



Picture sourced from Council's Fall in Love Again in the Southern Highlands tourism campaign

Bi-Annual Delivery Program 2013-17 Progress Report

1 January to 30 June 2015



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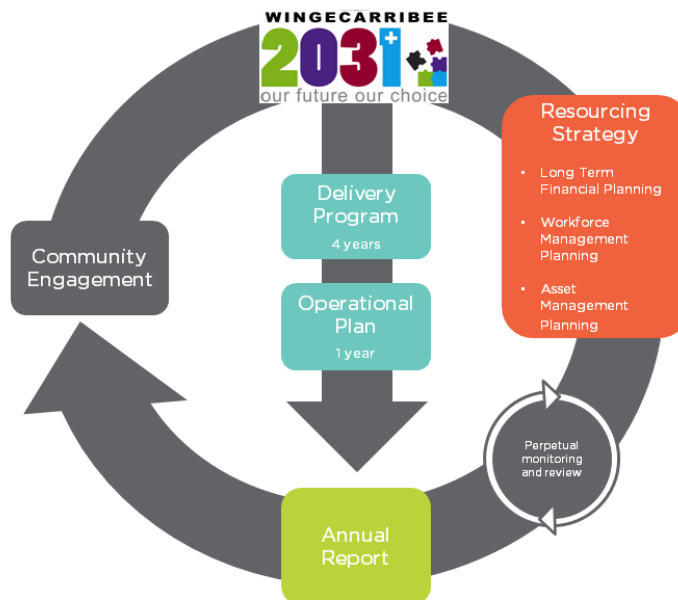
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Introduction

This Bi-Annual Delivery Program Progress Report is for the period 1 January to 30 June 2015. It reports Wingecarribee Shire Council's progress towards achieving the 31 objectives of the Delivery Program 2013-17.

Integrated Planning and Reporting

Under the Local Government Act (section 404) and the NSW Integrated Planning and Reporting Framework Council is required to report on progress towards achieving its Delivery Program every six months. The **Delivery Program 2013-17** outlines the activities Council will undertake to achieve the objectives established in the Community Strategic Plan, **Wingecarribee 2031+ (W2031+) our future, our choice** within the resources available under the Resourcing Strategy. The diagram below provides an overview of Council's Integrated Planning and Reporting Framework.



Operational Plan Progress - Summary

The following section provides an overview on Council's progress towards delivering its annual Operational Plan 2014-15. The Operational Plan contains 188 projects, programs and activities (annual deliverables) across the five key themes from Wingecarribee 2031+ Community Strategic Plan. Table 1, below outlines how Council is tracking at the end of the June 2015 reporting period (six month period) to achieve the annual deliverables for each theme.

Table 1: Progress of Operational Plan 2014-15 Programs, Projects, and Activities by W2031+ Theme and as a Total at end June 2014

Progress Status				
W2031+ Theme	On-hold	Critical	Needs Attention*	On-Track
Leadership	2.3%	-	2.2%	95.5%
People	9.8%	-	9.7%	80.5%
Places	4.6%	-	4.6%	90.8%
Environment	7.5%	-	20%	72.5%
Economy	10.5%	-	10.5%	79%
Total for all annual deliverables**	6.4%	-	9.0%	84.6%

*Operational Plan projects, programs or activities considered 'Needs Attention' will be completed during the 2015/16 financial year

**Total is for all annual deliverables across all five W2031+ themes

At the end of June 2015, 84.6% of Operational Plan projects, programs or activities were considered 'On-Track' (compared to 86.7% at the end of the December 2014 reporting period), 9.0% were considered 'Needs Attention' (compared to 9.5% at the end of the December 2014 reporting period) and 6.4% were 'On-Hold' (compared to 2.7% at the end of the December 2014 reporting period). There were no Operational Plan projects, programs or activities considered 'Critical' this reporting period (compared to 1.1% at the end of the December 2014 reporting period).

Table 2, below is an Operational Plan 2014-15 Progress Exception Report for annual deliverables at the end of the June 2015 which were reported to be “Critical”, “Needs Attention” or ‘On-Hold’.

Table 2: Operational Plan 2014-15 Progress Exception Report

Operational Project/Program/Activity	Status	Comment for Council
OP016 - Review plant subsidiary ledger	Needs Attention	<p>A range of plant expenditure and management reports have been developed over the course of 2014/15. These reports have identified the need to review current plant processing procedures. Upon completion of this review, these reports will be distributed to senior management for comment and approval.</p> <p>The review of Council's plant subsidiary ledger and the development of executive reporting tools for the monitoring of Council's plant and fleet expenditure (including plant utilisation) has been identified as a key accountability in the Procurement and Fleet Supervisor's revised position description.</p>
OP049 - Complete and implement the Youth Strategy	Needs Attention	<p>A project plan for the development of the strategy has been developed. Planning is under way to hold a Youth Forum in Term Four of the 2015 school year. This forum will form the basis of consultation with young people and will feed into the development of the plan. A working group is being formed with expressions of interest being sent out through e-networks to service providers during mid June 2015.</p>
OP050 - Development of Aboriginal and Torres Strait Islander population Strategy	Needs Attention	<p>Initial scoping has been completed. Further engagement to be completed with key stakeholders by 30 June 2016.</p>
OP065 - Define and measure service levels for Corporate Systems	Needs Attention	<p>Council is currently finalising its system definitions and metrics. A data dictionary has been developed to support the “Single Point of Truth” framework and responsibilities are being established in this area. These changes are planned to take effect in September 2015. It will also provide a responsibility matrix that will be available through the service portal.</p>
OP067 - Bowral Distributor Road	Needs Attention	<p>Council is currently negotiating with various property arms of the State railway divisions on property acquisitions. These discussions are progressing well and it is anticipated that this project will commence design stage late 2015.</p>

Operational Project/Program/Activity	Status	Comment for Council
OP111 - Undertake footpaths, shared paths and cycle ways construction capital works program.	Needs Attention	<p>While a number of projects have been completed during the reporting period, the following footpath and shared path projects are to be finalised next reporting period:</p> <ul style="list-style-type: none"> • Argyle Street Footpath, Moss Vale opposite Valetta Street • Philip Street footpath including kerb and guttering, Bundanoon.
OP116 - Provide construction plans and supporting documentation for construction program.	Needs Attention	<p>While a number of projects have been completed during the reporting period, the following projects have been carried over. This was due to being a late addition to the list or insufficient time to complete with existing resources:</p> <ul style="list-style-type: none"> • Old Pot Factory, Braemar- drainage upgrade - design commenced • Hamilton Ave, Bowral- drainage upgrade - design commenced.
OP131 - Implement the River Health and Wetland projects and programs from the Environment Levy	Needs Attention	<p>The relationship between future riparian management plans and flood modelling has been determined based on evaluation of Mittagong Creek Riparian Management Plan. A project brief will be developed in first quarter of 2015-16 financial year.</p> <p>Fencing of Mittagong creekline is now complete and excludes cattle grazing from the creekline. Revegetation works will commence in October 2015. Repairs have been completed to instream bed control structures that were damaged during recent local flooding.</p> <p>Project briefs for new riparian management plans will be completed as a matter of urgency.</p>
OP153 - Undertake water reticulation planned maintenance program	Needs Attention	<p>Both proactive and reactive maintenance on water network assets has been conducted. Planned maintenance delivery program/activities and team structure to improve efficiency is currently being reviewed for implementation in the 2015/16 financial year.</p>

Operational Project/Program/Activity	Status	Comment for Council
OP154 - Undertake water treatment plant capital works program	Needs Attention	A number of key projects have been delivered as per 2014/15 capital delivery program however some have been carried over for final delivery in 2015/16. All project scopes, risk management and resourcing for project delivery is currently under review to ensure time frames of all future commitments will be met.
OP155 - Undertake water treatment plant operation and maintenance program to meet operational targets	Needs Attention	Both proactive and reactive maintenance has been conducted however consistent delivery of planned asset maintenance program is still not being achieved. This will be reviewed for implementation in 2015/16. Council's Operational Drinking water targets of water supply from the water treatment plants are being achieved and meet the Australian Drinking Water Guidelines.
OP156 - Conduct reticulation work to minimise risk to key stakeholders and community	Needs Attention	Areas of risk are being managed but are currently under review to maximise protocols and efficiencies for 2015/16.
OP161 - Undertake sewer reticulation maintenance program.	Needs Attention	Both proactive and reactive maintenance on sewer network assets has been conducted. Planned maintenance delivery programs and activities to improve efficiency is currently being reviewed for implementation in 2015/16.
OP163 - Undertake sewer treatment plant operation and maintenance program.	Needs Attention	Both proactive and reactive maintenance has been conducted however consistent delivery of planned asset maintenance program is still not being achieved. This will be reviewed for implementation in 2015/16. Operational treatment targets and regulator licence parameter requirements have largely been achieved. A project program on Sewage Treatment Plant upgrades is currently underway. The initial research stage is complete and Council is currently looking into potential funding from grants to deliver plant augmentations in the next 3 years for both plants which should address small licence anomalies.
OP166 - Undertake Water and Sewer asset condition assessments	Needs Attention	<p>Council undertakes condition assessments of water mains and associated fittings when assets are exposed. Council also undertakes sewer main CCTV inspections on a rolling program and this information is used to develop renewal programs. These programs are planned to be increased in 2015/16 financial year.</p> <p>Condition assessment of the condition of the water main between Hopewood Reservoir and Evans Lane Pump Station work will be carried over to the 2015/16 financial year.</p>





Operational Project/Program/Activity	Status	Comment for Council
OP183 - Continue operations of the Southern Regional Livestock Exchange	Needs Attention	<p>Work has commenced on projects to improve the operation of the Southern Regional Livestock Exchange. These include:</p> <ul style="list-style-type: none"> • Quality certification to meet the new Industry Standards • Review of operations at Calwalla, reviewing potential options and formulating a business plan • Full asset management plan to be completed • Construction of Bull pens. <p>The Southern Regional Livestock Exchange Strategic Plan and Marketing Strategy is still ongoing and will need to be carried over to the 2015/16 financial year</p> <p>The challenge for this operation has been ensuring projects are appropriately resourced and funded to meet deadlines.</p>
OP188 - Provide administrative support for the creation of easements, road closures and land acquisitions including by compulsory acquisition	Needs Attention	<p>Various acquisitions are progressing through the compulsory acquisition process in accordance with resolutions of Council. Numerous property matters including the creation of easement, release of restriction on title, road closures and other acquisitions are being negotiated by agreement.</p> <p>Additional support is to be recruited to assist these and other property and business services work.</p>
OP044 - Develop a Business Management System framework	On Hold	<p>This action was put on hold. A new action was added to the 2015/16 Operational Plan - Undertake an analysis of the requirements of a Business Management System (BMS) to determine its value for Council.</p>
OP047 - Implement the Disability Action Plan	On Hold	<p>Guidelines have been developed to assist NSW public authorities including local councils in developing their Disability Action Plans. These will become available mid July 2015.</p>
OP062 - Define and measure service levels for Customer Service	On Hold	<p>Results from the recent Customer Service Review are currently being analysed. Part of this analysis includes identifying reportable service levels for Customer Service.</p> <p>Implementation of these service levels will be reliant on the definition of the expected levels for both internal and external customers.</p>

Operational Project/Program/Activity	Status	Comment for Council
OP069 - Welby Hockey Fields	On Hold	The Southern Highlands Hockey Association are waiting for advice on possible grant funding for the project from the State Government. Project is currently on hold, awaiting this advice.
OP070 - Progress Regional Art Gallery	On Hold	This project is now on hold for 18 months as per Council resolution 24 June 2015.
OP087 - Develop and administer a housing monitor	On Hold	Further development of a Housing Monitor is awaiting completion of the Local Planning Strategy 2015-2031 and assistance from the Department of Planning and Environment. Ongoing basic monitoring will continue.
OP090 - Implement heritage assistance policy and education program	On Hold	This project has been on hold until the completion of the 2015 Heritage Festival and the public exhibition of the Heritage Items Planning Proposal. This action will be advanced in the 2015-16 year.
OP134 - Manage contamination and remediation issues at key Council contaminated sites	On Hold	The NSW Environment Protection Authority (EPA) has asked for a review of the remediation approach for the former Bowral Gasworks site to consider a holistic approach to cover contamination across the larger site. Remediation plans for the adjoining block are on hold until review completed.
OP144 - Develop asset management strategy for Resource Recovery Centre	On Hold	The project will be prioritised for next financial year. There have been other projects requiring close attention and tight deadlines that have pushed this project back.
OP146 - Finalise a Regional Waste Strategy and link it to Council Waste Strategy	On Hold	The Regional Waste Strategy is on hold due to future changes as a result of the Fit For The Future Review. Council will look at working with a group of Councils that will best fit our waste needs for the future once the State government finalises the formation of Joint Organisations of councils.
OP171 - Promote Moss Vale Enterprise Zone	On Hold	Promotion of the Moss Vale Enterprise Zone (MVEZ) was placed on hold due to focus being on the community-centric development of an Economic Framework that will help the region achieve the goals of the 2031+ Community Plan.
OP181 - Develop a WSC Events Strategy	On Hold	Council has developed a draft WSC Event Strategy and Event Support Program. Lack of budget availability in 2015/6, means the program cannot be supported along with the Draft Tourism Events Strategy that was previously presented to Councillors in November 2014.

Delivery Program 2013-17 Progress Summary

The following section provides a six month progress update towards achieving the 31 objectives of the Delivery Program 2013-17 for the period 1 January to end to 30 June 2015.

At the end of June 2015 reporting period, of the 31 objectives 28 were *'on-track'*, 3 were classified as *'needs attention'*, and none were considered *'on-hold'* or *'critical'*. Each objective has been assigned a traffic light to signify overall progress.

-  = On track (green)
-  = Needs attention (amber)
-  = Critical (red)
-  = On-hold (grey)

Leadership

Wingecarribee 2031+ outlines the following **Leadership** strategies

- 1.1 Our leadership is based on mutual trust to foster and embody values of respect, responsibility, integrity and ethical governance
- 1.2 Wingecarribee is visionary through creative thinking and practical planning
- 1.3 The Wingecarribee community has strong networks that supports collaboration, partnerships and empowerment
- 1.4 We act in an inclusive manner with open information, communication, views and participation
- 1.5 We all work together in a flexible and responsive way utilising community values to achieve our vision for Wingecarribee 2031+

The **Delivery Program 2013-17** includes eight objectives to assist in the achievement of the **Leadership** strategies. The progress for these objectives for the January to June 2015 reporting period is outlined below.

DP01 Continue a focus on community engagement by ensuring participation in decision making



During the reporting period there has been a focus on ensuring the Community Engagement Strategy and Policy are implemented throughout the organisation. This included the development of internal internet-based resources to assist Council staff deliver community engagement as a part of their projects.

In early 2015 Council commenced a communication campaign to ensure that the wider community was aware of the challenges faced in delivering services and facilities into the future. Information was shared about Council's approach to the NSW government's Fit for the Future reforms and the required submission. This included presentations to community groups, committee briefings, displays at the Civic Centre, kiosks at market and show days, advertising, newsletter articles and media activity. The General Manager and Mayor also invited the community to attend four information sessions held in the Council Chambers to discuss benchmarks, answer questions and hear comments or suggestions.

Council commenced and/or finalised community engagement on the following projects:

- Water services for Balmoral
- Animal Shelter management
- Backyard burning
- Satisfaction survey for Swimming Centres
- Operational Plan and Budget 2015-16
- Arts and Culture Plan exhibition
- Positive Ageing Strategy development
- Corbett Gardens Plan of Management and Master Plan development

Information kiosks and a creative suite of engagement activities have been used for community engagement purposes. Staff are mentored and encouraged to tailor communications with residents and seek out additional ways to receive feedback from stakeholders.

DP02 Ensure timely, accurate and open communications

Council continues to work to ensure timely, accurate and open communications with the community. Positive news items continue to be pro-actively sought from throughout the organisation via a range of mediums. Newsworthy items are promptly issued via a range of communications channels including media releases, quarterly community publications of 'Wingecarribee Today', radio and television, interviews, staff newsletters and via Council's digital Media Centre. Where practical, all media releases are posted online within an hour of distribution on Council's Media Centre. Journalists' requests are also attended to as priorities.

For the period 1 January to 30 June 2015, 94 media releases were issued.

DP03 Undertake responsible financial management focussing on long term sustainability

The 2015/16 Operational Plan (Including Budget and Revenue Policy) was formally adopted by Council on 5 June 2015. Council continues to maintain a balanced budget position and not spend beyond its means.

Council's Long Term Financial Plan was updated as part of the Fit for the Future process. The Long Term Financial Plan was updated to reflect the revised infrastructure management expenditure required to meet the benchmarks set by the NSW State Government. Council is awaiting a determination on it's Fit for the Future Improvement Proposal from the Independent Pricing and Regulatory Tribunal (IPART).

All statutory reports for the period were completed and submitted within the prescribed timeframes.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP016 - Review plant subsidiary ledger.

DP04 Our leadership is based on open, transparent and ethical governance

Significant progress has been made in delivering business as usual and business improvements during the reporting period. Elected members, Council and committee meetings continue to be supported to ensure an efficient decision making framework is implemented. The roll out of Info Council has continued in accordance with the approved project plan. Statutory reporting has been completed within prescribed timeframes. Council's corporate risk program continues to mature, with a range of milestones reached including assurance audits, publication of the Corporate Risk Register and implementation of Work Health Safety improvements.

DP05 Develop a strategic position to industry change

An extensive community and stakeholder engagement program underpinned the development of Council's Fit For the Future Submission. A clear roadmap to organisational sustainability was adopted, with significant work to be undertaken in coming reporting periods.

DP06 Develop and maintain an engaged and safe workforce to meet the objectives of Council



The safety program has continued the significant momentum gained this reporting period. Planning for the review of the safety system has progressed, with the training and development program continuing to be implemented. Further work will be undertaken in the coming periods to improve performance and management practices and accountability. Worker's Compensation claims management practices remain under review with a significant improvement in case management and return to work processes reducing severity of claims.

DP07 Information and communication technology that provides contemporary business solutions



A development in the program used to create Section 149 Certificates has significantly reduced the clerical component of the certificate production time from hours to minutes and improved the delivery time of certificates to customers. Research is still to be undertaken to look into the possibility of introducing online ordering and delivery of certificates.

Over the course of the 2015/16 financial year there will be a continued focus on assessing the offerings of Cloud Services as a data storage option for Council use.

The Online Customer Service Centre (www.wsc.nsw.gov.au) continues to improve in providing better search results due to customer feedback through the "Can't find it?" form.

DP08 Undertake a program of continuous improvement to deliver public value



Council continues to review and improve its Integrated Planning and Reporting framework to meet legislative requirements. At its meeting on 10 June 2015, Council adopted the Operational Plan, Budget, Revenue Policy and Fees and Charges 2015-16. This was following a public exhibition of the draft plans from 13 April to 10 May. Widespread feedback was sought, with a number of methods utilised and opportunities provided for the community to comment, including:

- Public exhibition of the draft plans and budget in the Civic Centre and libraries
- Project page www.yoursaywingecarribee.com.au/ipr. Approximately 1600 registered users were alerted to the opportunity to comment
- Radio announcements
- Letter to village associations and community groups, an e-newsletter issued to 639 people to encourage review of the draft documents
- Media release and GM's Column printed in Southern Highland News
- Information included in Council's weekly advertising page in Southern Highland News.

A total of 5 submissions were received during the exhibition period.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP044: Develop a Business Management System framework.

People

Wingecarribee 2031+ outlines the following **People** strategies

- 2.1 Wingecarribee community has access to a variety of cultural, recreational and sporting opportunities
- 2.2 Wingecarribee people have a healthy lifestyle and inclusive community
- 2.3 Services and facilities are provided locally to meet the needs of our community
- 2.4 Wingecarribee fosters a diverse, creative and vibrant community

The **Delivery Program 2013-17** includes five objectives to assist in the achievement of the **People** strategies. The progress for these objectives for the January to June 2015 reporting period is outlined below.

DP09 Facilitate and enable community development, with particular focus on targeted community groups such as young people, seniors, aboriginal people and people with a disability



Council has been researching and developing a number of strategies that will help to guide future work plans and will be fed directly into the business plan in the coming years.

Community and stakeholder consultation for the Ageing Strategy concluded during this period and the information gathered is being used to inform a draft plan. Consultation involved a community survey with 350 respondents, a service provider consultation, four community consultations, an ageing roundtable to discuss ideas for stakeholder actions and partnerships. A final Council internal staff workshop was held to identify existing work and brainstorm new actions.

The draft plan identifies the following four focus areas; A safe and accessible community, maintaining independence and good health, participation in community life, information and communication. The draft plan will be reported to Council in August 2015 and public exhibition will follow.

Work on the Disability Inclusion Plan has been put on hold during this period pending advice from the NSW Department of Local Government on requirements for the new plan. It is expected that this information will be provided in July 2015. Under the legislation all Councils will be required to complete an action plan by 1 July 2017.

This reporting period also saw the completion of the Arts and Culture Strategic Plan 2015-2031. This plan was placed on public exhibition from 1 May – 1 June 2015 and was endorsed by Council on 24 June. The final plan is now available on Council's website. Implementation of the plan will be carried out from 2015/2016 onwards.

A project plan for the development of a Youth strategy has been developed and planning is under way to hold a Youth Forum in term four of the 2015 school year. This forum will form the basis of consultation with young people and will feed into the development of the plan. A working group is being formed with expressions of interest being sent out through e-networks to service providers during mid-June.

In other activities, the Our Village Our Future Project has continued to make progress with an action plan for Robertson being drafted and a survey of Hill Top residents being completed. Work on this project will continue into the 2015/2016 reporting period.

The 2015 Wingecarribee Community Assistance Scheme opened early February and closed in March. A total of 62 applications were received with 52 applications being recommended for funding.

Letters to applicants have been drafted and planning for a presentation for successful applicants is being planned for 5 August to be held during Local Government Week.

At the start of the year the Hill Top Community Centre Co-ordinator ran a very successful school holiday program in January, the Moss Vale Community Centre Management Committee upgraded their sound and audio equipment and the Bundanoon Oval Management Committee erected an awning over the BBQ area.

In other works, the Hill Top Community Centre Management Committee used \$38,000 of income from hire fees to sand, reseal and reline the stadium floor. The Bong Bong Common Management Committee completed a long term goal of having a new boundary fence installed along Moss Vale Road and Mittagong Community Centre Management Committee received grant funds from Veolia Mulwaree Trust to purchase new light weight tables and a table stacker for the hall.

Other events held during this period included, a Biggest Morning Tea and a Book Launch at Penrose and a Ben Hall Bushranger dinner and show held at Wingello Mechanics Institute Hall.

Council staff liaised with Volunteering Wingecarribee to recruit a new Secretary for the Aboriginal Community & Cultural Centre Management Committee.

The New Berrima Community Centre Management Committee retired in June with the last regular hirer, an over 50's group ceasing to operate. The hall is now hired occasionally for children's birthday parties and is currently being booked through Council's Customer Service Centre.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP047: Implement the Disability Action Plan
- OP049: Complete and implement the Youth Strategy
- OP050: Development of Aboriginal and Torres Strait Islander population Strategy.

DP10 Provide and plan for community services and facilities to suit community needs, including family day care, libraries and pools.



A range of community services and facilities continue to be delivered in the spirit of service excellence. These include family daycare and out of school care, libraries and pools.

Library Services

Key library service level data for the reporting period is outlined below

Table 3: Library Service Level Data

	1 January – 30 June 2014	1 January – 30 June 2015
Total Loans	151,061	134,628
Total Visits	89,983	27,297*
New Members	723	784
eBook Loans	3257	3516
eMag Loans	485	691

*Please note visitor numbers for Bowral Library are not available due to a faulty counter mechanism

Family Day Care and Out Of School Care:

Council staff have attended various training sessions including training provided by the Australian Children's Education and Care Quality Authority (ACECQA) on Quality Standard One (Educational Program) and "Australian Learning Tracks - a Documentation Framework" and "No More Cotton Wool

- Letting Children Take Risks”, a full day workshop from “Inspired EC” which will result in improvements in the child care services provided by Council.

Council is currently investigating the feasibility of offering Before School Care in 2016 and intend to be closer to a decision next reporting period.

All Children’s Services including Out of School Hours Services must develop agreements in conjunction with the Regional Asset Management Unit of the NSW Department of Education. The service is currently waiting for further information and guidance from stakeholders.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP062: Define and measure service levels for Customer Service
- OP065: Define and measure service levels for Corporate Systems
- OP067: Bowral Distributor Road project
- OP069: Welby Hockey Fields.

DP11 Foster, support and encourage arts and culture



This reporting period saw the continuance of the weekly publication and distribution of the ArtsInfo Newsletter which promotes local arts events and grant opportunities. Subscriber membership has steadily grown to 906 subscribers during this period.

The Foyer Gallery Exhibitions were also ongoing with work by; the Southern Highlands Photographic Society, the Bundanoon Mens Shed Arts and Photography group, the Fellowship of First Fleeters, Bundanoon History Group, Regina Brewster (artist) and the Southern Highlands Textile and Fibre Network being showcased during this period.

Further work was carried out on the commemorative mural at the Moss Vale War Memorial Aquatic Centre with an artist briefing document and expressions of interest advertised both locally, regionally and nationally during March. Of the eight expressions of interest received, four were shortlisted and invited to present concept designs to the Project Assessment Panel. The selected artist was Thomas Bucich, who will finalise the instalment in time for a launch on Remembrance Day 2015.

This period also saw Council assisting the Australian Puppet Centre to relocate to the Southern Highlands by way of the development of a user agreement to operate out of the Sutton Forest Hall. Work on the development of a Regional Art Gallery has been put on hold for 18 months following a Council resolution on 24 June 2015.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP070: Progress Regional Art Gallery.



All gardens, premier parks and pools are on track with the current maintenance program.

Scheduled winter works were completed over the cooler months including open space tree maintenance, walking track clearance, playground soft fall replacement and upgrades to park furniture.

The mowing maintenance program was running 3 weeks behind schedule due to high rainfall and faster growth in turf areas. Utilising the large open space mowing equipment on weekends plus the cooler months brought the mowing program back on track.

Preparation has begun for Tulip Time 2015 with the planting of 21 garden beds including 110,000 bulbs and 20,000 annuals. This work has included the reconstruction of garden beds and display areas. The program encountered some challenges with fungus in the annual plants and some damage to the garden beds.

Play grounds have been audited and minor repairs have been completed.

Robertson Park, Stephens Park, Loseby Park, Centennial Oval, Colo Vale Pony Club and Iron Mine Oval have been cored and line marking and goal post changeover has been completed as part of the seasonal sporting change over.

The following projects have been completed or commenced during the reporting period.

- Centennial Road Oval cricket practice nets and sports field fencing completed, ready for first competition game 6 December 2015
- Mittagong amenities upgrade project has commenced. This project is expected to be completed before for the 2016 rugby league season
- Quotes formalised for Community Oval drainage project. Drainage works will be completed over the Christmas break, with the oval ready for play in January
- Loseby Park club house amenities upgrade completed
- Penrose Tennis Courts resurfaced
- Tourist Road Sport facility grounds clean up and bollard arrangements
- The Botanic Gardens Latham Snipe Habitat Protection Fencing Project has been completed to provide an area for the birds during their migration between September and March
- The Exeter Oval timber fence replacement project has been completed
- Boronia Park, Hill Top, Access Road and Car Park Upgrade Project has commenced whilst the carpark construction, fencing and concreting has been completed.

The following landscaping projects have been completed:

- Various works undertaken across various cemeteries in the Shire including Berrima, Bowral, Burrawang, Moss Vale, Penrose and Welby Cemetery
- New concrete path to ladies amenities block at Mt Gibraltar Lookout
- Planting of 40 Oak Trees along Kangaloon Road, Bowral
- Construction of timber boardwalks over Whytes Creek to maintain Environment Levy project works in the extension of concrete lawn beams in Bowral wetlands and the installation of park furniture at various locations throughout the Shire.

The new roadside mowing contract has proven to be very successful. The contract mowing team have complete two roadside mowing runs of all roads in the Shire which carry a load rate of over 1500 cars a day. Many community compliments have been received as a result. Approximately 5 tonnes of rubbish has been collected from the roadside easements.

Over 1200 customer requests regarding tree maintenance have been actioned in the past 12 months, prioritising works based on trees identified through the Tree Inventory as in the high risk category. The Tree Master Plan is in draft form, due to go out to public consultation August 2015 and the Tree Management Policy is in final stages of internal consultation, due to be out on public exhibition this August 2015.

DP13 Continue to support and develop community events



This reporting period has seen Council deliver a range of events for the community.

A successful International Women's Day Breakfast was held on Friday 6 March at Mittagong RSL with the theme being "Southern Highlands Women Caring across the World". A total of 120 people attended the event including senior school students from local high schools.

Seniors Week 2015 was held from the Sunday 15 March to Monday 23 March. A large program of events and activities were on offer and for the first time online bookings were taken through Eventbrite with many older people using this option to book tickets and RSVP to events.

Highlights of the week included the Big Band Classics Concert, a screening of the Second Best Exotic Marigold Hotel, the Mystery Bus Trip to Campbelltown Arts Centre and Mt Annan Botanic Gardens and a new event this year the 'Autumn High tea Dance'. This event attracted 140 people who enjoyed the dancing by 40 couples and high tea which was served by students from Chevalier College.

Harmony Day (21 March 2015), a day that promotes a tolerant, inclusive and culturally diverse society was celebrated during the Seniors Week program with a picnic themed "Everyone Belongs" held at Fitzroy Falls. This event was well attended.

Council worked in partnership with Moyengully to launch the Aboriginal Respect Circle located at the Wingecarribee Youth Hub. The launch was run by young people from local high schools and marked the beginning of National Youth Week held in April 2015.

A total of 280 young people attending events held during National Youth Week including:

- "Plugged @ Triple Zero"- an outdoor music concert that was held as part of the Triple 0 Emergency Services Cricket Challenge at Bradman Oval
- An Art Workshop
- An indoor movie night at Moss Vale War Memorial Aquatic Centre.

Heritage Week was celebrated in April with Council facilitating its annual Heritage Awards program. This year there were seven winners in the following categories, Best Conservation of a Heritage Place-under \$250,000, Best Sympathetic Addition to a Heritage Place-\$250,000 and over, Best Maintained Heritage Place, Best Heritage Precinct, Best Heritage Tourism Project or Initiative, Best Contribution to an Understanding of Heritage in the Wingecarribee Shire and three applicants received a highly commended.

Future events that are being planned during this period include:

- NAIDOC Week 2015, with Council successfully applying for a grant of \$2500 from Prime Minister and Cabinet. Two community events are planned for this week and include a Flag Raising and Smoking Ceremony and a Community Family Fun Day to be held at the Wingecarribee Aboriginal Community and Cultural Centre

- Expressions of Interest for participation in the 2015 Art Studio Trail have closed with thirty eight applications received. Designers have been engaged for marketing material and promotional activities have commenced
- Invitations for event organisers to be part of the Arts Festival Program are also being advertised
- The Access Committee will hold a 'Mobility Walk' walk to celebrate International Day of People with Disability on 2 December 2015. An exhibition of arts and craft will be also on display in the Council Foyer Gallery during December celebrating works by people with a disability.

Places

Wingecarribee 2031+ outlines the following **Places** strategies

- 3.1 Wingecarribee is linked by an integrated and efficient transport network
- 3.2 Wingecarribee has maintained a distinct character of separate towns and villages
- 3.3 Urban design in Wingecarribee creates inspiring places where people want to be
- 3.4 Wingecarribee housing options are diverse
- 3.5 Wingecarribee is recognised as a place of significant heritage conservation

The **Delivery Program 2013-17** includes seven objectives to assist in the achievement of the **Places** strategies. The progress for these objectives for the January to June 2015 reporting period is outlined below.

DP14 Maintain rural landscape and separation distance between towns and villages



On 28 April 2010 Council resolved to commence the preparation of a new Local Planning Strategy for the Shire to replace the current Wingecarribee Our Future Strategic Plan (2002). The role of a Local Planning Strategy (or Local Plan under the proposed new legislation) is to develop a long term direction for the future development of the Shire upon which any proposed amendments to the Local Environmental Plan (LEP) can be based.

At its Ordinary meeting on 24 June 2015 Council resolved to publicly exhibit the Draft Local Planning Strategy. The Draft LPS will go on public exhibition from 15 July 2015 to 11 September 2015. Submissions are welcome during the public exhibition period and will be discussed in a report back to Council following the conclusion of the public exhibition.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP087: Develop and administer a housing monitor.

DP15 Retain, revitalise and strengthen special qualities of towns and villages



Council adopted Town Centre Master Plans for Bowral, Mittagong, and Moss Vale at its Ordinary Meeting of 9 April 2014. These Masterplans have been referenced in the Draft Local Planning Strategy, which will be exhibited from July 2015. Further, the Town Centre Masterplans and the Draft Local Planning Strategy, Council has been progressing a planning proposal to update Heritage Items schedule in Wingecarribee Local Environmental Plan 2010. The reinforcement and protection offered by the LEP Heritage Provisions will also provide to strengthen the special qualities of Wingecarribee's towns and villages.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP090: Implement heritage assistance policy and education program.

DP16 Plan and prioritise appropriate transport, traffic management and car parking solutions for the Shire

Initial road network analysis for Moss Vale including the proposed Chelsea Gardens development has been completed with several upgrade works being identified. This will be confirmed pending further information from the developers of the proposed Chelsea Gardens and undertaking further computer modelling to determine feasibility and effectiveness.

Under the 2014 Roads and Maritime Services grant program for bus shelters, four projects have been completed and one is on schedule for completion before 1 June 2016. Council's 2015 grant application was not successful therefore discussions for projects on Old South Road, Bowral and Erith Street, Bundanoon are to be put on hold pending further discussions with stakeholders.

DP17 Ensure appropriate development that suits the character and demographics of the Shire

During this period Council has undertaken a strategic review of all of its development functions in order to ensure that best practice is applied to assessment of development that is occurring within the shire and development is appropriately regulated. Some of these achievements include:

- Undertaken process review and adopted a draft set of revised standard development consent conditions reflecting current industry standards and best practice. The review entailed examining correct citing of organisational structure and legislation references
- Undertaken a strategic review of section 149 Planning Certificates in light of automation. The process included the development of a new and revised template that was legislatively compliant, professional and required data cleaning of Council's existing dataset for auto generation. Planning Certificates inform purchasers of Council's planning regulations to ensure appropriate development is facilitated within the shire
- Undertaken a strategic review of 32 of Council's standard proforma templates with a view to implementation following system upgrades to create internal efficiencies in 2015/16
- Commenced and scoped establishment of a dedicated builder's hotline and dedicated email address for booking of critical stage inspections
- Commenced a comprehensive review of Council's Community Engagement and Neighbour Notification Policy
- Implemented a new Building Inspection Report system which provides and communicates a critical stage inspection outcome which was well received by the construction industry
- Legal Proceedings undertaken in Planning to ensure that development suits the character and demographics of the shire - Coles Bowral vs WSC - large retail store in Bowral refurbishment (defence of a deemed refusal), DeAngelis Taylor vs WSC - Kmart Bowral Large retail store Bowral (defence of deemed refusal), Nattai Ponds (Fielkerchen Pty Ltd vs WSC) subdivision entrance and road access - resolved at section 34 conference, WSC vs O'Shannasy (Earthworks Mittagong - decision pending) Snowden vs WSC Matter (Dwelling house and delegations of staff - matter settled out of court), WSC anor vs Fenwick (Defence of subdivision without consent - proceedings on foot), Jabbour vs WSC Victoria Street Units Bowral - access arrangements to Mittagong Road. WSC vs Oddly Wholesome Festival (Prosecution matter concerning illegal event in Colo Vale - Successful prosecution).

Table 4: Number of various applications and certificates issued:

Applications / Certificates	Number Issued / Completed
Development Applications	1597 applications determined with a combined total construction Value \$204,530,973.
Construction Certificates	516 Determined
Complying Development Certificates	36 Determined
Tree Preservation Orders (TPO)	249 Determined
149 Planning Certificates	2758 Certificates issued
Drainage Diagrams	1504 Certificates issued
OSSM Inspections	324 Inspections undertaken
Section 68 Notice Of Determinations	747 Issued with a 60% pass rate
Section 138 Applications	105 Determined
Section 96 Modification Numbers	277 Modifications registered
Subdivision Construction Certificates	47 Issued
Robertson Sewerage System Certificates	50 Certificates Issued

DP18 Provide efficient and safe roads, shared, cycle and foot pathways and drainage networks



The construction program is running several weeks behind schedule due to severe storm damage in August 2014 which resulted in several teams being diverted from their programmed activities.

Table 5: Projects completed this financial year 30 June 2015:

Construction Projects Completed
<p>Balaclava:</p> <ul style="list-style-type: none"> Scarlett Street - 540m seal
<p>Bowral:</p> <ul style="list-style-type: none"> Centennial Road and Railway Avenue – Heavy patching Merrigang Street - Pavement works Parry Drive - Retaining Wall Rowland Road - Widen for parking
<p>Braemar:</p> <ul style="list-style-type: none"> Biggera Street - Swale drain
<p>Bundanoon:</p> <ul style="list-style-type: none"> Ellsmore Road - 1km gravel re-sheet Erith Street Bundanoon - 600m subsoil drainage Willis Street - Pit construction
<p>Burradoo:</p> <ul style="list-style-type: none"> Ranelagh Road, - 330m construction & seal
<p>Buxton:</p> <ul style="list-style-type: none"> East Parade, - construction & seal
<p>Colo Vale:</p> <ul style="list-style-type: none"> Draper Creek Road, - 0.40km gravel re-sheet Flora Street, - 0.14km construction and seal Jasmine Street, - construction & seal McEvelly Place, Colo Vale - 0.40km gravel re-sheet

<p>Exeter:</p> <ul style="list-style-type: none"> • Ellsmore Road -2.5km gravel re-sheet • Old Argyle Road - 1.5km gravel re-sheet • Stonequarry Creek Road - Washout repairs
<p>Joadja:</p> <ul style="list-style-type: none"> • Hassall Road - 850m gravel re-sheet
<p>Mittagong:</p> <ul style="list-style-type: none"> • Devon Street - reconstruction • Range Road - reconstruction • Range Road (Frensham) - intersection • Old Hume Highway - kerb and guttering renewal • Thomas Street - Road and drainage construction
<p>Moss Vale:</p> <ul style="list-style-type: none"> • Brookdale Road, -1.29km re-sheet • Carrabee Road - 580m re-sheet • Meryla Road - 2.08km • Queen Street - Car park upgrade
<p>New Berrima:</p> <ul style="list-style-type: none"> • Australia Avenue - 660m re-sheet
<p>Robertson:</p> <ul style="list-style-type: none"> • Fountaindale Road - 1.07km re-sheet • Lees Road -1.82km re-sheet • Yeola Road - 1.93km seal
<p>Wingello:</p> <ul style="list-style-type: none"> • Nandi Road - Culvert replacement
<p>Regional Road Construction Projects Completed</p>
<p>Moss Vale:</p> <ul style="list-style-type: none"> • Berrima Road - Blackspot Program • Berrima Road - Rural Road Rehabilitation Program
<p>New Berrima:</p> <ul style="list-style-type: none"> • Taylor Avenue - Asphalt re-sheeting
<p>Welby:</p> <ul style="list-style-type: none"> • Wombeyan Caves Road - Rural Road Rehabilitation Program (Note, Wombeyan Caves Road slip damage as a result of the January storm remains to be completed)
<p>Footpath and Shared Path Works Completed or Partially Completed</p>
<p>Bowral:</p> <ul style="list-style-type: none"> • Old Hume Highway and Bowral Road
<p>Bundanoon:</p> <ul style="list-style-type: none"> • Philip Street footpath including kerb and guttering

Footpath and Shared Path Works Completed or Partially Completed
<p>Mittagong:</p> <ul style="list-style-type: none"> • Mittagong Playhouse Footpath and kerb and guttering
<p>Moss Vale:</p> <ul style="list-style-type: none"> • Argyle Street Footpath, opposite Valetta Street • Kirkham Street shared path • Mack Street Shared Path • Queen Street footpath
Ancillaries Construction Capital Works Completed
<ul style="list-style-type: none"> • Pool Bus shelter (Kirkham Street, Moss Vale) • Bus Shelter (Hoddle Street, Burrawang) • Bus Shelter Repair (Railway Avenue, Bundanoon) • Bowral cycle path - Solar lighting, • Guardrail and road safety improvement (Wilson Drive Hill Top) • Guard Rails (Aylmerton Road, Collins Road, Old Hume Highway and various other roads)
Road And Drainage Related Design Plans Completed
<ul style="list-style-type: none"> • Berrima Road Moss Vale (Inghams site) - Blackspot Upgrade • Browley Street and Wyatt Street - Kerb Ramp and Footpath • Aquatic Centre Bus Shelter (Country Passenger Transport Infrastructure Grants Scheme project) • Romney Place Burradoo - Drainage • Price Street Bowral - Drainage • Biggera Street Braemar - Drainage • Bowral Cycleway - Lighting • Aylmerton Road - Guardrail • Thomas Street Mittagong - Drainage • Gullies Road Bundanoon - Scour Protection • Phillip Street Bundanoon - Footpath and Kerb & Gutter • Spring Lane Moss Vale - Reconstruction • Hoddle Street Robertson Bus Shelter (Country Passenger Transport Infrastructure Grants Scheme project) • Mack Street Moss Vale Cycleway • Bowral Street and Station Street Roundabout

Local and regional road maintenance programs have been undertaken. This included road surface patching, resealing, unsealed roads pavement maintenance and reseal preparation, Reseal preparation consisted of road sweeping shoulder repair/reconstruction, table drain reconstruction, weed clearing, tree pruning and other various road corridor work types. Important rural road drain cleaning was carried out along unsealed roads.

The base budget for the unsealed section of Wombeyan Caves Road was fully expended. Of the \$50,000 funding for additional maintenance allocated during the reporting period, approximately \$18,000 was expended. Asphalt repair works were carried out in various locations including Old Hume Highway Welby.

Routine piped drainage maintenance works were completed in response to reported blockages and action requests received. Major maintenance restoration works at Old Hume Highway Mittagong and Kangaloon Road Bowral are in the planning and environmental assessment stage and will be carried

out in the next financial year.

Council was successful in attracting grant funds totalling \$715,000 as part of the Nation Building Black Spot Program for the following works:

- Shoulder widening, Asphalt Concrete pavement and warning signs on Mt Broughton Road, Werai 325-455m south of Yarrawa Road
- Shoulder widening, Asphalt Concrete pavement, Channelised Right Turn (CRT) treatment, improvements to superelevation and Chevron Alignment Markers (CAMs) at the junction of Nowra Road and Yarrawa Road, Moss Vale.

Council has undertaken a number of Road Safety programs and initiatives including the Speed Busters variable speed display program, child restraint program, Safe Senior Driver information session, LOOK Pedestrian Safety (Stage 1), U Turn The Wheel, program, bike and helmet safety presentation.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP111: Undertake footpaths, shared paths and cycle ways construction capital works program
- OP116: Provide construction plans and supporting documentation for construction program.

DP19 **Ensure appropriate regulation and animal control throughout the Shire**



After a significant period of community consultation regarding the management of the Wingecarribee Animal Shelter, at the 8 July 2015 Council Meeting, it was unanimously decided by Council to support an internal management model. This model sees Council maintain full responsibility for the operation and management of the Shelter.

The 'Alternatives to Euthanasia Policy' was formally adopted by Council on 10 June 2015 and it will serve as one of the driving policies behind the ongoing running of the animal shelter.

Table 6: Wingecarribee Animal Shelter Companion Animal Statistics

DOGS							
COUNCIL SEIZURE ACTIVITY	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Seized	20	22	33	32	38	38	183
Returned to Owner			9	10	18	11	48
Transferred to - Council's Facility from Seizure Activities	20	22	24	22	20	27	135
ANIMALS IN AND ARRIVING AT COUNCIL'S FACILITY							
Animals In Council's Facility - (Start of Month)	13	8	16	12	9	14	72
Abandoned or Stray	4	12	11	8	5	6	46
Surrendered	3	6	4	5	10	5	33
Total Incoming Animals	40	48	55	47	44	52	286
ANIMALS LEAVING COUNCIL'S FACILITY							
Released to owners	18	25	25	26	20	29	143
Sold	9	5	11	8	7	12	52

EUTHANASED							
Due to Illness/Disease or Injury		1	3	3	2		9
Unsuitable for rehoming	5	1	4	1	1		12
Total Euthanased	5	2	7	4	3	0	21
Total Outgoing Animals	32	32	43	38	30	41	216
Total In Council's Facility - (End of Month)	8	16	12	9	14	11	70

CATS							
COUNCIL SEIZURE ACTIVITY	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Total
Seized	2	0	0	2	1	0	5
Transferred to - Council's Facility from Seizure Activities	2	0	0	2	1	0	5
ANIMALS IN AND ARRIVING AT COUNCIL'S FACILITY							
Animals In Council's Facility - (Start of Month)	24	18	29	28	26	31	156
Abandoned or Stray	25	27	12	17	23	11	115
Surrendered	5	1	3	2	6	5	22
Total Incoming Animals	56	46	44	49	56	47	298
ANIMALS LEAVING COUNCIL'S FACILITY							
Released to owners	3	1	1	1	0	1	7
Sold	19	5	13	12	21	18	88
Died at Council's Facility(other than euthanased)					1		1
EUTHANASED							
Due to Illness/Disease or Injury	8	2	2	1	1	4	18
Feral/Infant Animal	7	8		9			24
Unsuitable for rehoming	1	1			2		4
Total Euthanased	16	11	2	10	3	4	46
Total Outgoing Animals	38	17	16	23	25	23	142
Total In Council's Facility - (End of Month)	18	29	28	26	31	24	156

DP20 Provide and maintain community and council buildings

The Draft Capital/Renewal Program was submitted to the Sports and Recreation Committee and the Facilities Committee for review and prioritisation. The final draft Capital Program was subject to budget consideration by Council during this reporting period.

The Parks and Open Space Strategy has been partially updated (approximately 30%) during March 2015. Plans of Management for Corbett Gardens and Winifred West Park have commenced this reporting period. The Parks and Open Space Strategic Plan and the Property Assets Strategy have been the subject of review to facilitate components of the NSW Government's Fit for the Future program.

The Parks and Property draft budget submissions for the 2015/16 financial year and the Draft 10 Year Capital/Renewal Plan have been tendered for consideration and formal budget review by Council. The draft Parks and Property budget have been subject to long term financial plan consideration and input.

The Parks and Property customer request system is functioning well with 198 out of 222 requests reviewed/investigated and responded to promptly over the last 12 months. Issues relating to maintenance are referred to the Conquest Action Request System and items of a capital or renewal nature are identified for the annual Capital/Renewal Program process.

Construction Projects completed:

- Stephens Park canteen awning was vandalised and is currently fenced off awaiting further instruction from Asset Branch
- Wingello Hall Upgraded with a new roof, gutters, downpipes and stormwater lines and some structural beams replaced. A new bike rack installed on the shop side of the hall
- Water supplied to Ted Springett's fountain in the Lyons Park Bowral
- Stormwater drainage to Footpath project outside Mittagong Playhouse
- Installation of UV systems to Halls without Mains water for quality assurance purposes completed by WSC staff.

Programmed maintenance painting of Council owned buildings:

- Bundanoon Memorial Hall
- Civic Centre Moss Vale
- Clock Towers
- Corbett and Leighton Gardens
- East Bowral Community Centre
- Hill Top Recreation Centre
- Livestock Selling Building
- Mittagong Memorial Hall
- Mittagong Pre school
- New Berrima Community Centre
- Penrose Hall
- Stafford Cottage

Environment

Wingecarribee 2031+ outlines the following **Environment** strategies

- 4.1 Wingecarribee's distinct and diverse natural environment is protected and enhanced
- 4.2 Wingecarribee communities live sustainably by choice
- 4.3 Wingecarribee achieves continuous reduction in waste generation and disposal to landfill
- 4.4 Wingecarribee community has a carbon neutral economy

The **Delivery Program 2013-17** includes five objectives to assist in the achievement of the **Environment** strategies. The progress for these objectives for the January to June 2015 reporting period is outlined below.

DP21 Protect and enhance our natural environment



Over the last six months Council has undertaken a number of projects and programs aimed to protect and enhance the natural environment. **Environment Levy** funds have been used to fund a number of these including **environmental weed management** on Council owned and managed land and upon strategic roadways.

Revegetation works continue to be implemented on Council **Bushcare** sites which included the planting of 2599 native plants sourced predominantly from Council's **Community Nursery**. Council supports 15 Bushcare and Landcare groups with 133 Bushcare sessions delivered over the reporting period. The total value of volunteer hours was 2,304 hours, equating to \$87,343. Six community workshops/ field days were delivered to Bushcare and Landcare volunteers.

A number of **Riparian Works** along Mittagong Creek are also progressing, this includes:

- **Willow Control:** Location of all willows to be removed along Mittagong Creek has been mapped, and spray treatment of blackberries completed. Willow treatment scheduled for Spring 2015
- **Weed Control Project - Bowral to Sheppard Street:** Primary treatment completed. Secondary treatment scheduled for November 2015. Community workshop delivered, providing direction on how to control environmental weeds on their property (boundary being Mittagong Creek)
- **Weed Control and Bed Stabilisation Project - Old South Road to Bowral Street:** Fencing of creekline now complete. This now excludes cattle grazing from the creekline. Revegetation works to commence in October 2015. NSW Catchment Protection Scheme crews have completed construction of bed control structures.

Council's **Water Watch Program** continues with 15 water samples taken along 3 urban waterways.

As a part of the **Land for Wildlife Program** five new Land for Wildlife agreements have been registered and 8 property assessments are under way. **Habitat for Wildlife** project launched on World Environment Day 5 June 2015. Over 70 registrations have now been received and processed. Planting guide booklet in final stages of design ready for printing.

NSW Office of Environment and Heritage (OEH) have now commenced work on the **new** Native Vegetation Map for Council for the **Green Web Strategy and Vegetation Mapping Project**, which will improve the accuracy of endangered ecological community identification. A specialist Ecologist has been engaged to undertake a survey of Council roadsides to identify the locations of the

threatened species *Eucalyptus macarthurii* and *Eucalyptus aggregata*. This data will be added to the Roadside Vegetation Management Geotechnical Information System (GIS) model to improve the accuracy of recommended roadside weed management programs.

During this reporting period Council continued to work with the OEH on a **Koala Survey** across the Shire. First stage of collaring and satellite tracking of koalas has commenced. Five satellite collars are currently in operation, with another 10 to be deployed.

Spatial environmental data validity and reliability continues to improve and new map data has been created for Biodiversity Offset Sites, Past Levy Project Sites, and Threatened Species Special Core Habitat. Environmental information for the public also continues to improve with reviews and updates of Council's environmental webpages and the circulation of electronic newsletters to a combined subscription base of 600 readers

Council Bushfire Hazard Reduction program continues. All Council Asset Protection Zones have been audited and maintenance completed. Council in conjunction with the NSW Rural Fire Service (RFS), Fire and Rescue NSW (FRNSW), Red Cross and Department of Primary Industries (DPI) ran additional Bushfire ready community workshops in Yerrinbool and Kangaloon.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP131: Implement the River Health and Wetland projects and programs from the Environment Levy
- OP134: Manage contamination and remediation issues at key Council contaminated sites.

DP22 Ensure development doesn't threaten underpinning natural resources of the Shire



Council continued to assess and determine development applications in accordance with Council's environmental planning instruments and statutory controls.

Council also maintains linkages with relevant agencies and includes Water NSW, Local Land Services, and National Parks and Wildlife Services in its Environment and Sustainability Committee structure. Council is a member of the Sydney Catchment Authority (SCA) Local Government Reference Panel.

Council continues to improve the environmental systems that it uses for Council works and projects. An improved Review of Environmental Factors (REF) process has been implemented and includes a new Geotechnical Information System Review of Environmental Factors map set which is available on every Council networked computer.

DP23 Promote and encourage waste minimisation and recycling



A number of initiatives to promote and encourage waste minimisation and best practice recycling have commenced during this reporting period. This includes the community education program aiming to promote the correct use of domestic waste bins. This program is designed to reduce cross contamination to ensure the best diversion outcomes and best cost outcomes for the community. Council will also expand this education program to produce improvements in all areas of waste performance

The Resource Recovery Centre (RRC) has again exceeded the states target of 66% diversion of waste, achieving over 80% which is the highest in the state of any council. This has a positive



environmental impact and also saves the community money as the Section 88 waste levy of \$120.90 per tonne from each tonne diverted from landfill no longer applies.

The Resource Recovery Centre and Domestic Waste will be above target financially this period. This will enable Council to build a strong platform to continue to improve by researching innovative and cost effective ways to continually be the best in state in diverting waste from landfill.

There are some activities that were not finalised within the delivery program. These were the asset management plan and the approval of the Welby Landfill closure plan. These activities were not able to be completed this year, but will remain a focus for completion next year.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP144: Develop asset management strategy for Resource Recovery Centre
- OP146: Finalise a Regional Waste Strategy and link it to Council Waste Strategy.

DP24 Reduce Council's environmental footprint



Council continues to monitor its energy consumption with the goal to minimise its environmental footprint and reduce its energy costs. During this period a 20KW solar electricity system for the Mittagong Rural Fire Service (RFS) facility was completed. Costs savings will feed into Council's Revolving Energy Fund which is continuing to fund energy efficiency improvements across the organisation.

Council hosted a number of sustainability events including Household Chemical Cleanout day which resulted in 30,000 kilos of chemicals being surrendered, a 45% increase on the previous year. Other events held were Clean Up Australia Day, Business Solar Workshop, Home Heating seminar, and World Environment Week.

Council continues to support four community gardens. The Environment Levy supported the Grow Cook Eat Festival run by the Bundanoon Community Garden in March 2015.

Thirteen local primary schools are set to benefit from Wingecarribee Shire Council's **School Enviro-Assist Grants**. With the support of Council's Environment Levy, the thirteen projects totalling \$7,730 have been allocated funding to assist with a variety of environmental and sustainability initiatives within local schools. The grants were made available to primary schools as a consequence of the unfortunate cancellation of last year's School's Environment Day due to rain.

Council maintains sustainability information and links on its website and held sustainability themed stalls at various events which included displays on recycling and green waste services, community gardens, environmental weeds, and other general sustainable living ideas.



Council has continued to provide efficient and effective water and sewerage services to the community to meet necessary standards and population demands. Key achievements during this reporting period include:

- Continuous review of staff skills and structure within reticulation and headworks to ensure maximum efficiencies, quality and performance to minimise customer and regulator risk
- Key operational and maintenance programs such as ice pigging main cleaning, corrosion control being assessed and implemented, Council's Draft Domestic Wastewater Management Plans implemented to NSW Health for review
- Robertson Sewerage Scheme Program now under Council's full control as the contractors Council engaged to do works have now completed hand over
- Improvements in the oversight and management of backflow protection on applicable businesses to reduce risk to Council's water supply. A draft policy is being developed to be implemented in 2015/16
- Trade waste programs delivered
- New, more consistent fees and charges have been adopted for trade waste inspections for multi-complex buildings based on building category and number of grease traps present.

Various capital renewal/upgrade projects for 2014/15 completed. Key projects relating to water and sewer mains, water meter replacements manhole rehabilitation all completed except for Gibraltar North Reservoir trunk main installation project (Planned for delivery in 2016/17). Various projects in water and sewer headwork's completed however there has been some carry over for 2015/16.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP153: Undertake water reticulation planned maintenance program
- OP154: Undertake water treatment plant capital works program
- OP155: Undertake water treatment plant operation and maintenance program to meet operational targets
- OP156: Conduct reticulation work to minimise risk to key stakeholders and community
- OP161: Undertake sewer reticulation maintenance program
- OP163: Undertake sewer treatment plant operation and maintenance program
- OP166: Undertake water and sewer asset condition assessments.



Economy

Wingecarribee 2031+ outlines the following **Economy** strategies

- 5.1 Wingecarribee is a centre for learning
- 5.2 The 'Southern Highlands' is a recognised tourist destination throughout Australia
- 5.3 Wingecarribee has agribusiness suited to our distinct climate and geography
- 5.4 Sustainable business and industry thrive in Wingecarribee
- 5.5 Wingecarribee's diverse economy drives a wide range of job and career opportunities

The Delivery Program 2013-17 includes six objectives to assist in the achievement of the **Economy** strategies. The progress for these objectives for the January to June 2015 reporting period is outlined below.

DP26 Support local business and employment for economic growth



Council's inaugural Economic Summit was held 16 June 2015 and was attended by over 100 people. The Economic Summit focused on over 100 projects short listed from community workshops across the Economic Sector areas: Water, Food, Shelter, Energy, Transport, Business, Learning and Art and Recreation. The Summit was considered a success and resulted in the establishment of a list of business and community projects that will help develop and promote industry across the Shire and form the basis of a broader Economic Development Strategy.

It is planned that viable projects from the Economic Summit will be pitched to potential investors at a follow up Investment Summit to be held in the next reporting period.

Business Directory Planning has been completed and initial testing of simple, collaborative project management software for existing Sector Groups (i.e. Water, Food, Shelter, Energy, Transport, Business, Learning, Art and Recreation and Technology groups) and regional Not For Profit (NFP) groups is underway. Provided that the NFPs sector is under agreement; the intention is to roll this out as a free resource for businesses in the region to help promote collaboration and awareness of low-cost, cloud-based options of project management.

Redesign work has commenced on the economic development website (www.southernhighlandsdevelopment.com) as this will be an important tool to promote the Economic Sectors of Water, Food, Shelter, Energy, Transport, Business, Learning and Art and Recreation. Redesign works will include the introduction of online business calculators promoting economic development ideologies, e.g. email marketing benefits and the lifetime value of customers to a business.

DP27 Promote Moss Vale Enterprise Zone



No specific promotion of the Moss Vale Enterprise Zone has taken place this financial year as the focus has been on the community-centric development of an Economic Framework that will help the region achieve the goals of the 2031+ Community Plan.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP171: Promote Moss Vale Enterprise Zone.



Council achieved several milestones in its promotion of the Southern Highlands as a recognised tourism destination during the 6 month reporting period. The release of the Tourism Research Australia visitation statistics for the Southern Highlands region for the year ending December 2014 identified the following increases:

Table 6: Number of Visitors

Visitors	Number of Visitors	Percentage difference from previous year
Domestic Overnight Visitors	445,000	34.5% increase
Domestic Night Visitors	1,057 million	53.5% increase
Domestic Day Visitors	1,103 million	20% increase

The above record visitation levels were the best since 1998. A portion of this success can be attributed to the marketing efforts undertaken by Council and industry partners over recent years in positioning the region as an all year tourist destination with many unique experiences and events.

Council's Destination Southern Highlands was acknowledged for its proactive marketing efforts by winning Bronze at the 2014 Australian Tourism Awards held in Adelaide in early April 2015. The regions' leading Visiting Friends and Relatives (VFR) program was the basis for this award encouraging locals to become tourism ambassadors and regularly invite and host their VFR to the Southern Highlands. This program is now regarded as the benchmark for other regions.

A proactive approach to Destination Management Planning (DMP) by Destination Southern Highlands and its industry partners has also resulted in product audits, gap analysis, and new product development and marketing activities being undertaken for the region during the reporting period. Regular monthly DMP committee meetings were conducted along with a DMP summit meeting convened in February amongst industry and community groups to assist with the initiation of sector groups to drive the championing of product development and marketing of such sectors. These groups will have a Terms of Reference developed in coming months to assist with the governance of the ongoing management of such industry groups as part of the development and delivery of the regions Community Road Map. These actions will be aligned with the outcomes and sectors of the Economic Summit process.

During the reporting period Destination Southern Highlands delivered a new digital platform for the region which included a new official and interactive website that is responsive across desktops, tablets and smart phones under the portal of www.southern-highlands.com.au. In addition to the new website various social media platforms were developed and delivered such as dedicated channels for Facebook, Twitter, Instagram and You Tube. To assist with the promotion of weekly events Destination Southern Highlands has developed its own Highlands TV channel presenting 'This Week In the Highlands' video clips streaming from its website and You Tube channels. This initiative is helping to deliver greater exposure and content for the region to new audience segments. This activity has been partly funded by State Government tourism funding via the Regional Visiting Economy Funding program.

The Regional Visiting Economy Funding Program program also assisted with the delivery of a major Destination Appeal campaign over 13 weeks from May through to end of July. The \$190 000 advertising and promotion campaign under the branding of 'Fall in love again in the Southern Highlands' is a unique advertising campaign to promote the Southern Highlands as NSW's premier destination for Romantic Short Break Escapes. The campaign carries special package deals presented by industry operators incentivising our key markets of Sydney, Canberra and Illawarra to undertake a Winter short break or overnight stay. Early indicators show this campaign to be successful in generating exposure of the Southern Highlands in mainstream media as well as



generating bookings for industry operators involved in the campaign.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP181: Develop a WSC Events Strategy.

DP29 Continue operations of Southern Regional Livestock Exchange



Council's Southern Regional Livestock Exchange this year continued with strong throughput of cattle numbers and combined this with very strong prices for the agents. The total throughput for the year was 58,321 head and this result is an improvement on the average number for the last five years (49 686). The strong, and in some cases, record prices achieved also enabled the Sale Yards to achieve a record turnover in gross dollars.

The Southern Regional Livestock Exchange continues to bring in large numbers of cattle and there is also now strong interest in the recent innovation of live broadcasting of the sales to radio. This will incorporate the National Livestock Reporting Service and will showcase this operation across the region.

The Sale Yards now has a strong base to look at strategic opportunities to position itself as the premiere operation in the state and this will be the focus over the next 12 months.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP183: Continue operations of the Southern Regional Livestock Exchange.

DP30 Review Council's role in the promotion of learning across all demographics



Learning is at the heart of the evolving Economic Framework. Several Sector Groups have identified the need for an Innovation Centre / Learning Hub to support the development of their sector strategies. The possible benefits of such a Centre / Hub include:

- Aligns with NSW State Economic Development Framework
- Revenue possibilities from Interdisciplinary Courseware development
- Align learning outcomes with the needs of our regional economy
- Potential joint venture with universities / TAFEs worldwide
- Additional faculty jobs, secondary students staying in the region
- Potential for start-up investors and new knowledge economy companies

This project is evolving as part of an overall "Lifelong Learning" strategy.



Council has been proactive in this area over the year with up to 90 property administration matters and projects that being managed at any one time. This includes acquisition and disposal, leasing and licensing, road closures and other property matters. Council successfully negotiated several sales of land and properties which will free up funding for other Council projects. There has been progress in the development of a number of small, Council developed subdivisions.

Some further successes are:

- Negotiated new tenants for the Mt Gibraltar Communications Tower
- Obtained approval from the Minister of Local Government for the lease of the Botanic Gardens site, East Bowral
- Successful negotiations for new commercial lease at Oxley Hill Reserve
- Further success in negotiations with Heads of Agreement at the Berrima Water Reservoir
- Adoption of policies for the leasing and licensing of Council Property.

The aim is to ensure policies and procedures are clearly maintained in all transactions. This will ensure Councils land and properties are firstly being managed professionally and secondly, the best return is being achieved for the community.

As outlined in Table 2 the following Operational Plan 2014-15 activities related to this Delivery Program objective require further attention and will not be delivered in this financial year:

- OP188: Provide administrative support for the creation of easements, road closures and land acquisitions including by compulsory acquisition.