



Official Opening of Alexandra Square, December 2017

Bi-Annual Delivery Program 2017-21 Progress Report

1 July 2017 to 31 December 2017



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Introduction

This Bi-Annual Delivery Program Progress Report is for the period 1 July 2017 to 31 December 2017. It reports Wingecarribee Shire Council's progress towards achieving the 96 four year actions of the Delivery Program 2017-21.

Each action has been assigned a traffic light to signify overall progress.

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

At the end of December 2017, all of the 96 actions were reported to be on track.

Integrated Planning and Reporting

Under Section 404(5) *Local Government Act 1993* and the NSW Integrated Planning and Reporting Framework Council requires a report on progress towards achieving its Delivery Program every six months. The **Delivery Program 2017-21** outlines the activities Council will undertake to achieve the objectives established in the Community Strategic Plan within the resources available under the Resourcing Strategy. The diagram below provides an overview of Council's Integrated Planning and Reporting Framework.



Leadership

Wingecarribee 2031 outlines the following **Leadership** Community Goals

- 1.1 Our Council has the trust of the community and well informed decisions are made to ensure long term sustainability of our Shire
- 1.2 Council communicates and engages with the community in a diverse, open and inclusive way
- 1.3 Developing community leadership, strong networks and shared responsibility for the Shire promotes and enhances community capacity

The **Delivery Program 2017-21** includes 19 four year actions to assist in the achievement of the **Leadership** strategies. The progress for these four year actions for the July to December 2017 reporting period is outlined below.

DP01 Develop and implement an elected-member professional development program



In December 2017 the NSW Government released draft Councillor Induction and Professional Development Guidelines for consultation. The draft Guidelines are designed to assist councils to develop and deliver induction and ongoing professional development activities for their mayor and councillors. Once finalised the Guidelines will be issued under section 23A of the *Local Government Act 1993* which requires councils to take into consideration these guidelines before exercising any of its functions.

Council will commence work on a needs analysis for its Councillor professional development program which is scheduled to commence in early 2018 to inform the development of training plan for Councillors.

DP02 Strengthen Council's Integrated Planning and Reporting and Governance Frameworks



Work commenced on the review of Council's Delivery Program 2017-2021 and development of the 2018/19 Operational Plan and Budget in late 2017. As required under the *Local Government Act 1993*, the Operational Plan and Budget will be placed on public exhibition in April 2018 for final adoption by Council in June 2018. To further strengthen Council's Delivery Program development of revised performance measures has commenced and will be included in the Delivery Program to assess the effectiveness of the Program.

During the reporting period, a Fraud Control Health Check was undertaken to strengthen Council's fraud and corruption control framework. The internal audit report found that Council's fraud and corruption control framework has some of the key elements of the Audit Office of NSW's '10 attributes of fraud control' outlined in the Fraud Control Improvement Kit and the Australian Standard AS8001-2008: Fraud and Corruption Control. It also found that Council in most instances has the controls within its business processes which were recommended by the Independent Commission Against Corruption report on the 'Investigation into the conduct of the former City of Botany Bay Chief Financial Officer and Others'. Notwithstanding this, the report identified 12 findings with 32 improvement opportunities. Each of these recommendations was accepted by Council and will be implemented by 30 June 2018.

DP03 Improve community understanding and awareness of Council decisions



Council continues to utilise a variety of communication channels to inform the community of its decisions. Council staff continue their positive working relationships with local and regional media stakeholders in a bid to ensure Council activities and decisions are reported. During the reporting period a draft Media Policy was developed and endorsed by Council for public exhibition. The draft policy provides a framework for Council's interaction with media outlets. Feedback from the public exhibition period will be reported back to Council in early 2018 as a part of the adoption of the Policy.

DP04 Develop and maintain an engaged and safe workforce



Council continues to monitor all workplace incidents and where required these are investigated to reduce or eliminate future incidents. Overall the number of days lost as a result of each lost time injury continues to decline and is now below industry average.

Current Work Health and Safety initiatives are being directed towards finalisation of policy and procedural issues supported by training and infield audits commencing February 2018. A new initiative in 2018 will be the launch of "TAKE 5" designed to identify site risks for any type of work across Council. This initiative, based upon initial trials of the system, will further enhance risk identification and reduce other work site paper based systems.

DP05 Implement actions from Council's Fit for The Future Improvement Program



Council's *Fit for the Future* Improvement Plan included 15 key strategies. The implementation of all *Fit for the Future* improvement strategies have commenced with the exception of the participation in Joint Organisations. The State Government announced during the reporting period that participation in Joint Organisations would be voluntary. Council will determine its position in relation to participating in the Joint Organisation for the South East and Tablelands planning region in early 2018.

DP06 Ensure Council's financial systems, procedures and practices are in line with industry best practice



The 2016/17 Financial Statements and auditors reports were presented to Council on 25 October 2017. Council's auditor, the NSW Audit Office, issued an unqualified audit opinion (i.e., an independent auditors report stating that Council's financial records and statements are fairly and appropriately presented) on the financial statements for the period ending 30 June 2017.

The September Quarterly Budget Review Statement was presented to the Finance Committee on 15 November 2017. This report indicated that Council's projected financial position at 30 June 2018 will be satisfactory, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

All other statutory financial reports (including grant acquittals) were completed and submitted within required time frames.

Council adopted a revised Investment Policy in July 2017. Council's Investment Policy now includes a position on preferencing financial institutions that do not support the Fossil Fuel Industry (where all other factors are equal).

DP07 Manage Council's Fleet to ensure maximum value obtained



Council's annual plant and light vehicle replacement program was adopted in June 2017 as part of the 2017/18 Operational Plan and Budget.

The total replacement value for the 2017/18 financial year is \$2.3 million. There is currently over 50% of the replacement program either completed or in progress across all operational areas of Council. Major replacement items where a competitive selection process has been completed include the rear-delivery patching truck, community bus and the materials handler at the Resource Recovery Centre.

DP08 Manage council's property portfolio to ensure to maximise community benefit



Council's property portfolio continues to be managed in accordance with legislative requirements pertaining to Council, including timely reporting to Council of property matters for approval.

During the first half of the 2016/17 financial year, Council has completed the purchase of 4 Wattle Lane Bowral and the purchase of 107 Kangaloon Road Bowral. Council has also sold vacant operational land at Beavan Place Bowral and vacant operational land at Lot 126 Anembo Street Moss Vale (being Proposed Lots 1263 and 1265) in November 2017.

DP09 Procurement activities are undertaken to achieve best value while underpinned by a robust ethical framework which enables local supplier participation



Council continues to manage its panel arrangements to ensure work is undertaken to a high standard and in accordance with contract rates.

During the first half of the 2017/18 financial year Council staff have been involved in the renewal of the plant and equipment hire panel contract, vegetation and bushland panel contract and commenced the renewal of the tree management panel contract.

Efforts have been made to encourage local participation through advertising in local papers, holding pre lodgement briefings and the inclusion of a percentage weighting for local contractors in the non-price selection criteria.

During the first half of the 2017/18 financial year, the draft Procurement Policy and Guidelines were placed on staff consultation for a period of four weeks. There were a number of suggestions and recommendations made by staff which have now been incorporated into the documents. It is intended to have them finalised before the end of the 2017/18 financial year.

DP10 Develop and implement enhanced asset management practices



The Asset Management Improvement Plan, which forms part of the Strategic Asset Management Plan, is progressively being implemented. The implementation of the Improvement Plan enhances Asset Management Practices within Council. Notable achievements are listed below:

- Desktop review of customer levels of service
- Update and development of Asset Management Plans
- Refinement of capital works program for all asset classes
- Revaluation of Water and Sewerage Assets
- Update of Asset Register
- Collection of condition information and updated renewal programs
- Updated risk registers and risk management planning for Water, Sewerage, Roads and Drainage Assets.

DP11 Develop and Implement Business Transformation Program



The Business Transformation Program was established to ensure Council systems and processes support effective service delivery and that the way Council interacts with its customers is responsive and provides a variety of methods of interaction.

An interim business transformation working group has been formed. Work is under way to define the methodology and detail of the comprehensive work program.

DP12 Enhance customer interaction with Council



One of the focuses of the Business Transformation program is enhancing Council's interaction with customers. During the reporting period workshops have been held with key staff to identify areas for process improvement within Council which will result in an enhanced customer experience.

DP13 Ensure council services are delivered efficiently and effectively



Council's Service Delivery Review program has gained significant momentum during the reporting period with consultants engaged to undertake reviews of Council's Southern Region Livestock Exchange (SRLX) facility and Aquatic Services.

Data analysis, benchmarking and stakeholder engagement were undertaken during the reporting period for the SRLX review. It is anticipated that the options report for the SRLX will be reported to Council in early 2018.

The Aquatic Services Service Delivery Review has also commenced. Data analysis commenced in November with site visits being undertaken in early December. Stakeholder engagements will occur during January and February 2018, with an options report to follow.

DP14 Identify opportunities for regional collaboration

The State Government announced during the reporting period that participation in Joint Organisations would be voluntary. Council will determine its position on this early in 2018.

DP15 Provide quality, timely and accessible information to the community

Council continues to provide quality, timely and accessible information to the community. News items continue to be pro-actively sought from throughout the organisation via a range of mediums.

These items are promptly issued via a range of communications channels including media releases, quarterly publications of Wingecarribee Today, radio and television interviews, staff newsletters, Council's online digital Media Centre and via Council's Facebook and Twitter social media sites.

These social media sites are continually monitored by staff with feedback provided as soon as possible.

During the reportable period 75 media releases were issued and 141 social media posts were recorded. The September and December issues of Wingecarribee Today were also distributed across the Shire.

DP16 Implement an effective Community Engagement Framework

Engagement activities continued to build on relationships with key audiences and improve the consistency of communication with internal and external stakeholders.

Consultation for construction projects including the proposals to upgrade Station Street in Bowral, rejuvenate Bowral Memorial Hall and Berrima Road deviation attracted significant interest in the community.

A key focus for this reporting period has been the development and launch of a Community Engagement Toolkit which provides guidance for Council officers who are responsible for consultation. The current version includes:

- Principles of good practice
- Community engagement processes
- Public exhibitions
- Work notifications
- Project management requirements
- Key internal contacts and stakeholders
- Resources
- Reports to council

Each topic has been discussed in clear and concise language with checklists, spreadsheets and other resources to provide guidance for staff when planning, designing and undertaking community engagement processes.

DP17 Support Council committees and working groups

The committee governance framework has been well received by staff and other stakeholders. A review of this framework is scheduled to be complete by the end of the June 2018.

DP18 Actively build capacity for community participation in leadership including mentoring and support

Council continues to engage with members of the Economic Development and Tourism Committee, as well as sector groups. Ongoing investigations are underway across all Sectors with an emphasis on the priority sectors and projects identified by Councillors at the Economic Development Workshop held on 4 October 2017.

DP19 Develop partnerships and networking with community, government and business

Council continues to engage with members of the Economic Development and Tourism Committee, as well as Sector groups, Community Groups, individuals, businesses, community organisations, Local, State and Federal Government agencies and related Non-Government Organisations. Ongoing investigations are underway across all sectors with an emphasis on the priority sectors and projects identified by Councillors at the Economic Development Workshop held on 4 October 2017.

People

Wingecarribee 2031 outlines the following **People** Community Goals

- 2.1 Our people have the opportunity for a happy and healthy lifestyle
- 2.2 We are an inclusive community which actively reduces barriers for participation in community life
- 2.3 Wingecarribee values and nurtures a diverse, creative and vibrant community

The **Delivery Program 2017-21** includes 19 four year actions to assist in the achievement of the **People** strategies. The progress for these four year actions for the July to December 2017 reporting period is outlined below.

DP20 Advocate for improved health services in the Shire



The health and well-being of our community remains a priority in the work Council staff undertake. Council has been actively engaged in the development and promotion of a number of health initiatives in the community during this reporting period.

South West Sydney Primary Health Network (SWSPHN) has launched a suite of programs to address the mental health needs of our community with specific programs targeting the Wollondilly and Wingecarribee local government areas. SWSPHN continues to consult regarding the delivery of services to meet the mental health needs of the young people in Wingecarribee.

Other initiatives include:

- addressing food security issues through the support and promotion of OzHarvest which are expanding the distribution of fresh food from local suppliers to vulnerable families
- partnering with NSW Health to plan to deliver Go4Fun at the Aboriginal Community Cultural Centre in 2018
- developing a safe and supportive environment for families of ICE drug users to meet and link with relevant support services
- Participating in the development of a men's health project called *Tackling the Challenge - Talking Local Men's Health*. The project encourages men to share their story of recovery from personal distress, crisis or challenge to help other men to talk more openly about issues they may be facing and share their story.

DP21 Partner with community based organisations in provision of services



Council staff have continued to take an active role participating in local, regional and state-wide forums on a range of topics relevant to the community. Staff attended over 25 network, interagency and committee meetings in order to represent the needs of the community and keep informed of the issues and concerns being raised. These meetings provide the opportunity for collaboration, advocacy and productive partnerships with community based organisations.

The Wingecarribee Community Services Expo is an annual event providing an opportunity for community organisations to promote their services and programs to the public and network with each other. This year the Bowral Memorial Hall was at capacity with 57 stall holders including transport, aged care, disability, Aboriginal services, housing and counselling services.

DP22 Partner with State and community organisations to provide a broad range of health and wellness programs to target specific needs of the community



The 'Five Ways to Wellbeing' framework has been strongly embedded in the delivery of health and wellness programs delivered by Council in the community. Evidence suggests that a small improvement in community wellbeing can help people to thrive, cope with challenging times and to decrease some mental health problems. Building five actions regularly into day to day living can positively contribute to wellbeing. The Five Ways to Wellbeing focus on Take Notice, Connect, Give, Be Active and Keep Learning.

As a part of the program students from Moss Vale High School developed and acted out short films on each of the Five Ways to Wellbeing actions. The short films are now being shown at the Empire Cinema in Bowral during the film advertising period. Art work and postcards created by the students are in the process of being produced for distribution across Wingecarribee promoting the Five Ways to Wellbeing. This project was possible through collaboration with a State provider and a locally based organisation.

DP23 Provide affordable sport, recreation and leisure services



The operational level of service for Council sport, recreation and leisure services has been maintained to available budgets and as per agreed service standards.

Sports ground renovations at the following facilities have been completed:

- Mittagong Oval - Top dressing, fertilised and aeration
- Eridge Park - Top dressing, fertilised and aeration
- Community Oval - Top dressing, fertilised and aeration
- Bundanoon Oval - wicket surrounds regraded, turfed and repairs to fencing surrounding oval.

Capital works completed over the reporting period include:

- Hampton Park ball stop fence
- Hampton Park bush walking trail upgraded
- Berrima/Burradoo Pony Club fence repaired and painted
- Welby Oval practice wickets surrounds were levelled with granite
- Boronia park club house and storage shed repainted
- Burrawang playground removed and stage one playground with landscaping installed
- Completion of Alexandra Square refurbishment.

Bowral Pool opened on Saturday 7 October 2017 and will remain open until Sunday 25 March 2018. The Bowral Pool season has been extended by 3 weeks to compensate for the temporary closure of Mittagong Swimming Centre.

During the reporting period Bowral Pool experienced some technical difficulties in the filtration room which resulted in the closure of the pool for two weeks.

Bundanoon Pool opened on Saturday 11 November 2017 and will remain open until Sunday 4 March 2018.

Throughout winter maintenance work was undertaken to prepare our outdoor swimming centres for the 2017/18 season. The major works carried out at Bowral Swimming Centre includes:

- Preparation and repainting of 25m, 50m and toddler pool
- Removal and tiling of the 25m, 50m and toddler pool.

This project has improved the aesthetics of the pool space and has created a more inviting place for the community to swim.

The major works carried out at Bundanoon Swimming Centre includes:

- Preparation and repainting of the 25m and toddler pool.
- Replace end tiles with new.

The Moss Vale War Memorial Aquatic Centre is managed by Belgravia Leisure on behalf of Council. The centre won an award at the Southern Highlands Local Business Awards in the fitness service category. Belgravia Leisure runs the 'AskNicely' Feedback Program. The program offers customers the opportunity to provide comment in regard to customer service and the activities the centre offers. The feedback program over this reporting period indicates that community members are happy with the service being provided by Belgravia Leisure.

DP24 Partner with Police, business and community representatives to implement the Community Safety Plan



A number of initiatives from the Community Safety Plan have been implemented during this period. Tips for Car Security flyers were distributed in the community prior to Christmas as a reminder to residents to lock and not leave valuables in vehicles.

Staff actively participated in the Southern Highlands Domestic Violence Forum which has a membership including Police, business and community organisations. The Expect Respect Golf Day held in November at the Highlands Golf Club attracted a record number of players who gave generously to the cause and assisted in raising awareness in the community saying No to Domestic Violence in the Southern Highlands.

Love Bites was delivered to students in a local high school. Love Bites is a successful school based domestic violence, sexual assault and prevention program. This program will be rolled out to secondary schools in the area.

DP25 Partner with agencies to ensure emergency management processes and procedures are in place



On 19 July the Wingecarribee Shire Local Emergency Management Committee (LEMC) conducted a biosecurity field exercise at the Southern Regional Livestock Exchange (SRLX) based on an outbreak of foot and mouth disease. The exercise also included the Department of Primary Industries, the South East Local Land Services, Police, Fire and Rescue NSW, Rural Fire Service (RFS), Roads and Maritime Services, the Environmental Protection Agency, Council Rangers, SRLX staff, SRLX Stock and Station Agents, Livestock Producers, transporters and members of the SRLX Advisory Board. The exercise, which was the first of its kind in NSW, was an outstanding success with a number of valuable learnings and issues identified. It was followed in local media including WIN and Channel 9 television.

Council staff with assistance from the Southern Highlands RFS launched the six week *Get Ready for Bushfire* program to coincide with the RFS *Get Ready Weekend*. The program includes a series of six weekly emails which provide information on how to prepare a personal Bushfire Survival Plan and what to do to survive a bushfire.

DP26 Implement public health and safety regulatory programs



As part of Council's renewed commitment to public health and safety programs, Council has adopted the NSW State Government Scores on Doors Food Safety Program. During the reporting period Council undertook 136 food safety inspections with 50% of food shops inspected receiving a score of 5 stars, 19.1% receiving 4 stars and 5.44% receiving 3 stars. The residual 12.5% received either less than the 3 star rating or were inspections that are not within the remit of the Scores on Doors Program.

Council has continued its education and awareness campaign associated with the program ensuring that food operators are made aware of their obligations under the *Food Act 2003* to promote public health through food safety.

DP27 Assess the changing profile of the Shire and prioritise services accordingly



The 2016 Census data was released during the reporting period. The Australian Bureau of Statistics data is released every five years, providing a valuable insight into the demographics of our community. A range of presentations have been delivered both internally and externally ensuring that a broad range of people have access to this information. 2016 Census data is available on the Council website.

DP28 Provide children services to support family life



Council continued to deliver its suite of children services to families across the Shire. Both Family Daycare and Out of School Hours programs continue to be well patronised and highly valued by families.

DP29 Support agencies to implement community programs and initiatives



Wingecarribee Council Community Assistance Scheme encourages the development of community initiatives in line with the Community Strategic Plan - Wingecarribee 2031. The Community Assistance Scheme aims to build capacity, encourage participation and support initiatives that promote partnerships and working together to maintain our community and its assets. This year 59 community projects received financial assistance ranging from \$432 - \$7,000. Successful projects focus on arts and culture, sport and recreation, community development and environmental projects. Council distributed a total of \$130,000 under this scheme.

DP30 Provide companion animal services



Council's Rangers have conducted proactive patrols of off leash hot spots to educate dog owners on their responsibilities when using public spaces. Rangers have also attended dog parks to speak with owners and monitor behaviour after reports of dogs not being under effective control and displaying inappropriate/aggressive behaviour towards other dogs.

In September 2017 Council staff submitted a report on the grant funded Mossy Moggies program to Office of Local Government. Under this program Council provided desexing and micro-chipping for cats belonging to socially disadvantaged people. The feedback from partner organisations and people who participated in the program was overwhelmingly positive. In total, 61 cats were desexed and micro-chipped during the course of this program.

Council has continued to operate Wingecarribee Animal Shelter providing high quality care for the lost and abandoned animals of the Shire. In 2018 Council staff will prepare a report to Council on the three year in-house management trial. This report will also examine options for the future management of this facility and provision of shelter services to enable WSC to meet both high service and animal welfare standards whilst being cost effective ensuring the efficient use of Council's financial resources. Council continues to work with local stakeholder groups in order to achieve re-homing rates under Council's Alternatives to Euthanasia Policy.

DP31 Support initiatives which enhance opportunities for learning and skill development



During 2017 the Learning Sector Group initiative supported by a Memorandum of Understanding (MoU) between Council and University of Wollongong helped to prompt the offering of Certificate III and IV courses in Ageing at Moss Vale TAFE (reconfirmed for 2018), short courses, and guest lectures in dementia care at UOW Southern Highlands. UoW and TAFE hope to expand on these offerings in future.

Council continues to pursue:

- A "whole of community" approach to business related skills development
- A low-cost Internet of Things (IoT) strategy to link schools and community sectors.

DP32 Provide a range of services and programs through Council Library service



LOANS: 54,268. This is an increase of 586 issues (1.09%) for the same reporting period in 2016 (53,682). The library appears to have reached a plateau with its loans and visits and will now use this as the benchmark for future planning and service reviews. Library staff are currently reviewing strategies to increase levels of attendance and loans in many of its services including the Home Library Service and the Mobile Branch Library (ROADS Service).

VISITS: 40,221. This is a slight decrease of 257 visits (-0.63%) from the same reporting period in 2016 (40,478). This represents a very small change with no adverse effects on loans or programs.

NEW MEMBERS: 256. This is an increase of 5 new borrowers (1.99%) from the same reporting period in 2016 (251).

INTER LIBRARY LOANS (ILL): 37. This is a decrease of 22 ILL (-37.3%) from the same period last year (59). This is an area where the library wants to have a decrease in requests. It shows that the development of the collection through the purchase of new items is meeting the needs of the community. The library does not have to request items it does not have in its collection from other sources.

WIRELESS SESSIONS: 3,281. This is a decrease of 328 sessions (9.1%) from the same reporting period last year (3,609). These sessions will fluctuate from year to year due to many factors including studying requirements of HSC students and suitability of the collection in meeting information needs.

LIBRARY WEBSITE VISITS: 11,929. This is an increase of 570 visits (4.9%) from the same reporting period last year (11,359).

eBOOK AND eAUDIO ISSUES: 2,925. This is an increase of 648 loans (28.45%) from the same reporting period last year (2,277). This collection and result can be attributed to the promotion through the e-newsletter, the mobile apps for the e resource becoming more 'user' friendly and belonging to a consortia allowing access to greater number of titles for our customers. The library believes that these statistics will continue to grow with the addition of a new e resource 'Borrow Box' which contains even more Australian content and titles.

ZINIO eMAGAZINES: 972. This is a decrease of 6 loans (0.62%) from the same reporting period last year (978). The numbers are consistent and the change negligible.

BEAMAFILM DOWNLOADS: 311. This is an increase of 56 loans (22%) from the same reporting period last year (255). There are no clear trends regarding this resource as it was only introduced to the collection in December 2016. This resource is the library's e Independent Films with mainly Australian Content.

FACEBOOK REACH: 11,489. This is an increase of 2,701 views (30.7%) from the same reporting period last year. This is due to the content provided by the dedicated library staff on 'what's on' at the library, pictures and new items.

STORY TIME ATTENDANCE: 1,139 (BOWRAL, MITTAGONG, MOSS VALE) This is an increase of 342 attendances (42.9%) from the same reporting period last year (797). This increase is reflected in the borrowing statistics for picture book loans and the attendance in part may have increased from the progression of Baby Rhyme Time participants.

BABY RHYME TIME ATTENDANCE: 465 (BOWRAL). This is a slight decrease of 47 attendances (9.2%) from the same reporting period last year (512). These statistics will fluctuate from year to year as the program targets newborn to 2 year old children. These numbers change each year.

SCRATCH and HTML Coding Class attendance: 46. This is an increase of 5 attendees (12.2%) from the same reporting period last year (41). Attendances at classes are set at 10 participants and therefore there will be minimal statistical fluctuations. Originally a State Library of NSW initiative, it is designed to introduce children in each local government area to science and technology. This is a popular program and results have shown that participants have increased their interest, skills and knowledge in these areas. The library has made plans to continue this program in 2018.

Lego Club attendance: 59. This is an increase of 53 attendees from the same period last year.

HSC Lock-in: This was a program where HSC students were allowed to stay in the library after hours to study for the HSC. Participants' responses were very positive with the library considering an expansion of this program in 2018.

October School Holiday Report:

- Zoo Mobile (Taronga Zoo): This was an event where animals from the Taronga Zoo visited the Bowral Library where 77 children attended and participated in learning about wildlife.
- Mandala Scratch Art: This craft involves children creating designs on cardboard through scratching the surface and then painting. 10 children attended this program at Bowral.

Class visits to the libraries continue to be popular with over 250 children from 16 classes visiting the Bowral, Mittagong and Moss Vale Public Libraries during this period.

DP33 Implement sector plans that address key barriers to participation in community life



Council actively promotes and supports opportunities for people to be involved in community life. Council provides the financial resources for Volunteering Wingecarribee to recruit volunteers and refer them to community organisations. Despite initial concerns, Volunteering Wingecarribee was able to receive enough nominations at their Annual General Meeting for their Board of Management to continue providing a volunteer service in our community. 2016 Census data indicates that 23.5% of people living in Wingecarribee Shire aged over 15 years volunteer their time, which is up from the previous data in 2011.

Young people in our community play an important role in the planning of events and activities for young people. A group are currently meeting to plan for Youth Week 2018 which takes place in April. While valuing their ideas, the young people involved also obtain knowledge and experience in event management including budgeting, risk management and marketing.

DP34 Develop and implement initiatives that support new residents participating in community life



Staff are committed to providing all residents including new residents information which enables them to actively participate in the Shire.

The Seniors Directory 2017 - 2019 has been produced as a free resource for people wanting information on aged care services to support groups and leisure activities. With over 30% of our population aged over 60 years it is a popular resource.

Artsinfo continues to be a well subscribed on line newsletter providing weekly updates on arts and culture events in the local area. Each edition promotes over 70 current and future events highlighting the diversity of cultural events available in our community.

DP35 Support intergenerational programs and projects



The main initiative in this area takes place in the first half of 2018. Planning is under way for a joint social event between local high school students and senior members of our community to coincide with Seniors Festival and Youth Week which overlap in April 2018. Council recognises the importance of eliminating the generational gap to inspire companionship and understanding, especially between high school students and senior members of our community.

DP36 Support and co-ordinate a diverse range of community festivals and celebrations



During the reporting period Council delivered a range of community events. These events target a broad range of the community and address agreed community outcomes. Events include:

NAIDOC Week

The community response to this event has been increasing, outgrowing the capacity of the Civic Centre Theatre. During this event held at the Moss Vale Services Club, the 1967 Referendum Community Art Project was unveiled. The Traditional Song and Dance group gave their first public performance following four workshops involving local primary and high school students during Term 2. Council partnered with National Parks and Wildlife Services to host two *Finding Food in the Forest* school holiday activities held during NAIDOC Week.

International Day of People with Disability

Council partnered with local disability service to host the Ability Walk at Lake Alexandra, Mittagong. The event was attended by about 80 people supported by their disability service provider. The event also included entertainment provided by a local band, games, art and craft and BBQ lunch.

DP37 Promote and deliver initiatives which enhance community understanding of Aboriginal cultural heritage



Council works with a range of community groups to support a greater understanding of Aboriginal cultural heritage. Attendance at the monthly Wingecarribee Aboriginal Cluster Group has steadily increased with a diverse range of service providers working together to address the seven strategic priorities. The priorities are housing, health, education and employment, community connection, youth, projects and local decision making.

DP38 Facilitate the promotion of community arts, emerging artists and cultural awareness and activities



The Wingecarribee Shire has a vibrant, diverse and creative community. This becomes very evident during one of the signature events on the local calendar. The Southern Highlands Arts Festival was launched late October with the feature event being the Art Trail held over two weekends in November. This event continues to grow in popularity by contributing artists and the number of visitors. This year 44 studios participated (35 participated in 2016), 6,759 studio visits were made (up 27% from last year) and total estimated sales were \$46,000.

The Foyer Gallery at Council provides opportunity to promote emerging artists from the unknown to the more well known. Council hosted a variety of exhibitions during the reporting period. During NAIDOC Week local Aboriginal artists exhibited their work, Mental Health Month hosted artists living with persistent and severe mental health issues, and art work by people living with disability coincided with International Day of People with Disability.

Extensive consultations took place providing opportunity for the community to have a say about the refurbishment of the Bowral Memorial Hall. The project has been shortlisted from a very competitive field of applications that applied for funds from the NSW Regional Cultural Fund. This means Council can submit a very detailed application for consideration for funding from the State Government in mid-2018.

Places

Wingecarribee 2031 outlines the following **Places** Community Goals

- 3.1 We have an integrated and efficient network of public transport and shared pathways
- 3.2 Wingecarribee has maintained a distinct character and separation of towns and villages
- 3.3 Our built environment creates vibrant and inviting public spaces
- 3.4 We have safe, maintained and effective assets and infrastructure

The **Delivery Program 2017-21** includes 23 four year actions to assist in the achievement of the **Places** strategies. The progress for these four year actions for the July to December 2017 reporting period is outlined below.

DP39 Undertake advocacy activities to further the development of an integrated public transport network



Staff regularly attend regional forums with the Roads and Maritime Services (RMS), National Heavy Vehicle Regulator, and Institute of Public Works Engineers Australia (IPWEA) to keep informed of regional issues. Grant funding opportunities are also explored to further the development of an integrated public transport network.

Council staff incorporate within plans the efficient connections and interfaces between various transport modes including rail, road, buses, taxis, cycling, pedestrian and other forms of public transport.

This year Council staff have held meetings with key RMS staff to discuss and plan improved network outcomes within the Shire.

DP40 Provide infrastructure linkages between public transport hubs



Council has developed a robust capital works program which includes delivery of key infrastructure projects that improve links between public transport hubs.

Projects currently in the planning phase include:

- Station Street Upgrade, Bowral
- Berrima Road Bypass, Moss Vale
- Old South Road Rehabilitation, Bowral
- Church Road Rehabilitation, Burrawang

In addition to the above Council received grant funding of \$1.43M under the NSW Fixing Country Roads Program for the reconstruction of Kirkham Road, Bowral between Mittagong Road and Wingecarribee Street bridge.

An expression of interest application for the Moss Vale by-pass road project has been prepared for consideration under the NSW Growing Local Economies Program. The project consists of three stages extending between Berrima Road and Moss Vale Road, located primarily on existing road reserves.

DP41 Promote public transport options and linkages across the Shire



Council is in the process of updating the Shire's road network model. The project includes reviewing current and future traffic projections, identifying network deficiencies and developing projects to address deficiencies. The model output will inform future capital works programs and contribution plans.

DP42 Expand our network of footpaths and cycle ways to improve connectivity of the Shire



Council has developed a capital works program that includes the expansion of footpaths and cycleways.

Key projects that are in progress include:

- Construction of Pedestrian Bridge over the Unanderra railway line Moss Vale
- Design of shared pathway between East Bowral and Moss Vale along Eridge Park Road
- Grant application submitted for construction of pathways from Kings Road to Moss Vale Show Ground

Development of the Bicycle Strategy, Stage 3 which is the final stage of planning for an integrated active transport network and the review of the Pedestrian Access and Mobility Plans have been deferred until 2018/19.

DP43 Partner with agencies to advocate for improved transport services



Council staff participated in the annual Roads and Maritime Services (RMS) Regional Forum held in Wollongong, the NSW Road Congress held at Parliament House Sydney, and attended numerous Institute of Public Works Australia (IPWEA) transport forums at various locations in NSW.

The forums provided Council with up to date technical information as well as funding and grant information, and provided networking opportunities and the building of strong professional relationships with service providers and leaders.

Council staff are also investigating opportunities to attend national transport forums. National forums offer opportunities to advocate with central government departments and leverage funding opportunities.

DP44 Provide a rigorous planning assessment framework which reflects State legislation and Council's adopted land use strategy to ensure appropriate development outcomes



The Wingecarribee Local Environmental Plan (LEP) is currently being amended in line with the recently completed Local Planning Strategy to ensure the overriding planning framework is reflective of the community's expectations. The Planning Proposal to amend the LEP is currently with the

Department of Planning for Gateway determination.

All Planning Proposal submissions continue to be assessed in accordance with the Departmental guidelines, and Council's template and guidelines have been reviewed and updated to ensure proposals are assessed fairly and in an consistent and efficient way.

Council's planning assessment framework will be progressively updated over the next 2-3 years to reflect pending changes to NSW planning legislation which come into effect on 1 March 2018.

DP45 Review and prepare planning strategies, policies and studies that retain the character of the Shire's towns and villages



Council recently completed the Wingecarribee Local Planning Strategy which described the character and important attributes of the Shire's towns and villages. The Local Planning Strategy will inform a comprehensive review of Council's Development Control Plans (DCPs) which will guide future development in the Shire to ensure the character of towns and villages can be retained.

A number of administrative reviews to the DCPs have been completed, and a comprehensive review will commence in early 2018, subject to further information on the proposed 'template DCP' being prepared by the Department of Planning.

DP46 Implement initiatives that promote and protect cultural heritage



Council recently amended the Wingecarribee Local Environmental Plan (LEP) to formally add approximately 90 new items of heritage significance, to provide appropriate protection of cultural heritage through the LEP.

Council continues to run initiatives to promote and protect cultural heritage such as the biannual Heritage Awards, the heritage grants scheme and contributing to the annual National Trust Heritage Festival to build awareness of Council's heritage activities.

DP47 Implement a program of towns and village centre improvements



Proactive and reactive maintenance has been undertaken in all CBD areas including street sweeping, pavement cleaning and trip hazard removal.

Significant community engagement was undertaken during the reporting period regarding the Station Street Upgrade project. Detailed concept designs for the Station Street Upgrade in Bowral were placed on public exhibition from 16 August to 18 September 2017 with submissions accepted until 3 October 2017, a total period of 49 days. The concept plans detail the overall design of the proposed \$9.5 million project including road realignments, changes to parking and streetscape improvements.

During the public exhibition period a number of community and stakeholder engagement activities were undertaken to raise awareness, provide further information and answer questions asked about the project. Opportunities for engagement included stakeholder meetings, a shopfront open for 51

hours at varied times and a public meeting. These were supported by a range of communication tools including fact sheets, a letterbox dropped community update, media release, newspaper stories, radio interviews, letters to property owners, promotional postcards in cafes, posters in car parks and at the railway station, radio and newspaper advertising, emailed project updates, e-newsletters and social media posts.

The project website provided a comprehensive, clear and accessible source of information at all hours throughout the exhibition period. Information was also available for viewing at Bowral Library and the Civic Centre in Moss Vale.

In total, 117 submissions were received in response to exhibition of the detailed concept plans. The outcomes of the public exhibition period were reported to Council at its meeting on 22 November. Council officers will now consider whether adjustments to design are possible or required before preparing a report for Council to consider in early 2018.

DP48 Implement the Street Tree Master Plan



Street tree plantings were completed with 80 trees planted in various locations up to the end of December 2017. Planning under way for additional planting in Autumn 2018.

DP49 Provide and maintain high quality community facilities across the Shire



Council is implementing a number of operational tasks that improve the quality of facilities provided to the community, these include:

- The Play Spaces Strategy - preliminary draft completed
- Parks Asset Management Plan - development of draft ongoing
- Public Toilet Strategy - adopted 17 September 2017
- Delivery of capital works - ongoing

Preliminary designs for the Civic Centre rectification works are currently being finalising, in consultation with Civic Centre Refurbishment Sunset Working Group for Development Approval (DA) submission. The tender process will be delayed until conditions from the approval process have been received. As a result, construction will be delayed into 2018/19 financial year.

DP50 Undertake the redevelopment of Bowral Memorial Hall



Significant progress has been made for the redevelopment of Bowral Memorial Hall project including updates for the project and presentations to Councillors, the Executive Team and Bowral Memorial Hall user groups and stakeholders. Council staff continue to communicate with stakeholders informing them of design progress and incorporating a number of their suggestions into the redevelopment project scope and design.

Design is well progressed and will be completed by end of 2018/2019 financial year and construction is scheduled to take place in 2019/2020 financial year following development approval.

DP51 Effectively plan for and deliver on the diverse needs of people with a disability



Council recognises that the task of addressing the many important issues that create barriers and exclusive practices for people with disability in our community is not easy.

Staff have been instrumental in the development of an Inclusive Tourism course which is to be rolled out as an online training course by Local Government NSW. The course will guide participants in identifying access to barriers and providing the best possible customer service. The course will be divided into streams relevant to Councils, accommodation providers and small to medium sized businesses.

The Public Toilet Strategy has been reviewed during this period and an initial review of accessible parking information has been conducted.

DP52 Ensure planning controls allow for diversity of housing choice



Council's current planning framework allows for a mix of densities and housing types to facilitate diversity in housing choice. Medium density zones are appropriately located around key centres to ensure increased densities are located in close proximity to services and infrastructure.

Council will be required to prepare a Local Housing Strategy under the proposed changes to NSW planning legislation, and this will provide an opportunity to ensure that appropriate diversity in housing choice is provided to meet the changing housing needs of the community.

DP53 Partner with agencies to plan and deliver a program of road upgrades, renewals and maintenance



Council has developed a comprehensive capital works program and delivery of the 2017/18 program is on track. The majority of the capital program will be delivered in quarters three and four. Delivery is undertaken utilising a combination of in house resources and contractors.

The following projects were completed during the reporting period:

- High Range Wombeyan Caves Road (Seg200) Reconstruction
- Burrawang Church Street Reconstruction
- Colo Vale Colo Road Large Heavy Patch
- Hill Top Wilson Drive Section 4 completed (3 other sections to follow on next period)

Construction work for the Berrima Road deviation has commenced with the 'Bulk Earthworks Contract'. The contractor is currently preparing embankment material at Council's spoil sites with a view to commencing construction early in 2018.

DP54 Implement a long term solution for the use and disposal of road side spoil



Council road and drain construction projects are being designed with a view to minimising spoil needing to be taken to a disposal facility. This includes bringing forward the construction of suitable projects requiring the import and re-use of fill / construction spoil.

A number of sites are being investigated regarding the practicality of creating Council Depots for reusable material, and stockpile management. Where identified as viable the intention is to obtain Environmental Processing Licences to further reuse options.

DP55 Review and implement Water Master Plan



A number of capital renewal and upgrade projects are under way as part of the 2017/18 program. The project delivery team has undergone internal restructure with extra resources obtained to ensure delivery of an expanding capital works program.

Council has reviewed and updated its Integrated Water Cycle Management Plan which has incorporated the long term capital works plan, review of current supply zones and both the long term utilisation/upgrades of the Wingecarribee and Bundanoon supply schemes.

DP56 Review and implement Sewage Treatment Plant Upgrade Strategy



Council is in the final stages of reviewing the Integrated Water Cycle Management Strategy. The adopted Integrated Water Cycle Management Strategy scenario, which forms part of the strategy, supports the upgrade of Moss Vale, Bowral and Mittagong Sewage Treatment Plants over the next seven years at a total cost of \$85 million.

The following projects have been included in the capital works program:

- Upgrade Moss Vale Sewage Treatment Plant, Design 2018, Construction 2019-2021, total \$28 million
- Upgrade Bowral Sewage Treatment Plant, Design 2018, Construction 2018-2020, total \$34 million
- Upgrade Mittagong Sewage Treatment Plant, Design 2019, Construction 2020-2025, total \$23 million

Expressions of interest have been prepared for consideration under the NSW Government Safe and Secure Water Program for 25% funding for the design and construction of Bowral and Moss Vale Sewage Treatment Plants.

DP57 Improve stormwater management across the Shire



Delivery of the Floodplain Management Strategy is progressing with the Office of Environment and Heritage confirming successful grant applications for Whites Creek Flood Study and Nattai Ponds Risk Management Study. Tender documents are currently being finalised.

DP58 Drinking water quality management



Council adopted its Drinking Water Management System (DWMS) in 2015 and is currently reviewing its actions within that plan in a priority fashion to ensure drinking water quality. Yearly updates are provided to NSW Health regarding performance.

Regular ongoing monitoring is in place for all of the treatment systems to ensure water meets the Australian Drinking Water Guidelines for the consumer. There have been no reported relevant health impacts or failures via NSW Health in 2017.

Seasonal change and customer demand management is always a challenge for any water utility business therefore planned and unplanned interruptions that may bring temporary changes (i.e. volume, colour and taste) to the water supply are regrettably unavoidable.

Council has invested in both its water infrastructure and customer management practices in 2017 to ensure customer needs are met.

DP59 Ensure the integrity of water and sewer infrastructure



The integrity of the water and sewer infrastructure is dependent on the delivery of a number of key programs. These are as follows:

- Management practices are in place to manage the security of the water supply. Council is currently reviewing systems to ensure consistent protocols are applied due to the increased activity in development.
- The Trade Waste Policy and associated practices introduced in 2011 have been successfully managed and it is anticipated that an amended policy will be presented to Council in early 2018.
- Council staff have been managing the regulation requirement of back flow management and protection for the water supply on its internal assets for approximately 5 years and briefed the Council on the protocols for managing commercial and industrial premises in 2013/14. Staff have communicated the requirement to external commercial and industrial customers over the last two years, however the official policy will be presented to Council for adoption in February 2018.
- To reduce water ingress into the sewer network, an infiltration and illegal connection program on residential and commercial properties has been conducted in a number of zones within the Shire in 2017, which has seen a successful response from the community in rectifying the issues. A number of follow up audits are planned in for 2018 to ensure the community understand the need for rectifications.
- Both operational monitoring and sampling for water and sewer compliance is ongoing and reported accordingly as per regulatory health and environment requirements. As part of Council's commitment to its Drinking Water Management System, Council has introduced a new disinfection program within its network to maximise water quality.

Other points of note are as follows :

The catchment has seen an unusual increase in algae presence in the raw water at the WaterNSW managed Wingecarribee dam in 2017, however treatment and protocols are in place to manage this

accordingly with no risk to the consumer.

Council staff are continuously looking to implement more efficient skills and practices which can be challenging with ongoing reactive demands due to the type of industry we are in. Action plans for addressing priorities are in place with continuous liaison with regulators (i.e. NSW Health, WaterNSW and the EPA).

DP60 Ensure regulatory compliance of sewerage infrastructure



All six Sewage Treatment Plant's (STP's) achieved full compliance with their associated regulatory licence requirements in 2017. Operational planned maintenance, monitoring techniques and capital renewal programs are in place and ongoing.

Environmental Improvement Programs for a number of treatment systems were reviewed in November and on track to meet the agreed deadlines. Examples of the programs include: infiltration/illegal connection studies, chemical treatment review of all STP's, tertiary (quality) final treatment process at Berrima STP

Council also currently in discussion with the regulators regarding increased raw catchment (waterways) monitoring and treatment and regarding the Major Sewage Treatment Plant Upgrade projects at Bowral, Moss Vale and Mittagong STP's where potential grant funding from the Government is being sourced.

DP61 Facilitate and advocate for enhanced access to telecommunication networks



The following actions were undertaken during the reporting period to facilitate and advocate for enhanced access to telecommunications networks:

- Investigating/promoting a combination of high speed broadband and the Internet of Things (IoT) to provide the Shire with a regional competitive advantage
- Investigating the feasibility of integrating Blockchain/Hashgraph technologies with sector-based initiatives
- Ongoing support of the Southern Highlands Chamber of Commerce and Industry digital economy community consultation process
- Developing a strategy to increase the number of local businesses with "Google My Business" entries
- Ongoing collaboration with Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Australian Smart Communities Association and Regional Development Australia Southern Inland (RDASI) technology-based initiatives.

Environment

Wingecarribee 2031 outlines the following **Environment** Community Goals

- 4.1 Wingecarribee's distinct and diverse natural environment is protected and enhanced
- 4.2 Sustainable living practices are actively encouraged
- 4.3 Wingecarribee achieves continuous reduction in waste generation and disposal to landfill
- 4.4 Wingecarribee addresses, adapts, and builds resilience to climate change

The **Delivery Program 2017-21** includes 23 four year actions to assist in the achievement of the **Environment** strategies. The progress for these four year actions for the July to December 2017 reporting period is outlined below.

DP62 Manage public natural assets



Environmental management activities continue to be successfully implemented by the Environment Levy funded Bushcare program across 38 bushland sites. The sites under active management in 2017-2018 are:

- Berrima Weir Reserve
- Berrima Campground
- Goanna Falls
- Lambies Well Walk
- Berrima Riverbend Reserve
- Berrima Stonequarry Walk
- Berrima - Wilksonson Street
- Mittagong Creek Rivercare Site
- Mount Gibraltar
- Centennial Park
- Oxley's Hill Reserve
- Bundanoon - behind Lorna Street Houses
- Currabunda Wetland
- Glow Worm Glen
- Reedy Creek
- Jordans Crossing
- Leaver Park
- Unmade Governors Road
- Wingecarribee River / Bong Bong Cycleway
- George Street Wetland
- Hammock Hill Reserve
- Mansfield Reserve
- Boronia Park
- Chinamans Creek
- Gibbergunyah Creek
- Gibbergunyah Reserve
- Ironmines Creek
- Mt Alexandra (Bushfire Hazard Reduction areas)
- Rotary Park
- Cosgrove Park
- Whites Creek (Mack Street)
- Whites Creek (Behind Coles)
- Whites Creek (Behind Lapwing Place)
- Youth Landcare Site
- Caalong Creek (Hampden Park)
- Cunningham Park
- Yerrinbool Oval
- Yerrinbool Park

Three revegetation projects at Berrima Weir Reserve, Cosgrove Park, and George Street Wetland commenced during this period. Two community planting activities were undertaken along the Wingecarribee River with the National tree Day planting and with Frensham School.

The Community Nursery continues to operate with volunteer support with over 5700 plants produced in the reporting period.

The use of portable cameras for biodiversity and natural asset management has commenced following adoption of the CCTV policy, code of practice and procedures. This will be a vital tool for

Council for the management of bushland assets including the monitoring of biodiversity and vertebrate pests and control of damaging activities.

During this reporting period the Southern Highlands Koala Conservation Project was awarded the NSW Local Government Excellence in the Environment award in the "B" Division Category.

A successful grant application was submitted by Council to LGNSW for the preparation of a Roadside Environmental Management Plan. Funding of \$46,000 was received. The project is anticipated to be completed by December 2018.

DP63 Maintain and build high value environmental lands and corridors



The NSW Office of Environment and Heritage has commenced preliminary work on the Green Web Corridors project. This will use the draft vegetation structural layer in conjunction with Koala satellite tracking data and predictive distribution of koala habitat. The bulk of the Green Web project will now commence at the completion of the vegetation map product in November 2017. Green Web is anticipated to be completed by mid-2018.

Council's Private Land Biodiversity Conservation Strategic Plan was reviewed in light of the introduction of the Biodiversity Conservation Legislation Reforms and the introduction of the Biodiversity Conservation Trust. In addition Council made a submission to the NSW Office of Environment and Heritage on the draft Biodiversity Conservation Investment Strategy 2017-2037, advocating for clearer synergies between the Biodiversity Conservation Trusts and Council's programs, and clearer opportunities for conservation investment by the Trust in the Shire.

Council encourages and recruits conservation on private land through a three tiered program to support different types of landholders and conservation values. In total, 182 properties are registered with Council's Habitat For Wildlife program, and 112 properties are registered with the Land For Wildlife program. One new Vegetation Conservation Agreement was entered into to protect and enhance Robertson Basalt Rainforest (TEC) on private land.

DP64 Ensure the impacts of development on biodiversity are assessed, monitored and mitigated



Legislative instruments to control the clearing of vegetation in the Shire are contained in Council's Local Environment Plan and Development Control Plans. Council employs a dedicated resource to assess and mitigate the impacts of development and tree removal applications. This resource is part funded from Council's Environment Levy. This resource also investigates cases of illegal clearing that are within Council's jurisdiction. Council's action complements the functions of State agencies such as SELLS and the Office of Environment and Heritage who also have roles in managing biodiversity and vegetation controls.

Council made submissions to the NSW Government's Biodiversity Legislation Reforms, and the Biodiversity Conservation Trust Investment Strategy. These legislative reforms will change the enforcement and management landscape across NSW. The legislation was introduced in August, however implementation has been deferred. Council staff have undertaken the necessary training to assist implementation of the regulatory changes within Council.

DP65 Build community partnerships and education programs to reduce pollution



Council continues to operate an investigation and enforcement program for pollution and illegal dumping matters. During this period a number of investigation have resulted in *Protection of the Environment Operation Act* enforcement notices being issued for matters including noise pollution, asbestos disposal, and chemical spills. A small number of woodsmoke and odour complaints were also investigated.

DP66 Reduce the impact from Council infrastructure and operations



Council undertakes Environmental Assessments of the potential impact from Council works. Council has an adopted procedure and assessment tool for this function. Controls to minimise and mitigate environmental impacts are identified through this process.

DP67 Develop and implement policies that support reduction in pollution across the Shire



Council aims to ensure up to date environment and sustainability policies are adequate and appropriate to address our community's needs and emerging issues.

During this reporting period Council adopted an updated Backyard Burning Policy, Council Operations Environment Policy and endorsed a Local Orders Policy for public exhibition. A Noise Policy is under development with research and stakeholder consultation underway. A procedure was also adopted for the Use of Portable Cameras for Natural Asset Management, which compliments the CCTV and Portable Camera Surveillance Policy.

DP68 Implement planning controls that protect the Shire's natural resources



The Wingecarribee Local Environmental Plan (LEP) is currently being amended in line with the recently completed Local Planning Strategy to ensure the overriding planning framework is reflective of the community's expectations to protect the Shire's natural resources. The Planning Proposal to amend the LEP is currently with the Department of Planning for Gateway determination.

All Planning Proposal submissions which have been received by Council which are included in the Local Planning Strategy have been submitted to the Department of Planning for Gateway determination.

DP69 Advocate to State and Federal government to ensure planning control and State plans reflect community priorities



Council continues to advocate with both the State and Federal Governments to ensure planning controls and State plans are reflective of community expectations. Recent submissions have been provided on proposed legislative and policy changes including the State Environmental Planning Policy - Vegetation and the State Environmental Planning Policy - Rural.

Council will continue to liaise with the Department of Planning to ensure proposed legislative changes can be implemented in a way that is consistent with community expectations and priorities.

DP70 Develop partnerships with community and agencies to identify update and maintain awareness of key natural resource



Council website pages relating to environmental information are regularly reviewed and amendments made to ensure currency and reliability of information.

Council maintains a number of Geographic Information Systems (GIS) environmental datasets for development assessment, planning considerations and environmental assessments of Council projects. Processes are in place to ensure currency of this information.

Waterwatch Program monitoring activities were undertaken at Mittagong Creek, Whites Creek, Lake Alexandra and Caalong Creek. The monitoring program is providing data on catchment health. The aim of the monitoring is to collect data on the trends in water quality and stream condition. Results are published on Council's website.

Five new bird monitoring sites are being established along the Wingecarribee River in conjunction with Birdlife Southern Highlands.

Council in partnership with South East Local Land Services continues to conduct "Who's Living on My Land" workshops for Rural landholders.

Two editions of the Wingecarribee Web e-newsletter were published and distributed to over 1,000 subscribers.

DP71 Implement community awareness programs that promote sustainable living



Wingecarribee Schools Environment Day was held in October with a record attendance of 701 students from 20 schools, participating in 26 activities covering a wide range of environment and sustainability matters.

Council participated in the Plastics Free July program using the event to focus community awareness on the issue. A number of displays were set up and an online community engagement platform established and 18 local businesses participated in the campaign.

DP72 Develop partnerships and network to leverage off existing programs



Council continues to work with a number of partners and stakeholders. During this period this included dealings with CANWin (CREW), OzHarvest, renewable energy events (Tesla Tiny House), and the Office of Environment and Heritage.

DP73 Implement State Government regulations

Council continues to update the planning framework to ensure it is consistent with State Government regulations. Pending changes to NSW planning legislation and regulations will be implemented progressively over the next 2-3 years.

In the assessment of planning proposals, development applications, certification of building works and also food shops and onsite sewer management, Council continues to apply statutory controls and also state policies.

DP74 Advocate and educate for improved development outcomes

Council will be commencing work on a Local Housing Strategy and comprehensive Development Control Plan (DCP) review in early 2018. The Local Housing Strategy and DCP will guide future development in the shire to facilitate positive development outcomes that are reflective of community expectations.

The Local Planning Strategy was completed within the reporting period and a number of meetings with Government Departments were held in order to advocate for more rigorous planning controls in the Southern Highlands particularly surrounding medium density development.

DP75 Support the establishment and expansion of businesses that produce good locally



Individual Business Development and/or Relocation Advice is provided on an as required basis.

Ongoing collaboration with local Chambers of Commerce, Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Regional Development Australia Southern Inland (RDASI) and Destination Southern Highlands occurs on an as required basis.

DP76 Promote and encourage waste minimisation and recycling



Council continues to focus on educational programs for school groups and community organisations to promote and encourage waste minimisation and recycling in the Shire.

DP77 Implement strategies to reduce illegal dumping



Council staff regularly attend working group meetings coordinated by the Illawarra Shoalhaven Joint Organisation (ISJO) and Environment Protection Authority (EPA). This forum works on strategies to help reduce illegal dumping through the RID program (Reduce Illegal Dumping) and seeks funding from the EPA. Any funds allocated to Wingecarribee Shire Council are used to implement strategies to fight illegal dumping.

DP78 Manage the Resource Recovery Centre in accordance with Environmental Protection Authority license and ensure efficient and cost effective operations



The Resource Recovery Centre works to the EPA license requirements, and upgrades are currently under way to enhance the way the environment is managed. The operational costs are constantly being reviewed and managed accordingly. Government grants are constantly being looked into and applied for to enable the facility to value add to recyclables and gain a high value in return.

DP79 Develop and implement a Council Waste Strategy and Policy



A Waste Strategy and Policy is currently under development to ensure waste is managed according to best practice and to meet the future needs of the community and Council.

DP80 Implement strategies to improve energy management



An Energy Management Plan is being developed for Council. Workshops have been held with key stakeholders to identify energy management opportunities. A number of energy management opportunities have been collated, and a project evaluation criteria has been developed. Project proposals have been developed for a number of initial projects.

An energy efficient street lighting upgrade project has commenced with Endeavour Energy. To date over 1,500 streetlights have been upgrade across the Shire to energy efficient LED lights.

Accounting and reporting required for the management of the Revolving Energy Fund (REFund) was completed for the 2016/17 financial year. The REFund was established to ensure ongoing funding is available for energy efficiency project. A report was presented to the Finance Committee who approved the transfer of \$37,900 back into the fund. This amount represents the financial savings for the period that can be attributed to the implementation of energy management projects through the fund.

DP81 Undertake initiatives that increase awareness and encourage water, energy and waste reduction



The Environment Levy sponsored the Southern Highlands Local Business Awards in the category of Environmental Sustainability. Nominations were received and judged during July and August 2017, and the award was presented on 20 September 2017. Bare Body Beauty Co won the category and Gossip Hair and Beauty were Highly Commended. Both businesses showed a high level of sustainability integrated throughout their business and embedded in their business culture.



DP82 Implement strategies to address the impacts of climate change



Planning for a formal review of Council's climate change adaptation strategy has commenced. The review will include expanding the scope to include community impacts.

DP83 Improve resource and energy efficiency at Council facilities and monitor carbon emission



Council's greenhouse gas reporting has been completed for 2016/17. The report was prepared with reference to the Federal government's Greenhouse Gas Protocol, the National Carbon Offset Standard and the Carbon Neutral Program guidelines. Over the last year Council has focused on improving the accuracy, completeness and accessibility of its energy consumption data and billing information. Further improvements/refinements in data collection and accuracy are planned for the 2017/18 report.

Council's carbon emissions in 2016/17 were 16,308 tCO₂-e. This is slightly down compared to the two previous years of reporting that were undertaken using the same method. The full Greenhouse gas report 2016/17 is published on Council's website.

DP84 Encourage carbon reduction across the Shire



At its meeting on 13 September 2017 Council resolved to join the Climate Council's Cities Power partnership. This national initiative aims to accelerate emission reduction and clean energy projects for Australian towns and cities.

It is anticipated that the benefits resulting from Council participating in this program will include:

- knowledge sharing with other councils
- clean energy successes of councils and their communities showcased in print and online media across Australia
- access to leading experts in climate impacts and renewable energy solutions whose technical knowledge can help implement emissions reduction measures
- access to power analytics tools to track emissions, energy and the cost savings of projects.



Economy

Wingecarribee 2031 outlines the following **Economy** Community Goals

- 5.1 Our Shire attracts people to work, live and visit
- 5.2 Sustainable business and industry work in harmony with local community and environment
- 5.3 We support the productive use of our agricultural land and promote our diverse and thriving local agriculture industry and its right to farm
- 5.4 Local business is supported through a connected community

The Delivery Program 2017-21 includes 12 four year actions to assist in the achievement of the **Economy** strategies. The progress for these four year actions for the July to December 2017 reporting period is outlined below.

DP85 Support regional activities and partnerships to broaden and promote the range business and industry investment



There has been ongoing collaboration with Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Canberra Regional Joint Organisation (CRJO), State/Federal Governments and Regional Development Australia Southern Inland (RDASI)

The initial draft of the Economic Development Strategy is scheduled for delivery in the first half of 2018. The Strategy will set the direction for industry investment promotional activities.

DP86 Build on partnerships that increase and broaden local employment opportunities



There has been ongoing collaboration with Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Canberra Regional Joint Organisation (CRJO), State/Federal Governments and Regional Development Australia Southern Inland (RDASI) to identify partnerships that increase and broaden local employment opportunities

The draft Economic Development Strategy due for delivery by the first half of 2018 will include a strategy designed to expand local business mentoring (which doubles the chances of business success and grows companies) to include community-based volunteers.

DP87 Ensure tourism development assessment is based on quadruple bottom line principles (i.e. considers environmental, economic, social and governance factors)



A number of development applications have been considered during the reporting period that relate to tourism including localised temporary uses and also larger function centres. All applications have been considered in accordance with the provisions of section 79C and also quadruple bottom line principles. Where concerns have been raised during the assessment that have been unable to be overcome via amendment to the plans or imposing a condition of development consent, Council has not supported the applications.

DP88 Promote the Southern Highlands a world class tourist destination



Destination Southern Highlands implemented a proactive and integrated marketing strategy for the reporting period which was driven by a dedicated marketing calendar that carried theme months supported by signature events and aligned marketing activities. These were:

July - Winter Time
August - Golf Time
September - Tulip Time
October - Taste Time
November - Arts Time
December - Christmas Time

Marketing of these months and their associated events and activities were promoted via Destination Southern Highlands platforms.

The Destination Southern Highlands website achieved 156,135 unique visits in the 6 month reporting period which represented a 15% increase in visitation for the same period in 2016.

The Southern Highlands Destination Planner and Map for 2018 was developed and launched by Destination Southern Highlands during this reporting. Both marketing collateral pieces serve as key marketing tools for the region and are used as the official region motivational and planning guides which are positioned and distributed to the Southern Highlands key markets. The Planner is also made available to locals and visitors to the region.

Destination Southern Highlands was recognised for its destination marketing expertise during the period by winning GOLD at the 2017 Canberra Region Tourism Awards in late November for its innovative and very successful 'Pie Time' Campaign which was conducted during the month of July. The region will now be a finalist against the best destination marketing campaigns from each State at the upcoming Australian Tourism Awards in Perth in late February 2018.

DP89 Develop and implement marketing and promotional activities to promote the Southern Highlands



The content of this reporting activity was covered off in DP 88 which highlights the promotion of the region as a world class destination.

DP90 Explore options to progress Moss Vale Enterprise Zone



The draft Economic Development Strategy is due for delivery by the 31 March 2018 and will include a strategy designed to progress the development of the Moss Vale Enterprise Zone.

DP91 Support the establishment and expansion of clean industries



A Low Carbon Living program is currently being developed. The working title for a new group being established to support this initiative is Local Carbon Living Southern Highlands (LCLSH). Where



feasible the LCLSH group intends to partner with, rather than compete with, “clean industry” initiatives being promoted via Government agencies and private sector interests.

A short-list of initiatives with a high impact on carbon dioxide (CO₂) reduction that could be feasible for the region is being developed.

DP92 Manage the operation of the Southern Region Livestock facility including the coordination of cattle sales in the Southern Region and provide a financial return to Council



The Southern Regional Livestock Exchange (SRLX) has had a risk matrix established on proposed works that are required. Meetings are held with various stakeholders to explain the works to be undertaken and why they are being carried out, especially if the monies being spent are from the three dollar per head Capital Contribution fund. The works have been prioritised according to risk and available funding. Grant funding has been obtained for a SEPCOM unit to process the manure and truck wash water. A grant application is being prepared to undertake further improvements at the SRLX.

Overall the volume going through the yards are consistent with the Agents expectations in comparison with similar sized facilities, while still maintaining premium prices.

DP93 Ensure development does not impact on viable primary production and food security



All Planning Proposals submitted to Council for consideration are assessed against Council's strategic criteria and relevant Ministerial directions under section 117 of the *Environmental Planning and Assessment Act 1979*, which includes the need to protect the agricultural value of rural land. Council has continued to assess planning policies in accordance with this criteria during the reporting period.


DP94 Facilitate programs and networks that support and strengthen business development



There has been ongoing collaboration with Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Canberra Regional Joint Organisation (CRJO), State/Federal Governments and Regional Development Australia Southern Inland (RDASI)

The Economic Development Strategy due for delivery by the first half of 2018 will include a strategy designed to expand local business mentoring (which doubles the chances of business success and grows companies) to include community-based volunteers.

DP95 Support initiatives that provide opportunities for business mentoring and connection



There has been ongoing collaboration with Highlands Entrepreneurs Regional Development (HERD), Southern Region Business Enterprise Centre (SRBEC), Canberra Regional Joint Organisation (CRJO), State/Federal Governments and Regional Development Australia Southern Inland (RDASI)

to identify initiatives that provide opportunities for business mentoring and connection.

The Economic Development Strategy is due for delivery by the first half of 2018 and will include a strategy designed to expand local business mentoring (which doubles the chances of business success and grows companies) to include community-based volunteers.

DP96 Support regional economic development initiatives



There has been ongoing collaboration with Canberra Regional Joint Organisation (CRJO), State/Federal Governments, Regional Development Australia Southern Inland (RDASI) and Destination Southern Highlands.

