



LEETON
SHIRE COUNCIL

SEPARATE ATTACHMENTS FOR

ORDINARY COUNCIL MEETING

27 October 2021

7.00PM

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GENERAL MANAGER MATTERS





Quarterly Report Q1, 2021/22

Progress in achieving community goals

CSP THEME 1: A HEALTHY AND CARING COMMUNITY



1: A community that focuses on being healthy

1a: Provide exercise opportunities to increase fitness and wellbeing

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
1a.01	Maintain and enhance an outdoor gym in Leeton at Rotary Park	Number of safety/condition inspections completed	12	3	Monthly inspections of fitness station equipment at Rotary Park have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy. No unplanned maintenance was required.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100%			
1a.02	Maintain Skate Parks in Leeton and Whitton	Number of safety/condition inspections completed	12	3	Inspections of Skate Park equipment at Rotary Park and Whitton Park have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy. Replacement decks for Whitton Skate Park have been ordered.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100%			

1	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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1b: Advocate for the availability of appropriate health and social services

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
1b.01	Advocate for accessible and quality health services including mental health and drug and alcohol rehabilitation services, ambulance services and hospital services	Number of advocacy activities	No target – report by occurrence	1 motion submitted	<p>Submitted the following motion to the NSW Local Government Association Conference to be held early in 2022: <i>That LGNSW calls on the Australian Government to dedicate funds to increase drug and alcohol treatment and rehabilitation options in rural and regional areas as a matter of priority.</i></p> <p>If passed, the motion will become part of the NSW Local Government Association advocacy platform for the following 12 months.</p> <p>On 8 September Mayor Maytom received a letter from Australian Local Government Association President Linda Scott stating that in response to the Motion on health services submitted to the National General Assembly by Leeton Shire Council's she had written to The Hon. Dr David Gillespie MP, "advising of your NGA resolution on health, and inviting a response".</p> <p>Cr Scott also said: "ALGA will continue to advocate to the Australian Government on issues of equity around the provision of regional and remote health services".</p>	Executive Manager IPR, Governance and Engagement	
1b.02	Undertake a review of health services in Leeton Shire to achieve better quality health and emergency health services for residents	Percentage completion of health needs analysis	100%	0%	<p>A meeting was held with the MLHD and PHN to float the concept of a partnership approach to developing a Health Plan. Positive reception that now needs to be formalised.</p> <p>An informal meeting was held with people in or from the health sector to gauge local opportunities – information gathering.</p> <p>Brainstorming was undertaken about how to approach Health Services Plan.</p> <p>Partners identified include MLHD, PHN, L&DLALC, local GPs, local emergency services – still early days.</p>	General Manager	
		Percentage completion of Health Services Directory	100%	0%			
		Number of options for improving health outcomes and closing health services gaps	≥ 5	2			
		Number of options for operating health services differently	≥ 3	0			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



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DP Progress Report

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
		Number of partners identified for the development of, advocacy for and implementation of policy change	≥ 5	4	GM in discussion with MLHD about supporting talent recruitment and retention and an incentives scheme.		
		Number of opportunities to effect positive health outcomes identified	≥ 5	3	Mayor met with Hospital Manager about LHAC and how best to get it reinvigorated. RAMJO continues to have a health service sub-committee, the local member called a health services forum at the MIA Club and the Mayor and GM prepared for presentation to the Rural Health Inquiry next month.		
1b.03	Provide Council subsidised accommodation to student health professionals	Number of health professionals utilising Council subsidised accommodation	≥ 2	2	Two medical students from the University of Wollongong are residing in Council accommodation. A lease has been issued.	Property Coordinator and Native Title Manager	●
1b.04	Support programs that enhance opportunities to increase doctor numbers in Leeton Shire	Number of students hosted in Leeton as part of the Bush Bursary program	≥ 1	Not due to commence	Council resolved to support and host two Bush Bursary students in 2021/22, however, this may be impacted by COVID-19 restrictions.	Corporate and Community Planning Officer	●
		Number of students hosted in Leeton as part of the University of Wollongong student doctor program	≥ 2	2	Two medical students from the University of Wollongong undertaking their placement in Griffith/Leeton (Leeton Family Clinic and Murrumbidgee Medical and Primary Care Centre) attended a Councillor Meeting in July for a meet and greet. These students are being supported by the Murrumbidgee Primary Health Network and being provided Council subsidised accommodation in Leeton.		

3

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



2: A community that embraces life-long learning

2a: Provide a range of quality and affordable education opportunities from early childhood to adult learning

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
02a.01	Operate Leeton Early Learning Centre (LELC)	Percentage occupancy (number of children attending the facility relative to available places)	95%	90%	Whole service scheduled capacity – 90% or 63/68 children per day on average Nursery scheduled occupancy – 84% or 7/8 children per day on average	Manager / Nominated Supervisor LELC	
		Accreditation – Current rating status	At least Meeting National Quality Standards	Meeting National Quality Standards	Toddler scheduled occupancy – 84% or 13/15 children per day on average Preschool 1 scheduled occupancy – 95% or 24/25 children per day on average		
		Percentage of costs covered by user fees	100%	25%	Preschool 2 scheduled occupancy – 92% or 19/20 children per day on average		
2a.02	Extend the Leeton Early Learning Centre (LELC) by a further 20–40 places to increase the Centre's capacity to meet demand: <ul style="list-style-type: none">Apply for and secure grant funding for the extension	Funding application made	≥ 1	1 (EOI)	An Expression of Interest to the Federal Government's Department of Education, Skills and Employment "National Priority Fund" was submitted in mid-August for \$300,000 to assist with progressing the expansion of the Leeton Early Learning Centre (LELC) service. A Project Control Group has been established internally for the LELC Expansion Project, with meetings held on 15 July, 19 August and 16 September. Detailed costings have been obtained and reviewed with a revised business case and funding scenarios to be presented to Council for consideration at the November Councillor Workshop.	Manager Visitor Services and Local Activation	
		Percentage of required funding secured	100%	Nil			
		Percentage of design completed	100%	25%			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	<ul style="list-style-type: none"> Design the extension Construct the extension 	Percentage of construction of extension completed	100%	Nil			
2a.03	Operate the Leeton Out of School Hours (LOOSH) and Vacation Care Program	Percentage occupancy (number of children attending service relative to available places)	90%	VAC 72% ASC 24%	Vacation Care – attendances were 361 out of a possible 500 (72% occupancy which was the same occupancy in Q1 last year). After School Care – attendances were 479 out of a possible 2000 places (24% occupancy compared to 40% in Q1 last year, largely due to COVID-19 lockdown).	Manager Visitor Services and Local Activation	
Accreditation – Current rating status		At least Meeting National Quality Standards	Exceeding NQS – audit undertaken in April 2021				
Percentage of costs covered by user fees		100%	>100% <u>ASC</u> Income \$49,285 Expenditure \$26,146 <u>VAC</u> Income \$7,903 Expenditure \$21,017 <u>TOTAL</u> Income \$57,188 Expenditure \$47,163				

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



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Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
2a.04	Provide local apprenticeship, traineeship and work experience opportunities at Council	Number of promotional activities undertaken	≥ 1	1	There is currently one apprentice in Open Space and Recreation, two trainees in Customer Service, one trainee at the Leeton Early Learning Centre. Four students completed work experience at the Leeton Early Learning Centre.	Manager People and Organisational Development	
		Number of apprenticeships provided	≥ 1	1			
		Number of traineeships provided	≥ 2	3			
		Number of work experience students	≥ 3	4			
		Dollar value of external/State funding secured	No target – dependent on availability	\$19,398			
2a.05	Provide a library service with quality programming and events, including programmed sessions for children, young people and adults; school holiday sessions; and special events that support community interests	Number of programmed sessions per week	≥ 3	5	Sessions included: <ul style="list-style-type: none"> • 15 Storytime (5 Face to Face and 10 online sessions) with 49 participants • 12 online Baby Rhyme Time with 6 views • 6 Lego with 23 participants • 15 Knitters Group (2x a week) with 67 participants • 4 Bridge Club with 22 participants • Friday Book Club with 4 participants • 8 Brain Games with 47 participants • 11 School Holidays activities (2 in July, 9 in September) with 59 participants in total • Take home packs – 30 Mystery Craft Kit, 20 Spring Reading Challenge and 20 Activity Packs. 	Library Coordinator	
		Number of school holiday activities with 20 or more participants per school holiday period	≥ 2	11			
		Number of special events per year with 40 or more participants	≥ 2	0			
		Total number of participants in library activities per year	≥ 1,500	261			

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LEGEND:

Critical Concerns



On Track

Needs Attention

Not Due to Start

Completed



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
2a.06	Provide a library service with a quality collection that promotes borrowing, and monitor trends to guide collection development and purchase planning	Number of items borrowed	≥ 28,000	10,045	There were: <ul style="list-style-type: none"> • 10,045 loans (11.2% increase compared to last year) • 2,593 loans through the Home Library Service • 380 users of BorrowBox, 19 of which were new users • 868 loans eAudiobook/eBook loans (2.4% increase compared to last year) • 106 eMagazine checkouts and 11 new users eResources have been heavily promoted on Facebook using media resources provided by BorrowBox, Libby and Indyreads.	Library Coordinator	
		Percentage implementation of Purchasing Plan	100%	5%			
		Number of new items purchased in line with the Purchasing Plan	≥ 1,800	12.5%			
2a.07	Provide a library service which attracts and maintains membership and visitation which includes: <ul style="list-style-type: none"> • promoting library services 	Number of library visitations per year	≥ 40,000	5,430	COVID-19 impacted on library use significantly with the introduction of social distancing, use of Service NSW QR codes for Library Patrons to check in and sanitising in June and a complete lockdown between 14 August to 10 September. Some services moved to being delivered online via Facebook, for example StoryTime and Baby Rhyme Time. A contactless Home Library Service was established.	Library Coordinator	
		Number of new memberships per year	≥ 250	51			



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	<ul style="list-style-type: none"> • promoting library membership • monitoring library membership • supporting the Country Universities Centre 	Number of active library members at time of reporting	≥ 3,000	577	<p>Leeton Shire Library Facebook page gained increased engagement with new page likes up 67%, post engagement up 69% and post reach 3,821. Regular posts covering a wider range of library services and with a variety of posting styles has resulted in the improved response.</p> <p>The Country Universities Centre had 21 registered students who visited the centre on 46 occasions.</p>		


2b: Provide access to information technology networks

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
2b.01	Provide free Wifi services in Leeton CBD and key Council facilities	Total number of people accessing free Wi-Fi services in the CBD	1,000	350	No issues were identified. 350 users accessed the free Wifi services (7.4% decrease compared to Q1 last year). 78% were return users.	Manager ICT	●
		Number of promotional activities coordinated per year	≥ 2	0			

8	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

3: A community that is friendly and inclusive

3a: Help the community to access community services

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3a.01	Collaborate on the provision of a community directory	Number of page views of online directory	≥ 500	Q1 1085	New online community hub is being established as part of the ongoing relationship between Leeton Connect and Leeton Shire Council. A meeting was held with Leeton Connect on Monday 27 September 2021 to finalise the MOU for the Leeton Connect – Community Hub. Leeton Directory will eventually become obsolete as the community hub will become the new online community directory, jointly managed by Council and Leeton Connect. There are currently 205 listings. Listings have been updated when requested by the owners.	Customer Service Coordinator	
		Number of self-service updates undertaken	≥ 10	Q1 76			

3b: Provide opportunities and support for young people in Leeton Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3b.01	Host the annual Riggz Cup Skate, Scooter and BMX Championships	Number of participants	≥ 100	N/A	The 2022 Riggz Cup is set to resume as normal for Easter 2022.	Recreation Facilities and Program Coordinator	
		Estimated number of spectators	≥ 400	N/A			
3b.02	Establish and coordinate a Youth Advisory Council	Percentage of Youth Council established	100%	25%	St Francis De Sales Regional College, Leeton High School and Yanco Agricultural High School were all contacted and expressed interest in establishing a Youth Council. An agenda and date were set, but due to the COVID-19 lockdown the first meeting was cancelled. The first meeting will now be coordinated in Q3 to coincide with the new school year.	Corporate and Community Planning Officer	
		Number of meetings held	≥ 4	Nil			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed





3c: Advance the wellbeing of Leeton Shire's elderly residents and residents living with a disability

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3c.01	Implement the Ageing Well Strategy 2020–2025 Action Plan	Percentage of scheduled 2021/22 actions completed	90%	5%	Ageing Well Strategy implementation activities in Q1 focussed on efforts to improve health services and availability of health service professionals – please see Action 1b.02.	Executive Manager IPR, Governance and Engagement	●
3c.02	Implement and review Leeton Shire Council's Access for Everyone Disability Inclusion Action Plan 2017–2021 (DIAP)	Percentage of scheduled 2021/22 actions completed	90%	0%	A scoping document is being developed so that quotes can be sought from specialist providers to conduct the consultation and write the draft DIAP. The Leeton Museum and Gallery (LMAG) worked with NDIS Provider My Plan Connect on a proposal to set up a social enterprise model café – the Lands Office Café – in the LMAG. The two organisations are also working on plans for interested My Plan Connect clients to take up volunteer roles in the Museum.	Executive Manager IPR, Governance and Engagement	●
		Percentage completion of review of DIAP	100%	5%			
3c.03	Enforce Disability Car Park restrictions and undertake local education campaigns on accessible parking provision	Number of enforcement activities (fines and patrols) undertaken	≥ 50	12	30 community parking awareness notices placed on vehicles for time parking in Wade Ave. One disabled parking PIN issued.	Regulatory Services Coordinator	●
		Number of enforcement actions taken	No target – report by occurrence	One PIN issued			
		Number of local educational campaigns undertaken	≥ 2	1			

10	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

3d: Foster a cohesive community that welcomes new residents and values cultural diversity



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3d.01	Maintain and build Leeton's reputation as a "migrant and refugee-friendly" Shire through participation in the NSW Growing Regions of Welcome (NSW GROW) – in the Riverina and Murray	Number of Council-supported events/activities held	≥ 2	3	Attended two Regional Taskforce sessions. The program has smoothly transitioned from the original Pilot to fully fledged GROW Riverina. The new backbone coordinator will conduct an inaugural visit of the Shire to connect with the largest migrant employers and meet colleagues from Leeton Multicultural Support Group, Leeton Connect and the Business Chamber. Addressed the Multicultural NSW staff team on the administration of the Leeton NSW GROW Pilot. Milestones 2 and 3 have an on-going characteristic and can only be reviewed and impacts established at conclusion of main GROW program. Settlement support/issue management: • 36 direct cases supported and transferred to InterAgency for specialist support.	Multicultural Program Coordinator	
		Percentage of scheduled actions as per the Migrant Economic Development and Settlement Work Plan completed	100%	70%			
		Number of refugees and migrants supported	No target – report by occurrence	36			
3d.02	Participate in Multicultural Forums at the local and regional level	Number of projects commenced and completed	≥ 2	2	All forums are currently online, due to COVID-19 restrictions. Leeton Shire Council was represented at the Refugee Welcome Zone Forum. The Shire will also be represented at the follow-up Forum and Round Table on Regional Settlement alongside University of South Australia, Western Sydney University, University of Wollongong and the Australian Centre for Culture, Environment, Society and Space. There are 2 related projects that will be items at the upcoming forum and roundtable, ie Leeton Migrant Economic Impact Report and Regional Settlement Experiences (A Case Study of the Afghan Hazara).	Multicultural Program Coordinator	



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3d.03	Host Citizenship Ceremonies	Number of set Citizenship Ceremonies held per year (on Australia Day and Citizenship Day)	≥ 2	1	A citizenship ceremony was held on Australian Citizenship Day (17 September 2021). The ceremony, which was presided over by the Mayor, was held at the Leeton Visitors Information Centre. Fifteen adults and 6 children were naturalised from various countries including the Philippines, India, Pakistan, United States and Britain.	Executive Assistant to the GM and Mayor	
		Number of additional ceremonies held within 2 months of notification by the Department of Home Affairs	No target – report by occurrence	Nil			
		Number of residents naturalised (by country of origin)	No target – report by occurrence	21			
3d.04	Maintain and provide a New Residents' Kit	Number of hardcopies provided	No target – report figure	10 at the Library	A review of the New Residents' Kit has commenced. The current kit is available to the general public from the Leeton Shire Council Offices, Leeton Shire Library, Leeton Visitors Information Centre or online for download on the Council website (currently unable to track number of downloads). Council has commenced a project with the MLHD to settle new professional staff, which includes supplying them all with a New Residents Kit.	Communications Coordinator	
		Number of website views	No target – report figure	Unable to track views with current website			

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LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start




Completed





3e: Acknowledge the Wiradjuri people and strengthen relationships with the indigenous community of Leeton Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3e.01	Inform land-use planning through regular liaison with the Leeton Indigenous community (through the Leeton and Districts Aboriginal Lands Council)	Number of engagements with Leeton and District Aboriginal Lands Council per year	≥ 2	Nil	Consultation will commence in Q2 (October 2021) on the Leeton Development Control Plan.	Manager Planning, Building and Health	
3e.02	Promote wellbeing for our indigenous community through regular liaison with the Aboriginal Interagency	Number of meetings attended per year	≥ 2	6	A host of strategic objectives have been identified to catalyze positive outcomes for local Aboriginal communities. Social and economic uplift are the overarching themes. Currently working on three initiatives: <ul style="list-style-type: none"> • Aboriginal Vegetable Garden Social Enterprise • Proposed Community Centre • Accommodation for migrant workers (as revenue generator for the Lands Council). Alongside these activities is a special pop-up COVID-19 vaccination clinic planned for October 2021.	Multicultural Program Coordinator	
		Number of Leeton Aboriginal Interagency activities/initiatives supported	No target – report by occurrence	3			

13	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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3f: Provide cemetery services at Leeton and Whitton

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3f.01	Maintain cemetery grounds in Leeton and Whitton including: <ul style="list-style-type: none"> installing new rows of plinths in the lawn cemetery to cater for future burials undertaking minor beautification works at Whitton Cemetery including tree planting 	Percentage of scheduled 2021/22 maintenance at Leeton and Whitton Cemeteries completed	90+%	25%	Leeton and Whitton Cemeteries have been routinely inspected and maintained to as per the scheduled maintenance programs. Additional sweeping of footpaths has been contracted to reduce the risk of slips on leaf/tree debris.	Manager Open Space and Recreation	
		Percentage of planned number of plinths installed	100%	100% for Leeton			
		Number of trees planted	No target – report number	0	The new row of plinths in the Leeton Lawn Cemetery has been completed. Improvement works for the Whitton Cemetery have been determined and scheduled for completion during Q2.		
		Number of beautification actions undertaken	No target – report number	0			
3f.02	Expand and develop cemetery grounds in Leeton by: <ul style="list-style-type: none"> developing a Leeton Cemetery Expansion Masterplan 	Percentage of Masterplan developed	100%	0	Project has not commenced as of Q1. Internal communication and project scoping programmed for Q4.	Manager Open Space and Recreation	

14	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

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3g: Provide a Multipurpose Community Hub to support local community groups and the residents they serve

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3g.01	Operate a Multipurpose Community Centre	Percentage occupancy at time of reporting (number of tenancies in place relative to availability)	100%	99%	One small office available for rent. Four tenancies are in place. New Licences issued to all tenants.	Property Coordinator and Native Title Manager	●
3g.02	Promote and maximise the use of the Leeton Multipurpose Community Centre halls	Number of hirers	≥ 30	15	Number of hirers at MPC during this reporting period were as follows: July: 31 for total income of \$497.90 August: 15 for total income of \$248.00 September: 4 for total income of \$162.00 The above number of hires and income reflect total number of users including regular weekly users and casual hirers. Please note that the Leeton Multipurpose Centre (MPC) hireable areas were closed from 14 August to 10 September due to the COVID-19 lockdown and again from 13 September to 27 September due to repainting and floor polishing works that were undertaken by local contractors as part of the MPC Refurbishment Project.	Manager Visitor Services and Local Activation	●
		Number of occasions of hire	≥ 300	50			
		Dollar value of income generated from hire of halls	≥ \$10,000	\$907.90			

15	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

3h: Provide public halls in Murrami, Yanco and Whitton to foster community connectedness

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
3h.01	Provide access to Yanco, Murrami and Whitton Community Halls through Section 355 Committees	Number of hirers for each hall (figure provided annually)	No target – report annually	Murrami 1 Whitton 1 Yanco 1	Whitton Community Hall – one hire at no charge. A chair/table was hired at \$30 Murrami Hall – one hire by the Murrami CWA who pay an annual hire fee. Yanco Community Hall – two hires for the Yanco Markets. The Yanco Hall didn't make any money as it was the Yanco Market Committee that collected the money. This will change after the splitting of the bank accounts for the Hall and the monthly Markets which will be actioned in Q2.	Manager Visitor Services and Local Activation	
		Number of occasions of hire for each hall (figure provided annually)	No target – report annually	Murrami 1 Whitton 1 Yanco 2			
		Number of Section 355 Committee meetings held	12	3			
		Dollar value of income generated from hire of halls	No target – report annually	TBA			

16	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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4: A community that is safe to live in and move about

4a: Advocate for and support initiatives to reduce crime

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4a.01	Support initiatives to stop domestic violence	Number of initiatives supported	≥ 1	N/A	No activity was undertaken in Q1. There are plans to support White Ribbon Day later in the year.	Executive Manager IPR, Governance and Engagement	●
4a.02	Detect and respond to graffiti incidents across the LGA	Number of reported incidences	No target – report by occurrence	5	Five graffiti incidents – all successfully removed within one day.	Regulatory Services Coordinator	●
		Average number of working days taken to address incidents of graffiti on public property	< 2	1			
4a.03	Develop a Community Safety Strategy for Leeton	Percentage of strategy developed by June 2022	100%	0%	Micromex Research coordinated a Community Satisfaction Survey on behalf of Council. 94% of participants indicated that they felt safe during the day and 62% felt safe at night. The need for a safety strategy for Leeton is currently being assessed.	Corporate and Community Planning Officer	●

17	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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4b: Advocate for and support road safety initiatives

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4b.01	Implement programs that foster and promote road safety	Implement programs that foster and promote road safety	≥ 4	6	Six projects were funded through TfNSW for 2021/22 financial year: <ul style="list-style-type: none"> • Speed – Portable Slow Down signs in local streets and traffic counters along Karri Rd, Railway Avenue, Teatree Avenue, Brady Way, Cassia Road and Racecourse Road • Irrigator Editorial – printed once a month in <i>The Irrigator</i> • Child Car Safety Checking Day • Graduated Licensing Scheme workshop • Mobility Scooter/Older Driver workshop • Leeton Drink Drive-Win A Swag Competition. 	Road Safety Officer	
		Crash data trends	Report data – aim is for trend to decrease	The Ratified Crash data has not been released as yet			
4b.02	Promote road safety through design and appropriate regulation	Number of Leeton Local Traffic Committee meetings held	≥ 4	2	One face-to-face and one email meeting were held in August with the following items being discussed: <ul style="list-style-type: none"> • St Josephs, Ash Street – No Parking Zone changed to a No Stopping Zone • Wade Avenue – No U Turn and No Right Turn signage request and installation • St Vincent De Paul – Loading Bay recommendation • Pine Avenue – pedestrian crossing recommendation • Leeton Town Band Parade – has now been cancelled due to COVID-19 restrictions. • Roxy – replacement of Loading Zone with a Disabled Carpark at 104 Pine Avenue. The Vehicle Activated Signage approved in previous Traffic Committee meetings has also been installed on Research Road at Yanco.	Road Safety Officer	
		Percentage completion of endorsed actions arising from Leeton Local Traffic Committee meetings	90+%	16%			

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LEGEND:

Critical Concerns



On Track



Needs Attention






Not Due to Start



Completed



4c: Monitor and maintain Leeton Shire's street lighting and CCTV networks

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4c.01	Maintain Council's CCTV network	Percentage compliance with the CCTV Code of Practice	100%	100%	A camera was installed at the Leeton Skate Park toilet block to mitigate potential vandalism. Two cameras were installed at Whitton Park to monitor the park and skate park.	Manager ICT	
		Number of outages	No target – report by occurrence	0			
		Average time taken to rectify an outage	≤ 12 hours	N/A			
		Number of new CCTV cameras installed	≥ 5	3			
4c.02	Utilise Council's CCTV network footage to promote community safety	Number of occasions Police access Council's CCTV footage to investigate crime	No target – report by occurrence	14	Police made 14 requests for footage.	Manager ICT	
4c.03	Monitor Leeton Shire's Street Lighting network (including services delivered by Council and Essential Energy)	Total number of repairs	No target – report by occurrence	Data not available	No corresponding data available. Repairs are reported annually and charged as per annual maintenance fees. Council has not notified Essential Energy of any defected lights in this quarter.	Manager Roads and Drainage	



19	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report




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4d: Reduce Leeton Shire's risk from natural disasters

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4d.01	Secure funding to develop a Floodplain Risk Management Plan and develop the plan once funding has been secured	Funding applications submitted	2	0	Council was unsuccessful in its application for the 2021/22 Floodplain Management Grant. This funding has now closed and may or may not re-open in the future. Council to consider funding in future budgets.	Manager Roads and Drainage	
		Percentage of funding secured	100%	Nil			
		Percentage of plan developed – funding dependent	50%	Nil			
4d.02	Participate in Local Emergency Management Committee	Number of meetings held	100%	100%	Attended six meetings. There was an increase in meetings due to COVID-19 outbreak in NSW and Murrumbidgee River flooding.	Group Manager Operations	

20	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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4e: Provide animal control services across Leeton Shire


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4e.01	Provide an emergency response to call outs for dog attacks in accordance with Council's Companion Animals Policy	Response time to call outs	< 2 hours	< 2 hours	Seven call outs for dog attack incidents – all incidents were successfully investigated with attacking dogs seized and penalty notices issued to owners. No pound break ins. No disease at pound.	Regulatory Services Coordinator	
		Percentage of incidents investigated and successfully resolved	90%	100%			
4e.02	Rehome and/or return impounded companion animals	Number of companion animals impounded	No target – report by occurrence	49 dogs 10 cats	There were: <ul style="list-style-type: none"> • 48 dogs impounded (68 in Q1 last year) • 35 dogs returned to owners (60 in Q1 last year) • 3 dogs euthanised (8 in Q1 last year) • 91% of dogs returned or re homed • 10 cats impounded • 1 cat re homed • 9 feral cats euthanised 	Regulatory Services Coordinator	
		Percentage of animals rehomed and/or returned to owners	75%	91% of dogs			
4e.03	Promote and foster responsible pet ownership	Number of public awareness activities undertaken	≥ 12	3	68 animals micro chipped (35 in Q1 last year), 38 of which were micro chipped through the free microchip day held in Local Government Week. There were three additional public awareness activities: <ul style="list-style-type: none"> • Article regarding dogs prohibited in Schools • Cat management article • Pet registration article 	Regulatory Services Coordinator	
		Number of free microchipping days held	≥ 1	1			
		Number of animals microchipped	≥ 200	68			



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4e.04	Provide Ranger Services to address: <ul style="list-style-type: none"> Abandoned vehicles Illegal dumping Noise complaints Overgrown properties 	Number of reports/complaints per year	No target – report by occurrence	48	There were: <ul style="list-style-type: none"> 7 abandoned motor vehicles 2 PINS issued with owners identified 5 vehicles removed by rangers with no owners identified 6 dumped rubbish incidents (2 cleaned up with voluntary compliance and 4 cleaned up by ranger) 6 noise complaints (6 resolved by voluntary compliance) 17 overgrown complaints (17 resolved by voluntary compliance) 12 various compliance matters, including development compliance, food compliance, derelict dwellings, burnt dwellings (all resolved by voluntary compliance). Policies and plans reviewed: <ul style="list-style-type: none"> Weeds Management Policy – Bio Security Act Local Weeds Management Plan Companion Animals Management Plan Enforcement Policy Graffiti Management Plan Vandalism Policy Smoke Free Policy. 	Regulatory Services Coordinator	
		Percentage of complaints responded to within 2 working days	100%	100%			
		Percentage of incidences resolved through voluntary compliance ie without resorting to a PIN (fine)	75%	41/48 complaints resolved			

22	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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4f: Public health is maintained across Leeton Shire



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4f.01	Undertake food premises inspection programs	Number of educational activities undertaken	2	0	There were no food premises inspections scheduled for this quarter due to COVID-19 and unavailability of the contract Environmental Health officer (EHO). Food premises inspections to be scheduled subject to EHO availability and COVID-19 restrictions.	Regulatory Services Coordinator	
		Number of food premises inspections undertaken	No target – report by occurrence	0			
		Percentage of inspection regime completed	100%	0			
		Number of breaches recorded	Zero	0			
4f.02	Undertake skin penetration establishment inspection programs	Number of educational activities undertaken	1	0	There were no skin penetration inspections scheduled for this quarter due to COVID-19 and unavailability of the contract Environmental Health officer (EHO). Skin penetration inspections to be scheduled subject to EHO availability and COVID-19 restrictions.	Regulatory Services Coordinator	
		Number of twice-yearly inspections undertaken	7	0			
		Percentage of inspection regime completed	90%	0			
		Number of breaches recorded	Zero	0			
4f.03	Undertake on-site sewer management inspection programs	Number of educational activities undertaken	2	0	Ten septic systems were inspected as part of development applications. No routine inspections were carried out due to staff vacancies.	Manager Planning, Building and Health	
		Number of inspections undertaken	No target – report by occurrence	10			
		Percentage of inspection regime completed	90%	0			
		Number of breaches recorded	Zero	Zero			

23	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4f.04	Undertake backyard swimming pool inspection programs	Number of educational activities undertaken	2	0	Educational activities will commence during October/November 2021 during the start of the swimming season.	Manager Planning, Building and Health	
		Number of swimming pool inspections undertaken	No target – report by occurrence	9	Defects to pool barriers were resolved through voluntary compliance, no notices or orders were issued.		
		Percentage of inspection regime completed	90%	18%	All pool inspections were requested by owners or real estate agents in order to sell/rent of property.		
		Number of breaches recorded	Zero	Zero	No routine inspections were carried out due to staff vacancies.		
4f.05	Undertake a mosquito monitoring program from October to April	Number of monitoring activities to detect arbovirus undertaken	20	0	Council has nominated to participate in the 2021/22 Arbovirus program to commence November 2021. Both chicken sentinel flock and mosquito trapping to commence in Q2.	Regulatory Services Coordinator	

24	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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4g: Facilitate pedestrians and cyclists to get around safely


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4g.01	Extend Council's footpath and cycleway network	Percentage completion of new section of shared path/cycleway	100%	30%	Ten solar streetlights were erected along the Daalbata shared pathway from Grevillia Street to Almond Road.	Manager Roads and Drainage	
		Percentage completion of new section of footpath	100%	Nil	The Brobenah Road pedestrian bridge to link shared pathway from Palm Avenue to Brobenah Road was completed and commissioned.		
		Percentage completion of kerb and guttering replacement	100%	Nil	Utility locations preparations undertaken for Acacia Avenue shared pathway extension.		
		Number of grant applications submitted	≥ 1	Nil			
		Value of grant funding received, expressed as a percentage of the cost of the program	50%	Brobenah Bridge – 100%			
		Name of funding provider	No target – report by occurrence	Local Roads Community Infrastructure			
4g.02	Provide Safe Footpath and Cycleways through the implementation of the Footpath and Cycleways Maintenance Program	Percentage of the 2021/22 Maintenance Program implemented	90%	15%	Two footpath defects were repaired in response to public notified complaints. Asset Inspector commenced footpath inspection program and logging of defects to ensure that safe footpaths and cycleways are provided for throughout Leeton Shire.	Manager Roads and Drainage	

25	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report



Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
4g.03	Provide for the comfort and safety of commuters through the provision of strategically placed bus shelters	Percentage completion of review of bus shelter locations	100%	100%	All bus shelters have been inspected in the Shire as part of the annual inspection program. As a result, a 'New Bus Shelter Report' is to be drafted in Q2.	Road Safety Officer	
		Number of bus shelters relocated	No target – report by occurrence	Nil	One bus shelter was removed on Peyton Road as it was deemed unsafe and no longer in use. Two shelters were installed along Peyton Road in the 2020/21. Outcome of a Community Transport Grant submitted in Q4 2020/21 to upgrade the current bus shelter in Whitton township and a bus bay on Kathryn drive is still pending.		

26	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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5: Support the community to access a range of quality and affordable housing options

5a: Support the community to access a range of quality and affordable housing options

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
5a.01	Monitor provision of affordable housing service, Eventide Homes, Yanco (delivered by Argyle Homes)	Percentage occupancy at time of reporting	90%	100%	All 14 units are occupied. One formal meeting attended. Various handover meetings via telephone with new Argyle staff.	Property Coordinator and Native Title Manager	
		Number of liaison meetings held/attended with Eventide Homes service provider	≥ 2	2			
5a.02	Invest \$100,000 in the ongoing refurbishment of Eventide Homes, Yanco	Percentage of expenditure on refurbishment	100%	0% of the 2021/22 budget expended	Refurbishment is in line with forecast by Argyle Homes. Works interrupted by Covid. Argyle is to provide a proposal of works which can be completed using the budget.	Procurement and Building Services Coordinator	
		Percentage of refurbishment program completed	90+%	90% (completed in 2020/21)			



27	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

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5b: Expand the range of residential opportunities across the Shire



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
5b.01	Undertake and promote housing development opportunities across Leeton Shire, including on Council-owned land	Number of investment proposals for housing development in Leeton Shire	≥ 1	0	DA application submitted in February for a 66-lot subdivision off Karri Road – still waiting on further information before it can be approved. Conversations still underway with Argyle Housing about a potential investment proposal.	Economic and Strategic Development Manager	
		Number of new residential DAs approved	30	5			
		Number of new residential Occupation Certificates issued	20	5			
5b.02	Finalise and implement the Housing Strategy for Leeton Shire	Final strategy adopted	No target – report by occurrence	Not completed	Draft Housing strategy read for SMT review. Attended Virtual Inland Growth Summit – Housing in August	Economic and Strategic Development Manager	

28	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

CSP THEME 2: AN ACTIVE AND ENRICHED COMMUNITY

6: A community that participates in sports and active leisure

6a: Offer access to a range of quality sporting facilities




Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6a.01	Maintain and improve sporting ovals in Leeton and Yanco, including: <ul style="list-style-type: none"> a lighting upgrade for Leeton No.1 oval upgrade the women's changerooms, Yanco. 	Percentage of scheduled 2021/22 Sports Fields Maintenance Programs completed	90+%	25%	All sports fields routinely maintained and inspected as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy. Scheduled maintenance including spraying, fertilising and topdressing has been completed as per the maintenance schedules. An application for funding under the Stronger Country Communities Round 4 has been submitted for the lighting upgrade to No.1 Oval and the Yanco Wamoon Football Club Upgrade Changerooms. An outcome is still pending.	Manager Open Space and Recreation	
		Percentage of lighting upgrade completed (funding dependent)	100%	0%			
		Number of safety/condition inspections completed	2	0			
		Percentage of actions completed as identified through inspections and public reporting	100%	100%			
6a.02	Promote usage of sporting ovals in Leeton and Yanco	Number of sporting codes utilising sports fields	≥ 5	5	Due to the COVID-19 lockdown, ovals were closed to community sport from 14 August to 11 September with competitions being cut short and finals cancelled. Sporting Codes utilising the facility included: <ul style="list-style-type: none"> Rugby League – Junior and Senior Rugby Union – Junior and Senior Soccer – Junior and Senior AFL – GWS Academy training Bootcamps. 	Recreation Facilities and Program Coordinator	
		Participation numbers for various codes (figures to be collected and reported at the end of Q4)	No target – report numbers	TBA			



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6a.03	Provide public swimming pools in Leeton and Whitton	Percentage of 2021/22 Swimming Pools Maintenance Programs completed	90%	5%	Opening preparation works commenced in late September for the Whitton Pool. A renewals option report has been completed for Whitton and will provide guidance for remediation works and required budget figures. Leeton Pool is undergoing rectification of defects with the aim to open for the season in early November.	Recreation Facilities and Program Coordinator	
		Percentage of daily safety/condition inspections completed	100%	0			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	0			
6a.04	Promote usage of swimming pools in Leeton and Whitton	Number of carnivals held at the pools	≥ 8	0	Leeton and Whitton Pools are closed for the winter season and continued construction. Bookings have commenced. Whitton is scheduled to open in October and Leeton in November.	Recreation Facilities and Program Coordinator	
		Number of admissions – Leeton Pool	≥ 20,000	0			
		Number of admissions – Whitton Pool	≥ 3,000	0			
6a.05	Enhance and upgrade facilities at the Leeton Regional Aquatic Centre	Percentage completion of redevelopment project	100%	75	Remediation works to 50m pool leak commenced. Application for Stronger Country Community R4 funding for new pool covers submitted. Slide is on hold. Opening event is scheduled for November 2020.	Manager Open Space and Recreation	
		Percentage completion of pool cover replacement project	100%	0			
		Official opening of the Leeton Regional Aquatic Centre	Event held				

30	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6a.06	Conduct further investigation into the demand for and feasibility of an indoor heated pool facility in Leeton Shire	Number of community information and engagement activities undertaken	≥ 4	0	Council undertook a feasibility study of an indoor heated pool facility in 2020/21. Proposal to be developed that includes additional targeted stakeholder engagement and cost savings through integration with indoor stadium development/planning. This scoping work is programmed for Q3.	Manager Open Space and Recreation	
		Final report completed and decision made	Completed	0			
6a.07	Operate and maintain the Leeton Golf Course	Number of events held at Leeton Golf Course	≥ 6	1	Competition Rounds Played 2,242 (up 346 compared to Q1 last year) Social Rounds Played 1,617 (up 537 compared to Q1 last year) Total Rounds Played 3,859 (up 883 compared to Q1 last year) Events included: <ul style="list-style-type: none"> • Leeton Open Tournament – 80 players August 1. • Ladies Riverina Championships – cancelled due to COVID. 	Manager Open Space and Recreation	
		Number of rounds of golf played at the Leeton Golf Course	≥ 15,000	3,859			
6a.08	Replace the 15th green of the Leeton Golf Course	Percentage of works completed	100%	95%	All reconstruction works completed and new bent turf surface is establishing prior to opening for play in early November.	Manager Open Space and Recreation	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start






Completed



Leeton Shire Council

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6a.09	Support development of a new golf clubhouse by providing project management services	Percentage of works completed	100%	0	Leeton Golf Club Redevelopment Committee has declined the offer for Council to provide project management services as they have convened a committee of highly skilled professionals. Council continues to be an active member on this committee to help support the development of the new golf clubhouse. Council was successful in obtaining grant funding to contribute towards the construction of the car park facility supporting the new clubhouse. A DA modification is required as the plans have changed.	Group Manager Operations	
6a.10	Provide an Indoor Stadium and tennis facility in Leeton	Percentage of scheduled 2021/22 Maintenance programs completed	90%	25%	Daily inspections were undertaken and recorded prior to use in accordance with the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy.	Recreation Facilities and Program Coordinator	
		Percentage of daily safety/condition inspections completed	100%	25%	Two minor maintenance issues were raised as CRM requests and completed. Weed and moss spraying was completed at the tennis courts.		
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100%	The Stadium was closed from 14 August to 11 September due to COVID lockdown. The tennis courts remained open to the public for free usage.		
6a.11	Carry out preliminary works on an extension of the indoor stadium to enable the provision of additional basketball and netball courts	Percentage completion of feasibility study	100%	0	Proposal to be developed that includes additional targeted stakeholder engagement and cost savings through integration with next indoor heated pool feasibility study. This scoping work is programmed for Q3.	Manager Open Space and Recreation	
		Percentage completion of design plans	100%	0			
		Percentage completion of Development Application preparation	100%	0			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6a.11	Promote usage of the Indoor Stadium in Leeton	Number of hirers using the Stadium	≥ 4	7	The Stadium was closed due to COVID lockdown from 14 August to 11 September. Following reopening on 11 September usage was affected as community sport was not scheduled to be allowed until Q2. The stadium was only open to casual hirers. Junior Futsal was scheduled to begin 19 August for the first time after purchasing new equipment in 2020/21 however this was postponed due to COVID restrictions. A school holidays gymnastics program was held in late September for the first time. User Groups included school groups, badminton, soccer training, basketball, netball, croquet and gymnastics	Recreation Facilities and Program Coordinator	
		Total number of participants utilising the Stadium per year	≥ 12,000	1795			
6a.13	Establish a Sporting Walk of Fame	Percentage of progress towards establishment of a Sporting Walk of Fame	100%	50%	Official opening postponed due to COVID restrictions. New date to be determined in 2022.	Manager Open Space and Recreation	
		Event to officially launch the Sporting Walk of Fame	Event held				


33	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

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6b: Support local sport and recreation clubs to remain viable

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
6b.01	Provide support to local sports and recreation clubs: <ul style="list-style-type: none"> • respond to requests for advice and assistance • assist organisations to pursue funding for their activities 	Number of requests for general support	No target – report by occurrence	4	Meeting held with Leeton United to schedule junior futsal to begin in August (competition was postponed until further notice with COVID restrictions not allowing community sport in Q1).	Recreation Facilities and Program Coordinator	
		Number of requests for assistance with funding applications	No target – report by occurrence	0	Meeting held with the monthly senior croquet group to cement in Wednesday morning as the new timeslot for croquet. Request for input at Leeton Representative meeting held 24 August. Meeting was cancelled due to COVID lockdown. Request for more keys to Number 1 Oval changerooms by Phantoms – locks changeover scheduled for Q2 due to difficulty accessing keys from current supplier. No grant application assistance was requested or provided to sporting clubs in Q1.		

34	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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7: A community that enjoys arts and culture

7a: Provide a local theatre for performing and cinematic arts and events

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
7a.01	Complete the refurbishment of the Roxy Theatre both internally and externally	Percentage of refurbishment project completed	90%	20 %	Consultants finalised the Roxy Redevelopment design drawings. Estimated cost evaluated and due to budget constraints, a value management exercise was undertaken. A proposal was taken back to Council for budget approval. Request for Tender process commenced.	Procurement and Building Services Coordinator	
7a.02	Run an entertaining program of events for the community in alternative locations during the refurbishment of the Roxy Theatre	Number of events held per year	≥ 6	0	Due to COVID-19, no events or performances were planned or held in alternative locations during Q1.	Manager Cultural Services	
		Number of people attending events	No target – report by occurrence	0			
		Number of movie screenings	No target – report by occurrence	0			
		Number of tickets sold to movie screenings	No target – report by occurrence	0			
		Website views	10,000	Website currently not being maintained			
		Facebook likes	4,000	3,157			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



Leeton Shire Council

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
7b.01	Collaborate with and fund Western Riverina Regional Arts Board to successfully deliver events, public art projects and programs in Leeton Shire, including providing opportunities to promote local artistic endeavour	Number of activities undertaken in Leeton as part of Council's \$11,000 investment	≥ 2		Collaborated with Western Riverina Arts (WRA) on: <ul style="list-style-type: none"> the preparation of grant funding proposals for Leeton Museum and Art Gallery (LMAG) planning meetings and progressed proposal for First Nations project at the LMAG. Planned future promotion of the Art Deco Festival Rural Community Futures Program Road map review relocation of the WRA office to new premises upstairs at the LMAG ongoing promotion of LMAG's Miss Fisher exhibition. Attended 10 Meetings with WRA including one board meeting with the following outcomes: <ul style="list-style-type: none"> Board meeting report on Leeton LGA activities WRA quarterly financials MDO Updates and management Introduction to new Museum Officer Grant funding Arts and Cultural projects Leeton IRCF Roadmap Review response First Nations initiatives at LMAG WRA Office move. 	Manager Cultural Services	

36	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
7b.02	Operate the Leeton Museum and Art Gallery (LMAG)	Number of gallery exhibitions and events held	≥ 6	3	419 people visited LMAG. Of that number, 107 visited the permanent exhibition: 'Water by Design – the Leeton Water story' (44% decrease compared to Q1 last year). Visitors viewed the LMAG Audio Tour 39 times. Museum exhibitions and events included: • 'Water by Design – the Leeton water story' • 'Whitton Murrumbidgee Public School' Gallery exhibitions and events included: • Miss Fisher and The Crypt of Tears Exhibition The exhibition was available to the public for 50 days. During that time, ticket and catalogue sales generated \$7,425 in income. This amount includes \$2,975 from Dine and Discover vouchers. Visitors predominately came from the local area (postcode 2705). During the Miss Fisher and The Crypt of Tears Exhibition, it is estimated Volunteers worked 250 hours — an equivalent value to the Leeton community of \$11,075. • Three bespoke events (Paint n Sip, Night Soiree, and an Afternoon Tea Party) were scheduled but cancelled due to the COVID-19 lockdown. Had they proceeded as planned, it is estimated the income from these events would have equated to \$17,900	Museum, Gallery and Heritage Officer	
		Income earned from travelling exhibitions	No target – report by occurrence	\$7,425			
		Number of visitors to LMAG	≥ 2,000	419			

37	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
					Facebook: <ul style="list-style-type: none"> • Page Reach: 16,795 (66.78% increase compared to Q1 last year) • Page Likes: 754 (755 in Q1 last year) Trip Advisor platform established: <ul style="list-style-type: none"> • Reviews: 2 • Responses: 2 • Rating: 5-star rating • Ranking: No.6 of 9 things to do in Leeton Shire Instagram platform established: <ul style="list-style-type: none"> • Instagram Reach: 996 • Instagram Interaction: 376 • Instagram Followers: 57 		
7b.03	Support the annual Penny Paniz Memorial Art Competition and add acquisitions to Council's art collection	Number of entries received for PPMAC	≥ 100	Not due to commence	The annual Penny Paniz Memorial Art Competition will be held over Easter in 2022.	Museum and Gallery Assistant	●
		Annual financial contribution by Council to the PPMAC sustained	\$1,500	Not due to commence			
		Number of new acquisitions to Council's art collection	≥1	Not due to commence			
7b.04	Support the annual Leeton Eisteddfod	Provide sponsorship	\$2000	Nil	Due to COVID-19 the Leeton Eisteddfod (which is normally hosted in August at the Leeton Roxy Community Theatre) was not held therefore no sponsorship or in-kind support was provided	Manager Cultural Services	●
		Provide in-kind staff support	≥ 40 hours	Nil			

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LEGEND:

Critical Concerns

On Track

Needs Attention




Not Due to Start

Completed



8: A community that values its heritage

8a: Support and showcase the history of our Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
8a.01	Support and enable public access to local history	Number local history items catalogued	≥ 40	0	Initial meeting held to discuss management of resources being catalogued by the Leeton Family and Local History Society (LFLHS) and access by Leeton Shire Council. One meeting held with LFLHS to determine the set-up of the template for data entry. Meeting with Libero held establishing LFLHS as a branch of the library. Training of users and testing in Libero required before going live with cataloging.	Records Officer	
		Number of Society meetings attended	90%	1			
8a.02	Support Whitton and Yanco Museums by building the skills capability of volunteers	Number of volunteer training sessions held	≥ 2	0	Benchmarking against the National Standards has been completed for all museums (LMAG, Yanco, Whitton, Yanco Ag, Rocking Horse, Antiques with Leaks). Follow-up meetings to discuss the benching has occurred for all organisations, barring Rocking Horse and Antiques with Oil Leaks. Yanco did not have the required documentation to apply for a grant but has committed to being ready for next year's round of applications. A grant was submitted to develop a Significance Assessment for Whitton Museum – the outcome is expected in Q2. Meetings with both Whitton and Yanco pivoted to virtual with Museum Development Officer and LSC staff in attendance. Two meetings were attended by staff.	Museum, Gallery and Heritage Officer	
		Significance assessment completed for Yanco (dependent upon external funding)	100%	0			
8a.03	Carry out remedial work at the Whitton Courthouse	Percentage of remedial work completed	100%	10%	Internal remedial works scoped and costed. Contractors have been approached for availability.	Procurement and Building Services Coordinator	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start






Completed



Leeton Shire Council

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
8a.04	Investigate the requirements for stabilising the exterior brick walls of the Whitton Courthouse	Percentage of Investigation completed	100%	20%	A second structural engineer was engaged to inspect the damage and provide direction. On advice a Geotech sample was obtained. Engineer's report is pending to determine if a chemical underpinning would be a suitable solution. Structural engineer is working on long term solution to combat the effects that moisture is having on the structure.	Procurement and Building Services Coordinator	
8a.05	Offer an annual Heritage Grants program with a focus on Leeton's CBD to promote its position as a regional Art Deco capital	Number of applications received	≥ 2	7 applications were received	Applications for the Local Heritage Places Grant were advertised during July and August in the Irrigator, on Councils Website, Councils Facebook Page and applications were mailed out to residents who had previously enquired about the grants earlier in 2021.	Town Planner	
		Total amount of grant money awarded	\$19,500	Grants will be awarded in Q2			
		Number and value of grants awarded	No target – report by occurrence	Grants will be awarded in Q2	Seven grant applications were received. Applications are being assessed with the outcomes being advised in Q2. Council's Heritage Advisor made 1 visit.		
8a.06	Provide expert heritage advice to assist with the conservation of heritage places	Number of instances of advice provided	No target – report by occurrence	13	Council employs a Heritage advisor (Noel Thompson) who is part funded by Heritage NSW and provides expert Heritage Advice to Staff and members of the community. Heritage advice provided: <ul style="list-style-type: none"> Prepared Heritage Reports for St Peters Church Fence, 68 Wade Ave Shade Sail, Leeton Showground Toilets DA, 29-35 Pine Avenue Leeton, Whitton Water Tower Artworks DA and Local Heritage Fund Forms Prepared a Heritage Report for DA 103-2021 at 36 Kurrajong Avenue, review rotundas and toilet into from mails with Leeton Showgrounds, discussions with architect and markups for Leeton Toyota Undertook an assessment and prepared a report for Leeton Local Heritage Fund 	Town Planner	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start






Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
8a.07	Conduct a heritage façade painting program in Leeton's CBD	Number of property owners participating in the façade painting project	≥ 15	TBA	23 building facades have been identified to be part of the Leeton CBD Facade Painting Project Stage 2. Requests for Quotation were sent out to local painting contractors via Vendor Panel on Wednesday 15 September. Quotations received (closing date Wednesday 6 October) will be evaluated and the contracts awarded in mid-October, with the works to commence in November. The successful painting contractors will be given until March 2022 to complete the buildings that they have been assigned to complete.	Manager Visitor Services and Local Activation	
		Number of facades painted	≥ 10	Nil			
8a.08	Oversee Henry Lawson Cottage	Amount of rental use and income	\$10,000	\$3,360	Tenant in place on a month-to-month basis.	Property Coordinator and Native Title Manager	
		Number of committee meetings held	≥ 4	0			
8a.09	Carry out renovation works on Henry Lawson Cottage including <ul style="list-style-type: none"> • painting the exterior of the cottage 	Percentage of renovation program completed	100%	25%	Quotes were obtained for the exterior painting works. A contractor was selected with works being completed in Q2.	Procurement and Building Services Coordinator	

41	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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CSP THEME 3: A HEALTHY NATURAL ENVIRONMENT

9: A community that respects the natural environment

9a: Provide waste management services


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9a.01	Operate Resource Recovery Facility (includes Landfill) and Transfer Stations to maximise landfill life	Tonnes of waste entering Resource Recovery Facility	< 20,000	2729 T	2729.07 T of waste was disposed to landfill during Q1 (an 52.40% decrease compared to Q1 last year). Counted domestic loads: • Mixed household – 1,713 • Scrap metal – 432 • Concrete and bricks – 179 • Green waste – 936 There were: • Mattresses – 23 • Car tyres – 20 Whitton Transfer Station: • Bricks and Concrete – 3.68T • Mixed Waste – 11.38T • Scrap Metal – 3.56T • Green Waste – 6.08T	Waste and Recycling Coordinator	
		Tonnes of waste disposed to landfill	<16,000	2081 T			
		Tonnes of waste generated from kerbside collection (red bins)	< 3,000	529 T			
		Projected landfill life (in years)	≥ 80	108			

42	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9a.02	Increase landfill efficiency and efficacy by investing in: <ul style="list-style-type: none"> • a Landfill Trench Thermal Camera to detect hotspots and prevent fires • additional litter fencing to prevent rubbish from blowing off-site • a self-bunded fuel trailer to increase efficiency • a cardboard baler and a polystyrene compactor to reduce volume/transportation costs (50% grant funded) 	Landfill Trench Thermal Camera purchased and in operation	100%	25%	Landfill Trench Thermal Camera – Council has contacted a supplier for a quotation and advice on integration with Council's current CCTV systems.	Waste and Recycling Coordinator	
		Litter fencing purchased and installed	100%	50%	Litter Fencing – Council has accepted a final quotation and ordered the Litter fence system. The litter fence will be installed in Q2.		
		Fuel trailer purchased and in operation	100%	50%	Fuel Trailer – Council has accepted a quotation and the fuel trailer has been ordered. Expected delivery in Q2		
		Cardboard baler purchased and in operation	100%	Recommend not to proceed	Cardboard Baler and Polystyrene Machine – The NSW EPA notified Council that the requirement for the 50% rebate for the equipment would be for Commercial Industrial sector. If Council decided to utilise the equipment for domestic use the rebate will be changed from 50% of the equipment cost to 28%.		
		Polystyrene compactor purchased and in operation	100%	Recommend not to proceed	The equipment is being sourced for the Cardboard and Polystyrene which 80% would be from domestic municipal waste streams. Therefore, with the budget allocated and the equipment cost it is not feasible for Council to proceed with the project.		

43	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9a.03	Undertake recycling in the community to divert waste from landfill	Percentage of waste diverted at the Resource Recovery Facility per waste category	≥ 25%	52.44%	Waste Recycling: <ul style="list-style-type: none"> Paper/Cardboard 5.68T, compared to 5.6T in Q1 last year (1.43% increase) Landfill and Recycling Centre (Tip Shop)29.93T, compared to 11.7T in Q1 last year (155.81% increase) Mattress 2.42T, compared to 2.92T in Q1 last year (15.07 % decrease) Waste Oil – 1.56T no comparison available Scrap Metal – 277.28T no comparison available Commingled Recycling – 0.21T compared to 1.3T in Q1 last year (83.85% decrease) Batteries – 0.8T compared to 2.20T in Q1 last year (63.64% decrease) Crushed Concrete 146.74T no comparison available Return and Earn 6 Month report ending June 2021 <ul style="list-style-type: none"> Aluminum – 1,138,678 glass – 561,090 pet – 506,699 hdpe – 30,039 liquid paper board – 33,288 steel – 343 other materials – 262 other plastics – 0 total = 2,270,369 containers 	Waste and Recycling Coordinator	
		Percentage of waste diverted at Transfer Stations per waste category	≥ 25%	53.9%			
		Tonnes of recycling collected from kerbside collection (yellow bins)	> 400	85.78			
		Tonnes collected through Return and Earn scheme	No target – report actual volume	2,270,363T			
		Percentage of collected recycling that is contaminated	< 5%	4.5%			
9a.04	Conduct education activities to promote recycling in the community	Number of education and promotion activities undertaken	≥ 10	4	Advertisements were included in the Council Noticeboard and Facebook page providing information and regulations around kerbside recycling and the community recycling centre. Information was provided to community about the Drum-Muster that was held in September.	Waste and Recycling Coordinator	
		Percentage of collected recycling that is contaminated	< 5%	4.5%			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9a.05	Offer kerbside collection service including recycling (under contract)	Number of mixed waste bins collected	4,500	4,733	<p><u>Recycling – Yellow Bins</u> July: 40.80T from 4,183 bins (40.99T from 4,158 bins in Q1 last year) August: 44.98T from 4,183 bins (44.85T from 4,160 bins in Q1 last year) September: Unavailable T from 4,183 bins (43.42T from 4,162 bins in Q1 last year)</p> <p>49 Contaminated yellow recycling bins (compared to 50 in Q1 last year). Non-compliance stickers were placed on all contaminated bins.</p> <p><u>Waste Red Bins</u> July: 227.14T from 4,733 bins (254.96T from 4,708 bins in Q1 last year) August: 277.49T from 4,739 bins (235.02T from 4,713 bins in Q1 last year) September: 259.44T from 4,739 bins (271.10T from 4,715 bins in Q1 last year)</p> <p><u>Customer complaints Q1</u> 8 damaged bins – all resolved within 48 hours (4 bins in Q1 last year) 30 bins missed – all resolved within 48 hours (11 bins in Q1 last year) 9 stolen bins – all resolved within 48 hours (11 bins in Q1 last year)</p>	Waste and Recycling Coordinator	
		Number of recycling bins collected	4,000	4,183			
		Number of missed bins per collection	< 5	4			
		Percentage of missed bins resolved within 48 hours	100%	100%			
9a.06	Operate landfill in compliance with EPA regulations	Compliance with EPA licence for landfill operations	100%	100%	Ground water testing was completed as per EPA requirements. No non-compliance issues were identified.	Waste and Recycling Coordinator	

45	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9a.07	Appropriately maintain Resource Recovery Facility and Transfer Stations	Percentage of scheduled 2021/22 Maintenance Program completed	90+%	25%	<u>Leeton Landfill</u> : Green waste chipping was completed as planned. Maintenance including road grading, litter control, mowing and spraying completed as part of the site's maintenance program	Waste and Recycling Coordinator	
9a.08	Implement Council's Waste Management Strategy by: <ul style="list-style-type: none"> conducting a green waste/organic collection trial remediating, capping and fencing the Brobenah Landfill site finalising the Closure Management Plan for the Yanco Landfill 	Percentage of garden organic trial completed	100%	25%	The NSW Department of Planning, Industry and Environment released a Waste and Sustainable material strategy 2041. A key reform includes mandating Food and Garden Organics collection for all NSW households and select businesses. The targets have been set by halving food waste to landfill and achieving net zero emissions from organics in landfill by 2030. Therefore, it is not necessary for Council to proceed with the green waste collection trial. Council's current waste contract, awarded to JR Richards and Sons (JRR), includes an educational component. Due to COVID-19 lockdown restrictions, EnviroCom was unable to deliver the School Outreach and Bin inspection Program as scheduled. Council has requested a proposal to undertake a kerbside waste audit of the general waste and recycling streams utilising the remaining funds from the Waste Education Program. The data received will help council proceed with funding opportunities for the implementation of a food and organic collection. <u>Brobenah Closed Landfill</u> : Completion of a Request for Quotation for the boundary fence completed. <u>Yanco Closed Landfill</u> : The draft Yanco Landfill Management closure plan has been completed. A detailed design review will take place to establish an estimate costing for the closure of the site.	Waste and Recycling Coordinator	
		Percentage of works on Brobenah Landfill site completed	90%	25%			
		Percentage completion of Yanco Landfill Closure Management Plan	100%	85%			

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LEGEND:

Critical Concerns



On Track



Needs Attention







Not Due to Start



Completed





9b: Minimise the economic, environmental and social impact of weeds across Leeton Shire


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9b.01	Identify and manage high risk weeds in accordance with Council's Weed Action Plan	Percentage of annual Weeds Action Plan delivered	100%	25%	New Weeds Policy drafted and new Local Weeds Management Plan drafted. 40/120 private property inspections completed.	Regulatory Services Coordinator	
		Number of new noxious weed incursions reported	No target – report by occurrence	1	One new moth vine incursion on Back Whitton Road. A farm management plan is to be implemented 175km of high-risk pathways and roads inspected including Cudgell Farms, Rifle Range Road, Vance Road, McKellar Road, Innisvale Road, Main Road 80, Main Road 539 and McCracken Road.		
9b.02	Minimise nuisance weeds on urban Council land and roads	Number of customer requests relating to weeds on urban Council land	< 20	0	Consistent rain events have resulted in significant weed growth. Rye Grass and Cape Weed have been consistently sprayed and slashed as per scheduled work plans. A strong focus on urban areas in Leeton, Whitton and Yanco has kept weeds in these areas under control.	Manager Open Space and Recreation	
		Percentage of spraying program completed	100%	25%			
9b.03	Manage roadside vegetation on Council road reserves to increase road safety	Number of customer requests relating to roadside vegetation on Council rural road reserve	< 25	3	During the earlier period of Q1 there was no slashing activity with table drains boggy and unable to be traversed. Slashing commenced in mid to late Q1 with 103 hectares of slashing and 22 hectares of spraying over 70 locations.	Manager Roads and Drainage	
		Number of actionable requests completed	100%	100			
9b.04	Coordinate the Weeds Committee and engage with relevant stakeholders	Number of meetings held	≥ 2	0	Weeds committee meetings are held twice per year. The first meeting is to be held in Q2.	Regulatory Services Coordinator	



9c: Advance environmental sustainability by leading at the local level

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9c.01	Implement Council's Energy Masterplan	Adoption of Energy Masterplan	100%	90%	Energy Masterplan has been finalised. Internal workshops have been held to discuss priority actions and funding model to achieve targets set within plan. Investigation undertaken as to how to quantify total amount of energy generated and value of energy savings. Council's inverter infrastructure is not compatible with a telemetry system that can give generation figures, with the exception of Leeton Sewerage Treatment Plant. Estimated power production across all Leeton Shire Council facilities is greater than 200,000kWh.	Group Manager Operations	
		Percentage of actions completed	10%	0%			
		Total amount of renewable energy generated – number of kilowatt hours (kWh)	≥ 200,000	12,260.67 (September 2021)			
		Energy savings as a percentage of total energy use	≥ 5%	No data available			
		Estimated reduction in carbon footprint	TBA	No data available			
9c.02	Support external agencies to maintain key natural assets including Fivebough Wetlands and Murrumbidgee River	Number of activities to support biodiversity at Murrumbidgee River (National Park) and Fivebough Wetlands	≥ 2	3	Activities undertaken by Crown Lands and Local Land Services (LLS) at Fivebough included: <ul style="list-style-type: none"> • general weed control • intensive pest trapping • baiting. 	Manager Visitor Services and Local Activation	



9d: Promote town water conservation

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
9d.01	Promote water saving measures across Leeton Shire	Average household water use (kL/household)	< 200	88.56 KL	Smart Water Meter project 90% complete. The most recent billing period of 151 days had an average of 108.72 KL per connection. This is an average of 88.56 KL per connection (in a billing period of 123 days) compared to 163.59 KL last year.	Manager Water and Wastewater	
		Number of educational activities	≥ 2	Nil			



10: A community that enjoys our natural environment

10a: Provide recreational facilities along the Murrumbidgee River within Leeton Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
10a.01	Monitor the provision of camping and recreational facilities at Gogeldrie Weir (delivered under lease)	Number of caravan park users	No target – report number of users	Figures not provided	The Gogeldrie Weir Recreation Reserve Master Plan was adopted by Council at its September Ordinary Council Meeting held on Wednesday 22 September. With the current licensee's tenure to end in December, Council will be putting out an Expression of Interest for a Gogeldrie Weir Caretaker position by the end of October. Visitation figures were requested from the current licensee via email however again not provided for this reporting period.	Manager Visitor Services and Local Activation	
10a.02	Redevelop the Gogeldrie Weir Public Reserve, including the caravan park	Percentage of masterplan completed	100%	100% – Plan adopted by Council	A funding application was submitted to the NSW Government Regional Tourism Activation Fund for \$2,058,900 in early August to redevelop the entire Gogeldrie Weir recreation area as outlined in the Master Plan. Council applied for funding via both Stream 1 (\$1.625 million for developing high quality visitor experiences) and Stream 2 (\$456,000 for installation of fully accessible visitor infrastructure) to give Council a greater chance of receiving at least a portion of funding if not successful with the full amount. Outcomes of these applications are expected in Q2. If unsuccessful, Council will develop a self-funding strategy to progress the priorities identified from community consultation feedback received during the development of the Gogeldrie Weir Recreation Reserve Master Plan. A Project Control Group has been setup for Gogeldrie Weir to help support and oversee the delivery of these future works at the Weir.	Manager Visitor Services and Local Activation	
		Number of funding applications made	≥ 1	1			
		Percentage of funding secured	100%	TBA			
		Percentage of masterplan implemented	20%	Nil			
		Percentage completion of EOI process for campground operator	100%	Nil			
		Number of expressions of interest received	≥ 2	TBA			

49

LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start



Completed



10b: Attract more people to enjoy key natural areas such as Fivebough Wetlands and Murrumbidgee River




Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
10b.01	Promote nature-based recreational/tourism opportunities along the Murrumbidgee River and liaise with Parks and Wildlife regarding visitor improvements undertaken	Number of promotional activities undertaken	≥ 3	Nil	Due to high river levels and COVID-19 restrictions the Parks have been closed to campers, National Parks and Wildlife staff have had very limited access to National Park land during this quarter. Traffic counter data has not been checked due to resourcing issues. National Parks staff have recently been able to access the regulator at both McCaughey's and Turkey Flat now the water is dropping again. The new work on the embankment at Turkey Flat and sapling removal should make water persist longer and the view much better from the bird hide for water bird enthusiasts. National Parks staff will be back out on cleaning up camping areas and spraying fire trails as soon as it is possible to do so.	Manager Visitor Services and Local Activation	
		Participation rates (where available)	≥ 150	Traffic counter data not available			
		Number of visitor improvement projects completed	No target – report by occurrence	Work on the embankment at Turkey Flat Lookout			
10b.02	Promote nature-based recreational/tourism opportunities at Fivebough Wetlands and liaise with NSW Crown Lands regarding visitor improvements undertaken	Number of promotional activities undertaken	≥ 2	1	There were 3,038 visitors (2,973 visitors in Q1 last year). The Fivebough Wetlands Promotional Video had 97 views on YouTube. The new interpretative signage design proposal to update the walking trail signage and associated implementation plan is progressing, Draft design options have been shared amongst the key stakeholders involved on the Crown Lands led Fivebough and Tuckerbil Wetlands Advisory Committee and feedback invited. Due to increased visitation during COVID, more toilets have been unlocked at Fivebough.	Manager Visitor Services and Local Activation	
		Number of visitors (where available)	≥ 4,000	3,038			
		Number of visitor improvement projects completed	No target – report by occurrence	Nil			



CSP THEME 4: A THRIVING ECONOMY WITH GOOD JOBS

11: Advocate for continued access to irrigation supply for our agricultural industries

11a: Advocate for continued access to irrigation supply for our agricultural industries

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
11a.01	Participate in Murray Darling Association (Region 9 + MDA Board) and engage with the Murray Darling Basin Authority	Percentage of meetings attended	100%	100%	<p>One AGM/Ordinary Meeting was attended by the Mayor, General Manager and Group Manager Corporate. The Mayor has stood down as Chairman given his impending retirement from Council and was thanked for his long service and determined commitment to the cause.</p> <p>The General Manager has been elected onto the Region 9 Executive.</p> <p>Leeton's key advocacy item this quarter has been Lake Coolah/Mejum which is a major project that could deliver 450ML of off river storage.</p>	General Manager	
11a.02	Collaborate with Murrumbidgee Irrigation to strengthen irrigated agriculture in the MIA	Number of operational meetings attended	≥ 6	1	<p>Operational meeting held with MI Asset Manager to reaffirm objective to strengthen irrigated agriculture in the MIA.</p> <p>Council is working with MI on road reserve closures affected by MI channel decommissioning project.</p>	Group Manager Operations	
11a.03	Collaborate with Murrumbidgee Irrigation to strengthen irrigated agriculture in the MIA	AGM attendance	100%	In November 2021	<p>No meetings were held between Executives of Murrumbidgee Irrigation and Leeton Shire Council. There has been some dialogue about InterValley Trade during the preparation of a submission.</p>	General Manager	
		Number of senior executive meetings held	≥ 2	Nil			

51

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start






Completed



12: A community that is strong in business and employment

12a: Seek, promote and facilitate business opportunities

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
12a.01	Support and facilitate the retention and expansion of existing local business, industry or government services in the Leeton Shire	Number of activities undertaken to support existing businesses	≥ 4	1	Information was shared with businesses via Facebook and LinkedIn regarding COVID-19 business assistance. Industry/business visits included Charton & Bang and Bega (Juice), Arbour & Ivy Flowers, Antionette's Showcase Jewelers, Leeton Trophy & Gifts, Maple Lane Boutique, Leeton Jack-in-the-Box, Westpac Bank, ANZ Bank, Breed & Hutchison Real Estate, Stir, Modern Vintage Décor, Lanham's Jewelers, Shaw Street Clothing, Worklocker, Leeton Newsagency, Murrumbidgee Investment Services, Timeless Treasures, Sports Power, Whitby's Betta Electrical, L & D Bowling Club and Whitton Malt House.	Economic and Strategic Development Manager	
		Number of local industry visits	≥ 20	22			
		Number of development approvals for expanding businesses	No target – report by occurrence	Nil			
12a.02	Facilitate the growth of local industry by developing Vance Industrial Estate (north)	Percentage of expansion project completed	100%	10%	Project Control Group for the development of Vance Estate has been established. Key target date is to enable swap of land to seller by October 2022. Project to be developed providing basic access and full development of the estate depending upon grant funding. NSW Government is scheduled to announce grant funding opportunities in Q2.	Group Manager Shire Activation	
12a.03	Support and facilitate potential new business, industry or government services in the Leeton Shire	Number of activities coordinated to support new businesses, including hosting visits to Leeton	≥ 5	2	DA approved for a coffee shop in Whitton, dentist in Pine Ave, hairdresser in Pine Ave and an Italian restaurant on Wade Ave. Activities included: <ul style="list-style-type: none"> assisted with set up of a new precast concrete business and investigated potential locations helped facilitate Charton & Bang lease of Compost Tea tanks to expand business 	Economic and Strategic Development Manager	
		Number of development approvals for new businesses	No target – report by occurrence	3			

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LEGEND:

Critical Concerns



On Track



Needs Attention




Not Due to Start



Completed






12b: Grow a skilled workforce for Leeton Shire's future

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
12b.01	Support local industry to identify and meet their current and future workforce needs in collaboration with RDA Riverina, TAFE Riverina, Skills NSW, schools, neighbouring councils and the Country University Centre in the Western Riverina	Number of initiatives undertaken to support workforce needs	≥ 3	2	<p>As part of the Grow Our Own initiative, Council participated in the production of a careers video to be presented to schools within the Riverina. The video is aimed at children aged 14–18 who may be looking at a career outside of university.</p> <p>Attended one Grow Our Own meeting in July.</p> <p>Assisted with the establishment of "The Hub" a collaboration between LSC, Leeton connect and the Business Chamber. "The Hub" will be a one stop website for anyone looking to do anything in Leeton. It will list businesses, Jobs, schools medical, sporting groups, NFP organisations, accommodation, things to do, tourism information and link to external websites that are associated with businesses, council websites. The idea is to ensure that "The Hub" is maintained by a co-ordinator and before we proceed to production have secured funding to maintain keep website up to date for a minimum of 2 years.</p>	Economic and Strategic Development Manager	

53	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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13: A community that has great attractions and events

13a: Encourage a range of exciting and interesting sports, arts and cultural events for the residents and visitors of Leeton Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
13a.01	Support and/or coordinate successful regional events, including the SunRice Festival, Chill and Grill, Multicultural Festival and the Outback Band Spectacular	Number of participants at regional events	≥ 1,000	Nil	Leeton Art Deco Festival (2-4 July) and the reduced Riverina Regional Art Deco Revelry event cancelled due to COVID. Outback Band Spectacular scheduled for November 2021 has been cancelled due to COVID lockdown impacting preparation by visiting bands and performers. Attended and supported three SunRice Festival committee meetings with the festival planned to be held Easter 2022 (April).	Events Officer	
		Percentage of participants drawn from outside the region	≥ 25%	Nil			
13a.02	Coordinate the Australian Art Deco Festival in Leeton	Number of participants	≥ 500	Nil	The Art Deco festival was planned, programmed, promoted – with a cancellation just prior due to COVID-19.	Manager Cultural Services	
		Percentage of participants drawn from outside the region	40%	Nil			
		Value of sponsorship achieved	No target – report by occurrence	Nil			
13a.03	Support the hosting of local community events across the Shire including Australia Day, Light Up Leeton and local markets	Number of events support by Council	≥ 6	Nil	Murrumbidgee Carriage Driving Club event postponed from September to 30 April to 1 May 2022. Foodies Night Markets made enquiries to host an event mid-November. Light Up Leeton committee meetings commenced.	Events Officer	
		Number of participants	≥ 6,000	Nil			

54

LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start



Completed



13b: Attract visitors to Leeton Shire region



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
13b.01	Promote the regional visitor information guide 'Murrumbidgee Trails' to encourage visitors into the area	Number of visitor guide downloads	1,000	345	1,780 visitor guides were distributed (2,153 in previous quarter).	Manager Visitor Services and Local Activation	
		Number of website views	10,000	2,239	Murrumbidgee Trails social media platforms continued to be well received in their early stages of existence with 1,611 people (1,466 in previous quarter) having "liked" the Facebook page and 1,129 followers on the Instagram page (1,034 in previous quarter) since this marketing collective was launched on 17 November 2020.		
13b.02	Develop the Art Deco Way signed touring route running from Darlington Point through Whitton along Back Whitton Road to Leeton and Yanco	Art Deco Way signage installed by March 2022	100%	20%	The route has been planned and draft signage locations identified.	Manager Visitor Services and Local Activation	
		Number of likes on the Art Deco Way Facebook Page	No target – report figures	Not started – still developing approach to signposting the touring route	A graphic designer was engaged to help develop the branding/logo and associated touring route map for the Art Deco Way with draft concepts to be consulted on with targeted stakeholders in Q2. Ongoing consultation and meetings were held with key staff from Destination NSW and Transport for NSW to determine a more accurate understanding on costings for the many different types of Destination NSW tourism signage available. A proposal for highway billboard signage was received and will be considered as part of the marketing activity for the trail.		
		Number of followers on Art Deco Way Instagram Page	No target – report figures	Not started – still developing approach to signposting the touring route			

55	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
13b.03	Operate an attractive Visitors Information Service, and complete a review of the effectiveness of current service model	Number of visitors to the Leeton Visitor Information Centre	≥ 5,000	127	There were: <ul style="list-style-type: none"> 127 visitors to the VIC (438 in Q1 last year – VIC was closed from 14 August to 13 September due to COVID-19 lockdown) 6,345 Leeton Tourism Website Visitors (6,423 in Q1 last year) 2,349 Leeton Tourism Facebook page likes (2,127 in Q1 last year) Visitor Information Sales were: \$1,156.35 (\$2,456.75 in Q4 last year – VIC was closed from 14 August to 13 September due to COVID-19 lockdown) 35% of visitors were looking for maps/directions, 29% for regional brochures and 36% for the Leeton Museum and Art Gallery accommodation operators recorded 93% of their visitors were business travelers and 7% visiting friends and relatives. 	Manager Visitor Services and Local Activation	
		Percentage of review completed by June 2022	100%	Nil			
		Number of visits to the Leeton Tourism website	10,000	6,345			
		Number of page likes on the Leeton Tourism Facebook page	3,000	2,349			
13b.04	Participate in regional tourism forums and initiatives: <ul style="list-style-type: none"> Visit Riverina Inc Destination Riverina Murray promote investment in marketing and initiatives. 	Percentage of attendance at regional tourism meetings	100%	100%	Two Visit Riverina Inc meetings were held. The decision was made by the Visit Riverina Board in conjunction with the Destination NSW (DNSW) Marketing and Media Partnerships team to hold over the remaining media/marketing activity for the "Visit Riverina" Love NSW campaign to commence towards the end of lockdown (originally scheduled to finish in June). A final report on the results from this campaign will be presented to Council at the November Ordinary Council Meeting for information.	Manager Visitor Services and Local Activation	
		Number of initiatives undertaken/supported	5	2			
		Value of investments in marketing and initiatives	≥ \$5,000	\$5000			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
					The Leeton Heritage Motor Inn, Whitton Malt House and Leeton Tourism digital marketing platforms (website, Facebook, Instagram) were selected by Destination Riverina Murray (DRM) from an Expression of Interest process to have an independent free digital health check and mentoring service provided by digital marketing experts Tourism Tribe to assess what we're doing well and provide guidance on where we can each improve in the digital space.		

57	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

14: A community that enjoys a vibrant town centre

14a: Maintain and improve the overall appearance of the main streets


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
14a.01	Operate main street cleaning and maintenance in Leeton, Yanco and Whitton	Percentage of scheduled street cleaning and maintenance activities completed	90%	25%	Street Sweeping program has been delivered in full. Litter bin maintenance schedule has been completed in full. No additional maintenance activities.	Manager Open Space and Recreation	
14a.02	Continue to implement key recommendations of the Leeton CBD Enhancement Plan – Chelmsford Place Town Square	Percentage of works completed	100%	10%	Phase 3 (Chelmsford Town Square) landscape design complete. Electrical, communications, tree soakage pits and Grevillia Street civil design are nearing completion. Development Application has been lodged for the park area. Traffic/parking considerations have yet to be presented to the CBD Enhancement Committee, Roads and Infrastructure Working Group and Traffic Committee for final consideration.	Group Manager Operations	

58	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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CSP THEME 5: A QUALITY BUILT ENVIRONMENT

15: A community that has reliable water and sewerage services in towns

15a: Supply treated water to urban centres



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
15a.01	Operate and supply water treatment services at Leeton, Whitton and Murrumbidgee including: <ul style="list-style-type: none"> implementing SCADA at the Murrumbidgee Treatment Plant replacing the backwash pump at the Leeton Filtration Plant desilting the raw water dam at the Leeton Filtration Plant 	Percentage of scheduled 2021/22 maintenance program actions completed	90+%	70%	The following was achieved: <ul style="list-style-type: none"> Back wash pump at Leeton WTP is now installed and the old pump has been sent away for refurbishment SCADA at Whitton WTP is complete We have 100% compliance with Drinking Water Standards All customer complaints have been met within the 2 day limit. 	Manager Water and Wastewater	
		Percentage of SCADA implementation completed	100%	100%			
		Percentage of backwash pump replacement completed	100%	100%			
		Percentage of raw water dam desilting project completed	100%	0%			
		Volume of treated water produced	No target – report volume	321.195 ML (362.190 ML in Q1 last year)			
		Percentage compliance with drinking water standard	100%	100%			
		Percentage of customer requests/complaints responded to within 2 days	90+%	90%			

59	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
15a.02	Provide and maintain water supply reticulation services in Leeton, Yanco, Wamoon, Whitton and Murrumbidgee, including: <ul style="list-style-type: none"> • completion of the Automatic Meter Reading Project (SCADA) • replacing ageing water mains in Sycamore Street and Cedar Street • mains extensions to new connections, as per request • CBD fire service compliance • conducting a strategic review of service areas 	Percentage of scheduled 2021/22 maintenance program actions completed	90+%	20%	Approximately 99% of smart meters have been installed. The remaining will be done by outdoor work crew for training purposes. Sycamore St mains replacement was completed. Other projects are programmed to start Q2 and Q3. There were 24 customer requests/complaints. 16 were regarding water leaks and 6 were regarding water meter issues.	Manager Water and Wastewater	
		Percentage completion of Automatic Meter Reading Project	100%	99%			
		Percentage of scheduled capital works on ageing water mains completed	100%	50% (Sycamore Street)			
		Percentage completion of mains extensions to new connections	100%	Nil			
		Percentage completion of CBD fire service compliance project	100%	10%			
		Percentage completion of strategic review of service areas	100%	Nil			
		Percentage of customer requests/complaints responded to within 2 days	90+%	90%			
15a.03	Complete an Integrated Water Cycle Management (IWCM) Strategy that complies with new regulations and requirements	Percentage completion of IWCM	100%	10%	Council is in the process of gathering the relevant information for the consultant and work on the IWCM will be progressing shortly. Issues paper has been reviewed and sent back to consultant for update on IWCM plan.	Manager Water and Wastewater	

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LEGEND:

Critical Concerns



On Track



Needs Attention




Not Due to Start



Completed



15b: Supply sewage treatment services to urban centres

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
15b.01	Provide and maintain sewage treatment and effluent discharge plants and reticulation services at Leeton, Yanco and Whitton, including the: <ul style="list-style-type: none"> renewal of manholes and a section of the pipe network safety improvements at the pump station in Market Plaza odour control measures implemented at a number of pump stations desludging of the sludge pond at the Leeton Treatment Plant upgrade of the building at the Yanco Sewerage Treatment Plant 	Number of non-compliances in relation to effluent discharge	< 4	1	Following EPA concerns about coliform non-compliance 1 effluent discharge, LSC has engaged DP8 Engineering to help develop an improved disinfection system at the Leeton Sewage Treatment Plant. This has been received and currently been reviewed. Scheduled maintenance, renewal and capital works program actions completed: <ul style="list-style-type: none"> Grevillia Street Sewer main (110m) has been completed and connections to properties is in progress. Desludging of the Sewer Treatment Plan sludge lagoon is programmed to commence late October. Sewer Pump Station 4 Completed Major works on Sewer Pump Station 2 in design phase Manhole renewals in progress 	Manager Water and Wastewater	
		Percentage of scheduled 2021/22 maintenance, renewal and capital works program actions completed	100%	50%			
		Percentage completion of scheduled renewals of manholes and pipe network	100%	0%			
		Percentage completion of works on pump stations	100%	75%			
		Percentage completion of planned volume of desludging	100%	0%			
		Percentage completion of Yanco Treatment Plant building upgrade	100%	0%			
		Percentage completion of network extension works	100%	100%			
		Volume of sewage treated	No target – report volume	141.160ML			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	<ul style="list-style-type: none"> extension of network to new connections, as per request strategic review of service areas to close gaps and plan for growth 	Percentage of customer requests/complaints responded to within 2 days	90+%	90%			
		Percentage completion of strategic review of service areas	100%	0%			
15b.02	Design and construct a sewer network for the Wamoon Sewerage Scheme	Percentage of sewer network design completed	100%	85%	Design phase of the Wamoon Rising Main is all but complete with only the line back to Leeton and electrical design outstanding. Project Control Group is meeting regularly to ensure progress is maintained.	Manager Water and Wastewater	
		Percentage of sewer network construction	100%	0%			
		Percentage of houses connected by June 2022	10%	Not due to commence			
15b.03	Continue implementation of Council's Liquid Trade Waste program	Number of businesses inspected	≥ 30	6	Six liquid trade waste inspections were completed. 95 out of 141 total discharging businesses have approval (Wastelink Data). Approvals underway: <ul style="list-style-type: none"> Sunrice Malmet Colourmax. Two businesses received approval: <ul style="list-style-type: none"> Cucina Della Nonna MissFortune. 	Water and Wastewater Engineer	
		Percentage of all currently discharging businesses with approvals issued	≥ 65%	67.4%			

62	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						




16: A community that has good road, rail and air transport

16a: Provide access to regional passenger air services

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16a.01	Resource Narrandera Shire Council to operate and maintain the Narrandera/Leeton Airport	Number of passengers (arrivals)	≥ 1,500	55	Passenger numbers have been affected by COVID-19 lock downs with limited travel to and from the area.	Group Manager Shire Activation	
		Number of passengers (departures)	≥ 1,500	64			
		Percentage of scheduled 2021/22 Capital works program actions completed	90+%	0			
		Amount invested by Leeton Shire Council in capital works at the airport	\$400,000	0			
16a.02	Collaborate with Narrandera Shire Council to strategically plan for the growth and sustainability of the Narrandera/Leeton Airport	Percentage of Strategic Plan developed	≥ 50%	0%	Strategic Plan is not yet commenced. LSC has resolved that a business case for an additional runway for a pilot training academy is required prior to considering any funding support.	Group Manager Shire Activation	



63	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

16b: Facilitate improved freight transport productivity

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16b.01	Develop a Program Business Case for WRConnect at the Wumbulgal site and other associated projects to support State and Federal funding decisions	Percentage Program Business Case complete	50%	80%	Inland Rail interfact Improvement Program – Gateway 3 approval achieved. Progressing with Gateway 4 business case which is scheduled to be completed by December 2021. Working with Griffith City Council to identify political groups to target. Junee – Griffith line upgrades progressed. TfNSW has completed business case for rail loop. Approved to proceed with detailed design.	Group Manager Shire Activation	
		Value of State/Federal Government funding decisions made in response to Program Business Case	≥ \$20M	Application yet to be made			
16b.02	Develop an action plan for the road linkages study for WRConnect	Number of WR Connect related projects in RAMJO freight strategy implemented	2	0	Scoping for road linkages study/action plan programmed for Q2 start.	Group Manager Operations	
		Value of funding applications made for Leeton Shire projects in RAMJO freight strategy	No target – report funding received	0			
16b.03	Investigate the feasibility of a decoupling bay and showering facilities for truck drivers in Leeton	Percentage completion of feasibility study for a decoupling bay and showering facilities	100%	10%	Preliminary discussions held regarding the option of including a decoupling bay in Vance estate. Further investigation required to look at costing, usage and other possible locations. Showering facilities will not be pursued as consultation with trucking businesses determined that there was no need.	Economic and Strategic Development Manager	

64	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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16c: Provide an efficient road network for the movement of people and freight

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.01	Improve the Shire's road network in accordance with Council's Road Asset Management Plan by carrying out shoulder widening works: <ul style="list-style-type: none"> Whitton-Darlington Point Road (MR539) – 2km Wattle Road Kirkup Road North 	Percentage completion of planned shoulder widening works along MR539	90+%	75%	Works commenced on MR 539 shoulder widening works and Wattle Avenue shoulder works. Gravel pavement completed for both projects with trimming and sealing works to be completed in Q2.	Manager Roads and Drainage	
		Percentage completion of planned shoulder widening works along Wattle Road	90+%	75%			
		Percentage completion of planned shoulder widening works along Kirkup Road North	90+%	0			
16c.02	Maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by rehabilitating: <ul style="list-style-type: none"> Sycamore Street (Cedar Street to Chelmsford Place) Cedar Street (Wilga Street to Pine Avenue) 	Percentage of Sycamore Street rehabilitation works completed	100%	0	Works completed on Back Whitton Road rehabilitation Section between Rombola Road and Garner Road, awaiting linemarking completion.	Manager Roads and Drainage	
		Percentage of Cedar Street rehabilitation works completed	100%	0	Works commenced on Dooley Lane rehabilitation, works expected to be completed in early Q2.		
		Percentage of Dooley Lane rehabilitation works completed	100%	15%	Sycamore Street temporary repair has been completed. Awaiting full completion of service lines prior to full rehabilitation.		
		Percentage of Bourke Road rehabilitation works completed	100%	0			

65	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	• Dooley Lane (Cedar Street to Sycamore Street)	Percentage of Oxley Road rehabilitation works completed	100%	0			
	• Bourke Road (Oxley Road to Henry Lawson Drive)	Percentage of Brisbane Street rehabilitation works completed	100%	0			
	• Oxley Road (Crowes Road to Phillip Street)	Percentage of Roxy Lane rehabilitation works completed	100%	0			
	• Brisbane Street (Crowes Road to end)	Percentage of Progress Street rehabilitation works completed	100%	0			
	• Roxy Lane						
	• Progress Street (Binya Street to Gogeldrie Street)	Percentage of Back Whitton Road rehabilitation works completed	100%	95%			
	• the Kirkup Road/Houghton Road intersection	Percentage of Canal Street rehabilitation works completed – grant dependent	100%	0			
	• a section of Back Whitton Road (West of Rombola Road to Whitton-Darlington Point Road)	Percentage completion of the Kirkup Road/Houghton Road intersection works	100%	0			
	• Canal Street (Irrigation Way to Market Road – grant dependent)	Kilometres of road rehabilitated	No target – Report as completed	1.5km			

66

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.03	Maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by resealing: <ul style="list-style-type: none"> • Anderson Lane (Sycamore Street to Kurrajong Avenue) – 76m • Boots Road (Thompson Road – Walsh Rd) – 983m • Boronia Road (Teramo Street to Vance Road) – 1,448m • Boundary Road (Wattle Road to Malcolm Road) – 2,301m • Brigalow Street (Various segments) • Canal Road (Stringer Road to Regulator Road) – 2,137m 	Percentage of Anderson Lane resealing works completed	100%	0	All identified roads have been sand patch tested by Downer EDI in preparation for seal design approvals. Sealing works will be carried out in Q2.	Manager Roads and Drainage	
		Percentage of Boots Road resealing works completed	100%	0			
		Percentage of Boronia Road resealing works completed	100%	0			
		Percentage of Boundary Road resealing works completed	100%	0			
		Percentage of Brigalow Street resealing works completed	100%	0			
		Percentage of Canal Road resealing works completed	100%	0			
		Percentage of Ciavarella Road resealing works completed	100%	0			
		Percentage of Coolibah Street resealing works completed	100%	0			
		Percentage of Corbie Hill Road resealing works completed	100%	0			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	• Ciavarella Road (Standbridge Road to Walsh Road) – 181m	Percentage of Cypress Street resealing works completed	100%	0			
	• Coolbah Street – 849m	Percentage of Daalbatta Road resealing works completed	100%	0			
	• Cypress Street (Kurrajong Avenue to Sycamore Street) – 263m	Percentage of Elm Street resealing works completed	100%	0			
	• Daalbatta Road (Grevillia Street to Fig Street) – 526m	Percentage of Erey Road resealing works completed	100%	0			
	• Elm Street – 112m	Percentage of Gidgee Street resealing works completed	100%	0			
	• Erey Road – 828m	Percentage of Grevillia Street resealing works completed	100%	0			
	• Gidgee Street (Currawang Avenue to Maiden Avenue) – 142m	Percentage of Jade Lane resealing works completed	100%	0			
	• Grevillia Street (Willow Street to Wade Avenue North) – 124m	Percentage of Mahogany Road resealing works completed	100%	0			
	• Jade Lane (Sycamore Street						

68	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	to Cypress Street) – 81m	Percentage of Mallee Street resealing works completed	100%	0			
	• Mahogany Road – 117m	Percentage of Palm Avenue West resealing works completed	100%	0			
	• Mallee Street – 432m	Percentage of Park Avenue resealing works completed	100%	0			
	• Palm Avenue West (Pine Avenue to Dooley Lane) – 142m	Percentage of Qualitary Road resealing works completed	100%	0			
	• Park Avenue (Railway Avenue to Jacaranda Avenue) – 352m	Percentage of Stanbridge Road resealing works completed	100%	0			
	• Qualitary Road – 659m	Percentage of Sycamore Street resealing works completed	100%	0			
	• Stanbridge Road (Full length) – 427m	Kilometres of road resealed	≥ 18km	0			
	• Sycamore Street (Cypress Street to Chelmsford Place) – 229m						

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.04	Maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by heavy patching sections of: <ul style="list-style-type: none"> • Regulator Road • Corbie Hill Road • Stoney Point Road • Vance Road • Whitton Road • Brobenah Hall Road • other sections of the rural road network 	Percentage of heavy patching works on Regulator Road completed	100%	0	Heavy patching works to commence in Q2 and into Q3.	Manager Roads and Drainage	●
		Percentage of heavy patching works on Corbie Hill Road completed	100%	0			
		Percentage of heavy patching works on Stoney Point Road completed	100%	0			
		Percentage of heavy patching works on Vance Road completed	100%	0			
		Percentage of heavy patching works on Whitton Road completed	100%	0			
		Percentage of heavy patching works on Brobenah Hall Road completed	100%	0			
		Percentage of heavy patching works on other sections of the rural road network completed	100%	0			
		Area of road heavy patched, in square metres	No target – report as completed	0			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



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Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.05	Improve and maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by linemarking: <ul style="list-style-type: none"> • Vance Road (5.7km) • Wattle Avenue (7km) • Back Yanco Road/Binyah Street (4.1km) • Murrami Road North (10.5km) • Toorak Road (4km) • McQuillan Road (1.6km) 	Percentage completion of linemarking of Vance Road	100%	0	Roads have been marked out for new installations where required. These roads include Wattle Avenue, Vance Road, Toorak Road and Stringer Road (between Corbie Hill and Kirke Road). Requests for quotations for the works will be out early in Q2. It is anticipated that works will be completed at the end of Q2 or early Q3.	Manager Roads and Drainage	●
		Percentage completion of linemarking of Wattle Avenue	100%	0			
		Percentage completion of linemarking of Back Yanco Road/Binyah Street	100%	0			
		Percentage completion of linemarking of Murrami Road North	100%	0			
		Percentage completion of linemarking of Toorak Road	100%	0			
		Percentage completion of linemarking of McQuillan Road	100%	0			
		Kilometres of linemarking completed	≥ 32km	0			

71	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.06	Maintain the Shire's gravel road network in accordance with Council's Road Asset Management Plan by resheeting: <ul style="list-style-type: none"> • River Road • Kiln Road • Millane Road • George Road 	Percentage completion of gravel resheeting works on River Road	100%	100%	Completion of River Road and Kiln Road gravel roads resheeting. Millane Road and George Road will be completed in Q2 and Q3.	Manager Roads and Drainage	
		Percentage completion of gravel resheeting works on Kiln Road	100%	100%			
		Percentage completion of gravel resheeting works on Millane Road	100%	0%			
		Percentage completion of gravel resheeting works on George Road	100%	0%			
		Kilometres of gravel road resheeted	No target – report as completed	4.25 km			
16c.07	Improve and maintain the Shire's road network in accordance with Council's Road Asset Management Plan by installing and replacing road signs as needed	Number of road signs installed/replaced	No target – report as completed	247	Five signs reported via CRM have been attended to. In total, 247 signs were replaced or maintained in 173 locations. <ul style="list-style-type: none"> • 19 replacement of Name Blades • 25 replacement of Parking Signage • 32 Bridge Markers Maintained/replaced • 17 Giveaway/stop Signs relaced/maintained • 15 Curve advisory signs replaced/maintained • 22 New installed Speed Zone signs • 6 installations of bollards • 111 straighten/restand/maintain "unnamed" signage 	Manager Roads and Drainage	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed




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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16c.08	Maintain the Shire's road network by carrying out inspections and responding to public reporting of faults	Number of unplanned maintenance works undertaken in response to inspection regimes and public reporting	No target – Report by occurrence	31	There were 26 roads-related and five stormwater drainage customer requests/complaints attended to.	Manager Roads and Drainage	
		Percentage remedied to agreed service level within the target time frame (which varies according to the nature of the work)	90+%	90%			
16c.09	Construct and repair State roads under the Road Maintenance Council Contract (RMCC) for Transport for NSW	Annual number of ordered works entered into	≥ 2	0	No ordered works entered. No ordered works contracts issued from Transport for NSW as yet.	Manager Roads and Drainage	
		Total value of contracts	≥ \$300,000	0			

16d: Support the aged and people with disability to attend appointments and shop

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
16d.01	Monitor community transport services to the residents of Leeton Shire (delivered by Narrandera Shire Council from Leeton Multipurpose Community Centre)	Number of clients being provided a service	No target – report by occurrence	Not available	Leeton/Narrandera Community Transport are utilising a new system and there are currently issues with accessing the data. Council is not aware of any complaints about the service.	Corporate and Community Planning Officer	
		Number of occasions of service	No target – report by occurrence	Not available			
		Number of volunteer drivers	No target – report by occurrence	Not available			

73

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



17: A community that enjoys attractive towns and parks

17a: Provide open spaces for active and passive leisure

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17a.01	Maintain and improve Council's park network, with improvements to include: <ul style="list-style-type: none"> investigating options for installing a splashpad and fencing in Gossamer Park additional Telemetry System connections to irrigation systems establishing a dog-off leash park/area on the vacant Crown Land adjacent to McCaughey Park, Yanco 	Percentage of scheduled 2021/22 Parks Maintenance Program completed	90%	0%	No inspections were scheduled for Q1. Contractor has been engaged to undertake Telemetry System connections to existing irrigation system.	Manager Open Space and Recreation	
		Report to Council regarding findings of Gossamer Park splashpad and fencing investigations	Report tabled	Not yet commenced			
		Percentage completion of Parks Telemetry System connections	100%	25%			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100% (7 complaints)			
		Percentage establishment of dog off-leash park	100%	Not yet commenced			
17a.02	Maintain Council's playgrounds and replace the playground equipment in	Percentage of scheduled 2021/22 Playgrounds Maintenance program completed	90%	25%	Three monthly inspections of all of Council's playgrounds have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy.	Manager Open Space and Recreation	



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Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	Waring and Ramponi Parks (using funds from developer contributions)	Percentage completion of replacement of playground equipment in Waring Park	100%	25%	No issues were detected. Playground equipment has been ordered for both Ramponi and Waring Parks.		
		Percentage completion of replacement of playground equipment in Ramponi Park	100%	25%			
		Number of safety/condition inspections completed	12	3			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	Nil complaints received			

75	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

17b: Provide attractive streetscapes and town entrances

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17b.01	Maintain and improve Leeton Shire's urban streetscapes	Percentage of scheduled 2021/22 Streetscape Maintenance Program actions completed	90%	25%	There have been five replacement street trees planted. Replacement planting were completed in Pine Avenue centre median where roses had failed.	Manager Open Space and Recreation	
		Percentage of scheduled 2021/22 Tree Replacement and Maintenance Program actions completed	90%	5%			
		Percentage of actions completed as identified through inspections and public reporting	100%	100% (7 complaints received – weeds, spraying and slashing related)			
17b.02	Maintain the health of street trees and ensure they are appropriate to their locations	Number of Leeton Tree Advisory Committee meetings held	≥ 4	0	Eight replacement trees were planted in various locations including Yarran Street where previous plantings had failed. 13 customer requests/complaints were received regarding dead trees or dangerous branches.	Manager Open Space and Recreation	
		Number of trees removed	No target – report by occurrence	0			
		Number of replacement trees planted	No target – report by occurrence	8			
		Percentage public notification of planned tree removal actions	100%	100%			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



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Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17b.03	Commence public artwork mural projects for Leeton: <ul style="list-style-type: none"> Leeton Water Tower 	Percentage of project completed	100%	5%	The Chelmsford Town Square Project Control Group (PCG) discussed the Leeton Water Tower proposed Animated Projection Art project. A consultant was contracted to assess the suitability in that location for this type of art and it was concluded such a project would be successful. A scope has been prepared for the procurement process in Q2.	Manager Cultural Services	
17b.04	Maintain and improve Council's town entrances	Percentage of scheduled 2021/22 Town Entrance Maintenance program actions completed	90%	25%	All scheduled maintenance activities including spraying, slashing and mowing have been undertaken in accordance with works programs. All entrance signs have been sprayed regularly.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	Nil actions identified			

77	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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17c: Provide public toilets across Leeton Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17c.01	Provide a network of public toilets to service busy public places through ongoing maintenance and by: <ul style="list-style-type: none"> renewing/upgrading the Sycamore Street Carpark public toilet renewing/upgrading the Whitton public toilet constructing a new public toilet in Wamoon constructing a new public toilet in Gossamer Park, Wattle Hill 	Percentage of Sycamore Street Carpark public toilet upgrade completed	100%	10%	Sycamore Street Carpark public toilet will be completed as part of Chelmsford Place redevelopment. Designs have been completed for an adult change facility with two quotes received. It is anticipated that these works will commence in Q2. Wamoon public toilet construction will be completed as part of the Wamoon Sewer upgrade. The Sycamore Street Carpark toilets will be repurposed for this project. No progress has been made on Whitton public toilet upgrade and Gossamer Park public toilet construction. Three complaints received: <ul style="list-style-type: none"> A repeat vandal has been destroying soap dispensers at the Mountford Park toilets Toilet roll holders at Fivebough toilets Vandalism at Sycamore Street toilets 	Procurement and Building Services Coordinator	
		Percentage of Whitton public toilet upgrade completed	100%	0%			
		Percentage of Wamoon public toilet construction completed	100%	0%			
		Percentage of Gossamer Park public toilet construction completed	100%	0%			
		Percentage of 2021/22 Public Toilet Maintenance Program completed	100%	25%			
		Percentage of unplanned maintenance activities completed	100%	100%			
		Number of complaints received	< 20	3			



78	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22

17d: Deliver development planning services that signal Leeton as "open for business"

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.01	Provide timely, accurate and professional development services to the Shire	Number of local Development Applications determined within 40 processing days	No target – report by occurrence	33 out of 36 development applications within 40 days	38 development applications were received including 5 subdivision applications (compared to 36 development applications including 4 subdivision applications in Q1 last year). 36 development applications were approved including 3 subdivision applications (compared to 51 development applications including 8 subdivision application in Q1 last year). The total value of approved development applications was \$3,406,306 (compared to \$6,093,539 in Q1 last year). The average turnaround time was 22.16 days (compared to 37.78 days in Q1 last year).	Town Planner	
		Number of campaigns to educate community on planning requirements	≥ 2	2 campaigns to educate community on the NSW Planning Portal were held in Q4 in 2020/21 as the use of the Planning Portal for lodgement of DAs commenced on 1 July			
		Number of pre-lodgement meetings	No target – report by occurrence	16			
		Value of development applications approved	No target – report by occurrence	\$3.4M			
17d.02	Provide timely, accurate and professional Construction Certificates for buildings	Number of Construction Certificates issued	No targets – report by occurrence	16	16 applications for a Construction certificate were lodged, assessed and issued for various class 1 and 10, Class 2-9 buildings and subdivisions. Average turnaround time for the issue of these certificates was less than 20 days.	Environmental Health Officer and Building Inspector	
		Average turnaround time	Within 20 days	90% +			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start






Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.03	Provide timely, accurate and professional Subdivision Work Certificates for subdivisions	Number of Subdivision Work Certificates provided	No target – report by occurrence	2	Two Subdivision Works Certificate (SWC) were issued.	Development & Drainage Engineer	
		Average turnaround time	< 2 weeks	3			
17d.04	Receive and assess applications for Occupation Certificates	Number of Occupation Certificates issued for Leeton Shire	No target – report by occurrence	18	18 applications for Final Occupation/Interim Occupation Certificate were received, assessed and issued.	Environmental Health Officer & Building Inspector	
		Average turnaround time	< 2 weeks	90% +	Average turnaround time for the issue of the certificates was less than 2 weeks.		
17d.05	Receive and assess applications for Complying Development Certificates	Number of Complying Development Certificate Applications received	No target – report by occurrence	0	No Complying Development Certificates were issued.	Environmental Health Officer & Building Inspector	
		Percentage of applications determined within the 10 or 20 day processing times specified in the State Environmental Planning Policy	100%	0%			

80	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.06	Receive and assess applications for Planning Certificates Note: A Section 10.7(2) certificate shows the zoning of the property, its relevant state, regional and local planning controls and other property constraints such as land contamination, level of flooding and bushfire prone land. A Section 10.7(2) and 10.7(5) certificate provides the same information as above but also includes other factors such as advice from other authorities and certain information that Council holds on a property that is relevant to the land but is not disclosed in a Section 10.7(2) certificate.	Number of Section 10.7(2) Planning Certificates determined in a timely manner (within two weeks)	No target – report by occurrence	A total of 89 s.10.7(2) Planning Certificates determined within 4 days	A total of 89 s.10.7(2) Planning Certificates (294 in Q1 last year) and 18 s.10.7(5) Planning Certificates (20 in Q1 last year) were issued. Average time taken to issue Certificates was four days. There were two applications made through the NSW Planning Portal.	Town Planner	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.07	Implement all the short-term goals identified in Council's Local Strategic Planning Statement (LSPS) by 30 June 2023	Percentage of short term goals implemented by June 2022	50%	46%	12/26 actions are currently in progress: <ul style="list-style-type: none"> • Establishment of the WRConnect at Wumbulgal • Develop a masterplan or precinct plan for Gogeldrie Weir and surrounds • Develop a Development Control Plan to preserve and enhance heritage buildings in the CBD • Complete a local housing strategy • Introduce a Development Control Plan to reflect community acceptable development standards in relation to residential accommodation design, energy efficiency, accommodation suitable for aging population, affordable housing and short-term accommodation such as backpackers • Develop and establish laneway development standards • Prepare Development Control Plan to incorporate safer by design principles for residential subdivisions, adequate levels of servicing, provision of appropriate street trees and protection and enhancement of local character • Prepare Development Control Plan to incorporate minimum solar access levels, appropriate street trees to achieve cooler street microclimates, responsible and sensitive use of water in future urban and landscape planning 	Manager Planning, Building and Health	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
					<ul style="list-style-type: none"> • Prepare a Development Control Plan with the inclusion of regulations for vegetation clearing in non-rural areas consistent with the State Environmental Planning Policy (Vegetation in Non-rural Areas) 2017 • Investigate and develop controls to mitigate and adapt to the effects of Climate Change • Promote Leeton Shire's Local Heritage Places grant and Heritage Advisory Service • Introduce a Development Control Plan to include the preservation and enhancement of heritage buildings in the CBD by introducing development standards on heritage compliant designs, signage, facades and external colours 		
17d.08	Develop and commence implementation of a Leeton Shire Utility Services Plan	Percentage of Council's Utility Services Plan completed	100%	0	Scoping for utility services plan programmed to start Q2.	Group Manager Operations	●
17d.09	Finalise Engineering Guidelines for Subdivisions and Development Standards for Leeton Shire	Percentage completion of development of Guidelines for Subdivisions and Development Standards for Leeton Shire	100%	15%	Engineers will be consulted during Oct/Nov 2021 regarding guidelines to be included in the new Leeton DCP	Manager Planning, Building and Health	●

83	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.10	Develop Leeton Shire Development Control Plan (DCP) that includes consideration of: <ul style="list-style-type: none"> • heritage preservation (signage, facades, colour) • housing standards • 'Safer by Design' principles • street trees • laneway development standards • vegetation clearing regulation in non-urban areas • protecting local character 	Percentage completion of the development of the Council's Development Control Plan by December 2021	100%	20%	Project commenced in August 2021. Issues paper has been developed to be used for community consultation. Community consultation will commence in October 2021.	Manager Planning, Building and Health	
		Percentage inclusion of all identified considerations	100%	Tba			
17d.11	Levy development contributions (under s7.12 of Environmental Planning and Assessment Act) 1979	Dollar value of contributions levied	No target – report by occurrence	\$34,423.88 in development contributions levied	\$34,423.88 in development contributions levied (\$52,168.64 in Q1 last year). \$29,905.01 in development contributions received (\$800.00 in Q1 last year). Total S 7.12 reserves now \$437,498.63 (Compared to \$261,526.1 in Q1 last year).	Town Planner	
		Percentage of all levied contributions received when due	100%	100%			
		Balance of levies at date of reporting	No target – report figure	\$437,498.63			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17d.12	Apply accumulated development contributions (now known as Section 7.12 infrastructure contributions) in line with the adopted Section 94A Plan: <ul style="list-style-type: none"> Waring Park playground equipment replacement Ramponi Park playground equipment replacement Renewable energy projects 	Dollar value of expenditure of accumulated development contributions	No target – report as expenditure occurs	\$0	Accumulated development contributions are yet to be applied as the projects outlined in the Annual Operations Plan 2021/22 as being funded under the Section 94A Plan have yet to commence. If BBRF funding is not forthcoming for the Roxy, Council resolved at it's Ordinary Meeting in July to use \$503,000 of Section 94A funds towards that project.	Manager Finance	●
		Percentage of Section 94A plan implemented	No target – report as implemented	0%			
		Balance remaining in development contributions	No target – report figure	\$691,755			
17d.13	Levy and apply water and sewer headworks development contributions	Dollar value of Section 64 fees levied	No target – report as levied	\$36,103	Levied: \$36,103 (\$149,619.00 in Q1 last year) Received: \$40,621 (\$17,467.37 in Q1 last year)	Development and Drainage Engineer	●
		Percentage of levied Section 64 fees received when due	100%	42%			
		Balance of levies at date of reporting	No target	\$15,219			
17d.14	Complete review of the Leeton Local Environmental Plan (LEP)	Percentage of review completed by June 2022	100%	0	The review of the Leeton LEP will commence upon completion of the Leeton DCP. It is anticipated that this will occur in Q3.	Manager Planning, Building and Health	●

85

LEGEND:

Critical Concerns



On Track



Needs Attention




Not Due to Start



Completed



17e: Provide drainage networks in urban areas



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
17e.01	Implement the following Strategic Stormwater Management Plan activities: <ul style="list-style-type: none"> undertake a drainage condition assessment and data collection program for the urban stormwater network rectify drainage issues at the eastern end of Myall Street/Palm Avenue, Leeton renew rural drainage culverts continue piping drainage channel in Almond Road 	Dollar value of accumulated stormwater management service charge at date of reporting	No target – report by figure	\$90,825	Almond Road pipe infill stage 1 completed. Awaiting updated costing evaluation for stage 2 prior to recommencement. Significant cost increases shown in stage 1 will require additional funding revenue for stage 2 or further staging of works. Additional grant funding is being investigated. Stormwater drainage network extensions completed at Telopea Street and McKay Avenue to resolve long term drainage issues in the area.	Manager Roads and Drainage	
		Percentage of drainage condition assessment and data collection program completed	90+%	0%			
		Percentage of drainage rectification works completed	100%	25%			
		Number of rural drainage culverts renewed	No target – report as renewed	Nil			
		Percentage of piping project completed	100%	30%			
		Metres of channel piped	No target – report as piping installed	248 metres			

86	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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CSP THEME 6: STRONG LEADERSHIP

18: A community that has politicians who act and listen

18a: Forge and maintain strong regional relationships

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
18a.01	Participate on the Board of Riverina and Murray Joint Organisation (RAMJO)	Number of Meetings attended	100%	100% of 2 meetings	The General Manager and Mayor attended a RAMJO Board meeting. Topics included: <ul style="list-style-type: none"> • OLG review of Joint Organisations (still underway) • Strategic Priorities (Water, Health, Digital, Roads/Freight Strategy) • Organic Waste (including a presentation by Mike Ritchie on the new federal and state legislation and the potential impacts on Council that need early consideration). Additional meetings included 1 General Managers Meeting.	General Manager	
		Number of activities undertaken	No target – report by occurrence	Council has signed up to do joint tender for domestic waste services with a group of RAMJO Councils. No obligation to accept tenders			
18a.02	Participate in Country Mayors Association	Number of meetings attended	100%	0	Due to COVID-19 restrictions there were no NSW Country Mayors Association meeting held. LSC did however share its campaign on the treatment of Rural Fire Services Assets with Country Mayors.	General Manager	
		Number of issues addressed	No target – report by occurrence	RFS Assets advocacy continued			


87	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council



DP Progress Report

Q1, 2021/22

18b: Strengthen Leeton Shire Council's governance capabilities

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
18b.01	Implement individual training programs for each councillor	Percentage of councillors with a 2021/22 training program in place	100%	TBA after elections	Due to the postponement of the 2021 Local Government Elections until 4 December 2021, the new Council will be declared on 22/23 December 2021.	Governance Officer	
		Percentage of scheduled 2021/22 training activities undertaken	90+%	0%	An informal Councillor induction session and Group Manager Workshop is scheduled for 2 February 2022, Locale Consulting will deliver Formal Councillor Induction Training on 16 February 2022 and Karen Legge Consulting will deliver an IPR Induction Session/Delivery Program Workshop in February 2022.		


18c: Develop and maintain strong working relationships at a Federal and State level

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
18c.01	Continue advocacy with Federal and Local MPs and government agencies on key issues for the region	Number of advocacy activities undertaken	≥ 5	2	There were no meetings between Leeton Shire Council and Members of Parliament at the Federal and Local level. There was active advocacy by staff with the office of the Member for Farrer for BBRF support for the Roxy project. There was also ongoing communication between the Mayor and the Member for Murray regarding the Leeton Hospital, including the LHAC.	General Manager	
18c.02	Participate in State and national Local Government Associations (LGNSW and ALGA)	Number of activities participated in	≥ 2	1	There were no elected member meetings this quarter but there was extensive engagement at the officer level with LGNSW lawyers regarding the interpretation of COVID-19 regulations, particularly relating to children's services.	General Manager	

88	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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19: A community that speaks up and gets involved

19a: Encourage volunteering throughout the Shire

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
19a.01	Develop a volunteer program at Council	Percentage completion of Volunteer Handbook	100%	100%	The volunteer handbook and policy were adopted by Council in July. Progress is being made to implement an electronic volunteer management system that will ensure volunteer information is maintained and accurate.	Corporate and Community Planning Officer	
		Number of volunteers	≥ 50	≥ 200 including volunteers on Council Committees			
		Number of volunteers that participate in training	≥ 2	All LMAG volunteers (17) undertook Eftpos training			
		Number of promotions and/or campaigns	≥ 3	Nil			
		Number of recognition activities	≥ 1	1 – volunteers recognised for contribution to Miss Fisher Exhibition			

89	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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19b: Seek input from our community on Council projects and programs

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
19b.01	Run an active community engagement program	Number of media releases	≥ 25	25	Registered Have Your Say Users: 779 (Q1 last year – 684).	Communications Coordinator	
		Number of social media posts	≥ 20	110	Council Website Visitors:18,498 (Q1 last year – 6,900). Council Facebook page likes: 4,192 (Q4 last year – 3,587).		
		Number of public engagement sessions	≥ 3	9	Media Releases: 25 (Q1 last year – 21)		
		Number of 'Have Your Say' surveys	≥ 2	3	<p><u>Engagement Topics:</u></p> <ul style="list-style-type: none"> Draft Gogeldrie Weir Recreation Reserve Master Plan – via social media posts, section in Council weekly newspaper column, 'Have Your Say' online and two public consultation sessions. 67 submissions were received Community Strategic Plan Roadshow – 7 face to face sessions were held across the community with approximately 30 community members attending Draft Volunteering Policy and Draft Volunteering Handbook – via social media posts, section in Council weekly newspaper column, media release and 'Have Your Say' online project consultation. Four submissions were received Draft Grants Policy and Draft Grants Programs Guidelines – via social media posts, section in Council weekly newspaper column, media release, and 'Have Your Say' online project consultation. One submission was received. <p>A number of communication activities are being carried out on an ongoing basis for various projects such as Chelmsford Town Square.</p>		

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LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start



Completed



19c: Provide a framework for inclusive decision-making

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
19c.01	Support and report on Council's Section 355, Advisory and Action Committees	Number of meetings held by each committee	≥ 4	6	Leeton Men's Shed – 1 meeting Local Area Traffic Committee – 2 meetings SunRice Festival Committee – 1 meeting Audit, Risk and Improvement Committee – 1 meeting Yanco Town Improvement Committee – 1 meeting	Governance Officer	
19c.02	Update and support the delivery of town improvement plans in Yanco and Whitton	Percentage of scheduled 2021/22 Town Improvement Plan actions completed	90%	25%	Meetings were held in Yanco on Monday 9 August and Whitton on Wednesday 29 September. Key points of discussion and outcomes included: <ul style="list-style-type: none"> • Yanco Powerhouse Museum representative to be invited to attend the November committee meeting • Potential installation of kerb and guttering near Yanco Shop – referred to the Infrastructure Committee • Request for clarification on whether the silos at Yanco (closest to Lyrics, Landscapes and Lintels Public Artwork) can be used for Silo Artwork • Both committees were advised that if any funds are remaining from the Leeton CBD Facade Painting Project Stage 2 budget allocation in the 2021/22FY Council would look to extend the project to targeted buildings in the main streets of Whitton and Yanco • Footings for the Whitton Water Tower Artwork have been poured and the artwork has been fabricated. Installation delayed by COVID-19 restrictions • Structural integrity of the Whitton Museum Courthouse • Whitton Cemetery beautification works scheduled for 2021/22 • extra shade for the playground equipment area at Whitton Park. Costing options are being investigated. 	Manager Visitor Services and Local Activation	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



Leeton Shire Council

DP Progress Report



Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
19c.03	Support and facilitate community programs in Wattle Hill	Number of programs facilitated	≥ 2	3	Three projects have been identified for Wattle Hill: <ul style="list-style-type: none"> • vegetable garden social enterprise • proposed Leeton Community Centre which will house specific supports and coordinate engagement programmes • community cohesion project that will pilot a social enterprise with merged CALD and Aboriginal group ideas. For coherent coordination, an independent committee of 8 responsible persons is tasked with delivering the program's framework before roll-out (which will then benefit approximately 300 community members).	Multicultural Program Coordinator	
		Number of community members engaged	≥ 50	8			

92	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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20: A community that is always on the front foot

20a: Strive to deliver the aspirations of the community through community leadership

	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20a.01	Support the community by offering a Community Grants Program	Number of grant applications received	≥ 20	4	Community Strengthening Grants Round One of 2021/22 opened on 1 September and will close on 31 October.	Corporate and Community Planning Officer	
		Value of grants funding allocated	≥ \$20,000	\$3,923	Two Youth Development Grant applications were received and awarded to the total value of \$500. Two Quick Response Grant applications were received and awarded to the total value of \$3,923.		
20a.02	Undertake a bi-annual Community Satisfaction Survey for Council	Survey results improved from previous years' results	Improvement noted	Improvements as per comments	Community Satisfaction Survey completed in June 2021 and results presented to Council in July. Of the 403 residents who participated in the survey: <ul style="list-style-type: none"> 94% were satisfied with the performance of the Council administration and 92% with the elected Councillors, ranging from satisfied to somewhat satisfied 97% rated their quality of life living in the Shire as 'good' to 'excellent' (6.6% increase from the previous survey) 35% indicated that the sense of community was what they valued most about living in Leeton Shire and 23% said that the lifestyle the area provides was what they valued most 38% believed maintaining and upgrading the local road network should be a priority for Council over the next 4 years. Priorities identified by other participants included supporting local businesses (21%) and improved health care facilities (21%) 	Executive Manager IPR, Governance and Engagement	

93

LEGEND:

Critical Concerns



On Track



Needs Attention




Not Due to Start



Completed



20b: Strive to deliver the aspirations of the community through sound financial and asset management



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20b.01	Coordinate the application of grants to ensure applications are targeted to boost Council's revenue	Number of Grant Applications submitted	≥ 12	4	<u>Applications applied for:</u> Fund: Tech Savvy Seniors Grant (TSS) Purpose: Senior Technology Training Value: \$1,432 Fund: Regional Tourism Activation Fund Purpose: Gogeldrie Weir Value: \$2,058,900 Fund: Federal Government's Department of Education, Skills and Employment "National Priority Fund (EOI) Purpose: Vance Estate / Affordable Housing Value: \$3,000,000 Fund: Federal Government's Department of Education, Skills and Employment "National Priority Fund (EOI) Purpose: Leeton Early Learning Centre expansion Value: \$300,000 <u>Applications pending from Q4 2020/21:</u> Fund: Stronger Country Communities Rd 4 Purpose: Art Deco Way Value: \$100,000 Fund: Stronger Country Communities Rd 4 Purpose: Leeton Regional Aquatic Centre Pool covers Value: \$85,000 Fund: Stronger Country Communities Rd 4 Purpose: Lighting upgrade at No. Oval Value: \$100,000 Fund: Stronger Country Communities Rd 4 Purpose: Wamoon toilets Value: \$67,000	Process and Project Performance Coordinator	
		Value of funding received	≥ \$1,500,000	Nil			

94	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22


Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
					Fund: Stronger Country Communities Rd 4 Purpose: Leeton Whitton Crows Football Club – Upgrade Changerooms Value: \$70,000 Fund: Stronger Country Communities Rd 4 Purpose: Yanco Wamoon Football Club Upgrade Changerooms Value: \$100,000		
20b.02	Implement improvements in the management of grant applications and acquittals	Number of improvements implemented	≥ 2	1	The grant register is currently being established which will enable accurate management of the application process. Improvements to the acquittal process will follow later in 2021/22.	Process and Project Performance Coordinator	
		Percentage of grant applications acquitted correctly	100%	N/A			
		Number of projects underway	No target	Nil			
20b.03	Identify and implement improvements in project management: <ul style="list-style-type: none"> implement the Pulse Project Management and Control Module 	Percentage of projects with a risk classification of medium or above captured in the Project Management and Control Module	100%	80%	A Pulse Project Management system has been implemented to manage all capital projects and major council events. The key aspects of this portal include (but are not limited to) scope, project team, key stakeholders, timelines and milestones, risks, budget tracking and variation reporting and any key notes to indicate project status for the purpose of reporting. Improvements implemented include the development of the portal and the establishment of Project Control Groups (PCG) for major capital project with stand documentation and meeting structures.	Process and Project Performance Coordinator	

95	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22




Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
		Number of project management improvements implemented	2+	2	The following PCG's have been established: <ul style="list-style-type: none"> • Roxy Redevelopment • Leeton Aquatic Centre • Wamoon Sewer Project • Chelmsford Town Square including Sycamore St Toilet • Vance Industrial Estate Expansion • Gogeldrie Weir (Public Area) • Leeton Early Learning Centre Expansion • New LSC Website • Customer Relationship Management (CRM) Enhancement 		
20b.04	Deliver business improvements through Council's Service Review program by identifying and implementing improvements in two key areas: <ul style="list-style-type: none"> • Procurement system governance 	Percentage completion of review of procurement system governance	100%	100%	Process overviews have been completed for both Procure to Pay and Inspections. These processes have been documented and systems to support "best practice" process improvements have been procured ready for system improvement projects to commence in Q2.	Process and Project Performance Coordinator	
		Percentage completion of review of legislative inspection processes	100%	20%			
		Number of procurement system governance improvements implemented	2+	Nil			

96	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
	<ul style="list-style-type: none"> Legislative inspections – backyards pools and septic systems 	Number of legislative inspection process improvements implemented	2+	Nil			
20b.05	Finalise the Long-Term Financial Plan measures to support Council's ongoing financial sustainability	Percentage completion of Long-Term Financial Plan by December 2021	100%	5%	Initial work has commenced on the Long-Term Financial Plan. A consultant has been engaged (informally at this stage) and a preliminary timetable has been prepared with a view to it being endorsed by the relevant Managers. It will be progressed during Q2.	Group Manager Corporate	
		Dollar value of revenue options identified	No target – report as identified	TBA			
		Dollar value of savings on expenditure identified	No target – report as identified	TBA			
20b.06	Complete a rates review	Percentage completion of rates review by June 2022	100%	0%	This is to be a review of each of the categories of the rates billed by Council ie urban, rural and other categories. The initial work done as part of the Long-Term Financial Plan will help to inform this review which will commence in Q2.	Group Manager Corporate	
20b.07	Maintain Council's financial sustainability through maximising investment returns	Value of investment earnings	≥ \$700,000	\$90,548	In today's climate, investment returns have remained very low with many returning under 1% (YTD average return 0.87%) and some financial institutions offering 0%. While the 2021/22 budget anticipated low returns, the reality is 9.5% lower than forecast and is unlikely to come right before the end of the financial year	Manager Finance	
		Percentage increase in earnings comparative to previous years	≥ 2%	-0.46%			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20b.08	Continue effective Asset Management Planning (AMP): <ul style="list-style-type: none"> revise Water and Waste Water Asset Management Plans to include revaluation and condition assessment carry out an audit of existing rural stormwater drainage asset data and capture additional data 	Percentage completion of revaluation and condition assessments	100%	100%	A change of direction with the Asset Management Planning commenced which aims to fast track the completion of the Strategic Asset Management Plan (SAMP), Asset Management Plans (AMP) and AMP policy. Asset Management plans are contingent on completion of revaluation and condition assessment and are required to be completed before AMPs can be updated. Development and incorporation of updated condition and valuation data for water and waste water Asset Management Plans are underway.	Asset Management Coordinator	
		Number of AMPs revised to include new data	2	x 2 draft plans developed			
		Percentage completion of audit and data capture	100%	0%			
20b.09	Monitor and manage Council's performance against local government industry benchmarks	Improvements in Council's performance as measured by benchmark data	No target – report as data available	Data not yet available	Data has been submitted to the Australasian Local Government Performance Excellence Program through Local Government Professionals Australia (NSW) in conjunction with Price Waterhouse Coopers. This program is aimed at providing participating Council's with comparative data that will enable them to make better management and operational decisions, prioritise and optimise resources, drive change internally, enhance strategic capacity and operational planning, and support specific service delivery enhancements.	Executive Manager IPR, Governance and Engagement	
		Percentage completion of assessment of Council's performance against industry benchmarks	100%	50%			

98	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20b.10	Manage tenders and significant contracts so Council objectives are delivered	Percentage of services procured in accordance with Council's Procurement Manual	100%	100%	The key planned tenders for 2021/22 are the Roxy, Wamoon Sewer and Chelmsford Place. At this stage only the Roxy has had tender documentation issued. While the tender is being managed externally, Procurement/Corporate has been involved in the preparation and review of the contract and tender documentation to ensure compliance. The tender responses are currently being assessed. The contracts register is complete and on the website but is being improved to meet best practice.	Group Manager Corporate	
		Number of new significant Council contracts and tenders	5 (dependent on funding availability)	0%			
		Percentage of contracts register current	100%	100%			
20b.11	Maintain Council-owned buildings in order to meet agreed objectives by: <ul style="list-style-type: none"> refurbishing the central hall in the Leeton Multipurpose Community Centre installing a sky ladder and landing on the Leeton Indoor Stadium to improve WHS installing a sky ladder and landing on the Depot Workshop to improve WHS 	Percentage completion of refurbishment of Leeton Multipurpose Community Centre hall	100%	100%	The Multipurpose Community Centre Hall refurbishment has been completed. Purchase orders have been issued for both sky ladders. Installation pending COVID restrictions. All unplanned maintenance (CRMs) were completed.	Procurement and Building Services Coordinator	
		Percentage completion of Stadium sky ladder and landing	100%	40%			
		Percentage completion of Depot sky ladder and landing	100%	40%			
		Number of unplanned maintenance activities completed	No target – report by occurrence	26			

99

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20b.12	Administer Council's plant and fleet by conducting effective light and heavy plant replacement programs	Percentage of light plant replacement program completed	100%	25%	There were two light plant vehicles purchased. Orders for seven other light vehicles have been placed. There were three heavy vehicles purchased: • Parks Large Truck • Roads Backhoe • Roads Pad-foot roller No fleet or plant were sold at auction.	Manager Open Space and Recreation	
		Percentage of heavy plant replacement program completed	100%	10%			




100	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
						

Leeton Shire Council

DP Progress Report

Q1, 2021/22

20c: Strive to deliver the aspirations of the community through sound governance practice

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20c.01	Maintain a Compliance Register to track Council's compliance with all legislative and governance requirements	Percentage compliance with relevant legislation, regulation and funding body requirements	100%	100%	Compliance register is being maintained. Council is compliant with all legislative and governance requirements. Updated compliance register document under development.	Governance Officer	
		Percentage of required remedial actions completed within two months of notification	100%	Nil required			
20c.02	Continuously review and update of Council policies and plans to appropriately support Council's operations	Number of Council's Strategies, Policies and Plans overdue for review	< 10%	22%	Work on reviewing all policies continued, with priority attention given to those overdue for review. Council policies have been allocated to departments/responsible officers for review and regular follow-up with each department is being carried out with the aim to have overdue policies reviewed by early December. The newly elected Council will need to consider and adopt all policies in early 2022.	Governance Officer	
		Number of reviews completed	≥ 12	8			
20c.03	Deliver Council's Internal Audit program	Number of internal audits undertaken	3	1	A draft report on the audit of Council's Fraud Prevention and Control Framework has been received and will be presented to the next ARIC meeting on 11 November. A new internal audit program for 2021/22 has been adopted. Audits of the following will be undertaken: <ul style="list-style-type: none"> • Delivery of Projects and Contract Management • Water Trading • Sale of Real Estate. 	Executive Manager IPR, Governance and Engagement	

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
		Percentage of required improvement actions completed	80+%	20%	Scopes for these three audits have been developed and will shortly be placed on VendorPanel. Implementation of the Records Management System Improvement Action Plan and the Procurement Improvement Process Action Plan continued. The IT Action Plan was closed.		
20c.04	Continue to hold Audit, Risk and Improvement Committee meetings	Number of meetings held	≥ 4		The first ARIC meeting for the 2021/22 financial year was held on 9 September 2021. The focus of the meeting was on reviewing Leeton Shire Council's draft annual financial statements for the year ending 30 June 2021. The next ARIC meeting will be held on 11 November 2021.	Executive Manager IPR, Governance and Engagement	●
20c.05	Enhance and maintain an efficient Records Management System for Council	Number of new staff who undertake training within the first two weeks of employment	100%	33%	Six new starters required access to TRIM. Two received training within the two weeks of starting at Council. One received training in their third week due to handover with their predecessor who was retiring. The other three staff started with Council on 27 September 2021 so training is scheduled for the first week in October.	Records Officer	●
		Percentage completion of heritage archiving	50%	5%	Heritage archiving is continuing with a log being kept of all vital records archived.		
20c.06	Make information available in accordance with Government Information (Public Access) Act 2009 requirements	Number of informal GIPA applications received	No target – report by occurrence	4	All GIPA applications were determined and information provided, where appropriate, in accordance with legislative time frames.	Records Officer	●
		Percentage of informal GIPA applications processed within 20 working days	100%	100%			

102	LEGEND:	Critical Concerns	On Track	Needs Attention	Not Due to Start	Completed
		●	●	●	●	●

Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
		Number of formal GIPA applications received	No target	1			
		Percentage of formal GIPA applications processed in accordance with legislation	100%	100%			
20c.07	Collect, use and retain personal information in accordance with the <i>Privacy and Personal Information Protection Act 1998</i>	Percentage of personal information collected and used for lawful purposes	100%	100%	Council has collected and used various pieces of personal information for lawful and intended purposes and retained information securely as required in accordance with relevant legislation.	Records Officer	
		Percentage of personal information retained and secured in accordance with legislation	100%	100%			
20c.08	Deliver Council's Enterprise Risk Management program (ERM)	Percentage of departmental ERM reports completed in full and on time	100%	90%	The Pulse Enterprise Risk Management (ERM) module is in place. Meetings with department leaders will be conducted in October to update and allocate controls to identified risks.	Manager WHS, QA and Risk	
		Number and value of claims accepted by insurer (Statewide)	No target – report by occurrence	\$0	The module will be regularly maintained to ensure information is live and current for users. Once updated ready access will be maintained to live understanding of compliance to risk control including project management. No claims were submitted to the insurer.		

103

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20c.09	Manage leases and licences for Council properties in line with Council's objectives	Number of leases issued or renewed	No target – report number	3	Leases renewed: <ul style="list-style-type: none"> Henry Lawson Cottage – rented on a month-to-month basis. 3 Brobenah Road – leased to Wollongong University for medical students 5 Brobenah Road – leased to a staff member. Licences renewed: <ul style="list-style-type: none"> 4 x at the Multi-purpose Centre A status report is being prepared for the Plans of Management.	Property Coordinator and Native Title Manager	
		Percentage of leases that are current	100%	100%			
		Number and value of outstanding lease fees	\$0	Nil			
		Number of licences issued or renewed	No target – report number	4			
		Percentage of licences that are current	100%	100%			
		Number and value of outstanding licence fees	\$0	Nil			
		Leases and licences awaiting a Plan of Management	No target – report number	Underway			
20c.10	Prepare and implement Plans of Management (PoM) for Crown Lands properties, and user agreements for sports ovals on Crown Land	Number of PoMs for reserves drafted	24	6	A status report is being prepared for the Plans of Management. Seasonal Hire Agreements issued for all users of sporting ovals.	Property Coordinator and Native Title Manager	
		Percentage of required sports oval user agreements in place	100%	100%			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed




Leeton Shire Council

DP Progress Report

Q1, 2021/22

20d: Strive to deliver the aspirations of the community through effective workforce and technology management

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20d.01	Effectively manage Council's workforce to support Council's objectives to be met	Percentage of Managers who have completed a Leadership Success Managerial Development Course	100%	20%	Substantially new team requires a re-launch of the Leadership Success Managerial Development Course and a phased implementation. Staff turnover is increasing nationwide, and LSC has experienced elevated levels of turnover. Staff absenteeism is higher than usual which may be a result of staff requiring leave for vaccinations.	Manager People and Organisational Development	
		Staff turnover meets or is better than the NSW Local Government average of 12% (2020 figures)	< 12%	20% annualised			
		Average dollar amount invested in staff training per full-time equivalent (FTE)	\$1000	\$86 per FTE this quarter			
		Staff absenteeism expressed as the average number of days sick leave per FTE	< 5 days	7,3 days per FTE			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22



Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20d.02	Implement Council's Work Health and Safety program	Number of major non-conformances	No target – report by occurrence	Nil	Nil major non conformances. 88% of corrective actions completed with nil regulatory authority notices issued. There have been 583.5 hours lost to four injuries which incurred lost time. Three are psychological injuries that incurred 198, 185 and 192.5 lost hours and a slip trip fall which incurred 8 hours lost. Calculation is number of days lost/number of employees x 100.	Manager WHS, QA and Risk	
		Percentage of required remedial measures completed by target due date	90%	88%			
		Number of regulatory authority notices issued (by Safe Work NSW, for example)	Zero	Zero			
		Lost time to injuries expressed as the average number of days per 100 employees	< 20	53			
20d.03	Develop and implement a Continuous Improvement Pathway program	Percentage of corrective actions completed	100%	88%	12% of corrective actions are currently overdue. Working with teams to continually aim to reduce overdue actions. 62 actions completed for the reporting period. Continuous Improvement pathway audits completed 11/08 topics covered were free management result 97%, claims management which included new criteria around policy and procedure development result 48% and stormwater management result 72%. While claims management score is low actual management of claims section of audit scored result of 100%.	Manager WHS, QA and Risk	

106	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20d.04	Support effective and efficient local government administration through Information and Communication Technology (ICT)	Percentage of scheduled 2021/22 ICT Strategy actions completed	90+%	Nil – actions are underway but not completed	Procurement of an e-services and process improvement platform has commenced with the scope defined which will deliver numerous operational benefits. The procurement of a new asset management system has been approved and implementation of a new landfill management system is underway.	Manager ICT	
		Number of operational improvements achieved	No target – report by activity only	2 underway			
		Number of notifiable cyber attacks identified	Zero	0			
20d.05	Host and populate a new interactive website solution that will enhance Council's digital customer service delivery	Percentage completion of base website design established	100%	5%	Meetings with the supplier of the website solution, OpenCities, have commenced and a project plan is in place. OpenCities have been provided with our style guide, logos and photographs in preparation for a design workshop to be held in Q2. OpenCities will soon commence a site audit of the current website to give us the data to focus efforts on updating and improving content on a priority basis according to customer usage trends.	Executive Manager IPR, Governance and Engagement	
		Percentage of existing website content audited	100%	0%			
		Percentage development of updated/new content	50%	0%			
		Number of integrations with internal systems	≥ 3	0			
		Number of new digitised forms	≥ 10	0			

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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start




Completed



Leeton Shire Council

DP Progress Report

Q1, 2021/22

Code	Action	Measure	Annual Target	Progress Year to Date	Q1 Update	Responsibility	Status
20d.06	Implement an integrated Customer Request Management (CRM) System for use across the organisation	Percentage of relevant staff consulted regarding CRM system requirements	100%	10%	Consultation with relevant staff was undertaken to establish requirements in relation to customer requests. These requirements were taken into account when selecting the system. A Project Control Group has been established to manage the implementation of the project. Members of the Project Control Group attended a demonstration of the preferred CRM system on Friday 24 September 2021.	Customer Service Coordinator	
		Percentage completion of CRM System installation	100%	0%			
		Percentage of relevant staff trained to use the CRM System	100%	0%			
		Number of CRM champions identified and established in relevant departments	7	0%			
		Number of workflows developed in consultation with relevant staff	≥ 30	0%			
		Number of integrations with internal systems	≥ 5	0%			

108	LEGEND:	Critical Concerns 	On Track 	Needs Attention 	Not Due to Start 	Completed 
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Abbreviations, acronyms and units of measure

Abbreviation			
BASIX	Building Sustainability Index	MP	Member of Parliament
CALD	Culturally and Linguistically Diverse	MPC	Multipurpose Centre
CBD	Central Business District	MVA	Motor Vehicle Accident
CCTV	Closed-Circuit Television	NPWS	National Parks and Wildlife Service
CDC	Complying Development Certificate	OC	Occupation Certificate
CUC	Country University Centre	OSSM	On Site Sewer Management
DCP	Development Control Plan	PAMP	Pedestrian Access and Mobility Plan
ERP	Enterprise Risk Planning	Q1	Quarter 1 (July–September)
e-waste	Electronic Waste	Q2	Quarter 2 (October–December)
FRRR	Foundation for Rural and Regional Renewal	Q3	Quarter 3 (January–March)
GP	General Practitioner (Doctor)	Q4	Quarter 4 (April–June)
GDP	Gross Domestic Product	RAMJO	Riverina and Murray Joint Organisation
HML	Higher Mass Limit	RDA	Regional Development Australia
IWCM	Integrated Water Cycle Management	RMS	Roads and Maritime Services
LALC	Local Aboriginal Land Council	RSA	Responsible Service of Alcohol
LELC	Leeton Early Learning Centre	SAMP	Strategic Asset Management Plan
LEMC	Local Emergency Management Committee	VAS	Vehicle Activated Signs
LEP	Local Environment Plan	VC	Vacation Care
LG	Local Government	VIC	Visitors Information Centre
LGNSW	Local Government NSW	WAP	Weeds Action Plan
LOOSC	Leeton Out of School Care	WAMP	Water Asset Management Plan
LTW	Liquid Trade Waste	WWAMP	Waste Water Asset Management Plan
M	Million	WCIC	Water Conservation and Irrigation Commission
MIA	Murrumbidgee Irrigation Area	WHS	Work Health and Safety
MLHD	Murrumbidgee Health District		
Symbol/Unit of Measure			
\$	Dollar	kWh	Kilowatt hour
%	Percent	ML	Megalitre
kL	Kilolitre	T	Tonnes
K	Thousand		

109

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed





OPERATIONAL MATTERS



LEETON
SHIRE COUNCIL

**ROAD SAFETY
ACTION PLAN
2021-2022**

DOCUMENT CONTROL

RESPONSIBLE OFFICER:	Stephanie Puntoriero				
REVIEWED BY:	Crystal Watson				
DATE ADOPTED:					
ADOPTED BY:					
RESOLUTION NO: (IF RELEVANT):					
REVIEW DUE DATE:	June 2022				
REVISION NUMBER:	5				
PREVIOUS VERSIONS:	DATE	DESCRIPTION OF AMENDMENTS	AUTHOR/EDITOR	REVIEW/SIGN OFF	MINUTE NO (IF RELEVANT)
	1/07/2014	2014-2017 LSC & Narrandera Shire Plan.			
1	4/04/2017	2017-2018 Plan. Update of data.			
2	6/06/2018	2018-2021 Plan. Update of data.			18/122
3	1/06/2019	2019-2021 Plan. Update of data			19/175

REVIEW OF THIS PLAN

This Policy will be reviewed every year as required in the event of legislative changes. The Policy may also be changed as a result of other amendments that are to the advantage of Council and in the spirit of this Policy. Any amendment to the Policy must be by way of a Council Resolution or the approval of the General Manager.

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1. Purpose

The Leeton Shire Road Safety Action Plan is a one-year plan for the delivery of local road safety outcomes in Leeton Shire during 2021-2022 financial years.

The Road Safety Action Plan responds to road safety issues that are prevalent in our Local Government Area (LGA) and reflects Council's partnership with the NSW State Government through the Local Government Road Safety Program (LGRSP) and by employing a Road Safety Officer.

The plan will reference the NSW Road Safety Strategy 2012-2021 and supplementary Road Safety Plan 2026. These documents provide road safety guidance aimed at reducing death and serious injuries on our roads.

Information from local stakeholders including NSW Highway Patrol (HWP), NSW Police, council engineering projects, Transport for NSW (TfNSW) regional initiatives, businesses, schools, and target groups, has been included.

Research conducted over the last decade, five-year crash statistics, and local knowledge associated with the road network, will be relied upon to deliver behavioural road safety and engineering projects.

Data analysis and the anecdotal input from stakeholders has been used as the foundation to develop this plan and to identify evidence based road safety projects for implementation across the Leeton LGA, based on Safe Systems principles of safer, people, roads, vehicles and speeds.

The context of the projects will be documented in the online Road Safety Officer Database (RSOD) and are subject to ongoing review and reporting to ensure they capture and address any shift or change in road safety trends.

2. Action Plan

This Road Safety Action plan applies to Leeton Shire Council Councillors, Transport for NSW, Leeton Shire Council Engineering Department and Road Safety Officer.

3. Outcomes

To advise Council and Transport for NSW of the local crash statistics used to plan the road safety programs for the upcoming financial years.

4. Definitions

CSP - Community Strategic Plan
HWP - Highway Patrol
LGA - Local Government Area
LGRSP - Local Government Road Safety Program
RSO - Road Safety Officer
RSOD - Road Safety Officer Database
TfNSW - Transport for New South Wales

5. Legislation and Supporting Documents

NSW Road Safety Strategy 2012-2021
Road Safety Action Plan 2026

Executive Summary

This document builds on the Leeton Shire Council's Community Strategic Plans to continue addressing road safety issues in the Leeton LGA.

Key issues impacting on local road safety include the LGA's aging population, long distances travelled, presence of agricultural machinery on local roads, heavy vehicles, and overseas migrants living in the region.

The key behavioural road safety concerns include the high number of speed, fatigue, and alcohol related crashes. Other issues include:

- number of single vehicle crashes
- non-intersection crashes
- crashes involving young males
- crashes involving motorcycle riders
- increasing number of light truck crashes

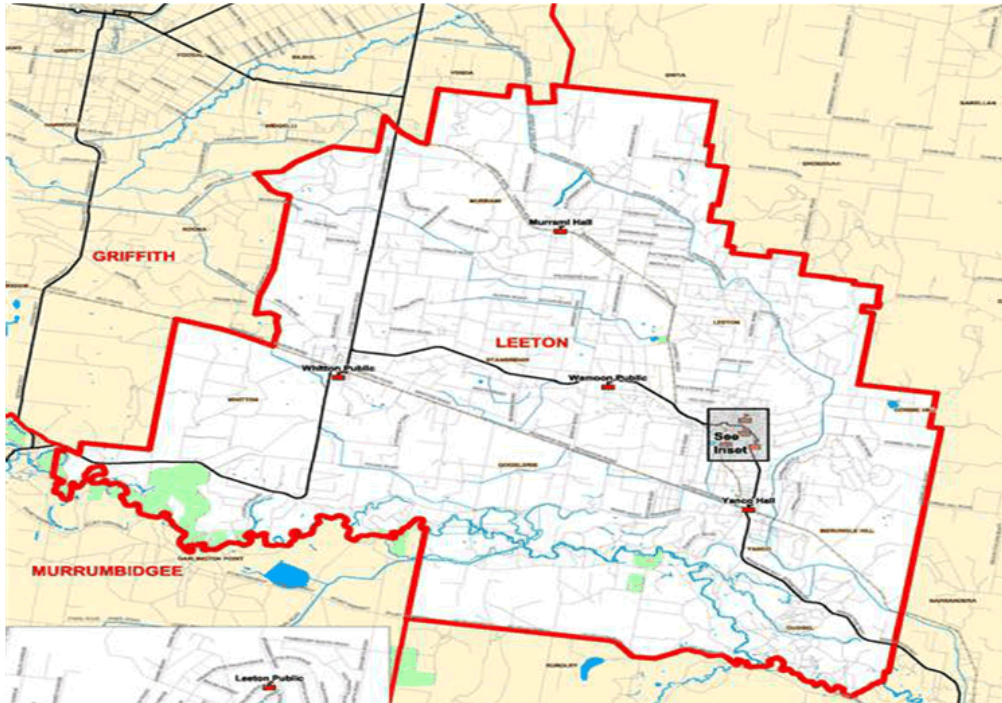
Addressing road safety is a shared responsibility and involves cooperation and active participation from the Road Safety Officer, Councillors and Council management, TfNSW, NSW Police Highway Patrol officers, Community Health, service organisations and the wider community.

The identified road safety initiatives that Leeton Shire Council will implement are targeted at improving road safety outcomes for all road users. The identified target groups and behavioural issues to be addressed are:

- speed on local streets
- alcohol
- restraint use
- young drivers
- older drivers and mobility scooters
- motorcycle (shared with Narrandera)

Initiatives to address the local road safety issues using the Safe Systems model are detailed in the plan and will be reviewed and revised in annual action plans in collaboration with the Road Safety Steering Committee.

Overview of Leeton Shire



Leeton Shire is located in the Riverina region of New South Wales. The town of Leeton is adjacent to the Murrumbidgee River and falls within the Murrumbidgee Irrigation Area (MIA) and is renowned as the 'Heart of SunRice' country.

Being 1,167 square kilometers in size, Leeton Shire includes the towns of Yanco and Whitton and the villages of Murrumbidgee and Wamboon.

The population is 11,168 (2016 Census) and is forecasted to reach 12,528 by 2036. Forecast modelling indicates by 2026 there will be an 11.7 per cent increase in the number of people under the working age, and the number of people in the retirement age group will increase by 26.3 per cent. Of note is the greatest increase in the number of shire residents will be between the ages of 0-4 years.

About half of the population live in urban areas of Leeton, with the remainder living in surrounding villages or farms surrounding the shire.

Leeton is located in the Riverina 584km from Sydney, 470km from Melbourne and 371km from Canberra. It is the second largest regional centre in the Western Riverina region outside of Griffith and plays an integral role in value-added agricultural processing, agriculture, education and research, transport, and logistics.

Leeton is situated in one of the most productive farming regions in the state, with citrus, rice, grapes and wheat farms found throughout the shire. Leeton is 'Australia's Rice Capital' and home to the SunRice headquarters. Other industries include Freedom Foods, Berri Juices, JBS Beef, Murrumbidgee Irrigation, Western Riverina Intermodal Freight Terminal (WRIFT), Milbrae Quarries, Webster Walnuts and Southern Cotton.

Leeton Road Network

Roads are vital links in and across the shire. The shire has bitumen sealed roads in most suburban and residential areas and on the state road. Many rural roads are gravel and some are unformed 'natural earth dry weather only roads' which can pose a safety risk during heavy periods of rainfall.

Leeton Shire has a road network of about 900 kilometres and is as follows:

Surface Type	Rural Local Roads	State Roads
Sealed	347 km	60km
Gravel	225 km	0km
Unformed	226 km	0km

A key challenge for the shire includes the provision of a transport network with all-weather access to meet the community's needs and will support the economy and encourage development of the region.

The shire recognises the needs of pedestrians and cyclists and is currently responsible for 22.3 kilometres of footpaths and 17.4 kilometres of shared footpath and cycle ways.

The prominent road classification across the shire is local roads and the inclusion of the state road (Irrigation Way, MR80) running through the central business district (CBD). A heavy vehicle bypass route removes heavy vehicle traffic from the Leeton CBD.

The Irrigation Way (MR80) links Leeton with neighbouring townships of Narrandera and Griffith and to Wagga Wagga via the Sturt Highway.

Being an irrigated agriculture area, the roads are heavily used by trucks carrying heavy loads. There are designated road train routes that provide access to Whitton, Leeton, Murrumbidgee and Gogeldrie and on to both Darlington Point and Griffith.

The Leeton Shire community contributes significantly to Australia's export earnings. Each year over 18,000 containers leave Leeton. Currently JBS Feedlot process 400 head of cattle a day, Walnuts Australia process 4000 tonnes of walnuts annually and Sunrice contribute \$148 million to the regional economy.

Long range economic forecasters predict the freight task to double across the region by 2031. To take advantage of this economic opportunity local businesses have lighted the need for the road network to be upgraded. There are currently two road and rail meeting points for general and mixed freight in the shire. Wumbulgal Western Riverina Intermodal Freight Transport (WRIFT) handles 10,000 containers a year and Leeton handles 5000 containers yearly. Additional road to rail loading facilities are located at Yanco, Murrumbidgee and Whitton.

The extensive road network in Leeton Shire creates an ongoing funding demand for maintenance. While the shire has programs to upgrade and maintain the existing networks the unsealed network presents challenges, including ongoing maintenance requirements, dust and changing weather patterns. Responsibility for sustaining the road infrastructure is shared between the Shire Council and TNSW.

Topography

Leeton Shire Council is characterised by extremely level conditions, semi-arid plains, and is predominately an agricultural area that comprises of both dry land and irrigated farming.

The Murrumbidgee River travels through the shire and has a flood history resulting in localised flooding, road closures and town evacuations. The most recent event in 2012 saw low lying areas in Leeton evacuated and state, regional and local roads experienced flooding and closures.

The extremely level conditions lend themselves to flat, wide country roads and roadside environments with trees and vegetation. Kerb and guttering features mostly in the townships and roads outside the towns are edged with earthen table drains and at times fog lines. Many roads outside the townships have a gravel base or 'dry-weather only' natural surface.

Domestic stock (cattle and sheep) can be encountered on the roads while being moved within the shire or passing through the shire when using travelling stock routes. Wildlife is frequently encountered on shire roads including flocks of birds, kangaroos, snakes and emus. Wildlife can often be seen on the road or the verge-side as well as seasonal pests can also be experienced including locusts, mice, and bees.

Depending on seasonal growth and conditions, uncontrolled blow-grass can be mobilised and blown onto roads. Relatively sparsely vegetated plains can also experience strong winds along with localised whirly-whirly winds.

In the cooler seasons the shire can experience heavy fog that at times persists well into the day. Agricultural practices of burning-off harvested crop land can result in smoke blanketing a wide area.

The movement of large and over-dimension sized agricultural vehicles feature across the shire, peaking during various harvest times. Crop transportation can result in debris such as soil clumps and crop (eg. cotton) littering the shire roads.

Crash Data Analysis

An analysis of crashes in the Leeton LGA has been completed using TfNSW Centre for Road Safety's crash data for the five year period 2015-2019. The centre has categorised data into two separate attributes – one relates to the crash itself and the other relates to persons involved in the crash.

When it comes to records relating to **a crash**:

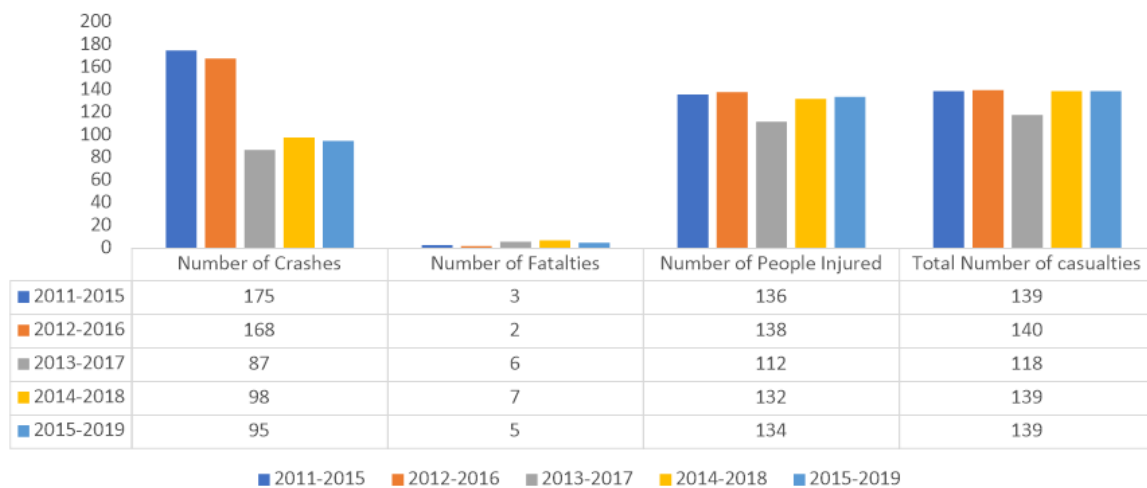
- A **fatal crash** is when at least one person is killed
- A **serious injury** crash is when at least one person, identified in the police crash report data is matched to a hospital admission record on the same day or the day after a crash AND no one was killed
- A **causality** is any person killed or injured in a crash

When it comes to the person involved in a crash:

- **Killed** relates to a person who dies within 30 days due to the injuries sustained in a crash
- **Seriously injured** - a person identified in the police crash report data who is matched to a hospital admission record on the same day or the day after a crash and did not die within 30 days of the crash

Other severity recordings including moderate/minor/uncategorised and other also form part of the Centre for Road Safety's overall statistics however they are not used in this analysis. This is primarily due to the main focus being upon significant road trauma rather than crashes/injuries of lesser degrees.

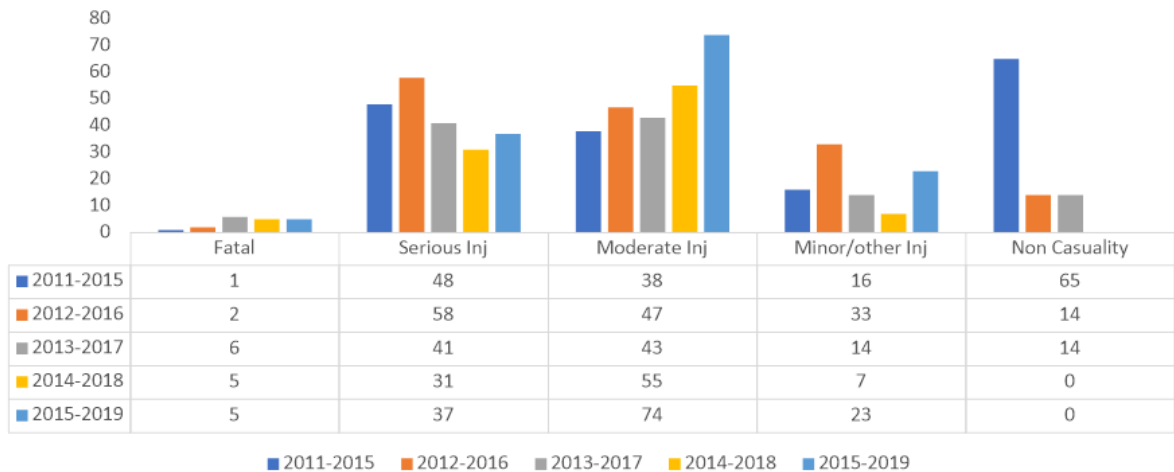
Number of Crashes, Fatalities and Injuries in Leeton Shire 2011-2019



The number of fatalities in Leeton Shire has remained consistent for the 2015-2019 time period. Two of these fatalities were the result of single vehicle crashes, one involving a heavy vehicle. One was the result of a crash between a quad bike and a vehicle, and one was a heavy vehicle crash that resulted in two fatalities. There were no fatal crashes recorded in 2019 in the shire.

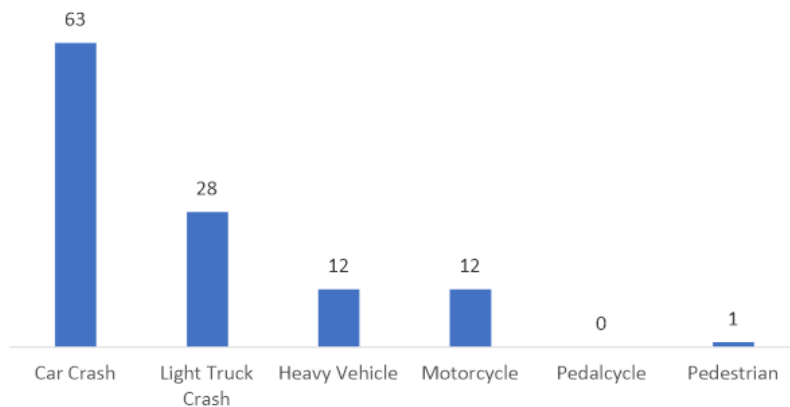
The number of people injured has dropped; however this is due to a drop in the number of crashes recorded, due to the change in the reporting system from 2014.

Degree of Casualty in Leeton Shire 2011-2019



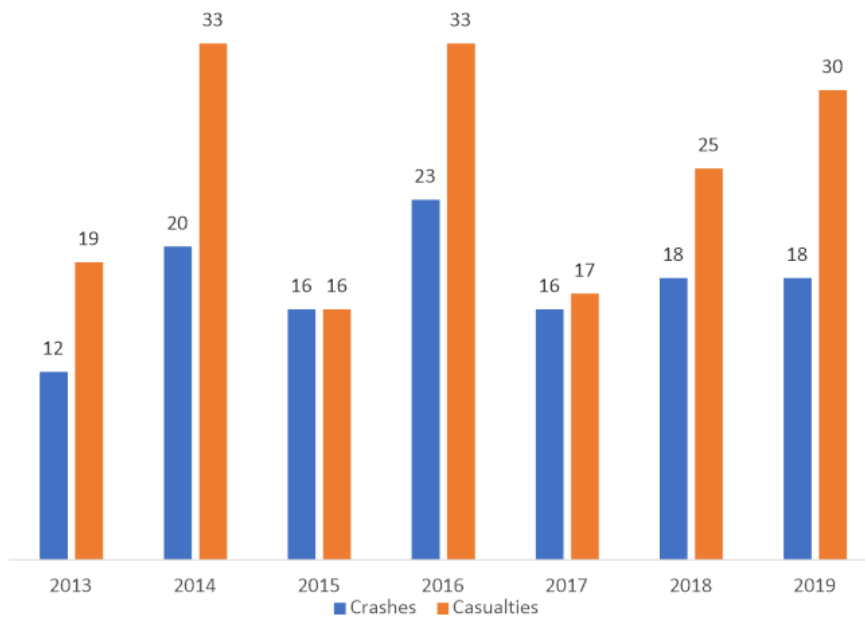
The graph above demonstrates the number of crashes and the injury involvement categorised as serious injury, moderate injury, minor/other injury and non-casualty. A crash can involve multiple vehicles and result in multiple injuries as demonstrated in the graph. A change in reporting resulted in non-Casualty crashes not being reported from 2014.

Vehicles Crashes Leeton Shire 2015-2019



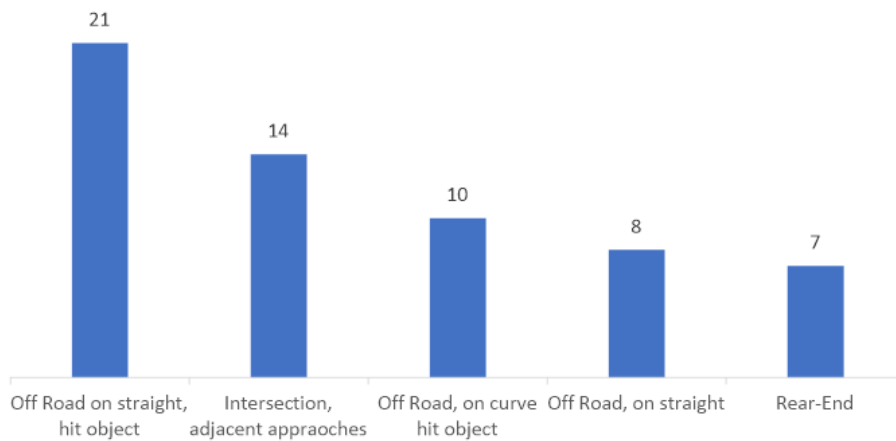
The types of vehicles involved in Leeton Shire Council crashes is predominantly cars and utes, with 4WD vehicles often classified as a light truck. Heavy vehicle involves rigid, articulated or heavy vehicle truck. This data is consistent with previous years' data.

Crashes vs Casualties Leeton Shire 2013-2019



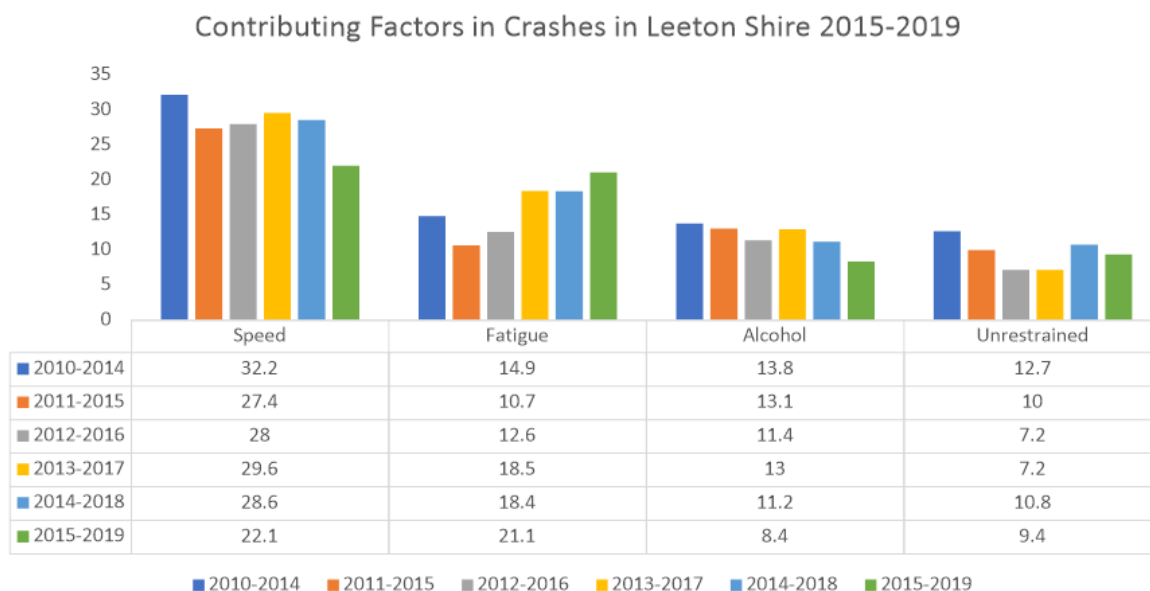
The number of crashes in Leeton Shire has risen over the last three years, but the number of casualties has remained consistent in the shire for the last three reporting years. There are five predominant crash movements in the Leeton Shire, which remain the same as previous years.

Crash Movements Leeton Shire 2015-2019



Behavioural Factors

The graph below looks at the contributing behaviour factors in crashes in Leeton Shire. It compares the crashes to previous five-year crash data periods.



Speed

The identification of speeding (excessive speed for the prevailing conditions) as a contributing factor in road crashes cannot always be determined directly from the police reports relating to those crashes. Certain circumstances however suggest the involvement of speeding. TfNSW has established criteria for determining whether or not a crash is to be considered as having speed as a contributing factor.

Speeding is considered to have been a contributing factor to a road traffic crash if that crash involved at least one speeding motor vehicle.

A motor vehicle is assessed as having been speeding if it satisfies the conditions described below under (a) or (b) or both:

- a) The vehicle's controller (driver or rider) was charged with a speeding offence; or the vehicle was described by police as travelling at excessive speed; or the stated speed of the vehicle was in excess of that permitted for the vehicle controller's licence class or the vehicle weight; or the stated speed of the vehicle was in excess of the speed limit.
- b) The vehicle was performing a manoeuvre characteristic of excessive speed, that is:
 - While on a curve the vehicle jack-knifed, skidded, slid or the controller lost control or:
 - The vehicle ran off the road while negotiating a bend or turning a corner and the controller was not distracted by something or disadvantaged by fatigue/ sudden illness and was not swerving to avoid another vehicle, animal or object and the vehicle did not suffer equipment failure.

Fatigue

Similarly the identification of fatigue as a contributing factor in road crashes cannot always be determined directly from police reports of those crashes. Fatigue is considered to have been involved as a contributing factor to a road traffic crash if that crash involved at least one fatigued motor vehicle controller.

A motor vehicle controller is assessed as having been fatigued if the conditions described under (a) or (b) are satisfied together or separately:

- a) The vehicle's controller was described by police as being asleep, drowsy or fatigued.
- b) The vehicle performed a manoeuvre which suggested loss of concentration of the controller due to fatigue, that is:
 - The vehicle travelled onto the incorrect side of a straight road and was involved in a head-on collision (and was not overtaking another vehicle and no other relevant factor was identified); or
 - The vehicle ran off a straight road or off the road to the outside of a curve and the vehicle was not directly identified as travelling at excessive speed and there was no other relevant factor identified for the manoeuvre.

Alcohol

Unlike speed and fatigue, the detection of alcohol following a crash is done using a scientific process therefore there is a more definitive conclusion as to its presence. To eliminate the need to determine a nexus between alcohol and its influence on driving, legislation prohibits the operation of a motor vehicle when certain blood alcohol contents are achieved. This level is determined by the class and/or status of an individual's licence. It should also be noted that alcohol related injuries does not mean the person injured had alcohol in their system.

A detailed report follows and will break down the leading behavioural contributing factors to crashes and where these crashes are happening across the Leeton Shire.

Learner P1, P2 license holders are all required to have a Blood Alcohol Concentration of zero when operating a vehicle.

Detailed analysis of crash reports

Where were the speed crashes and who is crashing in Leeton Shire?

From 2015 to 2019 there were:

- 21 speed crashes (one fatal crash and one fatality)
- 20 injury crashes with 32 people injured
- 95.2% of speed related crashes were a single vehicle crashes
- 47.6% of speed crashes occurred on roads with speed limit of 100 km/h
- 76.22% of crashes involved 'off road' crash movements
- All of the speed crashes in Leeton were on local roads. The stand out locations were:
 - nine x Irrigation Way
 - two x Corbie Hill Road
- The drivers of the crashes:
 - 17 male
 - three female
 - one unknown
- Of the 17 male drivers:
 - two were under 17
 - five were aged 17-25 years
 - seven were aged between 26-40 years
 - one was aged between 41-50 years
 - two were aged between 51-60 years
- Of the three female drivers
 - one was aged between 17-25 years
 - two were aged between 51-60 years
- Three out of 21 (14.2%) drivers were aged between 17-25 years or younger (compared to 31.8% in previous five-year period)
- Vehicles involved:
 - 16 light vehicles – cars, 4WDs and light trucks
 - five were trucks (B-double and semi)
 - four were motorcycles
- 38% of crashes occurred between the hours of 10pm and 5am
- The split between weekends and weekdays was consistent around the 50 per cent mark
- 38.1% of crashes also had fatigue as a contributing factor
- 14.3% of crashes also had alcohol as a contributing factor

Predominant factors include: male drivers, ages between 17-40 years old, 100 km/h speed zone crashes, drivers leaving the carriage way, and single vehicle accidents.

Speed was the highest behavioural contributing factor in casualty crashes in Leeton Shire.

Where were the fatigue crashes in Leeton Shire and who is crashing?

From 2015 to 2019 there were:

- 20 fatigue crashes resulting in 32 injuries
- All crashes occurred on local roads with the most prominent being:
 - six x Irrigation Way
- The gender of the drivers involved in the crashes are:
 - 15 male
 - four female
 - one unknown
- Of the 15 male drivers:
 - five were aged between 17-25 years
 - six were aged between 26-40 years
 - two were aged between 41-50 years
 - one was aged between 51-60 years
- Of the four female drivers:
 - one was aged between 17-25 years
 - one was aged between 25-40 years
 - two were aged 60+ years,
- 90% of the fatigue crashes involved a single vehicle
- Vehicles involved in fatigue crashes were:
 - 19 light vehicles -car4WD/ute
 - one motorcycle
- 55% occurred on roads with a speed zone of 100 km/h or more
- 85% of crashes resulted in the vehicle leaving the roadway
- 50% crashes occurred during daylight
- 60% of crashes occurred on a weekday
- speed was also a contributing factor in 40% of crashes
- alcohol was a contributing factor in 20% of crashes

Predominant factors include: male drivers, Irrigation Way, and light vehicle drivers.

Fatigue is the second most frequent behavioural contributing factor in casualty crashes in the Leeton LGA.

Shift work is common in Leeton Shire due to the type of industries operating in the shire. Night-time harvesting of crops is common to maintain production rates. Residents also travel between towns for work, medical and social appointments.

Where were the alcohol crashes in Leeton Shire and who is crashing?

From 2015 to 2019 there were:

- eight alcohol casualty crashes resulting in 14 injuries
- All of the crashes occurred on local roads with no trends evident
- The gender of the drivers were:
 - eight were male drivers
- Of the eight male drivers:
 - one was aged under 17 years
 - three were aged between 17-25 years
 - two were aged between 26-40 years
 - one was aged between 51-60 years
 - one was unknown
- 50% of drivers are aged under the age of 25
- 75% of the crashes involving alcohol were single vehicle crashes
 - five light vehicles (car/4WD/Ute) were involved
 - four light truck crashes
 - one crash involved a motorcycle
- 75% crashes resulted in vehicle leaving the road way
- 87% of crashes occurred between the hours of 6pm and 3am
- 37.5% of crashes also had speeding as a contributing factor
- 50% of crashes also had fatigue as a contributing factor

Predominant factors include: local rural roads, male drivers, under the age of 25, light vehicle drivers, single vehicle crashes, late at night/early morning, and high number of casualties.

Alcohol is the third most frequent behavioural factor in crashes in the Leeton Shire.

Where the motorcycle are crashes in Leeton Shire and who is crashing?

From 2015 to 019 there were:

- 12 crashes involving motorcycles resulting in 12 injuries
- All of the riders were male and every single crash resulted in an injury.
- Of the eight male riders:
 - two were aged under 17 years
 - three were aged between 17-25 years
 - three were aged between 26-40 years
 - three were aged between 41-50 years
 - one was over 60 years
- All of the crashes were single vehicle crashes
- 58% crashes occurred on roads zones 60 km/hr or less
- 41% crashes resulted in motorcycle leaving the road way
- 33% of crashes, speed was a contributing factor
- Fatigue and alcohol were only a contributing factor in one of the motorcycle crashes

Predominant factors include: local roads, male drivers, losing control, speed, and single vehicle accidents.

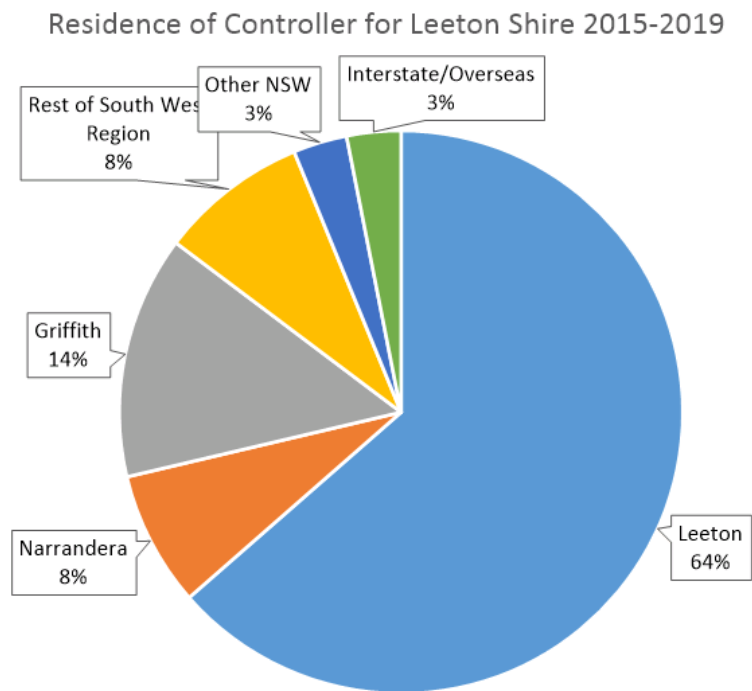
Restraints

Restraints are also a key issue for Leeton Shire with 9.4% of the casualties in the shire identified as not using a restraint correctly or not wearing a helmet.

Residence of Controller

After reviewing the postcodes of residence for motor vehicle controllers involved in crashes in the Leeton LGA, 64 per cent of all controllers involved in a crash in the shire were from the Leeton LGA or neighbouring LGAs of Griffith (14%) and Narrandera (8%) and a further eight per cent from the South West Region. This aligns with the New South Wales (NSW) Road Safety Plan 2026 which states 'the majority of fatalities on country roads are local residents'.

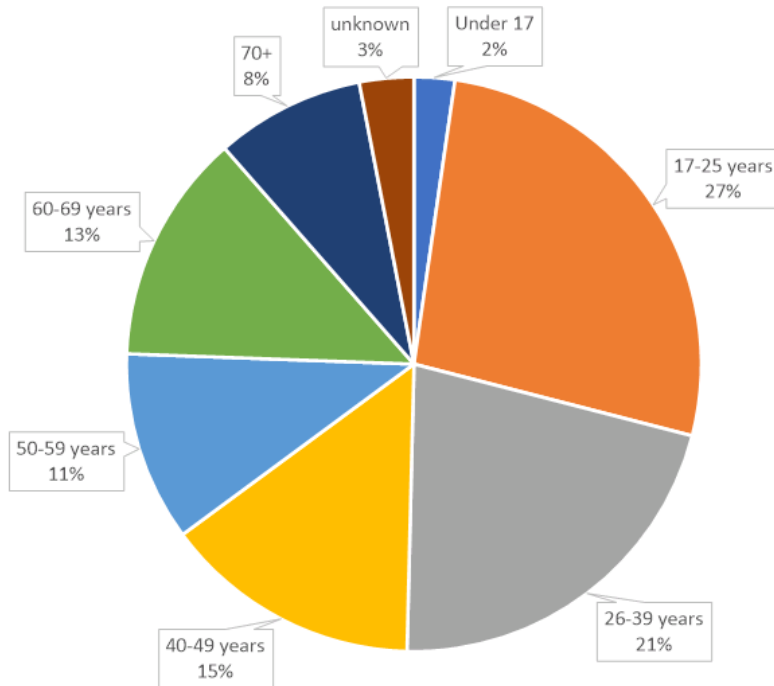
In 2017, 272 of the 392 lives lost in NSW were on country roads; locals crashing in their LGA or a neighbouring LGA.



Gender and Age

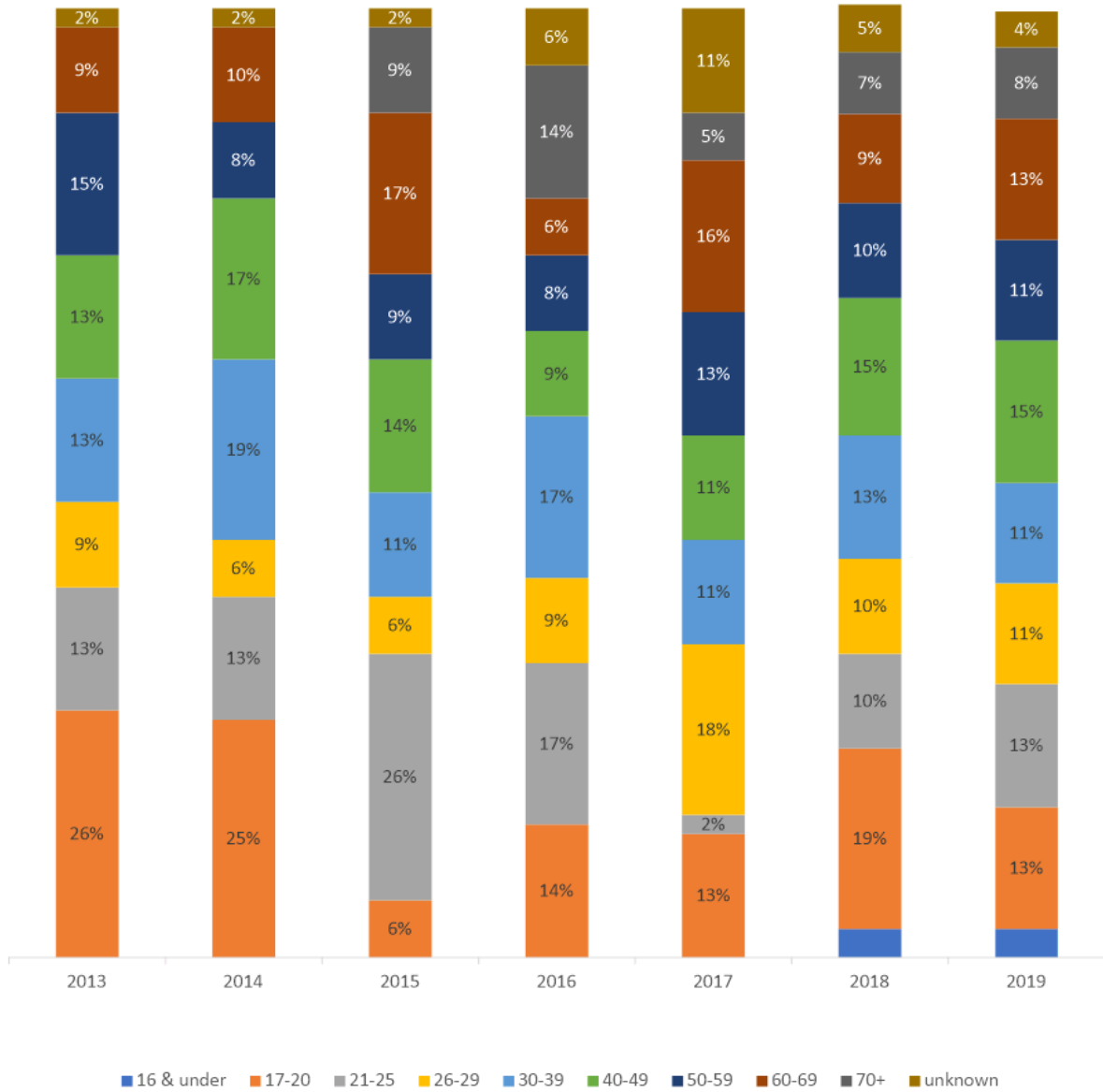
In the Leeton LGA, males are more likely to be involved in a casualty crash than females. Seventy per cent of drivers involved in a crash were male compared to 30 per cent females.

Age of Casualty Crashes in Leeton Shire 2015-2019



The data revealed the age group most at risk of being involved in a casualty crash is the 17-25 year old age group with 27% of drivers involved in a crash falling into this category, followed by the 26-39 year old group. According to Australian Bureau of Statistics data (ABS) for 2016 the median age for Leeton is 40, which falls into the third group at most risk of being involved in a crash within the shire with 15 per cent of drivers in this category. The table below shows the age groups involved in crashes in the Leeton LGA from 2015-2019.

Age of casualty involved in crash Leeton Shire 2015-2019



Key Road Safety Concerns Identified from Crash Data

Leeton Shire

- High rate of casualties
- Increase in light truck crashes
- High number of single vehicles crashes
- Numbers increasing for Alcohol, Speed Fatigue & Motorcycle crashes
- All fatal crashes involved a car
- High number of males involved in crashes
- Age groups at most risk of crashing are 17-25 years and 26-39 age groups which also aligns with median age in Leeton Shire.

Majority of controllers in a crash in Leeton LGA reside within the LGA or in neighbouring LGA's followed by the broader South West Region.

Road Safety information from Local Stakeholders

NSW Police

Consultation with NSW Police Highway Patrol (NSW HWP) indicated their concern for speeding, fatigue and drink driving and a willingness to be consulted and incorporated into projects designed to tackle these local issues.

Recent discussions with the NSW HWP highlighted local roads as a continuing problem within the Leeton Shire and a failure to drive to the conditions and not the limit.

Police have noted in the past a high proportion of speed offences issued during double demerit point periods. The non-compliance with seatbelt laws was also noted as an emerging trend, along with driver distraction (mobile phone usage) and driver drug detection in Leeton Shire.

Leeton Council Strategic Plan

Consultation

Community consultation was completed across Leeton Shire in 2011, providing the opportunity input on road safety issues.

The survey identified the following community road safety concerns:

- Young cyclists and scooter riders on the footpath in the main street (72%)
- The use of handheld mobile phones while driving (69 %)
- Plate drivers and speeding (68%)
- High crash numbers of drivers aged 17 to 45 years (64%)
- Speeding through school zones (64%)
- Drivers not giving way on school crossings (63%)
- Pedestrian safety (63%)
- Children not in appropriate child restraints in vehicles (59%)
- Bicycle riders not wearing helmets (58%)
- Bicycle riders ignoring road rules (57%)
- Speeding in 50km/h streets (56%)
- Drivers parking in unsafe areas causing hazards to other road users and pedestrians (56%)
- Children under 10 years of age crossing the road unaccompanied (54%)
- Hoon driving (53%)
- Crashes due to inattention of distracted drivers (51%)
- Motorcyclist's speeding (51%)
- Drivers and passengers not wearing seatbelts (50%)
- Drink driving in the community (50%)
- A responsive Police force to serve the community

As part of the most recent Community Strategic plan consultation no specific road safety issues were raised but council believes the above issues are still of a concern to residents in the shire. Identified in the current Leeton Shire Council Community Strategic Plan, council has identified where it would like to be in 10 years' time. The extract from the CSP on the following page outlines the community's expectation for council's commitments for the next 10 years.

Other Stakeholders

A number of community groups and organisations and businesses have participated in road safety projects in the past and have provided feedback on road safety priorities that is referenced when developing future road safety projects. The stakeholder groups include:

- Local bus operators
- Local schools and parent's groups
- Community organisations
- Community Transport
- Local clubs and hotel
- Local driving instructors
- Local businesses

A COMMUNITY THAT HAS GOOD ROAD, RAIL AND AIR TRANSPORT

Leeton Shire today



Roads are very important links in our Shire. While we have bitumen sealed roads in most suburban and residential areas and on our State roads (407km), many of our rural roads are gravel (225km). Some are "natural earth dry weather only" roads (266km) which can be very challenging when during periods of heavy rainfall.

We like that every residential property in the Shire can be reached by at least an all-weather gravel road.

"I am amazed at how small the roads budget actually is. Roads are vitally important and as a ratepayer I would be happy to pay more for better roads based on usage."

Just over 90% of our road network is "satisfactory" according to industry standards. Generally speaking we think our roads are acceptable, but we do get frustrated when they become potholed or get soft edges, and become corrugated or rutted. However, some of us think that our roads should be of a better standard to be safe and improve freight transport, and would be willing to pay more to make this happen.

Being an irrigated agricultural area, our roads have to cope with trucks carrying heavy loads. There are designated road train routes that give access to Whitton, Leeton, Murrumbidgee and

Gogeldrie through to Darlington Point and Griffith. Currently heavy vehicles are not able to travel through to Narrandera from the Leeton Shire which is a limitation that needs to be addressed.

Freight is predicted to double by 2031 and local businesses feel that it is important to upgrade the road network if the Shire wants to make the most of this opportunity.

There are currently two road and rail meeting points for general and mixed freight in the Shire. Wumbulgal deals with 13,000 containers a year and Leeton handles 5,000 containers every year. There are three more road to rail loading facilities at Yanco, Murrumbidgee and Whitton.

We have adequate passenger transport options, including a daily train passenger service that runs to Sydney and Melbourne from Wagga Wagga with direct access to Leeton on Sundays and a Countrylink bus service that runs daily between Leeton and Wagga. Elderly people struggle to book train trips as there is no local booking agent and only online options.

The greatly appreciated Leeton/Narrandera Airport is a shared service between the two Shires and is located 25km to the east of Leeton. The airport has daily passenger services to Sydney. From time to time we prefer to fly from Griffith or Wagga because it can be cheaper or provide more options for our travel plans. Sometimes it is frustrating that we can't fly directly to Melbourne, a place where many of us do a lot of business.

We are fortunate to have a community aerodrome at Brobenah that provides a range of flights for recreational and agricultural purposes.

A community transport service operates to support the aged and disability sector with a door to door transport service for groups and individuals both locally and to regional centres such as Wagga Wagga, Griffith and Albury. This service is highly valued and we want to be sure it is available to us for many years to come.

Where we want to be in 10 years time

Motorists feel comfortable that our roads are better equipped to handle various weather conditions and maintained to a higher standard.

Farmers, heavy vehicle operators and our rural residents are pleased that upgrades to gravel roads have significantly improved their daily transport needs.

Truck drivers can now easily offload onto rail and safer rail crossings have also been implemented to improve transport efficiency.

We now enjoy daily passenger flight services from Narrandera/Leeton Airport to Melbourne and daily passenger train services from Leeton to Sydney and Melbourne.

The NSW Premier's State Priorities – Building Infrastructure aims to ensure key infrastructure projects are delivered on time and on budget.



How we can do this

By asking State and Federal Government to better support Council with road funding.

By using Leeton based passenger services regularly.

By speaking out early about anything unsafe in the transport network, including rail crossings.

Who may be available to help?

- Transport for NSW
- Leeton and Narrandera Shire Councils
- Roads and Maritime Services
- NSW Department of Infrastructure
- John Holland Group

Signposts to measure our success over time



We aim for passenger numbers to increase



We aim for passenger numbers to remain constant



We aim for the number of containers leaving Leeton to increase

Road Safety Issues to be Addressed

From the crash data analysis, ongoing stakeholder engagement, and local knowledge, this Action Plan will be used as a foundation to develop several road safety initiatives/projects for delivery within the Leeton LGA. Relevant materials and reference documents will further be relied upon (in part) to increase community awareness on road safety issues with the objective being the reduction in the number of fatal and injury related crashes.

A number of pro-active projects have also been created following investigations into local non-quantifiable road safety issues which have emerged due to population and demographic trends.

The overall objectives of these projects are to:

- Adopt the Safe Systems approach aimed at improving road user safety in the Leeton Shire Council LGA
- Facilitate the involvement of local community groups and external stakeholders in road safety strategies
- Educate the community on relevant road safety issues with the view of changing driver behaviour
- Raise the profile of road safety within Leeton LGA
- Reduce the number of serious injury and fatal crashes across the Leeton LGA
- Increase awareness of the consequences resulting from adverse driver behaviour

Road safety project descriptions, objectives and activities addressing the identified priorities will be documented in the on-line Centre for Road Safety Road Safety Officer Database (RSOD).

Identified Road Safety Target Areas

During the five years (2015 to 2019) of the 139 people killed or injured in crashes, 62% were residents of Leeton, while 19% resided within 60km of Leeton.

Driving on country roads raises many challenges including; the lower quality road conditions (such as poor clear zones, corrugated unsealed surface) and the interaction of these factors when negotiating curves, and driving at inappropriate speeds for the prevailing conditions.

Longer travel distances and associated driving time in rural areas have been known to lead to increased risk of fatigue effects, while higher speeds often result in higher crash severity. The unpredictable nature of wildlife, rapid changes in climatic conditions, agricultural operations which raise dust/smoke, livestock, farm machinery, heavy vehicles, and other unique hazards of rural locations are all factors that all road users need to be aware of when travelling in rural and remote areas.

With over two thirds of the LGA's fatal and serious injury crashes involving off-road or off-road into object, incorporating road safety into the design process ensures that local roads are as safe as possible from the beginning, minimising potential hazards and the need for subsequent treatment. Continued audits on existing roads will identify the need for incremental treatments such as enhanced line-marking (including audio-tactile line-marking and rumble strips), improving edge of seal and shoulder design, improved geometric and road surface design, and reducing the number of non-frangible objects immediately adjacent to the roadside.

TfNSW's Road Safety Plan 2021 provides a number of initiatives that are being investigated to provide a safer country road network. The increase in investment and the rollout of safety infrastructure that can prevent and/or reduce the severity of 'run-off' and head on crashes is one priority area under the plan that will seek to reduce road trauma on country roads.

In 2017 the NSW Government launched the Saving Lives on Country Roads campaign which focuses on raising awareness of road trauma in rural areas. The campaign is part of the NSW Government's Towards Zero strategy which recognises that any death or serious injury on our roads is one too many and every road user must take an active role in reducing road trauma.

Relevant outcomes of the Road Safety Plan 2021 and any initiatives that complement the local environment which may arise out of the Saving Lives on Country Roads campaign will be reflected (where appropriate) as 'activities' in the road safety projects supplementary to this action plan.

Council's continued overall support of road safety extends outside this Local Government Road Safety Program and includes other programs such as the Pedestrian Access Management Plan (PAMP), Active Transport, Safer Roads Program which includes Blackspot funding, Safety around School Program, Rotary Youth Driver Awareness (RYDA) Program, Bike Week, promotion of non-funded TfNSW projects, implementation of traffic calming devices, conveying the local area traffic committee, and the Stepping on Program.

TfNSW Road Safety Education Projects applied for 2021-2022

Speed

Project addressing speed across the LGA, with a focus on promotion of the "Stop It or Cop it" campaign, school zones, and double demerit periods and social media promotion. Implement a local speed project to reduce speeds on local roads within the shire. This project will be funded and run in conjunction with the speed project as well as looking at local issues that arise through traffic committee and require engineering treatments.

Alcohol

Project aimed at improving the general public general understanding of the need to plan safe celebrating and the need to have a Plan B to get home after drinking at local events. Promotion of advertising and Plan B material and breath testing at local events. Continue to look educating the youth community by running subsidised RSA courses. Promotion of the "Win a Swag" campaign over the Christmas/new Year period when local licensed premises patronage is quiet high.

Helping Learner Drivers Become Safer Driver Workshops

Conduct workshops targeted at providing supervising drivers with strategies to create safer drivers through education workshops.

Child Restraints

Continue to promote the correct fitting and usage of child restraints and improve the community's knowledge of child restraints in the shire through annual fitting day.

65+/Mobility Scooter Workshop

Conduct workshops targeted at drivers 65+ and those who are currently own or are thinking of purchasing a mobility scooter to help educate them on the physical requirements of owning a mobility scooter and the road rules with driving a mobility scooter. Educating those aged 65+ on driver licensing requirements and changes that can affect our abilities as road users

Road Safety Editorial

A regular Road Safety Column in the local paper (The Irrigator) to deliver road safety messages across a broad range of issues. This proactive campaign will include promotion of timely road safety campaign messages such as double demerits point periods, fatigue during holiday periods, walk safely to school days. The column will be published monthly to provide road safety messages with local content and relevance to supplement shorter social media messages through Leeton Shire Council Facebook page.

Other Road Safety Projects

Projects not applied for through TfNSW but that will still be promoted through the Road Safety Program are the pedestrian program Look Out Before You Step Out, Be Seen Be Safe (Pedestrian), Get your Hand Off it Campaign (Mobile Phone) the Motorcycle program and other Centre for Road Safety Promotion that arise throughout the 2021/22 financial year.

Document Review

Due to the shifting trends and relating to road safety – a review of this plan will be undertaken in early-2022 with the view of determining its currency, appropriateness, and relevance. Any lessons and/or issues identified during the projects may mean a degree of modification to the plan is warranted to ensure the same aligns with any of the said shifting trends/priorities.

Ongoing delivery of the relevant projects, the monitoring of implemented actions and evaluations in the form of milestone reporting will provide evidence on the success (or otherwise) of respective implemented strategies as the project progresses. Based on these reviews an opportunity may arise whereby the plan needs to be modified to address emerging trends or to remove activities which due to the shift in trends/priorities have become redundant.