

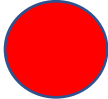


Imagine Lismore Delivery Program 2017 – 2021

PROGRESS REPORT

Quarter 3 - January to March 2020

How to Read this Report



Action Code	Action Name	Authoriser	Status	Schedule	Budget	Comments
This is the activity's reference number in the Delivery Program/ Operational Plan	This is the description of the activity as it appears in the Delivery Program/ Operational Plan	This is the position title of the person who Authorises the quarterly updates detailed in this report	This describes the status of the activity at the end of the quarter and the definitions for status types can be found below	A traffic light is provided to show whether or not the project or Business as Usual (BAU) activity is on schedule. The key for the traffic lights is below	A traffic light is provided to show whether or not the project or Business as Usual (BAU) activity is on budget. The key for the traffic lights is below	This comment provides an update on progress including details of any milestones, highlights, issues or changes.

Status Option	Definition	Traffic Light Key	
Not updated	No update has been entered for this action.	No	
Not progressing	There is an issue that has delayed progress with this action or it has not started due to an issue.		
Progressing	Things are progressing as they should with this action. For BAU, this option will usually be selected.	Yes	
Completed	The action has been completed for the year and there will be no further resources needed to deliver it.		
Not due to start	This action is not scheduled to start until later in the year and can be updated in the relevant quarter.	Watch	
Cancelled/Deferred	It has been formally agreed that this action will not happen at all or will be deferred to a later time.		



Theme A: An inclusive and healthy community







A1: Our community is safe, happy and healthy

A1.1: Support community members to participate in healthy eating and active living.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.1.1	Offer and promote a range of aquatic and fitness programs at the Goonellabah Sports and/or Aquatic Centre and Lismore Memorial Baths	Manager Major Recreation & Cultural Facilities	Progressing			GSAC is on target and LMB is due to close at the end of this quarter. LMB is slightly under on revenue however expenses are also under budget. The Corona Virus threatens to incur a weak final 2 weeks of trade for LMB





A1.2: Provide responsive emergency management and emergency prevention services.









Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.2.1	Participate in the Northern Rivers Local Emergency Management Committee.	Director Infrastructure Services	Progressing			The LEMC activities are progressing as required. An after action review has been conducted following the bushfire events of the last part of 2019 and into 2023. Lismore Council has taken over as Chair of the committee for 2020.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.2.2	Provide funding and in-kind support to NSW Rural Fire Service to provide local brigade vehicles, firefighting equipment, training and building maintenance.	Director Infrastructure Services	Progressing			BFMC Activities continue as required. Significant bushfire activity in late 2019 and into 2020 caused scheduled meetings to be rescheduled. Bushfire recovery activities are under way and an after action review was conducted after the bushfire emergency abated.
A1.2.3	Provide funding to Fire and Rescue NSW to operate the service.	Director Infrastructure Services	Progressing			Quarterly contributions being made as required.
A1.2.4	Participate in regular meetings of Floodplain Management Committee to monitor flood risk and mitigation needs.	Manager Integrated Planning	Progressing			This is a BAU activity. Meetings are occurring as needed and as anticipated.
A1.2.5 P	Review and update the Lismore Floodplain Risk Management Plan 2015. Milestone for 2019-20 includes: - Secure State Government funding - Engage consultant to prepare new Plan	Manager Integrated Planning	Not Progressing	Not progressing	Not progressing	This project can commence after the Floodplain Risk Management Study (Rous CC) is complete and a Floodplain Grant is received. Delays in the study mean the grant was not received and the Council project didn't commence. A new grant application will be submitted along with a Council budget submission for 2020/21 as the FRMS will be completed by June 2020.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.2.6	Excavate the Lismore floodway. Milestones for 2019-20 include: - Engage contractor - Complete site establishment and preparation - Commence excavation	Manager Assets	Completed	Completed	Completed	Milestones for this FY have already been achieved as per last update

A1.3: Maintain public health, safety and amenity.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.3.1	Inspect and register commercial businesses offering food for sale or skin penetration/beauty treatments to ensure compliance with food safety and public health standards.	Manager Development & Compliance	Progressing			Inspections are being undertaken as business as usual. Weekend market and special events (Eat Street) continue to be serviced. Response to COVID 19 as required to ensure public health outcomes are achieved.
A1.3.2	Inspect swimming pools to ensure compliance with NSW legislation.	Manager Development & Compliance	Completed	Completed	Completed	All public pools inspected
A1.3.3	Certify and audit commercial and industrial buildings to ensure adequate fire safety.	Manager Development & Compliance	Progressing			Continuing to be undertaken







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.3.4	Undertake regular parking patrols to ensure compliance with adopted parking strategies.	Manager Development & Compliance	Progressing			Parking controls are completed on a daily basis. Enforcement action in accordance with Councils adopted Enforcement Guidelines. Program has been responsive to the pressures of COVID 19.
A1.3.5	Encourage responsible pet ownership through education programs and take appropriate action in response to complaints about companion animals.	Manager Development & Compliance	Progressing			Open pound facility day undertaken providing the broader community insight into the care and management responsibilities of Council. Approximately 25 community members visited the facility.
A1.3.6	Remove abandoned vehicles and wandering stock from public places in accordance with adopted procedures and NSW legislation.	Manager Development & Compliance	Progressing			Impounding activities undertaken as standard business practice in accordance with adopted procedures.
A1.3.7	Implement and manage CitySafe program in the Lismore CBD. CitySafe includes the provision and maintenance of Lismore and Nimbin CCTV cameras, representation on the CitySafe Committee, Lismore Late Nighter bus service, etc.	Manager Development & Compliance	Progressing			Extension to the Lismore CCTV network substantially progressed with the completion of pole and electrical infrastructure. Cameras to be installed subject to supply impacts with COVID 19. Nimbin renewal project has been practically completed and operational locally. NBN connection to be installed to enable remote viewing.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A1.3.8	Take compliance action in response to customer requests/complaints relating to public health, safety and amenity.	Manager Development & Compliance	Progressing			Matters investigated and action undertaken in accordance with recognised procedures & guidelines.
A1.3.9	Work with Essential Energy to ensure appropriate street lighting is provided and properly maintained within the Lismore LGA.	Director Infrastructure Services	Progressing			Ongoing. Upgrade of V Category lighting to LED is now being explored.

A2: We recognise our Aboriginal and Torres Strait Islander community and cultures



A2.3: Implement actions in the 'Innovate' Reconciliation Action Plan (RAP) to build relationships and respect, and provide employment and procurement opportunities.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A2.3.1	Ensure Council's Aboriginal Advisory Group meets quarterly to provide community representation and advice to Council on local government matters affecting Aboriginal and Torres Strait Islander people.	Director Partnerships Planning & Engagement	Progressing			Council's AAG held its scheduled meeting on 20.02.20, The outcome of the EOI process was reviewed and advice provided to Council. Five community members were appointed. Depending upon logistical challenges related to COVID 19 an induction of the new members and a meet the Councillors event will be under taken. The next meeting of the group is 21.05.20

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A2.3.2	Continue to observe cultural protocols, such as Welcome to Country and Acknowledgement of Country at the commencement of all Council meetings, external meetings and public events.	Director Corporate Services	Progressing			Cultural protocols continue to be observed appropriately at all Council meetings, functions and events.
A2.3.3	Continue to display Aboriginal and Torres Strait Islander flags in Council Chambers and hoist daily at Council's Corporate Centre.	Director Corporate Services	Progressing			Aboriginal and Torres Strait Islander flags are displayed daily on Council sites and within the Council Chambers.
A2.3.6	Improve Aboriginal and Torres Strait Islander employment outcomes within Council's workforce. Priorities for 2019-20 include: - Maintain at least 6% Aboriginal and Torres Strait Islander representation within Council's workforce - Provide traineeships and apprenticeships for Aboriginal and Torres Strait Islander applicants that lead to ongoing employment opportunities	Director Corporate Services	Progressing			The draft RAP has been accepted in principle by the Aboriginal Advisory Group and will be submitted to Reconciliation Australia for acceptance. We will promulgate this plan once it is returned.



A2.3.7 P	Provide Cultural Awareness and Competency Training for new staff at induction. Milestones for 2019-20 include: - Identify appropriate content and method of delivery - Coordinate training delivery - Evaluate and report quarterly to RAP Working Party	Director Corporate Services	Not Progressing	Not progressing	Not progressing	Appropriate content identified through the Centre for Cultural Competence Australia (CCCA) for relevant people leaders. This course has a cost of \$49.50 inc GST and is included within our FY19/20 budget. No On boarding competence training has been identified. LCC is exploring video content as part of the new online on boarding suite.
A2.3.8	Actively monitor the implementation of actions in the RAP through the RAP Working Group.	Director Partnerships Planning & Engagement	Progressing			Draft RAP completed. Councillor briefing delivered. Plan to May Council meeting for adoption.
A2.3.9 P	Review, refresh and update RAP. Milestones include: - Seek feedback and endorsement from Reconciliation Australia on updated RAP - Launch updated RAP	Director Partnerships Planning & Engagement	Progressing			Development of RAP on track however lodgement with Reconciliation Australia slightly delayed due to COVID 19.

A2.4: Conserve items, areas and places of Aboriginal cultural heritage significance.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A2.4.1	Ensure Council rezoning planning proposals, and development applications, and all infrastructure works address potential Aboriginal cultural heritage and significance to ensure any impact is avoided.	Manager Integrated Planning	Progressing			This is BAU for staff in the assessment of rezoning planning proposals.









A3: Our sporting facilities and recreational spaces encourage active and passive community participation

A3.1: Provide a major parkland that caters for the local and regional community while providing economic benefits to the CBD.









Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A3.1.1	Continue to pursue the development of a major regional recreation space, 'Lismore Park'.	Director Partnerships Planning & Engagement	Progressing			We are in the final stages of completing the draft masterplan. We have also just received the 3D flythrough. This will be further developed over the coming months









A3.2: Provide high quality open spaces, parks and reserves.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A3.2.1	Maintain existing open spaces, parks and gardens.	Director Infrastructure Services	Progressing			Facilities are being maintained in accordance with service levels.
A3.2.2 P	Upgrade Heritage Park recreation facilities including water play, adventure and toddler equipment. Milestones for 2019-20 include: - Concept design finalised - Contractor engaged - Construction completed	Manager Assets	Progressing			Purchase orders have been issued for the water play and tiny tots zones of the playground upgrade. The third zone, being nature play, is being reviewed as initial cost estimates indicate the project budget may be exceeded. Scope is to be revised to ensure the budget is met.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A3.2.3 P	Upgrade Riverview Park amenities. Milestones for 2019-20 include: - Contractor engaged - Demolition and reconstruction completed	Manager Assets	Progressing			Contractor is progressing with the works required. Project is on track and on budget.
A3.2.4 P	Upgrade Dawson Street amenities. Milestones for 2019-20 include: - Secure required approvals for construction - Engage contractor - Complete construction	Assets Engineer	Progressing			Preliminary Costings Complete. Tender documentation nearing completion. Tender to be issued in Quarter 4
A3.2.6 P	Lobby support for the Tweed Byron Hinterland Trails project. Milestones for 2019-20 include: - Engage stakeholders to identify project objectives - Explore funding opportunities	Director Partnerships Planning & Engagement	Progressing			Ongoing engagement has been undertaken with the Project Officer for the Tweed Byron Hinterland Trail project. To support the integration of this project into the Lismore Local Government Area, Council's Design Services Team are developing plans to support future grant applications to upgrade the road leading to the Minyon Falls Carpark.
A3.2.7	Maintain the Lismore, Goonellabah and Nimbin Skate parks	Director Infrastructure Services	Progressing			Skate parks are being maintained in accordance with service levels. Closed at the end of March 2020 in accordance with Public Health Orders for COVID-19









A3.3: Provide high quality sporting facilities to meet the diverse needs of the community.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A3.3.1	Operate the Goonellabah Sports and Aquatic Centre and the Lismore Memorial Baths aquatic facilities.	Manager Major Recreation & Cultural Facilities	Progressing			Business on track although with programs already being limited from 17.3 for the remainder of March the close to this quarter could be affected by CoVid 19
A3.3.2 P	Review and update the Sport and Recreation Plan. Milestones for 2019-20 include: - Completion of draft plan - Council adoption of draft plan - Public exhibition	Director Partnerships Planning & Engagement	Progressing			We have held a Council Workshop. A report will be presented to Council in April for the plan to be on public display for 28 days. Once this period is completed, we will present back to Council for adoption.
A3.3.3 P	Continue to redevelop Albert Park Baseball/Softball Complex. Milestones for 2019-20 include: - Renovate all four fields - Complete refurbishment of grandstand and office spaces	Manager Major Recreation & Cultural Facilities	Progressing			Field works including turf have been completed. Diamonds, drainage and irrigation installed. Fencing is 90% complete and work on last of the dugouts is underway
A3.3.4 P	Continue to develop Oakes and Crozier Sporting Precinct. Milestones for 2019-20 include: - Complete detailed design - Call for tenders for construction of public amenities, grandstand refurbishment, and spectator facilities - Engage contractors - Commence construction	Assets Engineer	Progressing			Preliminary design complete. Tender documents for a selected early works package nearing completion. Detailed design for early works to be completed by the end of March.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A3.3.5 P	Construct an international standard mountain bike facility at Southern Cross University. Milestones for 2019-20 include: - Complete design for the circuit - Call for tenders for constructions - Commence construction	Manager Assets	Progressing			Council is awaiting an approval from SCU for the construction of the project. Tender documentation is ready for the project to proceed to open tender once approval from SCU is received.
A3.3.6 P	Redevelop Lismore Netball Complex. Milestones for 2019-20 include: - Complete shade and shelter enhancements and construction of two new bitumen courts	Manager Assets	Progressing			Courts asphaltting completed. Other products and services have been arranged and due for delivery within the next 4-8 weeks. Line marking, shade shelter and grass court top-dressing to come.
A3.3.7 P	Enhance the Italo football facility with the provision of new lighting, fencing and spectator facilities. Milestones for 2019-20 include: - Complete lighting, shading and spectator enhancements	Assets Engineer	Progressing			DA was approved, awaiting Italo-Australian Club to sign off on the Construction Certificate. Change of club committee has caused some delays in delivery and now Covid-19 may cause delays in construction due to the contractor being situated in QLD.
A3.3.8 P	Enhance the Lismore Basketball Stadium. Milestones for 2019-20 include: - Complete stadium enhancements - Refurbish carpark	Assets Engineer	Completed			The Lismore Basketball facility upgrade is now complete. This included refurbished floors, wall insulation, upgraded basketball rings and backboards, retaining wall repairs, fence and carpark upgrade. The planned opening will not go ahead at this stage due to the Covid-19 rules.





A4: Our community is a desirable place to live, an easy place to work and a welcoming place to visit

A4.1: Promote positive attitudes and behaviours toward people with disability.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A4.1.1	Facilitate quarterly Disability Access & Inclusion Advisory Group meetings aimed at providing advice to Council on disability access and inclusion.	Manager Integrated Planning	Progressing			The third meeting for 2019/20 for the group was held on 11 March 2020. This group has been invited to participate in engagement in mid 2020 for the development of the Community Strategic Plan as well as the development of Disability Inclusion Action Plan.
A4.1.2	Promote the 'Missed Business Guide' to business owners to encourage better access and patronage for people with a disability.	Director Partnerships Planning & Engagement	Completed			The Missed Business Guide was promoted in the 11 March 2020 edition of Local Matters. The promotion highlighted the recent work undertaken by Rous Water to improve accessibility to their Molesworth Street building and other facilities in the Local Government Area, for example Rocky Creek Dam.
A4.1.3	Assist developers and property owners to identify ways of improving accessibility through the 'Tradies Good Guide to Access' booklet.	Manager Development & Compliance	Progressing			still being undertaken as required
A4.1.4	Waive fees for development applications for accessibility improvements.	Manager Development & Compliance	Progressing			reviewing as required and sought

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A4.1.5	Continue to build the collection of accessible resources at the Lismore Library.	Regional Library Manager	Progressing			Ensuring all Requests for Purchase forms are actioned promptly. Selecting from supplier catalogues and monitoring other publisher records. Monitoring use patterns in use of library resources.
A4.1.6	Program activities for artists and audiences living with a disability.	Manager Major Recreation & Cultural Facilities	Progressing			International Day for People With a Disability event held in Quad 3 Dec. Art + Dementia tours held. All events and public programs were suspended on Monday 16 March due to COVID-19. Gallery fully closed to public on Tuesday 24 March.
A4.1.7	Provide regular updates to the community on progress of implementation of the Disability Inclusion Action Plan, including through progress reports and the annual report.	Manager Integrated Planning	Progressing			Updates on the implementation of the Disability Inclusion Action Plan are included in the Imagine Lismore, Quarter 3 Delivery Program Progress Report as well the 2018/19 Annual Report with a highlight story on page 19 of the report.







A4.2: Create liveable communities for all

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A4.2.1	Continue to establish the shared pathway network which incorporates accessible standards as funding becomes available.	Manager Assets	Not Progressing	Not progressing	Not progressing	No grant funding was received for the 2019/20 financial year. Staff will apply for grant opportunities when available to continue to establish the shared path network as per the adopted Cycleway Strategy and PAMP.
A4.2.2	Provide and maintain hoists at the Lismore Memorial Baths and Goonellabah Sports & Aquatic Centre.	Manager Major Recreation & Cultural Facilities	Progressing			On track and provided for patrons.
A4.2.3	Ensure Council events are accessible to all members of the community.	Manager Major Recreation & Cultural Facilities	Progressing			Continuing to support all accessible events to the community

A4.3: Support access to meaningful employment to cater for community diversity.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A4.3.1 P	Review current recruitment, induction and on boarding practices to improve accessibility for applicants with disability. Milestones for 2019-20 include: - Identify opportunities for improvement - Conduct Request for Quote process for service providers in disability employment to provide recruitment process advice - Develop business case and project plan - Develop and implement action plan	Director Corporate Services	Not Progressing	Not progressing	Not progressing	The online on boarding tool is expected to be released in Q2 2020. The on boarding software is more accessible and comprehensive for all, including persons with disability. Resources are not available to pursue a RFQ process at this time.

A4.4: Improve systems and processes to ensure accessibility for all.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A4.4.1 P	Review the Pedestrian Access and Mobility Plan (PAMP). Milestones for 2019-20 include: - Secure funding from Roads and Maritime Services - Engage consultant to review and update PAMP - Council adoption	Manager Assets	Not Progressing	Not progressing	Not progressing	The new guidelines for the Active Transport Grant program were released in late November and these types of projects are now ineligible. Council staff will continue to look for other grant opportunities in the future. A budget submission has been prepared by strategic planning for 2020/21 to complete the project.
A4.4.2	Ensure Council's ordinary meetings held in Council Chambers are delivered via live streaming and with a hearing loop.	Director Corporate Services	Progressing			We've continued to meet these requirements. The audio system is end of life and is having multiple technical issues. Replacement options are being considered.
A4.4.3	Maintain Read Speaker technology to make Council's website more accessible for people with a vision impairment.	Director Corporate Services	Progressing			This is an ongoing action and is operating as expected.
A4.4.4	Provide AUSLAN interpreter services at Lismore Regional Gallery and Council events upon request.	Manager Major Recreation & Cultural Facilities	Progressing			Started partnership with Arts Northern Rivers, Auslan Creative, to support deaf artists and audiences for next 12 months, leading to exhibition and festival in 2021. First professional development session, with ANR and Museum of Contemporary Art was postponed due to coronavirus. All events suspended 16/3/2020 and gallery closed to public 24/3/2020

A5: Our community has access to essential services

A5.1: Provide suitable and well-planned cemeteries, chapel and crematorium services.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A5.1.1	Operate the Lismore Memorial Gardens, Crematorium and cemeteries across the Lismore LGA, and provide memorial options and burial advice to the community.	Manager Commercial Services	Progressing			Revenue projections for remainder of financial year are expected to fall due to bookings being impacted by COVID-19 public control measures around cemeteries and crematoria.
A5.1.2 P	Extend the footprint of Lismore Memorial Gardens and Crematorium. Major milestone for 2019-20 includes: - Finalise subdivision of acquired land - Prepare for the sale of adjacent properties	Manager Commercial Services	Completed	Completed	Completed	Project is complete - both residential properties have been sold.







A5.2: Assist in improving regional health facilities and services in Lismore.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
A5.2.1	Continue partnership with Lismore Base Hospital, University Centre for Rural Health, Southern Cross University, St Vincent's Private Hospital and allied health professionals to address emerging health needs.	General Manager	Progressing			



Theme B: A prosperous and vibrant city

B1: Our community has diverse business and industry opportunities as well as opportunities for investment and growth

B1.1: Support and encourage a diverse and competitive mix of business and industry.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B1.1.1	Work collaboratively to build and maintain relationships with private and public sector stakeholders to support projects of economic benefit.	General Manager	Progressing			Ongoing collaboration with State and Federal Government agencies to support private and public sector opportunities has been extensive..
B1.1.2 P	Support business development, innovation and economic activity through initiatives such as 'Smart Cities' and 'City Deals'.	General Manager	Progressing			Through the development of the Draft Economic Development Strategy smart city initiatives have been incorporated into the strategy Action Plans. There is work underway across the region to consider a regional deal.
B1.1.3 P	Create a new collection of marketing materials to market investment and business assistance services available. Milestones for 2019-20 include: - Development and design of content - Website content updates	Director Partnerships Planning & Engagement	Progressing			Economic Development content and layout has been finalised. The website is currently being tested with a view to activation early April 2020.







B1.2: Promotion of Lismore city centre through the Lismore Business Promotion Program.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B1.2.1 P	Promote, advertise and market Lismore and its businesses through the existing 'Come to the Heart' brand. Priorities for 2019-20 include stocktake sales, Christmas campaign and general ongoing marketing and promotion.	Director Partnerships Planning & Engagement	Progressing			Due to the Current COVID-19 outbreak, all events and activities have been placed on hold. We are looking at ways to support local business during these unforeseen times.



B2: Our city and villages are attractive meeting places that provide for diverse activity and strengthen our social connections

B2.1: Facilitate ongoing growth opportunities and improvements within the Lismore CBD.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.1.1 P	Work with key stakeholders to develop and document an action plan to inform economic priorities for the CBD. Milestones for 2019-20 include: - Secure project funding - Undertake consultation and research - Develop and document action plan - Promote initiatives identified	Director Partnerships Planning & Engagement	Progressing			A Project Management Plan for the 'Revitalisation of Lismore CBD Project' has been developed including the establishment of a Steering Group in March 2020. A report to council is proposed for submission to the 14 April 2020 meeting to endorse the \$1.5m and the four project initiatives.











Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.1.2 P	Facilitate construction of serviced apartment accommodation in close proximity to the CBD.	Director Partnerships Planning & Engagement	Progressing			Request for quote has been called, a contract has been signed and consultants have been engaged to create a functional design brief for Harold Fredericks car park
B2.1.3 P	Facilitate construction of A-grade office space in close proximity to the Lismore CBD.	Director Partnerships Planning & Engagement	Progressing			This project is linked to B2.1.2. A Request for Quote has been called, contracts have been signed and consultants have been engaged to create a functional design brief for Harold Fredericks car park
B2.1.4 P	Investigate funding opportunities to provide a new library and underground public carpark in conjunction with the serviced apartments and A-grade office space in the CBD precinct of the Central Growth Corridor.	Director Partnerships Planning & Engagement	Progressing			This project is linked to B2.1.2 and B2.1.3. A Request for Quote has been called, contracts have been signed and consultants have been engaged to create a functional design brief for Harold Fredericks car park

B2.2: Use place making to enhance, activate and manage the CBD, Quadrangle and CBD riverbank precincts.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.2.1	Collaborate with partner organisations to generate and promote a diverse cultural program to activate the Quadrangle space. Key priorities for 2019-20 include: <ul style="list-style-type: none"> • Invitation for artistic companies to test new place making and creative ideas in the Quad, through the Plein Air Residency Program • Monthly Backyard Music program to showcase local emerging musicians • Public call out for sustainable and innovative solutions to provide shade in The Quad over summer • Playground Kids Festival 	Art Gallery Director	Progressing			

B2.3: Facilitate unique events that celebrate our diversity and deliver social and economic benefits to the community.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.3.1	Host, support and promote a range of annual events including Lismore Lantern Parade, Masters Games, Eat the Street, Carols by Candlelight.	Manager Major Recreation & Cultural Facilities	Progressing			Events hosted in previous quarter include Eat the Street





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.3.2 P	Explore an event planning strategy to support economic activation. Milestones for 2019-20 include: • Conduct research to investigate strategies and priorities	Manager Major Recreation & Cultural Facilities	Progressing			Various grant opportunities. With COVID 19 this project is now events number 1 priority and will be completed prior to the end of financial year
B2.3.3 P	Implement the event planning strategy (dependent on B2.3.2). Milestones for 2019-20 include: • Commence implementation of priority actions	Manager Major Recreation & Cultural Facilities	Progressing			On Target. Major focus in light of COVID19 with planning key priority
B2.3.4	Mentor, support and train local event practitioners and provide research and evaluation assistance to local events.	Manager Major Recreation & Cultural Facilities	Progressing			Ongoing support and assistance provided to event co-ordinators
B2.3.5	Promote and manage an annual calendar of events on behalf of the local events industry.	Manager Major Recreation & Cultural Facilities	Progressing			Quarter has seen calendar of events progress. Next quarter will see all events and social gatherings cancelled
B2.3.6	Proactively seek and bid for new events and conferences for the city and region.	Manager Major Recreation & Cultural Facilities	Progressing			Previous quarter saw two event bids placed

B2.4: Provide socially inclusive, vital and welcoming services that support the educational, social and recreational needs of the community.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B2.4.1	Operate the Lismore and Goonellabah Libraries.	Regional Library Manager	Progressing			Ongoing to ensure libraries are serving the community
B2.4.2	Deliver free or low cost literacy programs through the Lismore and Goonellabah Libraries, including book clubs, story time, baby bounce, and author talks.	Regional Library Manager	Progressing			Continue deliver free or low cost literacy programs. Ensure programs continue to be fresh and meet user expectations
B2.4.3	Operate a Mobile Library to service outlying villages in the region.	Director Partnerships Planning & Engagement	Progressing			All Libraries closed from March 17 due to safety concerns re COVID19 virus. Staff continue to work core substantive hours, mobile library drivers are just working their normal core hours on their other roles within RTRL or taking leave. Staff taking the opportunity to attend to ongoing truck/cabin maintenance and collection maintenance.

B3: Our community has a diverse and thriving arts and culture scene





B3.1: Provide arts and cultural facilities and experiences for a wide audience.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B3.1.1	Operate the Lismore Regional Gallery and the Quadrangle.	Manager Major Recreation & Cultural Facilities	Progressing			Continuation of programming in Gallery and Quad. All public events were suspended on Monday 16 March, and gallery closed to public on Tuesday 24th March.
B3.1.2	Stage regular exhibitions, workshops, talks and creative events at the Lismore Regional Gallery for the community to connect and learn.	Manager Major Recreation & Cultural Facilities	Progressing			Programs progressing well. All events and public programs suspended on Monday 16 March, and Gallery closed to public Tuesday 24 March due to COVID-19

B3.3: Provide a framework for ongoing public art and cultural growth.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B3.3.1	Implement public art projects in consultation with the Public Art Reference Group.	Manager Major Recreation & Cultural Facilities	Progressing			Mural at Transit Centre refurbished; funds from Public Art Reserves for Back Alley Gallery work

B3.4: Support cultural partnerships and collaborations.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B3.4.1	Work with NORPA to support the Cultural Alliance and the continued operation of Lismore City Hall.	Director Partnerships Planning & Engagement	Progressing			As COVID 19 impacts have been significant upon NORPA finalizing the review of the Cultural Alliance Agreement has been delayed. NORPA management to present an update on their situation to 21.04.20 Councillor briefing.
B3.4.2 P	Work with NORPA to construct illuminated event signage.	Assets Engineer	Progressing			RMS has agreed with the proposed position and DA approval process is in progress. It is expected to be delivered according to the grant milestones.

B4: Our community is connected and convenient



B4.1: Maintain regular passenger transport to Lismore and the region.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B4.1.1 P	Upgrade the Lismore Regional Airport. Milestones for 2019-20 include: - Completion of plane parking area - Installation of security fencing	Manager Commercial Services	Progressing			Tender documents for the fence are being prepared. The fence location has been finally determined to allow tender maps to be created. The aircraft parking area is now on hold pending review of ILS project scope, as this work may become redundant once the ILS is installed.



B4.2: Maintain and develop airport and aviation services.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B4.2.1	Ensure compliance of Lismore Regional Airport with the Civil Aviation Safety Authority (CASA), Australian Transport and Safety Bureau (ATSB) and Air Services Australia.	Manager Commercial Services	Not Progressing	Not progressing	Not progressing	Airport Coordinator role has been advertised and preferred applicant selected. Seeking approval to progress with recruitment of the position. Recruitment of the position will enable this deliverable to continue.
B4.2.2	Investigate alternative uses for the Lismore Regional Airport.	Manager Commercial Services	Progressing			Many uses for the airport have been considered, including passenger transport, aviation training, general aviation and freight. A project structure has been created and is attached in Pulse. The next step is an airport master plan and runway engineering assessment \$180,000 - these will be put forward as a 2020/21 budget submission.

B4.3: Advocate for regional integrated transport services.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B4.3.1	Provide support to the operation of the Lismore Late Nighter bus service.	Manager Development & Compliance	Progressing			Late Nighter bus service provided as part of Council City Safe Program.







B4.4: Provide footpaths, cycle ways and pedestrian access that are safe and serviceable.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
B4.4.1 P	Undertake projects within Council's Cycleway Plan as funding permits.	Manager Assets	Not Progressing	Not progressing	Not progressing	No grant funding was received for the 2019/20 financial year. Staff will continue to apply for grant opportunities when available to undertake projects within Council's Cycleway Plan.
B4.4.3	Undertake annual inspections and required maintenance of the footpath and cycleway network.	Director Infrastructure Services	Progressing			Maintenance of footpath and cycleway assets ongoing along with informal inspections.

Theme C: Our natural environment





C1: Our waterways and catchments are healthy

C1.1: Enhance riparian vegetation and manage off-stream impacts to improve water quality.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C1.1.1	Through the Rural Landholder Initiative, collaborate with landowners to restore riparian vegetation in areas covered by the Coastal Zone Management Plan.	Manager Integrated Planning	Progressing			All existing projects are continuing. Applications for round 7 have been shortlisted and site visits have commenced.
C1.1.2	Undertake weed control and revegetation in priority urban riparian areas.	Manager Integrated Planning	Progressing			Contract work in identified priority sites is ongoing.
C1.1.3	Manage the impacts of development in water catchment areas through compliance with the Lismore Local Environment Plan (clause 6.4) and Council's On-Site Wastewater Management Strategy.	Manager Development & Compliance	Progressing			Program continuing to be delivered to meet the performance objectives of Council OSMS Strategy. Recruitment undertaken this quarter to replace staff resources.







C1.1.4 P	Collaborate with the NSW State Government, neighbouring Councils, and community groups to develop strategies to improve the health of the Wilsons and Richmond Rivers. Milestone for 2019-20 includes: - Complete scoping study for the Richmond Catchment Coastal Management Program	Manager Integrated Planning	Progressing			This is a joint project with Rous County Council (RCC) as the lead agency. As per the funding agreement, RCC will submit a work plan to the Dept of Planning, Industry and Environment on 27 March 2020. Constituent councils, including LCC, will be consulted on draft specifications in April. Procurement will be conducted in May-June.
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C1.2: Provide a safe and serviceable stormwater drainage system.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C1.2.1	Undertake annual inspections and required maintenance and renewal of stormwater drainage network.	Director Infrastructure Services	Progressing			Work progressing as expected and required. Some additional activity as a result of significant rain in February 2020.
C1.2.2 P	Complete the annual stormwater capital works program including projects identified in the Urban Stormwater Management Plan.	Director Infrastructure Services	Progressing			Works continue to move forward. The Browns Creek project is on hold pending progress of the proposed Lismore Park redevelopment project.
C1.2.3 P	Review and update the Stormwater Asset Management Plan. Milestones for 2019-20 include: - Complete update - Council adoption	Manager Assets	Not Progressing	Not progressing	Not progressing	This project is on hold as the staff resources to complete the work are fully occupied undertaking the Transport Assets Revaluation. The project will recommence in the 2020/21 financial year.









C2: We are committed to resource recovery, waste management and recycling innovation





C2.1: Provide effective and efficient waste collection and disposal services.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.1.1	Provide kerbside domestic and commercial waste collection services.	Manager Commercial Services	Progressing			As usual for collection of waste
C2.1.2	Provide waste bins and collection in public places, parks, and town centres, and for public events.	Manager Commercial Services	Progressing			Noting that public spaces have been closed or have access restricted due to COVID-19 for March 2020.
C2.1.3	Provide efficient waste and resource recovery services to residents and businesses through the Lismore Recycling & Recovery Centre, Nimbin Transfer Station, Lismore Revolve Shop, and Brewster St Recycling Centre.	Manager Commercial Services	Progressing			Operations at Brewster St Recycling Centre, CDS bulk drop off and Lismore Revolve Shop ceased in 3rd quarter due to public health controls around limiting spread of COVID-19. Other services remain ongoing.

C2.2: Maximise resource recovery and minimise waste to landfill.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.2.1 P	Expand the compost pad at the Lismore Recycling & Recovery Centre. Milestones for 2019-20 include: - Complete construction - Commission expanded compost pad area	Manager Commercial Services	Not Progressing	Not progressing	Not progressing	Project will not be completed this financial year. Project will be re-submitted with next FY budget process.
C2.2.2 P	Complete enhancements of the Materials Recovery Facility at the Lismore Recycling & Recovery Centre to create efficiency, quality and capacity.	Manager Commercial Services	Not Progressing	Not progressing	Not progressing	Works are deferred while MRF and MRF building fire reinstatement work is completed. This work will be included in the FY20/21 budget submissions.
C2.2.3 P	Hardstanding of priority areas at Lismore Recycling & Recovery Centre.	Manager Commercial Services	Progressing			Works will be completed, subject to operational ability to observe public health advice in relation to control of spread of COVID-19.
C2.2.4 P	Install a new glass processing facility at the Lismore Recycling & Recovery Centre. Milestones for 2019-20 include: - Complete project design and detailed costing - Procurement and installation of plant and equipment	Manager Commercial Services	Progressing			Tender documents being prepared - ready to go to the market - waiting on one item to progress. Ability to complete this project this FY is linked to the MRF rebuild, and Council co-contribution of funding. May require delivery over two financial years.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.2.5	Research and develop future options to generate efficiencies and reduce resource at the Lismore Recycling & Recovery Centre.	Manager Commercial Services	Progressing			There has been some developments in this space. An EOI is proposed to draw out options for the MRF, waste sorting facility and composting operations. A submission for funding has also been made for moving the revolve shop to the CBD, and to establish a glass sand microfactory (product value adding).
C2.2.6 P	Cap Landfill Cell 1 and 2A using the phytocap rehabilitation method. Milestones for 2019-20 include: - Apply capping materials per Quality Assurance specifications - Undertake control testing to ensure adequate compaction and particle size - Develop planting plan - Undertake and monitor planting	Manager Commercial Services	Progressing			Deliverables for this year will include final design and specification - getting the project to point of being shovel ready. Construction to commence FY20/21.
C2.2.7 P	Increase landfill capacity, through the construction of Landfill Cell 2B.	Manager Commercial Services	Progressing			as per last update, we are still awaiting final EPA approval to commence operations in the cell.
C2.2.8 P	Plan for Landfill Cell 3. Milestones for 2019-20 include: - Engagement of a consultant to assess site suitability across the Lismore LGA to determine development requirements	Manager Commercial Services	Progressing			Request for quotation document has been prepared, ready to go to the market. On track for completion this FY.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.2.9 P	Upgrade waste leachate system. Milestones for 2019-20 include completion of expanded leachate system to cater for increased landfill cells.	Manager Commercial Services	Progressing			Opportunity presented for reassessment of project scope to provide better site operational outcomes for equivalent or less than expected budget of original project scope. RFQ process is underway for new system design. Detailed design and planning to be completed this FY so project is 'shovel ready' for the new FY.
C2.2.10	Ensure environmental compliance across all waste operation activities in accordance with Environmental Protection Authority license conditions, including leachate, stormwater and odour management.	Manager Commercial Services	Progressing			Waste Manager appointed. Large number of compliance actions and capital work projects to be completed (i.e. Phytocapping, New Leachate Dam). Limited resources and budget available, so works will be delivered on a prioritised basis. Licence compliance actively being managed and reported on as required regulator.







C2.3: Provide community education on resource recovery, waste management and recycling.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.3.1	Operate an automated collection depot for NSW Container Deposit Scheme and assist the scheme through promotion and community education.	Manager Commercial Services	Not Progressing	Not progressing	Not progressing	Deliverable on hold as part of public control measures around spread of COVID-19.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C2.3.2	Conduct community and business education programs and produce educational materials on sustainable waste management.	Manager Integrated Planning	Progressing			This program has been delayed due to the retirement of the Water and Waste Education Officer. The position is currently vacant.

C3: We are committed to environmental sustainability

C3.1: Make Council self-sufficient in electricity from renewable sources.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C3.1.1	Continue to identify energy efficiency opportunities and initiatives.	Manager Integrated Planning	Progressing			Heritage Near Me funded library project is completed. Feasibility study on expansion of community solar electricity nearing completion
C3.1.2	Operate and maintain the Lismore Community floating solar farm.	Director Infrastructure Services	Progressing			Operation and maintenance of floating solar farm at East Lismore Waste Water Treatment Plant is ongoing.
C3.1.3 P	Investigate options for meeting renewable energy targets.	Manager Integrated Planning	Progressing			Internal stakeholder discussions have continued but progress has been slowed by a number of factors. Impacts of COVID19 restrictions may further impede progress





C3.2: Ensure sustainability principles are understood and applied in Council’s business operations.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C3.2.1	Monitor and report on greenhouse gas emissions.	Manager Integrated Planning	Progressing			Data from the first two quarters have been compiled into a report. Data for the third quarter will become available in the next month







C4: Our diverse natural environment is protected and enhanced

C4.1: Protect and improve biodiversity on public and private land in Lismore’s urban and rural landscapes.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C4.1.1 P	Review current systems and processes to ensure compliance with environmental legislation. Milestones for 2019-20 include: - Identify scope of audit - Undertake audit - Prioritise potential system gaps	Manager Integrated Planning	Progressing			Information gathering and gap identification has commenced and is continuing.
C4.1.2	Prepare a Biodiversity Conservation Development Control Plan and review the Tree Preservation Development Control Plan.	Manager Integrated Planning	Progressing			The project is progressing. A draft DCP is almost complete and will be reported to Council before the end of the 2019/20 financial year.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C4.1.3	Through the Rural Landholder Initiative, provide extension services and funding to support best practice biodiversity conservation and land management.	Manager Integrated Planning	Progressing			Existing projects are progressing to schedule. EOIs for round 7 have been shortlisted and site visits have commenced. A field day on native bees in macadamia orchards was held in early March and the final field day for the year will be held in May.
C4.1.4 P	Through the Rural Landholder Initiative, collaborate with rural industries and community groups to enhance biodiversity outcomes. Priorities for 2019-20 include: - Engage with graziers to undertake field days, conduct soil tests, and develop the Emerging Water Infrastructure Pilot - Progress Native Bees and Macadamia project - Complete baseline reports and on-ground works for Tea Tree and Biodiversity project - Provide support to 10 Landcare groups	Manager Integrated Planning	Progressing			Macadamia: Final field day completed. Grazing: Preparatory works underway on second property Tea tree: riparian restoration work continuing but progress has been affected by drought impacts Support to landcare groups ongoing

C4.1.5 P	Provide support and education for biodiversity conservation to residents and groups in urban areas throughout the Lismore LGA. Milestones for 2019-20 include: - Determine scope for an urban biodiversity program - Prepare project plan - Determine project milestones	Manager Integrated Planning	Progressing			Scope, objectives and actions for an ongoing urban biodiversity program are being developed as part of the BMS review. Planning has commenced for a workshop on backyard habitat in May
C4.1.6 P	Restore habitat and undertake weed management in priority areas of urban bushland and road reserve.	Manager Integrated Planning	Progressing			Works progressing as per schedule in the Urban Green Corridors Plan, adjusted slightly in response to drought impacts. Sites for further roadside works are currently being identified and prioritised.
C4.1.7 P	Collaborate with community groups, neighbouring Councils, and research institutions to expand the knowledge base and develop innovative strategies for biodiversity conservation. Milestones for 2019-20 include: - Identify potential partnerships and appropriate levels of funding/in-kind contribution	Manager Integrated Planning	Progressing			Collaborative research and engagement projects related to koala conservation continue, as do discussions around engagement and catchment health projects. Feedback on the review of the Biodiversity Management Strategy has identified further potential opportunities, particularly with Landcare, which will be explored.

C4.1.8	<p>Undertake a review of the Biodiversity Management Strategy. Milestones for 2019-20 include:</p> <ul style="list-style-type: none"> - Complete project scoping and prepare project plan - Consult with the BMS Implementation Group - Complete draft review - Consultation and feedback on draft review - Council adoption 	Manager Integrated Planning	Progressing			Internal and external consultation has been completed. The BMS Implementation Group has met and will meet again in April. The draft revised BMS is progressing.
C4.1.10	<p>Provide support to the Lismore Rainforest Botanic Gardens to continue building the gardens as a community asset for education and visitation.</p>	Manager Commercial Services	Progressing			Support to the botanic gardens continues - liaison sits with the business development team
C4.1.11 P	<p>Identify and implement strategies in relation to reducing wildlife death and injury from road strike. Milestones for 2019-20 include:</p> <ul style="list-style-type: none"> - Identify priority sites and implement appropriate mitigation strategies from Wildlife Road strike Report - Monitor and evaluate outcomes of the Koala Zones on Tuckurimba and Wyrallah Roads 	Manager Integrated Planning	Progressing			Staff are working with officers from the NSW Dept of Planning, Industry & Environment and Roads & Maritime Services to identify project/s to be undertaken in 20/21 with NSW government funding.







C4.2: Protect and improve Lismore’s koala population.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
C4.2.1	Restore and enhance areas of high value koala habitat, and monitor the extent and quality of koala food trees and habitat.	Manager Integrated Planning	Progressing			Tree planting has been delayed by the drought and landholder circumstances. Due to the latter, it is possible this planting will be deferred to next financial year.
C4.2.2 P	Undertake monitoring of koala density and population in the CKPOM area. Milestones for 2019-20 include: Project scope and management plan prepared - Prepare project scope and management plan - Request for quote issued and contract awarded - Received and finalise report	Manager Integrated Planning	Progressing			Recruitment of a casual project officer is underway in preference to engaging consultants. Survey work is scheduled for May 2020.

Theme D: Our built environment





D1: Our city and village services are well managed and maintained

D1.1: Provide a road network that is safe and serviceable.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.1.1 P	Develop and implement annual rehabilitation and capital works programs for the road network.	Manager Assets	Progressing			Works program has been developed and projects are being implemented in line with current resourcing and budgetary constraints. Program is continually reviewed to ensure that it is on budget and within scope. Some amendments are currently been considered due to the COVID-19 outbreak.
D1.1.2	Develop and complete annual resurfacing program for road network including heavy patching, shoulder grading, drainage improvements and crack sealing.	Manager Assets	Progressing			Program has been developed and is being implemented. Staff continue to oversee the project to ensure it is on budget and within scope.
D1.1.3	Undertake annual road maintenance programs including minor pavement repairs, minor drainage works, roadside slashing, gravel road grading and signage.	Director Infrastructure Services	Progressing			Sealed road and unsealed road maintenance programs are on schedule. Side arm slashing operations are ongoing. Roadside verge slashing operations have commenced. Program under review in response to COVID-19.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.1.4P	Develop and implement annual rehabilitation and capital works program for bridges.	Manager Assets	Not Progressing	Not progressing	Not progressing	Due to the Local Timber Bridge Replacement Program being announced by the State Government, the Town Bridge replacement project has been deferred and the funds have been redirected to the remaining galvanised culverts that require replacement.
D1.1.5P	Upgrade of Wyrallah Road intersection to the Lismore Recycling & Recovery Centre, including road widening and additional turning lane to improve safety and accessibility. Major milestone for 2019-20 includes: - Complete design - Explore funding opportunities	Manager Commercial Services	Progressing			Draft design completed. Final design to be completed. Funding opportunities are being investigated.
D1.1.6	Undertake annual bridge inspections and carry out maintenance program including decking, approaches, and railings.	Director Infrastructure Services	Progressing			Maintenance of timber bridge structures ongoing from previous annual bridge inspections. Next round of formal bridge inspections has commenced.
D1.1.7	Undertake annual car park maintenance program including line marking, surface repairs, gardens and tree maintenance.	Director Infrastructure Services	Progressing			Routine car-park maintenance activities ongoing including minor surface repairs, gardens and trees.





D1.2: Provide infrastructure that meets the needs of the community.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.2.1	Pursue grant funding opportunities to complement existing capital works programs.	Director Infrastructure Services	Progressing			Council has been successful in securing funding to the value of \$9.6 million for 2020/21 under the NSW Safer Roads program. Other applications are yet to be determined by the funding bodies.
D1.2.2	Conduct asset revaluations according to State Government guidelines.	Director Infrastructure Services	Progressing			Work continues and is on track. Methodology report prepared for Auditor and presentation delivered to ARIC in February. Refinement of unit rates has been undertaken.



D1.3: Provide Council buildings, land and property assets that are safe and fit for purpose.









Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.3.1 P	Review and update the Buildings Asset Management Plan (AMP). Milestones for 2019-20 include: - Review and update AMP - Public exhibition and Council adoption	Manager Assets	Not Progressing	Not progressing	Not progressing	This project is on hold as the staff resources to complete the work are fully occupied undertaking the Transport Assets Revaluation. The project will recommence in the 2020/21 financial year.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.3.2	Undertake annual inspections and required maintenance and renewal for buildings.	Manager Assets	Progressing			This action has progressed as expected during the quarter, with no issues or delays. It is expected to be delivered within budget for this financial year.
D1.3.3	Manage Council's property portfolio including Crown lands, and develop and implement policies and procedures aligned with return on investment methodology.	Manager Assets	Progressing			Two houses adjoining the cemetery in Goonellabah and the residential building block in Lismore Heights have sold. New tenants are being sought for the vacant spaces in the Old Municipal Building and the Old Art Gallery. A vacant staff position was filled in late January which in time will enable a review of the policies and procedures.
D1.3.4 P	Prepare Plans of Management for Crown reserves managed as community land by Council. Milestones for 2019-20 include: - Complete project scoping - Engage consultant	Manager Integrated Planning	Progressing			This project is progressing. More than half of the draft Plans of Management are complete and either reported to Council or will be reported to Council before the end of the 2019/20 financial year. The project will carry over to the 2020/21 as anticipated when it commenced.

D1.3.5	Manage and report on Council's Land Register.	Manager Assets	Progressing			Systems are now in place to create unreal property files to be added to the council land register to record and report on leases and acquisitions. The land classification audit is still under way with rectifications being made as and when they are found. The vacant position has now been filled, however, there is still limited time for the audit.
D1.3.6	Undertake a strategic review of existing and potential future Council-owned property.	Manager Integrated Planning	Not Progressing	Not progressing	Not progressing	This project has not commenced in 2019/20 due to competing priorities and the impact of unforeseen staff and family illness that delayed progression of some strategic planning projects. This project will be deferred to 2020/21.
D1.3.7	Manage and promote vendor and outdoor dining licenses.	Manager Assets	Progressing			Business as usual with some new businesses taking up outdoor dining and other business closing their doors. Outdoor dining fees are being considered as a way to ease the pressure on local CBD businesses in light of the COVID-19 pandemic.

D1.4: Provide safe water and wastewater supply systems and associated services.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.4.1 P	Review and update the Water and Wastewater Asset Management Plan (AMP). Milestones for 2019-20 include: - Review and update AMP - Public exhibition and Council adoption	Manager Assets	Not Progressing	Not progressing	Not progressing	The review of the plan is currently on hold until the review of the Strategic Business Plan for water and wastewater is completed. The project will be deferred to 2020/21.
D1.4.2 P	Review the Strategic Business Plan (SBP) for Water Supply and Wastewater Services. Milestones for 2019-20 include: - Review and update SBP - Public exhibition and Council adoption	Manager Assets	Cancelled/Deferred	Cancelled/Deferred	Cancelled/Deferred	The project is on hold pending the outcome of Council decisions to examine rates for the business community. Discussion about charges for water and wastewater services will be part of that consideration.
D1.4.3 P	Undertake the annual water and wastewater mains renewals and capital works program.	Manager Assets	Progressing			Delivery of program remains on track for completion of the program of works this financial year within program budget.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.4.4	Operate and maintain sewage treatment plants at South Lismore, East Lismore and Nimbin.	Director Infrastructure Services	Progressing			Operation and maintenance of the East Lismore and Nimbin sewage treatment plants is ongoing. South Lismore sewage treatment plant is still under the control of the principal contractor.
D1.4.5	Undertake annual maintenance program on sewer lines to removing blockages and tree roots and repair broken and damaged pipes.	Director Infrastructure Services	Progressing			Routine maintenance of sewer lines including removal of blockages and minor repairs is ongoing.
D1.4.6	Undertake repairs of broken water mains, broken water service lines, water meters and hydrants.	Director Infrastructure Services	Progressing			Maintenance and repairs of water mains, water services , water meters and hydrants ongoing.
D1.4.7 P	Secure a new reservoir site and complete survey, investigation and design of Stage 2 of North Lismore Plateau water supply. Milestones for 2019-20 include: - Complete negotiations with relevant land owners - Secure a site for the reservoir.	Manager Assets	Progressing			Finalisation of acquisition of reservoir site dependant on finalisation of geotechnical investigations. Concept design completed. Detailed design not to commence until reservoir site secured.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.4.8 P	Design and construct Nimbin water supply upgrade Stage 2 including a new treatment plant. Milestones for 2019-20 include: - Complete project scoping - Engage consultant to undertake design and documentation - Detailed design and documentation complete, ready for construction tender	Manager Assets	Progressing			The project is progressing with quotation documentation prepared for an options assessment for the new water treatment plant. The drought through 2019 caused a delay in that work was required to investigate alternate water sources for Nimbin (bore). This work took priority but was also relevant as design input to the proposed treatment plant.
D1.4.9 P	Construct wastewater infrastructure to service Pineapple Road development including gravity and rising sewer mains and pump station. Milestones for 2019-20 include: - Complete concept design - Finalise acquisition of easements and land for pump station - Commence construction	Manager Assets	Progressing			Acquisition of property and easements on three properties nearly complete. Agreement in principle reached with owner of fourth property. Proposed acquisitions of easements over last property have been contested by representative of the owners. This has potential to delay reaching shovel readiness within program milestones.







D1.4.10 P	Upgrade Sewer Pump Station No 2 and construct new rising main to the South Lismore Sewage Treatment Plant to ensure sufficient wastewater capacity for the North Lismore Plateau development.	Manager Assets	Cancelled/Deferred	Cancelled/Deferred	Cancelled/Deferred	Budgetary allocation made within proposal for 2020/21 Zero Based Budget/Operational Plan. Budgetary allocation subject to confirmation of budget by Council.
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D1.6: Provide quality road materials and asphalt production.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D1.6.1	Operate efficient and cost-effective quarries, including the production of quarry materials.	Director Infrastructure Services	Progressing			Operations are progressing. Budget adjustments will be included in the March QBRS.
D1.6.2	Ensure compliance of all quarry sites with the Environmental Protection Authority, Environmental Planning & Assessment Act, and relevant licenses	Manager Commercial Services	Progressing			General Licence compliance is on schedule and within budget. However a number of compliance actions and capital projects still to be completed - limited resources to project manage and deliver.
D1.6.3 P	Dismantle decommissioned asphalt plant at Blakebrook Quarry site. Milestone for 2019-20 includes: - Complete dismantlement of plant	Director Infrastructure Services	Progressing			Works are progressing.



D2: Our built environment is managed and enhanced to meet the needs of our growing community

D2.2: Provide development assessments in a timely and customer friendly manner.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D2.2.1	Assess development applications and associated approvals in accordance with NSW legislation and Council's planning controls.	Manager Development & Compliance	Progressing			continuing with current high demand
D2.2.2	Take compliance action in response to community concerns about unlawful development in accordance with Council policy.	Manager Development & Compliance	Progressing			Managing in response to number of CRMs lodged
D2.2.3	Provide relevant, accurate and timely planning advice.	Manager Development & Compliance	Progressing			ongoing





D2.3: Ensure new buildings and infrastructure meets relevant standards.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D2.3.1	Certify and/or inspect new buildings and infrastructure in accordance with NSW legislation and Council policies, strategies and procedures.	Manager Development & Compliance	Progressing			Continued demand and high market share







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D2.3.2	Provide access to new buildings and facilities for people with disabilities in accordance with legislation.	Manager Development & Compliance	Progressing			daily consideration



D3: Our land use planning caters for all sectors of the community

D3.1: Ensure land is available and serviced to meet population growth in locations that are accessible, close to services and employment, and suitable for development.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D3.1.1	Process rezoning planning proposals.	Manager Integrated Planning	Progressing			Rezoning and other LEP Amendment Planning Proposals are being progressed as anticipated.
D3.1.2	Monitor development activity and update the Strategic Business Plan for Water Supply and Wastewater Services if required.	Director Infrastructure Services	Progressing			Ongoing activity. Forward works programs updated as part of annual budget process.

D3.2: Ensure a diverse range of land use and development opportunities are available.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D3.2.1	Monitor the Local Environmental Plan and amend as required in response to community and development industry needs.	Manager Integrated Planning	Progressing			This is BAU for strategic planning. The 5th round of general amendments to the LEP will be complete by 30 June 2020 and review is ongoing.
D3.2.2	Monitor and review the Lismore Development Control Plan to include contemporary controls that will result in development that improves the local area.	Manager Integrated Planning	Progressing			This is BAU for strategic planning. The DCP is subject to review and amendment on a regular basis.
D3.2.3	Process development applications in accordance with relevant legislation and Council policies, to ensure development is compatible with its surrounding area.	Manager Development & Compliance	Progressing			Continuing to process DAs within the legislative framework approval timeframes
D3.2.4	Prepare a Community Engagement Strategy that incorporates participation plan requirements for land use planning.	Manager Integrated Planning	Completed	Completed	Completed	The draft Community Engagement Strategy was placed on public exhibition for 28 days during September and October 2019, Council adopted the strategy in December 2019 and it was placed on Council's website for access by the public. Council's community engagement practices are based on social justice principles, using the IAP2 framework.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D3.2.5	Review and make submissions on proposed changes to Environment Protection & Assessment Act and associated regulations and planning policies as opportunities arise.	Manager Integrated Planning	Progressing			BAU activity. Submissions are made as needed.

D3.5: Contribute to state and federal government planning and related policy and legislation reviews.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D3.5.1 P	Prepare Local Strategic Planning Statements as part of the strategic land use planning framework as required by law. Milestones for 2019-20 include: - Prepare statements - Council adoption	Manager Integrated Planning	Progressing			The Draft Local Strategic Planning Statement will be reported to the April Council meeting, placed on public exhibition and finalised by 30 June 2020.

D4: Our community has a diversity of affordable housing options





D4.1: Plan for a mix of housing needs and facilitate increased supply of affordable housing.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
D4.1.1	Monitor housing approvals and uptake of infrastructure contributions discounts.	Manager Development & Compliance	Progressing			Reports are generated to monitor this information.
D4.1.2 P	Review the Infrastructure Contributions Discount Policy.	Manager Development & Compliance	Progressing			Information is being collated as part of the future review
D4.1.3 P	Establish partnerships to deliver affordable housing projects. Milestones for 2019-20 include: - Call for tenders to complete design - Construct housing development on Council-owned land	Director Partnerships Planning & Engagement	Not Progressing	Not progressing	Not progressing	This project is currently not progressing. We are waiting on Council's engineering department to make decisions regarding a sewer pump system before the project can move forward







Theme E: Leadership and participation

E1: We engage and communicate with our community

E1.1: Provide effective communication and information delivery, marketing and promotions.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E1.1.1	Disseminate timely and accurate information to all sectors of the community through the use of various media.	Director Corporate Services	Progressing			Approximately 25 pro-active positive media releases sent out, all of which were run by at least one media outlet. Numerous picked up by multiple outlets. Sent out three monthly business newsletters, plus Local Matters every fortnight during the quarter.
E1.1.2	Inform and educate the community about Council activities, projects and events through the development of flyers, brochures, educational campaigns, videos and other marketing strategies.	Director Corporate Services	Progressing			Initiated Emergency Comms including COVID-19 page on LCC website for the latest updates for the community. Proactive comms to inform community of changes to Council services as a result of virus, including media release, mayoral videos, social media posts, and fact sheets. Production of TV/Facebook ad to encourage people to support local business.

E1.2: Coordinate and initiate community engagement in Council activities and decision making.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E1.2.2 P	Consult with the community to review the Community Strategic Plan. Milestone for 2019-20 includes: - Undertake a range of community engagement activities, including workshops, information kiosks and a community satisfaction survey	Manager Integrated Planning	Progressing			Community Strategic Plan engagement commenced in February with workshops held at Nimbin, Clunes, Dunoon, The Channon and two in Lismore. In total over 100 community members attended the workshops. Engagement with hard-to-reach groups was planned for March. some of this had to be postponed due to COVID-19.
E1.2.3	Continue to facilitate online community engagement opportunities, including through Your Say Lismore.	Manager Integrated Planning	Progressing			Your Say Lismore has had 2200 visits with 97 new registrations, an increase of 20 from the previous quarter. Over 194 community members engaged in surveys, asked questions or contributed ideas, an increase of 75 from the previous quarter. Planning for Lismore's future was the top project with 171 people participating during the quarter.
E1.2.4	Support and encourage inclusive public engagement methods which invite comment from a diverse range of community members.	Manager Integrated Planning	Progressing			Community engagement conducted by Lismore City Council is based on social justice principles, and uses the IAP2 public participation principles. March 2020 activities included targeting hard to reach group: seniors, youth and Aboriginal and Torres Strait Islander communities.

E2: We collaborate with other agencies to achieve great outcomes



E2.4: Develop working relationships with government, non-government, private sector and community-based agencies.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E2.4.1	Actively build, seek and strengthen strategic and working relationships with local and regional organisations and groups.	General Manager	Progressing			Regular collaboration continues with local and regional entities including Southern Cross University, Regional Development Australia, Northern Rivers Joint Organisation, Local Members of Parliament, Lismore Chamber of Commerce and Industry and various commercial entities eg Norco

E2.5: Participate in cultural relationships.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E2.5.1	Provide support for sister city activities. Priorities for 2019-20 include: <ul style="list-style-type: none"> - Organisation of a Student Exchange Program with Yamato Takada, Japan - Support for the Lismore Friendship Festival: Piazza in the Park - Administration support for the Sister City Advisory Panel 	Governance and Risk Manager	Progressing			In February a letter of support was provided for the Friendship Festival to apply for funding. The panel has been advised that the Sister City exchange program will not be proceeding in 2020 (inbound & outbound) due to COVID-19.



E2.6: Manage regional services with other councils.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E2.6.1	Administer the Deed of Agreement as the Executive Council for Richmond Tweed Regional Library. Priorities for 2019/20 include: <ul style="list-style-type: none"> - Review the staffing model - Develop an RTRL Delivery Program - Prepare an RTRL Annual Report - Prepare member council Service Level Agreements 	Director Partnerships Planning & Engagement	Progressing			Member Council Service Level Agreements's almost finalised. Selected contractors who have the necessary knowledge and skills were invited to Quote to carryout the RTRL Staff Review using Vendor Panel.

E3: Our decisions and actions are open, transparent, effective and in the interests of all



E3.1: Manage Council meetings and provide support to Councillors in fulfilling their role.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E3.1.1	Meet legislative requirements and ensure adherence to Code of Meeting Practice and Council policies.	Director Corporate Services	Progressing			6 Council meetings were held in this period. 3 additional Briefings were held for Councillors prior to the Council meeting to ensure Councillors were adequately prepared and had relevant information to fulfil their duties.





Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E3.1.2	Provide Councillors with relevant information and access to professional staff to facilitate good decision-making practices.	Director Corporate Services	Progressing			As per comments in E3.1.1





E4: We provide effective management and responsible governance

E4.1: Ensure the efficient and effective operation of Council.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E4.1.2	Provide governance assistance to support the Council to operate within its legal framework.	Director Corporate Services	Progressing			Probity advice sought from external legal on a number of matters at the request of the General Manager
E4.1.3	Collect and manage all Council funds and provide information and advice to support sound financial decision making.	Manager Finance	Progressing			
E4.1.4	Administer rates and water billing.	Manager Finance	Progressing			
E4.1.5 P	Integrate the four-year estimates of income and expenditure into the Delivery Program in line with the 10-year objectives.	Manager Finance	Not Progressing	Not progressing	Not progressing	

E4.1.6 P	Develop business cases for the integration of all financial reporting packages; broadening the use of corporate credit cards and associated reporting software; and the introduction of electronic timesheets.	Manager Finance	Progressing			
E4.1.7	Coordinate procurement through policy and procedures, systems, staff development and supplier engagement.	Director Corporate Services	Progressing			Mandatory involvement of Procurement team in any Tendering process is now required with systematic stakeholders meeting prior to starting the process. VendorPanel training for all staff and introduction session to local suppliers planned in April/May depending on Covid-19 situation. New Procurement Hub underway and Procurement web pages in development.
E4.1.8 P	Refresh and modernise human resources policies and processes.	Director Corporate Services	Progressing			Significant progress undertaken around core HR procedures and framework documents. Work expected to continue to End FY19/20, with the continual review a core function henceforth. Relevant tranches to be provided through Consultative Committee into the workforce.





E4.1.9 P	Implement the Integrated Planning & Reporting Framework through the: <ul style="list-style-type: none"> - Review of the annual Operational Plan - Reporting of progress of Delivery Program implementation - Preparation of the Annual Report, including a 2019-20 State of the Environment Report 	Manager Integrated Planning	Progressing			Community Strategic Plan community engagement commenced in February with workshops held at Nimbin, Clunes, Dunoon, The Channon and two in Lismore. Engagement with hard-to-reach groups was planned for March. Some of these activities had to be postponed due to the COVID-19.
E4.1.11 P	Provide business process support and identify opportunities to automate activities with technology, improve productivity and make system enhancements. Milestones for 2019-20 include: <ul style="list-style-type: none"> - Commence the migration from desktop computers to laptops to increase workforce mobility - Upgrade productivity tools to improve collaboration and information access 	Director Corporate Services	Progressing			This action has progressed as expected during this quarter. Technology Services continue to receive positive feedback from staff who are now able to work more effectively and efficiently from multiple locations. COVID-19 fast-tracked some items allowing more staff to work from home effectively.
E4.1.12	Meet requests for access to Council documents as per Government guidelines and manage paper and electronic files to ensure security of documents is maintained.	Director Corporate Services	Not Progressing	Not progressing	Not progressing	2nd revision draft Public Access to Info Policy not yet reviewed. No other policies progressed. Business paper Digital Signing Council Minutes supposed to go March meeting but pushed back. Records Security & Access Policy still needs to become procedure under Internal IT Policies; also Records Management Policy. Records Destruction Procedure drafted.



E4.1.13 P	Explore cost effective technology options to improve and modernise Council's customer contact experience. Milestones for 2019-20 include: - Make Council's forms available online - Make Council facility bookings available online	Director Corporate Services	Progressing			These actions have progressed in this quarter. We now have a baseline solution operational and ready for the conversion of some forms to the new platform. COVID-19 may cause a change in priorities in the short term.
E4.1.14 P	Undertake a review and rationalisation of Council strategies and plans.	Director Partnerships Planning & Engagement	Progressing			Audit undertaken; restructure of IP&R document framework is underway. Project will be completed through the development of the new Operational Plan (2020/21) by 30 June 2020.

E4.2: Provide a central point of contact for the community to interact with Council and access services.







Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E4.2.1	Operate Customer Contact Centre to provide community access to Council.	Manager Technology & Customer Service	Progressing			Ongoing

E4.3: Provide a safe and inclusive working environment to ensure the health and wellbeing of all Council staff and volunteers.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E4.3.1 P	Undertake a review of Work Health and Safety policies, plans and processes.	Manager People and Safety	Progressing			WHS have developed a WHS Management Plan and are currently reviewing, redrafting and developing an entire suite of WHS Procedures within Council. Redrafted procedures expand the suite of WHS dox from 15 to 45 procedures which cover more work environments and topics.
E4.3.2	Ensure safe work practices in compliance with the Work Health and Safety Act 2012.	Manager People and Safety	Progressing			One of the key elements to the WHS Management Plan is Audit and Reporting, Training, Investigation and Continual improvement. Each of these elements are focused on ensuring safe work practices through proactive auditing and assessment and the reactive retraining measures. All of these actions are being assessed against contemporary AUSTDS.





E4.3.3 P	<p>Implement the Equal Employment Opportunity Management Plan 2018-2021. Milestones for 2019-20 include:</p> <ul style="list-style-type: none"> - Incorporate diversity measures in the development of a Workforce Management Plan - Develop and implement an action plan - Evaluate and report quarterly to Senior Leadership Team, RAP Working Party, Disability Inclusion Advisory Group 	Director Corporate Services	Not Progressing	Not progressing	Not progressing	Beyond ensuring equal employment opportunity, lack of resources means that there is unlikely to be progress on other aspects of this action this financial year. The Workforce Management Plan is not due for completion until Mid 2021.
E4.3.4 P	<p>Provide inclusiveness training for new staff at induction. Milestones for 2019-20 include:</p> <ul style="list-style-type: none"> - Identify appropriate content and method of delivery - Coordinate training delivery - Evaluate and report quarterly to Senior Leadership Team, RAP Working Party, Disability Inclusion Advisory Group 	Director Corporate Services	Progressing			Broad inclusiveness training provided within the new online onboarding system. There is currently no assessment to these video elements, therefore nil reporting can be provided to the relevant working groups.

E4.8: Ensure Council's fleet and workshop is well-maintained, managed and fit for purpose.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E4.8.1	Operate an efficient fleet management program, including replacement, allocation, and external hire.	Manager Commercial Services	Progressing			Some fleet items may not be replaced this year, due to limited procurement resources within Commercial Services being available until January 2020. Small impact from shifting to lease vs buy in some instances. More focus from the procurement function will still not allow for completion of all replacements this year, especially in light of COVID19 pandemic.
E4.8.2	Operate an efficient maintenance workshop for Council fleet.	Manager Commercial Services	Progressing			Workshop budget still on track. Plant revenues significantly down. This has become an upper management issue to be resolved outside of Fleet operations.
E4.8.3	Operate efficient sign and metal fabrication workshops.	Manager Commercial Services	Progressing			No change from last quarter, however likely to be impacts on both budgets due to COVID19. External work for Signshop expected to drop significantly, and while the shop has been busy recently with internal works, most are for COVID19 safety signage. Unlikely this will continue into the medium term.



E5: We continue to grow our reputation and capacity as a regional city

E5.1: Attract new visitors and provide tourists with information and services to enable them to explore the Rainbow Region.



Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E5.1.1	Provide and support Visitor Information Centres as a first point of contact for visitors to Lismore and Nimbin.	Manager Major Recreation & Cultural Facilities	Progressing			Ongoing visitor services provided prior to closure due to COVID 19
E5.1.2	Produce and maintain a collection of marketing media to attract returning and new visitors to the area.	Manager Major Recreation & Cultural Facilities	Progressing			Previous quarter saw the release of Lismore, Nimbin and Villages Visitor Guide plus Arts Trail. Santa's Wonderland and What's on campaigns also wrapped up







E5.3: Attract private investment and public funding to the city

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E5.3.1 P	Build a strategic approach for lobbying contracts and grants to support regional city initiatives. Milestones for 2019-20 include: - Audit project and grant funding opportunities - Develop project prioritisation - Progress lobbying and grant application activities	General Manager	Progressing			

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E5.3.2	Lobby and advocate for support from the State and Federal Government.	General Manager	Progressing			Mayor and General Manager meeting regularly with State and Federal Politicians and ministerial staff, in particular to progress the Regional Deal.

E5.5: Support initiatives that grow Lismore as a regional city.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E5.5.1 P	Develop, release and promote the Lismore Economic Development Strategy, which aims to highlight key industry sectors. Milestones for 2019-20 include: - Undertake public exhibition and community consultation activities - Finalise strategy for Council adoption - Produce material to highlight industry growth opportunities	Director Partnerships Planning & Engagement	Not Progressing	Not progressing	Not progressing	Significant work has been undertaken to identify industry stakeholders to promote the strategy using video promotions. Given the COVID-19 pandemic, it is not appropriate to activate this element now. Funds associated with this project are being diverted to support business education programs.
E5.5.2	Facilitate ongoing research and business case development for Council's priority projects within the Central Growth Corridor.	Director Partnerships Planning & Engagement	Progressing			Funding has been secured through the Revitalisation of Lismore CBD Project to progress an options analysis, business case and expression of interest for Lismore City Council Headquarters to relocate to the Lismore CBD. This work is due for completion in 2020.

Action Code	Action Name	Authorising Officer Position	Status	Schedule	Budget	Comments
E5.5.3	Promote investment and infrastructure development opportunities within the Central Growth Corridor on Council's economic development webpage.	Director Partnerships Planning & Engagement	Progressing			Central Growth Corridor projects have been included into the website content for Economic Development. The website is currently being tested and due for release in April 2020.
E5.5.4	Advocate for business and industry stakeholders on process, policy, planning and operations matters to ensure Council remains business friendly.	Director Partnerships Planning & Engagement	Progressing			Ongoing work undertaken to support business and industry stakeholders to establish, grow and diversify their offerings within the Lismore Local Government Area. Work has commenced to identify and active support to business as a result of COVID-19.
E5.5.5	Develop effective regional partnerships to support regional city initiatives and State and Federal Government initiatives.	Director Partnerships Planning & Engagement	Progressing			Effective regional partnerships have been developed and maintained to support regional city, State and Federal Government initiatives.