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CONFIDENTIAL ITEMS

Clause 240(4) of the Local Government (General) Regulation 2005 requires Council to refer any business to be considered when the meeting is closed to the public in the Ordinary Business Paper prepared for the same meeting. Council will discuss the following items under the terms of the Local Government Act 1993 Section 10A(2), as follows:

**ITEM 6 REQUEST FOR TENDER FOR THE FOUR MILE CREEK
ROAD LANDSLIP REPAIR**

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business

ANNEXURE ITEMS

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**ITEM 20 - INTEGRATED PLANNING & REPORTING - OPERATIONAL PLAN
- FINAL HALF YEARLY REPORT**

REPORT IN BRIEF

Reason For Report	To provide council with the final half yearly review for the 2022/2023 Integrated Planning & Reporting Operational Plan.
Policy Implications	Nil
Budget Implications	Nil
IPR Linkage	1.2.3.1d - Annual service reviews of Council operations undertaken.
Annexures	1. Council Integrated Planning & Reporting - Final Half Yearly Report 2022/2023 ↓
File Number	\\OFFICIAL RECORDS LIBRARY\CORPORATE MANAGEMENT\PLANNING\INTEGRATED PLANNING AND REPORTING 2022-2023 - 1570113

RECOMMENDATION

THAT subject to any alterations the council deems necessary at the July council meeting, the update of the Operational Plan to 30 June 2023, as presented, be adopted.

GENERAL MANAGER'S REPORT

The Local Government Act, under s404(5) of the Act, states that progress reports must be provided to council at least every six months. The purpose of this report is to allow council to assess its performance against its agreed objectives, actions and strategies.

Updates for the Integrated Planning & Reporting Operational Plan 2022/2023 for the six-month period ending 30 June 2023 are attached, which show the culmination of the actions and strategies undertaken during the year.

**ITEM 21 - DA 2023/185 - 21 NOBLE STREET, EUGOWRA - PROPOSED
COMMUNITY FACILITY (PRESCHOOL)**

REPORT IN BRIEF

Reason For Report	For council's determination
Policy Implications	Nil
Budget Implications	Nil

IPR Linkage	3.1.1.1a - Receive and assess Development Applications.
Annexures	1. DA 2023 185 - 21 Noble Street Eugowra - Draft Conditions ↓
File Number	\\Development Applications\DEVELOPMENT APPLICATION\2023\03-2023-0185 - 1572691

RECOMMENDATION

THAT Development Application 2023/185 for part Lot 71 DP 750182 No. 21 Noble Street, Eugowra, for a community facility (pre-school), be granted consent subject to the conditions attached.

DEPARTMENT LEADER - DEVELOPMENT SERVICES' REPORT

ADVISORY NOTES

Record of voting

In accordance with s375A of the Local Government Act 1993, a division is required to be called when a motion for a planning decision is put at a meeting of council or a council committee. A division under s375A of the Act is required when determining this planning application.

Political Disclosures

In accordance with s10.4 of the Environmental Planning and Assessment Act 1979, a person making a planning application to council is required to disclose political donations and gifts made within 2 years prior to the submission of the application and concluding when the application is determined.

In accordance with s10.4 of the Environmental Planning and Assessment Act 1979, a person making a public submission to council in relation to a planning application made to council is required to disclose political donations and gifts made within 2 years prior to the submission being made and concluding when the application is determined.

Political donations and gifts (if any) to be disclosed include:

- All reportable political donations made to any local councillor or council,
- All gifts made to any local councillor or employee of the Council.

SUMMARY

The following report provides an assessment of the development application submitted for a community facility (pre-school) on land described as part Lot 71 DP 750182, and known as 21 Noble Street, Eugowra.

It is recommended that the application be approved subject to the attached conditions of consent.

Applicant: Anthony Daintith
Owner: Crown Lands C/- Cabonne Council
Proposal: Community Facility (Pre-school)
Location: Lot 71 DP 750182 known as 21 Noble Street, Eugowra.
Zone: RE2 Private Recreation

PROPOSED DEVELOPMENT

Council's consent is sought for a community facility (preschool). The proposal has arisen due to the devastating flooding that occurred in November 2022 in which the existing childcare centre located at Nanima Street, Eugowra, was severely damaged by flood water. As a result, a temporary site is required for the childcare centre to operate (**maximum of 3 years**), while a new (permanent) and flood-free site is established. It is proposed to cater for a maximum of **48 children**.

It is proposed that the Centre will operate between the hours of 7:00am to 6:00pm Monday to Friday, with no operation proposed on the weekend. It is anticipated that the facility may employ up to **15 full/part time staff**.

The proposed development will include:

- Modular classroom,
 - 31.72m x 7.4m
 - Containing
 - 2 Unisex WCs
 - 1 Accessible bathroom
 - Cot room
 - Nappy area
 - Children's play floor area
 - Store
 - Kitchen
 - Study
- Modular office building,
 - 7.6m x 9.76m
 - Home base area
 - Withdrawal area
 - Storeroom
 - Pantry
- Multiple outside play areas,

- 2 x shipping containers for storage of equipment.

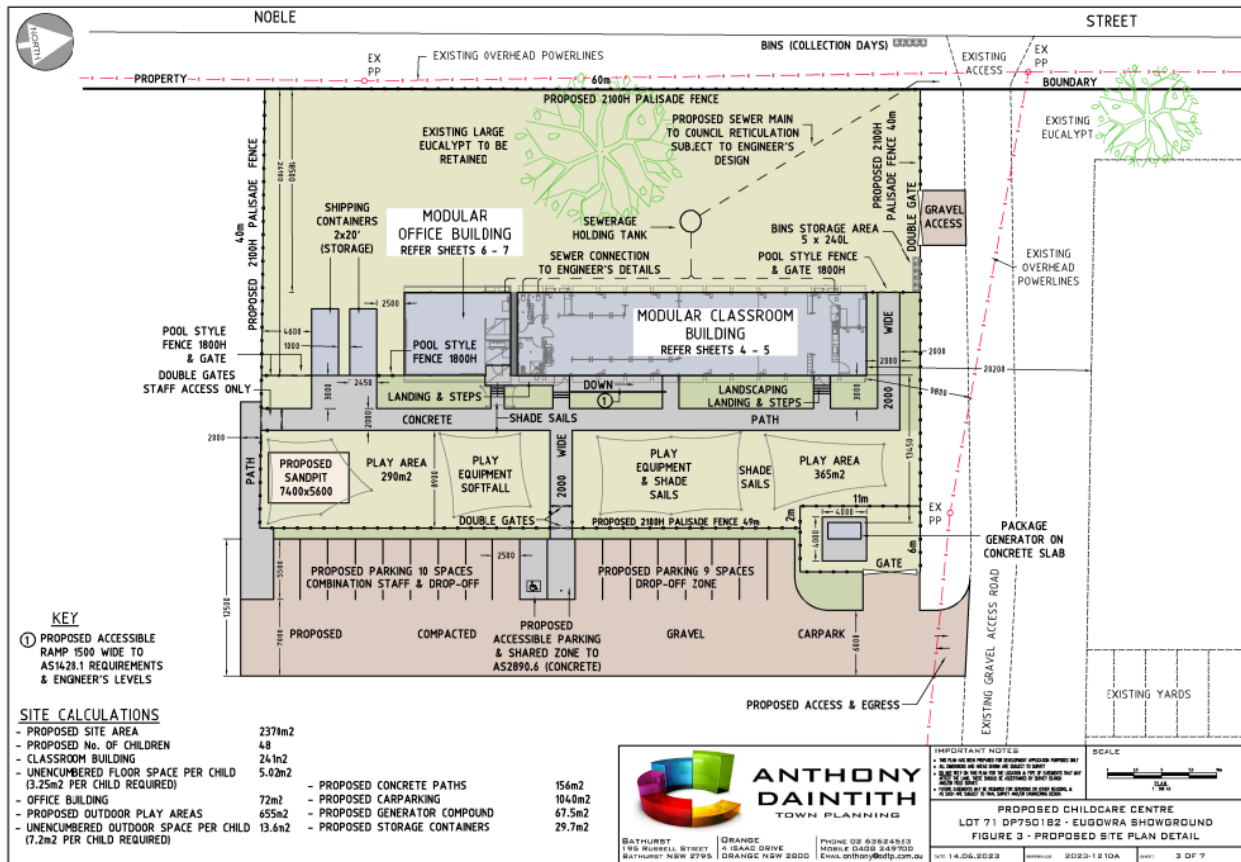


Figure 1 – Site Plan

AERIAL IMAGE



Figure 4 – Aerial imagery (over zoning)

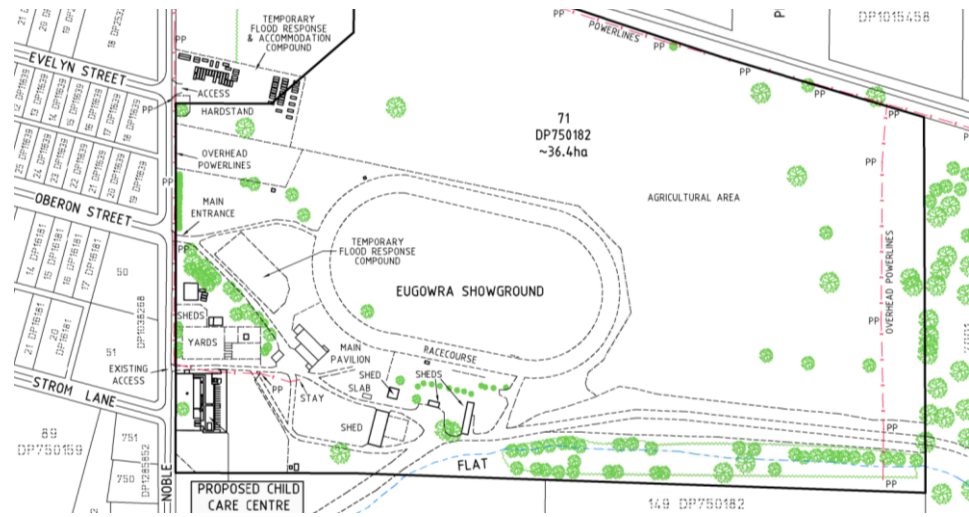


Fig 4(a) – site plan



Figure 4 – Zoning plan

PREVIOUS APPROVALS

- DA2005/42/1 – Skate Park – Approved.
- DA2006/203 – SES Headquarters Shed – Approved.
- DA2011/126 – Stables complex – Approved.
- DA2013/0001 – Bar/canteen area – Approved.
- DA2016/0032 – Portable office building – Approved.
- DA2022/0038/2 – Eugowra Multi-Purpose Centre – Approved.

MATTERS FOR CONSIDERATION

Section 1.7 - Application of Part 7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994*

Section 1.7 Section 1.7 of the EP&A Act identifies that Part 7 of the Biodiversity Conservation Act 2016 (BC Act) and Part 7A of the Fisheries Management Act 1994 have effect in connection with terrestrial and aquatic environments. The proposal does not involve an aquatic environment. As such, only the Biodiversity Conservation Act, 2016 requires consideration.

There are four triggers known to insert a development into the Biodiversity Offset Scheme (ie the need for a BDAR to be submitted with a DA):

- Trigger 1: development occurs in land mapped on the Biodiversity Values Map (OEH) (clause 7.1 of BC Regulation 2017);
- Trigger 2: development involves clearing/disturbance of native vegetation above a certain area threshold (clauses 7.1 and 7.2 of BC Regulation 2017);
- Trigger 3: development is otherwise likely to significantly affect threatened species (clauses 7.2 and 7.3 of BC Act 2016);
- Trigger 4: development proposed to occur in an Area of Outstanding Biodiversity Value (clause 7.2 of BC Act 2016). No areas are known to occur in the LGA.



Figure 5 - NSW Biodiversity Map

The land does occur on the NSW Biodiversity Map. (Trigger1) The area shaded purple on the NSW Biodiversity Map (above) is the area defined as having Biodiversity Values under the BC Act.

The proposal does not involve clearing of native vegetation. (Trigger 2)

The proposal is not likely to significantly affect threatened species or ecological communities, or their habitats. (Trigger 3)

Overall, the development does not trigger the need for a Biodiversity Development Assessment Report under the Biodiversity Conservation Act 2016 to determine biodiversity offsets and further consideration of potential impact on threatened species or endangered communities.

Section 4.14 Bushfire Assessment

The subject land has been identified as 'Bushfire Prone Land'. The proposed development will be assessed pursuant to Section 4.14 of the *Environmental Planning and Assessment Act 1979*, which requires the development to comply with *Planning for Bushfire Protection 2019* (PBP 2019) prepared by the NSW Rural Fires Service.

A s100B Certificate was issued by the NSW Rural Fire Service on 13 July 2023 following the concurrence referral from council.

The applicant has submitted a "Bushfire Assessment Report" within the Statement of Environmental Effects which concludes the land has a Bushfire Attack Level (BAL) of 12.5 as follows:

Predominant Vegetation: *The subject land is Grassland.*

Distance to Vegetation: *The approximate distance from the proposed development to the nearest vegetation formation is:*

North: No classifiable vegetation within 150m

South: 36m – Grassland

East: No classifiable vegetation within 150m

West: No classifiable vegetation within 150m

Effective Slope: *The effective slope surrounding the development comprises of:*

North: N/A

South: Flat

East: N/A

West: N/A

Comment: The proposed development is considered to have a Bushfire Attack Level of 12.5 (BAL-12.5) **(to the south only)**. Conditions are attached to ensure the proposed development complies with and is constructed to Australian Standard AS3959-2009, the National Construction Code requirements relating to construction in bushfire prone areas and *Planning for Bushfire Protection 2019*.

The NSW Rural Fire Service issued a s100b Bushfire Safety Authority on 13 July 2023 under the NSW *Rural Fires Act 1997* subject to the General Terms of Approval being met.

General Terms of Approval

Asset Protection Zones

1. For the lifetime of the development, any part of the subject property within 50 metres of the demountable buildings must be managed as an inner protection area (IPA) in accordance with the following requirements of Appendix 4 of *Planning for Bush Fire Protection 2019*:

- Tree canopy cover should be less than 15% at maturity;
- Trees at maturity should not touch or overhang the building;
- Lower limbs should be removed up to a height of 2m above the ground;
- Tree canopies should be separated by 2 to 5m;
- Preference should be given to smooth-barked and evergreen trees;

- Large discontinuities or gaps in the shrubs layer should be provided to slow down or break the progress of fire towards buildings;
- Shrubs should not be located under trees;
- Shrubs should not form more than 10% ground cover;
- Clumps of shrubs should be separated from exposed windows and doors by a distance of at least twice the height of the vegetation;
- Grass should be kept mown (as a guide, grass should be kept to no more than 100mm in height); and
- Leaves and vegetation debris should be removed regularly.

2. Landscaping within the inner protection area (IPA) must comply with Appendix 4 of Planning for Bush Fire Protection 2019. In this regard, the following principles are to be incorporated:

- A minimum 1 metre wide area (or to the property boundary where the setbacks are less than 1 metre), suitable for pedestrian traffic, must be provided around the immediate curtilage of the building;
- Planting is limited in the immediate vicinity of the building;
- Planting does not provide a continuous canopy to the building (i.e. trees or shrubs are isolated or located in small clusters);
- Landscape species are chosen to ensure tree canopy cover is less than 15% (IPA) at maturity and trees do not touch or overhang buildings;
- Avoid species with rough fibrous bark, or which retain/shed bark in long strips or retain dead material in their canopies;
- Use smooth bark species of trees species which generally do not spread fire up the bark into the crown;
- Avoid planting of deciduous species that may increase fuel at surface/ ground level (i.e. leaf litter);
- Avoid climbing species to walls and pergolas;
- Locate combustible materials such as woodchips/mulch, flammable fuel stores away from the building;
- Locate combustible structures such as garden sheds, pergolas and materials such as timber garden furniture away from the building; and
- Low flammability vegetation species are used.

Water and Utility Services

3. The provision of water, electricity and gas must comply with Table 6.8c of Planning for Bush Fire Protection 2019.

Emergency and Evacuation Planning Assessment

4. A Bush Fire Emergency Management and Evacuation Plan must be prepared consistently with NSW RFS document: A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan. The plan should include planning for the early relocation of occupants and be provided to the Local Emergency Management Committee for its information prior to the occupation of the development.

All 4 General Terms of Approval can be included in the conditions of consent for the development. Terms 1, 2 and 4 are self-explanatory while Term 3 relates to (for water supply) fire hydrant spacing, above ground pipes being metal and the like; (for electricity) having new transmission lines underground where practical [this is not the case for this temporary use on this site] where overhead lines are proposed having short pole spacing and not having trees sloe to poles [no transmission lines are proposed as part of this development]; (for gas – whether reticulated or bottled) being installed and maintained correctly, connections and exposed pipes are metal, valves directed away from buildings and the like [no reticulated gas is available and conditioning can ensure that any bottled gas meets requirements].

Section 4.15

Section 4.15 of the *Environmental Planning and Assessment Act 1979* requires the council to consider various matters, of which those pertaining to the application are listed below.

PROVISIONS OF ANY ENVIRONMENTAL PLANNING INSTRUMENT s4.15(1)(a)(i)

Cabonne Local Environmental Plan 2012

Part 1 - Preliminary

Clause 1.2 - Aims of Plan

The broad aims of the LEP are set out under subclause 2.

- (a) *to encourage development that complements and enhances the unique character and amenity of Cabonne, including its settlements, localities, and rural areas,*
- (b) *to provide for a range of development opportunities that contribute to the social, economic and environmental resources of Cabonne in a manner that allows present and future generations to meet their needs by implementing the principles of ecologically sustainable development,*
- (c) *to facilitate and encourage sustainable growth and development that achieves the following—*
 - (i) *contributes to continued economic productivity, including agriculture, business, tourism, industry and other employment opportunities,*

- (ii) *allows for the orderly growth of land uses while minimising conflict between land uses within the relevant zone and land uses within adjoining zones,*
- (iii) *encourages a range of housing choices and densities in planned urban and rural locations that is compatible with the residential and rural environment and meets the diverse needs of the community,*
- (iv) *promotes the integration of land uses and transport to improve access and reduce dependence on private vehicles and travel demand,*
- (v) *protects, enhances and conserves agricultural land and the contributions that agriculture makes to the regional economy,*
- (vi) *avoids or minimises adverse impacts on drinking water catchments to protect and enhance water availability and safety for human consumption,*
- (vii) *protects and enhances places and buildings of environmental, archaeological, cultural or heritage significance, including Aboriginal relics and places,*
- (viii) *protects and enhances environmentally sensitive areas, ecological systems, and areas that have the potential to contribute to improved environmental, scenic or landscape outcomes.*

The application is considered to be consistent with the aims of the Plan as discussed in the body of this report.

Clause 1.6 - Consent Authority

This clause establishes that, subject to the Act, the council is the consent authority for applications made under the LEP.

Clause 1.7 - Mapping

The subject site is identified on the LEP maps in the following manner:

Land zoning map	Land zoned RE2 Private Recreation.
Lot size map	Minimum lot size Not Applicable.
Heritage map	Not a heritage item or conservation area
Terrestrial Biodiversity Map	Has biodiversity sensitivity on the subject land
Flood planning map	Is within a flood zone
Natural resource – karst map	Not within a karst area
Drinking water catchment map	Not within a drinking water catchment area

Riparian land and watercourse map, groundwater vulnerability map	Affected by riparian, watercourse and groundwater vulnerability
Land reservation acquisition map	Not Applicable

Those matters that are of relevance are addressed in detail in the body of this report.

Clause 1.9A - Suspension of Covenants, Agreements and Instruments

This clause provides that covenants, agreements, and other instruments which seek to restrict the carrying out of development do not apply with the following exceptions.

- covenants imposed or required by council
- prescribed instruments under Section 183A of the *Crown Lands Act 1989*
- any conservation agreement under the *National Parks and Wildlife Act 1974*
- any trust agreement under the *Nature Conservation Trust Act 2001*
- any property vegetation plan under the *Native Vegetation Act 2003*
- any biobanking agreement under Part 7A of the *Threatened Species Conservation Act 1995*
- any planning agreement under Division 6 of Part 4 of the *Environmental Planning and Assessment Act 1979*.

Comment: Council staff are not aware of the title of the subject property being affected by any of the above.

Part 2 - Permitted or Prohibited Development

Clause 2.1 - Land Use Zones and Land Use Table

The subject site is located within the RE2 Private Recreation zone. The proposed development is defined as a 'Community Facility' under the LEP 2012 as follows:

community facility means a building or place—

(a) *owned or controlled by a public authority or non-profit community organisation, and*

(b) *used for the physical, social, cultural or intellectual development or welfare of the community,*

but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.

Comment: The proposed development is permitted with consent in this zone, and this application is seeking consent.

Section 2.23 of the *Crown Land Management Act 2016* states that the Minister [for Crown Land] is taken to have provided consent for certain development applications over dedicated or reserved Crown land. Subclause (2) lists a number of scenarios for development to come under this clause.

The proposed development would be consistent with a number of these including (c) a purpose under this Act or a license or lease under this Act [section 2.12 also allows Crown land to be used for any other purpose under another Act e.g. the *Environmental Planning and Assessment Act 1979* which then provides *Cabonne Local Environmental Plan 2012* to permit uses on this land such as a Community Facility]; (e) as it is for the erection of temporary structures on the land; and (h) as permitted under a plan of management.

Therefore, separate Crown land consent is not required on the development application as landowner, with the consent of council being able to be used as land manager on behalf of the Crown.

Clause 2.3 - Zone Objectives

Clause 2.3 of LEP 2012 references the Land Use Table and Objectives for each zone in LEP 2012. These objectives for land zoned RE2 Private recreation are as follows:

Objectives of the RE2 Private Recreation Zone

- *To enable land to be used for private open space or recreational purposes.*
- *To provide a range of recreational settings and activities and compatible land uses.*
- *To protect and enhance the natural environment for recreational purposes.*

Comment: The proposed development complies with the objectives of the zone. The development specifically complies with the first objective, enabling land to be used for private open space or recreational purposes (a pre-school allows for private recreational use for children), and secondly to provide for a recreational settings and activities and compatible land uses the proposed development will allow pre-school children to have day to day recreational activities in a recreational setting, while the third objective is not applicable to this development as there is no natural environmental attributes on this part of the site which could then be used for recreational purposes.

Part 3 - Exempt and Complying Development

The application is not exempt or complying development.

Part 4 - Principal Development Standards

No principal development standards are applicable to the proposed development.

Part 5 - Miscellaneous Provisions

5.21 - Flood Planning

This clause applies to land identified on the Flood Planning Map as a 'Flood Planning Area' and requires that, before any consent is issued, Council must be satisfied that the proposal:

- (a) is compatible with the flood function and behaviour on the land, and*
- (b) will not adversely affect flood behaviour in a way that results in detrimental increases in the potential flood affectation of other development or properties, and*
- (c) will not adversely affect the safe occupation and efficient evacuation of people or exceed the capacity of existing evacuation routes for the surrounding area in the event of a flood, and*
- (d) incorporates appropriate measures to manage risk to life in the event of a flood, and*
- (e) will not adversely affect the environment or cause avoidable erosion, siltation, destruction of riparian vegetation or a reduction in the stability of river banks or watercourses.*

Further, council must also consider:

- (a) the impact of the development on projected changes to flood behaviour as a result of climate change,*
- (b) the intended design and scale of buildings resulting from the development,*
- (c) whether the development incorporates measures to minimise the risk to life and ensure the safe evacuation of people in the event of a flood,*
- (d) the potential to modify, relocate or remove buildings resulting from development if the surrounding area is impacted by flooding or coastal erosion.*

Comment: The western side of the subject land is mapped as flood liable. It is noted that the flood levee along Puzzle Flat Creek has recently been completed. The Eugowra Flood Study indicates that the showground area may be impacted by overland flow from the Puzzle Flat Creek catchment which diverts flood water south of the subject land. A preliminary review of the flood study, based on mitigation works, indicates that the showground is protected by the levee. Advice from Councils Development Engineer indicates that the finished floor level needs to be approximately 800mm above ground level (this includes 1 in 100 year flood level of approximately 300mm and a free board of 500mm) – the finished floor level is approximately 800mm above ground level.

With the demountables on piers, at 800mm above ground level, the buildings will not adversely affect flood behaviour and hence not be detrimental to other development or properties. The Showground being the local recognised

assembling point in times of flood (as was the case in the devastating November 2022 floods) the development is well placed for ease of evacuation. Additionally, emergency services (SES) are located at the Showground.

The raised floor level mentioned above comes from flood studies that take into account climate change impacts and the buildings are relocatable by nature thereby enabling relocating in the future. The proposed development is consistent with this clause.

Part 6 - Additional Local Provisions

6.2 - Stormwater Management

This clause applies to all industrial, commercial and residential zones and requires that Council be satisfied that the proposal:

- (a) *is designed to maximise the use of water permeable surfaces on the land having regard to the soil characteristics affecting onsite infiltration of water*
- (b) *includes, where practical, onsite stormwater retention for use as an alternative supply to mains water, groundwater or river water; and*
- (c) *avoids any significant impacts of stormwater runoff on adjoining downstream properties, native bushland and receiving waters, or if that impact cannot be reasonably avoided, minimises and mitigates the impact.*

Comment: The stormwater will be conditioned to be connected to a rubble drain (or similar) to encourage onsite infiltration prior to leaving the site via connection to the street drainage network. This relies on compliance with (a) and (c) but considering the temporary nature of the development provides a satisfactory outcome and hence is still consistent with this clause.

6.3 - Terrestrial Biodiversity

This clause seeks to maintain terrestrial biodiversity and requires that consent must not be issued unless the application demonstrates whether or not the proposal:

- (a) *is likely to have any adverse impact on the condition, ecological value and significance of the fauna and flora on the land*
- (b) *is likely to have any adverse impact on the importance of the vegetation on the land to the habitat and survival of native fauna*
- (c) *has any potential to fragment, disturb or diminish the biodiversity structure, function and composition of the land, and*
- (d) *is likely to have any adverse impact on the habitat elements providing connectivity on the land.*

Additionally, this clause prevents consent being granted unless Council is satisfied that:

- (a) *the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or*

- (b) *if that impact cannot be reasonably avoided - the development is designed, sited and will be managed to minimise that impact, or*
- (c) *if that impact cannot be minimised - the development will be managed to mitigate that impact.*

Comment: The proposal is located on land that has been identified on the Terrestrial Biodiversity Map as partially comprising "Biodiversity Sensitivity" land (far eastern edge of lot). The proposed development of the site is located on the western side of the lot clear of the sensitive area. Additionally, the proposed vehicular access to the development is clear of the sensitive area.

In this regard the proposal has been designed to site the buildings and access in a manner that seeks to avoid adverse consequences.

Accordingly, the proposal is unlikely to fragment, diminish or disturb the biodiversity structure, ecological functions or composition of the land and does not reduce habitat connectivity with adjoining sensitive areas.

6.6 - Riparian Land and Watercourses

This clause seeks to preserve both water quality and riparian ecological health. The clause applies to land identified as a "Sensitive Waterway" on the Watercourse Map. The subject land contains such a waterway and therefore Council must consider whether or not the proposal:

- (a) *is likely to have any adverse impact on the following:*
 - (i) *the water quality and flows within a watercourse*
 - (ii) *aquatic and riparian species, habitats and ecosystems of the watercourse*
 - (iii) *the stability of the bed and banks of the watercourse*
 - (iv) *the free passage of fish and other aquatic organisms within or along the watercourse*
 - (v) *any future rehabilitation of the watercourse and its riparian areas, and*
- (b) *is likely to increase water extraction from the watercourse.*

Additionally, consent may not be granted until Council is satisfied that:

- (a) *the development is designed, sited and will be managed to avoid any significant adverse environmental impact, or*
- (b) *if that impact cannot be reasonably avoided - the development is designed, sited and will be managed to minimise that impact, or*
- (c) *if that impact cannot be minimised - the development will be managed to mitigate that impact.*

Comment: While the subject site does contain a sensitive waterway, the proposal has been designed to site the buildings approximately 150m from the waterway (the waterway runs along the south-eastern edge of the lot). This provides a very reasonable separation distance to manage the post development runoff. Stormwater is being managed by being conditioned to

have a rubble drain (or similar) and then connection to the street drainage system.

Overall, while there will always remain a risk to the waterway under extreme circumstances such as record storms and the like, it is considered that the risk of adverse impact can be appropriately managed to an acceptable level of risk.

Clause 6.8 - Essential Services

Clause 6.8 applies and states:

Development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the proposed development are available or that adequate arrangements have been made to make them available when required:

- (a) *the supply of water,*
- (b) *the supply of electricity,*
- (c) *the disposal and management of sewage,*
- (d) *storm water drainage or on-site conservation,*
- (e) *suitable road access.*

Comment: In consideration of this clause, all utility services are available to the land and adequate for the proposal.

Potable water is available via the Central Tablelands Water scheme.

Electricity is available to the site via existing infrastructure and will be its main source of power. It is also proposed (as shown on the plans) to use a back-up generator on a concrete pad near the demountable adjacent to the internal access road in times of high electricity usage. While the initial generator located on the pad has been removed approval is sought to locate one here if required [the potential also exists to connect to the existing generator located near the toilet block but that is outside the scope of this assessment].

Sewerage is to be directed to a pod system which is then directed to the Eugowra town sewerage system.

Stormwater can be directed to a rubble drain (or similar) and then connected to Noble Street.

Access can be obtained via the existing access point off Noble Street, with access to the proposed car park to be required to be constructed to an all-weather 2WD standard.

STATE ENVIRONMENTAL PLANNING POLICIES

State Environmental Planning Policy (Resilience and Hazards) 2021

Chapter 4 - Remediation of Land

Pursuant to Clause 4.6 *Contamination and remediation to be considered in determining development application:*

- (1) *A consent authority must not consent to the carrying out of any development on land unless:*
- (a) *it has considered whether the land is contaminated, and*
 - (b) *if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and*
 - (c) *if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.*

Comment: The subject site is not known to have been used for any potentially contaminating land uses as listed under Table 1 of the contaminated land planning guidelines. Therefore, Council considers that the subject site is suitable for the proposed development without the need for further investigations or remediation.

**State Environmental Planning Policy (Biodiversity and Conservation)
2021**

Chapters 3 and 4 Koala Habitat Protection 2020 and 2021

Cabonne Shire Council is identified within the SEPP Koala Habitat Protection schedule as having koala habitat. A BioNet search did not reveal any sighting of Koalas in the locality.

It is considered that the proposed development has low or no direct impact upon koalas and their habitat for the following reasons:

- The subject land does not comprise core koala habitat.
- The proposed development will not result in the clearing of native vegetation.
- The development does not trigger the Biodiversity Offsets Scheme threshold under the Biodiversity Conservation Act 2016.

Comment: In this regard, the proposal is considered to satisfy the requirements of the SEPP and a Koala Plan of Management is not required in this instance.

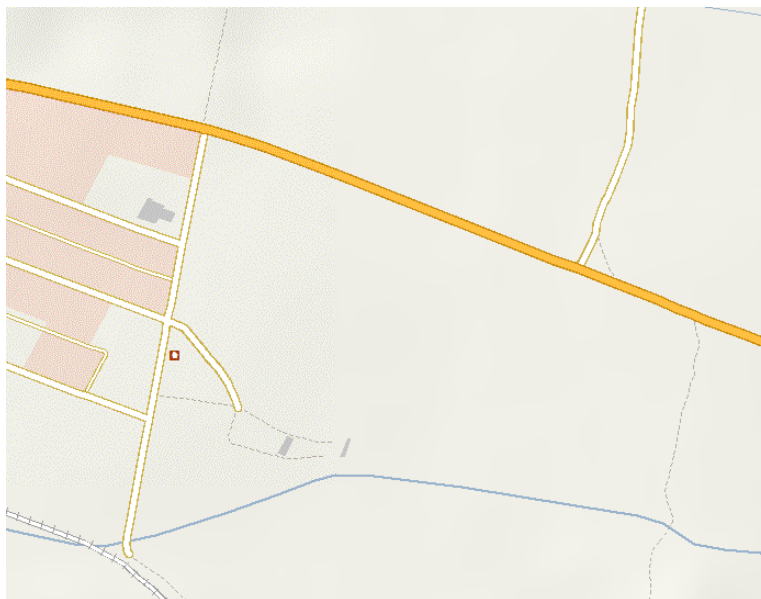


Figure 5 - BioNet Atlas of NSW Wildlife [no records found]

**State Environmental Planning Policy (Transport and Infrastructure) 2021
Subdivision 2 Development likely to affect an electricity transmission or
distribution network.**

2.48 Determination of development applications—other development

Comment: Clause 2.48 of the Infrastructure SEPP requires council to give written notice to the electricity supply authority (and consider any response received within 21 days) when a development application involves development that comprises or involves the penetration of ground within 2m of an underground electricity power line or an electricity distribution pole or within 10m of any part of an electricity tower, development carried out within or immediately adjacent to an easement for electricity purposes or substation, or within 5 metres of an exposed overhead electricity power line, development involving the installation of a swimming pool within 30m of a structure supporting an overhead transmission line, or within 5m of an overhead electricity power line, development involving or requiring the placement of power lines underground.

Comment was received from Essential Energy, see below:

“Strictly based on the documents submitted, Essential Energy has the following comments to make as to potential safety risks arising from the proposed development:

- *As the plans provided do not show the distances from Essential Energy’s infrastructure and the development, there may be a safety risk. A distance of 7.5m from the nearest part of the development to Essential Energy’s infrastructure (measured horizontally) is required to ensure that there is no safety risk. FROM OVERHEAD LOW VOLTAGE POWERLINES*

- *It is also essential that all works comply with SafeWork clearance requirements. In this regard it is the responsibility of the person/s completing any works to understand their safety responsibilities. The applicant will need to submit a Request for Safety Advice if works cannot maintain the safe working clearances set out in the Working Near Overhead Powerlines Code of Practice, or CEOP8041 - Work Near Essential Energy's Underground Assets.*

Essential Energy makes the following general comments:

- *If the proposed development changes, there may be potential safety risks and it is recommended that Essential Energy is consulted for further comment;*
- *Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title of the above property should be complied with;*
- *Any activities in proximity to electrical infrastructure must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure;*
- *Prior to carrying out any works, a "Dial Before You Dig" enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW); the location of overhead and underground powerlines are also shown in the Look Up and Live app essentialenergy.com.au/lookupandlive."*

Comment: From review of the application and taking into consideration Essential Energy's comments the proposed development meets the requirements/comments received from Essential Energy.

**State Environmental Planning Policy (Transport and Infrastructure) 2021
Part 3.3 Early education and care facilities—specific development
controls**

Comment: It is noted that an assessment has been undertaken of the development in the Statement of Environmental Effects against the TI SEPP 2021. Council has no objections to this however has noted that the proposal is for a community facility and as such is not technically required as part of this assessment.

Council concurs with the assessment contained within the Statement of Environmental Effect. Below is an assessment of the development in accordance with the Child Care Planning Guideline September 2021 as referenced in the TI SEPP 2021.

<p>3.1 Site selection and location</p>	<p>Objective: to ensure that appropriate zone conditions are assessed when selecting a site.</p> <p><u>Noise</u> Noise associated with the proposed childcare facility will be generated by outdoor play; mechanical plant (including baffled back-up diesel generator [located on the opposite side of the development away from residences]); traffic noise in the car park; and traffic noise in local streets generated by vehicles associated with the centre. Due to the larger setbacks from residential receivers, daytime use and the temporary length of the proposal – negligible negative impacts have been identified.</p> <p><u>Privacy</u> The proposed site layout and building design will not adversely impact on visual privacy for surrounding development:</p> <ul style="list-style-type: none">· Finished floor and ground levels while 800mm above natural ground level are single storey and separated by a road from adjacent residential development, and thereby minimise overlooking from the development site to surrounding development.· Fencing to be installed around the site.· There are limited openings to the building that directly face the west. <p><u>Odour</u> A screened waste storage area will be provided on site. Odour impacts are not anticipated.</p> <p><u>Lighting</u> Based on the long-day operation of the proposed facility, car park lighting (and other external lighting) may be required. A condition is included regarding outdoor lighting to control any obtrusive effects.</p> <p><u>Traffic Matters</u> The access driveway proposed to serve the development is suitably located and</p>
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	<p>provides good sight distance in both directions along Noble Street. The proposed development satisfies the related geometric design specifications contained in the Australian Standards for off street parking and vehicular access. The off-street parking provided in the proposed development satisfies the requirements of Council.</p> <p><u>Access</u> Access to the subject land is via an existing access off Noble Street for many different uses within the showground complex. There are good sight distances in both directions.</p> <p><u>Car Park Layout</u> The car parking layout along the eastern boundary of the site is considered acceptable. Car Parking Requirements - A rate of one space for every four children in attendance is considered suitable. Based on 48 proposed childcare places, 12 onsite car parking spaces are required for the proposed development (19 spaces provided).</p> <p><u>Traffic Generation</u> The anticipated traffic volume increase is well within the existing road capacity and will not impact on pedestrian safety. The existing road network has sufficient capacity to cater for the identified AM and PM traffic peaks.</p> <p>Objective: To ensure that the site selected for a proposed childcare facility is suitable for the use. Surrounding land uses comprise the showground operations and residential accommodation. The proposal is permitted and a complementary land use in the zone. The subject land is suitable for the use based on lot size, configuration, dimensions, and frontage. The development site has shared boundaries with residential properties to the west across Noble Street. The interface between the development and adjoining dwellings is considered</p>
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	<p>satisfactory as outlined in this report. The site is considered suitable for childcare use from a contamination perspective. There are no incompatible social activities and users in the vicinity of the development site [e.g. pubs, liquor outlets, injecting rooms].</p> <p>Objective: To ensure that sites for childcare facilities are appropriately located.</p> <p>The site is well-located to attract facility users in surrounding residential neighbourhoods. The site is temporary in nature (3 years).</p> <p>Objective: To ensure that sites for childcare facilities do not incur risks from environmental, health or safety hazards.</p> <p>The subject land is not in proximity to land uses with arising adverse environmental impacts prescribed in the Guideline (e.g. service stations, landfills). The site does not contain any known environmental hazard or risk.</p>
<p>3.2 Local character, streetscape and the public domain interface</p>	<p>The proposal has been designed to be compatible with the local character and surrounding streetscape.</p> <p>Objective: To ensure that the childcare facility is compatible with the local character and surrounding streetscape.</p> <p>As considered in the above assessment, the proposed building design and detailing will reasonably relate to the mixed domestic architectural forms. Furthermore, the building will be single storey, consistent with surrounding improvements. Building massing in the streetscape will be of a scale consistent with the surrounding development. Fencing and landscaping will relate to and complement setbacks for surrounding development.</p> <p>Objective: To ensure clear delineation between the childcare facility and public spaces.</p> <p>New fencing and landscaping to the street network will establish a transition between public and private spaces. The</p>

	<p>building will address the street for passive surveillance and connectivity with the public domain.</p> <p>Objective: To ensure that front fences and retaining walls respond to and complement the context and character of the area and do not dominate the public domain. Appropriate fencing, as shown on the plans, is a feature in this streetscape. The proposed front fence will be not incompatible with the surrounding locality. The proposed fence will be suitable to provide some screening but ensure the facility will remain visually permeable in the streetscape.</p>
<p>3.3 Building orientation, envelope and design</p>	<p>The proposal has been designed to comply with the local building height and setback controls while minimising any potential adverse overshadowing or amenity impacts. The design of the proposal provides for a safe environment accessible by all potential users and suitable outdoor play areas with shading that responds to the natural environment.</p> <p>Objective: To respond to the streetscape and site, while optimising solar access and opportunities for shade. As outlined previously, the development will provide acceptable visual privacy for surrounding development. Internal and external play spaces will have access to sunlight.</p> <p>Objective: To ensure that the scale of the childcare facility is compatible with adjoining development and the impact on adjoining buildings is minimised. The proposed building will be single storey and of consistent height with surrounding development in the surrounding area.</p> <p>Objective: To ensure that setbacks from the boundary of a childcare facility are consistent with the predominant development within the immediate context.</p>

	<p>Refer to the site analysis plan that indicates the proposed setbacks to each boundary – extensive consultation has been undertaken with council, especially considering the unique nature of the site on Crown land managed by council.</p> <p>Objective: To ensure that the built form, articulation and scale of development relates to its context and buildings are well designed to contribute to an area's character. As considered in the above assessment, the proposed building design and detailing will reasonably relate to the mixed domestic architectural forms within the neighbourhood. Massing will exceed the typical footprints for neighbouring improvements, although this will not be apparent at the street frontage. Site works in the front setbacks comprising fencing and landscaping will complement the neighbourhood character.</p> <p>Objective: To ensure that buildings are designed to create safe environments for all users. The proposed development will achieve ease of access and secure entry to the site and building. Crime prevention measures are included in the site layout and building design.</p> <p>Objective: To ensure that childcare facilities are designed to be accessible by all potential users. Accessible design will be achieved via accessibility to and within the facility; ramped pathways to key areas; and continuous paths of travel to and within the building.</p>
<p>3.4 Landscaping</p>	<p>Objective: To provide landscape design that contributes to the streetscape and amenity The proposal provides a landscape design that contributes to the streetscape and amenity through a landscaped front setback</p>
<p>3.5 Visual and acoustic privacy</p>	<p>The proposal has been designed to ensure no adverse visual or acoustic privacy impacts to adjoining properties</p>

	<p>through the provision of boundary fencing preventing visual overlooking and acoustic amenity impacts from the indoor and outdoor play areas.</p> <p>Objective: To protect the privacy and security of children attending the facility. Outdoor play spaces will be located to the east of the building, away from residential development west of the preschool site.</p> <p>Objective: To minimise impacts on privacy of adjoining properties. As outlined previously, the development will provide acceptable privacy for adjoining development (with reference to boundary fencing, landscaping, interface with opposing land uses and finished surface levels [single storey]).</p> <p>Objective: To minimise the impact of childcare facilities on the acoustic privacy of neighbouring residential developments. As outlined in the foregoing sections of this report, noise emissions from the proposed childcare facility will comply with relevant criteria subject to conditional physical and operational noise mitigation measures.</p>
<p>3.6 Noise and air pollution</p>	<p>Objective: To ensure that outside noise levels on the facility are minimised to accepted levels. The site is well removed from any nearby residential receivers. No specific measures are proposed to be implemented.</p>
<p>3.7 Hours of operation</p>	<p>Objective: To minimise the impact of the childcare facility on the amenity of neighbouring residential developments. Proposed hours of operation for the childcare facility are 7am to 6pm Monday to Friday. The hours are considered suitable in this setting, and consistent with operating hours for other childcare facilities in residential areas within the Cabonne LGA.</p>
<p>3.8 Traffic, parking and pedestrian circulation</p>	<p>The proposal complies with the generally accepted car parking requirement of 12 car spaces (1 space</p>

	<p>per 4 children) and that the proposal has been designed to accommodate the anticipated car parking demands of the use satisfactorily and safely and that no adverse traffic impacts will arise as a result of the proposal.</p> <p>Objective: To provide parking that satisfies the needs of users and demand generated by the centre. As considered in the above assessment, 12 car spaces are required to be provided for the proposed childcare facility (19 provided). Car park design will be consistent with AS 2890.1 Off street car parking.</p> <p>Objective: To provide vehicle access from the street in a safe environment that does not disrupt traffic flows. The subject land has direct frontage and access to Noble Street (via the showground access road). A 6m vehicle crossing and driveway will be constructed to service the site.</p> <p>Objective: To provide a safe and connected environment for pedestrians both on and around the site. The proposed development will adopt the following design solutions:</p> <ul style="list-style-type: none">• Car park layout that will allow vehicles to enter and exit the site in a forward direction.• Provision of an accessible parking space with shared zone.• Concrete footpaths around the site.
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Part 4	<p>Part 4 - Applying the National Regulations to Development Proposals. The proposed development will satisfy the National Regulations:</p> <ul style="list-style-type: none">• Regulation 104 - Fencing or barrier that encloses outdoor spaces.• Regulation 106 - Laundry and hygiene facilities.• Regulation 107 - Unencumbered indoor space.• Regulation 108 - Unencumbered outdoor space.• Regulation 109 - Toilet and hygiene facilities.• Regulation 110 - Ventilation and natural light.• Regulation 111 - Administrative space.• Regulation 112 - Nappy change facilities.• Regulation 113 - Outdoor space - natural environment.• Regulation 114 - Outdoor space – shade.• Regulation 115 - Premises designed to facilitate supervision.
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PROVISIONS OF ANY DRAFT ENVIRONMENTAL PLANNING INSTRUMENT THAT HAS BEEN PLACED ON EXHIBITION 4.15(1)(a)(ii)

Review of clause 4.6 of the Standard Instrument LEP

The department exhibited an Explanation of Intended Effect (EIE) on the proposed amendments to clause 4.6 of the Standard Instrument LEP from the 31 March until 12 May 2021. The proposed revised clause 4.6 will ensure that applications to vary development standards have a greater focus on the planning outcomes of the proposed development and are consistent with the strategic context of the site, gives weight to the relevant planning objectives that have been developed by councils in consultation with communities, and ensures variations are considered in that context, via revised tests.

Comment: The Draft Environmental Planning Instrument is not applicable to the Development Application.

DESIGNATED DEVELOPMENT

The proposed development is not designated development.

INTEGRATED DEVELOPMENT

The proposed development is integrated development. The Application was referred to the New South Wales Rural Fire Service for concurrence and a

section 100B authority issued on 13 July 2023 in support of the proposed development.

PROVISIONS OF ANY DEVELOPMENT CONTROL PLAN s4.15(1)(a)(iii)

Development Control Plan

Development Control Plan No. 16 (Amendment 1) Interim Guidelines for Flood Prone Land in Eugowra (DCP) applies to the subject land. An assessment of the proposed development against the relevant Planning Outcomes has been provided below.

Comment: The proposed development is a 'Commercial and Industrial' land use, which has been identified in the DCP as potentially being affected by flooding. Flooding has previously been discussed under the LEP flooding section of this report (Clause 5.21) and meets the DCP requirements.

PROVISIONS PRESCRIBED BY THE 2021 REGULATIONS s4.15(1)(a)(iv)

Demolition of a Building (clause 61(1))

The proposal does not involve the demolition of a building.

Fire Safety Considerations (clause 62)

The proposal does not involve a change of building use for an existing building.

Buildings to be Upgraded (clause 64)

The proposal does not involve the rebuilding, alteration, enlargement or extension of an existing building.

BASIX Commitments (clauses 27 and 75)

BASIX is not applicable to the proposed development.

THE LIKELY IMPACTS OF THE DEVELOPMENT s4.15(1)(b)

CONTEXT AND SETTING

The surrounding area is generally characterised as a showground, with residential development on the western side of Noble Street. There is farming land to the east and south of the subject land.

The proposal is considered compatible with the surrounding area and will have minimal impact in regard to:

- adjacent properties and land uses; and
- Interruptions of important views and vistas.

The proposal is within the context of the locality and council's current planning provisions.

ACCESS AND CAR PARKING

Access to the site of the proposed development will be via the existing secondary showground entrance off Noble Street without any change.

Nineteen (19) carparking spaces are proposed on the eastern side of the facility (12 required) – this also includes 1 disabled space. This is based on 1 car parking space per every 4 children. The formalised carparking will be utilised by the Eugowra Community Children's Centre (ECCC) during opening hours, and the car park area will be available for use on the weekend by showground activities.

PUBLIC DOMAIN

It is considered that the development will have a positive impact on the public domain in terms of:

- Placement of a community facility (pre-school) on a site used for a number of other community uses; and
- Amount, location, design, use and management of public spaces in and around the development.

UTILITIES & SERVICES

Refer to LEP discussion.

HERITAGE

There are no listed heritage items on the subject land.

FLORA AND FAUNA

No vegetation removal is necessary. The land is not considered a critical habitat nor is there any known threatened species on the subject land.

NOISE AND VIBRATION

Due to the nature of the proposal and location within the showground area and removed from immediate residential receivers, a noise impact assessment is not considered necessary. There is a considerable setback to dwellings located on the opposite side of Noble Street. The proposal will only operate during daylight hours. Refer to the assessment of the Childcare Centre Guidelines for further information.

The generator is to be located on the eastern side of the buildings away from residential development (proposed to be double-baffled for noise reduction to the pre-school and surrounding uses). The generator will provide backup power to the site, with mains power being the primary connection source.

NATURAL HAZARDS

The site is mapped as bushfire and flood prone. A bushfire assessment was prepared by GHD and concludes:

6. Conclusions

The requirements of and the acceptable solutions identified in PBP 2019 in relation to asset protection zones, public roads and accessibility, provision of services can be met in full for the proposed development, with requirements summarized in Table 7.

The report indicates a BAL of 12.5 for the proposal. Further assessment of bushfire can be found in s4.14 above.

Flooding has been addressed in the LEP section of this report. There are no other known natural hazards affecting the site.

AMENITY

The proposed development is considered to be compatible with the existing and likely future character and amenity of the locality. The building is not inconsistent with the existing showground operations.

There will be limited impact from dust generation. All lighting will be baffled to ensure that there is no light spillage. There are no issues in relation to privacy and overshadowing as part of the proposal. There have been no issues identified in relation to the supply of water and the disposal of sewage and stormwater. Due to the nature of the proposal, issues surrounding energy efficiency and waste management are not significant.

POTENTIAL CONTAMINATION

See comments under *State Environmental Planning Policy (Resilience and Hazards) 2021*).

SAFETY, SECURITY & CRIME PREVENTION

Security fencing will be provided around the perimeter of the site, whilst at the same time allowing for natural surveillance and visibility from public areas. Appropriate lighting will also be provided to assist in surveillance. All efforts will be provided in maintaining the condition and use of public areas, reinforcing territoriality and reducing the fear of crime.

Crime prevention through environmental design (CPTED) seeks to influence the design of buildings and places by:

- Increasing the perception of risk to criminals by increasing the possibility of detection, challenge and capture;
- Increasing the effort required to commit crime by increasing the time, energy or resources which need to be expended;
- Reducing the potential rewards of crime by minimising, removing or concealing 'crime benefits'; and
- Removing conditions that create confusion about required norms of behaviour.

There are four principles that need to be used in the assessment of development applications to minimise the opportunity for crime:

- Surveillance;
- Access control;
- Territorial reinforcement; and
- Space management.

The following comments are made in relation to the CPTED principles:

- Clear sightlines exist between public and private places;
- Effective lighting of public places has been included;
- Landscaping has been designed so that it does not provide offenders with a place to hide or entrap victims;
- Landscapes and physical locations have been designed to channel and group pedestrians into target areas;
- Restricted access has been provided to internal areas or high-risk areas;
- The proposal has been designed with clear transitions and boundaries between public and private space; and
- Space management strategies include activity coordination, site cleanliness, rapid repair of vandalism and graffiti, the replacement of burned lighting and the removal or refurbishment of decayed physical elements.

During the construction phase, appropriate site fencing will be erected along with any other measures recommended by SafeWork NSW and as per conditions of consent.

SOCIAL & ECONOMIC IMPACTS IN THE LOCALITY

The likely social and economic impacts of the proposed community facility are very positive. The development will provide a welcome presence to Eugowra via a temporary facility that will be utilised by the local community because of the flooding in the village late 2022 that devastated most of the community and deemed the current pre-school site unsuitable for continued use/occupation even if repaired.

There are no negative social or economic impacts expected within the locality because of the proposed development proceeding. It is felt that the facility will interact well with the surrounding community; a community that has young families who would utilise the centre.

Economically, the facility will provide an additional employment and provide childcare for up to 48 children.

CONSTRUCTION

Retrospective, as the demountables and shipping containers and sewer pod are already installed.

CUMULATIVE IMPACTS

It is considered there will be no significant negative cumulative impacts because of the proposed development. It is noted that there has been an increase in use of the showground as a direct result of the floods in November 2022, this proposed development (albeit temporary) being an example of this.

THE SUITABILITY OF THE SITE s4.15(1)(c)

The proposed development is located in the RE2 Private Recreation and is permissible with the consent of council. The suitability of the site has been addressed in the above sections of the report. The development of the site will not create significant adverse impacts on the context and setting of the area. Additionally, the development of the site will not detrimentally affect the adjoining land and is unlikely to lead to land use conflict.

SECTION 7.12 DEVELOPMENT CONTRIBUTIONS PLAN CALCULATION

Section 7.12 Development Contributions levy does not apply to this development as the levy does not apply for council related developments.

ANY SUBMISSIONS MADE IN ACCORDANCE WITH THE ACT s4.15(1)(d)

The proposed development is defined as "advertised development" under the provisions of the Cabonne Community Participation Plan 2019 and the Council-related Development Applications Conflict of Interest Policy 2023 the development application was publicly exhibited for 28 days. At the end of this period there were 9 submissions received, with one (1) submission in support of the proposed development and eight (8) opposing the proposal. The issues raised in each of the submissions are summarised and addressed in the table below:

Submission	Issues	Comments
Eugowra Show Society	In support of the proposed temporary location of the pre school, to cater for the requirements of children in a safe and secure environment.	Noted.
Mr M Vincent, Eugowra	Opposed to the development: - Did not receive written notification of the development - What is the cost of the development - Why not locate at the primary school or back in the original location?	- Advertised in local media - \$1.7m (includes installation and removal) - Original location is within the flood plain and severely impacted by the Nov 2022 flood. The showground is the preferred location by ECCC.
Mr S Vickary, Cowra	Opposed to the development:	The proposal has been assessed in accordance

	<ul style="list-style-type: none"> - Noble St road surface will deteriorate with increased traffic flow. - Possible traffic congestion may occur at the accessway to Noble Street – give way signs requires at the exit from the showground. - Suggests a one-way traffic system through the showground exiting near Strom Lane. - 50km/h road signs should be erected along Noble St. - The location of the temporary facility is subject to flooding and poses a health risk and disruption to children and staff utilising the facility. - Concerned that due process has not been afforded to those affected by the DA for a development proposed on an inappropriate site. 	<p>with the relevant planning provisions with due process applied. The site and surrounding area is capable of accommodating the proposed development.</p>
<p>Mr P Jones, Eugowra</p>	<p>Objecting to the development:</p> <ul style="list-style-type: none"> - Noble St dish drain is a safety concern for children. - Overland stormwater flow a concern for the safety of children. - Concerned for the health of children with lung conditions and proximity of the proposed generator. - Concern for disease from algae and mosquitoes associated with the Noble St dish drain. - Threat of drowning of children in the Noble St dish drain. - Proximity of a mature eucalypt tree to the childcare facility and the risk of tree limb drop, noting that 	<p>The community facility will have a 2.1m high fence surrounding the development, double gates and appropriate staffing to manage children ingress and egress.</p> <p>The proposal satisfies planning provisions and relevant guidelines. The protocols and licensing of the facility will further ensure the safety and wellbeing of children attending the centre.</p>

	<p>trimming of the 'iconic' tree would be undesirable.</p> <ul style="list-style-type: none"> - Has a disaster plan been prepared for such a situation? - The buildings are located within a caravan park – concerned about potential of anti-social behaviour of the camping ground occupants. - Concerning consumption of alcohol by caravanners located nearby the childcare centre, and the safety of the staff and children using the centre, especially after dark. - Suggests operation of the caravan park be limited to weekends only and the showground be an alcohol free zone Monday to Friday, excluding public holidays. - Campfires be restricted accordingly. - Police checks be required of showground site users. - Concern about the increase of traffic along Noble Street and the current use of that road by heavy vehicles and farm vehicles. - Feels that important planning instruments are being ignored to expediate the opening of the pre school. - Has made representation to the Dept of Education and the Deputy Premiers office opposing the development and citing issues relating to overland flow of stormwater. 	<p>The western side of the site is open space and not incorporated into the childcare centre's outdoor play area.</p> <p>Risk assessments are undertaken by the facility provider.</p> <p>The showground camping area is located to the south east of the subject development (approx. 100m separation) and provides limited, short term caravan and camping.</p> <p>The road network is capable of accommodating the additional development.</p> <p>Due process has been followed.</p>
<p>Ms Heather, Merimbula</p>	<p>L</p> <p>Object to the development:</p> <ul style="list-style-type: none"> - No detailed health submissions provided – 	<ul style="list-style-type: none"> - Not applicable to this assessment.

	<p>mosquito born diseases are on the increase in Australia.</p> <ul style="list-style-type: none"> - Diesel generator is not conducive to health or learning of children. - Located adjacent to a caravan park and no high fences to protect privacy of the proposed centre. 	<ul style="list-style-type: none"> - Mains power will be connected with a generator as a back up power source if required (i.e. not running all the time). - As per the submitted plans, the childcare centre will have a 2.1m high security fence installed along the perimeter.
L & R Frame, Eugowra	<p>Opposing the development:</p> <ul style="list-style-type: none"> - No consultation prior to the buildings being placed on site. - Increased traffic on a road in poor condition. 	<ul style="list-style-type: none"> - The DA has been placed on 28 days public notification and comments invited from the community. - The traffic generated by the development can be accommodated adequately by the existing street network.
R Gosper, Eugowra	<p>Opposing the development:</p> <ul style="list-style-type: none"> - Resides in Oberon Street and has not been consulted about the development. - The rear lane between Strom Lane and Oberon St experiences drainage issues from overland flow from the showground, and the pre school development will increase water drainage issues. - Council should drain the area so water is not directed down the laneway. - Why are rain water tanks not included as part of the development? 	<ul style="list-style-type: none"> - Public notification has been undertaken. - Storm water will be managed on site as detailed above in this report allowing for infiltration prior to connection to the street drainage system. - This is outside the scope of this assessment and a separate issue for the consideration by council's Infrastructure Services.

		<ul style="list-style-type: none"> - Rainwater tanks are one solution to meeting stormwater provisions but not the chosen method in this application.
<p>Mrs V Knight, Eugowra</p>	<p>Opposing the development:</p> <ul style="list-style-type: none"> - Is council bypassing important legal considerations that ensure the safety of staff and students? - Can the site be used as a long day care centre, additional to the approved use being sought? - The documents state hours of operation are daylight hours between 7am and 6pm, however in winter it is dark at 5pm. Will the centre close at 5pm? - The proximity of the development will impact adversely on the visual, audio and social amenity of the objector's nearby dwelling. - Request that a noise study, an air pollution study on the generator, an illumination impact study and a traffic study be undertaken. - Contests that there is adequate separation of the site from dwellings located opposite Noble St. - The proposed security fencing will allow videoing and photographing of children by persons using the camping ground 	<ul style="list-style-type: none"> - Due process has been followed. - The site is to operate in accordance with the current DA and any terms of approval issued by council or other licensing bodies. - The SoEE clarifies its general daylight hours usage comment by stipulating hours of operation will be 7am to 6pm Monday to Friday. - Assessment of the proposal indicates it can be integrated into the landscape effectively. - The scale and type of development proposed does not require additional studies to enable assessment of impact. The generator is to be a secondary power source with mains power the primary source. - The land use is considered compatible to surrounding land use activity. The site is

	<ul style="list-style-type: none"> - Potential of anti social behavior of persons using the nearby camping ground - A pre school is not a complimentary land use to the existing residential, farmland and showground land uses. - Increased traffic will impact the area. - The site will take up an area previously used by the pony club, dog championships, caravan and camping space, mower racing and demolition derby events for the eugowra show. - Why aren't the buildings to be connected to sewer and electricity? - Why is a generator proposed with its associated risk of lung issues and carcinogenic emissions? - Lack of rain water tanks - Risk of a nearby farmland seasonal burn off getting away, and / or creating air quality issues. - Open drain in Noble St will be impacted with increased stormwater flow from the site, increasing breeding of mosquitos and bacteria in stagnant water - Can the pre school be connected to electricity and the show pavilion operate from a generator? - Security lighting will invade the writers dwelling and be intrusive. 	<ul style="list-style-type: none"> temporary as a flood recovery measure that will assist the wider Eugowra community. The dwellings in Noble St are set back from the street providing good separation between the uses. - The show society welcomes the temporary community facility to the showground precinct. - The road network can accommodate the proposed development. - N/A – this is not a planning issue relevant to this assessment. - The generator is an alternate / back up supply of power (i.e. not running all the time). - Rainwater tanks are not a requirement. - Bushfire has been considered and a s100B Certificate issued by the NSW RFS. - The preschool will be connected to electricity with the proposed generator used as a backup. - A condition has been proposed to ensure that external lighting does not unduly cause a nuisance to
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	<ul style="list-style-type: none"> - The proposed site fencing will not provide visual or acoustic privacy to surrounding properties. - Questions the wording of the SoEE and the location of the play areas in proximity to the Noble St dwellings. - Solid fencing is required to stop noise and visual prominence of the development and to protect children from divergent behaviour of those outside the perimeter fence. - Questions the effectiveness of the sewer pod pump out system into the sewer system and contingency plans should power fail. - Why is there no water tank? - Advice of local Aboriginal elders and land council is required as the Eugowra area holds First Nation history. - Lack of community consultation – the water problems, danger of tree limbs falling, the almost always full open drains and the heavy vehicle traffic would have been every nearby residents first thoughts for the safety of children and staff. - The site is incompatible based on lack of visual privacy, local character, increased traffic, agricultural spraying and burn offs, proximity to caravan park / camping ground (including use of alcohol, smoking and lighting of open fires), hours of operation and residential 	<ul style="list-style-type: none"> surrounding development. - Correct – fencing is meant to be able to be seen through for safety reasons. - The play areas are on the eastern side of the buildings and hence well removed from the residences across the street. - Solid fencing is not appropriate for this type of development for safety reasons (refer State guide). Solid fencing would also visually detract from the streetscape. - The pod sewer pump system connection to council's sewerage system is a proven technique and a requirement of council. - Water tanks are not required. - Public notification of DA has taken place. - The development will integrate with the surrounding landscape. Detailed assessment of environmental impact has been undertaken and measures recommended to ensure management of stormwater and site related issues. - Noted.
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	<p>uses of land, pollution from generator, flood zone, bushfire zone, possible first nations impact, proximity to shooting range, lack of pedestrian connectivity to village centre, building orientation (rotation) to mitigate public view and improve solar access, acoustic impact of generator, lack of traffic and parking studies, no separate pedestrian access to site, eucalypt tree poses a hazard.</p> <ul style="list-style-type: none"> - Request reconsideration of the location of the pre school for the safety and health of staff and children, suggesting the local primary school would be a preferred location. 	
<p>Mr G Knight, Eugowra</p>	<p>Objecting to the development:</p> <ul style="list-style-type: none"> - Opposed to council assisting the community with the process of establishing a temporary location for the local childcare centre. - Questions if landowners' consent from the crown has been provided. - Does the proposal comply with the crown reserve purpose and the Crown Land Plan of Management? - The development has been placed in probably the most inappropriate place in Eugowra – for how long, and why can't the original location be repaired for continued use? - The buildings have been placed in a position with poor drainage, a lack of adequate electricity supply, poorly thought-out 	<ul style="list-style-type: none"> - Noted. - Crown consent is conferred under cl 2.23 of the Crown Land Management Act 2016. - The use is in accordance with the gazette purpose of the reserve that applies to the subject land. - Approval is sought for three (3) years. The Nanima St site is within the flood way and was severely impacted by the 2022 flood event. Consideration of its repair is outside the scope of this assessment.

	<p>access and a lack of modern day sewer services.</p> <ul style="list-style-type: none"> - There is no evidence of consultation with local Wiradjuri community members - Fumes and noise from a generator are not conducive to good health and learning of children. - Who pays for the diesel used? - Is there a contingency plan in the event of the generator failing especially for the operation of the sewer pump out system? - A one way traffic system through the showground site should be considered with egress onto Noble St near Strom Lane. - Can council assure parents that there will be no unforeseen anti social behaviour within the showground land in close proximity to the childcare centre? - Should harm come to any child or parent using the facility, litigation may occur. - Urging council to reject the proposal, or if it is to persist – to delay any approval until more detailed reports on how the facility could be operated safely are provided. 	<ul style="list-style-type: none"> - Site drainage, connection to essential services have been addressed adequately. - The DA has been subject to a 28 day public consultation. - The proposed generated is a backup to mains electricity supply. - N/A – this is outside the scope of this assessment. - The generator is the backup, not the primary electricity source. - The proposed access arrangements were considered appropriate. - There are no uses (e.g. pubs, liquor outlets, needle exchange) nearby that would render this location unacceptable for potential antisocial behaviour. - Noted. - The proposed development will integrate with the surrounding land uses, and can provide a sort after facility that will assist the broader Eugowra community in its flood recovery program. No additional reports are
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		required to assess this proposal.
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Comment: Due diligence has been followed in the development application process. Detailed assessment of the proposal has been undertaken and the development has been assessed as adequate. A range of conditions of development consent are recommended to ensure the development proceeds in a satisfactory manner.

PUBLIC INTEREST s4.15(1)(e)

The proposed development is considered to be of interest to the Eugowra community, but only minor interest to the wider public, due to the relatively localised nature of potential impacts. The proposal is not inconsistent with any relevant policy statements, planning studies, guidelines etc that have been considered in this assessment.

SUMMARY

The proposed development is permissible with the consent of council. The proposed development complies with the relevant aims, objectives, and provisions of Cabonne Local Environmental Plan 2012 (as amended) and Development Control Plan No. 16 (Amendment 1) Interim Guidelines for Flood Prone Land in Eugowra. A section 4.15 assessment of the development indicates that the development is acceptable in this instance. Attached is a draft Notice of Approval outlining a range of conditions considered appropriate to ensure that the development proceeds in an acceptable manner.



Quarterly Operational Plan Report

Q4 Final Half Yearly Report

2022/2023

Traffic Lights

Progress Indicator Key:



- - Not progressing
- - Progressing
- - Complete
- - Not due to start

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Delivering Quality Local Government Services

Finance




Appropriate strategies & systems are in place that support sound financial management.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.1.1a	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	Maintain Council's financial systems and ensure software updates are completed.	IT Department update software updates on a timely manner, all software requests are being managed in a timely manner.	100%	Magiq Performance budgeting software 2024 rollover was completed earlier than normal (1st week July). These updates are always done in conjunction with the Information & Technology team.	
1.1.1.1b	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	Compliance register for finance is reviewed and updated.	Register is updated on a monthly basis.	90%	In the last quarter we have focused on procedures & processes around rates. New rates officer has met with other councils to ensure we are producing appropriate working papers & documentation around audited rate matters such as permissible income and pensioner subsidy claims.	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.1.1c	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	New Accounting standards adopted.	Adoption is recognised in the financial statements.	100%	OLG send all updates. Reviewed during financial statements preparation also regular review of circulars	
1.1.1.1d	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	Review policies to ensure compliance.	Yearly review.	65%	Until Finance has a full complement of staff, it has been very difficult to continue to process work as well as update some of the policies. It is flagged as very important and will continue to be monitored & updated.	
1.1.1.1e	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	Manage risks.	Update Pulse risks.	95%	Continued to be monitored	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.1.1f	Provide financial systems, procedures and practices that are in line with industry best practice and compliant with applicable legislation.	Staff are complying with procedures and practices.	Finance Control reports by staff to ensure ledgers are in balance - Monthly.	90%	Yes Finance supervisors consistently review & check the monthly control reports. All reports are checked & signed by the supervisor & saved as these are reviewed by the external auditor.	
1.1.1.2a	Manage Council funds to ensure long-term financial sustainability and viability.	Levying Rates & Charges in accordance with the Local Government Act.	Rates levy raised and rates notices issues by statutory deadlines. Water & Sewer notices raised by statutory deadlines. Ensure rate collection at end of financial year is >95%. Ensure debt recovery activities are in line with policy.	85%	The rates for 2023/2024 have been raised and sent to the printing house within timeframes. Now, (mid July) finance staff are currently entering meter reads.	
1.1.1.2b	Manage Council funds to ensure long-term financial		Ensure maximum return on investment is achieved, whilst	95%	Continue to select higher interest rate	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	sustainability and viability.	Maximise income sources through investments.	outperforming the 90 day bank bill swap rate (BBS rate). Review the Investment Policy yearly for any new opportunities in the market.			
1.1.1.2c	Manage Council funds to ensure long-term financial sustainability and viability.	Grants and contributions are received in a timely manner.	Grant milestones are met in accordance with grant guidelines.	90%	The financial grants data is currently up to date. However, the project delivery information is provided by Infrastructure teams The Financial Assistance Grant for 2024 - 100% was paid up front in June 2023.	
1.1.1.2d	Manage Council funds to ensure long-term financial sustainability and viability.	Council's internal reserves are monitored and reported.	reserve listing reported to Council on a quarterly basis.	95%	Council Reserves will be updated by mid-August. Unable to complete any further progress until Creditors finalise and all reserve transactions are processed during the financial statements preparation period which runs from July through to October 2023	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.1.2e	Manage Council funds to ensure long-term financial sustainability and viability.	Monitor Key Ratios and take active steps to address concerns identified by External Audit.	Reported in the annual financial statements.	100%	2022 key financial ratios reported in annual financial statements	


Accurately report financial activities to council and community.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.2.1a	Reporting obligations are met in accordance with legislation.	Complete Council's annual financial statements within statutory timeframes.	Lodge audited financial statements with Office of Local Government (OLG) by 31 October. Lodge Financial Data Return with OLG by 31 October.	100%	Extension was requested & granted until 16 December 2022. Cabonne Council Annual Financial Statements sent to OLG 06/12/2022 HAVE already paid & have cloud 2023 Financial Year statements. Have had LG Solutions provide task to complete in May & June 2023 ready for the new year end. Once all checklist are completed in May & June 2023 we should be ready to complete the year end with ledgers	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.2.1b	Reporting obligations are met in accordance with legislation.	Complete and report the annual budget.	Undertake draft budget preparation according to IP&R timeframes. Adoption by Council by 30 June.	100%	already linked to the software. Completed & uploaded	
1.1.2.1c	Reporting obligations are met in accordance with legislation.	Undertake review of Council's budget on a quarterly basis.	Quarterly Budget Review (QBR) report to Council no later than 2 months after quarter end.	95%	Yes QBR are completed on time. Next reporting date for QBR is October 2023	
1.1.2.1d	Reporting obligations are met in accordance with legislation.	Prepare Long Term Financial Plan.	IP&R lodgement in June.	100%	Completed & Draft LTFL May 2023 Council meeting. On 28 day public exhibition	



Deliver financial services that are modern, effective and relevant.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.3.1a	Financial systems are continually monitored and kept up to date.	Maintain Financial systems to ensure they are relevant, and up to date functions are available.	Explore the new technologies available to the existing IT systems. Check for regular updates.	70%	Payroll update - due to the departure of payroll staff, payroll software provider will be processing council's wages from the beginning of August	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.1.3.1b	Financial systems are continually monitored and kept up to date.	Provide key internal stakeholders with the necessary financial information to enable them to deliver their department plans.	<p>Monthly financial reports are made available.</p> <p>Training in financial systems.</p>	95%	<p>2024. During the period of August 2024 and the IT department implementing the new software, we will continue to outsource the payroll services and once the new software is going online we will advertise for a council payroll officer. As per previous note, looking into SMS services for reminder of rates</p> <p>Regular reports provided to many departments & ongoing training. Some finance staff gone to Blayney council to collaborate on rates data, full review completed by finance in the community services department especially are Family Day Care</p>	
1.1.3.2a	Deliver an accounts		Scan emails and invoices.	65%	Creditors meeting planned with Ben	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	payable service that is modern and electronic.	Deliver a fully electronic service to customers.	Email all remittance advices. improve processes internally and purchasing processes.		delayed due to Creditor officer overseas for 1 month. New booking with Mr Chopping will take place in September. Currently researching a new electronic system to assist in rate collection. A SMS reminder service for rates will provide a much better cost-efficient service to council. Recoupa letters cost Council up to \$16.50 per letter. A SMS messaging service starts at \$29 per month for 600 SMS's Research shows, 98% of SMS messages are opened.	
1.1.3.3a	Deliver payroll services to all staff that is modern and effective.	Provide an improved payroll system that is modern, effective and relevant to all users and staff.	Continue to explore online options for leave. Continue to explore new software programs.	55%	New payroll system is a work in progress that will be lead by the IT	
1.1.3.4a			Pay rates online.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Provide a fit for purpose rates and water billing services for ratepayers.	Provide a fit for purpose rates and water billing system that is relevant.	Enquiry of rates balancing online. Work with Urban Services on development of a more effective electronic water meters that will allow customers real time data on usage.		rates percentage is reported in monthly council meeting. There is a large number of prior outstanding rates/overdue. Our focus will be to reduce the old debts and work with Recoupa to recover these amounts	

Governance & Performance




Deliver effective, responsible, ethical leadership and decision making, reflective of the community needs and aspirations.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.1.1a	Corporate risks are managed appropriately to reduce the likelihood of any adverse impacts to Council or the community.	Review and maintain an effective Enterprise Risk Management Framework	Report to Audit, Risk and Improvement Committee quarterly to ensure independent review of Council's compliance, practices and performances. Annual test and review of Business Continuity Plan.	75%	Update reports provided to all ARIC meetings. ERM Strategy has been developed and endorsed by the ARIC. The BCP testing that was scheduled for second quarter has	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			Risk register reported to Executive Leadership Team (ELT) quarterly.		been pushed back due to staff commitments relating to the flood event, this will be undertaken by end of qtr 2 2023/24.	
1.2.1.1b	Corporate risks are managed appropriately to reduce the likelihood of any adverse impacts to Council or the community.	Support the effective operation of the Audit, Risk, and Improvement Committee (ARIC).	<p>ARIC Terms of Reference reviewed by end December.</p> <p>ARIC Annual Report presented to Council by November.</p> <p>4 ARIC meetings held per year.</p> <p>ARIC independent member performance assessment undertaken by 30 June and results reported to ELT and then ARIC.</p>	75%	ARIC meetings held in July, October, November and December, March and June. Internal Audit Charter endorsed by the ARIC and adopted at Council's May meeting. Working through the ARIC independent member performance assessment.	
1.2.1.1c	Corporate risks are managed appropriately to reduce the likelihood of any adverse	Deliver the Strategic Internal Audit Program.	<p>4 audits completed per year as per the Strategic Internal Audit Plan.</p> <p>80% of improvement actions completed.</p>	75%	Contracts and Contractor Management audit has commenced. A review of the	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	impacts to Council or the community.		Strategic Internal Audit Plan reviewed by 30 June.		Strategic Internal Audit Program Annual Work Plan for 2023/24 to take place due to 2022/23 audits being deferred.	
1.2.1.1d	Corporate risks are managed appropriately to reduce the likelihood of any adverse impacts to Council or the community.	Review and maintain register of legislative compliance.	100% compliance with relevant legislation, regulation and funding body requirements. Legislative Compliance Register reviews reported to ELT and ARIC quarterly.	50%	Project reviewed and currently being implemented into the Risk Register as an additional Risk Area.	
1.2.1.1e	Corporate risks are managed appropriately to reduce the likelihood of any adverse impacts to Council or the community.	Monitor and review Council's policies.	Evidence of policy reviews within the required timeframes.	100%	Policy reviews complete - all required strategic policies have been adopted by Council.	
1.2.1.1f	Corporate risks are managed appropriately to reduce the likelihood of any adverse	Administration and/or preparation of leases, licences, contracts and tender documents.	Evidence of review and update of procedure and templates for leases and licences annually. Evidence of review of Indemnity and Insurance	45%	Governance team assists with administration of lease and licence agreements. Risk and Legal	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	impacts to Council or the community.		Clauses in tender documents, contracts and agreements. Evidence of Registers and folders for Contracts/Contractors insurance obligations (CoC) maintained.		Coordinator is working on developing a lease/licence register.	
1.2.1.2a	Manage insurance claim portfolio in a timely, effective, and efficient manner while identifying areas for improvement.	Effective resolution of claims against Council in a manner consistent with Council's policies, insurances, legal rights, and obligations.	Number of public liability/professional indemnity. insurance claims reported to ELT quarterly.	100%	Risk and Legal Coordinator manages all claims against council in a consistent and timely manner. A report detailing claims for 2022/23 will be presented to an upcoming ELT meeting.	
1.2.1.2b	Manage insurance claim portfolio in a timely, effective, and efficient manner while identifying areas for improvement.	Complete the annual insurance renewals.	Insurance renewals reviewed and submitted by 30 June.	100%	Insurance renewal questionnaires completed and submitted.	
1.2.1.2c	Manage insurance claim portfolio in a timely, effective, and efficient manner while	Coordinate participation in the Statewide Mutual Continuous	Submission of completed workbooks by 31 March.	100%	Statewide Continuous Improvement Pathway program	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	identifying areas for improvement.	Improvement Pathway (CIP) Program.			has been submitted. Action report will be allocated to leaders for follow up.	
1.2.1.3a	Maintain and review Council information and records management functions to improve efficiencies and meet legislative compliance.	Facilitate legislatively compliant access to information - as per the Government Information (Public Access) Act.	Evidence of response within required timeframes.	100%	One formal GIPA application received this quarter, currently being processed.	
1.2.1.3b	Maintain and review Council information and records management functions to improve efficiencies and meet legislative compliance.	Review Council's website to ensure Open Access requirements are met to ensure accessibility for residents.	Evidence of review completion annually in line with Agency Information Guide required. Agency Information Guide submitted to the Information Privacy Commissioner by August.	75%	Access to Information section of the website currently under review, will align with the Agency Information Guide.	
1.2.1.3c	Maintain and review Council information and records management functions to improve efficiencies and meet legislative compliance.	Monitor and register all inwards electronic email received in Council's generic mailbox into Council's Electronic Document Management System	Inwards mail and council email registered within 3 days of receipt.	100%	Records staff receive, register and allocate to the relevant officer within the required timeframes. Checks	





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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.1.3d	Maintain and review Council information and records management functions to improve efficiencies and meet legislative compliance.	(EDMS) and scan and process to EDMS all hardcopy inwards mail. Enhance and maintain an efficient EDMS.	100% of new staff trained within induction timeframes. 25% completion of archived records scanned.	25%	in place to ensure accuracy. New staff are trained as part of the induction process. Scanning project has been deferred to 2023/24.	

Community is well informed, heard, valued and involved in the future of the Shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.2.1a	Improve community understanding and awareness of Council decisions.	Facilitate Council and standing committee meeting processes.	Agendas available on website 4 calendar days prior to meeting. Minutes posted to Council website within 5 days.	100%	Council and standing committee agenda and minutes are made available to councillors, staff and the community within the required timeframes.	
1.2.2.1b	Improve community understanding and awareness of Council decisions.	Host Citizenship ceremonies.	Number of ceremonies held. Number of new citizens.	100%	No requirement to hold citizenship ceremony at this stage as there are no conferees awaiting.	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.2.1c	Improve community understanding and awareness of Council decisions.	Coordinate Australia Day events.	Nominations reported to October Council. Ambassador program completed and ambassador appointed by December. Events held in 10 towns and villages. Wrap up report provided to ELT following events.	100%	Australia Day activities complete. Ambassador appointed for Cabonne was Cheryl Koenig. Events were held 10 towns and villages. Wrap up report prepared for the February Council meeting.	
1.2.2.1d	Improve community understanding and awareness of Council decisions.	Support Council's section 355 committees.	Section 355 Committee Operational Manual reviewed and endorsed by ELT by June 2023.	25%	Section 355 Committee Operations Manual has been drafted but is being reviewed again to incorporate recommendations from the ELT.	
1.2.2.2a	Deliver appropriate, responsive, and effective service to our customers.	Provide quality customer service from the Centralised Switchboard operation.	Evidence of compliance with Customer Service Policy.	100%	Records staff answer calls within 3 rings (where possible) and either assist with the enquiry themselves or transfer to the relevant department.	
1.2.2.2b	Deliver appropriate, responsive, and	Ensure that complaints are	Reports provided to ELT monthly.	100%	Complaints Handling Policy reviewed and	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	effective service to our customers.	appropriately managed as per the Complaints Management Policy.			adopted. Complaints managed by the Corporate Performance Officer and reported to the ELT monthly.	



Council is high performing, adaptive and resilient.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.3.1a	Corporate performance measures and targets are identified, monitored and achieved.	Review Department Plan reporting and department performance measures.	Leaders present 3 times (February, May and October) annually on department performance.	100%	Leaders presented at the Leaders Forum held in June on how they are tracking in regard to their department plans and operational performance measures.	
1.2.3.1b	Corporate performance measures and targets are identified, monitored and achieved.	Department Plans are reviewed, and priorities and goals are determined.	Plans reviewed by leaders and endorsed by ELT in June annually. Evidence of goals aligning with operational plan.	100%	Department Plans have been reviewed by each of the department leaders. Goals and updates were presented to the Leaders Forum held in October 2022.	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.3.1c	Corporate performance measures and targets are identified, monitored and achieved.	Corporate measures are embedded in senior staff contracts.	Evidence of measures included and tracked.	75%	General Managers 23/24 contract and performance targets have been agreed and in place. DGM's targets and documentation to be completed by end September 2023.	
1.2.3.1d	Corporate performance measures and targets are identified, monitored and achieved.	Annual service reviews of Council operations undertaken.	Evidence of planning of service review requirements for all Council areas. Undertake service review program by end of 2022/23.	50%	Draft service review framework has been developed. Proposed 3 year review program to be discussed with ARIC in September. Town Presentation Service Review planning to commence in November with the review to be conducted in February 24. Actions from Community Services Service review being finalised and will be reported to ARIC.	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.3.2a	Develop and implement a continuous improvement framework and program.	Continuous improvement framework, tools and capability developed.	Evidence of a culture of improvement.	100%	23/24 Program has been adopted and continues on work to date. Visuals to be enhanced with Transformation program and department goals. Currently working on improvements to RMCC contract controls, resources by area allocation process, Reflect Works scheduling.	
1.2.3.2b	Develop and implement a continuous improvement framework and program.	Examples of improvement in department plans.	Identified improvement reported through department plan updates.	100%	Each department leader presents to the Leaders Forum innovations and improvements in their area. Improvements could be the result of a recent internal audit undertaken and are also reflected in the review process of the internal audit program.	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.2.3.2c	Develop and implement a continuous improvement framework and program.	Improvements are recorded and efficiencies identified.	Evidence of improvement and innovation that achieves savings, efficiencies or improved service delivery reported to ELT annually.	100%	Activities are updated quarterly and where possible efficiencies are identified.	

Innovation & Technology

Information technology is leveraged to increase efficiency, effectiveness, and security across Council.




Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.3.1.1a	Provision of effective and secure Information Technology (IT) systems for Council.	Implement Horizon 1 actions from the endorsed IT Strategy.	90%+ of endorsed actions completed. Quarterly progress reporting to ELT.	75%	IT has implemented a new service management tool (FreshDesk) that supports IT governance framework and the future development of simpler information management and control.	
1.3.1.1d	Provision of effective and secure Information	Provide responsive and effective IT support services.	85% of Helpdesk tickets resolved within 3 business days.	80%	Developing a knowledge base for end users report. A	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Technology (IT) systems for Council.		75% First Call Resolution Rate. Evidence of service improvement.		new IT officer has been obtained, starting mid August. IT support services are improving and council users have adapted to new IT Service Management.	
1.3.1.1e	Provision of effective and secure Information Technology (IT) systems for Council.	Provide fit for purpose Geographical Information System (GIS) services.	Evidence of effective use of GIS in Council operations. 100% of Cadastre updates processed.	80%	Cadastre updates are being processed automatically as they are made available, requests are answered as they arise.	
1.3.1.1f	Provision of effective and secure Information Technology (IT) systems for Council.	Ensure Council adequately manages its cybersecurity risks.	Evidence of annual review of cybersecurity framework. Evidence of service improvement. 100% staff annual awareness training completed.	80%	Ongoing discussions with Central West JO to recruit a Chief Information Security Officer. A new email spam filter (Barracuda) has been implemented. Multi Factor Authentication implemented for all staff.	

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Council proactively meets the challenges and addresses the risks posed by a changing climate.


Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.3.2.1a	Develop relevant plans for Council to mitigate, adapt, and innovate to ensure resilience to the impacts of climate change on the Cabonne LGA.	Implement the adopted and prioritised actions from Council's Renewable Energy Action Plan (REAP).	Progress reported to Council annually.	35%	Consultants Constructive Energy are working with council's energy retailer to develop a report to accompany council's application for funding from T-Corp for the mid-scale solar farm.	
1.3.2.1b	Develop relevant plans for Council to mitigate, adapt, and innovate to ensure resilience to the impacts of climate change on the Cabonne LGA.	Implement the adopted actions from Council's Emissions Reduction Plan (ERP).	Progress reported to Council annually.	35%	Need to develop more defined actions.	
1.3.2.1c	Develop relevant plans for Council to mitigate, adapt, and innovate to ensure resilience to the	Develop and implement the adopted and prioritised actions from Council's Climate Change Adaptation Plan.	Work with stakeholders to complete a phased approach, including with StateCover and StateWide (Council's	25%	Climate Change Risk Assessment Report received from Statewide in June 2023 following the workshop.	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.3.2.1d	impacts of climate change on the Cabonne LGA. Develop relevant plans for Council to mitigate, adapt, and innovate to ensure resilience to the impacts of climate change on the Cabonne LGA.	Attendance and participation with Central NSW JO Sustainability Group.	insurance body) by June 2023. 75% attendance at meetings. Evidence of participation in initiatives.	80%	100% attendance at meeting and participating in initiatives relevant to Council.	

People and Culture






Develop, maintain, and retain a capable workforce.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.1.1a	Develop, implement and monitor organisation workforce requirements.	Completion and then update annually of Workforce Management Strategy review	Evidence of ongoing review of Workforce Management Strategy by end of May.	60%	work continuing on updated strategy	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.1.1b	Develop, implement and monitor organisation workforce requirements.	Undertake annual department workforce profile reviews with department leaders.	Workforce Management Strategy endorsed by Council by June. Evidence of annual workforce profile review reports presented to ELT as required.	90%	Plant & Depots complete, awaiting final results of financial data from Community Services, undertaking AOF review currently	
1.4.1.1c	Develop, implement and monitor organisation workforce requirements.	Deliver induction programs with ongoing improvements of process.	All new staff inducted within 4 weeks of start date.	100%	Inductions continuing and modifications and improvements have been implemented as required	
1.4.1.1d	Develop, implement and monitor organisation workforce requirements.	Monitoring and reporting of probationary check in points.	Evidence of completion of check in points. Fortnightly reporting of probation check in points.	100%	Reported to Gm every fortnight	
1.4.1.1e	Develop, implement and monitor organisation workforce requirements.	Develop new recruitment strategy in year one then delivers timely and successful recruitment services.	Quarterly reporting to ELT on 'time to hire' statistics. Evidence of timely recruitment activities.	90%	Recruitment modifications have been actioned, service level review completed with other users	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.1.1f	Develop, implement and monitor organisation workforce requirements.	Ongoing monitoring and analysis of workforce data such as turnover and demographic to inform strategies and decision making.	Report on key workforce data to ELT quarterly. Evidence of data being used for strategy and decision making.	90%	half yearly stats and full years stats to be collated and delivered to August ELT meeting	
1.4.1.2a	Review and develop skills and training plans.	Skills and training needs identified and then delivered through the Professional Development Process (PDP).	Annual appraisal completed.	100%	Poor participation in PDP process by DL's and Supervisors, training requirement have been imported into learning modules and will be processed	
1.4.1.2b	Review and develop skills and training plans.	Skills and training needs identified and then delivered through the onboarding process.	Evidence of skills and training delivered.	100%	all skills and quals collected through onboarding process, gaps are identified in learning module	
1.4.1.3a	Implement the Cabonne Capability Program.	Implement the framework for all positions.	Framework is implemented and managed by June 2023.	90%	Framework for Grades 1-6 and Supervisors has been developed in draft format. Further work to implement	
1.4.1.3b	Implement the Cabonne Capability Program.	Update all position statements to reflect new framework.	Position statements are updated to new format by end of September 2023.	80%	Tuer 4 and 5 position have teh framework developed in draft format and will be	





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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.1.3c	Implement the Cabonne Capability Program.	Update and develop clear processes for the annual cycle of PDP, including goal setting and performance review.	Goal setting phase completed annually by end April. Performance reviews completed annually by end of November.	100%	incorporated into PD's once adopted Annual cycle is now in place, this will be updated to all staff as the stages occur	
1.4.1.4a	Implement leadership capability program.	Implement new personal development plans linked to capability areas.	Staff will have a customised personal development plans linked to capability areas annually by October 2023.	85%	This is on track to be delivered in time for PDP process in September 2023	
1.4.1.4b	Implement leadership capability program.	Complete delivery of leadership program activities.	Evidence of activities delivered through the annual training program.	90%	80% of budget spent in leadership training, new leaders receiving prof development as required	





Providing a safe and respectful workplace.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.2.1a	Develop and implement the Work Health and Safety	Implement the WHSMS Framework.	Evidence of implementation by September 2022.	100%	Implemented	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.2.1c	Management System (WHSMS). Develop and implement the Work Health and Safety Management System (WHSMS).	Continual review of WHSMS Framework in line with ISO45001.	Evidence of reviews completed.	90%	Framework is regularly reviewed	
1.4.2.1d	Develop and implement the Work Health and Safety Management System (WHSMS).	Ensure staff awareness of Work Health & Safety (WHS) requirements as per role.	Evidence of WHS training as part of induction. Delivery of any identified training requirements.	100%	All new and existing staff have to complete online learning program	
1.4.2.1e	Develop and implement the Work Health and Safety Management System (WHSMS).	Compliance to WHSMS Framework.	Evidence of compliance. Reported to ELT quarterly.	85%	Internal Audit to commence July 2023, presentation to ELT has been completed	
1.4.2.2a	Establish a culture of workplace safety and employee well being.	Awareness of cultural expectations.	Delivery of information at 2 Roadshows per year. Monthly induction program.	100%	Monthly inductions, Safe & Respectful Behaviours training for all supervisors completed	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.2.2b	Establish a culture of workplace safety and employee well being.	Align workplace behaviour with core values.	Evidence of workplace behaviours training as part of induction. Evidence of training of leaders through Safe and Respectful Behaviours.	100%	Visual displays for new supervisors & leaders, all staff have to read and acknowledge safe & respectful behaviours in onboarding portal and is also covered in corporate induction	
1.4.2.2c	Establish a culture of workplace safety and employee well being.	Culture of workplace safety which includes daily pre-start meetings for outdoor staff and safety toolbox meetings.	Evidence of meetings.	90%	Toolbox meetings attended by WHS Coordinator regularly	
1.4.2.2d	Establish a culture of workplace safety and employee well being.	An employee wellbeing program is in place.	Program in place with demonstrated benefits from 2022.	100%	Prigram is in place and operating	
1.4.2.3a	Identify improvement strategies.	Conduct employee engagement survey	Evidence of completion of survey twice annually. Report of findings to leaders for action. Evidence of implementation of improvement strategies.	100%	December 2022 results collated and sent to DL's and ELT	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.2.4a	Ensure injury management is best practice.	Manage workers compensation and Recover at Work (RAW) activities.	Evidence of reduction in lost time claims. Evidence of lost time injury rates. Evidence of reduction in claim costs.	100%	Claims review and RAW training provided to DL's & Coordinators	
1.4.2.4b	Ensure injury management is best practice.	Training provided to RAW coordinators.	Evidence of training completed.	100%	continued professional development for RAW coordinators has been attended, next event is StateCover conference in May 2023	

Implement the Cabonne 2025 Transformation Program.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.3.1a	4-year and annual program developed and delivered.	Cabonne 2025 Program monitored, modified and renewed annually.	Priorities and activities updated in plan annually in January. Evidence that Program remains on target,	100%	Workforce profiles progressing as planned, capability and capacity of workforce regularly examined	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.4.3.1b	4-year and annual program developed and delivered.	Transformation Program initiatives implemented as per Plan.	measurable and achievable. Evidence that Council is recognised as a modern efficient council through awards, specifically Bluett Award (apply 23/24). Annual Plan outcomes and achievements reported annually in December.	90%	submissions for Awards have been delayed due to flooding event, initiatives have been implemented	
1.4.3.1c	4-year and annual program developed and delivered.	Expand the capacity of the People & Culture team to implement improvements to the workforce management systems, processes, and projects.	Improvement Plan adopted and delivered.	100%	Planning session with SPC staff completed, Dept Plan also completed and presented to General Manager	

Plants & Depots

Delivering quality plant and fleet.


Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.5.1.1a			Standard registrations completed two weeks	100%		




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Manage council's plant and fleet.	Registrations completed.	prior to expiry. Conditional registrations completed two weeks prior to expiry.		Registrations completed.	
1.5.1.1b	Manage council's plant and fleet.	Replace plant and fleet in line with Council's plant replacement program.	Monthly reports to ELT on replacement program. Evidence of adherence to Institute of Public Works Engineering Australasia (IPWEA) Standard.	100%	Replacement program completed still waiting on some items to be delivered.	
1.5.1.1c	Manage council's plant and fleet.	Harmonisation of Conditional registration dates.	All registrations to align to 1 November.	100%	All plant being replaced are registered to November 1	
1.5.1.1d	Manage council's plant and fleet.	Monitor and report on plant utilisation.	Monitor and quarterly report to ELT on plant utilisation.	100%	Plant utilisation for 2022/2023 financial year sent to appropriate staff for comment on 4/7/23.	
1.5.1.1e	Manage council's plant and fleet.	Coordinate external plant hire.	Adherence to plant and equipment hiring form by staff.	100%	External Plant Hire satisfactory completed.	
1.5.1.1f	Manage council's plant and fleet.	Implement actions of the fleet management strategy.	Delivery of action plan within strategy.	90%	Ben Lawson has reviewed Plant Audit Actions 13-7-23 with Department Leader.	

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Effectively manage Council's depot operations.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.5.2.1a	Manage Council's store operations.	Stocktakes completed.	2 stocktakes completed per year. Error rate of less than 5%.	100%	Stocktake completed by Finance Department on 30/7/23.	






Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
1.5.2.2a	Depot facilities are fit for purpose.	Undertake depots masterplan to define future needs and requirements.	Evidence of completed masterplan by end of 2023.	30%	Awaiting the arrival of a Plant and procurement Coordinator.	
1.5.2.2b	Depot facilities are fit for purpose.	Implement actions from masterplan.	Evidence of completed program annually.	40%	No further development.	
1.5.2.2c	Depot facilities are fit for purpose.	Maintain security at all operational depots.	Maintenance of security gates at depots. Evidence of compliance to alarm responses.	100%	Fixed security cameras installed at Molong, Cudal and Orange Depots.	

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Delivering Quality Urban & Transport Infrastructure

Community Amenity & Recreation





Maintain existing sporting, recreational, cultural, council and community facilities, to the levels defined in the Recreation Asset Management Plan.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.1.1a	Maintain pools to meet the needs of all pool users.	Review the actions from the Pools Audit.	All incidents at pools investigated and actions implemented.	100%		
2.1.1.1b	Maintain pools to meet the needs of all pool users.	Implement the actions from the Cabonne Pools Masterplan.	Deliver program of masterplan recommendations.	100%		
2.1.1.1c	Maintain pools to meet the needs of all pool users.	Water testing compliance at Council pools.	80% compliance with water testing.	100%		
2.1.1.1d	Maintain pools to meet the needs of all pool users.	Operate pools in accordance with the Operation and Maintenance Manual.	Conduct annual review of all Council pools for the past season.	100%		
2.1.1.1e	Maintain pools to meet the needs of all pool users.	Support and engage with the Cabonne Pools Advisory Committee.	Two meetings held per year. Evidence of minutes actioned.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.1.2a	Maintain sporting facilities to meet the needs of the community.	Maintain sporting facilities in accordance with agreed levels of service.	Review levels of service for sporting facilities by end of 2023. Evidence of compliance with set standards.	100%		
2.1.1.2b	Maintain sporting facilities to meet the needs of the community.	Support and engage with relevant section 355 committees and key user groups.	Council representative attends 100% of section 355 committee meetings. Evidence of engagement with key community groups.	100%		
2.1.1.3a	Maintain parks and gardens to safe operational standards.	Maintain parks and gardens in accordance with agreed levels of service.	Review levels of service for parks and gardens facilities by end of 2023. Evidence of compliance with set standards.	100%		
2.1.14a	Maintain playgrounds to safe operational standards.	Maintain playgrounds in accordance with agreed levels of service.	Review levels of service for playgrounds facilities by end of 2023. Evidence of compliance with set standards.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.1.5a	Maintain the Council's properties and buildings to safe operational standards.	Carry out inspections and maintenance in accordance with agreed levels of service.	Evidence of compliance with set standards.	100%		
2.1.1.6a	Formalise and implement Crown Land Plans of Management (POM).	Formalise all Plans of Management.	Completed plans for all Crown Land categories. Consultation with all key stakeholders. Adoption by Council.	70%		
2.1.1.6b	Formalise and implement Crown Land Plans of Management (POM).	Implement Plans of Management.	Evidence of plan of management implemented for all Crown Land categories.	0%		
2.1.1.7a	Implement the Activate Cabonne program.	Deliver projects as detailed in the Activate Cabonne Program.	Evidence of completion of Canowindra Grandstand and Amenities. Evidence of completion of Canowindra Grandstand and Amenities - Additional Change Rooms.	75%		



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			Evidence of completion of Canowindra Central Business District Activation - Stage 1.			
			Evidence of completion of Canowindra Swinging Bridge Precinct Activation - Stage 1.			
			Evidence of completion of Molong Central Business District Activation - Stage 1.			
			Evidence of completion of Cabonne Community Centre.			
			Evidence of completion of Eugowra Multi-purpose Centre.			
			Evidence of completion of Cabonne Communities Footpath Extension Program - Phase 1.			
			Evidence of completion of Cabonne Town and Villages Entry Signage.			


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			Evidence of completion of Activate Cabonne Swimming Pools - Stage 1.			
			Evidence of completion of Peak Hill Road Upgrade.			



Undertake emergency management responsibilities.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.2.1a	Support the appropriate emergency management lead agency in the planning and management of emergency events.	Review of emergency management plan.	Evidence of annual review undertaken.	100%		
2.1.2.1b	Support the appropriate emergency management lead agency in the planning and management of emergency events.	Conduct Local Emergency Management Committee (LEMC).	Evidence of quarterly meeting undertaken.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.2.1c	Support the appropriate emergency management lead agency in the planning and management of emergency events.	Provide assistance to combat agencies if required.	Evidence of assistance provided when required.	100%		



Manage Council's urban maintenance and improvement programs.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.1.3.1a	Undertake street & gutter cleaning and town entrance mowing.	Carry out street & gutter cleaning and town entrance mowing in accordance with agreed levels of service.	Review levels of service for street & gutter cleaning and town entrance mowing by end of 2023. Evidence of compliance with set standards.	100%		
2.1.3.2a	Complete annual tree maintenance and hazard removal program.	Annual tree maintenance and hazard removal program completed.	Evidence of completed program.	100%		


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Transport Infrastructure





Provide a road network that meets the needs of the community.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.1.1a	Maintain Council's road network to meet the needs of users.	Undertake road maintenance and routine activities.	% Reseal program delivered. % kerb & gutter maintenance projects delivered. Maintenance grading of unsealed roads in accordance with adopted level of service. Respond to customer requests within 10 day response target.	70%	Maintenance activities undertaken in addition to emergency repair work with ongoing activities progressing.	
2.2.1.2a	Upgrade Council's road network inline with the Strategic Asset Management Plan (SAMP), Long Term Financial Plan (LTFP) and Transport and Drainage	Deliver Council's capital works program.	% road renewal project delivered. % gravel resheeting program delivered.	50%	Gravel resheeting completed: Greenbah Crk Rd, Sandy Crk Rd, Loombah Rd, Larras Lee Rd, Yoorooga Rd, Sharpless Lane, Sussex Lane, Meadowbank Rd, Trajere Rd, Nanami Rd, Gowan Rd . Drainage works have	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Department Plan.				commenced on Amaroo Rd to be completed June 30 2024. Cadia Rd Intersection upgrade has been completed. Peakhill Road upgrade has is ready for tender however federal government 90day review project is on hold. Washpen Bridge upgrade is progressing-construction 2023.	
2.2.1.2b	Upgrade Council's road network inline with the Strategic Asset Management Plan (SAMP), Long Term Financial Plan (LTFP) and Transport and Drainage Department Plan.	Opportunities for additional funding of road projects is actively pursued through State and Federal funding programs.	Success of grant funding application for road projects.	50%	Actively lobbying and seeking funding from both State and Federal bodies. 2023 successful grant projects include, Active Transport (footpaths), REPAIR Burrendong Way, REPAIR Cargo Rd, Fixing Local Roads Cadia Road, FLR Longs Corner Rd.	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.1.3a	Lobbying for improvements to the road network within the Cabonne region.	Lobby for the retention and renewal of rail network.	Evidence of lobbying action when matters arise.	55%	Lobbying for upgrades to Molong Railway Bridge undertaken as part of the Flood Recovery Plan	
2.2.1.3b	Lobbying for improvements to the road network within the Cabonne region.	Lobby for improved road transport opportunities within the Cabonne region.	Evidence of lobbying action when matters arise.	55%	Ongoing lobbying is also undertaken by Community and Economy team as part of the ongoing management of the strategic and flood recovery plans	
2.2.1.4a	Initiate and implement road safety programs.	Implement transport for NSW road safety programs.	Six monthly reports to Council on activities under the road safety program.	70%	Warranty works completed on MR310 and MR377. MR61 Warranty works scheduled for Q2/3 in 23/24FY. Ongoing monitoring and signage implemented in areas of safety concerns.	
2.2.1.4b	Initiate and implement road safety programs.	Facilitate the Local Traffic Committee.	Traffic committee meetings held quarterly.	55%	Traffic Committee meetings successfully held.	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.1.5a	Maintain Council's bridge infrastructure to meet the needs of users.	Undertake bridge maintenance and routine activities.	Evidence of annual inspection of bridges undertaken. Maintenance activities undertaken in accordance with the adopted level of service.	55%	Ongoing inspections and bridge maintenance underway. Repairs and upgrades made after multiple flooding events. Funding sought through TfNSW DRFA (Natural disaster) funds.	
2.2.1.6a	Upgrade Council's bridge infrastructure in line with the SAMP and the LTFP.	Deliver Council's capital works program.	Number of bridges replaced and upgraded.	50%	Reports for Nyrang Creek Bridge and Canomodine Bridge replacement options are due from "Bridge Knowledge" consultants by end of July 2023. Reports to be submitted to TfNSW for DRFA consideration and approval of funding. Temporary side-tracks for both locations are currently in place in order to keep roads	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.1.6b	Upgrade Council's bridge infrastructure in line with the SAMP and the LTFP.	Opportunities for additional funding of road projects is actively pursued through State and Federal funding programs.	Success of grant funding application for road projects.	40%	operational for the community. Actively lobbying and pursuing State and Federal funding programs, funding for bridges damaged under flooding events are being sought through TfNSW DFRA funding.	
2.2.1.6c	Upgrade Council's bridge infrastructure in line with the SAMP and the LTFP.	Complete Washpen Bridge Replacement.	Project completed by end of June 2023.	50%	Design and Construction tender currently open. Construction due to commence Late 2023.	

Health and safety of the community is improved through the provision of a quality footpath network.




Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.2.1a	Maintain and upgrade Council's footpath network to meet the needs of users in line with the Pedestrian	Undertake footpath routine maintenance.	Respond to customer requests within 10 day response target.	55%	Ongoing inspections and maintenance being undertaken as per customer service requests.	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.2.1b	Access and Mobility Plan (PAMP). Maintain and upgrade Council's footpath network to meet the needs of users in line with the Pedestrian Access and Mobility Plan (PAMP).	Deliver Council's capital works program.	% footpath extension projects delivered.	30%	New footpaths funded by Active Transport and LRCI, tender has been released 13/07/23. Construction to be complete by June 30 2023	
2.2.2.1c	Maintain and upgrade Council's footpath network to meet the needs of users in line with the Pedestrian Access and Mobility Plan (PAMP).	Opportunities for additional funding of footpath projects is actively pursued through State and Federal funding programs.	Success of grant funding application for road projects.	50%	Tender has been released for construction of footpaths across Cabonne. Actively seeking additional funding to support further projects in line with the PAMP.	

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Improved drainage services delivered.



Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.3.1a	Provide drainage networks in urban areas.	Undertake drainage routine maintenance.	Respond to customer requests within 10 day response target.	40%	Drainage maintenance undertaken during Emergency restoration Works after multiple flooding events. Further inspections and maintenance ongoing.	
2.2.3.1b	Provide drainage networks in urban areas.	Deliver Council's capital works program.	% drainage projects delivered.	90%	Drainage improvement across the Shire incorporated into the Emergency Works Storm repairs after the November 2022 floods.	
2.2.3.1c	Provide drainage networks in urban areas.	Internal drainage strategy for Molong township.	Completed by end of 2023.	40%	Currently working with Sewer and Water Team and Community & Economy Team to compliment the completion of flood study and implementation and lobbying for funds to improve the towns sewer and water networks. Flood Study expected completion in December 2023.	

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Flood risk is mitigated and reduced for people and property in the shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.4.1a	Manage Cabonne's township floodplains in accordance with management plans.	Manage Molong Floodplain in accordance with management plan.	Evidence of compliance with management plan. 1 voluntary purchase program every two years.	40%	Flood study commenced expected to be completed by September 2023. Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards resilience strategies for Townships	
2.2.4.1b	Manage Cabonne's township floodplains in accordance with management plans.	Complete Molong floodplain management study and plan reviews.	Evidence of completed plans by end 2023.	100%	Draft models presented to Cabonne Flood Plain Committee. Works to be completed in Q3 23/24FY	
2.2.4.1c	Manage Cabonne's township floodplains in accordance with management plans.	Implement Molong Floodplain Management Plan.	Evidence of completed actions in accordance to adopted plan.	30%	Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.4.1d	Manage Cabonne's township floodplains in accordance with management plans.	Manage Eugowra Floodplain in accordance with management plan.	Evidence of compliance with management plan. 1 voluntary purchase program every two years.	40%	resilience strategies for Townships Flood study commenced expected to be completed by September 2023. Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards resilience strategies for Townships	
2.2.4.1f	Manage Cabonne's township floodplains in accordance with management plans.	Implement Eugowra Floodplain Management Plan.	Evidence of completed actions in accordance to adopted plan.	30%	Flood study commenced expected to be completed by September 2023. Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards resilience strategies for Townships	





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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.2.4.1g	Manage Cabonne's township floodplains in accordance with management plans.	Manage Canowindra Floodplain in accordance with management plan.	Evidence of compliance with management plan.	40%	Flood study commenced expected to be completed by September 2023. Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards resilience strategies for Townships	
2.2.4.1i	Manage Cabonne's township floodplains in accordance with management plans.	Implement Canowindra Floodplain Management Plan.	Evidence of completed actions in accordance to adopted plan.	30%	Flood study commenced expected to be completed by September 2023. Grants received from State and federal government for Disaster Ready Fund (embargo) and Category D funding utilised towards resilience strategies for Townships	


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Wastewater Services

To provide and maintain environmentally sustainable, high quality wastewater facilities.




Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.3.1.1a	Undertake Cabonne Wastewater Operations.	Operated in accordance with relevant standards and best practices.	75% compliance with EPA Licence requirements.	100%		
			Operation according to Operations Plan 100% of time.			
2.3.1.2a	Maintain Cabonne Wastewater Operations.	Maintain in accordance with the Strategic Asset Management Plan (SAMP), Long Term Financial Plan (LTFP) and relevant Department Plans.	Evidence of completion of program.	100%		
2.3.1.3b	Augmentation strategy to accommodate future potential growth/need.	Undertake review of Molong Wastewater Treatment Plant capacity and augmentation options.	Completed report outlining current capacity and future upgrade options and high level budget.	100%	Report information being considered for future planning.	
2.3.1.4a	Operate effluent reuse schemes.	Should operate in accordance with relevant standards and best practices.	100% compliance with operating licence.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.3.1.5a	Undertake liquid trade waste operations.	Review Liquid Trade Waste operations and maintain register of businesses.	75% of high risk trade waste business is compliant.	0%		

Water Services




Manage quality water infrastructure systems.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.4.1.1a	Implement and amend Best Practice for Water Supply within Cabonne water operations.	Best Practice for Water Supply implemented and amended.	Water quality to meet standards 100% of time.	100%		
2.4.1.1b	Implement and amend Best Practice for Water Supply within Cabonne water operations.	Continue to maintain drinking water management system and ensure drinking water guidelines complied with.	Water quality to meet standards 100% of time.	100%		
2.4.1.2a	Maintain water infrastructure assets	Water infrastructure assets maintained in accordance with the Strategic Asset Management Plan (SAMP), Long Term Financial Plan (LTFP)	Evidence of completion of programs for replacements.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
		and relevant Department Plans.				

Ensure secure supply of water to the community.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.4.2.1a	Cabonne Water responsible use promoted.	Participation in water resource management activities, Central NSW Councils JO water utility alliance.	Attend 75% of meetings.	100%		
2.4.2.2a	Undertake regional town water supply strategy development.	Work with Orange City Council and Central Tablelands Water to develop a regional town water supply strategy.	Regional town water supply strategy developed by end of 2023.	75%		
2.4.2.3a	Undertake water treatment plant capacity review to facilitate future development.	Report on the current plant capacity to identify current treatment capability and augmentation options for expansion.	Final report completed and delivered by end of 2022.	100%	Report used in consideration of further developments of water supply infrastructure	

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Sustainable local water utility.





Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
2.4.3.1a	Develop a sustainable business as a local water utility.	Maintain a sustainable cost structure for sale of water.	Implement fees and charges in accordance with strategic business plan.	25%		

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Delivering Quality for the Natural & Built Environment



Development Services

Deliver development planning services in an effective and efficient manner.


Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.1.1a	Provide timely, accurate and professional development services to the shire.	Receive and assess Development Applications.	Number of development applications determined within a 40 day processing time.	100%	DAs assessed.	
3.1.1.1b	Provide timely, accurate and professional development services to the shire.	Receive and assess Construction Certificates.	Number of construction certificates provided. Average turnaround time.	100%	CCs assessed and issued	
3.1.1.1c	Provide timely, accurate and professional development services to the shire.	Receive and assess Complying Development Certificates.	Percentage of applications determined within the 10 or 20 day processing times specified in the State Environmental Planning Policy (SEPP).	100%	CDCs assessed and approved in accordance with SEPP requirements	
3.1.1.1d	Provide timely, accurate and professional development services to the shire.	Receive and assess Planning Certificates.	Number of section 10.7(2) Planning Certificates determined within 10 working days.	100%	All certificates generated and issued within timing requirement	

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Public health is maintained across the shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.2.1a	Ensure food premises and related premises meet legislative requirements and community expectations.	Inspect all food premises and other regulated premises in accordance with NSW Food Regulation Partnership and relevant legislative requirements.	Number of premises inspected annually. Number of reinspections required.	100%	Inspection program completed by contractor in March (56 inspections) with only 2 re-inspections for major breaches required.	
3.1.2.1b	Ensure food premises and related premises meet legislative requirements and community expectations.	Undertake backyard swimming pool inspection program.	Number of premises inspected annually.	100%	Inspections undertaken upon application	



Ensure future development supports the growth of the shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.3.1a	Determine the approach and process to complete the review of the section 7.11 and section 7.12 contribution plans.	Apply accumulated development contributions in accordance with the adopted section 94 plans.	Dollar value expenditure of accumulated development contributions.	100%	Report approvers have checked that assessing officers applied development conditions in accordance with adopted plans.	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.3.1b	Determine the approach and process to complete the review of the section 7.11 and section 7.12 contribution plans.	Levy and apply water and sewer headworks development contributions.	Dollar value of Section 64 fees levied.	100%	Referral to Development Engineering Coordinator ensures that contributions are levied when appropriate.	



Promote and conserve the natural and built heritage of the shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.4.1a	Key heritage buildings are conserved across the shire.	Offer an annual shire wide Heritage Grants program.	Number of applications. Number and value of grants awarded.	0%	No heritage grants scheme this year. Funding has been received from Heritage NSW to re-introduce for next 2 financial years.	
3.1.4.1b	Key heritage buildings are conserved across the shire.	Utilising the Canowindra Town Improvement fund, develop a heritage grants program for the Gaskill Street, Canowindra heritage conservation area with a focus on verandah and awning	Number of applications. Number and value of grants awarded.	10%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
		restoration, and a heritage façade painting program.				





Knowledge and understanding of emerging environmental issues relating to mining and energy industries.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.1.5.1a	Participate in environmental Sustainability programs.	Participation in Association of Mining and Energy Related Councils meetings and lobbying activities.	75% of meeting attended. Meeting minutes reported to Council for notation.	100%	DGM represented council at meetings held throughout year.	
3.1.5.1b	Participate in environmental Sustainability programs.	Participation in Community Consultative Committee meetings and lobbying activities: Cadia Regis Resources Hansons East Guyong	75% of meeting attended. Meeting minutes reported to Council for notation.	100%	DGM or DL attended all meetings.	

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Environmental Services

Efficient use of resources to improve environmental sustainability.


Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.1.1a	Provide waste management services that meet community needs and expectations.	Provide domestic waste collection services and local recycling facilities.	Number of general waste bins collected. Evidence that conditions and measure of waste collection contract are achieved. Number of local recycling facilities.	100%	waste collection service provided via Netwaste through JR Richards	
3.2.1.1c	Provide waste management services that meet community needs and expectations.	Provide a commercial waste collection service.	Report to ELT on reduction of cost of operating.	100%	Monitor services and waste management. Monitor community expectations. Netwaste community education programs implemented	
3.2.1.1d	Provide waste management services that meet community needs and expectations.	Operate landfill sites at Canowindra, Cumnock, Eugowra, and Manildra.	Tonnes of waste disposed to landfill. Fees received/ income from tips.	100%	landfills operated in accordance with EMP and waste strategy.	
3.2.1.2a	Develop long term strategic plan for the development,	Review the Waste Management Strategy.	Waste Management Strategy adopted by Council by end of 2022.	100%	Waste management plan has been reviewed completed,	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	operation, and closure of sites.				currently putting together action plans and KPIs	

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.1.3a	Provide community education and engagement to support diversion from landfill.	Conduct community education activities to promote recycling.	Number of Netwaste education programs undertaken. Projected landfill life (in years). Percentage of collected recycling that is contaminated.	100%	This service is provided through netwaste and envirocom via facebook, radio an TV	



Enhanced public safety and health through the use of Council's regulatory controls and services.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.2.1a	Ensure effective and responsible care, management, and public education for companion animals.	Manage a return/rehome of impounded animals' program.	Number of companion animals impounded. Number of companion animals returned to owner.	100%	impounded animals returned / rehomed as per CA Act and Impounding Act & regs, this has been a	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			Number of companion animals rehomed.		difficult year to re home animals as most pounds across the state saw an increase in surrendered/stray animals.	
3.2.2.1b	Ensure effective and responsible care, management, and public education for companion animals.	Provide emergency response to call outs for dog attacks.	Response time to call outs. Percentage of incidents investigated and resolved. Number of incidents resolved through voluntary compliance i.e., without resorting to PIN (fine).	100%	We have a full time ranger as well as 2 relief rangers, our rangers are on call on a rotational basis for after hours call outs, Ranger responds to and investigates dog attack incidents.	
3.2.2.1c	Ensure effective and responsible care, management, and public education for companion animals.	Promote and encourage responsible pet ownership to ensure animals in the shire are microchipped and registered.	Number of public awareness activities undertaken. Number animals microchipped.	100%	Annual program established and implemented throughout the year, We run programs throughout the year for microchipping and desexing	
3.2.2.2a	Ensure environmental monitoring in accordance with the	Rehabilitate contaminated land across Cabonne.	Evidence of rehabilitation of waste	100%	Rehabilitation is ongoing at all of our waste facilities	





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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.2.2b	Protection of the Environment Operations Act 1997. Ensure environmental monitoring in accordance with the Protection of the Environment Operations Act 1997.	Monitor groundwater at the former gasworks site in Molong.	facilities as waste stages are completed. Evidence of inspections completed in required timeframe.	100%	Groundwater monitoring of test bores associated with remediation of former gasworks site is undertaken by consultant twice a year. Program to remove impacted water from former gasworks well is ongoing.	
3.2.2.2c	Ensure environmental monitoring in accordance with the Protection of the Environment Operations Act 1997.	Provide illegal waste compliance services.	Evidence of compliance inspections completed daily by ranger.	100%	Regular patrols of the shire are conducted by our ranger and illegal dumping is reported to and cleaned up where required	



Minimal economic and environmental impacts of weeds across the shire.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.3.1a	Deliver an effective weed management system in	Identify and manage high risk weeds in accordance with the	Priority weeds identified through the WAP	100%	Weeds identified and managed	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.3.1b	accordance with the Biosecurity Act. Deliver an effective weed management system in accordance with the Biosecurity Act.	Weed Action Plan (WAP). Manage weed spraying programs for Council roadsides, including State Roads contracted to Council by Transport for NSW (TfNSW).	program/inspection and managed. Percentage of spraying program completed.	100%	throughout the year as part of WAP Council road sides are spray yearly for fire safety, this is via grants through the RFS, we also spray various species of weeds throughout the year on council roadsides	
3.2.3.1c	Deliver an effective weed management system in accordance with the Biosecurity Act.	Manage weed spraying programs for Council's parks and gardens.	Percentage of spraying program completed.	100%	Council parks and sporting fields are sprayed upon request via Infrastructure Dept, some areas are maintained by the towns crews themselves	
3.2.3.1d	Deliver an effective weed management system in accordance with the Biosecurity Act.	Carry out inspections of private land, including Crown Lands, National Parks and Forestry Corporation.	Report quarterly to ELT. Non-compliance reported. Community engagement and compliance.	100%	Ongoing program annually as part of WAP, well above target	
3.2.3.1e	Deliver an effective weed management system in	Actively participate in the Central Tablelands Regional	Evidence of meeting attendance and participation.	100%	Enviro Coordinator attended meetings throughout the year	


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.3.1f	accordance with the Biosecurity Act. Deliver an effective weed management system in accordance with the Biosecurity Act.	Weeds Action Committee. Advocate for further funding opportunities through Local Land Services and Crown Land for weed control.	Application for funding submitted.	75%		
3.2.3.1g	Deliver an effective weed management system in accordance with the Biosecurity Act.	Conduct community education activities to improve weed management and control.	Community engagement when conducting inspection and information supplied. Information sessions in each town annually.	100%	Macquarie valley committee have advertised via facebook, radio and TV, we contribute to all of these yearly	

Infrastructure and services that meet the future needs of the community.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.4.1a	Manage and maintain cemeteries throughout Cabonne in accordance with Public Health Act.	Undertake the annual maintenance program for all cemeteries.	Evidence of program completion.	100%	annual maintenance program implemented and operating	
3.2.4.1b	Manage and maintain cemeteries	Establish levels of service for the annual maintenance program.	Levels of service endorsed by ELT by end of 2022.	100%	Cemeteries maintained throughout the shire	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
3.2.4.1c	throughout Cabonne in accordance with Public Health Act. Manage and maintain cemeteries throughout Cabonne in accordance with Public Health Act.	Maintain accurate cemetery burial and reservation records.	Records kept up to date electronically.	100%	on an ongoing rotational basis records kept and maintained as required	

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Delivering Quality Community Services

Community & Economy


Support Existing Business.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.1.1a	Engage with local businesses.	Engage with local businesses across the Cabonne LGA.	4 businesses engaged per quarter (12 per year). Evidence of business engagement through Business Hub. Regular maintenance of local business register established.	50%	Works continuing in Molong and Canowindra, with engagement continuing with local businesses. Actions identified and being actioned as part of the Cabonne Recovery Plan. Business spotlights regularly posted on the Discover Cabonne page. Work currently underway to support events around Small Business Month in October	
4.1.1.1b	Engage with local businesses.	Engage with the main employer in each village.	Evidence of business engagement through Business Hub.	10%	Ongoing engagement continuing - with further actions identified through Cabonne	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			2 businesses engaged in each town/village per quarter (8 per year).		Recovery Plan. Business spotlights regularly posted on the Discover Cabonne page. Support being provided to Daroo Awards Committee, and through other organisations	
4.1.1.2a	Provide guidance to local businesses on key council processes.	Facilitate workshops on grant funding application development.	Evidence of engagement through community organisations.	5%	Council will be facilitating a Governance workshop in August with Progress Associations and s355 committees invited to attend. Grants will be discussed at this workshop.	
			1 workshops delivered per year.			
4.1.1.2b	Provide guidance to local businesses on key council processes.	Facilitate workshops on development approvals processes and regulations for businesses.	Evidence of engagement through Business Hub.	0%	No progress in this reporting period.	
			1 workshop delivered per year.			
4.1.1.3a		Develop regular content for online	Evidence of engagement through Business Hub.	50%	Continue to promote event and businesses	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Report on local business success stories.	portal or social media.	6 specific social media posts per year on business success stories. Work to tie in with Daroo winners and nominees.		through the Discover Cabonne facebook page. Actions also included as part of Cabonne Recovery Plan.	


Attract New Investment.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.2.1a	Develop concierge and hand-holding services.	Develop an online business portal.	Evidence of engagement through Business Hub.	45%	Review of business hub to be undertaken in line with commencement with new staff.	
4.1.2.1b	Develop concierge and hand-holding services.	Develop collateral outlining the development approvals process within Council.	Evidence of business engagement through Business Hub. Evidence of specific collateral to events and business owners.	10%	Work continuing on improving information available online - further work to be done.	
4.1.2.1c	Develop concierge and hand-holding services.	Facilitate discussions between project proponents and the planning team.	# of engaged through "concierge" services by Community & Economy Team.	30%	Ongoing support provided to businesses through flood recovery - although largely ad hoc.	




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
			Evidence of business engagement through Business Hub. Evidence of responses to businesses seeking assistance.			

Increase engagement with visitors, and support the emerging visitor economy.



Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.3.1a	Encourage collaboration within the region and with surrounding local governments.	Facilitate discussions between key tourism groups across the region.	4 meetings each year with stakeholders in key sectors. 1 stakeholder engagement event facilitated by Council each year.	20%	Tourism Manager and AOF team continuing to work with Orange360 and Destination Central West in famils across Cabonne. This improves the way that Council is able to promote local tourism providers, and helps build relationships with these key stakeholders.	
4.1.3.1b	Encourage collaboration within	Facilitate tourism-focused discussions	Promotion of Events Assistance Program (EAP) and	50%	Reconnecting Regional NSW	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	the region and with surrounding local governments.	for the Progress Associations.	<p>Sponsorship program with Progress Associations, and through local media advertising.</p> <p>Evidence of relevant grant applications to support community organisations/events.</p> <p>Council attendance and participation at community events.</p>		<p>Events are continuing into 2023 - including Christmas events in all towns and villages, and support for the Eugowra Woodfired event.</p> <p>Council continues to provide support through EAP, Sponsorship and CAP grants.</p>	
4.1.3.2a	Support local events and festivals and promote local villages and culture.	Develop and disseminate post-event analysis of signature events.	<p>Evidence of development of post-event analysis of signature events.</p> <p>Development of reporting process for Age of Fishes Museum to collect post-event and post-visit data.</p> <p>Evidence of post-event reports to Council/Committee/ELT.</p>	30%	Program of new events being developed with Tourism and Events Coordinator - in line with funding, and Council Sponsorship.	
4.1.3.2b	Support local events and festivals and promote local	Support local events, culture, and festivals and promote local villages - including	Promotion of EAP and Sponsorship program with Progress Associations, and through local media advertising.	40%	C&E team continue to assist through promotion of events on social media,	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	villages and culture.	through the provision of sponsorship opportunities and seeking grant funding.	Evidence of relevant grant applications to support community organisations/events. Council attendance and participation at community events.		attendance at events and dedicated grant opportunity page on council website. EAP applications continue to be well taken up during reporting period. CAP funding exhausted for 2022-23 FY.	




Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.3.3a	Support the development of visitor economy opportunities.	Work with surrounding local governments and strategic partners to promote Cabonne to visitor markets and residents.	Attendance at Orange360 meetings. Attendance at RDA and Central West JO meetings. Delivery of 1 activity per year - delivered in partnership with strategic partners/councils.	40%	Regular meetings held with Regional NSW team, Orange360, and Destination Central West.	
4.1.3.3b	Support the development of	Identify and promote existing nature-based	In partnership with Orange360 develop a marketing strategy for	40%	C&E Team continue work with Orange360, Orange & Blayney Council on	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	visitor economy opportunities.	tourism products and experiences available in the region.	nature-based tourism. Evidence of implementation of strategy.		delivery of projects identified in DMP. Destination Central West (DNCW) has partnered with Sparrowly Group to better understand the challenges, perceptions and opportunities that agritourism presents for the Central West region of NSW and encourage investment and product development. Council has been invited to participate in this project.	
4.1.3.3c	Support the development of visitor economy opportunities.	Undertake a review of the Visitor Information Centre/Age of Fishes Museum to identify the most appropriate location and operating structure for the future.	Engage the Tourist Group to provide recommendations. Report to ELT by end of 2023 financial year.	20%	Curatorial Study due to commence end of July 2023 and be completed by December 2023 for presentation to Council. Undertaking a retail audit in August/September of AOFM to identify opportunities for improvement. Council staff working on review of workforce to be considered for 23-24 budget.	

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Encourage Cross-Regional Collaboration.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.4.1a	Facilitate collaboration with surrounding Local Governments.	Plan for regional growth with Orange and Blayney Councils - through the development of a Destination Management Plan.	Evidence of participation with Orange and Blayney Councils. Delivery of a regional DMP by December 2022.	65%	DMP for region complete. Incorporating actions through Orange360	
4.1.4.1b	Facilitate collaboration with surrounding Local Governments.	Meet with other regional local governments for planning purposes.	Evidence of engagement with tourism groups. Facilitation of at least 1 meeting a year. Engagement with all Progress Associations via report/presentation on tourism and opportunities - 1 per year. Attendance at Orange360 and JO EDM meetings.	30%	Participation in famils with Orange360 and Destination Central West Continuing work with Orange, Blayney and Cabonne Councils on tourism and event opportunities. Through the CWJO, Council participating in development of a Disaster Risk Reduction Program.	
4.1.4.2a			Evidence of engagement with local businesses, producers,	10%	Council is facilitating a workshop on good governance in	



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Facilitate collaboration within Cabonne LGA.	Host Cross-Regional Progress Association meetings.	<p>manufacturers and tourism operators.</p> <p>Host 2 cross-regional Progress Association meetings per year.</p> <p>Provision of Council report to Progress meetings.</p>		August. All progress associations and S.355 committees will be encouraged to participate.	

Address Key Challenges

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.5.1b	Plan for Population growth.	Develop land use policy to guide land development.	<p>Undertake research and consultation with "like" Councils.</p> <p>Draft policy for public consultation by December 2023.</p>	10%	To be developed following Molong Flood Free Settlement Business Case - inline with grant funding EOI for Grant submitted.	
4.1.5.1c	Plan for Population growth.	Engage with aged care and health providers to understand potential for additional local provision.	<p>Evidence of meetings with Aged Care and Health providers.</p> <p>Continuation of development of Health</p>	20%	<p>No further updates regarding HealthOne facility.</p> <p>Continued engagement with health service providers/mental health post flood.</p> <p>Actions identified and being</p>	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.5.1d	Plan for Population growth.	Lobby State and Federal Governments and other key stakeholders on key community needs - e.g. improved digital connectivity.	<p>One project for Canowindra.</p> <p>Evidence of letters to key stakeholders.</p> <p>Evidence of Council submissions to inquiries.</p> <p>Evidence of ongoing engagement with key local MP's, and Ministers (as required).</p> <p>Promotion of Council's lobbying efforts to the Cabonne community.</p>	40%	<p>actioned as part of the Cabonne Recovery Plan. Doctor commenced in Cudal.</p> <p>Meetings held with Telstra, and NBN on improving digital connectivity across region. Telecommunication actions included in Recovery Plan. Letters sent re: flood recovery plan to NSW and Federal MP's</p>	
4.1.5.1e	Plan for Population growth.	Facilitate discussions between local schools and higher education providers.	<p>Work with Community Services Team to meet with local high schools.</p> <p>Facilitate relationship between high schools and university and vocational education sector.</p> <p>Development of leadership program between Council and</p>	20%	<p>Ongoing engagement with Eugowra schools during flood recovery. Undertaking engagement with all schools to support Local Government Week. Primarily led by the Community Services Team - including presentations from 3 high schools at June Council meeting</p>	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.5.3a	Undertake curatorial strategy for Age of Fishes Museum.	Facilitate discussion between Australian Museum and key stakeholders regarding curatorial strategy.	Facilitation of 2 yearly meetings between Council and Australian Museum. Understand key stakeholders, and undertake research of other museums.	35%	Commencement of Curatorial Project due to start in July with Cox Architects and Australian Museum. This will involve direct engagement with key stakeholders - including Council.	
4.1.5.3b	Undertake curatorial strategy for Age of Fishes Museum.	Undertake Curatorial Strategy for Age of Fishes Museum - in partnership with the Australian Museum.	Facilitation of 2 yearly meetings between Council and Australian Museum. Securing of funding for curatorial strategy. Report to Council on curatorial strategy engagement and tender process by end of 2022-23 FY.	30%	Curatorial Study due to be commenced end of July 2023, and due to be complete December 2023 for presentation to Council.	

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Leverage Surrounding Major Projects.



Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.1.6.1a	Leverage from major projects in Central-West region in order to capitalise on opportunities for communities and businesses for Cabonne.	Proactively Plan for Major Projects.	Evidence of engagement with surrounding local governments to understand Cabonne's role in major regional programs. 2 industry information sessions per year for Cabonne businesses seeking to engage in major regional projects. # Social media posts or online business hub promotion of funding opportunities for local businesses/community organisations.	10%	Actions identified in Cabonne Recovery Plan. EOI submitted under NSW Government Growing Regional Economies Fund to support water/sewer development for Molong. Meeting with RES re: Kerrs Creek Wind Farm Development Working with Telstra and NBNC on developing program of works for potential funding opportunities.	
4.1.6.1b	Leverage from major projects in Central-West region in order to capitalise on opportunities for communities and	Capitalise on Key Funding Programs.	Evidence of relevant grant applications. # of successful grant applications. # of timely completed funded projects.	45%	Grant applications being developed for Regional Growth Program (Fed) and Growing Regional Economies Fund (NSW) - EOI stage	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	businesses for Cabonne.		Evidence of timely reporting and acquittal of grant funding, in conjunction with Council's Finance Department.		only. Continuing to explore grant opportunities through Cabonne Recovery Plan.	

Community Services



Provide a range of quality and affordable education opportunities from early childhood to school aged children including family day care and before & after school care services.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.1.1a	Operate Cabonne Family Day Care service across Central West NSW as a quality and sustainable service within funding parameters.	Sustain current funding and apply for additional opportunities to enhance service delivery across our service delivery area.	Collect data and report on the number of children attending family day care relative to available places as a %. Successfully obtain recurrent Government funding for an additional 3 year period in the next round 2024.	100%		
4.2.1.1b	Operate Cabonne Family Day Care service across Central West NSW	Grow our people through providing attractive sole trader opportunities for	Collect data and report on the number of educators relative to the 45 licensed places.	100%		




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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	as a quality and sustainable service within funding parameters.	Educators, with Cabonne being seen as a preferred children services provider.	Annual feedback through surveys/consultation with Educators and families to determine why they choose to work or utilise Cabonne FDC. Service advertising & promotion outlining the benefits of working for Cabonne FDC through attendance at 1 community events per annum.			
4.2.1.1c	Operate Cabonne Family Day Care service across Central West NSW as a quality and sustainable service within funding parameters.	Provide required training to Educators to ensure compliance of National Quality Framework and Standards.	FDC bi -monthly Educator meetings attendance rate of 80%. Individual monthly face to face site visit provided to Educators at a rate of 100 % as per Regulations.	100%	COVID, illness and flood have impacted on attendance, staff ensure that regular phone contact is made with Educators throughout the month.	
4.2.1.1d	Operate Cabonne Family Day Care service across Central West NSW as a quality and sustainable service within	Implement a sustainable online Educator resource system.	In conjunction with IT, develop and implement online system that better supports the needs of the service & Educators.	100%	In conjunction with IT Microsoft Team group set up for Educators/staff also access to online forms and resources	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.1.2a	<p>funding parameters.</p> <p>Operate sustainable Before and After School Care (B&ASC) and vacation care services across Central West NSW based on the needs of families and the community within funding parameters.</p>	<p>Grow existing B&ASC services in Millthorpe, Blayney, Mullion Creek and Manildra.</p>	<p>Collect and report data on number of children attending each services relative to available licenced places.</p> <p>Increase licenced places/apply for space waiver are approved by ACECQA, as identified from service wait lists.</p> <p>Advertising & promotion outlining the benefits of working for Cabonne B&ASC through attendance at 1 community events per annum.</p>	100%		
4.2.1.2b	<p>Operate sustainable Before and After School Care (B&ASC) and vacation care services across Central West NSW based on the needs of families and the community</p>	<p>Establish and commence new B&ASC services in Molong and Clergate.</p>	<p>Council receives the Licences Right to Occupy and Service Approvals from Dept Education and ACECQA.</p> <p>Collect and report data on number of children attending each service</p>	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.1.2c	Operate sustainable Before and After School Care (B&ASC) and vacation care services across Central West NSW based on the needs of families and the community within funding parameters.	Ensure strong relationships continue with Dept Education, Skills and Employment through regular communication, reporting and service accountability.	location relative to available licenced place. Annual meetings occur with Inclusion Support Services, Schools, and Communities. Quality Framework and Standards through proactive monitoring, service evaluations and successful recurrent funding.	100%		
4.2.1.2d	Operate sustainable Before and After School Care (B&ASC) and vacation care services across Central West NSW based on the needs of families and the community within funding parameters.	Apply for new tender opportunities that become available by Dept. Education School Infrastructure to extend B&ASC services across our smaller communities.	Collect quarterly waitlist evidence data on unmet need to support service expansion. Establish 1 new service 2 years per annum across the Cabonne LGA.	100%		
4.2.1.2e	Operate sustainable Before and After School	Grow our people through providing attractive and secure	In conjunction with People & Culture, review workforce profile an	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	Care (B&ASC) and vacation care services across Central West NSW based on the needs of families and the community within funding parameters.	recruitment opportunities for our workforce with Cabonne being seen as a preferred children services employer.	employment conditions for all B&ASC staff. Staff recruitment and retention increases annually in line with childcare ratios to meet service enhancement demands.			

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.1.3a	Provide identified Youth specific activities.	Liaise with local Schools to ensure that Youth of the Month (YOTM) nominations are received each month.	A monthly YOTM is announced by Council. DLCS meets annually with YOTM to consult on ways to develop their role within Council.	100%		
4.2.1.3b	Provide identified Youth specific activities.	Plan the annual address to Council from young people across Cabonne.	The annual address occurs at 1 Council Meeting annually. That representation occurs from 60% of Cabonne communities.	100%		


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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.1.3c	Provide identified Youth specific activities.	Provide sponsorship for eligible Youth Week activities.	Seek expression of interest and provide sponsorship funding for 2 activities.	100%		




Provide a range of safe and affordable community transport services for all eligible Cabonne residents.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.2.1a	Deliver or broker transport options for clients across our communities based on funding guidelines and within funding parameters.	Maintain and safely operate the Council's Community Transport fleet.	Vehicle servicing occurs as per maintenance schedules to meet annual registration requirements. Daily WHS inspections occur prior to each trip and issues are reported to the Community Transport Coordinator. Drivers maintain a safe driving record with less than 2 incidents per annum.	100%		
4.2.2.1b	Deliver or broker transport options for clients across our communities based on funding guidelines	Cabonne Community Transport meets funding body requirements.	Meet required KPIs through monthly reporting of TRIPS through Routematch.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	and within funding parameters.		<p>Bi-annual update for Volunteers professional development provided through Western Region Forum.</p> <p>Police checks, medicals and first aid are completed by all volunteers every 3 years.</p> <p>Dept. Transport Governance meetings are attended by Coordinator and Department Leader bi-annually.</p>			
4.2.2.1c	Deliver or broker transport options for clients across our communities based on funding guidelines and within funding parameters.	Broker transport options to meet service needs.	<p>Number of monthly shopping trips for Canowindra & Eugowra trips and number of clients attending from each community.</p> <p>Number of fortnightly shopping trips for Manildra, Cudal, Cumnock and Yeoval and number of clients</p>	100%		



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.2.2a	Ensure a sustainable volunteer workforce to deliver the required transport services across Cabonne.	Advertise and recruit new volunteers in Yeoval, Eugowra and Cudal communities.	<p>attending from each community.</p> <p>Provide 4 social outings and record number of clients attending.</p> <p>Volunteer workforce of 2 is established in each identified centre.</p> <p>Advertising & promotion outlining the benefits of volunteering for Cabonne Community Transport through attendance at 1 community events per annum.</p>	100%		
4.2.2.2b	Ensure a sustainable volunteer workforce to deliver the required transport services across Cabonne.	Provide required training to ensure compliance with funding body policy and procedures.	<p>Biannual update for Volunteers professional development provided through Western Region Forum.</p> <p>All volunteers meet annual compliance for training and WHS requirements.</p>	100%		
4.2.2.2c	Ensure a sustainable volunteer workforce to deliver the	Coordinator hosts volunteer Committee meetings to ensure	Quarterly Volunteer Committee meetings	100%		



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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	required transport services across Cabonne.	volunteers are informed and communicated with regarding service delivery.	occur with a quorum in attendance.			



Provide a range of affordable appropriate accessible services for older people and those with disability for our community members of Cabonne.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.3.1a	Cabonne Home Support delivers a range of services that support the target group in maintaining independent living within their communities within funding parameters.	Service rebranding to Cabonne Home Support.	Promote service re branding through Council's promotion, advertising and social media platforms.	100%	Complete	
4.2.3.1b	Cabonne Home Support delivers a range of services that support the target group in maintaining independent living within their communities within funding parameters.	Meals on Wheels service is available to all eligible members of the Cabonne's communities.	Meet the annual unit outputs identified by the Department in our program grant agreements. Provide and vary our menu options so that clients have more choice	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.3.1c	Cabonne Home Support delivers a range of services that support the target group in maintaining independent living within their communities within funding parameters.	Social Support activities are available to all eligible members of Cabonne's communities.	based on client feedback. Bi-annually. Increase the amount of bus trips by 4 each financial year. Meet the annual output of hours identified by the Department in our program grant agreement.	100%		
4.2.3.1d	Cabonne Home Support delivers a range of services that support the target group in maintaining independent living within their communities within funding parameters.	Home Maintenance services are available and meet the needs of eligible members of Cabonne communities.	Increase volunteer numbers by 5 in towns within the LGA that can provide individual social support. Meet the annual outputs for hours identified by the Department in our program grant agreement. Secure 4 additional Home Maintenance Contractors throughout the LGA, to provide contracted home maintenance services to our clients.	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.3.1e	Cabonne Home Support delivers a range of services that support the target group in maintaining independent living within their communities within funding parameters.	Community Visitors Scheme are available and meet the needs of eligible members of Cabonne communities.	<p>Transition contractors by December 2022 to monthly claiming, to suit the program's future monthly reporting requirements.</p> <p>Meet the annual outputs for hours identified by the Department in the program Grant Agreement.</p> <p>Increase the number of volunteers by 5 engaged with the program.</p> <p>Increase the number of clients receiving Community Visitors, both from residential and in home settings.</p>	100%		
4.2.3.2a	Community Housing places are available for eligible residents in Cabonne.	Molong's Acacia Lodge & Durak Court and Cudal's Boree Lodge Management committee is operated with the S355 guidelines.	<p>Quarterly management committee meeting occurs and are documented appropriately.</p> <p>Management Committee finances for Molong & Cudal Housing is</p>	100%		

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.3.2b	Community Housing places are available for eligible residents in Cabonne.	Molong Acacia Lodge & Durak Court facilities are maintained in accordance within Tenancy Legislations rental agreements.	reported annually as per Council guidelines. All maintenance requests are received in writing and acknowledged within 1 week, with work completed within 1 month by the Department Leader Community Services.	100%		
4.2.3.2c	Community Housing places are available for eligible residents in Cabonne.	Cudal's Boree Lodge subcommittee locally manages maintenance in accordance rental agreements.	Committee members report through the quarterly management meeting.	100%		
4.2.3.3a	Host events that promote engagement and inclusion for Seniors across the Cabonne LGA.	Cabonne Home Support and Cabonne Community Transport provide Seniors across the LGA the opportunity to attend the annual NSW Seniors Week Concert and Seniors Festival.	Cabonne Community Transport arranges 1 activity per year for Seniors to attend. Cabonne Home Support arranges 1 activity per year for Seniors to attend.	100%		

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Provision of Library services at Molong, Manildra and Canowindra that are responsive to community needs.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.4.1a	Work with Central West Libraries to ensure library services are available with quality collections that attract and maintain active membership and visitation.	Libraries are sustainable and operational in Molong, Manildra and Canowindra.	Collect and report the number of library memberships across the library locations annually.	100%	Canowindra 925 members Manildra 171 members Molong 967 members	
4.2.4.1b	Work with Central West Libraries to ensure library services are available with quality collections that attract and maintain active membership and visitation.	Re-establishment of Molong Library within the new Molong Community Centre.	Bi-monthly planning meetings to occur with Central West Libraries in consultation with DGMS Services and Infrastructure throughout 2022 until building completion.	80%		

Ensure that Cabonne's planning of local services, facilities and programs are inclusive for all residents.

Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
4.2.5.1a	Work collaboratively with Orange City and Blayney Councils to ensure the development 2022-	Engage and consult with relevant agencies and the communities across Cabonne to	Develop and Disability, Inclusion and Accessibility online survey for Cabonnes' website.	75%	This will be rolled over to 23/24 financial year with the current DIAP to be revised in July	

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Task Code	DP Action	Operational Task	Performance Measure	Progress	Comments	Progress Indicator
	2026 Disability Inclusion Action Plan.	develop the Disability Inclusion Action Plan.	Develop in partnership the Disability Inclusion for Action Plan Orange City, Blayney, and Cabonne Councils.		and the new plan due December 2023	
4.2.5.1b	Work collaboratively with Orange City and Blayney Councils to ensure the development 2022-2026 Disability Inclusion Action Plan.	Work closely with Councils internal Departments in the planning and delivery of accessible and inclusive services and infrastructure.	Relevant membership on Councils working groups that address inclusion and accessibility matters.	100%		

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DRAFT CONDITIONS OF CONSENT**GENERAL CONDITIONS****1. APPROVED PLANS AND SUPPORTING DOCUMENTATION**

Development must be carried out in accordance with the following approved plans and documents, except where the conditions of this consent expressly require otherwise.

APPROVED PLANS				
PLAN NUMBER	REVISION NUMBER	PLAN TITLE	DRAWN BY	DATE OF PLAN
Reference: 2023-12DA Pages 1 to 10	Nil	Architectural Details	Anthony Daintith Town Planning	14 June 2023

APPROVED DOCUMENTS			
DOCUMENT TITLE	VERSION NUMBER	PREPARED BY	DATE OF DOCUMENT
Statement of Environmental Effects	3.0	Anthony Daintith Town Planning	16 June 2023
Bushfire Report	Project Number 12611266 Revision b	Chantelle Dominiak	10 May 2023
Management Statement	Nil	Anthony Daintith Town Panning	23 June 2023

In the event of any inconsistency between the approved plans and documents, the approved Plans prevail.

In the event of any inconsistency with the approved plans and a condition of this consent, the condition prevails.

(Reason: To ensure all parties are aware of the approved plans and supporting documentation that applies to the development)

2. TIME LIMITED CONSENT

The approval is for a 3 year period from the date of consent.

(Reason: To recognise the temporary nature of the use)

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3. BUSHFIRE FIRE PRONE AREAS - CONSTRUCTION

The structure is to be constructed in accordance with the provisions of the publication "Planning for Bushfire Protection November 2019", and to a BAL12.5 Bush Fire Attack Level (BAL) of construction under AS3959-2018 "Construction of buildings in bushfire-prone area".

(Reason: Statutory requirement)

4. MINIMUM FLOOR HEIGHT (FLOOD PRONE LAND)

The minimum finished floor level of the development is to be 800mm above ground level.

(Reason: To minimise flood affectation)

5. CONSTRUCTION HOURS

Site work must only be carried out between the following times –

For Construction from 7:00am to 6:00pm on Monday to Friday.
8:00am to 1:00pm on Saturday
No Work on Sunday and Public Holidays

(Reason: To protect the amenity of the surrounding area)

6. OPERATION OF AN EDUCATION/CARE SERVICE

A separate provider/service approval and/or license will be required from the NSW Department of Education for the operation of the approved use.

This approval is provided for the use of the land for a maximum of 48 children to attend the facility.

(Reason: Clarify approved use and other approvals required to operate)

7. COMPLIANCE WITH THE NATIONAL CONSTRUCTION CODE 2022

All building work must be carried out in accordance with the provisions of the National Construction Code (NCC) 2022.

Note: Applicants who have lodged an objection and who have been granted exemption under Part 15 of the Environmental Planning and Assessment (Building Certificate and Fire Safety) Regulation 2021, must comply with the National Construction Code (NCC) 2022 in all other respects.

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(Reason: Prescribed Statutory control)

8. OCCUPATION CERTIFICATE (SECTION 6.9 OF THE ACT)

A person must not commence occupation or use (or change of use where an existing building) of the whole or any part of a new building (within the meaning of section 6.10 of the Act) unless a Partial, Part or Whole Occupation Certificate has been issued in relation to the building or part.

The Principal Certifying Authority is required to be satisfied, amongst other things, that:

- All required inspections (including each applicable mandatory critical stage inspection) have been carried out; and
- Any preconditions to the issue of the certificate required by a development consent have been met.

Note: New building includes an altered portion of, or an extension to, an existing building.

(Reason: Statutory requirement)

9. S68 PLUMBING AND DRAINAGE APPLICATION APPROVAL

To ensure an approval is in place for the installation of any Plumbing and Drainage work the applicant is required to apply for a S68 Plumbing and Drainage Application in accordance with Section 68 Part B of the Local Government Act 1993.

Note: This is to be applied for via the NSW Eplanning Portal.

(Reason: Statutory requirement)

DURING WORKS

10. NOISE & VIBRATION

The construction of the development and preparation of the site, including operation of vehicles, must be conducted so as to avoid unreasonable noise or vibration and cause no interference to adjoining or nearby occupations. Special precautions must be taken to avoid nuisance in neighbouring residential areas, particularly from machinery, vehicles, warning sirens, public address systems and the like.

In the event of a noise or vibration problem arising, the person in charge of the premises must, when instructed by Cabonne Council or the Accredited Certifier, cease work and carry out an acoustical survey and/or investigation by an appropriate acoustical engineer or consultant and submit the results to Council. The person in charge of the site must implement any or all of the recommendations of the consultant and any additional requirements of Council. Any requirements of Council in this regard must be complied with immediately.

(Reason: Noise attenuation)

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BEFORE ISSUE OF AN OCCUPATION CERTIFICATE

11. BUILDING INFORMATION CERTIFICATE

The applicant is required to lodge with council a Building Information Certificate prior to release of any Occupation Certificate.

(Reason: Statutory requirement)

12. STORMWATER DRAINAGE

The guttering and downpipes must be discharged away from the building onto a stable vegetated area or a rubble drain constructed in accordance with Australian Standard AS/NZS 3500.3 Stormwater Drainage in a manner that does not cause nuisance or erosion to adjoining properties then connected to the Noble Street street drainage.

Likewise, any paved or impervious areas are to be drained in accordance with the above method. All the work must be completed prior to the issue of an Occupation Certificate.

(Reason: To ensure adequate Stormwater Disposal)

13. DRAINAGE RECORDS

To provide an accurate record of drainage works. The below listed records are to be submitted to Council prior to the release of the final Plumbing and Drainage Certificate:

- Notice of Works;
- Certificate of Compliance; and
- Sewer Service Diagram drawn to the scale of 1 in 200 of drainage.

ANY OCCUPATION CERTIFICATE MUST NOT BE ISSUED until the final Plumbing and Drainage certificate has been issued by council (templates can be found on council's website www.cabonnecouncil.nsw.gov.au or Fair Trading website).

(Reason: Statutory requirement)

14. MINIMUM FLOOR HEIGHT (FLOOD PRONE LAND)

The minimum finished floor level of the development is to be 800mm above ground level.

Prior to the release of an Occupation Certificate, evidence of compliance is to be provided to council certifying that the finished floor level of the development is a minimum 800mm above ground level.

(Reason: To minimise flood affectation)

OCCUPATION AND ONGOING USE

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15. Hours Of Operation

(a) The hours of operation of the use shall be as follows:-

Monday to Friday - 7:00am to 6:00pm
Saturday and Sunday - No Operations

(Reason: To protect the amenity of the surrounding area.)

16. LIGHTING

Any lighting on the site shall be designed so as not to cause a nuisance to other residences in the area or to motorists on nearby roads and to ensure no adverse impact on the amenity of the surrounding area by light overspill. All lighting shall comply with relevant standards in this regard.

(Reason: Protect amenity of surrounding area)

17. NSW RURAL FIRE SERVICE REQUIREMENTS

The development is to comply with the s100B Certificate issued by the NSW Rural Fire Service dated 13 July 2023, submitting any specified documentation and managing the land in accordance with the General Terms of Approval.

(Reason: Legislative requirement)

ADVISORY NOTES

18. ESSENTIAL ENERGY (ADVISORY NOTE)

“Strictly based on the documents submitted, Essential Energy has the following comments to make as to potential safety risks arising from the proposed development:

- *As the plans provided do not show the distances from Essential Energy’s infrastructure and the development, there may be a safety risk. A distance of 7.5m from the nearest part of the development to Essential Energy’s infrastructure (measured horizontally) is required to ensure that there is no safety risk. FROM OVERHEAD LOW VOLTAGE POWERLINES*
- *It is also essential that all works comply with SafeWork clearance requirements. In this regard it is the responsibility of the person/s completing any works to understand their safety responsibilities. The applicant will need to submit a Request for Safety Advice if works cannot maintain the safe working clearances set out in the Working Near Overhead Powerlines Code of Practice, or CEOP8041 - Work Near Essential Energy’s Underground Assets.*

Essential Energy makes the following general comments:

- *If the proposed development changes, there may be potential safety risks and it is recommended that Essential Energy is consulted for further comment;*
- *Any existing encumbrances in favour of Essential Energy (or its predecessors) noted on the title of the above property should be complied with;*
- *Any activities in proximity to electrical infrastructure must be undertaken in accordance with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure;*

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- *Prior to carrying out any works, a “Dial Before You Dig” enquiry should be undertaken in accordance with the requirements of Part 5E (Protection of Underground Electricity Power Lines) of the Electricity Supply Act 1995 (NSW); the location of overhead and underground powerlines are also shown in the Look Up and Live app essentialenergy.com.au/lookupandlive.”*

(Reason: To ensure that there is applicable distance maintained from essential services (overhead power lines) when development is being carried out)