage Items

Prepare Local Environment Plan to list new heritage items within the Shire

Initial report to Council on 9 March 2011 to commence notification to owners. Letters regarding the consultation period and information sessions are to be sent May/June 2011 with the results to be reported back to Council mid-year.



MP23c Developer Contributions Plans

Prepare new Develop Contributions Plans in accordance with new regulations

March 2011 - MVEC Draft s94 Plan back on Council agenda for 13 April 2011. East Bowral Monies Workshop held 23 March 2011. New projects to be nominated for East Bowral monies and Greenpaper to be brought before Council. Draft S94 Roads Plan being reviewed for final draft to be reported to Council. S94 Administration Plan review begun.



MP23d Local Planning Policies

Prepare a new Local Planning Strategy for the Shire

Demographic and Housing Study

- \$50,000 grant received from Department of Planning.

Local Planning Strategy Workshops

- Workshops held for Bundanoon, Moss Vale and Wingello/Penrose all well attended
- Preparations for Bowral, Berrima and Mittagong underway.

Local Planning Proposals

- Draft Northern Gateway LEP has been converted to a Planning Proposal. Currently with DoP. Exhibition of Planning Proposal incorporating 9 sites completed. Report to go to Council on 13 April 2011. Council has resolved to proceed with a Planning Proposal to amend various errors in WLEP 2010. Currently with DoPI. Council has resolved to proceed with a Planning Proposal to permit function centre and accommodation development on the Blue Metal Winery site. Planning Proposal has not been prepared as Council is also seeking to address wineries in rural areas through an amendment to WLEP 2010 and it would be best to deal with both matters together. Discussion of wineries matter will occur at LPS Steering Committee Meeting on 20 April 2011. The impacts on WLEP 2010 of amendments to the Standard Instrument of 25 February 2011 will also be considered at the LPS Steering Committee meeting of 20 April 2011.

Development Control Plans

- Initial review of DCPs underway in conjunction with development assessment staff. All DCPs now adopted and in force except for Sutton Forest Inn component of the Sutton Forest Village DCP (to be adopted) and Fitzroy Falls DCP (to be prepared)
- The amendment to the Industrial Lands DCP covering the Northern Gateway Braemar Industrial Land exhibited November-December 2010 and was reported to Council and adopted 13 April 2011.
- Amended Moss Vale Enterprise Corridor DCP 60 was adopted by Council 13 April 2011.

24 Waste Management

Provide an integrated, sustainable waste management system for the Shire

Indicators Waste Management

KPI	Target Units	Achieved	Notes
Domestic recycling diverted from landfill	Tonnes	1,386	
Building waste collected	Tonnes	1,139	
Landfill rate - putrescible	Tonnes	2,301	
Landfill rate - inert	Tonnes	936	
Product sales at RRC	\$	49,148	
Reviva sales	\$	78,349	



MP24a Domestic and Commercial Waste

Collects domestic and commercial waste

Domestic collections continue as normal. Commercial collections have not been impacted as significantly as previously assumed, noting that charges were increased for some services.

The Commercial Activity is presently forecast to be in surplus at year end.



MP24b Waste Education

Educates community on waste related issues

October - December

Note: Due to restructure changes, handover of a number of duties and other work-related issues, Waste Education was limited in this reporting period.



MP24c Resource Recovery Centre

Operates Resource Recovery Centre to minimise landfill

Operations running to program, forecast for budget surplus. Various recruitment underway and restructure implementation progressing.



MP24d Hazardous Waste Management

Provides hazardous waste management services

Successful Chemical Surrender service in March 2011.



MP24e Carbon Neutrality at RRC

Achieving carbon neutrality at Resource Recovery Centre

There was no activity in this period.

25 Water Supply and Sewerage

Provide water supply and sewerage collection, treatment and disposal services in a cost effect and environmentally responsible manner which meets the required level of service and standards to existing and future customers.

Indicators Water Supply and Sewerage

KPI	Target Units	Achieved Notes
Water main breaks per 100km of water main	15 breaks	3
Water quality complaints per 1,000 properties	8 complaints	5
Water service complaints per 1,000 properties	35complaints	11
Sewerage main breaks and chokes per 100km of mains	100 breaks	20
Percentage sewage treated that complies with licence requirements	100 overflows	76
Sewage overflows to the environment per 100km of main	25%	6
<i>Sewerage overflows reported to DECC</i>	0 overflows	4

Indicators Water and Sewer Action Requests

KPI	Target Units	Achieved Notes
Number of maintenance requests received Water and Sewer	0 action requests	571



MP25a

Water Strategic Plan

Implement annual water capital and operational project as identified in the Water Strategic Plan

W&S staff are handling 6 O&M projects at a budget cost of \$305,000 and 39 capital/replacement projects at a budget cost of \$3,735,000. The major projects are:

- Medway WTP upgrade option investigations
- Water Management: leakage control & pressure management \$1.3M (50% from Fed Govt)
- Water main replacement \$ 789K
- Bundanoon raw water pump station upgrade \$270K (completed)
- Installation of alum tanks at Wingecarribee WTP \$250K
- Water meter replacement \$200K
- Bundanoon dam ladder refurbishment \$190K

A majority of the projects are progressing well. Delays in recruitment of Water Headworks Engineer is affecting progress on a couple major projects.



MP25b

Sewerage Strategic Plan

Implement annual sewerage capital and operational projects as identified in Sewerage Strategic Plan

In addition to the Robertson project managed by Mark Williams & Public Works, the W&S staff are handling 8 O&M projects at a budget cost of \$375K and 29 capital/replacement projects at a budget cost of \$ 2,571K. The major projects are:

- Sewer mains replacement \$650K
- Bowral STP capacity modifications \$600K
- A majority of the projects are progressing reasonably well.

3. Leadership

An innovative and effective organisation with strong leadership



3 Leadership

31 Business Systems and Processes

Transparent decision making processes that demonstrate equity, probity and high standards of stewardship.

Indicators Access to Information

KPI	Target Units	Achieved Notes
Number of formal GIPPA requests	0 requests	5
Number of open GIPPA requests	0 requests	46

Indicators Formal Complaints

KPI	Target Units	Achieved Notes
Number of formal complaints received	0 complaints	4
Formal complaints responded to within 14 days	100%	50%



MP31a

Promoting Better Practice

Continue Promoting Better Practice Action Plan

Council has been advised that it will be the subject of a "Promoting Better Practice Review" by the Division of Local Government in July 2011. Staff continue to review Council's position utilising the "self assessment tool" available from the DLG, to assist Council to be better prepared for the PBP review.



MP31b

Procurement

Undertake an audit of Council's Procurement Policies and Procedures including tendering guidelines

- Procurement Guidelines complete
- Extensive use of e-tendering
- Procurement Co-ordinator role enhanced as part of restructure in Operations Branch
- Tender reports to Council reconfigured to include more information in open Council and commercial-in-confidence information in closed Council
- A number of panel tenders appointed to cover maintenance items

32 Communication

Reliable and effective communications and consultation mechanisms that engage the local community



MP32a

Informing the Community

Communicate regularly with the community through a variety of mediums (including media releases, newsletters and publications)

The strong professional relationship maintained with media outlets continued throughout the first quarter 2011

- Media Releases 34
- Alerts 6

All media releases & alerts were subsequently also posted on Council's website. We have continued to inform (and sometimes engage) the local community using a variety of tools. Wingecarribee Today - the quarterly community newsletter - was issued during March and The Whisper issued in January and February.

During the quarter the Mayor's and GM columns in the local press were provided on 12 occasions as well as 8 radio briefings scripted for the GM & Mayor. 5 speeches were prepared for the Mayor over the period.

In addition, the monthly publication of *'From the GM's Desk'* which is distributed to Managers and Councillors, continued providing an overview of the GM's activities and progress on key issues.

33 Corporate Performance

Corporate outcomes identified, monitored and effectiveness measurements reported to the community

MP33a

Wingecarribee 2031 +

Corporate outcomes identified, monitored and effectiveness measurements reported to the community

This project is now complete.



MP33b

Integrated Planning and Reporting

Develop and implement an Integrated Planning and Reporting corporate planning framework

The following budget briefings were held in March to assist Council in the development of the 2011/12 budget

- IRS budget briefing 16/03
- Water & Sewer budget briefing 23/03
- RRC Budget & Domestic Waste Levy

A Workshop was held 16 March 2011 with representatives from W2031 Reference Groups, Councillors and Council staff to discuss actions for inclusion in the Draft 2011-13 Delivery Program. This workshop provided the opportunity for community representatives and staff that were heavily involved in developing W2031 to clarify the intent behind the W2031 goals and strategies. The suggested projects or actions to enable W2031 were also discussed in balance with Council resources. Further work on the development of draft documents continues in preparation for exhibition in the June quarter.

The Integrated Planning and Reporting program is progressing well. The 2031 Community Strategic Plan went to Council on 13 October 2010 for approval for exhibition. The document is the culmination of community engagements including community workshops to develop goals and strategies. During the exhibition period Council staff will undertake consultation with the government and non-government sector for feedback.

34 Customer Service



MP34a

Customer Service Centre

Monitor and review procedures and the availability of information to ensure that the Customer Service Centre is informative and responsive

The basic functions of the Customer Service Section have generally remained unchanged, namely Switch/Reception, Cashier and Customer Service functions as described in previous reports. The general workload of the Section, resulting from additional cashiering responsibilities, has been improved with the filling of a vacancy created earlier in the year and the Section is now back to its full staff complement.

As reported last quarter, the Customer Service Section, in conjunction with the Assessment Section, began a trial of having a member of the Branch's professional staff (ie a town planner, building surveyor or engineer) available throughout the day to attend to the more complex enquiries. This trial has proven to be successful, and it has therefore continued with some minor refinement to further improve customer service.



MP34b

Online Service Delivery

Increase and improve the online service delivery to our community

The current website is being maintained. A new content management system has been selected to replace the obsolete system that has been used for the past five years. The new system is hosted by a local (Wollongong) business that specialises in corporate graphic design and websites. Several design templates have been shown to the management team. The new content management system and site is planned to be in place mid June 2011.

35 Financial Services

A sound and sustainable financial position

MP35a Payroll Services Return
Manage and implement payroll services return to Wingecarribee Shire Council
 This project is now complete.



MP35b Payroll Activities
Identify and document key payroll activities and train core back-up staff in the delivery of these
 The new payroll system has been successfully implemented with staff being paid in a timely & accurate manner. Training of staff has been undertaken and will be ongoing throughout the course of this financial year.



MP35c Financial Strategy
Develop a Financial Strategy for any losses in investments resulting from the Global Financial Crisis
 Council's long term financial plan has been reviewed and updated for inclusion in the 2011-13 Management Plan. A new model is planned to be developed in 2010/11 to meet the integrated planning & reporting requirements due by 30 June 2011. A strategy to manage any potential losses from CDO investments has been developed and endorsed by the Finance Committee and Council - The Plan provided for potential total losses from CDO's of \$14 million.



MP35d 10 Year Financial Plan
Review and enhance 10 year financial plan
 Council's long term financial plan is included in the 2010/11 Management Plan.
 A revised LTFP is currently being developed to meet the integrated planning requirements due by 30 June 2011. This plan will include more relevant information from Council's new asset management system and direction on long term strategies from Council.

36 Governance

Transparent decision making processes that demonstrate equity, probity and high standards of stewardship

Indicators Council Meeting Attendance

KPI	Target Units	Achieved
Clr Arkwright	100%	4 Clr Arkwright attended all Council Meetings for the Quarter
Clr Clark	100%	4 Clr Clark attended all Council Meetings for the Quarter
Clr Gair	100%	4 Clr Gair attended all Council Meetings for the Quarter
Clr Halstead	100%	4 Clr Halstead attended all Council Meetings for the Quarter
Clr Mauger	100%	4 Clr Mauger attended all Council Meetings for the Quarter
Clr McLaughlin	100%	4 Clr McLaughlin attended all Council Meetings for the Quarter
Clr Stranger	100%	4 Clr Stranger attended all Council Meetings for the Quarter
Clr Tuddenham	100%	3 Clr Tuddenham was absent from the Meeting of 23 March
Clr Whipper	100%	3 Clr Whipper was absent from the Meeting of 9 March

Indicators Committee Meeting Attendance

KPI	Target Units	100%
FINANCE COMMITTEE (All Councillors to attend) (1meetings for the quarter)	ENVIRONMENT & SUSTAINABILITY (Clrs Clark, Stranger & Whipper required to attend) (1 meeting for the quarter)	
Clr Arkwright	1	0
Clr Clark	1	1
Clr Gair	1	0
Clr Halstead	0	0
Clr Mauger	1	0
Clr McLaughlin	1	0
Clr Stranger	1	1
Clr Tuddenham	0	0
Clr Whipper	0	1



MP36a

Rationalise Council Land

Facilitate the review and rationalisation of Council land

During this quarter, a briefing session for Councillors was postponed to and held on Wednesday 30 March 2011. The draft 'green' report was presented to the Councillors and a Power Point slide presentation with images of properties and/or mapping was shown. The presentation was electronically emailed to all Councillors for Information. The report is being prepared for consideration by Council.



MP36b

Plans of Management

Manage Council's public land register, and updating of Plans for Management for Community Land

Burradoo Reserve and Burradoo Park Plan of Management

-Work recommenced in November 2010

-Awaiting outcome of LUA for communication tower, expected before Council in February / March.

Children's Services and Community Halls

The Plan of Management covering the following facilities was adopted by Council on 13 October 2010

1. Bowral Memorial Kindergarten (Gumnut) Bowral;
2. Moss Vale Long Day Care Centre (KU Moss Vale) incorporating Broulee Park Moss Vale;
3. East Bowral Community Centre and Wingecarribee Children's Services, East Bowral;
4. Penrose Hall, Oval and Tennis Courts (Penrose precinct) Penrose;
5. Hill Top Community Centre incorporating Waratah Park, Hill Top.

36 Governance (continued) **MP36c Council Policies**

Facilitate the review of all Council policies

No further policies received from managers to be rescinded. The General Manager has extended timeframe of review of policies until 30 June 2011. Request for Policy items to be reviewed raised at Managers meeting in February and March 2011. Governance staff to meet with all managers to go through policies to assist in the review process.

New Policies

Public Art Policy and Bottled Water Free Events Policy adopted by Council during January to March 2011 quarter.

 **MP36d Delegations Review**

Facilitate the review of all delegations

Delegations for Environment and Sustainability and Environmental Assessment have been updated in response to a review carried out due to the restructure. Procedural and Local Government Act Delegations from the General Manager to staff need to be reviewed (although other job priorities have been taking precedent). Discussions held with the General Manager, Legal Officer and Expenditure Accountant regarding possible formats for the Delegations. Further legal advice to be sought regarding changing the format. Meeting held with Manager Environmental Assessment, Development Control Team Leader and Senior Ranger to discuss interim procedural and Local Government Act Delegations review to ensure staff have relevant delegations with changes in the organisational structure.

37 Human Resources

A skilled workforce operating in a safe and healthy work environment

**MP37a****Organisational Restructure**

Implement recommendations for 2010 organisational restructure

The organisational restructure is implemented and employees are reformatting position descriptions where positions have been substantially changed. The final requirements for the restructure is scheduled for July 1 2011 with the budget being reformatted in accordance with restructural responsibilities. Training for Self Directed Work Teams has been completed and a meeting was held to implement a strategic overview committee.

**MP37b****Organisational Survey Recommendations**

Implement recommendations from the 2010 organisational survey

No action taken during this quarter

**MP37c****Apprentice, Trainee and Cadet Program**

Implement Apprentice, Trainee and Cadet Program

The Apprentice, Trainee and Cadet group meet twice during the period to discuss issues and benefits of the program. Feedback will provide content for the Manual.

38 Information Services

Reliable information systems that provides responsive access to information



MP38a

Desktop Mapping

Upgrade desktop mapping system

The replacement desktop mapping program, called Dekho, is currently being tested on a number of desktops with Council wide release due in May 2011. Dekho will provide an enhanced functional interface to the current system and, importantly, it is an off-the-shelf product rather than an in-house development. This means support and maintenance of the product is not as dependant on staff knowledge. Staff testing Dekho have reported they are happy with added functionality of the new desktop mapping product



MP38b

Microsoft Software Licences

Review and analyse Microsoft software licenses

The audit of Microsoft licences and computers has been completed and submitted to Microsoft for analysis and comment. We expect to negotiate with our account representative the best licensing model for Council for the next three to five years.



MP38c

Disaster Recovery

Enhance disaster recovery capabilities

Disaster recovery capabilities continue to be tested to ensure Council can recover essential ICT services in the event of disruptions at the Civic Centre.



MP38d

Physical Records Storage

Develop a long term physical records storage strategy

A long term proposal has been created by the Information Management Team Leader and is under consideration.

39 Risk Management

**MP39a****Risk Management Improvement Plan**

Implement actions for 2010/2011 as identified in the Integrated Risk Management Improvement Plan

Corporate Risk Register:

QSE installed on Council Server on 20 December 2010 and brief training undertaken for key users. Set up commenced with newly appointed Risk Management Coordinator and Governance Coordinator. Draft Work Breakdown Structure and MCP for the project developed. Several Project Team meetings held during March 2011. These meetings have been used to confirm project scope and objectives, familiarise team members with QSE modules and functionality and discuss issues / roadblocks associated with the project. Several key project implementation issues have been identified and are currently being worked through. The development of a Project Implementation Plan (PIP) for the project also commenced in late March 2011.

Statewide Risk Management Audit:

The 2010 Audit has been submitted to Statewide. There has been a decline in results from 2009 due to reappraisal of Roads, Footpaths and Bitumen and asphalt reseal. Overall result for 2010 is 74.48. For Council to be considered in a strongly defensible position in the event of litigation a result of greater than 90 is suggested. Audit verification occurred in January/February 2011. Verification completed February 2011 - A full implementation audit was completed for criteria related to Gathering Information.

Statewide Risk Management Improvement Plan:

An Improvement Action Plan is currently being developed in consultation with Statewide Regional Risk Manager.

Item 37 Development of a Fraud Control Plan:

Undertaken Fraud Surveys with all staff. Responses received from all sections. KPMG is in the process of collating the responses and preparing an initial report. KPMG presented draft survey results to DCS and Governance Coordinator. Plan to be drafted and Risk Assessment Workshops to be undertaken with staff.

Item 46 Planning a Public Event Training:

Newly appointed Risk Management Coordinator has been organised to attend Event Management training in March 2011. This training was attended in Cooma on Thursday 3 March 2011.

4. People

A vibrant and diverse community living harmoniously, supported by innovative services and effective communication with Council



Promote the historical attributes of the Shire, both Aboriginal heritage and European heritage and ensure future generations are provided with an opportunity to understand and appreciate the historical development of the Shire.

**MP41a****Support Cultural Development**

Supports our cultural development programs

Arts and Culture Board

- 3 ACB meetings held including a special meeting to assess nominations for the Bowral Memorial Hall Working Group
- Public Art Policy and Guidelines - expressions of interest called for community members of the Public Art Advisory Committee
- Arts Trust - further meeting held with SH Foundation and Council solicitor - Foundation to provide information to our solicitor

Local Arts Studio Trail

- Organising group formed for 2011 Art Trail, Expressions of interest sought from studios wanting to participate

Foyer Gallery

- Exhibitions held - The Big Scrapbook, Heidigarden Art, Toni Cary, The Robertson Guild, Seniors - Mt Eymard & U3A.

Other

- **International Womens Day** - breakfast held on 8th March - well attended and good feedback from attendees
- **ArtsInfo** - published weekly email arts newsletter - 400 subscribers

**MP41b****Advocate for Community**

Advocate for and on behalf of the community

Advocate on Behalf of the Community

- Ongoing support and advocacy for individuals, organisations
- Ongoing consultation and appointments with services across aged, housing and community sectors to discuss gaps and strengths of local service area.
- Attended DV Forum Fundraiser; meeting with Sexual Assault Counsellor- Community Health; meeting with staff and Coordinator Wingecarribee Family Support Service; Meeting with new Wingecarribee Community Futures Project Worker - supervision of this role; Meeting with IWI Manager; meeting with staff and Manager Bridges for Learning; worked with staff and community resident on "people" component of 2031.

Wingecarribee Access Committee

- First Access Committee meeting for the year chaired by Cllr Duncan Gair was held with 10 community and service representative members attending and supported by the Ageing and Disability Worker.
- Issues discussed included access and safety issues at the Bendooley Place Precinct in Bowral around the Bowral Library and Henrietta Rose Room. An access and safety audit of the area by council staff is to be conducted to look at the requirements for tactile indicators at the top and bottom of the steps and correct delineation of the steps as required in AS 1428.1.
- Opening hours of the accessible public toilets was discussed again following the trial period from October to December 2010 when the accessible toilets were left open during daylight hours. The Committee's recommendation is THAT the Council's accessible public toilets are opened during daylight hours. This decision came about as the Committee determined that locking the toilets during the day could be seen as discrimination against people with a disability.

Wingecarribee Community Consultative Committee

- Feb- facilitated the CSAC meeting 7 Feb. Followed thru with actions regarding recommendations by committee re sunshades in parks. March- Following thru with recommendations from last meeting, preparing agenda, preparing Community Assistance Scheme grants and donations to be ranked for the next meeting- 17 may.

Wingecarribee Seniors Working Group

- The quarterly Seniors Working Group meeting was held chaired by Cllr. Jim Mauger and attended by 5 representatives of seniors groups and supported by the Council's Ageing & Disability Worker.
- The 2011 - 2012 Seniors Directory was released on 1 February 2011 with excellent media coverage in the local papers, radio, Wingecarribee Today. Distribution of 3,500 directories has been undertaken with the assistance of members of the Council's Seniors Working Group. The response has been very good with many people contacting Council to pass on their congratulations and appreciation for the publication. Distribution will continue with an emphasis on the villages and outlying areas of the Shire.

41

Community Planning and Development (continued)



MP41c

Administer Grants and Donations*Administers Local Council and Regional grant***Local Council Community Grants**

- Jan- facilitated CAS committee meeting.
- Feb- Put forward recommendation that the grant monies be increased to \$120,000 and reviewed yearly to keep pace with CPI increases and to purchase Smarty Grants Manager. Council adopted recommendations. Placed ads in paper. Ran 2 Information sessions on CAS. Organised Smarty Grants training for Manager component.
- March- Advised many people as they phoned to ask questions regarding the online application, eligibility etc received and downloaded applications. Ranked for eligibility, ranked according to committee groups: Arts and Cultural, Community Services, Sports and Recreation, Miscellaneous.

Regional Grants (Community Builders)

- Jan & Feb- ongoing information to services re CB scheme. Consultation with services re potential programs that can be worked on collaboratively next funding round. March- ongoing information to services.

Community Development and Support Expenditure Scheme

- Jan- prepared and sent out minutes and agenda for meeting in February Feb- advice to organisations ringing up with enquiries re eligibility for CDSES
- March- Placed advertisement into Wingecarribee Council News regarding the opening of the grant round.



MP41d

Disability Services*Establish facilities for people with disability***Disability Housing Project**

No action needed at this stage



MP41e

Coordinate Community Events*Plans and coordinates community events and celebrations***NAIDOC Week**

NAIDOC 2011...

1. NAIDOC Regional Dinner, numerous meeting's have taken place to organise the Dinner, the venue has been chosen...Shellharbour Worker's club. This venue has the capacity to seat 650 people. most of the \$40,000.00 to organise the Dinner has been sourced, However some sponsorship is still required. Tickets will be available soon @ \$40 per ticket. Nomination forms for the 7 categories will also be available shortly, we are in the process of completing advertising materials.
2. Flag raising in the Wingecarribee 4th July 2011 - Aboriginal Dancer's have been booked to attend the flag raising to perform...also Link-up NSW will have a display in the theatre re Aboriginal family histories and the homes etc and the public can make inquiries and sign up on the day to find information about their heritage. A light meal of Damper and billy tea will be offered.
3. The Family Fun Day 10 July 2011 - This year the fun day will be held in the front sporting fields of Chevalier College. The following activities have been booked:
 - Discovery Ranger's (booked for 4 hrs to provide didg lessons, face painting and story telling to the children)
 - Sport & Recreation (booked to do traditional games)
 - Taronga Zoo Cultural Tour (booked to provide a show with Dream time stories about each animal they display, including songs)
 - 3 bands have been booked one of which is a TI band.
 - Yarramundi Kids puppet show has been booked to do a 45 minute performance.
 - Free BBQ
 - Mittagong McDonalds will supply Drinks all day to the children.

- Free give away prizes to the children have been ordered plus balloons and flags.
Also rides being booked

Seniors Week

Wingecarribee Seniors Week 2011 was held from Sunday 20 March to Sunday 27 March 2011. Various activities and events were held on each day (except Saturday 26 due to the State Election) with the Council hosting 3 events - The X111 Great Debate was held in the Council Chambers with high school teams from Moss Vale High and Frensham taking on the two Senior Teams with a win to Frensham in the first debate and the Seniors Team taking out the second debate led by the wonderful 90 Lily Hephher. The ever popular Mystery Bus Tour was enjoyed by 109 people and took in Belgenny Farm at Camden, a lovely lunch at The Spillway at Warragamba Sports Club and a visit to Warragamba Dam which brought back many memories to people who had visited, worked or been involved in the building of the dam many years ago. The BBQ and Bushwalk at Berrima River Reserve was a lovely day with over 50 people enjoying the relaxed setting and a walk along the river with an informative talk on the history of the area. The BBQ lunch was very popular and set to become a regular event during Seniors Week.

Youth Week

Planning stages have begun for NYW 1 - 10 April, event outlines have been developed and community partnerships are in place for events

Continued planning

There are a total of six events planned to run across the Shire over National Youth Week

March

Strong working partnerships have been established with Southern Highlands Foundation and Bowral High to support a festival promoting youth homelessness through the GR8 2 Give project. Tis event was planned to run in National Youth Week but was postponed.

Extensive promotion of the remaining five events and activities available was distributed across the shire particularly in the Schools and youth focused areas.

Partnerships were developed with Campbelltown Council's YDO assisting with bands the youth concerts being held in the Wingecarribee and the Campbelltown area.

Heritage Week

March 2011 Heritage Awards: Remaining bronze award plaques received; Award submission period closes and 11 nominations received across all categories except for Sensitive Infill/New Building; Risk assessment and other procedures for event planning commenced; Judging day arranged and conducted on 18 March; Planning for Presentation of the Awards on 15 April underway; Ian Stapleton of Clive Lucas, Stapleton & Partners Architects was invited and accepted as guest speaker. Apart from the "Amazing Stories" joint Youth Week competition to be displayed in the Foyer Gallery, no other events have been planned for the Heritage Festival. February 2011 Bronze plaques for the Heritage Awards were ordered and part of the order received. Advertising for the Heritage Awards continued throughout February. Information for the Mittagong Heritage Trail was received from Tim McCartney ready for the Heritage Trail brochures.

January 2011 A tentative booking for the Milk Factory Gallery for the Heritage Awards presentation on 15 April has been made and a quote for catering obtained. An indicative quote for the bronze award plaques has been obtained. A weekly advertisement calling for nominations for the Heritage Awards has been made in the local papers from 19 January and a media release put out. Information on the Awards has been put on the web site and over 160 letters to local builders, architects/designers and owners of potential award candidate projects were sent out on 21 January. Contact has been made with Tim McCartney who has indicated that the information for the Mittagong Heritage Trail brochure is all but ready.



MP41f

Support Indigenous Community

Supports and advocates on behalf of indigenous community

WAAC

WAAC Meeting held on the 14th Feb. 2011

Koori Interagency held bi- monthly - February, April Interagency meetings held successfully with excellent attendance.

Culture & Heritage Cluster Group meetings have been attended regular, we are currently working on putting together a Cultural and Heritage Tool kit to assist Councils.

Aboriginal Liaison Officer Network Group Formed between Wingecarribee, Illawarra, Shoalhaven and Kiama to better support regional initiatives.

This has been very successful to date. being able to tap into resources available in other areas assists the Wingecarribee Aboriginal Community Greatly.

Community Grants where applied for to assist the Guthawah Aboriginal Culture centre run workshops.

Murramali - Murramali now attending the Culture Centre Moss Vale monthly. Eye clinics have been booked, community members assisted to attend specialist

appointments in Sydney etc.

Aboriginal Home Work centre -Has progressed well - a learning to read program has been developed and there has been 10 local teacher's volunteer their time to assist Aboriginal students with literacy issues. the Home work centre will be run out of the Guthawah Aboriginal Culture centre Moss Vale.

Moyengully recourse Group - have been working hard to establish a working relationship with Parks & Wildlife.

Schools attended - Southern Highlands Christian School, St Pauls and Chevalier College.

Renwick Reunion - was a great success and will be on display for NAIDOC 2011.

Premier's Dept. - RPA meetings have been attended, the out come of attending these meetings was a scoping meeting held here in the Wingecarribee to discuss the needs of the Aboriginal Community and how we can address these needs.

Landcom - A meeting between Council, Landcom and the Aboriginal Elders of the Community came together to discuss the road names for the Renwick subdivision, it was agreed that all parks and open areas would be given Aboriginal names and 1 street would be named Guthawah Way.

Robertson Sewage Treatment Plant - Liaison officer to give a update to Clr Whipper and Clr Mauger re the original reports done.

Division of General Practice - ALO has meetings planned with the head of the SHDGP practioners to try and get all Doctors to register for the PIP program to assist Aboriginal people to receive free scripts.

Illawarra Land Council - ALO has had numerous discussions regarding Illawarra Land Councils input with development or subdivision going on in the Wingecarribee and how best to work together.

Parks & Wildlife - assisted in bring together 3 LGA Aboriginal Community Elders to build better relationships between service providers and communities, this also allowed Groups to share programs and some funded activities sourced from out of area.

Mens Sexual health Liverpool - Robert Bell, has been working with ALO to assist the men's group to develop and be supported from other Mens groups, Mens sexual health have some funding which has been used to assist the local men's group set up.

42 Community Services

Indicator Community Facility Participation

KPI	Units	Achieved	Notes
Number of Community Management (355) meetings attended by staff	Number	40	

Indicator Community Libraries

KPI	Units	Achieved	Notes
Library membership	number	308	
Library visitors Bowral	number	31,887	
Library visitors Mittagong	number	8,193	
Library visitors Moss Vale	number	8,610	
Loans for Bowral library	number	45,461	
Loans for Mittagong library	number	19,176	
Loans for Moss Vale library	number	18,547	
Loans for Outreach library	number	3,145	



MP42a

Children's Services

Provides framework for Children's services

January 2011

EFT: Family Day Care 40

No of children enrolled: 207 Under Twos': 21

No of Carers: 14

No of Carer Enquiries: 2

No of Carers undergoing registration: 3

No of New Carers Registered: 0

Waiting List: 97 Under Two's: 64

* Scheme had a Validation Visit from the National Accreditation Council on the 19th, 20th and 21st. Carers and Coordination Unit achieving High Quality across all quality areas

February 2011

EFT: 55

No of children enrolled: 209 Under Twos': 19

No of Carers: 14

No of Carer Enquiries: 5

No of Carers undergoing registration: 2

No of New Carers Registered: 0

Waiting List: 103 Under Two's: 69 * Accreditation Result came back from the National Child Care Accreditation Council. Service has been accredited in accordance with these requirements. Service received High Quality across all six principles. These included P1- Interactions, P2 - Physical Environment, P3 - Children's Experiences & Development, P4 - Health, Hygiene & Nutrition, P5 - Carers & Coordination Unit Staff & P6 - Management & Administration. * There has been a significant increase in the number of enquiries from the community into becoming Carers with our scheme. Coordination Unit is planning an information even for the Public on 22nd March which will be followed by a group intake and training in May. Hoping that this new approach will boost the number of Carers in our scheme and our community profile. * Coordinator graduated from her Cert 4 in Front Line Management. * Children's Services facilitated training with Joy Lubawy on 26th

February which attracted 47 participants from Child Care Centre's all over the shire. * Coordinator attended Regional Coordinators meeting at Camden on 23rd February. Discussion included New National Regulation & Framework, Rural Fire Zones and the Early Learning Years Framework. * Carers meeting was held on 16th February. Coordination Unit identified that there needs to be a number of times a year where coordination Unit Staff meet with Carers to discuss factors which affect the scheme and it's stakeholders. The Coordination unit staff has identified and notified carers of 4 dates through out the year for these meeting. Carers are STRONGLY encouraged to attend. *Coordinator attended "Self Directed Training" - 8th March * Team Planning Day was held on 1st Feb. A focus on recruitment being determined as high priority.

March 2011

EFT: 55

No of children enrolled: 220 Under Twos': 23

No of Carers: 15

No of Carer Enquiries: 1

No of Carers undergoing registration: 2

No of New Carers Registered: 1 Waiting List: 94 Under Two's: 69 * Very busy month. Ran our first Prospective Carer Information Evening 22nd March 2011. Sent our over 27 invitations to community members who had rung previously to make enquiries abo

Out of School Hours Service

February Wk ending 18/02/2011

No of Children using the Service: 61

No of Families enrolled in the Service: 83

Daily Attendance: Mon: 29 Tues: 30 Wed: 26 Thur: 29 Fri: 26

- Numbers strong for beginning of the year. Actually have a wait list for Wednesdays. * Many new families to the service with a number of kindergarten children enrolling in the service.

March Wk ending 20/03/2011

No of Children using the Service: 61

No of Families enrolled in the Service: 83

Daily Attendance: Mon: 30 Tues: 30 Wed: 26 Thur: 25 Fri: 28

* Robyn Winslow - Supervisor on leave for month of March. * Permanent staff and casuals kept service operating with correct adult: child ratio's * Child enrolment number remain high. * Planning for vacation care well underway.

Vacation Care Services No activity this period

42 Community Services (continued)

**MP42b****Youth Services***Establish facilities for youth services***Wingecarribee Youth Hub**

January - Correspondence from Stephen Jones Federal member for Throsby recognises and supports the youth Hub concept but has noted there are no programs or opportunities for funding at this stage

February - Two bus runs were held during this month, both supported by a worker from Highlands Youth Centre, a total of 55 people accessed the bus during these visits

March - Meeting held with SHYAC re need for an office premises - Youth Hub Chair advised to invite SHYAC to join the committee as a stakeholder. They will invited to next meeting. Source of demountable shed for youth hub being pursued.

Youth Council

January - The Wingecarribee YAC held the Dive In outdoor movie night at Bowral pool with 283 people attending.

February - YAC worked in partnership with Highlands Youth Centre on a pool party event 25 young people attended. A partnership with Chevalier College has been formed to work on the implementation of Cyber Bullying workshops. 504 page loads were experienced on the SHYTE website March Some issues occurred with the SHYTE web site going off line, council's IT department were very instrumental in working with the web host to have it up and running again in a few days, the site had 444 page loads. Macarthur Youth Services Network had a full day meeting which included a 18 month plan on addressing youth issues across the Macarthur. Out of this meeting four working groups were developed to address key issues, at this stage and due to boundary issues the YLF has not as yet committed to a working group. The YLF is working closely with the HR department to support the "Year of Youth" in Wingecarribee Shire council to recognise young workers in our organisation and to develop programs that support young workers to progress and feel supported.

**MP42c****Cultural Facilities***Establish an arts facility that meets the needs for performance and gallery place in the Shire***Performance Venue**

Report submitted to Council re results of public exhibition. Next step will be preparation of an architects brief, obtaining costings, developing a funding and operations plan. Expressions of interest called for Working Group to carry out these tasks.

Regional Arts Gallery

Submissions re concept plan received, recorded and summarised. As in principle community support is strong, report prepared for Council recommending that a feasibility study be carried out into developing the old Mittagong Bowling Club building and operating it as a regional art gallery.

Botanic Gardens

Plan of Management for Botanic Gardens approved by Council. Working Group continued to meet working on developing management arrangements and assisting the SHBG Inc with other issues relating to development of the gardens.

42 Community Services (continued)



MP42d

Aboriginal Cultural Centre*Establish a permanent home for an Aboriginal Cultural Centre***Community and Cultural Centre**

Councillor Information Session held on 16 February to discuss the response from the SH Four Square Church. It was agreed that the Director Environment and Planning and manager Strategic and Community Development would meet with Church representatives in March before reporting back to Council. Meeting arranged for 14 March

Letter sent to Four Square Church - awaiting advice re when the building will be vacated.



MP42e

Community Services*Provide services to deliver ongoing information to the community***Community Forum Participation**

Jan- Provision of information to services as required, promotion of community forums

Feb- Council Staff meetings/training kept me from Child and Family Forum and DV forum, however will see these as priority. Attended local Interagency (Community Services Forum) Assisting them with consultation and research around a local legal advisory service. Attended HACC forum to touch base with aged care and disability services.

March-attended DV Forum fundraiser. Attended Transport Forum.

Home and Community Care Service Development

Council's Ageing and Disability Worker has attended the Wingecarribee HACC Forum meeting and two HACC Workforce Development Project meetings which have been convened to maintain a focus on and coordinate responses to issues that affect the local community care workforce.

MP42f

Bowral Library Local Studies relocation*Relocation of the Bowral Library Local Studies room to the old Bowral Town Hall*

Complete



MP42g

Bowral Hall Upgrade*Report to Council on concept of upgrading Bowral Hall*

Report submitted to Council re results of exhibition of concept plan. Expressions of Interest called for Working Group to develop architects brief, DA, costings, funding and management plan.



MP42h

Community Facilities Management*Facilitates community participation in the management of Council owned community facilities*

Committee Co-ordinator - The Committee Co-ordinator attended two (2) management committee meetings in March they were East Bowral Community Centre and Mittagong Community Centre.

Management Committee Budget - \$22,872.03 has been expended from the Management Committee Budget.

Hill Top Community Centre

- The Hill Top Community Centre Co-ordinator applied for funding from the Wingecarribee Community Grants Scheme to assist with the provision of school holiday programs at Hill Top.
- The Committee and Co-ordinator are facilitating a community newsletter for Hill Top.
- The LEP Meeting for Hill Top was held at the Hill top community Centre and was well attended by the local community.

Mittagong Memorial Hall

The Mittagong Memorial Hall has been closed during February and most of March as work has been carried out on the fire upgrade for the building.

**MP42i****Road Safety**

Promote and deliver Road Safety education programs for the local community

Took delivery of and distributed copies of the 'Motorcycling the Southern Way' 3rd edition booklet.

- 11 January – issued Media Release asking drivers to slow down in wet weather.
- Promotional materials associated with the 'Stay Awake on the Hume, Princes & Kings Highways' project were distributed to participating outlets and driver reviver venues. Associated media coverage was also sought resulting in 2 radio interviews and a story in SHN. This program continues into the snow season and resources will be restocked as required.
- GLS workshop scheduled for Wednesday 23 November was moved to 22 February 2011 due to clash with regional quarterly meeting. Logbook Run on Sunday 27 February. Welby Motor Registry restocked registration forms which are issued with all learner licenses. Advertising prepared. High Schools contacted. Media Release distributed.
- Resources delivered to seven schools for kindy parents.
- Delivered corflute signs & road safety material to 40 pre-schools and 22 primary schools – Kidsafe & NRMA resources.
- Permanent breath testing machines are now located in 6 licensed premises. These were promoted on a Media Release which resulted in an ABC Illawarra Radio news item and SHN article including photo of Moss Vale hotelier Tom Porter.
- The current discount offer for checks by authorised child restraint fitting stations has been quite successful and now extended to May 2011. All preschools and primary schools were sent information and vouchers about this program.
- The speed trailer was located at Penrose Public School and Vale Road, Moss Vale by request of the principal and staff at Joy Mining.
- Mobile speed display units were reviewed prior to March purchase.
- Seniors Guide which contains road safety information has been printed & now being distributed.
- Resident assistance provided with information about parking locations for motorised wheelchairs. Will seek media coverage in March once signoff provided by RTA.
- 30 minute session presented to new staff as part of their induction about Council's safe driving policies. Encouraging safe driving practices can reduce the potential for road related injury and associated insurance claims.
- Arranged meeting with training provider MDTC and reviewing other opportunities in conjunction with Fleet & Risk Management staff for defensive driver training.
- Updated staff crash statistics provided to OH&S Committee 8 February 2011.
- Attended RTA Regional RSO Quarterly meeting for training and project planning activities on 23/24 February as required by RTA/Council funding agreement.
- Investigated alternative communication methods, including cinema advertising and community newsletters.
- Writing for the Web – 10 week course commenced. Meeting with other course participants fortnightly to discuss how WSC website can be improved.
- Community engagement assistance provided to the Director Infrastructure Services as required from 14 February by agreement with the General Manager until a Community Engagement Officer is employed. This has been mainly focussed on the access driveway to the Robertson Sewage Treatment Plant and odour issues at the Bowral STP.
- All early childhood services were invited to participate in a colouring competition to promote cycle safety and the correct use of bike helmets. Colour posters distributed for placement on preschool noticeboards. Competition closes in mid April.
- The speed trailer was located in Yean Street, Burradoo at the request of a resident to slow down traffic travelling to Oxley College.

**MP42j****Cemetery and Crematorium Strategy**

Develop a long term strategy for cemeteries and a crematorium

Strategy being developed.

5. Places

Places that are safe, maintained, accessible, sympathetic to the built and natural environment that supports the needs of the community



5. Places

51 Infrastructure Support



MP51a Civil Assets and Council Works

Maintain Civil Assets in accordance with Councils adopted asset management strategy and set Council Works

August 2010 - Condition rating of Council's assets continues. The footpath data has finally been issued to Council and this is presently being formatted for entry into the Asset Management System. The condition rating for footpath has not been paid for as we have not received all items from quotation. The specification for the rating of kerb and gutter has also been prepared and will go out for quotation shortly.

The Valuations for 2009-10 were completed. The process was made difficult due to changes in the Conquest system made by the Asset Management Coordinator. The reports were printed, bound and issued to finance.

September 2010 - Condition rating of Council's assets continues. Footpath rating data has been formatted and placed in Conquest. Preparing documents for handover to assets under new structure.

The Valuations for 2009-10 were completed. Conquest is being continually updated. Footpath data has been entered into Conquest and priority lists able to be compiled.

March - Purchased REFLECT Maintenance Management System (MMS). Purchased 5 fully rugged mobile computers running REFLECT in the field. Completed initial training of selected work teams, inspection staff and MMS administration staff in the uses of REFLECT. Commenced detailed improvement of Road Segment GIS layers. Commenced capture of an inventory of Council Public Lighting assets



MP51b Plan and Design Infrastructure

Plans and designs infrastructure in accordance with our communities priorities

A current detailed report of projects surveyed, investigated, designed and set-out is available upon request from the Engineering Services Manager. That report details all the projects being undertaken or managed by the Engineering Services branch since the start of this financial year. The detailed report also lists traffic modelling investigations and traffic impact reports associated with assessment of private developments for the Development & Building Services branch. Flood certificates issued and road widening enquiries attended to are also listed. In summary, the total number of projects managed by the Engineering Services branch this financial is as follows:

Design Projects Completed: 25

Design Project in Progress: 9

Design Projects Listed for commencement: 18

Design Projects Aborted: 0

Design Projects On Hold: 6

Investigation Projects Completed: 6

Investigation Projects in Progress: 9

Investigation Projects Listed for Commencement: 1

Investigation Projects On Hold: 0

Project Management responsibilities Completed: 2

Project Management responsibilities In Progress: 7

Project Management responsibilities Listed for Commencement: 0

Project Management responsibilities Aborted: 1

Project Management responsibilities On-hold: 0

Ground Surveys Completed: 10

Ground Surveys In Progress: 1

Ground Surveys Listed for Commencement: 8

Ground Surveys On Hold: 1

Engineering Survey Set-outs completed: 5

Engineering Survey Set-out In Progress: 0

Engineering Survey Set-out Listed for Commencement: 2

Flood Certificates Issued : 8

51 Infrastructure Support (continued)

**MP51c****Bowral Floodplain***Implement Bowral Floodplain Management Strategy***Bowral Golf Course Detention**

First draft of the brief for the design of the detention is currently being reviewed before sending to suitably qualified consultants for proposals. Project is waiting for next round of State funding and appointment of new Floodplain Engineer before continuing.

Retford Farm Detention

Final scoping study report has been received and will be reported to Council in the near future.

Bowral Flood Markers

A suitable design and location for a central flood marker is being investigated.

**MP51d****Whites Creek Floodplain***Develop Whites Creek Floodplain Management Strategy***Floodplain Risk Management Study and Plan**

Draft flood mitigation options report has been received from the Consultant for review. Progress on the study needs to be reported to the new Floodplain Risk Management Committee when it is established. Surveyor is collecting Floor level information for all homes and premises within the flood affected area for the potential damages assessment.

**MP51e****Burradoo Floodplain***Develop Burradoo Floodplain Management Strategy*






Consultant has provided a briefing to the Open Council meeting of 23 March 2011, when the report went before Council. Outcome was that the flood study was deferred subject to an independent review. Council meeting has requested a meeting between the Mayor, Deputy Mayor, General Manager and a representative of DECCW (now Office of Environment and Heritage Department of Premier and Cabinet)

**MP51f****Wingecarribee River Flood Study***Develop Wingecarribee River Flood Study*

Aerial survey work for the floodplain extending from the Wingecarribee Dam to downstream of Berrima has been received. Brief for Consultants is in final review before seeking proposals from suitably qualified consultants. Brief will be provided to the Floodplain Risk Management Committee for review. Project awaiting next round of grant funding from NSW Govt before progressing.

52 Public Health, Amenity and Support

Environmental and health issues are managed for current and future generations. Vigilance in general ordinance matters and enforcement of the Local Government Act and Regulations

-
-  **MP52a LEMC and State Emergency Agencies**
Facilitate Local Emergency Management Committee and assist State Emergency Agencies
 Support continues as required to the LEMC and Emergency Services.
 At Councils meeting of the 9 Feb 2011 Council requested a report be submitted re Council's preparedness in dealing with emergency Management in the Shire. A special meeting was held with John Connell, Michael Brearley, Dominic Lucas & Kylie Stefaniuk to discuss the issue of Council's preparedness in relation to flooding and having this exercise supported by the LEMC.
 The LEMC's first Meeting for 2011 held on 10 March and an outcome of the meeting was to plan a Desktop Exercise for the Local Emergency Area. The Planning meeting is anticipated to be held at the end April 2011.
-
-  **MP52b Public Amenities**
Maintain our public amenities
 Amenities cleaning and scheduled maintenance including painting continuing. Continued vandalism and graffiti in the Mittagong and Moss Vale areas.
 Water Conservation Program commenced to retro fit public amenities with more modern fittings.
-
-  **MP52c Animal Shelter**
Develop strategy for future Animal Shelter operation
 Alternate site options for shelter relocation have been prepared and presented to the Companion Animals Working Group. A report has been presented to Council with preferred site recommended in February 2011. Awaiting confirmation of potential provision of land by benefactor to establish a new Shelter. This offer may also include some funds for construction.
-  **MP52d Companion Animals**
Review all procedures and guidelines associated with enforcement of Companion Animals Act & POEO Act
 The Rangers continue to carry out duties with no particular issues to note other than animal control under the Companion Animals Act currently occupies around 80% of Ranger's time.
-  **MP52e Urban Cleaning, Litter and Anti-Dumping**
Provides urban cleaning, shire wide litter and anti-dumping services
 A number of new investigations were commenced during this period. Some have been finalised whilst others are continuing.
-

53 Road Infrastructure

Management of our road transport network

Indicator Roads and Traffic Action Requests

KPI

Maintenance action requests received Roads & Traffic

Units

Number

Achieved Notes

717



MP53a Local Roads

Implement local road construction and maintenance operations as identified in Council's Road Works Priority Schedules (including drainage, road pavement, kerb and gutter, signs, line markings, traffic facilities etc.)

Roads to Recovery & Rehabilitation Projects - Merrigang Street will be constructed based the very poor ground conditions using a lean mix concrete sub-base. This has allowed us to minimise the depth of the pavement however it has still meant that the existing services under the road will need to be relocated. Reticulation staff are working with the assets group to come up with the best options to replace/relocate the large water main that is running down the middle of the road. This has meant that Boolwey and Bowral Streets will be brought forward whilst road works on Merrigang will commence in June. It is likely now that work on Tourist road and Mount Road will not start this financial year.

Mt Broughton Road – Design is nearly finalised and works are scheduled to start in May. There has been some concern over the geotechnical stability of the area and the minor issues with the design and property acquisition.

Clarence Street carpark works are scheduled to start in May and will most probably be completed at night to minimise disruptions to the businesses fronting the parking area. Operations is awaiting the lighting relocations and then the structural works can commence. Council have also indicated that they would like to trial angle parking and this is also being looked at by Engineering Services, should this go ahead it will be installed via linemarking.

Reseal Program – The program will be completed by mid-April. Linemarking will be carried out in the coming months after the seals have settled and there is a good run of weather to allow the work to be carried out.






Seal of Approval – Ranelgh Road Burradoo and Ranelgh Street Robertson will be completed this year however the remaining projects; Alcorn Lane, Robertson, Railway Parade, Braemar Apple St, Berrima, Wilson Drive Service Road, Hill Top, Camden Street, Wingello have also been postponed.

Local Road Maintenance - Maintenance grading and resheeting carried out at various locations.

Routine pavement patching carried out across the sealed and unsealed road network. Extensive drainage maintenance carried out on various roads across the Shire. Other routine maintenance carried out across the road network.

There have been a few projects highlighted as not being completed this financial year. This has been due to Council losing over two months to weather that has not allowed construction to take place.

53 Road Infrastructure (continued)

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-  **MP53b Regional Roads**
Implement regional road construction and maintenance operations as identified in Council's Regional Road Works Priority Schedules (including drainage, road pavement, signs, line markings, traffic facilities etc.)
 Works scheduled to start on heavy patching on the sealed section of Wombeyan Caves Road in April and maintenance grading activities taking place from the river to the camping ground in February.
-
-  **MP53c Road Ancillaries**
Construct and maintain Roads Ancillaries (including bridges, bus shelters, car parks, safety barriers, etc) as identified in Council's Roads Ancillaries Priority Schedule
 Bridges – Green Hills Road bridge replacement has been rescheduled to start in May 2011 due to a delivery issue with the concrete supplier.
 Johnsons Creek Belmore Falls – is still having property acquisition issues addressed. This project will be carried over into 2011/12.
 Guard Rail – Program has been rolled into next financial year to obtain better value for Council through an open tender.
 Traffic Facilities – Sign maintenance is continuing with a few issues of vandalism taking place over the summer months.
 Bus Shelters – consultation with the bus companies set to be complete early April with new locations in shelters determined for installation before June 30 2011.
-
-  **MP53d Footpaths, Shared Pathways and Cycleways**
Construct and maintain footpaths, shared pathways and cycleways
 Missing cycleway/shared path link between Bessemer and Pioneer Street, Mittagong, will commence in the final quarter of 2011. General maintenance is being carried out across the Shire on identified trip hazards and failures found during the network survey completed in 2010.
-
-  **MP53e Stormwater Drainage**
Construct and maintain stormwater drainage assets in accordance with Council's Stormwater Drainage Priority
 Staff have been working on numerous unscheduled maintenance requests rectifying identified issues with the stormwater drainage network. Council Engineering Services branch has been very busy working on designs for projects identified within stormwater levy and these will be ready for works to commence in 2011/12. Engineering Services have commenced recruitment for a Stormwater Engineer and this position will assist in delivery of works on ground through this program.
-
-  **MP53f Bicycle Plan and Footpaths Strategy**
Review footpath priorities and strategy to link with Bicycle Plan
 The Bicycle Plan has identified as the most urgent priority as the Bowral to Mittagong shared path link. A report has been adopted by Council to investigate the staged funding of this project in future capital works programs. Estimated cost is \$5.5million. Application for stage 1 funding has been submitted to RTA.
 Council has applied for funding to complete the Welby to Mittagong Shared path between Bessemer and Pioneer Streets. This project is programmed for December 2011.
 Other capital works have seen the completion of the Robertson Cycleway stage 1 & 2 from Fountaindale Road to the old Cheese factory & the replacement of large sections of damaged asphalt path along the Cherry Tree Walk in Bowral. Footpath renewal works have also been carried out in Bowral at various locations by Council approved contractors.
-

54 Recreation Services

A community that has opportunities to pursue leisure time activities suitable to their age, interests and physical abilities

Indicator Parks and Property Action Requests

KPI

Maintenance action requests received Parks & Property

Units

Number

Achieved Notes

431



MP54a

Parks and Reserves

Maintain and manage parks, reserves and cemeteries

Projects are continuing as per program.

Hampden Park - Replacement playground complete.

Eridge Park - Storage building/structure complete.

Community Oval - Field lighting upgrade project. Stage 1 (western side). New towers and lamps completed.

Bundanoon Tennis Courts - Resurface 3 x courts and drainage works. Scope of works completed and quotations process implemented.

Burrawang Oval - Access road upgrade completed.

Playground Audit - Commenced.

Eridge Park Velodrome - Asphalt resurfacing works complete.

Welby Heights - Park upgrade project complete. Scope included; bollarding, extensive tree planting & mulch areas. Decompaction of an informal road area.

Eridge Park Netball Courts - Construction of 2 new concrete courts. Geotechnical investigation complete and structural design commenced.

Berrima Playground - Quotation process complete.



MP54b

Sportsfield Management

Maintain and Manage sportsfields

The sportsfield capital projects are progressing to schedule.

- Ferndale Oval Lighting Project - The new towers and lamps installed awaiting commissioning.

- Community Oval Lighting - Field lighting upgrade project. Stage 1 (western side). New towers and lamps completed.

- Eridge Park Storage Shed - Structure complete.

- Bundanoon Tennis Courts - Resurface 3 x courts and drainage works. Scope of works completed and quotations process implemented.

- Burrawang Oval - Access road upgrade completed.

- Eridge Park Velodrome - Asphalt resurfacing works 60% completed.

- Welby Heights - Park upgrade project complete. Scope included; bollarding, extensive tree planting & mulch areas. Decompaction of an informal road area.

- Eridge Park Netball Courts - Construction of 2 new concrete courts. Geotechnical investigation complete and structural design commenced.



MP54c

Swimming Pools Management

Maintain and manage swimming pools

The month of March saw the closure of all four of Council's Swimming Centres. Mittagong Pool closed to the public on the 6 March 2011 however remained open on Monday and Tuesday nights for the next two weeks to facilitate Water Polo finals. Bundanoon Pool closed on the 13 March, followed by Moss Vale on the 20 March and finally Bowral Pool on the 27 March.

The 2010/11 season ran smoothly with minimal issues and the Pools & Facilities Supervisors doing a fantastic job on site. The major issue at the centres this season was vandalism with the latest incident occurring at Bundanoon Swimming Centre on Tuesday 22 March 2011. This incident involved the kiosk being broken into and vandalised.

With consistent wet weather late in 2010, the swimming season got off to a slow start however picked up in January and February 2011. Attendance for the season across the four pools was approximately 93,600, a great result considering the weather over summer. Last season's attendance saw approximately 92,300 through the centres.



MP54d

Parks and Reserves Projects

Construct and/or upgrade parks and reserves in accordance with Council's Works Program & 10 Year Priority List

Projects are continuing as per program.

- Hampden Park - Replacement playground complete.
- Eridge Park - Storage building/structure complete.
- Community Oval - Field lighting upgrade project. Stage 1 (western side). New towers and lamps completed.
- Bundanoon Tennis Courts - Resurface 3 x courts and drainage works. Scope of works completed and quotations process implemented.
- Burrawang Oval - Access road upgrade completed.
- Playground Audit - Commenced.
- Eridge Park Velodrome - Asphalt resurfacing works complete.
- Welby Heights - Park upgrade project complete. Scope included; bollarding, extensive tree planting & mulch areas. Decompaction of an informal road area.
- Eridge Park Netball Courts - Construction of 2 new concrete courts. Geotechnical investigation complete and structural design commenced.
- Berrima Playground - Quotation process complete.



MP54e

General Sporting Facilities Projects

Construct and/or upgrade general sporting facilities as identified in Works Program & 10 year Priority List

The sportsfield capital projects are progressing to schedule.

- Ferndale Oval Lighting Project - The new towers and lamps installed waiting commissioning.
- Community Oval Lighting - Field lighting upgrade project. Stage 1 (western side). New towers and lamps completed.
- Eridge Park Storage Shed - Structure complete.
- Bundanoon Tennis Courts - Resurface 3 x courts and drainage works. Scope of works completed and quotations process implemented.
- Burrawang Oval - Access road upgrade completed.
- Eridge Park Velodrome - Asphalt resurfacing works 60% completed.
- Welby Heights - Park upgrade project complete. Scope included; bollarding, extensive tree planting & mulch areas. Decompaction of an informal road area.
- Eridge Park Netball Courts - Construction of 2 new concrete courts. Geotechnical investigation complete and structural design commenced.