

Monthly Action Progress Report

October 2024







Goal 1: A healthy and cohesive community

A liveable community has pride of place, ease of access, community harmony, a mobile and healthy population that participates in community life, a feeling of safety and security, a strong vibrant cultural base and places to relax, study and play.

1.1: We have healthy and inviting spaces and places

We have access to a range of high quality health care services. All residents are supported in living a healthy and active life through the opportunity to participate in recreation activities.

1.1.2: Encourage and enable healthy lifestyle choices

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.1.2	Support Gwydir Shire's health initiatives	Community Assets Manager	In Progress	20%		
1.1.2.1	Oversee the operation of Council's Aquatic Centres	Community Assets Manager	In Progress	15%	Both pools are leased. Bingara pool is operational and Warialda scheduled to open Sunday 3 November 2024.	
1.1.2.2	Annual swimming pool inspection program	Building Services Manager	Not Started	0%		
1.1.2.3	Conduct Council's Category B Enforcement agency functions under the Food Act 2003 (NSW) by the specified due dates	Planning & Environment Team Leader	In Progress	41%	Inspection program is being implemented	



In Progress



Complete





Deferred






Not Updated

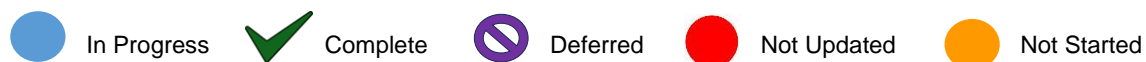







Not Started








Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.2.4	Implement a strong Wellness and Enablement plan within the Gwydir Shire Council through the CHSP program	Manager of Aged Care	In Progress	50%	Ongoing as core business	
1.1.2.7	Warialda Memorial Swimming Pool Improvements - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	GLR & Communications Team Leader	In Progress	60%	The external mural is scheduled to be completed by end November. Council Technical Services staff are undertaking this project.	


1.1.3: Provide the right places, spaces and activities

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.1	Big River Dreaming - Finalise the construction of the Wellness and Interpretive Centre	General Manager	In Progress	50%		
1.1.3.2	Be a centre of leadership in child development, education and care as well as support for families and community	Social Services Manager	In Progress	35%		
1.1.3.3	Annual Tree Planting Program	Leading Hand Maintenance	In Progress	50%		



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.6	Build our reputation as 'best choice' for families, children and young people to discover their abilities and reach their potential in life	Social Services Manager	In Progress	30%		
1.1.3.7	Enhance the overall Resident experience at Naroo Frail Aged Hostel by embedding an active Leisure and Lifestyle program with residents focusing on wellness	Manager of Aged Care	In Progress	75%	New staff members x 2 have been recruited to the position and are working extremely well. Resident feedback is very positive.	
1.1.3.8	Hope Street Warialda CBD Park Construction - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Services Director	In Progress	90%		
1.1.3.9	Landscaping Improvements - Warialda Street Tree Upgrade - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Engineering Assets Coordinator	In Progress	30%	Works in design stage	
1.1.3.11	Progress Gwydir Shire Council Disability Action plan with committee.	Integrated Planning Reporting & Governance Officer	In Progress	35%		


Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.12	Provide exceptional care, embracing authentic partnerships with families and ensuring the 'voice of the child' is central to our service processes.	Social Services Manager	In Progress	45%		
1.1.3.13	Provide high levels of hygiene to councils community assets and facilities	Community Assets Manager	In Progress	15%	Council facilities continue to be well presented and maintained.	
1.1.3.14	State Drought Stimulus Package - CBD Improvements - Warialda footpath upgrades	Engineering Assets Coordinator	Completed	100%		
1.1.3.15	COVID-19 Economic Stimulus Package - Phase 1 - Batterham Lookout Makeover	Town Utilities and Plant Manager	In Progress	85%		
1.1.3.18	Warialda Footpath Program - Local Roads and Community Infrastructure Program Phase 3 (LRCI) - Construction/replacement of non-compliant cycle/walking paths	Engineering Services Director	Completed	0%		
1.1.3.20	Implement Council's library programs and initiatives	Community Assets Manager	In Progress	15%	Ongoing	
1.1.3.22	Warialda GYM (Squash Courts) - Re-roofing of lower roof	Building Services Manager	Not Started	0%		

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.1.3.23	Bingara Arts Centre (Toy Library) - Painting & R&M	Building Services Manager	Not Started	0%		



1.2: Our community is an inviting and vibrant place to live

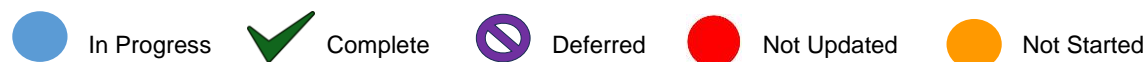
Our community is strong, safe and connected with equal access to the services and facilities that ensure a great quality of life for all ages. Community pride and a sense of belonging are fostered through having a caring and connected community, with suitable programs and activities for all ages and abilities. Our residents' lives are enriched through access to lifelong learning opportunities as well as activities and events that celebrate our culture and encourage participation.

1.2.1: Enable accessible and affordable lifestyle options


Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.2.1.1	Meet Council's property management obligations	GLR & Communications Team Leader	In Progress	15%	8 Olive Pyrke Terrace is vacant and advertised for rental.	

1.2.2: A shared responsibility for community safety

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.2.2.1	Comply with and report on Councils Companion Animal Management requirements	Planning & Environment Team Leader	In Progress	25%	information is being compiled during the reporting period	
1.2.2.2	Implement Child Safe Standards as per legislative requirements	Integrated Planning Reporting & Governance Officer	In Progress	95%		



1.2.3: Celebrate our creativity and cultural expression

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
1.2.3.1	Roll out the planned schedule of events reviewing the concept, target audience and success of each event	Media and Communications Officer	In Progress	15%	Complete for Honey Festival. Upcoming events Bingara and Warialda Christmas Carnivals.	






Goal 2: Building the business base

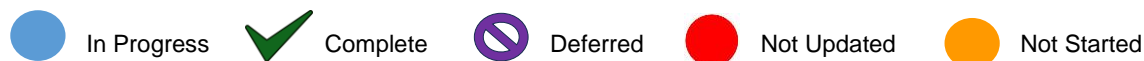
A productive community provides people with positive choices for investment, employment and study. An innovative, diverse and resilient economy requires collaboration between local people and other levels of government to ensure that funding for infrastructure and economic development exists to support market strength and diversity.

2.1: Our economy is growing and supported







Our business community is prepared for future growth and challenges. We welcome new business development opportunities and work with private enterprise to establish strategic partnerships aligned to the creation of employment and industry in our community. Tourism is embraced by all facets of our community and Gwydir Shire Council is seen as a destination of choice for travellers.

2.1.1: Plan for and develop the right assets and infrastructure

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.2	Annual water meter replacement program	Town Utilities and Plant Manager	In Progress	20%	20 meters replaced after September reads were undertaken.	
2.1.1.3	Annual Pump replacement program	Town Utilities and Plant Manager	In Progress	75%		
2.1.1.6	2024/2025 Building Services Repairs and Maintenance Program	Building Maintenance Supervisor	Not Updated	0%		
2.1.1.7	December 2020 Flood Disaster works program	Engineering Assets Coordinator	Completed	100%	Works are complete	
2.1.1.10	North Star Hall Improvements - Restumping - Local Roads and Community Infrastructure Program Phase 3 (LRCI)	Building Services Manager	In Progress	10%		



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.14	November 2021 Flood Disaster works program	Engineering Assets Coordinator	In Progress	50%	Work currently underway.	
2.1.1.15	Provide accommodation options to our community and visitors	Community Assets Manager	In Progress	15%		
2.1.1.16	Annual Renewals Program - Sewer mains relining/replacement	Town Utilities and Plant Manager	In Progress	5%		
2.1.1.16	Bingara Court House - Re-Roofing	Building Services Manager	Not Started	0%		
2.1.1.16	Plunkett Street Aged Units - Refurbishment	Building Services Manager	Not Started	0%		
2.1.1.16	Warialda Memorial Hall - Investigation, underpinning & repairs	Building Services Manager	In Progress	10%		
2.1.1.16	Warialda Office - Kitchen & Courtyard Refurbishment	Building Services Manager	In Progress	10%		
2.1.1.17	Annual Heavey Plant Replacement Program	Town Utilities and Plant Manager	In Progress	40%		
2.1.1.18	Annual Light Plant Replacement Program	Town Utilities and Plant Manager	In Progress	20%	4 Utilities have been purchased and 2 delivered in early October 2024.	

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.23	Town Streets - kerb replacement and pavement enhancement program	Leading Hand Maintenance	In Progress	10%		
2.1.1.25	Resheeting and bitumen sealing of entire length of Wearnes Road, Bundarra	Engineering Services Director	In Progress	70%		
2.1.1.32	Heavy Vehicle Safety & Productivity Program Round 7 and Fixing Local Roads Program Sealing of IB Bore Road from North Star to Moree Plains Shire	Engineering Services Director	In Progress	70%		
2.1.1.34	Develop 10 year stormwater plan	Road Maintenance Council Contracts Project Manager	In Progress	90%		
2.1.1.36	Deliver RMCC annual works program	Road Maintenance Council Contracts Project Manager	In Progress	5%		
2.1.1.38	March 2021 Flood disaster works program	Engineering Assets Coordinator	In Progress	90%	Works underway.	
2.1.1.39	Bingara Administration Centre - Furniture & Furnishings (including blinds)	Building Services Manager	Not Started	0%		



In Progress



Complete







Deferred



Not Updated



Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.40	Croppa Creek Road Upgrade Super Patch of entire length of road with 50mm nominal corrector and new bitumen seal	Engineering Services Director	In Progress	0%		
2.1.1.41	Regional Emergency Road Repair Fund Assorted maintenance and capital renewal activities across the shire	Engineering Services Director	In Progress	20%		
2.1.1.42	Federal Government - Roads of Strategic Importance Program - Sealing of 12.3km of County Boundary Road from end of existing seal to Croppa Moree Road.	Engineering Services Director	In Progress	60%		
2.1.1.43	Sealed Rural Roads Capital Works Program Heavy patching and bitumen resealing of sealed roads at various locations across the LGA	Engineering Services Director	Deferred	0%		



In Progress



Complete






Deferred




Not Updated



Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.1.44	Road Infrastructure Disaster Recovery - Events AGRN960, 987, 1034 Heavy patching, pothole repairs, gravel resheeting and drainage structure replacements across the LGA	Engineering Assets Coordinator	In Progress	30%	Awaiting approval from TfNSW for AGRN1034 Claims. Consultants have nearly completed preparing a claim for damages for AGRN1119 from April 2024	
2.1.1.45	Resheeting of gravel roads at various location across the LGA Unsealed Roads Capital Works Program	Engineering Services Director	In Progress	0%		
2.1.1.46	Heavy patching and bitumen resealing of streets in Warialda and Bingara Urban Roads Rehabilitation - local Roads and Community Infrastructure Phase 4 Part B	Engineering Assets Coordinator	In Progress	10%	Project currently in scoping and design phase.	

2.1.2: Support the growth of our business community

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.2.1	Develop links and implement programs to improve the local economy	Community Assets Manager	In Progress	15%		



In Progress



Complete




Deferred





Not Updated



Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.2.3	Finalise the strategy for small scale industrial land development.	General Manager	In Progress	70%		

2.1.3: Promote our community as the place to visit, live, work and invest

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.1.3.1	Build on key relationships with stakeholders to enhance the Gwydir Shire tourism profile	Organisation & Community Services Director	In Progress	15%		
2.1.3.2	Assist in the creation of an environment in which a sustainable level of population and economic growth can occur to benefit local business and tourism	Integrated Planning Reporting & Governance Officer	In Progress	35%		



In Progress



Complete



Deferred



Not Updated




Not Started


2.2: We are skilled and have access to excellent educational opportunities

Our lives are enriched through access to quality education which enables the development of a skilled workforce and the uptake of local job opportunities.

2.2.1: Increase the range of opportunities to work locally

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.2.1.1	Continue to be proactive in attracting skilled staff, especially Registered Nurses into the Aged Care sector and work towards 24-hour Registered Nurses on site at Naroo Frail Aged Hostel	Integrated Planning Reporting & Governance Officer	In Progress	80%		

2.2.2: Build on our quality education and training opportunities (including through the GLR)

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
2.2.2.1	Implement and manage the Gwydir Learning Region program	Community Assets Manager	In Progress	15%	Ongoing	



In Progress



Complete



Deferred



Not Updated



Not Started




Goal 3: An environmentally responsible Shire

A sustainable community is characterised by our appreciation of natural surroundings and biodiversity. This is supported by responsible planning and management practices and the lifestyle actions we agree to, to reduce our impact on the natural environment and to conserve valuable resources.


3.1: Our community understands and embraces environmental change

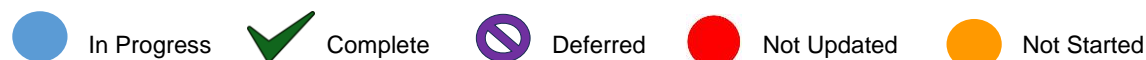
We respect and value our natural environment, understand the effects of our actions and make wise decisions to retain balance. We endeavour to use all our natural resources wisely with a view to minimising the impact on our natural environment.


3.1.1: Encourage respectful planning, balanced growth and good design

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.1.1	Implement Development Control Plan based on the Department of Planning NSW standard format including report to Council and Community Consultation	Planning Officer	In Progress	50%		
3.1.1.2	Local Environment Plan review to be completed and implemented	Planning Officer	In Progress	95%		
3.1.1.3	Conduct/Monitor/Review Gwydir Shire Housing Study	Planning Officer	Not Updated	0%		




3.1.2: Respond to our changing environment

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.2.1	Annual Telemetry & Technology upgrades	Town Utilities and Plant Manager	In Progress	10%		



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.2.2	Implement Gwydir and Inverell Shire's Regional Drought Resilience Plan	Planning & Environment Team Leader	Deferred	0%		


3.1.3: Value, protect and enhance our natural environment

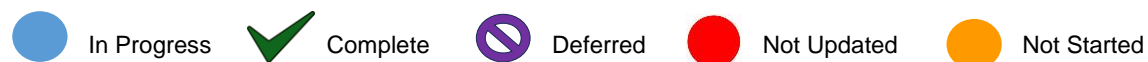
Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.1.3.1	North West Weed Action Program -Gwydir Shire	Planning & Environment Team Leader	In Progress	80%	Report has been submitted	
3.1.3.2	Gwydir River Foreshore - Management Action Plan	Planning & Environment Team Leader	In Progress	25%	inspections are being conducted and materials distributed as supplied	
3.2.2.1	Annual Water Main Replacement Program	Town Utilities and Plant Manager	Not Started	0%		

3.2: We use & manage our natural resources wisely



We take responsibility for the management and consumption of our valuable resources and recognise the impact that our actions have both today and on future generations.

3.2.1: Develop a clean energy future


Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.1.1	Audit Streetlighting coverage across the local networks throughout the Shire	Planning & Environment Team Leader	In Progress	10%	Data has been received from Essential Energy	



3.2.2: Use our water wisely

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.2.3	Water treatment plant improvements	Town Utilities and Plant Manager	In Progress	20%	pneumatic valves refurbishment will be undertaken in November 2024	
3.2.2.4	Gravesend Water Treatment Plant - Stage 2 - Department of Primary Industries and Environment (DPIE)	Town Utilities and Plant Manager	In Progress	20%		

3.2.3: Reduce, reuse and recover waste

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
3.2.3.1	Implement Gwydir Shire Council's Waste Management Strategy	Planning & Environment Team Leader	In Progress	25%	Strategy is being implemented	


Goal 4: Proactive regional and local leadership

A collaborative community is informed, has responsible decision making and a sound financial position supported by capable leaders, functional assets and efficient operations to meet the changing needs of the community.


4.1: We are an engaged & connected community


Our thoughts and ideas are valued; we are empowered with the knowledge and have the opportunity to participate. The Council provides the community with timely information about local issues and includes opportunities for the community to participate in initiatives. Community consultation continues throughout the period of the Community Strategic Plan to ensure that residents are engaged and connected.

4.1.1: Encourage an informed community



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.1.1	Provide effective communication initiatives to service the community	Media and Communications Officer	In Progress	15%	Council continues to collaborate with Gwydir News. Council is also working with TRAX FM and STA FM to set up repeater stations in Gwydir Shire to enable residents and visitors to receive more information and entertainment.	

4.1.2: Enable broad, rich and meaningful engagement to occur

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.2.1	Consistently engage with communities, moving from transactional to transformational relationships	Integrated Planning Reporting & Governance Officer	In Progress	65%	Surveys have been drafted and approved. Will be distributed to the community late Nov/Dec.	

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.2.2	Conduct a review of the effectiveness of communication channels use throughout Gwydir Shire to the wider community. And identify improvements on how Gwydir Shire communicate events and happenings within the community	Media and Communications Officer	In Progress	0%	Council staff are currently reviewing its Media Policy and Strategy. This review will be completed by end December 2024 and presented to Council at its Ordinary Meeting for comment.	

4.1.3: Build on our sense of community

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.3.2	Grow relationships with governments, the corporate sector, community organisations and volunteers to enhance the educational experience	Social Services Manager	In Progress	40%		
4.1.3.3	Value and embrace the knowledge and experience of our families as they grow through our services	Social Services Manager	In Progress	50%	Rural Outreach visited to offer support to families regarding healthy relationships, Child protection week and RUOK Day were recognised, Another orientation to preschool was held and Childrens week was celebrated.	



In Progress



Complete




Deferred



Not Updated




Not Started

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.1.3.4	Enhance the value of hope, achievement and aspiration for our young people, children and their families	Social Services Manager	In Progress	45%	The Bingara Preschool School Based Trainee completed the Certificate III in Early Childhood Education and Care. The School Based Trainee completed the last work placement this month, with an Assessor visit and then submitted all the remaining written tasks required. The School Based Trainee was congratulated on this achievement by all team members. The Bingara Preschool also supported a TAFE work placement student. The TAFE assessor visited, and this student was able to complete the final work placement criteria for her Certificate 111 in Early Childhood Education and Care. The Bingara Preschool supports and mentors the Trainees and work placement students to be involved in the Bingara Preschool Curriculum during the work placement hours and Assessor visits.	

4.2: We work together to achieve our goals

We respect our community leaders who listen to and act on our behalf, and value our community's knowledge, experience and ideas which help us implement our vision for the future together.

4.2.1: Build strong relationships and shared responsibilities

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.2.1.1	Review and manage programs and initiatives to connect with, and value other cultures	Community Assets Manager	In Progress	15%	Ongoing	



In Progress



Complete



Deferred






Not Updated



Not Started

4.2.2: Work in partnership to plan for the future

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Progress Key
4.2.2.1	Acquire, disseminate and apply new knowledge to grow evidence informed practice	Social Services Manager	In Progress	40%	Social Services Assistant attended training in Strengthening Children and Teens against Anxiety - the information gained will be disseminated to all of our other Social Services.	
4.2.2.2	Create comprehensive and collaborative models of care and support services that drive successful, responsive and individualised outcomes for families	Social Services Manager	In Progress	40%		
4.2.2.3	Implement emerging technologies and best practice processes to improve efficiency	Social Services Manager	In Progress	50%		



In Progress



Complete



Deferred



Not Updated



Not Started





Goal 5: Organisational management

The main objective of organisational management is to ensure maximum outputs within minimum resources and effort. Effective organisational management ensures smooth and coordinated functioning of the Council bringing additional benefit to the community, staff and Councillors.

5.1: Corporate management

Good corporate management is about having the right processes for making and implementing strategic decisions.

5.1.1: Financial management and accountability systems

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.1.1	Complete all legislative reporting requirements for Community Home Support Program (CHSP)	Manager of Aged Care	In Progress	90%	Reports are due for CHSP/CT and Aged Care by 31st October and will be submitted on time awaiting full auditors report to attach to financials for CHSP/CT.	
5.1.1.2	Complete all legislative reporting requirements for NSW Transport (CHSP)	Manager of Aged Care	Completed	100%		
5.1.1.3	Complete all Naroo Aged Care Prudential reporting and Quality Indicator reporting within the set timeframes	Manager of Aged Care	In Progress	70%	Quality Indicator report has been submitted. Prudential letters will be sent to Residents and Family when auditors report available.	
5.1.1.4	Complete the works for the Aged Care Approvals Round grant monies as per the grant agreement	Manager of Aged Care	In Progress	40%	Works are progressing. Progress to Date: <ul style="list-style-type: none"> • Site establishment - 12 July 2024 • Demolition completed - 18 September 2024 • Ground work complete - 25 September 2024 • Concrete slab pour - 11 October 2024 	



In Progress



Complete





Deferred




Not Updated





Not Started



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.1.14	Review policies and procedures associated with contracts and procurement in line with LG Procurement regulations, including staff training.	Chief Financial Officer	In Progress	30%		
5.1.1.15	Review and maintain existing corporate accounting practices within the organisation to ensure regulatory compliance and promote responsible financial management.	Chief Financial Officer	Not Updated	0%		

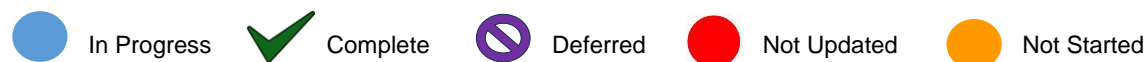
5.1.2: Information management systems



Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.2.1	Administer and support Council corporate applications, networks and systems.	Business Improvement & IT Manager	In Progress	30%		

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.2.4	Manage Council's GIS systems and data in accordance with legislative requirement, with a focus to improve the delivery and use of information	Business Improvement & IT Manager	In Progress	30%		
5.1.2.5	Manage Council's corporate Records and Archive Facilities and Record Management Framework in accordance with legislative requirements.	Business Improvement & IT Manager	In Progress	30%		




5.1.3: Administrative and support functions






Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.3.1	Assess and implement solutions that increase efficiencies and quality, whilst reducing costs, to improve processes and systems within Council.	Business Improvement & IT Manager	In Progress	30%		
5.1.3.2	Develop, monitor and maintain Council's Integrated Planning and Reporting requirements	Integrated Planning Reporting & Governance Officer	In Progress	25%		







Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.3.4	Undertake Service Reviews as outlined in the Delivery Program for the financial year.	Business Improvement & IT Manager	In Progress	30%		
5.1.3.5	Review mandatory training requirements to maintain operational effectiveness and compliance.	Org Services Admin & Training Coordinator	Not Started	0%		

5.1.4: Workforce planning

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.4.1	Build a culture that empowers staff to learn, teach, lead and succeed	Social Services Manager	In Progress	50%	Two staff are now studying the Diploma in Early Childhood Education. Two staff have completed traineeships in Early childhood and three staff are progressing through their bachelor's degree in early childhood teaching.	
5.1.4.2	Implement and report on the actions included in the 2022-2026 Workforce Plan	Integrated Planning Reporting & Governance Officer	In Progress	65%		
5.1.4.3	Development of Human Resources Development processes to manage change and meet individual and organisational needs	Human Resource Officer	In Progress	20%		

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.4.4	Provide and support Naroo Aged care staff with necessary training and education	Manager of Aged Care	In Progress	80%	Education plan in place. Clinical Educator delivers education modules on a weekly basis. Altura Learning is available for staff to access for learning opportunities.	
5.1.4.5	Undertake Workforce Planning to ensure that there is an appropriately skilled workforce to meet future challenges and opportunities.	Human Resource Officer	In Progress	65%		
5.1.4.6	Build on key internal relations with staff wellbeing and engagement	Integrated Planning Reporting & Governance Officer	Deferred	10%		
5.1.4.7	Registered Nurse 24/7 to meet Royal Commission into Aged Care recommendations	Manager of Aged Care	In Progress	40%	Work continues with Labour Agreement and The Placing Company to attract overseas nurses to Warialda.	
5.1.5.9	Conduct Council Salary System Review	Human Resource Officer	In Progress	25%		

5.1.5: Provide responsible internal governance

Action Code	Action Name	Responsible Position	Status	Progress	Comments	Traffic Lights
5.1.5.1	Embed Workplace Health & Safety into business as usual practice throughout the organisation.	Business Improvement & IT Manager	In Progress	30%		
5.1.5.6	Embed the recommendations from the Royal Commission into Aged Care in both CHSP and Naroo Frail Aged Care Hostel	Manager of Aged Care	In Progress	38%	Actions are implemented as Department progresses.	
5.1.5.10	Develop relationships with key stakeholders to ensure council has access to relevant and effective training opportunities.	Org Services Admin & Training Coordinator	Not Started	0%		
5.1.5.11	Integrate and ensure Council's operations and practices align with the risk management framework.	Business Improvement & IT Manager	In Progress	25%		
LCR	Meet all of Councils Legislative Compliance & Reporting requirements as set by the Office of Local Government (OLG)	Integrated Planning Reporting & Governance Officer	In Progress	50%	Annual report and State of our Shire report will go to November council meeting for endorsement.	