



Junee Shire Council

End of Year Report

July 2018 – June 2019





**DELIVERY PROGRAM / OPERATIONAL PLAN
ANNUAL REPORT 2018-19**

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TI: Liveable

I: To be healthy and active

I.1: Have in place the right health services

I.1.1: Provide facilities in Junee township for health and medical service providers to meet the community's needs

Action Code	Action Name	Annual Comment	Status
I.1.1.1	Periodically assess the needs of the Junee community to ensure appropriate health and medical services are available	The needs of the community are currently being monitored via Council's participation in the Junee Health Advisory Committee, the KTS Interagency meetings and regular interaction with the Junee Medical Centre.	✓
I.1.1.2	Liaise with Junee Health Advisory Committee to assist with strategic and operational issues in preparing for the needs of the community	A Councillor representative has continued to attend the Junee Health Advisory Committee meetings throughout the year and report to Council after each meeting.	✓
I.1.1.3	Maintain Medical Centre building in accordance with lease agreement	Maintenance responsibilities through the lease continue to be met. During the year the floor coverings were renewed and issues with the autodoor at the entrance were addressed with an upgrade.	✓

I.1.2: Participate in the sector and advocate for appropriate facilities and services

Action Code	Action Name	Annual Comment	Status
I.1.2.1	Interact with the Junee Inter-Agency Forum, Junee Aged Hostel Community, Junee Community Centre and Lawson House	All KTS Interagency meetings were attended during the year.	✓

1.1.3: Provide Community Transport to eligible persons

Action Code	Action Name	Annual Comment	Status
1.1.3.1	Provide Community Transport to eligible community members	All Transport for NSW (TfNSW) trip quota requirements were met for each reporting period. Assessment forms were completed for all new clients to ensure that they met TfNSW eligibility criteria.	✓

1.2: Encourage and enable healthy and inclusive lifestyle choices

1.2.1: Provide safe, fit for purpose active and passive recreation facilities

Action Code	Action Name	Annual Comment	Status
1.2.1.1	Maintain sports and recreation grounds	Ovals have been mown in a timely manner. Sprayed for Broadleaf weeds, fertilised and an application of Gypsum. Irrigation repairs as required.	✓
1.2.1.2	Maintain parks, gardens and open spaces	2019 maintenance program completed.	✓
1.2.1.3	Maintain Sandy Beach & Bethungra Dam Reserves	Maintenance was undertaken throughout the year including slashing of grass at both reserves, cleaning of facilities and inspections.	✓
1.2.1.4	Maintain skate park	Routine inspections carried out. Lawns mowed and grounds maintained.	✓
1.2.1.5	Deliver open space capital and renewal works program	The Laurie Daley Oval playing surface upgrade and Park Dam shade shelter projects were completed. The new amenities at Laurie Daley Oval are designed and due to start in August 2019.	✓

1.2.2: Provide safe and accessible pedestrian and cycle infrastructure

Action Code	Action Name	Annual Comment	Status
1.2.2.5	Maintain the path network	Responsive maintenance has been applied throughout the year.	✓
1.2.2.6	Deliver path network capital and renewal works program	Issues attended to as they arise.	✓

1.2.3: Assist Community Events

Action Code	Action Name	Annual Comment	Status
1.2.3.1	Advocate and support community events which provide physical and mental stimulation	Council continues to support community events which provide physical and mental stimulation. During 2018-19 notable examples were the support provided to NSW Seniors Festival and the Australia Day Fun Run.	✓

1.2.4: Provide library services

Action Code	Action Name	Annual Comment	Status
1.2.4.1	Maintain the provision of library services	A review of available services was completed and a decision made to continue all existing services next year.	✓

I.3: Provide the right places, spaces and activities

I.3.1: Develop, renew and maintain active and passive recreation spaces

Action Code	Action Name	Annual Comment	Status
I.3.1.1	Develop and implement four year recreation works program	The works program is informed through the annual review and adoption of the Delivery Program and Operational Plan including budget.	✓
I.3.1.2	Improve skate park facilities and amenities	Skate park facilities were maintained throughout the year.	✓

I.3.2: Utilise Natural Recreation Assets

Action Code	Action Name	Annual Comment	Status
I.3.2.1	Support Junee Urban Landcare	Limited opportunities to meet with Landcare however, progress was made with the bird hide.	✓
I.3.2.2	Develop Rocky Hill Improvement Strategy	The preparation of the strategy is in progress.	●
I.3.2.3	Develop Urban Wetland Improvement Strategy	This project was not completed as originally planned due to resourcing constraints. The need for a specific strategy will be reviewed during 2019/20.	✗

1.3.3: Enable people to move around our towns and villages safely

Action Code	Action Name	Annual Comment	Status
I.3.3.1	Review public lighting	Lighting in Broadway is going to have improvements done in 2019/20.	✓
I.3.3.2	Provide animal control services	Animal control services are undertaken on an as-needed basis. All incidents during the year were responded to and followed up in accordance with legislation. During the year some education on companion animal registration and responsibilities was undertaken via the quarterly community newsletter.	✓

1.3.4: Manage the Junee Junction Recreation & Aquatic Centre

Action Code	Action Name	Annual Comment	Status
I.3.4.2	Develop and implement programs and activities that encourage young people, older people and people with a disability to attend	There is a regular program of activities for young, older and people with disability every week at Junee Recreation Centre: including Heart Moves, Gentle Water (for older adults and people with disability) and a variety of Les Mills and other high intensity fitness classes for young people.	✓
I.3.4.3	Develop and implement programs to increase the use of the Stadium	There has been a regular program of basketball and netball usage most weeks. Additional use includes school, sports club and casual. Use of the stadium was up 51% on the previous year when measured by total attendance.	✓
I.3.4.4	Ensure that the Recreation Centre offers a range of recreational opportunities to meet the needs of its community	Attendance during 2018/19 was up 15% on the previous year with a total attendance of 69,097 persons.	✓

Action Code	Action Name	Annual Comment	Status
I.3.4.5	Ensure that the Recreation Centre operates within its allocated budget	The Recreation Centre enjoyed another good year with increased membership and participation compared to the previous year. The budget for income was exceeded and the controllable expenses met budget.	✓
I.3.4.6	Provide a recreational/leisure facility that is affordable and accessible	Memberships continue to increase year on year. At 30 June 2019 there were 627 members which was an increase of 10% over the same time the previous year. At the mid-point of the year (31 December) when memberships are traditionally, and understandably, at their highest memberships totalled 721 which was an increase of 10% on the previous year. Casual attendance is another proxy measure of the affordability and accessibility of the facility. It was up 28% on the previous year with a total casual attendance of 31,357.	✓
I.3.4.7	Provide aquatic services that are safe and adhere to health guidelines	Operating procedures continued to be monitored via daily checklists and water quality testing. Pool supervision levels are guided by the Royal Life Saving Society of Australia guidelines. During the year the design of an upgraded filtration system was completed and its installation is scheduled for 2019/20.	✓

I.3.5: Provide Library services

Action Code	Action Name	Annual Comment	Status
I.3.5.2	Maintain membership of Riverina Regional Libraries	Riverina Regional Library membership was maintained.	✓
I.3.5.3	Operate the Library and its spaces to meet the information, education, recreation and cultural needs of the community	Visitation rates increased by 5%. In the previous year 27,727 visits were recorded compared to 29,143 visits this year.	✓

Action Code	Action Name	Annual Comment	Status
I.3.5.4	Provide fax, copying, scanning, laminating services	A total of 25,249 pages were copied, printed, scanned or faxed.	✓
I.3.5.5	Provide services and activities to members and patrons (eg. Storytime, holiday activities, author visits and travelling displays)	Services and activities for the total of the year included Storytime sessions, preschool visits, school holiday activities, an author visit and an outreach visit to a school. In total 520 adults and 1349 children participated in programs aimed specifically at children and their families.	✓
I.3.5.6	Provide WiFi and computers for public use	WiFi connections and computer use for the year total 5780 WiFi connections and 2264 uses of public access computers.	✓

2: To be a great place to live

2.1: Enable viable localities and villages

2.1.1: Facilitate growth in our localities and villages outside of Junee township

Action Code	Action Name	Annual Comment	Status
2.1.1.2	Improve entry signs to each village	Concept designs are in the process of being completed. Initial concepts were presented to the Section 355 Village and Rural Improvement Committee at their May meeting with further investigation and design to be completed.	✓
2.1.1.3	Develop and maintain village profiles including inventory of public assets	This project was re-scoped during the year (refer report to Council in May 2019). Work commenced in June 2019 on Bethungra and Illabo which will continue in the 2019/20 year.	✗
2.1.1.4	Develop and implement village improvement plans	This project was re-scoped during the year (refer report to Council in May 2019). Work commenced in June 2019 on Bethungra and Illabo which will continue in the 2019/20 year.	✗
2.1.1.5	Participate in community meetings	A Council staff member or a Councillor attended at least one meeting during the year in each location holding structured meetings (Old Junee, Bethungra, Wantabadgery).	✓
2.1.1.6	Support the development and hosting of new events and tourism activities in the villages and localities	Movie night was held at Old Junee Hall in June 2019. Investigation has commenced into some kind of "Festival of Small Halls" which would include activities/events taking place in all or most of the Shire villages and localities.	✓
2.1.1.7	Maintain village parks and open spaces	Areas have been mown regularly.	✓

Action Code	Action Name	Annual Comment	Status
2.1.1.8	Advocate for improved telecommunications and general equity in services to villages and surrounding localities	During the year new Mobile Telephone network towers were commissioned at Dirnaseer and Wantabadgery. Council provided feedback on the location of the Wantabadgery Tower in conjunction with the community's concerns. Whilst black spots continue to exist Council will continue to advocate for improvements at every opportunity.	✓

2.1.2: Increase the profile of our localities and villages


Action Code	Action Name	Annual Comment	Status
2.1.2.1	Feature our localities and villages in the Community Newsletter	Throughout the 2018/19 year, Old Junee, Illabo, Wantabadgery and Bethungra have been featured in the quarterly Community Newsletters.	✓
2.1.2.2	Promote activities and events outside of Junee township to the whole community	Ongoing regular website and social media posts promoting various events around the Shire.	✓

2.1.3: Increase Council services and participation in our localities and villages outside of Junee township



Action Code	Action Name	Annual Comment	Status
2.1.3.1	Conduct Council meeting periodically in each village location	The annual requirement of holding a Council meeting in a village location has been met with the 16 April 2019 Ordinary Council meeting being held in the village of Wantabadgery.	✓
2.1.3.2	Facilitate the showing of movies in the villages utilising Council's movie equipment	A movie evening was held at the Old Junee Hall on Saturday, 22 June 2019. This event was attended by approximately 30 people.	✓

2.2: Build on our heritage, creativity and cultural expression



2.2.1: Provide fit for purpose open spaces

Action Code	Action Name	Annual Comment	Status
2.2.1.1	Maintain heritage elements of public spaces	Broadway improvements are completed.	

2.2.3: Improve the public's access to historical information held by the Council

Action Code	Action Name	Annual Comment	Status
2.2.3.1	Maintain cemetery mapping/database	The mapping and database are being maintained.	
2.2.3.2	Improve signage and amenity of local cemeteries	Minor improvements were made during the year.	

2.2.4: Use the historic character of Junee in a way that promotes tourism and local celebration

Action Code	Action Name	Annual Comment	Status
2.2.4.1	Implement the Junee Shire Tourism Development Plan	The Action Plan in the Junee Shire Tourism Development Plan has been completed. The Events & Tourism S355 Committee has been formed and has been progressing with the next development plan.	
2.2.4.2	Incorporate Junee's heritage where appropriate into entry points to make a greater impression on visitors	There has been no specific action in this regard during the year pending progress with the signage projects.	


Action Code	Action Name	Annual Comment	Status
2.2.4.4	Provide support to Junee Rhythm n Rail Festival	The 2019 Junee Rhythm n Rail Festival did not proceed. Planning for an event in 2020 is understood to be under consideration by the committee and Council will consider its support when more detail and certainty is available.	✓
2.2.4.5	Support tourism activities associated with historical, creative and cultural themes across the Shire	Support for events and activities at the Junee Athenium Theatre and surrounding villages e.g. the Illabo Melodrama through social media posting and inclusion in monthly events flyers and, where appropriate, community newsletter.	✓
2.2.4.6	Support, promote and improve on the operation of the Athenium Theatre and Broadway Museum	<p>Junee Athenium Theatre bookings has increased substantially in the last 12 months, from a total of 194 in 2017/2018 to 274 in 2018/2019, an increase of 41%. More community events are being held at the theatre such as movie events as well as an increase in workshops and gala events.</p> <p>The Broadway Museum/Junee Visitor Information Centre has seen a decrease in attendance of 2.9% in 2018/2019 as compared to 2017/2018.</p>	✓

2.2.5: Maintain a Heritage Conservation Area


Action Code	Action Name	Annual Comment	Status
2.2.5.1	Retain and maintain in accordance with Junee Development Control Plan	The Development Control Plan content relating to the Heritage Conservation Area (HCA) remained in place for the year. There were six development applications relating to premises in the HCA and the relevant development controls from the DCP were considered and applied.	✓

2.3: Cater for the ageing population


2.3.1: Provide safe and accessible pedestrian and cycle infrastructure

Action Code	Action Name	Annual Comment	Status
2.3.1.1	Improve community awareness on equitable sharing of path network - pedestrians, cyclists and mobility scooters	When prioritising for the 2018/2019 newsletters this subject wasn't able to be included, insufficient space. Incorporate in 2019/20 newsletter series.	

2.3.2: Provide Community Transport

Action Code	Action Name	Annual Comment	Status
2.3.2.1	Provide Community Transport to eligible members within our ageing population	Community Transport exceeded contracted trip numbers. Numerous referrals continue to be received from, and clients referred through My Aged Care. Junee Community Centre have arranged group social outings for aged clients within Junee Shire and use the Community Transport bus to provide this service on brokered agreement.	

2.3.3: Provide Library services

Action Code	Action Name	Annual Comment	Status
2.3.3.1	Ensure that access to the library and its services are appropriate for older people	Services for older people have included stock rotation of resources for older people (Large Print and Talking Books), Information Technology assistance, Virtual Reality learning experience and the Art of Aging digital photographic display.	

Action Code	Action Name	Annual Comment	Status
2.3.3.2	Provide library services to aged living environments as required	One program has been delivered to an aged living environment each quarter. The number of participants involved totals 49 seniors, 9 adults and 3 children.	✓

2.3.4: Advocate for improved aged living options

Action Code	Action Name	Annual Comment	Status
2.3.4.1	Advocate and plan for improved aged living options	A development application from Junee Lifestyle Village received consent during the year. The development proposes a 52-lot sub-division of land adjoining Burns Park with access to Park Lane. Consent was also granted for a dementia care unit at Cooyinda Court.	✓

2.3.5: Provision of events for the aged community

Action Code	Action Name	Annual Comment	Status
2.3.5.1	Facilitate Seniors Week	Seniors Week was held 17-24 February 2019 with 15 events held in total. Participation levels were fantastic with over 40 participating in the bus trip to Albury and 50-60 attending the movie at the Athenium. Workshops proved to be interesting and beneficial to those that attended.	✓
2.3.5.2	Investigate options for new events and activities for older people	A Ballet Workshop was held during the Seniors Festival in February 2019.	✓

2.3.6: Access for the aged community to Junee Junction Recreation & Aquatic Centre

Action Code	Action Name	Annual Comment	Status
2.3.6.1	Ensure that access to the Recreation Centre for older people is affordable	The participation at the Recreation Centre by people over 65 years of age continues to grow with attendance generally increasing and memberships remaining steady. Anecdotally the casual attendance by this age group is increasing.	✓
2.3.6.2	Provide accessible and appropriate activities, events and facilities for the aged	The Recreation Centre provides a variety of activities and programs for the aged. Eight of the 32 weekly programs are suited to the aged including Tai Chi, Gentle Water and Heart Moves.	✓

2.4: Create opportunities for and value people with a disability

2.4.1: Implement the Junee Shire Disability Inclusion Action Plan

Action Code	Action Name	Annual Comment	Status
2.4.1.1	Implement the Junee Shire Disability Inclusion Action Plan (DIAP)	The Access Advisory Committee met twice during the year. The Disability Inclusion Action Plan is a guiding document for the committee to base its activity on. The committee have progressed with the Action List within the document. As an example, an access audit was conducted and the results will be presented to and discussed at the first meeting in 2019/20.	●

2.4.2: Provide Community Transport

Action Code	Action Name	Annual Comment	Status
2.4.2.1	Monitor introduction of the National Disability Insurance Scheme (NDIS) to ensure Community Transport service provision is appropriate	Community Transport is not a registered NDIS provider, however, the service continues to liaise with other registered NDIS providers and provides transport for their Junee Shire clients on a contractual basis. NDIS clients also personally access the service as required.	✓
2.4.2.2	Provide Community Transport to eligible community members	The Community Care Support Program funding ceased 30/06/2018 and Junee Community Transport is not an registered NDIS provider, however, people with disability living within the Junee Shire can still access the Junee Community Transport service either through the other registered service providers (such as Junee Community Centre or Leisure Centre) or individually.	✓

2.4.3: Provide disability access to Junee Junction Recreation & Aquatic Centre

Action Code	Action Name	Annual Comment	Status
2.4.3.1	Provide accessible and appropriate activities, events and facilities for people with disability	The Recreation Centre provides a variety of activities such as Tai Chi, Gentle Water and Heart Moves which are designed especially for older or frail people and people with disability. The Program Pool is used regularly by those with disability including people from outside of Junee Shire.	✓

2.4.4: Provide Library services

Action Code	Action Name	Annual Comment	Status
2.4.4.1	Ensure that access to the library and its services is appropriate for people with disability	A review of Australian Library and Information Association (ALIA) Guidelines has been completed.	✓
2.4.4.2	Provide home-bound service (re Library Act)	Home-bound service was provided 20 times.	✓

2.5: Support and create opportunities for youth

2.5.1: Advocate for more attention on youth issues

Action Code	Action Name	Annual Comment	Status
2.5.1.2	Develop and implement a Youth Development Program (dependent on outcome of Youth Summit or Forum)	Nominations have commenced for new Youth Council members. A new Youth Council is expected to be formed in Q1 (2019/20) and we expect the new Youth Council to play a key role in developing a renewed Youth Development Program.	●

2.5.2: Coordinate programs for our youth

Action Code	Action Name	Annual Comment	Status
2.5.2.1	Coordinate Youth Council (monthly meeting) & fund raising activities	Youth Council meetings held throughout the year in August, September, November 2018 and March, April, May, June 2019.	✓

Action Code	Action Name	Annual Comment	Status
2.5.2.2	Coordinate School Holiday programs (funding ends FY20)	Throughout the year 18 activities / events were programmed over the four school holiday periods which included Youth Week in April 2019. Over 500 young people attended the events.	✓
2.5.2.3	Advocate for educational facilities to run courses in Junee on regular basis	In collaboration with the local schools, Council organised two Network Film Workshops to be delivered to both the Junee High School and the six local primary schools. The workshops taught mental health education plus writing, shooting, and editing short films without any prior experience necessary. These workshops were conducted on the 24 June 2019. 45 students in total attended these workshops.	✓
2.5.2.8	Determine what assets and activities we can keep providing after funding ends	Council continued to work with Family and Community Services regarding Targeted Earlier Intervention outcomes from funding. The transition phase for this project was extended into the 2019/20 year.	●

2.5.3: Provide Library services

Action Code	Action Name	Annual Comment	Status
2.5.3.1	Maintain relevant collection and access to youth activities	The collection dedicated to youth has received 44 new items.	✓
2.5.3.2	Provide appropriate activities during school holidays	The library provided six age-appropriate holiday activities during 2018-2019.	✓

T2: Prosperous

3: To grow our local economy

3.1: Plan for, develop and maintain the right assets and infrastructure

3.1.1: Develop, renew and maintain the road network

Action Code	Action Name	Annual Comment	Status
3.1.1.1	Maintain the road network	All road maintenance projects were completed.	✓
3.1.1.2	Deliver road network capital and renewal program	Capital works program is completed. Some minor works carry over into July as a result of request for contracted works on Olympic Highway.	✓
3.1.1.3	Maintain function of the Local Traffic Committee	Special event applications have been processed and approved through email consultation.	✓
3.1.1.4	Deliver road safety programs, projects and infrastructure	<p>The following projects have been completed this year:</p> <ul style="list-style-type: none"> • Billabong Road resheet • Brabins Road reconstruction • Dobbys Lane • McGledes Road reconstruction • Mahomets Lane • Oura Road • Pigrams Lane • Regent Street kerb and gutter • Reseals and heavy patching program • Retreat Road reconstruction • River Road • Wyoming Lane 	✓

3.1.2: Develop, renew and maintain the sewer network & effluent reuse scheme

Action Code	Action Name	Annual Comment	Status
3.1.2.1	Maintain the sewer network	Sewer faults were attended and rectified promptly. Reoccurring faults were excavated and repaired.	✓
3.1.2.2	Deliver sewer network capital and renewal program	Sewer network renewal program completed within budget including sewer relining project in Main Street.	✓
3.1.2.4	Achieve Sewerage Best Practice Management	The Pollution Incidence Response Management Plan required no activation during the year. Effluent meets licence requirements.	✓

3.1.3: Develop, renew and maintain the stormwater network

Action Code	Action Name	Annual Comment	Status
3.1.3.1	Maintain the stormwater network	Maintenance as required.	✓
3.1.3.2	Deliver stormwater network capital and renewal program	Regent Street completed.	✓

3.1.5: Develop, renew and maintain Council's Administration Building

Action Code	Action Name	Annual Comment	Status
3.1.5.1	Maintain Council's Administration Building	The building continues to be maintained and where appropriate upgraded so as to remain fit for purpose. During the year a project commenced to improve building security. Another major item renewed the auto-door mechanism.	✓

3.2: Support our business sector

3.2.1: Provide support and assistance to existing employers to grow their businesses

Action Code	Action Name	Annual Comment	Status
3.2.1.1	Maintain financial membership of Junee Business and Trades	Membership will continue.	✓
3.2.1.2	Council representatives attend meetings of Junee Business and Trades	Council representatives have attended JBT meetings throughout the year.	✓
3.2.1.3	Partner with Junee Business and Trades for media in town pride and promotion activities	Television Advertising program delivered six event based promotions celebrating Junee Shire Community events or activities.	✓
3.2.1.4	Work with Junee Business and Trades to implement strategic projects/programs to support economic activity	Small Business Month activity held: "Business After Hours" event was attended by local businesses who received presentations on business attitude, work ethics and accounting practices - "Get smart: Use technology to your advantage".	✓
3.2.1.5	Work with larger businesses in Junee to support and build local economy	<p>Council works with larger businesses in varying ways. Sometimes this work involves commercial-in-confidence discussions particularly if it involves investment opportunities.</p> <p>GEO and the Council continue to work together on preparing employment attraction programs to encourage prospective individuals to live and work in Junee. Council attended the Country Change Expo in Cootamundra in October with four other rural councils to showcase employment and lifestyle opportunity that exist in rural communities. Country Change is one of a number of marketing campaigns encouraging city people to consider employment and lifestyle change.</p> <p>Visit the Website www.countrychange.com.au/</p> <p>Watch the Junee video - www.youtube.com/watch?v=SoP5RQI5H0c&index=7&list=PLeY_i7pAyEYMthqVvQkRnrXHNnJKVQdIq</p>	✓

Action Code	Action Name	Annual Comment	Status
3.2.1.6	Advocate for and/or provide training opportunities that assist business growth	<p>Council has employed four school based Trainees who attend Junee High School.</p> <p>School based traineeships offer young people gainful employment for a minimum of 100 days during which time they develop some of the essential skills needed to survive in today's workforce. It also equips them to be meaningful contributors to our community. Since the inception of the program, over the last three years, 10 young people have been employed at the Council. Skilling up the young people we already have grows our own. It's an investment in the community and in our youth. Junee Shire Council is leading the way in up-skilling youth in the community. One of the community's top goals in our strategic plan was to stimulate our economy by providing people with choices and opportunities for investment, employment and learning. This program hits the nail on the head by providing meaningful training and employment opportunities for our youth.</p>	✓
3.2.1.7	Encourage local businesses to provide a shopper experience for customers	Promotional environmental woven shopper bags are available for purchase promoting youmeandjunee branding. Working closely with Junee Business and Trades Inc. and providing support to their business programs.	✓
3.2.1.8	Implement "Buy Local" campaign	Environmental Junee Shopper bags designed and available for sale through local businesses.	✓
3.2.1.11	Conduct food and skin penetration premises inspections	During the year all 27 fixed food premises and 3 skin penetration premises were inspected. In addition two mobile food premises were also inspected.	✓

3.2.2: To provide and/or facilitate business and commercial expansion for the economic benefit of Junee

Action Code	Action Name	Annual Comment	Status
3.2.2.1	Provide information packs to new residents providing directory of local businesses and services	Information packs for new residents are available and were distributed at the new residents Meet n Greet in September 2018.	✓
3.2.2.2	Maintain virtual marketing material for business attraction	During the year the existing series of rail sector capability statements were updated. New material in the form of case studies on existing businesses was also created.	✓

Action Code	Action Name	Annual Comment	Status
3.2.2.3	Build internal and external marketing/promotion collateral to promote business attraction	Bulk Freight Future Rail Symposium preparation finalised.	✓
3.2.2.4	Develop physical marketing materials promoting inward investment opportunities	Marketing material prepared for rail symposium. Social media posting celebrate local business achievement. Participation in Riverina Murray market 'Go with the Flow'.	✓
3.2.2.5	Monitor the availability of space in the commercial precincts of Junee and advocate/facilitate opportunities	An audit of commercial property occupation in the 'CBD' area was undertaken during the year.	✓

3.2.3: Leverage and seize the economic advantages for Junee resulting from its close proximity to Wagga Wagga, the largest inland city in NSW

Action Code	Action Name	Annual Comment	Status
3.2.3.1	Maintain currency of Junee's published "Economic Outlook"	The "Economic Outlook" is due to be refreshed again in 2020.	✓

3.2.5: Enhance the Rail and Agriculture sector

Action Code	Action Name	Annual Comment	Status
3.2.5.3	Facilitate forum on local issues with Agriculture sector	The planned forum took the form of a one-day symposium bringing together delegates from local, regional, state and national perspectives. Planning for the forum was delayed as a result of the State and Federal Government elections, however, the 'Bulk Freight Futures' symposium was organised and registrations opened for the event to be held on 11 July 2019. The event was well attended with over 60 delegates and featured a key note presentation from Grain Trade Australia as well as informative presenters from the liquid bulk, rail, port and rail transport sectors. A local case study from Hanlon Enterprises was also included in the program.	✓

3.2.6: Enable and promote economic growth opportunities for the Shire

Action Code	Action Name	Annual Comment	Status
3.2.6.1	Development Application and Complying Development Certificate approval times maintained at current low levels	Annual performance was good with the average determination time for Development Applications being 19.0 days against a target of less than 40 days. The average determination time for Complying Development Certificates was 16.2 days against a target of less than 12 days. It can be noted that Complying Development Certificates have no "stop the clock" provision for circumstances where additional information or clarification is sought.	●

3.3: Grow our tourism sector

3.3.1: Support and recognise tourism volunteers

Action Code	Action Name	Annual Comment	Status
3.3.1.1	Recognise individual and groups achievement to help build community pride and capacity	During the year two events celebrated the great job done by volunteers: Australia Day and a BBQ/movie event during Volunteers Week.	✓
3.3.1.3	Implement a volunteer attraction program	A formal program for volunteer attraction was not completed as originally planned however a number of actions which will assist in volunteer retention were completed including formal training at Cert III level. Community Transport have continued to successfully attract volunteers and during the year added another driver and a volunteer administration person to the team.	●

3.3.2: Provide a Visitor Information service

Action Code	Action Name	Annual Comment	Status
3.3.2.1	Maintain the Visitor Information Centre (VIC) at the Broadway Museum	The Junee Visitor Information Centre is open 6 days a week. Total attendance for 2018/2019 was 2656.	✓
3.3.2.2	Provide local visitor information at strategic locations within the Shire	Visitor information brochures and materials provided at various locations around the Shire. The Junee promotional TV program is operating in various locations in Junee.	✓
3.3.2.4	Further develop the aesthetics and function of the Information Centre in line with other level 3 centre standards	During the year a planning session was held between VIC and Historical Society members and from this and other work being undertaken by staff working in this area, future improvements will be made.	✓

3.3.3: Promote the Athenium Theatre as a local and regional tourism and cultural facility

Action Code	Action Name	Annual Comment	Status
3.3.3.1	Seek funding opportunities for improved facilities and amenity at the Athenium Theatre	The Athenium Theatre was very successful during the year in gaining funding for three significant projects. The application to the NSW Regional Cultural Fund was successful and \$48,800 was received for a sound and lighting project. The application to the NSW Stronger Country Communities Fund (Round 2) was successful and \$421,400 was provided for the installation of air-conditioning. Lastly, an application to the NSW Environment and Tourism Fund was successful and \$626,130 was provided for the construction of a kitchen and storage facility on the land adjoining the theatre (in accordance with the adopted Conservation Management Plan Master plan concepts).	✓
3.3.3.3	Promote and market the use of the Athenium Theatre and the range of uses in accordance with the Business Plan	Promotion of the Athenium Theatre has increased with recommendations from the Draft Business Plan commencing. A campaign was developed for the tourism TV's that are strategically placed around town. Promotion has seen an increase in the number of events booked for the Athenium Theatre and these have included workshops, movie events, gala dinners, corporate events and musical productions.	✓

3.3.4: Promote the Broadway Museum as a local and regional tourism and cultural facility

Action Code	Action Name	Annual Comment	Status
3.3.4.1	Seek funding opportunities for improved facilities and amenity for the Broadway Museum	An application to the NSW Regional Cultural Fund was made during the year. Unfortunately it was unsuccessful, however, the preparatory work (including a thorough building inspection and quantity surveyor estimates of probable cost of works) will inform future applications when opportunities present.	✓

Action Code	Action Name	Annual Comment	Status
3.3.4.2	Work with the Junee Historical Society to promote and develop the Broadway Museum	Visitations at the Museum have decreased in the previous 12 months. Promoting through tourism TV's, social media, visitor guides and website. Council will continue to work with the Junee & District Historical Society to promote and develop the Museum.	✓

3.3.5: Improve the amenity for tourism throughout the Shire

Action Code	Action Name	Annual Comment	Status
3.3.5.1	Maintain a caravan park facility in Junee	The caravan park lease has continued to operate without any issues.	✓
3.3.5.2	Promote the YouMeandJunee brand for all town pride and promotion activities	Promotion of the YouMeandJunee brand is evident through Facebook, website, Council events and print material e.g. Council newsletters and visitor guides. New collateral produced in the form of tote bags and note pads for use at conferences and new resident meets incorporates the brand.	✓
3.3.5.3	Redevelop town and village entrance signs to enhance pride throughout the Shire	The Junee township signs were updated during the year and concept designs for the village entrance signs were developed and shared with the Village and Rural Community s355 committee. One of the concept designs is being further developed for final consideration.	●
3.3.5.4	Promote unique recreation areas such as Bethungra Dam and Sandy Beach Reserve as destinations for visitors and residents with signage and marketing material	Recreation areas such as Bethungra Dam and Sandy Beach Reserve are promoted through Facebook and Council's websites. New signage for Bethungra Dam was installed in June 2019.	✓
3.3.5.6	Implement recommendations contained in Junee Tourism Development Plan	The previous Tourism and Development Plan recommendations have been implemented. Committee Members of the Council's Event and Tourism committee are preparing a new draft tourism plan to present to the Council.	✓

3.3.6: Support local tourism businesses

Action Code	Action Name	Annual Comment	Status
3.3.6.1	Support Junee tourism operators group through regular meetings and program development	Visual marketing promotion continues to operate in local business outlets. These advertise local tourism opportunities available across the Shire. Attended Country Change Expo held in Cootamundra with the support of Junee local tourism businesses. Council sponsored the Christmas on Broadway event in November.	✓
3.3.6.2	Work with tourism operators and proprietors to identify and develop products and services that appeal to visitors to the shire, and to co-ordinate the promotion of our attractions	<p>Christmas on Broadway event held.</p> <p>Council participates in programs and marketing across a number stakeholders and networks.</p> <p>Council supports a number of social media platforms in promoting local tourism products and businesses.</p>	✓
3.3.6.3	Support tourism activities associated with historical themes across the Local Government Area	<p>Assisted Regional Heritage Tourism Association relocation of static Steam Engine to the Junee Roundhouse.</p> <p>Meeting with Heritage Transport NSW to advocate for regional heritage exhibition to visit Junee.</p> <p>Funding application for capital improvements to Athenium successful, including air-conditioning and external kitchen and storage spaces.</p>	✓

3.4: Promote our community as a place to visit and stay for longer

3.4.1: To foster and promote Junee as a destination for visitors

Action Code	Action Name	Annual Comment	Status
3.4.1.1	Maintain Junee Visitor Information Centre	Junee Visitor Information Centre (JVIC) is open 6 days per week. Council is working on encouraging additional volunteers to support the JVIC.	✓
3.4.1.2	Support major tourism and community events	Appointment of Communication and Events co-coordinator finalised.	✓
3.4.1.3	Work with neighbouring Shires to promote regional tourism	Participation in Country Change Expo held in Cootamundra. Participation in the Co-operative Marketing Campaign.	✓

3.4.2: Market Junee as a destination for visitors

Action Code	Action Name	Annual Comment	Status
3.4.2.1	Improve entry points to the town and the shire to make a greater impression on visitors – to encourage visitors to stop and stay	Town entry signage to Junee renewed last year. Shire Boundary signage replaced and now incorporates a 'Welcome to Country'. Other town and village signage under review to be considered with 2019/20 budget.	✓
3.4.2.2	Maintain contemporary tourism webpages and social media platforms	Weekly social media postings and website updates, approximately 40-50 posts per month.	✓

Action Code	Action Name	Annual Comment	Status
3.4.2.4	Update June Visitor Guide	Discussions have commenced on creating a new visitors guide / coffee table book in collaboration with Temora and Coolamon Shire Councils, branded as Canola Trail. Update of A3 tear off maps has commenced with the format changing to a fold up pocket version.	✓

3.5: Plan our land resources for the future

3.5.1: Provide advice and information to applicants and industry

Action Code	Action Name	Annual Comment	Status
3.5.1.1	Distribute information to developers and builders relating to changes in legislation and guidelines	During the year changes to plumbing and drainage laws came into effect and these were communicated to all local plumbing contractors. A revision of the DCP was also advertised for comment and this was brought to the attention of active local builders.	✓
3.5.1.2	Provide pre-lodgement advice and assistance to applicants	Applicants routinely seek and are provided with pre-lodgement advice.	✓
3.5.1.4	Review public access to spatial information with a view to providing maximum public benefit	Review of public access to spatial information is ongoing. As new/updated data comes to hand it is made available to the public via IntraMaps Public.	✓

3.5.2: Provide development assessment services

Action Code	Action Name	Annual Comment	Status
3.5.2.1	Assess and determine complying development applications, development applications, and construction certificates in line with legislation and Council policy	Determination times for Development Applications was significantly quickly at an average of 19.0 days against a target of less than 40 days. Complying Development Certificates were outside the target at an average of 16.2 days when the target was less than 12 days; Construction Certificates were also behind the target with an average of 22.2 days against a target of less than 20 days. It can be noted that Complying Development Certificates have no "stop the clock" provision for circumstances where additional information or clarification is sought.	●
3.5.2.2	Provide certification inspection services	Inspections are being conducted as and when required.	✓
3.5.2.3	Undertake swimming pool compliance program	A new Swimming Pool Inspection Program was adopted by Council in September 2018 and a total of nine inspections occurred during the year.	✓

3.6: Grow our population throughout the Shire

3.6.1: Facilitate population growth outside of Junee township

Action Code	Action Name	Annual Comment	Status
3.6.1.1	Assess residential development potential in villages	Council adopted recommendations concerning Village Improvement Plans in May 2019. Plans are now being developed for Bethungra and Illabo. This project has spilt over into 2019/20.	●
3.6.1.2	Identify infrastructure needs and plan accordingly	Identification of infrastructure needs and project scope is in process for next budget.	✓

3.6.2: Provide appropriate land for residential development to facility population growth in Junee.

Action Code	Action Name	Annual Comment	Status
3.6.2.1	Actively market residential land availability	John Potts Stage 7 Residential land selling off the plan. 10 of 18 lots are under contract. Council purchased land for stage 8 in 2018/19 and plans for construction to commence in 2019/20.	✓
3.6.2.2	Subdivide and construct residential estates in accordance with the Long Term Financial Plan for land development, including purchase of land for future development	Cassia Way and John Potts Drive Stage 7 residential subdivisions are complete.	✓
3.6.2.4	Develop Council owned land in Cassia Way	Cassia way development has been completed.	✓
3.6.2.5	Construct John Potts Drive Estate Stage 7	This subdivision has been completed.	✓

3.6.3: Facilitate Family Day Care services

Action Code	Action Name	Annual Comment	Status
3.6.3.1	Provide the administrative framework and processes for a network of registered educators	Child Development Coordinators are completing visits to Educators in order to provide support and monitor compliance with standards and expectations.	✓

Action Code	Action Name	Annual Comment	Status
3.6.3.2	Coordinate, support and increase the number of Family Day Care educators	The service has focused promotion activity within Junee shire with a view to increasing the number of family day care places and early childhood development and care opportunities. Recently the service celebrated National Family Day Care Week and was able to provide a free event for the community of Junee that was primarily to promote and recruit Educators. The service's next strategic plan for promotion is to showcase a Stay at Home Business Ideas presentation. While the service has attracted new educators it has also had educator leave the service so the total educator number hasn't increased.	✗
3.6.3.3	Monitor and evaluate educators to ensure the National Quality Framework requirements are met	The service has reviewed the Quality Improvement Plan (QIP) document that was recommended by the Australian Children's Education & Care Quality Authority. The QIP records the implementation of the National Quality Framework and the improvements the service makes to reflect this document. This document is viewed by the authorised authority when the service is completing an Assessment and Rating visit and contributes to the rating the service receives.	✓

4: To be a resilient community ready to adapt for the future

4.1: Build the capacity and skills of our community to meet, innovate and lead change

4.1.1: The Council is a socially responsible employer

Action Code	Action Name	Annual Comment	Status
4.1.1.1	Incorporate targets in the Workforce Plan building local capability	This is part of the ongoing workforce strategy of Council.	✓

4.1.2: Facilitate a resilient community/strengthen the community

Action Code	Action Name	Annual Comment	Status
4.1.2.1	Develop and maintain partnerships with the business community with the objective of staying on top of emerging issues and opportunities	Regular contact was maintained with the business community during the year. This was through a combination of generic activity via JBT and other network style meetings as well as one-on-one interaction with some businesses around particular aspects. Engagement with the rail, freight and agricultural sectors was frequent around the preparation for the Bulk Freight Futures symposium. Other notable contact was a result of numerous engagements with ARTC Inland Rail and a procurement workshop with local tradespeople.	✓
4.1.2.2	Support the establishment of and maintain community gardens	Council has provided some assistance to primary schools developing community gardens.	●

Action Code	Action Name	Annual Comment	Status
4.1.2.4	Implement a program of community engagement with the objective of staying on top of emerging issues and opportunities	Council adopted a Community Engagement Plan for 2018-19 at its July 2018 Council meeting. This included a program of formal activity implemented by Council and a list of committees or organisations to which Council has a delegate or participatory role. The planned activity was met with the exception of conducting a JJRAC and Library patron survey and formally attending the Sunday Markets.	✓

4.1.3: Council lead by example with innovative technologies and processes

Action Code	Action Name	Annual Comment	Status
4.1.3.1	Actively seek and educate staff on new and innovative practices/processes including new technologies	Council has obtained \$98000 in government funding in 2019 which has led to a substantial number of staff acquiring new skills and technology.	✓
4.1.3.2	Run education sessions with the community around new technologies and change (e.g. energy efficiency, environmental sustainability)	June Community Power Inc. and the Empower Team at June High School continued to lead the effort to educate the community in energy efficiency and environmental sustainability. Council ran education on waste management and recycling via the Winter 2019 Newsletter.	✓

4.2: Prepare and transition to the economy of the future

4.2.1: Our community has ready access to local, regional, national and global information

Action Code	Action Name	Annual Comment	Status
4.2.1.1	Advocate for access to high speed broadband services throughout the Shire	Mobile Phone Black spots tower secured at Wantabadgery and Dirnaseer. The Wantabadgery Tower was opened by Hon. Michael McCormack Member for Riverina. NBN is now available in Junee.	✓
4.2.1.2	Advocate for mobile reception throughout the Shire	Mobile Tower Black spot funding achieved for Wantabadgery and Dirnaseer.	✓
4.2.1.3	Deliver education campaigns in readiness for digital economy	Business workshop held to coincide with Small Business Month providing information to local businesses on the importance of preparing for IT solutions for business. Local Accountants presented at the event demonstrating new technology interface the ATO will be rolling out.	✓

4.2.2: Seek out business opportunities to support our economy into the future

Action Code	Action Name	Annual Comment	Status
4.2.2.1	Advocate for enhanced Rail sector presence in Junee	Most activity relates to the ARTC Inland Rail project.	✓
4.2.2.2	Continue to support and advocate for the national Melbourne to Brisbane Inland Railway through Junee	<p>The ARTC continues to keep Council informed on the development of the Melbourne to Brisbane Inland Railway project.</p> <p>ARTC has completed phase I of their community consultation regarding the replacement of rail structures in Junee. They continue to work in rural parts of the Shire for the new rail line construction from Illabo to Stockinbingal.</p>	✓

Action Code	Action Name	Annual Comment	Status
4.2.2.3	Implement visitor economy programs that grow the tourism potential within the Shire	<p>Council participated in a number of Tourism based initiatives throughout the year, including:</p> <p>Regional accommodation Market assessment Riverina Cooperative Marketing Campaign Listing attractions on the Australian Tourism Data Warehouse for publication on its website Providing access for local Tourism business to Social Media workshops Informing existing and potential Tourism operators of funding opportunities</p> <p>Makes or assists with applications to host events or seminars. Junee hosted the Regional Agricultural Show Girl final in March 2019 with over 300 people to attend the event.</p>	✓
4.2.2.4	Provide support to the Agriculture sector to expand markets and embrace technological improvement	<p>The Council supports the Melbourne to Brisbane Inland Rail project and is working closely with State and Federal agencies as well as the Local agricultural sector to ensure the community is informed of the local opportunities this type of infrastructure can bring.</p> <p>Working with NSW Transport to upgrade the northern triangle rail line and the branch line to Griffith to help improve transport links for the agriculture and other rural based sector industries.</p>	✓
4.2.2.5	Work with local businesses to support new sector based initiative that grow the local economy	Council continued to work with Junee Business and Trades during the year. The youmeandjunee brand was incorporated into environmental sustainable woven shopper bags which have been used at events and are available for sale from the Visitor Information Centre.	✓

4.2.3: Provide employment opportunities for young people

Action Code	Action Name	Annual Comment	Status
4.2.3.1	Continue to support and employ School based trainees within Council	Council currently has five school based trainees working in the areas of administration, parks and gardens and IT.	✓
4.2.3.2	Work with local business and industry to grow opportunities for employment opportunities for younger people	<p>Council has employed five school based Trainees who attend Junee High School.</p> <p>School based traineeships offer young people gainful employment for a minimum of 100 days during which time they develop some of the essential skills needed to survive in today's workforce. It also equips them to be meaningful contributors to our community. Since the inception of the program, over the last three years, 10 young people have been employed at the Council. Skilling the young people we already have grows our own. It's an investment in the community and in our youth. Junee Shire Council is leading the way in up-skilling youth in the community. One of the community's top goals in our strategic plan was to stimulate our economy by providing people with choices and opportunities for investment, employment and learning. This program hits the nail on the head by providing meaningful training and employment opportunities for our youth.</p>	✓

4.2.4: Maintain community values and interests as we transition towards a digital economy

Action Code	Action Name	Annual Comment	Status
4.2.4.1	Advocate for social and medical service provision to allow for local people to continue to live and age in place	Advocacy has taken a variety of forms e.g. Councillors and Council staff participated in the interagency and Health Advisory Committees; staff participated in a variety of Family and Community Services workshops and meetings and the proposed Lifestyle Village development progressed to development application and consent during the year.	✓
4.2.4.2	Promote Junee as an attractive and desirable community to live in	Junee participated in the Country Change Expo held this time in Cootamundra in October 2018. Other promotion included the Meet n Greet for new residents (September 2018) and update and enhancement of the slideshow playing on large screens in a number of venues around Junee.	✓

T3: Sustainable

5: For our community to be in harmony with its built and natural environment

5.1: Encourage respectful planning, balanced growth and good design

5.1.1: Protect the natural environment through appropriate regulation and policy

Action Code	Action Name	Annual Comment	Status
5.1.1.1	Encourage the revitalisation of Landcare groups within the town/villages	Meetings have taken place with Landcare and they see some positive things happening at the sewerage treatment plant site e.g. bird hide.	✓
5.1.1.2	Ensure the Council discharges its regulatory obligations	Routine matters continue to be dealt with in accordance with appropriate legislation.	✓

5.1.2: Integrate vegetation into the urban landscape

Action Code	Action Name	Annual Comment	Status
5.1.2.1	Establish a strategy for increasing the urban canopy cover	No formal document produced.	●
5.1.2.2	Review wildlife corridors	There has been no formal review however, new tree planting in wildlife corridors has occurred.	●

5.1.3: Encourage and support community sustainability and environmental projects

Action Code	Action Name	Annual Comment	Status
5.1.3.1	Provide environmental and sustainability advice and education	Ad-hoc advice was provided as required.	✓
5.1.3.2	Support community activities such as Landcare and community gardens	Council have met with Landcare.	✓

5.2: Plan and respond to our changing environment

5.2.1: Respond to emergencies within our Shire

Action Code	Action Name	Annual Comment	Status
5.2.1.1	Maintain a local Emergency Operations Centre (EOC)	The Emergency Operations Centre is maintained as required.	✓
5.2.1.2	Support combat agencies in response to emergencies	Council provides support through staff and plant as required for emergency response.	✓
5.2.1.3	Support/facilitate the Local Emergency Management Committee (LEMC)	Local Emergency Management Committee meetings are held and Council representatives attend. Minutes taken and circulated.	✓

5.2.2: Prepare our community for a changing climate

Action Code	Action Name	Annual Comment	Status
5.2.2.2	Develop appropriate measures to monitor a changing environment	This project did not progress during the year.	✗

5.3: Protect, conserve and maintain our natural assets

5.3.1: Protect and conserve the natural environment

Action Code	Action Name	Annual Comment	Status
5.3.1.1	Maintain open spaces	Maintenance schedule completed in a timely manner.	✓
5.3.1.2	Manage noxious weeds	Contractor appointed to manage Weed inspection and spraying.	✓
5.3.1.3	Manage pest species	Reports of vertebrate pests on council controlled land investigated and action undertaken to exterminate and/or control.	✓
5.3.1.4	Manage roadside environments	This is done as required and is on track.	✓
5.3.1.5	Monitor public waterways	Water levels at Bethungra Dam have been low, no blue-green algae was detected. Park Dam and Burns Park both had suffered with blue-green algae during the hotter months.	✓
5.3.1.6	Operate solid waste management services	All solid waste management services operated throughout the year.	✓

Action Code	Action Name	Annual Comment	Status
5.3.1.7	Protect and manage threatened species populations and endangered ecological communities	Review of Environmental Factors (REF) are completed prior to major capital works being undertaken.	✓
5.3.1.8	Reduce littering	Public bins and open spaces are cleaned regularly. Rest areas in villages cleaned regularly. Public Reserves are cleaned regularly.	✓
5.3.1.9	Review Crown Reserve Plans of Management	Working with Crown Lands to confirm responsibility and where Plans of Management are required. Note: Funding received from Office of Local Government for the development of Plans of Management.	✓
5.3.1.11	Develop community awareness campaign around the importance of protecting the natural environment	Other priorities resulted in this project not being completed.	✗
5.3.1.12	Review environmental protection and restoration works	Review of Environmental Factors (REF) are completed prior to major capital works being undertaken.	✓
5.3.1.13	Review Stormwater Management Plan	Under review.	●

6: To use and manage our resources wisely (human, financial and built assets)

6.1: Council is recognised by the community as being financially responsible

6.1.1: Prepare, review and update corporate documents in consultation with the community to meet NSW Government Integrated Planning & Reporting requirements

Action Code	Action Name	Annual Comment	Status
6.1.1.1	Update the four year Delivery Program and annual Operational Plan	The draft was advertised for comment and then adopted in June 2019.	✓
6.1.1.4	Review and update the Long Term Financial Plan (LTFP)	The 2019/2023 DPOP has been completed and adopted by Council.	✓

6.1.2: Complete required corporate reporting to meet NSW Government Integrated Planning & Reporting requirements

Action Code	Action Name	Annual Comment	Status
6.1.2.1	Produce the six and twelve monthly organisational performance reports	The full year report for 2017/18 was presented to the community and Council in August 2018 and the half-year 2018/19 report was presented to the community and Council in February 2019.	✓
6.1.2.2	Produce the Annual Report	The Annual Report for 2017/18 was published in accordance with Office of Local Government requirements.	✓

6.1.3: Operate a sustainable infrastructure portfolio

Action Code	Action Name	Annual Comment	Status
6.1.3.1	Advocate for a more sustainable infrastructure funding model for local government infrastructure	<p>Council attend REROC infrastructure meetings.</p> <p>REROC presented to Council on Southern Lights Project (Street light project).</p> <p>Council supports the Australian Local Government "All Politics is Local" campaign. The highest priorities being advocating for the indexing of the annual Federal Assistance Grants.</p> <p>Council has been successful in being awarded over \$2.4m of grant funding toward capital improvement to a number of building projects across the Shire area.</p>	✓
6.1.3.2	Report annually on infrastructure portfolio	This item is being managed through reports on individual infrastructure categories. During the year reports were completed on road sealing, gravel resheeting program, and sewer treatment plant project.	✓
6.1.3.3	Undertake regular revaluations of all infrastructure asset classes	No requirement to undertake asset revaluation in 2018/19.	✓

6.1.4: Undertake entrepreneurial activities

Action Code	Action Name	Annual Comment	Status
6.1.4.1	Consider entrepreneurial opportunities as they arise	<p>Entrepreneurial negotiations nearly always involve commercial-in-confidence discussion with the Council and therefore the lead time prior to any public announcement can take some time.</p> <p>Council continues to work proactively with NSW Justice as part of the expansion plans for the Junee Correctional Centre.</p> <p>Continues to promote employment opportunities resulting from Inland Rail project.</p> <p>Council has had a number of inquiries regarding large solar panel arrays, two of which have matured with one approved by the Regional Planning Panel and another expected to be lodged with the Department of Planning for their determination as a State Significant scale project.</p>	✓
6.1.4.2	Maintain Roads Maintenance Council Contract	RMCC audit was undertaken during the year and the assessment will be completed in September 2019.	✓
6.1.4.3	Undertake private works	Private works have been undertaken throughout the year.	✓

6.1.6: Manage Council's finances

Action Code	Action Name	Annual Comment	Status
6.1.6.1	Provide financial management and reporting to the organisation	Quarterly Budget reviews and workshop provided to Council.	✓
6.1.6.2	Provide sound financial management of Council's investments and borrowings	Investment report presented to Council at each meeting.	✓
6.1.6.3	Develop the annual budget within Council's Operational Plan ensuring alignment with the Long Term Financial Plan (LTFP)	The 2019/20 Budget adopted by Council on 25/6/19.	✓
6.1.6.4	Prepare and report Quarterly Budget Statement Reviews (QBRs)	All QBRs reports presented and adopted by Council as per the regulations.	✓
6.1.6.5	Manage Council's rating system	Council's rating system has been managed in accordance with all relevant legislation and compliance requirements. Upcoming annual financial audit will see further requirements being met, which will complete the 2018-2019 rating cycle.	✓

6.2: Embrace energy efficiency and industrial ecology principles

6.2.1: Reduce the Council's Greenhouse Footprint



Action Code	Action Name	Annual Comment	Status
6.2.1.1	Identify Council's top 5 energy consuming assets and monitor energy consumption	Working on the installation of solar power at the identified sites.	✓
6.2.1.2	For the top 5 energy consuming assets identify and implement reduction programs	The Top 5 energy consuming sites have been identified and consumption data is collated. Reduction programs have been implemented at some sites.	●
6.2.1.3	Develop an Energy Efficiency Action Plan for Council	An Energy Efficiency Action plan has not been developed during the year owing to competing resource priorities.	✗

6.2.2: Facilitate opportunities for energy efficiency gains by community and business

Action Code	Action Name	Annual Comment	Status
6.2.2.1	Facilitate industry to look for opportunities to help each other to reduce waste	Contractor engaged to shred tyres at the Waste Depot. Greenwaste to be mulched instead of being burnt for a lesser impact on the environment. Greenwaste mulch to be reused to rejuvenate landfill areas and landscaping within the Shire.	✓
6.2.2.2	Undertake advocacy activities to further the opportunities for the Council and community to work together on community renewable energy generation	Council continues to support the activities of Junee Community Power and Junee High School.	✓




6.3: Manage our built assets with asset management plans

6.3.1: Manage our assets

Action Code	Action Name	Annual Comment	Status
6.3.1.1	Implement asset management improvement actions	Asset management improvement achieved through the execution of the capital works program. Renewal of road and building assets over the long-term requires additional analysis and the application of adequate financial resources for implementation.	
6.3.1.3	Engage with the community on levels of service	This action is integral to the pending implementation of a new asset management system.	

6.4: Reduce, reuse and recover waste

6.4.1: Manage Solid Waste Management

Action Code	Action Name	Annual Comment	Status
6.4.1.1	Maintain watching brief on waste market opportunities	Council continues to participate in the REROc Waste Forum and the 'No Time for Waste' Conference. During the year recycling of mattresses has been a focus initiative and new tyre handling and disposal techniques have been introduced at the Junee Landfill. The burning of green waste has been eliminated and mulching introduced to protect and value add to the environment.	
6.4.1.2	Provide waste management services	All waste management services have been provided throughout the year.	
6.4.1.3	Review Waste Management Service	Processes have been reviewed and implemented with Junee Shire Council waste facility to improve efficiencies.	

T4: Collaborative

7: To be a socially, physically and culturally engaged and connected community

7.1: Encourage an informed and involved community

7.1.2: Welcome new residents

Action Code	Action Name	Annual Comment	Status
7.1.2.1	Maintain and distribute information packs to new residents	New resident packs are being distributed. Updates to be made in Q1 of 2019/20.	✓
7.1.2.2	Advocate for a regular 'Welcome to Junee' function for new residents	The 2018 event was held successfully and planning initiated for a 2019 event in August.	✓

7.1.3: Distribute a regular Community Newsletter

Action Code	Action Name	Annual Comment	Status
7.1.3.1	Produce and distribute a quarterly Community Newsletter	Newsletters are produced quarterly (June, September, December and March) and now being distributed consistently in the first/second week of the relevant quarter.	✓

7.1.4: Provide access to Council information

Action Code	Action Name	Annual Comment	Status
7.1.4.1	Attend village meetings	Councillors and/or Council staff joined meetings through the year at Bethungra, Old Junee and Wantabadgery.	✓
7.1.4.2	Maintain Council websites and social media with current information	Council's website has been maintained through the year with incremental improvements along the way and regular updates. Social media activity has increased.	✓
7.1.4.3	Participate in community events (e.g. Junee Show, Farmers Markets, Illabo Show)	Councillors and Council staff attended a variety of community events through the year including the Junee Show, Illabo Show, Farmers Markets and a number of specialised events including Seniors Week and various youth events.	✓

7.1.5: Provide Council Customer Service

Action Code	Action Name	Annual Comment	Status
7.1.5.1	Provide first point of customer contact - telephone, internet and in-person	The Customer Service team continue to provide all the front line services required for both Council and Service NSW.	✓
7.1.5.2	Facilitate front-line services for Council - payments, applications, enquiries	All services provided.	✓
7.1.5.3	Facilitate front-line services on behalf of other Government Agencies eg. Service NSW, Centrelink	All services provided as per our contractual arrangements with Centrelink and Services NSW.	✓

7.2: Enable broad, rich and meaningful engagement to occur

7.2.1: Develop volunteers network

Action Code	Action Name	Annual Comment	Status
7.2.1.1	Develop and maintain volunteers register	Volunteer register established and in use.	✓
7.2.1.2	Maintain membership of Wagga Volunteers Centre	Membership renewed May 2019.	✓
7.2.1.3	Participate in the Riverina Eastern Regional Organisation of Councils (REROC) Take Charge Forum (Youth volunteering)	The 2018 Take Charge forum was hosted in Junee at the Athenium Theatre on 30 August 2018.	✓
7.2.1.4	Provide access to volunteer training for community members	Broadway Museum/VIC volunteers participated in a planning workshop and training in August 2018. They also participated in a volunteer management workshop and training in May 2019 and customer engagement workshop in June 2019.	✓
7.2.1.5	Recognise volunteers throughout Council publications and media	The Community Transport volunteers have received recognition through various publications and media. Other volunteers have been acknowledged but less so in this format. Content for the 2019/20 newsletters is being planned with this in mind.	✓
7.2.1.6	Host annual celebration of volunteers (coordinate with National Volunteering Week)	National Volunteering Week held 20-26 May 2019. A movie was scheduled to be run at the Athenium Theatre during this celebration week but due to the installation of the new audio visual system the movie was postponed a week, the volunteer celebration was held on Friday, 31 May 2019.	✓

7.2.2: Assist local community organisations to develop community capacity

Action Code	Action Name	Annual Comment	Status
7.2.2.1	Assist Not for Profit (NFP) event organisers with traffic management plans	Assistance is provided upon request.	✓
7.2.2.2	Assist Not for Profit (NFP) organisations with regulatory approval applications	Council has continued to be available throughout the year to support NFP organisations with regulatory approval processes.	✓
7.2.2.3	Provide assistance to Not for Profit (NFP) organisations with funding submissions	Assistance was provided during the year mostly in the form of letters of support. More directly, Council sponsored an application to 'My Community Project' which was lodged during the 4th quarter. Council continued to support community groups implementing the funding received through Stronger Country Communities Fund.	✓

7.3: Build on our sense of community

7.3.1: Strengthen the networks which bind the community together

Action Code	Action Name	Annual Comment	Status
7.3.1.1	Athenium Theatre building is well maintained and used for civic and community purposes	June Athenium bookings have increased substantially in the last 12 month, from a total of 194 in 2017/2018 to 274 in 2018/2019, an increase of 41%. More community events are being held at the theatre such as movie events as well as an increase in workshops and gala events.	✓
7.3.1.2	Conduct regular meetings of the Local Emergency Management Committee	Meetings are held regularly.	✓

Action Code	Action Name	Annual Comment	Status
7.3.1.3	Junee Junction Recreation and Aquatic Centre provide contemporary leisure services to the Shire	Membership rose 10% and total attendance increased 15% on the previous year.	✓
7.3.1.4	Library provides and/or organises recreation space for community gatherings	The library provided 29 events during the year.	✓
7.3.1.5	Library to maintain relevant up to date resources for the public to use	New collection items added in 2018-19: 1184 items valued at \$23,750.	✓
7.3.1.6	Support the Junee District Historical Society in their occupation of the Broadway Museum building	Council staff and Councillor attendance occurred at the meetings held in October, November 2018 and February, March and April 2019.	✓

7.3.2: Instil a sense of pride in the community by advocating for and supporting community initiatives

Action Code	Action Name	Annual Comment	Status
7.3.2.1	Council supports community initiatives and events with its available resources	Community initiatives and events supported through website, Facebook and monthly community events flyers. Support for new residents "Meet and Greet" held in September, Christmas on Broadway, Junee Poker Run, Illabo Melodrama, Jewels of Junee to name a few.	✓
7.3.2.2	Council works within existing resources to enhance public amenity across the shire	Annual works program on target.	✓
7.3.2.3	Facilitate local Australia Day nominations and awards	Australia Day was held on Saturday, 26 January 2019 with awards given in the categories of Citizen of the Year, Young Citizen of the Year, Volunteer Team of the Year, Sports Award and Junior Sports Award. Planning for Australia Day 2020 activities commenced.	✓

Action Code	Action Name	Annual Comment	Status
7.3.2.4	The Mayor and Councillors makes themselves available for community and civic purposes	Councillors make themselves available for community and civic purposes. The most notable this year being the Vice Regal visit to Junee of the NSW Governor His Excellency the Honourable General Mr David Hurley and Mrs Hurley in October.	✓

8: To work together to achieve our goals

8.1: Build strong relationships and shared responsibilities

8.1.1: Strengthen the networks which bind the community together - to keep a cohesive community

Action Code	Action Name	Annual Comment	Status
8.1.1.1	Council meetings conducted around the Shire	Annual requirement of conducting a Council meeting around the Shire has been met with the 16 April 2019 Ordinary Council meeting being held in the village of Wantabadgery.	✓
8.1.1.2	Councillors or council staff attend community progress association meetings	Councillors and/or Council staff joined meetings through the year at Bethungra, Old Junee and Wantabadgery.	✓

8.1.2: Council provides resources to support identified committees and structures

Action Code	Action Name	Annual Comment	Status
8.1.2.1	Administer the Junee Community Transport scheme	All reporting was completed as required with nil reports back from TfNSW requesting additional information.	✓

Action Code	Action Name	Annual Comment	Status
8.1.2.2	Australia Day Committee - host and provide leadership and support to the public event	Council provided leadership and support to the Events and Tourism committee who were involved in the 2019 Australia Day event for the first time. The previous members of the Australia Day committee joined working group meetings for continuity and information exchange.	✓
8.1.2.3	District Emergency Management Committee - advocate for local issues	Council staff attended the Local Emergency Management Committee meetings.	✓
8.1.2.4	Junee Interagency Forum - Council services participate in this forum and events	Junee Interagency (Keep Them Safe) meetings attended August, October, December 2018 and February 2019.	✓
8.1.2.5	Junee Youth Council - host and provide leadership and support to promote the voice of young people via citizenship activation	Youth Council meetings were facilitated monthly by Council. The focus of these meetings was to primarily assist with school holiday programming.	✓
8.1.2.6	Senior Citizens Committee - the annual event to proceed and support activities for our aging residents	Seniors Festival held in February 2019.	✓
8.1.2.7	Support local volunteer drivers in the Junee Community Transport scheme	One new volunteer driver joined the service in December 2018 as well as a volunteer administration assistant. Driver meetings and formal training were completed during the year.	✓

8.2: Work in partnership to plan for the future

8.2.1: Maintain proactive working relationship with community groups and associations

Action Code	Action Name	Annual Comment	Status
8.2.1.1	Meet with Junee Business and Trades (JBT) to support business and community events	During the year Council worked with JBT in support of the Christmas on Broadway and Meet n Greet events.	✓
8.2.1.2	Meet with Junee Sports Committee to improve and maintain sporting assets across the shire	Council staff and a Councillor usually attend Junee sports committee and receive good feedback and ideas moving forward.	✓
8.2.1.3	Tourism and Promotion Working Party - provide administrative support to this committee to provide opportunities for group initiatives to support our community	Administration support is provided to all s.355 Advisory Committees including the Event and Tourism Committee.	✓

8.2.2: Work in partnership with neighbouring councils and government agencies in regional promotion, policy development and service provision.

Action Code	Action Name	Annual Comment	Status
8.2.2.1	Active member of Riverina Regional Library (RRL)	Riverina Regional Library Annual Report for 2018-2019 to be published on Council web site when available.	✓
8.2.2.2	Active member of the Riverina Eastern Regional Organisation of Councils (REROC).	Council attends all REROC board meeting. The Mayor is also a member of the executive board of REROC and attends those meetings. Staff attend various REROC working party meetings across a range of professional disciplines areas inclusive of: Waste management, Infrastructure, GIS, workforce planning, youth, planning and the environment control.	✓

Action Code	Action Name	Annual Comment	Status
8.2.2.3	Selectively participate in Riverina Eastern Regional Organisation of Councils (REROC) projects and programs.	<p>There are several projects and programs the Council participate in through REROC including:</p> <ul style="list-style-type: none"> • National Heavy Vehicle Regulator • Chain of Custody training • 'No Time to Waste' Conference • Southern Lights Project • 'Mapped Out' Conference <p>The 'Take Charge' Leadership Forum was held in Junee this year and was attended by young people from Coolamon, Junee, Temora, Wagga Wagga and Gundagai.</p>	✓
8.2.2.4	Work collaboratively with the NSW Roads and Maritime Services to maintain a safe and fit for purpose highway network	Council has continued to work with RMS under the RMCC contract to ensure that the highway network is maintained and safe.	✓
8.2.2.5	Work collaboratively with the NSW Rural Fire Service to mitigate bush fire hazard across the Shire	Funding approved and council is quoting works for Fire trail in Illabo.	✓

8.2.3: State & Federal Government relationships

Action Code	Action Name	Annual Comment	Status
8.2.3.1	Invite Local Federal Member of Parliament to meet with elected body	Limited availability to meet with Federal Member as he is now the Deputy Prime Minister, however the General Manager, the Director Community and Business and Councillors were able to meet with him at the official opening of the Wantabadgery Mobile Blackspot Tower in June 2019.	✓
8.2.3.2	Invite Local State Member of Parliament to meet with elected body	Steph Cooke MP presented at the February 2019 Council meeting as well as attending a number of community events and grant funding presentations such as the Stronger Country Community announcement for the Athenium Theatre. This enabled Councillors and staff to interact with her on a number of occasions over the past year.	✓
8.2.3.3	Meet with State and Federal Agencies to advocate for local and regional interest	Meetings and conversations have been ongoing through the year with several State and Federal agencies including Department of Family & Community Services, Roads and Maritime Services, Transport for NSW, NSW Rural Fire Service, Department of Education & Training, TAFE NSW, and ARTC (including Inland Rail).	✓

8.3: Provide representative, responsive and accountable community governance and leadership

8.3.1: Implement the Community Strategic Plan

Action Code	Action Name	Annual Comment	Status
8.3.1.1	Develop Council's Delivery Program and Operational Plan in response to the Community Strategic Plan	The draft Delivery Program / Operational Plan was advertised in May 2019 and adopted by Council in June 2019.	✓

8.3.2: Report to the community in accordance with the NSW State Government's Integrated Planning & Reporting framework

Action Code	Action Name	Annual Comment	Status
8.3.2.1	Prepare a Quarterly Budget Review Statement within two months of the close of each quarter.	All QBRS reports for 2018/19 prepared and presented to Council as required by regulation.	✓
8.3.2.2	Inform community of performance against Integrated Planning and Reporting (IP&R) requirements.	Report published.	✓
8.3.2.3	Ensure Financial Statements are completed and lodged in accordance with statutory requirements.	Financial Statements prepared, audited and submitted to the Office of Local Government.	✓

8.3.3: Appropriate governance and leadership is in place to ensure appropriate level of accountability and transparency

Action Code	Action Name	Annual Comment	Status
8.3.3.1	Maintain an appropriate suite of Policies to guide Council's activities	Continued to review and update Council policies as required.	✓
8.3.3.2	Review each Policy within the span of the electoral term	Policies reviewed and updated as required.	✓
8.3.3.3	Maintain an Enterprise Risk Management (ERM) system	Work in this area is ongoing. The staff and internal audit Committee is actively auditing and reviewing Council's areas of risk.	✓
8.3.3.4	Public information is readily accessible on council websites for public viewing	A significant amount of information is provided via the website, however, Council is considering a new website, when funds become available, which will address the current issues of navigation.	✓

Action Code	Action Name	Annual Comment	Status
8.3.3.6	Manage Council's Records Management systems	Resources engaged and 2019/20 budget allows for the implementation of a new Document/Records engagement system that will enable Council to comply with the State Records Act.	●