



LEETON
SHIRE COUNCIL

ORDINARY COUNCIL MEETING
AGENDA

24 NOVEMBER 2021
7.00PM

TO BE HELD IN THE
LEETON SHOWGROUND GRANDSTAND
ACACIA AVE
LEETON NSW 2705

Authorised for release: Jackie Kruger General Manager

LEETON SHIRE COUNCIL

AGENDA

ORDINARY COUNCIL MEETING

24 November 2021

7.00PM

1. CIVIC PRAYER
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS
4. CONFIRMATION OF MINUTES AND ANY MATTERS ARISING

RECOMMENDATION

THAT the Minutes of the Ordinary Council Meeting held on Wednesday 27 October 2021, as circulated, be taken as read and CONFIRMED.

THAT the Minutes of the Extraordinary Council Meeting held on Thursday 4 November 2021, as circulated, be taken as read and CONFIRMED.

5. DISCLOSURES OF INTERESTS
6. PUBLIC REPRESENTATIONS
7. MAYORAL MINUTES
8. REPORTS TO COUNCIL

GENERAL MANAGER'S MATTERS

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Council meetings are now video recorded. Members of the public are advised that their voice and/or image may form part of that recording.

PUBLIC REPRESENTATION

If any member of the public wishes to formally address the Council in relation to a matter in this agenda they are to register to speak for a maximum of three (3) minutes by Tuesday 12 noon preceding the meeting.

Attendees will be required to comply with COVID-19 Public Health Orders.

Contact Kate Weston – 02 6953 0903

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS,
OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Could your possible conflict of interest lead to private gain or loss at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

CONFLICT OF INTEREST

- A conflict of interest is a clash between private interest and public duty. There are two types of conflict: Pecuniary – regulated by the Local Government Act and Division of Local Government and, Non-pecuniary – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Division of Local Government (advice only).

THE TEST FOR CONFLICT OF INTEREST

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest

IDENTIFYING PROBLEMS

- 1st Do I have private interest affected by a matter I am officially involved in?
- 2nd Is my official role one of influence or perceived influence over the matter?
- 3rd Do my private interest conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Community Committee members by various pieces of legislation, regulation and Codes.

Contact	Phone	Email	Website
Leeton Shire Council	6953 0911	council@leeton.nsw.gov.au	www.leeton.nsw.gov.au
ICAC	8281 5999 Toll Free 1800 463 909	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Office of Local Government	4428 4100	olg@olg.nsw.gov.au	www.olg.nsw.gov.au
NSW Ombudsman	9286 1000 Toll Free 1800 451 524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

GENERAL MANAGER'S MATTERS

ITEM 8.1 LEETON SHIRE COUNCIL ANNUAL REPORT 2021

RECORD NUMBER	21/436
RELATED FILE NUMBER	EF21/104/02
AUTHOR/S	Executive Manager IPR, Governance and Engagement
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to present the Leeton Shire Council Annual Report 2021 to Council.

RECOMMENDATION

THAT Council:

1. Notes the activities and progress made during the 2020/21 financial year, as outlined in the Annual Report, towards achieving Council's Delivery Program commitments.
 2. Endorses the Leeton Shire Council Annual Report 2021.
 3. Notes that the Leeton Shire Council Annual Report 2021 will be posted on Leeton Shire Council's website on 29 November 2021, that the Minister will be advised of its availability on that date, and that the Leeton community will be advised of its availability after the 4 December 2021 elections have taken place.
-

REPORT

(a) Background

Under Section 428 of the *Local Government Act 1993*, each year Council is required to prepare and publish an Annual Report within 5 months after the end of each financial year. The Annual Report must report on:

- Council's achievements in implementing its Delivery Program
- the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.

(b) Discussion

A council's Annual Report is one of the key points of accountability between the council and its community.

The requirement to report to the community is a key element in the Integrated Planning and Reporting Framework.

The Local Government (General) Regulation and a range of other legislation also prescribes specific information about a council's activities that must be included in the Annual Report.

The Annual Report is not a report to the Office of Local Government or the NSW Government. It is a report to the local community and other stakeholders of Council. Its purpose is to provide information about the progress Council has made towards achieving the commitments of Council's Delivery Program.

The Leeton Shire Council Annual Report 2021 (see **Attachment 1**) has been prepared in accordance with Integrated Planning and Reporting Guidelines. It focuses on Council's progress in implementing its Delivery Program 2017–2021 and Operational Plan 2020/21 commitments. It provides details of what the organisation has and hasn't managed to achieve during the financial year ending 30 June 2021, and clearly demonstrates how Council is meeting its commitments and obligations on behalf of the Leeton Shire community. The report also includes the statutory information about which Council is required to report.

The Annual Report should be read in conjunction with the Leeton Shire Council Annual Financial Statements for the year ended 30 June 2021.

This year the deadline for publication of the annual report coincides with the 'regulated period' before the local government elections when there are strict rules about the information that candidates and their supporters can publish or distribute.

The Annual Report 2021 contains photographs of Councillors and information regarding Council's achievements to 30 June 2021. It may, therefore, be seen as having the potential to promote current Councillors who are candidates for the upcoming Local Government elections. On the other hand, the legislation clearly states that the Annual Report must be published by 30 November.

Council will endeavour to comply with competing legislative requirements by publishing the Annual Report on Council's website no earlier than 29 November 2021 and by postponing notification to the community of the availability of the Annual Report until after the elections on 4 December 2021.

(c) Options

1. Endorse the report content as presented. **This is the recommended option.**
2. Endorse the report content as presented with amendments.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil

(b) Policy

Nil

(c) Legislative/Statutory

Local Government Act 1993 – s 406, s 428, s 54P(1), s 356,
Local Government (General) Regulation 2005 – cl 217
Carers Recognition Act 2010 – s 8(2)
Disability Inclusion Act 2014 – s 13(1)
Environmental Planning and Assessment Act 1979 – s 7.5(5)
Fisheries Management Act 1994 – s 220ZT(2)
Swimming Pools Act 1992 – s 22F(2)
Swimming Pools Regulation 2018 – cl 23
Government Information (Public Access) Act 2009 – s 125(1)
Government Information (Public Access) Regulation 2018 – cl 8, Schedule 2
Public Interest Disclosures Act 1994 – s 31
Public Interest Disclosures Regulation 2011 – cl 4.

(d) Risk

Failure to publish an Annual Report by 30 November 2021 would constitute non-compliance by Leeton Shire Council. It would also mean a lack of accountability to ratepayers and residents which would be reputationally damaging to the Council.

CONSULTATION

(a) External

The Leeton Shire community was consulted during the preparation of the suite of Integrated Planning and Reporting documents including the Community Strategic Plan, and the Delivery Program and Operational Plan to which the Annual Report relates.

The community will be notified of the publication of the Annual Report via a media release and social media after the 4 December 2021 elections have taken place.

The Office of Local Government will be notified by email.

(b) Internal

Responsible Officers
Managers
Senior Management Team

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

The attached Annual Report is Council's primary mechanism for reporting to the community directly about its progress in implementing the commitments of the 2017–2021 Delivery Program and the 2020/21 Operational Plan:

- The Annual Report directly addresses the Community Strategic Plan Theme (6) of 'Strong Leadership'.
- It demonstrates Council's progress in achieving the Delivery Program commitment (20a) to 'Strive to deliver the aspirations of the community'.
- It also demonstrates the Council's achievement of the 2020/21 Operational Plan action (20a.03) to 'Operate an efficient and effective local government administration'.

ATTACHMENTS

1. Leeton Shire Council Annual Report 2021 – *Attached separately*

ITEM 8.2 STATE OF THE SHIRE REPORT 2016-2021

RECORD NUMBER 21/153

RELATED FILE NUMBER

AUTHOR/S Executive Manager IPR, Governance and
Engagement

APPROVER/S General Manager

SUMMARY/PURPOSE

The purpose of this report is to present the Council's State of the Shire Report, formerly called the End of Term Report, to the final meeting of the current Council in accordance with the *Local Government Act 1993* and the Integrated Planning and Reporting Manual for Local Government in NSW, March 2013.

RECOMMENDATION

THAT Council notes the State of the Shire Report 2016–2021 for information and endorses the report being made available to the public via Council's website after the Local Government elections have taken place on 4 December 2021.

REPORT

(a) Background

Under the *Local Government Act 1993* (Section 428(2)) all NSW local councils must, in the year in which an ordinary election of councillors is to be held, compile a report on Council's achievements in implementing the Community Strategic Plan over the Council's term of office. This report must be provided to the final meeting of the outgoing council.

It is intended that the report cover the period of the Council term, which is usually 4 years. This year, with the extension of the Council term due to COVID-19, the report covers 5.25 years, from September 2016 to November 2021.

The 'Integrated Planning and Reporting Manual for Local Government in NSW, March 2013', stipulates that the report be called an End of Term Report. The new 'Integrated Planning and Reporting Handbook for Local Councils in NSW, September 2021' stipulates that the report be called a State of the City/Shire Report.

Although the new Guidelines are yet to be adopted, staff have opted to call the Leeton Shire report a State of the Shire Report because the indicator data included in the report provides a snapshot of the state of the Shire as it is at this point in time.

(b) Discussion

The State of the Shire Report 2016–2021 provides an overview of Council's and the community's progress toward achieving the vision and outcomes of the *Leeton on the Go – Towards 2020* Community Strategic Plan (CSP) during the identified term.

The main section of the report is divided into the CSP themes. Details of the key activities undertaken to achieve the CSP goals are listed under each theme. Council activities are listed, as are the activities of other stakeholders and state agencies. This is because responsibility for furthering the goals of the CSP does not rest solely with Council but is shared with others in the community. The name of the responsible stakeholder/agency is provided in brackets at the end of each activity not undertaken to Council.

Actual progress in achieving the community's goals, as outlined in the CSP, is demonstrated using data 'indicators' that show changes in data over the period of time under review. The data indicators do not measure everything, instead they give a general sense of whether or not the community aspirations are being achieved.

Council is currently within what is known as the 'regulated period' before the local government elections when there are strict rules about the information that candidates and their supporters can publish or distribute.

The State of the Shire Report contains photographs of current Councillors and information about the achievements of Council. Therefore, it has the potential to be seen as a document that promotes the candidates who are current Councillors. For this reason, the report will not be made available to the public until after the elections have been held on 4 December 2021.

The State of the Shire Report will be finalised in time for Wednesday's Council Meeting and will be presented to Councillors as a PowerPoint presentation.

(c) Options

Nil

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil

(b) Policy

Nil

(c) Legislative/Statutory

Local Government Act 1993

Integrated Planning and Reporting Guidelines for Local Government in NSW, March 2013

Integrated Planning and Reporting Manual for Local Government in NSW, March 2013

Integrated Planning and Reporting Guidelines for Local Government in NSW, September 2021

Integrated Planning and Reporting Handbook for Local Councils in NSW, September 2021

(d) Risk

Nil

CONSULTATION

(a) External

A range of community groups, organisations, businesses and other levels of Government were asked to provide details of their actions/achievements relevant to furthering the goals of the Community Strategic Plan. Many responded and their activities are included in the State of the Shire Report. These bodies include:

- Argyle Homes
- Commonwealth Environmental Water Holder
- Country Universities Centre
- Creative Community Concepts
- Department of Planning, Industry and Environment – Crown Lands
- Destination Riverina-Murray
- Leeton Art Society Inc
- Leeton Bidgee Classic Committee
- Leeton Business Chamber
- Leeton Eisteddfod Committee
- Leeton Golf Club Committee
- Leeton High School
- Leeton Whitton Football Netball Club
- Leeton/Yanco Swimming Club
- Murray-Darling Basin Authority
- Murrumbidgee Police District
- Murrumbidgee Primary Health Network
- NSW National Parks and Wildlife Service
- Regional Express (REX)
- Visit Riverina Inc
- Whitton–Murrumbidgee Public School

Council appreciates the activities of these organisations and the fact that they have taken the time to respond to its request for information to include in the State of the Shire Report 2016–2021.

(b) Internal

General Manager

Group Managers

Managers

Corporate and Community Planning Officer

Town Planner
Library Coordinator
Waste and Recycling Coordinator
Events Officer
Recreation Facilities and Program Coordinator
Communications Coordinator
Regulatory Services Coordinator
Road Safety Officer

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20 c - Strive to deliver the aspirations of the community through sound governance practice - Continuous review and update of Council policies and plans to appropriately support Council's operations.

ATTACHMENTS

There are no attachments for this report.

ITEM 8.3 ROUND ONE OF THE 2021/22 COMMUNITY STRENGTHENING GRANTS PROGRAM ALLOCATIONS

RECORD NUMBER	21/400
RELATED FILE NUMBER	EF10/292/01
AUTHOR/S	Corporate and Community Planning Officer
APPROVER/S	Executive Manager IPR, Governance and Engagement

SUMMARY/PURPOSE

The purpose of this report is to advise Council of applications received under Round One of the 2021/22 Community Strengthening Grants program, and to seek Council's approval to allocate the funds as recommended by the Grants Committee.

RECOMMENDATION

THAT Council approves the following applications for assistance under Round One of the 2021/22 Community Strengthening Grants program:

1st Leeton Scout Group	\$500
Gralee School	\$1,000
Leeton Art Society	\$1,000
Leeton Aviators Club	\$1,000
Leeton Family and Local History Society Inc	\$1,000
Leeton Showground Land Managarees	\$1,500
Leeton Yanco Swimming Club	\$2,000
Parkview Public School P and C.	\$500
Riverina Writing House Inc	\$500
Water Wheel Garden Club/Pieces N Patches Group	\$2,000
TOTAL	<u>\$11,000</u>

REPORT

(a) Background

Community groups and organisations can apply for financial assistance, resources and/or covering the costs of hiring Council facilities under Council's Grants Policy.

Council adopted a new Grants Policy and new Community Grants Program Guidelines in July 2021. The new policy and guidelines more clearly articulate community grant funding criteria and the acquittals process.

Round One of the Community Strengthening Grants program was advertised in September 2021 with a closing date of 31 October 2021.

(b) Discussion

Ten eligible applications for financial assistance were received in this round, with a total value of \$22,709.

One ineligible application for \$2000 was received that did not meet the grants criteria.

As per the policy, the applications were first assessed by Council staff in order to determine their eligibility. Staff then met with Councillors Reneker, Smith and Morris, in their roles as members of the Community Grant Funding Committee, to review the applications according to the assessment criteria.

Councillor Reneker declared a significant non-pecuniary interest in the applications lodged by the Leeton Family and Local History Society and did not take part in discussions regarding that application.

Councillor Reneker also declared a less-than-significant non-pecuniary interest in the application lodged by the Riverina Writing House Inc. He took part in the discussion regarding that application.

The following recommendations were made by the Committee:

Name	Purpose	Alignment with Community Strategic Plan	Amount Requested \$	Amount Allocated \$
1st Leeton Scout Group	To purchase records books as part of the updated Scouts Australia Youth Programme	Theme 1: A Healthy and Caring Community	\$700	\$500
Gralee School	To assist with the purchase of soft fall and artificial turn to improve the safety of the playground	Theme 1: A Healthy and Caring Community	\$2,000	\$1,000
Leeton Art Society	To run a two-day free youth art workshop	Theme 2: An active and Enriched Community	\$1,969	\$1,000
Leeton Aviators Club	To repaint and repair the toilet facilities and changerooms	Theme 4: A Thriving Economy with Good Jobs	\$4,200	\$1,000
Leeton Family and Local History Society Inc	To print a series of books on the history of community facilities in Leeton Shire	Theme 2: An active and Enriched Community	\$1,000	\$1,000

Leeton Showground Land Managarees	To restore the front showground gates	Theme 4: A Thriving Economy with Good Jobs	2,000	\$1,500
Leeton Yanco Swimming Club	To provide a learn-to-swim program for 24 vulnerable children in the community	Theme 1: A Healthy and Caring Community	\$2,000	\$2,000
Museum Miniature Railway Club Inc	To assist with one year's Public Liability Insurance costs to enable the club to provide miniature train rides	Theme 4: A Thriving Economy with Good Jobs	\$2,000	Ineligible – did not meet criteria
Riverina Writing House Inc	To assist with collation, design and printing of locally written book "COVID Poetry and Memoirs"	Theme 1: A Healthy and Caring Community	\$2,000	\$500
Parkview Public School P&C	To assist with an upgrade to the drinks van, which includes power	Theme 1: A Healthy and Caring Community	\$2,000	\$500
Water Wheel Garden Club/Pieces N Patches Group	To assist with purchasing a storage container for the purpose of storing equipment for both groups	Theme 4: A Thriving Economy with Good Jobs	\$4,840	\$2,000
TOTALS			\$24,709	\$11,000

(c) Options

1. Endorse the recommendations of the Community Grant Funding Committee.
This is the recommended option.
2. Amend all or some of the recommendations of the Community Grant Funding Committee.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

There is \$25,000 allocated to the Community Strengthening Grants Program for the financial year. There is currently \$12,500 available for Round One.

(b) Policy

Grants Policy
 Community Grants Program Guidelines

(c) Legislative/Statutory

Section 356 of the *Local Government Act 1993* (the Act) states the following:

1. A Council may, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
2. A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the Council proposal to pass the necessary resolution has been given.

(d) Risk

There is a low risk that successful applicants may utilise the funds in a way that is not agreed upon. A funding agreement and acquittal process aims to mitigate this risk.

CONSULTATION

(a) External

Staff have consulted with each organisation that has requested financial assistance.

(b) Internal

Accountant
Councillors on the Community Grant Funding Committee

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area THEME 6 - "STRONG LEADERSHIP" within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20a is to Ensure the aspirations of the community are delivered - Support the community by offering a Community Grants Program.

ATTACHMENTS

There are no attachments for this report

ITEM 8.4 QUICK RESPONSE GRANT APPLICATION

RECORD NUMBER	21/465
RELATED FILE NUMBER	EF10/128
AUTHOR/S	Corporate and Community Planning Officer
APPROVER/S	Executive Manager IPR, Governance and Engagement

SUMMARY/PURPOSE

The purpose of this report is to advise Council of one application received for funding assistance (**Attachment 1**) through Council's Community Strengthening Grants under the Quick Response Grant Category.

RECOMMENDATION

THAT Council awards Leeton Rainbow Pride Collective Inc a \$176 Quick Response Grant to assist with purchasing a tear drop flag for promotion of World AIDS Day on 1 December 2021.

REPORT

(a) Background

Council's Community Strengthening Grants includes a 'Quick Response' Grant Category which aims to support activities that arise unexpectedly, with limited notice, outside the window of the twice-yearly Community Grants Scheme. Applications within this category are capped at a maximum of \$2,000.

Leeton Rainbow Pride Collective Inc

A request has been received from the Leeton Rainbow Pride Collective Inc for funds to assist with the purchase of a tear drop flag for promotion of AIDS education, prevention and treatment on World's AIDS Day 1 December 2021. The project aims to support LGBTQIA people and the broader community through essential HIV education.

The application was lodged with Council on 15 November 2021.

(b) Discussion

The project has arisen unexpectedly due to COVID-19 public health orders impeding the planning and delivery of events such as the promotion of World AIDS Day.

The Quick Response Grant application submitted by Leeton Rainbow Pride Collective Inc also included a request of \$150 to fund a corporate fundraiser pack for Red Ribbon Day on 24 November 2021.

The Community Grants Funding Committee decided that this portion of the grant application did not meet the eligibility criteria and would not be funded. Section 4.2 (Exclusions) of the Community Grants Program Guidelines states that grants will not be provided for '*activities that have already occurred*' and '*fundraisers and general donations to registered charities*'.

Options

Council has the following options available:

1. Approve the Leeton Rainbow Pride Collective Inc Quick Response Grant application for \$176. **This is the recommended option.**
2. Reject the Leeton Rainbow Pride Collective Inc Quick Response Grant application for \$176.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Quick Response and Youth Development Category of the Community Strengthening Grants program has an annual budget of \$10,000. Each year \$1,175 is allocated to schools in the Shire for end-of-year presentations. To date, \$500 of the allocation has been utilised for Youth Development Grants and \$3,923 has been utilised for Quick Response Grants This leaves \$4,402 in the budget for Quick Response and Youth Development Grants.

(b) Policy

Leeton Shire Council's Grants Policy.
Community Grants Program Guidelines.

(c) Legislative/Statutory

Section 356 of the *Local Government Act 1993* (the Act) states the following:

Can a Council financially assist others?

1. A Council may, in accordance with a resolution of the Council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.
2. A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the Council proposal to pass the necessary resolution has been given.

(d) Risk

Nil

CONSULTATION

(a) External

Staff have consulted with the applicant.

(b) Internal

Accountant
Community Grants Funding Committee

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area THEME 6 - "STRONG LEADERSHIP" within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20a is to Strive to deliver the aspirations of the community through community leadership - Support the community by offering a Community Grants Program.

ATTACHMENTS

1 [↓](#) Quick Response Grant Application - Leeton Rainbow Pride Collective

LEETON Shire Council **QUICK RESPONSE GRANT APPLICATION**

Please ensure that you have read a copy of the guidelines before completing this application

ORGANISATION DETAILS

Name of community group or organisation	Leeton Rainbow Pride Collective Inc
Contact Name	Denise McGrath
Postal Address	
Email	
Phone	

Incorporated non-profit organisation* Yes No
 Certificate of Currency* Yes No
 Public Liability* Yes No
*Please attach copies

15 NOV 2021

ENTERED

AUSPICE DETAILS (ONLY IF APPLICABLE)

Auspice organisation applying on behalf of group	N/A
Contact Name	
Postal Address	
Email	
Phone	

Incorporated non-profit organisation* Yes No
 Certificate of Currency* Yes No
 Public Liability* Yes No
*Please attach copies

REASON FOR QUICK RESPONSE

Remember: Poor planning does not justify a quick response grant application

It was difficult to plan ahead as we were uncertain whether COVID 19 restrictions who allow us to hold the event.

PROJECT DESCRIPTION

Project Title: Red Ribbon Day 24 th Nov/World AIDS DAY 1 st of December
Project Summary: LRPC will be fundraising for our Community Partner, ACON, (The AIDS COUNCIL OF NSW) On both the 24 th November and the 1 st of December. We will be situated in Jarrah Mall from 9am until 4pm fundraising. We will also be discussing IV Drug Use/AIDS PREVENTION/AIDS EDUCATION and AIDS TREATMENT.

PROJECT BUDGET

Outline your project budget and include your own organisation's cash and/or in-kind contribution. Also include any confirmed/unconfirmed and in-kind contributions from partner organisations and other funding bodies (C=Confirmed; NC= Not Confirmed, IK= In-Kind)

Income	C/NC/IK	Amount (\$)
Grant amount requested from Leeton Shire Council	NC	\$301 incl GST
Entry/participant fees		NIL
Cash from own organisation		NIL
In-kind from own organisation	Volunteer Time \$28.54/hr X 2 Vols x 14hrs = \$799	\$799
Cash from partner organisation		\$25
Other:		
Other:		
	Total	\$1,125


Expenditure	Amount (\$)
Materials and project costs -	TEAR DROP FLAG \$176 incl GST Red Ribbon Merchandise \$150 incl GST
Fees and wages	N/A
Promotion and publicity	N/A
Venue costs	N/A
Administration	N/A
Other:	
Other:	
	Total \$326

*Total income should equal expenditure

What items will be funded by the Community Strengthening Grant?
A 2.3m Teardrop Flag \$175 incl GST
Corporate Fundraising Pack \$150 incl GST

CERTIFICATION

I, the applicant, certify that all details supplied in this application form and in any attached documents are true and correct to the best of my knowledge. The application has been submitted with the full knowledge and agreement of the management of the community group, organisation or auspice body. I have read the accompanying guidelines and information to applicants provided with this application form.

Group Organisation		Auspice Organisation	
Name	Leeton Rainbow Pride Collective Denise McGrath	Name	
Title	Chair/Founder	Title	
Date	9 th November 2021	Date	
Signature		Signature	

SUBMITTING YOUR APPLICATION

Complete the checklist on the following page before you submit your application using ONE of these methods:

Email

council@leeton.nsw.gov.au

Mail

IPR, Governance and Engagement Team
Leeton Shire Council
23-25 Chelmsford Place
Leeton NSW 2705

In person

Leeton Shire Council
23-25 Chelmsford Place
Leeton NSW 2705

CHECKLIST

To ensure your application is considered, it is essential that you complete all sections of this application form and provide all supporting documentation as requested.

Required supporting material

- Public liability insurance certificate
 - Certificate of Currency
 - Quotes
 - Email/letters of support
-
- The organisation/individual is an incorporated association or is auspice by an incorporated body.
 - The project will directly benefit residents of Leeton Shire Council
 - The project aligns with the strategic priorities of the Community Strategic Plan
 - The application was received prior to the closing date
 - Insurance paperwork was included in the application
 - All questions have been answered
 - An authorised person has signed the application
 - The project outlined in the application is a new project or program (ie doesn't replicate another activity previously funded by Council's grants program)
 - A clear understanding of a target group and their need has been demonstrated
 - if applicable, acquittals have been completed for previously funded projects

9th November 2021



To whom it may concern

RE: LETTER OF SUPPORT FOR LEETON RAINBOW PRIDE COLLECTIVE

It is my pleasure to write a letter of support for Leeton Rainbow Pride Collective's Quick Response Grant application (Leeton Shire Council.) This project aims to support LGBTQIA people and the broader community through essential HIV education.

ACON is NSW's leading health organisation specialising in community health, inclusion and HIV responses for people of diverse sexualities and genders. Established in 1985, ACON works to create opportunities for people in our communities to live their healthiest lives.

Unfortunately, people living with HIV in rural and regional communities have reduced access to GPs and Allied Health Professionals trained in Sexual Health. This project proposed by the Leeton Rainbow Pride Collective provides an opportunity to increase HIV Awareness in their local community.

This passionate organisation led by volunteers have identified a need within their community for increased HIV Awareness and will utilise Red Ribbon Day Resources to achieve their goal.

Gavin Prendergast

Manager, Regional Outreach Development - ACON

Direct: 02 9206 2114 | Switch: 1800 063 060 | Mobile: 0491 158 515

Email: gprendergast@acon.org.au | Website: acon.org.au

SYDNEY

414 Elizabeth Street,
Surry Hills NSW 2010
+61 2 9206 2000
acon@acon.org.au

NORTHERN RIVERS

27 Uralba St,
Lismore NSW 2480
+61 2 6622 1555
northernrivers@acon.org.au

HUNTER

129 Maitland Rd,
Islington NSW 2296
+61 2 4962 7700
hunter@acon.org.au

**REGIONAL OUTREACH,
SOUTHERN & FAR WEST**

+61 2 9206 2114
regionaloutreach@acon.org.au

ACON.ORG.AU

ABN 38 136 883 915
Authority to Fundraise
CFN/21473

ACON acknowledges and pays respects to the Traditional Custodians of all the lands on which we work.



27-10-2021

Leeton Rainbow Pride Collective Incorporated
C/- Denise McGrath

Local Community Insurance Services

A Division of JLT Risk Solutions Pty Ltd
(ABN 69 009 098 864)

Level 1/148 Frome Street
ADELAIDE SA 5000
PO Box 1693
Adelaide SA 5000

Tel 1300 853 800
Fax +61 (0)8 235 6448
Email insurance@lcis.com.au

www.localcommunityinsurance.com.au

Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	133342	Client Ref	036397
Our Ref	059992-3	Policy No	LCI059992PLB
Class	Annual Public & Products Liability		
Insured	Leeton Rainbow Pride Collective Incorporated		
Situation	Postcode: 2703, State: NSW		
Insurer	QBE Insurance (Australia) Ltd		
Inception	07-11-2021	To	07-11-2022 Renewal Policy
Payment Date	27-10-2021		

Premium	\$566.48
FSL/Levy	\$0.00
Fee	\$110.00
GST	\$67.65
Stamp Duty	\$56.08
Total Paid	\$800.21

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



PUBLIC & PRODUCTS LIABILITY INSURANCE SCHEDULE

LIMIT OF LIABILITY: Public \$20,000,000 any one event
Products \$20,000,000 in the aggregate any one year

NAME OF INSURED: Leeton Rainbow Pride Collective Incorporated

INTERESTED PARTY:

ABN DETAILS: 44 191 483 439

PERIOD OF COVER: 07-11-2021 to 07-11-2022

POLICY NO: LCI059992PLB

SITUATION: Worldwide (excluding USA & Canada)

COVER: Policy provides indemnity up to the limit of liability against all sums which the Insured becomes legally liable to pay by way of compensation in respect of bodily injury &/or property damage resulting from an occurrence happening in connection with The Business.

EXCESS: \$100 (property damage claims only)

SPECIAL CONDITIONS:

SPECIAL NOTE:

THIS POLICY DOES NOT COVER FAIRS, FESTIVALS, FETES, PARADES, MARCHES OR OTHER SPECIAL EVENTS THAT YOUR GROUP ORGANISE WHERE MORE THAN 500 PEOPLE ARE EXPECTED.

PLEASE REFER ACTIVITIES OF THIS NATURE TO LOCAL COMMUNITY INSURANCE SERVICES.

INSURER: QBE Insurance (Australia) Limited

POLICY WORDING: Victor Insurance Broadform Liability Policy QM6195-1120 and subject to the Endorsements and Exclusions noted on the schedule below.

THE FOLLOWING ENDORSEMENTS AND EXCLUSIONS ATTACH TO, AND FORM PART OF THE VICTOR INSURANCE BROADFORM LIABILITY POLICY WORDING QM6195-1120

ENDORSEMENTS:

LCIS01 DEFINITIONS

2.21. You, Your or Insured (c) is amended to read as follows:

Any director, executive officer, Employee, voluntary unpaid worker which includes committee members, office holders, managers of You but only while acting within the scope of their duties in such capacity.

EXCLUSIONS:

LCIS05 PARTICIPATION

Personal Injury of any person caused by or arising out of the participation of such person or his/her property in any game, match, race, practice, trial, or other sporting activity (including but not limited to swimming, gymnastics, health and fitness activities) but this exclusion does not apply to Personal injury or Property Damage caused by or arising out of your negligence as a property owner or lessee or manager of the premises or facility.



LCIS07 SEXUAL MOLESTATION

Any claims arising from, contributed to by or in connection with sexual and/or child assault, abuse, molestation or attempt thereof. Furthermore, We will not indemnify You for '1.3 Supplementary Payments.

LCIS08 AMUSEMENTS

Any claims arising from, contributed by or in connection with:

- (a) Animal rides;
- (b) Amusement rides and/or devices of any description;
- (c) Inflatable recreational equipment.

LCIS16 COUNCIL LIABILITY EXCLUSION

This Policy does not indemnify any council for their legal liability arising from the use, operation or provision of any council facilities provided for hire, use or operation by others or for any other business conducted by council in connection with such facilities.

LCIS32 Total Listed Human Disease Exclusion

We shall not be liable to indemnify You for Your legal liability or any other benefit, cost or expense arising directly or indirectly out of, contributed to by, resulting from or in connection with any listed human disease determined under section 42 of the Biosecurity Act 2015 (Cth) or any Subsequent Legislation.

For the purposes of this exclusion "Subsequent Legislation" means:

1. an act or regulation as amended, replaced or re-enacted;
2. where an act or regulation has been repealed, the current equivalent act or regulation (Commonwealth, State or Territory) with materially the same object or purpose whether in whole or part

The attached Tax Invoice confirms your coverage for a 12 month period unless otherwise specified.

This insurance is underwritten by Victor Insurance Pty Ltd (Victor Insurance) (formerly known as Key Underwriting Pty Ltd) under an authority to bind cover on behalf of the insurer. In underwriting this insurance, Victor Insurance may delegate authority to certain employees of JLT or Marsh Pty Ltd (Marsh). Victor Insurance and those employees of JLT/Marsh act as agents of the insurer and not as your agent. JLT, Marsh and Victor Insurance are related companies and Victor Insurance is an Authorised Representative (no. 000403803) of Marsh. Victor Insurance, JLT and Marsh are businesses of Marsh & McLennan Companies (MMC).

To enable us to ensure your interests remain fully protected we ask you to review the information shown on the invoice and contact our office should any amendments be required:

- Change of name and/or postal address
- Changes to your premises, business operations or activities*
- Alterations to the Sum Insured Limits*

Listed over the following pages is the range of insurance covers available through Local Community Insurance Services and some of the benefits provided.

This information is provided as a summary only, a full copy of the policy wordings and endorsements can be found on our website

www.localcommunityinsurance.com.au under the Insurance Covers tab

PLEASE NOTE THAT THIS POLICY DOES NOT COVER YOU FOR THE FOLLOWING INSURANCE:

- ASSOCIATION LIABILITY
- VOLUNTEER PERSONAL ACCIDENT INSURANCE
- FIRE AND OTHER INSURED EVENTS INSURANCE

Artwork Proof V1
2804

Client:
Walk In
Denise McGrath

Order:
1 x Small Teardrop Flag

Size (w x h):
2.5m High

Date:
15/11

Notes:

Please check:

1. Spelling / Layout
2. Size
3. Colours
4. Artwork

This proof is not accurate to final print colour or resolution. Use only for positional purposes.

Designer:
Breanna Smallwood
Email:
bre@activeprint.com.au
Phone:
02 6938 4888



"It is the customer's responsibility to ensure that the proof is correct in all areas. Please be sure to double-check spelling, grammar, layout and design before approving artwork. If a proof containing errors is approved by the customer, customer is responsible for payment of all original costs of printing including corrections and reprints. The customer is 100% responsible for approvals of Copyright, Trademark and Licensing Agreements of artwork."

Leeton Rainbow Pride Collective Incorporated
INC 1900566
ABN 44 191 483 439

Phone:
Email: l



Kate Weston
Leeton Shire Council
23 – 25 Chelmsford Place
Leeton 2705

10th November 2021

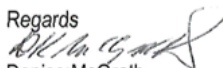
QUICK RESPONSE GRANT APPLICATION

Dear Kate,

Please find attached:

- Grant Application
- Current Insurance Policy
- Email Quote for Small Teardrop Flag
- Cost for Fundraiser Pack
- Letter of Support

Regards


Denise McGrath
Chair/Founder
Leeton Rainbow Pride Collective Inc



----- Forwarded message -----
From: <design1@activeprint.com.au>
Date: Thu, Nov 4, 2021 at 4:19 PM
Subject: RE: TRANS DAY OF REMEMBRANCE
20th November
To: Denise McGrath
<leetonrainbowpridecollective@gmail.com>

Hi Denise
The cost of the small teardrop flag (Flag
Only) is \$160 + gst
I'll send through a proof on Monday



Corporate Pack - Bronze
Variety of Red Ribbon Merchandise



ITEM 8.5 MINUTES OF THE LEETON MEN'S SHED COMMITTEE - 9 OCTOBER AND 10 NOVEMBER 2021 AND ANNUAL GENERAL MEETING 10 NOVEMBER 2021

RECORD NUMBER	21/380
RELATED FILE NUMBER	EF21/432/02
AUTHOR/S	Corporate and Community Planning Officer
APPROVER/S	Executive Manager IPR, Governance and Engagement

SUMMARY/PURPOSE

The Leeton Men's Shed is a Section 355 Committee of Council.

The purpose of this report is to provide Council with the Minutes of the Leeton Men's Shed meeting held on Wednesday 13 October 2021, the minutes of the Annual General Meeting (AGM) held on Wednesday 10 November 2021 and the Minutes of the Leeton Men's Shed meeting held on Wednesday 10 November 2021 (**Attachments 1, 2 and 3**).

The minutes of the meetings are prepared by volunteers who sit on the Committee and are presented as supplied to Council.

RECOMMENDATION

THAT Council receives for information:

1. The minutes of the Leeton Men's Shed Committee meeting held on Wednesday 13 October 2021.
 2. The minutes of the Leeton Men's Shed Committee AGM held on Wednesday 10 November 2021.
 3. The minutes of the Leeton Men's Shed Committee meeting held on Wednesday 10 November 2021.
-

REPORT

(a) Background

The purpose of the Leeton Men's Shed Committee is to oversee the day-to-day operations of the Leeton Men's Shed as per the delegation issued by Leeton Shire Council:

- To develop the strategic direction of the Leeton Men's Shed.
-

- To provide appropriate reports and recommendations to Council.
- To care for and maintain the Men's Shed facility through responsible day-to-day management.
- To ensure the safety of the patrons of the shed.

The Leeton Men's Shed Committee holds regular monthly meetings to which all members are invited.

(b) Discussion

The Men's Shed Committee met on 13 October 2021 and the following was discussed:

- COVID-19 safety plan, QR codes and relevant signage to be displayed on site
- No correspondence regarding the Ordinary Council Meeting on Wednesday 22 September regarding the incorporation of the committee. *The Leeton Shire Men's Shed Executive requested that a separate meeting be held prior to the Council Meeting with Councillors to discuss the possibility of incorporating the committee. As this was organised to be held in October, it was assumed that the executive was therefore aware that the meeting had been deferred until after this meeting*
- Meeting with Councillors scheduled for Wednesday 20 October to discuss the incorporation of the committee
- An audit of tools to be undertaken with a report presented at the November meeting.

The Men's Shed Committee held its Annual General Meeting on 10 November 2021 and the following office bearers for 2021/22 were elected:

Chairman:	George Reynolds
Vice Chairman 1:	John Johnson
Vice Chairman 2:	Dave Carne
Secretary:	Lindsay Marsh
Treasurer:	Ron Hutton
Publicity Officer:	Lindsay Marsh
Catering Officer:	Bobby Gordon

Committee: Jim Milne, Tom Knagge, Jock Hamilton, John Johnson, Buddy Salafia

Auditor: B Allen

The Men's Shed Committee met on 10 November 2021 and the following was discussed:

- Disposal of surplus machinery
- The committee is still awaiting advice on the sale of the land

- Meeting with Councillors on the 20 October 2021 and discussed the Council's proposal to dissolve Leeton Men's Shed Section 355 committee. The history and the role of the LMS in our community was discussed and the Councillors were presented with some proposals. Ian Tooke, Zone 4 Coordinator and President/Secretary of the AMSA NSW Committee spoke regarding his experience with completing incorporation at the Blaney Men's Shed. The proposal has been postponed until the Council meeting on 24 November 2021.
- Members have been requested to provide the office with their double vaccination certificate number.
- Men's Shed will close from 16 December 2021 and reopen on 10 January 2022.

(c) Options

Nil – this report is for noting only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Leeton Men's Shed Committee is a Section 355 Committee. It currently manages its own finances. Any identified minor maintenance issues are met through Council's annual maintenance program. Any major enhancements are to be funded by the Leeton Men's Shed Committee.

(b) Policy

Nil

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a Council may exercise its functions by a Committee of Council.

The Men's Shed is operated as a Section 355 Committee of Council. This is an unusual situation for Men's Sheds in Australia.

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts. Note that Council has commenced a review of all Section 355 Committees to check for legislative compliance.

Work Health and Safety – the Men's Shed abides by the Australian Men's Shed Association (AMSA) guidelines. Safety issues are addressed in the general Men's Shed meetings and there is a designated Safety Officer. A safety inspection was completed by Council's WHS Coordinator on 4 September 2020. A defibrillator has been purchased and is available in the shed. Council's insurer has confirmed that Men's Shed members are only covered by Council's insurance if the activity they are engaged in can be regarded as "exclusively working for Council".

Working with young people – Council has adopted a Child Safe Policy, which has implications for all Council volunteers. Staff have provided the Committee with a comprehensive briefing. No programs are to be held with children below the age of 18 unless all members present on the day have a current Working with Children Check.

CONSULTATION

(a) External

Nil

(b) Internal

Nil

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council's Section 355 Committees.

ATTACHMENTS

- 1** [↓](#) Leeton Men's Shed Meeting Minutes - 9 October 2021
- 2** [↓](#) Leeton Men's Shed AGM Minutes - 10 November 2021
- 3** [↓](#) Leeton Men's Shed Meeting Minutes - 10 November 2021

LEETON SHIRE MEN'S SHED

MINUTES OF MEETING 2021

Meeting Date: Wednesday 13th October 2021

Time opened 9.35 am

Meeting Venue: Leeton Shire Men's Shed

Present: G. Reynolds, D. Carn. C. Kefford, T. Knagge, J. Milne, T. Organ, J. Hamilton, R. Hutton, N. White, L. Marsh, C. Attree, F. Kennedy, B. Salafia, M. Smith, J. Thurgate, B. Gordon, I. Errey, E. Collins. D. Pirrottina.

Apologies: K. Hare, S Collins-LSC, E. Wardman

Apologies accepted: D carn/J Hamilton.

WELCOME: Chairman welcomed all present.

WELCOME NEW MEMBERS: Nil

WELCOME GUEST SPEAKER: Nil

PREVIOUS MINUTES Minutes of the meeting held on were read and confirmed as a true and accurate record of proceedings. Jock H/ Buddy S

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Standing motion of a storeroom cabinet to display old tools discussed & motion remains standing. Members are encouraged to donate any interesting tools. George R to coordinate. Motion continues. Frank Kennedy is kindly donating some builder's tools.
2. LMS members will need accreditation to operate new machinery. George R to coordinate this month. George will approach members for accreditation.
3. Cleaning by members of the shed Kitchen/meeting area & workshop floor. Necessity to clean up after yourself especially cups & teaspoons. George R reported members arriving early are cleaning. Need for more members to help.
4. George reminds members to use timber from old timber store. See George R, Ron H, Tom K if members need timber from container.
5. The Leeton Visitor's Centre has requested some items are needed for sale such as trays. Jock H to follow up & assess additional small items needed for sale.
6. Members using thicknesser to see George. Please note- Clyde K only to sharpen blades on thicknesser. Need for members to get accreditation.
7. Kerrie Hare LSC spoke regarding LSC investigating LMS being incorporated. Kerrie to come back to our next meeting with further information. Action-Request to Kerrie Hare to arrange a date suitable to meet with Paul Smith & Councillors regarding pros & cons of incorporation. Action- Shed requested meeting. Meeting between LMS & Councillors to take place 6.30 pm, 20th October at the Council Chambers.

TREASURER'S REPORT:

OPENING TOTAL BALANCE at 1/8/21	\$ 38,885.52
Receipts	\$ 1,025.70
Expenditure	\$ 286.16

CLOSING TOTAL BALANCE at 30/9/21` \$ 39,630.06

Moved/Seconded: That the Treasurer's report be accepted and the accounts as presented be passed for payment and those paid be ratified. Ron H/Dave C

CORRESPONDENCE To be dealt with as read

Inward:

Email from Sarah Collis 17/8 Covid safety plan, 18/8 QR labels signs, 13/9 Restrictions on number of members in the shed.
Emails from Kerrie Anne Hare 20/8 Covid safety plan & supporting signage, 13/9 Meeting with Paul Smith, 15/9 Answer question regarding insurance. 20/9 Motion to Council meeting -Dissolving the LMS Section 355-motion for ordinary Council Meeting Wed 22nd September 2021.
Email Mary Errey 23/8 Leeton Road map.
Email Tony Reneker 24/8 Tony agreed to be returning officer at AGM.
Email Karen Karrod -Beyond Bank Community Program Bonus Payment. Sarah Collis Council Noticeboard postponed AGM dates.
Email Mel White AMSA application for disposal of rubbish free of charge.

Outward:

Email 14/8 to Kerrie advising closure of shed due to Covid restrictions.
Email 22/8 to members Covid rules
Email to Tony Reneker request returning officer for AGM
Email 28/8 to Beyond bank thanking for donation \$1628.71
Email 13/9 reopening shed
Email 13/9 to Kerrie Hare requesting info on LMS insurance
Email 21/9 to Kerrie Hare requesting deferral of motion dissolving of LMS Section 355 at Council meeting 22/9
Email 22/9 to Kerrie Hare requesting meeting with Councillors
Email 710 to Kerrie Hare suggesting alternate meeting date 14th October for meeting with Councillors.

GENERAL BUSINESS

1. Positioning of work benches & machinery. Members stated concerns regarding space between benches. Sub-Committee to discuss John T, Ian E, Don G, Jock H & to report to committee & executive. Further discussion as to electrical work wiring up new machines when placement of machines decided. Action- That the Sub committee write a report for Committee to consider.
2. Kerrie Hare LSC spoke about the need for accreditation for shed members to be assessed yearly but this could be extended being bi-annual.

3. Kerry Hare stated further information regarding the sale of the land will be forth coming at the next meeting. Action advised the sale with Leeton Real Estate. No written advice to date.
4. Kerrie Hare suggested Paul Smith from Leeton Fishing Club to address the shed in the future regarding their administration changes from Section 355 to being an incorporated club.

This will be organised by the Shire. Action- No action. Action Email requesting meeting dates sent to Council.
5. Discussion on disposal of surplus machinery pending decision by the LMS. These items will be offered to other Men's Sheds in the future. Action a list of surplus equipment has been drawn up, to be discussed by committee. To be discussed with members.
6. Speaker to our shed at future meeting after the AGM about road rules. Lindsay to contact Tony Reneker.
7. Sarah Collis LSC requested LSC members to fill out Volunteer application form for return to council by Lindsay M.
8. The treasurer spoke about the funding situation to the membership & explained that we need to hold a reserve for future shed requirements. Action- Ron spoke about reserve account to meet emergency needs.
9. No advice from Kerrie Hare, the Mayor or Councillors regarding the Ordinary Council Meeting Wednesday 22nd September 2021 Dissolving the Leeton Men's Shed Section 355 Committee.
10. Postponed AGM to be held 10th November 2021 followed by a Monthly meeting.
11. Email from Kerrie Anne Hare suggesting meeting with Councillors. "A date and time for the Men's Shed Executive to meet with Councillors has been set for 6.30pm on Wednesday 20 October 2021. The meeting will take place in the Council Chambers." Return email to Kerrie suggesting meeting prior to council meeting night of Thursday 14th October so we have time to consider options.
12. Dovetail machine discussed. Action-Review cost & funding for replacement.
13. Soldiers Club funding. Electrical tools for paint shed bought. Review of replacement wood turning tools needed. Members to think about new tools/replacement tools that may be needed & report for the next meeting.
14. Members over the next week will need to show evidence of Covid double jab certificates. The office to record.
15. Discussion by members of pros & cons of incorporation. Action-Discuss after meeting next week with Councillors.

NEXT MEETING AGM/November Monthly Meeting Wednesday 10th November 2020

MEETING CLOSED 10.15 am.

LEETON SHIRE MEN'S SHED

Minutes Annual General Meeting Wednesday 10th November 2021

Meeting Opened: 9.30 am

Meeting Venue: Leeton Shire Men's Shed

Welcome: Tony Renneker returning officer

Apologies: Kerry Anne Hare LSC, Clyde K, Jim M, Eric W, Terry O, Frank K

Apologies Accepted: Lindsay M, Mick S

Present: David C, George R, Tom K, Dom P, Jock H, Lindsay M, John T, Nev W, Ron H, Mick S, Bob G, John J, Elton C, Col A, George N, Buddy S, John M

Previous Minutes: Minutes of the previous AGM held on 9th September 2020 were confirmed as a true and accurate record. John J/Tom K

Business Arising: Nil

Chairman's Report & 2020-21 Shed Annual Report

Treasurer's Report: (See attached) The Annual Financial Report as audited by B Allen was presented by Treasurer R Hutton. Copies were tabled for members' perusal.

Acceptance: Ron H/John J

Election of Office Bearers for 2021/22:

At this point the retiring Executive and Committee members' positions declared vacant

Tony Renneker assumed the role of returning officer and elections for all executive and committee position were conducted.

The elected office bearers for 2021/22 were elected:

Chairman: George Reynolds
Vice Chairmen: 1 John Johnson
2 Dave Carne
Secretary: Lindsay Marsh
Treasurer: Ron Hutton
Publicity Officer: Lindsay Marsh
Catering Officer: Bobby Gordon

Committee: Jim Milne, Tom Knagge, Jock Hamilton, John Johnson, Buddy Salafia

Auditor: B Allen

At this point, the new incoming Chair resumed the chair.

General Business:

Ron Hutton spoke re; Leeton Shire Council moving to dissolve Section 355 to be presented at a Council meeting 24th November 2021.

At this point LMS prefer to remain as status quo.

If change LMS will be necessary to change our constitution.

Next Meeting: 14th September 2022

Meeting closed: 9.50 am.

LEETON SHIRE MEN'S SHED

MEETING AGENDA WEDNESDAY 10th NOVEMBER 2021

Meeting Date: Wednesday 10th November 2021
Time opened 9.50 am
Meeting Venue: Leeton Shire Men's Shed
Present: David C, George R, Tom K, Dom P, Jock H, Lindsay M, John T, Nev W,
Ron H, Mick S, Bob G, John J, Elton C, Col A, George N, Buddy S, John M

Apologies: Kerry Anne Hare LSC, Clyde K, Jim M, Eric W, Terry O, Frank K, Col H
Apologies accepted: Moved/Seconded

WELCOME: Chairman welcomed all present.

WELCOME NEW MEMBERS:

WELCOME GUEST SPEAKER:

PREVIOUS MINUTES

Minutes of the last meeting be accepted as a true and accurate record of proceedings.

Moved/ Seconded Jock H/ Tom K

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Standing motion of a storeroom cabinet to display old tools discussed & motion remains standing. Cabinet to be made in 2022. George R to coordinate. Motion continues. Frank Kennedy is kindly donating some builder's tools. Jim reviewed tools. Action- Jim M met with Frank viewed tools. Cabinet to be made in 2022.
2. LMS members will need accreditation to operate new planer from MI. Planer installed. George R to coordinate this month. George will approach members for accreditation in near future.
3. Cleaning by members of the shed Kitchen/meeting area & workshop floor. Necessity to clean up after yourself especially cups & teaspoons. Cleaning has been falling to a few members, need for more members to help. Members are keeping up cleaning.
4. The Leeton Visitor's Centre has requested some items are needed for sale such as trays. Jock H to follow up & assess additional small items needed for sale. Jock has completed list. Refill after St Peter's fete this week.
5. Benches and new machinery have been spaced out to make space to work and move around. Action-discussed ; awaiting funding result to complete electrical wiring.
6. Kerrie Hare LSC spoke about the need for accreditation for shed members to be assessed yearly but this could be extended being bi-annual. George suggested every second year.
7. Kerry Hare stated further information regarding the sale of the land will be forth coming at the next meeting. Action advised the sale with Leeton Real Estate. No written advice to date.

8. Request for LMS members to fill out volunteer applicator forms for return to LSC. Action- Pending LSC decision re 355 at next LSC meeting 24th Nov.
9. Soldiers Club funding- new air sander purchased. Other items need to be purchased 5" belt sander, Makita orbital sander, scrapper blades, good quality small sander. Action-Discussed. George to price and report.
10. Members reminded to identify new tools/replacement tools needed for the shed. Action- Ron asked members workshop and paint shop to consult sizes wanted.

TREASURER'S REPORT:

OPENING TOTAL BALANCE at 31/10/21	\$ 39,659.56
Receipts	\$ 1584.85
Expenditure	\$ 475.17

CLOSING TOTAL BALANCE at **\$ 40,769.24**

Moved/Seconded: That the Treasurer's report be accepted and the accounts as presented be passed for payment and those paid be ratified. Ron H/Dave C

CORRESPONDENCE To be dealt with as read

Moved/Seconded

Inward:

Kerrie Hare advised the report was held off from October Council meeting and will be going to the November meeting (24th November) instead.

Invoice David Dowling replace isolation switch to router 1 x Isolation switch 48.00 1 x 20mm Gland 4.80 19/10/21 90.00
\$157.08

Mary Errey Leeton Connect Leeton Shire Men's Shed provide a Letter of Support that will strengthen our funding proposal and enable Leeton Connect to continue working with your organisation and the Leeton community.

Weston and Weston our increases in fees and charges. With recent input costs and national wages increases, from the **1st November 2021** we will need to implement our new labour rates as follows:

Minimum service Call	\$110.00 excluding GST
Business hours (Mon-Fri 8am – 5 pm)	\$110.00 per hour excluding GST (15min increments)
After Hours (Min Call out 4 hours)	\$160.00 per hour excluding GST
Travelling if applicable	

Steel Supplies Price Rise Nov 2021

Letter from Sally Diog Leeton Sunrice Committee inviting LMS to support 2022 Leeton Rice Festival.

Leeton Lions Club invitation to make and decorate a Christmas tree for exhibit in the Festival 11th December 2021. Entry fee \$5.00 RSVP by 4th December.

Outward:

Letter to Mary Errey re Leeton Men's Shed Connect Letter of support.

GENERAL BUSINESS

1. Disposal of surplus machinery. Action planer has been sold. Surplus big radial arm saw to be sold.
2. Leeton men's Shed Committee met with LSC Councillors on the 20th October 2021 and discussed the council's proposal to dissolve Leeton men's Shed Section 355 committee. Lindsay, Ron and Ian Tooke Secretary of the men's Shed spoke about the history and the role of the LMS in our community and presented the Councillors with some proposals. Ian spoke regarding his experience with completing incorporation at his Blaney Men's Shed.
3. Kerrie Hare has advised LMS that the proposal has been postponed until the 24th November.
"As I informed Ron last week, the report was held off and will be going to the November meeting (24 November) instead.
I will definitely inform you of the outcome on the following day.
By the way, that meeting will be held in the new grandstand at the showgrounds.
If any of you wish to attend the meeting you'll need to register with Kate Weston (or just inform me and I will ask Kate to register you". Kerrie Hare
4. Members are requested to provide the office with their double vaccination certificate number. Sheet will be placed for members to fill in details next to sign on sheet.
5. Speaker for a monthly meeting regarding road rules. Lindsay will contact Tony Reneker.
6. No advice to date from Kerrie Hare on the sale of the land.
7. George to discuss opening the shed on Friday morning 8-12 as alternative to afternoon opening of the shed. Action- No Friday opening. Members may wish to work in afternoon if two members present.
8. Members discussed jobs waiting to be done causing clutter on workshop floor. Action- Members to break up some jobs for material.
9. LMS Christmas party 15th December. Lindsay to send invitations to Leeton nursing homes and community members to attend.
10. Shed to close 16th December, reopening 10th January 2022.
11. Lindsay to amend opening hours on LMS Facebook page 8.00-12.00 Action- done

NEXT MEETING Wednesday 8th December 2021

MEETING CLOSED 10.30 am

ITEM 8.6 MINUTES OF COUNTRY MAYORS MEETING - 5 NOVEMBER 2021

RECORD NUMBER	21/452
RELATED FILE NUMBER	EF121/129
AUTHOR/S	Executive Assistant to the General Manager and Mayor
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the Country Mayors Association meeting held on Friday 5 November 2021 (**Attachment 1**).

RECOMMENDATION

THAT Council receives for information the Minutes of the Country Mayors Association meeting held on Friday 5 November 2021.

REPORT

(a) Background

The Country Mayors Association (CMA) allows Local Government (LG) from rural and regional NSW to come together to discuss issues of specific interest to areas outside the major metropolitan centres as well as looking at the bigger picture of the whole LG sector within the State. The CMA represents about three quarters of the state in land mass.

(b) Discussion

The Country Mayors Association held an AGM and Ordinary Meeting on Friday 5 November 2021.

Presentations included:

- Cr Linda Scott, President LGNSW – who provided a report on opportunities where they might exist including Advocacy Wins, Advocacy Updates, Opportunities for Collaboration and Upcoming Events.
 - Mr Grant Barnes Chief Regulatory Officer, Natural Resources Access Regulator (NRAR), Department of Planning, Industry and Environment – who provided an overview of the primary function of the NRAR. Highlighted that Councils are large holders of licenses and need to ensure that the approvals and license conditions that are set are appropriate.
-

- Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco Authority – provided an update on key projects, Critical Communications Enhancement Program, Public Safety Mobile Broadband, Mobile Black Spot Program and Connecting Country Communities. The Authority is also aiming to have the five emergency service providers onto the one network by December 2024.

Discussions also took place regarding several other matters, with motions passed on:

- **Proposed Employment Zones Framework** – calls for the proposed employment zones framework not to apply to regional areas due to reasons including impact on council resources, negative impacts of regional economies and its narrow metropolitan focus.
- **Waste Management Facilities** – calls for NSW Country Mayors Association to oppose the Energy from Waste infrastructure (EfW) in its current form and request that it not be advanced until it includes metropolitan locations for (EfW) facilities and it is extensively exhibited for public and Council's feedback before any decision is made.
- **Reintroduction of Rural Council Model** – calls for LGNSW to call upon the State Government to introduce a model for rural councils to impose commensurate governance and oversight by the State Government.
- **Cost Shifting** – calls for the State Government to undertake an urgent review into the cost shifting from the State to Local Government, particularly in the areas of emergency services, external audit, crown land management, planning, companion animals, underground petroleum storage systems and now COVID 19 Health Order Compliance.
- **Inability of Small Councils to make Co-Contributions for Project and Grant Applications** – calls for NSW Country Mayors Association to advocate to the Australian and State Governments on a fairer grant system for small and rural councils, to ensure they are not disadvantaged compared to better resourced councils in terms of ability to provide co-contributions to either comply with the grant conditions or to be competitive against other submissions.
- **Need for more appropriate Application of Speed Zones and Better Considered Consultation with Local Councils** – calls for a review of how the speed zoning guidelines are applied, most especially in relation to 50km/hr limits outside built up areas and having greater regard for local council knowledge, including improved engagement, when identifying safety risk and safety investment priorities and when introducing new speed limits.
- **Mayoral and Councillor Allowances** – calls for NSW Country Mayors Association to approach all political parties to seek a bi-partisan approach to bringing Mayoral and Councillor allowances in rural NSW to reflect a midpoint between Qld and Vic.

(c) Options

Nil – this report is for information purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Costs of membership of CMA and attendance at CMA meetings are budgeted annually.

(b) Policy

Nil

(c) Legislative/Statutory

Nil

(d) Risk

Attending CMA ensures that Leeton Shire Council can present key community issues in and to a forum and network whose collective voice is held in high regard and that has ready access to NSW Government Ministers and industry leaders.

CONSULTATION

(a) External

Members of the Country Mayors Association

(b) Internal

The CMA meeting on Friday 28 May 2021 was attended by the Mayor and Deputy Mayor.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 18 - A community that has politicians who act and listen - 18 a - Forge and maintain strong regional relationships – Participate in Country Mayors Association.

ATTACHMENTS

1 [↓](#) Minutes NSW Country Mayors Association Meeting - 5 November 2021



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM
PO Box 337 Parkes NSW 2870
02 6861 2333
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 5 NOVEMBER 2021, LGNSW BOARD ROOM, LEVEL 8, 28 MARGARET STREET,
SYDNEY

The meeting opened at 8.30 a.m.

1. ATTENDANCE IN PERSON

Cr Jamie Chaffey, Gunnedah Shire Council
Cr Liz Campbell, Kempsey Shire Council
Parkes Shire Council, Cr Ken Keith, Mayor
Singleton Council, Cr Sue Moore, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Tenterfield Shire Council, Cr Peter Petty, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Ms Kate, Jessop, General M

Attendance via Teams

Armidale Regional Council, Mr James Roncon, General Manager
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr Jay Nankivell, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Burns, General Manager
Carrathool Shire Council, Mr, Rick Warren General Manager
Cobar Shire Council, Cr Peter Abbott, Mayor
Cobar Shire Council, Mr Peter Vlatko, General Manager
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager

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Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Cr John Dal Broi, Mayor
Hay Shire Council, Cr Jenny Dwyer, Mayor
Hay Shire Council, Mr David Webb, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Lachlan Shire Council, Cr John Medcalf, Mayor
Lachlan Shire Council, Mr Greg Tory, General Manager
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Craig Butler, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Murrumbidgee Council, Cr Ruth McRae, Mayor
Narrandera Shire Council, Cr Neville Schenka, Mayor
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Council, Cr Kathy Sajowitz, Mayor
Oberon Council, Mr Gary Wallace, General Manager
Parkes Shire Council, Mr Kent Boyd, General Manager
Port Stephens Council, Cr Ryan Palmer, Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Snowy Valleys Council, Mr Matthew Hyde, General Manager
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Warren Shire Council, Mr Gary Woodman, General Manager
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wentworth Shire Council, Cr Susan Nichols, Mayor
Wingecarribee Shire Council, Mr Viv May, Interim Administrator
LGNSW, Cr Linda Scott, President
LGNSW, Mr Scott Phillips, CEO

APOLOGIES:

As submitted

SPECIAL GUESTS:

Mr Grant Barnes, Chief Regulatory Officer, Natural Resources Access Regulator,
Department of Planning, Industry and Environment
Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco
Authority

2. Cr Linda Scott, President, LGNSW Update

Cr Scott provided a report on opportunities where they might exist including
Advocacy Wins, Advocacy Updates, Opportunities for Collaboration and Upcoming
Events

3. Adoption of Minutes of Previous Meeting:

RESOLVED that the minutes of the General Meeting held on 28 May 2021 be accepted as a true and accurate record (Tenterfield Shire Council / Gunnedah Shire Council).

4. Membership

RESOLVED that Cobar Shire Council, Walgett Shire Council, Weddin Shire Council and Wingecarribee Shire Council be admitted as members of the Association (Tenterfield Shire Council / Goulburn Mulwaree Council)

5. Mr Grant Barnes, Chief Regulatory Officer, Natural Resources Access Regulator, Department of Planning, Industry and Environment

The Natural Resources Access Regulator has been operating for three and half years and has the role of review of the conduct and enforcement of water in NSW. The regulator ensures that licensees are aware of the conditions of the license. Past enquiries have shown that compliance has been ineffective and under resourced. There is a statutory mandate to be an efficient regulator of water and to establish public confidence, to be outcomes focused and accountable with ensured independence. They are a statutory body subject to oversight by the Ombudsman. They have undertaken 4,500 investigations with 1,300 enforcement actions resulting in 32 prosecutions with 14 convictions. Most operators are fair and compliant operators. Noncompliance is generally not keeping records in log books or works and meters with old or broken seals. There are however willful and reckless contraventions of the Water Management Act. Noncompliance is not based on location or type of water usage but unawareness of compliance conditions. Councils are large holders of licenses and need to ensure that the approvals and license conditions that are set are appropriate. It is hoped that councils will work with NRAR with the role out of the nonurban metering framework. Some of the conflict with NRAR in approving or not approving licenses is due to restrictions imposed under the Act.

6. Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco Authority

NSW Telco Authority operates and manages the Public Safety Network to deliver radio communications for frontline responders. They coordinate and align whole - of-government connectivity programs and priorities to deliver improved connectivity across the State. The NSW Government is investing \$1.4billion to expand and enhance the PSN through the Critical Communications Enhancement Program. The program will increase the networks coverage to reach 85% of the states landmass and 99.7% of the population. Key programs are Public Safety Mobile Broadband, Mobile Black Spot Program and Connecting Country Communities. The objective is to get the five emergency service providers on to the one network by December 2024.

7. Correspondence

Outward

- (a) The Hon Brad Hazzard MP, Minister for Health and Medical Research, calling on the State Government to continue its commitment to Tele-Health in Rural and Remote Communities
- (b) The Hon Shelley Hancock MP, Minister for Local Government, regarding compliance with Emergency Services legislation

- (c) Cr Linda Scott, President, LGNSW, regarding signing of a Memorandum of Understanding in conjunction with the 2021 LGNSW Conference
- (d) The Hon Michael Sukkar MP, Assistant Treasurer, Minister for Housing, Minister for Homelessness, Social and Community Housing, calling on the Federal Government to create a National Housing Plan that can support the work of local councils
- (e) The Hon Mark Speakman MP, Attorney General and Minister for the Prevention of Domestic Violence, asking for a reduction in daylight saving hours
- (f) The Hon Shelley Hancock MP, Minister for Local Government, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (g) The Hon Rob Stokes MP, Minister for Planning and Public Places, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (h) The Hon Adam Marshall MP, Minister for Agriculture and Western NSW, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (i) Mr Shane Fitzsimmons, Commissioner Resilience NSW, thanking him for his presentation to the 28 May meeting
- (j) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, thanking her for her presentation to the 28 May meeting
- (k) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting an independent authority prepare a report on river monitoring in the Murray-Darling Basin
- (l) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting the engagement with Joint Organisations to address water security and investment in infrastructure
- (m) The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government, requesting increased funding to regional and remote communities for provision of detoxification and rehabilitation facilities
- (n) Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, asking for support in having National Water Quality Management Strategy adopted by all governments
- (o) The Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, seeking support for whole of government additional funding for bulk water supply projects
- (p) The Hon Greg Hunt MP, Minister for Health and Aged Care, seeking consideration to changing the distribution of Medicare payments to General Practitioners
- (q) The Hon Greg Hunt MP, requesting the reversal of the decision to deduce the Skilled Migration Program
- (r) The Hon Gladys Berejiklian MP, calling on the government to act as a matter of urgency to update regulations in relation to the NSW Animal Welfare Code
- (s) The Hon Gladys Berejiklian MP, Premier, requesting support for the creation of a new Ministry of Regional Health
- (t) The Hon Brad Hazzard MP, Minister for Health and Medical Research, calling on him to support improved patient transport options in rural and remote NSW
- (u) The Hon Gladys Berejiklian MP, Premier, follow up letter regarding the establishment of new Ministry of Rural Health

- (v) The Hon Dr David Gillespie MP, Minister for Regional Health, Minister Assisting the Minister for Trade and Development, introducing CMA and our advocacy efforts
- (w) Press Release on Regional and Rural Health Minister sent to members for distribution
- (x) Press Release on ESL sent to members for distribution
- (y) Press Release on COVID to local media and Commonwealth and State members
- (z) Letter to non member councils inviting them to attend November meeting and to join the Association
- (aa) Letter to Councils that have not been able to attend recently outlining recent lobbying efforts
- (bb) Letter to Councils that have not been able to attend recently outlining recent lobbying efforts
- (cc) Hon Dominic Perrottet MP, Premier, introducing Country Mayors Association
- (dd) Hon Paul Toole MP, Deputy Premier, reacquainting him with Country Mayors
- (ee) Hon Dominic Perrottet MP, Premier, requesting support for the creation of a new Ministry of Regional Health and outlining the problems affecting mayoral elections
- (ff) Hon Paul Toole MP, Deputy Premier, requesting support for the creation of a new Ministry of Regional Health and outlining the problems affecting mayoral elections

Inward

- (a) The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government, regarding Financial Assistance Grants
- (b) The Hon Scott Farlow MLC, Parliamentary Secretary to the Treasurer and for COVID Recovery regarding Environmental Services Levy
- (c) The Hon Shelley Hancock MP, Minister for Local Government regarding Emergency Service Levy contributions
- (d) (The Hon Michael Sukkar MP, Assistant Treasurer, Minister for Housing, Minister for Homelessness, social and Community Housing regarding affordable housing
- (e) The Hon David Coleman MP, Assistant Minister to the Prime Minister for Mental Health and Suicide Prevention, regarding mental health facilities
- (f) The Hon Gladys Berejiklian MP, Premier, regarding Minister Regional Health
- (g) The Hon Dr David Gillespie MP, Minister for Regional Health, Minister Assisting the Minister for Trade and Development, regarding Access to Health Services
- (h) The Hon Mark Speakman MP, Attorney General, Minister for Prevention of Domestic and sexual Violence, regarding Daylight Saving
- (i) The Hon Michael McCormack MP, regarding Local Government Assistance Act
- (j) The Hon Michael McCormack MP, regarding Regional Recovery Partnership
- (k) The Hon Michael McCormack MP, regarding Local Government Assistant Act

NOTED

8. Financial Report

RESOLVED That the financial reports for the period to 30 September 2021 were tabled and accepted (Tenterfield Shire Council / Shellharbour City Council)

9. Constitution

RESOLVED that the amended Constitution as distributed to members on the 2 June 2021 in accordance with Clause 33 of the Constitution together with the following amendments be adopted

- (a) That Clause (2) read "To further the interests of rural and regional Councils by advocating and lobbying on relevant State & National issues, by working with State & Federal Governments and other appropriate organisations to further the interests of our members and to act as an information sharing forum".
- (b) That clause 11 read "The Association shall have an Executive Committee"
- (c) That clause 12 read "Membership of the committee shall consist of the Chairman and Vice Chairman and the Secretary and up to a maximum of eight ordinary members"
- (d) That clause 12 (b) read "The Executive Committee may convene a meeting through video streaming or phone/tele conference as determined by the Chairman"
- (e) that clause 17 read "The rules governing the conduct of council meetings as contained in the Local Government Act 1993 and regulations, the Code of Meeting Practice and the Model Code of Conduct for local councils in NSW shall apply to meetings of the Association (Temora Shire Council / Gunnedah Shire Council)

10. Proposed Employment Zones Framework

RESOLVED That the NSW Government's proposed employment zones framework not apply to regional areas because:

- (a) It will redirect limited Council resources away from priority tasks to undertake a large body of work for which there is no identified need or benefit;
- (b) It does not consider potential negative impacts on regional economies whose competitive advantage is reliant on natural assets and overall lifestyle appeal;
- (c) It does not support the hierarchy of centres and will undermine the orderly economic development of regional areas;
- (d) It has a narrow metropolitan focus which fails to consider the economic opportunities of rural and regional specialisations including agriculture, tourism, aquaculture, health care and social assistance, forestry and food manufacturing.
(Bega Valley Council / Goulburn Mulwaree Council)

11. Waste Management Facilities

RESOLVED That the Country Mayors Association oppose the Energy from Waste (EfW) infrastructure in its current form and request that it not be advanced until

- (a) It is amended at least, to include metropolitan locations for (EfW) facilities
- (b) It is extensively exhibited for public and Councils' feedback before any decision is made to advance a regulation or other provisions to bring it into effect
(Goulburn Mulwaree Council / Lithgow City Council)

12. Financial Assistance Grants Fairer Criteria and Distribution

MOTION WITHDRAWN

13. Reintroduction of Rural Council Model

RESOLVED That LGNSW calls upon the State Government to introduce a model for rural councils to impose commensurate governance and oversight by the State Government (Hay Shire Council) / Forbes Shire Council)

14. Cost Shifting

RESOLVED That the NSW Country Mayors Association calls upon the State Government to undertake an urgent review into the cost shifting from the State to Local Government, particularly in the areas of emergency services, external audit, crown land management, planning, companion animals, underground petroleum storage systems and now COVID 19 Health Order Compliance (Hay Shire Council / Forbes shire Council)

15. Inability of Small Councils to make Co-Contributions for Project and Grant Applications

RESOLVED That the NSW Country Mayors Association advocates to the Australian and State Governments on a fairer grant system for small and rural councils, to ensure they are not disadvantaged compared to better resourced councils in terms of ability to provide co-contributions to either comply with the grant conditions or to be competitive against other submissions (Hay Shire Council / Tenterfield Shire Council)

16. Need for more appropriate Application of Speed Zones and Better Considered Consultation with Local Councils

RESOLVED (a) That a review of how the speed zoning guidelines are applied, most especially in regards to 50km/hr limits outside built up areas and (b) greater regard for local council knowledge, including improved engagement, when identifying safety risk and safety investment priorities and when introducing new speed limits (Leeton Shire Council / Singleton Council)

17. Mayoral and Councillor Allowances

Mr Viv May Interim Administrator Wingecarribee Shire Council declared a pecuniary interest as he is a member of the Local Government remuneration Tribunal

RESOLVED That CMA approaches all political parties to seek a bi partisan approach to bringing mayoral and Councillor allowances in rural NSW to reflect a midpoint between Qld and Vic (Narromine Shire Council / Gunnedah Shire Council)

18. Project Funding

RESOLVED That this matter be deferred to the March Meeting (Temora Shire Council / Tenterfield Shire Council)

19. MOU Between Country Mayors and LGNSW

RESOLVED That the MOU as distributed to members be adopted with the addition that clause 2.3 be amended to exclude "and ends four years from the commencement date" (Gunnedah Shire Council / Tenterfield Shire Council)

There being no further business the meeting closed at 11.26am

Cr Ken Keith OAM
Chairman Country Mayors Association of NSW

ITEM 8.7 ANNUAL DISCLOSURES OF INTEREST RETURNS BY COUNCILLORS AND DESIGNATED PERSONS - 1 JULY 2020 - 30 JUNE 2021

RECORD NUMBER	21/454
RELATED FILE NUMBER	EF21/123
AUTHOR/S	Executive Manager IPR, Governance and Engagement
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to advise Council that the annual Disclosure of Interest Returns by Councillors, senior management and designated persons for the period 1 July to 30 June 2021 were submitted in the appropriate form by the deadline of 30 September 2021 and have been made publicly available.

RECOMMENDATION

THAT Council receives and notes the report on the 2020/21 Annual Disclosure of Interest Returns by Councillors, senior management and designated persons.

REPORT

(a) Background

Leeton Shire Council's Code of Conduct requires Councillors and designated persons to complete, and lodge with the General Manager, a return in the form prescribed by Schedule 1 and Schedule 2 of the Code of Conduct within:

- 3 months of becoming a councillor or designated person, or
- upon a change of interests arising, and then
- annually thereafter.

Disclosure of Interest Returns lodged by Councillors, senior management and designated persons (as defined in Part 5 of the Code of Conduct) must be tabled at a Council meeting after the final lodgement date of 30 September each year, in accordance with the Code of Conduct.

A register of returns must be kept and the information contained in returns made publicly available in accordance with the requirements of the *Government Information (Public Access) Act 2009*, the *Government Information (Public Access) Regulation 2018* and any guidelines issued by the NSW Information Commissioner.

(b) Discussion

The Disclosure of Interest Returns for all Councillors, senior staff and designated persons for the period 1 July 2020 to 30 June 2021 were lodged in the appropriate format by the due date of 30 September 2021.

In accordance with the Code of Conduct the [Disclosure of Interest Returns](#) have been made publicly available on Council's website. They can be found in the Public Access to Information section of the website.

In the interests of protecting those who have completed returns from identity theft, signatures have been redacted from all published returns.

A folder of hardcopies of the published Disclosure of Interest Returns will be available for viewing at the Council meeting.

(c) Options

Nil – This report is for noting only

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil

(b) Policy

Code of Conduct – Section Five: Pecuniary Interests

(c) Legislative/Statutory

Local Government Act 1993 – Sect 440 Code of Conduct

Local Government Act 1993 – Sect 739 Protection of Privacy

Government Information (Public Access) Act 2009

Government Information (Public Access) Regulation 2018 and guidelines issues by the Information Commissioner

Privacy and Personal Information Protection Act 1998

(d) Risk

Corporate Risk – Councillors, senior staff and designated persons have obligations under the Code of Conduct to submit pecuniary interest returns. Non-submission of a pecuniary interest disclosure form is potentially a breach of the Code of Conduct.

CONSULTATION

(a) External

Office of Local Government
Information and Privacy Commission

(b) Internal

Senior Management Team

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area THEME 6 - "STRONG LEADERSHIP" within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20a is to Ensure the aspirations of the community are delivered - Operate an efficient and effective Local Government Administration.

ATTACHMENTS

There are no attachments for this report

ITEM 8.8 DISSOLVING THE LEETON MEN'S SHED SECTION 355 COMMITTEE

RECORD NUMBER	21/435
RELATED FILE NUMBER	EF21/432
AUTHOR/S	Executive Manager IPR, Governance and Engagement
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to request that Council dissolve the Leeton Men's Shed Section 355 Committee on the basis that the Men's Shed :

- should not be classified as a Section 355 Committee because of the nature of its operations – it does not carry out any of the functions of Council
 - is now a successful and sustainable organisation that would be better served by becoming an incorporated body.
-

RECOMMENDATION

THAT Council:

1. Dissolves the Leeton Men's Shed Section 355 Committee, giving the Men's Shed 7 months written notice of its intention to do so, with dissolution of the Section 355 Committee to take place by 30 June 2022 at the latest.
 2. Allows the Leeton Men's Shed to purchase the Men's Shed buildings and the part of Lot 330 DP 751742 on which the buildings stand for the price of \$1.00, with Council covering all subdivision and legal costs, including the cost of establishing appropriate water and sewer connections.
 3. Allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee.
 4. Pays for AMSA Group Insurance Program coverage and IRS2 insurance coverage on behalf of the Leeton Men's Shed, at a rate of \$50.50 per member, up to a maximum of \$2,500 for the first year of its operation as an incorporated body.
-

REPORT

(a) Background

Section 355 Committees are committees constituted under the powers granted by the *Local Government Act 1993*.

These committees provide a mechanism by which interested persons can have an active role in the management of Council facilities and the provision of services to the community. This provides a two-fold benefit by giving protection to the Committee operating under the banner of Council, and by providing Council with assistance in carrying out its functions.

Council can, by resolution, dissolve a Section 355 Committee at any time.

A report on dissolving the Men's Shed Section 355 Committee on the basis that the Men's Shed is now a successful and sustainable organisation that would be better served by becoming an incorporated body was tabled as Item 8.4 Dissolving the Men's Shed Section 355 Committee of the Agenda for the Ordinary Council Meeting of 22 September 2021 (**Attachment 1**).

The Men's Shed emailed a request that Item 8.4 be deferred to allow time for the Men's Shed to address the Council on the matter.

(b) Discussion

The Council accommodated the request to defer Item 8.4 and Councillors met with members of the Leeton Men's Shed on 20 October 2021.

At that meeting the Men's Shed representatives said that, while Council's offer was generous, they would prefer to remain a Section 355 Committee but that they would consider, subject to certain conditions, Option 1 of Item 8.4:

That Council dissolves the Leeton Men's Shed Section 355 Committee (giving the Men's Shed three months written notice of its intention to do so), approves the Leeton Men's Shed to purchase the Men's Shed buildings and the part of Lot 330 DP 751742 the land on which it stands for the price of \$1.00 (with Council covering all costs associated with the transfer of ownership), allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee, and pays for the Leeton Men's Shed AMSA Group Insurance Program coverage and IRS2 coverage, at a rate of \$50.50 per member (capped at \$2,500) for the first year of its operation as an incorporated body.

Ian Tooke, the AMSA NSW Committee Vice-President and Zone 4 Coordinator, also attended the meeting. Mr Tooke spoke of the Blayney Men's Shed experience of becoming incorporated and expressed the view that incorporation would be a positive for the Leeton Men's Shed.

The Men's Shed followed up the meeting with a written response to the matter of dissolving the Men's Shed Section 355 Committee (**Attachment 2**). The document outlined the desired conditions under which the Men's Shed would be comfortable proceeding with the dissolution process.

These conditions and staff responses are listed in the table overleaf:

No.	Leeton Men's Shed Request	Response
1.	To have 12 months or longer from being given notice in writing of the Council's intention to dissolve the Leeton Men's Shed Section 355 Committee to execute the changes identified in Option 1 as stated in Item 8.4 notification dated Wednesday 22 September 2021.	The timeframe will be extended to 7 months from 24 November 2021, with dissolution of the Section 355 Committee to take place by 30 June 2022. Seven months is considered to be ample as this is not a new proposition. This timing will align with Council's financial year and will better align with new Delivery Program which commences 1 July 2022.
2.	That Leeton Men's Shed can negotiate in good faith an extension of our boundary by 6.7m on the eastern side of the Shed where the current dog park fence is situated before the land is subdivided. This is needed to provide adequate parking for members and handicapped visitors as well as provide more space for truck delivery of goods to the Shed. It will also provide a greater turning circle for members and visitors to enter and exit the car park without the need to reverse.	<p>Extending the boundary of the Men's Shed allotment would eat into the area of the adjacent lot. That lot has been earmarked for development and all the available space is needed for that purpose.</p> <p>In addition, the cost of undertaking a 3-lot subdivision, which is what will be required in order to excise the Men's Shed allotment, will be in the vicinity of \$10,000 (surveying, transfer of ownership, ancillary matters). Extending the boundary beyond the existing fence-line would incur additional expenditure – for the construction of new fencing, for example.</p> <p>The Men's Shed has operated at this site within the current footprint for approximately 10 years without apparent issue. While it is acknowledged it would be nice for the Men's Shed to have additional space, with a current membership of only 35 – not all of whom are present at one time – and with the shed only open three mornings a week, it is considered that the land available for the Men's Shed adequately accommodates their needs.</p>
3.	That Leeton Shire Council agrees to pay all costs and execute installation of water and sewerage services directly to the subdivided portion of land on which the Shed is located from Brobenah Rd to the Shed on Lot 330 DP 751742 prior to the asset transfer to the Leeton Men's Shed.	Council will ensure the Men's Shed is fully connected to these services at a time that is convenient to Council. Until then, Council will cover the water and sewer charges. All connection costs will be paid out of the water and sewer reserve funds.
4.	That Leeton Shire Council transfer title and ownership, at no cost to the Men's Shed, of 3 Pendula Street, Leeton, being Lot 2 DP 238458 'gifted' to Council on behalf of the Leeton Shire Men's Shed as a Section 355 Committee of LSC in 2014.	It is not considered necessary for Council to incur the additional cost of transferring title and ownership of 3 Pendula Street (Lot 2 DP 238458) to the Leeton Men's Shed. Instead, Council will adhere to the initial agreement that when it is successful in selling the lot the proceeds will be transferred to the Leeton Shire Men's Shed.
5.	That Leeton Shire Council pay for the cost of a NSW Government regulation	It is suggested that the Men's Shed apply for a Community Strengthening Grant and/or other

	for two concreted parking spots for handicapped visitors in accord with AS1428 to the Shed, including a concreted path to the doorway to provide access for handicapped persons as may be required when we become incorporated.	grants to undertake these works.
6.	That Leeton Shire Council agrees to pay for and provide suitable gravel road access to the Shed from Brobenah Road.	Access to the Shed from Brobenah Road will be incorporated in the subdivided Lot, as was noted on the diagram attached to Item 8.4 'Dissolving the Men's Shed Section 355 Committee' of the Agenda for the Ordinary Council Meeting of 22 September 2021 (Attachment 3). Operations have advised that the existing access is suitable. Should Council determine that gravel resheeting is required, an additional \$2,000 would need to be added to the cost of the subdivision.
7.	That Leeton Shire Council perpetually reimburse Leeton Men's Shed on an annual basis, the cost of rates including water, sewerage, garbage, and land rates (if land rates are applicable) modelled on the example of agreements between Blayney Shire Council and Blayney Men's Shed as discussed by Mr Ian Tooke, Secretary, AMSA NSW Committee, at the Council meeting held on Wednesday 20 October with Council Staff, Councillors and the Men's Shed Committee.	Should the Leeton Men's Shed achieve charitable status, Council will cover the cost of property rates until such time as the Men's Shed ceases to exist as an entity or loses its charitable status. Other than the costs involved in initial connection, the Leeton Men's Shed will be responsible for any costs associated with the provision of water, sewer and waste services. Discounts of up to 80% on some services (eg water and sewer access charges) may apply (application required) to the Men's Shed once their charitable status is confirmed Council does not waive these costs for any other dwelling, business or organisation.
8.	That Leeton Men's Shed have the right to operate as a work site if the adjoining land is rezoned as residential, with no restrictions to be applied to opening hours or noise.	The Men's Shed is required to operate according to its conditions of consent. Any proposed future changes will be subject to a merit-based assessment process as required under the LEP. Similarly, future development proposals around the location of the Men's Shed will have to have regard to the consented activities of the Men's Shed.
9.	That Leeton Shire Council provide ongoing administrative advice and support to the Men's Shed, when needed, in meeting all the requirements in becoming incorporated as well as with day-to-day business when necessary as a valued Community organisation.	Council will support the Men's Shed in their efforts to become incorporated but does not have the capacity to provide further ongoing administrative support. In any case, Council does not provide administrative support to other community organisations, many of which are just as valuable as the Men's Shed. It is suggested that the Men's Shed advertise

		for volunteers with office administration skills.
10.	That Leeton Shire Council agree to provide Leeton Men's Shed with de-commissioned Computer/laptops following Council hardware upgrades that may be redundant to their needs when requested.	Council will supply the Men's Shed with one surplus used desktop computer and one laptop when it next has one of each available. Council will consider future requests on a case-by-case basis. Every effort will be made to re-allocate secondhand Council devices to the Men's Shed to assist with moving to incorporation.
11.	That Leeton Shire Council provide Leeton Men's Shed with a suitable phone service to the Shed as previously requested on numerous occasions.	According to the Manager ICT, the provision of a telephone line to the Men's Shed location is problematic. Instead, Council is prepared to supply a secondhand mobile telephone. The Men's Shed will be responsible for paying the ongoing usage costs and for replacing the telephone if it is damaged or becomes obsolete.

It should be noted that Council does not require the permission of the Men's Shed in order to proceed with the dissolution of the Section 355 Committee. Nor does it need to comply with any conditions the Men's Shed have put forward.

(c) Options

Option 1: That Council dissolves the Leeton Men's Shed Section 355 Committee (giving the Men's Shed 7 months written notice of its intention to do so), approves the sale of the Men's Shed buildings and the land on which they stand (part of Lot 330 DP 751742) to the Leeton Men's Shed for the price of \$1.00 (with Council covering all costs associated with subdivision of the Lot and the transfer of ownership), allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee, and pays for the Leeton Men's Shed AMSA Group Insurance Program coverage and IRS2 coverage, at a rate of \$50.50 per member (capped at \$2,500) for the first year of its operation as an incorporated body. **This is the preferred option.**

Option 2: That Council adopt Option 1 with adjustments.

Option 3: That Council maintains the status of the Leeton Men's Shed as a Section 355 Committee but requires the Men's Shed to take out the AMSA insurance, at their cost, to ensure its members and assets are adequately covered.

Option 4. That Council retains the status quo.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Leeton Men's Shed manages its own finances and, according to the most recent Treasurer's report, has \$40,769.24 in its bank account.

Leeton Shire Council has supported the Men's Shed financially since its inception, providing \$3,078 in grant funding over the years on top of the provision of rent, rate and service-charge-free premises. If the Men's Shed ceases to be a Section 355 Committee its access to the Community Grants Program will not be impacted and the Men's Shed will have the same access to financial support as any other community organisation.

As a Section 355 Committee, the Leeton Men's Shed benefits from being covered by Council's insurance policies. If the Men's Shed ceases to be a Section 355 Committee, it will be required to fund its own insurances at a combined cost of \$50.50 per member. The Men's Shed has approximately 35 active members, which would mean that the cost would be in the vicinity of \$1,767 per year. If Council adopts the recommendation that cost would be covered by Council in the first year. This amount would be drawn from Council's budgeted insurance provisions.

If the recommendation is adopted and the ownership of the Men's Shed building and the land on which it stands is transferred to the Men's Shed, the Men's Shed will be required to pay for any additional building and contents insurance, maintenance, and water and property rates. If the Men's Shed achieves charitable status it would be exempt from paying property rates and would be eligible (application required) for discounts of up to 80% for some charges (water and sewer access charges, for instance).

While accurate figures are not available because most of the costs associated with the administration of 355 Committees aren't separated out on a per Committee basis, it is estimated that Council would save a minimum of \$12,400 per year if the Leeton Men's Shed were to cease being a Section 355 Committee. This estimate is based on \$3,000 per year in maintenance costs, \$2,000 in insurance costs, \$1,400 (reduced if the Men's Shed achieves charity status) in waste/water/sewer services, and 10 hours a month in labour (not including on-costs).

(b) Policy

Under Section 355 of the *Local Government Act 1993* a council may exercise its functions by a Committee of Council.

The Men's Shed is operated as a Section 355 Committee of Council. This is an unusual situation for Men's Sheds in Australia. It could be argued that while the Men's Shed offers a valuable service to the community, it does not perform any functions of Council.

As a Section 355 Committee, the Leeton Men's Shed is subject to Leeton Shire Council's Code of Conduct and other policies.

As a member of the AMSA, the Leeton Men's Shed must comply with the Association's national compliance standard for Men's Sheds and Men's-Shed-specific Health and Safety and Risk Management systems.

(c) Legislative/Statutory

Local Government Act 1993

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts.

Work Health and Safety – the Men's Shed abides by the AMSA guidelines. Safety issues are addressed in the general Men's Shed meetings and there is a designated Safety Officer. A safety inspection was completed by Council's WHS Coordinator 4 September 2020. A defibrillator has been purchased and is available in the shed.

Insurance – Advice regarding the degree to which Council's insurance covers the Leeton Men's Shed members. The former Community Services Manager said Council's insurer has confirmed that Men's Shed members are only covered by Council's insurance if the activity they are engaged in can be regarded as "exclusively working for Council". Notwithstanding the varied advice, the insurance coverage through the AMSA Group Insurance Scheme is more appropriate to the Leeton Men's Shed because it is specifically targeted to Men's Shed activities.

Working with young people – Council has adopted a Child Safe Policy, which has implications for all Council volunteers. Staff have provided the Committee with a comprehensive briefing. No programs are to be held with children below the age of 18 unless all members present on the day have a current Working with Children Check (WWCC). Most Men's Shed members have not yet applied for WWCCs. Members were reminded of the requirement at the Men's Shed Meeting of June 2021.

Good use of Council Resources – Council staff can spend considerable time supporting Men's Shed administration and processes that are best led by the Committee. Examples include WHS inspections, workplace investigations and financial reporting.

CONSULTATION

(a) External

The Leeton Men's Shed
The AMSA NSW Committee Vice-President and Zone 4 Coordinator – Ian Tooke

(b) Internal

Corporate and Community Planning Officer
Debtors/Creditors Officer
Former Manager Community Services
General Manager
Manager Finance
Manager WHS, QA and Risk
Property Coordinator and Native Title Manager
Senior Rates Officer
Water Billing and Revenue Officer

[LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN \(DPOP\)](#)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved – 19 c - Provide a framework for inclusive decision-making – Support and report on Council's Section 355 Committees.

ATTACHMENTS

- 1 [↓](#) Item 8.4 Dissolving the Leeton Men's Shed Section 355 Committee Report - from the Agenda for the 22 September Council Meeting
- 2 [↓](#) Response from the Leeton Men's Shed Section regarding Section 355 Committee status - Friday 22 October 2021
- 3 [↓](#) Men's Shed location - part Lot 330 DP 751742 - exact location of access to be determined

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ITEM 8.4 DISSOLVING THE LEETON MEN'S SHED SECTION 355 COMMITTEE

RECORD NUMBER 21/195

RELATED FILE NUMBER

AUTHOR/S Executive Manager IPR, Governance and
Engagement

APPROVER/S General Manager

SUMMARY/PURPOSE

The purpose of this report is to request that Council dissolve the Leeton Men's Shed Section 355 Committee on the basis that the Men's Shed is now a successful and sustainable organisation that would be better served by becoming an incorporated body.

RECOMMENDATION

THAT Council:

1. Dissolves the Leeton Men's Shed Section 355 Committee, giving the Men's Shed three months written notice of its intention to do so.
 2. Allows the Leeton Men's Shed to purchase the Men's Shed buildings and the part of Lot 330 DP 751742 on which the buildings stand for the price of \$1.00, with Council covering all subdivision and legal costs.
 3. Allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee.
 4. Pays for AMSA Group Insurance Program coverage and IRS2 insurance coverage on behalf of the Leeton Men's Shed, at a rate of \$50.50 per member, up to a maximum of \$2,500 for the first year of its operation as an incorporated body.
-

REPORT

(a) Background

Section 355 Committees are committees constituted under the powers granted by the *Local Government Act 1993*.

These committees provide a mechanism by which interested persons can have an active role in the management of Council facilities and the provision of services to the community. This provides a two-fold benefit by giving protection to the Committee operating under the banner of Council, and by providing Council with assistance in carrying out its functions.

Leeton Shire Council

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Council can, by resolution, dissolve a Section 355 Committee at any time.

In 2008, believing that there was a need to set up a safe and friendly environment where men could socialise while working on meaningful tasks, Council resolved to support the formation of the Leeton Men's Shed by making it a Section 355 Committee.

The Leeton Men's Shed Section 355 Committee was subsequently formed and has been operating successfully since that time.

The Leeton Men's Shed is a member of the Australian Men's Shed Association (AMSA), the peak body supporting more than 1,050 men's sheds across Australia.

The AMSA provides a range of services to its members. These include:

- Implementing a national compliance standard for Men's Sheds
- Providing practical support for existing Men's Sheds and assistance in the development of new Men's Sheds
- Providing insurance services specifically tailored for the Men's Shed environment at reasonable rates (\$25.50 per member), including:
 - Public and Product Liability Insurance
 - Contents and Building Insurance
 - Voluntary Workers Personal Accident
 - Industrial Special Risks Insurance
 - Association Liability Insurance
 - Group Personal Accident Insurance
- Providing usable Men's-Shed-specific Health and Safety and Risk Management systems plus training support
- Acting as a collective body to source commercial sponsorship and secure Government commitment for the ongoing support of Men's Sheds
- Promoting men's health programs within Men's Sheds
- Encouraging social inclusion by assisting communities to develop Men's Sheds and foster their self-sustaining capacity.

The AMSA has advised that fewer than 10% of Men's Sheds are auspiced by Councils. The majority of Men's Sheds are incorporated in their own right. The AMSA has also expressed the view that the incorporation model is the preferred model for Men's Sheds as it creates the independence and sense of ownership required to promote long-term sustainability. Council staff share this view.

The Men's Shed is aware of these views. In 2016, Council's senior staff corresponded and met with representatives of the Leeton Men's Shed with a view to encouraging them to become an incorporated body. At the time, the Men's Shed preferred to continue to be auspiced by Council.

(b) Discussion

The Leeton Men's Shed is located on part of Lot 330 DP 751742, which is owned by Council. The shed itself, which was purpose built for the Leeton Men's Shed, is also owned by Council. Council is responsible for routine maintenance and conducts bi-annual checks of the fire equipment and air conditioning services. The Men's Shed pays for any major enhancements.

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The Leeton Men's Shed has been operating under the auspices of Council for more than 10 years. It is now a mature organisation with the capacity to stand independently of Council, particularly in view of the ongoing support provided by the AMSA.

Independence would provide the Men's Shed with a number of benefits, not the least of which would be ownership of their own premises if Council chooses to adopt the recommendation to sell them the buildings and the land on which they stand (see **Attachment 1**). The Men's Shed would also have greater access to donations, sponsorship and grant funding because it wouldn't be a Council-aided body.

A further benefit would be that the Men's Shed would no longer be accountable to two organisations – the AMSA and Council. As it stands, there remains considerable potential for confusion and uncertainty over which policies and systems apply. For instance, Leeton Shire Council has a Code of Conduct. The AMSA also has a Men's Shed Code of Conduct.

Unaware that there is an AMSA Code of Conduct, a Council officer recently checked that 'the' Code of Conduct was being made available to new members and was advised by a Men's Shed Committee member that it was. It's now apparent that the Council staff member and the Men's Shed Committee member may have been discussing two different Codes of Conduct.

There have also been instances where Leeton Men's Shed members have expressed indignation at being required to conduct activities in accordance with Council's policies. The requirement to undertake regular ongoing accreditation in the use of Men's Shed equipment is one example. This implies that some members, at least, are ready to rescind their Section 355 Committee status.

From the point of view of the Leeton Men's Shed, there are other considerations associated with incorporation. As an incorporated body the Men's Shed would need to comply with the *Associations Incorporation Act 2009* including its accounting, auditing and annual reporting requirements, and this will require additional administration.

The Men's Shed would also need to pay for all aspects of its operation, including those currently funded by Council. It would need to pay for its own insurances, for instance, and – should Council adopt the recommendation to transfer ownership of the Men's Shed buildings – pay for building maintenance and rates. The land itself would be non-rateable but the Shed would need to pay for domestic waste collection services (if the Men's Shed chooses to use this service), and water and sewer access at approximately \$1,360 per year. Under current policy, if the Men's Shed achieved charity status, this amount would be discounted by up to 80%. They would also need to pay for their water use at a cost of \$1.18/kL for the first 300kL per year and \$1.70/kL for kilolitres over and above 300kL.

The typical cost of the insurance provided by the AMSA, at only \$25.50 per member, is very reasonable and the insurance would be more appropriate to the activities being undertaken by the Men's Shed than the insurance coverage provided by Council, which potentially only covers those activities that would be considered "normal Council activities". It could be argued that very little of the work conducted by the Men's Shed could be considered normal Council activities. However, as advised by Ian Tooke, Zone 4 Coordinator and President/Secretary of the AMSA NSW

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Committee, the Leeton Men's Shed may require additional insurance coverage. According to Mr Tooke, the Leeton Men's Shed and contents has a greater asset value than most Men's Shed's, so the basic AMSA Group Insurance Program coverage would be insufficient. The Leeton Men's Shed would need to take out Industrial Special Risks Insurance (ISR2), at a cost of approximately \$25.00 per member, to cover the higher value of the shed and its contents.

Meeting these expenses should not be beyond the capacity of the Men's Shed. It currently manages its own accounts and, according to the Leeton Men's Shed Treasurer's Report for August 2021, has \$37,565.20 in funds.

Council has indicated that it could help the Leeton Men's Shed transition into incorporation by paying for the first year of the Shed's AMSA Group Insurance Program coverage, including the IRS2 insurance.

(c) Options

Option 1: That Council dissolves the Leeton Men's Shed Section 355 Committee (giving the Men's Shed three months written notice of its intention to do so), approves the Leeton Men's Shed to purchase the Men's Shed buildings and the part of Lot 330 DP 751742 the land on which it stands for the price of \$1.00 (with Council covering all costs associated with the transfer of ownership), allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee, and pays for the Leeton Men's Shed AMSA Group Insurance Program coverage and IRS2 coverage, at a rate of \$50.50 per member (capped at \$2,500) for the first year of its operation as an incorporated body. **This is the preferred option.**

Option 2: That Council maintains the status of the Leeton Men's Shed as a Section 355 Committee but requires the Men's Shed to take out the AMSA insurance, at their cost, to ensure its members are adequately covered.

Option 3: That Council dissolves the Leeton Men's Shed Section 355 Committee but retains the land and shed being utilised by the Men's Shed and enters into a lease arrangement with the Men's Shed. Council would still have to subdivide the land in order to lease the land and buildings on a long-term basis.

Option 4. That Council retains the status quo.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Leeton Men's Shed currently manages its own finances. Any identified minor maintenance issues are met through Council's annual maintenance program. Any major enhancements are funded by the Leeton Men's Shed Committee.

That said, Leeton Shire Council has supported the Men's Shed financially since its inception, providing \$3,078 in grant funding over the years on top of the provision of rent, rate and maintenance-free premises. If the Men's Shed ceases to be a Section 355 Committee its access to the Community Grants Program will not be impacted and the Men's Shed will have the same access to financial support as any other community organisation.

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As a Section 355 Committee, the Leeton Men's Shed benefits from being covered by Council's insurance policies. If the Men's Shed ceases to be a Section 355 Committee, it will be required to fund its own insurances at a combined cost of \$50.50 per member. The Men's Shed has approximately 50 active members, which would mean that the cost would be in the vicinity of \$2,525 per year. If Council adopts the recommendation \$2,500 of that cost would be covered by Council in the first year. This amount would be drawn from Council's budgeted insurance provisions.

If the recommendation is adopted and the ownership of the Men's Shed building and the land on which it stands is transferred to the Men's Shed, the Men's Shed will be required to pay for any additional building and contents insurance, maintenance, and water and property rates.

While accurate figures are not available because most of the costs associated with the administration of 355 Committees aren't separated out on a per Committee basis, it is estimated that Council would save a minimum of \$12,400 per year if the Leeton Men's Shed were to cease being a Section 355 Committee. This estimate is based on \$3,000 per year in maintenance costs, \$2,000 in insurance costs, \$1,400 (reduced if the Men's Shed achieves charity status) in waste/water/sewer services, and 10 hours a month in labour (not including on-costs).

(b) Policy

Under Section 355 of the *Local Government Act 1993* a council may exercise its functions by a Committee of Council.

The Men's Shed is operated as a Section 355 Committee of Council. This is an unusual situation for Men's Sheds in Australia. It could be argued that while the Men's Shed offers a valuable service to the community, it does not perform any functions of Council.

As a Section 355 Committee, the Leeton Men's Shed is subject to Leeton Shire Council's Code of Conduct and other policies.

As a member of the AMSA, the Leeton Men's Shed must comply with the Association's national compliance standard for Men's Sheds and Men's-Shed-specific Health and Safety and Risk Management systems.

(c) Legislative/Statutory

Local Government Act 1993

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts.

Work Health and Safety – the Men's Shed abides by the AMSA guidelines. Safety issues are addressed in the general Men's Shed meetings and there is a designated Safety Officer. A safety inspection was completed by Council's WHS Coordinator 4 September 2020. A defibrillator has been purchased and is available in the shed.

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Insurance – Advice regarding the degree to which Council's insurance covers the Leeton Men's Shed members. The former Community Services Manager said Council's insurer has confirmed that Men's Shed members are only covered by Council's insurance if the activity they are engaged in can be regarded as "exclusively working for Council". Notwithstanding the varied advice, the insurance coverage through the AMSA Group Insurance Scheme is more appropriate to the Leeton Men's Shed because it is specifically targeted to Men's Shed activities.

Working with young people – Council has adopted a Child Safe Policy, which has implications for all Council volunteers. Staff have provided the Committee with a comprehensive briefing. No programs are to be held with children below the age of 18 unless all members present on the day have a current Working with Children Check (WWCC). Most Men's Shed members have not yet applied for WWCCs. Members were reminded of the requirement at the Men's Shed Meeting of June 2021.

Good use of Council Resources – Council staff can spend considerable time supporting Men's Shed administration and processes that are best led by the Committee. Examples include WHS inspections, workplace investigations and financial reporting.

CONSULTATION

(a) External

The Australian Men's Shed Association – Melissa White
The AMSA NSW Committee President and Zone 4 Coordinator – Ian Tooke
Council's insurer

(b) Internal

Corporate and Community Planning Officer
Debtors/Creditors Officer
Former Manager Community Services
General Manager
Manager Finance
Manager WHS, QA and Risk
Property Coordinator and Native Title Manager
Senior Rates Officer
Water Billing and Revenue Officer

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved – 19 c - Provide a framework for inclusive decision-making – Support and report on Council's Section 355 Committees.

ATTACHMENTS

- 1 Men's Shed location - part Lot 330 DP 751742 - exact location of access to be determined

Leeton Shire Men's Shed

Discussion for Councilors to consider before voting on Item 8.4 tendered as a motion at the Ordinary Council Meeting – Wednesday 22 September

As was discussed in 2017, the key driver for dissolving the Men's Shed as a section 355 Committee of LSC, was the perceived insurance risk for both its members and LSC.

At that time the Men's Shed received advice from Council's Insurer that we were fully covered as a Community Section 355 group operating for Council in delivering support for the local Community.

In view of that advice the Leeton Shire Men's Shed wrote a letter to the Director of Corporate Services advising that ***'At the April 2017 General Monthly Meeting of the Leeton Shire Men's Shed it was resolved unanimously by all members present that the Shed not to become an incorporated entity, but remain auspiced by Leeton Shire Council operating under its Section 355 Committee Structure'***.

The current motion to Dissolve the Leeton Men's Shed Section 355 Committee is submitted on the same grounds as those raised in 2017.

We are aware that the Insurance of Volunteers through Council probably has raised concerns about Shed members being personally exposed if we have an accident. We are also aware that all NSW Councils with 355 Committees are being asked to review the legitimacy of such Committees as 'Core Business of Council' by their insurers who are looking to minimise risk.

At a Special Committee Meeting of the Leeton Shire Men's Shed, held on Thursday 23 September, it was resolved that the preferred option put forward in **Item 8.4** was **Option 4**.

As such, our position is unchanged from 2017.

The Men's Shed therefore advises Council that it wishes to remain as a Section 355 Committee of LSC and that ***'Option 4, That Council retains the status quo'*** be recommended by Councilors.

This decision is arrived at based on current information received by an AMSA contact with connections to Council's insurer, Statewide Mutual. This advice focuses on Council's insurance liability risk should an insurance claim ever be made.

The advice we have been given is that Council and the Men's Shed and its members under its current mode of operation as a not-for-profit community based section 355 Committee is fully covered and that there is no age limit on personal accident insurance for voluntary workers operating under the present General Liability/Products Liability Policy (Policy No. ATA 31527 PLB).

In the event that Council does not accept our desired position, we would consider **Option 1**

Option 1: That Council dissolves the Leeton Men's Shed Section 355 Committee (giving the Men's Shed three months written notice of its intention to do so), approves the Leeton Men's Shed to purchase the Men's Shed buildings and the part of Lot 330 DP 751742 the land on which it stands for the price of \$1.00 (with Council covering all costs associated with the transfer of ownership), allows the Leeton Men's Shed to retain ownership of the funds and assets it currently holds in its capacity as a Section 355 Committee, and pays for the Leeton Men's Shed AMSA Group Insurance Program coverage and IRS2 coverage, at a rate of \$50.50 per member (capped at \$2,500) for the first year of its operation as an incorporated body.

Acceptance of this Option could be negotiated subject to meeting some further conditions.

This option (**Option 1**) requires a large asset write off by Council and considerable expenditure to sub-divide the land and provide services to the portion on which the Shed stands, in addition to considerable administrative input needed from both Council and The Men's Shed to execute.

The Men's Shed desired conditions are listed below and need to be negotiated before the Shed would agree to proceed.

On acceptance of the Men's Shed Conditions by Council, the Men's Shed will further require development of a separate staged Schedule of Operations with Council that would need to be signed off by both parties before proceeding to successive steps in the Dissolution process.

Matters for discussion with Leeton Shire Council if option 4 is inoperable & LMS decides to incorporate.

1. To have 12 months or longer from being given notice in writing of the Council's intention to dissolve the Leeton Men's Shed Section 355 Committee to execute the changes identified in Option 1 as stated in Item 8.4 notification dated Wednesday 22 September 2021.
2. That Leeton Men's Shed can negotiate in good faith an extension of our boundary by 6.7 m on the eastern side of the Shed where the current dog park fence is situated before the land is subdivided. This is needed to provide adequate parking for members and handicapped visitors as well as provide more space for truck delivery of goods to the Shed. It will also provide a greater turning circle for members and visitors to enter and exit the car park without the need to reverse.
3. That Leeton Shire Council agrees to pay all costs and execute installation of water and sewerage services directly to the subdivided portion of land on which the Shed is located from Brobenah Rd to the Shed on Lot 330 DP 751742 prior to the asset transfer to the Leeton Men's Shed.
4. That Leeton Shire Council transfer title and ownership, at no cost to the Men's Shed, of 3 Pendula Street, Leeton, being Lot 2 DP 238458 'gifted' to Council on behalf of the Leeton Shire Men's Shed as a Section 355 Committee of LSC in 2014.
5. That Leeton Shire Council pay for the cost of a NSW Government regulation for two concreted parking spots for handicapped visitors in accord with AS1428 to the Shed,

including a concreted path to the doorway to provide access for handicapped persons as may be required when we become incorporated.

6. That Leeton Shire Council agrees to pay and provide suitable gravel road access to the Shed from Brobenah Road.
7. That Leeton Shire Council perpetually reimburse Leeton Men's Shed on an annual basis, the cost of rates including water, sewerage, garbage, and land rates (if land rates are applicable) modelled on the example of agreements between Blayney Shire Council and Blayney Men's Shed as discussed by Mr Ian Tooke, Secretary, AMSA NSW Committee, at the Council meeting held on Wednesday 20 October with Council Staff, Councillors and the Men's Shed Committee.
8. That Leeton Men's Shed have the right to operate as a work site if the adjoining land is rezoned as residential, with no restrictions to be applied to opening hours or noise.
9. That Leeton Shire Council provide ongoing administrative advice and support to the Men's Shed, when needed, in meeting all the requirements in becoming incorporated as well as with day-to-day business when necessary as a valued Community organisation.
10. That Leeton Shire Council agree to provide Leeton Men's Shed with de-commissioned Computer/laptops following Council hardware upgrades that may be redundant to their needs when requested.
11. That Leeton Shire Council provide Leeton Men's Shed with a suitable phone service to the Shed as previously requested on numerous occasions.

Lindsay Marsh,

Secretary, Leeton Shire Men's Shed on behalf of the Shed's Executive and Committee



LEETON
SHIRE COUNCIL

Phone: (02) 6953 0911
Email: council@leeton.nsw.gov.au
23-25 Cheimsford Pl, Leeton

Leeton Men's Shed. Part lot
lot 330 DP 751742

This map has been created for the purpose of showing basic locality information over Leeton Shire Council. Property boundary line network data is supplied by State Government. Any error should be reported to the GIS Section, Leeton Shire Council. This map is a representation of the information currently held by Leeton Shire Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions. Any feedback on omissions or errors would be appreciated.

Date: 17/09/2021
Compiled By: Leeton GIS
Projection: GDA 1994 - Zone 55

CORPORATE MATTERS

ITEM 8.9 ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021

RECORD NUMBER	21/376
RELATED FILE NUMBER	EF21/317
AUTHOR/S	Manager Finance
APPROVER/S	Group Manager Corporate

SUMMARY/PURPOSE

The purpose of this report is to present Council's Annual Financial Reports and the Auditor's Reports for the 2020/2021 Financial Year to the public.

RECOMMENDATION

THAT Council notes the presentation on the 2020/21 Financial Reports and Auditor's Reports for Leeton Shire Council by Mr Brad Bohun from Crowe in Albury representing the Auditor General.

REPORT

(a) Background

Council's Annual Financial Reports for the financial year ending 30 June 2021 have been audited and in accordance with Section 419 (1) of the Local Government Act 1993 are now presented along with the Auditor's Reports to the public.

(b) Discussion

Mr Brad Bohun from Crowe in Albury, the agent representing the Audit Office of NSW (Council's Auditor) will present the Annual Financial Reports and Auditor's Reports for the 2020/21 financial year at this meeting.

Mr Bohun will address Council at the commencement of the Council meeting. It is recommended that Council moves into a Committee of the Whole to allow the Auditor's Reports to be presented.

Mr Bohun will highlight the key features of the Financial Reports together with comments on the conduct of the Audit. He will also take questions from Councillors at the conclusion of the presentation.

A copy of the Auditor's Reports for 2020/21 are contained within the 2020/21 Financial Reports which are attached to this report (**Attachment 1**). Copies will also be available at the meeting.

Note: Both the Annual Financial Reports and Auditor's Reports are available on Council's website.

(c) Options

Nil – this report is for noting.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil

(b) Policy

Nil

(c) Legislative/Statutory

Section 419 (1) of the *Local Government Act 1993* requires a Council to present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed for the meeting.

Section 419 (2) of the *Local Government Act 1993* states that the council's auditor may, and if so required in writing by the Council, must attend the meeting at which the financial reports are presented.

Section 420 (1) of the *Local Government Act 1993* allows any person to make a submission to the Council with respect to the Council's audited financial reports or with respect to the Auditor's Reports.

Section 420 (2) of the *Local Government Act 1993* requires the submission to be in writing and must be lodged with the Council within 7 days after the date on which those reports are presented to the public.

Section 420 (3) of the *Local Government Act 1993* requires Council to ensure that copies of all submissions received by it to be referred to the auditor.

Section 420 (4) of the *Local Government Act 1993* requires Council to take such action as it considers appropriate with respect to any such submission, including giving notice to the Departmental Chief Executive of any matter that appears to require amendment of the Council's financial reports.

(d) Risk

If Council does not formally present its financial statements, then Leeton Shire Council will not meet its compliance obligations.

CONSULTATION

(a) External

Public Notice advising of the meeting to be held on Wednesday 24 November 2021 was placed in *The Irrigator*.

The Statements including the Audit Reports will be on public display from Monday 1 November until Wednesday 1 December 2021.

Copies of the Statements will be available for public viewing on Council's website, at the Leeton Administration Building, Leeton Library, and the Post Offices at Whitton and Yanco, until Wednesday 1 December 2021.

Public submissions on the Statements can be made up until the close of business on Wednesday 1 December 2021.


(b) Internal

General Manager
Group Manager Corporate
Manager Finance

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20 b - Strive to deliver the aspirations of the community through sound financial and asset management - Investigate and propose Long-Term Financial Plan measures to support Council's ongoing financial sustainability.

ATTACHMENTS

- 1  Annual Financial Statements FINAL - 2020/2021 - *Attached separately*
- 2 Audit Office Final Management Letter 2020/2021 - **Confidential**
- 3 Audit Office Engagement Closing Report 2020/2021 - **Confidential**

ITEM 8.10 2021/22 BUDGET REVIEW FOR THE QUARTER ENDING 30 SEPTEMBER 2021

RECORD NUMBER	21/451
RELATED FILE NUMBER	
AUTHOR/S	Manager Finance
APPROVER/S	Group Manager Corporate

SUMMARY/PURPOSE

The purpose of the Quarterly Budget Review (QBR) is to provide a summary of Council's financial position as at the end of the first quarter (30 September 2021) for the Year Ending 30 June 2022.

RECOMMENDATION

THAT Council review and consider the QBR as at 30 September 2021, and approve the changes as recommended by Management.

REPORT

(a) Background

The QBR is required to be prepared quarterly in a prescribed format to inform Council of progress against the original budget along with recommended changes and reasons for the variances.

(b) Discussion

A copy of the Quarterly Budget Review document is provided at **Attachment 1**.

**Quarterly Budget Review Summary – Consolidated Income Statement
(Attachment 1, page 3)**

The **recommended budget changes** and detailed explanations and schedules are provided within Attachment 1 with the Income Statement and commentary on page 3 and supporting schedules on pages 5 and 6.

It is important to note that a number of the recommendations relate to the incorporation of the Carry Overs (substantially started as at 30 June 2021) and Re-votes (voted but not started as at 30 June 2021). These are incorporated in the 2021/22 QBR to provide a forecast of Council's financial position at 30 June 2022. Examples include capital grant funding for the Roxy (\$2.17M), Wamoon Sewer (\$1.17M) and Canal Street (\$1.7M).

Other recommendations relate to changes that have been identified since completion of the 2021/22 Budget. Examples include reversal of the removal of benefactor contributions for the Golf Clubhouse (-\$900K), additional depreciation expense (\$1.27M) and loss on the write-down on the value of the old pool assets following the upgrade (\$1.4M).

After incorporation of the Carry Overs and Re-votes and changes, Council's forecast results for 30 June 2022 are:

- *Net operating result for the year* - surplus of \$14.0M (2020/21 Actual for year ended 30 June 2021: surplus of \$2.5M).
- *Net operating result for the year before grants and contributions provided for capital purposes* - loss of \$4.6M (2020/21 Actual for year ended 30 June 2021: loss of \$4.4M).

Quarterly Budget Review Summary – Capital Budget (Attachment 1, page 4)

The **recommended budget changes** and detailed explanations and schedules are provided within Attachment 1 with the Capital Budget and commentary on page 4 and supporting schedule on page 7.

Council's original budget was for \$25.9M in capital works which, with recommended Carry Overs and Re-votes and changes will rise to \$37.7M.

Management will continue to monitor the capital program to ensure its delivery in full or to ensure prioritisation of projects, if required.

Quarterly Budget Review Summary – Cash and Investments (Attachment 1, page 10)

The **recommended budget changes** and detailed explanations and schedules are provided within Attachment 1 with the Cash and Investments and commentary on page 10 and a schedule of items on page 5.

After incorporation of the Carry Overs and Re-votes and changes Council's 2021/22 Cash and Investments position is forecast to decrease by \$7.8M from \$47M as at 30 June 2021 to \$39M as at 30 June 2022, including a decrease in unrestricted cash by \$900K from \$1.9M to \$1.0M (impacted by: LED lighting upgrade of \$216K; CBD façades \$138K and DCP and LEP preparation of \$98K).

Please note that the forecast Cash and Investments position is conditional on work completion and timing of receipt of milestone payments.

Conclusion

The QBR recommendations include the incorporation of the Carry Overs and Re-votes from the prior year as well as changes that have been identified since completion of the 2021/22 Budget. These recommendations have a significant impact on the forecast financial position, capital budget and cash position of Council as at 30 June 2022.

(c) Options

1. Adopt the Quarterly Budget Review as recommended.
2. Adopt the Quarterly Budget Review with amendments.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Overall Position

The Responsible Accounting Officer Statement (**Page 2 of Attachment 1**) indicates that Council's position at 30 September 2021 is considered satisfactory compared to the original 2021/22 Budget which was adopted by Council.

(b) Policy

The Quarterly Budget Review is required in accordance with clause 203 of the Local Government (General) Regulation 2005.

(c) Legislative/Statutory

Specifically, clause 203 of the Local Government (General) Regulation 2005 states the following:

1. Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.
2. A budget review statement must include or be accompanied by:
 - (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and
 - (b) If that position is unsatisfactory, recommendations for remedial action.
3. A budget review statement must also include any information required by the Code to be included in such a statement.

(d) Risk

If Council does not adopt the September 2021 Budget Review Statements, then Leeton Shire Council will not meet its compliance obligations.

Cashflow will need to be monitored to ensure funds are readily available for Council to pay its debts on time, especially given the unprecedented capital works program.

Council may need to reconsider the timing and scope of its capital works program due to the available time and resources.

CONSULTATION

(a) External

Nil

(b) Internal

All Officers Responsible for Budget Management
Senior Management Team (SMT)

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot - 20 b - Strive to deliver the aspirations of the community through sound financial and asset management - Investigate and propose Long-Term Financial Plan measures to support Council's ongoing financial sustainability.

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ATTACHMENTS

1 [↓](#) LSC - QBRS Summary for September 2021



Leeton Shire Council
July to September, 2021 Quarterly Budget Review Summary

<u>Page</u>	<u>Contents</u>
2	Responsible Accounting Officer Statement
3	Revised Income Statement with Variations
4	Revised Capital Expenditure Review with Variations
5-7	Listing of Changes
8	Revised Income Statement by Fund
9	Revised Summary by Function
10	Revised Cash and Investments
11	Contracts Awarded During Quarter
12	Legal and Consultants Expenditure
13	Tradeable Water Sales and Bad Debts

Leeton Shire Council
July to September, 2021 Quarterly Budget Review Summary

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2005.

It is my opinion that the Quarterly Budget Review Statement for Leeton Shire Council for the quarter ended 30 September, 2021 indicates that Council's projected financial position at 30 June 2022 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed:  Date: 04/11/2021
LAWRENCE AMATO
Manager Finance
Responsible Accounting Officer, Leeton Shire Council

LEETON SHIRE COUNCIL
 Budgeted Income Statement - Consolidated
 July to September, 2021 Quarterly Budget Review Summary

BUDGET REVIEWS FOR 2021/2022

Note	2021-2022		Recommended budget changes		2021-2022		Orig. Shift %	2021-2022		Actual Income YTD	Actual Expense YTD	YTD%
	Original Budget Income	Original Budget Expense	1st Quarter Budget Income	1st Quarter Budget Expense	Revised Budget Income	Revised Budget Expense		Actual Income YTD	Actual Expense YTD			
	\$	\$	\$	\$	\$	\$		\$	\$			
	Inflows from Continuing Operations											
	Rates and Annual Charges	13,977,235	-	-	13,977,235		0%	13,382,070				96%
a	User Fees and Charges	8,182,287	2,952	-	8,185,239		0%	1,817,452				22%
	Interest and Investment Revenue	515,700	-	-	515,700		0%	88,961				17%
c	Grants & Contributions - Operating	5,969,028	183,717	-	6,152,745		3%	1,043,376				17%
	Grants & Contributions - Capital	13,204,643	5,417,826	-	18,622,469		41%	3,062,482				16%
	Other Income	2,591,881	-	-	2,591,881		0%	204,286				8%
	Net Gains from Disposal of Assets	250,000	-	-	250,000		0%	74,971				30%
	Total Income	44,690,774	5,604,494	-	50,295,268		13%	19,673,599				39%
	Outflows from Continuing Operations											
d	Employee Costs	14,050,503		16,050		14,066,553	0%				2,859,131	20%
	Borrowing Costs	106,250				106,250	0%				22,918	22%
e	Materials and Contracts	7,482,351		917,130		8,399,481	12%				1,297,168	15%
f	Depreciation and Amortisation	6,940,117		1,272,414		8,212,531	18%				2,155,474	26%
	Other Expenses	3,041,911		-		3,041,911	0%				1,170,263	38%
g	Net Loss from Disposal of Assets			1,400,000		1,400,000					-	
h	Total Expenses	31,621,132	-	3,605,594	-	35,226,725	11%	-	-	7,504,954	-	21%
	Less- Transfers from Restrictions	760,000		288,584		1,048,584						
	Operating Result from Continuing Operations	12,309,643		1,710,316		14,019,959				12,168,645		
	Net Operating Result for the Year before Grants and Contributions Provided for Capital Purposes	(895,001)		(3,707,510)		(4,602,510)				9,106,163		
	Add back:- Transfers from Restrictions	760,000		288,584		1,048,584						
	Net Operating Result as per budget formula	(135,001)		(3,418,926)		(3,553,926)				9,106,163		

Notes

- a RMS Ordered Works (immaterial value). Refer page 5
- b Recognition of Carry over grant funding for Art Deco festival and Water Tower Art. Refer page 5
- c Revotes and Adjustments to Grant funding for projects including Roxy Theatre (\$2.17M), Wamoon Sewer (\$1.17M), Canal Street (\$1.7m) and removal of the Golf Clubhouse (-\$900K). Refer Page 5
- d Staff Wellness Program (funded by insurer). Refer Page 6
- e Recognition of Carry Overs including Integrated Water Cycle management (194k), Façade Painting (192k) which is **\$56k Restriction funded**, LED Lighting (216k) and Water Tower Art (144k). Refer Page 6
- f Depreciation \$1.272M increase. Being, Water and Sewer valuation (\$522k), renewals and additions (\$750k, including \$376K Roads, \$224K Waste). Refer Page 6
- g Loss on disposal of assets of \$1,400K for the old pool which has now been renewed and upgraded. Refer Page 6

LEETON SHIRE COUNCIL
Capital Budget Review
July to September, 2021 Quarterly Budget Review Summary

		2020/2021		
	Original Annual Budget	Recommended changes for Council Approval	Revised Annual Forecast	Actual YTD
Capital Expenditure				
New assets				
a - office equipment	520,000		520,000	42,581
- plant & equipment	-	450,000	450,000	89,054
- land & buildings	3,600,655		3,600,655	
- parks, gardens & recreation	441,000		441,000	
- roads, bridges, Stormwater & footpaths	730,500		730,500	
- waste	139,000		139,000	
- water supply	165,000		165,000	
- sewerage services	1,632,500		1,632,500	
Renewals (replacements)				
b RMS Ordered Works (immaterial value). Refer p	1,200,000	52,313	1,252,313	18,457
c - land & buildings	8,285,300	2,448,957	10,734,257	464,970
d - parks, gardens & recreation	215,000	1,142,791	1,357,791	1,031,254
e - roads, bridges, Stormwater & footpaths	6,884,558	3,715,055	10,599,613	662
f Staff Wellness Program. Refer Page 6	250,000	173,688	423,688	1,646,978
Subtotal of General Fund	24,063,513	7,982,804	32,046,317	
g - water supply	1,257,000	676,079	1,933,079	342,979
h - sewerage services	610,000	3,132,658	3,742,658	151,920
Total Capital Expenditure	25,930,513	11,791,541	37,722,054	2,141,877

Notes (Refer page 7, detailing Carry overs and Re votes)

- a Heavy Patcher.
- b Depot Fuel Tank Diesel Replacement
- c Reduction for Golf Clubhouse (-\$900k) and Roxy Theatre (\$3.4M)
- d Pool slide and remedial works (0.9M), Public Toilets (\$75K) and Cemetery (\$105K)
- e Various projects including Wamoon Avenue(\$181k drainage and \$250k Kerb & Gutter), Almond Road (\$251k), CBD Enhancement (\$227K) and Canal Street (\$2.05M)
- f Brobenbah landfill rehabilitation (\$94K) and Whitton Transfer station building (\$80K)
- g Completion of the water Meter project (\$271K), desilt the Raw Water dam (\$200K), Filtration plant and telemetry works (\$205K)
- h Primarily Wamoon Sewer implementation (\$2.59M) and also Telemetry upgrade and system renewals

Recommended Changes, Carry overs and Re votes

		<u>Carry Over</u>		<u>Revotes & Adjustments</u>		<u>Total</u>	<u>Total</u>	
		<u>Operating</u>	<u>Capital</u>	<u>Operating</u>	<u>Capital</u>	<u>Operating</u>	<u>Capital</u>	<u>Total</u>
		\$	\$	\$	\$	\$	\$	\$
Note	<u>User Fees and Charges - Increases</u>							
a	Ordered Works -RMS	2,952	-	-	-	2,952	-	2,952
	<u>Reserve Transfers</u>							
	Unrestricted Cash	566,207	176,804	46,050	115,000	612,257	291,804	904,061
	<u>Internal</u>							
	Roads Reserve - Wamoon Avenue Cont LRCI#2				200,000	-	200,000	200,000
	Roads Reserve - Canal Street-Fixing local Cont#3				307,500	-	307,500	307,500
	Infrastructure Reserve - LRCI#1 contribution		250,000		(30,000)	-	220,000	220,000
	Stormwater Management Service Charge Reserve - Transfer to Road Projects LRC#1				30,000	-	30,000	30,000
	Stormwater Management Service Charge Reserve - Levy				(30,000)	-	(30,000)	(30,000)
	Plant Reserve - Heavy Patcher				450,000	-	450,000	450,000
	Infrastructure Reserve - 4 Traffic Classifiers/Counters				103,000	-	103,000	103,000
	Infrastructure Reserve - CBD #3		156,387			-	156,387	156,387
	Swimming Pools Restrictions		896,000			-	896,000	896,000
	External						-	-
	Unspent Grants reserve (contract liability)	(122,275)	(841,869)		(10,000)	(122,275)	(851,869)	(974,143)
	Domestic Waste Management Reserve - Consultant, Whilton Trf Station and Brobenbah Remediation	40,000	173,688			40,000	173,688	213,688
	Sewer Reserve		243,823		30,000	-	273,823	273,823
	Water Reserve		182,210		213,000	-	395,210	395,210
	Sewer - Unfinished Works	100,234	1,691,335			100,234	1,691,335	1,791,569
	Water - Unfinished Works	94,021	280,869			94,021	280,869	374,890
	Section 94a Reserve Transfer - Roxy				503,000		503,000	503,000
		111,980	3,032,443	54,329	1,766,500	166,309	4,798,943	4,965,252
	<u>Operating Grants and Contributions - Increases</u>							
	Grant - Art Deco Festival	40,000				40,000	-	40,000
	Grant - Mural & Water Tower Artwork	143,717				143,717	-	143,717
b		183,717	-	-	-	183,717	-	183,717
	<u>Capital Grants and Contributions - Increases</u>							
	Contribution - Golf Club Benefactors				(900,000)		(900,000)	(900,000)
	Unspent Grant Drought R#3		416,465				416,465	416,465
	Unspent Grant Henry Lawson				10,000		10,000	10,000
	Grant-SCC CBD#3		70,571				70,571	70,571
	Grant R2R		65,838				65,838	65,838
	Grant-Roxy		2,924,816				2,924,816	2,924,816
	Grant-Roxy				(750,472)		(750,472)	(750,472)
	Fixing Local Roads Round 1 - Calrose, Yaran & Acacia Streets		334,546				334,546	334,546
	Fixing Local Roads Round 3 - Canal street				1,742,500		1,742,500	1,742,500
	Local Roads Community Infrastructure#1		85,617				85,617	85,617
	Local Roads Community Infrastructure#2				250,445		250,445	250,445
c	Grant Funding - Wamoon Sewer Project		1,167,500				1,167,500	1,167,500
		-	5,045,353	-	352,473	-	5,417,826	5,417,826
	<u>Loans and Borrowings</u>							
	Loan-Roxy		1,131,100				1,131,100	1,131,100
	Loan-Roxy				(500,000)		(500,000)	(500,000)
			1,131,100		(500,000)		631,100	631,100
	<u>Total Income Increases & Borrowings</u>	298,649	9,228,896	54,329	1,618,973	352,978	10,847,869	11,200,846
	Capital Reserves - Excluded from Income Statement							5,596,352
	Included In Income Statement (excludes Borrowings)							5,604,494

Recommended Changes, Carry overs and Re votes

	<u>Carry Over</u>		<u>Revotes & Adjustments</u>		<u>Total</u>	<u>Total</u>	<u>Total</u>
	<u>Operating</u>	<u>Capital</u>	<u>Operating</u>	<u>Capital</u>	<u>Operating</u>	<u>Capital</u>	
	\$	\$	\$	\$	\$	\$	\$
EXPENDITURE VARIATIONS							
Employee Costs							
d Staff Wellness Program (funded by insurer)			16,050		16,050	-	16,050
	-	-	16,050	-	16,050	-	16,050
Materials and Contracts							
Community Support Advocacy	4,437				4,437	-	4,437
Organisation Development	6,000				6,000	-	6,000
LEP Preparation Expense	28,300				28,300	-	28,300
Membership - Tourism	7,000				7,000	-	7,000
Events	40,000				40,000	-	40,000
Domestic Waste Management Consultant	40,000				40,000	-	40,000
Gogelderie Weir - On Site Sewerage Management	42,355				42,355	-	42,355
RMCC Intersection Upgrades	2,952				2,952	-	2,952
Dev. Control Plan Preparation Expense	70,000				70,000	-	70,000
Façade paintings (\$56K restricted)	191,895				191,895	-	191,895
Whillon Water Tower Art Works	61,172				61,172	-	61,172
LED Lighting upgrade	216,220				216,220	-	216,220
Leelon Water Tower Art	82,545				82,545	-	82,545
Wellness Program			30,000			30,000	
Integrated Water Cycle Management -Sewer	100,234				100,234	-	100,234
Integrated Water Cycle Management -Water	94,021				94,021	-	94,021
Stormwater Management Service Charge Survey and Design Projects			(100,000)		(100,000)	-	(100,000)
	987,130	-	(70,000)	-	917,130	-	917,130
Gain/Losses from Disposal of Assets - Decreases							
e Loss on Disposal Write-off Pool Asset			1,400,000		1,400,000	-	1,400,000
	-	-	1,400,000	-	1,400,000	-	1,400,000
Depreciation Expenses							
f Projected Depreciation Expense			1,272,414		1,272,414	-	1,272,414
	-	-	1,272,414	-	1,272,414	-	1,272,414
h Total Expenditure Increases	987,130	-	2,618,464	-	3,605,594	-	3,605,594
Net Variations	(688,482)	9,228,896	(2,564,135)	1,618,973	(3,252,616)	10,847,869	7,595,253

Recommended Changes, Carry overs and Re votes

	Carry Over		Revotes & Adjustments		Total		Total
	Operating	Capital	Operating	Capital	Operating	Capital	
	\$	\$	\$	\$	\$	\$	\$
Capital Projects Included							
Whilton Museum		36,008			-	36,008	36,008
Roxy Theatre Awning		45,783			-	45,783	45,783
Gogelderie Weir - House		20,068			-	20,068	20,068
Whilton Transfer Station		79,844			-	79,844	79,844
Project Expd[Drought 3] - Sporting Walk of Fame \$20,000		10,000			-	10,000	10,000
Project Expd[Drought 3] - CBD Enhancement Stage 3		175,000			-	175,000	175,000
Project Expd[Drought 3]Silo Art - Whilton Mural \$50000		50,000			-	50,000	50,000
Wamoon Avenue - Drainage (Cannery Cnr)		181,465			-	181,465	181,465
Brobenah Landfill Rehabilitation		93,843			-	93,843	93,843
Fixing Local Roads - Yarran St (Pine Ave to Wilga St)		334,546			-	334,546	334,546
Palm Avenue Road Construction (Joint R2R and LSC)		65,838			-	65,838	65,838
Pool Carparking Construction		17,216			-	17,216	17,216
Palm Avenue Kerb & Gutter renewal works		5,415			-	5,415	5,415
Pool Slide and defects		896,000			-	896,000	896,000
CBD Enhancement Phase 3		226,958			-	226,958	226,958
Almond Road footpath/Drainage Infill		251,335			-	251,335	251,335
Daalbala Road Pedestrian accessway		33,524			-	33,524	33,524
Brobenah Road Pedestrian Bridge		50,759			-	50,759	50,759
Depot Fuel Tank Diesel Replacement		52,313			-	52,313	52,313
Public Toilets - MPC				75,000	-	75,000	75,000
Cemetary Plinths and renewals				30,000	-	30,000	30,000
Roxy Theatre-2020/21		4,055,916			-	4,055,916	4,055,916
Roxy Theatre				(747,472)	-	(747,472)	(747,472)
Traffic counters				103,000	-	103,000	103,000
Henry Lawson Collage				20,000	-	20,000	20,000
Heavy palcher				450,000	-	450,000	450,000
Replace/Upgrade Telemely		234,983			-	234,983	234,983
Wamoon Sewerage Investigation		2,592,500			-	2,592,500	2,592,500
Pump Replacements		54,685			-	54,685	54,685
Vent Slacks		8,324			-	8,324	8,324
Manhole Renewals		65,918			-	65,918	65,918
Pump Stations		146,248			-	146,248	146,248
Trade Waste System				30,000	-	30,000	30,000
Water Meters		187,380		13,000	-	200,380	200,380
Replace/Upgrade Telemely		71,000			-	71,000	71,000
Filtration Plants/WHS/Abestos/Dosing System		204,699			-	204,699	204,699
Reservoirs - Raw Water Dam desilt				200,000	-	200,000	200,000
Canal Steel Rehabilitation-fixing local roads#3				2,050,000	-	2,050,000	2,050,000
Golf Club Building				(899,555)	-	(899,555)	(899,555)
Kerb and Gutter- LRCI#2 (Wamoon Avenue)				250,000	-	250,000	250,000
Stormwater Management Service Charge Projects				(30,000)	-	(30,000)	(30,000)
		10,247,568		1,543,973		11,791,541	11,791,541
Reserve Transfers - for Capital Projects not Included in Income Statement							
Unrestricted Cash	566,207	176,804	46,050	115,000	612,257	291,804	904,061
Infrastructure Reserve	-	406,387	-	73,000	-	479,387	479,387
Plant Reserve	-	-	-	450,000	-	450,000	450,000
Pool Reserve	-	896,000	-	-	-	896,000	896,000
Section 94a Reserve Transfer Roxy	-	-	-	503,000	-	503,000	503,000
Borrowings	-	1,131,100	-	(500,000)	-	631,100	631,100
Domestic Waste Management Reserve	40,000	173,688	-	-	40,000	173,688	213,688
Water Reserve	94,021	463,079	-	213,000	94,021	676,079	770,100
Sewer Reserve	100,234	1,935,158	-	30,000	100,234	1,965,158	2,065,392
Roads Reserve	-	-	-	507,500	-	507,500	507,500
	800,462	5,182,215	46,050	1,391,500	846,512	6,573,715	7,420,227

LEETON SHIRE COUNCIL
 Budgeted Income Statement by Fund
 July to September, 2021 Quarterly Budget Review Summary

Note	General Fund			Water Fund			Sewer Fund			Consolidated		
	Original Budget	Revised Budget	Actual Income YTD	Original Budget	Revised Budget	Actual Income YTD	Original Budget Income	Revised Budget Income	Actual Income YTD	Original Budget	Revised Budget	Actual YTD
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income from Continuing Operations	9,840,757	9,840,757	9,720,511	1,545,478	1,545,478	1,518,173	2,591,000	2,591,000	2,143,386	13,977,235	13,977,235	13,382,070
Rates and Annual Charges	4,919,182	4,922,134	1,194,903	2,856,105	2,856,105	607,841	407,000	407,000	14,709	8,182,287	8,185,239	1,817,452
User Fees and Charges	221,000	221,000	4,453	167,200	167,200	52,883	127,500	127,500	31,625	515,700	515,700	88,961
Interest and Investment Revenue	5,969,028	6,152,745	1,043,376	-	-	-	-	-	-	5,969,028	6,152,745	1,043,376
Grants & Contributions - Operating	13,204,643	17,454,969	3,062,482	-	-	-	-	-	-	13,204,643	18,622,469	3,062,482
Grants & Contributions - Capital	2,423,881	2,423,881	203,536	158,500	158,500	1,115	9,500	9,500	365	2,591,881	2,591,881	204,286
Other Income	250,000	250,000	74,971	-	-	-	-	-	-	250,000	250,000	74,971
Net Gains from Disposal of Assets												
Total Income	36,828,491	41,265,485	15,304,232	4,727,283	4,727,283	2,180,012	3,135,000	4,302,500	2,189,355	44,690,774	50,295,248	19,673,599
Expenses from Continuing Operations												
Employee Costs	11,535,729	11,551,779	2,326,078	1,450,441	1,450,441	307,805	1,064,333	1,064,333	225,248	14,050,503	14,066,553	2,859,131
Borrowing Costs	106,250	106,250	22,918	-	-	-	-	-	-	106,250	106,250	22,918
Materials and Contracts	6,465,451	7,476,910	925,885	1,301,500	1,395,521	228,357	475,400	575,634	142,926	8,242,351	9,448,065	1,297,168
Depreciation and Amortisation	5,084,577	5,834,342	1,555,855	944,815	1,425,545	359,501	910,725	952,644	240,118	6,940,117	8,212,531	2,155,474
Other Expenses	2,515,111	2,515,111	990,248	269,800	269,800	86,107	257,000	257,000	93,908	3,041,911	3,041,911	1,170,263
Net Loss from Disposal of Assets		1,400,000	-								1,400,000	-
Total Expenses	25,707,118	28,884,392	5,820,984	3,966,556	4,541,307	981,770	2,707,458	2,849,611	702,200	32,381,132	36,275,309	7,504,954
Operating Result from Continuing Operations	11,121,374	12,381,093	9,483,248	760,727	185,976	1,198,242	427,542	1,452,889	1,487,155	12,309,643	14,019,959	12,168,645
Net Operating Result for the Year before Grants and Contributions Provided for Capital Purposes	- 2,083,270	- 5,073,876	6,420,766	760,727	185,976	1,198,242	427,542	285,389	1,487,155	- 895,001	- 4,602,510	9,106,163

Reconciliation to Budget and Budget Summary

Other Budget items	760,000	854,329			94,021			100,234		760,000	1,048,584	
Transfer from Restricted funding	- 1,323,270	- 4,219,547	6,420,766	760,727	279,997	1,198,242	427,542	385,623	1,487,155	- 135,001	- 3,553,926	9,106,163
Net Operating Result as per budget formula	24,383,848	24,664,845	12,241,749	4,727,283	4,821,304	2,180,012	3,135,000	3,235,234	2,189,355	32,246,131	32,721,383	16,611,116
Total Budget Operational Income	25,707,118	28,884,392	5,820,984	3,966,556	4,541,307	981,770	2,707,458	2,849,611	702,200	32,381,132	36,275,309	7,504,954
Total Budget Operational Expenses	25,707,118	28,595,810	5,820,984	3,966,556	4,541,307	981,770	2,707,458	2,849,611	702,200	32,381,131	36,275,309	7,504,954
Per Budget Book	- 1,323,270	- 4,219,547	6,420,766	760,727	279,997	1,198,242	427,542	385,623	1,487,155	- 135,001	- 3,553,926	9,106,163
Budgeted Summary												

See the Budgeted Incomes Statement, Consolidated on page 3 for details on the recommended budget changes.

Notes

- a The Net Operating result from continuing Operations reflects the result as would be reported in a standard "Income Statement" format as used in the annual financial statements.
- b The use of Restricted Funds is not included in a standard "Income Statement" but is in Council's budgets historically. See details on page 7.
- c Net operating result as per budget formula reconciles the standard "Income Statement" format to Council's published "Budgeted - Income Statement - Consolidated" and breaks this down by fund.
- d Reconciles the balances to the Council's published "Budgeted Summary of Financial Activities by Function".

LEETON SHIRE COUNCIL
 Summary by Function - Consolidated
 July to September, 2021 Quarterly Budget Review Summary

	2021-2022		*Recommended Budget Changes		2021-2022 Revised Budget Income	2021-2022 Revised Budget Expense	Orig% Shift
	Original Budget Income	Original Budget Expense	1st Quarter Budget Income	1st Quarter Budget Expense			
Income	\$	\$	\$	\$	\$	\$	
Corporate and Governance	2,685,408		(0)		2,685,408		0%
Public Order and Safety	164,500		-		164,500		0%
Health and Environment	302,200		-		302,200		0%
Community Services	2,279,413		-		2,279,413		0%
Housing and Community Amenities	794,650		-		794,650		0%
Recreation and Culture	966,382		-		966,382		0%
Manufacturing and Mining	143,500		-		143,500		0%
Transport and Communication	1,270,822		2,952		1,273,774		0%
Economic Affairs	249,821		238,046		487,867		95%
General Purpose Revenues	12,613,461		-		12,613,461		0%
Waste Management	2,913,691		40,000		2,953,691		1%
Water	4,727,283		94,021		4,821,304		2%
Sewerage	3,135,000		100,234		3,235,234		3%
Total Income	32,246,131		475,252		32,721,383		1%
Expenses							
Corporate and Governance	6,608,388			1,523,788	8,132,176		23%
Public Order and Safety	567,116			4,365	571,481		1%
Health and Environment	994,644			(54,326)	940,318		-5%
Community Services	2,169,290			4,484	2,173,774		0%
Housing and Community Amenities	1,124,860			320,148	1,445,008		28%
Recreation and Culture	4,428,083			108,187	4,536,270		2%
Manufacturing and Mining	190,196			-	190,196		0%
Transport and Communication	5,997,134			282,604	6,279,738		5%
Economic Affairs	1,143,988			487,802	1,631,790		43%
Waste Management	2,483,419			305,969	2,789,388		12%
RMS Ordered Works (immaterial value). Refer page 5	3,966,556			668,771	4,635,327		17%
Sewerage	2,707,458			242,386	2,949,844		9%
Total Expenses	32,381,132		-	3,894,177	36,275,309		12%
Start Wellness Program. Refer page 6							
Consolidated Net Surplus/(deficit):	(135,001)		(3,418,925)		(3,553,926)		

* See the Budgeted Incomes Statement, Consolidated on page 3 for details on the recommended budget changes.

Leeton Shire Council
July to September, 2021 Quarterly Budget Review Summary
Cash & Investments

	2020/2021					Actual YTD
	Original Annual Budget	Year End Adjustments & Budget Transactions	Revised Balance 30/06/2021	Rec changes for Council Approval	Revised Annual Forecast	
Externally Restricted						
Unexpended Loans		-	-		-	-
Developer Contributions - General	89,574	545,885	635,459	(503,000)	132,459	132,459
Developer Contributions - Water	27,951	1,781	29,732	-	29,732	29,732
Developer Contributions - Sewer		-	-	-	-	-
RMS Contributions		-	-	-	-	-
Specific Purpose Unexpended Grants	625,464	1,857,910	2,483,374	(974,143)	1,509,231	1,509,231
Water Supply - carry over works	15,410	359,480	374,890	(374,890)	-	-
Water Supply	12,723,230	4,034,159	16,757,389	(395,210)	16,362,179	17,383,657
Sewerage Services - carry over works		1,791,569	1,791,569	(1,791,569)	-	-
Sewerage Services	3,600,412	4,013,999	7,614,411	(273,823)	7,340,588	9,627,599
Domestic Waste Management	2,004,212	1,513,119	3,517,331	(213,688)	3,303,643	5,057,664
Stormwater Management	186,966	(95,252)	91,714	-	91,714	91,714
Deposits, Bonds & Retentions	331,874	(1,200)	330,674	-	330,674	330,674
Total Externally Restricted	19,605,093	14,021,450	33,626,543	(4,526,323)	29,100,220	34,162,730
Internally Restricted						
Plant & Vehicle Replacement	2,813,265	(813,265)	2,000,000	(450,000)	1,550,000	1,550,000
Computer & Office Equipment	150,000	(150,000)	-	-	-	-
Infrastructure Replacement	1,339,951	660,049	2,000,000	(479,387)	1,520,613	1,520,613
Infrastructure Replacement (Special)	324,000	(324,000)	-	-	-	-
Employee Leave Entitlements	2,262,793	(935,839)	1,326,954	-	1,326,954	1,326,954
Fire and Emergency Services	30,000	(30,000)	-	-	-	-
Unfinished Works (General) Restriction	754,208	(754,208)	-	-	-	-
Community Services/Youth Services	16,050	(16,050)	-	-	-	-
Community Grant Schemes	5,775	(5,775)	-	-	-	-
Buildings	1,010,637	(10,637)	1,000,000	-	1,000,000	1,000,000
Evenlode Homes	55,761	(55,761)	-	-	-	-
Roads General	2,180,437	(180,437)	2,000,000	(507,500)	1,492,500	1,492,500
Roxy Theatre	102,345	(102,345)	-	-	-	-
Stadium	12,064	(12,064)	-	-	-	-
Land Development	405,767	394,233	800,000	-	800,000	800,000
Insurance	41,374	(41,374)	-	-	-	-
Workers Compensation	336,487	(171,487)	165,000	-	165,000	165,000
Renewable Energy Efficiencies	270,000	(150,000)	120,000	-	120,000	120,000
Golf Club Committee Donations	-	-	-	-	-	-
Aerodrome	315,368	(115,368)	200,000	-	200,000	200,000
Swimming Pool	723,751	226,249	950,000	(896,000)	54,000	54,000
Sportsgrounds Improvements	405,147	(105,147)	300,000	-	300,000	300,000
Valuation Reserve	80,000	(80,000)	-	-	-	-
Election Reserve	50,000	(50,000)	-	-	-	-
Childcare Centre	31,105	168,895	200,000	-	200,000	200,000
Facade Painting Reserve	10,000	44,329	54,329	(54,329)	-	-
Loan Repayment	100,000	(100,000)	-	-	-	-
Landfill Remediation	170,000	(170,000)	-	-	-	-
Cemetary Expansion	300,000	(300,000)	-	-	-	-
Leeton Museum & Art Gallery (WCIC)	349,294	(49,294)	300,000	-	300,000	300,000
Total Internally Restricted	14,645,579	(3,229,296)	11,416,283	(2,387,216)	9,029,067	9,029,067
Total Restricted	34,250,672	10,792,154	45,042,826	(6,913,539)	38,129,287	43,191,797
Unrestricted	533,798	(10,792,154)	1,938,966	(904,061)	1,034,905	4,051,962
Total Restricted & Unrestricted Cash & Investments	34,784,470	-	46,981,792	(7,817,600)	39,164,192	47,243,759
Cash & Investments						
Cash floats	4,070	-	3,950	-	3,950	3,950
Cash floats LELC	400	-	400	-	400	400
Cash at Bank	-	-	1,020,640	(904,061)	116,580	1,165,610
Cash at Bank LELC	-	-	541,212	-	541,212	546,458
* Investments & Deposits at Call	34,780,000	-	45,415,590	(6,913,539)	38,502,051	45,527,341
	34,784,470	-	46,981,792	(7,817,600)	39,164,192	47,243,759

* YTD Investments & Deposits at Call as per the September 2021 Investments Report

This reduction of \$904K in Unrestricted Cash Includes:-

- LED Lighting upgrade \$216K
- CBD Façade Painting \$138k (not withstanding any owner contribution will offset this)
- DCP and LEP Preparation \$98K

This document forms part of Leeton Shire Council's Quarterly Budget Review Statement for the quarter ended 30/09/2021 and should be read in conjunction with other documents in the QBRs.

Leeton Shire Council
 July to September , 2021 Quarterly Budget Review
 Contracts

Contract No	Contractor	Contract detail & purpose	Contract value (excl GST)	Commenced	Duration of contract	Budgeted (Y/N)
	Jason Mirrmo	Professional Golf Services	Variables amount	27/09/2021	3 Years	Y
	Univerus Software Pty Ltd	Asset Management Software Implementation	Estimated amount of \$125,787.33	30/09/2021	3 Years	Y
	Downer EDI Works Pty Ltd	Pricing commitment by potential supplier for the provision of bitumen, emulsions asphaltic materials and services.	\$1,200,000 The above is the estimated value for a two year period.	1/07/2021	30/06/2023	Y

This document forms part of Leeton Shire Council's Quarterly Budget Review Statement for the quarter ended 30/09/2021 and should be read in conjunction with other documents in the QBRs.

Leeton Shire Council
July to September , 2021 Quarterly Budget Review
Consultancy & Legal Costs

Company	Details	Expenditure YTD	Budgeted Y/N
Consultancies			
Noel Thompson Architecture	Heritage Advice	\$ 4,800	Y
Pacestter Services	Water Billing Consulting	\$ 3,200	Y
Veritech Corporation Pty Ltd	Consultation-the configuration of Scada	\$ 566	Y
Local Government NSW	Consulting for HR Matters	\$ 239	Y
Micromex Research	Community Survey 2021	\$ 27,700	Y
Kell Moore Lawyers	Annual Delegations Review for Legislative Change	\$ 1,250	Y
Tallis	Leeton Waste Management Strategy	\$ 1,000	Y
Fielding Robinson Pty Ltd	Legal Advice on Contract Management (Pool)	\$ 65,703	Y
Maddocks	Legal Advice on Contract Development (Roxy)	\$ 19,519	Y
Legal Expenses			
General		\$ 4,861	Y
Planning			Y
Debt recovery		\$ -	Y

This document forms part of Leeton Shire Council's Quarterly Budget Review Statement for the quarter ended 30/09/2021 and should be read in conjunction with other documents in the QBRs.

**Leeton Shire Council
 July to September , 2021 Quarterly Budget Review
 Water Trading & Bad Debts**

Details	Original Budget	Expenditure YTD	Income Year to Date	Revised Budget
Trade Water Sales				
Sale of Water	\$ 420,000	\$ 2,890	\$ 88,000	\$ 420,000
Bad Debts Written Off Year to Date				
General	\$ 2,850	Nil	Nil	\$ 2,850

This document forms part of Leeton Shire Council's Quarterly Budget Review Statement for the quarter ended 30/09/2021 and should be read in conjunction with other documents in the QBRs.

ITEM 8.11 INVESTMENTS REPORT FOR OCTOBER 2021

RECORD NUMBER	21/445
RELATED FILE NUMBER	EF21/312
AUTHOR/S	Accountant
APPROVER/S	Manager Finance Group Manager Corporate

SUMMARY/PURPOSE

The purpose of this report is to provide details to the Councillors on the funds which have been invested during the month of October 2021.

RECOMMENDATION

THAT Council notes the information contained in the Investments Report for October 2021.

REPORT

(a) Background

This report is required to be prepared on a monthly basis and presented to the next available Ordinary Council Meeting in accordance with Clause 212 of the Local Government (General) Regulation 2005.

(b) Discussion

Leeton Shire Council has \$14,629,262 invested with local bank branches and credit unions. This equates to 32.85% of the total investment portfolio as at 31 October 2021. The total current investment portfolio of \$44,531,458 is invested in Approved Deposit Institutions (ADIs) which are regulated by the Australian Prudential Regulatory Authority (APRA).

Attached to this report is a Statement of Bank Reconciliation (**Attachment 1**) and a Summary of Investments (**Attachment 2**) as at 31 October 2021.

The Statement of Bank Reconciliation details what Council has in its bank account at 31 October 2021 (after taking into account unrepresented cheques, unrepresented deposits, and unrepresented debits) compared to what Council has in its general ledger as at 31 October 2021.

The Summary of Investments details all the investments held by Leeton Shire Council as at 31 October 2021 (including the on-call accounts). It also details the institutions

where the investments are held, how long the investments have been held by amount and percentage and differentiates the investments between current (12 months or less) and non-current (over one year).

The table below details the monthly movements of investments for October 2021.

Opening Balance as at 30 September 2021	\$ 45,527,341
Less:	
Maturities (4)	\$ 3,500,000
Transfer to CBA Current Account (1)	1,000,000
Subtotal	\$ 41,027,341
Plus:	
Roll-overs (4)	\$ 3,500,000
New Investments (2)	\$
CBA Business Online Saver (BOS) movements	\$ 298
AMP Business Saver Account	\$
AMP 31 Day Notice Account	\$ 2,798
Macquarie Cash Management Accelerator Account	\$ 1,021
Closing balance as at 31 October 2021	\$ \$44,531,458

The following table details the investment holdings split between the Banks and Credit Unions.

Institution	Investment Holdings
Banks	\$41,531,458
NT Bond	\$ 1,000,000
Credit Unions	\$ 2,000,000
Total	\$44,531,458

The following table details the break-up of investments according to the restrictions which are placed on them.

Total Investments	\$ 44,531,458
Less restrictions	
Water Supply (Excl. Unfinished Works)	\$ 16,671,283
Sewerage Services (Excl. Unfinished Works)	\$ 7,551,192
Domestic Waste Management	\$ 3,491,415
Other external restrictions	\$ 4,578,994
External Restrictions (Excl. Unfinished Works) - Sub Total	\$ 32,292,884
Internal restrictions	\$ 10,516,283
Total restrictions	\$ 42,809,167
Net unrestricted investments	\$ 1,722,291

Externally restricted funds can only be used for the purposes for which they were raised. These include water, sewer, domestic waste operations and unexpended specific purpose grants.

Internally restricted funds are set aside through Council resolution to fund specific items such as plant replacement, infrastructure renewal or liabilities such as employee leave entitlements. Internal restrictions are considered as part of the Budget adoption or the Quarterly Budget Review process.

Unrestricted cash is used to provide working capital for Council to fund short-term operations and fluctuations in payables and receivables. The level of unrestricted cash will also vary depending upon the level of outstanding creditors and debtors at month-end.

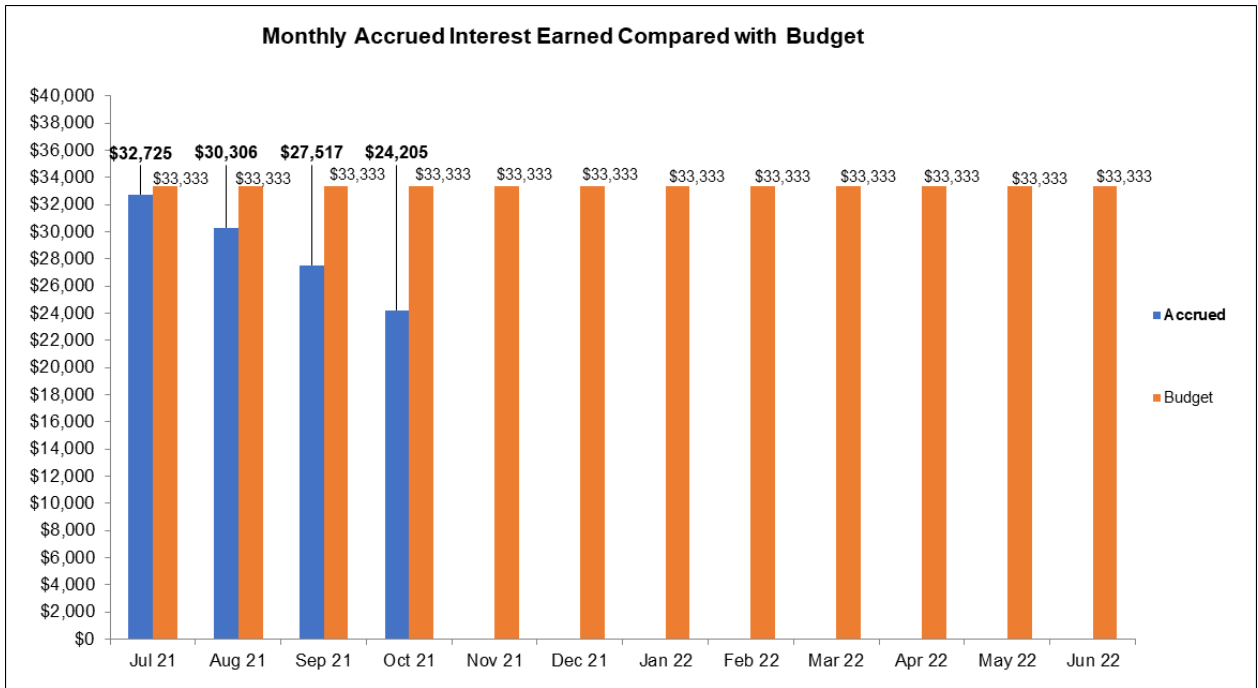
With unexpected upwards pressure on inflation, The Reserve Bank of Australia may raise interest rates earlier than expected. This is most likely to be in 2023 or late 2022 but there is almost no risk of an interest rate rise in the next six months.

The average yield on Council investments for October fell from 0.69% in September to 0.64% in October. This is due to a drop in Term Deposit returns available for re-investment.

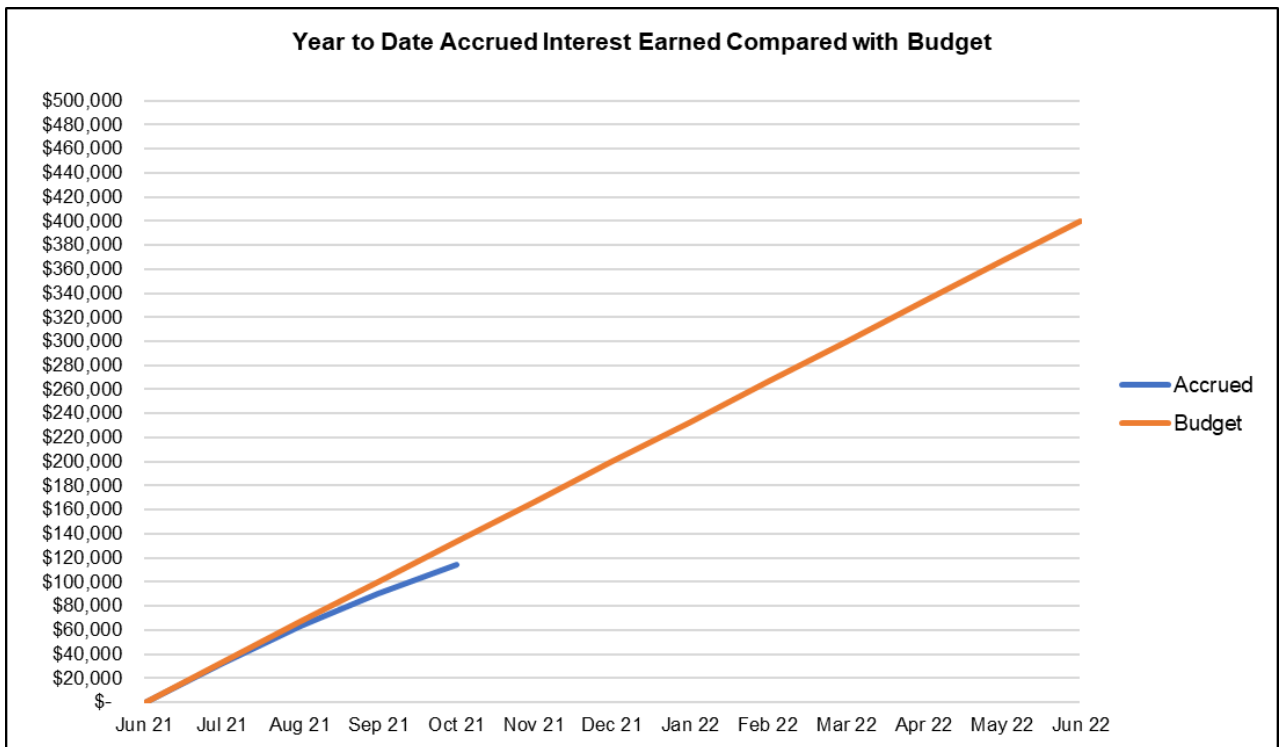
With an eye to protect capital and maintain liquidity, Council is investing for longer terms for better returns. Council is also considering more Unrated and BBB+ rated institutions where the investment can be fully protected by APRA's Financial Claims Scheme by limited such deposits to \$250,000. This shift should be reflected in investment returns as reinvestments are made. It is unknown if this shift in strategy will allow council to reach it's budgeted income from investments.

The following column graph compares monthly accrued interest with the original budgeted interest for each month.

The actual \$24,205 in interest accrued for October 2021 is lower than the original budgeted amount of \$33,333 by \$9,128.



The following line graph compares year-to-date interest with the original budgeted interest for the period. This shows that Council's actual investment income has been lower than the original budget as at 31 October 2021.



The following tables provide information on investment rates this year compared to last year, as well as a comparison of investment balances from this year to last year.

Performance Measures	This Year	Last Year
Portfolio Average Interest Rate (year to date)	0.75%	1.60%

Investment Balances	This Year	Last Year
Opening Balance as at 1 Oct	\$45,527,341	\$45,489,541
Current Balance as at 31 Oct	\$44,531,458	\$44,493,990

Water Investments Summary

Total Water Licenses currently held are 5,626 ML, of which 1,529 ML are transferable. The transferable licenses had a valuation by Breed & Hutchinson as at 30 June 2021, of \$ 8,315,900 (2019/20 valuation \$8.4M). For the 2021/22 year there is 100% allocation for both high security and general security water. Council has undertaken temporary trade of water to date of 1,100 ML for \$109,713 (net of sale brokerage fees). This equates to a ROI of 1.31%.

Water Entitlements	Allocation (1.11.21)	Megalitres Alloc	Sold	Unsold
High Security	100%	971	800	171
General Security	100%	558	300	258
Transferable Water		1529	1100	429
Town Water	100%	4,097	0	4,097
Total		5626	1100	4526

Lehman Brothers

Lehman Brothers Australia (LBA) Dividend Payment Update:

The latest update relates to private binding Rulings from the ATO. These are necessary to obtain to resolve the tax position for the LBA estate. Once the Rulings are issued, the Liquidator will need to go through its own procedures to pay out the final dividend, which will comprise the remaining monies left in the estate less any monies claimed by the ATO under its Rulings.

Council has been advised that some progress has been made but no amounts or timeframes have yet been released.

(c) Options

Nil – this report is for information only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The annualised rate of return across the portfolio is 0.64% for October 2021. The budgeted percentage for the 2021/22 Financial Year equates to 1.30%.

The consolidated actual investment income from 1 July 2021 to 31 October 2021 compared to the original budgeted annual investment interest from 1 July 2021 to 31 October 2021 is detailed below.

Actual versus budgeted interest	
Actual Interest Accrued from 1 July 2021 to 31 October 2021	\$114,753
Original Budgeted Interest – 1 July 2021 to 31 October 2021	\$133,333
Variance – Negative	<u>-\$18,580</u>

(b) Policy

All funds are invested in accordance with Leeton Shire Council's Investment Policy. Investments are to be considered in conjunction with the following key criteria:

- No Institution at any time shall hold more than 45% of Council's total investments. The maximum percentage will be determined by the short-term rating of the institution: A1+ up to 45%, A1 up to 35%, and A2 up to 30%.
- The *Trustee Act 1925* provides for investments with building societies and credit unions. While they are not rated, they are now covered under Financial Prudential legislative controls.
- The maximum amount of funds invested with a building society/credit union will be 5% of Council's total investments at the time the investment was placed. Not more than 40% of Council's total portfolio should be held with building societies/credit unions at the time of placing each investment.
- Council's investments should be placed in an appropriate mixture of short-term (0–1 year) and medium term (1–5 years) categories according to Council's funding requirements and risk profile at the time of placing each investment.

Council's Portfolio Compliance

Financial Asset Allocation

The majority of the portfolio is directed to Fixed-Term Deposits (61.75%), followed by the cash at call accounts with the Commonwealth Bank of Australia, AMP Bank and Macquarie Bank (26.23%). Floating Rate Notes are 9.77% of the portfolio, and 2.25% is held in Bonds.

Term to Maturity

Overall, the portfolio remains lightly diversified from a maturity perspective with deposits maturing out to 3 years.

Counterparty

At 31 October 2021, Council did not have an overweight position to any single Authorised Deposit Taking Institution. The portfolio is well-diversified across the entire credit spectrum, including the unrated Authorised Deposit Taking Institution.

Credit Quality

The portfolio remains well-diversified from a credit ratings perspective, with the portfolio spread across the entire credit spectrum.

All aggregate ratings categories are within the Investment Policy limits.

The following table details the credit rating of each of the categories in which Council has money invested. All investments are compliant with Council's Investment Policy.

Compliant	Credit Rating	Invested (\$)	Invested %	Max. Limit (%)	Available (\$)
Yes	AA Category	\$10,348,924	23.22%	100.00%	\$34,215,692
Yes	A Category	\$3,007,354	6.75%	100.00%	\$41,557,261
Yes	BBB Category	\$29,208,338	65.54%	100.00%	\$15,356,278
Yes	Unrated ADI's	\$2,000,000	4.49%	40.00%	\$15,825,846
		*\$44,564,615	100.00%		

**Note: Valuations of Council's senior Floating Rate Notes on the Imperium Markets platform are marked-to-market and priced on a daily basis from an independent third-party provider. Council has recorded its FRNs internally at the purchase price or face value. As such, the total portfolio's balance is likely to differ as at the reporting date.*

A **credit rating** is an evaluation of the credit risk of a prospective financial institution predicting their ability to pay back the investment and interest at maturity and an implicit forecast of the likelihood of the institution defaulting.

The credit ratings are an opinion based on the credit-worthiness of the company issuing the security and are assigned by Australian Ratings based on publicly available information at a point in time.

If a company is unrated, it does not necessarily mean that its interest rate securities are high risk, but it does mean that investors will have to turn to other means to evaluate its financial strength or the security's complexity. Council utilises its investment advisors to gather company research data to ensure that due diligence is performed for all its investments.

Investments are generally classified between Investment Grade and Non-investment Grade based on their credit rating. Council does not invest in non-investment grade securities. A table of where each credit rating sits is provided below.

Moody's		S&P		Fitch		Description	
Long-term	Short-term	Long-term	Short-term	Long-term	Short-term		
Aaa	P-1	AAA	A-1+	AAA	F1+	Prime	Investment-grade
Aa1		AA+		AA+		High grade	
Aa2		AA		AA			
Aa3		AA-		AA-			
A1	A+	A-1	A+	F1	Upper medium grade		
A2	A		A				
A3	A-		A-				
Baa1	P-2	BBB+	A-2	BBB+	F2	Lower medium grade	
Baa2	P-3	BBB	A-3	BBB	F3		
Baa3		BBB-		BBB-			
Ba1	Not prime	BB+	B	BB+	B	Speculative	Non-investment grade
Ba2		BB		BB			
Ba3		BB-		BB-			
B1		B+		B+			
B2		B		B			
B3		B-		B-			
Caa1		CCC+		C		CCC	
Caa2	CCC	Extremely speculative					
Caa3	CCC-	Default imminent with little prospect for recovery					
Ca	CC						
C	C						
/	D	/	DDD	/	In default		
			DD				
			D				

(c) Legislative/Statutory

All funds are invested in accordance with Section 625 of the *Local Government Act 1993* and the Ministerial Investment Order.

Clause 212 of the *Local Government (General) Regulation 2005* requires an Investment Report to be prepared monthly and presented to the next available Ordinary Council Meeting.

(d) Risk

The following table provides information on investment types, including a risk assessment and the amount and percentage invested compared to the total investment portfolio.

Investment Type	Risk Assessment		Amount \$'000	% of Portfolio
	Capital	Interest		
Term Deposits	Low	Low	27,500	61.75
Cash/At Call Deposits	Low	Low	11,681	26.23
Bond	Low	Low	1,000	2.25

Floating Rate Notes	Low	Low	4,350	9.77
Total			44,531	100.00

CONSULTATION

(a) External

Council's investment advisors are Amicus Advisory and Imperium Markets. Both investment advisors were contacted by staff for advice during the month of October 2021.

(b) Internal

No additional internal consultation was undertaken.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 20 - A community that is always on the front foot – 20b is to Strive to deliver the aspirations of the community through sound financial and asset management – Maintain Council's financial sustainability through maximising investment returns.

ATTACHMENTS

- 1** [↓](#) Summary of Investments - 31 October 2021
- 2** [↓](#) Bank Reconciliation - 31 October 2021

Leeton Shire Council

Summary of Term Investments as at: 31/10/2021

BBSW 90: 0.07% Average Yield: 0.64%

Inv No	Financial Institution/Broker	Investment	Note	Ref No	Investment Date	Investment Term (months)	Remaining Term (months)	Principal	Yield %	Maturity	Type
10-00	Commonwealth Bank L	CBA Business Online Saver - Cash at Call (Cash flow account)		10206481	12/10/09	144	0	2,629,261.54	0.10%	11/11/21	DAC
20-00	AMP Bank	AMP Business Saver Account - Cash at Call		437864762	10/07/20	16	0	883.30	0.60%	11/11/21	DAC
21-00	AMP Bank	AMP 31 Day Notice Account		971165956	17/07/20	15	0	6,043,958.97	0.65%	11/11/21	DAC
22-00	Macquarie Bank	Macquarie Cash Management Accelerator Account		940367790	07/11/20	12	0	3,007,354.03	0.40%	11/11/21	DAC
19-49	National Aust Bank	National Aust Bank		AU3FN00487	19/06/19	60	31	700,000.00	0.93%	19/06/24	FRN
20-04	National Aust Bank	Member Equity Bank		AU3FN00485	18/07/19	36	8	650,000.00	1.00%	18/07/22	FRN
20-11	ANZ Bank	ANZ Bank		AU3FN00497	29/08/19	60	33	1,000,000.00	0.78%	29/08/24	FRN
20-31	National Aust Bank	RACQ Bank		AU3FN00531	24/02/20	36	15	1,000,000.00	0.94%	24/02/23	FRN
20-35	Laminar Capital	Auswide Bank		AU3FN00535	17/03/20	35	16	1,000,000.00	1.06%	17/03/23	FRN
20-46	AMP Bank	AMP Bank		TD49419356	04/06/20	17	1	1,000,000.00	1.60%	01/12/21	LTD
21-10	Northern Territory Treasury	Territory Bond		AA-109-3B	14/09/20	38	25	1,000,000.00	1.25%	15/12/23	Bond
21-12	Beyond Bank Leeton	Beyond Bank Leeton		123075182	28/10/20	23	11	1,000,000.00	0.95%	28/10/22	LTD
21-13	Curve Securities Pty Ltc	Wangaratta & Wodonga CU		22130	10/12/20	11	1	1,000,000.00	0.80%	09/12/21	LTD
21-14	AMP Bank	AMP Bank		TD14238487	14/12/20	17	7	890,000.00	0.95%	14/06/22	LTD
21-15	Curve Securities Pty Ltc	Wangaratta & Wodonga CU		9672	18/12/20	11	1	1,000,000.00	0.80%	17/12/21	LTD
21-16	AMP Bank	AMP Bank		TD03847931	27/01/21	17	8	610,000.00	0.95%	27/07/22	LTD
21-17	AMP Bank	AMP Bank		TD52801630	08/02/21	17	9	500,000.00	0.95%	08/08/22	LTD
21-22	Beyond Bank Leeton	Beyond Bank Leeton		123087796	21/03/21	12	4	1,000,000.00	0.60%	21/03/22	LTD
21-24	Beyond Bank Leeton	Beyond Bank Leeton		174687370	28/03/21	12	4	500,000.00	0.60%	28/03/22	LTD
21-25	AMP Bank	AMP Bank		TD86556078	06/04/21	18	11	500,000.00	0.50%	06/10/22	LTD
21-26	Australian Military Bank	Australian Military Bank			13/04/21	36	29	1,000,000.00	0.76%	15/04/24	LTD
21-28	Beyond Bank Leeton	Beyond Bank Leeton		123086240	08/06/21	12	7	500,000.00	0.60%	08/06/22	LTD
21-29	Beyond Bank Leeton	Beyond Bank Leeton		123074677	20/06/21	12	7	1,000,000.00	0.60%	20/06/22	LTD
21-30	Members Equity Bank	Member Equity Bank		293470	23/06/21	12	7	1,000,000.00	0.50%	23/06/22	LTD
21-31	Beyond Bank Leeton	Beyond Bank Leeton		123080760	23/06/21	12	7	1,000,000.00	0.60%	23/06/22	LTD
21-32	Members Equity Bank	Member Equity Bank		294089	28/06/21	12	7	1,000,000.00	0.50%	28/06/22	LTD
22-01	National Aust Bank	National Aust Bank		71-610-6193	06/07/21	6	2	500,000.00	0.28%	06/01/22	LTD
22-02	Commonwealth Bank L	Commonwealth Bank		CDA383447	09/07/21	11	8	1,000,000.00	0.41%	08/07/22	LTD

Leeton Shire Council

Summary of Term Investments as at: 31/10/2021				BBSW 90:	0.07%	Average Yield:	0.64%			
22-03	Commonwealth Bank	Commonwealth Bank	CDA3834471	09/07/21	6	3	500,000.00	0.35%	04/02/22	LTD
22-04	AMP Bank	AMP Bank	TD13745815	16/08/21	12	9	1,000,000.00	0.95%	16/08/22	LTD
22-05	Bank of Queensland	Bank of Queensland	416589	23/08/21	6	3	500,000.00	0.39%	23/02/22	LTD
22-06	National Aust Bank	National Aust Bank	10762105	25/08/21	24	21	1,000,000.00	0.65%	25/08/23	LTD
22-07	Beyond Bank Leeton	Beyond Bank Leeton	123086194	06/09/21	12	10	1,000,000.00	0.60%	06/09/22	LTD
22-08	Beyond Bank Leeton	Beyond Bank Leeton	123092627	11/09/21	12	10	1,000,000.00	0.60%	11/09/22	LTD
22-09	Beyond Bank Leeton	Beyond Bank Leeton	123096360	16/09/21	5	4	1,000,000.00	0.50%	16/03/22	LTD
22-10	Elders Narrandera	Rural Bank	302310859	22/09/21	5	4	1,000,000.00	0.35%	21/03/22	LTD
22-11	National Aust Bank	National Aust Bank	97-327-3005	27/09/21	12	10	1,000,000.00	0.35%	27/09/22	LTD
22-12	Beyond Bank Leeton	Beyond Bank Leeton	123087332	28/09/21	12	10	1,000,000.00	0.60%	28/09/22	LTD
22-13	Auswide Bank	Auswide Bank	5652782.16	05/10/21	12	11	1,000,000.00	0.50%	05/10/22	LTD
22-14	Beyond Bank Leeton	Beyond Bank Leeton	123074883	07/10/21	5	5	1,000,000.00	0.50%	07/04/22	LTD
22-15	Westpac Bank	Westpac Bank	9514165	21/10/21	24	23	1,000,000.00	0.87%	23/10/23	LTD
22-16	AMP Bank	AMP Bank	TD60160792	29/10/21	18	17	500,000.00	1.20%	01/05/23	LTD
Total Investments:							\$ 44,531,457.84			

Leeton Shire Council

Summary of Term Investments as at: 31/10/2021

BBSW 90: 0.07%

Average Yield: 0.64%

Investment by Type		
Investment	Amount	%
Bank of Queensland	500,000	1.1%
Rural Bank	1,000,000	2.2%
Wangaratta & Wodong	2,000,000	4.5%
Beyond Bank Leeton	10,000,000	22.5%
Member Equity Bank	2,650,000	6.0%
AMP Bank	5,000,000	11.2%
Auswide Bank	2,000,000	4.5%
National Aust Bank	3,200,000	7.2%
Australian Military Bank	1,000,000	2.2%
ANZ Bank	1,000,000	2.2%
RACQ Bank	1,000,000	2.2%
Territory Bond	1,000,000	2.2%
CBA Business Online Sav	2,629,262	5.9%
AMP Business Saver Acc	883	0.0%
AMP 31 Day Notice Acc	6,043,959	13.6%
Macquarie Cash Mand	3,007,354	6.8%
Commonwealth Bank	1,500,000	3.4%
Westpac	1,000,000	2.2%
TOTAL	44,531,458	100.0%

Investments by Age		
Age	Amount	%
1. Less than 30 Days	11,681,458	26%
2. 30 to 180 Days	9,000,000	20%
3. 180 to 365 Days	15,650,000	35%
4. 1 to 3 years	8,200,000	18%
	0	0%
TOTAL	44,531,458	100%

Investments by Age and Type		
Sum of Principal		
Ageing1	Type	Total
Current	DAC	11,681,458
	LTD	24,000,000
	FRN	650,000
Current Total		36,331,458
Non Current	LTD	3,500,000
	FRN	3,700,000
	Bond	1,000,000
Non Current Total		8,200,000
Grand Total		44,531,458

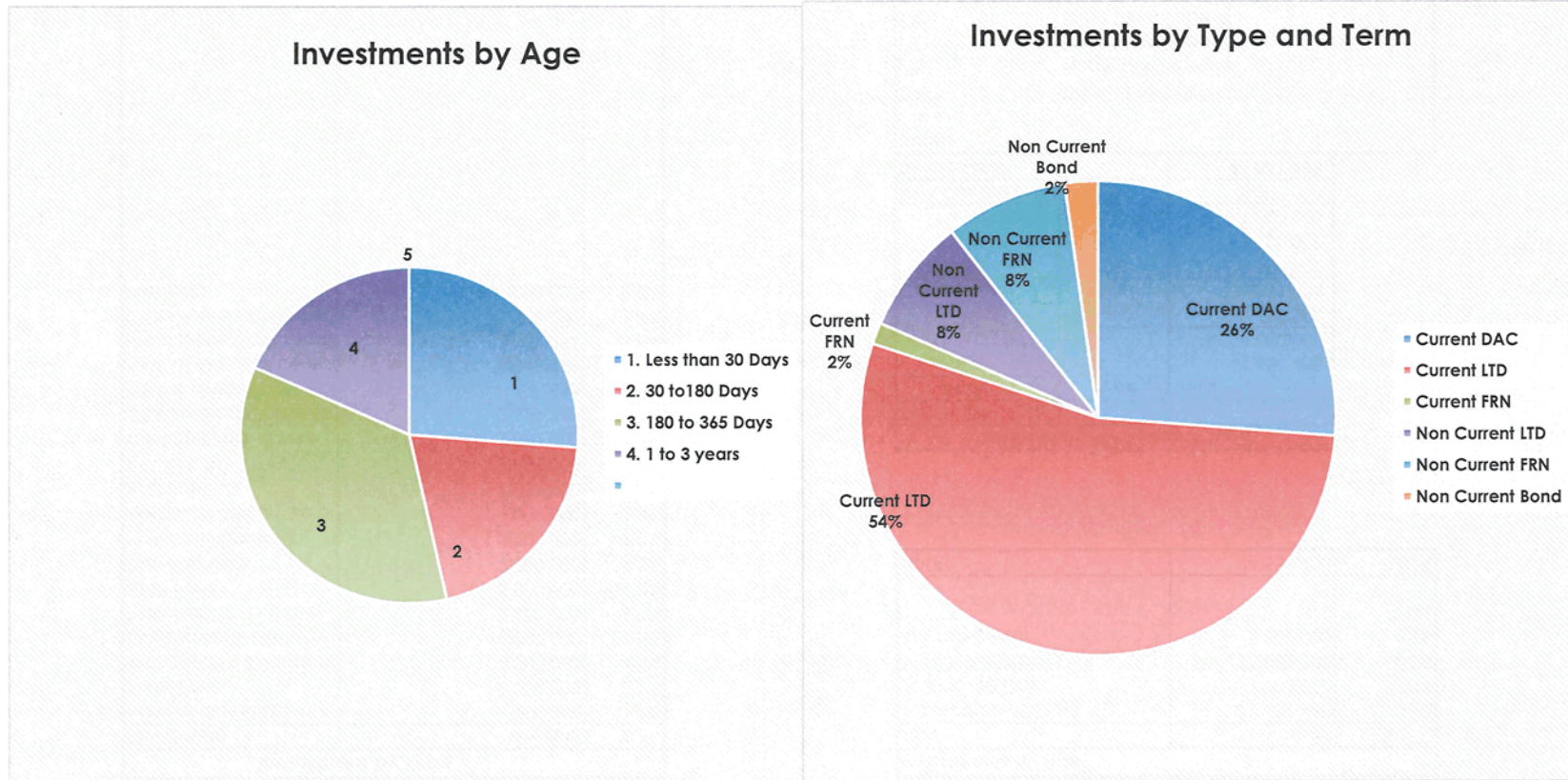
Index:	
DAC	Deposit at Call
FRN	Floating Rate Note
LTD	Long Term Deposit
STD	Short Term Deposit
Bond	Long Term Bond

Leeton Shire Council

Summary of Term Investments as at: **31/10/2021**

BBSW 90: 0.07%

Average Yield: 0.64%



Explanatory notes:

All investments noted above were made in accordance with the Act, the regulations and Council's Investment Policy

[Signature]
 Responsible Accounting Officer
 11 November, 2021

MONTH END BANK RECONCILIATION REPORT

Prepared by the Accountant

INTRODUCTION

The purpose of this report is to inform Council of its position in respect of bank balances.

BACKGROUND

This report is prepared monthly and presents movements in the Council's bank account.

BANK RECONCILIATION STATEMENT

as at 31 October 2021

BALANCE AS PER GENERAL LEDGER

Opening Balance:	1/10/2021	\$	1,139,915.65
October Movements:		\$	884,672.81
Closing Balance:	31/10/2021	\$	<u>2,024,588.46</u>
Less Unprocessed Bank Statement Transactions:		\$	-
Total:		\$	<u><u>2,024,588.46</u></u>

BALANCE AS PER BANK STATEMENTS

		\$	<u>2,027,253.16</u>
Less Unpresented Cheques		-\$	4,312.00
Less Unpresented Debits			
Plus Unpresented Deposits		\$	1,647.30
Total		\$	<u><u>2,024,588.46</u></u>



Responsible Accounting Officer
10 November 2020

OPERATIONAL MATTERS

ITEM 8.12 ADOPTION OF THE ENERGY MASTER PLAN

RECORD NUMBER	21/428
RELATED FILE NUMBER	EF21/132
AUTHOR/S	Utilities and Assets Engineer
APPROVER/S	Group Manager Operations

SUMMARY/PURPOSE

The purpose of this report is to present the Energy Master Plan to Council for adoption. The report provides guidance to Council for the implementation of energy sustainability and carbon emission reduction initiatives.

RECOMMENDATION

THAT Council:

1. Adopts the Energy Master Plan compiled by '100% Renewables'.
 2. Endorses the development of a revolving energy fund as identified in the Energy Master Plan.
-

REPORT

(a) Background

The formulation of an Energy Master Plan is to provide Council with technical guidance to aid the implementation of best practice energy sustainability, savings in operational expenditure and reduction of Council's carbon footprint. This was identified as a key priority in the 2017-2022 Delivery Program and has been formulated to align with the NSW Department Primary Industries & Environment - Sustainable Councils and Communities' Program. Leeton Shire Council was funded through DPIE to engage the services of 100% Renewables to prepare this Energy Master Plan.

At the February 2019 meeting Council resolved to note and endorse the RAMJO Statement of Strategic Regional Priorities 2018/2022. The 6 priorities are listed below with Leeton Shire Council being represented on each committee as follows:

1. Water Security
 2. Freight Connectivity
 3. Energy Security and Affordability
 4. Digital Connectivity
 5. Health Services
 6. Industry, Jobs and Growth
-

The Energy Master Plan aligns with priorities 3 and 6.

(b) Discussion

The objective of the Energy Master Plan is to define a clear and sustainable strategy to help guide Council in the future delivery of energy efficiency projects. The Energy Master Plan outlines an approach to increasing Council's renewable energy, future mechanical upgrades to energy-efficient equipment and the overall reduction of Council's carbon footprint. The Plan delivers this by:

- Construction/upgrade of behind-the-meter solar and energy efficiency opportunities at Council-operated sites,
- Continuation of the rollout of LED streetlighting, and
- Investigating emerging opportunities such as battery storage and hybrid/electric vehicles.

The Plan can be implemented progressively over several years. It will support Leeton Shire Council to become a leader in energy sustainability through reductions in emissions and providing long term operational benefits. The total estimated cost of all identified and costed short and medium term opportunities for Leeton Shire Council is in the order of \$1.58 to \$1.73 million, with annual cost savings of \$177,577 to \$188,833.

The Energy Master Plan identifies short-medium term opportunities as well as long term objectives that are deliverable as funding availability becomes obtainable providing Council with longevity for program delivery.

To achieve deep cut improvements in energy use and carbon emissions, it is recommended Leeton Shire Council adopts the Energy Master Plan to inform a multi-year program of work that will link the identified opportunities listed within the Energy Master Plan and ultimately provide a reduction to emissions and supportive infrastructure that will improve Council's bottom line. The adoption of this Plan will empower Council greatly in the application of future grant funding relating to energy efficiencies and improvements.

The full Draft Energy Master Plan for adoption by council can be found in **Attachment 1**. The following priority projects have been identified as having the most immediate benefit and will be proposed in future budgets:

- Installation/renewal of solar arrays on the following facilities:
 - Council Depot – new 30kW installation
 - Council Office Building – additional 30kW and renewal of inverters
 - Library – removal of old system and installation of new 35kW system
 - Multipurpose Centre – repurposing of the Library 10kW system onto this building
 - Sewer pump stations #1 and #3 – new 30kW installation
 - Murrami water filtration plant – new 10kW installation
 - Yanco sewer treatment plant – new 10kW installation

- Installation of power factor correction units to improve efficiency of power delivery/distribution to Council facilities.

It should be noted that these projects will result in Council being able to measure its reduction in power consumption and develop renewable energy targets from this data.

(c) Options

1. That Council adopts the Energy Master Plan. **This is the preferred option.**
2. That Council does not adopt the Energy Master Plan.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Initial cost implications for adoption of the Energy Master Plan is NIL.

Cost estimates provided by 100% Renewables indicate the implementation of all suggested projects included in the Energy Master Plan across Leeton Shire owned infrastructure, inclusive of both short and longer-term opportunities, is in the order of \$1.58 to \$1.73 million, with annual cost savings of \$177,577 to \$188,833. This is underpinned by the likely large cost (~\$975,524) to upgrade main road lighting to LED (already underway), and by the implementation of several solar PV systems of 291.16 kW capacity or more. The full delivery of this project will produce an approximate return on investment (ROI) of 11.3% based on current electricity prices.

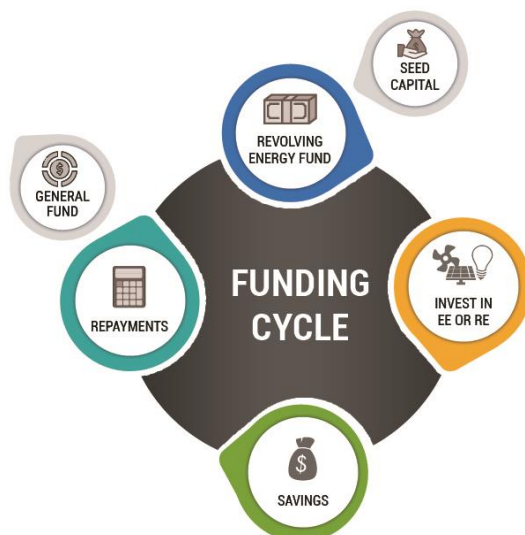
Grant Funding

Upon adoption of this Energy Master Plan, Council will be well placed to identify and secure future grant funding opportunities relating to energy and carbon footprint reduction works to enable a wider works delivery program and bolster the Revolving Energy Fund.

Revolving Energy Fund

The establishment of the Revolving Energy Fund will support and accelerate the funding of initiatives identified in this plan, where these cannot readily be funded from Council's budget.

A Revolving Energy Fund (REF) is a sustainable funding mechanism, whereby savings from sustainability projects are tracked and used to replenish the fund for the next round of investments. In this way, funds used for energy efficiency, renewable energy, and sustainability projects can be spent multiple times to drive emissions reduction, energy usage, and cost savings. REFs allow a monetary investment to be spent several times (through reinvesting energy cost savings) without reducing its value.



Decreased Operational costs

The implementation of the projects detailed within the master plan will provide positive long term financial benefits to Council with a reduction in energy consumption and benefits of installing energy efficient equipment in an ever price increasing energy market.

(b) Legislative/Statutory

Nil

(c) Risk

If the Energy Master Plan is not adopted and the actions contained within are not carried out, the risk to Council is:

- Increased costs as electricity prices are expected continue to rise.
- Lost opportunity to reduce Council's carbon footprint.

CONSULTATION

(a) External

NSW Dept of Planning, Industry & Environment (DPIE)
100% Renewables
Riverina and Murray Joint Organisation

(b) Internal

Procurement and Building Services Coordinator
Manager Information & Technology
General Manager

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Three: A HEALTHY NATURAL ENVIRONMENT within Council's adopted Delivery Program/Operational Plan – 09 - Advance environmental sustainability by leading at the local level – 9c is to Develop an Energy Savings Strategy for Council, track Council's Energy production and consumption and participate in RAMJO's Energy Audit.

ATTACHMENTS

- 1  Leeton Shire Council Energy Master Plan - *Attached separately*

**ITEM 8.13 MINUTES OF THE LEETON TREE ADVISORY COMMITTEE MEETING - 28
OCTOBER 2021**

RECORD NUMBER	21/437
RELATED FILE NUMBER	EF21/444
AUTHOR/S	Manager Open Space and Recreation
APPROVER/S	Group Manager Operations

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the October 2021 meeting of the Leeton Tree Advisory Committee.

RECOMMENDATION

THAT Council endorses the Minutes of the Leeton Tree Advisory Committee Meeting held on 28 October 2021.

REPORT

(a) Background

The Leeton Tree Advisory Committee met most recently on 28 October 2021 and the Minutes of the meeting are provided for Council's information (**Attachment 1**).

(b) Discussion

The major discussion points from the meeting were as follows:

1. Council staff to further engage with Murrumbidgee Irrigation regarding the removal and replacement of the Sugar Gum trees along MR80 between Yanco and Leeton. These works have not been scheduled by MI in the foreseeable future.
 2. The Manager Roads & Drainage informed the Committee that an arborist has been engaged to undertake a tree risk assessment of the boat ramp area at Euroley bridge.
 3. The Manager Open Space & Recreation advised the Committee that tree plantings in the existing gaps between Yanco and Leeton (eastern side) will continue in April/May of 2022.
 4. The Manager Open Space and Recreation presented the recently reviewed Tree Management Policy for Committee endorsement. There were only a few
-

minor changes to the previous version and the Committee endorsed the reviewed policy.

(c) Options

1. Endorse the Minutes of the Tree Advisory Committee meeting held on 28 October 2021. **This is the recommended option.**
2. Do not endorse the Minutes of the Tree Advisory Committee meeting held on 28 October 2021.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

All activities described above are as per the adopted budget.

(b) Policy

Leeton Shire Council Tree Management Policy

(c) Legislative/Statutory

There are no legislative implications from this report.

(d) Risk

Public safety risks due to tree limb loss will be mitigated by ongoing inspection and management.

CONSULTATION

(a) External

Essential Energy

(b) Internal

Group Manager Operations
Manager Roads & Drainage
Mayor Paul Maytom

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council Advisory and Action Groups.

ATTACHMENTS

- 1 [↓](#) Minutes of the Tree Advisory Committee 28 October 2021

MINUTES OF THE LEETON TREE ADVISORY COMMITTEE HELD ON THURSDAY 28 OCTOBER 2021 COMMENCING AT 10.00 AM IN THE LEETON SHIRE COUNCIL MEETING ROOM

Present: Mayor Paul Maytom, Josh Clyne, Tom Steele, Chris Lashbrook.

Apologies: Cr Peter Davidson, Guy Carpenter (Essential Energy)

Confirmation of Minutes 24 March 2021: Tom Steele, Chris Lashbrook

BUSINESS ARISING

1. Murrumbidgee Irrigation MR80 Trees – Recent information from MI indicates they have not programmed these works in the foreseeable future. Council staff will investigate options to have the works progressed including further discussions with MI.
2. The Manager Roads and Drainage advised Prolop had been engaged for targeted pruning of trees in in Henry Lawson Drive near Wamoon.
3. The Mayor complemented the tree plantings in Palm Avenue where 15 Sugar Gums were removed near the TAFE. General discussion held around a footpath installation in that area.
4. The issue of two palm trees at the entrance to Woolworths in Palm Avenue was further discussed. Recent pruning of the trees has alleviated concerns and the trees will continue to be monitored.
5. The Manager Roads and Drainage advised an arborist has been engaged to undertake a tree risk assessment of the trees in and around the Euroley boat ramp area.
6. The Manager Open Space and Recreation advised that tree planting between Yanco and Leeton (eastern side) will continue next April/May targeting the gaps in the existing tree lines. There has been difficulty in obtaining planting stock.

GENERAL BUSINESS

1. The Mayor raised the potential issue of trees planted adjacent to St Francis College potentially being impacted by a new fence to be installed. Council staff to determine the ownership of the trees.
2. A potential site distance issue at the intersection of Elm Street and Acacia Ave was raised by the Mayor. The Manager Open Space and Recreation will investigate and take any necessary action.
3. The Manager Open Space and Recreation presented the recently reviewed Tree Management Policy. There were only minor changes made to the previous version and the Committee endorsed the revised policy.

There being no further business the meeting closed at 9.40am.

Date of next meeting – TBC

**ITEM 8.14 MINUTES OF THE LEETON LOCAL AREA TRAFFIC COMMITTEE MEETING -
16 NOVEMBER 2021**

RECORD NUMBER	21/453
RELATED FILE NUMBER	EF21/430/02
AUTHOR/S	Road Safety Officer
APPROVER/S	Group Manager Operations

SUMMARY/PURPOSE

The purpose of this report is to inform Council of the outcomes of the Local Area Traffic Committee (LATC) meeting held on Tuesday 16 November 2021 and to seek Council's endorsement of the recommendations made by the LATC.

RECOMMENDATION

THAT Council notes the Minutes and endorses the recommendations of the Local Area Traffic Committee meeting held on 16 November 2021.

REPORT

(a) Background

The LATC is a technical review committee which advises on matters referred to it by Council. These matters are related to prescribed traffic control devices and facilities for which Council has delegated authority. The Council must refer all traffic related matters to the LATC prior to exercising its delegated functions. All recommendations of the LATC must be referred back to Council for adoption prior to enactment.

(b) Discussion

A copy of the Agenda and Minutes of the meeting held on 16 November 2021 are included as attachments to this report (**Attachments 1 and 2**).

The meeting addressed the following matters:

1. Business Arising/Outstanding Action Report
2. Pine Avenue Pedestrian Crossing
3. Chelmsford Place Traffic and Parking Changes

(c) Options

1. Council endorses the LATC recommendations. **This is the recommended option.**
-

2. Council does not endorse the LATC recommendations, noting there is a process that should be followed when such occasions occur.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Pine Avenue pedestrian crossing works have to been finalized so no financial costs have been associated with these works as yet.

The costs associated with Chelmsford Place are funded through external grants applied for through Council, except for the intersection of Wade Avenue and Grevillia Street which will be funded from the Traffic Facilities budget once plans are finalised.

(b) Policy

Nil

(c) Legislative/Statutory

Delegation of Authority passed from Roads and Maritime Services to Local Traffic Committees.

(d) Risk

All risks have been addressed within the Traffic Committee Report prior to any endorsement from the Traffic Committee.

CONSULTATION

(a) External

Roads and Maritime Services
Local Police
Delegate for the Local Member of the Murray Electorate (NSW Government)

(b) Internal

Environment and Engineering staff

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area THEME 1 - A HEALTHY AND CARING COMMUNITY within Council's adopted Delivery Program/Operational Plan – 04 - A community that is safe to live in and move about – 4b is to Advocate and support road safety initiatives – Promote road safety through design and appropriate regulation.

ATTACHMENTS

- 1 [↓](#) Traffic Committee Agenda - 16 November 2021
- 2 [↓](#) Traffic Committee Minutes - 16 November 2021



LEETON
SHIRE COUNCIL

**LEETON SHIRE COUNCIL TRAFFIC
COMMITTEE**

TUESDAY 16 NOVEMBER 2021

2.30PM

COUNCIL CHAMBERS

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday, 16 November 2021

LEETON SHIRE COUNCIL
AGENDA
TRAFFIC COMMITTEE
Tuesday 16 November 2021
2.30PM

1. APOLOGIES

2. CONFIRMATION OF THE MINUTES

RECOMMENDATION

THAT the Minutes of the Traffic Committee held on Tuesday 10 August 2021, as circulated, be taken as read and CONFIRMED.

THAT the Minutes of the Traffic Committee held on Thursday 26 August 2021, as circulated, be taken as read and CONFIRMED.

3. OFFICERS REPORTS

- 3.1. OUTSTANDING ACTION REPORT.....2
- 3.2. PINE AVENUE PEDESTRIAN CROSSING3
- 3.3. CHELMSFORD PLACE TRAFFIC AND PARKING CHANGES.....5

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday 16 November 2021

ITEM 2 PINE AVENUE PEDESTRIAN CROSSING

RECORD NUMBER	21/429
RELATED FILE NUMBER	EF21/430
AUTHOR/S	Road Safety Officer
APPROVER/S	Manager Roads and Drainage Group Manager Operations

INTRODUCTION

Leeton residents have voiced their concern over the pedestrian crossing in Pine Avenue recently and Leeton Shire Council want to work with Transport for NSW to improve the safety of the crossing.

RECOMMENDATION

THAT the Committee request for Leeton Shire Council to endorse Transport for NSW to look at treatments and funding options for the Pine Avenue pedestrian crossing such as:

- Vehicle Activated Signage on the approached to the pedestrian crossings warning of the crossing ahead and/or
 - Raising the pedestrian crossing threshold to a raised crossing
-

BACKGROUND

Two recorded crashes have occurred on the pedestrian crossing in Pine Avenue one in 2019, and one in 2020. One more crash has occurred in early 2021 but data has not been released as yet.

Both crashes resulted in pedestrians being struck on the pedestrian crossing with one crash in complete darkness and one happening mid-morning all in fine weather. Both crashes resulted in injuries being recorded.

Several near misses have also been reported verbally to Council about the pedestrian crossing.

Currently there is signage on both sides of Pine Avenue to make drivers aware of the pedestrian crossing and advanced warning signage is also installed to warn drivers of the upcoming pedestrian crossing.

At the August Traffic Committee meeting it was minuted that Leeton Shire Council would investigate the traffic flows per hour to see how the usage compared to the warrants as per the Aust Roads guide to traffic management Part 10 Version 3 over three separate one hour periods in a typical day

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday 16 November 2021

The results obtained from the traffic count in late August are below. The counts were obtained through peak pandemic period and as we see the easing of restrictions and the community return to pre -pandemic life, we expect to see both vehicle and pedestrian numbers increase.

Please see table below for the results.

	Pedestrian Flow per Hr (P) >30	Vehicle Flow Per Hr (V) >500	PV >60000
10am-11am	77	664	51128
12.30pm-1.30pm	85	798	67830
3pm-4pm	50	785	39250

The results in red indicated where the warrants for a pedestrian crossing have been meet.

COMMENT

Leeton Shire Council believe that the traffic count shows the high volume of traffic the pedestrian crossing receives and therefore Transport for NSW should look at how pedestrian safety can be increased at this location.

ATTACHMENTS

There are no attachments for this report

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday 16 November 2021

ITEM 3 CHELMSFORD PLACE TRAFFIC AND PARKING CHANGES

RECORD NUMBER 21/438

RELATED FILE NUMBER

AUTHOR/S Road Safety Officer

APPROVER/S Manager Roads and Drainage
Group Manager Operations

INTRODUCTION

The purpose of the report is to seek the Committee's recommendation for the proposed traffic and parking changes in Chelmsford Place as part of the Chelmsford Town Square project.

RECOMMENDATION

THAT the Committee Traffic Committee endorse the changes parking arrangements and installation of traffic devices for Chelmsford Town Square. All parking sign installation and any further changes will be brought to the Traffic Committee for approval.

BACKGROUND

Leeton Shire Council has received funding from Public Spaces Legacy Fund and NSW Government Stronger Country Communities to undertake Stage 3 of the Leeton CBD Enhancement. Stage 3 will deliver Chelmsford Town Square which aims to activate this space as a public park and tourist attraction. Improvement works are also proposed for the Grevillia Street intersection. These plans are still in development and will be table at Traffic Committee in future if required.

The Consultants engaged to complete these works have put together a Final Draft Design (see attachment 1).

The Chelmsford Town Square enhancements will also make it safer for people to cross the road, improve the parking facilities, increase parking spaces and improve the disability carparks and access in the area.

COMMENT

The changes that will be undertaken due to the works in Chelmsford Place will be:

1. Closing between the two medians on Chelmsford Place between Leeton Shire Council and Leeton Museum and Art Gallery
 2. Four additional ramps installed to allow for easier crossing from the eastern side of Chelmsford Place to the western side
 3. Raised threshold on Sycamore Street
-

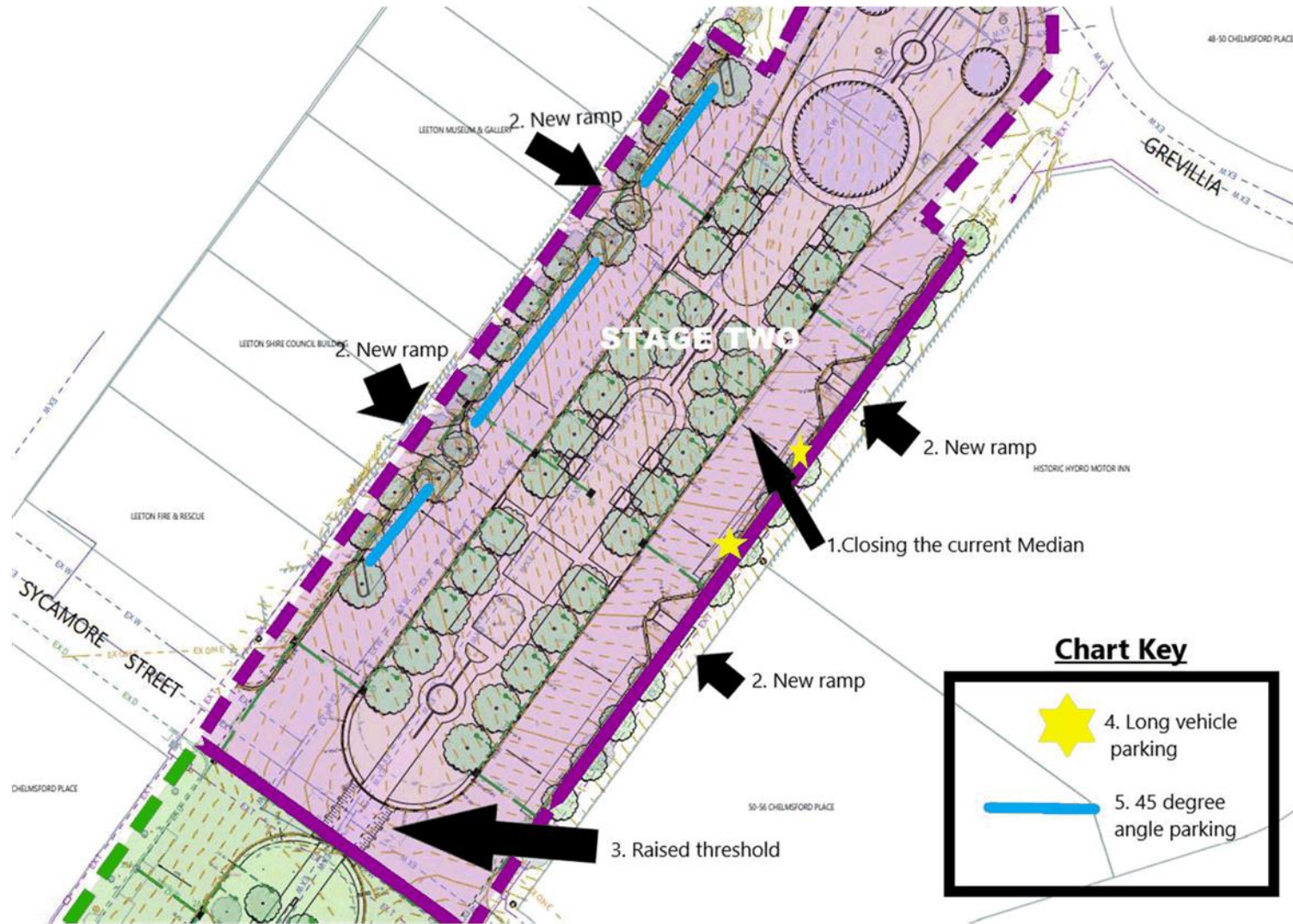
LEETON SHIRE COUNCIL
Traffic Committee - Tuesday 16 November 2021

4. Extended trailer/bus parking will be moved to the Eastern side of Chelmsford Place
5. Twenty one 45 degree angle parks will remain (this will include disabled parking).

These changes are outlined in attachment one.

ATTACHMENTS

- 1 [Chelmsford Place Traffic Changes](#)





LEETON SHIRE COUNCIL

MINUTES OF THE TRAFFIC COMMITTEE

LEETON SHIRE COUNCIL

TUESDAY 16 NOVEMBER 2021

COMMENCING AT 2.30PM

COUNCIL CHAMBERS

FORMAL MEMBERS

Leeton Shire Council:	Cr Tony Cicca Mayor Paul Maytom
NSW Police:	Sgt Blake Westgate and Sgt Brad Greenwood
TfNSW:	Greg Minehan
Local MP Nominee:	Apology

INFORMAL MEMBERS

Leeton Shire RSO:	Stephanie Puntoriero
Leeton Shire GMO:	Apology
Leeton Shire MRD:	Apology

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday, 16 November 2021

APOLOGIES

Shane O'Connell, Chris Lashbrook and Tom Steele

CONFIRMATION OF THE MINUTES

THAT the Minutes of the Traffic Committee held on Tuesday 10 August 2021, as circulated, be taken as read and CONFIRMED.

THAT the Minutes of the Traffic Committee held on Thursday 26 August 2021, as circulated, be taken as read and CONFIRMED.

OFFICERS REPORTS

Item 3.1 OUTSTANDING ACTION REPORT

RECOMMENDATION

THAT the information regarding matters arising from former meetings contained within the agenda be received and noted.

Changes to recommendation: No

<u>Representative</u>	<u>For</u>	<u>Against</u>
RMS	Yes	
Police	Yes	
Member for Murrumbidgee		
Leeton Shire Council	Yes	

Item 3.2 PINE AVENUE PEDESTRIAN CROSSING

RECOMMENDATION

THAT:

- The Committee request for Leeton Shire Council to endorse Transport for NSW to look at treatments and funding options for the Pine Avenue pedestrian crossing such as raising the pedestrian crossing threshold to a raised crossing.
2. Transport for NSW will bring a further report to the Traffic Committee for discussion.

LEETON SHIRE COUNCIL
Traffic Committee - Tuesday, 16 November 2021

Changes to recommendation: Yes

<u>Representative</u>	<u>For</u>	<u>Against</u>
RMS	Yes	
Police	Yes	
Member for Murrumbidgee		
Leeton Shire Council	Yes	

Item 3.3 CHELMSFORD PLACE TRAFFIC AND PARKING CHANGES

RECOMMENDATION

THAT:

1. The Traffic Committee endorse the changes to the parking arrangements for Chelmsford Town Square. All parking sign installation and any further changes will be brought to the Traffic Committee for approval.
2. A traffic guidance scheme is to be taken to Traffic Committee for consideration before the centre median closure.

Changes to recommendation: Yes

<u>Representative</u>	<u>For</u>	<u>Against</u>
RMS	Yes	
Police	Yes	
Member for Murrumbidgee		
Leeton Shire Council	Yes	

NEXT MEETING 15 FEBRUARY 2022 AT 2.30PM

There being no further business the meeting closed at 3.23 pm.

ACTIVATION MATTERS

ITEM 8.15 LOCAL HERITAGE PLACES GRANT 2021/2022

RECORD NUMBER	21/377
RELATED FILE NUMBER	EF10/338/01
AUTHOR/S	Town Planner
APPROVER/S	Manager Planning, Building and Health Group Manager Shire Activation

SUMMARY/PURPOSE

The Local Heritage Places grant scheme was advertised in July 2021 and August 2021. As a result, seven applications for funding assistance were received and considered by Council's Heritage Advisor Noel Thomson in conjunction with the Leeton Shire Council Heritage Committee who held a meeting on 21 October 2021.

These applications are now submitted to Council for review and approval.

RECOMMENDATION

THAT Council approves the following Local Heritage Places Grant offers for 2021/22:

Applicant	Address/ Property	Work to be done	Total Project Cost	Funding Requested	Funding Recommended	Applicant's Contribution
Keith Camilleri	9 Main Ave, Yanco	Roof Repairs at former Post Office	\$2,970	\$1,485	\$1,500	\$1,470
Beverly Johnson	9 Melbergen St, Whitton	Repairs to flooring at former church	\$10,670	\$5,000	\$5,000	\$5,670
Fr Robert Murphy (St Peters Church)	Cnr Oak and Church Sts, Leeton	External Painting to Church Hall	\$2,684	\$1,342	\$1,350	\$1,334
Russell Magelarkis	119-121 Pine Ave, Leeton	Repairs to east and west walls of shop	\$12,350	\$5,000	\$4,500	\$7,850
Leeton Show Society	Acacia Ave, Leeton	Recladding of Secretary's Office at Showground	\$27,940	\$5,000	\$3,650	\$24,290
Trustee for Showground Trust	Acacia Ave, Leeton	Recladding of Agricultural Pavilion at Showground	\$14,850	\$5,000	\$3,500	\$11,350
TOTAL	(incl GST)		\$84,464	\$27,827	\$19,500	\$51,946

REPORT**(a) Background**

Funding is available for 'Listed' heritage items in the Leeton Local Environmental Plan 2014 or for buildings supported by Council's heritage advisor as being of heritage significance. The Local Heritage Places Grants for 2021/22 were advertised and open for application during July 2021 and August 2021. Noel Thomson reviewed the seven (7) applications received whereupon the applications were presented to the Leeton Shire Council Heritage Committee on 21 October 2021 for consideration and a recommendation to Council. It is recommended that 6 applications be approved. It is further recommended that the owner of the Hydro Motel seek development approval first, prior to lodging a grant application due to the fact the premises is State Heritage listed and will require a licence under the Heritage Act. Integrated development is very time consuming and the applicant will run out of time as all projects will have to be completed by 30 April 2022.

(b) Discussion

The following seven (7) applications were received and assessed.

Applicant	Address/ Property	Work to be done	Total Project Cost	Funding Requested	Funding Recommended	Applicant's Contribution
Keith Camilleri	9 Main Ave, Yanco	Roof Repairs at former Post Office	\$2,970	\$1,485	\$1,500	\$1,470
Beverly Johnson	9 Melbergen St, Whitton	Repairs to flooring at former church	\$10,670	\$5,000	\$5,000	\$5,670
Anthony Boots	Hydro Hotel, Chelmsford Place, Leeton	Front entry works	\$13,000	\$5,000	Nil	-
Fr Robert Murphy (St Peters Church)	Cnr Oak and Church Sts, Leeton	External Painting to Church Hall	\$2,684	\$1,342	\$1,350	\$1,334
Russell Magelarkis	119-121 Pine Ave, Leeton	Repairs to east and west walls of shop	\$12,350	\$5,000	\$4,500	\$7,850
Leeton Show Society	Acacia Ave, Leeton	Recladding of Secretary's Office at Showground	\$27,940	\$5,000	\$3,650	\$24,290
Trustee for Showground Trust	Acacia Ave, Leeton	Recladding of Agricultural Pavilion at Showground	\$14,850	\$5,000	\$3,500	\$11,350
TOTAL	(incl GST)		\$84,464	\$27,827	\$19,500	\$51,946

Summary of Applications

2021-22/1 Repairs to roof at former Post Office, Main St, Yanco

Submission from Owner (Keith Camilleri) for the proposed repairs to the roof of the former 'Yanco Post Office' is required and project as proposed will restore the roof to 'as new' condition. The former 'Yanco Post Office' is local heritage item (I99) in Leeton LEP and therefore the building has heritage significance. The roof repairs suit the criteria for heritage funding, and this is a good project for the Local Heritage Fund.

Recommendation is for the roof repair project at former 'Yanco Post Office' be undertaken as per heritage advisor recommendations with funding of \$1,500 (incl GST) acceptable for this project.

2021-22/2 Repairs to flooring at former Church, Melbergen St, Whitton

Submission from Owner (Beverly Johnson) for the proposed repairs to the damaged and deteriorated flooring to the former Church at 9 Melbergen St, Whitton. The former 'St Johns Anglican Church' is local heritage item (I92) in Leeton LEP and has heritage significance.

Recommendation is for the flooring repairs at the former 'St Johns Anglican Church' be undertaken as per heritage advisor recommendations with funding of \$5,000 (incl GST) acceptable for this project.

Note: Development Application for 'Adaptive Reuse' has been approved by Leeton Shire Council, with repair works to be undertaken as per Heritage Advisors previous report.

2021-22/3 Front Entry works at Hydro Hotel, Chelmsford Place, Leeton

The Historic Hydro Hotel in Chelmsford Place, Leeton has previously been awarded funding through the Local Heritage grants program for works at the entrance. This latest submission from Owner (Anthony Boots) is for the front entrance painting and the installation of 'Automatic Operators', to the original timber doors.

Note: Because of its State Heritage Listing, approval from Council for a Development Application as per LEP Clause 5.10 (2) and with Heritage NSW in the form of a Section 60 approval to works commencing on site. This process may take many months, thus impacting on the ability to complete the project in the required funding timeframe.

Recommendation is for the Owner/applicant to prepare detailed Drawings / Scope and Statement of Heritage Impact and submit to authorities in obtaining approval to undertake the works. Once approval received the Owner can seek quotations for the work (none provided with the application) and then apply for funding through next LHF Round.

Further note: The General Manager has requested that Council's Heritage Advisor actively support the Hydro Hotel with their Section 60 application.

2021-22/4 External painting to Church Hall, Church St, Leeton

Submission from representative of the Anglican Church (Fr Robert Murphy) for the proposed external repainting of locally listed Heritage Item (I58) 'St Peters Church' in Leeton LEP and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation for the repainting of the external area of St Peters Church is that it be undertaken to Heritage Advisor recommendations in report dated March 2021. It is an important project that will improve the streetscape when the works are completed.

Recommendation for the repainting of church hall is that funding of \$1,350 (incl GST) is acceptable for this project and approval required from Council as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/5 Repairs to external walls at Shop, 119-121 Pine Ave, Leeton

Submission from Owner (Russell Megelakis) for the proposed repairs to the east and west walls of shop at 119-121 Pine Ave Leeton and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation for the repairs to walling / external areas of the Heritage Listed Item (I35) 'Shop (former Cafe Grande)' in Leeton LEP. It is an important project that will improve the streetscape and works to be undertaken to Heritage Advisor recommendations.

Recommendation for the repairs to the walls of shop is that funding of \$4,500 (incl GST) is acceptable for this project and approval required from Council as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/6 Recladding of Secretary's Office/Pavilion at Showground, Acacia Ave, Leeton

Submission from representative of the Leeton Show Society (Janne Skewes - secretary) for the proposed recladding to the Secretary's Office/Pavilion building at the Listed Heritage Item (I52) 'Showground buildings' at 66 Acacia Ave, Leeton and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation is for the recladding project is that funding of \$3,650 (incl GST) acceptable for this project.

Recommendation for the works/recladding to the building is to be undertaken as per heritage advisor requirements (report to be completed) and approval required as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/7 Recladding of Agricultural Pavilion at Showground, Acacia Ave, Leeton

Submission from representative of Trustee for Showground Trust (Bill Aliendi) for the

proposed recladding to the Agricultural Pavilion building at the Listed Heritage Item (152) 'Showground buildings' at 66 Acacia Ave, Leeton. NT Notes that on review the "Building" is the same as per LHF Application 6 and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation is for the recladding project is that funding of \$3,500 (incl GST) acceptable for this project.

Recommendation for the works/recladding to the building is to be undertaken as per heritage advisor requirements (report to be completed) and approval required as per LEP Clause 5.10 (3) prior to works commencing on site.

Refer to the attached assessment forms and summary for further information (**Attachment 1**).

(c) Options

1. Approve the Local Heritage Places Grants as recommended.
2. Approve the Local Heritage Places Grant with amendments.
3. Another resolution as determined by Council.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The 2021/22 Operational Plan Council documents an allocation of \$19,500 for the Local Heritage Places Grants. This funding is made up of a grant of \$5,500 from the NSW Office of Environment and Heritage and a Council commitment of \$14,000. If Council approves the recommendations made in this report, there will be no remaining funds available.

(b) Policy

Nil

(c) Legislative/Statutory

Leeton Local Environmental Plan 2014
Heritage Act 1977
Environmental Planning and Assessment Act 1979

(d) Risk

Applicants must complete projects by the due date or grant funds will not be paid. This would allow grant funds to be reallocated.

CONSULTATION

(a) External

The Local Heritage Places Grants were advertised in the local paper three times within the application period. The grants were also advertised on Council's website and via social media through the same period.

(b) Internal

Heritage Committee
Heritage Advisor
Group Manager Activation

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area THEME 2 - AN ACTIVE AND ENRICHED COMMUNITY within Council's adopted Delivery Program/Operational Plan – 08 - A community that values its heritage - 8a is to Support and showcase the history of our Shire - Offer an annual Heritage Grants program.

ATTACHMENTS

- 1** [Report of Local Heritage Fund Applications 2021-22 - 30 September 2021](#)
- 2** [Local Heritage Fund Summary & Assessments 2021-22](#)

LEETON SHIRE COUNCIL REPORT

To: Leeton Shire Council

30 SEPT 2020

By: Noel Thomson – Heritage Advisor

Subject: Local Heritage Fund Applications 2021-22
for Leeton Shire

Leeton Shire Local Heritage Fund Applications 2021-22

Funding is available for 'Listed' heritage items in the Leeton Local Environmental Plan, or a building supported by local council's heritage advisor as being of heritage significance. Further to receipt of Applications to Leeton Shire Local Heritage Fund, Noel Thomson as Leeton Shire Council's Heritage Advisor has reviewed the seven (7) applications received and the following advice is provided;

2021-22/1 Repairs to roof at former Post Office, Main St, Yanco

Submission from Owner (Keith Camilleri) for the proposed repairs to the roof of the 'former Yanco Post Office' is required and project as proposed will restore the roof to 'as new' condition. The 'former Yanco Post Office' is local heritage item (I99) in Leeton LEP and therefore the building has heritage significance. The roof repairs suit the criteria for heritage funding and this is a good project for the Local Heritage Fund.

Recommendation is for the roof repair project at 'former Yanco Post Office' be undertaken as per heritage advisor recommendations with funding of \$1,500 (incl GST) acceptable for this project.

2021-22/2 Repairs to flooring at former Church, Melbergen St, Whitton

Submission from Owner (Beverly Johnson) for the proposed repairs to the damaged and deteriorated flooring to the former Church at 9 Melbergen St, Whitton. The former "St Johns Anglican Church" is local heritage item (I92) in Leeton LEP and has heritage significance.

Recommendation is for the flooring repairs at the former "St Johns Anglican Church" be undertaken as per heritage advisor recommendations with funding of \$5,000 (incl GST) acceptable for this project.

Note: Development Application for 'Adaptive Reuse' has been approved by Leeton Shire Council, with repair works to be undertaken as per Heritage Advisors previous report.

2021-22/3 Front Entry works at Hydro Hotel, Chelmsford Place, Leeton

The Historic Hydro Hotel in Chelmsford Place, Leeton has previously been awarded funding through the Local Heritage grants program for works at the entrance. This latest submission from Owner (Anthony Boots) is for the front entrance painting and the installation of 'Automatic Operators, to the original timber doors.

Note: Because of its State Heritage Listing, approval from Council for a Development Application as per LEP Clause 5.10 (2) and with Heritage NSW in the form of a Section 60 approval to works commencing on site. This process may take many months, thus impacting on the ability to complete the project in the required funding timeframe.

Recommendation is for the Owner/applicant to prepare detailed Drawings / Scope and Statement of Heritage Impact and submit to authorities in obtaining approval to undertake the works. Once approval received the Owner can seek quotations for the work (none provided with the application) and then apply for funding through next LHF Round.

2021-22/4 External painting to Church Hall, Church St, Leeton

Submission from representative of the Anglican Church (Fr Robert Murphy) for the proposed external repainting of locally listed Heritage Item (I58) "St Peters Church" in Leeton LEP and on review of the works proposed suits the criteria of the local heritage fund.

LEETON SHIRE COUNCIL REPORT

Recommendation for the repainting of the external area of St Peters Church is that it be undertaken to Heritage Advisor recommendations in Report dated March 2021. It is an important project that will improve the streetscape when the works are completed.

Recommendation for the repainting of church hall is that funding of \$1,350 (incl GST) is acceptable for this project and approval required from Council as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/5 Repairs to external walls at Shop, 119-121 Pine Ave, Leeton

Submission from Owner (Russell Megelakis) for the proposed repairs to the east and west walls of shop at 119-121 Pine Ave Leeton and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation for the repairs to walling / external areas of the Heritage Listed Item (I35) "Shop (former Cafe Grande)" in Leeton LEP. It is an important project that will improve the streetscape and works to be undertaken to Heritage Advisor recommendations.

Recommendation for the repairs to the walls of shop is that funding of \$4,500 (incl GST) is acceptable for this project and approval required from Council as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/6 Recladding of Secretary's Office/Pavilion at Showground, Acacia Ave, Leeton

Submission from representative of the Leeton Show Society (Janne Skewes - secretary) for the proposed recladding to the Secretary's Office / Pavilion building at the Listed Heritage Item (I52) "Showground buildings" at 66 Acacia Ave, Leeton and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation is for the recladding project is that funding of \$3,650 (incl GST) acceptable for this project.

Recommendation for the works / recladding to the building is to be undertaken as per heritage advisor requirements (report to be completed) and approval required as per LEP Clause 5.10 (3) prior to works commencing on site.

2021-22/7 Recladding of Agricultural Pavilion at Showground, Acacia Ave, Leeton

Submission from representative of Trustee for Showground Trust (Bill Alendi) for the proposed recladding to the Agricultural Pavilion building at the Listed Heritage Item (I52) "Showground buildings" at 66 Acacia Ave, Leeton. NT Notes that on review the "Building" is the same as per LHF Application 6 and on review of the works proposed suits the criteria of the local heritage fund.

Recommendation is for the recladding project is that funding of \$3,500 (incl GST) acceptable for this project.

Recommendation for the works / recladding to the building is to be undertaken as per heritage advisor requirements (report to be completed) and approval required as per LEP Clause 5.10 (3) prior to works commencing on site.

Note: Refer attached Assessment Forms and Summary for further information

Trusting the foregoing advice is of assistance at this time.



NOEL THOMSON FRAIA
LEETON SHIRE COUNCIL HERITAGE ADVISOR



Local Heritage Fund Summary 2021/2022

Number	Applicant	Address / Property	Property / Heritage Listing	Work to be done	Total Project Cost	Funding Requested	Funding Recommended	Applicant's Contribution	Rating	Ranking
2021/01	Keith Camilleri	9 Main Ave, Yanco	Yes – LEP Item I99	Roof repairs at former Post Office	\$2,970	\$1,485	\$1,500	\$1,470	67	2
2021/02	Beverly Johnson	9 Melbergen St, Whitton	Yes – LEP item I92	Repairs to flooring at former church	\$10,670	\$5,000	\$5,070	\$5,670	54	5
2021/03	Anthony Boots	Hydro Hotel, Chelmsford Place, Leeton	Yes – State listed heritage item 00247	Front entry works	\$13,000	\$5,000	-	-	72	1
2021/04	Fr Robert Murphy (St Peters Church)	Cnr Oak and Church Sts, Leeton	Yes – LEP Item I58	External painting to Church Hall	\$2,684	\$1,342	\$1,350	\$1,334	57	4
2021/05	Russell Megelakis	119-121 Pine Ave, Leeton	Yes – LEP item I35	Repairs to east and west walls of shop	\$12,350	\$5,000	\$4,500	\$7,850	61	3
2021/6	Mr Janne Skewes (Leeton Show Society)	66 Acacia Ave, Leeton	Yes – LEP Item I52	Recladding of secretary's office at showground (side & rear facades)	\$27,940	\$5,000	\$3,650	\$24,290	53	6
2021/07	Bill Alendi (Trustee for Showground Trust)	66 Acacia Ave, Leeton	Yes – LEP Item I52	Recladding of Agricultural Pavilion at Showground (front facade)	\$14,850	\$5,000	\$3,500	\$11,350	51	7
TOTAL	(incl GST)				\$84,464	\$27,827	\$19,500	\$51,964		



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name		ROOF REPAIRS AT FORMER POST OFFICE 9-11 MAIN AVE, YALCO		Project No.	2021-22/01	
		Score 100	Assessor	Specialist	Comments	
My Project is for	Assess the heritage listing for the proposed project application	40				
	SHR Heritage listed item/s	15	-		LEP HERITAGE ITEM 199	
	LEP Heritage listed item/ Conservation Area	12	12		"YALCO POST OFFICE (former)"	
	Main Street / Heritage Study Area	8	8			
	Other significant item	5	-			
Sub Total			20			
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23				
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	15			
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	-			
Sub Total			15			

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	3		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	4		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
Sub Total			14		
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	4		
	Project costings	5	4		
	Photos	5	5		NOT HAS TAKEN PHOTO
	Greater than \$ for \$ contribution	5	5		
Sub Total			18		
TOTAL			67		ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$ 2970		
	Requested amount		\$ 1485		
	Applicant Contribution		\$ 1485		
	Recommended amount		\$ 1500		
Assessors summary comments					
Name NOEL THOMSON Leeton Heritage Advisor			Date 16 SEPT 2021		
<p>THIS IMPORTANT MAINSTREET BUILDING IN YANCO - "former Post Office" HAS HAD SEVERAL RESTORATION PROJECTS COMPLETED TO DATE AND ROOF REPAIRS SUITS THE CRITERIA FOR HERITAGE FUNDING</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement)</p> <p>eg Heritage Specialist required for this project</p> <p>eg To confirm paint colour scheme before proceeding</p> <p>eg Approvals required: Local Government / Heritage Act</p> <p style="text-align: center;">APPROVAL REQUIRED IN ACCORDANCE WITH LEP CLAUSE 5.10(3) PRIOR TO WORKS COMMENCING ON SITE</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name		REPAIRS TO FLOORING AT FORMER CHURCH 9 MELBERGEN ST, WHITTON		Project No.	2021-22/02	
		Score 100	Assessor	Specialist	Comments	
My Project is for	Assess the heritage listing for the proposed project application	40				
	SHR Heritage listed item/s	15	-			
	LEP Heritage listed item/ Conservation Area	12	12		LEP HERITAGE ITEM I92	
	Main Street / Heritage Study Area	8	-		" ST JOHN'S ANGLICAN CHURCH "	
	Other significant item	5	-			
		Sub Total	12			
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23				
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	-			
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	8			
		Sub Total	8			

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	5		REFER SEE WITH DA.
Public benefit & enjoyment	Increase opportunities for learning about & access	4	3		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
Sub Total			15		
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	5		
	Project costings	5	4		
	Photos	5	5		NT HAS TAKEN PHOTOS
	Greater than \$ for \$ contribution	5	5		
Sub Total			19		
TOTAL			54		ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$ 10,670		
	Requested amount		\$ 5,000		
	Applicant Contribution		\$ 5,600		
	Recommended amount		\$ 5,000		
Assessors summary comments					
Name	NOEL THOMSON Leeton Heritage Advisor		Date	16 SEPT 2021	
<p>THIS IMPORTANT FORMER CHURCH BUILDING IN WHITTON IS BEING 'RESTORED' AND FORMS PART OF NEW RESIDENCE. THE FLOORING WORKS ARE REQUIRED TO STABILISE THE BUILDING AND SUITS CRITERIA FOR HERITAGE FUNDING</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement) eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p>					
<p>DA APPROVED FOR ADAPTIVE REUSE WITH WORKS TO BE UNDERTAKEN AS PER HERITAGE ADVISORS EARLIER REPORT.</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name FRONT ENTRY WORKS AT HYDRO HOTEL OHELMSTORF PLACE, LEETON		Project No. 2021-22/03			
		Score 100	Assessor	Specialist	Comments
My Project is for	Assess the heritage listing for the proposed project application	40			
	SHR Heritage listed item/s	15	15		LEP HERITAGE ITEM 184
	LEP Heritage listed item/ Conservation Area	12	12		"HYDRO HOTEL"
	Main Street / Heritage Study Area	8	-		
	Other significant item	5	-		
Sub Total			27		
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23			
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	15		
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	-		
Sub Total			15		

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	3		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	4		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
Sub Total			14		
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	4		
	Project costings	5	2		
	Photos	5	5		NT ALSO TAKEN PHOTOS
	Greater than \$ for \$ contribution	5	5		
Sub Total			16		
TOTAL			72		ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$13,000		
	Requested amount		\$5,000		
	Applicant Contribution		\$8,000		
	Recommended amount		\$ NIL		
Assessors summary comments					
Name	NOEL THOMSON Leeton Heritage Advisor		Date	16 SEPT 2021	
<p>THE HISTORIC HYDRO HOTEL HAS UNDERTAKEN SEVERAL 'RESTORATION' PROJECTS OVER THE YEARS THAT HAVE BEEN FUNDED THRU THE LOCAL HERITAGE FUND. THIS ENTRY PROJECT REQUIRES AUTHORITY APPROVALS BEFORE PROJECT CAN BE UNDERTAKEN, RECOMMEND THAT DOCUMENTATION BE PREPARED / APPROVALS GAINED AND RESUBMIT</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement) eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p>					
<p>THE PROPOSED WORKS AT ENTRY WILL REQUIRE HERITAGE NSW AND COUNCIL APPROVAL PRIOR TO WORKS COMMENCING ON SITE.</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name REPAINTING OF ST PETERS CHURCH HALL CNR OAK & CHURCH STS, LEETON		Project No. 2021-22/04			
		Score 100	Assessor	Specialist	Comments
My Project is for	Assess the heritage listing for the proposed project application	40			
	SHR Heritage listed item/s	15	-		
	LEP Heritage listed item/ Conservation Area	12	12		LEP HERITAGE ITEM ISB
	Main Street / Heritage Study Area	8	-		'ST PETERS ANGLICAN HALL'
	Other significant item	5	-		
Sub Total			12		
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23			
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	-		
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	8		
Sub Total			8		

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	6		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	4		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
Sub Total		17			
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	5		NT HAS COMPLETED REPORT
	Project costings	5	5		
	Photos	5	5		NT HAS TAKEN PHOTOS
	Greater than \$ for \$ contribution	5	5		
Sub Total		20			
TOTAL		57			ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$ 2,684		
	Requested amount		\$ 1,342		
	Applicant Contribution		\$ 1,342		
	Recommended amount		\$ 1,350		
Assessors summary comments					
Name NOEL THOMSON Leeton Heritage Advisor			Date 16 SEPT 2021		
<p>THE CHURCH HALL HAS HERITAGE SIGNIFICANCE AND EXTERNAL REPAIRING SUITS CRITERIA FOR HERITAGE FUNDING</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement)</p> <p>eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p> <p style="text-align: center;">REPORT & ADVICE HAS BEEN PROVIDED IN EARLIER REPORT WITH APPROVAL REQUIRED AS PER LEP CLAUSE 5.10(3) PRIOR TO PAINTING COMMENCING ON SITE.</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name SHOP REPAIRS & MAINTENANCE 119 PINE AVE, LEETON		Project No. 2021-22/05			
	Score 100	Assessor	Specialist	Comments	
My Project is for	Assess the heritage listing for the proposed project application	40			
	SHR Heritage listed item/s	15	-		
	LEP Heritage listed item/ Conservation Area	12	12		LEP HERITAGE ITEM I35
	Main Street / Heritage Study Area	8	8		"SHOP (former Grande Cafe).
	Other significant item	5	-		
Sub Total		20			
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23			
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	15		
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	-		
Sub Total		15			

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	5		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	3		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
		Sub Total	15		
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	3		
	Project costings	5	3		
	Photos	5	2		NEEDS PHOTOS OF AFFECTED AREA.
	Greater than \$ for \$ contribution	5	5		
		Sub Total	11		
		TOTAL	61		ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$12,350		
	Requested amount		\$5,000		
	Applicant Contribution		\$7,350		
	Recommended amount		\$4,500		
Assessors summary comments					
Name	NOEL THOMSON Leeton Heritage Advisor		Date	16 SEPT 2021	
<p>THE SHOP IN MAIN STREET OF LEETON HAS UNDERTAKEN SEVERAL RESTORATION PROJECTS AND THE EXTERNAL REPAIRS TO THIS HERITAGE ITEM SUITS CRITERIA FOR HERITAGE FUNDING</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement) eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p> <p>WORKS TO BE UNDERTAKEN TO HERITAGE ADVISOR REQUIREMENTS AND APPROVAL REQUIRED AS PER LEP CLAUSE 5.10(3) PRIOR TO WORKS COMMENCING ON SITE.</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name		REWARDING OF SECRETARY'S OFFICE AT SHOWROUNDS		Project No.		2021-22/06	
66 ACACIA AVE, LEETON		Score 100	Assessor	Specialist	Comments		
My Project is for	Assess the heritage listing for the proposed project application	40					
	SHR Heritage listed item/s	15	-				
	LEP Heritage listed item/ Conservation Area	12	12		LEP HERITAGE ITEM I152		
	Main Street / Heritage Study Area	8	-		"SHOWGROUND BUILDINGS"		
	Other significant item	5	-				
		Sub Total	12				
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23					
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15	-				
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8	8				
		Sub Total	8				

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	4		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	4		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
Sub Total		15			
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	4		
	Project costings	5	4		
	Photos	5	5		NT HAS TAKEN PHOTOS
	Greater than \$ for \$ contribution	5	5		
Sub Total		10			
TOTAL		53			ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$ 27,940		
	Requested amount		\$ 5,000		
	Applicant Contribution		\$ 22,940		
	Recommended amount		\$ 3,650		
Assessors summary comments					
Name NOEL THOMSON Leeton Heritage Advisor			Date 16 SEPT 2021		
<p>IT IS NOTED THAT THIS BUILDING IS THE 'SAME BUILDING' AS PER APPLICATION 7 - WITH THE OFFICE BUILDING FORMING PART OF THE "SHOWGROUND" LISTED BUILDINGS - THE RECLADDING OF SIDE & REAR FACADES SUITS THE CRITERIA FOR HERITAGE FUNDING</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement) eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p>					
<p>WORKS TO BE UNDERTAKEN TO HERITAGE ADVISOR REQUIREMENTS AND APPROVAL REQUIRED AS PER LEP CLAUSE 5.10 (3) PRIOR TO WORKS COMMENCING ON SITE</p>					



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LEETON SHIRE COUNCIL
 LOCAL HERITAGE FUND
 ASSESSMENT FORM 2021-2022

Project Name		REGARDING OF AN PAVILION AT SHOWGROUND 66 ACKUA AVE, LEETON	Project No.	2021-22/07	
		Score 100	Assessor	Specialist	Comments
My Project is for	Assess the heritage listing for the proposed project application	40			
	SHR Heritage listed item/s	15		-	
	LEP Heritage listed item/ Conservation Area	12		12	LEP HERITAGE ITEM 152
	Main Street / Heritage Study Area	8		-	"SHOWGROUND BUILDINGS"
	Other significant item	5		-	
		Sub Total		12	
Priorities	Assess the project against your Council's local heritage fund priorities for this funding round	23			
Priority 1	Commercial properties within the Main Street Conservation Areas and/or Heritage Item identified as having significant Art Deco features:- a) Repair of original features; b) Painting in period colour and styles - Art Deco Colours; c) Replacement of advertising signage with Art Deco Style advertising signage d) Works to meet BCA requirements for new uses eg. Disabled access.	15		-	
Priority 2	Buildings outside the Main Street or Heritage Study areas that are identified by Council's Heritage Advisor as having heritage significance:- a) Painting in period colours; b) Repair/restoration of heritage features; c) Restoration of period front fences; d) Works to meet BCA requirements for new uses	8		8	
		Sub Total		8	

Project Name		Score	Assessor	Specialist	Comments
Common Selection Criteria	Assess the project against ALL of these criteria	17			
Sustainable long term benefits	Long term plan in place to manage heritage item/s	6	4		
Public benefit & enjoyment	Increase opportunities for learning about & access	4	4		
Capacity & Commitment	Time, financial & management skills	3	3		
	Complete within funding timeframe	4	4		
		Sub Total	15		
Project	Assess the quality and completeness of the project application	20			
	Project scope	5	3		
	Project costings	5	3		
	Photos	5	5		
	Greater than \$ for \$ contribution	5	5		
		Sub Total	16		
		TOTAL	51		ADJUSTED TOTAL
Funding	Assess the funding requested				
	Total Project Cost		\$14,850		
	Requested amount		\$5,000		
	Applicant Contribution		\$9,850		
	Recommended amount		\$3,500		
Assessors summary comments					
Name NOEL THOMSON Leeton Heritage Advisor			Date 16 SEPT 2021		
<p>IT IS NOTED THAT THIS BUILDING IS THE 'SAME BUILDING' AS PER APPLICATION 6 - WITH THE BUILDING FORMING PART OF THE "SHOWGROUND" LISTED BUILDINGS - THE RECLADDING OF THE FRONT FACADE SELCTION SUITS THE CRITERIA FOR HERITAGE FUNDING.</p>					
<p>If approved, any special project funding conditions (to be added to the Funding Agreement) eg Heritage Specialist required for this project eg To confirm paint colour scheme before proceeding eg Approvals required: Local Government / Heritage Act</p>					
<p>WORKS/RECLADDING TO BE UNDERTAKEN TO HERITAGE ADVISOR REQUIREMENTS AND APPROVAL REQUIRED AS PER LEP CLAUSE 5.10 (3) PRIOR TO WORKS COMMENCING ON SITE</p>					

ITEM 8.16 DRAFT HOUSING STRATEGY

RECORD NUMBER	21/385
RELATED FILE NUMBER	EF21/239
AUTHOR/S	Group Manager Shire Activation
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to present the DRAFT Leeton Shire Housing Strategy to Council for endorsement.

RECOMMENDATION

THAT Council:

1. Endorses the DRAFT Leeton Shire Housing Strategy for placement on public exhibition for a period of at least 28 days.
 2. Adopts the Leeton Shire Housing Strategy on completion of the public exhibition period if no formal submissions requiring substantive changes are received.
-

REPORT

(a) Background

A local housing strategy establishes Council's vision for providing housing in a local government area. It includes consideration of demographic factors, local housing supply and demand, and local land use opportunities and constraints.

Councils are to prepare a local housing strategy if required by the relevant regional or district plan. Currently this includes all metropolitan and some regional councils. Leeton Shire Council is not currently required to produce a local housing strategy, however, it is encouraged and is often requested when pursuing zoning and lot size issues with the NSW Department of Planning, Industry and Environment.

In Leeton, the shortage of housing (rental and owner occupier) is a barrier to attracting workforce, including for agribusiness (primary production and processing industries). A Housing Strategy will be a useful document to support strategic decisions and funding applications.

(b) Discussion

A local housing strategy provides Council with the opportunity to identify local issues, whilst aligning to regional and state planning initiatives.

It also investigates opportunities for Council to look at the range of housing options and to identify where Council can guide facilities and infrastructure development by either facilitating, planning or land use zoning to fulfill identified gaps in the area.

Key population statistics identified include:

- Leeton Shire Council population is forecast to increase by approximately 1,300 residents by 2041. Key age groups increasing include:
 - 30-44 years (+150)
 - > 60 years (+1,250)
- Household number increases by 2041 include:
 - Families with children +150
 - Couple only +300
 - Lone persons +400

(c) Options

1. Endorse the DRAFT Leeton Shire Housing Strategy as recommended. **(This is the recommended option)**
2. Endorse the DRAFT Leeton Shire Housing Strategy with suggested amendments.
3. Another resolution as determined by Council.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil direct implications. The Strategy is a policy consideration for future investment and infrastructure decisions.

(b) Policy

Leeton Local Strategic Planning Statement

(c) Legislative/Statutory

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000

(d) Risk

Housing variability – while Council zoning and planning instruments enable medium density and dual occupancy opportunities, identified subdivision developments are predominately for standard sized 1,200m² blocks.

Aging population – key population growth is forecast in the >60 years age groups. Additional aged and retirement care accommodation will be required.

Economic development – additional workforce requirements for larger industries do not match forecast population growth profile.

Affordable and social housing needs – housing shortages are driving high rental yields in the area, which creates additional pressure on the supply of affordable and social housing.

CONSULTATION

(a) External

Local real estate agents
Local property developers
Site managers of Assumption Villa and Alf Hermann Lodge

(b) Internal

Senior Management Team
Manager, Planning, Building and Health
Manager, Economic and Strategic Development

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome One: A HEALTHY AND CARING COMMUNITY within Council's adopted Delivery Program/Operational Plan – 5 - A community that enjoys good housing - 5 b - Expand the range of residential opportunities across the Shire - Develop a Housing Strategy for Leeton Shire.

ATTACHMENTS

1 [↓](#) Draft Housing Strategy - November 2021

Leeton Shire Council Housing Strategy

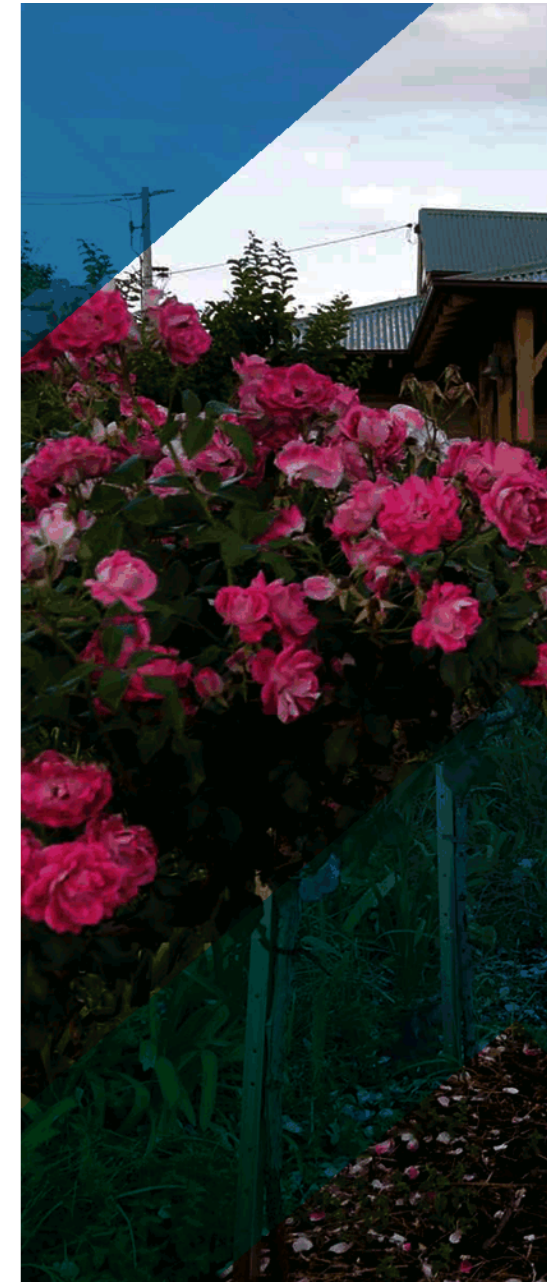
2021 - 2041



LEETON
SHIRE COUNCIL

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Leeton Visitors Information Centre.

Leeton Shire Council Housing Strategy // 2021 - 2041



1 Summary

1.1 Executive Summary

Leeton was the birthplace of the Murrumbidgee Irrigation Area (MIA). The Shire is home to approximately 11,500 people, including the main township of Leeton with Yanco and Wamoon nearby as well as the villages of Murrami and Whitton.

Leeton Shire has a thriving economy, which is driven by agriculture. Commodity processing and the technical, logistical, and supporting industries that either service or are reliant upon a variety of farming crops and commodities. In addition to these business's an array of other services and manufacturing are now also part of our business community. Due to the opportunities available in the area there has been an ever-increasing demand for housing. The Leeton Shire Housing Strategy looks to support the supply and diversity of the housing needs of its residents so that the housing needs of the community are met now, and into the future.

The housing strategy has identified a number of key issues and challenges for Leeton Shire in providing and improving housing moving forward.



The population is forecast to increase by approximately 1,300 people by 2041. The main increases included 30-44 years (working age) and + 60 years (retirement age). This will drive increased demand for all types of residential housing as well as retirement accommodation.



The bulk of subdivision developments are either general residential (Zone R1) and low density residential (Zone R2). There are a number of privately held opportunities for medium density redevelopment in the central/CBD area of Leeton.



The Leeton Local Environmental Plan (LEP) has updated residential zoning regulations to allow for secondary residence and semi-detached construction.



Leeton welcomes residents from multicultural and refugee communities. This in turn requires both receipt and longer-term housing needs as people move to our area.



The land banks and subdivision opportunities surrounding Leeton are predominately privately owned. This creates additional complexity with regards to the timing of supply, the lot size and density proposed as well as ensuring master planning for adjoining sites is agreed.



Installation of the sewerage system at Wamoon and business developments close to Whitton will provide opportunities for residential developments in those villages.

1.2 Introduction

Leeton Shire is located in the Riverina region of south-western New South Wales. Leeton is about 450 kilometers north of Melbourne, 350 kilometers west of Canberra, and 550 kilometers south-west of Sydney.

Leeton was the first town built as part of the Murrumbidgee Irrigation Area (MIA) and was designed with assistance of architect Walter Burley Griffin. Many of Leeton's buildings were constructed or renovated during the two world wars, which has left the town with a wealth of Art Deco features.

The MIA is often referred to as the "food bowl of Australia". Leeton Shire therefore has a bustling economy with several large food processors, as well as the supporting industries that cater to the wide range of agricultural commodities produced in the area. This activity has also given rise to other businesses that have established themselves in the area.



1.3 Strategic Context

This strategy addresses a number of state, regional and local strategic priorities to strength our community and economy.

For many, housing is the most significant private investment most households will ever make. For many of our most vulnerable residents, social and community housing plays a critical role in offering the stability required to support a wide range of positive social outcomes.







As a result, an effective housing strategy for Leeton Shire is a key element in realising our social and economic aspirations for our community. Effective housing policies will afford our current and future residents the best of our social and economic opportunities amid our remarkable environmental and cultural setting.

This strategy draws together many significant directors for social and economic advancement. Some of the most important of these include:

- the **Riverina Murray Regional Plan** includes directions to:
 - promote greater housing choice.
 - promote the growth of regional cities and townships.
 - deliver health-built environments and improved urban design.
 - provide access to quality services that a relevant to community needs.
- the **Western Riverina Regional Economic Development Strategy** looks to grow the region's population and labor pool to support the expansion of its "engines of growth" industries.
- the **Leeton Local Strategic Planning Statement** seeks to ensure that our community has access to a diverse range of housing options through building industry capacity to meet demands.
- the **Leeton Community Strategic Plan** includes directions to identify land suitable for more housing and meet the housing needs for the elderly, migrants, and low-income workers in the community.



SNAPSHOT

	 ESTIMATED RESIDENTIAL POPULATION 2019	 POPULATION GROWTH RATE BETWEEN 2016-2019	 POPULATION GROWTH RATE 2016-2041	 VALUE ADDED (\$M) 2019	 GROSS REGIONAL PRODUCT SHARE WESTERN RIVERINA 2019	 UNEMPLOYMENT RATE 2016
LEETON	11,445	0.3%	11.5%	\$777.0	21.8%	5.2%
CARATHOOL	2,799	0.2%	-9.8%	\$228.4	6.3%	3.2%
GRIFFITH	27,029	2.6%	7.2%	\$1,947.3	54.4%	4.8%
MURRUMBIDGEE	3,917	-0.3%	-3.9%	\$279.2	7.8%	4.5%
NARRANDERRA	5,899	-0.8%	-16.9%	\$332.1	9.6%	6.1%



STATE
 Premier's & State Priorities
 A 20 Year Economic Vision for Regional NSW



REGIONAL
 Riverina Murray Regional Plan 2036
 Western Riverina Economic Development Strategy



LOCAL
 Leeton Shire Local Strategic Planning Statement 2020
 Leeton On The Go, Community Strategic Plan

Community Strategic Plan (CSP) – Leeton on the Go – towards 2030

The Leeton Shire Council Housing Strategy is a key delivery item that aligns to a number of themes identified in the CSP.

CSP Theme 1 – A healthy and caring community

- 3c – Advance the wellbeing of Leeton Shire's elderly residents and residents living with a disability.
- 3d – Foster a cohesive community that welcomes new residents and values cultural diversity.
- 5a – Support the community to access a range of quality and affordable housing options.
- 5b – Expand the range of residential opportunities across the Shire.
- 5c – Safeguard housing standards to promote healthy living and a healthy environment.

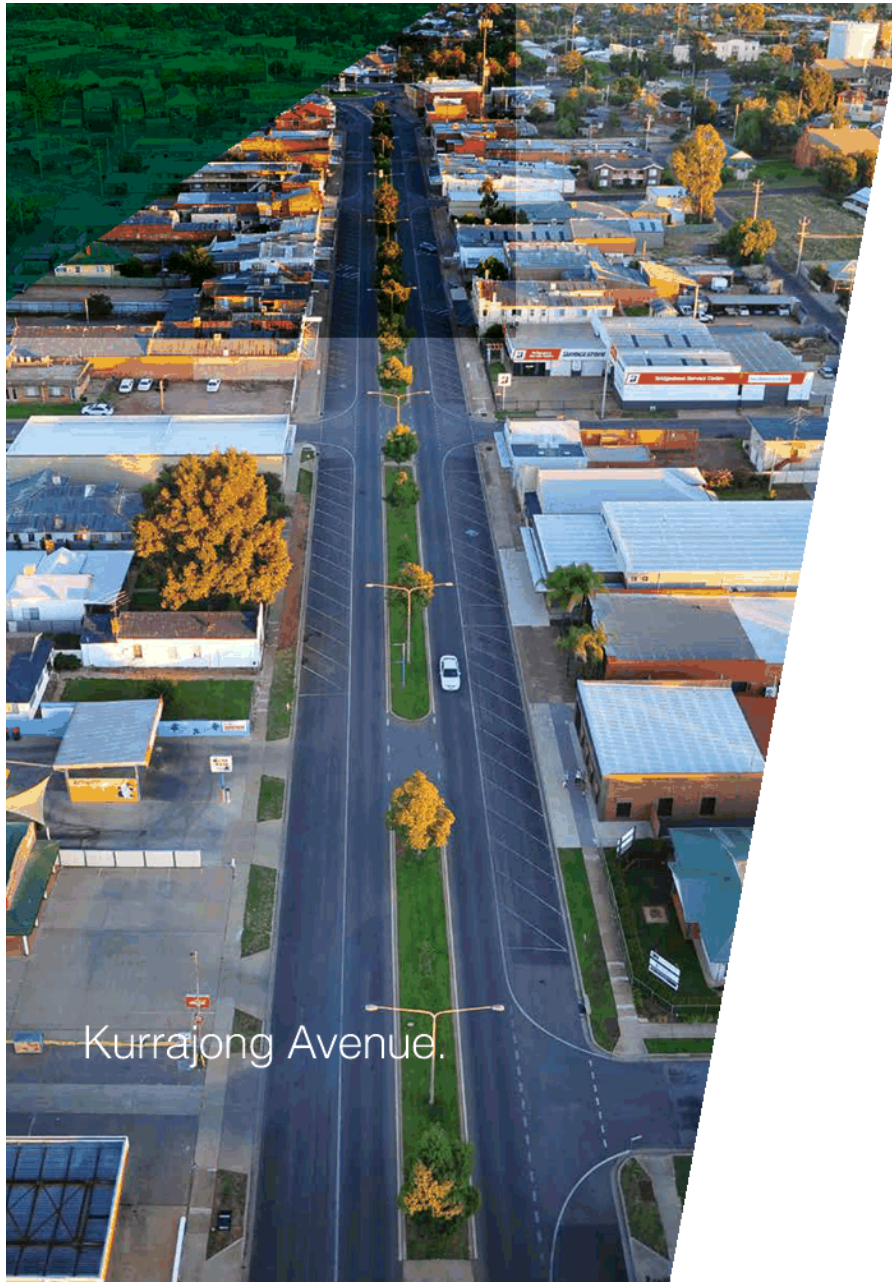
CSP Theme 4 – A thriving economy and good jobs

- 12a – Seek, promote, and facilitate business opportunities.

CSP Theme 5 – A quality-built environment

- 15a – Supply treated water to urban areas.
- 15b – Supply sewerage treatment services to urban centres.
- 17d – Deliver development planning services that signal Leeton is 'open for business'.
- 17e – Provide drainage networks in urban areas.





1.4 What is the role of Council?

Housing is one of the most broad and complex issues confronting towns and cities across Australia. Leeton's population is expected to increase by 11.5% or 1300 residents by 2041.

While the bulk of this change will be due to births and deaths of the local population, an increasing number are attracted to migrate to the area, both domestically and internationally. Concerted efforts have been made to welcome migrants and refugees to our area. This creates increased demand - not only for all types of housing, but also puts pressure on the existing transport, environmental and other services provided to the community.

Council has a role to play in facilitating the preparation of planning schemes that supply new housing across a broad range, that enable and better match the wants and needs of the community. Council must set a strategic direction for housing policy to better inform land use zoning and other planning controls.

The demand and supply of appropriate local housing is both a result of, and an enabler for growth in our area, but it is also dependent upon other policy areas of government at all levels including the environment, economy, infrastructure, social services, and health.

Leeton Shire Council has at times had assorted residential allotments available. Like many medium to small local government areas Council has not undertaken a residential subdivision development.



Balloons over Leeton SunRice Festival.

Leeton Shire Council Housing Strategy // 2021 - 2041
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Sunrise, Fivebough Wetlands.

2 Leeton Shire Council Housing

2.1 Our Council

For more than a century, Leeton has been known as the heart of Australia's food bowl. It is a title we are proud of and one we strive to continue to work hard to maintain.

We are also proud that our Shire is much more than that. It is a hub for innovative growers and manufacturers, an incubator for small business, a provider of quality education, and a new home for migrants and refugees.

Leeton is also renowned for quality education facilities which include six primary schools, and three high schools that attract students from across the state. There is also the Leeton campus of TAFE NSW and the Open Universities Learning Center at the town library that provide a number of training options for the community, while remaining in the local area. The district also boasts the Yanco Agricultural Institute which has been at the forefront of development and research for the irrigation farmers of the MIA.

Leeton is fortunate to have a number of high-quality sporting fields and facilities that cater to a range of activities for all ages. Councils' facilities include the newly redeveloped Leeton Aquatic Centre and the Whitton Swimming Pool. Throughout the shire there is a range of sporting fields which cater for numerous codes of football, cricket, tennis, netball as well as the Leeton Indoor Stadium that accommodates basketball, netball, volleyball, badminton, indoor soccer and is available for private functions.

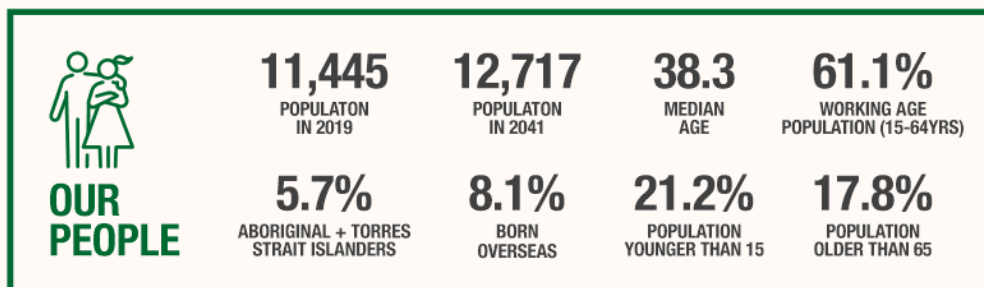
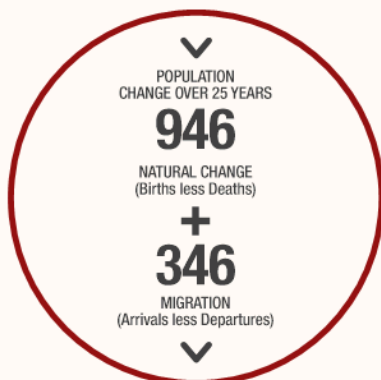
Leeton is affluent in Arts and Culture, with the soon to be updated Roxy Community Theatre, the Major Dooley Library, Henry Lawson Cottage and the new Leeton Museum and Gallery.

All these elements combine to create strong demand for housing of all types within the Shire.



2.2 Our Community

OUR POPULATION



LEETON IS MORE AFFORDABLE

THAN GRIFFITH + REGIONAL NSW

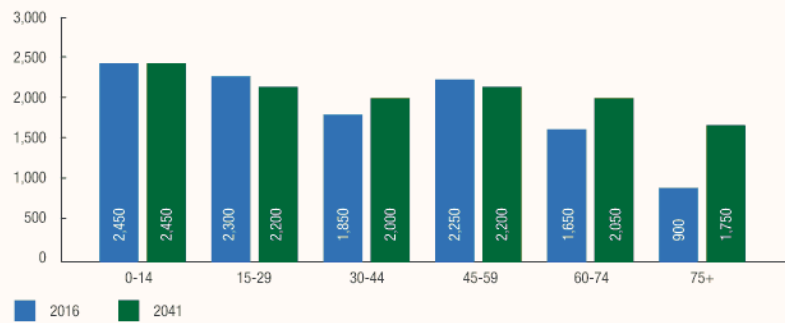
\$1,190
MEDIAN WEEKLY HOUSEHOLD INCOME

\$195
MEDIAN WEEKLY RENT

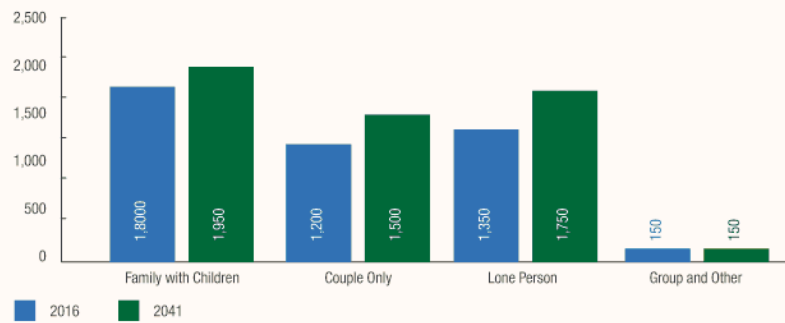
\$1,300
MEDIAN MONTHLY MORTGAGE



Population by Age



Households by Type



* Information is rounded to the nearest 50, which can introduce discrepancies in totals and differences.



Leeton Shire Council Housing Strategy / 2021 - 2041
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The total number of households is projected to increase by 18% by 2041.

Much of this growth is driven by either lone people or couples without children which increase by a combined 600 households. Family households also increase by 150 by 2041.

While there is some movement between the age groups, the overall population is forecast to remain consistent across the groups to the age of 59. The growth of the population is forecast to be in the 60+ age groups.

The conclusion for an approach to housing in Leeton Shire that can be drawn from the data include:

- The increase in couple or lone person households, combined with the growth of the 60+ years population indicates that there will be increasing demand for flexibility in housing with people either downsizing from the family home to smaller more manageable properties that are closer to services. There will be calls to construct secondary dwellings for people to join aging family members, or people simply remaining in the family home until they need some form of retirement or cared for accommodation.
- Based on the forecast increase in an aging population, Leeton is likely to require additional retirement/care accommodation.
- Leeton Shire Council and the surrounding region have an increasing number of medium to large scale businesses that will require a significant increase in the workforce to achieve their business goals. Leeton will need to continue to focus of land and housing availability across the spectrum of type and price range to attract working age people to the area, in contrast to the forecast population movements above.



2.3 Our Housing Profile



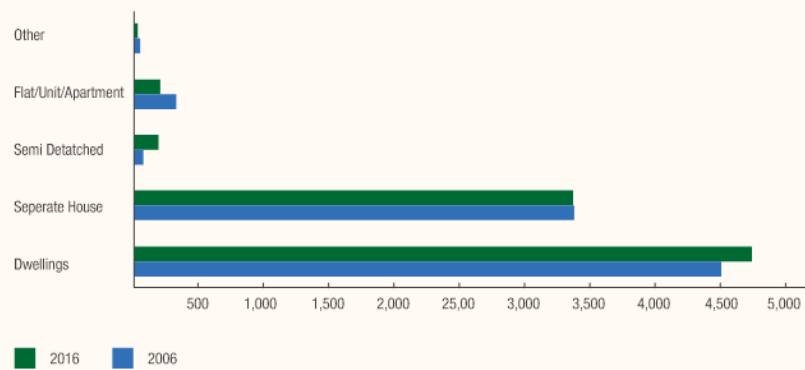
Leeton's Changing Private Dwelling Profile

ALL PRIVATE DWELLINGS	OCCUPIED SEPARATE HOUSE	OCCUPIED SEMI-DETACHED HOUSE	OCCUPIED FLAT, UNIT OR APARTMENT	OCCUPIED OTHER DWELLINGS
— IN 2006 —				
4,510	3,385	83	334	53
— IN 2016 —				
4,747 (+237, +5.3%)	3,380 (-5, -0.1%)	197 (+114, +137%)	214 (-120, -36%)	35 (-18, -34%)



Isabella Place, Leeton.

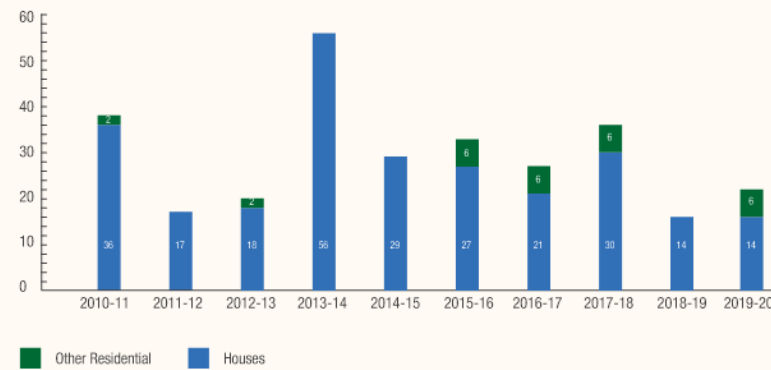
Leeton Shire Council Dwellings



Over the decade between 2006 and 2016, the total number of private dwellings in Leeton Shire increased by approximately 240 dwellings (+5.3%) to 4,747 in total. Of these nearly 90% were occupied in 2016.

Of the housing categories detailed, there was significant increase in semi-detached premises. While several developments have taken place around Leeton to provide higher density rental accommodation, it is also an indicator of the move towards secondary or multiple dwellings. Such accommodation is also relevant for people working in the region but are not permanent residents of Leeton Shire. The increase over this period in this category means that it will need to be a continued focus for Councils planning and zoning moving forward.

Leeton Shire Council Building Approvals (no.) for New Dwellings



Residential development in Leeton has been variable in both value and the number of developments per year. The key drivers of this activity are a combination of land estate releases and economic conditions with extended periods of drought, which affected in the Riverina.

2.4 Housing – Purchase

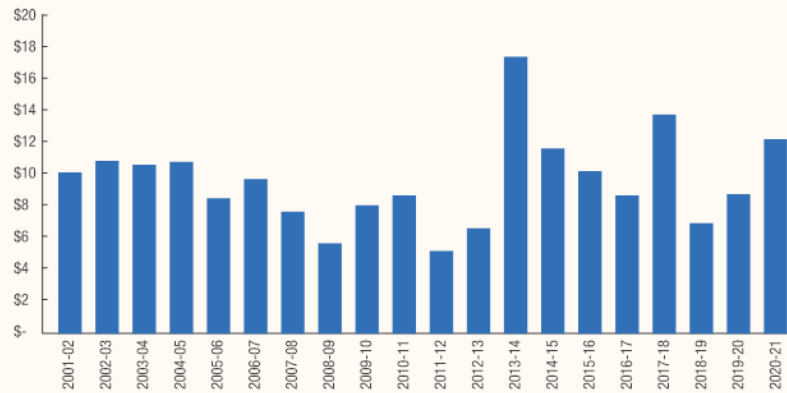
The Median house price in Leeton has increased by 48% in the past 3 years, driven by an increase in demand due to population growth.

Yanco and Whitton see relatively small volumes of sales annually and this reflected in the volatility of median house prices from year to year. The increase over time in median housing prices has an impact on housing and rental affordability.

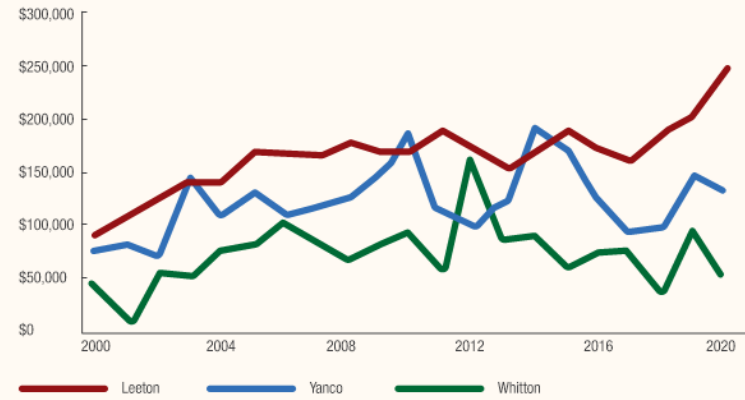
Housing affordability is how much a household pays for housing as a proportion of their gross income. Housing is classed as affordable when very low-, low- and moderate-income households pay less than 30 % of their household income on housing costs and still have sufficient income to pay for other basic everyday needs.



Residential Building Approvals \$m



Leeton Local Government Area (LGA) Median House Prices, 2000-2020



2.5 Housing – Rental

As the median house prices increase so too do rental prices. As a result, very low, low- and medium income households are often forced to compete for private rental housing with working, middle income, or high-income households.

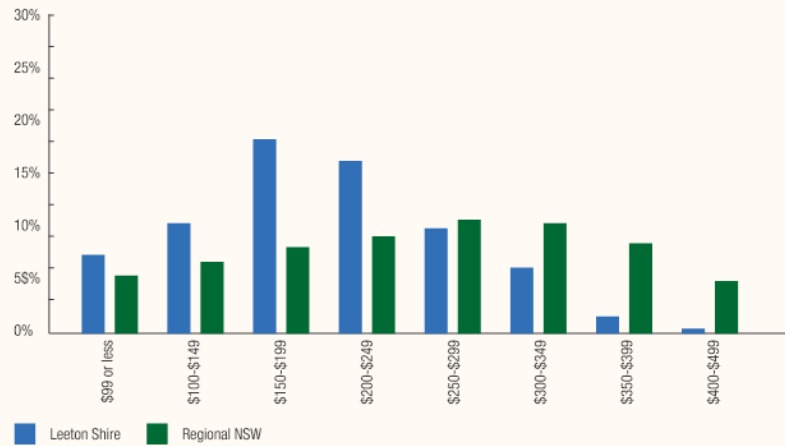
The median weekly rent for the Leeton LGA in June 2021 was \$300 compared with \$248 in September 2017. (Source – NSW Housing Rent & Sales report) with the median rental yield being 6.1%pa.

Leeton Shire Council has adopted a Development Infrastructure Deferred Payment Policy which will enable developers the ability to apply to defer some costs associated with the development of new housing estates. This policy will see an increase in the development of available land for building.

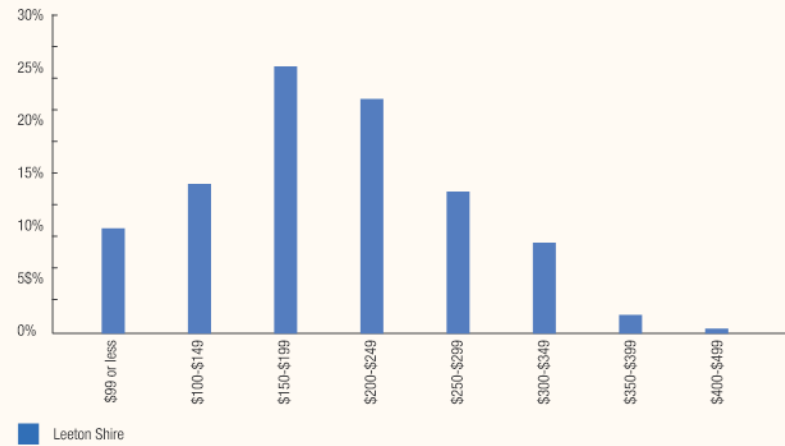


Wind Messenger, Leeton.

Leeton Shire, Regional NSW, by Weekly Rent 2016



Leeton Shire Weekly Rent 2016



Source: Australian Bureau of Statistics, Census of Population and Housing, 2016 (Enumerated data). Compiled and presented in profile.id by .id (informed decisions). ON BOTH GRAPHS

2.6 Community Affordable Housing

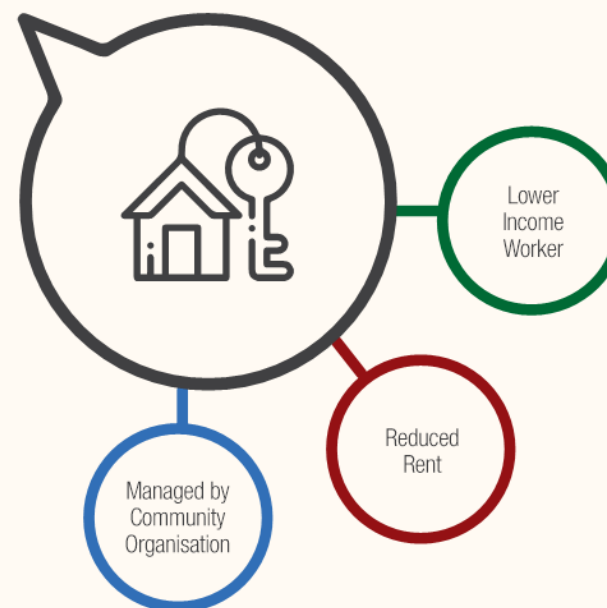
Affordable housing refers to housing that has been developed to cater to low to moderate income households.

The common benchmark for affordable housing is when a household pays less than 30 % of their household income on housing costs, with sufficient funds to pay for basic everyday needs including food, medical, transportation and education.

Affordable housing is not social housing. Affordable housing caters for people on a very low income, being those earning less than 50% of the NSW median income, depending on where they live. They include workers in a range of lower paid occupations and can include teachers, nurses, apprentices as well as people earning the minimum wage or who are on an aged or disability pension or other government benefit. These properties are usually managed by not-for-profit community organisations with rents charged at a portion below the current market.

Low-cost accommodation for seasonal workers – Leeton LGA experiences seasonal population growth from itinerant workers across a range of industries including fruit picking, manufacturing, and processing. The current LEP allows for rural workers dwelling in rural zones and boarding houses in most residential zones. Leeton Shire Council is continuing consultation with stakeholders to establish affordable housing/accommodation options.

Several sites within Leeton LGA have been identified as suitable for affordable housing development. Leeton Shire Council is currently looking at funding options including partnering with community housing providers to provide suitable options for lower income groups.



2.7 Social Housing

Social Housing for the vulnerable and lower income earners is supplied in various forms across Leeton Shire Council, from medium density apartment complexes to detached housing.

The wait list for social housing in our area is between 2 to 5 years. The long waitlist can lead to an increase in homelessness and those seeking crisis accommodation. The homelessness rate in Leeton is relatively low with less than 0.3% of residents classed as homeless at any one time.

There are currently 5 social housing providers in the Leeton local government area being Argyle Housing, Aboriginal Housing Office, Leeton and District Aboriginal Land Council, NSW Land and Housing Corporation and Southwest Community Housing.

Argyle Housing are the managing body of Eventide Homes (owned by Leeton Shire Council) who provide 14 1-bedroom units for the aged located in Yanco. Over the past 2 years council has assisted with approx. \$100,000 in upgrades to these units.

The Aboriginal Housing Office have 9 properties and Leeton and District Aboriginal Land Council 15 within the Leeton town area. These two housing providers ensure that Aboriginal and Torres Strait Islander people have access to some affordable and quality housing.

NSW Land and Housing Corporation own 31 properties and Southwest Community Housing 6. They offer a range of housing from 1-2 bedroom units to 3-4 bed houses to cater to the different needs of the community.



3 Leeton Shire Housing Analysis

Palm Avenue, Leeton.

3.1 Leeton – Urban Zoning

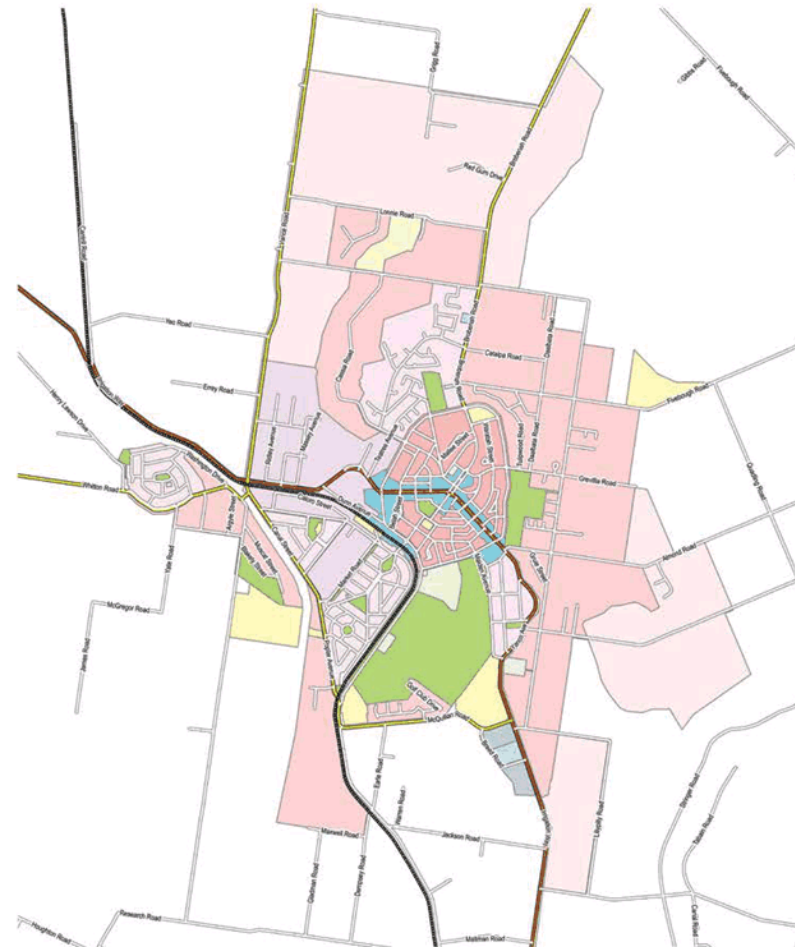
The town of Leeton is the largest urban centre of the Leeton Shire. The town itself was designed by Walter Burley Griffin at the same time as he designed Canberra and reflects the same design principles, it is essentially circular in design with four street precincts radiating from the town centre.

Leeton’s main shopping precinct is the CBD with two shopping complexes adjoining one end. The main street is a mixture of business activity, vehicles, parking, pedestrian areas, and a tree lined centre garden. There are three other employment districts within Leeton being Vance Industrial Estate, Brady Way and Wamoon Avenue. Employment is also found outside of these areas at isolated areas such as local farms, primary and secondary schools, TAFE, Leeton and District Hospital, aged care facilities and childcare centres.

The increase in local employment opportunities across the agricultural and manufacturing industries along with potential inland rail developments has seen an increase in demand for all types of housing in the Leeton area.

Map Legend

- | | | | |
|--|----------------------------|--|--------------------|
| | Neighbourhood Centre | | Railway Network |
| | Local Centre | | RTA State Road |
| | Commercial Core | | Main Road Network |
| | Business Development | | Local Road Network |
| | General Industrial | | |
| | Light Industrial | | |
| | General Residential | | |
| | Low Density Residential | | |
| | Medium Density Residential | | |
| | Large Lot Residential | | |
| | Public Recreation | | |
| | Private Recreation | | |
| | Special Activities | | |
| | Infrastructure | | |





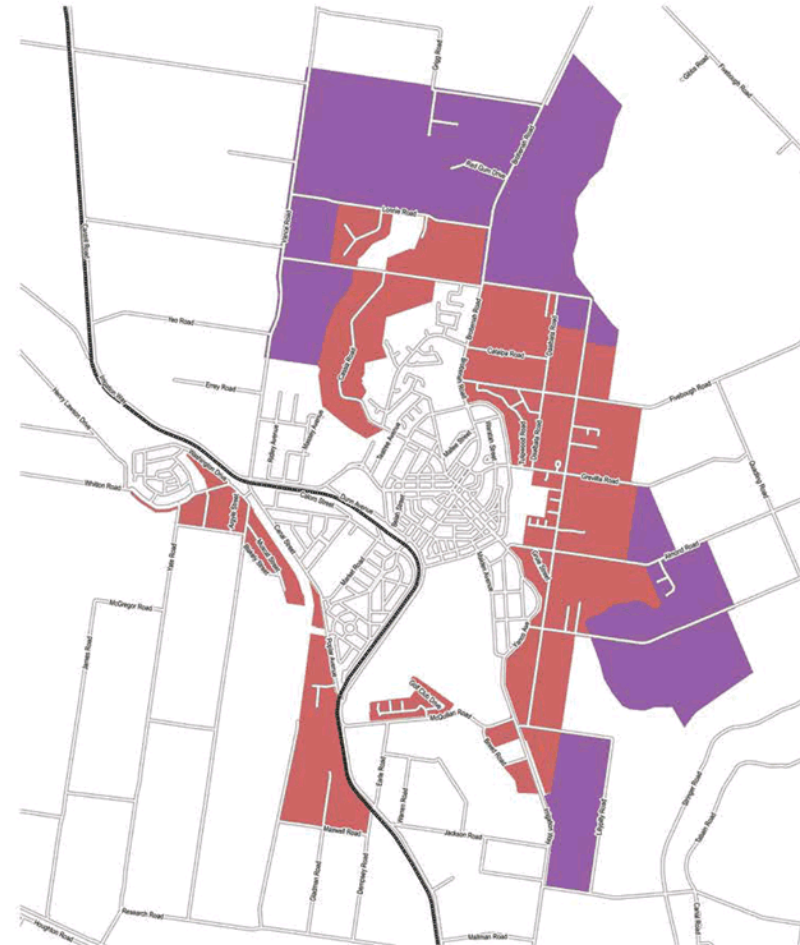
3.2 Leeton – Urban Fringe Zoning

The Urban fringes of Leeton are zoned R2, Rural Residential Use – minimum lots size of 4000sqm and R5 Rural Residential Use – 4ha minimum lot sizes. No reticulated sewerage services are provided to R5 zoned lots with some sewerage service to R2 lots. Where urban services have been provided to minimum lot sizes that have been included in approval and planning.



Map Legend

-  Rural Residential Use
4000sqm Lot Size Area
-  Rural Residential Use
4Ha Lot Size Area



3.3 Leeton – Sewerage Network

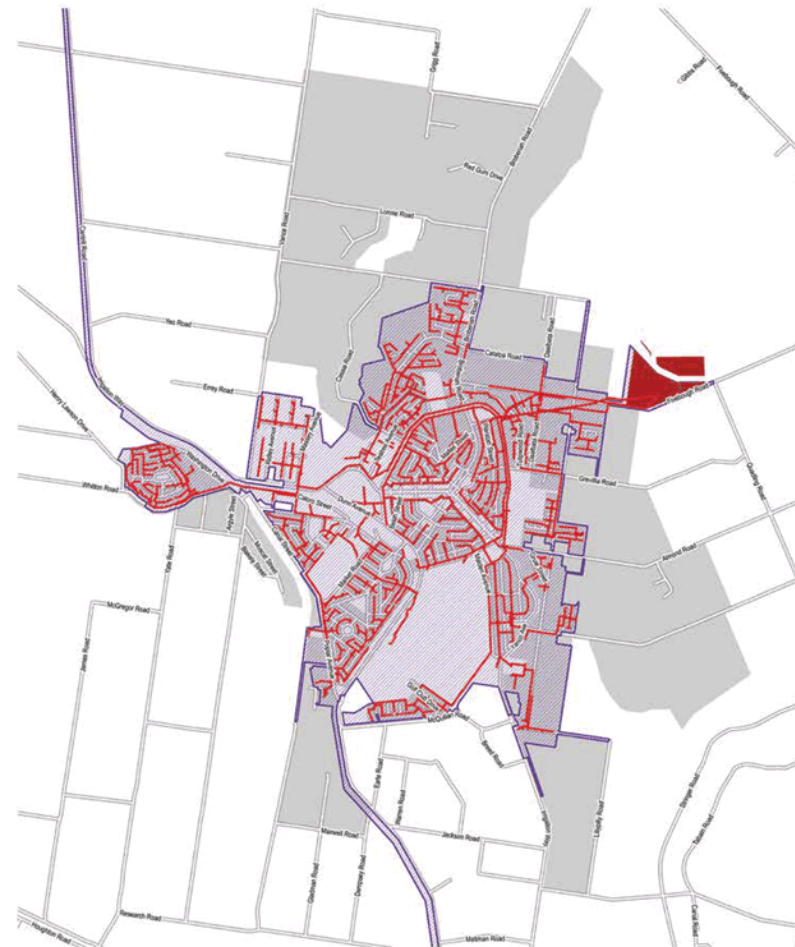
Leeton sewerage system comprises a network of reticulation pipes, carrier mains, pressure mains, pumping stations and a treatment plant on the north-eastern side of town. The system serves residential, commercial and two major industries in town. The collected sewage is pumped directly from two major pump stations directly to the Leeton Sewerage Treatment Plant (STP), located on Fivebough Road.

Leeton Sewerage Treatment Plant, now powered by solar, is currently based on a conventional biological trickling filter combined with an extended aeration tank with a total biological capacity of 27,000 EP (equivalent persons). The treated effluent is discharged into the Fivebough Wetland, under licence from the NSW Environment Protection Authority (EPA). There is adequate capacity in the Leeton sewerage system to meet the future projected housing needs.

Leeton's' housing is heavily dependent upon septic systems outside the immediate town area. As at 2021, the known approved subdivisions at Karri Road, Almond Road and Vance Estate Stage 3 will be able to connect to the existing sewerage network. The challenge moving forward will be to encourage further subdivision developments in areas that can easily connect to the existing sewerage network.

Map Legend

- Existing Housing Supply Land
- Leeton Sewage Treatment Plant
- Reticulated Sewer Supply Catchment
- Reticulated Sewer Main Network
- Road Network



3.4 Leeton – Reticulated and Stormwater

The Leeton Water Supply System supplies Leeton township, Yanco and Wamoon. The supply of water is from the Murrumbidgee Irrigation system which is fed from the Murrumbidgee River via the Main Canal from Berembed Weir, upstream from Narrandera. Water for Leeton is drawn from the canal system and stored in an in-ground open earth reservoir, with a capacity of 240 megalitres.

Raw water is pumped from the in-ground open earth reservoir to the Leeton Water Treatment Plant in Acacia Avenue/Racecourse Road.

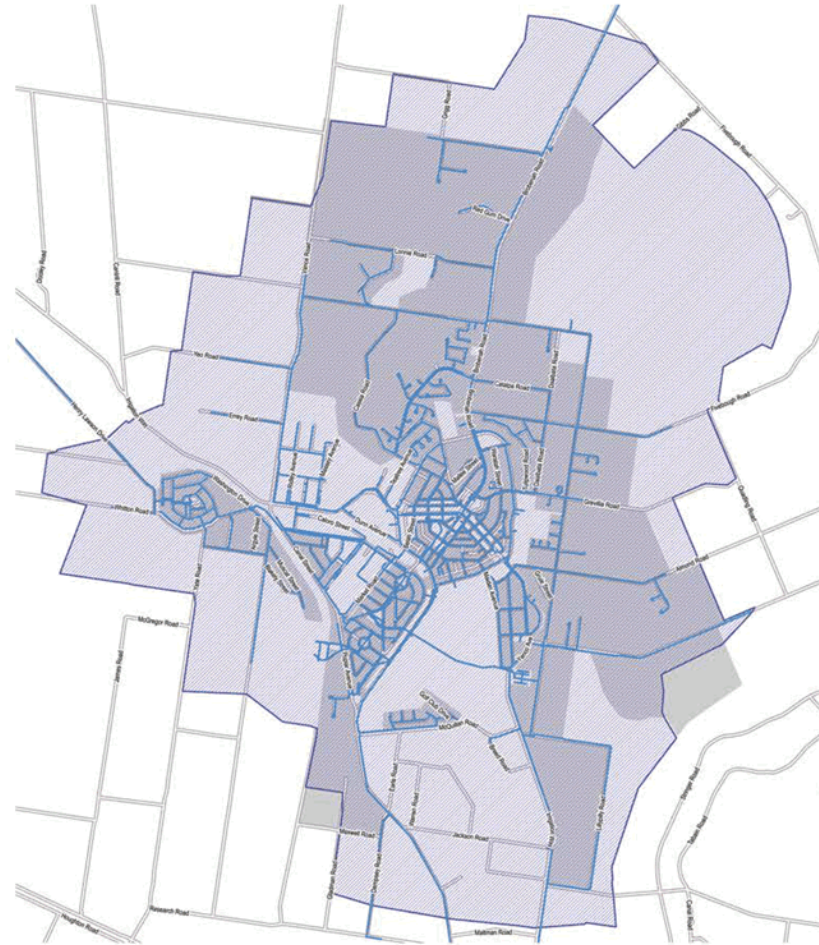
The treatment process in Leeton Water Treatment Plant consists of coagulation – flocculation, sedimentation, filtration, fluoridation, and chlorination. The drinking water from the water treatment plant is pumped into the reticulation system as well as to four reservoirs (Chelmsford Place, Mountford Park, Central Park, and Wattle Hill), which is then reticulated to the properties in Leeton Township, Yanco, and Wamoon.

The supply of town water is readily available to areas currently identified for development surrounding Leeton.

In 2018 a Strategic Stormwater Management Plan was presented to Council as some parts of Leeton had been subject to stormwater issues after severe storm events. The stormwater Management Plan identified issues within the Leeton area and recommended areas of improvement. Leeton Shire has implemented updated stormwater infrastructure to reduce the risk of flooding in the future. All new housing estates are subject to a Stormwater Management Plan.

Map Legend

- Existing Housing Supply Land
- Reticulated Water Supply Catchment
- Reticulated Water Main Network
- Road Network



3.5 Leeton – Other Considerations

Native Vegetation

Native Vegetation and biodiversity in and around Leeton is mainly concentrated around the Fivebough Wetlands area. Future housing Developments will include open space areas to increase biodiversity and urban amenities.

Crown Land

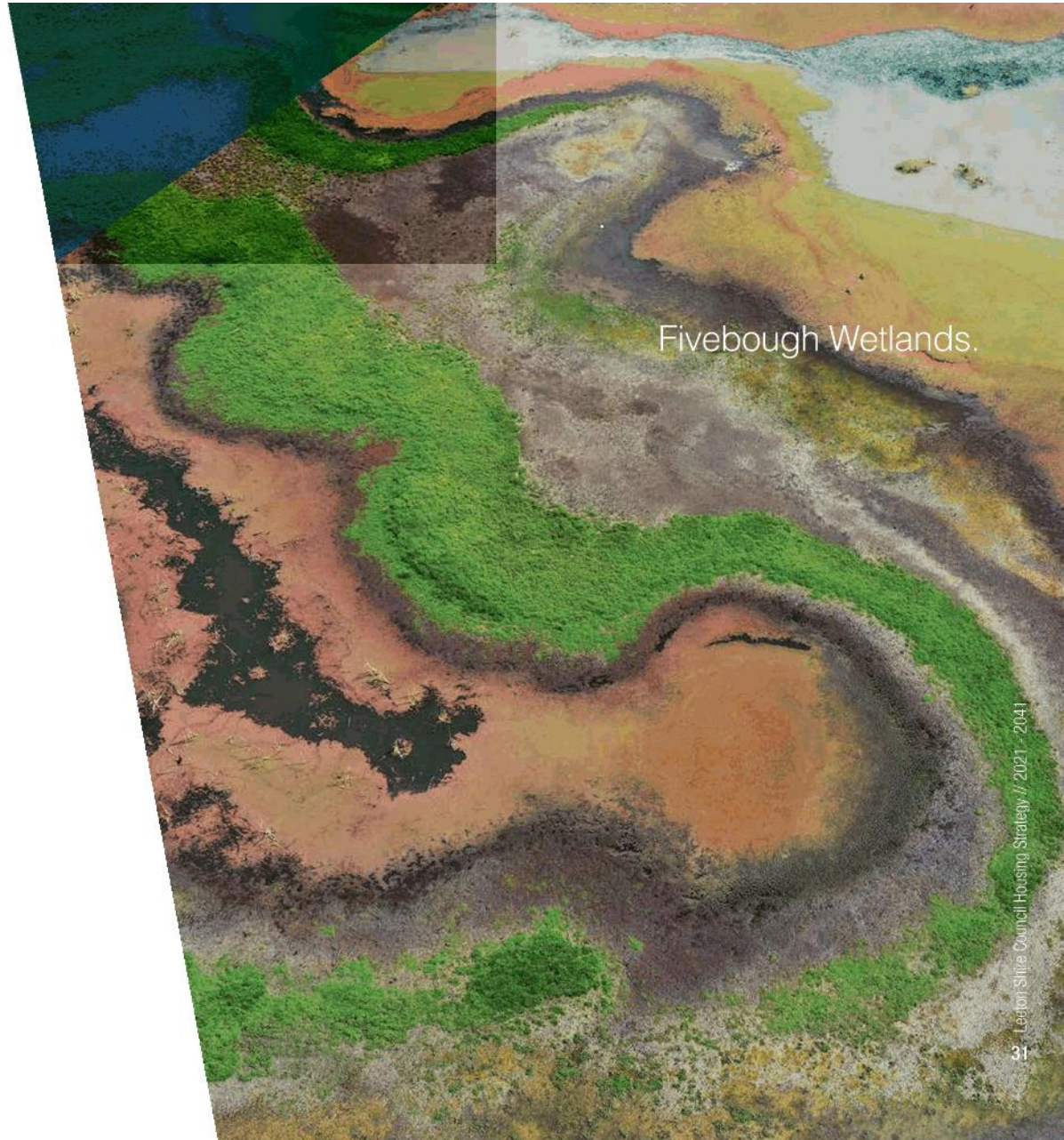
The majority of Crown Land in the Leeton area are under the management of Leeton Shire Council. All Crown Land under the control of the Shire are subject to a management plan to deliver community benefits including community facilities and open spaces.

Bushfire Prone Land

NSW Rural Fire Service Bushfire Hazard Mapping shows minimal hazard areas to the southeast of the town with no significant constraints to housing development.

Water Resources

The Fivebough Wetlands is a constraint to any housing development to the northeast of Leeton. Any housing development close to the groundwater system surrounding the north, south and west of the township will need to be supported by water and sewerage infrastructure to minimise any impact to the ground water supply.



3.6 Leeton – Proposed Subdivisions

Current approved subdivisions listed included both residential and industrial zoned land. Proposed subdivisions will see additional rural residential and residential land become available for development. Council has adopted a Residential Deferred Developer Contribution policy to assist developers with initial costs associated with land development to encourage the release of more residential land.

Map Legend

- Proposed Subdivisions (Approved)
- Existing Housing Supply Land



3.7 Yanco – Urban Zoning

Yanco is located on the Irrigation Way 6km south of Leeton. It is home to Yanco Agricultural High School which is a co-educational boarding school along with a Public Primary School. Yanco has a resident population of 980 people living in approximately 300 single story dwellings in the urban area zoned low density residential. A small mix of commercial and community facilities are available in the local centre.



Map Legend

- Local Centre
- Low Density Residential
- Public Recreation
- Infrastructure
- NSW TrainLink Train
- RTA State Road
- Main Road Network
- Local Road Network



3.8 Yanco – Sewerage Network

The Yanco sewerage system consists of a conventional gravity sewer collection system, pressure mains and four pump stations.

Yanco Sewerage Treatment Plant is based on Pasveer Channel type of aeration treatment system, located in Houghton Road, and has a capacity of 1000 EP (equivalent persons). The volume of sewage treated is approximately 60 megalitres per year. Treated effluent is used for on-site watering of the surrounds, with minimal discharge into the Murrumbidgee Irrigation Drainage System in River Road, under license from the NSW Environment Protection Authority (EPA).

Map Legend

- Existing Housing Supply Land
- Yanco Sewerage Treatment Plant
- Reticulated Sewer Supply Catchment
- Reticulated Sewer Main Network
- Road Network



3.9 Yanco – Other Considerations

Reticulated Water

The Leeton Water Supply System supplies Yanco with its reticulated water. The supply of water is from the Murrumbidgee Irrigation System, which is then treated at the Leeton Treatment Plant and then reticulated to properties in Yanco.

Urban Stormwater

Yanco's Urban Stormwater System is limited with a mixture of open drainage channels and stormwater pipe network. Stormwater is currently directed to McCaughey Park Pond which is a tranquil aquatic reserve.



McCaughey Park Pond.

Leeton Shire Council Housing Strategy // 2021 - 2041

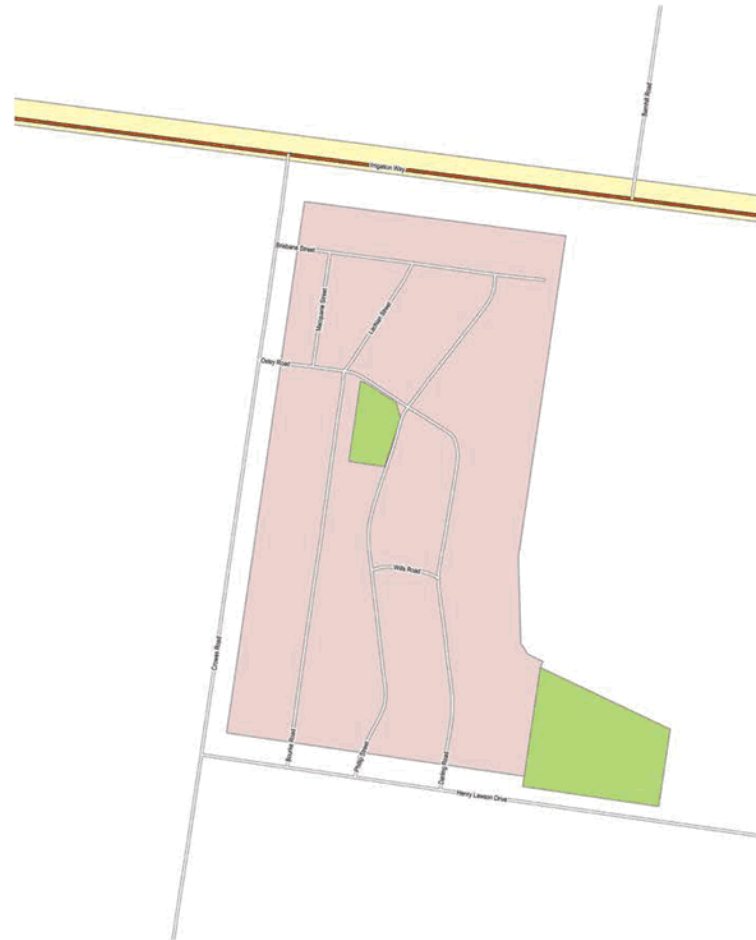
35

3.10 Wamoon – Urban Zoning

Wamoon is a small village located adjacent to Irrigation Way approximately 10 kms west of Leeton and has a population of 200. The residents live in approximately 64 single story dwellings in the urban area zoned RU5 village.



- Map Legend**
- Public Recreation
 - Village
 - Infrastructure
 - RTA State Road
 - Local Road Network



3.12 Whitton – Urban Zoning

Whitton is located on the Irrigation Way 20km west of Leeton and has a population of 496. The residents live in approximately 220 single story dwellings in the urban area zoned RU5 village. A small mix of community and commercial facilities are available.

Whitton is in close proximity to Wumbagal and the WR Connect Freight Facility. The continued development of WR Connect is expected to increase the interest of residential development in Whitton. Leeton Shire Council has a number of vacant blocks of land that are currently available for sale as well as a potential subdivision at the Southern end of Conapaira Street.



Map Legend

-  General Industrial
-  Public Recreation
-  Private Recreation
-  Village
-  Infrastructure
-  RTA State Road
-  Main Road Network
-  Local Road Network



3.13 Whitton – Water & Sewerage

Sewer Network

Whitton sewerage system consists of a conventional gravity collection system, rising mains and pump stations to serve the village area, with a treatment plant located south of the village in the Whitton Common.

Whitton Sewerage Treatment Plant is based on an oxidation pond treatment system with treated effluent discharging into an evaporation area, with no discharge off-site. The plant has a designed capacity of 500 EP (equivalent persons).

Reticulated Water

Water for Whitton is supplied from an extension of the Gogeldrie Branch Canal with an offtake into an in-ground storage facility, having a total capacity of approximately 20 megalitres.

Raw water is gravitated to an earthen ground storage tank from an irrigation supply channel and from there it is pumped to the treatment plant. The treatment process consists of coagulation – flocculation, sedimentation, filtration, and chlorination. Drinking water is then pumped through a rising main into the reticulated system.

Urban Stormwater

The township of Whitton has a minimal stormwater drainage system. A stormwater study has been completed with recommendations currently being considered.

Map Legend

- Existing Housing Supply Land
- Whitton Sewage Treatment Plant
- Reticulated Sewer Supply Catchment
- Reticulated Sewer Main Network
- Road Network









3.14 Murrami – Urban Zoning

Murrami is located 32km northwest of Leeton and has a population of 235. The residents live in approximately 100 single story dwellings in the urban area zoned RU5 village and surrounding farmland. The Griffith-Junee railway line passes through Murrami.

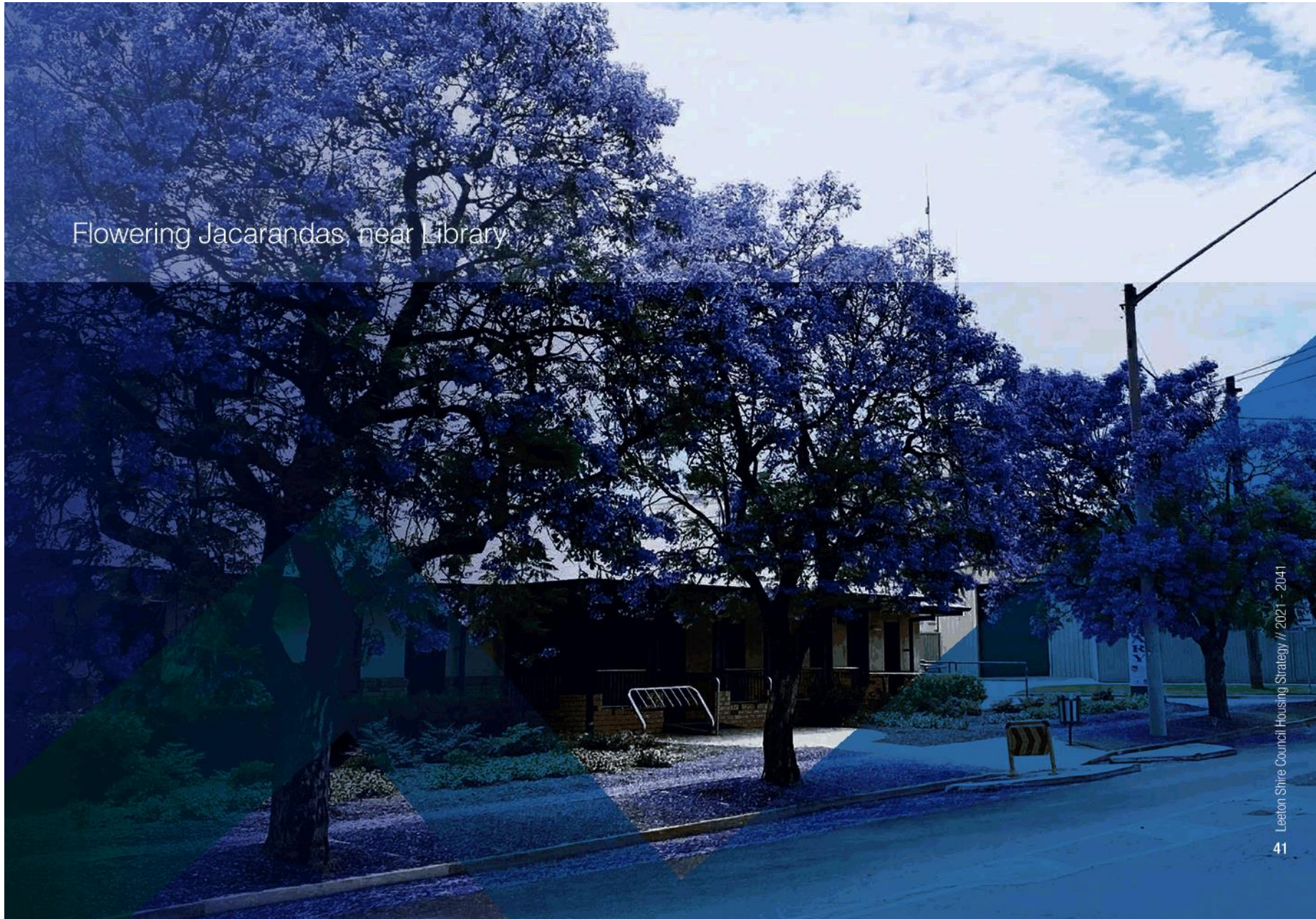
A Water Treatment Plant and reticulation system supplies potable drinking water to the Murrami village and has recently been extended to provide water to the Murrami School. Murrami is supplied through an open channel system from the Main Canal. The water is pumped into a lagoon sedimentation system and stored in a 12 megalitre in-ground storage reservoir. The treatment process consists of coagulation – flocculation, lagoon sedimentation, glass filtration and chlorination. Drinking water is pumped from the storage dam to two reservoirs which feed the village by a gravity system.



Map Legend

-  Public Recreation
-  Village
-  Infrastructure
-  Railway Network
-  Main Road Network
-  Local Road Network





4 Leeton Shire Council Housing Strategy Actions



4.1 Housing Supply Opportunities and Actions

Item	Opportunities / Actions	Timeline
1	<p>Opportunities</p> <ul style="list-style-type: none"> Leeton Shire Council is well known for welcoming and attracting migrants and refugees. This creates demand for suitable short term receipt accommodation and longer-term solutions. <p>Actions</p> <ul style="list-style-type: none"> Council provides support to the multicultural and refugee community via a Multicultural Support Coordinator who assists these communities with accommodation placements, employment direction and assistance, where possible. Council will continue to assist, facilitate, and advocate for receipt accommodation with social housing providers and community groups. Council has inspected and will continue to lobby to increase the utilisation of the accommodation available at the Yanco Agricultural Institute as receipt and short-term migrant accommodation. 	Ongoing
2	<p>Opportunities</p> <ul style="list-style-type: none"> The shire population will increase by approximately 1,300 people by 2041. The increasing age brackets include 30-44 years (working age) and +60 years (retirement age). Due to market conditions and demand for general residential (R1) and low density residential (R2) there is a general lack of medium density development (R3) in Leeton township. <p>Actions</p> <ul style="list-style-type: none"> As at 2021 Leeton is experiencing a shortage of available housing with low market offerings across all levels of the market. Council approved the Deferred Developer Contribution Policy for public consultation in September 2021 to provide flexibility for estate developers and encourage further development. Land banks surrounding Leeton township are privately owned, with several proposed estates currently proceeding to development. Several privately held redevelopment opportunities have been identified within the central area of Leeton. Council will continue to assist, facilitate, and advocate for medium density redevelopment within the central and CBD areas of Leeton. Due to the expected increase in the retirement age population by 2041, a retirement living, and aged care housing study is required to facilitate options. 	<ul style="list-style-type: none"> Developer Contribution Policy – Immediate Retirement and aged care housing – Short term (0-2 years). LEP review – Short term (0-2 years)

Item	Opportunities / Actions	Timeline
3	<p>Opportunities</p> <ul style="list-style-type: none"> • There is a forecast increase in the following household types by 2041. <ul style="list-style-type: none"> o An increase in the number of couple or lone person households. o Increasing levels of semidetached housing. <p>Actions</p> <ul style="list-style-type: none"> • The increase in lone person or couple households will potentially drive demand for downsizing and medium density housing alternatives. • Leeton Local Environmental Plan (LEP) zones – Residential R1, R2, R3, and R5 have been updated to allow for secondary residence and semidetached construction. 	Complete
4	<p>Opportunities</p> <ul style="list-style-type: none"> • Historically building approvals vary in line with the release of new land releases. • Ensuring a constant supply of available land should provide increased consistency of development. <p>Actions</p> <ul style="list-style-type: none"> • The land banks surrounding Leeton township are privately owned. • Council will continue to encourage development of all land types to be brought to market. 	Ongoing
5	<p>Opportunities</p> <ul style="list-style-type: none"> • Leeton housing prices have increased by 48% over the last three years. Smaller sales volumes have been experienced in the villages. • Housing in Leeton Shire remains relatively affordable compared to many other locations in New South Wales. <p>Actions</p> <ul style="list-style-type: none"> • Council to develop a marketing plan to encourage investment in the Leeton Shire residential market. 	Short term (0-2 years)
6	<p>Opportunities</p> <ul style="list-style-type: none"> • Leeton rental prices have continued to increase over the last three years. • The median rental yield was 6.1% (June 2021). • A key driver of increasing rental prices has been the low levels of available rental premises. <p>Actions</p> <ul style="list-style-type: none"> • Council to develop a marketing plan to encourage investment in the Leeton Shire rental market. 	Short term (0-2 years)

Item	Opportunities / Actions	Timeline
7	<p>Opportunities</p> <ul style="list-style-type: none"> • Driven by increasing housing prices and low supply, housing affordability is becoming an issue in Leeton Shire. • The increasing population also creates additional demand for social housing solutions. • There are a number of unutilised government housing sites in Leeton Shire that have fallen into disrepair and are currently uninhabitable. <p>Actions</p> <ul style="list-style-type: none"> • Council to develop a proposal to re-purpose the Brobenah Road Dog Park, considering options as either affordable housing or medium density dwellings. • Council to identify unutilised housing sites in the area and undertake a feasibility study to restore and/or replace these dwellings to address affordable and social housing requirements. 	Short term (0-2 years)
8	<p>Opportunities</p> <ul style="list-style-type: none"> • Infrastructure requirements in known and probable subdivision locations need to be assessed. • Council to optimise residential opportunities in villages as well as Leeton township. <p>Actions</p> <ul style="list-style-type: none"> • Council to ensure that cojoined areas of development include an agreed master plan for development to ensure affective planning design and infrastructure requirements. • Council is scheduled to deliver a sewerage system for Wamoon in 2022. This will improve service delivery to Wamoon and provide incremental development opportunities. • Leeton Shire Council has a number of land allotments available for immediate sale throughout the shire. Council to develop a proposal for the marketing and developing these properties. • Leeton Shire has available land for subdivision development in Conapaira Street Whitton. Council to undertake a feasibility study for the partial development of lots immediately facing Conapaira Street, including a masterplan for the remainder of the available land. • Leeton Shire to develop a master plan for the Lake Paddock precinct and undertake a feasibility study of infrastructure requirements for the area. 	Short term (0-2 years)



Leeton's longest lunch.

4.2 Review and Monitoring of Progress

The progress of the Leeton Shire Council Housing Strategy will require on-going review and regular feedback from the community and key stakeholders.

Progress will be measured against actions resourced and tracked through Council's integrated planning and reporting framework. The strategies and actions will be incorporated onto the Council's Delivery Program and Operation Plan (DPOP) which is reported on quarterly.

Leeton Shire Council will review the trends of the housing needs of the community on an annual basis to ensure that the strategy reflects the current and future needs of the shire.





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**ITEM 8.17 MINUTES OF THE YANCO TOWN IMPROVEMENT COMMITTEE MEETING -
8 NOVEMBER 2021**

RECORD NUMBER	21/439
RELATED FILE NUMBER	EF21/447/02
AUTHOR/S	Manager Visitor Services and Local Activation
APPROVER/S	Group Manager Shire Activation

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the Yanco Town Improvement Committee meeting held on Monday 8 November 2021 (**Attachment 1**).

RECOMMENDATION

THAT Council receives for information the Minutes of the Yanco Town Improvement Committee meeting held on Monday 8 November 2021.

REPORT

(a) Background

The former Yanco Progress Committee folded into the Yanco Town Hall Committee nearly a decade ago. It was recently resolved by the Yanco Hall Committee – on Council's recommendation – to re-establish a separate committee to ensure a stronger focus on town improvement.

The purpose of the Committee is to be a forum for engagement between the community of Yanco and Leeton Shire Council. To facilitate this purpose, the Committee holds meetings on a quarterly basis to discuss priorities for the Yanco community, and to develop and implement a Yanco Town Improvement Plan.

(b) Discussion

The Yanco Town Improvement Committee held a Committee Meeting on Monday 8 November 2021. Key outcomes from this meeting were:

- Yanco Town Improvement Committee Chair Hugh Milvain advised that he received clarification from Council's Road Safety Officer that Main Road 80 through Yanco is an approved road train route meaning that road train vehicles visiting places such as the Yanco Shop are permitted to park along this road. Mayor Maytom asked that this be clarified by Council's Group
-

Manager Operations as he was sure that only road train vehicles visiting JBS were permitted to use this route.

- Council's Manager Cultural Services was a late apology for this meeting due to other competing calendar commitments but will be invited to the first meeting of 2022 along with staff members from Council's Museum and Galleries Team and Yanco Powerhouse Museum representative Ian Peacock to provide an update on any grants, projects or activities that are currently being pursued for the Museum.
- Mayor Maytom raised that Council's Group Manager Operations was working with Murrumbidgee Irrigation seeking clarity on who owns and is responsible for the replacement of some trees between Yanco and Leeton which were initially identified as part of a beautification project being funded by Murrumbidgee Irrigation.
- Beryl Coelli also asked for an update on where things were up to with getting new female changerooms for the Yanco Wamoon Hawks League Tag Team. She heard that a grant had been submitted but asked if this could be clarified. Council's Manager Visitor Services and Local Activation to follow up with the Manager Open Space and Recreation.
- Mayor Maytom raised that on a recent drive he noticed that the grass was very high and in desperate need of slashing in Hanwood Street, Yanco. Council's Manager Visitor Services and Local Activation to generate a customer request submission to Council's Open Space and Recreation Team.

(c) Options

Nil – This report is for information purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil

(b) Policy

Nil

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a council may exercise its functions by a Committee of Council.

(d) Risk

Financial – ensuring community knows identified projects are subject to budget bids.

Representative – ensuring the voice of the Yanco community is heard, not just the voice of the committee.

Informational – ensuring the community is kept informed about committee plans and progress.

CONSULTATION

(a) External

Nil

(b) Internal

Manager Cultural Services
Group Manager Operations
Road Safety Officer
Manager Open Space and Recreation

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved – 19 c - Provide a framework for inclusive decision-making – Support and report on Council's Section 355 Committees.

ATTACHMENTS

1 [↓](#) Yanco Town Improvement Committee Minutes - 8 November 2021



YANCO VILLAGE IMPROVEMENT COMMITTEE MINUTES

*12.30pm, Monday 8
November
2021*

*Yanco Community
Hall*

1. Present:

Brent Lawrence (Manager Visitor Services and Local Activation, Leeton Shire Council), Paul Maytom (Mayor, Leeton Shire Council), Sandra Nardi (Councillor, Leeton Shire Council), Hugh Milvain, Yvonne Milvain, Mel Shepherd, Tony Bagiante, Josie Bagiante, Beryl Coelli and Terry Coelli.

2. Apologies

Pam Bonfield and Bob Hermes

3. Agenda Items

Murals

Council's Manager Visitor Services and Local Activation advised that the Yanco Silos are still fully functioning silos owned by Grain Corp and therefore are not eligible to have public art placed on them. Only inactive silos are eligible to apply for public art to be depicted on their silos.

Road Train Permits

Yanco Town Improvement Committee Chair Hugh Milvain advised that he received clarification from Council's Road Safety Officer that Main Road 80 through Yanco is an approved road train route meaning that road train vehicles visiting places such as the Yanco Shop are permitted to park along this road.

Mayor Maytom asked that this be clarified by Council's Group Manager Operations as he was sure that only road train vehicles visiting JBS were permitted to use this route.



Yanco Powerhouse Museum Update

Council's Manager Cultural Services was a late apology for this meeting due to other competing calendar commitments but will be invited to the first meeting of 2022 along with staff members from Council's Museum and Galleries Team and Yanco Powerhouse Museum representative Ian Peacock to provide an update on any grants, projects or activities that are currently being pursued for the Museum.

General Business

Members of the committee asked for the following to be investigated:

- Beryl Coelli also asked for an update on where things were up to with getting new female changerooms for the Yanco Wamoon Hawks League Tag Team. She heard that a grant had been submitted but asked if this could be clarified. Council's Manager Visitor Services and Local Activation to follow up with the Manager Open Space and Recreation.
- Mayor Maytom raised that on a recent drive he noticed that the grass was very high and in desperate need of slashing in Hanwood Street, Yanco. Council's Manager Visitor Services and Local Activation to generate a customer request submission to Council's Open Space and Recreation Team.
- Beryl Coelli raised whose responsibility was it to replace the boundary fence (currently a section of mesh acting as a substitute for part of the fence) between the Yanco Community Hall and the property next door to the Yanco Hotel. Council's Manager Visitor Services and Local Activation to follow up.
- Mayor Maytom raised that Council's Group Manager Operations was working with Murrumbidgee Irrigation seeking clarity on who owns and is responsible for the replacement of some trees between Yanco and Leeton which were initially identified as part of a beautification project being funded by Murrumbidgee Irrigation.
- Hugh Milvain asked if the ivy between the fence line at the Yanco Community Hall could be sprayed. Council's Manager Visitor Services and Local Activation to generate a customer request submission to Council's Open Space and Recreation Team.
- Council's Manager Visitor Services and Local Activation to clarify who owns the block behind the Yanco All Servicemen's Club as it is currently looking very untidy.
- The committee has asked if a letter could be sent to the owners of the fire destroyed building next to Yanco All Servicemens Club as it is in an increasingly dilapidated state. Council's Manager Visitor Services and Local Activation to follow with the Manager Planning, Building and Health.

4. Meeting Close and Date of Next Meeting

Meeting closed at 1.02pm. Next meeting to take place on Monday 14 February 2022 commencing 12.30pm at Yanco Community Hall.

ITEM 8.18 MINUTES OF THE YANCO COMMUNITY HALL COMMITTEE MEETING - 8 NOVEMBER 2021

RECORD NUMBER	21/443
RELATED FILE NUMBER	EF21/436
AUTHOR/S	Manager Visitor Services and Local Activation
APPROVER/S	Group Manager Shire Activation

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the Yanco Community Hall Committee meeting held on Monday 8 November 2021 (**Attachment 1**).

The Minutes are prepared by volunteers who sit on the Committee and are presented as supplied to Council.

RECOMMENDATION

THAT Council receives for information the Minutes of the Yanco Community Hall Committee meeting held on Monday 8 November 2021.

REPORT

(a) Background

The purpose of the Yanco Community Hall Committee is to:

- Oversee the day-to-day operations of the Yanco Community Hall as per the delegation issued by Leeton Shire Council.
- Overview the strategic direction of the Yanco Community Hall.
- Provide reports and recommendations to the Council as considered appropriate.
- Promote optimum usage of the hall.
- Care for and maintain the facility through responsible day-to-day management.
- Ensure the safety of the patrons of the hall.

To facilitate this purpose, the Committee holds meetings on a monthly basis to discuss issues relating to the upkeep and management of the facility.

(b) Discussion

The Yanco Community Hall Committee met on Monday 8 November 2021 for its

Ordinary Meeting. Discussions were held in relation to several matters including:

- Fire safety plan – the fire safety plan for the Yanco Community Hall was last updated in 2019 and the fire safety map was last updated in 2006. A new fire safety plan and map will be organised as soon as possible.
- Yanco Community Hall Committee Chair Hugh Milvain has asked that a proposal be presented in writing for the changes to Section 355 committees that were outlined by the Executive Manager IPR, Governance and Engagement at a special meeting of the Yanco Community Hall Committee held on Monday 25 October 2021. Council's Manager Visitor Services and Local Activation to work with the Executive Manager IPR, Governance and Engagement to prepare a communication piece to present back to the committee.

(c) Options

Nil – This report is for information purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

As the Yanco Community Hall Committee is a Section 355 Committee, any identified maintenance issues are met through Council's annual maintenance program. Any enhancements are required to be funded by the Committee.

(b) Policy

Nil

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a Council may exercise its functions by a Committee of Council.

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts.

CONSULTATION

(a) External

Committee members

(b) Internal

Executive Manager IPR, Governance and Engagement

[LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN \(DPOP\)](#)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council's Section 355 Committees.

ATTACHMENTS

1 [↓](#) Minutes of the Yanco Hall Committee Meeting - 8 November 2021

Yanco Hall Committee Meeting – Monday 8th November 2021

Present: Tony Bagiante, Josie Bagiante, Hugh Milvain, Yvonne Milvain, Beryl Coelli, Terry Coelli, Cr Sandra Nardi, Julie Halden, Mel Shephard, Brent Lawrence (Manager Visitor Services and Local Activation, Leeton Shire Council), Paul Maytom (Mayor, Leeton Shire Council)

Apologies: Bob Hermes, Pam Bonfield

MEETING OPENED: 1:05PM

1. APPROVAL OF MINUTES FROM LAST MEETING:

Motion: The minutes from 11th October 2021 are true and accurate.

Moved: Terry

Second: Mel

2. BUSINESS ARISING FROM THE MINUTES:

- **Quote received from D & A Demamiel Contract Carpenter** for \$610.00 for repairs and installation to door frames in the hall – new fire safety plan to be arranged before this quote can be actioned.
- **New fence on southern side of the hall** needs renewing with a stronger material such as metal. Suggestions were made at the possibility of applying for grant funding to assist with the costs involved.
- **The ladies toilet requires a sign** to be erected on the wall leading into the toilets, directing patrons with an arrow. It was noticed at the last markets that the ladies were having trouble establishing the ladies toilets and were asking stallholders for directions. – Mel to organise
- **Donation to Gralee** – \$1000 cheque was presented to Gralee school on 31st October 2021 at the market.

Moved: Mel

Second: Hugh

3. CORRESPONDENCE:

- **Account received from Tony Wilden** for \$220.00 for cleaning and Covid-19 marshaling service at the entrance on market day. – Account to be paid
- **Irrigator bill** for advertising received \$94.39 – Account to be paid
- **Term deposit renewal** - \$13.71 interest was earned on this account. Balance of the account is \$32,730.48 – Beryl to contact the bank and renew the term deposit.
- **Hall hire application received** – Yanco Lions club hire dates 11-12-21 for the Christmas tree festival and ham raffle (see general business)
- **Donation request from Yanco Lions club** to go towards the Christmas tree festival. – (see general business)

4. TREASURER'S REPORT:

Moved: Beryl

Second: Mel

YANCO HALL MANAGEMENT COMMITTEE				
FINANCIAL STATEMENT				
JULY – AUGUST – SEPTEMBER 2021				
Balance C/Fwd				6,225.16
INCOME	JULY	AUGUST	SEPTEMBER	OCTOBER
Market St.	245.00	-----	380.00	Special - \$380 31 st - \$535
Market Door	145.45	-----	364.00	Special - \$364 31 st - \$245.90
GST	60.00	-----	-----	-----
Total	450.45		744.00	1,524.90
EXPENSES				
GST	-----	8.00	-----	25.00
Cleaning	90.00	75.00	-----	140.00
Electricity & Gas	154.35	355.27	-----	-----
Advertising	-----	-----	94.39	-----
Office Choice	-----	-----	-----	194.00
Donation	-----	-----	-----	Gralee \$1000
Total	244.35	438.27	94.39	1359.00
Account Balance - \$6,391.06				

5. GENERAL BUSINESS

- **Fire safety plan** – the fire safety plan for the hall was last updated in 2019 and the fire safety map was last updated in 2006. A new fire safety plan and map is to be organised as soon as possible.
- **Yanco Lion club hall hire** – (attached) Yanco Lions club have applied to hire the hall on the 11th of December 2021. The purpose of the event is to invite organisations, clubs, committee's, groups etc to make and decorate a Christmas tree that will be on show in the hall for members of the community to vote on Most popular Choice. Afterwards around 4pm they will hold their ham raffles. Funds that are raised from this event will go towards purchasing Christmas decorations for the Yanco town.
A motion was made by Beryl and seconded by Mel that the Hall hire fee be waived for this event. This was voted on and this motion was passed.
(This donation has mended the motion for that was made on 11th of October 2021
- **Donation request from Yanco Lions club** (attached) to go towards the Christmas tree festival.
A motion was made by Mel to amend the motion from the 11th of October 2021. *(Which was \$300 Hire Fee plus an additional \$100 be donated to the Yanco Lions.)*
The new motion is that the Yanco Hall Committee donates \$500 towards the Yanco Lions Club Christmas tree festival. Terry seconded the motion. This was voted on and this motion was passed.
- **Section 355** – Hugh asked that a proposal be presented in writing for the changes of the Section 355. A number of the committee are in happy with these changes.

Meeting closed at 2.02pm.

Next meeting 13th December 2021



YANCO LIONS CLUB

P.O. Box 50

Yanco

Secretary: Sue Ryan 0429968967

Email:- sueparker2009@hotmail.com

6th November 2021

Dear Members of the Yanco all Committee

Yanco Lions Club are holding our first ever Christmas Tree Festival on Saturday the 11th December. The Event will be held at the Yanco Hall. The purpose of the Event is to invite Organisations, Club, Committee's, Groups etc to make and decorate a Christmas Tree that will be on show in the Hall for members of the Public to vote on Most popular Choice. Afterwards around 4pm we will hold our Christmas Ham Raffle

Yanco Lions would like to ask if Yanco Hall Committee would like to make a Donation of funds towards the Christmas Tree Festival that will enable Decorations be purchased for our Township of Yanco.

We enjoy being able to work together and keeping the best interests of Yanco at Heart.

Look forward to hearing from you

Kind Regards

Sue Ryan

Secretary

Yanco Lions Club

**ITEM 8.19 MINUTES OF THE YANCO COMMUNITY HALL COMMITTEE MEETING - 11
OCTOBER 2021**

RECORD NUMBER	21/442
RELATED FILE NUMBER	EF21/436
AUTHOR/S	Manager Visitor Services and Local Activation
APPROVER/S	Group Manager Shire Activation

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the Yanco Community Hall Committee meeting held on Monday 11 October 2021 (**Attachment 1**).

The Minutes are prepared by volunteers who sit on the Committee and are presented as supplied to Council.

RECOMMENDATION

THAT Council receives for information the Minutes of the Yanco Community Hall Committee meeting held on Monday 11 October 2021.

REPORT

(a) Background

The purpose of the Yanco Community Hall Committee is to:

- Oversee the day-to-day operations of the Yanco Community Hall as per the delegation issued by Leeton Shire Council.
- Overview the strategic direction of the Yanco Community Hall.
- Provide reports and recommendations to the Council as considered appropriate.
- Promote optimum usage of the hall.
- Care for and maintain the facility through responsible day-to-day management.
- Ensure the safety of the patrons of the hall.

To facilitate this purpose, the Committee holds meetings on a monthly basis to discuss issues relating to the upkeep and management of the facility.

(b) Discussion

The Yanco Community Hall Committee met on Monday 11 October 2021 for its

Ordinary Meeting. Discussions were held in relation to several matters including:

- There was strong discussion around the requirement for the Yanco Community Hall and Yanco Village Markets to have split bank accounts. This was initially raised by Council's IPR, Governance and Engagement Team. The Executive Manager IPR, Governance and Engagement to be invited to the next meeting to present options to the committee.
- Fence on southern side of the Yanco Community Hall needs renewing with a stronger material such as metal. Suggestions were made at the possibility of applying for grant funding to assist with the costs involved.
- The ladies toilet requires a sign to be erected on the wall leading into the toilets, directing patrons with an arrow. It was noticed at the last Yanco Village Markets that the ladies were having trouble establishing where the ladies' toilets were situated, and they were asking stallholders for directions.

(c) Options

Nil – This report is for information purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

As the Yanco Community Hall Committee is a Section 355 Committee, any identified maintenance issues are met through Council's annual maintenance program. Any enhancements are required to be funded by the Committee.

(b) Policy

Nil

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a Council may exercise its functions by a Committee of Council.

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts.

CONSULTATION

(a) External

Committee members

(b) Internal

Procurement and Building Services Coordinator

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council's Section 355 Committees.

ATTACHMENTS

1 [↓](#) Minutes of the Yanco Community Hall Committee Meeting - 11 October 2021

Yanco Hall Committee Meeting – Monday 11th October 2021

Present: Pam Bonfield, Tony Bagiante, Josie Bagiante, Hugh Milvain, Yvonne Milvain, Beryl Coelli, Terry Coelli, Cr Sandra Nardi, Julie Halden, Mel Shephard (via telephone)

Apologies: Bob Hermes

MEETING OPENED: 12.40PM

1. APPROVAL OF MINUTES FROM LAST MEETING:

Motion: The minutes from 9th August 2021 are true and accurate.

Moved: Hugh

Second: Sandra

2. BUSINESS ARISING FROM THE MINUTES:

- Adoption of Hire Agreement be accepted

Moved: Mel

Second: Beryl

3. CORRESPONDENCE:

Account received from Tony Wilden for \$140.00 for cleaning and marshalling service at the entrance

Quote received from D & A Demamiel Contract Carpenter for \$610.00 for repairs and installation to door frames in the hall.

4. TREASURER'S REPORT:

Treasurer's Report (below)

Beryl moved for the Treasurer's Report to be accepted and accounts from Tony Wilden and D Demamiel to be paid.

Moved: Beryl

Second: Josie

YANCO HALL MANAGEMENT COMMITTEE				
FINANCIAL STATEMENT				
JULY – AUGUST – SEPTEMBER 2021				
	JULY	AUGUST	SEPTEMBER	
Balance C/Fwd				5030.71
INCOME				
Market St.	245.00	-----	380.00	
Market Door	145.45	-----	364.00	
GST	60.00	-----	-----	
	450.45		744.00	1194.45
				6225.16

EXPENSES				
GST	-----	8.00	-----	
Cleaning	90.00	75.00	-----	
Electricity & Gas	154.35	355.27	-----	
Advertising	-----	-----	94.39	
	244.35	438.27	94.39	777.01
Balance as per statement				\$5448.15

5. GENERAL BUSINESS

*Tony Bagiante spoke to other stallholders at the last Markets about the possibility of holding more than the scheduled number of markets leading up to Christmas.

The discussion amongst members was that stallholders have set markets they attend and to add extra dates in will make it harder for stallholders to attend as they are locked into the calendar of markets around the circuit and adding additional dates may mean that not all stallholders may not be able to attend, making the Yanco Markets attendance down due to lack of stallholders.

*New fence on southern side needs renewing with a stronger material such as metal. Suggestions were made at the possibility of applying for grant funding to assist with the costs involved.

*The ladies toilet requires a sign to be erected on the wall leading into the toilets, directing patrons with an arrow. It was noticed at the last markets that the ladies were having trouble establishing the ladies toilets and were asking stallholders for directions.

*Mel raised the discussion on the proposal from the Yanco Lions Club to hold a Christmas Tree Festival in the Hall, with the proceeds going into purchasing Christmas decorations to be erected around Yanco township.

The Festival would be held in the Hall on Saturday 20th November 2021. The public to pay \$5.00 and this entitles them to vote on their choice of tree.

The tree can be made of anything.

Discussion was then had about the Yanco Lions Club having to pay a hire fee for the day. (\$300.00) The decision was made to charge the hire fee, then

donate the fee back to the Lions Club plus add \$100.00 towards the fundraiser.

Motion was passed that \$300 Hire Fee plus an additional \$100 be donated to the Yanco Lions.

*Discussion regarding splitting bank account into two- Market account and Hall Committee account?

Committee members posed quite a few questions regarding the reasoning behind this request. Cr Nardi did explain the reasons to the best of her ability, although, members were undecided.

*Market Committee to be requested to pay Hall Committee for hire of hall for Markets in the future.

*Regarding Section 355: discussions on how structure of hall fees will be taking effect.

*Hugh made mention of a special market meeting that was held on Monday 4th October 2021 to discuss \$1000. proposed donation to Gralee School.

Meeting closed at 1.45pm.

ITEM 8.20 MINUTES OF THE SUNRICE FESTIVAL COMMITTEE - ANNUAL GENERAL MEETING - 28 OCTOBER 2021

RECORD NUMBER	21/446
RELATED FILE NUMBER	EF21/433/02
AUTHOR/S	Events Officer
APPROVER/S	Manager Visitor Services and Local Activation Group Manager Shire Activation

SUMMARY/PURPOSE

The Leeton SunRice Festival Committee is a Section 355 Committee of Council.

The purpose of this report is to provide Council with the Minutes of the Annual General Meeting of the Leeton SunRice Festival Committee held on 28 October 2021 (**Attachment 1**).

The minutes of the meeting are prepared by volunteers who sit on the Committee and are presented as supplied to Council.

RECOMMENDATION

THAT Council receives for information the Minutes of the Leeton SunRice Festival Committee Annual General Meeting held on 28 October 2021.

REPORT

(a) Background

The purpose of the Leeton SunRice Festival Committee is to coordinate and stage a successful biennial event and encourage individuals and businesses to participate in the Leeton SunRice Festival.

The Leeton SunRice Festival Committee holds regular monthly meetings in the year leading up to the event.

(b) Discussion

The Leeton SunRice Festival Committee held their Annual General Meeting on 28 October 2021 at which a report on the previous year's event was given by the outgoing president and a new executive was elected.

The meeting minutes are included with this report as **Attachment 1**. The audited financial report as tabled at the Annual General Meeting are also included with this report as **Attachment 2**.

(c) Options

Nil – meeting minutes are for information only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Leeton SunRice Festival Committee is a Section 355 Committee. It currently manages its own finances.

Leeton Shire Council provides its contribution to this biennial event in the form of \$15,000 cash sponsorship per Festival and staff wages towards the successful facilitation of the event.

(b) Policy

Leeton Shire Council Code of Conduct

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a Council may exercise its functions by a Committee of Council.

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts. Note that Council has commenced a review of all Section 355 Committees to check for legislative compliance.

CONSULTATION

(a) External

Committee members

(b) Internal

Events Officer
Manager Visitor Services and Local Activation
Manager WHS, QA and Risk

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and

gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council's Section 355 Committees.

Under the Key Priority Area Outcome Four: A THRIVING ECONOMY AND GOOD JOBS adopted Delivery Program/Operational Plan – 13 - A community that has great attractions and events – 13 a - Encourage a range of exciting and interesting sports, arts and cultural events for the residents and visitors of Leeton Shire.

ATTACHMENTS

1 [↓](#) SunRice Festival Committee AGM Minutes - 28 October 2021

2 [↓](#) SunRice Festival Audited Financial Report 2020/2021



Leeton SunRice Festival Committee AGM

Thursday 28th October 2021

Meeting Opened	7.00pm			
Present	Chris, Vicki, Julie, Sally, George, Sally, Denise, Col, Elizabeth			
Apologies	Kristy, Cheryl, Fran,			
Minutes of Previous Meeting	Moved	Chris	Seconded	Vicki
Meeting Closed	7.25pm			

Directors Report

General	<p>Thank you to the committee for all their hard work and dedication. Once again a challenging year for the committee with the continuation of covid restrictions limiting the committee's ability to meet face to face.</p> <p>The not knowing has been our biggest challenge thus far and will continue to challenge us leading into Festival 2022. Everyone's commitment is appreciated.</p>
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Treasurers Report

General	\$36,690.87 loss for the financial year, this is normally the same but positive. The reason is cancellation of Festival for Covid, and loses on funds already spent.
Balances as at June 30	\$6,080.67 General \$416.39 Ambassadors \$9,376.37 Balloons \$35,000.00 Term Deposit

Elections – Returning Officer George declared all positions vacant

Director 2021 – Julie Axtill	Julie nominated – Chris / Sally – Julie accepted No other nominations
Assistant Director 2021 – Elizabeth Munn	Chris nominated – Denise / Sally – Chris accepted Elizabeth nominated – Sally / Julie – Elizabeth accepted Vote conducted
Treasurer 2021 – Sally Doig	Sally nominated – Julie / Denise – Sally accepted No other nominations
Secretary 2021 – Vicki Poulson	Vicki nominated – Sally / Chris – Vicki accepted No other nominations

General Business

Constitution to be revised and updated after festival – to be sent out with minutes (VP)
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LEETON SUNRICE FESTIVAL
ABN 92 125 161 201

FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2021

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201

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**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

COMMITTEE'S REPORT

Your committee members submit the financial report of Leeton Sunrice Festival for the financial year ended 30 June 2021.

Committee Members

The names of the committee members in office at anytime during or since the end of the year are:

Chris Thompson
Carl King
Cheryl Whymark
George Weston
Kristy Pike
Nadine McLean
Vicki Poulson
Julie Axtill
Denise McGrath
Sally Doig
Tamara Bartram
Elizabeth Munn

Significant Changes

No significant change in the nature of these activities occurred during the financial year.

Operating Result

The loss after providing for income tax amounted to \$36,620.

Signed in accordance with a resolution of the members of the committee:

Julie Axtill

Sally Doig

Dated this 18 August 2021

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201

STATEMENT OF PROFIT OR LOSS
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Revenue	2	2,544.65	121,861.60
Other expenses		<u>(39,164.52)</u>	<u>(82,371.37)</u>
Profit (loss) before income tax		(36,619.87)	39,490.23
Income tax expense		<u>-</u>	<u>-</u>
Profit (loss) for the year		<u>(36,619.87)</u>	<u>39,490.23</u>
Profit (loss) attributable to members of the entity		<u>(36,619.87)</u>	<u>39,490.23</u>

The accompanying notes form part of these financial statements.

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Profit (loss) for the year		(36,619.87)	39,490.23
Other comprehensive income:		_____	_____
Total other comprehensive income for the year		-	-
Total comprehensive income (expense) for the year		<u>(36,619.87)</u>	<u>39,490.23</u>
Total comprehensive income (expense) attributable to members of the entity		<u>(36,619.87)</u>	<u>39,490.23</u>

The accompanying notes form part of these financial statements.

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

	Note	2021 \$	2020 \$
ASSETS			
CURRENT ASSETS			
Cash on hand	4	50,873.43	87,493.30
TOTAL CURRENT ASSETS		<u>50,873.43</u>	<u>87,493.30</u>
TOTAL ASSETS		<u>50,873.43</u>	<u>87,493.30</u>
NET ASSETS		<u>50,873.43</u>	<u>87,493.30</u>
EQUITY			
Retained earnings		50,873.43	87,493.30
TOTAL EQUITY		<u>50,873.43</u>	<u>87,493.30</u>

The accompanying notes form part of these financial statements.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2021**

	Retained Earnings \$	Total \$
Balance at 1 July 2019	48,003.07	48,003.07
Comprehensive income		
Profit for the year	39,490.23	39,490.23
Total comprehensive income for the year attributable to members of the association	<u>39,490.23</u>	<u>39,490.23</u>
Balance at 30 June 2020	<u>87,493.30</u>	<u>87,493.30</u>
Balance at 1 July 2020	87,493.30	87,493.30
Comprehensive income		
Profit (loss) for the year	(36,619.87)	(36,619.87)
Total comprehensive income for the year attributable to members of the association	<u>(36,619.87)</u>	<u>(36,619.87)</u>
Balance at 30 June 2021	<u>50,873.43</u>	<u>50,873.43</u>

The accompanying notes form part of these financial statements.

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

	Note	2021 \$	2020 \$
Cash flows from operating activities			
Cash receipts from operating activities		4,119.65	121,861.60
Cash payments from operating activities		(40,739.52)	(82,371.37)
Net cash provided by (used in) operating activities	6	<u>(36,619.87)</u>	<u>39,490.23</u>
Net increase (decrease) in cash held		(36,619.87)	39,490.23
Cash on hand at beginning of financial year		87,493.30	48,003.07
Cash on hand at end of financial year	6	<u><u>50,873.43</u></u>	<u><u>87,493.30</u></u>

The accompanying notes form part of these financial statements.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

The financial statements cover Leeton Sunrice Festival as an individual entity. Leeton Sunrice Festival is an association incorporated in New South Wales and operating pursuant to the Associations Incorporation Act 2009.

The financial statements were authorised for issue on by the members of the committee.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

These general purpose financial statements have been prepared in accordance with the Associations Incorporation Act 2009 and Australian Accounting Standards and Interpretations of the Australian Accounting Standards Board. The association is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards. Material accounting policies adopted in the preparation of these financial statements are presented below and have been consistently applied unless stated otherwise.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented in the financial statements have been rounded to the nearest dollar.

(a) Income Tax

The income tax expense (income) for the year comprises current income tax expense (income) and deferred tax expense (income).

Current income tax expense charged to profit or loss is the tax payable on taxable income for the current period. Current tax liabilities (assets) are measured at the amounts expected to be paid to (recovered from) the relevant taxation authority using tax rates (and tax laws) that have been enacted or substantively enacted by the end of the reporting period.

Current and deferred income tax expense (income) is charged or credited outside profit or loss when the tax relates to items that are recognised outside profit or loss or arising from a business combination.

A deferred tax liability shall be recognised for all taxable temporary differences, except to the extent that the deferred tax liability arises from:

- (a) the initial recognition of goodwill; or
- (b) the initial recognition of an asset or liability in a transaction which:
 - (i) is not a business combination; and
 - (ii) at the time of the transaction, affects neither accounting profit nor taxable profit (tax loss).

(b) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the association becomes a party to the contractual provisions of the instrument. For financial assets, this is equivalent to the date that the association commits itself to either purchase or sell the asset (i.e. trade date accounting is adopted).

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

Financial instruments (except for trade receivables) are initially measured at fair value plus transaction costs, except where the instrument is classified "at fair value through profit or loss", in which case transaction costs are expensed to profit or loss immediately. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Trade receivables are initially measured at the transaction price if the trade receivables do not contain a significant financing component or if the practical expedient was applied as specified in paragraph 63 of AASB 15: Revenue from Contracts with Customers.

Classification and subsequent measurement

Financial liabilities

Financial liabilities are subsequently measured at:

- amortised cost; or
- fair value through profit or loss.

A financial liability is measured at fair value through profit or loss if the financial liability is:

- a contingent consideration of an acquirer in a business combination to which AASB 3: Business Combinations applies;
- held for trading; or
- initially designated as at fair value through profit or loss.

All other financial liabilities are subsequently measured at amortised cost using the effective interest method.

The effective interest method is a method of calculating the amortised cost of a debt instrument and of allocating interest expense in profit or loss over the relevant period.

The effective interest rate is the internal rate of return of the financial asset or liability, that is, it is the rate that exactly discounts the estimated future cash flows through the expected life of the instrument to the net carrying amount at initial recognition.

A financial liability is held for trading if it is:

- incurred for the purpose of repurchasing or repaying in the near term;
- part of a portfolio where there is an actual pattern of short-term profit taking; or
- a derivative financial instrument (except for a derivative that is in a financial guarantee contract or a derivative that is in an effective hedging relationship).

Any gains or losses arising on changes in fair value are recognised in profit or loss to the extent that they are not part of a designated hedging relationship.

The change in fair value of the financial liability attributable to changes in the issuer's credit risk is taken to other comprehensive income and is not subsequently reclassified to profit or loss. Instead, it is transferred to retained earnings upon derecognition of the financial liability.

If taking the change in credit risk in other comprehensive income enlarges or creates an accounting mismatch, then these gains or losses should be taken to profit or loss rather than other comprehensive income.

A financial liability cannot be reclassified.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

Financial guarantee contracts

A financial guarantee contract is a contract that requires the issuer to make specified payments to reimburse the holder for a loss it incurs because a specified debtor fails to make payment when due in accordance with the terms of a debt instrument.

Financial guarantee contracts are initially measured at fair value (and if not designated as at fair value through profit or loss and do not arise from a transfer of a financial asset) and subsequently measured at the higher of:

- the amount of loss allowance determined in accordance to AASB 9.3.25.3; and
- the amount initially recognised less accumulative amount of income recognised in accordance with the revenue recognition policies.

Financial assets

Financial assets are subsequently measured at:

- amortised cost;
- fair value through other comprehensive income; or
- fair value through profit or loss.

on the basis of the two primary criteria:

- the contractual cash flow characteristics of the financial asset; and
- the business model for managing the financial assets.

A financial asset is subsequently measured at amortised cost if it meets the following conditions:

- the financial asset is managed solely to collect contractual cash flows; and
- the contractual terms within the financial asset give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding on specified dates.

A financial asset is subsequently measured at fair value through other comprehensive income if it meets the following conditions:

- the contractual terms within the financial asset give rise to cash flows that are solely payments of principal and interest on the principal amount outstanding on specified dates; and
- the business model for managing the financial asset comprises both contractual cash flows collection and the selling of the financial asset.

By default, all other financial assets that do not meet the conditions of amortised cost and the fair value through other comprehensive income's measurement condition are subsequently measured at fair value through profit or loss.

The association initially designates a financial instrument as measured at fair value through profit or loss if:

- it eliminates or significantly reduces a measurement or recognition inconsistency (often referred to as "accounting mismatch") that would otherwise arise from measuring assets or liabilities or recognising the gains and losses on them on different bases;
- it is in accordance to the documented risk management or investment strategy and information about the groupings was documented appropriately, so as the performance of the financial liability that was part of a group of financial liabilities or financial assets can be managed and evaluated consistently on a fair value basis; and
- it is a hybrid contract that contains an embedded derivative that significantly modifies the cash flows otherwise required by the contract.

The initial designation of the financial instruments to measure at fair value through profit or loss is a one-time option on initial classification and is irrevocable until the financial asset is derecognised.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

Equity instruments

At initial recognition, as long as the equity instrument is not held for trading or is not a contingent consideration recognised by an acquirer in a business combination to which AASB 3 applies, the association made an irrevocable election to measure any subsequent changes in fair value of the equity instruments in other comprehensive income, while the dividend revenue received on underlying equity instruments investments will still be recognised in profit or loss.

Regular way purchases and sales of financial assets are recognised and derecognised at settlement date in accordance with the association's accounting policy.

Derecognition

Derecognition refers to the removal of a previously recognised financial asset or financial liability from the statement of financial position.

Derecognition of financial liabilities

A liability is derecognised when it is extinguished (ie when the obligation in the contract is discharged, cancelled or expires). An exchange of an existing financial liability for a new one with substantially modified terms, or a substantial modification to the terms of a financial liability, is treated as an extinguishment of the existing liability and recognition of a new financial liability.

The difference between the carrying amount of the financial liability derecognised and the consideration paid and payable, including any non-cash assets transferred or liabilities assumed, is recognised in profit or loss.

Derecognition of financial assets

A financial asset is derecognised when the holder's contractual rights to its cash flows expires, or the asset is transferred in such a way that all the risks and rewards of ownership are substantially transferred.

All the following criteria need to be satisfied for the derecognition of a financial asset:

- the right to receive cash flows from the asset has expired or been transferred;
- all risk and rewards of ownership of the asset have been substantially transferred; and
- the association no longer controls the asset (i.e. it has no practical ability to make unilateral decisions to sell the asset to a third party).

On derecognition of a financial asset measured at amortised cost, the difference between the asset's carrying amount and the sum of the consideration received and receivable is recognised in profit or loss.

On derecognition of a debt instrument classified as fair value through other comprehensive income, the cumulative gain or loss previously accumulated in the investment revaluation reserve is reclassified to profit or loss.

On derecognition of an investment in equity which was elected to be classified under fair value through other comprehensive income, the cumulative gain or loss previously accumulated in the investments revaluation reserve is not reclassified to profit or loss, but is transferred to retained earnings.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

Impairment

The association recognises a loss allowance for expected credit losses on:

- financial assets that are measured at amortised cost or fair value through other comprehensive income;
- lease receivables;
- contract assets (e.g. amount due from customers under construction contracts);
- loan commitments that are not measured at fair value through profit or loss; and
- financial guarantee contracts that are not measured at fair value through profit or loss.

Loss allowance is not recognised for:

- financial assets measured at fair value through profit or loss; or
- equity instruments measured at fair value through other comprehensive income.

Expected credit losses are the probability-weighted estimate of credit losses over the expected life of a financial instrument. A credit loss is the difference between all contractual cash flows that are due and all cash flows expected to be received, all discounted at the original effective interest rate of the financial instrument.

The association uses the following approaches to impairment, as applicable under AASB 9:

- the general approach;
- the simplified approach;
- the purchased or originated credit impaired approach; and
- low credit risk operational simplification.

General approach

Under the general approach, at each reporting period, the Group assessed whether the financial instruments are credit impaired, and if:

- the credit risk of the financial instrument increased significantly since initial recognition, the Group measured the loss allowance of the financial instruments at an amount equal to the lifetime expected credit losses; and
- there was no significant increase in credit risk since initial recognition, the Group measured the loss allowance for that financial instrument at an amount equal to 12-month expected credit losses.

Simplified approach

The simplified approach does not require tracking of changes in credit risk at every reporting period, but instead requires the recognition of lifetime expected credit loss at all times.

This approach is applicable to:

- trade receivables or contract assets that results from transactions that are within the scope of AASB 15: Revenue from Contracts with Customers, that contain a significant financing component; and
- lease receivables.

In measuring the expected credit loss, a provision matrix for trade receivables was used taking into consideration various data to get to an expected credit loss (i.e. diversity of its customer base, appropriate groupings of its historical loss experience, etc.).

Purchased or originated credit impaired approach

For a financial asset that is considered to be credit impaired (not on acquisition or originations), the Group measured any change in its lifetime expected credit loss as the difference between the asset's gross carrying amount and the present value of estimated future cash flows discounted at the financial asset's original effective interest rate. Any adjustment is recognised in profit or loss as an impairment gain or loss.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

Evidence of credit impairment includes:

- significant financial difficulty of the issuer or borrower;
- a breach of contract (e.g. default or past due event);
- where a lender has granted to the borrower a concession, due to the borrower's financial difficulty, that the lender would not otherwise consider;
- it is probable the borrower will enter bankruptcy or other financial reorganisation; and
- the disappearance of an active market for the financial asset because of financial difficulties.

Low credit risk operational simplification approach

If a financial asset is determined to have low credit risk at the initial reporting date, the association assumed that the credit risk has not increased significantly since initial recognition and, accordingly, can continue to recognise a loss allowance of 12-month expected credit loss.

In order to make such determination that the financial asset has low credit risk, the association applied its internal credit risk ratings or other methodologies using a globally comparable definition of low credit risk.

A financial asset is considered to have low credit risk if:

- there is a low risk of default by the borrower;
- the borrower has strong capacity to meet its contractual cash flow obligations in the near term; and
- adverse changes in economic and business conditions in the longer term, may, but not necessarily, reduce the ability of the borrower to fulfil its contractual cash flow obligations.

A financial asset is not considered to carry low credit risk merely due to existence of collateral, or because a borrower has a lower risk of default than the risk inherent in the financial assets, or lower than the credit risk of the jurisdiction in which it operates.

Recognition of expected credit losses in financial statements

At each reporting date, the association recognised the movement in the loss allowance as an impairment gain or loss in the statement of profit or loss and other comprehensive income.

The carrying amount of financial assets measured at amortised cost includes the loss allowance relating to that asset.

Assets measured at fair value through other comprehensive income are recognised at fair value with changes in fair value recognised in other comprehensive income. The amount in relation to change in credit risk is transferred from other comprehensive income to profit or loss at every reporting period.

For financial assets that are unrecognised (e.g. loan commitments yet to be drawn, financial guarantees), a provision for loss allowance is created in the statement of financial position to recognise the loss allowance.

(c) Cash on Hand

Cash on hand includes cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021**

(d) Revenue and Other Income

Non-reciprocal grant revenue is recognised in profit or loss when the association obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the association and the amount of the grant can be measured reliably.

If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied.

When grant revenue is received whereby the association incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

The association receives non-reciprocal contributions of assets from the government and other parties for zero or a nominal value. These assets are recognised at fair value on the date of acquisition in the statement of financial position, with a corresponding amount of income recognised in the statement of profit or loss.

Donations and bequests are recognised as revenue when received.

Revenue from the rendering of services is recognised upon the delivery of the service to the customer.

(e) Goods and Services Tax (GST)

The Association is not GST registered and is not required to be registered for GST. As a result all expenses include GST where applicable.

(f) Comparative Figures

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(g) Critical Accounting Estimates and Judgements

The committee evaluates estimates and judgements incorporated into the financial statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and are based on current trends and economic data, obtained both externally and within the association.

**LEETON SUNRICE FESTIVAL
 ABN 92 125 161 201**

**NOTES TO THE FINANCIAL STATEMENTS
 FOR THE YEAR ENDED 30 JUNE 2021**

	2021	2020
	\$	\$
2. REVENUE AND OTHER INCOME		
Other sources of revenue	(i) 2,544.65	121,861.60
(i) Other sources of revenue		
Rendering of services	2,544.65	121,210.77
Interest Received	2(a) -	650.83
Total other sources of revenue	<u>2,544.65</u>	<u>121,861.60</u>
(a) Interest Received from:		
Other corporations	-	650.83
3. AUDITOR'S REMUNERATION		
Remuneration of the auditor: Auditors Fee	<u>660.00</u>	<u>990.00</u>
4. CASH ON HAND		
Deposits With Savings Banks	35,000.00	-
NAB - Sunrice Festival	6,080.67	40,720.67
NAB - Ambassador	416.39	36,475.79
NAB - Hot Air Balloon	9,376.37	10,296.84
	<u>50,873.43</u>	<u>87,493.30</u>
5. ASSOCIATION DETAILS		
The registered office and principal place of business of the association is: Leeton Sunrice Festival 23 - 25 Chelmsford Place Leeton NSW 2705		
6. CASH FLOW INFORMATION		
(a) Reconciliation of cash		
Cash on hand at the end of financial year as included in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:		
Cash at Bank	<u>50,873.43</u>	<u>87,493.30</u>
	<u>50,873.43</u>	<u>87,493.30</u>

LEETON SUNRICE FESTIVAL
ABN 92 125 161 201
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

7. (a) MOVEMENT IN CARRYING AMOUNTS

Movements in the carrying amounts for each class of property, plant and equipment.

Carrying amount at 30 June 2021

Total
\$

_____ -

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

STATEMENT BY MEMBERS OF THE COMMITTEE

In accordance with a resolution of the committee of Leeton Sunrice Festival, the members of the committee declare that the financial statements as set out on pages 3 to 16:

1. present a true and fair view of the financial position of Leeton Sunrice Festival as at 30 June 2021 and its performance for the year ended on that date in accordance with Australian Accounting Standards (including Australian Accounting Interpretations) of the Australian Standards Board and the requirements of the Associations Incorporation Act 2009; and
2. at the date of this statement there are reasonable grounds to believe that Leeton Sunrice Festival will be able to pay its debts as and when they fall due.

This statement is signed for and on behalf of the committee by:

President

Julie Axtill

Treasurer

Sally Doig

Dated this 18 August 2021

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBER OF
LEETON SUNRICE FESTIVAL**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Leeton Sunrice Festival (the association), which comprises the statement of financial position as at 30 June 2021, the statement of profit or loss, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial report of Leeton Sunrice Festival is in accordance with the Associations Incorporation Act 2009 in New South Wales, including:

- i. giving a true and fair view of the association's financial position as at 30 June 2021 and of its financial performance for the year then ended; and
- ii. that the financial records kept by the association are such as to enable financial statements to be prepared in accordance with Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

The committee of the association is responsible for the other information. The other information comprises the information included in the association's annual report for the year ended 30 June 2021, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Committee for the Financial Report

The committee of the association is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and the Associations Incorporation Act 2009 in New South Wales and for such internal control as the committee determines is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBER OF
LEETON SUNRICE FESTIVAL**

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibility for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBER OF
LEETON SUNRICE FESTIVAL**

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Brian H Maguire and Associates
17 Kurrajong Avenue
Leeton.F162 NSW. 2705**

Ashley J Collins

Dated this 18 August 2021

**LEETON SUNRICE FESTIVAL
ABN 92 125 161 201**

CERTIFICATE BY MEMBER OF THE COMMITTEE

I, of , certify that:

- a. I attended the annual general meeting of the association held on
- b. The financial statements for the year ended were submitted to the members of the association at its annual general meeting.

Dated this 18 August 2021

Committee Member _____

ITEM 8.21 MINUTES OF THE LIGHT UP LEETON COMMITTEE - 30 SEPTEMBER TO 4 NOVEMBER 2021

RECORD NUMBER	21/460
RELATED FILE NUMBER	EF21/433/02
AUTHOR/S	Events Officer
APPROVER/S	Manager Visitor Services and Local Activation Group Manager Shire Activation

SUMMARY/PURPOSE

The Light Up Leeton Committee is a Section 355 Committee of Council.

The purpose of this report is to provide Council with the Minutes of the Light Up Leeton Committee meetings held on 30 September, 14 October, 28 October and 4 November 2021 (**Attachments 1-4**).

The minutes of the meetings are prepared by volunteers who sit on the Committee and are presented as supplied to Council.

RECOMMENDATION

THAT Council receives for information the Minutes of the Light Up Leeton Committee meetings held on 30 September, 14 October, 28 October and 4 November 2021.

REPORT

(a) Background

The purpose of the Light Up Leeton Committee is to encourage individuals and businesses to participate in Light Up Leeton events and coordinate and stage a successful event.

The Light Up Leeton Committee holds regular monthly meetings in the months leading up to the event, which is held on an annual basis.

(b) Discussion

The Light Up Leeton Committee met at the end of September and commenced fortnightly meetings to start coordinating the 2021 event. Discussion and action on items have included:

- Light Up Leeton Committee agreed to plan an altered format event with regard
-

to current COVID restrictions – no children's Christmas concert allowable and considerations given to controlling the number of people in attendance; event to be branded a Christmas Fair (as opposed to the Community Christmas Carnival and Concert).

- The Light Up Leeton Committee advised they didn't want to erect bunting in the main street due to WHS concerns and current condition of the bunting.
- Council removed the Christmas lights in Chelmsford Place in preparation or the commencement of redevelopment works associated with the Chelmsford Place Promenade Redevelopment Project. The large tree above the bird avery in Mountford Park was suggested as an alternative permanent location however the Light Up Leeton Committee asked that the lights be stored at the Council Depot until a suitable replacement tree is built and location to redeploy them too is found. The Light Up Leeton Committee is currently investigating building a Christmas tree for their 2022 event with a potential location being in the gardens of the Leeton Visitors Information Centre.
- Support for the proposed concept of the replacement Christmas tree to be installed in Chelmsford Place as part of the Chelmsford Place Promenade Redevelopment Project.
- Investigation of suitability and viability of Leeton No 3 Oval/Rotary Park and Leeton Visitor Information Centre as a COVID-compliant event venue. After consideration the Light Up Leeton Committee made the decision to continue with Mountford Park as the event venue and utilise resources available from Council and other organisations to manage the changes in COVID restrictions.
- Confirming previous not-for-profit and community group stallholders and their involvement in this year's event.
- Organisation of Christmas Light competition with revised categories and prize money value.

The meeting minutes are included with this report as **Attachments 1-4**.

(c) Options

Nil – meeting minutes are for information only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Light Up Leeton Committee is a Section 355 Committee. It currently manages its own finances.

Leeton Shire Council provides its contribution to this annual event in the form of \$5,000 cash sponsorship and staff wages towards supporting facilitation of the event.

(b) Policy

Leeton Shire Council Code of Conduct

(c) Legislative/Statutory

Under Section 355 (b) of the *Local Government Act 1993* a Council may exercise its functions by a Committee of Council.

(d) Risk

The legislative non-compliance of a Section 355 Committee could have legal, reputational, political and financial impacts. Note that Council has commenced a review of all Section 355 Committees to check for legislative compliance.

CONSULTATION

(a) External

Committee members

(b) Internal

Events Officer
Manager Visitor Services and Local Activation
Manager WHS, QA and Risk

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN (DPOP)

Under the Key Priority Area Outcome Six: STRONG LEADERSHIP within Council's adopted Delivery Program/Operational Plan – 19 - A community that speaks up and gets involved - 19 c - Provide a framework for inclusive decision-making - Support and report on Council's Section 355 Committees.

Under the Key Priority Area Outcome Four: A THRIVING ECONOMY AND GOOD JOBS adopted Delivery Program/Operational Plan – 13 - A community that has great attractions and events – 13 a - Encourage a range of exciting and interesting sports, arts and cultural events for the residents and visitors of Leeton Shire.

ATTACHMENTS

- 1** [1](#) Light Up Leeton Meeting Minutes - 30 September 2021
- 2** [2](#) Light Up Leeton Meeting Minutes - 14 October 2021
- 3** [3](#) Light Up Leeton Meeting Minutes - 28 October 2021
- 4** [4](#) Light Up Leeton Meeting Minutes - 4 November 2021

Minutes of Light Up Leeton Committee Meeting

Committee meeting was held on the **30th September 2021**

At: Leeton Soldiers Club

Time: 7pm

Present: Robyn Retallick, Gwen Spadaro, Julie Maytom, Fran MacDonald, Ian McClain, Carol Weston, Alma Herrman, Ray Herrman, Peter Davidson, Jenny Davidson

Apologies: Jenny Day

General Business:

Discussion about where and how we can hold the present format of 'Light Up Leeton' Concert in Mountford Park. It was decided that Mountford Park would not be a good venue as there were too many government restrictions because of Covid-19 including numbers of people allowed in the park, ticketing, supervising numbers and seating and difficulty of schools to provide concert items in time considering they would only be back at school for a short time.

No3 Oval was thought to be a possible venue along with the Visitor's Centre including stalls in the carpark near the skate park and number 3 Oval. It was thought that this venue was probably more suitable, and Peter Davidson put forward the idea of putting up orange fencing to keep people in area of the skate park. Peter Davidson also said that the Shire Council had a mini stage if we needed it. It was decided to first contact all stall holders to see if they were interested in setting up at the skate park. We would like to discuss this at the next meeting. There would be limited electricity outlets so that would mean stall holders would have to have generators to operate.

Fran MacDonald was keen to still have a presence in the Irrigator using "Light Up Leeton" branding. Newspaper advertising would go ahead asking people to register their homes with lighting.

A half page spread would also be put in the Irrigator letting know of the outcome of our decision regarding 'Light Up Leeton' 2021. It was also decided not to ask for sponsorship this year as we wouldn't be able to properly advertise our sponsors.

Fran asked all committee members to fill out a volunteer registration form and bring it back at the next meeting. All committee members will be required to have a Working with Children Check done.

Fran also asked the committee what they would like to do with the lights on the current Christmas Tree located at Chelmsford Place. It was decided that the lights would go into storage until a new tree was erected and the lights would be used on the new Tree.

Carl King was contacted at the meeting to get all relevant information if we are to go ahead with some sort of event.

Fran requires information from all members including names of committee members and working sheets to take to a council meeting. This is a requirement of the Leeton Shire Council.

The next meeting of 'Light Up Leeton' committee will be at the Leeton Soldiers Club on the 14th October at 6pm.

Meeting closed 8.15pm

Minutes of Light Up Leeton Meeting 14th October 2021

Present: Robyn Retallick, Jenny Day, Ray and Alma Herrman, Peter and Jenny Davidson, Carol Weston, Julie Maytom, Ian McLain, Fran Macdonald

Apologies: Gwen Spadaro

Past President's Annual Report was tabled and passed by Robyn Retallick and seconded by Jenny Day.

Minutes from previous meeting passed by Alma Herrman and seconded by Ray Herrman.

GENERAL BUSINESS:

Our Christmas lights can no longer be displayed in tree at Chelmsford Place and it was suggested that they be installed on a permanent basis at the Leeton Visitors Centre. Jenny Day to send official letter to Council asking if they would be able to organise dismantling of lights from tree and if agreeable to reinstall at the Visitors Centre.

Julie Maytom suggested that we organise small flyers and distribute in mailboxes to encourage house holders to light up their homes.

Fran asked about the bunting in main street, and it was agreed upon that we don't have enough manpower to put them up.

Fran also stated that Council is to put up power boxes between Leeton and Wade Hotels so we may be able to run lights in trees down Pine Avenue, Ray suggested that we apply for a grant to have permanent lights in the main street.

Fran has emailed all stall holders from previous years to gauge their interest in having stalls at No.3 Oval with proviso that they need to provide their own power. Only six have replied at this stage' Leeton Girl Guides, Wamoon P&C, Leeton Lions Club, Leeton Community Xmas Lunch, Salvation Army, and Yanco Public School. Peter recommended that we put a temporary barrier across the road from Rotary Park for safety measures. Fran to check on power access near the skate park for a stage to enable singers to perform.

It was decided to name our night Light Up Leeton Christmas Fair and it was to commence at 6.30pm

We are also looking to have a traveling Santa - Fran to check with Lions Club to find out the availability.

It was decided to have a Light Up Leeton promotion at Jarrah Mall on Sat 20th November where we will sell tickets in our Raffle.

1st Prize \$500 Golden Apple Voucher

2nd Prize Hamper with Christmas cake donated by Alma and wine donated by Ian

We have decided to set up Christmas tree once more, either in the old Wade's Pharmacy, the old Hair Odyssey or the old Crate Café shop.

Fran to organize the advertising of our Christmas Fair

Prolop to be approached regarding putting up lights around palm trees at Visitors Centre along with banners from Irrigator, Leeton Shire Council, and Prolop around Number 3 Oval for our Fair.

Meeting closed at 8pm.

Next Meeting to be held at Robyn's, 28th October at 6pm.

Light Up Leeton

Minutes of meeting held on Thursday 28/10/21

Meeting held at Robyn Retallick's home. Meeting started at 6pm.

Present: Fran Macdonald, Robyn Retallick, Julie Maytom, Peter & Jenny Davidson, Alma Herrman, Ian McClain, Gwen Spadaro

Apologies: Carol Weston, Jenny Day

Correspondence: NIL

Business Arising:

Fran has booked the Jarrah Mall and we have permission to sell raffle tickets.

Fran has been contacted by LHS P&C, Leeton Central Rotary, Rotary & the Coffee Van - they have all indicated that they would be interested having a stall at the LUL fair.

Fran had asked for input from Leeton Shire Council departments in regards to holding the fair at No 3 Oval. RMS has said it would be problematic as they would have to close roads, need traffic control and it would be financially not viable.

Robyn R spoke about the possible problem of heat on the day and also Peter D spoke about the lack of lighting.

It was decided that having the fair at Mountford Park is probably a better option. A start time of 6/6.30pm.

Fran then showed the committee a photo of Mountford Park with a triangle which would seat approx. 1,000 people with the 1 x 2 mtr rule with a temporary barrier to be put in place for the night. This would be a controlled event with possibly two entry ways with maybe Rotary manning it for us, checking QR codes etc.

It was decided that we would call the event Light Up Leeton Christmas Fair? Not a Concert just for this year.

Peter Davidson is to chase up George Weston to ask about having the Rotary Ham Carnival at the Fair.

It was decided that we would like to put up the Xmas tree on the stage and hope to have Santa Claus visit but keeping him at a safe distance from the children. Santa would probably come through from the back of the stage.

Lollipops would be given out with us wearing gloves.

Robyn rang John Martin to see if he was available for the night to sing and he was. We will keep in contact with John in the future.

Gwen to ask Nicole Oh if she could sing as well. If we need maybe Isabella Mercuri could be asked.

Julie was to ring John Silvestro (sound equipment) to let him know we will not need him this year.

Fran asked who was in control of the website. Ian's M son is the administrator.

Fran has indicated that the Irrigator will be on board to advertise the countdown to the Fair.

Julie was to ask Shayne Roden if he could advertise us on 'I live in Leeton'

It was decided to ask people to log in and register their lights.

Robyn asked if we could encourage people to maybe light up a Window, door, mail box etc.

It was thought that we could register people while we are in the Jarrah Mall.

Fran asked about Prolop. Fran was to take a letter to Brent as he couldn't read the copy originally sent through.

It was decided that Prolop would be unable to put up lights at the Visitors centre as there would be no room for his truck.

Ian said that he could still put up lights on the top of the stage starting early to get it finished.

Fran indicated that, in principle, putting permanent lights on the Visitors centre will be ok. This will not happen until 2022.

An electrician would be approached to fit lights on Visitors Centre as they need to be wired in.

Frankie Fiumara was approached for a donation for our raffle eg. \$250 and we would match this.

Meeting with the stallholders needs to be investigated, date needs to be set.

Meeting closed at 7.30pm

Next meeting to be held at Robyn Retallick's home on the 4th November at 6pm.

***Just after meeting Alma brought up the fact that Ray could ask Pat Curry to test and tag all our electrical equipment.

Robyn was concerned about other things that needed putting place:

- Lighting in the park
- Mozzies to be sprayed
- Toilets
- McMahon's bins
- Lions train
- Lions merry-go-round to be placed outside the triangle.

Minutes of LUL Meeting 4th November, 2021

Present: Jenny Davidson, Carol, Ray, Julie, Gwen, Fran, Ian, Robyn, Jenny Day

Apologies: Peter and Alma

Minutes from Previous Meeting Passed Jenny, Seconded Julie

Fran informed us that the lights have been taken down from tree, however cannot be installed at Visitors Centre on a permanent basis. We will have to find a suitable venue for the lights to be installed. Brett Deaton has offered to construct a metal tree, but we will have to find a place for it.

Fran submitted a pic of a Christmas Tree structure to be placed in Chelmsford Place of which the Committee were in agreeance with.

Xmas flyer ok to go ahead.

_____ is kindly donating \$1500 prize money for best Christmas Lights and has asked if we can keep them anonymous. It was suggested that we split prizemoney into 5 categories: best front door, best windows, best roof, best garden and best overall.

The best Business Lights prize will be covered by the Chamber of Commerce.

With any Irrigator advertising it should be made clear that it is NOT LUL Christmas Concert, but a Christmas Fair.

Fran has sent emails out to stallholders advising that we will be holding the Fair in Mountford Park, with a section to be cordoned off to comply with Covid rules. JumpStart is keen to have a stall.

Application forms for stallholders and map of triangle within we are to operate emailed by Fran.

QR codes will need to be placed around the site with people also being checked for their Double Vax.

Police to be contacted advising them of our Christmas Fair.

Peter has been in contact with Laurie Lewin from Rotary and they are interested in holding their ham raffles but will make the final decision after their Meeting on Tuesday Night.

Fran will check with Brian Collins of Leeton Lions Club regarding their train and Merry-Go-Round.

Fran has also been in contact with Paul Smith from VRA for availability of first aid.

Santa and Mrs. Claus to arrive on the night without any fanfare to avoid any Covid conflicts.

Banners to be erected in Park on the day.

Testing and tagging of power leads has been organized.

Rob and Jenny to check out the balloons and blower-upper in container.

Christmas Tree to be put up on stage.

Fran will check on power access at Jarrah Mall for the blowing up of balloons.

John Martin, Beck Lawson and Nicole Onwuekwe have all agreed to perform on the night.

10am start in the park on Sunday morning for set up.

Meeting closed at 7.50pm

COUNCILLOR ACTIVITY REPORTS

ITEM 10.1 COUNCILLOR ACTIVITY REPORT

RECORD NUMBER	21/441
RELATED FILE NUMBER	EF21/508
AUTHOR	Executive Assistant to the General Manager and Mayor

RECOMMENDATION

THAT Council notes the Councillor Activity Reports for the period 28 October 2021 to 24 November 2021.

Cr Paul Maytom

28 October 2021	Leeton Tree Management Group Meeting
31 October 2021	Roxy Theatre Site Visit
3 November 2021	Leeton Community Hospital Roadmap Meeting
4 November 2021	Leeton Regional Aquatic Centre Soft Launch and Extra Ordinary Council Meeting
8 November 2021	Yanco Town Improvement Committee Meeting and Murrumbidgee Irrigation AGM
9 November 2021	Multicultural Interagency Meeting
12 November 2021	DPIE Meeting on Plans for Higher River Flows
16 November 2021	Leeton Early Learning Centre Site Visit, Traffic Committee Meeting and Leeton Connect Board Meeting
18 November 2021	RAMJO Health Subcommittee and Water Subcommittee Meetings and RAMJO Board Dinner
19 November 2021	RAMJO Board Meeting and Meeting with the Hon. Sussan Ley MP
23 November 2021	Visitors Centre Volunteer Christmas Party
24 November 2021	Sporting Walk of Fame Meeting and Weeds Committee Meeting

Cr George Weston

28 October 2021	SunRice Festival Meeting
31 October 2021	Roxy Theatre Site Visit
4 November 2021	Leeton Regional Aquatic Centre Soft Launch and Extra Ordinary Council Meeting
5 November 2021	Australia Day Photo
16 November 2021	Leeton Early Learning Centre Site Visit
18 November 2021	SunRice Festival Meeting
22 November 2021	Gogeldrie Weir Caretakers Interviews
23 November 2021	Visitors Centre Volunteer Christmas Party

Cr Tracey Morris

28 October 2021	Roxy Redevelopment Committee Meeting
31 October 2021	Roxy Theatre Site Visit
3 November 2021	Community Grants Round 1 Assessment
4 November 2021	Leeton Regional Aquatic Centre Soft Launch and Extra Ordinary Council Meeting
11 November 2021	Audit Risk & Improvement Committee Meeting
16 November 2021	Leeton Early Learning Centre Site Visit
23 November 2021	Visitors Centre Volunteer Christmas Party

Cr Sandra Nardi

28 October 2021	Roxy Redevelopment Committee Meeting
31 October 2021	Roxy Theatre Site Visit
4 November 2021	Extra Ordinary Council Meeting
8 November 2021	Yanco Town Improvement and Yanco Hall Committee Meeting

Cr Paul Smith

31 October 2021	Roxy Theatre Site Visit
3 November 2021	Community Grants Round 1 Assessment
16 November 2021	Leeton Early Learning Centre Site Visit
23 November 2021	Visitors Centre Volunteer Christmas Party

Cr Tony Reneker

2 November 2021	Leeton Connect FRRR Grant Application
3 November 2021	Community Grants Round 1 Assessment
9 November 2021	Riverina Murray Regional Alliance Meeting Day 1
10 November 2021	Riverina Murray Regional Alliance Meeting Day 2, Leeton Men's Shed AGM and Leeton Connect Meeting with Institute for Economics and Peace
11 November 2021	Audit Risk & Improvement Committee Meeting
16 November 2021	Leeton Connect Board Meeting
24 November 2021	Sporting Walk of Fame Meeting