

ACTION PLANS



At least 90% of action target achieved



Between 70% and 90% of action target achieved



Less than 70% of action target achieved



No target set

* Dates have been revised from the Original dates

1 A healthy and cohesive community**1.1 We have healthy and inviting spaces and places****1.1.2 Encourage and enable healthy lifestyle choices**

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|---|-----------|-------------|-------------|------------|--------|-------------|
| 1.1.2.6 Food Inspection activities reported to Food Authority | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 31-Jul-2017 | 100.00% | 0.00% | GREEN |

Last Updated: 06-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|---|-----------|-------------|-------------|------------|---------|-------------|
| 1.2.2.18 Companion Animal Activity Reporting to Office of Local Government | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% | GREEN |

Last Updated: 06-Jun-2018

3 An Environmentally Responsible Shire**3.1 Our Community Understands And Embraces Environmental Change****3.1.2 Respond to our changing environment**

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|---|-----------|-------------|-------------|------------|--------|-------------|
| 3.1.2.2 State of the Environment Report | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 27-Apr-2017


3.1.3 Value, protect and enhance our national environment

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|---|-----------|-------------|-------------|------------|---------|-------------|
| 3.1.3.14 Report council weed activity to regional weeds funding body | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% | GREEN |

Last Updated: 27-Apr-2017

3.2 We Use & Manage Our Natural Resources Wisely**3.2.3 Reduce, reuse and recover waste**

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--------|--------------------|--------|------------|----------|------------|--------|-------------|
|--------|--------------------|--------|------------|----------|------------|--------|-------------|


| | | | | | | | |
|---|---|-----------|-------------|-------------|---------|---------|--|
| 3.2.3.21 Statutory waste reporting to the Environmental Protection Agency | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
|---|---|-----------|-------------|-------------|---------|---------|--|

Last Updated: 06-Jun-2018


5 Organisational Management

5.1 Corporate Management


5.1.1 Financial management and accountability systems

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.1 Completion of Annual Financial Statements | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.5 December quarter budget review | Helen Thomas - Finance Manager | Completed | 01-Oct-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--------------------------------------|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.13 March quarter budget review | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|--------|--|
| 5.1.1.16 September quarter budget review | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | - |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|-----------------------------------|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.18 Annual statements - Misc | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.19 Annual Statements - Note 1. Accounting policies | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.20 Annual statements - Note 2. Summary by Council function/activity. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.21 Annual Statements - GP Note 3. Income from continuing operations. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.22 Annual Statements - Note 4. Expenses from continuing operations. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.23 Annual Statements - Note 5. Gains or losses from the disposal of assets | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.24 Annual statements - Note 6. Cash and investments | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.25 Annual Statements - Note 7. Receivables | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.26 Annual Statements - Note 8. Inventories and other assets | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.27 Annual Statements - Note 9. Infrastructure, Property, Plant & Equipment | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.28 Annual Statements - Note 10. Payables, Borrowings & Provisions | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.29 Annual Statements - Note 11. Reconciliation of operating result to net cash movement from operating activities. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.30 Annual Statements - Note 12. Commitments. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.31 Annual Statements - Note 13. Statement of performance measures. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.32 Annual Statements - Note 14. Investment properties. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.33 Annual Statements - Note 15. Financial risk management. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.34 Annual Statements - Note 16. Material budget variations. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.35 Annual Statements - Note 17. Statement of developer contributions. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.36 Annual Statements - Note 18. Contingencies. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.37 Annual Statements - Note 19. Interests in other entities. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.38 Annual Statements - Note 20. Revaluation reserves and retained earnings. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |








Last Updated: 22-Jun-2018








| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.39 Annual Statements - Note 21. Results by fund. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |








Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.40 Annual Statements - Note 22. Non-current assets classified as held for sale. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.41 Annual Statements - Note 23. Events occurring after statement of financial position date. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.42 Annual Statements - Note 24. Discontinued operation. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.43 Annual Statements - Note 25. Intangible assets. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.44 Annual Statements - Note 26. Reinstatement, rehabilitation and restoration liabilities. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.45 Annual Statements - Note 27. Fair Value Measurement. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.46 Annual Statements - Special Purpose Report: Preliminary/miscellaneous | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.47 Annual Statements - Special Purpose Report: Income statement of Water Supply business activity | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.48 Annual Statements - Special Purpose Report: Income statement of Sewerage business activity | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.49 Annual Statements - Special Purpose Report: Income statement of Other business activities | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.50 Annual Statements - Special Purpose Report: Statement of Financial Position of Water Supply business activity | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.51 Annual Statements - Special Purpose Report: Statement of Financial Position of Sewerage business activity | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.52 Annual Statements - Special Purpose Report: Statement of Financial Position of Other business activities | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.53 Annual Statements - Special Purpose Report: Notes to the Special Purpose Financial Statements | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.54 Annual Statements - Special Schedules: Schedule 1 – Net cost of services | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.55 Annual Statements - Special Schedules: Schedule 2 – Statement long term debt | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.56 Annual Statements - Special Schedules: Schedule 3 – Water supply operations | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.57 Annual Statements - Special Schedules: Schedule 4 – Water supply - net assets committed | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 0.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.58 Annual Statements - Special Schedules: Schedule 5 – Sewerage service operations | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.59 Annual Statements - Special Schedules: Schedule 6 – Sewerage service - net assets committed | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.60 Annual Statements - Special Schedules: Schedule 7 – Report on Infrastructure Assets | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.1.61 Annual Statements - Special Schedules: Schedule 8 Permissible Income (previously Special Schedule 9) | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--------------------------------------|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.616 Rates pension rebate claim | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|----------------------------------|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.617 Fringe Benefits Return | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.620 Year End Audit - Audit Office | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--------------------------------|-----------|-------------|-------------|------------|---------|--|
| 5.1.1.625 Council's General Revenue fund will be administered in accordance with legislative requirements and best practice. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.626 Suspense transactions will be cleared out in a timely manner in accordance with legislative requirements and best practice. | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--------------------------------|-----------|-------------|-------------|------------|---------|---|
| 5.1.1.634 Annual Statements - Domestic Waste Management Reasonable Cost Calculation | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


5.1.3 Administrative and support functions

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.44 Lodge Annual Declaration on Compliance/Self assessment RMS requirement RTO | Richard Hutton - Promotions Officer Casual | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 06-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.45 Lodge ASQA Quality Indicator Report | Richard Hutton - Promotions Officer Casual | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 06-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.46 Complete and lodge all Department of Education reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.47 Complete and lodge all Department of Education reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.48 Complete and lodge all Department of Education reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |


Last Updated: 22-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.49 Complete and lodge all Department of Family and Community Services reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |








Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.50 Complete and lodge all Department of Education reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.51 Complete and lodge all Department of Education reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |

Last Updated: 22-Jun-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|---|-----------|-------------|-------------|------------|---------|---|
| 5.1.3.52 Complete and lodge all Australian Government of Education and Training reporting documentation in a timely manner | Suzanne Webber - Social Services Manager | Completed | 01-Jul-2017 | 30-Jun-2018 | 100.00% | 100.00% |  GREEN |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.53 Complete and lodge Annual Survey of Seizures of Cats and Dogs | Saul Standerwick - Environment and Sustainability (234) | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 06-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.54 Present Pecuniary Interest Returns for Councillors and Designated Persons to an open Council Meeting | Carmen Southwell - Executive Support & Public Officer | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 08-Apr-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.55 Complete and lodge with NSW Ombudsman Office the annual Public Interest Disclosure Report | Carmen Southwell - Executive Support & Public Officer | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 08-Apr-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.56 Provide Council with Delivery Program progress reports at least every six months | Helen Thomas - Finance Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 22-Jun-2018 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.57 Complete and lodge Roads to Recovery Claims every quarter | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 30-Oct-2017 | | | | | | | |
| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
| 5.1.3.58 Complete and lodge Block Grant Annual Return | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |
| Last Updated: 30-Oct-2017 | | | | | | | |

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.59 Complete and provide relevant documentation to NSW LG Grants Commission Local Roads and Bridges in a timely manner | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 21-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.60 Complete and provide relevant documentation to Grants Commission National Local Roads Data in a timely manner | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 21-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.61 Complete and provide relevant documentation to NSW Government Justice - Council contributions to Emergency Services, in a timely manner | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 21-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|--------|--|
| 5.1.3.62 Complete and lodge NSW Rural Fire Service - Hazard Reduction Claim in a timely manner | Richard Jane - Director Technical Services | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 30-Oct-2017

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.63 Renew all annual vehicle registrations | Andrew Cooper - Town Utilities and Plant Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 17-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.64 Complete and lodge Sewerage Performance Reports as required | Andrew Cooper - Town Utilities and Plant Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 17-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--|-----------|-------------|-------------|------------|--------|---|
| 5.1.3.65 Complete and lodge Water Performance Reports as required | Andrew Cooper - Town Utilities and Plant Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 03-Oct-2017

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|----------------------------------|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.68 Complete and lodge Annual Output Variation Report in a timely manner. | Sharon Baker - Aged Care Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 17-Nov-2017

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|----------------------------------|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.69 Complete and lodge Annual Compliance Return in a timely manner | Sharon Baker - Aged Care Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 06-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|----------------------------------|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.70 Complete and lodge Financial Accountability Report in a timely manner | Sharon Baker - Aged Care Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 06-Jun-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|---|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.71 Complete and lodge Local Priority Funding Acquittal - NSW State Library | Timothy Cox - Community Development Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 08-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|--|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.72 Complete and lodge RMS Annual Contract Renewal | Georgia Standerwick - Economic Development Officer | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 08-May-2018


| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|---|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.3.73 Complete and lodge Centrelink Annual Contract Renewal | Timothy Cox - Community Development Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |

Last Updated: 20-Nov-2017


5.1.4 Workforce planning**5.1.5 Provide responsible internal governance**

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|------------------------------------|-----------|-------------|-------------|------------|--------|-------------|
| 5.1.5.14 Produce Council business papers in a timely and professional manner. | Maxwell Eastcott - General Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - | |


Last Updated: 14-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|---|------------------------------------|-----------|-------------|-------------|------------|--------|---|
| 5.1.5.15 Produce and distribute Council and Committee Meetings Minutes in a timely and professional manner. | Maxwell Eastcott - General Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |


Last Updated: 14-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|------------------------------------|-----------|-------------|-------------|------------|--------|---|
| 5.1.5.16 Ensure elected members are inducted into the policies and procedures of Council's operations. | Maxwell Eastcott - General Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 17-Nov-2017

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|------------------------------------|-----------|-------------|-------------|------------|--------|---|
| 5.1.5.17 Ensure when elected members attend conferences, seminars and training their attendance is hassle free, economical and relevant. | Maxwell Eastcott - General Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 14-May-2018

| ACTION | RESPONSIBLE PERSON | STATUS | START DATE | END DATE | COMPLETE % | TARGET | ON TARGET % |
|--|------------------------------------|-----------|-------------|-------------|------------|--------|---|
| 5.1.5.19 Ensure delegations are given to appropriate staff and reviewed regularly. | Maxwell Eastcott - General Manager | Completed | 01-Jul-2017 | 30-Jun-2021 | 100.00% | - |  |

Last Updated: 14-May-2018