



Junee Shire Council
Half Year Progress Report
July - December 2019



DELIVERY PROGRAM / OPERATIONAL PLAN
Half Year Progress Report
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TI: Liveable

I: To be healthy and active

I.1: Have in place the right health services


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

Action Code	Action Name	Comments	Status	Status
I.1.1.2	Participate in the Junee Health Advisory Committee to assist with strategic and operational issues in preparing for the needs of the community	Councillors are represented at all meetings	On track	●
I.1.1.3	Maintain Medical Centre building in accordance with lease agreement	Maintenance responsibilities through the lease continued to be met.	On track	●

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






Action Code	Action Name	Comments	Status	Status
I.1.2.1	Interact with the Junee Inter-Agency Forum, Junee Aged Hostel Community, Junee Community Centre and Lawson House	All Keep-Them-Safe (KTS) Interagency meetings have been attended by various Council representatives and interaction with the Community Centre has been ongoing. Council received a report at its December meeting concerning future Targeted Earlier Intervention funding being requested to go to the Junee Community Centre. Community Transport has been actively working with Cooida Court on transport opportunities.	On track	●

1.1.3: Provide a Community Transport service




Action Code	Action Name	Comments	Status	Status
1.1.3.1	Provide Community Transport to eligible community members	The community transport service continued to be provided in accordance with the agreement with Transport for NSW.	On track	

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	Comments	Status	Status
1.2.1.1	Maintain sports and recreation grounds	On track as per programme	On track	
1.2.1.2	Maintain parks, gardens and open spaces	On track as per programme	On track	
1.2.1.3	Maintain Sandy Beach & Bethungra Dam Reserves	On track as per programme	On track	
1.2.1.4	Maintain skate park	On track as per programme	On track	
1.2.1.5	Deliver open space capital and renewal works program	On track as per programme	On track	

1.2.2: Provide safe and accessible pedestrian and cycle infrastructure


Action Code	Action Name	Comments	Status	Status
1.2.2.3	Improve community awareness of shared path network	Promoted in Canola Trail Visitor Guide. Educational campaign planned for the second half of the year via social media and seniors week	On track	
1.2.2.5	Maintain the path network	<p>A small section of footpath was replaced in Endeavour Park.</p> <p>Road widening works being carried out in various locations is improving the safety of the cyclists.</p> <p>Funding opportunities for improving/ renewing pedestrian/cycle infrastructure will be investigated.</p> <p>Once the inspection programme is developed, we can commence routine maintenance works based priorities and available budget.</p>	On track	
1.2.2.6	Deliver path network capital and renewal works program	A path capital renewal programme will be developed once the network inspections completed.	On track	

1.2.3: Assist Community Events




Action Code	Action Name	Comments	Status	Status
1.2.3.1	Advocate and support community events which provide physical and mental stimulation	During the first half of the year Council and the Events and Tourism Committee have been planning for the 2020 Australia Day celebrations which include multiple opportunities for physical and mental stimulation across the whole community.	On track	

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	Comments	Status	Status
I.3.1.1	Develop and implement four year recreation works program	Activity is currently based on an annual program.	Behind Schedule/Plan	

I.3.2: Utilise Natural Recreation Assets

Action Code	Action Name	Comments	Status	Status
I.3.2.1	Support Junee Urban Landcare	Meeting with Junee Land-care Group Re: Bird hide has taken place, awaiting land-care response	On track	
I.3.2.2	Develop Rocky Hill Improvement Strategy	The preparation of the strategy is in progress	Behind Schedule/Plan	
I.3.2.3	Develop Urban Wetland Improvement Strategy	Under Review	Behind Schedule/Plan	






I.3.3: Enable people to move around our towns and villages safely

Action Code	Action Name	Comments	Status	Status
I.3.3.2	Provide animal control services	All activity in relation to dog matters were acted upon within the target of five days from being reported.	On track	

1.3.4: Manage the Junee Junction Recreation & Aquatic Centre

Action Code	Action Name	Comments	Status	Status
1.3.4.2	Develop and implement programs and activities that encourage young people, older people and people with a disability to attend	An 'Active Kids' program is under development including the possibility of a 'Multi-sports' program to be run in the stadium.	On track	●
1.3.4.3	Develop and implement programs to increase the use of the Stadium	Stadium usage increased 71% on the same period the prior year. An 'Active Kids' program is being developed which may include a 'Multi-sport' program utilising the stadium facilities.	On track	●
1.3.4.4	Ensure that the Recreation Centre offers a range of recreational opportunities to meet the needs of its community	Overall attendance has increased 9.4% over the same period the previous year	On track	●
1.3.4.5	Ensure that the Recreation Centre operates within its allocated budget	The activity at JJRAC is tracking closely with budget	On track	●
1.3.4.6	Provide a recreational/leisure facility that is affordable and accessible	Casual attendance rates are 20% higher than same period last year and memberships currently up 9% on same period last year.	On track	●
1.3.4.7	Provide aquatic services that are safe and adhere to relevant guidelines	The aquatic facilities continue to be managed in accordance with documented operational management plans.	On track	●
1.3.4.8	Survey members and users for feedback leading to improvement	Survey planned for second half of the year.	On track	●


1.3.5: Provide Library services

Action Code	Action Name	Comments	Status	Status
1.3.5.2	Maintain membership of Riverina Regional Libraries	Membership is being maintained	On track	
1.3.5.3	Operate the Library and its spaces to meet the information, education, recreation, cultural and resource needs of the community	86 new members joined and borrowings were up 2.2% on the same period the previous year. However, the door count was down 11%.	Behind Schedule/Plan	
1.3.5.5	Provide services and activities to members and patrons (e.g. Storytime, holiday activities, author visits and travelling displays)	A total of 62 activities were completed during the first half of the year which is up on previous years.	On track	
1.3.5.6	Provide WiFi and computers for public use	WiFi and public computers continue to be provided and well used.	On track	
1.3.5.7	Survey members and users for feedback leading to improvement	To be completed in the second half of the year.	On track	

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	Comments	Status	Status
2.1.1.2	Improve entry signs to each village	New village signs are being developed in consultation with the Village and Rural Improvement Committee. If possible all village signage will be renewed at the same time. The town entrance signs have already been renewed.	On track	

Action Code	Action Name	Comments	Status	Status
2.1.1.3	Develop and maintain village profiles including inventory of public assets	Council resolved in May 2019 to prioritise the development of Village Improvement Plans in Illabo and Bethungra. The village profiles referred to in this item form part of the plans which are under development.	On track	●
2.1.1.4	Develop and implement village improvement plans	Work has commenced on plans for Bethungra and Illabo	On track	●
2.1.1.5	When appropriate participate in community meetings held in the villages and localities	Council staff members and Councillors attended meetings at Old Junee and Illabo during the first half of the year.	On track	●
2.1.1.6	Support the development and hosting of new events and tourism activities in the villages and localities	A movie night was hosted in the Old Junee Hall with assistance from Council. The villages and localities were also heavily featured in the Canola Trail Visitor Guide "Heart of Gold" which was launched in November 2019.	On track	●
2.1.1.7	Maintain village parks and open spaces	All areas not under Roads & Maritime Services contract were mowed.	On track	●
2.1.1.8	Advocate for improved telecommunications and general equity in services to villages and surrounding localities	There was no specific or formal activity in relation to this item during the first half of the year.	On track	●

2.1.2: Increase the profile of our localities and villages


Action Code	Action Name	Comments	Status	Status
2.1.2.1	Feature our localities and villages in the Community Newsletter	Old Junee was featured in the Spring newsletter and the Summer newsletter featured the villages and localities via the Canola Trail Visitor Guide	On track	●
2.1.2.2	Promote activities and events outside of Junee township to the whole community	Ongoing regular website and social media posts promote the various events around the Shire.	On track	●

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



Action Code	Action Name	Comments	Status	Status
2.1.3.1	Conduct Council meeting periodically in each village location	One Ordinary Council meeting is held in a rural locality each year.	On track	
2.1.3.2	Facilitate the showing of movies in the villages utilising Council's movie equipment	The next village movie night will be at Illabo	On track	

2.2: Build on our heritage, creativity and cultural expression

2.2.1: Provide fit for purpose open spaces

Action Code	Action Name	Comments	Status	Status
2.2.1.1	Maintain heritage elements of public spaces	On track as per programme	On track	


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

Action Code	Action Name	Comments	Status	Status
2.2.3.1	Maintain cemetery mapping/database	Cemetery records updated	On track	
2.2.3.2	Improve signage and amenity of local cemeteries	On track as per programme	On track	

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

Action Code	Action Name	Comments	Status	Status
2.2.4.1	Implement the Junee Shire Tourism Development Plan	Re-write/update of Junee Tourism Development Plan is currently underway. New strategies and directions to be determined and reported to Council.	On track	●
2.2.4.2	Incorporate Junee's heritage where appropriate into entry points to make a greater impression on visitors	Entrance signage project commenced	On track	●
2.2.4.4	Provide support to Junee Rhythm n Rail Festival	An event is being planned for 2020 and Council will assist with promotion through social media, Wagga Partner Program and Canola Trail Visitor Guide.	On track	●
2.2.4.5	Support tourism activities associated with historical, creative and cultural themes across the Shire	Provided support to Christmas on Broadway, a number of movie events for seniors at the Athenium Theatre and the Old Junee Village Christmas Party.	On track	●
2.2.4.6	Support, promote and improve on the operation of the Athenium Theatre and Broadway Museum	Arranged several movie events for seniors at the Athenium theatre. Commenced working with stakeholders on strategy and roll-out of events post-HVAC and kitchen projects. Working alongside Broadway Museum/JDHS team to improve facility and safety of same (e.g. lightshades, egress upgrade, relocation of blacksmith's workshop).	On track	●

2.2.5: Maintain a Heritage Conservation Area


Action Code	Action Name	Comments	Status	Status
2.2.5.1	Retain a Heritage Area and maintain in accordance with Junee Development Control Plan	The Development Control Plan content relating to the Heritage Conservation Area remained in place. There were a number of applications and compliance matters pursued during the first half of the year in relation to heritage conservation.	On track	

2.3: Cater for the ageing population



2.3.1: Provide safe and accessible pedestrian and cycle infrastructure

Action Code	Action Name	Comments	Status	Status
2.3.1.1	Improve community awareness on equitable sharing of path network - pedestrians, cyclists and mobility scooters	Awareness article planned for the 2020 autumn edition of the community newsletter.	On track	

2.3.2: Provide a Community Transport service

Action Code	Action Name	Comments	Status	Status
2.3.2.1	Provide Community Transport to eligible aged community members	Services continued to be provided under the CHSP program which covers over 65 years old (over 50 ATSI). These services allow clients to attend medical appointments, maintain social contact, achieve daily living activities such as shopping and improve client wellness.	On track	


2.3.3: Provide Library services

Action Code	Action Name	Comments	Status	Status
2.3.3.1	Ensure that access to the library and its services are appropriate for older people	Programs for older people have included Internet Help, Movie of the Month, and Home Bound Service. The large print and talking book collections have been updated in Quarter 2.	On track	
2.3.3.2	Provide library services to aged living environments as required	A program was delivered to Cooina Court during the first quarter and to Junee Hospital during the second quarter	On track	



2.3.4: Advocate for improved aged living options

Action Code	Action Name	Comments	Status	Status
2.3.4.1	Advocate and plan for improved aged living options	Work commenced on the Junee Lifestyle Village development.	On track	

2.3.5: Provision of events for the aged community


Action Code	Action Name	Comments	Status	Status
2.3.5.1	Facilitate Seniors Week	Seniors Week to be held in February 2020	On track	

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


Action Code	Action Name	Comments	Status	Status
2.3.6.1	Ensure that access to the Recreation Centre for older people is affordable	Currently 25% percent of our classes are specifically for senior citizens, and a further 10% are suitable for seniors with a higher level of ability.	On track	
2.3.6.2	Provide accessible and appropriate activities, events and facilities for the aged	Eight senior's classes are run consistently each week.	On track	

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	Comments	Status	Status
2.4.1.1	Implement the Junee Shire Disability Inclusion Action Plan (DIAP)	The Access Advisory Committee did not meet during the first half of the year, however, annual reporting to the NSW State Government against the DIAP was completed.	On track	



2.4.2: Provide a Community Transport service

Action Code	Action Name	Comments	Status	Status
2.4.2.2	Provide Community Transport to eligible community members with disability	TfNSW funding for CCSP clients (community members with a disability) ceased on 30/06/2018 due the introduction of NDIS. Junee Community Transport now provides transport on a contractual basis for NDIS service providers (such as the Leisure Centre) whose clients live in Junee shire.	On track	

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

Action Code	Action Name	Comments	Status	Status
2.4.3.1	Provide accessible and appropriate activities, events and facilities for people with disability	Currently running six classes each week suitable for people with disability to participate. A wheelchair has been provided for access to the Program Pool.	On track	

2.4.4: Provide Library services to people with disability




Action Code	Action Name	Comments	Status	Status
2.4.4.1	Ensure that access to the library and its services is appropriate for people with disability	The Australian Library and Information Association (ALIA) guidelines continue to be followed	On track	
2.4.4.2	Provide home-bound service (re Library Act)	Delivery service and reader reference service was provided to 11 home-bound customers during the first half of the year	On track	

2.5: Support and create opportunities for youth


2.5.1: Advocate for more attention on youth issues


Action Code	Action Name	Comments	Status	Status
2.5.1.2	Develop and implement a Youth Development Program (dependent on outcome of Youth Summit or Forum)	Nominations for new Youth Council members were called for with four new members joining. AGM was held in August 2019 with all executive positions filled, we expect the new Youth Council to play a key role in developing a Youth Development Program in the remainder of 2019 and into 2020.	On track	

2.5.2: Coordinate programs for our youth

Action Code	Action Name	Comments	Status	Status
2.5.2.1	Coordinate Youth Council meetings	Youth Council meetings held in August, September, October and November 2019	On track	
2.5.2.2	Coordinate School Holiday programs	Seven events were scheduled during the July 2019 school holidays, however, unfortunately due to numbers one of these activities was cancelled. Approximately 160 kids attended the remaining six activities. Seven events were scheduled during the Sept/Oct 2019 school holidays. Again, due to numbers one of these activities was cancelled. Approximately 140 kids attended the remaining six activities.	On track	
2.5.2.8	Determine what assets and activities we can keep providing if funding ends	The funding is continuing until 30 June 2020. Council received a report in December 2019 about the funding beyond this point in time (re-launched as Targeted Earlier Intervention). Two Stronger Country Community Fund Round three applications lodge; a youth employment programme and a youth arts program at the Junee Skate Park.	On track	

2.5.3: Provide Library services

Action Code	Action Name	Comments	Status	Status
2.5.3.1	Maintain relevant collection and access to youth activities	New youth material has been procured during the first half of the year. Virtual Reality experiences and games were provided during two school holiday periods.	On track	

Action Code	Action Name	Comments	Status	Status
2.5.3.2	Provide appropriate activities during school holidays	Appropriate holiday activities have been provided during the first half of the year. In the first quarter appropriate holiday activities included a movie, Virtual Reality, Crocodile Encounters and Travel Bugs. In the second quarter they included a musical concert by Vegetable Plot, a Summer Reading Program, Virtual Reality, Holiday Games and Crafts.	On track	

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	Comments	Status	Status
3.1.1.1	Maintain the road network	<p>Various unsealed roads within the shire have been graded.</p> <p>Pothole patching and hand patching carried out on various sealed roads.</p> <p>Various roads have been heavy patched.</p>	On track	●
3.1.1.2	Deliver road network capital and renewal program	<p>Completed Oura Rd, Gundagai Road Rehab (REPAIR), Crawley St Reconstruction, Wardle St Lane upgrade, Various Resheeting jobs and Heavy Patching Works on various roads,</p> <p>Coffin Rock Road is in progress.</p>	On track	●
3.1.1.3	Maintain function of the Local Traffic Committee	No face-to-face meetings were warranted during the first half of the year. Special event applications have been processed and approved through email consultation.	On track	●
3.1.1.4	Deliver road safety programs, projects and infrastructure	Ongoing work in accordance with Local Government Road Safety Program (LGRSP)	On track	●


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

Action Code	Action Name	Comments	Status	Status
3.1.2.1	Maintain the sewer network	All faults were attended and rectified promptly.	On track	●
3.1.2.2	Deliver sewer network capital and renewal program	STP upgrade continues.	On track	●


3.1.3: Develop, renew and maintain the stormwater network

Action Code	Action Name	Comments	Status	Status
3.1.3.1	Maintain the stormwater network	Installed new culverts in Lynton Lane and Hazeldene Road Planned to install new pipe culverts in Oura Road Planned to add two stormwater pits and pipes in Crawley Street	On track	●
3.1.3.2	Deliver stormwater network capital and renewal program	New culverts installed in Oura Road New kerb & gutters, pits and stormwater pipes installed in Crawley Street New culvert pipe is being installed in Coffin Rock Road	On track	●

3.1.4: Enabling efficient infrastructure delivery by others

Action Code	Action Name	Comments	Status	Status
3.1.4.1	Support utility providers in their own long term and strategic planning activities	Met all requests from utility providers relating to their works programs	On track	




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

Action Code	Action Name	Comments	Status	Status
3.1.5.1	Maintain Council's Administration Building	The building continued to be maintained during the first half of the year including a pest inspection and electrical switchboard test. Security improvements were completed.	On track	






3.2: Support our business sector

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


Action Code	Action Name	Comments	Status	Status
3.2.1.1	Maintain financial membership of Junee Business and Trades	Membership of JBT continues	On track	●
3.2.1.2	Council representatives attend meetings of Junee Business and Trades	Meetings being attended especially around major activity such as Christmas on Broadway.	On track	●
3.2.1.4	Work with Junee Business and Trades to implement strategic projects/programs to support economic activity	JBT are engaged with the Council invited to future meetings.	On track	●
3.2.1.5	Work with larger businesses in Junee to support and build local economy	<p>Major work with NSW Justice and Junee Correctional Centre for Correction Centre expansion project. The facility was officially opened 11 December 2019.</p> <p>The 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.</p>	On track	●

Action Code	Action Name	Comments	Status	Status
3.2.1.6	Advocate for and/or provide training opportunities that assist business growth	<p>Council employs 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 four years, 14 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>	On track	
3.2.1.7	Encourage local businesses to provide a shopper experience for customers	<p>Council provides support to Junee Business and Trades Association who in turn run local business programs.</p> <p>During the construction of the new Sewage Treatment Plant over \$500,000 was spent directly on business services in the local economy</p>	Behind Schedule/Plan	
3.2.1.11	Conduct food and skin penetration premises inspections	Inspections commenced towards the end of the second quarter and are expected to be completed within eight weeks	On track	



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

Action Code	Action Name	Comments	Status	Status
3.2.2.1	Provide information packs to new residents providing directory of local businesses and services	Information pack available for new residents. Council participates and supports the Welcome to Junee event for new residents	On track	
3.2.2.2	Maintain virtual marketing material for business attraction	Business information is available on Council website	On track	
3.2.2.3	Build internal and external marketing/promotion collateral to promote business attraction	All of the existing Capability Statements were reviewed and updated for the Bulk Freight Futures symposium in July 2019. New capability statements were generated at the same time for Hanlon Enterprises, Junee Licorice and Chocolate Factory, and Junee Prime Lamb. The Canola Trail Visitors Guide "Heart of Gold" which features local businesses was launched in November 2019.	On track	
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' and 'Partnership program'.	Behind Schedule/Plan	
3.2.2.5	Monitor the availability of space in the commercial precincts of Junee and advocate/facilitate opportunities	Mapping exercise conducted Q2 identifying vacant / empty shops and potential opportunities.	On track	

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	Comments	Status	Status
3.2.3.1	Maintain currency of Junee's published "Economic Outlook"	The publication will be reviewed in the second half of the year.	On track	


3.2.4: Ensure our infrastructure supports competitive business

Action Code	Action Name	Comments	Status	Status
3.2.4.1	Review the road hierarchy	Council is currently implementing an asset management system and reviewing the road hierarchy.	On track	
3.2.4.2	Engage with transport and haulage industry on network challenges	Engagement with Inland rail and Roads and Maritime Services	On track	

3.2.5: Enhance the Rail and Agriculture sector



Action Code	Action Name	Comments	Status	Status
3.2.5.2	Facilitate forum on local issues with Rail sector	Council facilitated a transport related symposium "Bulk Freight Futures" in July. The symposium was very well attended by transport providers (local and national), consumers (including the agricultural sector) and rail operators. Other rail related activity during the first half of the year included ongoing consultation with Inland Rail.	On track	

3.2.6: Enable and promote economic growth opportunities for the Shire



Action Code	Action Name	Comments	Status	Status
3.2.6.1	Development Application and Complying Development Certificate approval times maintained at current low levels	There were 44 Development Applications finalised during the first half of the year with an average determination time of 24 days. There were 13 Complying Development Certificate applications (one determined by Private Certifier) during the first half of the year with an average determination time of 6 days (this excludes the one CDC determined by a Private Certifier).	On track	

3.3: Grow our tourism sector



3.3.1: Support and recognise tourism volunteers

Action Code	Action Name	Comments	Status	Status
3.3.1.1	Recognise individual and group achievement in tourism to help build community pride and capacity	Several individual and group achievers in tourism were recognised in the Canola Trail Visitor Guide "Heart of Gold". All advertisers and featured people in the guide were invited to the launch in further recognition.	On track	
3.3.1.3	Implement a volunteer attraction program for our tourism sector	No formal program for the tourism sector has been introduced. Success across Council activities has varied, for example, Junee Community Transport has been very successful attracting volunteer drivers and an administration assistant, however the Visitor Information Centre has only a few direct volunteers and continues to rely heavily on the Junee District Historical Society to cover its opening times.	Behind Schedule/Plan	



3.3.2: Provide a Visitor Information service

Action Code	Action Name	Comments	Status	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. Attendances were recorded as 1725 for the first half of the year.	On track	
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 including accommodation providers and tourism attractions. The Junee promotional TV program is operating in various locations in Junee.	On track	

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

Action Code	Action Name	Comments	Status	Status
3.3.3.1	Seek funding opportunities for improved facilities and amenity at the Athenium Theatre	During the prior period three significant funding applications were successful. The sound and lighting project has been completed and the air-conditioning and kitchen extension projects have been put to tender. Construction work is expected to commence during the second half of the current year.	On track	
3.3.3.3	Promote and market the use of the Athenium Theatre and the range of uses in accordance with the Business Plan	Active and new promotion of the Athenium Theatre has been mindful of the major project work that will occur during calendar year 2020. The Theatre celebrated its 90th Birthday and some news movie events were conducted with great success during the first half of the year.	On track	

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



Action Code	Action Name	Comments	Status	Status
3.3.4.1	Seek funding opportunities for improved facilities and amenity for the Broadway Museum	An application was made to the Stronger Country Communities Fund - Round 3 for the Broadway Museum.	On track	
3.3.4.2	Work with the Junee Historical Society to promote and develop the Broadway Museum	Visitations at the Museum has increased by 224 (33%) in Q2 2019/20 as compared the same period last year. 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.	On track	

3.3.5: Improve the amenity for tourism throughout the Shire

Action Code	Action Name	Comments	Status	Status
3.3.5.1	Maintain a caravan park facility in Junee	The lease requirements are being met by Council	On track	●
3.3.5.2	Promote the YouMeandJunee brand for all town pride and promotion activities	Promotion of the YouMeandJunee brand evident through Facebook, website, Council events and print material eg Council newsletters, visitor guides, Australia Day and school holiday programs.	On track	●
3.3.5.3	Redevelop town and village entrance signs to enhance pride throughout the Shire	New village signs are being developed in consultation with the Village and Rural Improvement Committee. If possible all village signage will be renewed at the same time.	On track	●
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. Heavy promotion was included in the new Canola Trail Visitor Guide launched in November 2019. New tourism signage in place at Bethungra Dam and Spiral	On track	●
3.3.5.6	Implement recommendations contained in Junee Tourism Development Plan	A re-write/update of the Junee Tourism Development Plan is currently underway.	On track	●



3.3.6: Support local tourism businesses

Action Code	Action Name	Comments	Status	Status
3.3.6.1	Support Junee tourism operators group through regular meetings and program development	Visual marketing and promotion television continues to operate in local business outlets. These advertise local tourism opportunities available across the Shire. Council continues to sponsor the Christmas on Broadway event in November each year. A number of tourism operators were profiled in the new Canola Trail Visitor Guide.	On track	●

Action Code	Action Name	Comments	Status	Status
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	Council participates in programs and marketing across a number of stakeholders groups and networks. Council supports a number of social media platforms in promoting local tourism products and businesses. Participation in the Wagga Wagga Partner Program and Destination Riverina Murray phase 2 "Go With the Flow" campaign	On track	
3.3.6.3	Support tourism activities associated with historical themes across the Local Government Area	New tourism visitor guide identifying points of local history has been printed and launched in November 2019. A new tourism pocket map is currently in the design phase to be launched in early 2020.	On track	

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	Comments	Status	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.	On track	
3.4.1.2	Support major tourism and community events	Council supports major community events. Assistance with promotional activities, traffic management plans, additional bins and cleaning service to public toilets on the day of the event.	On track	

Action Code	Action Name	Comments	Status	Status
3.4.1.3	Work with neighbouring Shires to promote regional tourism	Participation in the Canola Trail joint marketing initiative with Temora and Coolamon Shire Councils. Participation in the Wagga Wagga Partner Program and Destination Riverina Murray phase 2 "Go With the Flow" campaign	On track	●


3.4.2: Market Junee as a destination for visitors

Action Code	Action Name	Comments	Status	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 and village signage under review to be considered with 2019/20 budget.	On track	●
3.4.2.2	Maintain contemporary tourism webpages and social media platforms	Weekly social media postings and website updates, approximately 10-12 posts per month	On track	●
3.4.2.3	Review fleet and plant signage for opportunities to enhance visitor experiences	Partially completed	On track	●




3.5: Plan our land resources for the future

3.5.1: Provide advice and information to applicants and industry


Action Code	Action Name	Comments	Status	Status
3.5.1.1	Distribute information to developers and builders relating to changes in legislation and guidelines	Builders and tradespeople are now notified via SMS text messages when changes to standard inspection availability occurs or new legislation is pending	On track	●

Action Code	Action Name	Comments	Status	Status
3.5.1.2	Provide pre-lodgement advice and assistance to applicants	Advice is always available upon request and pre-lodgement meetings are encouraged and consumed by the majority of applicants.	On track	

3.5.2: Provide development assessment services



Action Code	Action Name	Comments	Status	Status
3.5.2.1	Assess and determine complying development applications, development applications, and construction certificates in line with legislation and Council policy	During the first half of the year assessments included 44 Development Applications with an average determination time of 24 days, 13 Complying Development Certificates (1 by Private Certification) with an average determination time by Council of 6 days, and 27 Construction Certificate applications with an average determination time (excluding two outliers) of 21 days.	On track	
3.5.2.2	Provide certification inspection services	We continue to provide inspection services and are the certifier of choice for the majority of development. A new SMS text service has been introduced to keep regular builders and developers informed on any upcoming changes to availability.	On track	
3.5.2.3	Undertake swimming pool compliance program	Inspections are still ongoing usually in response to requests	On track	

3.5.4: Plan for future growth


Action Code	Action Name	Comments	Status	Status
3.5.4.1	Review and update Residential Land Strategy	This project is pending the adoption of the Local Strategic Planning Statement (LSPS) by Council before 30 June 2020. The LSPS is a new and overarching strategic planning document.	At risk	



3.6: Grow our population throughout the Shire

3.6.1: Facilitate population growth outside of Junee township




Action Code	Action Name	Comments	Status	Status
3.6.1.1	Assess residential development potential in villages	This action is somewhat dependent on the progress with the Local Strategic Planning Statement (LSPS) and development of Village Improvement Plans.	At risk	
3.6.1.2	Identify infrastructure needs outside of Junee township and plan accordingly	Identification of infrastructure needs and project scope done for this budget	On track	

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

Action Code	Action Name	Comments	Status	Status
3.6.2.1	Actively market residential land availability	John Potts Stage 7 Residential land selling ahead of schedule. Stage 8 to be constructed this year.	Behind Schedule/Plan	

Action Code	Action Name	Comments	Status	Status
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	John Potts Drive Stage 8 is under construction.	On track	
3.6.2.5	Construct additional stages of John Potts Drive Estate	John Potts Drive Stage 8 is under construction.	On track	


3.6.3: Facilitate Family Day Care services

Action Code	Action Name	Comments	Status	Status
3.6.3.1	Provide the administrative framework and processes for a network of registered educators	Council continues to meet industry standards and expectations as an Approved Provider.	On track	
3.6.3.2	Coordinate, support and increase the number of Family Day Care educators	Despite an enormous promotional effort the growth in educators is not being realised and attrition from the sector continues.	At risk	
3.6.3.3	Monitor and evaluate educators to ensure the National Quality Framework requirements are met	The service continues to support its network of Educators and to ensure the standards and expectations of the Education and Care Services National Law and Regulations. The service maintained its accreditation status.	On track	



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	Comments	Status	Status
4.1.1.1	Incorporate targets in the Workforce Plan building local capability	Part of the ongoing workforce strategy of Council. Examples include the employment of school based trainees and providing training and experience for our local workforce in higher duty roles for developing career paths locally.	Behind Schedule/Plan	

4.1.2: Facilitate a resilient community/strengthen the community

Action Code	Action Name	Comments	Status	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 via existing relationships and networks (eg. ARTC, Junee Lamb, JBT, GEO). The Bulk Freight Futures symposium and Inland Rail consultative forums provided other means of broadening knowledge on the business community. Council also introduced new procurement processes and engaged with local businesses and trades people to encourage their participation.	On track	
4.1.2.2	Support the establishment of and maintain community gardens	There is currently no activity with the development of new community gardens. Council continues to support Community Garden at several primary schools.	Behind Schedule/Plan	




Action Code	Action Name	Comments	Status	Status
4.1.2.4	Implement a program of community engagement with the objective of staying on top of emerging issues and opportunities	The program adopted in July 2018 continues to be followed within resourcing constraints. This includes the role of the Section 355 committees (Events and Tourism, Art and Culture, Village and Rural Improvement, and Access Advisory).	On track	

4.1.3: Council lead by example with innovative technologies and processes


Action Code	Action Name	Comments	Status	Status
4.1.3.1	Actively seek and educate staff on new and innovative practices/processes including new technologies	Several new corporate systems are currently being deployed to comply with State Government reforms into local Government. Learning of new technologies forms part of these improvements. The deployment of Innovating technology this year includes GIS equipment installed on heavy plant and the use of Drone capture when building capital projects	On track	
4.1.3.2	Run education sessions with the community around new technologies and change (e.g. energy efficiency, environmental sustainability)	Whilst no formal sessions have been facilitated by Council, the efforts by Junee Community Power Inc. and the Empower Team at Junee High School are noted and recognised by the community and agencies.	On track	



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	Comments	Status	Status
4.2.1.1	Advocate for access to high speed broadband services throughout the Shire	There are a number of service providers that are facilitating new technology in delivery high speed broadband across the shire. NBN fibre and fixed wireless services provide significance covering.	On track	
4.2.1.2	Advocate for mobile reception throughout the Shire	Two new mobile communication towers were erected in rural areas last financial year. There was no specific or formal advocacy during the first half of the year	On track	
4.2.1.3	Deliver education campaigns in readiness for digital economy	The Community Newsletter - Spring edition included a reminder on the Service NSW services available including on-line services. An increasing amount of information is provided to the community via Council's social media activity.	On track	

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

Action Code	Action Name	Comments	Status	Status
4.2.2.1	Advocate for enhanced Rail sector presence in Junee	Most activity relates to the ARTC Inland Rail project.	Behind Schedule/Plan	



Action Code	Action Name	Comments	Status	Status
4.2.2.2	Continue to support and advocate for the national Melbourne to Brisbane Inland Railway through June	<p>NSW Transport provided a presentation to Council in October 2019 on a proposal for an alternative design for the replacement of the Kemp Street Bridge.</p> <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 June. They continue to work in rural parts of the Shire for the new rail line construction from Illabo to Stockinbingal.</p>	Behind Schedule/Plan	
4.2.2.3	Implement visitor economy programs that grow the tourism potential within the Shire	<p>Council participates in a number of Tourism based initiative including:</p> <p>Riverina Cooperative Marketing Campaign</p> <p>Listing attractions on the Australian Tourism Data Warehouse for publication on the Visit NSW website</p> <p>Providing access for local Tourism business to Social Media workshops</p> <p>Informing existing and potential Tourism operators of funding opportunities</p> <p>Makes or assists with applications to host events or seminars</p>	On track	

Action Code	Action Name	Comments	Status	Status
4.2.2.4	Provide support to the Agriculture sector to expand markets and embrace technological improvement	<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> <p>The Council continues to seek funding for comprehensive road traffic study to help improve transport links for the agriculture and other rural based sector industries.</p> <p>An Expression of Interest has been submitted to fund an alternative road underpass to improve the road alignment and increase clearance height at the northern end of Main Street.</p>	Behind Schedule/Plan	●
4.2.2.5	Work with local businesses to support new sector based initiative that grow the local economy	Refer to 3.2.1.4 and 3.2.1.7	Behind Schedule/Plan	●

4.2.3: Provide employment opportunities for young people

Action Code	Action Name	Comments	Status	Status
4.2.3.1	Continue to support and employ School based trainees within Council	Four School Based Trainees actively engaged with Council in the areas of IT, Customer Service, Tourism and Library Services.	Completed	✓
4.2.3.2	Work with local business and industry to grow opportunities for employment opportunities for younger people	<p>Refer to 4.2.3.1</p> <p>Council submitted an application for a youth employment program to the Stronger Country Communities Program in partnership with local businesses, and TAFE. The Council will hear in March as to whether it was successful.</p>	Behind Schedule/Plan	●

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

Action Code	Action Name	Comments	Status	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	This is a multi-faceted subject. Council has worked closely with Junee Community Centre, the Junee Health Advisory Committee and Keep-Them-Safe (KTS) Inter-agency activity.	On track	
4.2.4.2	Promote Junee as an attractive and desirable community to live in	Web sites and social media presence being maintained. Additional TV-based displays positioned at a number of venues in Junee presenting a variety of slideshows. New Canola Trail Visitor Guide	On track	

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	Comments	Status	Status
5.1.1.1	Encourage the revitalisation of landcare groups within the town/villages	Landcare regularly liaise with the sewage treatment plant but at present there is minimal other interaction.	On track	●
5.1.1.2	Ensure the Council discharges its regulatory obligations	Council officers primarily act on matters brought to its attention rather than taking a 'regulatory compliance monitoring' approach owing to the resource allocation. In the first instance officers attempt to work with the other party to resolve the issue before proceeding to employ the Orders pathway.	On track	●

5.1.2: Integrate vegetation into the urban landscape

Action Code	Action Name	Comments	Status	Status
5.1.2.1	Establish a strategy for increasing the urban canopy cover	The strategy limits the removal of trees and any that are removed are replaced with more suitable street trees. In winter time tree requests will be finalised so a number of new trees will be planted.	On track	●

5.1.3: Encourage and support community sustainability and environmental projects





Action Code	Action Name	Comments	Status	Status
5.1.3.1	Provide environmental and sustainability advice and education	Ad-hoc advice and education has been provided to developers and enquiries on an as required basis.	On track	●
5.1.3.2	Support community activities such as Landcare and community gardens	Council supports the current community gardens within the Local Government area.	On track	●

5.2: Plan and respond to our changing environment

5.2.1: Respond to emergencies within our Shire


Action Code	Action Name	Comments	Status	Status
5.2.1.1	Maintain a local Emergency Operations Centre (EOC)	Emergency Operations Centre is maintained as required	On track	●
5.2.1.2	Support combat agencies in response to emergencies	Council is providing emergency response support through staff and plant for the current bush fires.	On track	●
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.	On track	●

5.2.2: Prepare our community for a changing climate

Action Code	Action Name	Comments	Status	Status
5.2.2.1	Develop Recycled Water Management Plan	Development Continues	Behind Schedule/Plan	
5.2.2.2	Develop appropriate measures to monitor a changing environment	At the present time water issues in the current environment are a priority.	On track	
5.2.2.3	Report periodically on how the environment is changing	Junee Shire Council has been improving recycling methods and improved disposal methods at the Junee Landfill facility.	On track	
5.2.2.4	Develop a Changing Environment Action Plan	Junee Shire Council has been improving recycling methods at the Junee Landfill facility. Council are also looking at other options to respond to the changing environment.	On track	

5.3: Protect, conserve and maintain our natural assets

5.3.1: Protect and conserve the natural environment

Action Code	Action Name	Comments	Status	Status
5.3.1.1	Maintain open spaces	On track as per programme	On track	

Action Code	Action Name	Comments	Status	Status
5.3.1.2	Manage noxious weeds	Council has limited areas where it can use chemicals but spray or hand removal is undertaken where possible. Practices to limit the amount of bindi and weed spreading include good machine hygiene practices such as cleaning down mowers as well as making sure walking through patches is avoided.	On track	●
5.3.1.4	Manage roadside environments	Several new trees have been planted in the town in various locations. Slashed and sprayed various roads within the shire. Trees trimmed in various locations.	On track	●
5.3.1.5	Monitor public waterways	Monitoring continues for blue green algae and pollution and there were no incidences in the reporting period. Hot and dry conditions have seen high evaporation from dams.	On track	●
5.3.1.6	Operate solid waste management services	All waste management services operated throughout the period	On track	●
5.3.1.7	Protect and manage threatened species populations and endangered ecological communities	Review of Environmental Factors (REF) are completed prior to any works being undertaken.	On track	●
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. Council also introduced a free tip day to encourage a tidy town. Council also implemented two free annual tip vouchers to the town and village areas. A skip bin has been provided at Sandy Beach Reserve to coincide with expected high numbers. Evidence is that this has significantly reduced littering at this Reserve.	On track	●

Action Code	Action Name	Comments	Status	Status
5.3.1.9	Review Crown Reserve Plans of Management	Working with Crown Lands to confirm responsibility and where Plans of Management are required. Funding received from Office of Local Government for the development of Plans of Management.	On track	●
5.3.1.11	Develop community awareness campaign around the importance of protecting the natural environment	Activity is planned for the second half of the year	On track	●
5.3.1.13	Review Stormwater Management Plan	The stormwater plan is currently under review.	On track	●



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	Comments	Status	Status
6.1.1.1	Update the four year Delivery Program and annual Operational Plan	Work commences during the second half of the year on the Delivery Program and Operational Plan for 2020/21.	On track	●
6.1.1.4	Review and update the Long Term Financial Plan (LTFP)	To be reviewed this financial year	On track	●




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

Action Code	Action Name	Comments	Status	Status
6.1.2.1	Produce the six and twelve monthly organisational performance reports	The end of year report was tabled with Council in August 2019, endorsed and subsequently published to Council's web site	On track	
6.1.2.2	Produce the Annual Report	Annual Report completed and uploaded to Council web site by 30/11/19 as required by legislation	Completed	

6.1.3: Operate a sustainable infrastructure portfolio

Action Code	Action Name	Comments	Status	Status
6.1.3.1	Advocate for a more sustainable infrastructure funding model for local government infrastructure	The Council participate as a member of Riverina Eastern Region of Councils (REROC). The REROC membership recently reviewed and adopted its Regional Road Strategy. This document is used to inform governments for increased financial support to fund infrastructure at councils. There has been increased funding to the Federal Government's Roads to Recovery Program	Behind Schedule/Plan	
6.1.3.2	Report annually on infrastructure portfolio	This is done via Quarterly Budget Review Statements and Long Term Financial Plans	On track	
6.1.3.3	Undertake regular revaluations of all infrastructure asset classes	This year the stormwater asset class is scheduled for revaluation.	On track	

6.1.4: Undertake entrepreneurial activities

Action Code	Action Name	Comments	Status	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>The Council this year has been activity seeking external private works to improve revenue. It has been awarded two contracts recently, one is to duplicate public works sewerage main and the other involves substantial private road construction work.</p>	Behind Schedule/Plan	
6.1.4.2	Maintain Roads Maintenance Council Contract	The contract is being maintained.	Completed	
6.1.4.3	Undertake private works	<p>Council has carried out few private jobs.</p> <p>Quoted for Sewer Duplication Works, STP Demolition Works and Access Road to STP and became successful</p> <p>Sewer Duplication works are in progress.</p>	On track	

6.1.6: Manage Council's finances


Action Code	Action Name	Comments	Status	Status
6.1.6.1	Provide financial management and reporting to the organisation	This is ongoing.	On track	

Action Code	Action Name	Comments	Status	Status
6.1.6.2	Provide sound financial management of Council's investments and borrowings	All cash and investments are updated in accordance with Council policy and requirements, attracting a higher rate than the BBSW average.	On track	●
6.1.6.3	Develop the annual budget within Council's Operational Plan ensuring alignment with the Long Term Financial Plan (LTFP)	In this sense budgetary changes feed directly into the LTFP as required.	On track	●
6.1.6.4	Prepare and report Quarterly Budget Statement Reviews (QBRS)	September QBRS adopted in December. December QBRS to be presented to the February meeting.	On track	●
6.1.6.5	Manage Council's rating system	All work up to date.	On track	●



6.2: Embrace energy efficiency and industrial ecology principles

6.2.1: Reduce the Council's Greenhouse Footprint

Action Code	Action Name	Comments	Status	Status
6.2.1.1	Identify Council's top 5 energy consuming assets and monitor energy consumption	Carried out last financial year and continues to be monitored	On track	●
6.2.1.2	For the top 5 energy consuming assets identify and implement reduction programs	Lighting audits were undertaken at the Council administration building, library, Recreation Centre, Athenium Theatre and Broadway. The Sewerage Treatment Plant augmentation project is nearing completion including the commissioning of the PV solar array.	On track	●




Action Code	Action Name	Comments	Status	Status
6.2.1.3	Develop an Energy Efficiency Action Plan for Council	This action is pending the completion and assessment of the lighting audits that were undertaken during the first half of the year.	On track	

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

Action Code	Action Name	Comments	Status	Status
6.2.2.1	Facilitate industry to look for opportunities to help each other to reduce waste	Installation of solar power for the new Sewer Treatment plant.	On track	
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 Junee Community Power (JCP) and its efforts towards educating the community and achieving a sustainable future from renewable energies. Significant further progress during the first half of the year included the launch by Junee Community Power of a Circular Fund. The first projects of the Circular Fund will be Junee Community Centre Hall (Solar PV panels & community education resource) and Junee Senior Citizens Hall (Solar PV panels & remote monitoring by school students).	On track	



6.3: Manage our built assets with asset management plans

6.3.1: Manage our assets

Action Code	Action Name	Comments	Status	Status
6.3.1.1	Implement asset management improvement actions	Implementation of an Asset Management system is currently underway.	On track	
6.3.1.2	Review asset management plans	Council is currently looking to implement an integrated Asset Management system	On track	
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	Behind Schedule/Plan	

6.4: Reduce, reuse and recover waste

6.4.1: Manage Solid Waste Management

Action Code	Action Name	Comments	Status	Status
6.4.1.1	Maintain watching brief on waste market opportunities	The Community Recycle Center at the Junee Waste Landfill Facility continue to operate well. New segmented areas for drop off points within the Facility have been developed so that waste stream are separated ready for recycling. The Council receives revenue for scrap metal while it has to pay to recycle other products properly like mattresses.	Behind Schedule/Plan	
6.4.1.2	Provide waste management services	All waste management services have been provided throughout the period	On track	

6.4.2: Improve community understanding of reduce, reuse, recycle



Action Code	Action Name	Comments	Status	Status
6.4.2.1	Deliver education campaign	Awareness and education information was placed in the Winter 2019 community newsletter. It was supported with social media postings. A fact sheet was included in the new resident packs distributed at the August 2019 Meet and Greet. More activity is planned for the second half of the year.	On track	●

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	Comments	Status	Status
7.1.2.1	Maintain and distribute information packs to new residents	New resident packs have been updated and are being distributed. Updates are to be made during the second half of the year.	On track	
7.1.2.2	Advocate for a regular 'Welcome to Junee' function for new residents	Successful event held in August 2019	On track	

7.1.3: Distribute a regular Community Newsletter

Action Code	Action Name	Comments	Status	Status
7.1.3.1	Produce and distribute a quarterly Community Newsletter	Winter and Summer 2019/2020 Newsletter completed and distributed in the first week of December.	On track	

7.1.4: Provide access to Council information

Action Code	Action Name	Comments	Status	Status
7.1.4.1	Attend village meetings	Engaged with Old Junee and Illabo and attempting to engage with other active village/progress committees.	On track	







Action Code	Action Name	Comments	Status	Status
7.1.4.2	Maintain Council websites and social media with current information	Council's websites and social media channels are kept up-to-date with current information. 10-15 social media posts are produced each month with relevant information uploaded to websites.	On track	●
7.1.4.3	Participate in community events (e.g. Junee Show, Farmers Markets, Illabo Show)	There has been at numerous attendance at community events during the first half of the year such as the "Meet and Greet" in August, Christmas on Broadway, Athenium 90th birthday celebrations in October	On track	●

7.1.5: Provide Council Customer Service


Action Code	Action Name	Comments	Status	Status
7.1.5.1	Provide first point of customer contact - telephone, internet and in-person	The Customer Service centre continued to operate providing services to the community.	On track	●
7.1.5.2	Facilitate front-line services for Council - payments, applications, enquiries	The Customer Service environment is running well.	On track	●
7.1.5.3	Facilitate front-line services on behalf of other Government Agencies eg. Service NSW, Centrelink	Services provided in accordance with agreement with Service NSW and Department of Human Services (Centrelink). Review of agreement to determine appropriate performance measures to be undertaken.	On track	●

7.2: Enable broad, rich and meaningful engagement to occur

7.2.1: Develop volunteers network

Action Code	Action Name	Comments	Status	Status
7.2.1.1	Develop and maintain volunteers register	Volunteer register established and in use.	On track	
7.2.1.2	Maintain membership of Wagga Volunteers Centre	Membership renewed in May 2019	On track	
7.2.1.3	Participate in the Riverina Eastern Regional Organisation of Councils (REROC) Take Charge Forum (Youth volunteering)	Attended and helped facilitate day with REROC on the 28 August 2019.	Completed	
7.2.1.4	Provide access to volunteer training for community members	Planning commenced for volunteer training in Q3 2020.	On track	
7.2.1.5	Recognise volunteers throughout Council publications and media	Volunteer note in community newsletters and half and end of year reports. Volunteer register maintained. Commencement of Volunteer share boards on website.	On track	
7.2.1.6	Host annual celebration of volunteers (coordinate with National Volunteering Week)	National Volunteering Week is 18-24 May 2020	On track	

7.2.2: Assist local community organisations to develop community capacity




Action Code	Action Name	Comments	Status	Status
7.2.2.1	Assist Not for Profit (NFP) event organisers with traffic management plans	Assistance is provided as requested.	On track	

Action Code	Action Name	Comments	Status	Status
7.2.2.2	Assist Not for Profit (NFP) organisations with regulatory approval applications	Officers support NFP organisations on an as needed basis	On track	●
7.2.2.3	Provide assistance to Not for Profit (NFP) organisations with funding submissions	Assistance with completion of grant funding submissions is provided to Not for Profit organisations when and as required.	On track	●

7.3: Build on our sense of community

7.3.1: Strengthen the networks which bind the community together

Action Code	Action Name	Comments	Status	Status
7.3.1.1	Athenium Theatre building is well maintained and used for civic and community purposes	The Athenium Theatre continues to be made available for civic and community purposes. Bookings for the first half of the year were slightly down on the same period the previous year (133 vs 143). The building is well maintained and is the beneficiary of significant capital improvement funding in the next 12 months.	On track	●
7.3.1.2	Conduct regular meetings of the Local Emergency Management Committee	Programmed meetings for this quarter, agenda distributed and minutes prepared for distribution.	On track	●
7.3.1.3	Junee Junction Recreation and Aquatic Centre provide contemporary leisure services to the Shire	Current memberships are 9% higher than this period last year. Total attendances are up 10% on the same period last year.	On track	●

Action Code	Action Name	Comments	Status	Status
7.3.1.4	Library provides and/or organises recreation space for community gatherings	Community gatherings in the first quarter included a Knit-In, Local Government Week morning tea, Conversation Exchange, StrokeSafety Talk and a monthly movie. During the second quarter they included Conversation English combined with cooking, Junee Lego Club in partnership with the Junee Community Centre and a movie each month.	On track	
7.3.1.5	Library to maintain relevant up to date resources for the public to use	New acquisitions in the first quarter totalled 329 items costing \$6280 and new acquisitions in the second quarter totalled 334 items costing \$6219.	On track	
7.3.1.6	Support the Junee District Historical Society in their occupation of the Broadway Museum building	Council staff attendance at the meetings held in October & November 2019. There was no meeting scheduled in December 2019. Regular interaction takes place between JSC and JDHS between meetings either via email/phone and onsite.	On track	



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

Action Code	Action Name	Comments	Status	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	On track	
7.3.2.3	Facilitate local Australia Day nominations and awards	Planning for Australia Day 2020 activities continued with meetings held in Oct, Nov and Dec. A good number of nominations were received.	On track	
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.	On track	

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	Comments	Status	Status
8.1.1.1	Council meetings conducted around the Shire	A Meeting is held in a village area at least once every year.	On track	
8.1.1.2	Councillors or council staff attend community progress association meetings	Engaged with Old Junee and Illabo. Will attempt to engage with Bethungra-on-the-Up in the near future.	On track	

8.1.2: Council provides resources to support identified committees and structures

Action Code	Action Name	Comments	Status	Status
8.1.2.2	Australia Day - host and provide leadership and support to the public event	Planning for the 2020 Australia Day events was advanced especially during the second quarter with the program of events finalised and promotion commencing.	On track	
8.1.2.3	Member participant of the District Emergency Management Committee	Council staff attended the Local Emergency Management Committee meetings.	On track	
8.1.2.4	Junee Interagency Forum - Council services participate in this forum and events	Staff attended all Keep-Them-Safe (KTS) Inter-Agency meetings.	On track	
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 facilitated by Council in October and November. School holiday program completed for Sept/Oct 2019.	On track	





Action Code	Action Name	Comments	Status	Status
8.1.2.6	Senior Citizens Committee - the annual event to proceed and support activities for our aging residents	Seniors Festival to be held in February 2020.	On track	●
8.1.2.7	Support local volunteer drivers in the Junee Community Transport scheme	<p>A new monthly newsletter to volunteer drivers has been introduced in lieu of the 3 monthly meetings. The newsletter aims to keep everyone up-to-date with legislation changes, funding changes, technology and road rules. A daily debriefing is held with each driver at the end of their shift.</p> <p>For any emergency instructions, e.g. extreme climatic conditions, a text message is sent to every driver and conditions also discussed each day to ensure the driver's and client's safety.</p>	On track	●
8.1.2.8	Schedule formal meetings and provide administration to Section 355 Committees of the Council	Section 355 Committee meetings are held regularly. Agendas and business papers are distributed to Committee members three days prior to each meeting. Minutes are recorded at each meeting and then distributed.	On track	●

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	Comments	Status	Status
8.2.1.1	Meet with Junee Business and Trades (JBT) to support business and community events	Attended pre-Christmas on Broadway JBT meeting and have requested invite to all future JBT meetings.	On track	●
8.2.1.2	Meet with Junee Sports Committee to improve and maintain sporting assets across the shire	Council staff and a Councillor attend Junee sports committee meetings	On track	●

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

Action Code	Action Name	Comments	Status	Status
8.2.2.1	Active member of Riverina Regional Library (RRL)	Two casual library staff attended an "All Staff Training Day" delivered by Riverina Regional Library in October 2019.	On track	
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 attend 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.	On track	
8.2.2.4	Work collaboratively with the NSW Roads and Maritime Services to maintain a safe and fit for purpose highway network	The relationship is a primary ongoing focus.	On track	
8.2.2.5	Work collaboratively with the NSW Rural Fire Service to mitigate bush fire hazard across the Shire	Funding approved and council has sent quotation for works for Fire trail in Illabo. Council also implements and has delivered the Brims funding program in conjunction with the NSW Rural Fire Brigade.	On track	

8.2.3: State & Federal Government relationships

Action Code	Action Name	Comments	Status	Status
8.2.3.1	Invite Local Federal Member of Parliament to meet with elected body	Local Member regularly attends official openings and functions where Councillors attend and can interact.	On track	

Action Code	Action Name	Comments	Status	Status
8.2.3.2	Invite Local State Member of Parliament to meet with elected body	Member for Cootamundra, Steph Cooke MP regularly attends official openings of events where Councillors are also in attendance.	On track	
8.2.3.3	Meet with State and Federal Agencies to advocate for local and regional interest	Member for Cootamundra Ms. Steph Cooke visited Junee regularly in support of the Council and Community Organisation projects and programs. Member for the Riverina Hon. Michael McCormack has assisted Council's effort in referring submissions to the Drought Relief Program.	On track	



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

8.3.1: Implement the Community Strategic Plan





Action Code	Action Name	Comments	Status	Status
8.3.1.1	Develop Council's Delivery Program and Operational Plan in response to the Community Strategic Plan	Little activity occurs in relation to this item during the first half of the year	On track	

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

Action Code	Action Name	Comments	Status	Status
8.3.2.1	Prepare a Quarterly Budget Review Statement within two months of the close of each quarter.	The December QBRS is on track for presentation to Council in February.	On track	

Action Code	Action Name	Comments	Status	Status
8.3.2.2	Inform community of performance against Integrated Planning and Reporting (IP&R) requirements.	Report is prepared twice a year	On track	
8.3.2.3	Ensure Financial Statements are completed and lodged in accordance with statutory requirements.	The Financial Statements were completed and signed by Council on 17/9/19 and signed off as true and correct by the Auditor General on 18/10/19	Completed	

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

Action Code	Action Name	Comments	Status	Status
8.3.3.1	Maintain an appropriate suite of Policies to guide Council's activities	New corporate system implemented for all Council policies to meet record management guidelines	Completed	
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 Councils' areas of risk.	On track	
8.3.3.4	Public information is readily accessible on council websites for public viewing	Web content is updated as requested and as required.	On track	
8.3.3.5	Community Survey carried out to help identify community expectations.	This item will be postponed to next financial year due to budget constraints	At risk	
8.3.3.6	Manage Council's Records Management systems	Council's new electronic document management system was installed in November and is currently subject to user acceptance testing (UAT). Final Go-Live date still to be confirmed following testing.	On track	