



**LEETON**  
SHIRE COUNCIL

**SEPARATE ATTACHMENTS FOR**  
**ORDINARY COUNCIL MEETING**  
**23 June 2022**  
**7.00PM**

<b>Content</b>	<b>Page No</b>
<b><u>CORPORATE MATTERS</u></b>	
<b>7.5. ADOPTION OF THE DELIVERY PROGRAM 2022-2025 AND LONG TERM FINANCIAL PLAN 2022-2032.....</b>	<b>6</b>
<b>Attachment 1:</b> DRAFT Delivery Program 2022-2025 .....	6
<b>Attachment 2:</b> DRAFT Long Term Financial Plan 2022-2032 .....	68
<b>7.1. ADOPTION OF THE OPERATIONAL PLAN, BUDGET AND REVENUE POLICY (INCLUDING THE SCHEDULE OF FEES AND CHARGES) FOR THE 2022/23 FINANCIAL YEAR .....</b>	<b>137</b>
<b>Attachment 1:</b> DRAFT - Operational Plan 2022-23 .....	137
<b>Attachment 2:</b> DRAFT Leeton Shire Council Budget 2022/23 .....	185
<b>Attachment 3:</b> DRAFT - Revenue Policy including Fees and Charges - 2022/23.....	200
<b>Attachment 4:</b> Summary of Community Submissions Received on the DRAFT 2022/23 Operational Plan, Budget, Revenue Policy (including Fees and Charges) .....	256
<b>7.11. DRAFT PLAN OF MANAGEMENT - RESERVE 62184 - MOUNTFORD PARK.....</b>	<b>277</b>
<b>Attachment 1:</b> Attachment 1 Draft Plan of Management Reserve 62184 Mountford Park .....	277
<b>Attachment 2:</b> Attachment 2 Flowchart for Plan of Management Process.pdf .....	320
<b>Attachment 3:</b> Attachment 3 Native Title Manager Advice - Mountford Park PoM (1) .....	321
<b><u>ACTIVATION MATTERS</u></b>	
<b>7.13. DRAFT LEETON DEVELOPMENT CONTROL PLAN 2022 .....</b>	<b>326</b>
<b>Attachment 1:</b> Leeton DCP - Part A - Introduction.....	326
<b>Attachment 2:</b> Leeton DCP - Part B - Design Guidelines.....	344
<b>Attachment 3:</b> Leeton DCP - Part C - Subdivision.....	351
<b>Attachment 4:</b> Leeton DCP - Part D - Residential .....	418
<b>Attachment 5:</b> Leeton DCP - Part E - Rural.....	497
<b>Attachment 6:</b> Leeton DCP - Part F - Commercial .....	520
<b>Attachment 7:</b> Leeton DCP - Part G - Industrial (1) (1) .....	538
<b>Attachment 8:</b> Leeton DCP - Part H - Special Place Precincts .....	559
<b>Attachment 9:</b> Leeton DCP - Part I - Heritage Guidelines.....	569
<b>Attachment 10:</b> Leeton DCP - Part J - Parking + Access (1) .....	578
<b>Attachment 11:</b> Leeton DCP - Part K - Flood Risk Management .....	600
<b>Attachment 12:</b> Leeton DCP - Part L - Biodiversity Management .....	611





## **CORPORATE MATTERS**

# Delivery Program 2022–2025

**DRAFT**



LEETON  
SHIRE COUNCIL

### **Acknowledgement of Traditional Owners**

Leeton Shire Council acknowledges and pays respect to the Wiradjuri people, the traditional custodians of the land encompassed by Leeton Shire.

Council also pays respect to the Elders, both past and present, of the Wiradjuri Nation and extend that respect to other Aboriginal and Torres Strait Islander people who live in Leeton Shire.

We recognise Aboriginal spiritual, social and cultural connections to these lands and waters and state our commitment to ensuring that Aboriginal rights, as enshrined in legislation, are upheld and not eroded.

## Contents

Acknowledgement of Traditional Owners .....	2
<b>1. Message from the Mayor and General Manager .....</b>	<b>5</b>
<b>2. Leeton Shire Council .....</b>	<b>7</b>
<b>Our Councillors .....</b>	<b>7</b>
Councillor Values .....	8
Councillor Portfolios.....	8
Councillor Representation on Committees .....	9
<b>Our Organisational Structure.....</b>	<b>12</b>
<b>3. About the Delivery Program.....</b>	<b>13</b>
<b>Community Vision.....</b>	<b>13</b>
<b>Community Values .....</b>	<b>13</b>
<b>Guiding Principles.....</b>	<b>13</b>
<b>Community Goals.....</b>	<b>13</b>
<b>Community Priorities .....</b>	<b>13</b>
<b>Council's Role and Services.....</b>	<b>14</b>
Community Priorities for Council .....	14
Council Services of Most Importance .....	14
Council Services of Highest Satisfaction.....	14
<b>Liveable Leeton 2035 CSP Focus Areas and Outcomes.....</b>	<b>15</b>
<b>Council Activities Relevant to CSP Outcomes and Strategies.....</b>	<b>16</b>
FOCUS AREA 1. A connected, inclusive and enriched community (Cc).....	16
FOCUS AREA 2. A safe, active and healthy community (Sc).....	18
FOCUS AREA 3. A thriving regional economy (Ec) .....	20
FOCUS AREA 4. A quality environment (En).....	22
FOCUS AREA 5. Strong leadership and civic participation (L) .....	24
<b>4. About the Delivery Program 2022–2025 .....</b>	<b>26</b>
<b>Functional Areas and Responsibilities .....</b>	<b>26</b>
Functional Areas.....	26
Responsibilities .....	27
<b>Delivery Program Activity Tables .....</b>	<b>28</b>
<b>1. Community Services and Community Development.....</b>	<b>29</b>
<b>2. Museum, Arts and Cultural Services .....</b>	<b>32</b>
<b>3. Parks, Streetscapes and Sporting Facilities .....</b>	<b>34</b>
<b>4. Economic Development.....</b>	<b>36</b>
<b>5. Planning, Building and Public Health .....</b>	<b>39</b>
<b>6. Roads and Drainage .....</b>	<b>41</b>
<b>7. Water and Sewer Services .....</b>	<b>43</b>



<b>8. Environmental Sustainability and Emergency Services</b> .....	<b>45</b>
<b>9. Governance and Administration</b> .....	<b>47</b>
<b>5. Council's Finances</b> .....	<b>50</b>
<b>Our Financial Forecasts</b> .....	<b>50</b>
Income Statements.....	50
Capital Works Programs .....	52
<b>Our Financial Sustainability</b> .....	<b>53</b>
Council's Financial Sustainability Challenges and Need for Long Term Planning.....	54
How Serious is Council's Financial Situation? .....	54
So Why Do We Need to Act Now? .....	55
Next Steps: Refine the Plans, Start the Conversation with the Community .....	55
Council's Financial Sustainability Objectives.....	57
<b>APPENDIX 1: The Integrated Planning and Reporting Framework</b> .....	<b>58</b>
<b>Key Planning Documents</b> .....	<b>59</b>
The Community Strategic Plan (CSP) .....	59
The Delivery Program .....	59
The Operational Plan .....	60
The Resourcing Strategy .....	60
Other Council Strategies and Plans .....	60
<b>Reporting Documents</b> .....	<b>61</b>
Progress Reports .....	61
Annual Report.....	61
State of the Shire Report.....	61

## 1. Message from the Mayor and General Manager

On behalf of Leeton Shire Council, we are pleased to present the Delivery Program 2022–2025.

The Delivery Program is a statement of Council's commitment to the community and sets out what Council intends to achieve over its term in office. Its overall purpose is to program the strategies and activities Leeton Shire Council will undertake to deliver the aspirational goals of the community, as set out in the *Liveable Leeton 2035* Community Strategic Plan.

The Delivery Program 2022–2025 is informed and constrained by the resources we have available, as outlined in the Long Term Financial Plan 2022–2032, the Strategic Asset Management Plan 2022–2032 and the Workforce Management Strategy 2022–2025 which have been developed to assist delivery of the program. These three documents make up our Resourcing Strategy.

While we have a bright future ahead and lots of important projects to complete, we are facing some challenges. Council's 2023 Budget for the general fund (excluding water and sewerage, which are accounted for separately) is a deficit of just under \$4 million (excluding capital grants).

The Long Term Financial Plan indicates that if Council doesn't take action to address the situation, it will continue to post annual operating deficits of \$3.5 million plus into the future. While Council is unlikely to run out of cash in the next 10 years if it reduces its capital works programs, it will effectively drain its cash reserves paying for day-to-day operations, which is unsustainable.

While we need to be alert to these issues, please don't be alarmed. As a local council, we are not alone in having to solve the problem of expenditure outgrowing income. According to the Australian Local Government Association, local government expenditure has increased markedly over the past 25–30 years in line with a corresponding increase in roles and responsibilities. That expenditure has not been matched by an equal increase in revenue. In 2019/20, 60 out of 128 councils reported an operating deficit (NSW Office of Local Government).

Leeton Shire Council has been aware of its financial sustainability challenges since as far back as 2014/15 and had planned, in its Long Term Financial Plan adopted by the previous Council elected in 2016, to investigate a special rate variation (SRV) to address the issue but held off on implementing the plan because of drought and then COVID-19.

In this Delivery Program, Council has established four financial sustainability objectives. These are intended to serve as 'guard rails' to keep Council 'on track' on its journey to addressing its financial sustainability challenges over Council's term in office:

- responsible and sustainable spending
- responsible and sustainable infrastructure investment
- adequate cash reserves and use of borrowings
- exploring options to improve financial sustainability.

Over the next few months, Council will be engaging with the community about these challenges and options to address them.

At this stage, Council is of the view that the path that is most likely to be seen as acceptable to the community and to address its challenges will be a 'middle ground' option that strikes a balance between:

- reducing expenses, ideally via productivity and efficiency gains (often difficult to achieve) and via targeted reductions in community services (more achievable), and
- increasing income via fees and charges, setting up a Council owned business or, more likely, via a Special Rate Variation (increasing rates above the 'rate peg').

We will also be continuing to refine the Long Term Financial Plan and pursuing opportunities to improve via a program of internal service reviews.

Council will then consider a revised and updated Long Term Financial Plan and Delivery Program setting out a sustainable path for the future by November this year, at which time the community will again have an opportunity to provide input.

In the meantime, we urge you to read the 'Improving Council's Financial Sustainability' section of this document and our Long Term Financial Plan 2022–2032 to gain a more in-depth understanding of our financial situation and options we have to address it.

Despite our focus on improving our financial sustainability, we will be conducting business as usual, albeit on a somewhat reduced scale in some areas.

In recognition of our concerns regarding resourcing, the capital works program we will be undertaking during the coming year is primarily one of completion and consolidation. Our major focus will be on completing the:

- Roxy Community Theatre Redevelopment
- Leeton Regional Aquatic Centre waterslide
- CBD Enhancement Stage 3 – Chelmsford Town Square
- expansion of our fully accessible public toilet facilities network (upgrades to facilities in Sycamore Street and Wattle Hill, and new facilities in Wamoon).

Other 'business as usual' capital works projects – such as our sealed road network reseal, rehabilitation and heavy patching program – will continue.

Key strategic projects scheduled for 2022/23 include continuing to:

- progress the WRConnect Freight Intermodal project
- extend Leeton Early Learning Centre
- expand the Vance Industrial Estate.

In our role as one of the leaders in this community, we will continue to advocate for enhancements to local health service provision and for sensible water policy that ensures our local agricultural industries thrive. We will also maintain our efforts to ensure Leeton lives up to its reputation as a community that welcomes new settlers, migrants and refugees.

We have much to do during this Council's term and hope you will join us in striving to achieve the goals set by the community in the *Liveable Leeton 2035* Community Strategic Plan. As individuals and as organisations we all have a role to play.



**Cr Tony Reneker**  
**MAYOR**



**Mrs Jackie Kruger**  
**GENERAL MANAGER**

## 2. Leeton Shire Council

### Our Councillors



**Cr Tony Reneker**  
**Mayor**  
**Elected to Council 2016**  
**Portfolios:** Police Liaison,  
Aboriginal Liaison,  
WRConnect Intermodal  
[tonyr@leeton.nsw.gov.au](mailto:tonyr@leeton.nsw.gov.au)



**Cr Michael Kidd**  
**Deputy Mayor**  
**Elected to Council 2004–2008**  
**Elected to Council 2012**  
**Portfolios:** Housing, Arts and  
Culture  
[michaelk@leeton.nsw.gov.au](mailto:michaelk@leeton.nsw.gov.au)



**Cr Tony Ciccio**  
**Elected to Council 2016**  
**Portfolio:** Health  
[tonyc@leeton.nsw.gov.au](mailto:tonyc@leeton.nsw.gov.au)

**Cr Matt Holt**  
**Elected to Council 2021**  
**Portfolio:** Education  
[matth@leeton.nsw.gov.au](mailto:matth@leeton.nsw.gov.au)



**Cr Krystal Maytom**  
**Elected to Council 2021**  
**Portfolios:** Business, Tourism  
[krystalm@leeton.nsw.gov.au](mailto:krystalm@leeton.nsw.gov.au)



**Cr Tracey Morris**  
**Elected to Council 2012**  
**Portfolios:** Financial  
Sustainability, Yanco  
Agricultural Institute  
[traceym@leeton.nsw.gov.au](mailto:traceym@leeton.nsw.gov.au)



**Cr Sandra Nardi**  
**Elected to Council 2016**  
**Portfolio:** Youth  
[sandran@leeton.nsw.gov.au](mailto:sandran@leeton.nsw.gov.au)



**Cr Paul Smith**  
**Elected to Council 2016**  
**Portfolio:** Water Security  
[pauls@leeton.nsw.gov.au](mailto:pauls@leeton.nsw.gov.au)



**Cr George Weston**  
**Elected to Council 1995**  
**Portfolios:** Heritage, CBD  
Enhancement Strategy,  
Environment and Climate  
Change  
[georgew@leeton.nsw.gov.au](mailto:georgew@leeton.nsw.gov.au)

### **Councillor Values**

The Councillors of Leeton Shire aspire to be:

- proactive, rather than reactive
- creative, responsible, fair and consistent
- open-minded and respectful
- transparent and accountable
- respectful in their dealings with each other and the community.

During their term of office, the Councillors plan to:

- provide strong leadership
- make informed decisions
- have the courage to make hard decisions
- do things well/the right way
- contribute to debate
- celebrate the Shire's volunteers
- improve partnerships
- implement good governance
- build and strengthen Council's reputation
- deliver good customer service
- complete current major projects.

At the end of their term, the Councillors intend to:

- leave the Shire in a better place
- leave the Council in a more financially sustainable position
- hand over well-maintained, fit-for-purpose assets.

### **Councillor Portfolios**

As a lead voice for the community, this term of Council has allocated portfolios across the team of elected representatives. This will spread the workload across the team and enable nominated Councillors to become the elected Council's subject experts, champions of the cause and go-to people on the specific topic or topics in their portfolios.

### Councillor Representation on Committees

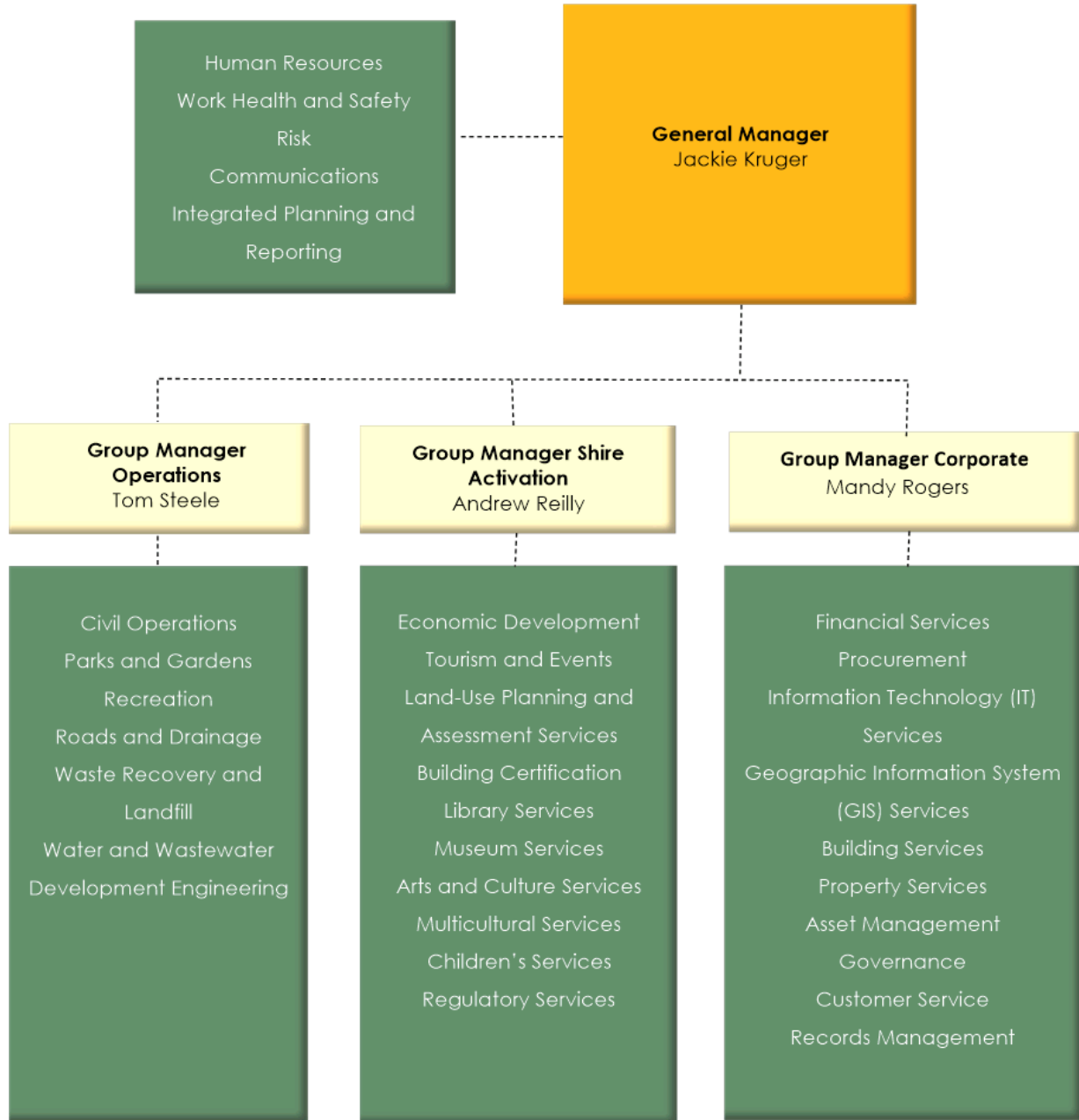
Councillor	Committee/Liaison
Cr Tony Reneker, Mayor	<p><b>Section 355 Committee</b></p> <ul style="list-style-type: none"> <li>Leeton's Men Shed</li> <li>Murrami Community Hall Committee</li> <li>Whitton Community Hall Committee</li> <li>Yanco Community Hall Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>General Manager Review Committee</li> <li>Leeton Flood Plain Management Committee</li> <li>Leeton Weeds Committee</li> <li>Leeton Youth Council</li> </ul> <p><b>Action Committees</b></p> <ul style="list-style-type: none"> <li>Leeton Australia Day Committee</li> <li>Sporting Walk of Fame</li> <li>Whitton Town Improvement Committee</li> <li>Yanco Town Improvement Committee</li> <li>Health Advisory Committee (Internal)</li> </ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>Country Mayors Association</li> <li>Bushfire Management Committee</li> <li>Fivebough and Tuckerbil Wetlands Advisory Committee</li> </ul> <p><b>Shared Services Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>Narrandera–Leeton Airport Management Committee</li> <li>Riverina and Murray Joint Organisation</li> </ul> <p><b>Liaisons</b></p> <ul style="list-style-type: none"> <li>Aboriginal Strategic Liaison</li> <li>Murrumbidgee Irrigation Strategic Liaison</li> <li>Police Strategic Liaison</li> </ul>
Cr Michael Kidd, Deputy Mayor	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"> <li>Whitton Court House and Historical Museum Committee</li> <li>Yanco Community Hall Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>CBD Enhancement Advisory Committee</li> <li>General Manager Review Committee</li> <li>Gogeldrie Weir Recreational Facilities Committee</li> <li>Infrastructure Working Group</li> <li>Leeton Tree Advisory Committee</li> <li>Roxy Redevelopment Committee (Build and Operations)</li> </ul> <p><b>Shared Services Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>Riverina Regional Library Advisory Committee</li> </ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>Fivebough and Tuckerbil Wetlands Advisory Committee</li> </ul>
Cr Tony Ciccia	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"> <li>Leeton's Men's Shed</li> <li>Murrami Community Hall Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>Gogeldrie Weir Recreational Facilities Committee</li> <li>Infrastructure Working Group</li> <li>Leeton Local Traffic Committee</li> <li>Leeton Shire Heritage Committee</li> <li>Leeton Weeds Committee</li> </ul> <p><b>Action Committees</b></p> <ul style="list-style-type: none"> <li>Henry Lawson Cottage Committee</li> <li>Health Advisory Committee (Internal)</li> </ul>

Councillor	Committee/Liaison
Cr Matthew Holt	<p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>• Audit, Risk and Improvement Committee (ARIC) – Non-voting</li> <li>• CBD Enhancement Advisory Committee</li> <li>• Community Grant Funding Working Group</li> <li>• General Manager Review Committee</li> <li>• Leeton Local Traffic Committee</li> <li>• Leeton Tree Advisory Committee</li> <li>• Roxy Redevelopment Committee (Build and Operations)</li> </ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>• Murray Darling Association – Non-voting</li> </ul>
Cr Krystal Maytom	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"> <li>• Light Up Leeton Committee</li> <li>• Whitton Court House and Historical Museum Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>• Leeton Youth Council, formerly Leeton Youth Committee</li> </ul> <p><b>Action Committees</b></p> <ul style="list-style-type: none"> <li>• Health Advisory Committee (Internal)</li> </ul> <p><b>Liaisons</b></p> <ul style="list-style-type: none"> <li>• Aboriginal Strategic Liaison</li> </ul>
Cr Tracey Morris	<p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>• Audit, Risk and Improvement Committee (ARIC) – Voting</li> <li>• CBD Enhancement Advisory Committee</li> <li>• Roxy Redevelopment Committee (Build and Operations)</li> </ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>• Leeton Business Chamber</li> </ul>
Cr Sandra Nardi	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"> <li>• SunRice Festival Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>• CBD Enhancement Advisory Committee</li> <li>• Community Grant Funding Working Group</li> <li>• Leeton Youth Council</li> <li>• Roxy Redevelopment Committee (Build and Operations)</li> </ul>
Cr Paul Smith	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"> <li>• Whitton Community Hall Committee</li> </ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"> <li>• Community Grant Funding Working Group</li> <li>• Infrastructure Working Group</li> <li>• Leeton Flood Plain Management Committee</li> </ul> <p><b>Action Committees</b></p> <ul style="list-style-type: none"> <li>• Whitton Town Improvement Committee</li> <li>• Yanco Town Improvement Committee</li> </ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>• Murray Darling Association – Voting</li> </ul> <p><b>Shared Services Committees/Organisations</b></p> <ul style="list-style-type: none"> <li>• Narrandera–Leeton Airport Management Committee</li> </ul> <p><b>Liaisons</b></p> <ul style="list-style-type: none"> <li>• Murrumbidgee Irrigation Strategic Liaison</li> </ul>

Councillor	Committee/Liaison
Cr George Weston	<p><b>Section 355 Committees</b></p> <ul style="list-style-type: none"><li>• Light Up Leeton Committee</li><li>• SunRice Festival Committee</li></ul> <p><b>Advisory Committees/Working Groups</b></p> <ul style="list-style-type: none"><li>• CBD Enhancement Advisory Committee</li><li>• Gogeldrie Weir Recreational Facilities Committee</li><li>• Leeton Shire Heritage Committee</li></ul> <p><b>Action Committees</b></p> <ul style="list-style-type: none"><li>• Leeton Australia Day Committee</li><li>• Henry Lawson Cottage Committee</li></ul> <p><b>External Committees/Organisations</b></p> <ul style="list-style-type: none"><li>• Leeton Business Chamber</li><li>• Murray Darling Association – Non-voting</li></ul>



## Our Organisational Structure



### 3. About the Delivery Program

The Delivery Program 2022–2025 has been developed with a view to achieving the goals of the **Liveable Leeton 2035** Community Strategic Plan. It is guided by the Leeton Shire Community's vision, values, guiding principles, goals and priorities, as outlined under the headings below.

#### Community Vision

We are a healthy, safe and connected community that respects people and the environment, enjoying active lives in a strong local economy underpinned by quality, accessible infrastructure, reliable water supplies and strong leadership.

#### Community Values

What our community values most about Leeton Shire is the:

- Sense of community and friendly people
- Rural country town lifestyle
- Peace and quiet.

#### Guiding Principles

Our community wants a community guided by the following social justice principles:

- **Access** – available resources are distributed fairly across our community
- **Equity** – everyone has access to goods and services, regardless of ability, age, gender, sexuality, ethnicity etc
- **Participation** – individuals and groups are empowered to take part in making the decisions that affect their lives
- **Diversity** – cultural, religious and other differences are valued and respected
- **Rights** – the civil, economic, political, cultural, and legal rights of individuals, governments and organisations are respected and protected.

#### Community Goals

Our community's goals are to:

- Work together in Leeton Shire as a community informed and engaged in its future
- Enhance and protect the natural environment of Leeton Shire
- Sustain Leeton Shire as a caring and supportive community
- Evolve Leeton Shire's culturally rich and vibrant community
- Progress Leeton Shire as a prosperous community for all
- Position Leeton Shire as a liveable place where we can all continue to enjoy a high quality of life.

#### Community Priorities

Our community's priorities, in order of importance, are:

- Services and facilities, especially health care
- The natural environment
- Infrastructure and development
- Community safety
- Roads and transport.

## **Council's Role and Services**

Over the life of this delivery program Council aims to:

- prioritise the things our community has said we should prioritise
- focus on the services of most importance to our community
- maintain our community's high levels of satisfaction with the services with which they are most satisfied.

Our community's priorities for Council, the services of most importance to them and the services with which they are most satisfied are listed under their respective headings below.

## **Community Priorities for Council**

Our community believes Council's priorities should be:

- Maintaining and upgrading local roads
- Improved health care facilities/availability of medical professionals and specialists
- Economic Development – support for local businesses (including farming) to boost the economy/increase businesses in the area and employment opportunities.

## **Council Services of Most Importance**

Our community has said that the Council services of most importance to them are:

- Water supply and services
- Public safety
- Local sealed town roads
- Waste management (including recycling and landfill)
- Economic development
- Street lighting
- Local sealed rural roads.

## **Council Services of Highest Satisfaction**

Our community has said that the services they are most satisfied with are:

- Library services
- Tourism/Visitor Information Centre
- Community and heritage buildings
- Ovals, sportsgrounds and sporting facilities
- Cultural opportunities and services, such as the Roxy Community Theatre
- Theatre, museums and public art.

## **Liveable Leeton 2035 CSP Focus Areas and Outcomes**

The Delivery Program 2022–2025 is aimed at delivering the Leeton Shire community's desired outcomes, as expressed by the community in the *Liveable Leeton 2035* Community Strategic Plan.

The Community Strategic Plan is broken into five **focus areas** and for each focus area there is a set of **outcomes** (see below). Each focus area has a code (eg Cc) and each outcome has a corresponding code (eg Cc1).

These codes have been used in the Delivery Program to establish a clear link between activities to be undertaken and the outcomes that will be progressed as a result.

### **FOCUS AREA 1. A connected, inclusive and enriched community (Cc)**

- Cc1. We are friendly, inclusive and connected
- Cc2. We value and celebrate our local history, culture and diversity
- Cc3. We are rich in arts and culture
- Cc4. We have access to a range of local educational opportunities for students of all ages and abilities

### **FOCUS AREA 2. A safe, active and healthy community (Sc)**

- Sc1. Our community is safe to live in and move about
- Sc2. We participate in active sports and leisure
- Sc3. We have access to health and support services that cater for all our needs
- Sc4. We have supported accommodation that meets the needs of all community members

### **FOCUS AREA 3. A thriving regional economy (Ec)**

- Ec1. Our local businesses are prospering
- Ec2. We attract and retain new businesses and residents, and our population is growing
- Ec3. We have the infrastructure we need to support our economy
- Ec4. We have the skills and knowledge to undertake the work available
- Ec5. We have access to a range of housing options that suit the needs of short- and long-term residents
- Ec6. We have diverse employment opportunities
- Ec7. We are a popular tourist destination

### **FOCUS AREA 4. A quality environment (En)**

- En1. We enjoy a protected natural environment and quality agricultural land
- En2. We live sustainably, use our resources responsibly and have adapted to climate change
- En3. Our built environment is attractive and serviceable
- En4. We balance the needs of our natural and built environments

### **FOCUS AREA 5. Strong Leadership and civic participation (L)**

- L1. We are well informed and engaged in decision-making
- L2. Our leaders speak out for the good our community
- L3. We work together to achieve our goals
- L4. We are active community members who recognise we all have a role to play
- L5. Our Council operates efficiently and effectively
- L6. We demonstrate leadership in the face of disaster.

## Council Activities Relevant to CSP Outcomes and Strategies

### FOCUS AREA 1. A connected, inclusive and enriched community (Cc)

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome Cc1. We are friendly, inclusive and connected</b>			
Cc1.1	Build and support connections and relationships within the community	Multicultural NSW, Leeton Connect, Council, community groups eg Leeton Multicultural Support Group, Leeton and District Local Aboriginal Land Council (L&DLALC), Department of Communities and Justice, Department of Social Services, local service providers and inter-agencies	Multicultural programs, Aboriginal liaison, Leeton Museum and Art Gallery (LMAG), library programs and services
Cc1.2	Provide facilities and opportunities to enable people to connect	Council, community groups, NSW Department of Planning and Environment (Crown Lands), LMAG	Community halls, events, library, Council's action groups, LMAG, Parks such as Mouniford Park and Gossamer Park, sportsgrounds
<b>Outcome Cc2. We value celebrate our local history, culture and diversity</b>			
Cc2.1	Honour and celebrate our history, and our Aboriginal and multicultural heritage	Council – LMAG, Leeton Shire Major Dooley Library, Whitton Courthouse and Museum, Yanco Museum, L&DLALC, Leeton Family and Local History Society, Heritage NSW, Museums and Galleries NSW, Leeton Shire Council Heritage Committee, Leeton Shire Heritage Advisor, Leeton Multicultural Support Group	LMAG, NAIDOC week activities, protecting heritage sites, Henry Lawson Cottage, Citizenship ceremonies
Cc2.2	Foster a strong, positive sense of identity and place	Council, L&DLALC	Public art, LMAG, events, murals, Whitton Courthouse and Museum
<b>Outcome Cc3. We are rich in arts and culture</b>			
Cc3.1	Encourage appreciation of and participation in the literary and visual arts	Council – Leeton Museum and Art Gallery (LMAG), Create NSW, Western Riverina Arts, Leeton Art Society, A Splash of Red (business), the Yanco Cultural and Arts Hub, Leeton Writers Collective	LMAG, events
Cc3.2	Provide a program of theatre, dance, music and cinema that caters to a range of audiences	Council – Roxy Community Theatre, Dance and music teachers, hotels, Roxy Institute of Performing Arts (RIPA), the Yanco Cultural and Arts Hub	Roxy Community Theatre

Outcome sought and strategies to achieve those outcomes	Partners in delivery	Relevant Council activities
<b>Outcome Cc4. We have access to a range of local educational opportunities for students of all ages and abilities</b>		
Cc4.1	Provide quality childcare and early learning to pre-school-aged children	Early learning centre/childcare providers including Council's Leeton Early Learning Centre (LELC), NSW Department of Education
Cc4.2	Provide quality education to local school-aged children	Local schools, Leeton Out of School Care (LOOSC), NSW Department of Education
Cc4.3	Provide local access to tertiary and further education	Country Universities Centre (CUC) Western Riverina, TAFE NSW Leeton, TOCAL College Yanco, other Registered Training Organisations, NSW Department of Education, Universities such as Deakin/Charles Sturt, Australian Apprenticeship Support Network, U3A
Cc4.4	Provide Library services to the community	Council – Leeton Shire Major Dooley Library
		Leeton Early Learning Centre  Leeton Out of School Care program  Country Universities Centre at the library
		Library services

**FOCUS AREA 2. A safe, active and healthy community (Sc)**

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome Sc1. Our community is safe to live in and move about</b>			
Sc1.1	Support programs and services that promote the safety of residents and visitors	NSW Police Force, Transport for NSW (TfNSW), Council	Road safety, street lighting, design community infrastructure to Australian Standards, CCTV, driver education, Safety inspections eg playgrounds
Sc1.2	Take action to safeguard public health and safety	NSW Police Force, TfNSW, Council	Public health inspections, building and compliance inspections, dumped rubbish inspections, companion animal management and education, compliance programs for breaches of legislation, on-site sewerage management inspections, private swimming pool inspections
<b>Outcome Sc2. We participate in active sports and leisure</b>			
Sc2.1	Create, maintain and improve inclusive playgrounds	Council, NSW Department of Planning and Environment	Playgrounds, skate park, splash park
Sc2.2	Provide, maintain and improve a network of footpaths and cycleways for leisure and active transport	Council	Shared pathways, footpaths
Sc2.3	Offer sporting, recreational and leisure activities catering for people of all ages and abilities	Sporting clubs, fitness and recreation businesses, Council, schools, NSW Office of Sport	Sports grounds, Leeton Indoor Stadium, Leeton Regional Aquatic Centre, Whitton Swimming Pool, golf course, tennis courts
<b>Outcome Cs3. We have access to health and support services that cater for all our needs</b>			
Sc3.1	Provide and support health, community and emergency services that meet community needs	Local health service providers, Leeton District Hospital, NSW Health, Federal Government, Murrumbidgee Primary Health Network (MPHN), NSW Ambulance, Rural Fire Service, NSW Fire Brigade	Advocacy
Sc3.2	Proactively recruit and retain hospital staff and on-call doctors	Leeton District Hospital/Leeton Health Service, Murrumbidgee Local Health District (MLHD), NSW Health, Murrumbidgee Primary Health Network (MPHN), Local Health Advisory Committee (LHAC), Council, Leeton Health Services Crisis Committee	Advocacy, Leeton Hospital staff settlement support

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome Sc4. We have supported accommodation that meets the needs of all community members</b>			
Sc4.1	Support social housing in suitable locations across the Shire	NSW Department of Communities and Justice, government and non-government social housing providers including Argyle Homes, Council	Advocacy
Sc4.2	Provide live-in aged care facilities, services and accommodation	Facility owners/Service providers – including Home Care providers, My Aged Care NSW Health, Council, developers, Southern Cross, Masonic Lodge, Argyle Homes	Eventide Homes
Sc4.3	Provide housing and support services suitable for the aged and people with disabilities to enable them to live independently	My Aged Care, NDIS, non-government social housing providers, property developers, disability service providers, accommodation providers such as Argyle Homes, landlords	Advocacy
Sc4.4	Provide crisis housing for those in need	Local accommodation providers, St Vincent de Paul, Salvation Army	Advocacy



### FOCUS AREA 3. A thriving regional economy (Ec)

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome Ec1. Our local businesses are prospering</b>			
Ec1.1	Support local businesses	Leeton Business Chamber, Business Enterprise Centre (BEC), Council,	Shire activation
Ec1.2	Improve and expand telecommunications capacity across the Shire (NBN, mobile phone coverage)	Telecommunications providers, NBN Co, Federal Government, Local MPs, Council	Advocacy
Ec1.3	Ensure Federal and State water policy frameworks enhance productivity in the region	Council, Murray Darling Basin Authority, Department of Planning and Environment – Water, WaterNSW, Riverina and Murray Joint Organisation (RAMJO), Murray Darling Association (MDA), National Water Grid Authority, Murrumbidgee Irrigation, Australian Competition and Consumer Commission (ACCC), Productivity Commission	Advocacy
Ec1.4	Facilitate access to labour, both skilled and unskilled	Council, Regional Development Australia – Riverina (RDA Riverina), Multicultural NSW, employment agencies, Skills NSW	Advocacy
<b>Outcome Ec2. We attract and retain new businesses and residents and our population is growing</b>			
Ec2.1	Promote Leeton Shire as an attractive business location	Council, Leeton Business Chamber	Shire activation
Ec2.2	Support business development opportunities throughout the Shire	Council	Shire activation
Ec2.3	Support ideas and programs that will expand the number and variety of local jobs	Council, Business Chamber, local businesses, RDA Riverina	Shire activation
<b>Outcome Ec3. We have the infrastructure we need to support our economy</b>			
Ec3.1	Provide a transport network that meets the Shire's transport needs	Council, TfNSW, Council, neighbouring councils, RAMJO, State and Federal Governments	Roads and drainage
Ec3.2	Improve freight and logistics capabilities	Council, NSW Government, Federal Government, Griffith City Council, Grainlink Storage, Linx Cargo	Shire activation, roads
Ec3.3	Provide enough appropriately located commercial and industrial land to allow for growth	Council	Shire activation – Vance Industrial Estate, Planning and Development services

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
Ec3.4	Provide enough parking for easy access to shops, services, events and recreation	Council	Town planning, parking regulation
<b>Outcome Ec4. We have the skills and knowledge required to undertake the work available</b>			
Ec4.1	Increase access to a range of vocational education pathways	TAFE NSW Leeton and other Registered Training Organisations, NSW Department of Education, Local Apprenticeship Centre	
Ec4.2	Expand skills and knowledge in sectors of local skills shortage	TAFE NSW Leeton and other Registered Training Organisations, NSW Department of Education, Local Apprenticeship Centre, employers	
<b>Outcome Ec5. We have access to a range of housing options that suit the needs of short- and long-term residents</b>			
Ec5.1	Encourage and facilitate the development of land for affordable housing in suitable locations across the Shire	Property developers, Council	Planning and Development Services
Ec5.2	Provide housing for retirees in Leeton Shire	Retirement village developers	Planning and Development Services
Ec5.3	Provide planning and development services across the shire	Council, NSW Department of Planning and Environment, private providers	Planning and Development Services
<b>Outcome Ec6. We have diverse employment opportunities</b>			
Ec6.1	Provide jobs	Local businesses, Council	Employment
Ec6.2	Provide traineeships and apprenticeships	Local businesses, Council, Australian Apprenticeship Support Network, Grow Our Own	Traineeships, apprenticeships
<b>Outcome Ec7. We are a popular tourist destination</b>			
Ec7.1	Promote our towns, villages and attractions	Visit Riverina, Destination NSW, Council, Murrumbidgee Trails Marketing Collective, local businesses	Visitor Information Centre, tourism promotion
Ec7.2	Provide a range of accommodation options to visitors	Accommodation providers, Council	Gogeldrie Weir Holiday Park
Ec7.3	Host events, festivals and activities that attract visitors to the shire	Council, community groups, hotels, sporting organisations, local businesses, hospitality outlets	Exhibitions, events, facilities

**FOCUS AREA 4. A quality environment (En)**

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome En1. We enjoy a protected natural environment and quality agricultural land</b>			
En1.1	Support the healthy function of our ecosystems	Riverina Local Land Services, Department of Planning and Environment, NSW National Parks and Wildlife Service, Forestry Corporation of NSW, Council, Murrumbidgee Irrigation Ltd, Fivebough Tuckerbil Wetlands Advisory Committee	Weed management, Development Approvals, Trade Waste
En1.2	Provide the access and facilities required to enable community members and visitors to enjoy our natural environment	National Parks and Wildlife Service, Department of Planning and Environment – Crown Land, Forestry Corporation of NSW, Council	Gogeldrie Weir Recreation Reserve and Holiday Park, Fivebough Wetlands toilets
<b>Outcome En2. We live sustainably, use our resources responsibly and have adapted to climate change</b>			
En2.1	Reduce resource consumption, recycle and minimise waste, and manage residual waste responsibly	Council, businesses, community members, businesses	Recycling programs, Food Organics and Garden Organics (FOGO), domestic waste collection
En2.2	Mitigate the impacts of climate change reduce our carbon footprint and apply sustainable energy solutions	Council, local businesses, farmers, Department of Planning and Environment	Energy Masterplan, Shire activation
En2.3	Use town water responsibly	Council, community members, Department of Planning and Environment – Water	Education, watering of public gardens, parks and other open spaces
<b>Outcome En3. Our built environment is attractive and serviceable</b>			
En3.1	Maintain and improve the appearance of our streetscapes, parks, gardens and other open spaces	Council	Beautification projects, Parks and Open Spaces
En3.2	Provide reliable town water in urban areas	Council, Murrumbidgee Irrigation Ltd	Water treatment and filtration, water mains, water meters, pumps and other infrastructure
En3.3	Provide sewerage systems and services in urban areas	Council	Sewerage systems
En3.4	Maintain local cemeteries, enlarging them as needed	Council	Cemetery maintenance, plot management and plaques
En3.5	Provide reliable stormwater drainage systems in urban and rural areas	Council, Murrumbidgee Irrigation Ltd	Stormwater infrastructure

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Relevant Council activities
<b>Outcome En4. We balance the needs of our natural and built environments</b>			
En4.2	Intelligent land use planning and utilities planning to meet the needs of a growing population, with consideration for the environment and future generations	Council, Department of Planning and Environment, developers	Planning and development services, Leeton Local Environment Plan, Leeton Strategic Planning Statement, Development Control Plan

**FOCUS AREA 5. Strong leadership and civic participation (L)**

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Council activities/notes
<b>Outcome L1. We are well informed and engaged in decision-making</b>			
L1.1	Provide clear, accessible, relevant information to our community	Council, State and Federal Governments, media outlets	Media releases, Council News, reports, social media, Council Meeting Business Papers
L1.2	Actively engage with and seek direction from our community and other stakeholders	Council, State and Federal Governments, community members	Engagement activities, advisory groups
<b>Outcome L2. Our leaders speak out for the good of our community</b>			
L2.2	Advocate on behalf of the community to ensure the long-term sustainability of our region and lifestyle	Council, Local Members of Parliament, RAMJO	Advocacy
<b>Outcome L3. We work together to achieve our goals</b>			
L3.1	Develop and maintain relationships and partnerships for the benefit of the community	Council, State and Federal Governments and their agencies, businesses, community groups, Department of Planning and Environment – Crown Lands, NSW Parks and Wildlife, Interagency Forums	RAMJO, Western Riverina Arts, Leeton Connect, Health Strategy, Multicultural Support Group, Narrandera-Leeton Airport, Community Transport
<b>Outcome L4. We are active community members who recognise we all have a role to play</b>			
L4.1	Provide and promote opportunities for community involvement	Council, community groups, Leeton Connect, community members	Committees/Working groups
L4.2	Support, operate and participate in volunteering programs	Council, community groups, community members	Volunteers
L4.3	Provide and facilitate access to grant programs and funding opportunities	Council, State Government, Federal Government, Foundation for Rural and Regional Renewal (FRRR)	Community Grants Program including Youth Development Grants
<b>Outcome L5. Our Council operates efficiently and effectively</b>			
L5.1	Practice sound financial and resource management	Council	Financial management, human resource management
L5.2	Maintain a framework of up-to-date plans, policies, procedures, systems and service standards	Council, Office of Local Government	Governance, integrated planning and reporting, information technology, customer service
L5.3	Sustainably manage our assets and infrastructure to ensure they are fit for their current purpose and are maintained for future generations	Council	Corporate Services – Finance, Operations – roads and drainage, waste, water and wastewater, parks and gardens
L5.4	Effectively manage risk, quality assurance, and work health and safety	Council, Audit, Risk and Improvement Committee, Safe Work Australia	Work health and safety, risk management, quality control

Outcome sought and strategies to achieve those outcomes		Partners in delivery	Council activities/notes
L5.5	Deliver high quality customer service	Council	Customer Service, all departments
<b>Outcome L6. We demonstrate leadership in the face of disaster</b>			
L6.1	Provide effective disaster prevention/mitigation, emergency management and disaster recovery services	Council, State and Federal Governments, Murrumbidgee Irrigation, Rural Fire Service, NSW Fire Brigade, Resilience NSW, NSW Police, NSW Health/MLHD	Disaster planning, disaster recovery, emergency services support, business continuity

## 4. About the Delivery Program 2022–2025

### Functional Areas and Responsibilities

#### Functional Areas

To enable Council to more accurately track the expenditure associated with delivering on its commitments, the activities outlined in the following Delivery Program Activity Tables have been grouped according to functional areas. This will give Council and the Leeton Shire community a clearer picture of how much is being spent on delivering the community's desired outcomes.

There are nine functional areas. For ease of identification, each functional is defined by a specific colour, as shown below.

<b>1. Community Services and Community Development</b>
<b>2. Museum, Arts and Cultural Services</b>
<b>3. Parks, Streetscapes and Sporting Facilities</b>
<b>4. Economic Development</b>
<b>5. Planning, Building and Public Health</b>
<b>6. Roads and Drainage</b>
<b>7. Water and Sewer Services</b>
<b>8. Environmental Sustainability and Emergency Services</b>
<b>9. Governance and Administration</b>

These functional areas and the associated colour coding will carry over into the Operational Plan 2022/23.

## Responsibilities

Although there is some crossover and teams across the organisation work together to carry out activities, overarching responsibility for each functional area rests with the General Manager and the Group Managers.

The responsibility for individual functional area is noted in the table below.

Senior Manager	Functional Area(s)
General Manager	<b>Governance and Administration</b> <ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Work Health and Safety</li> <li>• Risk</li> <li>• Communications</li> <li>• Integrated Planning and Reporting</li> </ul>
Group Manger Operations	<b>Parks, Streetscapes and Sporting Facilities</b> <ul style="list-style-type: none"> <li>• Parks and Gardens</li> <li>• Recreation</li> </ul> <b>Roads and Drainage</b> <ul style="list-style-type: none"> <li>• Civil Operations</li> <li>• Development Engineering</li> </ul> <b>Water and Sewer Services</b> <b>Environmental Sustainability and Emergency Services</b> <ul style="list-style-type: none"> <li>• Waste Recovery and Landfill</li> </ul>
Group Manager Activation	<b>Economic Development</b> <ul style="list-style-type: none"> <li>• Economic Development Services</li> <li>• Tourism and Events</li> </ul> <b>Planning Building and Health</b> <ul style="list-style-type: none"> <li>• Land-Use Planning and Assessment Services</li> <li>• Building Certification</li> <li>• Regulatory Services</li> </ul> <b>Museum, Arts and Cultural Services</b> <ul style="list-style-type: none"> <li>• Library Services</li> <li>• Museum Services</li> <li>• Arts and Culture Services</li> </ul> <b>Community Services and Community Development</b> <ul style="list-style-type: none"> <li>• Multicultural Services</li> <li>• Children's Services</li> </ul>
Group Manager Corporate	<b>Governance and Administration</b> <ul style="list-style-type: none"> <li>• Financial Services</li> <li>• Procurement</li> <li>• Information Technology (IT) Services</li> <li>• Geographic Information System (GIS) Services</li> <li>• Building Services</li> <li>• Property Services</li> <li>• Asset Management</li> <li>• Governance</li> <li>• Customer Service</li> <li>• Records Management</li> </ul>



## Delivery Program Activity Tables

The tables on the following pages detail the functional area activities Council will undertake during the period 2022–2025.

### Target symbols used in the following tables

 Achieved

 Increased

 Reduced

 Stable

 Dollars

## 1. Community Services and Community Development

**As your Council we understand that you, our residents, would like us to invest time and resources into community services and community development.**

You told us that the number one thing you value about living in Leeton Shire is its sense of community and friendly people. You said your goals were to sustain Leeton Shire as a caring and supportive community and to progress Leeton Shire as a prosperous community for all. We understand well that Leeton residents want to welcome and embrace new residents from other cultures, and celebrate our rich multicultural heritage.

Of course, it's you, our residents, who give Leeton Shire its friendly people and sense of community but Council can help by providing you with opportunities to connect, participate and learn. We applaud all the groups who do great work in our community and will continue to work closely with them all.

You also told us you are concerned that your access to a range of quality health services is declining. Your message that you want our help to rectify this situation has come through loud and clear and is being actively followed up.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

**Responsible Group:**  
IPR, Governance and Engagement

**Cost 2022/23 –**  
**Capex: \$110K**  
**Opex: \$4.73M**

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
1.1	Operate a <b>library</b> in Leeton, delivering books to Whitton and Yanco, and offering a delivery service to residents whose disabilities prevent them from leaving home	Cc1 Cc4 Ec4	2022/23 2023/24 2024/25	Library Membership	↑
	<i>Note: From July 2022 Council will be a member of the Riverina Regional Libraries</i>				
	Host <b>Country University Centre</b> on premises			CUC Student numbers	↑
1.2	Operate <b>Children's Services</b> , including <ul style="list-style-type: none"> <li>a long day care service (Monday to Friday) at the Leeton Early Learning Centre</li> <li>out of school hours care (after school)</li> <li>vacation care</li> </ul>	Cc4 Ec6 L4	2022/23 2023/24 2024/25	Fully accredited service	✓
				Utilisation of Children's Services	↑
				LELC extension completed	✓
1.3	Provide <b>CCTV</b> and <b>free Wi-Fi</b> services in the CBD of Leeton and in all major Council facilities	Cc1 Cc4 Ec3	2022/23 2023/24 2024/25	Wi-Fi access	↑
				Make CCTV available to reduce crime	✓

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
1.4	Promote and supporting <b>volunteering</b> , both in Council and in the community	Cc1 L3 L4	2022/23 2023/24 2024/25	Golf club, VIC and LMAG volunteer numbers	↑
1.5	Offer <b>advice, active support and grants to community groups</b> , including: <ul style="list-style-type: none"> <li>a community grants program</li> <li>annual donations to the Town Band, Men's Shed and Eisteddfod Society</li> <li>annual school prizes</li> <li>low or subsidised leases / licences for community groups</li> <li>payroll services for grant funded staff at Leeton Connect, Leeton Multicultural Support Group and Jumpstart</li> </ul>	Cc1 Cc2 Cc3 Cc4 Sc3 L3	2022/23 2023/24 2024/25	Grant and donations delivered and used well	✓
				MPC tenancy full	✓
1.6	Support a range of <b>local community events</b> , including NAIDOC Week, International Women's Day, Grandparents Day, Australia Day, Light Up Leeton, Harmony Day, Fiesta La Leeton, Reconciliation Day, Sorry Day	Cc1 Cc2	2022/23 2023/24 2024/25	Participation rates	↑
1.7	Promote <b>community inclusion and wellbeing</b> – including healthy lifestyles, safety at home, disability inclusion and ageing in place  <i>Note: Council has a Disability Inclusion Action Plan and an Ageing Well Strategy</i>	Cc1 Sc1 Sc3	2022/23 2023/24 2024/25	DIAP revision completed 22/23	✓
				DIAP implementation on track	✓
				Ageing Well Strategy implementation on track	✓
1.8	Support and <b>promote multiculturalism and social cohesion</b> , including our local Aboriginal community and new migrants  <i>Note:</i> <ul style="list-style-type: none"> <li>Council is a migrant and refugee friendly council, a member of Welcoming Cities and is a participant in the NSW GROW program</li> <li>Council seeks to further strengthen its relationship with the Leeton and District Local Aboriginal Land Council</li> </ul>	Cc1 Cc2 Cc3 L3	2022/23 2023/24 2024/25	Reconciliation Action Plan developed 23/24	✓
				Inaugural Fiesta La Leeton held	✓
				Welcoming Cities Strategy Implemented as per action plan	✓
				Number of new citizens	↑
1.9	Provide <b>halls for communities to meet</b> , with the support of local hall committees in Whitton, Murrami and Yanco	Cc1	2022/23 2023/24 2024/25	Utilisation rates	↑
1.10	Foster youth leadership and engagement through setting up a <b>Leeton Youth Council</b>	Cc1	2022/23 2023/24 2024/25	With experience, presentations or submissions to Council	↑

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
1.11	Facilitate <b>town improvement planning</b> in Whitton, Yanco and Wattle Hill, in collaboration with local residents	Ec5	2022/23 2023/24 2024/25	Town Improvement Plans finalised 22/23	✓
				Town Improvement Plans implemented as per action plan	✓
1.12	Provide <b>social</b> and <b>temporary housing</b> – Eventide Homes and student doctor accommodation	Ec5	2022/23 2023/24 2024/25	Eventide Homes occupancy full	✓
1.13	<b>Advocate</b> for: <ul style="list-style-type: none"> <li>improved <b>health services</b> including hospital, ambulance, mental health/drug and alcohol and attracting new GP VMOs to live and work in Leeton</li> <li>appropriate <b>policing</b> capability and capacity for Leeton Shire</li> </ul>	Sc3 Ec1 Ec6	2022/23 2023/24 2024/25	Integrated Health Services Strategy for Leeton adopted 22/23	✓
				Integrated Health Services Strategy implemented as per action plan	✓

## 2. Museum, Arts and Cultural Services

**As your Council we understand that you, our residents, would like us to invest time and resources into the arts, heritage and other cultural services.**

**Responsible Group:**  
Shire Activation

You said that cultural services, such as the provision of the Leeton Museum and Gallery and the Roxy Community Theatre, are among the Council services with which you are most satisfied. You also said you want more – only 67% of you feel there is a good range of cultural and artistic activities in Leeton Shire.

**Cost 2022/23 –**  
**Capex: \$3.15M**  
**Opex: \$666K**

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
2.1	Operate the <b>Leeton Museum and Art Gallery</b> including: <ul style="list-style-type: none"> <li>Supporting Penny Paniz Acquisitive Arts Competition</li> <li>Expanding the exhibition space upstairs, including addition of a lift</li> <li>Collection management</li> </ul>	CC3 CC2 CC1	2022/23 2023/24 2024/25	Number of visitors	↑
				Number of local exhibitions	
				Number of procured exhibitions and associated grants	
				Number of new permanent exhibitions developed and associated grants	
2.2	Support the <b>Whitton and Yanco Museums</b> and Committees, including with collection management	CC2 L1 CC4	2022/23 2023/24 2024/25	Number of training sessions delivered to volunteers	↑
				Number of visitors	
2.3	Maintain strong working relationships with: <ul style="list-style-type: none"> <li><b>Western Riverina Arts</b>, including being an active member of the Board</li> <li><b>Leeton Family and Local History Society</b>, including systems support for collection management</li> </ul>	CC2 L1	2022/23 2023/24 2024/25	Number of WRA programs accessed by Leeton Shire residents	↑
				Percentage of LF&LHS collection recorded digitally	
2.4	Deliver a Program of <b>Public Art</b> , including <ul style="list-style-type: none"> <li>Visual art</li> <li>Performing Art</li> <li>Poetry Days at Henry Lawson Cottage</li> </ul>	CC4 CC2	2022/23 2023/24 2024/25	Delivery of virtual silo art on Chelmsford Water Tower 22/23	✓
				Number of street/public performers	↑

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
				Number of patrons to Henry Lawson poetry days	
2.5	Operate the <b>Roxy Theatre</b> , including <ul style="list-style-type: none"> <li>• Completing the facility redevelopment</li> <li>• Setting up RIPA (Roxy Institute of Performing Arts)</li> <li>• Collaborating with NIDA (National Institute of Dramatic Arts)</li> </ul>	CC3 L3	2022/23 2023/24 2024/25	Redeveloped theatre officially opened 22/23	✓
				Audience patronage	↑
				Student patronage	

### 3. Parks, Streetscapes and Sporting Facilities

**As your Council we understand that you, our residents, would like us to invest time and resources into parks, streetscapes and sporting facilities.**

You told us that, in general, you are happy with the sporting facilities in Leeton Shire and want us to maintain our levels of service in this field. You would also like us to look at extending the stadium and to consider investigating options and costs for expanding the indoor stadium for basketball and netball.

You said that you like the improvements we are making to streetscapes in Leeton and Whitton but you would like to see more improvements because you know that attractive towns attract more residents and visitors. You also told us you like the results of the façade painting project and want us to continue that project.

You also enjoy our parks and gardens and appreciate the work we do to maintain them. Even though they cost money, everyone supports continued plantings of colourful annuals in our main street roundabouts.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

**Responsible Group:**  
Operations

**Cost 2022/23 – Capex: \$1.07M  
Opex: \$3M**

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
3.1	Provide <b>attractive town entrances, streetscapes and town centres</b> , including completing the beautification works at the Leeton traffic lights (dairy corner)  <i>The aim is to undertake roads and nature strip beautification annually</i>	En3	2022/23 2023/24 2024/25	Successful summer and winter flower displays in Leeton CBD	✓
				All dead or dangerous trees replaced	✓
				New tree plantings	↑
				Nuisance weed complaints / CRMs attended to quickly	↑
				Beautification project completed	✓
3.2	Provide quality <b>parks, ovals, sporting fields and public toilets</b>  <i>The aim is to:</i> <ul style="list-style-type: none"> <li>• Complete public toilets at Sycamore Street carpark, Wamoon, Gossamer Park and Gogeldrie Weir Recreation Reserve by 2023</li> <li>• Provide a new carpark for the Golf Club Clubhouse development</li> <li>• Upgrade the 12<sup>th</sup> green at the golf course</li> <li>• Upgrade the maintenance shed at the golf course</li> <li>• Develop dog parks in Leeton and Yanco by 2023</li> </ul>	Sc2 En3	2022/23 2023/24 2024/25	Utilisation of sporting ovals	=
				Public toilet vandalism	↓
				Golf course membership	=

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
3.3	Provide safe, accessible, interesting and fun <b>playgrounds and exercise spaces</b> across the Shire including: <ul style="list-style-type: none"> <li>children's playgrounds in Leeton, Whitton, Yanco, Wamoon and Murrami, including upgraded playgrounds in McCaughey Park upgrade and various wetpour rubber surfacing</li> <li>splashpad in Yanco (summer months)</li> <li>skateparks in Leeton and Whitton</li> <li>exercise park at Rotary Park in Leeton</li> <li>sporting walk of fame in Leeton</li> </ul> The aim is to: <ul style="list-style-type: none"> <li>Maintain and upgrade playgrounds in accordance with Council's playground strategy</li> <li>Install a new playground at Gogeldrie Weir Recreation Reserve</li> <li>Improve safety at the Leeton Skate Park</li> <li>Improve soft fall for various playgrounds</li> <li>Investigate Gossamer Park splashpad</li> </ul>	Cc1 Sc2 En3	2022/23 2023/24 2024/25	Playground upgrades completed as scheduled	✓
				Sporting Walk of Fame inductees extended	✓
3.4	Provide safe, accessible and fun <b>sports and outdoor entertainment facilities</b> , including: <ul style="list-style-type: none"> <li>an indoor stadium in Leeton</li> <li>tennis courts in Leeton</li> <li>stage at Mountford Park in Leeton</li> <li>hydration stations on shared footpath / cycleway in Leeton</li> </ul> The aim is to Investigate an extension to the Indoor Stadium for basketball and netball by 2023	Cc1 Sc2 En3	2022/23 2023/24 2024/25	Utilisation of indoor stadium	↑
				Utilisation of tennis courts	↑
3.5	Provide safe, accessible and fun <b>swimming pools</b> in Leeton and Whitton  The aim is to: <ul style="list-style-type: none"> <li>Complete the Leeton Regional Aquatic Centre remedial works by end 2022</li> <li>Complete the installation of the water slide by end 2022</li> <li>Investigate the renewal of the Whitton pool by 2025</li> </ul>	Cc1 Sc2	2022/23 2023/24 2024/25	Leeton pool remedial works completed 22/23	✓
				Leeton pool waterslide installed and officially opened 22/23	✓
				Number of swimmers at both facilities	↑
3.6	Provide <b>cemeteries</b> and burial support services in Leeton and Whitton  The aim is to: <ul style="list-style-type: none"> <li>Maintain and beautify the cemeteries annually</li> <li>Prepare a masterplan for extension of the Leeton cemetery</li> </ul>	En3	2022/23 2023/24 2024/25	Leeton Cemetery Masterplan completed	✓



## 4. Economic Development

**As your Council we understand that you, our residents, would like us to invest time and resources into community services and community development.**

**Responsible Group:**  
Shire Activation

You flagged economic development as being one of the priorities you believe Council should focus on over the next few years. You said that you wanted Council to support existing local businesses and promote Leeton Shire to attract new businesses.

**Cost 2022/23 –**  
**Capex: \$0**  
**Opex: \$1.33M**

You said that you see boosting the economy as being crucial to ensuring that our Shire continues to flourish. You understand that economic prosperity is vital to growing our population and a growing population is needed if we are to increase our access to improved infrastructure and services.

You said you needed access more skilled and unskilled workers, and you raised the shortage of housing as a limiting factor in attracting employees and new businesses to the Shire.

You are very happy with the Visitor Information Centre but you would like to see more visitors visit our Shire.

During the period 2022 to 2025, our promise to you is that we will undertake the following economic development activities.

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
4.1	Implement local and regional <b>economic development strategies</b>	Ec2 Ec3	2022/23 2023/24 2024/25	Leeton ED Strategy implementation	✓
				Western Riverina Economic Development Strategy updated 22/23 and implementation commenced	✓
4.2	Develop land at <b>Vance Industrial Estate</b> and <b>WR Connect Freight Intermodal</b> - ideally break even to Council in the long term  <i>Note: WRConnect is part of the Inland Rail Improvement Interface Program and is currently at gate 4 of 5 gates. Advocacy required for NSW Government investment in a rail loop at Wumbulgal</i>	Ec3 L3	2022/23 2023/24 2024/25	Confirmed government investment	\$
				# lots sold at Vance Estate	\$
4.3	Develop land for <b>housing</b> at Brobenah Road, Leeton (former caravan park) and Benerambah Street, Whitton – ideally break even to Council in the long term  <i>Note: Council adopted a Housing Strategy in 2022</i>	Ec L5	2022/23 2023/24 2024/25	# lots sold	\$
				# houses built	↑

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
4.4	Continue to <b>enhance the CBD</b> of Leeton	Ec1	2022/23	Chelmsford Place Town Square opened	✓
				At least \$60K more investment in CBD facades in Leeton	✓
4.5	Continue to invest in the <b>Narrandera – Leeton Airport Shared Service</b>  <i>Note: Both councils will collaborate on developing a strategic plan for the airport by 2025</i>	Ec3 L3	2022/23 2023/24 2024/25	# of passengers	↑
4.6	Grow jobs in Leeton by: <ul style="list-style-type: none"> <li>• Supporting <b>local businesses</b> <ul style="list-style-type: none"> <li>○ to expand</li> <li>○ to meet their workforce needs</li> <li>○ to build capacity and capability</li> </ul> </li> <li>• Attracting <b>new businesses</b> to Leeton Shire</li> </ul>	Ec1 Ec2	2022/23 2023/24 2024/25	# new jobs	↑
				# job vacancies	↓
				Participation rates in local business programs	↑
				Confirmed government investment	\$
4.7	Develop new business units for: <ul style="list-style-type: none"> <li>• Council-owned <b>quarry</b> – profit making goal</li> <li>• Gogeldrie Weir Riverside Park – including new cabins – break even goal</li> </ul>	Ec7 L3 L5	2022/23 2023/24 2024/25	Business cases completed 22/23	✓
				Profit earned	↑
				Operating losses	↓
4.8	Support <b>local economy</b> <ul style="list-style-type: none"> <li>• Help promote the Leeton Community Markets</li> <li>• Maintain membership of and promote the Leeton Business Chamber</li> <li>• Maintain membership of Business NSW and advocate for local and regional priorities</li> </ul>	Ec2 L2	2022/23 2023/24 2024/25	# stall holders	↑
				Local membership of Leeton Business Chamber	↑
4.9	Promote and market Leeton as a visitor destination via <b>Murrumbidgee Trails Visitor Guide, Art Deco Way Touring Route</b> and the <b>Leeton Visitor Information Centre</b>	Ec7	2022/23 2023/24 2024/25	# bednights	↑

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
4.10	<b>Host major destinational events</b> , including <ul style="list-style-type: none"> <li>• Art Deco Festival (annual)</li> <li>• SunRice Festival (bi-annual)</li> </ul>	Cc2 Cc3 Ec7	2022/23 2023/24 2024/25	# patrons for each	↑
	<b>Promote important destinational events</b> , including <ul style="list-style-type: none"> <li>• Outback Band Spectacular (\$ and staff)</li> <li>• Leeton Eisteddfod (\$ and staff)</li> <li>• Bridge Classic (\$)</li> </ul>			Estimated economic return to Leeton Shire	↑

## 5. Planning, Building and Public Health

**As your Council we understand that you, our residents, would like us to invest time and resources into the provision of planning, building and public health services.**

You said the natural environment is your second highest priority, and infrastructure and development is your third highest. You would like Council to plan for and manage future development to balance the needs of both the natural and built environments.

You told us you would like us to provide improved, more timely planning and building assessment services. We will actively report on our progress and invite anyone planning a development to come and see us well before you start to make your plans. We are also going to update our Local Environmental Plan over this term as we know that some of the zonings and zoning rules are frustrating residents. There will be extensive consultation about this.

You also told us that public safety was high on the list of Council services that are most important to you.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

**Responsible Group:**  
Shire Activation

**Cost 2022/23 –**  
**Capex: \$0**  
**Opex: \$1.05M**

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
5.1	Undertake and implement <b>strategic landaus planning</b> , including: <ul style="list-style-type: none"> <li>Implementation of Local Strategic Planning Statement (LSPS)</li> <li>Developing a growth strategy for Leeton Shire Council</li> </ul>		2022/23 2023/24 2024/25	DCP adopted 22/23	✓
				Revised LEP adopted 23/24	✓
				LSPS short term actions progressed	✓
5.2	Provide helpful, friendly and timely <b>planning and building assessment services</b> for development applications, including development approvals (DAs); construction certificates (CCs), occupation certificates (OCs), planning certificates (PCs) and complying development certificates (CDCs)	Cc1 Cc4 Ec3	2022/23 2023/24 2024/25	Number of DAs approved	↑
				and avg processing times	↓
				Value of DAs approved	\$
				Number of subdivision CCs approved	↑
				and avg processing times	↓
				Number of building CCs approved	↑
and avg processing times	↓				

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
				Number of CDCs lodged	=
				Number of OCs issued	↑
				Numbers of Planning certificates issued	=
5.3	Collect developer contributions and review <b>developer contribution plans</b> <ul style="list-style-type: none"> <li>Section 7.12 of the NSW EP&amp;A Act (development levies)</li> <li>Section 64 of the NSW LG Act (headworks levies)</li> </ul>	Cc1 L3 L4	2022/23 2023/24 2024/25	Developer contribution plans updated 22/23	✓
				Developer contributions collected – s7.12 and s64	\$
5.4	Provide built heritage services, including access to a <b>heritage advisor</b> and <b>heritage grant funding</b> for private heritage listed properties		2022/23 2023/24 2024/25	Number and total investment in built heritage improvements	\$
5.5	Prepare and issue <b>development engineering guidelines</b>		2022/23	Finalised and issued	✓
5.6	Provide <b>regulatory / ranger services</b> <ul style="list-style-type: none"> <li>Animal control</li> <li>Noise Control</li> <li>Pest Control</li> <li>Overgrown Blocks</li> <li>Non-complying development</li> <li>Graffiti / vandalism management</li> </ul>	Cc1 Cc2 Cc3 L3	2022/23 2023/24 2024/25	Number of animals impounded	↓
				Number of animals re-homed	↑
				Number of orders issued and reasons	↓
				Number of risky non-complying developments	↓
				Number of vandalism incidents reported and remedied	↓
	<i>Note: Leeton's pound requires upgrade in 2023</i>				
5.7	Provide <b>public health services</b> <ul style="list-style-type: none"> <li>Inspections of services, pools, septic systems</li> <li>Education campaigns</li> <li>Mosquito monitoring services</li> </ul>		2022/23 2023/24 2024/25	Number of inspection failures	↓
				Incidence of mosquito borne disease	↓

6. Roads and Drainage					
<p><b>As your Council we understand that you, our residents, would like us to invest time and resources into roads and drainage.</b></p> <p>You said that maintaining and upgrading local roads should be one of Council's highest priorities over the next few years. You also rated local sealed town roads and local roads in the top seven Council services of most importance to you.</p> <p>You also told us drainage is an issue in some area, particularly after heavy rains.</p> <p>During the period 2022 to 2025, our promise to you is that we will undertake the following activities.</p>					<p><b>Responsible Group:</b> Operations</p> <p><b>Cost 2022/23 –</b> <b>Capex: \$3.67M</b> <b>Opex: \$6.30M</b></p>
DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
6.1	<p>Provide a network of safe (lit if urban) <b>sealed roads</b></p> <p>The aim is to:</p> <ul style="list-style-type: none"> <li>• Reseal 17km pa of local roads</li> <li>• Align urban road rehabilitation with water main replacement projects from 2023</li> <li>• Review the list of road upgrade projects by 2024</li> <li>• Complete the annual maintenance road program</li> </ul>	Ec3 En3 En4 L5	2022/23 2023/24 2024/25	# km of roads resealed	✓
				# km of roads widened	✓
				# km of roads renewed or extended	✓
6.2	<p>Provide a network of safe gravel roads</p> <p>The aim is to:</p> <ul style="list-style-type: none"> <li>• Complete the annual maintenance grading program</li> <li>• The aim is to reseal 9km pa of gravel roads</li> </ul>	En3 En4 L5	2022/23 2023/24 2024/25	# km of roads graded	✓
				# km of roads re-graveled	✓
6.3	<p>Provide <b>bridges, culverts, kerb and guttering, bus stops, street furniture and carparking</b></p> <p>The aim is to:</p> <ul style="list-style-type: none"> <li>• Complete the annual maintenance carpark program</li> <li>• Achieve an MOU with Murrumbidgee Irrigation Limited regarding bridges and culverts structures by 2024</li> </ul>	Sc1 En3 En4 L5	2022/23 2023/24 2024/25	# bridges upgraded or added	✓
				# culverts upgraded or added	✓
				# m of kerb and gutter extended	✓
				# Upgrades to car parking areas	✓

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
6.4	Undertake active transport planning and provide a network of footpaths and cycleways  The aim is to: <ul style="list-style-type: none"> <li>Review the list of footpath extension projects by 2024</li> <li>Complete the annual maintenance footpath program</li> </ul>	Sc1 En3 En4 L5	2022/23 2023/24 2024/25	Revised active transport plan adopted 22/23	✓
				# m of footpaths / cycleways extended	✓
				# m of footpaths / cycleways renewed	✓
6.5	Provide <b>road safety</b> programs, including roadside vegetation management, permitting, traffic management and accident assistance  The aim is to review the Active Transport Plan by 2023	Sc1 En3 En4 L3	2022/23 2023/24 2024/25	# external parties assisted with traffic management planning for events/special purposes	✓
				# external parties assisted with traffic management, including accidents	✓
				# and nature of road safety programs delivered	✓
				#km of vegetation sprayed / slashed	✓
6.6	Undertake “ <b>ordered works</b> ” from TfNSW <ul style="list-style-type: none"> <li>MR 80 (Irrigation Way)</li> <li>MR 539 (Whitton Darlington Point Rd)</li> <li>Signage</li> </ul>	Sc1 En4 L3 L5	2022/23 2023/24 2024/25	\$ value and nature of works undertaken	\$
6.7	Provide safe, efficient <b>drainage</b> systems to cope with normal rainfall  The aim is to: <ul style="list-style-type: none"> <li>Achieve an MOU with Murrumbidgee Irrigation Limited regarding urban drainage structures by 2024</li> <li>Do CCTV inspection of 5% of the network to ascertain conditions by 2024</li> <li>Complete the annual maintenance drainage program (shifting from reactive maintenance to proactive maintenance)</li> <li>Review Council's storm water management plan</li> </ul>	Sc1 En4 L5 L6	2022/23 2023/24 2024/25	\$ value and nature of works undertaken	\$

## 7. Water and Sewer Services

**As your Council we understand that you, our residents, would like us to invest time and resources into providing them with reliable water and sewerage services.**

**Responsible Group:**  
Operations

You told us that the supply of reliable town water is the Council Service of most importance to you. That means it's important to us too.

**Cost 2022/23 –  
Capex: \$3.13M  
Opex: \$7.92M**

We are pleased you are happy with the quality of our water and we intend to keep it that way.

Sewerage services weren't rated as highly in importance we know that it's a service that is critical to the health of the community, so we'll maintain our efforts to supply that service to a high level. There are still some urban areas that are unsewered and we need to identify and address these during the term.

As a community you have said you support growth and want to see more housing developed. This can't happen without getting a full understanding of how new houses have to be serviced with water and sewer. There will be a strong focus on sewer and water strategic planning over this term of Council.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
7.1	Provide potable <b>water services</b> to the urban residents of Leeton Shire  Note: <ul style="list-style-type: none"> <li>Pipelines in older areas are reaching the end of their useful life.</li> <li>Council has recently implemented automated meter reading (Taggle)</li> <li>A preventative maintenance program needs to be developed in 2022/23 (move above)</li> <li>Pending the result of the Integrated Water Cycle Management Plan the Leeton Water Treatment Plant may need upgrade or replacement. Concept study required in 2023/24</li> <li>Further work required on water main condition assessment</li> <li>Further investigation required on water losses through the system</li> <li>It's been identified that there is significant scope for energy efficiencies</li> </ul>		2022/23	Water to drinking standards delivered 100% of the time	✓
				Avg water use by residents	↓
				Treated water losses	↓
				# burst water mains	↓
7.2	Provide <b>sewer services</b> to the urban residents of Leeton Shire  Note: <ul style="list-style-type: none"> <li>Pipelines in older areas are reaching the end of their useful life.</li> <li>CCTV inspection required to identify pipes for relining</li> <li>Works required to ensure effluent compliance with environmental pollution licence in Leeton</li> <li>New sewerage system is being developed to deal with public health issues in Wamoon</li> <li>It's been identified that there is significant scope for energy efficiencies</li> </ul>		2022/23	Effluent discharges meet EPA standards 100% of the time	✓
				# burst sewer mains	↓
				# houses in towns on septic systems	↓



DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
	Leeton has an excessive number of pumping stations that need to be rationalised to address septicity and reduce operating costs.			90 % Wamoon households connected to sewer	✓
7.3	Provide regulatory <b>trade waste services</b> to local business and industry  Note: <ul style="list-style-type: none"> <li>Liquid trade waste discharges continue to add to septicity and cost of treatment concerns, currently compliance sits at approximately 75%</li> </ul>		2022/23	% of tradewaste certified businesses	↑
				# and value of trade waste penalties imposed	↓
7.4	Develop <b>strategic plans</b> to support security of service and <b>growth of the Shire</b> , including <ul style="list-style-type: none"> <li>Integrated Water Cycle Management Plan</li> <li>Water Servicing Strategy</li> <li>Sewer Servicing Strategy</li> </ul>		2022/23	100% complete	✓

## 8. Environmental Sustainability and Emergency Services

**As your Council we understand that you, our residents, would like us to invest time and resources into environmental sustainability and into being prepared for emergencies.**

You said that the natural environment is second highest on your list of priorities and that one of the Council services of most importance to you is waste management (including recycling and landfill).

As we brace for climate change you have said that you'd like Council to be environmentally responsible and show leadership when it comes to reducing our carbon footprint. The nice thing is that doing this saves money too. Council will make energy savings a major priority for this term.

We will also respond to your ideas about cooling the urban areas during the hotter months by planting more trees.

The government has mandated the banning of food and organic waste to landfill from 2030 so we are going to have to start to prepare for that too during this term of Council as this will be a major shift in how waste management services are operated in Leeton Shire.

Some of you also pointed out that we needed to adopt more energy efficient practices to reduce our environmental footprint.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

**Responsible Group:**  
Operations

**Cost 2022/23 –**  
**Capex: \$1.48M**  
**Opex: \$6.39M**

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
8.1	Deliver <b>recycling and solid waste management</b> services, including <ul style="list-style-type: none"> <li>re-use, recycling, kerbside collection and landfilling</li> <li>planning for food and organic waste services (FOGO)</li> </ul>	En2	2022/23 2023/24 2024/25	Mixed waste to landfill	↓
				Recycling	↑
				Plan for FOGO 22/23	✓
				New kerbside collection contract signed 22/23	✓
8.2	Enhance Leeton Shire's <b>climate resilience</b> <ul style="list-style-type: none"> <li>Implement energy strategy</li> <li>Increase tree canopy across the Shire</li> </ul> <p><i>Note: In addition to LED, PLC and small-scale solar arrays, Council will also investigate a solar farm let at the former Yanco landfill site by 2025</i></p>	En2	2022/23 2023/24 2024/25	Electricity spend	↓
				Carbon footprint	↓
				# new trees planted	↑

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
8.3	Improve Leeton Shire's <b>emergency preparedness</b> <ul style="list-style-type: none"> <li>Undertake flood planning</li> <li>Ensure adequate bushfire protection</li> <li>Participate as Local Emergency Management Centre</li> </ul>	En2 LG	2022/23 2023/24 2024/25	% new houses pa built to cope with 1:100 flood levels	↑
				# and distribution of RFS stations	=
8.4	Deliver <b>noxious weeds management</b> via NSW government endorsed Weeds Action Plan	En1	2022/23 2023/24 2024/25	Noxious weed incursions	↓
8.5	<b>Advocate</b> for: <ul style="list-style-type: none"> <li><b>water security</b> for primary production, including additional on and off river storage in the mid-Murrumbidgee (includes Lake Coolah)</li> <li><b>biodiversity</b> health and general tidiness at Fivebough Wetlands and Murrumbidgee National Park</li> </ul>	En1 En4	2022/23	Allocations for high and general security water entitlements	↑
				Biodiversity	↑
				Littering / dumping	↓

## 9. Governance and Administration

### As your Council we understand that you, our residents, would like us to invest time and resources into good governance and smart administration.

You said you are happiest with Council when we keep you informed, engage with you when we are planning for the future, consider your opinion when making decisions, and practice sound financial management. We will continue with all our advocacy efforts.

Very importantly, we know you are wanting a Council that is efficient and effective and uses ratepayer funds responsibly. This will continue to be a focus and we will be undertaking service reviews to ensure we are getting this right.

You have previously told us that you are generally satisfied with Council's administration and Council's commitment is to ensure that we continue to improve in this area. Part of that improvement is ensuring we have smart online systems in place so that you can do your dealings with Council outside of normal hours.

During the period 2022 to 2025, our promise to you is that we will undertake the following activities.

**Responsible Group:**  
 Corporate IPR,  
 Governance and Engagement

**Cost 2022/23 – Capex: \$1.48M Opex: \$6.39M**

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
9.1	Provide enhanced <b>customer service</b> including expanding the capacity for digital services	L5	2022/23 2023/24 2024/25	Number of customer requests responded to within customer guarantee period	↑
				Number of residents satisfied with the administration in the community survey	=
9.2	Undertake authentic and timely <b>community engagement</b> where community input genuinely shapes Council decisions	L1	2022/23 2023/24 2024/25	Number of residents registered on Have Your Say	↑
				Number of Public submissions	↑
9.3	Provide respected and <b>effective representation, leadership and advocacy</b>	L2	2022/23 2023/24 2024/25	Councillors have completed more than 80% of their training plans	✓
				Monthly Mayoral / Councillor columns in the Irrigator	✓
				Number of and diversity of candidates at election time	↑
<p><i>Note: The next council elections will be held in September 2024</i></p>					

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
				Motions to ALGA, LGNSW and Country Mayors are supported	✓
				Residents satisfied with the elected council in the community survey	=
				Effective Council committees	✓
9.4	Nurture <b>strong partnerships</b> with Murray Darling Association, RAMJO, MI Ltd, NSW Government, Commonwealth	L1 L3	2022/23 2023/24 2024/25	Number of and nature of advocacy activity and / or joint initiatives	=
9.5	Foster a <b>valued and committed workforce</b> that is suitably rewarded and goes home safe each day	L5	2022/23 2023/24 2024/25	Staff turnover of 10 to 14% pa	=
			2022/23 2023/24 2024/24	At least 0.1% of employee costs to be spent on training / professional development	✓
				Number of awards entered	↑
				Number of trainees and apprentices	↑
				Workers compensation costs	↓
				Sick leave	↓
	<i>Note: Council has a Workforce Management Strategy 2022–2025</i>				
9.6	Deploy reliable and efficient <b>corporate and project governance</b> including audit, risk and improvement	L5	2022/23 2023/24 2024/25	Major projects delivered in full, on time and to budget	✓
				Full compliance with corporate governance legislation / reporting	✓
				Policies and procedures are current and fit for purpose	✓
				Nil code of conduct complaints	✓
	<i>Note:</i> <ul style="list-style-type: none"> <li>• Council has implemented a Project Management Office (PMO)</li> <li>• Council has an Audit Risk and Improvement Committee (ARIC)</li> </ul>				

DP Ref.	Activity	CSP Links	Years	Tracking success	
				Measures	Targets
9.7	Deploy reliable and efficient <b>corporate management</b> - financial, asset, property, records, information technology, buildings and plant/fleet	L5	2022/23 2023/24 2024/25	Results of SRV options / engagement supported 22/23	✓
				End financial year within budget and in accordance with the adopted LTFP	✓
				Unqualified audit report (except perhaps RFS assets matter)	✓
				Asset management plans completed and adopted	✓
				All Plans of Management completed 22/23	✓
				Leases and licences current and paid in full	✓
				Nil notifiable cybersecurity breaches	✓
	Note: <ul style="list-style-type: none"> <li>• Council continues to make annual investments in IT network replacement and upgrades</li> <li>• Council has a plant replacement program</li> </ul>				
9.8	Undertake <b>service reviews</b> (depreciation; staffing levels; water and sewer; open space and recreation) and benchmarking.	L5	2022/23 2023/24 2024/25	Efficiencies found	\$
9.9	Attract <b>grant funding</b> for capital works and operations	L4	2022/23 2023/24 2024/25	Funds raised and their purpose	\$

## 5. Council's Finances

### Our Financial Forecasts

#### Income Statements

<b>GENERAL FUND INCOME STATEMENT</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Rates & Annual Charges	9,921	10,516	11,163
User Charges & Fees	4,867	4,989	5,113
Interest and Investment revenue	419	273	251
Other Revenues	476	488	500
Grants & Contributions: Operating	6,140	6,294	6,451
Grants & Contributions: <i>Capital Purposes*</i>	510	523	2,536
Other income	302	310	317
<b>Total Income from Continuing Operations</b>	<b>22,635</b>	<b>23,392</b>	<b>26,331</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>22,125</b>	<b>22,869</b>	<b>23,796</b>
Employee Benefits & On-Costs	9,601	9,649	9,697
Materials & Contracts/Services	9,144	9,167	9,190
Borrowing Costs	189	117	107
Depreciation & Amortisation	6,047	6,168	6,291
Other Expenses	481	493	505
Net loss on sale of assets	650		
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>26,112</b>	<b>25,594</b>	<b>25,791</b>
<b>Net Operating Results for the Year</b>	<b>(3,477)</b>	<b>(2,202)</b>	<b>541</b>
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>(3,987)</b>	<b>(2,724)</b>	<b>(1,995)</b>

<b>WATER FUND INCOME STATEMENT</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Rates & Annual Charges	1,540	1,579	1,618
User Charges & Fees	3,247	3,239	3,320
Interest and Investment revenue	166	429	503
Other Revenues	56	100	103
Grants & Contributions: Operating	-	-	-
Grants & Contributions: <i>Capital Purposes*</i>	54	60	62
Other income	-	-	-
<b>Total Income from Continuing Operations</b>	<b>5,063</b>	<b>5,407</b>	<b>5,605</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>5,009</b>	<b>5,347</b>	<b>5,544</b>
Employee Benefits & On-Costs	1,673	1,715	1,758
Materials & Contracts/Services	1,597	1,432	1,468
Borrowing Costs	-	-	-
Depreciation & Amortisation	1,468	1,497	1,535
Other Expenses	-	-	-
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>4,738</b>	<b>4,644</b>	<b>4,760</b>
<b>Net Operating Results for the Year</b>	<b>271</b>	<b>702</b>	<b>784</b>
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>271</b>	<b>702</b>	<b>784</b>

<b>SEWER FUND INCOME STATEMENT</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Rates & Annual Charges	2,679	2,762	2,831
User Charges & Fees	394	404	414
Interest and Investment revenue	111	172	163
Other Revenues	6	6	6
Grants & Contributions: Operating	-	-	-
Grants & Contributions: <i>Capital Purposes*</i>	250	256	263
Other income	-	-	-
<b>Total Income from Continuing Operations</b>	<b>3,440</b>	<b>3,601</b>	<b>3,677</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>3,190</b>	<b>3,344</b>	<b>3,414</b>
Employee Benefits & On-Costs	1,158	1,237	1,217
Materials & Contracts/Services	907	827	848
Borrowing Costs	-	-	-
Depreciation & Amortisation	1,055	1,133	1,156
Other Expenses	-	-	-
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>3,120</b>	<b>3,197</b>	<b>3,220</b>
<b>Net Operating Results for the Year</b>	<b>320</b>	<b>403</b>	<b>457</b>
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>70</b>	<b>147</b>	<b>194</b>



### Capital Works Programs

<b>GENERAL FUND CAPITAL WORKS PROGRAM</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Local Sealed Roads Seals + Patching	760	871	893
Local sealed Road Pavements	1,775	1,128	1,156
Local Road Upgrades (safety, heavy vehicles)	150	154	158
Local Unsealed Roads Gravel Resheeting	370	461	473
Regional Roads (Whitton-Darlington Point)	90	205	210
Footpath Renewals + Upgrades	80	154	158
Other Road Assets (kerb and gutter, bridges, medians, guardrail, etc.)	316	103	105
Earthworks & Sub-Base (non-depreciable)	-	-	-
<b>TRANSPORT</b>	<b>3,541</b>	<b>3,075</b>	<b>3,152</b>
General Buildings (unplanned) if required	-	-	-
Sports (inc. Stadium, Golf, Racecourse)	175	-	210
Parks and Playgrounds	200	128	168
Swimming Pools	-	-	84
Public Toilets	-	31	32
Public Halls + Community Buildings + Aged	150	21	-
Cultural (Roxy, Leeton & Whitton Museums, Library, Visitor Information Centre)	3,154	82	263
Caravan Parks	690	-	-
Leeton Early Learning Centre (Children)	-	-	-
Admin Buildings, Depots, Pound	146	-	-
<b>BUILDINGS &amp; OPEN SPACE FACILITIES</b>	<b>4,515</b>	<b>261</b>	<b>756</b>
Urban Stormwater Drainage	130	103	105
<b>URBAN STORMWATER DRAINAGE</b>	<b>130</b>	<b>103</b>	<b>105</b>
Heavy Plant	680	538	546
Light Vehicles and Cars	300	210	210
<b>PLANT AND FLEET</b>	<b>980</b>	<b>748</b>	<b>756</b>
PCs and Monitors	45	46	47
Network Infrastructure	100	113	116
Software (some is operational)	-	256	263
Other Office Equipment	170	-	-
<b>INFO COMMS TECH/OFFICE EQUIPMENT</b>	<b>315</b>	<b>415</b>	<b>426</b>
Waste Management	77	-	578
<b>WASTE MANAGEMENT</b>	<b>77</b>	<b>-</b>	<b>578</b>
<b>TOTAL GENERAL FUND</b>	<b>9,558</b>	<b>4,602</b>	<b>5,773</b>

<b>WATER FUND CAPITAL WORKS PROGRAM</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Water Treatment	579	-	-
Service Reservoirs and Storage Dams	680	-	-
Pipelines, Valves, Hydrants	450	707	725
Other (e.g., telemetry, solar)	200	-	-
<b>TOTAL WATER FUND</b>	<b>1,909</b>	<b>707</b>	<b>725</b>

<b>SEWER FUND CAPITAL WORKS PROGRAM</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Sewerage Mains, Manholes and Vents	175	195	200
Sewerage Pumping Stations	200	-	263
Sewerage Treatment Plants	584	-	-
Other (e.g., telemetry, solar)	188	-	-
<b>TOTAL SEWER FUND</b>	<b>1,147</b>	<b>195</b>	<b>462</b>

## Our Financial Sustainability

Leeton Shire Council started highlighting **financial sustainability challenges** in its 'general fund' (excluding water and sewer, accounted for as separate businesses) as far back as 2015 in a 'Council Improvement Proposal' it prepared for the Fit for the Future program.

Council subsequently flagged the possibility of seeking a **Special Rate Variation** to increase its income above the 'rate peg' – in order to adequately fund asset renewals and meet benchmarks set by NSW Government – in its Long Term Financial Plan adopted in 2016. This did not eventuate largely due to two years of drought which impacted our agriculturally based community, followed by COVID-19.

Over the past 4 years, Council has made several decisions to **increase service levels**, which comes with increased expenses. These decisions have been to address:

- **community priorities** (economic development, cultural and recreational facilities, road maintenance, customer service),
- **corporate risks, regulation and compliance** (project management, work health and safety, governance, records, people management, procurement, IT/cybersecurity, children's services, environmental, internal audit and continuous improvement).

Over this same period, both state and federal governments have offered unprecedented levels of **grants for community projects**. Council has pursued these in order to achieve community priorities (eg the Leeton Regional Aquatic Centre, Leeton Museum and Art Gallery, Roxy Community Theatre and CBD upgrades), mindful that this level of investment is unlikely to be repeated in the coming decade. This has increased the level of activity and met community expectations generally but also added to depreciation and ongoing operational expenses.

Council's financial performance has also been impacted by:

- large increases in **depreciation and landfill rehabilitation provisions** to reflect the long term costs of infrastructure and waste management more accurately
- reductions in **interest** revenues due to lower interest rates and lower cash reserves
- reductions in income from the sale of **investment water**
- **cost shifting** from other levels of government (eg Council is now responsible for managing a significant amount of Crown Land previously managed by the NSW Government.)

## Council's Financial Sustainability Challenges and Need for Long Term Planning

While concerns about Council's financial sustainability were evident in its 2021 annual financial statements, several 'one off' items distorted the figures. Subsequent operating deficits – \$5 million in the 2022 budget review, \$4 million in the 2023 (draft) budget – reinforce the reality of the financial sustainability challenges and need for action to address these.

The first step has been to develop a clearer picture of where Council is headed. That is the focus of the Long Term Financial Plan and the Strategic Asset Management Plan that accompanies it. It is vital to recognise that while these plans are an important step forward, the process of developing them has highlighted there is a lot of work left to do.

## How Serious is Council's Financial Situation?

At this point in time, Council needs to be alert but not alarmed about the financial sustainability of its general fund.

The 'Head in the Sand' scenario in section 7.1 of the Long Term Financial Plan suggests Council isn't under immediate threat, provided it pulls back on the development of further new assets. Council could continue a similar path and still retain a minimal level of cash reserves in 10 years.

It is important to note that the financial sustainability challenges only relate to Council's general fund. Council's water supply and sewerage businesses are accounted for separately and, at this stage, are assessed as being financially sustainable.

### So Why Do We Need to Act Now?

There are two problems with 'putting our head in the sand' and continuing a similar path. Firstly, delaying actions is likely to lead to future decisions being more urgent and difficult. If, instead, Council starts a gradual change process now, informed by meaningful community engagement, it has the best chance of minimising negative impacts on the community.

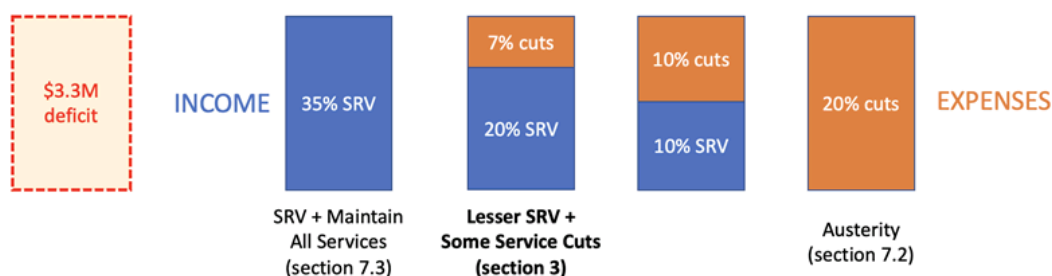
Secondly, while Council isn't in any immediate danger of running short of cash, it can only keep going on a similar path by drawing on reserves to pay for its day to day operations. Spending more than we earn, failing to put anything aside for the future, is not only unsustainable, it is also contrary to the principles of intergenerational equity.

### Next Steps: Refine the Plans, Start the Conversation with the Community

As noted above, while the Long Term Financial Plan and accompanying Strategic Asset Management Plan are an important step forward, there is still work to do to refine them.

However, Council recognises it needs to start a conversation with the community about its financial sustainability challenges and potential solutions as *there is no 'right answer'*.

Council's draft 2023 budget is a deficit of around \$3.3M excluding one off items. Addressing this will need to involve some combination of increasing income and reducing expenses (scenarios identified are explored in the Long Term Financial Plan):



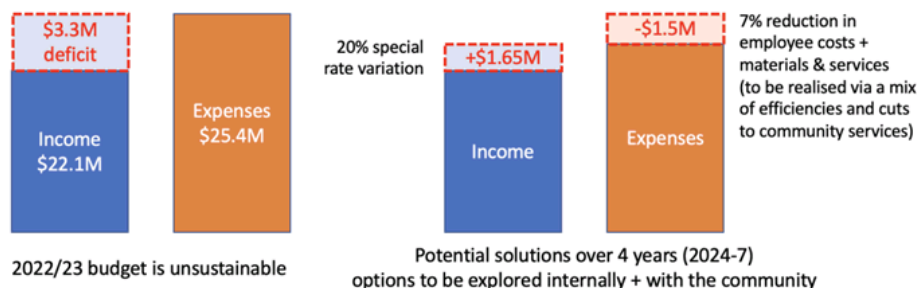
At this stage, Council is of the view that the path that is most likely to be seen as acceptable to the community *and* to address Council's financial sustainability challenges will be a 'middle ground' option that strikes a balance between:

- reducing expenses, ideally via productivity and efficiency gains (often difficult to achieve) and via targeted reductions in community services (more achievable), and
- increasing income via fees & charges, setting up a Council owned business or, more likely, via a Special Rate Variation (increasing rates above the 'rate peg').

That is why the 'Lesser SRV + Some Service Cuts' scenario has been adopted as the 'base case' in the Long Term Financial Plan and has informed the financial forecasts in

this Delivery Program (see above Income Statements, on page 13). Council doesn't consider 'putting its head in the sand' (the scenario referred to earlier, in section 7.1 of the Long Term Financial Plan), staying on a similar path, is a responsible way forward.

The figure below explains the 'Lesser SRV + Some Service Cuts' Scenario in more detail:



It is suggested these strategies for getting back to black would be implemented over 4 years from 2024 to minimise impacts on the community. This would also allow time to pursue productivity and efficiency gains (avoiding cuts to services as far as possible) while ensuring rate increases are more gradual and affordable for ratepayers.

To ensure rates are collected as fairly as possible across the various rating categories (residential, farming and commercial) Council would also review its rating structure prior to introducing any Special Rate Variation (SRV). The table below provides an indication of what a 20% Special Rate Variation (4.7% p.a. for 4 years on top of a 2.5% rate peg) would equate to in dollar terms for the typical ratepayer in each category.

Rating category	Typical land value <sup>1</sup>	Typical rates in 2022/23 <sup>2</sup>	2023/24 rate increases			20% total SRV over 4 years <sup>3</sup>
			2.5% rate peg	+ 4.7% SRV	= 7.2% total	
Residential	\$65,000	\$979	\$25	\$46	\$71	\$196
Farmland	\$245,000	\$2,660	\$67	\$125	\$192	\$532
Business	\$80,000	\$1,065	\$27	\$50	\$77	\$213

1. Median ('middle') land value based on 2019 valuations from NSW Valuer General.
2. Based on 0.7% rate peg + 1.1% additional special variation (subject to IPART approval).
3. Based on 20% (4 x 4.7%) increase on top of 2022/23 rates (doesn't include increases from the rate peg).

**In summary, it is important to emphasise that Council still has work to do. This is only the start of its journey toward financial sustainability.**

Over the coming months, Council will:

- refine the Long Term Financial Plan and Strategic Asset Management Plan
- engage with the community about its financial sustainability challenges and options to address these, and
- explore opportunities to improve its operations (and so limit the need for rate increases and/or service cuts) via a program of internal service reviews.

Council will then consider a revised and updated Long Term Financial Plan and Delivery Program setting out a sustainable path for the future by November this year, at which time the community will again have an opportunity to provide input.

### Council's Financial Sustainability Objectives

Council has identified four financial sustainability objectives (below) that will serve as 'guard rails' to help keep Council 'on track'. Council will be reporting on its performance against these in its annual report.

#### Leeton Shire Council Financial Sustainability Objectives (April 2022)

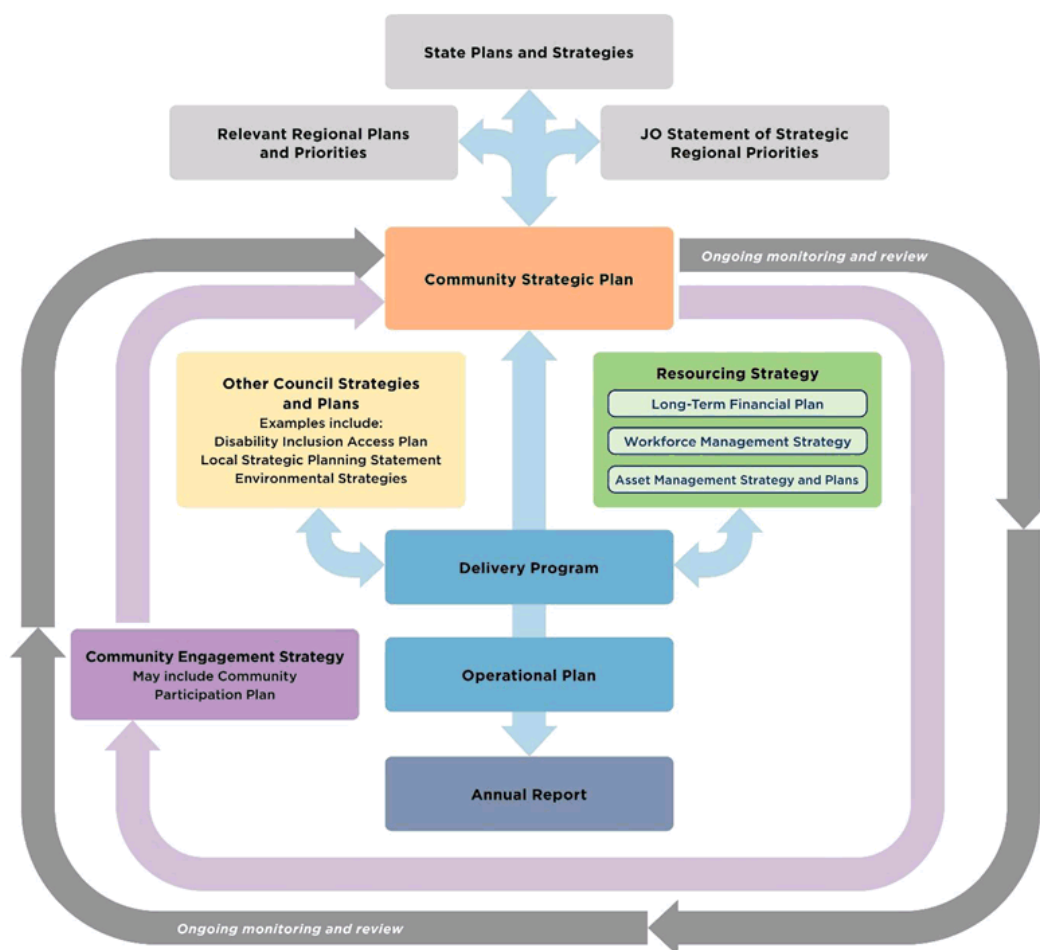
Objective	Details
1 Responsible and sustainable spending	Council will work toward aligning general revenues and expenses by: <ul style="list-style-type: none"> <li>exploring options to be more sustainable (objective 4 below)</li> <li>then, formulating a revised Long Term Financial Plan (LTFP) that documents how Council plans to achieve this.</li> </ul>
2 Responsible and sustainable infrastructure investment	Council will: <ul style="list-style-type: none"> <li>allocate funds to infrastructure and other assets in accordance with recommendations in the Strategic Asset Management Plan (SAMP) with a focus on managing risk and renewing existing assets</li> <li>identify priorities for new and upgraded assets, and opportunities to dispose of underutilised assets, in the SAMP</li> <li>not prioritise funds for further new or upgraded assets over essential renewals except where new assets address unacceptable risks</li> <li>only build additional new or upgraded assets if the LTFP shows this is affordable</li> <li>pursue grants wherever possible to minimise Council's investment, but not vary its priorities significantly simply to obtain a grant</li> <li>pursue continuous improvement in the management of its assets and infrastructure, guided by actions in the SAMP.</li> </ul>
3 Adequate cash reserves and use of borrowings	Council will maintain an appropriate level of cash reserves by: <ul style="list-style-type: none"> <li>responsible and sustainable spending (objective 1)</li> <li>responsible and sustainable infrastructure investment (objective 2)</li> <li>using borrowings (debt) to overcome shortfalls in available funds to undertake necessary works when they are required.</li> </ul>
4 Explore options to improve financial sustainability	Explore options, internally and externally, to improve financial sustainability in general fund by achieving a balanced budget as discussed in section 3.5. <ul style="list-style-type: none"> <li>Internally, identify opportunities to improve efficiency and productivity (reduce expenses) via a program of service reviews as well as reviewing accuracy of current depreciation expenses.</li> <li>Externally, engage the community about their service priorities and willingness to pay (in general fund): reducing current services (to reduce expenses), increasing user fees and charges and/or ordinary rates via a special rate variation (to increase revenues).</li> </ul>

The Long Term Financial Plan outlines how Council is performing against objectives 1 to 3 in general, water and sewer funds now, and also includes forecasts of performance into the future based on several scenarios.

## APPENDIX 1: The Integrated Planning and Reporting Framework

The Integrated Planning and Reporting (IP&R) framework acknowledges most communities share similar aspirations: a safe, healthy and pleasant place to live, a sustainable environment, opportunities for social interaction, education and employment, and reliable infrastructure.

The difference lies in how each community responds to these needs. The framework has been developed with the understanding that council plans and policies should not exist in isolation – they are interconnected. It allows NSW councils to draw their various plans together, understand how they interact and get the maximum leverage from their efforts by planning holistically and sustainably for the future.



## Key Planning Documents

### The Community Strategic Plan (CSP)

The Community Strategic Plan is the key document in the framework.

It is developed by Council in conjunction with and on behalf of the community. It is not a Council Plan. It is a community plan. Its purpose is to identify the community's main priorities and aspirations for the future, and to outline outcomes (or objectives) and strategies to achieve them.

The Community Strategic Plan is organised under five key focus areas that reflect the community's vision and values. It answers the questions:

- Where are we at today?
- Where do we want to be in 10+ years' time?
- How will we get there?
- Who may be able to help?
- How will we know that we're on track or that we have arrived?

These questions help identify the community's vision, aspirations and priorities and establish baseline targets, strategies and measures to aid performance monitoring and reporting.

The Community Strategic Plan guides all remaining strategies and plans. It is a 10+ year plan but it is reviewed every four years in line with the Local Government election cycle.

### The Delivery Program

As the primary reference point for all activities undertaken by a council during its term of office, the Delivery Program is another key component of the Integrated Planning and Reporting framework.

The Delivery Program is Council's statement of commitment to the community regarding what Council will do during its term of office to bring the community closer to achieving its long-term goals using the resources identified in the Resourcing Strategy. It turns the community's strategic goals into actions.

To enable Council to more accurately track the expenditure associated with delivering on its commitments, the activities outlined in Leeton Shire Council's Delivery Program have been grouped according to functional areas (see pages 26–27). This format has been chosen to give Council and the Leeton Shire community a clearer picture of how much is being spent to deliver the community's desired outcomes.

Delivery Programs usually cover 4 years to coincide with the length of the Council term. As a consequence of COVID-19, the local government elections were delayed and the term of the current Council has been reduced to compensate. For that reason, this delivery program will cover the period 1 July 2022 to 30 June 2025.

The Delivery Program is reviewed annually in conjunction with the development of a new Operational plan. This ensures Council's long-term planning is consistent with the current and future needs of the community.



### **The Operational Plan**

The annual Operational Plan supports the Delivery Program and should be read in conjunction with the Delivery Program.

The Operational Plan is Council's action plan for achieving the community priorities outlined in the Community Strategic Plan (CSP) and Delivery Program. It outlines the actions – projects, programs and activities – Council will undertake during the financial year to achieve the Delivery Program strategies.

The activities and actions outlined in the Operational Plan are organised according to the same functional areas and colour coding used in the Delivery Program.

The Operational Plan also details how Council will fund these actions.

### **The Resourcing Strategy**

The Resourcing Strategy outlines Council's capacity to manage assets and deliver services over the next ten years. It includes the:

- Long Term Financial Plan, which outlines the future finances of Council's operations taking into consideration key elements such as rate movements, service levels to the community, major infrastructure, asset replacement and renewals as well as loans, cash reserves and the Revenue Policy. It provides a framework within which Council can assess its revenue building capacity to meet the activities it intends to undertake and the levels of service it intends to provide. It provides an opportunity for early identification of financial issues and any likely impacts in the longer term. It also indicates whether or not Council can remain financially sustainable into the future.
- Workforce Management Strategy, which aims to ensure Council's workforce has the right skills at the right time and in the right quantities to ensure sustainable service delivery.
- Asset Management Strategy, which provides tools to assist Council's decision making on infrastructure funding needs, the impacts of budget decisions into the future and the resourcing requirements needed to meet agreed levels of service delivery. Individual Asset Management Plans underpin the Asset Management Strategy. Leeton Shire Council has chosen to combine these Asset Management Plans and its Asset Management Strategy in to one document: a Strategic Asset Management Plan.

The Resourcing Strategy documents are reviewed every four years in line with the Local Government election cycle.

### **Other Council Strategies and Plans**

Council's other strategic plans – such as its Disability Inclusion Action Plan (DIAP), its Local Strategic Planning Statement (LSPS) and its Ageing Well Strategy – all link to the Delivery Program and are delivered within the confines of the Resourcing Strategy. They all have the overall goal of delivering the aspirations of the community as expressed in the Community Strategic Plan.

## **Reporting Documents**

### **Progress Reports**

Quarterly reports to Council's Senior Management Team track Council's performance against the targets identified in the Operational Plan. These reports include performance against service delivery activities and performance measures.

Six-monthly performance to Council and the community track Council's performance against the targets identified in the Delivery Program.

### **Annual Report**

The Annual Report provides an overview of Council's performance and activities during the financial year and includes the audited financial statements for the year. The activities and actions reported are based on targets identified in the Delivery program and Operational Plan.

### **State of the Shire Report**

The State of the Shire Report (formerly the End of Term Report) provides an overview of Council's and the communities progress toward the implementation of the Community Strategic Plan during the identified term. It is included as a subsection of the Annual Report in the year of an ordinary Council election and is presented at the second meeting of the newly elected Council.



**LEETON**  
SHIRE COUNCIL

**Leeton Shire Council**

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# Long Term Financial Plan 2022–2032

**DRAFT**



## Contents

<b>1. EXECUTIVE SUMMARY .....</b>	<b>5</b>
<i>Background .....</i>	5
<i>Council's financial sustainability challenges and the need for robust long term planning .....</i>	5
<i>How serious is Council's financial situation? .....</i>	6
<i>So why do we need to act now? .....</i>	6
<i>Next steps: refine the plans, start the conversation with the community .....</i>	6
<b>2. COUNCIL'S OBJECTIVES: SOUND FINANCIAL MANAGEMENT .....</b>	<b>9</b>
<b>3. GENERAL FUND .....</b>	<b>11</b>
'LESSER SRV + SOME SERVICE CUTS' SCENARIO .....	11
3.1 REVENUES .....	15
<i>Rates, levies and annual charges .....</i>	15
<i>User fees and charges .....</i>	16
<i>Interest and investments .....</i>	17
<i>Other revenues and other income .....</i>	17
<i>Grants and contributions .....</i>	17
<i>Dividends from water supply and sewerage businesses .....</i>	18
3.2 EXPENSES .....	19
<i>Employee benefits and oncosts .....</i>	19
<i>Materials and services + other expenses .....</i>	24
<i>Depreciation .....</i>	25
<i>Interest on loans .....</i>	27
3.3 INVESTMENT IN INFRASTRUCTURE AND OTHER ASSETS (+ ASSET SALES) .....	28
<i>Performance against infrastructure investment benchmarks (asset renewals) .....</i>	28
<i>Capital grants .....</i>	29
<i>Asset Sales .....</i>	30
3.4 RESERVES AND BORROWING .....	31
<i>Cash reserves .....</i>	31
<i>Borrowings .....</i>	33
3.5 OPTIONS TO IMPROVE FINANCIAL SUSTAINABILITY .....	34
<i>Opportunities to be explored internally (service reviews) .....</i>	34
<i>Opportunities to be explored externally (community engagement) .....</i>	34
<i>Revising this LTFP .....</i>	35
<b>4. WATER FUND .....</b>	<b>36</b>
4.1 REVENUES .....	39
<i>Rates and annual charges .....</i>	39
<i>User fees and charges .....</i>	39
4.2 EXPENSES .....	42
<i>Employee costs .....</i>	42
<i>Materials and services .....</i>	42
<i>Depreciation .....</i>	42
4.3 INVESTMENT IN WATER SUPPLY INFRASTRUCTURE ASSETS .....	43
<i>Performance against infrastructure investment benchmarks (asset renewals) .....</i>	43
<i>Capital grants .....</i>	44
4.4 RESERVES AND BORROWING .....	44
<b>5. SEWER FUND .....</b>	<b>45</b>
5.1 REVENUES .....	48
<i>Rates and annual charges .....</i>	48
<i>User fees and charges .....</i>	48
5.2 EXPENSES .....	49
<i>Employee costs .....</i>	49
<i>Materials and services .....</i>	49
Leeton Shire Council Long Term Financial Plan 2022-2032	2

<i>Depreciation</i> .....	49
5.3 INVESTMENT IN SEWERAGE INFRASTRUCTURE ASSETS .....	50
<i>Performance against infrastructure investment benchmarks (asset renewals)</i> .....	50
<i>Capital grants</i> .....	51
5.4 RESERVES AND BORROWING .....	51
<b>6. SENSITIVITY AND RISK ANALYSIS</b> .....	<b>52</b>
<b>7. ALTERNATIVE SCENARIOS FOR THE GENERAL FUND</b> .....	<b>54</b>
7.1 HEAD IN THE SAND SCENARIO.....	55
7.2 AUSTERITY SCENARIO.....	58
7.3 SRV + MAINTAIN ALL SERVICES SCENARIO .....	60
<b>APPENDIX 1: FORECAST FINANCIAL STATEMENTS</b> .....	<b>62</b>

## List of Figures and Tables

Figure 1: key income and expense items in 2022/23 general fund budget	11
Figure 2: trends in income, expenses and operating result in general fund 'Lesser SRV + Service Cuts'	12
Figure 3: trends in capital works, grants & cash (reserves) & borrowings in general fund	12
Figure 4: potential combinations of Special Rate Variation & savings to achieve a balanced budget	15
Figure 5: main sources of user fees and charges in general fund	16
Figure 6: trends in Full Time Equivalent staff (FTEs) and employee costs	19
Figure 7: relationship between FTEs (consolidated basis) and population for group 10 and 11 councils	20
Figure 8: trends in employee leave entitlements provision	22
Figure 9: History of capitalised employee costs and capital works program (consolidated basis)	23
Figure 10: History of overtime (consolidated basis)	23
Figure 11: trends in materials and services + other expenses (including one-offs)	24
Figure 12: Why depreciation can be understood as the means of generating cash for work on assets	26
Figure 13: trends in depreciation over time	27
Figure 14: key income and expense items in 2022/23 water fund budget	36
Figure 15: trends in income, expenses and operating result in water fund	36
Figure 16: trends in capital works, grants & cash (reserves) & borrowings in water fund	37
Figure 17: trends in number of connections to Council's water supply as reported over time	39
Figure 18: trends in water supplied (as reported), water purchased, and water fund income	40
Figure 19: trends in water supplied (as reported), water purchased, and water fund income	40
Figure 20: 30 year projection for capital works and cash reserves for water fund	43
Figure 21: key income and expense items in 2022/23 sewer fund budget	45
Figure 22: trends in income, expenses and operating result in sewer fund	45
Figure 23: trends in capital works, grants & cash (reserves) and borrowings in sewer fund	46
Figure 24: trends in number of connections to Council's sewerage system as reported over time	48
Figure 25: 30 year projection for capital works and cash reserves for sewer fund	50
Figure 26: trends in income, expenses and operating result in general fund – Head in Sand Scenario	55
Figure 27: trends in capital, grants and cash & investments – Head in Sand Scenario (same capex)	55
Figure 28: trends in capital, grants & cash – Head in Sand Scenario (reduced capex)	56
Figure 29: trends in income, expenses & cash operating result in general fund – Austerity Scenario	58
Figure 30: trends in capital, grants and cash and investments – Austerity Scenario	58
Figure 31: trends in income, expenses & cash operating result in general fund – 'SRV + Maintain Svcs'	60
Figure 32: trends in capital, grants and cash and investments – 'SRV + Maintain Services' Scenario	61
Table 1: Leeton Shire Council financial sustainability objectives	10
Table 2: Summary of assumptions for operating revenues and expenses (base case)	13
Table 3: assumptions about rate increases	15
Table 4: typical increases for a 4.7% p.a. and 20% Special Rate Variation	15
Table 5: summary of ongoing operating grants and contributions for general fund	18
Table 6: Alignment between financial information in IP&R documents	28
Table 7: 10 year Building and Infrastructure Renewals Ratio calculation for general fund	29
Table 8: Forecast capital grants over 10 years for general fund	29
Table 9: Summary of reserves with external and internal restrictions	31
Table 10: Summary of current borrowings	33
Table 11: Summary of proposed borrowings	33
Table 12: Summary of assumptions for operating revenues and expenses – water fund	38
Table 13: calculation of typical residential water bill and potential savings if charges are reduced	41
Table 14: Calculation of 10 year asset renewal ratio for water fund	43
Table 15: Summary of assumptions for operating revenues and expenses – sewer fund	47
Table 16: Calculation of 10 year asset renewal ratio for sewer fund	50
Table 17: Key parameters for sensitivity or 'risk' analysis	52
Table 18: Summary of assumptions for operating revenues and expenses – Head in Sand Scenario	57
Table 19: Summary of assumptions for operating revenues and expenses – Austerity Scenario	59
Table 20 typical increases for a 5.1% p.a. and 35% Special Rate Variation	

## 1. Executive Summary

### Background

Leeton Shire Council started highlighting **financial sustainability challenges** in its 'general fund' (excluding water and sewer, accounted for as separate businesses) as far back as the 'Council Improvement Proposal' it prepared under the Fit for the Future program in 2015.

Council subsequently flagged the possibility of seeking a **Special Rate Variation** to increase its income above the 'rate peg' – in order to adequately fund asset renewals and meet benchmarks set by NSW Government – in its Long Term Financial Plan adopted in 2016. This did not eventuate largely due to two years of drought which impacted our agriculturally based community, followed by Covid-19.

Over the past 4 years, Council has made several decisions to **increase service levels**, which comes with increased expenses. These decisions have been to address:

- **community priorities** (economic development, cultural and recreational facilities, road maintenance, customer service),
- **corporate risks, regulation and compliance** (project management, work health and safety, governance, records, people management, procurement, IT/cybersecurity, children's services, environmental, internal audit and continuous improvement).

Over this same period, both state and federal governments have offered unprecedented levels of **grants for community projects**. Council has pursued these in order to achieve community priorities (e.g. Leeton Aquatic Centre, Leeton Museum & Gallery, Roxy Theatre, CBD upgrades etc), mindful that this level of investment is unlikely to be repeated in the coming decade. This has increased the level of activity and met community expectations generally but also added to depreciation and ongoing operational expenses.

Council's financial performance has also been impacted by:

- large increases in **depreciation and landfill rehabilitation provisions** to reflect the long term costs of infrastructure and waste management more accurately
- reductions in **interest** revenues due to lower interest rates and lower cash reserves
- reductions in income from the sale of **investment water**
- **cost shifting** from other levels of government (e.g. Council is now responsible for managing a significant amount of Crown Land previously managed by NSW Govt.)

### Council's financial sustainability challenges and the need for robust long term planning

While concerns about Council's financial sustainability were evident in its 2021 annual financial statements, several 'one off' items distorted the figures. Subsequent operating deficits – \$5M in the 2022 budget review, \$4M in the 2023 (draft) budget – reinforce the reality of Council's financial sustainability challenges and need for action to address these.

The first step has been to develop a clearer picture of where Council is headed. That is the focus of this Long Term Financial Plan and the Strategic Asset Management Plan that goes hand in hand with it. It is vital to recognise that while these plans are an important step forward, the process of developing them has highlighted there is a lot of work left to do.



How serious is Council’s financial situation?

At this point in time, Council needs to be alert but not alarmed about the financial sustainability of its general fund. The ‘Head in the Sand’ scenario in section 7.1 of this Plan suggests Council isn’t under immediate threat, provided it pulls back on the development of further new assets. Council could continue a similar path and still retain a minimal level of cash reserves in 10 years.

It is also important to note that the financial sustainability challenges only relate to Council’s general fund. Council’s water supply and sewerage businesses are accounted for separately and, at this stage, are assessed as being financially sustainable.

So why do we need to act now?

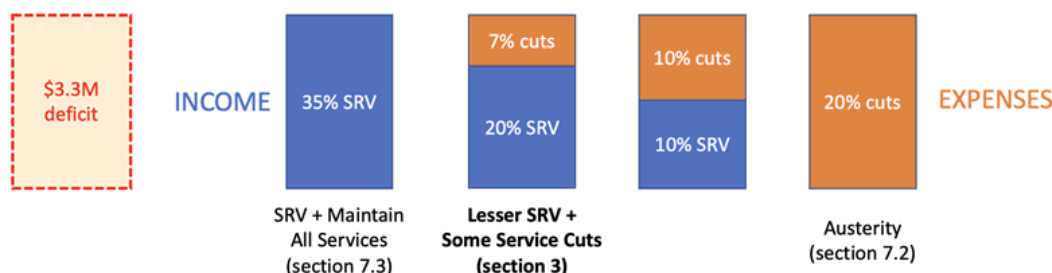
There are two problems with ‘putting our head in the sand’ and continuing a similar path. Firstly, delaying actions is likely to lead to future decisions being more urgent and difficult. If, instead, Council starts a gradual change process now, informed by meaningful community engagement, it has the best chance of *minimising negative impacts on the community*.

Secondly, while Council isn’t in any immediate danger of running short of cash, it can only keep going on a similar path by drawing on reserves to pay for its day to day operations. Spending more than we earn, failing to put anything aside for the future, is not only *unsustainable*, it is also contrary to the principles of *intergenerational equity*.

Next steps: refine the plans, start the conversation with the community

As noted above, while this Long Term Financial Plan and the accompanying Strategic Asset Management Plan are an important step forward, there is still work to do to refine them. However, Council recognises it needs to start the conversation with the community about its financial sustainability challenges and potential solutions as *there is no ‘right answer’*.

Council’s draft 2023 budget is a deficit of around \$3.3M excluding one off items. Addressing this will need to involve some combination of increasing income and reducing expenses:



At this stage, Council is of the view that the path that is most likely to be seen as acceptable to the community *and* to address Council’s financial sustainability challenges will be a ‘middle ground’ option that strikes a balance between:

- reducing expenses, ideally via productivity and efficiency gains (often difficult to achieve) and via targeted reductions in community services (more achievable), and
- increasing income via fees & charges, setting up a Council owned business or, more likely, via a Special Rate Variation (increasing rates above the ‘rate peg’).

That is why the ‘Lesser SRV + Some Service Cuts’ scenario has been adopted as the ‘base case’ in this Long Term Financial Plan: Council doesn’t consider ‘putting its head in the sand’ (the scenario mentioned earlier, in section 7.1 of this Plan) is a responsible way forward. The figure below explains the ‘Lesser SRV + Some Service Cuts’ Scenario in more detail:



As noted, it is suggested these strategies for getting back to black would be implemented over 4 years from 2024 to minimise impacts on the community. This would also allow time to pursue productivity and efficiency gains (avoiding cuts to services as far as possible) while ensuring rate increases are more gradual and affordable for ratepayers.

To ensure rates are collected as fairly as possible across the various rating categories (residential, farming and commercial) Council would also review its rating structure prior to introducing any Special Rate Variation (SRV). The table below provides an indication of what a 20% Special Rate Variation (4.7% p.a. for 4 years on top of a 2.5% rate peg) would equate to in dollar terms for the typical ratepayer in each category.

Rating category	Typical land value <sup>1</sup>	Typical rates in 2022/23 <sup>2</sup>	2023/24 rate increases			20% total SRV over 4 years <sup>3</sup>
			2.5% rate peg	+ 4.7% SRV	= 7.2% total	
Residential	\$65,000	\$979	\$25	\$46	\$71	\$196
Farmland	\$245,000	\$2,660	\$67	\$125	\$192	\$533
Business	\$80,000	\$1,065	\$27	\$50	\$77	\$213

1. Median (‘middle’) land value based on 2019 valuations from NSW Valuer General.
2. Based on 0.7% rate peg + 1.1% additional special variation (subject to IPART approval).
3. Based on 20% (4 x 4.7%) increase on top of 2022/23 rates (doesn’t include increases from the rate peg).

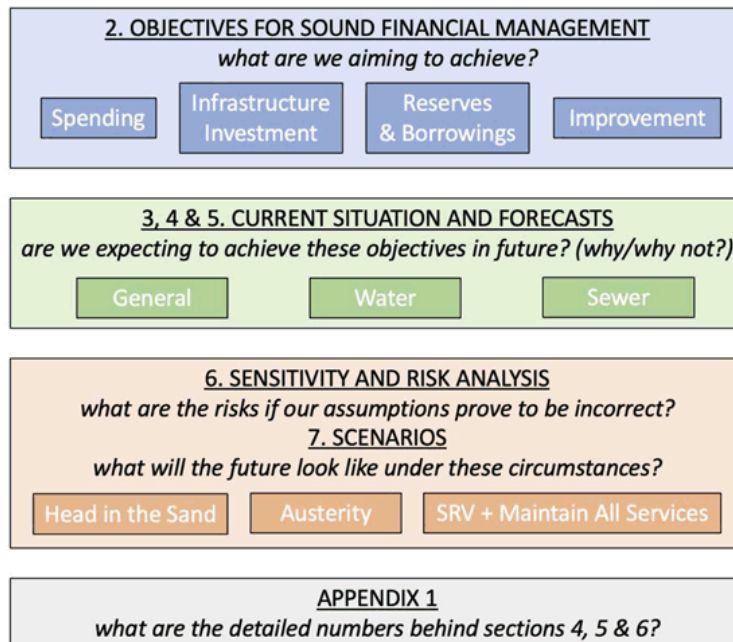
**In summary, it is important to emphasise that Council still has work to do. This is only the start of its journey toward financial sustainability.**

**Over the coming months, Council will:**

- refine this LTFP, and the accompanying Strategic Asset Management Plan
- engage with the community about its financial sustainability challenges and options to address these, and
- explore opportunities to improve its operations (and so limit the need for rate increases and/or service cuts) via a program of internal service reviews.

**Council will then consider a revised and updated Long Term Financial Plan and Delivery Program setting out a sustainable path for the future by November this year, at which time the community will again have an opportunity to provide input.**

Structure of this document:



## 2. Council's Objectives: Sound Financial Management

The **NSW Local Government Act** section 8B establishes principles of sound financial management as follows:

- a) Council **spending** should be responsible and sustainable, aligning general revenue and expenses
- b) Councils should invest in responsible and sustainable **infrastructure** for the benefit of the local community
- c) Councils should have effective **financial and asset management**, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- d) Councils should have regard to achieving **intergenerational equity**, including ensuring the following:
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services (which also means the current generation shouldn't bear costs for benefit of future generations)

Council has recognised its improvement journey begins at point (c).

This LTFP and the Strategic Asset Management Plan (SAMP) that sits alongside it are evidence of Council's commitment to adhering to these principles and signals that progress has commenced.

Council also recognises *the financial challenges it faces haven't arisen overnight... and they won't be solved overnight*. A longer-term strategy is needed if Council is to realise longer-term benefits and be sustainable. That is why the LTFP and SAMP have a 10+ year horizon.

**Council has identified four financial sustainability objectives (below) that will serve as 'guard rails' to help keep Council 'on track'. These are also reflected in Council's Delivery Program, so progress will be reported against these in Council's Annual Report.**

### Leeton Shire Council Financial Sustainability Objectives (April 2022)

	Objective	Details
1	Responsible and sustainable spending	<p>Council will work toward aligning general revenues and expenses by:</p> <ul style="list-style-type: none"> <li>exploring options to be more sustainable (objective 4 below)</li> <li>then, formulating a revised LTFP that documents how Council plans to achieve this.</li> </ul> <p><i>Section 3 sets out how Council might reduce its deficit in the general fund and achieve a balanced budget via a mix of increased income/decreased expenses. Section 7.1 shows the implications of continuing the current path. Sections 4 and 5 show water and sewer funds are close to 'balanced' and so appear to be sustainable from this perspective (subject to further analysis).</i></p>
2	Responsible and sustainable infrastructure investment	<p>Council will:</p> <ul style="list-style-type: none"> <li>allocate funds to infrastructure and other assets in accordance with recommendations in the Strategic Asset Management Plan (SAMP) with a focus on managing risk and renewing existing assets</li> <li>identify priorities for new and upgraded assets, and opportunities to dispose of underutilised assets, in the SAMP</li> <li>not prioritise funds for further new or upgraded assets over essential renewals except where new assets address unacceptable risks</li> <li>only build additional new or upgraded assets if the LTFP shows this is affordable</li> <li>pursue grants wherever possible to minimise Council's investment, but not vary its priorities significantly simply to obtain a grant</li> <li>pursue continuous improvement in the management of its assets and infrastructure, guided by actions in the SAMP.</li> </ul> <p><i>Sections 3, 4 and 5 show that Council can afford to fund necessary investments in asset renewals, as well as priority upgrades/new assets. Section 7.1 shows implications of not taking action (as in section 3).</i></p>
3	Adequate cash reserves and use of borrowings	<p>Council will maintain an appropriate level of cash reserves by:</p> <ul style="list-style-type: none"> <li>responsible and sustainable spending (objective 1),</li> <li>responsible and sustainable infrastructure investment (objective 2)</li> <li>using borrowings (debt) to overcome shortfalls in available funds to undertake necessary works when they are required.</li> </ul> <p><i>Section 3 shows that with remedial action, Council can maintain adequate reserves in the general fund. Section 7.1 shows that without action, it will 'eat into' its reserves considerably over the next 10 years. Sections 4 and 5 show water and sewer can maintain adequate reserves.</i></p>
4	Explore options to improve financial sustainability	<p>Explore options, internally and externally, to improve financial sustainability <b>in general fund</b> by achieving a balanced budget as discussed in section 3.5.</p> <ul style="list-style-type: none"> <li>Internally, identify opportunities to improve efficiency and productivity (reduce expenses) via a program of service reviews as well as reviewing accuracy of current depreciation expenses.</li> <li>Externally, engage the community about their service priorities and willingness to pay (in general fund): reducing current services (to reduce expenses), increasing user fees and charges and/or ordinary rates via a special rate variation (to increase revenues).</li> </ul>

**Table 1: Leeton Shire Council financial sustainability objectives**

### 3. General Fund

Under the NSW Local Government Act, councils must account for their water supply and sewerage functions as separate businesses. These are in section 4 and 5. The remainder of Council's functions fall under the scope of Council's 'general fund'.

Figure 1 below summarises the main operating revenues and expenses in the Income Statement for Council's 2022/23 budget, which is a projected deficit of \$3.3M excluding \$510,000 for capital grants and contributions (which are not available for operational activities) and \$650,000 for net loss on asset sales (which is a one off amount).

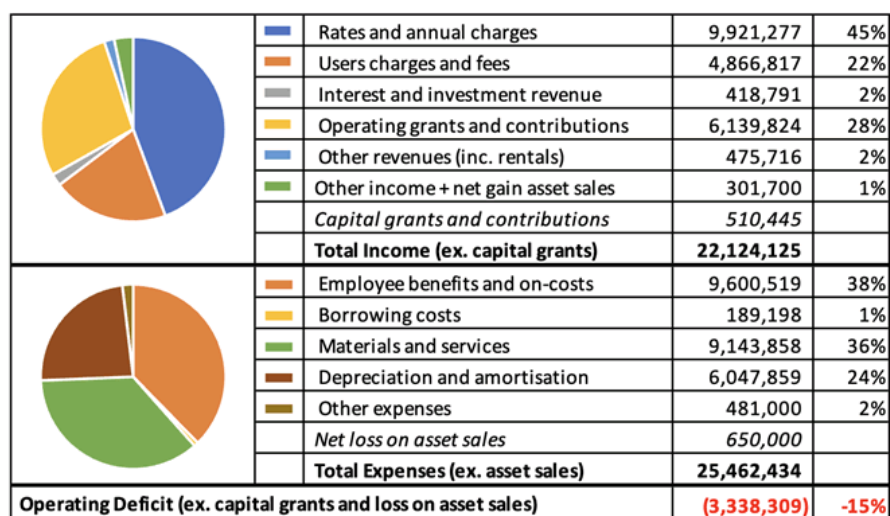


Figure 1: key income and expense items in 2022/23 general fund budget

A deficit of this scale (15% of income) is of serious concern. If Council continues this path, it may run short of cash in 4 or 5 years (see 'Head in the Sand' scenario, section 7.1), or, if it cuts its capital works, at least 'eat into its reserves' considerably over the next 10 years.

#### 'Lesser SRV + Some Service Cuts' Scenario ('Base Case')

Council recognises it must chart a new course for the future. This section details the 'Lesser SRV + Some Service Cuts' Scenario, which is a *potential* way forward, bridging the \$3.3M operating deficit over 4 years primarily via:

- savings of \$1.5M (7%) in employee costs and materials and services, ideally achieved in part via efficiencies, but realistically involving targeted cuts to Council services
- a Special Rate Variation of 20% (generating \$1.65M) in addition to the rate peg.

The figure below summarises Council's financial performance over the long term including:

- actual historic results over the past 5 years,
- current (as at 2<sup>nd</sup> quarterly budget review) and
- next year budgets and forecast results under this scenario for the next 9 years.

Note that in charts throughout this LTFP, the financial years as shown are the financial year *ending in...* so, for example, the 2022/23 financial year is identified as "2023".

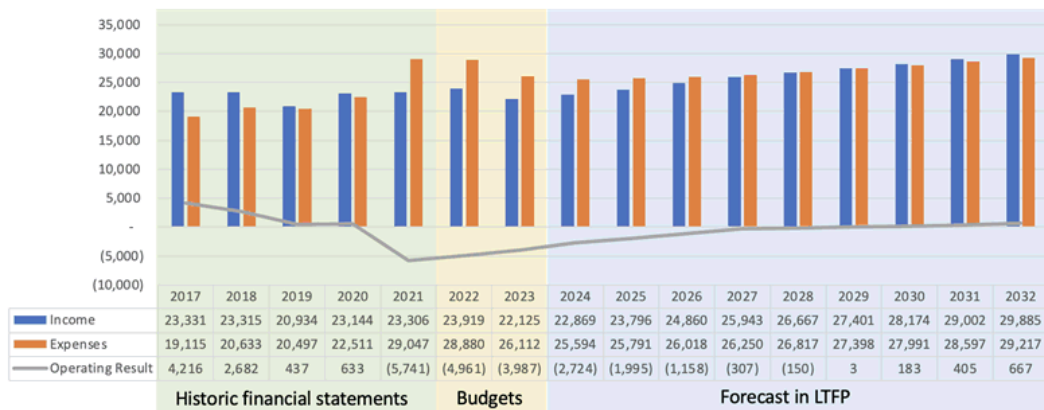


Figure 2: trends in income, expenses and operating result in general fund (base case)

In summary, the ‘story’ this figure is telling for the general fund is:

- Council’s **income** (blue columns) has historically been around **\$23M**
- Council’s **expenses** (orange columns) have overtaken this income, peaking at **\$29M** in 2021 and 2022, although 2021 included significant ‘one off’ expenses<sup>1</sup>
- expenses are forecast to scale back to **\$26M** and increase only slightly between 2024 and 2027, but only after factoring in significant measures to realise these savings<sup>2</sup>
- Consequently, Council also needs to increase income more than the rate peg alone to ‘close the gap’; the forecast increases, which would bring income to **\$26M**, are based on a **Special Rate Variation** of 4.7% p.a. for 4 years (20% total, compounded<sup>3</sup>)
- If Council implements this plan – reducing expenses and increasing income – it will largely ‘close the gap’ by 2027 (the forecast \$307k deficit is only 1% of income, which is of little concern) and go on to achieve a balanced budget by 2029.

Council’s financial *performance* is only half of the ‘story’. The figure below is the other half: Council’s financial *position* (reserves, borrowings, investment in assets/capital works).<sup>4</sup>

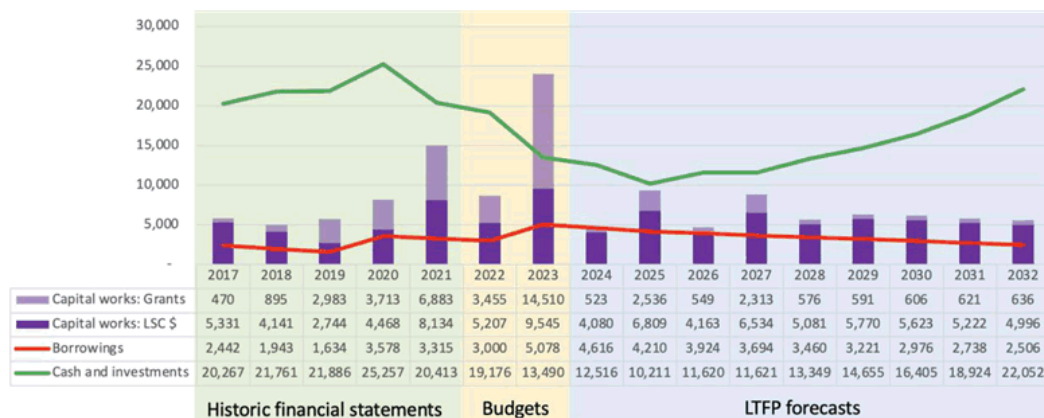


Figure 3: trends in capital works, grants and cash and investments (reserves) and borrowings in general fund

<sup>1</sup> See section 3.2: major ‘one offs’ in 2021 are materials and services and other expenses.

<sup>2</sup> See section 3.2: reductions are in the areas of employee costs and materials and services.

<sup>3</sup> The effect is more than 4.7% x 4 (= 18.8%) as increases in earlier years are compounded by later increases.

<sup>4</sup> Note: capital works differs from the 2022 and 2023 budgets due to carry overs (see section 3.3).

In summary, the ‘story’ this figure is telling for the general fund is:

- Council is in the midst of a major **capital works** program (purple columns)<sup>5</sup> far larger than in recent history, and is also forecasting significant programs in future
- While Council has or is expecting to secure significant **capital grants** (light purple portion of column) it is also drawing heavily on its own funds (dark purple portion)
- Council’s **cash reserves** (green line) have decreased from a peak of \$25M in 2020 partly due to funding these capital works, but also partly due to the operating deficit, but are forecast to remain healthy (based on spending assumptions in this scenario)
- Council has relatively low levels of debt (red line) and could draw on reserves rather than borrowing as intended in 2023, but actual results will depend on spending.
- Council’s financial position (reserves) will improve over time as the deficit decreases.

The assumptions behind the overall general fund numbers in Figure 2 are summarised in the table below alongside the historic increases in these items in the last few years.

Income items	Historic increases (5 yrs)	Assumptions
<i>Rates and annual charges</i>	Rate peg averaged 2.2% p.a. Waste charges averaged 5% p.a.	2023: 1.8% p.a. (0.7% rate peg + 1.1% additional special variation); 2024-2027: 7.5% p.a. (2.5% rate peg + 4.7% special rate variation) 2028-2032: 2.5% p.a.
<i>User fees and charges</i>	Varies: \$3.8-6.1M p.a.	\$4.9M in 2023, then 2.5% p.a. for 10 years
<i>Interest</i>	Varies with interest rates and cash reserves	2.2% p.a. in 2024 increasing 0.25% p.a. to 4.2% in 2032. Actual \$ calculated on reserve balance.
<i>Operating grants</i>	Varies: \$5.2-8.5M p.a.	\$6.5M p.a. in 2024 (to exclude one-off grants in 2023) then 2.5% p.a. for remaining 9 years.
<i>Other revenues</i>	Varies: \$0.6-1.2M p.a.	Drop back to \$476k in 2024 then 2.5% p.a.
<i>Other income</i>		\$302k in 2023, then 2.5% p.a.
Expense items		Assumptions
<i>Employee costs</i>	Increased from \$8.1M to \$9.3M (3.4% p.a.) over last 5 years to 2021.	Starting point 2023: \$9.6M (budget, is a 3.3% p.a. on 2021 actuals or 1.6% p.a. x 2 years). Index 0.5% p.a. in 2025-27 (reduce in real terms) Index at 2% p.a. thereafter (= average of award).
<i>Materials and services + other expenses</i>	Ongoing M&S + other expenses were \$8-8.5M p.a. up to 2021, no clear trend, plus some one-offs.	Starting point: \$9.1M (as budgeted, \$0.5-0.6M more than 2020-21 actuals, excluding one offs). Index 0.25% in 2024-5, 0.5% in 2026-7, then 2.5% thereafter.
<i>Borrowing costs</i>	Varied with loans.	Based on proposed loans in Budget.
<i>Depreciation</i>	Increase of \$1.9M (46%) between 2017 and 2023	2% p.a. for 10 years (a reduction in real terms given planned investments in new assets).

**Table 2: Summary of assumptions for operating revenues and expenses for the general fund (base case)**

<sup>5</sup> The 2022 capital budget is \$32M (not \$8.7M). These figures anticipate significant rollovers (see section 3.3).



Sections 3.1 and 3.2 discuss each of the above items in detail, identifying issues that:

- have contributed to this year's operating result in the current budget (Figure 1), and
- are forecast to impact operating performance in future (Figure 2), including measures proposed to increase income/decrease expenses to reduce the deficit.

The detailed numbers for each item are in the income statement in Appendix 1.

Sections 3.3 and 3.4 discuss assumptions behind Figure 3 including capital works and grants and cash reserves and borrowings. Further details are also in Appendix 1.

### 3.1 Revenues

#### Rates, levies and annual charges

Most of Council’s income (\$7.7M p.a.) is from ordinary (land) rates, with waste management charges (\$2M p.a.) making up the bulk of the rest. Council has a policy of subsidising rates for pensioners over and above the statutory requirement (nominated by and shared with NSW Government). The discretionary subsidy reduces income by around \$185K, made up of \$165k p.a. for rates and another \$25k p.a. for waste charges.

Forecast increases in ordinary rates in the ‘base case’ in this LTFP are as follows:

Year/s	Assumed increase in ordinary rates
2023	2% (0.7% rate peg + 1.1% additional special variation*)
2024-7	7.2% p.a. (2.5% rate peg + <b>4.7% special rate variation</b> )
2028-32	2.5% p.a. rate peg

\*still subject to approval by IPART

**Table 3: assumptions about rate increases**

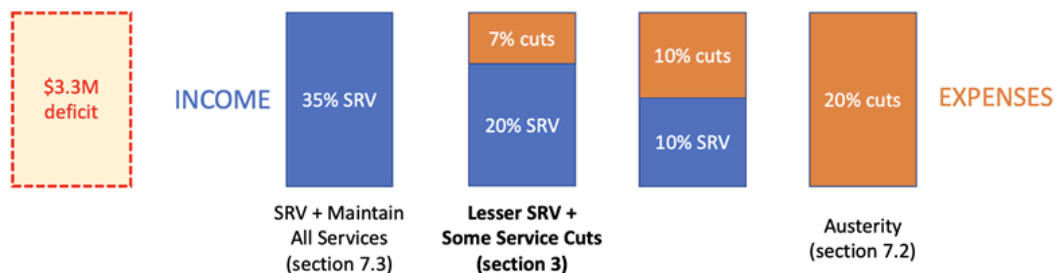
The table below summarises rates increases for the typical ratepayer in each rates category if Council was to pursue a Special Rate Variation. It should however be noted that Council has also flagged its intention to review the rating structure so actual impacts may differ once the review is completed and if the splits between the rating categories are altered.

Rating category	Typical land value <sup>1</sup>	Typical rates in 2022/23 <sup>2</sup>	2023/24 rate increases			20% total SRV over 4 years <sup>3</sup>
			2.5% rate peg	+ 4.7% SRV	= 7.2% total	
Residential	\$65,000	\$981	\$25	\$46	\$71	\$196
Farmland	\$245,000	\$2,666	\$67	\$125	\$192	\$533
Business	\$80,000	\$1,067	\$27	\$50	\$77	\$213

**Table 4: typical increases for a 4.7% p.a. and 20% Special Rate Variation**

1. Median (‘middle’) land value based on 2019 valuations from NSW Valuer General.
2. Based on 0.7% rate peg + 1.3% additional special variation if approved before June 2022 by IPART.
3. Based on 20% (4 x 4.7%) increase on top of 2022/23 rates (does not include increases from any future rate peg as these are already anticipated / included in the LTFP).

For information, the figure below indicates the potential combinations of savings and increased income by which Council could address the deficit and achieve a balanced budget.



**Figure 4: potential combinations of SRV and savings to achieve a balanced budget in the general fund.**

Waste management charges are assumed to increase by 2.5% p.a., but this may change, depending on strategic decisions informed by the Waste Strategy Council is preparing. A key issue is the mandate on FOGO (food and garden waste) processing by 2030, which is expected to increase costs. The Waste Strategy will inform future revisions of this LTFP.

User fees and charges

When ‘user fees and charges’ is seen simply as a total amount in the budget (as in Figure 1) it may appear this is an area where Council has an opportunity to increase its income by adopting more of a “user pays” philosophy. In reality the income sources making up this total are a real ‘mixed bag’, and most of them have some degree of constraint to increases.

In the first year 2022/23, Council is proposing to increase user fees and charges by an average of 5%. While it is considered unlikely that Council will make a big impact on its general fund deficit via user fees and charges, Council is assuming a 2.5% average increase over 10 years, however it is anticipated that community engagement (discussed in section 3.5) will explore a slightly larger shift of responsibility onto users of services rather than the general ratepayer.

The figure below summarises the main sources of user fees and charges (based on historical information).

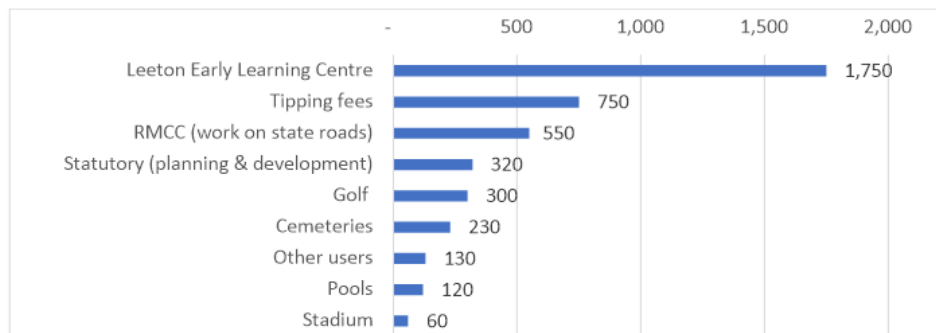


Figure 5: main sources of user fees and charges in general fund

Comments about income streams, and potential constraints on increases:

- LELC currently ‘pays for itself’ in that its income covers its direct expenses plus an amount to cover Council’s administrative support costs. Council considers LELC a business unit that needs to pay its own way without ratepayer subsidy.
- Tipping fees at Council’s landfill are proposed in the 2023 budget. Council recognises its landfill charges are lower than surrounding councils. This will also be further considered in the context of a new Waste Strategy
- The Road Maintenance Council Contract (RMCC) with Transport for NSW for work on state roads is specifically on a ‘cost recovery’ basis (no ‘profit margin’ is permitted, although an allowance for overheads effectively helps Council in terms of economies of scale). Income generally depends on works ordered by TfNSW on Irrigation Way.
- Statutory fees and charges (e.g. development applications, building inspections) are set by NSW Government. Council is not able to increase them further. The revenue generated does not cover the cost of the service.

- Decisions about increasing income from the golf course, cemeteries, pools, stadium and other user groups needs to strike the appropriate balance between equity of access to community facilities and covering the cost of providing those facilities. This will be a matter for Council to consider and assess as part of community engagement, as discussed in section 3.5).

#### Interest and investments

As can be seen in Figure 3, Council's general fund reserves peaked at \$25M in 2020 and are forecast to dip to around \$10M in 2025 due to a combination of the operating deficit and capital works, but then climb back to \$21M by 2032.

The lower reserve *balance*, together with a drop in the interest *rate* means that Council's income from interest on its investments has decreased three fold in recent years (from \$0.9M p.a. to \$0.3M). This is contributing to the current operating deficit. As Council's reserves rebuild in later years, interest on these will help reduce the deficit.

Interest rates have been assumed to start at 2.2% p.a. in 2024 and increase to 4.2% p.a. 10 years. Actual increases may prove better than this. Reserve balances depend on spending.

#### Other revenues and other income

Historically, Council has generated \$0.6M to \$1.2M from what is accounted for as 'other revenues' and a variable amount in what is accounted for as 'other income'.

The largest single item of 'other revenues' for many years is sale of investment water (distinct from the town water supply, accounted for in the water fund – see section 5). However, given the variability of the market (returns have varied from \$75k to \$750k in the last 5 years) and water allocations, an average of \$50k p.a. has been assumed in the 'base case' forecasts. Water sales is simply not a reliable income source.

Other revenues also include income from fines, levies, rebates, etc.

'Other income' includes gains from asset sales in some years but the majority is rent from Council properties (around \$300k p.a.). This was previously accounted as 'other revenues' but has now been separated out in the LTFP as 'other income'.

It is assumed that the basic ongoing amounts for both other revenues and other income will increase by 2.5% p.a. for the 10 years.

#### Grants and contributions

The major *ongoing* grants and contributions for operational purposes, together with assumptions about trends over time, are summarised in the table below.

Source	\$M	Forecasts and comments
Financial Assistance Grants	4.6	Forecast to continue, but could drop or not be indexed (see sensitivity and risk analysis, section 6)
Roads to Recovery	1.0	Forecast to continue, but could drop or not be indexed
Regional Roads	0.4	Block and Repair Grants. Forecast to continue.
Community services operating grants & contributions	0.5	Includes grants/contributions (from users and govt) for child care, libraries, environmental weeds, developer contributions (including donated assets), etc. Limited opportunity to increase. Basically used to fund service delivery, so if grants/contributions ceased so would expenditure on delivery, unless Council funded it internally
<b>TOTAL (approx.)</b>	<b>6.5</b>	

**Table 5: summary of ongoing operating grants and contributions for general fund**

Council often receives various ‘one off’ grants for specific operational projects, too. These vary considerably, and will generally be associated with additional expenses, so the net impact on Council’s financial performance is negligible.

Historically, total operating grants reached highs of \$8.5M in 2017 and 2021, and a low of \$5.2M in 2019. The 2023 budget figure of \$6.15M has been adopted for forecasting, with a 2.5% p.a. index. The analysis in the table above suggests the actual amount may be higher.

The sensitivity and risk analysis in section 6 explores the implications of an ‘austerity’ approach by other levels of government (i.e. reductions in grants to councils). If governments choose to ‘freeze’ grants that have become a routine part of Council’s operating revenues, this will contribute to further challenging Council’s financial sustainability of its general fund.

Grants and contributions for capital purposes are discussed in section 3.3.

#### Potential dividends from water supply and sewerage businesses

Under the Local Government Act, councils are permitted to pay a dividend from their utility businesses to their general fund if they have satisfied a list of specified requirements, *and* if those funds have sufficient financial capacity to do so.

If Council was able to pay this dividend, the upper limit is around \$30/assessment for each fund, which works out to around \$130k p.a. for water and \$100k p.a. for sewer.

Sections 4 and 5 show that Council’s water and sewer funds are relatively healthy (more so than the general fund), so there may be scope to pay a dividend. However, Council would also need to satisfy other requirements (e.g. forward planning for renewals and capital works and various policies) before being allowed to pay a dividend.

There are, arguably, a few other issues for Council to consider first in the context of immediate challenges in general fund, e.g., ensuring Council accounts appropriately for the internal services (administration, finance, HR, governance, engineering, etc.) delivered ‘to’ its water and sewer businesses via the allocation of overheads to those businesses. This will be part of the internal service reviews (in section 3.5).

### 3.2 Expenses

#### Employee benefits and oncosts

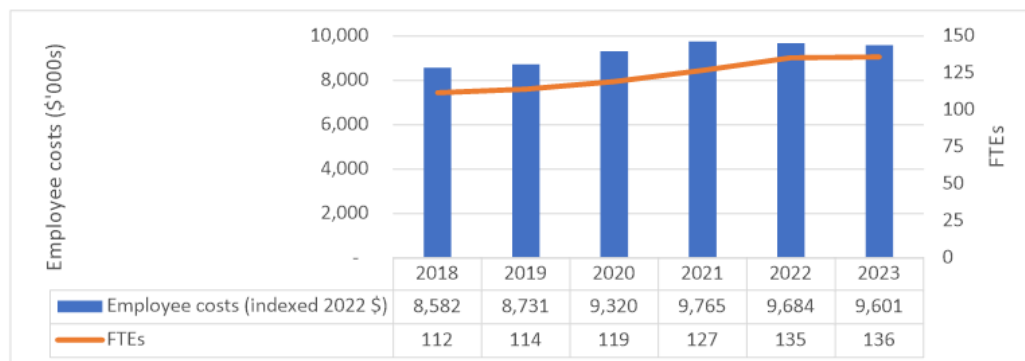
Given that employee benefits and oncosts make up large portion (38%) of overall expenses (Figure 1), savings here will be a key consideration in the strategy to reduce Council's operating deficit, if it wants to avoid relying 'too much' on a Special Rate Variation.

Costs include wages/salaries, leave entitlements, superannuation and related expenses such as worker's compensation insurance, personal protective equipment, and training.

Full-time equivalent employee (FTE) numbers have increased in the past few years because Council has allocated additional resources to a number of functional areas, in response to:

- **community priorities** including:
  - economic development
  - cultural and recreational facilities and programs (Leeton Aquatic Centre, Roxy Theatre, Leeton Museum and Art Gallery, Art Deco Festival)
  - increased road maintenance
  - customer service
- **corporate risks, regulation, compliance and improvement** including:
  - project management
  - work health and safety
  - governance
  - record management
  - people management
  - procurement
  - Smart technology, telemetry, IT and cyber security
  - Children's services (educator to child ratios at Leeton Early Learning Centre)
  - Environmental
  - Internal audit and improvement.

The figure below shows trends in the number of FTEs and employee costs (indexed to 2022 dollars so comparisons are 'apples and apples'). Over the past 5 years, employee costs have increased by \$1.0M or 12% in real terms over and above increases associated with the award and superannuation, equivalent to 2.2% p.a.). This is one of the main contributors to Council's current operating deficit (along with materials and depreciation).



**Figure 6: trends in Full Time Equivalent staff (FTEs) and employee costs**

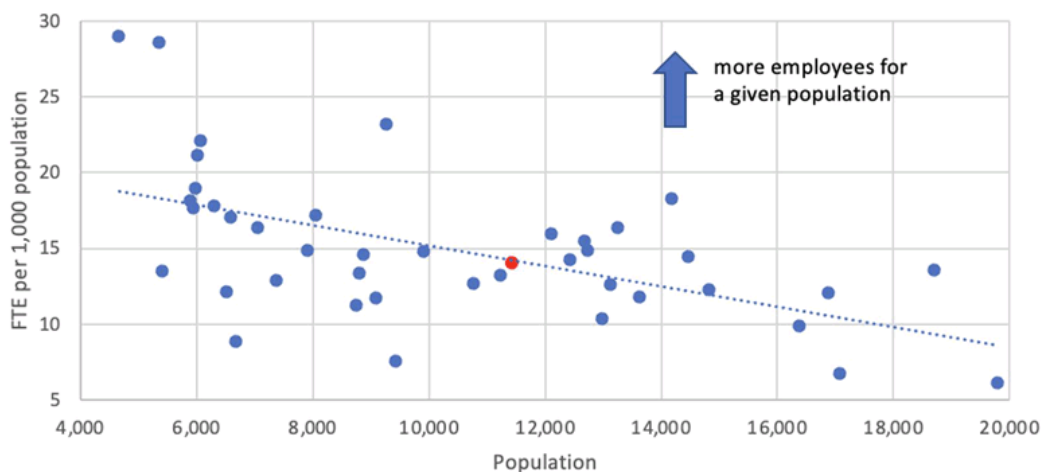
Notes:

1. To enable 'apples and apples' comparisons between costs in each year, costs in earlier years have been increased by a percentage equal to the State Award + super guarantee levy increases over intervening period (average 2% p.a. for the Award + 0.5% for super for 2020-2023).
2. This data differs from FTEs reported in financial statements (which is only on a consolidated basis). Both reports (this one, and in financial statements) rely on internal analysis: they are indicative only.
3. 2022 is average of 2021 + 2023 (Quarterly Budget Review has a higher figure for employee budget).

In considering whether Council's staffing numbers are appropriate, Council's FTEs have been compared to other councils of a similar size. The only publicly available data on employee numbers in NSW councils is on a consolidated basis (i.e. including water and sewer funds *in addition to* general fund). Leeton has 21 staff directly employed in the water supply and sewerage area (numbers here have been fairly stable).

The figure below shows the relationship between employee numbers (on a consolidated basis) and population of the local government area. There is a clear link between the two, which is likely explained by the economies of scale realised in larger population centres. The trend line plots FTE numbers for a 'typical' council serving a given population.

**As can be seen, Leeton (in red) sits on the trend line. This suggests that, even after the growth in FTEs in recent years, FTEs are comparable to a 'typical' council of Leeton's size. In other words, Council doesn't appear to be 'overstaffed'.**



**Figure 7: relationship between FTEs (consolidated basis) and population for group 10 and 11 councils**  
 Data source: OLG, 2020, for group 10 and 11 councils ('large rural' councils under/over 10,000 population).

In making such comparisons, it is important to note that:

- there are some factors that will mean Leeton will naturally need more staff: e.g., Council is responsible for water supply (11 staff) and childcare services (23 staff); these two areas alone represent 20% of total FTEs; Council also staffs its pools and waste centres with its own employees, not contractors and
- other factors that will have the opposite effect (e.g., the small footprint of the Shire and therefore smaller rural road network and few outlying villages to service).

**Above all, it is vital to recognise there is no 'right' number of staff.** The number of employees Council needs will be determined by the services it provides, their productivity

and efficiency, its resourcing strategy (e.g. mix of staff versus contractors) and the expectations of the community. The key issue for Council is to be clear about current costs and monitor changes over time.

For the purposes of this 'Lesser SRV + Some Service Cuts' scenario, it is assumed that employee costs will:

- start at \$9.6M in 2023 (this is equivalent to 2021 actuals + 1.6% p.a. x 2 years)
- be limited to 0.5% p.a. in 2024-7 and
- increase by 2% p.a. in 2028-32 (equal to average award increases for last 5 years).

Given that employee costs will increase by 2% p.a. with the award, plus 0.5% p.a. each year until 2025 due to the increased superannuation guarantee levy, the 0.5% p.a. index represents a reduction in employee costs in real terms of around \$0.7M p.a. (7%) by 2027 compared to the 'Head in the Sand' scenario in section 7.1.

There are several issues Council needs to bear in mind when contemplating such a program.

Firstly, it is unrealistic to expect savings of this magnitude to be realised via productivity and efficiency gains alone. Council will need to make conscious decisions to reduce expectations for service delivery (informed by community engagement, as discussed in section 3.5), or it will risk burning out its remaining staff who will be left to try to 'do more with less'.

Secondly, Council needs to carefully manage any change in order to avoid discouraging innovation and efficiency/productivity gains. If staff see the consequences of such initiatives being the reduction in FTEs, there may be less motivation to pursue improvements. Staff should be made aware the 'Head in the Sand' scenario is a genuine concern (if Council took this path, it would get to the point where it needs to take drastic action to contain costs).

Thirdly, savings arising from productivity and efficiency gains, or service level reductions, are only 'banked' when resources are reduced (FTEs drop, or other costs reduce, e.g., savings on workers compensation premiums), not when an efficiency gain is realised, and Council re-invests the resources that are freed up in delivering better services.

The challenges associated with these issues are why it is proposed that improvements to Council's financial sustainability are undertaken over a longer period (2024 to 2027).

Given that Council's turnover rate is around 10-11% p.a. it may be possible for Council to realise ('bank') savings via natural attrition (not replacing/redesigning positions when they become vacant), noting that this will require structural changes from time to time as service reductions will need to be specifically targeted, not just introduced in response to vacancies.

It is important to recognise there are a number of factors other than 'raw' employee numbers (FTEs) that will influence changes in employee costs:

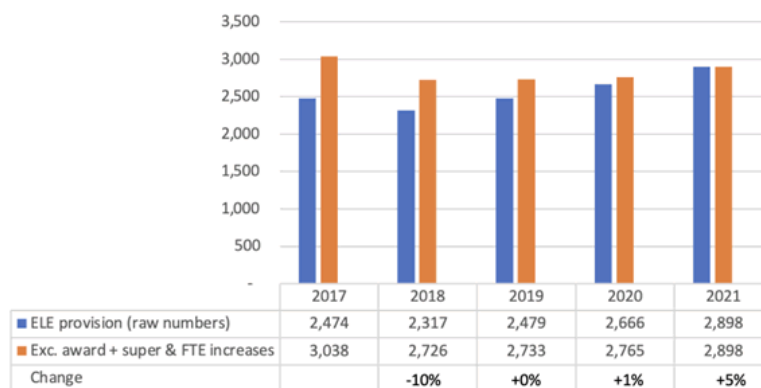
- State Award increases (2% in July 2022 and beyond that subject to new Award negotiations)
- Superannuation guarantee levy (+0.5% p.a. until 2025, i.e. 2% p.a. total on current)
- Employees progressing through salary steps
- Re-evaluation of positions (changing pay rates)
- Span of control / structure (number of employees per manager)



- Redundancy and termination payments
- Management of outstanding leave (as discussed below)
- Amount of overtime (as discussed below)
- Training programs
- Investment in safety programs
- Workers’ compensation performance (number and severity of injuries, and rehabilitation), which impacts insurance costs (Council is currently at the ‘cap’ for premiums now and its ageing workforce means this will be an ongoing challenge).

There are several metrics that will be helpful for Council to monitor to support its efforts to contain employee costs.

Firstly, outstanding leave liability (the value of leave owed to staff including long service and annual leave, which is reported in the annual financial statements). Changes over the last 5 years are shown in the figure below. While the ‘raw’ numbers appeared to indicate liabilities were building up over time, once the increases associated with the award and super guarantee were included, and also the growth in FTEs, there has been far less change. The drop in 2018 is probably due to the high turnover rate (18%), which would have resulted in pay out of leave on exit. The growth in 2021 is understandable due to COVID.



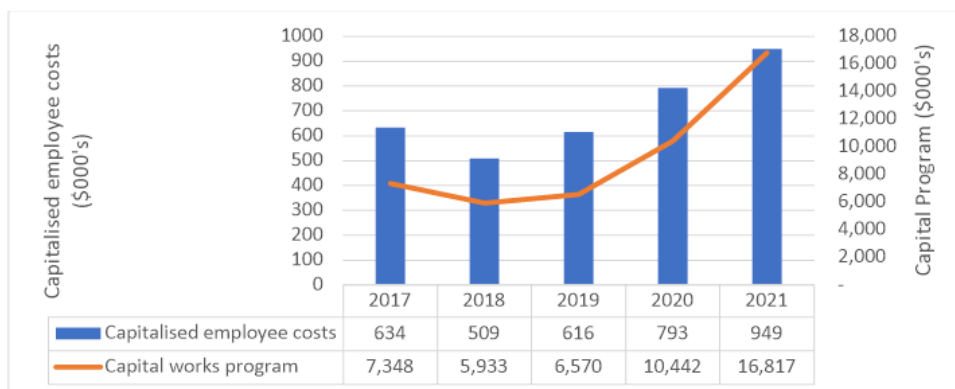
**Figure 8: trends in employee leave entitlements provision**

Council is actively managing leave, recognising that a growth in employee leave entitlements may be of concern from the perspectives of:

- Health and wellbeing of employees (leave is provided for a reason)
- Additional costs associated with progression through the salary system and award increases (e.g., leave is accrued at a pay rate of \$10/hr and paid out at \$20/hr).

The second metric to monitor over time is the amount of employee costs capitalised. In a perfect world Council will match its resources to its program perfectly, but in reality, there is a movement between operations and capital works depending on resourcing priorities.

The figure below (which is consolidated, including water and sewer, not just general fund) suggests there is a correlation between capitalised labour costs and the capital program.



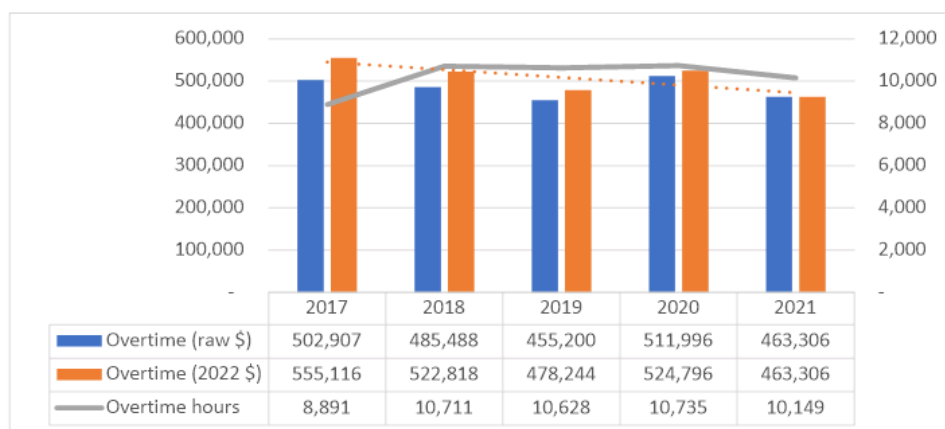
**Figure 9: History of capitalised employee costs and capital works program (consolidated basis)**

There are opportunities to improve the meaningfulness of this chart: 1. distinguish general fund only, and also within general fund (e.g. focus on roads crews); 2. eliminate the inclusion of capital works undertaken by contractors; 3. include construction works on state roads and other assets not owned by Council (which aren't capitalise).

The key issue here is that Council needs to manage its resources carefully. Specifically, to avoid building up resources to deliver a 'peak' capital works program, but then to have these resources move back to operational areas in a 'quiet' year (increasing costs, working against Council's efforts to reduce expenses). Now that Council has a longer term works program (in the Strategic Asset Management Plan) it can develop a more robust workforce strategy to match its capital works requirements with employee numbers.

An increase or decrease in capitalised costs relative to the capital works program isn't necessary good or bad – instead (like most measures that Council needs to monitor) it should be viewed as a way of better understanding what's going on in the business.

The final item suggested here to be monitored is the amount of overtime paid out each year and/or the hours of overtime worked. Again, the figures are on a consolidated basis, but have been adjusted to 2022 \$ by increasing earlier years to account for award + super increases.



**Figure 10: History of overtime (consolidated basis)**

While numbers were stable for some time (and COVID related activities, e.g. cleaning, tended to increase it), the hours have started to trend down in the last year. An initiative that Council has introduced during 2022 is an afterhours customer service system which triages customer requests so that only urgent / critical requests are responded to afterhours and routine requests are followed up on working days.

A drop in overtime isn't necessarily a good thing. As with capitalisation, Council needs to avoid resourcing for the peaks. Overtime is a good way to cover the peaks. It also needs to be remembered that while staff get paid extra for overtime, Council doesn't actually pay much more (e.g. superannuation isn't calculated on overtime, only to normal hours).

As with the other metrics, the downward trend in overtime isn't necessarily good or bad, rather it is an opportunity to ask questions.

Materials and services + other expenses

Historic analysis and future forecasts of 'materials and services' are complicated by a change in the code of accounting in 2022. This moved most 'other expenses' to what was 'materials and contracts' and is now 'materials and services'. For simplicity, all such expenses are considered together in this LTFP. Appendix 1 has the details as per the financial statements.

As noted in Figure 1, materials and services + other expenses make up large portion (36% + 2%) of Council's overall expenses. This includes:

- Raw materials and consumables such as bitumen and gravel for road maintenance, materials for repairs and maintenance of facilities (buildings and open spaces)
- Fuel and spares for plant operations
- Electricity, telecommunications, water, sewerage and rates on Council properties as well as streetlighting costs
- Contractors (e.g. waste collection, some road and facilities maintenance, cleaning)
- Consultants, auditors and legal expenses
- Advertising, banking, office expenses
- Subscriptions, licences and permits, and
- Councillor expenses.

Trends in the expenses listed above are shown overall in the figure below (blue columns). 'One off' items in 2020/21 are separately identified so the trend in ongoing items is clearer.

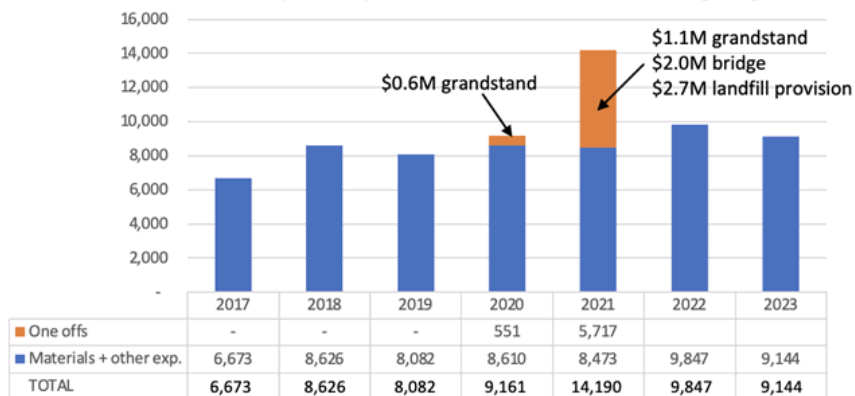


Figure 11: trends in materials and services + other expenses (including one-offs)

As can be seen, once 'one off' items are excluded, 'ongoing' expenses were relatively stable (\$8M to \$8.5M) between 2018 and 2021 but increased by \$1.5M or so in 2022 (to \$9.8M) before dropping back to \$9.1M in the 2023 budget (\$0.5-0.6M more than historic trend). This is one of the main contributors to the deficit (alongside employees and depreciation).

The internal service review process outlined in section 3.5 will examine these changes in more detail in relation to individual functions and also consider the relationship between these expenses and service levels.

Along with employee costs, materials and services is the main area Council can influence to reduce its operating deficit over time. This might be through savings in procurement (joint purchasing, changes to methods), by doing more in-house (without increasing employee costs) and/or by varying service levels (doing less overall).

For this 'Lower SRV + Some Service Cuts' scenario, it is assumed materials and services will:

- Increase by only 0.25% p.a. in 2024-5, 0.5% p.a. in 2026-7 and then
- Increase by 2.5% p.a. for the period 2028-2032.

This is a decrease of close to \$1M (10%) by 2027 compared to the 'Head in the Sand' scenario (section 7.1), which assumes continued increases of 2.5% p.a.

It is important to note, though, that Council can't influence the 'other expenses' in the same way. One of the main items is contributions to other levels of government (RFS, SES and NSW Fire Brigades). These were proposed to increase considerably last year, but the NSW Government reversed its decision to do so in response to lobbying from local government. Note: Council does receive some grants for RFS offsetting these contributions.

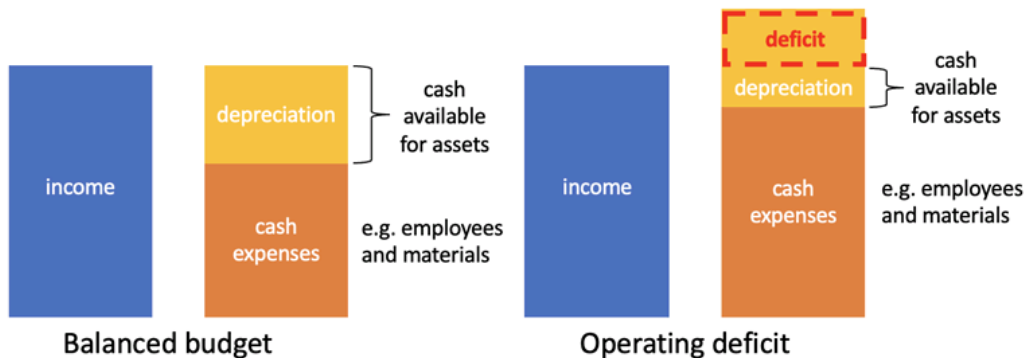
The other main item in 'other expenses' is \$30-50k p.a. donations to community groups. This is not considered high for a population of 11,500 residents that has over 200 groups servicing the community across a range of sporting, cultural, health and wellbeing type services.

It is assumed other expenses will increase by 2.5% p.a. over the next 10 years.

#### Depreciation

Depreciation is sometimes dismissed as unimportant as it isn't a 'cash' expense, but it is fundamental to sound financial management. It represents the 'cost of asset consumption'.

**Depreciation is best understood as *the means by which Council generates cash to fund work on infrastructure and other assets in the context of a balanced budget:***



**Figure 12: Why depreciation can be understood as the means of generating cash for work on assets**

Ongoing operating deficits mean Council will have enough income to cover its cash expenses (employees, materials, etc.) but not its depreciation, so it may struggle to afford to invest what it needs to in its assets (capital works, e.g., renew a road in poor condition).

It is important to note, though, that infrastructure investment needs vary considerably over time (as discussed in section 3.3).

Consequently, cash generated ‘from’ depreciation won’t necessarily be spent in the year Council receives it. Works on Council’s assets are financed in 3 ways:

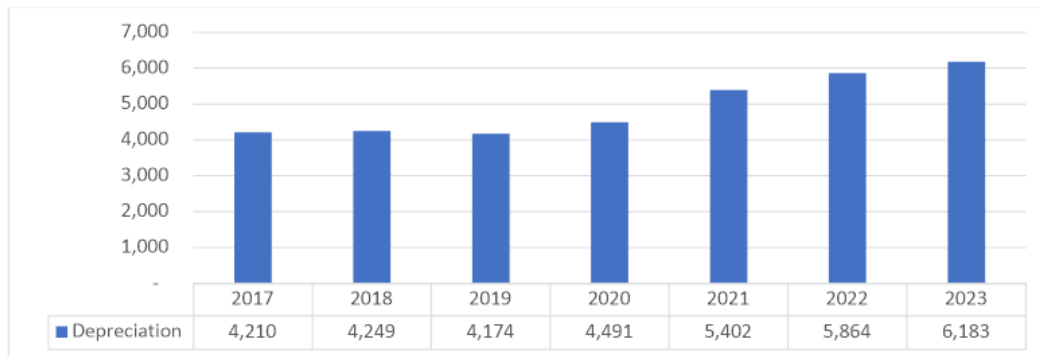
- *after* the income is received, which means Council will keep it in a **reserve** until it is needed
- *at the same time* as the **income** is received (current year income, including grants)
- *before* the income is received, so Council will need to **borrow** to pay for the works, and then repay the loan as income comes in over time.

The other side of this issue is that Council needs to ensure its depreciation expenses are reasonable (not too high or too low). This will be reviewed as part of the service review process (section 3.5). Reasonable estimates are important in terms of:

- achieving intergenerational equity (so the current generation pays for the cost of its services, including infrastructure – not too much or too little, and future generations also pay their fair share of the costs of built services).
- financial sustainability (so Council is confident it will have sufficient money available when it needs it – either as cash reserves or as the capacity to repay borrowings).

As can be seen in the figure below, depreciation expenses have increased considerably in recent years. The \$1M (20%) jump in 2021 was due to the revaluation of Council’s largest asset class, transport, which make up 82% of general fund assets in terms of replacement value and 57% in terms of depreciation expenses.

The increases budgeted in 2022 and 2023 are largely associated with investments in new or upgraded assets (such as the Leeton Aquatic Centre, Chelmsford Place Town Square and the Roxy Theatre).



**Figure 13: trends in depreciation over time**

It is important to note that Council has in recent years started to use external consultants (valuers) to undertake these assessments (of asset values and service lives) in accordance with best practice. Valuers consult council staff when they do their valuations so that local knowledge is considered and the final assessments must be signed off by the NSW Auditor General.

The questions surrounding depreciation are a strong argument for investing adequately in Council’s asset management systems so Council is confident of their accuracy. The scale of depreciation is also a good argument to invest adequately in activities to prolong the life of existing assets (especially resealing of sealed roads) as longer life = lower depreciation.

It is only assumed that depreciation will increase by 2% p.a. for the next 10 years. This is likely to prove optimistic, particularly given that:

- Council is planning to build a number of new or upgraded assets and
- Anecdotal evidence is that the index for construction of roads (which make up half of depreciation in the general fund) as well as buildings and drainage (which make up the majority of the remainder) are above inflation generally due to market forces.

Council’s ARIC Committee has suggested that depreciation seems to be over-inflated and needs to be reviewed. Depreciation is something that Council needs to monitor over time and also review via the internal service reviews and the revaluation process.

#### Interest on loans

Council’s current and proposed loans, including assumed interest rates (and so the operating expense associated with these), are detailed in section 3.4.

### 3.3 Investment in Infrastructure and Other Assets (+ Asset Sales)

As noted in section 2, responsible and sustainable infrastructure investment is one of Council’s primary financial sustainability objectives.

The Strategic Asset Management Plan (SAMP) is the primary document to guide Council’s pursuit of this objective, but it is critical that the numbers in the SAMP align with those in this LTFP and Council’s other IP&R documents. The table below explains the level of detail for capital works planning in each document, and how the figures in each are related.

Document	Level of detail provided
Strategic Asset Management Plan	Total capital works program set out in section 3.1. Includes amounts for each <i>asset class</i> (e.g. transport, buildings, plant) and <i>programs</i> within these (e.g. unsealed roads within transport). Major <i>projects</i> may also be identified. Figures are current year \$
Long Term Financial Plan	Total capital works from SAMP shown as ‘capital works’ in Figure 3 above, and in Appendix 1 in the cashflow statement (at ‘purchase of infrastructure, property, plant and equipment’). Figures are indexed (so they differ from those in the SAMP).
Delivery Program (financial forecasts)	Similar level of detail to what is in the SAMP, numbers align with years 1-3 of the LTFP. Figures are indexed.
Operational Plan (annual budget)	Total of capital works equals total for year 1 of SAMP. Individual <i>projects</i> within each <i>program</i> identified in the SAMP are identified. Only current year projects are ‘locked in’. Projects for future years may be listed for information but are subject to change. Unfunded projects may be included to guide grant applications.

**Table 6: Alignment between financial information in IP&R documents**

A significant uncertainty in preparing this LTFP is the amount of works forecast to be carried over from the 2022 financial year to 2023. At this stage, it has been estimated that \$14.9M of the \$23.6M of projects in the 2022 capital works program for general fund will be carried over (i.e. only \$8.7M will be completed). This means the \$14.9M will be added to the \$9.6M budgeted in 2023 (total \$24.5M). It is estimated this includes around \$6M in renewals, with the remainder being upgrades and new assets.

#### Performance against infrastructure investment benchmarks (asset renewals)

As noted in section 2, OLG prescribes several performance measures councils must report on in their annual financial statements. One of these is the *Building and Asset Renewals Ratio*, which compares asset renewal expenditure to depreciation (the benchmark being > 100%, i.e. councils should spend equal to, or more than depreciation on asset renewals).

Based on the amounts in the SAMP and this LTFP, Council will not meet this ratio over the next 10 years, however, the ratio is not considered an appropriate measure where a council has undertaken robust asset management planning. The calculations for performance against the ratio are shown below.

As noted above, it is estimated there is an additional \$6M in asset renewals to carry over from the 2022 budget. This would increase 10 year renewals to \$54M (renewal ratio 89%).

10 year capital works program (section 3.1 of SAMP)	\$60.1M
Less funds earmarked for new assets and/or upgrades	-\$12.2M
<b>Renewal funding forecast for 10 years</b>	<b>\$47.9M</b>
Depreciation expenses for 10 years (\$6.1M p.a. x 10 years)	\$61M
<b>Building and Infrastructure Asset Renewals Ratio (10 years)</b>	<b>78%</b>

**Table 7: 10 year Building and Infrastructure Renewals Ratio calculation for general fund**

In section 5 of the SAMP, it is explained why Council considers this OLG benchmark to be inappropriate. In summary, Council should spend *what is required* (as forecast in the SAMP) not an amount equal to depreciation on asset renewals. Doing what is required is most certainly Council's objective (refer section 2). Since Council's assets are in relatively good condition, Council currently only needs to spend an amount less than depreciation.

It is important to recognise, however, that this means Council is likely to need to spend *more* than depreciation in future years as assets currently in good condition deteriorate. For this reason, Council must maintain adequate reserves and/or borrowing capacity. Figure 3 shows this is what is forecast to happen: Council's reserves will drop below \$10M in 2025 (as it invests heavily capital projects, and also due to the operating deficit), but the reserves will build up again to over \$20M in 2032.

So long as depreciation estimates are accurate, Council should expect that it will need to spend those reserves beyond 10 years renewing assets that are in good condition now. If Council *doesn't* build up these reserves over the next 10 years, future generations are likely to be faced with larger rate increases and/or service cuts to pay for the higher level of renewals required at that time. **This is what intergenerational equity is all about.**

#### Capital grants

Council relies on a range of ongoing grants to help fund its asset-related activities. These ongoing grants are identified in section 3.1 of this LTFP.

Council also relies on specific one-off grants to help fund some projects. These are identified in the 'specific grants' (far left) column of the capital works program in section 3.1 of the SAMP for the full 10 years. The table below explains which projects they relate to. Note that these projects are not yet confirmed by Council as proceeding (indicative only).

Capital works program	Specific grants Confirmed (C) / Unconfirmed (U)	Project
Local road upgrades	\$1.75M (U)	Eurolly Road widening (50%) 2027
Stadium	\$1M (U)	Leeton Stadium expansion (50%) 2027
Caravan Parks	\$1M (U)	Gogeldrie Weir redevelopment (66%) 2026 (additional to work in 2023 budget)

**Table 8: Forecast capital grants over 10 years for general fund**

These grants are shown at 'capital grants' in the income statement and 'grants and contributions' in the cashflow statement in Appendix 1. If the unconfirmed grants are not secured, the projects they relate to may not proceed unless Council resolves to fund them by other means, at which time this LTFP should be reviewed.



Council will also pursue additional capital grant opportunities as and when they arise, with a focus on asset renewals and priority projects (as noted in the objective in section 2).

Note that the capital grants in 2023 include an additional amount over and above what is in the 2023 budget considering the carry over works from 2022 (as discussed in section 3.3).

#### Asset Sales

The 2023 capital works program includes \$4M for development of Vance Industrial Estate. It is assumed that Council will sell this off over the period 2025-2032 at a rate of \$500k p.a. (effectively paying back the \$4M investment).

No other asset sales are proposed at this time, although internal service reviews (discussed in section 3.5) will seek opportunities to do so as part of that process.

One possibility of another asset sale is developing Brobenah Dog Park into housing estate and selling off the blocks at a profit. Council will need to invest capital up front for infrastructure to service the blocks.

### 3.4 Reserves and Borrowing

As noted in section 2, one of Council’s primary financial sustainability objectives is maintaining adequate cash reserves and use borrowings where required to supplement this. The two are closely related:

- Council builds up **cash reserves** when it receives income *ahead of* time compared to expenditure outlays
- Council utilises **borrowings** as a way of overcoming “timing mismatches”<sup>6</sup> where outlays need to occur *before the time* it receives income to pay for these.

The following sections outline key issues in relation to reserves and borrowing.

#### Cash reserves

Council had almost \$47M in reserves across the water, sewer and general funds as at 30 June 2021 (as noted in section 3.3, the capital works in the 2022 budget to be carried over is uncertain; this will impact reserves, hence 2021 is adopted as the starting point).

The table below summarises these. There are 3 main types:

- *externally restricted* (legislation restricts what Council can spend these funds on)
- *internally restricted* (Council has resolved to restrict the funds for specific things)
- *unrestricted* (cash available to spend on anything, in accord with Council’s budget)

Reserve type	Details	\$000’s
<b>Total funds</b> (all cash, investments and cash equivalents)		<b>46,982</b>
Externally restricted (water and sewer)	Funds within the water and sewer funds e.g. reserves and headworks developer contributions	-26,569
Externally restricted (general fund)	Funds in the general fund, use restricted by legislation (e.g. domestic waste management, stormwater levy, developer contributions, unexpended grants)	-7,057
<b>Total funds</b> (excluding external restrictions)		<b>13,356</b>
Internal restrictions	Funds in the general fund, use restricted by resolution of council (e.g. employee leave entitlements, plant replacement, infrastructure, buildings, etc.)	-11,417
<b>Total unrestricted funds</b> (available for allocation to any purpose)		<b>1,939</b>

**Table 9: Summary of reserves with external and internal restrictions**

Council can, by resolution, vary its internal restrictions at any time. **In other words, the \$13,356,000 above is available for Council to allocate to any operational or capital activity.** This is why the *Unrestricted Current Ratio* (one of the performance measures councils are required to report against in their annual financial statements) includes both ‘unrestricted’ and ‘internally restricted’ funds. Effectively, all such funds are ‘unrestricted’.

In the past, like most councils, Leeton Shire Council has used internal restrictions as a substitute for strategic planning. This use dates back to the era of cash accounting and absence of long term planning. For example, Council previously set aside \$2M for

<sup>6</sup> *Debt is not a Dirty Word*, page 2 (Comrie, 2014).

‘infrastructure replacement’ and last year added \$100k for cemetery expansion as it anticipated it will need these funds in future.

Now that Council has an up-to-date SAMP (albeit in need of further refinement) and LTFP setting out what it *does* need into the future, there is good reason not to use reserves in this way. Doing so confuses the strategic planning framework established in this LTFP and accompanying SAMP.

Instead of putting funds aside in ‘biscuit tins’ for specific purposes, Council needs to focus on forecasting what it intends to *spend* to achieve its objectives, and to ensure it has sufficient *funds* overall to cover these outlays (whether these funds be current year earnings including grants, cash reserves and/or borrowings if reserves are insufficient).

Figure 3 (from above, reproduced here for ease of reference) is a visual representation of this different approach to financial strategic planning:

- outlays for capital works (purple columns), can vary considerably from year to year, and often have grants (light purple top of column) to help fund them
- in addition to Council’s operating performance (from Figure 2), capital works and grants impact Council’s cash reserves (green line)
- Council then uses borrowings (red line) to supplement its cashflow so that its cash reserves don’t dip below a minimum ‘acceptable’ amount if required (as discussed further below)

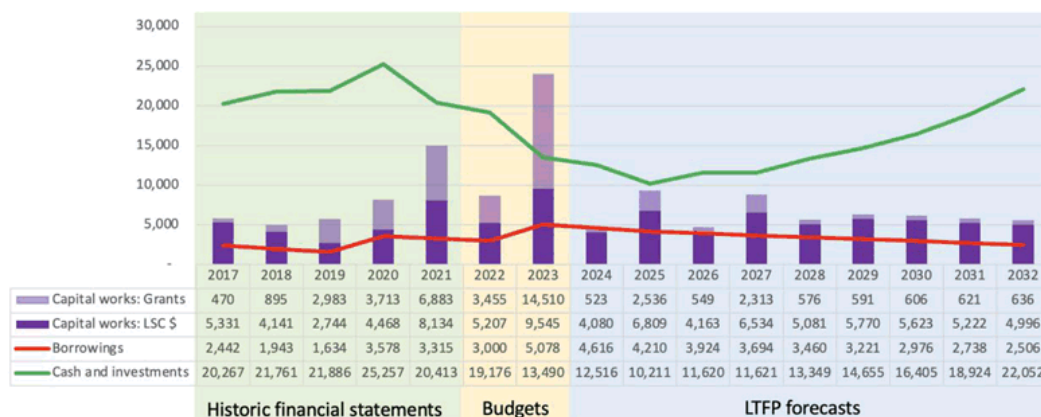


Figure 3: trends in capital works, grants and cash and investments (reserves) and borrowings in general fund

Two issues perhaps need clarifying in the context of this change in the way Council utilises internal reserves. Firstly, councils commonly hold **employee leave entitlements (ELE)** reserves. Council had \$1.3M in its ELE reserve as at 30 June 2021. This is close to what it estimated would be settled in the next 12 months (as reported note C3-4 of the financial statements). But if Council is managing employee leave appropriately (as discussed in section 3.1), then ‘what goes in’ should equal ‘what comes out’ (e.g. an employee accrues 4 weeks annual leave in a year, but they should also be taking 4 weeks leave).

A second issue relates to functions Council wants to treat as a ‘self funding business unit’ (e.g. Council already treats LELC this way and may like to work towards Gogeldrie Weir Riverside Park being a business unit). It is less important to quarantine cash generated from LELC over and above its cash operating expenses (and only permit LELC to draw on this

reserve, or to require it to borrow over and above this) than it is to ensure it achieves at least 'break even' operating performance including depreciation. So long as LELC does so, it is 'paying its own way'. Any re-investment of funds by Council for capital works will be covered by depreciation.

There may be circumstances where Council does need to establish internal reserves for distinct operations, but for all such operations currently, internal reserves are unwarranted. A first step if Council does need/wish to do so is to ensure that these operations keep a distinct set of accounts.

## Borrowings

The table below lists existing loans in Council's general fund.<sup>7</sup>

Description	Loan % Rate	Final Payment Date	Principal 1 July 2022	New Loans 2021/22	New Loans 2022/23	Total Loans 2022/23	Annual Repayment	Principal Repayments	Interest Repayments	Principal Outstanding
<b>Community Services</b>										
IRS 1 Loan - Community Multi-Purpose Centre	5.52%	19/09/2022	66,530				68,362	66,530	1,831	0
<b>Roads</b>										
IRS 2 Loan - Petersham Road Works	4.85%	18/08/2023	198,051				138,483	130,418	8,065	67,633
<b>Sporting Grounds and Facilities</b>										
IRS 3 Loan - Leeton Ovals Complex Dressing Shed Development	4.34%	22/07/2024	346,344				124,345	110,560	13,785	235,783
Showground Grandstand	2.59%	30/04/2030	163,903				22,751	18,738	4,013	145,166
Leeton Pool Refurbishment	2.99%	30/04/2040	2,076,106				147,625	90,120	57,505	1,985,986
<b>Existing Loans</b>			<b>2,850,934</b>				<b>501,565</b>	<b>416,367</b>	<b>85,198</b>	<b>2,434,567</b>

**Table 10: Summary of current borrowings**

As discussed in relation to depreciation (section 3.2) and cash reserves (above) it is best to think of borrowings simply as a means of supplementing a shortfall in cash reserves (i.e., Council should only borrow if it forecasts its cash reserves will drop below the minimum it determines it needs to have sufficient flexibility to overcome shocks). Further risk analysis on the minimum 'comfortable' level is required, but at this stage it is suggested that \$5M of unrestricted and/or internally restricted funds should be sufficient as a minimum.

Current modelling (Figure 3 above) suggests that Council won't drop below the \$5M 'minimum' amount, so borrowing may not be required. *However*, this relies on Council achieving savings and increasing its income. If Council doesn't do so, it may need to borrow to maintain sufficient cash. The 2022/23 budget includes new loans of \$5.2M.

Description	Loan % Rate	Final Payment Date	Principal 1 July 2022	New Loans 2021/22	New Loans 2022/23	Total Loans 2022/23	Annual Repayment	Principal Repayments	Interest Repayments	Principal Outstanding
<b>Economic Development</b>										
Vance Estate Development	4.77%	1/05/2032		1,400,000	0	1,400,000	88,833	57,619	28,000	1,342,381
*Roxy Theatre	4.77%	1/05/2042		1,131,100	1,868,900	3,000,000	190,357	49,667	60,000	2,950,333
LELC	4.77%	1/05/2032		500,000	0	500,000	19,036	12,347	6,000	287,653
Gogelderie Caravan Park Cabins	4.77%	1/05/2032		500,000	500,000	1,000,000	31,726	20,578	10,000	479,422
<b>New Loans</b>			<b>0</b>	<b>3,531,100</b>	<b>2,368,900</b>	<b>5,200,000</b>	<b>329,952</b>	<b>140,212</b>	<b>104,000</b>	<b>5,059,788</b>

**Table 11: Summary of proposed borrowings**

<sup>7</sup> The Local Government Regulation requires Council to include a statement of borrowings in the Revenue Policy (part of the Operational Plan) but this information is also included in this LTFP for completeness.

### 3.5 Options to Improve Financial Sustainability

As noted in section 2, exploring opportunities to improve the financial sustainability of its general fund, both internally and externally, is one of Council's key objectives.

#### Opportunities to be explored internally (service reviews)

Council will explore opportunities to improve its financial sustainability internally via a program of service reviews. These will focus on:

- each of Council's functions as defined in its Delivery Program,
- specific principal activities within a particular function, and/or
- broader issues relevant to the organisation more generally (where similar issues arise in different functional areas).

Council's Delivery Program identifies the service reviews it currently intends to undertake. It is anticipated there will be additional reviews undertaken over Council's term, and particularly in preparation for community engagement (below) and for a revised LTFP.

#### Service reviews will examine issues such as:

- internal and external operating environment:
  - legislative obligations and other corporate risks
  - stakeholder needs and expectations
  - Council's role and organisation, alignment with other functions
- finances (trends in income and expenses in the past and forecasts for the future, true cost of service delivery, review of depreciation, capital works needs)
- resourcing (employees, materials and services, use of technology and management systems to support operations)
- performance monitoring, measurement and reporting (including benchmarking opportunities, while taking care to understand differences compared to others)
- relationship between service levels and cost of service delivery (to inform service level options to explore with the community, including asset rationalisation).

#### Key outcomes of the service review process will include:

- opportunities to improve productivity and efficiency, and to better manage risk
- options to vary levels of service, and the cost and risk implications of these
- options to vary current fees and charges (if any) and issues to consider.

Council will report on the outcomes of service reviews undertaken in its Annual Report, as required by the IP&R Guidelines mandated by OLG.

#### Opportunities to be explored externally (community engagement)

Council will pursue opportunities to improve productivity and efficiency to improve its financial sustainability. This is the first 'outcome of service reviews' above.

The other 'outcomes' also need to be pursued, but **these will impact the community** either:

- specifically in relation to a **particular service** (via changes to service levels and/or user fees and charges, the second and third dot points in 'outcomes' above) or

- generally, in that *maintaining* current service levels (and, to a lesser extent, current fees and charges) across the board will mean that Council will need to pursue a **Special Rate Variation** to address its deficit.

**As such, it is vital that Council meaningfully engages with the community about the options to improve its financial sustainability that will affect them including:**

- **their priorities, in terms of the services Council delivers and**
- **their willingness to pay for these either:**
  - **specifically (via user fees and charges) or**
  - **generally (via a Special Rate Variation).**

The Community Engagement Strategy guiding this engagement will be developed soon. Council will be utilising a variety of methods to engage meaningfully including:

- generalised approaches (e.g. surveys, public meetings)
- more in-depth engagement (e.g. a 'community sounding board' who have an opportunity to learn more details, and to provide more robust, informed feedback)
- targeted engagement with specific user groups
- tailored approaches to ensure all voices have an opportunity to be heard.

The scenarios in section 7 are intended to help people picture what the 'extremes' of alternative options might look like:

- the 'Head in the Sand' scenario explains that Council will run short of cash, and need to cut services to maintain its liquidity, if it continues its current path
- the 'Austerity' scenario explains the scale of cuts that would be required to make Council financially sustainable without extra income from a Special Rate Variation
- the 'SRV + Maintain All Services' scenario explains the scale of Special Rate Variation to 'close the gap' without any cuts to services.

As discussed at the start of section 3, this 'Lesser SRV + Some Service Cuts' scenario takes the 'middle ground':

- reductions in operating expenses of 7% (employee costs + materials and services), around \$1.5M p.a. (ideally via productivity and efficiency gains, but realistically, this will include a considerable amount of service cuts) and
- a 20% Special Rate Variation over 4 years, totalling \$1.65M on top of the rate peg.

**While it is acknowledged that no one wants to pay more in rates, it is also expected that the community will be unwilling to accept significant service cuts. Council doesn't need to come up with 'the solution' now, but rather to meaningfully engage with the community about Council's current challenges and the community's aspirations for the future.**

But Council also needs to reinforce that it has an obligation under the NSW Local Government to adhere to the principles of sound financial management (the 'Head in the Sand' scenario in section 7.1 highlights that avoiding this issue is not an option anyway).

Revising this LTFP

Once Council has explored its opportunities to improve financial sustainability, it intends to revise this LTFP and its Delivery Program covering the remainder of its term in office.

#### 4. Water Fund

Council accounts for its water supply function as a separate business, as required by the NSW Local Government Act and National Competition Policy.

The figure below summarises the main operating revenues and expenses in the Income Statement for Council’s 2022/23 budget, including the projected surplus of \$268,000. This excludes \$54,000 forecast to be received for capital grants and contributions.

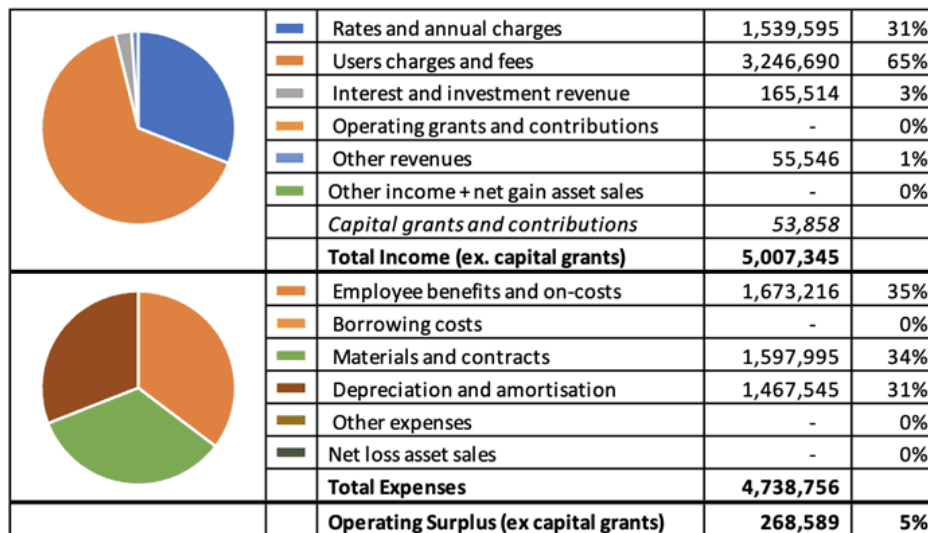


Figure 14: key income and expense items in 2022/23 water fund budget

A surplus of this size (5% of total revenues) should give some confidence the water fund is sustainable. But it is important to put this in perspective with a longer term view in the figure below.

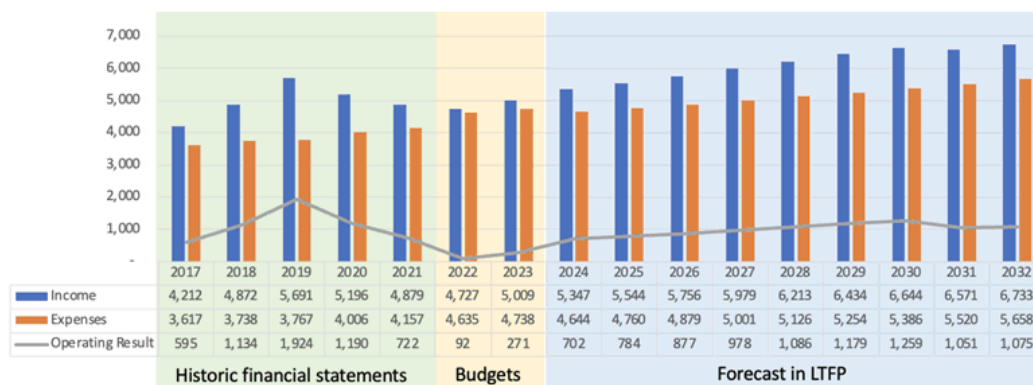


Figure 15: trends in income, expenses and operating result in water fund

In summary, the ‘story’ that can be told with Figure 2 and some historic context is:

- Historically, the water fund performed strongly (often, with 20%+ surplus)
- Council’s **income** (blue columns) increased considerably in 2019 due to higher water usage (contributing factors are likely to include weather, but possibly also the installation of new water meters throughout the Shire, with consumers subsequently choosing to reduce their consumption to reduce their bills)
- Non-residential (commercial) consumption was down in 2019 and 2020, most likely due to lower agricultural production (resulting in lower demand from factories), but is anticipated to increase in 2021 and 2022 (figures to be confirmed)
- Council’s **expenses** (orange columns) have increased consistently over time, although there was a jump in 2021 due to a revised staff roster (due to COVID 19) and in 2022 due to higher depreciation following the revaluation of Council’s assets.
- Financial performance of the water fund will improve over time, building on the current surplus and also generating more income from interest on growing reserves.

Council’s financial *performance* in Figure 2 is only part of the ‘story’. Figure 3 (below) presents the other part of the story: Council’s financial *position* (reserves, borrowings and investment in infrastructure).

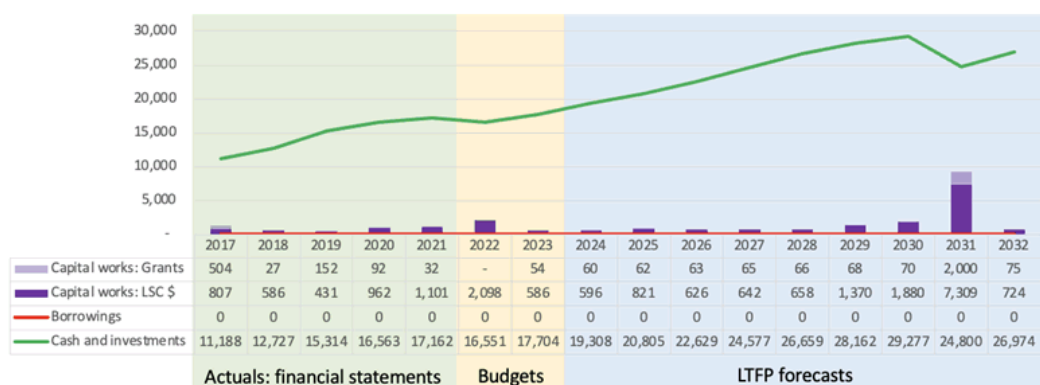


Figure 16: trends in capital works, grants and cash and investments (reserves) and borrowings in water fund

In summary, the ‘story’ that Figure 3 is telling is:

- Council’s **capital works** needs (purple columns) have been fairly low historically and are forecast to remain so over the next 10 years (as discussed in section 4.3).
- Council is building up significant **cash reserves** (green line) because of its operating surpluses and relatively low levels of capital works, although it is also budgeting for a \$2M **capital grant** (light purple column) to help fund the upgrade of Leeton Water Treatment Plant in 2031
- Council doesn’t need any **borrowings** (red line) as it has plenty of cash reserves.

It is important to recognise that 10 years is a short time in the life of most water supply infrastructure assets, and so section 4.3 takes a longer term look at potential capital works needs. In summary, it is forecast that the 30 year capital works program (which exceeds depreciation expenses, but includes some upgrades) can be funded without even needing to



borrow. This suggests that the water fund is financially sustainable, and potentially there is scope to reduce charges.

The assumptions behind the overall numbers in Figure 15 are summarised in the table below alongside the historic increases in these items in the last few years.

<b>Income items</b>	<b>Historic increases (5 yrs)</b>	<b>Assumptions</b>
<i>Rates and annual charges</i>	Increases in access charges have averaged 2.6% over the past 4 years	2023: budget is 6% higher than 2021 actuals. 2024-2032: 2.5% p.a.
<i>User fees and charges</i>	Increases in usage charges have averaged 3.7% over the past 4 years.	2023: budget is about equal to 2020 actuals, less than the peak in 2019. Depends on usage. 2024: average of 2020+2021 + 3%. 2025-2032: 2.5% p.a.
<i>Interest</i>	Varies with interest rates and cash reserves	2.2% p.a. in 2024 increasing 0.25% p.a. to 4.2% in 2032. Actual \$ calculated on reserve balance.
<i>Operating grants</i>		Note: pensioner subsidies are budgeted for under 'rates' in general fund
<i>Other revenues</i>	Average \$125k p.a.	2023-2032: \$100k p.a. + 2.5% p.a.
<b>Expense items</b>		<b>Assumptions</b>
<i>Employee costs</i>	Were around \$1.7M 2018 to 2020, increased in 2021 to \$1.9M (some one-offs).	Starting point 2023: \$1.7M (as budgeted, close to 2021 actuals). 2024-2032: 2.5% p.a.
<i>Materials and services + other expenses</i>	\$1.2-1.3M p.a.	Starting point: \$1.6M (as budgeted 2023, includes some operational projects - planning) 2024: drops by \$200k. 2025-2032: 2.5% p.a.
<i>Borrowing costs</i>	No debt.	No debt.
<i>Depreciation</i>	Around \$950k p.a.	Jump to \$1.45M after revaluation, then 2.5% p.a.

**Table 12: Summary of assumptions for operating revenues and expenses – water fund**

Sections 4.1 and 4.2 discuss each of the above items in detail, identifying issues that:

- have contributed to this year's operating result in the current budget (Figure 1), and
- are forecast to impact operating performance in future (Figure 2).

The detailed numbers for each item are in the income statement in Appendix 1.

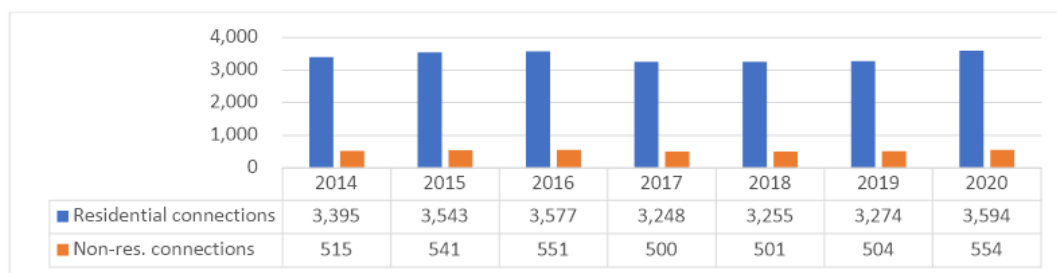
Sections 4.3 and 4.4 discuss assumptions behind Figure 3 including capital works and grants and cash reserves and borrowings. Further details are also in Appendix 1.

## 4.1 Revenues

### Rates and annual charges

Access charges make up 31% of income for the water fund overall. These only vary with the number and size of connections, and so can be forecast consistently over time. An increase of 2.5% p.a. has been assumed in revenues.

This doesn't allow for any particular increase in the number of connections as further analysis is required to determine this. Figures reported historically show no clear trend (further analysis is required e.g. based on number of DAs and amount of developer contributions received, but also considering Council's land use planning strategies).



**Figure 17: trends in number of connections to Council's water supply as reported over time**

Growth in connections over and above the basic current assumption that numbers will remain static will have a positive impact on revenue forecasts.

### User fees and charges

User fees and charges make up 65% of revenues in the 2023 budget (68% of direct rates and charges, excluding grants and interest).

The proportion of direct revenues from user charges peaked at 73% in 2019. While this may have been associated with installation of new water meters (the old meters were reading lower than actual consumption), it is also likely to be due to weather. As such, consumption may increase again due to weather. Further analysis on demand is being undertaken as part of the preparation of Council's new Integrated Water Cycle Management Strategy.

Best practice guidelines for management of water supply and sewerage require utilities with over 4,000 connections to set charges so as to raise more than 75% of residential revenues from usage charges (under 4,000 connections, utilities only need to raise 50% from usage). Leeton just exceeds the 4,000 threshold.

The last available data on residential usage distinct from overall revenues (from 2017 and 2018) shows Council hasn't ever quite reached the benchmark (it has been 65-70%).

Shifting more emphasis onto user charges (which vary with usage) and off access charges (which are consistent each year) is risky given that current information on usage is unclear, as shown in the figure below.

Historically, residential and non-residential usage as reported to NSW Government (blue and orange columns) was very consistent from year to year.

But the amount supplied was obviously overstated because:

- the raw water purchased from Murrumbidgee Irrigation (grey line) as actually lower than these amounts – the figures since 2019 make more sense
- the income (green line) varied considerably, and while this would have changed with increases in water charges, the ‘ups and downs’ in revenue aren’t reflected in usage.

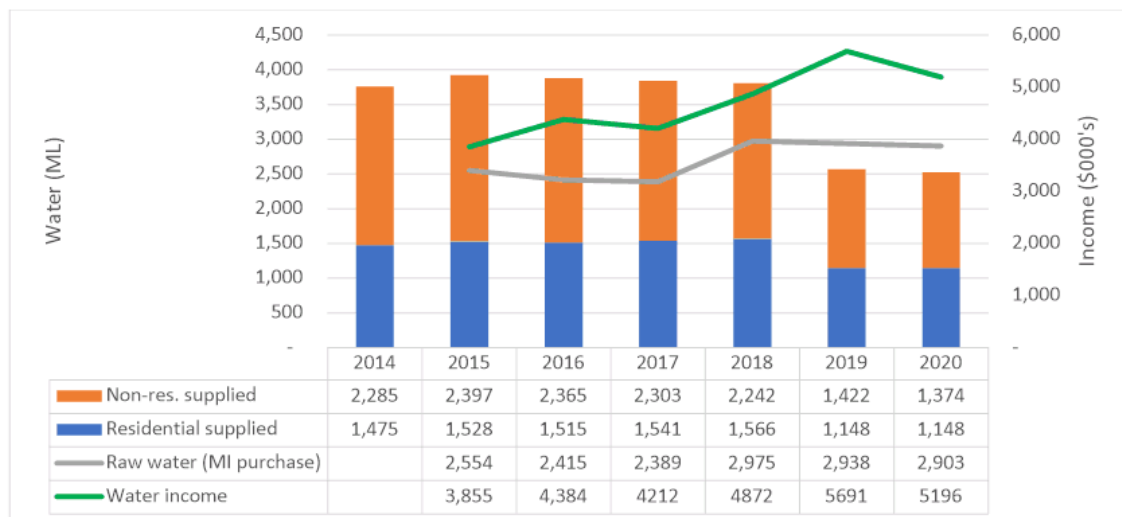


Figure 18: trends in water supplied (as reported), water purchased, and water fund income

This highlights that Council needs to do more work to better understand actual usage in dry, average and wet years for both residential and non-residential customers. This work is currently underway and will inform future revisions of this LTFP. Council is also working to reduce water losses (the difference between the grey line – water from MI – and the column – water supplied to customers – above).

When the historic and forecast revenues (access + usage) are plotted in the figure below, it shows that assumptions currently adopted in this LTFP are conservative given that revenues from usage charges have been higher in the past.

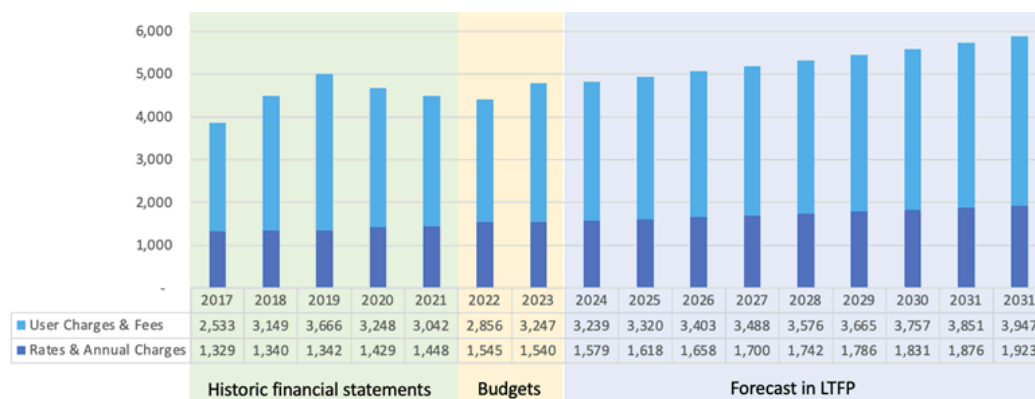


Figure 19: trends in water supplied (as reported), water purchased, and water fund income

A review of actual water usage figures for 2021 and 2022 will help refine these assumptions, as will the strategic analysis and planning work currently underway.

Given that forecasts of financial performance (Figure 15 above) suggest a surplus growing to around \$1M p.a. in 2028, and the actual revenues could be higher (depending on usage), it may be possible to reduce water charges to some extent.

This should be done in the context of a review of the split between access and usage to achieve the benchmark of 75% of revenues from usage, as per the Best Practice Framework (noted above).

But as an indication, a \$500k reduction equates to a 10% reduction in water charges overall. This would equate to a reduction of \$68 in bills:

Access charge	\$294
Usage charge (typical usage was 320kL/residential property in 2020, down from 350kL/property in 2019)	300kL x \$1.18/kL = \$354 20kL x \$1.7/kL = \$34
Typical bill	\$682
Saving of 10%	\$68

**Table 13: calculation of typical residential water bill and potential savings if charges are reduced**

This is more than the impact of year 1 of the 4.7% Special Rate Variation assumed for general fund, as discussed in section 3.1.

It is important to recognise that there is no link between ordinary rates and water charges. Council is required, under the Local Government Act, to account for its water supply business distinct from its general fund.

## 4.2 Expenses

### Employee costs

Historically, employee costs in water fund have not seen the same level of increases as general fund.

It is important to recognise that attracting and retaining skilled staff in this very important area of Council business has been recognised as a challenge across the industry.

This, and other drivers such as increasing complexity associated with new technology and compliance requirements, as well as the age of existing infrastructure (e.g. Leeton Water Plant itself) could push employee costs higher than what has been forecast.

### Materials and services

Materials and services are budgeted to increase by around \$300k p.a. over the 2021 figures. Part of this is associated with operational projects (mostly planning work) and so part of this increase is assumed to drop off from 2024 onwards.

This will need to be monitored as there is an upward pressure on costs associated with increasing compliance and actions to decrease risks / increase reliability.

Council is investing in sustainable power for some sites, which should help offset any increases in electricity over and above normal CPI.

### Depreciation

Depreciation jumped by over \$500k (55%) between 2021 and the 2023 budget due to a revaluation of Council's water supply assets and some new assets.

As discussed in section 4.3, the forecast 30 year capital works program is approximately equal to depreciation expenses, so this appears to be reasonable although it is certainly something Council needs to monitor and review over time.

#### 4.3 Investment in Water Supply Infrastructure Assets

As noted in section 2, responsible and sustainable infrastructure investment is one of Council’s primary financial sustainability objectives.

Section 3.3 explains why it is critical that financial projections in this LTFP align with other IP&R documents, particularly the SAMP.

##### Performance against infrastructure investment benchmarks (asset renewals)

Based on the amounts in the SAMP and this LTFP, Council will not meet the *Asset Renewals Ratio* (discussed in section 3.3) over the next 10 years. Calculations for this are below.

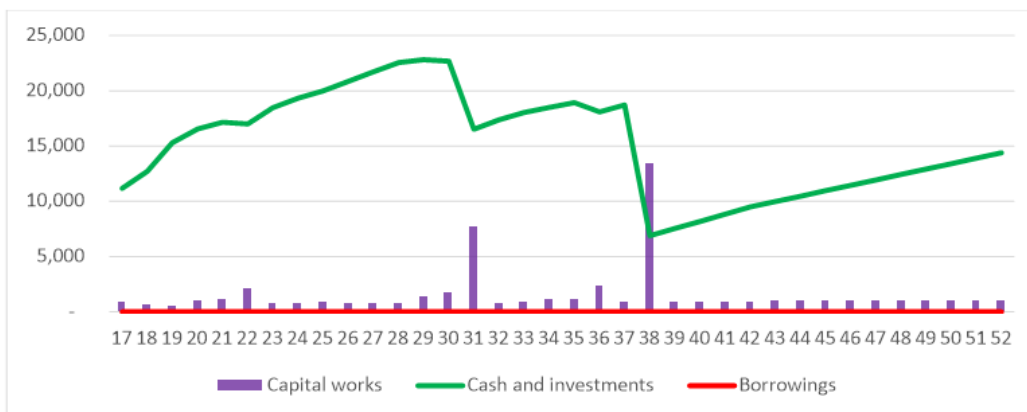
10 year capital works program (section 3.1 of SAMP)	\$21.0M
Less funds earmarked for new assets and/or upgrades	-\$8.5M
<b>Renewal funding forecast for 10 years</b>	<b>\$10.6M</b>
Depreciation expenses for 10 years (\$1.45M p.a. + 2% p.a. x 10 years)	\$16.4M
<b>Building and Infrastructure Asset Renewals Ratio (10 years)</b>	<b>58%</b>

**Table 14: Calculation of 10 year asset renewal ratio for water fund**

As discussed in section 3.3, Council considers the OLG performance benchmark for the renewal ratio to be inappropriate. Renewal needs depend on asset condition and vary considerably over time. *However*, Council does recognise that if its depreciation expenses are reasonable, it should be spending an amount close to depreciation over the long term.

Figure 20 below shows an *indicative* 30 year forecast for capital works and cash reserves. These figures differ from Figure 16 above as they are all in 2022 dollars (no indexation).

Total capital works needs are estimated at \$48.4M, of which all but \$8M (Leeton Water Treatment Plant upgrade + new reservoir at Yanco) are renewals, i.e. the forecast need is \$40.4M in renewals. This equates to 93% of depreciation expenses (\$1.45M x 30 years).



**Figure 20: 30 year projection for capital works and cash reserves for water fund**

Key assumptions:

- cash surplus from operations = \$1.5M p.a. (surplus + depreciation)

- interest rate on investments = 3% p.a. for 30 years
- capital works consider all water supply asset categories, major works are Leeton Water Plant upgrade (\$7M in 2031) and refurbishment (\$12M in 2038)

While these financial projections are indicative only, it should provide Council with some confidence that there is sufficient capacity to meet future capital works requirements, particularly given there is no borrowing required to fund this program.

Perhaps the key point to note is that the significant operating surplus (discussed above) coupled with the growing income from interest (due to higher reserves) are both contributing to healthy cash reserves being maintained over the entire 30 year period. As noted above, this suggests Council may be able to reduce charges, although further analysis is required to confirm this.

#### Capital grants

Minor grants of \$50k p.a. have been assumed to continue. The only grant for major works included in the modelling is \$2M for the upgrade of Leeton Water Treatment Plant in 2031.

#### 4.4 Reserves and Borrowing

As can be seen in Figure 16 above, Council is forecasting to build its reserves in its water fund (currently around \$17M) by around \$9M over the next 10 years, even after accounting for a \$21M capital works program.

Figure 20 suggests that if Council continues on the current path, reserves won't drop below \$6.8M (in 2038, following refurbishment of Leeton Water Treatment Plant).

No borrowing is forecast as being required.

## 5. Sewer Fund

Council accounts for its sewerage function as a separate business, as required by the NSW Local Government Act and National Competition Policy.

The figure below summarises the main operating revenues and expenses in the Income Statement for Council’s 2022/23 budget, including a projected surplus of \$69,000. This excludes \$29,000 forecast for capital grants and contributions.

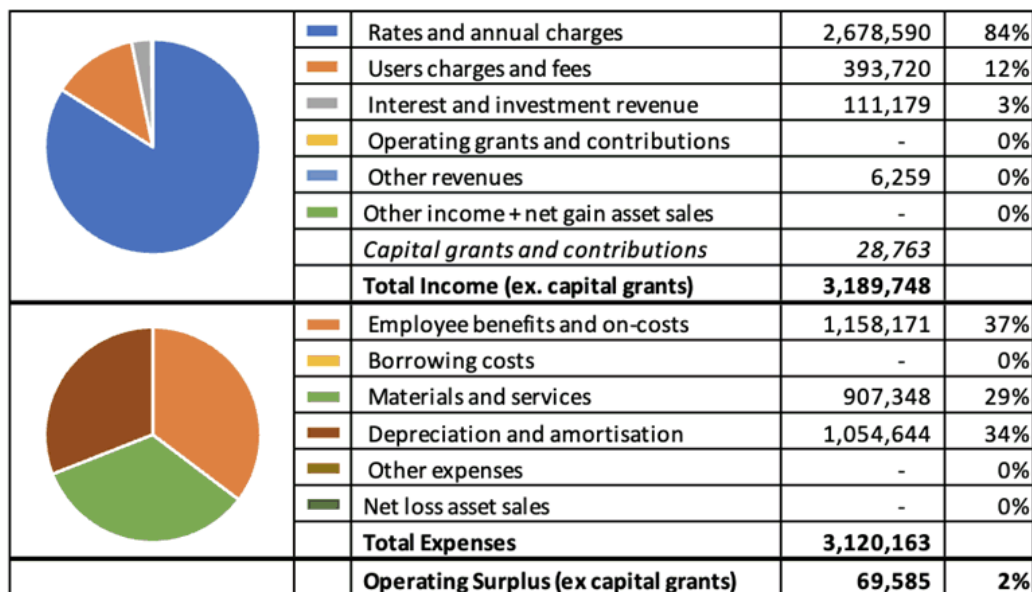


Figure 21: key income and expense items in 2022/23 sewer fund budget

A surplus, even of this size (2% of total revenues) should give some confidence the sewer fund is sustainable. But it is important to put this in perspective with a longer term view in the figure below.

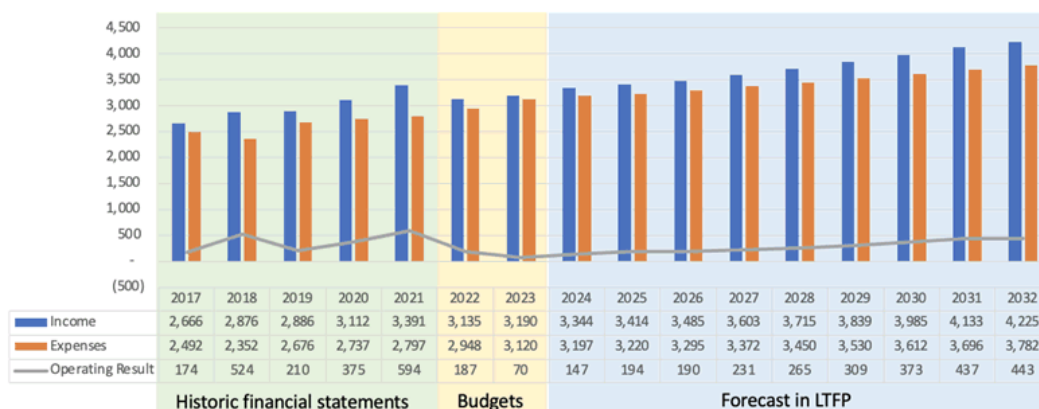


Figure 22: trends in income, expenses and operating result in sewer fund



In summary, the ‘story’ that can be told with Figure 2 and some historic context is:

- Historically, the sewer fund performed strongly, averaging a surplus (grey line) of more than 10% p.a. over the past 5 years
- Council’s **income** (blue columns) increased in 2021 due to additional income from trade waste charges, however this is forecast to drop back down as customers make improvements to the quality of sewage they are discharging
- Council’s **expenses** (orange columns) have increased faster than its income between 2021 and 2023 due to a range of factors including:
  - Revaluation of sewerage assets, and consequent increase in depreciation
  - One-off projects (servicing strategy, and 2023 due to higher depreciation following the revaluation of Council’s assets
  - Operating costs of Wamoon sewerage scheme
- The **operating surplus** is forecast to increase over time, but the improvement is largely due to increasing interest income (due to higher reserves + higher interest rates), so financial sustainability needs to be monitored over time.

Council’s financial *performance* in Figure 2 is only part of the ‘story’. Figure 3 (below) presents the other part of the story: Council’s financial *position* (reserves, borrowings and investment in infrastructure).

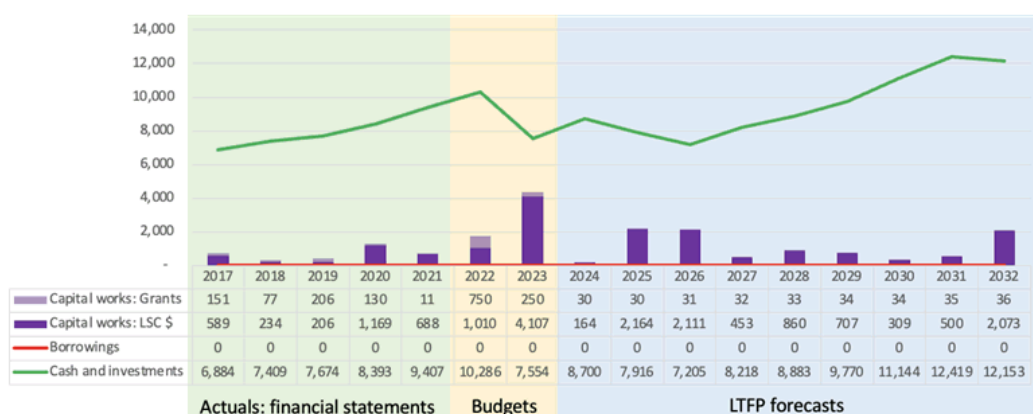


Figure 23: trends in capital works, grants and cash and investments (reserves) and borrowings in sewer fund

In summary, the ‘story’ that Figure 3 is telling is:

- Council’s **capital works** needs (purple columns) have been fairly low historically, but there are a few projects underway and/or forecast to be required over the next 10 years (as discussed in section 5.3).
- Council is building up some **cash reserves** (green line) due to its relatively low levels of capital works
- Council doesn’t need any **borrowings** (red line) as it has sufficient cash reserves.

It is important to recognise that 10 years is a short time in the life of most sewerage infrastructure assets, and so section 5.3 takes a longer term look at potential capital works needs. In summary, it is forecast that the 30 year capital works program is less than depreciation, but there are sufficient cash reserves to spend an amount close to

depreciation on asset renewals if required. There is also borrowing capacity over and above this. This suggests the sewer fund is financially sustainable.

The assumptions behind the overall numbers in Figure 22 are summarised in the table below alongside the historic increases in these items in the last few years.

<b>Income items</b>	<b>Historic increases (5 yrs)</b>	<b>Assumptions</b>
<i>Rates and annual charges</i>	Increases in access charges have averaged 4% over the past 4 years	2023: around 3% on 2021 actuals, plus \$20k for the 30 new connections at Wamoon 2024-2032: 2.5% p.a.
<i>User fees and charges</i>	Usage charges increased significantly in 2021 (due to trade waste)	2023: budgeted to drop back as trade waste improvements implemented. 2024-2032: 2.5% p.a.
<i>Interest</i>	Varies with interest rates and cash reserves	2.2% p.a. in 2024 increasing 0.25% p.a. to 4.2% in 2032. Actual \$ calculated on reserve balance.
<i>Operating grants</i>		Pensioner subsidies budgeted under general fund 'rates'.
<i>Other revenues</i>	Minimal	Minimal
<b>Expense items</b>		<b>Assumptions</b>
<i>Employee costs</i>	Have been around \$1.1M for several years.	Starting point 2023: \$1.2M (as budgeted, close to 2021 actuals). 2024: allow \$50k extra for Wamoon (one year) 2025-32: 2.5% p.a.
<i>Materials and services + other expenses</i>	\$0.5-0.7M p.a.	Starting point: \$1.2M (as budgeted 2023, includes \$200k operational projects for planning) 2024: drops by \$100k (less projects, but plus Wamoon scheme operating costs) 2025-2032: 2.5% p.a.
<i>Borrowing costs</i>	No debt.	No debt.
<i>Depreciation</i>	Around \$750k p.a.	Jump to \$1.1M after revaluation and allowance for Wamoon, then 2% p.a.

**Table 15: Summary of assumptions for operating revenues and expenses – sewer fund**

Sections 5.1 and 5.2 discuss each of the above items in detail, identifying issues that:

- have contributed to this year's operating result in the budget (Figure 21), and
- are forecast to impact operating performance in future (Figure 22).

The detailed numbers for each item are in the income statement in Appendix 1.

Sections 5.3 and 5.4 discuss assumptions behind Figure 23 including capital works and grants and cash reserves and borrowings.

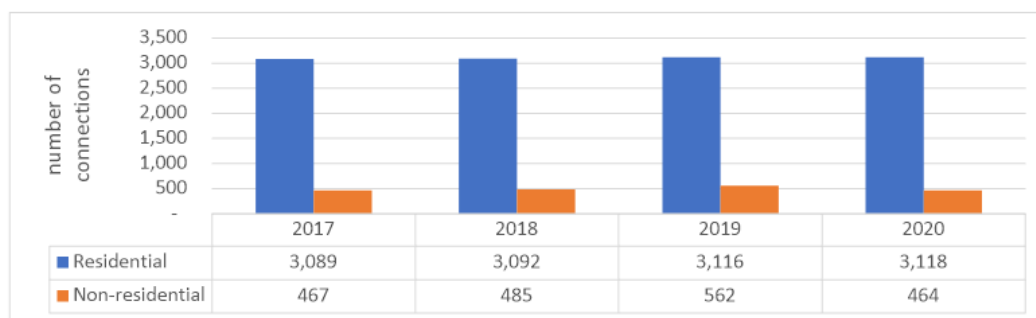
## 5.1 Revenues

### Rates and annual charges

Access charges make up the majority (84% in 2023) of income for the sewer fund overall. These only vary with the number and size of connections, and so can be forecast consistently over time. An increase of 2.5% p.a. has been assumed in revenues.

This doesn't allow for any increase in the number of connections as further analysis is required to determine this, apart from the assumed 30 new connections when Wamoon sewer scheme is completed.

Figures reported historically (below) show growth has been less than 1% over the last 4 years (further analysis is required e.g. based on number of DAs and amount of developer contributions received, but also considering Council's land use planning strategies).



**Figure 24: trends in number of connections to Council's sewerage system as reported over time**

Growth in connections over and above the basic current assumption that numbers will remain static will have a positive impact on revenue forecasts.

### User fees and charges

User fees and charges make up 13% of revenues 2023 budget. These are mostly trade waste charges. While these have doubled in recent years, it is forecast they will drop back down to something like historic figures as customers implement improvements to improve the quality of discharges.

## 4.2 Expenses

### Employee costs

Employee costs in sewer fund have not seen the same level of increases as general fund.

It is important to recognise that – as with water fund – attracting and retaining skilled staff in this area has been recognised as a challenge across the industry, and that there are other drivers that will put upward pressure on employee costs.

There will also be some increased operating requirements associated with Wamoon sewer.

### Materials and services

Materials and services are budgeted to increase from around \$700k in 2021 to \$0.9M in 2023. This includes around \$200k operational projects (mostly planning work), which is assumed to drop off from 2024 onwards, but an allowance of \$100k has been added from 2024 to account for increased operating expenses associated with the Wamoon scheme.

This will need to be monitored as there is an upward pressure on costs associated with increasing compliance and actions to decrease risks / increase reliability.

Council is investing in sustainable power for some sites, which should help offset any increases in electricity over and above normal CPI.

### Depreciation

Depreciation jumped by 170k (23%) in 2021 due to a revaluation of Council's sewerage assets, and are forecast to increase by another \$60k in 2024 (\$4M / 70 years).

As discussed in section 5.3, the forecast 30 year capital works program is less than depreciation expenses, but the investment forecast to be required at Leeton Sewage Treatment Plant (the largest single asset) is relatively low compared to its total value, so it appears that current estimates are reasonable.

This needs monitoring and reviewing over time.

### 5.3 Investment in Sewerage Infrastructure Assets

As noted in section 2, responsible and sustainable infrastructure investment is one of Council’s primary financial sustainability objectives.

Section 3.3 explains why it is critical that financial projections in this LTFP align with other IP&R documents, particularly the SAMP.

#### Performance against infrastructure investment benchmarks (asset renewals)

Based on the amounts in the SAMP and this LTFP, Council will not meet the *Asset Renewals Ratio* (discussed in section 3.3) over the next 10 years. Calculations for this are below.

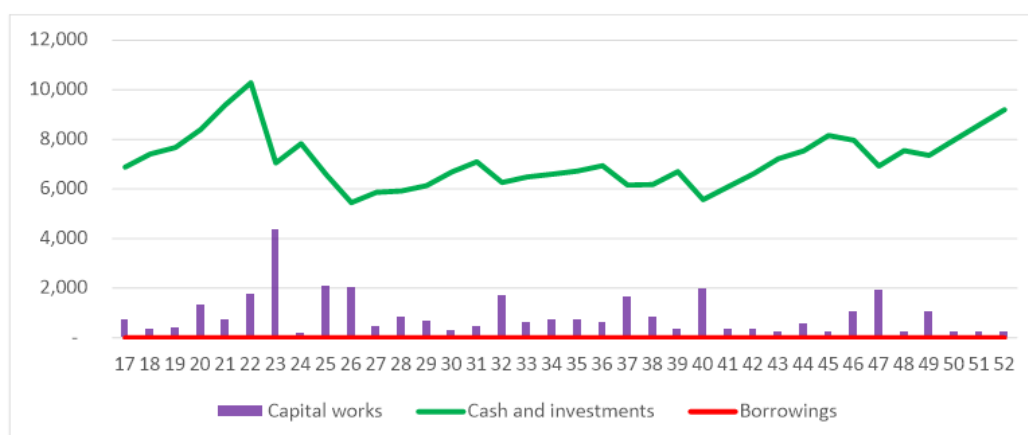
10 year capital works program (section 3.1 of SAMP)	\$9.7M
Less funds earmarked for new assets and/or upgrades	-\$0.2M
<b>Renewal funding forecast for 10 years</b>	<b>\$9.5M</b>
Depreciation expenses for 10 years (\$1.1M p.a. + 2% p.a. x 10 years)	\$12.1M
<b>Building and Infrastructure Asset Renewals Ratio (10 years)</b>	<b>107%</b>

**Table 16: Calculation of 10 year asset renewal ratio for sewerage fund**

As discussed in section 3.3, Council considers the OLG performance benchmark for the renewal ratio to be inappropriate. Renewal needs depend on asset condition and vary considerably over time. *However*, Council does recognise that if its depreciation expenses are reasonable, it should be spending an amount close to depreciation over the long term.

Figure 25 below shows an *indicative only* 30 year forecast for capital works and cash reserves. These figures differ from Figure 23 above as they are all in 2022 dollars (no indexation).

Total capital works needs are estimated at \$27M, of which all but \$4M (Wamoon sewerage) are renewals, i.e. the forecast capital works needed is \$23M in renewals. This equates to 72% of depreciation expenses (\$32M, \$1.06M x 30 years). While Council isn’t forecasting it needs to spend the additional \$9M in renewals over this period, it is clear from the forecast below that it has the money available to spend this as required (and/or borrowing capacity).



**Figure 25: 30 year projection for capital works and cash reserves for sewer fund**

Key assumptions:

- cash surplus from operations = \$0.85M p.a. (surplus + depreciation)
- interest rate on investments = 3% p.a. for 30 years
- capital works consider all asset categories over an extensive number of projects including pipe relining, pump stations and treatment plants.

While these financial projections are indicative only, it should provide Council with some confidence that there is sufficient capacity to meet future capital works requirements (not only directly via cash reserves, but also additionally via borrowings).

Given that there is no trend of increasing reserves over time (as was seen in the water fund) it appears that the current charges are probably appropriate. However, it is obviously vital that the numbers in this forecast are revised and improved over time.

#### Capital grants

Minor grants of \$50k p.a. have been assumed to continue. No other major grants are assumed to be helping to fund the forecast capital works.

#### 5.4 Reserves and Borrowing

As can be seen in Figure 23 above, Council is forecasting to maintain sufficient reserves over the next 10 years and beyond, although a larger capital program and/or poorer than forecast financial performance will of course impact this.

No borrowing is forecast as being required. This will provide additional flexibility for Council to manage variations from what has been forecast on top of reasonably healthy reserves.

## 6. Sensitivity and Risk Analysis

The table below provides an indication of the impacts of key parameters on Council's ability to achieve its financial sustainability objectives (in section 2), particularly the minimising operating deficits and maintaining cash reserves, over the next 10 years.

This section is referred to in terms of 'risk' not just 'sensitivity' as the uncertainty about these issues is considered most likely to result in Council failing to achieve its objectives (by definition, risk is 'the effect of uncertainty on objectives'). It is vital that these risks are monitored annually in an ongoing way, but particularly as Council implements its revised LTFP once options to improve its sustainability (section 3.5) have been explored.

Parameter	10 year impact on Financial Sustainability Objectives (operating deficit and maintaining cash reserves)
<b>Increased employee costs</b>	<p>The 2023 general fund budget for employee costs is \$9.6M.</p> <p>The 'Lesser SRV + Some Service Cuts' scenario (section 3) assumes considerable savings will be made on this over 4 years amounting to around \$0.7M, 7% in real terms, compared to the 'Head in the Sand' scenario in section 7.1.</p> <p>These savings would be a significant turn-around from the last 5 years, which saw an average of 2.2% p.a. increases in real terms, in accordance with Council's adopted budgets, reflecting decisions about service delivery.</p> <p>Council can only realise such savings by making significant efficiency gains and, realistically, generating the majority of these savings from reductions in service levels. Neither of these options will be easy. Every 1% that Council falls short equates to \$100k p.a. (\$1M over 10 years).</p> <p>If Council achieves half the savings it is estimating (3.5%), its general fund deficit will be \$340k higher, and its cash reserves around \$3M lower in 10 years, <i>and</i> the gap will need to be bridged by other means (materials, or a bigger SRV).</p>
<b>Increased materials and services</b>	<p>Similar to employees, section 3 assumes considerable savings in materials and services: around \$0.8M or 8% relative to 'Head in the Sand' scenario, which again is a turn-around from recent years.</p> <p>These savings won't be easy to achieve, but again every 1% p.a. that isn't realised equates to \$100k p.a. higher deficit and \$1M in reserves in 10 years.</p>
<b>Increased depreciation expenses</b> (and so higher capital works needs)	<p>Council does not have a lot of control over depreciation except to cease new builds or asset upgrades, or to dispose of assets. A 0.5% increase on the \$6M baseline for depreciation over and above the forecast 2% p.a. over 10 years would increase Council's operating deficit in 10 years by around \$0.3M p.a.</p> <p>Depreciation isn't a cash expense, so this increase won't impact reserves, but it is likely to be accompanied by higher funding needs for capital works programs (which will need to come from reserves or borrowings).</p> <p>It will also call into question Council's financial sustainability (if its operating deficit isn't eliminated) and whether it is equitable to future generations.</p>
<b>Unreliable interest rates on cash reserves</b>	<p>An increase of 0.25% p.a. is assumed (starting at 2.2%, increasing over 10 years to 4.2%). If those increases were half as much again, or half what is assumed (0.125% or 0.375%), the impact on Council's operating result in 10 years would be \$385k p.a. and the impact on reserves would be \$1.3M p.a.</p> <p>Borrowings are minimal, so changes in interest rates are less material.</p>

<b>Increasing energy costs</b>	Council spends around \$300k p.a. on electricity, so higher costs would have some impacts. The renewable energy initiative is intended to reduce Council's risks here.
<b>Unreliable income from sale of investment water</b>	The 'Lesser SRV + Some Service Cuts' scenario estimates \$50k p.a., although historic returns have been \$50-750k p.a. While returns are likely to remain low for the next few years, it is likely they will be better than \$50k p.a. in later years.
<b>Cost shifting from other levels of government</b>	Council's expenditure is increased by 'cost shifting' from other levels of government. Potential areas of concern are the Fire and Emergency Services Levy (which Council pays) or regulatory functions currently undertaken by NSW Government and/or additional compliance obligations (for which Council might need to add resources to achieve compliance).
<b>Austerity approach by NSW and/or Australian governments</b>	<p>As noted in Figure 1, operating grants and contributions make up \$6.1M (28%) of Council's operating revenues in the 2023 budget.</p> <p>If Council was to lose a significant portion of this income, either through a 'one-off' change or through gradual decreases over time, it would have a significant impact on its operating deficit.</p> <p>A recent example of such an impact was the freeze on Financial Assistance Grants (FAGs) by the Australian government for 3 years between 2015 and 2017. FAGs represents \$4.6M p.a. of total operating grants. If another 3 year freeze was implemented sometime over the 10 years, this would increase Council's operating deficit by \$0.4M p.a. in 10 years, and decrease its cash by \$3M in 2032.</p> <p>Other areas where Council could be impacted include Roads to Recovery (currently \$1M p.a.), Regional Roads (\$0.4M p.a.) and support for children's services (although Council could increase fees to offset this).</p> <p>As discussed in section 3.3, Council has also forecast it will secure several grants for capital works (these are summarised in Table 8). Without these grants, Council would need to fund these works by drawing on its own cash reserves, or not proceed with the projects.</p>
<b>Changes in water usage</b>	As discussed in section 4.1, there is uncertainty over water usage into the future, which has a major impact on future income. Further work is required to clarify these forecasts.
<b>Changes in the pace of development</b>	As discussed in sections 4 and 5, current assumptions in relation to the number of new customers for water supply and sewerage are conservative, and are likely to be exceeded in reality.

Table 17: Key parameters for sensitivity or 'risk' analysis



## 7. Alternative Scenarios for the General Fund

Three alternatives to the 'Lesser SRV + Some Service Cuts' scenario for general fund (in section 3) are considered below:

- a 'Head in the Sand' scenario, which explores the implications of Council continuing its current path of operating deficits (which is unsustainable, with Council facing liquidity problems within 4-5 years if it retains the same capital budget, which is obviously something that cannot be allowed to happen, or – if capital works are reduced – Council will deplete its reserves over the next 10 years),
- an 'Austerity' scenario, which explores the extent of savings needed to avoid a Special Rate Variation (which might be achieved partly via efficiencies but will realistically involve substantial service level reductions which will likely also be unsustainable as community needs will not be met), and
- an 'SRV + Maintain All Services' scenario, which explores the extent of a Special Rate Variation that would be required to maintain current services (avoiding any cuts, and at this stage ignoring the impact of gains in efficiency and productivity).

As discussed in section 3, Council anticipates the most appropriate way forward will be to strike a balance between reducing expenses and increasing revenues. Council needs to be financially sustainable. The community is likely to want to retain many/most current services but will also want to minimise the extent of any rate increases.

The key question is what the 'right balance' looks like. As discussed in section 3.5, this is something that Council needs to determine in conversation with the community, supported by a program of internal service reviews.

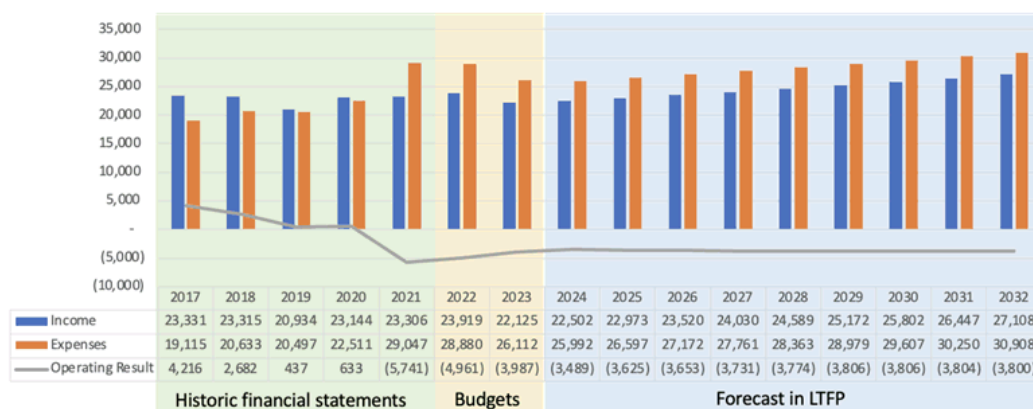
Future revisions of this LTFP will need to update and reconsider all scenarios. Further scenarios may also be appropriate for water and sewer, although the issues there are generally able to be addressed via sensitivity/risk analyses (section 6).

### 7.1 Head in the Sand Scenario

This scenario explains what is forecast to happen if Council takes no action to address its financial challenges in its general fund.

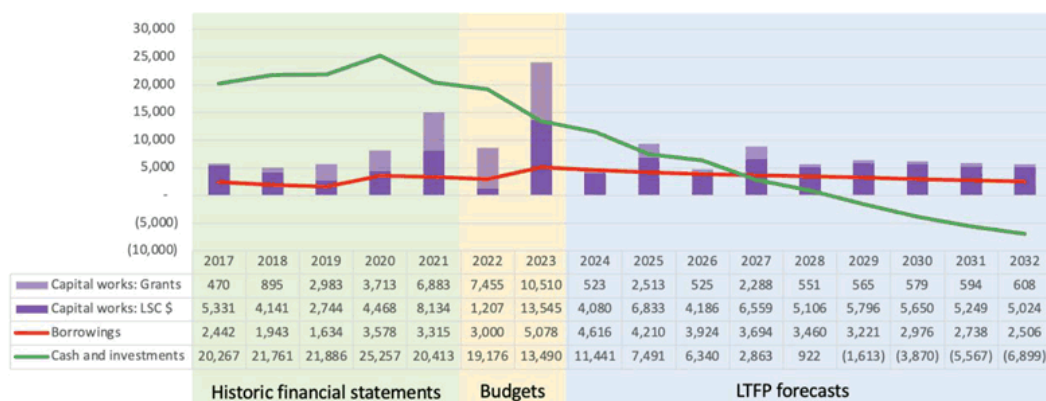
It could be argued that this scenario is better than ‘status quo’ though, since – for example – employee costs are assumed to be a steady 2 or 2.5% p.a. in this scenario to reflect Award and superannuation increases only, and increases were higher than this in recent years.

The figure below shows Council’s operating performance under this scenario. As can be seen, the operating deficit of around \$3.3M in 2023 basically continues in future.



**Figure 26: trends in income, expenses and operating result in general fund – ‘Do nothing’ Scenario**

The figure below shows Council’s financial position under this scenario based on retaining the capital works program in the ‘Lesser SRV + Some Service Cuts’ scenario. As can be seen, Council’s cash reserves would be used up within 5 years because of the ongoing operating deficits, as well as the capital works. There would be no point borrowing to meet the shortfall (around \$11M in 10 years) as Council wouldn’t be able to afford to repay the loan.



**Figure 27: trends in general fund capital, grants and cash and investments – ‘Head in the Sand’ Scenario (assuming same capex as ‘Lesser SRV + Some Service Cuts’ scenario)**

Council could avoid liquidity problems in 5 years by cutting its capital works program. The figure below is based on cutting \$13M (15%) in capital works (plus associated grants), which

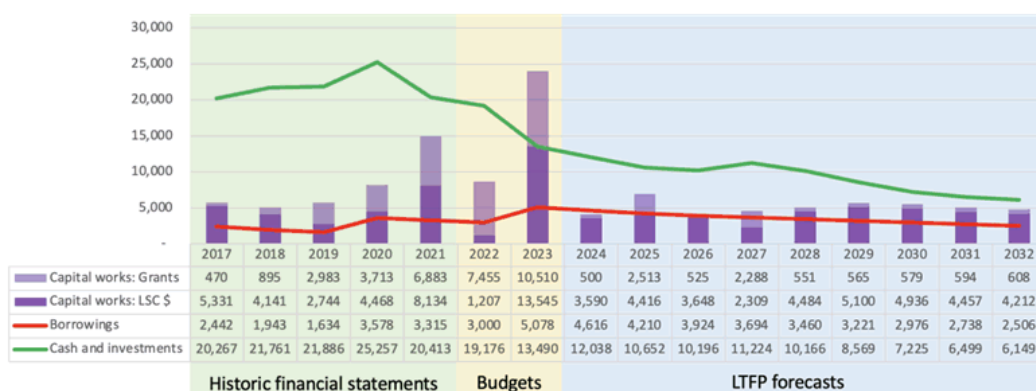
is deemed the minimum below which Council would face a ‘downward spiral’ of asset failures such as increasing deterioration of sealed and unsealed roads.

As can be seen, these cuts would stop Council from running out of cash inside of 10 years in its general fund (it would still have around \$6M left in 2032), but the key issues are **intergenerational equity** and **financial sustainability**.

As can be seen with the downward trend in the green line, Council would need to eat into its reserves over the 10 years to fund capital works (as discussed in the ‘depreciation’ part of section 3.2, an operating deficit means Council won’t be generating enough cash ‘from depreciation’ to pay for its capital works). This means in 10 years, Council will have:

- minimal cash reserves (it would be of concern if they dropped much further)
- limited capacity to borrow (particularly given the significant operating deficit) and
- increasing asset renewal needs (particularly given the relatively low asset renewals undertaken over the past 10 years in areas such as buildings and drainage, as discussed in section 3.3).

Consequently, Council will have little option but to seek a Special Rate Variation to make up the shortfall. That will mean the *next* generation will be paying more than they should at that time for Council services because the *current* generation hasn’t been paying enough.



**Figure 28: trends in capital, grants and cash and investments – ‘Head in the Sand’ Scenario (assuming reduced capex compared to ‘Lesser SRV + Some Service Cuts’ scenario)**

**The conclusion to be drawn is that Council ‘putting its head in the sand’ is not an option. In particular, if Council doesn’t take action to improve its financial sustainability, it won’t satisfy the principles of intergenerational equity or responsible and sustainable spending set out in the NSW Local Government Act (as discussed in section 2).**

The table below summarises the differences between this scenario and the ‘Lesser SRV + Some Service Cuts’ scenario in section 3. It is important to note that increases in expenses here, while reasonable, are still lower than increases in recent years.

<b>Income items</b>	<b>Historic increases (5 yrs)</b>	<b>Assumptions</b>
<i>Rates and annual charges</i>	Rate peg averaged 2.2% p.a. Waste charges averaged 5% p.a.	2023: 1.8% p.a. (0.7% rate peg + 1.1% additional special variation); <b>2024-2032: 2.5% p.a.</b> Waste: 2.5% p.a. in all years
<b>Expense items</b>		<b>Assumptions</b>
<i>Employee costs</i>	Increased from \$8.1M to \$9.3M (3.4% p.a.) over last 5 years to 2021.	Starting point: \$9.6M <b>2.5% p.a. in 2024-25 (including super), then 2% p.a. 2026-32 (Award increases only).</b>
<i>Materials and services + other expenses</i>	Ongoing M&S + other expenses were \$8-8.5M p.a. up to 2021, no clear trend.	Starting point: \$9.1M. <b>M&amp;S: 2.5% p.a. for 10 years</b> Other: 2.5% p.a. for 10 years

**Table 18: Summary of assumptions for operating revenues and expenses – ‘Head in the Sand’ Scenario**

### 7.2 Austerity Scenario

This scenario explores the cuts to operational expenses and capital works in the general fund that would be required to avoid a Special Rate Variation (as proposed in the ‘Lesser SRV + Some Service Cuts’ scenario in section 3) whilst also achieving its objectives of sound financial management in section 2.

The figure below shows Council’s operating performance under this scenario. As can be seen, there is a considerable drop in expenses (orange columns) from the peak of \$29M in 2021 (which includes some one-off expenses) down to \$24.3M in 2027, after which expenses increase roughly in line with income for the rest of the 10 years.

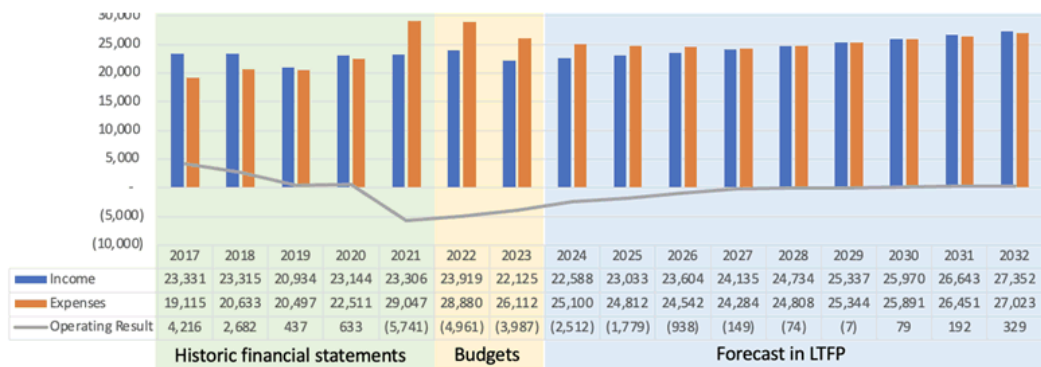


Figure 29: trends in income, expenses and operating result in general fund – Austerity Scenario

The only areas Council can realise such savings in expenses are employees and materials (although it is also important that Council reviews depreciation, as noted in section 3.5). The savings required are around 19% overall in employees and in materials and services (almost 3 times what was proposed under the ‘Lesser SRV + Some Service Cuts’ scenario).

The figure below charts changes in Council’s financial position and investment in assets over the 10 years under this scenario (the capital works assumed here are unchanged from the ‘Lesser SRV + Some Service Cuts’ scenario). As can be seen, Council’s cash reserves build up over this time due to the improving financial performance (reduced operating deficit) and relatively low level of capital works (relative to depreciation).

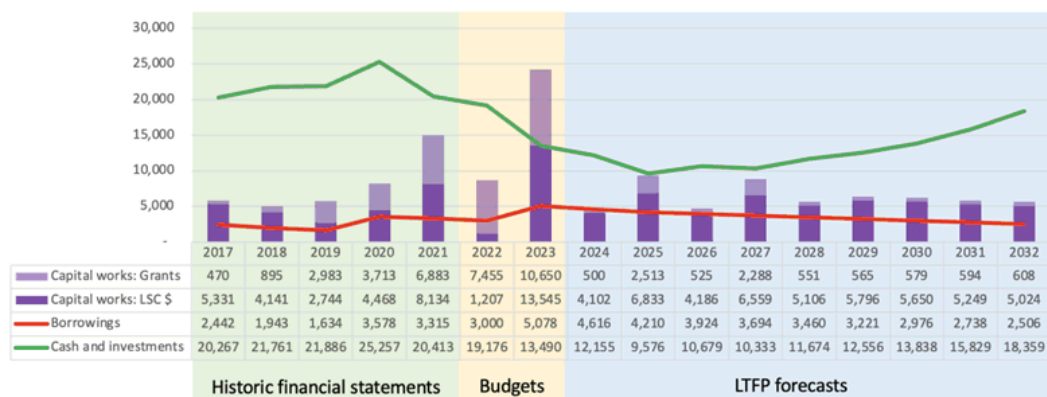


Figure 30: trends in general fund capital, grants and cash and investments – Austerity Scenario (assuming same capex as ‘Lesser SRV + Some Service Cuts’ scenario)

While the increasing cash reserves might seem to suggest that Council can afford to scale back the size of the cuts to operational expenses, it is critical to recognise that cash reserves are building up because asset renewal needs are relatively low (less than depreciation) over this period because Council's assets are currently in relatively good condition (as noted in section 3.3).

The key issue in terms of financial sustainability and intergenerational equity is that Council's asset renewal needs can be expected to increase considerably over time (up to and/or exceeding depreciation in future). If Council doesn't have sufficient reserves, it may need to increase rates beyond 10 years, which isn't equitable for the next generation. This issue was discussed in section 7.1 above.

The table below summarises the differences between this scenario and the base case.

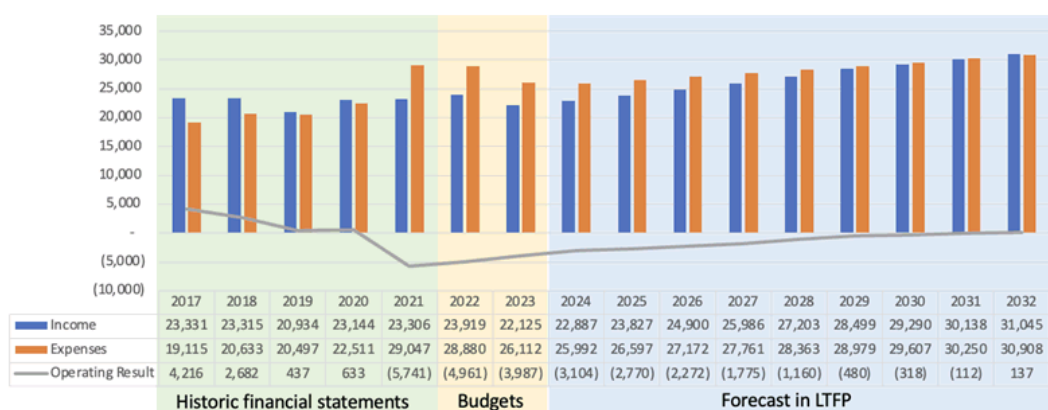
<b>Income items</b>	<b>Historic increases (5 yrs)</b>	<b>Assumptions</b>
<i>Rates and annual charges</i>	Rate peg averaged 2.2% p.a. Waste charges averaged 5% p.a.	2023: 1.8% p.a. (0.7% rate peg + 1.1% additional special variation); <b>2024-2032: 2.5% p.a.</b> Waste: 2.5% p.a. in all years
<b>Expense items</b>		<b>Assumptions</b>
<i>Employee costs</i>	Increased from \$8.1M to \$9.3M (3.4% p.a.) over last 5 years to 2021.	Starting point: \$9.6M. <b>2024-2027: -2.5% p.a. (i.e. a reduction in real terms of around 5% p.a. for 4 years in a row).</b> <b>2028-2032: +2% p.a.</b>
<i>Materials and services + other expenses</i>	Ongoing M&S + other expenses were \$8-8.5M p.a. up to 2021, no clear trend.	Starting point: \$9.1M. <b>M&amp;S: 2024-2027: -2% (i.e. a reduction in real terms of around 5% p.a. for 4 years in a row).</b> <b>2028-2032: +2.5% p.a.</b> Other: 2.5% p.a. for 10 years

**Table 19: Summary of assumptions for operating revenues and expenses – Austerity Scenario**

### 7.3 SRV + Maintain All Services Scenario

This scenario explores the size of the Special Rate Variation (SRV) that would be required to avoid cuts to services (as proposed in the 'Lesser SRV + Some Service Cuts' scenario in section 3, and the Austerity Scenario in section 7.2) whilst also achieving its objectives of sound financial management in section 2.

The figure below shows Council's operating performance under this scenario. As can be seen, there is a steady increase in income (blue columns) up to 2029, after which income and expenses increase roughly in line with each other for the rest of the 10 years.



**Figure 31: trends in income, expenses and operating result in general fund – 'SRV + Maintain All Services' Scenario**

The actual increases in rates in over and above the rate peg would be 5.1% p.a., which is very close to the 4.7% p.a. in the 'Lesser SRV + Some Service Cuts' scenario (in section 3), but they would continue for an additional 2 years (6 years in total), resulting in a total cumulative increase of 35% over the rate peg. The increases have been stretched over an extra 2 years to reduce impacts on ratepayers (note that the maximum allowable time over which an SRV will be approved is 7 years).

The table below summarises rates increases for the typical ratepayer in each rates category if Council was to pursue an SRV. It should however be noted that Council has also flagged its intention to review the rating structure so actual impacts may differ once the review is completed and if the splits between the rating categories are altered.

Rating category	Typical land value <sup>1</sup>	Typical rates in 2022/23 <sup>2</sup>	2023/24 rate increases			35% total SRV over 6 years <sup>3</sup>
			2.5% rate peg	+ 5.1% SRV	= 7.6% total	
Residential	\$65,000	\$979	\$25	\$50	\$75	\$343
Farmland	\$245,000	\$2,660	\$67	\$136	\$203	\$931
Business	\$80,000	\$1,065	\$27	\$54	\$81	\$373

**Table 20: typical increases for a 5.1% p.a. and 35% Special Rate Variation**

1. Median ('middle') land value based on 2019 valuations from NSW Valuer General.
2. Based on 0.7% rate peg + 1.1% additional special variation if approved before June 2022 by IPART.
3. Based on 35% (6 x 5.1%) increase on top of 2022/23 rates (does not include increases from any future rate peg as these are already anticipated / included in the LTFFP).

The figure below charts changes in Council’s financial position and investment in assets over the 10 years under this scenario (the capital works assumed here are unchanged from the ‘Lesser SRV + Some Service Cuts’ scenario). As can be seen, Council’s cash reserves build up over this time due to the improving financial performance (reduced operating deficit) and relatively low level of capital works (relative to depreciation).

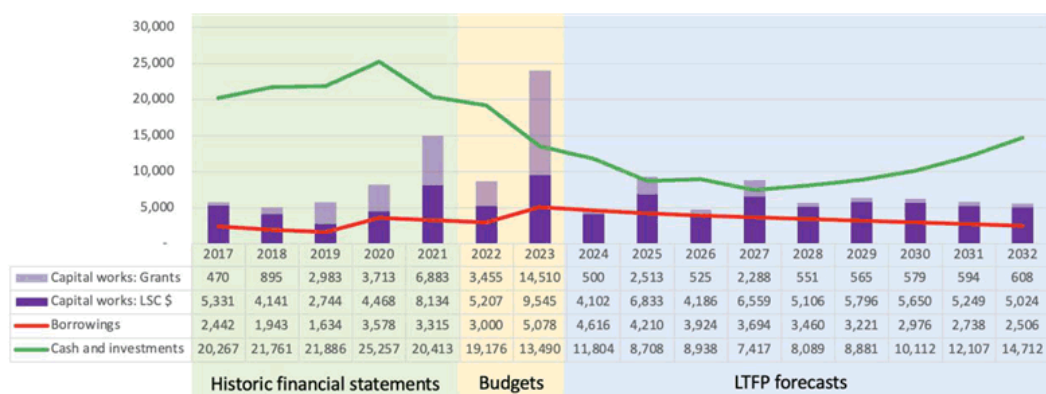


Figure 32: trends in general fund capital, grants and cash and investments – ‘SRV + Maintain All Services’ Scenario

As with the scenarios discussed in sections 7.1 and 7.2, the increasing cash reserves aren’t an indication that a lower SRV would be sufficient since capital works needs are relatively low over this period. Council needs to build up these reserves in the later years to achieve intergenerational equity and financial sustainability.

The table below summarises the differences between this scenario and the base case.

Income items	Historic increases (5 yrs)	Assumptions
<i>Rates and annual charges</i>	Rate peg averaged 2.2% p.a. Waste charges averaged 5% p.a.	2023: 1.8% p.a. (0.7% rate peg + 1.1% additional special variation); 2024-2029: 7.6% p.a. 2030-2032: 2.5% p.a. Waste: 2.5% p.a. in all years
Expense items		Assumptions
<i>Employee costs</i>	Increased from \$8.1M to \$9.3M (3.4% p.a.) over last 5 years to 2021.	Starting point: \$9.6M. 2024-2027: -2.5% p.a. (i.e. a reduction in real terms of around 5% p.a. for 4 years in a row). 2028-2032: +2% p.a.
<i>Materials and services + other expenses</i>	Ongoing M&S + other expenses were \$8-8.5M p.a. up to 2021, no clear trend.	Starting point: \$9.1M. M&S: 2024-2027: -2% (i.e. a reduction in real terms of around 5% p.a. for 4 years in a row). 2028-2032: +2.5% p.a. Other: 2.5% p.a. for 10 years

Table 21: Summary of assumptions for operating revenues and expenses – ‘SRV + Maintain All Services’ Scenario



## Appendix 1: Forecast Financial Statements

The centrepiece of an LTFP are the 3 primary financial statements, forecast into the future:

- an **Income Statement**, which forecasts income and expenditure
- a **Statement of Financial Position** or Balance Sheet which forecasts changes in Council's assets (cash reserves and infrastructure) and liabilities (borrowings) over time, particularly as Council invests in its infrastructure
- a **Cash Flow Statement**, which shows where Council generates and spends its cash.

At this stage, Council has only prepared a basic version of the Statement of Financial Position and Cash Flow Statement for the forecast years in the Water and Sewer Funds. In preparing this LTFP, Council has identified that it needs to either purchase a proprietary software package or develop a financial model in-house to make this process easier. At this stage, only basic versions covering the key information are included. Future revisions of this LTFP will include full versions of the statements.

This information in this Appendix relates to the scenarios in sections 3, 4 and 5 (detailed statements aren't included for the scenarios in section 7).

Each of these includes actual historic figures to put the current situation and future forecasts into context.

The capital works and grants for general fund differs from the 2023 budget because it takes account of carry over works (as discussed in section 3.3).

Notes:

- All figures in \$000's
- Historic actual figures in income statement and balance sheet (statement of financial position) are taken from annual financial statements (historic cashflows are not included as this isn't reported separately by fund in statements)
- "Total Capital Works" line at bottom of page:
  - Historic from note C1-5 or equivalent of financial statements (plus an estimate of work in progress, although this isn't clear in all years)
  - Budget/forecast from cashflow statement
- "Materials and contracts" was reclassified in the NSW Local Government Code of Accounting Practice and Financial Reporting as "materials and services" in 2021 (in the income statement) and the majority of "other expenses" transferred there
- "Other expenses" includes loss on disposal of assets in some years and a \$2.7M provision for landfill remediation in 2021.

GENERAL FUND INCOME STATEMENT	Historic Actuals					Budget				Forecast						
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Rates & Annual Charges	8,251	8,489	8,941	9,177	9,579	9,842	9,921	10,516	11,163	11,853	12,590	12,905	13,227	13,558	13,897	14,244
User Charges & Fees	5,221	5,481	4,910	6,056	3,866	4,922	4,867	4,989	5,113	5,241	5,372	5,507	5,644	5,785	5,930	6,078
Interest and Investment revenue	640	529	889	383	387	221	419	273	251	316	345	429	507	607	746	922
Other Revenues	611	569	947	1,156	957	2,370	476	488	500	513	525	539	552	566	580	594
Grants & Contributions: Operating	8,471	7,850	5,247	6,372	8,517	6,314	6,140	6,294	6,451	6,612	6,777	6,947	7,121	7,299	7,481	7,668
Grants & Contributions: Capital Purposes	470	895	2,983	3,713	6,883	3,455	14,510	523	2,536	549	2,313	576	591	606	621	636
Other income	137	397	-	-	-	250	302	310	317	325	333	342	350	359	368	377
<b>Total Income from Continuing Operations</b>	<b>23,801</b>	<b>24,210</b>	<b>23,917</b>	<b>26,857</b>	<b>30,189</b>	<b>27,374</b>	<b>36,635</b>	<b>23,392</b>	<b>26,331</b>	<b>25,409</b>	<b>28,256</b>	<b>27,243</b>	<b>27,991</b>	<b>28,779</b>	<b>29,622</b>	<b>30,521</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>23,331</b>	<b>23,315</b>	<b>20,934</b>	<b>23,144</b>	<b>23,306</b>	<b>23,919</b>	<b>22,125</b>	<b>22,869</b>	<b>23,796</b>	<b>24,860</b>	<b>25,943</b>	<b>26,667</b>	<b>27,401</b>	<b>28,174</b>	<b>29,002</b>	<b>29,885</b>
Employee Benefits & On-Costs	8,111	7,660	7,988	8,655	9,294	11,663	9,601	9,649	9,697	9,746	9,794	9,990	10,190	10,394	10,602	10,814
Materials & Contracts/Services	4,889	6,903	6,189	7,225	11,286	7,332	9,144	9,167	9,190	9,236	9,282	9,514	9,752	9,996	10,245	10,502
Borrowing Costs	121	101	90	82	119	106	189	117	107	101	97	92	88	83	78	74
Depreciation & Amortisation	4,210	4,249	4,174	4,491	5,402	5,864	6,047	6,168	6,291	6,417	6,545	6,676	6,810	6,946	7,085	7,227
Other expenses	1,784	1,720	2,056	2,058	2,946	3,915	481	493	505	518	531	544	558	572	586	601
Net loss on sale of assets							650									
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>19,115</b>	<b>20,633</b>	<b>20,497</b>	<b>22,511</b>	<b>29,047</b>	<b>28,880</b>	<b>26,112</b>	<b>25,594</b>	<b>25,791</b>	<b>26,018</b>	<b>26,250</b>	<b>26,817</b>	<b>27,398</b>	<b>27,991</b>	<b>28,597</b>	<b>29,217</b>
Net Operating Result for the Year	4,686	3,577	3,420	4,346	1,142	(1,506)	10,523	(2,202)	541	(609)	2,006	426	594	789	1,026	1,304
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>4,216</b>	<b>2,682</b>	<b>437</b>	<b>633</b>	<b>(5,741)</b>	<b>(4,961)</b>	<b>(3,987)</b>	<b>(2,724)</b>	<b>(1,995)</b>	<b>(1,158)</b>	<b>(307)</b>	<b>(150)</b>	<b>3</b>	<b>183</b>	<b>405</b>	<b>667</b>

GENERAL FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
Cash & Cash Equivalents	1,925	2,425	3,258	5,719	5,610	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Investments	11,205	14,575	13,628	14,151	11,436	11,809	9,490	8,516	6,211	7,620	7,621	9,349	10,655	12,405	14,924	18,052
Receivables	1,683	1,737	3,475	1,572	2,005	2,005	2,005	2,005	2,005	2,005	2,005	2,005	2,005	2,005	2,005	2,005
Inventories	1,758	1,529	691	982	1,205	1,205	1,205	1,205	1,205	1,205	1,205	1,205	1,205	1,205	1,205	1,205
Other	-		47	67	55	55	55	55	55	55	55	55	55	55	55	55
<b>Total Current Assets</b>	<b>16,571</b>	<b>20,266</b>	<b>21,099</b>	<b>22,491</b>	<b>20,311</b>	<b>19,074</b>	<b>16,755</b>	<b>15,781</b>	<b>13,476</b>	<b>14,885</b>	<b>14,886</b>	<b>16,614</b>	<b>17,920</b>	<b>19,670</b>	<b>22,189</b>	<b>25,317</b>
Investments	7,137	4,761	5,000	5,387	3,367	3,367	-	-	-	-	-	-	-	-	-	-
Receivables	105	67	72	47	15	15	15	15	15	15	15	15	15	15	15	15
Infrastructure, Property, Plant & Equipment	143,546	148,042	151,339	210,540	220,377	217,489	239,506	237,694	240,200	237,941	239,686	237,902	236,887	236,222	234,423	232,056
Intangible Assets	4,236	6,027	8,343	8,371	8,316	8,316	8,316	8,316	8,316	8,316	8,316	8,316	8,316	8,316	8,316	8,316
<b>Total Non-Current Assets</b>	<b>155,024</b>	<b>158,897</b>	<b>164,754</b>	<b>224,345</b>	<b>232,075</b>	<b>229,187</b>	<b>247,837</b>	<b>246,025</b>	<b>248,531</b>	<b>246,272</b>	<b>248,017</b>	<b>246,233</b>	<b>245,218</b>	<b>244,553</b>	<b>242,754</b>	<b>240,387</b>
<b>TOTAL ASSETS</b>	<b>171,595</b>	<b>179,163</b>	<b>185,853</b>	<b>246,836</b>	<b>252,386</b>	<b>248,261</b>	<b>264,592</b>	<b>261,806</b>	<b>262,006</b>	<b>261,157</b>	<b>262,903</b>	<b>262,847</b>	<b>263,137</b>	<b>264,223</b>	<b>264,943</b>	<b>265,704</b>
Payables	1,498	2,060	1,436	2,629	2,741	2,741	2,741	2,741	2,741	2,741	2,741	2,741	2,741	2,741	2,741	2,741
Income received in advance	490	345	1,591	381												
Contract liabilities				1,931	2,405											
Borrowings	384	309	325	442	464	417	589	542	437	453	470	487	506	501	518	518
Provisions	2,396	2,171	2,323	2,405	2,621	2,621	2,621	2,621	2,621	2,621	2,621	2,621	2,621	2,621	2,621	2,621
<b>Total Current Liabilities</b>	<b>4,768</b>	<b>4,885</b>	<b>5,675</b>	<b>7,788</b>	<b>8,231</b>	<b>5,779</b>	<b>5,951</b>	<b>5,904</b>	<b>5,799</b>	<b>5,815</b>	<b>5,832</b>	<b>5,849</b>	<b>5,868</b>	<b>5,863</b>	<b>5,880</b>	<b>5,880</b>
Payables	3															
Borrowings	2,058	1,634	1,309	3,316	2,851	2,434	7,770	7,133	6,597	6,041	5,464	4,865	4,243	4,243	3,621	2,978
Employee benefit provision				277	277	277	277	277	277	277	277	277	277	277	277	277
Provisions	78	146	156	261	3,336	3,586	3,886	3,986	4,286	4,586	4,886	4,986	5,286	5,586	5,886	5,986
<b>Total Non-Current Liabilities</b>	<b>2,139</b>	<b>1,780</b>	<b>1,465</b>	<b>3,577</b>	<b>6,464</b>	<b>6,297</b>	<b>11,933</b>	<b>11,396</b>	<b>11,160</b>	<b>10,904</b>	<b>10,627</b>	<b>10,128</b>	<b>9,806</b>	<b>10,106</b>	<b>9,784</b>	<b>9,241</b>
<b>TOTAL LIABILITIES</b>	<b>6,907</b>	<b>6,665</b>	<b>7,140</b>	<b>11,365</b>	<b>14,695</b>	<b>12,076</b>	<b>17,884</b>	<b>17,300</b>	<b>16,959</b>	<b>16,719</b>	<b>16,459</b>	<b>15,977</b>	<b>15,674</b>	<b>15,970</b>	<b>15,664</b>	<b>15,121</b>
<b>Net Assets</b>	<b>164,688</b>	<b>172,498</b>	<b>178,713</b>	<b>235,471</b>	<b>237,691</b>	<b>236,185</b>	<b>246,708</b>	<b>244,506</b>	<b>245,047</b>	<b>244,438</b>	<b>246,444</b>	<b>246,870</b>	<b>247,464</b>	<b>248,253</b>	<b>249,279</b>	<b>250,583</b>
Retained Earnings	74,912	78,488	81,908	85,077	86,218	84,712	95,235	93,033	93,574	92,965	94,971	95,397	95,991	96,780	97,806	99,110
Revaluation Reserves	89,776	94,010	98,805	150,394	151,473	151,473	151,473	151,473	151,473	151,473	151,473	151,473	151,473	151,473	151,473	151,473
<b>Total Equity</b>	<b>164,688</b>	<b>172,498</b>	<b>180,713</b>	<b>235,471</b>	<b>237,691</b>	<b>236,185</b>	<b>246,708</b>	<b>244,506</b>	<b>245,047</b>	<b>244,438</b>	<b>246,444</b>	<b>246,870</b>	<b>247,464</b>	<b>248,253</b>	<b>249,279</b>	<b>250,583</b>
<b>TOTAL CAPITAL WORKS (FROM SAMP, CURRENT YEAR \$)</b>							9,558	4,490	5,495	5,375	10,015	5,000	5,485	5,240	4,795	4,510
<b>ESTIMATED WORKS CARRIED FORWARD FROM CURRENT YEAR</b>							14,900									
<b>TOTAL CAPITAL WORKS (indexed 2.5% p.a.)</b>	<b>5,801</b>	<b>5,036</b>	<b>5,727</b>	<b>8,181</b>	<b>15,017</b>	<b>8,662</b>	<b>24,458</b>	<b>4,602</b>	<b>9,345</b>	<b>4,711</b>	<b>8,847</b>	<b>5,657</b>	<b>6,361</b>	<b>6,229</b>	<b>5,842</b>	<b>5,632</b>

GENERAL FUND CASHFLOW STATEMENT	Actual		Budget			Forecast									
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032			
<b>Cash Flows from Operating Activities</b>															
<b>Receipts:</b>															
Rates & Annual Charges	9,579	9,842	9,921	10,516	11,163	11,853	12,590	12,905	13,227	13,558	13,897	14,244			
User Charges & Fees	3,866	4,922	4,867	4,989	5,113	5,241	5,372	5,507	5,644	5,785	5,930	6,078			
Investment & Interest Revenue Received	387	221	419	273	251	316	345	429	507	607	746	922			
Grants & Contributions	15,400	9,769	20,650	6,817	8,987	7,161	9,090	7,523	7,712	7,905	8,102	8,304			
Other	957	2,620	778	798	817	838	858	881	902	925	948	971			
<b>Payments:</b>															
Employee Benefits & On-Costs	(9,294)	(11,663)	(9,601)	(9,649)	(9,697)	(9,746)	(9,794)	(9,990)	(10,190)	(10,394)	(10,602)	(10,814)			
Materials & Contracts	(11,286)	(7,332)	(8,894)	(8,917)	(8,940)	(8,986)	(9,032)	(9,264)	(9,502)	(9,746)	(9,995)	(10,252)			
Borrowing Costs	(119)	(106)	(189)	(117)	(107)	(101)	(97)	(92)	(88)	(83)	(78)	(74)			
Other	(2,946)	(3,915)	(1,131)	(493)	(505)	(518)	(531)	(544)	(558)	(572)	(586)	(601)			
<b>Net Cash from Operating Activities</b>	<b>6,544</b>	<b>4,358</b>	<b>16,820</b>	<b>4,217</b>	<b>7,082</b>	<b>6,058</b>	<b>8,801</b>	<b>7,355</b>	<b>7,654</b>	<b>7,985</b>	<b>8,362</b>	<b>8,778</b>			
<b>Cash Flows from Investing Activities</b>															
<b>Receipts:</b>															
Sale of Investment Securities															
Sale of Infrastructure, Property, Plant & Equipment					500	500	500	500	500	500	500	500			
<b>Payments:</b>															
Purchase of Investment Securities															
Purchase of Infrastructure, Property, Plant & Equipment	(15,017)	(8,662)	(24,458)	(4,602)	(9,345)	(4,711)	(8,847)	(5,657)	(6,361)	(6,229)	(5,842)	(5,632)			
<b>Net Cash from Investing Activities</b>	<b>(15,017)</b>	<b>(8,662)</b>	<b>(24,458)</b>	<b>(4,602)</b>	<b>(8,845)</b>	<b>(4,211)</b>	<b>(8,347)</b>	<b>(5,157)</b>	<b>(5,861)</b>	<b>(5,729)</b>	<b>(5,342)</b>	<b>(5,132)</b>			
<b>Cash Flows from Financing Activities</b>															
<b>Receipts:</b>															
Proceeds from Borrowings & Advances		3,531	2,369												
<b>Payments:</b>															
Repayment of Borrowings & Advances		(464)	(417)	(589)	(542)	(437)	(453)	(470)	(487)	(506)	(501)	(518)			
<b>Net Cash from Financing Activities</b>	<b>-</b>	<b>3,067</b>	<b>1,952</b>	<b>(589)</b>	<b>(542)</b>	<b>(437)</b>	<b>(453)</b>	<b>(470)</b>	<b>(487)</b>	<b>(506)</b>	<b>(501)</b>	<b>(518)</b>			
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>(8,473)</b>	<b>(1,237)</b>	<b>(5,686)</b>	<b>(974)</b>	<b>(2,305)</b>	<b>1,409</b>	<b>1</b>	<b>1,728</b>	<b>1,306</b>	<b>1,751</b>	<b>2,518</b>	<b>3,128</b>			
Plus: Cash & Cash equivalents - beginning of year	25,257	20,413	19,176	13,490	12,516	10,211	11,620	11,621	13,349	14,655	16,405	18,924			
<b>Investments, Cash &amp; Cash Equivalents - end of the year</b>	<b>20,413</b>	<b>19,176</b>	<b>13,490</b>	<b>12,516</b>	<b>10,211</b>	<b>11,620</b>	<b>11,621</b>	<b>13,349</b>	<b>14,655</b>	<b>16,405</b>	<b>18,924</b>	<b>22,052</b>			

WATER FUND INCOME STATEMENT	Historic Actuals					Budget			Forecast							
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
Rates & Annual Charges	1,329	1,340	1,342	1,429	1,448	1,545	1,540	1,579	1,618	1,658	1,700	1,742	1,786	1,831	1,876	1,923
User Charges & Fees	2,533	3,149	3,666	3,248	3,042	2,856	3,247	3,239	3,320	3,403	3,488	3,576	3,665	3,757	3,851	3,947
Interest and investment revenue	284	302	365	333	191	138	166	429	503	589	683	784	869	941	726	741
Other Revenues	27	43	282	149	126	159	56	100	103	105	108	110	113	116	119	122
Grants & Contributions: Operating	39	38	36	37	72	29	-	-	-	-	-	-	-	-	-	-
Grants & Contributions: Capital Purposes	504	27	152	92	32	-	54	60	62	63	65	66	68	70	2,000	75
Other income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>4,716</b>	<b>4,899</b>	<b>5,843</b>	<b>5,288</b>	<b>4,911</b>	<b>4,727</b>	<b>5,063</b>	<b>5,407</b>	<b>5,605</b>	<b>5,819</b>	<b>6,044</b>	<b>6,279</b>	<b>6,501</b>	<b>6,714</b>	<b>8,571</b>	<b>6,808</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>4,212</b>	<b>4,872</b>	<b>5,691</b>	<b>5,196</b>	<b>4,879</b>	<b>4,727</b>	<b>5,009</b>	<b>5,347</b>	<b>5,544</b>	<b>5,756</b>	<b>5,979</b>	<b>6,213</b>	<b>6,434</b>	<b>6,644</b>	<b>6,571</b>	<b>6,733</b>
Employee Benefits & On-Costs	1,170	1,711	1,653	1,708	1,900	1,450	1,673	1,715	1,758	1,802	1,847	1,893	1,940	1,989	2,038	2,089
Materials & Contracts/Services	847	555	710	883	1,311	1,520	1,597	1,432	1,468	1,504	1,542	1,581	1,620	1,661	1,702	1,745
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation & Amortisation	1,176	966	942	929	946	1,395	1,468	1,497	1,535	1,573	1,612	1,653	1,694	1,736	1,780	1,824
Other expenses	424	506	462	486	-	270	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>3,617</b>	<b>3,738</b>	<b>3,767</b>	<b>4,006</b>	<b>4,157</b>	<b>4,635</b>	<b>4,738</b>	<b>4,644</b>	<b>4,760</b>	<b>4,879</b>	<b>5,001</b>	<b>5,126</b>	<b>5,254</b>	<b>5,386</b>	<b>5,520</b>	<b>5,658</b>
<b>Net Operating Result for the Year</b>	<b>1,099</b>	<b>1,161</b>	<b>2,076</b>	<b>1,282</b>	<b>754</b>	<b>92</b>	<b>271</b>	<b>702</b>	<b>784</b>	<b>877</b>	<b>978</b>	<b>1,086</b>	<b>1,179</b>	<b>1,259</b>	<b>1,051</b>	<b>1,075</b>
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>595</b>	<b>1,134</b>	<b>1,924</b>	<b>1,190</b>	<b>722</b>	<b>92</b>	<b>271</b>	<b>702</b>	<b>784</b>	<b>877</b>	<b>978</b>	<b>1,086</b>	<b>1,179</b>	<b>1,259</b>	<b>1,051</b>	<b>1,075</b>

WATER FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
	Cash & Cash Equivalents	189	223	204	3,414	5,047	-	-	-	-	-	-	-	-	-	-
Investments	7,060	9,475	12,312	9,523	9,359	-	-	-	-	-	-	-	-	-	-	-
Receivables	317	359	511	367	416	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-	-
<b>Total Current Assets</b>	<b>7,566</b>	<b>10,057</b>	<b>13,027</b>	<b>13,304</b>	<b>14,826</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Investments	3,939	3,029	2,798	3,626	2,756	-	-	-	-	-	-	-	-	-	-	-
Receivables	8	-	4	25	20	-	-	-	-	-	-	-	-	-	-	-
Inventories	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Infrastructure, Property, Plant & Equipment	25,438	25,438	25,194	25,591	42,250	-	-	-	-	-	-	-	-	-	-	-
Intangible Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Non-Current Assets</b>	<b>29,385</b>	<b>28,467</b>	<b>27,996</b>	<b>29,242</b>	<b>45,026</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL ASSETS</b>	<b>36,951</b>	<b>38,524</b>	<b>41,023</b>	<b>42,546</b>	<b>59,852</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Payables	1	1	1	13	1	-	-	-	-	-	-	-	-	-	-	-
Income received in advance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract liabilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Provisions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Current Liabilities</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Payables	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee benefit provision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Provisions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Non-Current Liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL LIABILITIES</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets</b>	<b>36,950</b>	<b>38,523</b>	<b>41,022</b>	<b>42,533</b>	<b>59,851</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Retained Earnings	20,349	21,510	23,586	24,869	25,623	-	-	-	-	-	-	-	-	-	-	-
Revaluation Reserves	16,601	17,013	17,436	17,665	34,228	-	-	-	-	-	-	-	-	-	-	-
<b>Total Equity</b>	<b>36,950</b>	<b>38,523</b>	<b>41,022</b>	<b>42,534</b>	<b>59,851</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

WATER FUND CASHFLOW STATEMENT	Actual		Budget				Forecast						
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
<b>Cash Flows from Operating Activities</b>													
<b>Receipts:</b>													
Rates & Annual Charges	1,448	1,545	1,540	1,579	1,618	1,658	1,700	1,742	1,786	1,831	1,876	1,923	
User Charges & Fees	3,042	2,856	3,247	3,239	3,320	3,403	3,488	3,576	3,665	3,757	3,851	3,947	
Investment & Interest Revenue Received	191	138	166	429	503	589	683	784	869	941	726	741	
Grants & Contributions	104	29	54	60	62	63	65	66	68	70	2,000	75	
Other	126	159	56	100	103	105	108	110	113	116	119	122	
<b>Payments:</b>													
Employee Benefits & On-Costs	(1,900)	(1,450)	(1,673)	(1,715)	(1,758)	(1,802)	(1,847)	(1,893)	(1,940)	(1,989)	(2,038)	(2,089)	
Materials & Contracts	(1,311)	(1,520)	(1,597)	(1,432)	(1,468)	(1,504)	(1,542)	(1,581)	(1,620)	(1,661)	(1,702)	(1,745)	
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	(270)	-	-	-	-	-	-	-	-	-	-	
<b>Net Cash from Operating Activities</b>	<b>1,700</b>	<b>1,487</b>	<b>1,793</b>	<b>2,260</b>	<b>2,380</b>	<b>2,513</b>	<b>2,655</b>	<b>2,805</b>	<b>2,941</b>	<b>3,065</b>	<b>4,831</b>	<b>2,974</b>	
<b>Cash Flows from Investing Activities</b>													
<b>Receipts:</b>													
Sale of Investment Securities													
Sale of Infrastructure, Property, Plant & Equipment													
<b>Payments:</b>													
Purchase of Investment Securities													
Purchase of Infrastructure, Property, Plant & Equipment	(1,101)	(2,098)	(640)	(656)	(883)	(689)	(706)	(724)	(1,438)	(1,949)	(9,309)	(799)	
<b>Net Cash from Investing Activities</b>	<b>(1,101)</b>	<b>(2,098)</b>	<b>(640)</b>	<b>(656)</b>	<b>(883)</b>	<b>(689)</b>	<b>(706)</b>	<b>(724)</b>	<b>(1,438)</b>	<b>(1,949)</b>	<b>(9,309)</b>	<b>(799)</b>	
<b>Cash Flows from Financing Activities</b>													
<b>Receipts:</b>													
Proceeds from Borrowings & Advances													
<b>Payments:</b>													
Repayment of Borrowings & Advances													
<b>Net Cash from Financing Activities</b>													
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>599</b>	<b>(611)</b>	<b>1,153</b>	<b>1,604</b>	<b>1,497</b>	<b>1,824</b>	<b>1,948</b>	<b>2,081</b>	<b>1,503</b>	<b>1,115</b>	<b>(4,478)</b>	<b>2,175</b>	
Plus: Cash & Cash equivalents - beginning of year	16,563	17,162	16,551	17,704	19,308	20,805	22,629	24,577	26,659	28,162	29,277	24,800	
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>17,162</b>	<b>16,551</b>	<b>17,704</b>	<b>19,308</b>	<b>20,805</b>	<b>22,629</b>	<b>24,577</b>	<b>26,659</b>	<b>28,162</b>	<b>29,277</b>	<b>24,800</b>	<b>26,974</b>	

LEETON SHIRE COUNCIL  
Ordinary Council Meeting - Thursday, 23 June 2022

SEWER FUND INCOME STATEMENT	Historic Actuals					Budget		Forecast								
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
Rates & Annual Charges	2,103	2,273	2,331	2,406	2,412	2,591	2,679	2,762	2,831	2,902	2,975	3,049	3,125	3,203	3,283	3,366
User Charges & Fees	329	375	399	499	837	407	394	404	414	424	435	446	457	468	480	492
Interest and investment revenue	202	196	123	172	103	91	111	172	163	152	187	214	251	307	364	362
Other Revenues	1	1	3	5	10	10	6	6	6	6	6	6	6	6	6	6
Grants & Contributions: Operating	31	31	30	30	29	37										
Grants & Contributions: Capital Purposes	151	77	206	130	11	750	250	256	263	269	276	283	290	297	305	312
Other income	-															
<b>Total Income from Continuing Operations</b>	<b>2,817</b>	<b>2,953</b>	<b>3,092</b>	<b>3,242</b>	<b>3,402</b>	<b>3,885</b>	<b>3,440</b>	<b>3,601</b>	<b>3,677</b>	<b>3,754</b>	<b>3,879</b>	<b>3,998</b>	<b>4,129</b>	<b>4,282</b>	<b>4,438</b>	<b>4,537</b>
<b>TOTAL INCOME (ex. Capital)</b>	<b>2,666</b>	<b>2,876</b>	<b>2,886</b>	<b>3,112</b>	<b>3,391</b>	<b>3,135</b>	<b>3,190</b>	<b>3,344</b>	<b>3,414</b>	<b>3,485</b>	<b>3,603</b>	<b>3,715</b>	<b>3,839</b>	<b>3,985</b>	<b>4,133</b>	<b>4,225</b>
Employee Benefits & On-Costs	637	964	1,132	1,161	1,158	1,064	1,158	1,237	1,217	1,247	1,278	1,310	1,343	1,376	1,411	1,446
Materials & Contracts/Services	822	419	570	552	719	675	907	827	848	869	891	913	936	959	983	1,008
Borrowing Costs																
Depreciation & Amortisation	779	699	734	753	920	952	1,055	1,133	1,156	1,179	1,203	1,227	1,251	1,276	1,302	1,328
Other expenses	254	270	240	271	-	257										
<b>TOTAL EXPENSES: Continuing Operations</b>	<b>2,492</b>	<b>2,352</b>	<b>2,676</b>	<b>2,737</b>	<b>2,797</b>	<b>2,948</b>	<b>3,120</b>	<b>3,197</b>	<b>3,220</b>	<b>3,295</b>	<b>3,372</b>	<b>3,450</b>	<b>3,530</b>	<b>3,612</b>	<b>3,696</b>	<b>3,782</b>
<b>Net Operating Result for the Year</b>	<b>325</b>	<b>601</b>	<b>416</b>	<b>505</b>	<b>605</b>	<b>937</b>	<b>320</b>	<b>403</b>	<b>457</b>	<b>459</b>	<b>507</b>	<b>548</b>	<b>599</b>	<b>670</b>	<b>742</b>	<b>756</b>
<b>OPERATING SURPLUS/DEFICIT exc. Capital</b>	<b>174</b>	<b>524</b>	<b>210</b>	<b>375</b>	<b>594</b>	<b>187</b>	<b>70</b>	<b>147</b>	<b>194</b>	<b>190</b>	<b>231</b>	<b>265</b>	<b>309</b>	<b>373</b>	<b>437</b>	<b>443</b>

SEWER FUND BALANCE SHEET	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2031
Cash & Cash Equivalents	115	139	102	1,730	2,475											
Investments	4,345	5,560	6,170	4,826	5,355											
Receivables	336	400	190	261	216											
Inventories																
Contract assets																
Other																
<b>Total Current Assets</b>	<b>4,796</b>	<b>6,099</b>	<b>6,462</b>	<b>6,817</b>	<b>8,046</b>	-	-	-	-	-	-	-	-	-	-	-
Investments	2,424	1,710	1,402	1,837	1,577											
Receivables	121	4	8	4	10											
Inventories																
Infrastructure, Property, Plant & Equipment	28,895	29,654	30,468	30,463	37,263											
Intangible Assets																
<b>Total Non-Current Assets</b>	<b>31,440</b>	<b>31,368</b>	<b>31,878</b>	<b>32,304</b>	<b>38,850</b>	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ASSETS</b>	<b>36,236</b>	<b>37,467</b>	<b>38,340</b>	<b>39,121</b>	<b>46,896</b>	-	-	-	-	-	-	-	-	-	-	-
Payables	53			7												
Income received in advance																
Contract liabilities																
Borrowings																
Provisions																
<b>Total Current Liabilities</b>	<b>53</b>	-	-	<b>7</b>	-	-	-	-	-	-	-	-	-	-	-	-
Payables	-	-														
Borrowings	-	-														
Employee benefit provision	-	-														
Provisions	-	-														
<b>Total Non-Current Liabilities</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	<b>53</b>	-	-	<b>7</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Assets</b>	<b>36,183</b>	<b>37,467</b>	<b>38,340</b>	<b>39,114</b>	<b>46,896</b>	-	-	-	-	-	-	-	-	-	-	-
Retained Earnings	18,902	19,504	19,920	20,423	21,029											
Revaluation Reserves	17,281	17,963	18,420	18,691	25,867											
<b>Total Equity</b>	<b>36,183</b>	<b>37,467</b>	<b>38,340</b>	<b>39,114</b>	<b>46,896</b>	-	-	-	-	-	-	-	-	-	-	-

SEWER FUND CASHFLOW STATEMENT	Actual			Budget			Forecast						
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
<b>Cash Flows from Operating Activities</b>													
<b>Receipts:</b>													
Rates & Annual Charges	2,412	2,591	2,679	2,762	2,831	2,902	2,975	3,049	3,125	3,203	3,283	3,366	
User Charges & Fees	837	407	394	404	414	424	435	446	457	468	480	492	
Investment & Interest Revenue Received	103	91	111	172	163	152	187	214	251	307	364	362	
Grants & Contributions	40	787	250	256	263	269	276	283	290	297	305	312	
Other	10	10	6	6	6	6	6	6	6	6	6	6	
<b>Payments:</b>													
Employee Benefits & On-Costs	(1,158)	(1,064)	(1,158)	(1,237)	(1,217)	(1,247)	(1,278)	(1,310)	(1,343)	(1,376)	(1,411)	(1,446)	
Materials & Contracts	(719)	(675)	(907)	(827)	(848)	(869)	(891)	(913)	(936)	(959)	(983)	(1,008)	
Borrowing Costs	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	(257)	-	-	-	-	-	-	-	-	-	-	
<b>Net Cash from Operating Activities</b>	<b>1,525</b>	<b>1,889</b>	<b>1,375</b>	<b>1,536</b>	<b>1,613</b>	<b>1,638</b>	<b>1,710</b>	<b>1,775</b>	<b>1,850</b>	<b>1,946</b>	<b>2,044</b>	<b>2,083</b>	
<b>Cash Flows from Investing Activities</b>													
<b>Receipts:</b>													
Sale of Investment Securities													
Sale of Infrastructure, Property, Plant & Equipment													
<b>Payments:</b>													
Purchase of Investment Securities													
Purchase of Infrastructure, Property, Plant & Equipment	(699)	(1,760)	(4,357)	(195)	(2,196)	(2,143)	(486)	(894)	(742)	(345)	(536)	(2,111)	
<b>Net Cash from Investing Activities</b>	<b>(699)</b>	<b>(1,760)</b>	<b>(4,357)</b>	<b>(195)</b>	<b>(2,196)</b>	<b>(2,143)</b>	<b>(486)</b>	<b>(894)</b>	<b>(742)</b>	<b>(345)</b>	<b>(536)</b>	<b>(2,111)</b>	
<b>Cash Flows from Financing Activities</b>													
<b>Receipts:</b>													
Proceeds from Borrowings & Advances													
<b>Payments:</b>													
Repayment of Borrowings & Advances													
<b>Net Cash from Financing Activities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Increase/(Decrease) in Cash &amp; Cash Equivalents</b>	<b>826</b>	<b>129</b>	<b>(2,982)</b>	<b>1,342</b>	<b>(583)</b>	<b>(505)</b>	<b>1,224</b>	<b>881</b>	<b>1,108</b>	<b>1,601</b>	<b>1,507</b>	<b>(27)</b>	
Plus: Cash & Cash equivalents - beginning of year	8,393	9,407	9,536	6,554	7,895	7,312	6,807	8,031	8,912	10,020	11,622	13,129	
<b>Cash &amp; Cash Equivalents - end of the year</b>	<b>9,407</b>	<b>9,536</b>	<b>6,554</b>	<b>7,895</b>	<b>7,312</b>	<b>6,807</b>	<b>8,031</b>	<b>8,912</b>	<b>10,020</b>	<b>11,622</b>	<b>13,129</b>	<b>13,102</b>	



**LEETON**  
SHIRE COUNCIL

**Leeton Shire Council**

ABN 59 217 957 665

23-25 Chelmsford Place, Leeton NSW 2705

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# Operational Plan 2022/23

**DRAFT**



LEETON  
SHIRE COUNCIL

**The 2022/23 financial year is the first of the 3-year Delivery Program that has been developed by the term of Councillors elected in December 2021.**

**This Operational Plan and the Delivery Program should be read in conjunction with each other.**

#### **Acknowledgement of Traditional Custodians**

Leeton Shire Council acknowledges and pays respect to the Wiradjuri people, the traditional custodians of the land encompassed by Leeton Shire.

Council also pays respect to the Elders, both past and present, of the Wiradjuri Nation and extend that respect to other Aboriginal and Torres Strait Islander people who live in Leeton Shire.

We recognise Aboriginal spiritual, social and cultural connections to these lands and waters and state our commitment to ensuring that Aboriginal rights, as enshrined in legislation, are upheld and not eroded.

## Contents

Acknowledgement of Traditional Custodians.....	2
<b>1. Leeton Shire Council.....</b>	<b>4</b>
Our Councillors .....	4
Our Organisational Structure .....	5
<b>2. Operational Plan 2022/23 Activities .....</b>	<b>6</b>
1. Community Development and Community Services .....	7
2. Museums, Arts and Cultural Services .....	13
3. Parks, Streetscapes and Sporting Facilities .....	15
4. Economic Development .....	20
5. Planning, Building and Health .....	25
6. Roads and Drainage .....	30
7. Water and Wastewater.....	34
8. Environmental Sustainability and Emergency Services.....	36
9. Governance and Corporate Services .....	39

## 1. Leeton Shire Council

### Our Councillors



**Cr Tony Reneker**  
Mayor  
Elected to Council 2016

tonyr@leeton.nsw.gov.au



**Cr Michael Kidd**  
Deputy Mayor  
Elected to Council 2004–2008  
Elected to Council 2012

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**Cr Tony Ciccia**  
Elected to Council 2016

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**Cr Matt Holt**  
Elected to Council 2021

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**Cr Krystal Maytom**  
Elected to Council 2021

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**Cr Tracey Morris**  
Elected to Council 2012

traceym@leeton.nsw.gov.au



**Sandra Nardi**  
Elected to Council 2016

sandran@leeton.nsw.gov.au



**Cr Paul Smith**  
Elected to Council 2016

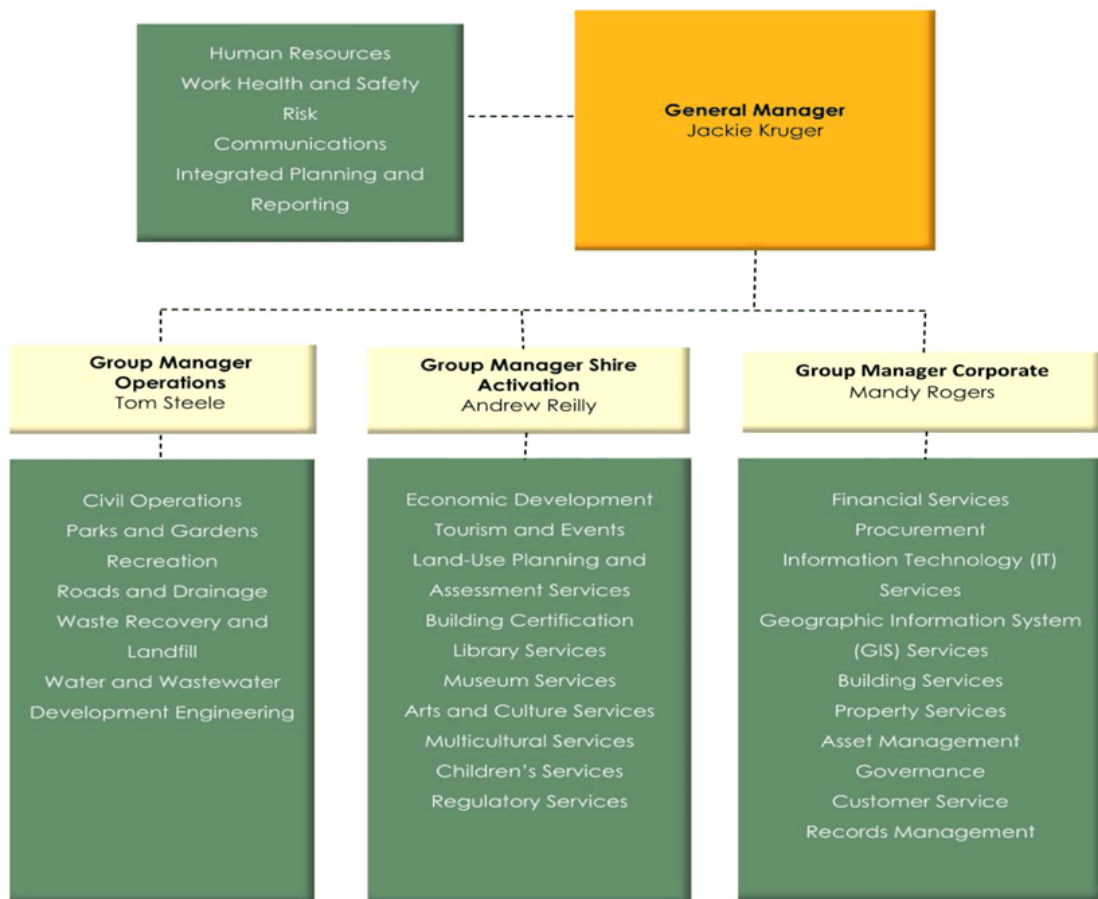
pauls@leeton.nsw.gov.au



**Cr George Weston**  
Elected to Council 1995

georgew@leeton.nsw.gov.au

## Our Organisational Structure



## 2. Operational Plan 2022/23 Activities

The Operational Plan gives effect to the first year of Leeton Shire Council's Delivery Program 2022–2025 and should be read in conjunction with that document.

The Operational Plan details the projects, programs and actions to be undertaken in the 2022/23 financial year to achieve the Delivery Program commitments. The activities and actions are organised in accordance with the functional areas and colour coding used in the Delivery Program.

<b>1. Community Services and Community Development</b>
<b>2. Museum, Arts and Cultural Services</b>
<b>3. Parks, Streetscapes and Sporting Facilities</b>
<b>4. Economic Development</b>
<b>5. Planning, Building and Public Health</b>
<b>6. Roads and Drainage</b>
<b>7. Water and Sewer Services</b>
<b>8. Environmental Sustainability and Emergency Services</b>
<b>9. Governance and Administration</b>

Leeton Shire Council's Budget 2022/23 and Statement of Revenue Policy (including fees and charges) are also part of the Operational Plan but are published as separate documents.

## 1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES

### Lead Council Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>1.1 Operate a Library Service</b>				
1.1.1	Offer library services 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 school holiday with 20 or more participants per school holiday period	≥ 3	Manager Cultural Services
		• Number of special events per year with 40 or more participants	≥ 2	
		• Number of programmed sessions per week	≥ 2	
		• Total number of participants in library activities per year	≥ 1,500	
1.1.1	Offer library services with a quality and contemporary collection that promotes borrowing and monitors trends to guide collection development and purchase planning (in association with Riverina Regional Libraries)	• Number of items borrowed	≥ 28,000	Manager Cultural Services
		• Percentage implementation of Purchasing Plan	100%	
		• Number of new items purchased in line with the Purchasing Plan	≥ 1,800	
1.1.3	Offer library services that attract and retain membership and visitation through promotion, customer service excellence, inclusivity, collaboration, quality resources, and being responsive to community needs	• Number of library visitations per year	≥ 40,000	Manager Cultural Services
		• Number of new memberships per year	≥ 250	
		• Number of active library members at time of reporting	≥ 3,000	
		• Total number of participants in library activities per year	≥ 1,500	
		• Number registered students at CUC	≥ 25	
<b>1.2 Operate Children's Services</b>				
1.2.1	Operate Leeton Early Learning Centre (LELC) as a long day care service, 5 days a week	• Percentage occupancy (number of children attending the facility relative to available places)	95%	Manager Visitor Services & Local Activation
		• Accreditation – Current rating status	At least 'Meeting National Quality Standards'	
		• Percentage of costs covered by user fees	100%	

## 1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES

### Lead Council Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
1.2.2	Extend the Leeton Early Learning Centre (LELC) by a further 20 places by January 2023 to increase the Centre's capacity to meet demand. <i>Carry forward from 21/22</i>	• Percentage of construction of extension completed	100%	Manager Visitor Services & Local Activation
		• Grant funding, if possible	\$200K	
1.2.3	Operate the Leeton Out of School Hours Care Service (LOOSHC) Monday to Friday during school terms	• Percentage occupancy (number of children attending service relative to available places)	90%	Manager Visitor Services & Local Activation
		• Accreditation – Current rating status	At least 'Meeting National Quality Standards'	
		• Percentage of costs covered by user fees	100%	
1.2.4	Operate the Leeton Vacation Care Program during school holidays	• Percentage occupancy (number of children attending service relative to available places)	90%	Manager Visitor Services & Local Activation
		• Accreditation – Current rating status	≥ 'Meeting National Quality Standards'	
		• Percentage of costs covered by user fees	100%	
<b>1.3 Provide CCTV and Free WiFi Services</b>				
1.3.1	Provide free Wi-Fi services in Leeton CBD and key Council facilities	• Total number of people accessing free Wi-Fi services in the CBD	1,000	Manager IT
		• Number of promotional activities coordinated per year	≥ 2	
1.3.2	Maintain and enhance a CCTV network to promote community safety	• Number of occasions police access CCTV footage to investigate crime	No target – report by occurrence	Manager IT
<b>1.4 Promote and Support Volunteering</b>				
1.4.1	Develop a volunteer program at Council for Council and support Leeton Connect to promote volunteering across the Shire	• Percentage completion of LSC Volunteer Handbook	100%	Manager Economic & Community Development
		• Number of LSC volunteers	≥ 50	
		• Number of LSC volunteers that participate in training	≥ 5	
		• Number of promotions and/or campaigns	≥ 3	
		• Number of LSC recognition activities	≥ 1	



1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES				
Lead Council Group: Shire Activation				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>1.5 Support Local Community Groups with Support, Advice and Financial Assistance</b>				
1.5.1	Support the community by offering a Community Grants program	<ul style="list-style-type: none"> <li>Number of grant applications received</li> <li>Value of grants funding allocated</li> </ul>	≥ 20 ≥ \$20,000	Community Development Coordinator
1.5.2	Support the community by offering annual sponsorship and school prizes	<ul style="list-style-type: none"> <li>Leeton Town Band</li> <li>Leeton Eisteddfod</li> <li>Leeton Men's Shed</li> <li>Local schools</li> </ul>	= \$5,000 = \$2,000 = \$5,000 = \$1000	Community Development Coordinator
1.5.3	Support the community by offering premises for them to work from <ul style="list-style-type: none"> <li>Leeton Family &amp; Local History Society at WCIC for \$1pa</li> <li>Western Riverina Arts at WCIC at subsidised rent</li> <li>Riverina College at Leeton Multi-Purpose Centre (MPC) at subsidised rent</li> <li>HACC / Meals on wheels at MPC at subsidised rent</li> </ul>	<ul style="list-style-type: none"> <li>Occupancy</li> </ul>	100%	Group Manager Corporate
1.5.4	Support the community by offering HR and payroll services to grant funded positions within Leeton Connect, Leeton Multicultural Support Group and Jumpstart	<ul style="list-style-type: none"> <li>Currency of employment contracts and funding contracts</li> </ul>	100%	Manager People & Organisation Development
<b>1.6 Support a range of local community events</b>				
1.6.1	Support the hosting of local community events across the Shire including Australia Day, Light Up Leeton, NAIDOC Week, International Women's Day, Harmony Day, Fiesta La Leeton (new), Reconciliation Day, Sorry Day	<ul style="list-style-type: none"> <li>Number of events supported by Council</li> <li>Number of participants for Light Up Leeton Harmony Day Australia Day</li> </ul>	≥ 8 ≥ 2,000 ≥ 500 ≥ 2,000	Manager Visitor Services & Local Activation
<b>1.7 Promote community inclusion and wellbeing</b>				
1.7.1	Implement the Ageing Well Strategy 2020-2025 Action Plan	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 actions completed</li> </ul>	90%	Community Development Coordinator
1.7.2	Review and implement Leeton Shire Council's Access for Everyone Disability Inclusion Action Plan 2017-2021 (DIAP)	<ul style="list-style-type: none"> <li>Revised DIAP adopted</li> <li>Percentage of scheduled 2022/23 actions completed</li> </ul>	By Dec 2022 90%	Community Development Coordinator

## 1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES

### Lead Council Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
1.7.3	Enforce disability carparking restrictions and educate residents about the importance of accessible parking	<ul style="list-style-type: none"> <li>Number of enforcement actions</li> <li>Number of education campaigns</li> </ul>	Report by occurrence ≥ 2	Manager Planning, Building & Health
1.7.4	Support and promote initiatives to stop domestic violence	<ul style="list-style-type: none"> <li>Number of initiatives provided</li> </ul>	≥ 1	Community Development Coordinator
1.7.5	Support and promote initiatives for healthy living	<ul style="list-style-type: none"> <li>Promote local initiatives such as Park Run or healthy eating</li> </ul>	≥ 2	Community Development Coordinator
1.7.6	Remain across local community needs and community services by attending interagency meetings and making available a Community Directory (with the help of Leeton Connect)	<ul style="list-style-type: none"> <li>Directory updated three times a year and available online</li> </ul>	100%	Community Development Coordinator
<b>1.8 Support and promote multiculturalism, social cohesion and settlement support</b>				
1.8.1	Promote wellbeing for our Indigenous community through regular liaison with the Leeton Aboriginal Interagency and Leeton & District Aboriginal Lands Council	<ul style="list-style-type: none"> <li>Number of Leeton Aboriginal Interagency activities/initiatives supported</li> </ul>	No target – report by occurrence	Group Manager Shire Activation
1.8.2	Maintain and build Leeton's reputation as a "migrant and refugee-friendly" Shire through participation in the NSW Growing Regions of Welcome (GROW) – in the Riverina and Murray	<ul style="list-style-type: none"> <li>Number of Council-supported GROW events/activities held</li> </ul>	≥ 2	Group Manager Shire Activation
		<ul style="list-style-type: none"> <li>Percentage of scheduled actions as per the Migrant Economic Development Strategy</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Number of refugees and migrants supported to move to Leeton</li> </ul>	No target – report by occurrence	
1.8.3	Support Leeton MultiCultural Support Group to develop increased capacity and capability, including event management	<ul style="list-style-type: none"> <li>Number of projects commenced and completed</li> </ul>	≥ 2	Group Manager Shire Activation
1.8.4	Host Citizenship Ceremonies	<ul style="list-style-type: none"> <li>Number of set Citizenship Ceremonies held per year (including on Australia Day and Citizenship Day)</li> </ul>	≥ 2	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Number of residents naturalised (by country of origin)</li> </ul>	No target – report by occurrence	
1.8.5		<ul style="list-style-type: none"> <li>Number of downloads provided</li> </ul>	No target – report figure	

## 1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES

### Lead Council Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
	Maintain and make available a New Residents' Kit for Leeton Shire	<ul style="list-style-type: none"> <li>Number of website views</li> </ul>	No target – report figure	Community Development Coordinator
<b>1.9 Provide halls for communities to meet</b>				
1.9.1	Promote and maximise the use of the Leeton Multipurpose Community Centre halls	<ul style="list-style-type: none"> <li>Number of occasions of hire</li> </ul>	≥ 300	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Dollar value of income generated from hire of halls</li> </ul>	≥ \$10,000	
1.9.2	Provide access to Yanco, Murrambi and Whitton Community Halls through Section 355 Committees	<ul style="list-style-type: none"> <li>Number of hirers for each hall (figure provided annually)</li> </ul>	No target – report annually	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Number of occasions of hire for each hall (figure provided annually)</li> </ul>	No target – report annually	
		<ul style="list-style-type: none"> <li>Number of Section 355 Committee meetings held by each committee</li> </ul>	≥ 3	
		<ul style="list-style-type: none"> <li>Dollar value of income generated from hire of halls</li> </ul>	No target – report annually	
<b>1.10 Foster youth leadership and engagement</b>				
1.10.1	Establish and coordinate a Leeton Youth Council	<ul style="list-style-type: none"> <li>Percentage of Youth Council established</li> </ul>	100%	Community Development Coordinator
		<ul style="list-style-type: none"> <li>Number of meetings held</li> </ul>	≥ 4	
<b>1.11 Facilitate town/village improvement planning</b>				
1.11.1	Update and support the delivery of town improvement plans in Yanco and Whitton	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Town Improvement Plan actions completed in                             <ul style="list-style-type: none"> <li>- Whitton</li> <li>- Yanco</li> </ul> </li> </ul>	90%	Manager Visitor Services & Local Activation
1.11.2	Support and facilitate community programs in Wattle Hill	<ul style="list-style-type: none"> <li>Number of programs facilitated</li> </ul>	≥ 2	Community Development Coordinator
		<ul style="list-style-type: none"> <li>Number of community members engaged</li> </ul>	≥ 50	
<b>1.12 Provide social housing</b>				
1.12.1	Monitor provision of Council's affordable housing service, Eventide Homes, Yanco (service delivered by Argyle Homes)	<ul style="list-style-type: none"> <li>Percentage occupancy</li> </ul>	90%	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Number of liaison meetings held/attended with Eventide Homes service provider</li> </ul>	≥ 2	

## 1. COMMUNITY DEVELOPMENT AND COMMUNITY SERVICES

### Lead Council Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
1.12.2	Invest in the ongoing refurbishment of Eventide Homes, Yanco  <i>Capex - \$150K (Internal Reserve)</i>	• Percentage of expenditure on refurbishment	100%	Group Manager Corporate
		• Percentage of refurbishment program completed	90+%	
1.12.3	Provide Council subsidised accommodation to student health professionals	• Number of health professionals utilising Council subsidised accommodation	≥ 2	Group Manager Corporate
<b>1.13 Advocate for Improved Health Services and Improved Policing</b>				
1.13.1	Advocate for accessible, quality and timely health services including mental health; drug and alcohol rehabilitation services, ambulance services and hospital services	• Number of advocacy activities	No target – report by occurrence	General Manager
		• Integrated Health Services Strategy completed	100%	
		• Meet with MLHD, MPHNS and NSW Ambulance	≥ 2 each	
1.13.2	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	Community Development Coordinator
		• Number of students hosted in Leeton as part of the University of Wollongong student doctor program	≥ 1	
1.13.3	Advocate for quality and timely policing services	• Number of advocacy activities	No target – report by occurrence	General Manager
		• Meet with Leeton Officer in Charge and District Commander quarterly	≥ 4	

## 2. MUSEUMS, ARTS AND CULTURAL SERVICES

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>2.1 Operate the Leeton Museum and Art Gallery</b>				
2.1.1	Operate the Leeton Museum and Art Gallery (LMAG)  <i>Capex</i> - Lift to first floor \$71K (Internal Reserve Funding, if no grant forthcoming) - Weatherproof and refurbish upstairs \$120K o \$79K Internal Reserve funding if no grant forthcoming o \$41K General Fund, if no grant forthcoming	• Number of gallery exhibitions and events held	≥ 6	Manager Cultural Services
		• Income earned from travelling exhibitions	No target – report by occurrence	
		• Number of visitors to LMAG	2,000	
2.1.2	Support the annual Penny Paniz Memorial Art Competition and add acquisitions to Council's art collection	• Number of entries received for PPMAC	≥ 100	Manager Cultural Services
		• Annual financial contribution by Council to the PPMAC sustained	\$1,500	
<b>2.2 Support the Whitton and Yanco Museum Committee</b>				
2.2.1	Support Whitton and Yanco Museums by building the skills capability of volunteers	• Number of volunteer training sessions held	≥ 2	Manager Cultural Services
		• Significance assessment completed for Yanco (dependent upon external funding)	100%	
<b>2.3 Support and Partner with WRA and LF&amp;LHS</b>				
2.3.1	Host and collaborate with Western Riverina Regional Arts to successfully deliver events, public art projects and programs in Leeton Shire, including providing opportunities to promote local artistic endeavour  <i>Council pays \$11,000 pa to be a member of WRA Council provides subsidised rent to WRA at LMAG/WCIC</i>	• Number of WRA activities undertaken in Leeton	≥ 5	Manager Cultural Services
		• Percentage attendance at WRA Board meetings	100%	
		• WRA annual report presented to Council within 2 months of accounts being audited	=1	
2.3.2	Host and collaborate with Leeton Family & Local History Society to successfully deliver heritage information, collection services and exhibitions  <i>Council provides space for LF&amp;LHS at LMAG / WCIC for \$1 pa</i>	• Percentage of the LF&LHS collection catalogued	Report activity	Manager Cultural Services
		• Number of occasions the LF&LHS service is open to public	≥ 6	

## 2. MUSEUMS, ARTS AND CULTURAL SERVICES

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>2.4 Deliver a Program of Public Art</b>				
2.4.1	Digital silo art project on Leeton Water Tower <i>Carry forward from 21/22 (grant funded)</i>	<ul style="list-style-type: none"> <li>Percentage of project completed</li> </ul>	100%	Manager Cultural Services
2.4.2	Encourage and promote performing art / busking in local parks and in the main streets	<ul style="list-style-type: none"> <li>Number of events held per year</li> </ul>	≥ 5	Manager Cultural Services
2.4.3	Host Henry Lawson Poetry Day/s at Henry Lawson Cottage	<ul style="list-style-type: none"> <li>Number of events</li> <li>Number of people attending</li> </ul>	≥ 1  Report attendance	Manager Cultural Services
<b>2.5 Operate the Roxy Theatre</b>				
2.5.1	Complete the refurbishment of the Roxy Theatre both internally and externally <i>Capex for Stage 2 – \$2,962,950 (loan funding if no grant forthcoming)</i>	<ul style="list-style-type: none"> <li>Percentage of refurbishment project completed</li> </ul>	90%	Project Manager Roxy Redevelopment
2.5.2	Set up Roxy Institute of Performing Arts (RIPA)	<ul style="list-style-type: none"> <li>Terms of Reference finalised</li> <li>Business case finalised</li> <li>Service Level Agreements finalised</li> <li>Report on NIDA Program outcomes</li> </ul>	Report tabled  Report tabled  Agreement adopted  Report tabled	Manager Cultural Services
2.5.3	Run an entertaining program of events for the community in alternative locations during the refurbishment of the Roxy Theatre	<ul style="list-style-type: none"> <li>Number of events held per year</li> <li>Number of people attending events</li> <li>Number of alternative movie screenings</li> </ul>	≥ 2  No target – report by occurrence  No target – report by occurrence	Manager Cultural Services

### 3. PARKS, STREETSCAPES AND SPORTING FACILITIES

**Lead Group: Operations**

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>3.1 Provide attractive town entrances, streetscapes and town centres</b>				
3.1.1	Maintain and improve Leeton Shire's urban streetscapes	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Streetscape Maintenance Program actions completed</li> </ul>	90%	Manager Open Space & Recreation
	<i>Capex – Roads and nature strip beautification \$30K (general fund)</i>	<ul style="list-style-type: none"> <li>Percentage of actions completed as identified through inspections and public reporting</li> </ul>	100%	
3.1.2	Maintain the health of street trees	<ul style="list-style-type: none"> <li>Number of Leeton Tree Advisory Committee meetings held</li> </ul>	≥ 3	Manager Open Space & Recreation
		<ul style="list-style-type: none"> <li>Number of trees removed</li> </ul>	No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Number of replacement trees planted</li> </ul>	No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Percentage public notification of planned tree removal at least two weeks prior to removal</li> </ul>	100%	
3.1.3	Maintain and improve Council's town entrances	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Town Entrance Maintenance program actions completed</li> </ul>	90%	Manager Open Space & Recreation
		<ul style="list-style-type: none"> <li>Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	100%	
3.1.4	Carry out nuisance weeds management along roads and in nature strips in Leeton, Yanco and Whitton	<ul style="list-style-type: none"> <li>Percentage of scheduled roadside weeds management interventions undertaken</li> </ul>	100%	Manager Open Space & Recreation
		<ul style="list-style-type: none"> <li>Number of weeds management interventions undertaken in response to inspection and public reporting</li> </ul>	No target – report by occurrence	
<b>3.2 Provide quality parks, ovals, sporting fields and amenities</b>				
3.2.1	Maintain and improve sporting ovals in Leeton and Yanco	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Sports Fields Maintenance Programs completed</li> </ul>	90+%	Manager Open Space & Recreation
	<i>Carry forward from 2021/22 – Yanco Women's Changing Sheds</i>	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Sports Fields Capital Works Program completed</li> </ul>	100%	

### 3. PARKS, STREETSCAPES AND SPORTING FACILITIES

**Lead Group: Operations**

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Number of safety/condition inspections completed</li> <li>Percentage of actions completed as identified through safety inspections and public reporting</li> </ul>	2 100%	
3.2.2	Promote usage of sporting ovals in Leeton and Yanco	<ul style="list-style-type: none"> <li>Number of sporting codes utilising sports fields</li> <li>Participation numbers for various codes (reported Q4)</li> </ul>	≥ 5 No target – report numbers	Manager Open Space & Recreation
3.2.3	Maintain and improve Council's park network  <i>Capex – Off-leash pet area new, Black Park, \$30K (general fund)</i>  <i>Carry forward from 2021/22 – Off leash pet area, McCaughey Park, Yanco</i>	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Parks Maintenance Program completed</li> <li>Percentage of scheduled 2022/23 Park Capital Works Program completed</li> <li>Report on <b>progress</b> on Gossamer Park splashpad and fencing</li> <li>Percentage completion of actions undertaken in response to inspections and public reporting</li> <li>Percentage establishment of dog off-leash park</li> </ul>	90% 100% Report tabled 100% 100%	Manager Open Space & Recreation
3.2.4	Maintain and operate the Leeton Golf Course  <i>Capex</i> <ul style="list-style-type: none"> <li>Golf Course car park new \$115,445 (grant funded)</li> <li>Golf Course maintenance shed upgrade \$40K (general fund)</li> </ul> <i>Opex</i> <ul style="list-style-type: none"> <li>Golf Course 12<sup>th</sup> green replacement \$40K (general fund)</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Course Maintenance Program completed</li> <li>Percentage of scheduled 2022/23 Course Capital Works Program completed</li> <li>Percentage of Clubhouse build completed</li> <li>Number of events held at Leeton Golf Course</li> <li>Number of rounds of golf played at the Leeton Golf Course</li> </ul>	90% 100% 100% ≥ 6 ≥ 15,000	Manager Open Space & Recreation
3.2.5	Provide a network of public toilets	<ul style="list-style-type: none"> <li>Percentage of Public Toilets Capital Works Program completed</li> </ul>	100%	Procurement & Building Services Coordinator



### 3. PARKS, STREETSCAPES AND SPORTING FACILITIES

#### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
	<p>Capex – Public Toilet Gogeldrie Weir Recreation Reserve \$130,000 (Internal Reserve funding, if grant or sponsorship not forthcoming)</p> <p>Carry forward from 2021/22</p> <ul style="list-style-type: none"> <li>- Wamoon Park Toilets new</li> <li>- Sycamore Street Toilets new</li> <li>- Gossamer Park Toilets upgraded</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of 2022/23 Public Toilet Maintenance Program completed</li> <li>• Percentage of unplanned maintenance activities completed</li> <li>• Number of complaints received</li> </ul>	<p>100%</p> <p>100%</p> <p>&lt;20</p>	
<b>DP 3.3 Provide safe, accessible, interesting and fun playgrounds across the Shire</b>				
3.3.1	<p>Maintain and improve Council's playgrounds</p> <p>Capex</p> <ul style="list-style-type: none"> <li>- McCaughey Park playground upgrade \$50K (External Reserve funding)</li> <li>- Playgrounds (various) wet rubber surfacing \$40K (External Reserve funding)</li> <li>- Splash pad Gossamer Park new \$40K (dependent on grant funding)</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of scheduled 2022/23 Playgrounds Maintenance program completed</li> <li>• Percentage of Playgrounds Capital Works Program completed</li> <li>• Number of safety/condition inspections completed</li> <li>• Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	<p>90%</p> <p>100%</p> <p>12</p> <p>100%</p>	Manager Open Space & Recreation
3.3.2	<p>Maintain and enhance an outdoor gym in Leeton at Rotary Park</p>	<ul style="list-style-type: none"> <li>• Number of safety/condition inspections completed</li> <li>• Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	<p>12</p> <p>100%</p>	Manager Open Space & Recreation
3.3.3	<p>Maintain Skate Parks in Leeton and Whitton</p> <p>Capex – Leeton Skatepark fence replacement \$20K (general fund)</p>	<ul style="list-style-type: none"> <li>• Number of safety/condition inspections completed</li> <li>• Percentage of Skateparks Capital Works Program completed</li> <li>• Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	<p>12</p> <p>100%</p> <p>100%</p>	Manager Open Space & Recreation
<b>DP 3.4 Provide safe, accessible and fun sports and outdoor entertainment facilities</b>				
3.4.1	<p>Provide an Indoor Stadium and tennis facility in Leeton</p> <p>Capex – Leeton Stadium scoreboard replacement \$20K (Internal Reserve funding)</p>	<ul style="list-style-type: none"> <li>• Percentage of scheduled 2022/23 Maintenance programs completed</li> <li>• Percentage of daily safety/condition inspections completed</li> </ul>	<p>90%</p> <p>100%</p>	Manager Open Space & Recreation

### 3. PARKS, STREETSCAPES AND SPORTING FACILITIES

#### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
	Carry Forward from 21/22 - Investigate feasibility of extending the indoor stadium to provide an additional basketball court and netball courts	<ul style="list-style-type: none"> <li>Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Percentage of Stadium extension feasibility study completed</li> </ul>	100%	
3.4.2	Promote usage of the Indoor Stadium in Leeton	<ul style="list-style-type: none"> <li>Number of sporting codes using the Stadium</li> <li>Total number of participants utilising the Stadium per year</li> </ul>	<p>≥ 4</p> <p>≥ 12,000</p>	Manager Open Space & Recreation
3.4.3	Support further development of the Sporting Walk of Fame  <i>Opex – Additional plinths for inductees \$10K (sponsorship)</i>	<ul style="list-style-type: none"> <li>Percentage of progress on event for new Sporting Walk of Fame inductees</li> <li>Official event held for new inductees to the Sporting Walk of Fame</li> </ul>	<p>100%</p> <p>Event held</p>	Manager Open Space & Recreation
3.4.4	Provide advice and support to local sports and recreation clubs, including but not limited to funding, governance, programming and volunteering	<ul style="list-style-type: none"> <li>Number of requests for general support</li> <li>Number of requests for assistance with funding applications</li> </ul>	<p>No target – report following requests</p> <p>No target – report following requests</p>	Manager Open Space & Recreation
<b>3.5 Provide safe, accessible and fun swimming pools in Leeton and Whitton</b>				
3.5.1	Provide public swimming pools in Leeton and Whitton	<ul style="list-style-type: none"> <li>Percentage of 2022/23 Swimming Pools Maintenance Programs completed</li> <li>Percentage of daily safety/condition inspections completed</li> <li>Percentage completion of actions undertaken in response to inspections and public reporting</li> </ul>	<p>90%</p> <p>100%</p> <p>100%</p>	Manager Open Space & Recreation
3.5.2	Promote usage of swimming pools in Leeton and Whitton	<ul style="list-style-type: none"> <li>Number of carnivals held at the pools</li> <li>Number of admissions – Leeton Pool</li> <li>Number of admissions – Whitton Pool</li> </ul>	<p>≥ 8</p> <p>≥ 20,000</p> <p>≥ 3,000</p>	Manager Open Space & Recreation
3.5.3	Enhance and upgrade facilities	<ul style="list-style-type: none"> <li>Percentage completion of remedial works</li> </ul>	100%	

### 3. PARKS, STREETSCAPES AND SPORTING FACILITIES

**Lead Group: Operations**

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
	at the Leeton Regional Aquatic Centre  <i>Carry Forward from 2021/22 - Remedial works and waterslide</i>	<ul style="list-style-type: none"> <li>Percentage completion of waterslide installation</li> </ul>	100%	Manager Open Space & Recreation
<b>3.6 Provide cemetery and burial support services</b>				
3.6.1	Maintain cemetery and cemetery grounds in Leeton and Whitton  <i>Capex – Cemetery plinths beautification works \$30K (general fund)</i>	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 maintenance at Leeton and Whitton Cemeteries completed</li> <li>Percentage of planned number of plinths installed</li> <li>Number of trees planted in Whitton Cemetery</li> <li>Number and nature of beautification actions undertaken</li> </ul>	90+%  100%  ≥ 20  No target – report number	Manager Open Space & Recreation
3.6.2	Expand and develop cemetery grounds in Leeton by developing and adopting a Leeton Cemetery Expansion Masterplan	<ul style="list-style-type: none"> <li>Percentage of Masterplan developed</li> </ul>	100%	Manager Open Space & Recreation

## 4. ECONOMIC DEVELOPMENT

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>4.1 Strategic local and regional economic development</b>				
4.1.1	Implement Leeton Shire Council Economic Development Strategy	<ul style="list-style-type: none"> <li>Percentage completion of actions scheduled for 22/23</li> </ul>	100%	Manager Economic & Community Development
4.1.2	Participate in updating Western Riverina Regional Economic Development Strategy (REDS)	<ul style="list-style-type: none"> <li>Percentage completion of REDS</li> </ul>	80%	Manager Economic & Community Development
<b>4.2 Land Development - Industrial</b>				
4.2.1	Facilitate the growth of local industry by developing Vance Industrial Estate (north)	<ul style="list-style-type: none"> <li>Percentage of expansion project completed</li> <li>Number of lots sold</li> </ul>	100% ≥ 4	Group Manager Shire Activation
4.2.2	Finalise landuse and detailed design plans for WRConnect, supporting the project to be shovel ready for State and Federal funding investment	<ul style="list-style-type: none"> <li>Percentage of Business Case follow up actions implemented</li> <li>Percentage of design plans finalised</li> <li>Percentage DA approval achieved</li> <li>Value of regional investment</li> <li>Value of State/Federal Government investment (pending funding availability)</li> </ul>	50% 100% 100% No target ≥ \$30M	Group Manager Shire Activation
4.2.3	Develop an action plan for the road linkages study for WRConnect	<ul style="list-style-type: none"> <li>Number of WR Connect related projects in RAMJO freight strategy implemented</li> <li>Value of funding applications made for Leeton Shire projects in RAMJO freight strategy</li> </ul>	2 No target – report funding received	Group Manager Shire Activation
<b>4.3 Land development – Housing</b>				
4.3.1	Promote housing development opportunities across Leeton Shire – including affordable housing and lifestyle village housing	<ul style="list-style-type: none"> <li>Number of investment proposals for housing development in Leeton Shire</li> <li>Number of new residential DAs approved</li> <li>Number of new residential Occupation Certificates issued</li> </ul>	≥ 1 ≥ 30 ≥ 20	Group Manager Shire Activation

## 4. ECONOMIC DEVELOPMENT

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
4.3.2	Council to consider housing development opportunities on Council-owned land commencing with Brobenah Road (currently dog park) and Benerambah Street in Whitton	• Percentage of feasibility studies completed	100%	Group Manager Shire Activation
		• Business case prepared for Leeton	100%	
		• Business case prepared for Whitton	100%	
4.3.3	Implement the Housing Strategy for Leeton Shire	• Actions identified for completion in 2022/23 completed	100%	Group Manager Shire Activation
<b>4.4 Further enhance the CBD of Leeton</b>				
4.4.1	Develop-Chelmsford Place Town Square  <i>Carry Forward from 2021/22 – Chelmsford Town Square \$2M (grant funded)</i> <i>Capex – Centre Medians Pine / Kurrajong \$70K (Internal Reserve Funding)</i>	• Percentage of works completed	100%	Group Manager Operations
		• Launch held	100%	Group Manager Shire Activation
4.4.2	Continue CBD Façade Painting in Leeton	• Number of buildings completed	≥ 5	Manager Visitor Services & Local Activation
<b>4.5 Continue Airport shared service with Narrandera Shire Council</b>				
4.5.1	Resource Narrandera Shire Council to operate and maintain the Narrandera/Leeton Airport	• Number of passengers (arrivals)	≥ 1,500	Group Manager Shire Activation
		• Number of passengers (departures)	≥ 1,500	
		• Percentage of scheduled 2022/23 capital works program actions completed	90+%	
4.5.2	Collaborate with Narrandera Shire Council to strategically plan for the growth and sustainability of the Narrandera-Leeton Airport	• Percentage of Strategic Plan developed	≥ 50%	Group Manager Shire Activation

## 4. ECONOMIC DEVELOPMENT

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>4.6 Business attraction, retention and growth</b>				
4.6.1	Support and facilitate the retention and expansion of existing local business, industry or government services in Leeton Shire, including Yanco Agricultural Institute	• Number of activities coordinated to support existing businesses	≥ 4	Manager Economic & Community Development
		• Number of local industry visits	≥ 12	
		• Number of development approvals for expanding businesses	No target – report by occurrence	
		• Number of new jobs	No target – report by occurrence	
		• Government investment	No target – report by occurrence	
4.6.2	Support and facilitate potential new business, industry or government services in the Leeton Shire	• Number of activities coordinated to support new businesses	≥ 5	Manager Economic & Community Development
		• Number of local industry visits	≥ 8	
		• Number of development approvals for new businesses	No target – report by occurrence	
		• Number of new jobs	No target – report by occurrence	
		• Government investment	No target – report by occurrence	
<b>4.7 Grow Council's commercial capability</b>				
4.7.1	Consider best future use of Council's quarry	• Report submitted to Council	100%	Group Manager Shire Activation

## 4. ECONOMIC DEVELOPMENT

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
4.7.2	Assess the feasibility of Gogeldrie Weir Riverside Park to run as a break-even business  Capex - Cabins \$500K (loan funded) - Function Shed \$30K (Internal Reserve Funding) - House upgrade \$30K (General Fund)	<ul style="list-style-type: none"> <li>Percentage of feasibility study completed</li> </ul>	100%	Group Manager Shire Activation
<b>4.8 Support the local economy</b>				
4.8.1	<ul style="list-style-type: none"> <li>Help promote the Leeton and Yanco Community Markets</li> <li>Maintain membership of and promote the Leeton Business Chamber</li> <li>Maintain membership of Business NSW and advocate for local and regional priorities</li> </ul>	<ul style="list-style-type: none"> <li>Number of stall holders at Leeton markets</li> </ul>	Report total	Manager Economic & Community Development
		<ul style="list-style-type: none"> <li>Number of staff holders at the Yanco markets</li> </ul>	Report total	
		<ul style="list-style-type: none"> <li>Number of members of Leeton Business Chamber</li> </ul>	Trending up	
		<ul style="list-style-type: none"> <li>Educational events / awards held for local business development</li> </ul>	≥ 3	
		<ul style="list-style-type: none"> <li>Business NSW support for Leeton / Western Riverina priority projects</li> </ul>	No target – report by occurrence	
<b>4.9 Promote and market Leeton as a visitor destination</b>				
4.9.1	Promote the regional visitor information guide 'Murrumbidgee Trails' to encourage visitors into the area	<ul style="list-style-type: none"> <li>Number of visitor guide downloads</li> </ul>	1,000	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Number of tourism website views</li> </ul>	10,000	
4.9.2	Develop the Art Deco Way signed touring route running from Darlington Point through Whitton along Back Whitton Road to Leeton and Yanco	<ul style="list-style-type: none"> <li>Art Deco Way signage installed by July 2022</li> </ul>	100%	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Number of likes on the Art Deco Way Facebook Page</li> </ul>	No target – report figures	
		<ul style="list-style-type: none"> <li>Number of followers on Art Deco Way Instagram Page</li> </ul>	No target – report figure	
4.9.3	Operate an attractive Visitor Information Service and complete a review of the effectiveness of the current service model	<ul style="list-style-type: none"> <li>Number of visitors to the Leeton Visitor Information Centre</li> </ul>	≥ 5,000	Manager Visitor Services & Local Activation
		<ul style="list-style-type: none"> <li>Percentage of review completed by Sept 2022</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Number of visits to the Leeton Tourism website</li> </ul>	10,000	
		<ul style="list-style-type: none"> <li>Number of page likes on the Leeton Tourism Facebook page</li> </ul>	3,000	

## 4. ECONOMIC DEVELOPMENT

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
4.9.4	Participate in regional tourism forums and joint marketing and promotion, including: <ul style="list-style-type: none"> <li>• Visit Riverina Inc</li> <li>• Destination Riverina Murray</li> </ul>	• Percentage of attendance at regional tourism meetings	100%	Manager Visitor Services & Local Activation
		• Number of initiatives undertaken/supported	3	
		• Total value of investments in regional marketing initiatives	≥ x4 Council's investment	
4.9.5	Promote Leeton as a conference destination	• Number of conferences held in Leeton, their patronage and estimated value to Leeton	No targets – report figures and estimated values	Manager Visitor Services & Local Activation
<b>4.10 Host and support major destinational events</b>				
4.10.1	Coordinate the Australian Art Deco Festival – Leeton's Premier destinational event – in Leeton	• Number of participants	≥ 2,000	Manager Cultural Services
		• Percentage of participants drawn from outside the region	50%	
		• Value of sponsorship achieved	No target – report by occurrence	
		• Estimated value to Leeton	Establish a baseline	
4.10.2	Help coordinate the Outback Band Spectacular in association with the Leeton Town Band	• Number of participants	≥ 500	Manager Visitor Services & Local Activation
		• Percentage of participants drawn from outside the region	50%	
		• Value of sponsorship achieved	No target – report by occurrence	
		• Estimated value to Leeton	Establish a baseline	
4.10.3	Help coordinate the SunRice Festival (held biannually) in association with the Leeton SunRice Festival Committee. <i>Note: Next Festival is to be hosted in 2024.</i>	• Number of participants	≥ 500	Manager Visitor Services & Local Activation
		• Percentage of participants drawn from outside the region	30%	
		• Value of sponsorship achieved	No target – report by occurrence	
		• Estimated value to Leeton	Establish a baseline	
4.10.4	Help promote sporting and other events that draw significant visitation from out of Leeton eg Tournaments, meets, carnivals, sports finals	• Number of visitors, bednights and estimated visitor spend	No target – report by occurrence	Manager Visitor Services & Local Activation



## 5. PLANNING, BUILDING AND HEALTH

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>5.1 Implement Strategic Landuse Planning</b>				
5.1.1	Implement all the short-term goals identified in Council's Local Strategic Planning Statement (LSPS)	<ul style="list-style-type: none"> <li>Percentage of short-term goals implemented by June 2023</li> </ul>	100%	Manager Planning Building & Health
5.1.2	Implement of new Leeton Shire Development Control Plan (DCP)	<ul style="list-style-type: none"> <li>Number of promotional campaigns about new DCP as a guideline for developers</li> </ul>	≥ 1	Manager Planning Building & Health
5.1.3	Commence a full review of the Leeton Local Environmental Plan (LEP) having regard to water and sewer servicing plans / opportunities and the adopted Housing Strategy	<ul style="list-style-type: none"> <li>Percentage of review completed by June 2023</li> </ul>	50%	Manager Planning Building & Health
<b>5.2 Provide timely planning and building assessment services</b>				
5.2.1	Provide timely, accurate and professional development services to the Shire	<ul style="list-style-type: none"> <li>Number of pre-lodgement meetings held</li> </ul>	No target – report by occurrence	Manager Planning Building & Health
		<ul style="list-style-type: none"> <li>Number of Development Applications lodged</li> </ul>	No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Number of Development Applications determined</li> </ul>	No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Percentage of complying Development Applications determined within 40 days</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Number of campaigns to educate community on planning requirements</li> </ul>	≥ 2 or No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Value of development applications approved</li> </ul>	No target – report by occurrence	
5.2.2	Provide timely, accurate and professional Construction Certificates for buildings	<ul style="list-style-type: none"> <li>Number of Construction Certificates provided</li> </ul>	No target – report by occurrence	Manager Planning Building & Health
		<ul style="list-style-type: none"> <li>Average turnaround time</li> </ul>	Within 20 days	
5.2.3	Provide timely, accurate and professional Subdivision Work Certificates for subdivisions	<ul style="list-style-type: none"> <li>Number of Subdivision Work Certificates provided</li> </ul>	No target – report by occurrence	Manager Planning Building & Health
		<ul style="list-style-type: none"> <li>Average turnaround time</li> </ul>	Within 20 days	

## 5. PLANNING, BUILDING AND HEALTH

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
5.2.4	Receive and assess applications for Occupation Certificates	<ul style="list-style-type: none"> <li>Number of Occupation Certificates issued</li> <li>Average turnaround time</li> </ul>	No target – report by occurrence < 2 weeks	Manager Planning Building & Health
5.2.5	Receive and assess applications for Complying Development Certificates	<ul style="list-style-type: none"> <li>Number of Complying Development Certificate Applications received</li> <li>Percentage of applications determined within the 10 or 20 day processing times specified in the State Environmental Planning Policy</li> </ul>	No target – report by occurrence 100%	Manager Planning Building & Health
5.2.6	Receive and assess applications for Planning Certificates	<ul style="list-style-type: none"> <li>Number of Section 10.7(2) Planning Certificates determined</li> <li>Percentage of Planning Certificates issues within two weeks</li> </ul>	No target – report by occurrence 100%	Manager Planning Building & Health
5.2.7	Address non-complying development on a risk basis	<ul style="list-style-type: none"> <li>Number of intention notices or notices not addressed by due date</li> <li>Reduction in non-complying medium to high-risk developments</li> </ul>	No target – report individually Zero	Manager Planning Building & Health
<b>5.3 Collect developer contributions and review developer contribution plans</b>				
5.3.1	Review Council's developer contributions plans in accordance with the <i>Environmental Planning and Assessment Act 1979</i> and <i>Local Government Act 1993</i>	<ul style="list-style-type: none"> <li>Percentage Section 7.12 Developer Contribution Plan completed and adopted by 31 October 2022</li> <li>Percentage Section 64 Water and Sewer Headworks Plan completed and adopted by 31 October 2022</li> </ul>	100% 100%	Manager Planning Building & Health Group Manager Operations
5.3.2	Levy development contributions (under s7.12 of <i>Environmental Planning and Assessment Act 1979</i> )	<ul style="list-style-type: none"> <li>Dollar value of contributions levied</li> <li>Percentage of all levied contributions received when due</li> <li>Total dollar value of contributions available as at date of reporting</li> </ul>	No target – report by occurrence 100% No target – report figure	Manager Planning Building & Health

## 5. PLANNING, BUILDING AND HEALTH

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
5.3.3	Apply accumulated development contributions (Section 7.12 infrastructure contributions) in line with the (new) adopted Section 94A Plan	• Dollar value of expenditure of accumulated development contributions	No target – report as expenditure occurs	Manager Finance
		• Balance remaining in development contributions	No target – report as implemented	
5.3.4	Levy and apply water and sewer headworks development contributions	• Dollar value of Section 64 fees levied	No target – report as levied	Manager Planning Building & Health
		• Percentage of levied Section 64 fees received when due	100%	
		• Balance of levies at date of reporting	No target	
<b>5.4 Provide built heritage advisory service and funding</b>				
5.4.1	Offer an annual Heritage Grants program with a focus on Leeton's CBD to promote Leeton's position as a regional Art Deco capital of Australia	• Number of applications received	≥ 2	Manager Planning Building & Health
		• Total amount of grant money awarded	\$19,500	
		• Number and value of grants awarded	No target – report by occurrence	
5.4.2	Contract and provide expert heritage advice to assist with the conservation of heritage places	• Number of instances of advice provided	No target – report by occurrence	Manager Planning Building & Health
<b>5.5 Prepare and issue development engineering guidelines</b>				
5.5.1	Finalise Engineering Guidelines for Subdivisions and Development Standards for Leeton Shire	• Percentage completion of Guidelines for Subdivisions and Development Standards for Leeton Shire	100%	Manager Operations
<b>5.6 Provide regulatory / ranger services</b>				
5.6.1	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	Manager Planning Building & Health
		• Percentage of incidents investigated and successfully resolved	90%	
5.6.2	Rehome and/or return impounded companion animals  <i>Capex – Upgrade pound \$110K (External Reserve funding)</i>	• Number of companion animals impounded	No target – report by occurrence	Manager Planning Building & Health
		• Percentage of animals rehomed and/or returned to owners	75%	

## 5. PLANNING, BUILDING AND HEALTH

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
5.6.3	Promote and foster responsible pet ownership, including: <ul style="list-style-type: none"> <li>• Annual free microchipping day</li> <li>• All-year-round subsidised microchipping</li> </ul>	• Number of public awareness activities undertaken	≥ 12	Manager Planning Building & Health
		• Number of free microchipping days held	≥ 1	
		• Number of animals microchipped	≥ 200	
5.6.4	Provide Ranger Services to address: <ul style="list-style-type: none"> <li>• Abandoned vehicles</li> <li>• Illegal dumping</li> <li>• Noise complaints</li> <li>• Overgrown properties</li> </ul>	• Number of reports/complaints per year	No target – report by occurrence	Manager Planning Building & Health
		• Percentage of complaints responded to within 2 working days	100%	
		• Percentage of incidences resolved through voluntary compliance ie without resorting to a PIN (fine)	75%	
5.6.5	Detect and respond to graffiti incidents across the LGA	• Number of reported incidences	No target – report by occurrence	Manager Planning Building & Health
		• Average number of working days taken to address incidents of graffiti on public property	< 2	
		• Reward issued for information leading to finding the perpetrator	No target – report by occurrence	
<b>5.7 Provide public health services</b>				
5.7.1	Undertake food premises inspection programs	• Number of educational activities undertaken	2	Manager Planning Building & Health
		• Number of food premises inspections undertaken	No target – report by occurrence	
		• Percentage of inspection regime completed	100%	
		• Number of breaches recorded	No target – report by occurrence	
5.7.2	Undertake skin penetration establishment inspection programs	• Number of educational activities undertaken	2	Manager Planning Building & Health
		• Number of twice-yearly inspections undertaken	7	
		• Percentage of inspection regime completed	90%	
		• Number of breaches recorded	No target – report by occurrence	

## 5. PLANNING, BUILDING AND HEALTH

### Lead Group: Shire Activation

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
5.7.3	Undertake on-site sewer management inspection programs	• Number of educational activities undertaken	2	Manager Planning Building & Health
		• Number of inspections undertaken	No target – report by occurrence	
		• Percentage of inspection regime completed	90%	
		• Number of breaches recorded	No target – report by occurrence	
5.7.4	Undertake backyard swimming pool inspection programs	• Number of educational activities undertaken	2	Manager Planning Building & Health
		• Number of swimming pool inspections undertaken	No target – report by occurrence	
		• Percentage of inspection regime completed	90%	
		• Number of breaches recorded	No target – report by occurrence	
5.7.5	Undertake a mosquito monitoring program from October to April	• Number of monitoring activities to detect arbovirus undertaken	20	Manager Planning Building & Health

## 6. ROADS AND DRAINAGE

### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>6.1 Provide a network of safe (lit if urban), sealed roads</b>				
6.1.1	Shoulder widening  Capex - Wattle Rd – \$75K (general fund) - Wilkinson Rd – \$75K (general fund)	<ul style="list-style-type: none"> <li>Percentage completion of planned shoulder widening works</li> </ul>	90+%	Manager Roads & Drainage
6.1.2	Road rehabilitation – sealed  Capex - Chelmsford Town Square road works \$300K (Internal Reserve funding) - Almond Rd \$190K (R2R grant funding) - Boundary Rd \$265K (R2R grant funding) - Oak St roundabout \$200K (R2R grant funding) - Colinroobie Rd \$20K (general fund) - Palm Ave East \$60K (general fund) - Railway Ave \$210K (general fund) - Euroley Rd \$120K (general fund) - Vance Rd \$180K (general fund) - Wade Ave \$140K (general fund) - Wilga St \$20K (general fund)  Carry Forward 2021/22 – Canal St – Irrigation Way to Market Rd	<ul style="list-style-type: none"> <li>Percentage completion of rehabilitation works</li> <li>Total kilometres of road rehabilitated</li> </ul>	100%	Manager Roads & Drainage
			No target – report as completed	
6.1.3	Road resealing  Capex – total \$635K (general fund) - Argyle St - Blakely St - Caloro St - Ciccica St - Corbie Hill Rd - Dooley Lane - MacKellar Rd - Muscat St - Scarlet St - Short St - Wattle St - Yate Rd - Dundas St	<ul style="list-style-type: none"> <li>Percentage completion of resealing works</li> <li>Area of road heavy patched, in square metres</li> </ul>	100%	Manager Roads & Drainage
			No target – report as completed	
6.1.4	Heavy patching of sections of roads  Capex – total \$125K (general fund) - Bella Vista Drive - Caloro St - Carbone Rd - Carrington Drive - Muscat St - Short St	<ul style="list-style-type: none"> <li>Percentage completion of heavy patching works</li> <li>Area of road heavy patched, in square metres</li> </ul>	100%	Manager Roads & Drainage
			No target – report as completed	
6.1.5	Linemarking of roads	<ul style="list-style-type: none"> <li>Percentage completion of linemarking works</li> <li>Kilometres of linemarking completed</li> </ul>	n/a  ≥ 32km	Manager Roads & Drainage

6. ROADS AND DRAINAGE				
Lead Group: Operations				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
6.1.6	Monitor Leeton Shire's Street Lighting network (delivered by Council and Essential Energy)	<ul style="list-style-type: none"> <li>Total number of repairs</li> </ul>	No target – report by occurrence	Manager Roads & Drainage
6.2 Provide a network of safe gravel roads				
6.2.1	Resheeting of gravel roads  Capex - Apostle Yard Rd \$80K (general fund) - Collins Rd \$180K (general fund) - Euroley Rd \$40K (general fund) - Houghton Rd \$70K (general fund)	<ul style="list-style-type: none"> <li>Percentage completion of gravel resheeting works</li> <li>Kilometres of gravel road resheeted</li> </ul>	100%  No target – report as completed	Manager Roads & Drainage
6.3 Provide bridges, culverts, kerb, guttering, bustops, street furniture and carparking				
6.3.1	Renew, replace or relocate bus shelter in consultation with bus operators	<ul style="list-style-type: none"> <li>Percentage completion of review of bus shelter locations</li> <li>Number of bus shelters relocated</li> <li>Number of bus shelters renewed</li> </ul>	100%  No target – report by occurrence  2	Manager Roads & Drainage
6.3.2	Install or renew kerb and guttering  Capex - Melaleuca St \$60K (general fund) - Muntenpen St \$60K (general fund) - Teatree Ave \$60K (general fund)	<ul style="list-style-type: none"> <li>Percentage completion of K&amp;G works</li> <li>Metres or K&amp;G installed or renewed</li> </ul>	100%  No target – as reported	Manager Roads & Drainage
6.3.3	Provide and maintain car parking and other traffic facilities  Capex - Parking facilities \$15K (general fund) - Traffic facilities \$21K (general fund)	<ul style="list-style-type: none"> <li>Percentage completion of new or repaired carparking and traffic facilities</li> </ul>	100%	Manager Roads and Drainage
6.4 Undertake active transport planning and provide a network of footpaths and cycleways				
6.4.1	Extend the footpath and cycleway network  Capex – Palm Ave West \$80K (general fund)  Carry Forward from 2021/22 - Maiden Ave inside golf course - Corbie Hill Rd – Petersham to Yanco Ave	<ul style="list-style-type: none"> <li>Percentage completion of new section of shared path/cycleway</li> <li>Percentage completion of new section of footpath</li> <li>Number of grant applications submitted</li> <li>Value of grant funding received, expressed as a percentage of the cost of the program</li> </ul>	100%  100%  ≥ 1  50%	Manager Roads & Drainage

6. ROADS AND DRAINAGE				
Lead Group: Operations				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
6.4.2	Ensure a safe and maintained footpath and cycleway network	<ul style="list-style-type: none"> <li>Percentage of the 2022/23 Maintenance Program implemented</li> </ul>	90%	Manager Roads & Drainage
6.5 Optimise road safety				
6.5.1	Improve road safety by installing and replacing road signs as needed	<ul style="list-style-type: none"> <li>Number of road signs installed/replaced</li> </ul>	No target – report as completed	Manager Roads & Drainage
6.5.2	Improve road safety by undertaking vegetation / weed management to improve visibility	<ul style="list-style-type: none"> <li>Number of clearing activities, distance and location</li> </ul>	No target – report as completed	Manager Roads & Drainage
6.5.2	Improve road safety by carrying out inspections and responding to public reporting of faults	<ul style="list-style-type: none"> <li>Number of unplanned maintenance works undertaken in response to inspection regimes and public reporting</li> </ul>	No target – Report by occurrence	Manager Roads & Drainage
		<ul style="list-style-type: none"> <li>Percentage remedied to agreed service level within the target time frame (which varies according to the nature of the work)</li> </ul>	90+%	
6.5.3	Implement programs and campaigns that foster and promote road safety	<ul style="list-style-type: none"> <li>Distance and location of vegetation slashing to improve visibility / safety</li> </ul>	No target – Report by occurrence	Manager Roads & Drainage
		<ul style="list-style-type: none"> <li>Number of driver safety initiatives</li> </ul>	≥ 4	
		<ul style="list-style-type: none"> <li>Crash data trends</li> </ul>	Report data – aim is for trend to decrease	
6.5.4	Promote road safety through design and appropriate regulation	<ul style="list-style-type: none"> <li>Number of Leeton Local Traffic Committee meetings held</li> </ul>	≥ 4	Manager Roads & Drainage
		<ul style="list-style-type: none"> <li>Percentage completion of endorsed actions arising from Leeton Local Traffic Committee meetings</li> </ul>	90+%	Road Safety Officer
6.5.5	Issue permits for heavy vehicles on Shire roads	<ul style="list-style-type: none"> <li>Number of permits issued and where</li> </ul>	No target – Report by occurrence	Manager Roads & Drainage
6.6 Undertake “ordered works” – MR 539 and MR 80				
6.6.1	Construct and repair State roads under the Road Maintenance Council Contract (RMCC) for Transport for NSW	<ul style="list-style-type: none"> <li>Annual number of ordered works entered into</li> </ul>	≥ 2	Manager Roads & Drainage
		<ul style="list-style-type: none"> <li>Total value of contracts</li> </ul>	≥ \$300,000	



6. ROADS AND DRAINAGE				
Lead Group: Operations				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
6.6.2	Construct and repair MR 539 (Whitton to Darlington Point) under the Regional Roads Block Grant  Capex - MR 539 \$90K (Regional Roads grant funding)	<ul style="list-style-type: none"> <li>Works undertaken</li> </ul>	No target – report when completed	Manager Roads & Drainage
6.7 Provide safe, efficient drainage systems to cope easily with normal rainfall events				
6.7.1	Manager stormwater through rectifying drainage issues and undertaking strategic drainage planning, collaborating with MI Ltd where relevant/appropriate.  Capex - Urban drainage \$100K (general fund) - Rural drainage \$100K (general fund) - Revise stormwater management plan \$30K (External Reserve funding)	<ul style="list-style-type: none"> <li>Percentage of drainage condition assessment and data collection program completed</li> </ul>	90+%	Manager Roads & Drainage
		<ul style="list-style-type: none"> <li>Percentage of drainage capital works completed</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Percentage of drainage maintenance works completed</li> </ul>	Not target – report when completed	
		<ul style="list-style-type: none"> <li>Number of rural drainage culverts renewed</li> </ul>	No target – report as renewed	
		<ul style="list-style-type: none"> <li>Metres of channel piped</li> </ul>	No target – report as piping installed	

## 7. WATER AND WASTEWATER

### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>7.1 Provide water services to urban residents of Leeton Shire</b>				
7.1.1	Operate and supply water treatment services at Leeton, Whitton and Murrumbidgee  Capex – from External Reserve funding - Replace fluoride dosing plant in Leeton \$50K - Replace hoist and crane in Leeton \$50K - Reline centre trough Leeton treatment plant \$50K - Refurbish Leeton treatment plant sedimentation tank \$100K - Telemetry \$50K - Safety improvements at Whitton treatment plant including access ramp, pit platform and monorail \$40K	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 maintenance program completed</li> <li>Percentage scheduled 2022/23 capital works program completed</li> <li>Volume of treated water produced</li> <li>Percentage compliance with drinking water standard</li> <li>Percentage of customer requests/complaints responded to within 2 days</li> </ul>	90+%  100%  No target – report volume  100%  90+%	Manager Water & Wastewater
7.1.2	Operate and maintain water supply reticulation services in Leeton, Yanco, Wamoon, Whitton and Murrumbidgee  Capex – from External Reserve funding - Water mains replacements \$450K - Complete automated meter reading \$25K - Repaint Chelmsford PI watertower \$500K - Replace access ladder Chelmsford PI watertower \$130K - Upgrade reservoirs and dams \$50K - Water PLC upgrades \$45,000 [External Reserve funding]	<ul style="list-style-type: none"> <li>Percentage of scheduled 2021/22 maintenance program completed</li> <li>Percentage scheduled 2022/23 capital works program completed</li> <li>Percentage of customer requests/complaints responded to within 2 days</li> </ul>	90+%  100%  100%	Manager Water & Wastewater
<b>7.2 Provide sewer services to residents of Leeton Shire</b>				
7.2.1	Operate and maintain sewage treatment and effluent discharge plants and reticulation services at Leeton, Yanco and Whitton  Capex – from External Reserve funding - Refurbish effluent polishing ponds at Leeton treatment plant \$300 - Refurbish pump station #1 \$200K - Renew Leeton treatment plant \$165K - Telemetry \$50K - Replace manhole covers \$100K - Upgrade pipework \$75K - Element Org \$30K	<ul style="list-style-type: none"> <li>Number of non-compliances in relation to effluent discharge</li> <li>Percentage of scheduled 2022/23 maintenance program completed</li> <li>Percentage of scheduled 2022/23 capital program completed</li> <li>Volume of sewage treated at each site</li> <li>Percentage of customer requests/complaints</li> </ul>	< 4  100%  100%  No target – report volume  90+%	Manager Water & Wastewater

<b>7. WATER AND WASTEWATER</b>				
<b>Lead Group: Operations</b>				
<b>OP Ref.</b>	<b>Operational Plan Activity</b>	<b>Performance Measures</b>	<b>Target</b>	<b>Responsible Officer</b>
		responded to within 2 days		
7.2.2	Install and commission Wamoon Sewerage Scheme	<ul style="list-style-type: none"> <li>Percentage of sewer network construction</li> </ul>	100%	Manager Water & Wastewater
	<i>Carry Forward from 21/22 - Wamoon Sewer Scheme</i>	<ul style="list-style-type: none"> <li>Percentage of houses connected by June 2023</li> </ul>	90%	
<b>7.3 Provide tradewaste regulatory services</b>				
7.3.1	Continue implementation of Council's Liquid Trade Waste program	<ul style="list-style-type: none"> <li>Number of businesses inspected</li> </ul>	≥ 30	Manager Water & Wastewater
		<ul style="list-style-type: none"> <li>Percentage of all currently discharging businesses with approvals issued</li> </ul>	≥ 80%	
		<ul style="list-style-type: none"> <li>Amount of penalty payments from non-complying discharges</li> </ul>	No target – report when occurs	
<b>7.4 Ensure security of service and growth of the Shire through effective utilities planning</b>				
7.4.1	Complete an Integrated Water Cycle Management (IWCM) Strategy that complies with new regulations and requirements	<ul style="list-style-type: none"> <li>Percentage completion of IWCM</li> </ul>	100%	Manager Water & Wastewater
7.4.2	Complete a water services strategy  <i>Capex – Water Servicing Strategy \$125K (External Reserve funding)</i>	<ul style="list-style-type: none"> <li>Percentage completion of Water Services Strategy</li> </ul>	100%	Manager Water & Wastewater
7.4.3	Complete a sewer services strategy  <i>Capex – Sewer Servicing Strategy \$125K (External Reserve funding)</i>	<ul style="list-style-type: none"> <li>Percentage completion of Sewer Services Strategy</li> </ul>	100%	Manager Water & Wastewater

8. ENVIRONMENTAL SUSTAINABILITY AND EMERGENCY SERVICES				
Lead Group: Operations				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>8.1 Deliver recycling and solid waste management services</b>				
8.1.1	Operate Resource Recovery Facility (includes landfill) and Transfer Stations to maximise landfill life and minimise nuisance  <i>Capex – Portable litter fencing \$50K (External Reserve funding)</i>	• Tonnes of waste entering Resource Recovery Facility	< 20,000	Manger Environmental Sustainability
		• Tonnes of waste disposed to landfill	<16,000	
		• Tonnes of waste generated from kerbside collection (red bins)	< 3,000	
		• Projected landfill life (in years)	≥ 80	
		• Litter fencing erected (60m)	100%	
8.1.2	Undertake recycling in the community to divert waste from landfill	• Percentage of waste diverted at the Resource Recovery Facility per waste category	≥ 25%	Manger Environmental Sustainability
		• Percentage of waste diverted at Transfer Stations per waste category	≥ 25%	
		• Tonnes of recycling collected from kerbside collection (yellow bins)	> 400 T	
		• Tonnes collected through Return and Earn scheme	No target – report actual volume	
8.1.3	Conduct educational activities to promote recycling in the community	• Number of education and promotion activities undertaken	≥ 10	Manger Environmental Sustainability
		• Percentage of collected recycling that is contaminated	< 5%	
8.1.4	Offer kerbside collection service, including recycling (under contract)	• Number of mixed waste bins collected	4,500	Manger Environmental Sustainability
		• Number of recycling bins collected	4,000	
		• Number of missed bins per collection	< 5	
		• Percentage of missed bins resolved within 48 hours	100%	
		• Kerbside contract tender completed	100%	

## 8. ENVIRONMENTAL SUSTAINABILITY AND EMERGENCY SERVICES

### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
8.1.5	Operate landfill in compliance with EPA regulations	<ul style="list-style-type: none"> <li>Compliance with EPA licence for landfill operations</li> </ul>	100%	Manger Environmental Sustainability
8.1.6	Appropriately maintain and operate the Resource Recovery Facility and Transfer Stations in Leeton and Whitton	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 Maintenance Program completed</li> </ul>	90+%	Manger Environmental Sustainability
8.1.7	Implement Council's Waste Management Strategy <ul style="list-style-type: none"> <li>Prepare for FOGO</li> <li>Prepare for Methane Gas Management</li> </ul> Capex <ul style="list-style-type: none"> <li>Supply and installation of additional litter fencing \$50,000 (Waste Reserve funding)</li> </ul>	<ul style="list-style-type: none"> <li>Complete all actions for 2022/23</li> </ul>	100%	Manger Environmental Sustainability
		<ul style="list-style-type: none"> <li>FOGO preliminary planning completed</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Landfill gas management preliminary planning completed</li> </ul>	100%	
8.1.8	Operate main street / bin cleaning and maintenance in Leeton, Yanco and Whitton	<ul style="list-style-type: none"> <li>Percentage of scheduled street / bin cleaning and maintenance activities completed</li> </ul>	90%	Manger Environmental Sustainability
<b>8.2 Enhance Leeton Shire's climate resilience</b>				
8.2.1	Implement Council's Energy Masterplan  Capex <ul style="list-style-type: none"> <li>LED installation water \$43,500 (External Reserve funding)</li> <li>LED installation sewer \$43,500 (External Reserve funding)</li> <li>Variable speed drive and switchboard upgrade \$200K (External Reserve funding)</li> <li>Solar array Leeton landfill \$27,000 (External Reserve funding)</li> <li>Solar array Whitton Sewer Pump Station \$13,000 (External Reserve funding)</li> <li>Water PLC upgrades \$45,000 (External Reserve funding)</li> </ul>	<ul style="list-style-type: none"> <li>Percentage of actions completed for 2022/23</li> </ul>	100%	Manger Environmental Sustainability
		<ul style="list-style-type: none"> <li>Total amount of renewable energy generated – number of kilowatt hours (kWh)</li> </ul>	≥ 200,000 kWh	
		<ul style="list-style-type: none"> <li>Energy savings as a percentage of total energy use</li> </ul>	≥ 5%	
		<ul style="list-style-type: none"> <li>Estimated reduction in carbon footprint</li> </ul>	TBA	
8.2.2	Support external agencies to maintain key natural assets including Fivebough Wetlands and Murrumbidgee River	<ul style="list-style-type: none"> <li>Number of activities to support biodiversity at Murrumbidgee River (National Park) and Fivebough Wetlands</li> </ul>	≥ 2	Manger Environmental Sustainability
8.2.3	Promote water saving measures across Leeton Shire	<ul style="list-style-type: none"> <li>Average household water use (kL/household)</li> </ul>	< 200	Manger Environmental Sustainability
		<ul style="list-style-type: none"> <li>Number of educational activities</li> </ul>	≥ 2	

## 8. ENVIRONMENTAL SUSTAINABILITY AND EMERGENCY SERVICES

### Lead Group: Operations

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
8.2.4	Reduce urban heat by planting more trees	Percentage of urban forest planting plan for Leeton Shire complete	100%	Manger Environmental Sustainability
<b>8.3 Improve Leeton Shire's emergency preparedness</b>				
8.3.1	Participate in Local Emergency Management Committee	<ul style="list-style-type: none"> <li>Number of meetings held</li> </ul>	100%	Group Manager Operations
8.3.2	Have ready access to Leeton's disaster management and business continuity plans annually	<ul style="list-style-type: none"> <li>Complete review of disaster management plan annually</li> </ul>	100%	Group Manager Operations
		<ul style="list-style-type: none"> <li>Complete review of business continuity management plan annually</li> </ul>	100%	Manager IT General Manager
<b>8.4 Deliver noxious weeds management</b>				
8.4.1	Identify and manage high risk weeds in accordance with Council's Weed Action Plan	<ul style="list-style-type: none"> <li>Number of public weeds education sessions</li> </ul>	≥ 2	Manger Planning, Building & Health
		<ul style="list-style-type: none"> <li>Percentage of annual Weeds Action Plan delivered</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Number of new noxious weed incursions reported</li> </ul>	No target – report by occurrence	
<b>8.5 Advocate for water security and local biodiversity</b>				
8.5.1	Advocate for continued access to irrigation supply for Leeton's farmers and agricultural industries	<ul style="list-style-type: none"> <li>Submissions and activities that support no further loss of productive water (directly and indirectly) to the MIA/Leeton Shire as a result of government policies (after efficiency project adjustments)</li> </ul>	No target – report by occurrence	General Manager
		<ul style="list-style-type: none"> <li>Submissions to ensure environmental watering complements and does not compromise agricultural productivity</li> </ul>	No target – report by occurrence	
8.5.2	Advocate for effective management of Murrumbidgee National Park by NSW Parks and Wildlife	<ul style="list-style-type: none"> <li>Submissions to ensure biodiversity is promoted and access is improved</li> </ul>	No target – report by occurrence	Manager Visitor Services & Local Activation
8.5.3	Advocate for effective management of Fivebough and Tuckerbill Wetlands by NSW Planning – Crown Lands	<ul style="list-style-type: none"> <li>Submissions to ensure biodiversity is promoted and access is improved</li> </ul>	No target – report by occurrence	Manager Visitor Services & Local Activation

9. GOVERNANCE AND CORPORATE SERVICES				
Lead Group: Corporate and Office of the General Manager				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
<b>9.1 Provide enhanced customer service</b>				
9.1.1	Implement an integrated Customer Request Management (CRM) System for use across the organisation  <i>Capex - Introduce e-services to improve customer services \$120K (general fund)</i>	• Percentage completion of CRM System installation	100%	Group Manager Corporate
		• Percentage of relevant staff trained to use the CRM System	100%	
		• Number of CRM champions in relevant departments	7	
9.1.2	Offer first class customer services (acknowledgement within 24 hours phone; 3 days email; 10 days letter; plus close the loop once matter is addressed)	• Percentage of customer requests responded to within customer service guarantee	100%	Governance and Customer Services Coordinator
		• Number of (reasonable) complaints about poor customer service	0	
		• Number of recorded compliments received	≥ 50	
9.1.3	Develop and implement a customer service strategy	• Strategy adopted	By 31 July 2022	Governance and Customer Services Coordinator
		• Actions implemented as per 2022/23 schedule	100%	
9.1.4	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%	Communications Coordinator
		• Percentage of existing website content audited	100%	
		• Percentage development of updated/new content	50%	
		• Number of integrations with internal systems	≥ 3	
		• Number of new digitised forms	≥ 10	
<b>9.2 Undertake authentic community engagement</b>				
9.2.1	Update Council's Community Engagement Strategy	• Percentage completion of Engagement Strategy	100%	General Manager
9.2.1	Run an active community engagement program	• Number of media releases	≥ 30	General Manager
		• Number of social media posts	≥ 200	

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Number of public engagement sessions</li> </ul>	≥ 5	
		<ul style="list-style-type: none"> <li>Number of 'Have Your Say' surveys</li> </ul>	≥ 5	
9.2.2	Develop photographic and video collateral to promote Leeton	<ul style="list-style-type: none"> <li>Percentage searchable photo inventory completed</li> </ul>	80%	Communications Coordinator
		<ul style="list-style-type: none"> <li>Percentage video completed</li> </ul>	100%	
9.2.3	Undertake a bi-annual Community Satisfaction Survey for Council	<ul style="list-style-type: none"> <li>Survey results improved from previous years' results</li> </ul>	Improvement noted	General Manager
<b>9.3 Provide respected and effective representation, leadership and advocacy</b>				
9.3.1	Continue advocacy with Federal and Local MPs and government agencies on key issues for the region, including but not limited to water, health, housing, migration, job creation and policing	<ul style="list-style-type: none"> <li>Number of advocacy activities undertaken</li> </ul>	≥ 10	General Manager
9.3.2	Participate in State and national Local Government Associations (LGNSW, ALGA and Country Mayors, Local Government Professionals)	<ul style="list-style-type: none"> <li>Number of activities participated in</li> <li>Number of submissions to LGNSW</li> <li>Number of submissions to ALGA</li> <li>Number of submissions to Country Mayors</li> <li>Number of submissions to LGP</li> </ul>	≥ 2 ≥ 2 ≥ 2 ≥ 1 ≥ 1	General Manager
9.3.3	Implement individual training programs for each councillor	<ul style="list-style-type: none"> <li>Percentage of councillors with a 2021/22 training program in place</li> <li>Percentage of scheduled 2021/22 training activities undertaken</li> </ul>	100% 90+%	Governance and Customer Services Coordinator
9.3.4	Maintain and strengthen Council's elected representation by attracting a strong and diverse pool of candidates for the 2025 local government elections	<ul style="list-style-type: none"> <li>Number of candidates</li> <li>Diversity of candidates</li> </ul>	≥ 15 Diversity of gender Diversity of race Diversity of age	Governance and Customer Services Coordinator



## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
9.3.5	Support and report on Council's Section 355, Advisory and Action Committees	• Number of meetings held by each committee	≥ 2	Community Development Coordinator
		• Percentage Minutes of meetings reported to Council	100%	
<b>9.4 Nurture strong, strategic partnerships across the region, NSW and the Commonwealth</b>				
9.4.1	Membership of Riverina and Murray Joint Organisation (RAMJO)	• Number and nature of initiatives progressed	≥ 5	General Manager
9.4.2	Membership of Murray Darling Association Region 9 (MDA)	• Number and nature of initiatives progressed	≥ 2	General Manager
9.4.3	Strategic engagement with Murrumbidgee Irrigation Ltd (MI Ltd)	• Number and nature of initiatives progressed	≥ 1	General Manager
9.4.4	Strategic engagement with NSW government departments	• Number and nature of initiatives progressed	≥ 4	General Manager
9.4.5	Strategic engagement with Commonwealth government departments	• Number and nature of initiatives progressed	≥ 2	General Manager
<b>9.5 Foster a valued and committed workforce that is suitably rewarded and goes home safe each day</b>				
9.5.1	Effectively manage and value Council's workforce	• Percentage of Managers who have completed a Leadership Success Managerial Development Course	100%	Manager People & Organisational Development
		• Staff turnover meets or is better than the NSW Local Government average of 10-14% (2020 figures)	< 14%	Manager WHS, Quality Assurance & Risk
		• Average dollar amount invested in staff training per full-time equivalent (FTE)	\$900	
		• Staff absenteeism expressed as the average number of days sick leave per FTE	< 5 days	
		• Percentage of leave entitlements for the year taken	≥ 60%	
9.5.2	Implement Council's Work Health and Safety program	• Number of major non-conformances	No target – report by occurrence	Manager People &

9. GOVERNANCE AND CORPORATE SERVICES				
Lead Group: Corporate and Office of the General Manager				
OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Percentage of required remedial measures completed by target due date</li> </ul>	90%	Organisational Development
		<ul style="list-style-type: none"> <li>Number of regulatory authority notices issued (by Safe Work NSW, for example)</li> </ul>	0	Manager WHS, Quality Assurance & Risk
		<ul style="list-style-type: none"> <li>Lost time to injuries expressed as the average number of days per 100 employees</li> </ul>	<40	
9.5.3	Provide local apprenticeship, traineeship and work experience opportunities at Council	<ul style="list-style-type: none"> <li>Number of promotional activities undertaken</li> </ul>	≥ 1	Manager People & Organisational Development
		<ul style="list-style-type: none"> <li>Number of apprenticeships provided</li> </ul>	≥ 1	
		<ul style="list-style-type: none"> <li>Number of traineeships provided</li> </ul>	≥ 2	
		<ul style="list-style-type: none"> <li>Number of work experience students placed in Council</li> </ul>	≥ 3	
		<ul style="list-style-type: none"> <li>Dollar value of external/State funding secured</li> </ul>	No target – dependent on grant availability	
9.6 Deploy reliable and efficient corporate and project governance, audit, risk and improvement				
9.6.1	Prepare and issue Council business papers and meeting minutes, and coordinate Council Committee reports back to Council	<ul style="list-style-type: none"> <li>Percentage papers issued on time</li> </ul>	100%	Governance and Customer Services Coordinator
		<ul style="list-style-type: none"> <li>Number of late items per annum</li> </ul>	Less than 5	
9.6.2	Manage tenders and significant contracts	<ul style="list-style-type: none"> <li>Percentage of services procured in accordance with Council's Procurement Manual</li> </ul>	100%	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Number of tenders called</li> </ul>	No target	
		<ul style="list-style-type: none"> <li>Percentage of contracts register current</li> </ul>	100%	
9.6.3	Operate a project management office to support asset managers with major projects	<ul style="list-style-type: none"> <li>Percentage use of Pulse system for monitoring all major projects</li> </ul>	100%	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Reporting of major projects monthly to SMT</li> </ul>	11	

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Reporting of major projects monthly to council</li> </ul>	11	
		<ul style="list-style-type: none"> <li>Number of project management improvements implemented</li> </ul>	2+	
9.6.4	Maintain a Compliance Register to track Council's compliance with all legislative and governance requirements	<ul style="list-style-type: none"> <li>Percentage compliance with relevant legislation, regulation and funding body requirements</li> </ul>	100%	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Percentage of required remedial actions completed within two months of notification</li> </ul>	100%	
9.6.5	Continuously review and update of Council policies and plans to appropriately support Council's operations	<ul style="list-style-type: none"> <li>Number of Council's Strategies, Policies and Plans overdue for review</li> </ul>	< 10%	Governance and Customer Services Coordinator
		<ul style="list-style-type: none"> <li>Number of reviews completed</li> </ul>	≥ 12	
9.6.6	Maintain a current delegations and authorisations register	<ul style="list-style-type: none"> <li>Number of new staff delegations issued within 1 week of commencement</li> </ul>	100%	Governance and Customer Services Coordinator
		<ul style="list-style-type: none"> <li>Number of reviews of staff delegations and authorisations to ensure currency and legislative compliance</li> </ul>	≥ 1 pa	
9.6.7	Deliver Council's Internal Audit program	<ul style="list-style-type: none"> <li>Number of internal audits undertaken</li> </ul>	3	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Percentage of required improvement actions completed</li> </ul>	≥ 80%	
9.6.8	Continue to hold Audit, Risk and Improvement Committee meetings	<ul style="list-style-type: none"> <li>Number of meetings held</li> </ul>	≥ 4	Group Manager Corporate
9.6.9	Deliver Council's Enterprise Risk Management (ERM) program, fostering continual improvement	<ul style="list-style-type: none"> <li>Percentage currency of Council's ERM system in December and June</li> </ul>	100%	Manager WHS, Quality Assurance & Risk
		<ul style="list-style-type: none"> <li>Percentage of corrective actions or improvement actions completed on time</li> </ul>	100%	

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Number, type and value of claims accepted by general insurer (Statewide)</li> </ul>	No target – report by occurrence	
		<ul style="list-style-type: none"> <li>Number, type and value of claims accepted by workers compensation insurer (Statecover)</li> </ul>	No target – report by occurrence	
<b>9.7 Deploy reliable and efficient corporate management</b>				
9.7.1	Implement the Long-Term Financial Plan – in consultation with ratepayers – to support Council's ongoing financial sustainability, including a Special Rate Variation (SRV) and/or reductions in service levels	<ul style="list-style-type: none"> <li>Progress with SRV</li> <li>Progress with Service Reductions</li> </ul>	50% by 30 Nov 2022  100% by 30 June 2023	Group Manager Corporate  Manager Finance
		<ul style="list-style-type: none"> <li>Dollar value of new revenue options identified</li> </ul>	No target – report as identified	
		<ul style="list-style-type: none"> <li>Dollar value of savings on expenditure identified</li> </ul>	No target – report as identified	
9.7.2	Complete a rates review, in consultation with ratepayers	<ul style="list-style-type: none"> <li>Percentage completion of rates review by 31 October 2022</li> </ul>	100%	Group Manager Corporate  Manager Finance
9.7.3	Foster Council's financial sustainability through maximising investment returns, including cash and water sales	<ul style="list-style-type: none"> <li>Value of investment earnings to all funds</li> </ul>	≥ \$700,000	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Value of water sales earnings to general fund</li> </ul>	≥ \$50,000	Manager Finance
		<ul style="list-style-type: none"> <li>Value of water sales earnings to water fund</li> </ul>	≥ \$50,000	
9.7.4	Practice sound financial management	<ul style="list-style-type: none"> <li>Deliver a financial year end result on budget or better than budget</li> </ul>	On budget	Group Manager Corporate
		<ul style="list-style-type: none"> <li>Deliver an unqualified audit (except for RFS assets, if relevant)</li> </ul>	Clean audit	Manager Finance
9.7.5	Continue effective Asset Management Planning (AMP) and GIS Services	<ul style="list-style-type: none"> <li>Percentage completion of revaluation and condition assessments</li> </ul>	100%	Group Manager Corporate

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer	
		<ul style="list-style-type: none"> <li>Percentage of AMPs revised to include new data</li> </ul>	80%	Group Manager Operations	
		<ul style="list-style-type: none"> <li>Percentage completion of audit and data capture</li> </ul>	100%		
		<ul style="list-style-type: none"> <li>% of Council's works as executed plans inputted into GIS</li> </ul>	100%		
9.7.6	Maintain Council-owned buildings so they are safe and inclusive  Capex - Replacement of automated doors in administration building \$16K (general fund) - Upgrade of Council Chamber furnishings (general fund)	<ul style="list-style-type: none"> <li>Percentage completion of capital works program</li> <li>Percentage completion of building maintenance program</li> <li>Percentage completion of unscheduled maintenance work</li> <li>Number of unplanned maintenance activities completed</li> </ul>	100%  100%  100%  No target – report by occurrence	Group Manager Corporate	
9.7.7	Administer Council's plant and fleet by conducting effective light and heavy plant replacement programs	<ul style="list-style-type: none"> <li>Percentage of light plant replacement program completed</li> <li>Percentage of heavy plant replacement program completed</li> </ul>	100%  100%		Group Manager Corporate  Group Manager Operations
9.7.8	Administer Council's stores and depot	<ul style="list-style-type: none"> <li>Number of stocktakes per annum</li> <li>Volume of fuel issued – diesel and petrol</li> </ul>	≥1  No target		Group Manager Corporate
9.7.9	Enhance and maintain an efficient Records Management System for Council	<ul style="list-style-type: none"> <li>Number of new staff who undertake training within the first two weeks of employment</li> <li>Percentage completion of heritage archiving</li> </ul>	100%  50%		
9.7.10	Make information available in accordance with <i>Government Information (Public Access) Act 2009</i> requirements	<ul style="list-style-type: none"> <li>Number of informal GIPA applications received</li> </ul>	No target – report by occurrence	Governance and Customer Services Coordinator	

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
		<ul style="list-style-type: none"> <li>Percentage of informal GIPA applications processed within 20 working days</li> </ul>	100%	
		<ul style="list-style-type: none"> <li>Number of formal GIPA applications received</li> </ul>	No target	
		<ul style="list-style-type: none"> <li>Percentage of formal GIPA applications processed in accordance with legislation</li> </ul>	100%	
9.7.11	Collect, use and retain personal information in accordance with the <i>Privacy and Personal Information Protection Act 1998</i>	<ul style="list-style-type: none"> <li>Percentage of personal information collected and used for lawful purposes</li> <li>Percentage of personal information retained and secured in accordance with legislation</li> </ul>	100%	Governance and Customer Services Coordinator
9.7.12	Manage leases and licences for Council properties in line with Council's objectives	<ul style="list-style-type: none"> <li>Percentage of leases that are current</li> <li>Number and value of outstanding lease fees</li> <li>Percentage of licences that are current</li> <li>Number and value of outstanding licence fees</li> <li>Leases and licences awaiting a Plan of Management by 30 June 2023</li> </ul>	100%	Group Manager Corporate
9.7.13	Prepare and implement Plans of Management (PoM) for Crown Lands properties, and user agreements for sports ovals on Crown Land	<ul style="list-style-type: none"> <li>All PoMs for reserves completed</li> <li>Percentage of sports oval user agreements in place</li> </ul>	24	Group Manager Corporate
9.7.14	Support effective and efficient local government administration through Information and Communication Technology (ICT)  Capex	<ul style="list-style-type: none"> <li>Percentage of scheduled 2022/23 ICT actions completed</li> <li>Number of operational improvements achieved</li> </ul>	90+%	Group Manager Corporate
			No target – report by activity only	

## 9. GOVERNANCE AND CORPORATE SERVICES

### Lead Group: Corporate and Office of the General Manager

OP Ref.	Operational Plan Activity	Performance Measures	Target	Responsible Officer
	<ul style="list-style-type: none"> <li>- Enhance IT network infrastructure \$100K (general fund)</li> <li>- Upgrade PCs \$45K (general fund)</li> <li>- Enhance multimedia capability \$20K (general fund)</li> </ul>	<ul style="list-style-type: none"> <li>• Number of notifiable cyber-attacks identified</li> </ul>	Zero	
<b>9.8 Undertake service reviews and benchmarking</b>				
9.8.1	Deliver performance improvements through Council's Service Review program including: <ul style="list-style-type: none"> <li>• Staffing levels review</li> <li>• Depreciation review</li> <li>• Water &amp; Sewer review</li> <li>• Open Space &amp; Recreation review</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage completion of review of staffing levels</li> <li>• Percentage completion of review of depreciation</li> <li>• Percentage completion of review of water and sewer services</li> <li>• Percentage completion of review of open space and recreation services</li> </ul>	100% 100% 100% 100%	Group Manager Corporate
9.8.2	Monitor and manage Council's performance against local government industry benchmarks	<ul style="list-style-type: none"> <li>• Percentage completion of assessment of Council's performance against industry benchmarks</li> <li>• Improvements in Council's performance as measured by benchmark data</li> </ul>	100% No target – report as data available	General Manager
<b>9.9 Attract grant funding for capital works and operations</b>				
9.9.1	Coordinate the application of grants to ensure applications are targeted to boost Council's revenue	<ul style="list-style-type: none"> <li>• Number of Grant Applications submitted</li> <li>• Value of funding received</li> </ul>	≥ 12 ≥ \$1,000,000	General Manager
9.9.2	Implement improvements in the management of grant applications and acquittals	<ul style="list-style-type: none"> <li>• Percentage of grant applications acquitted on time and correctly</li> <li>• Number of grants that have been allowed extension of time or changes in scope</li> </ul>	100% No target – as identified	General Manager



**LEETON**  
SHIRE COUNCIL

**Leeton Shire Council**

ABN 59 217 957 665

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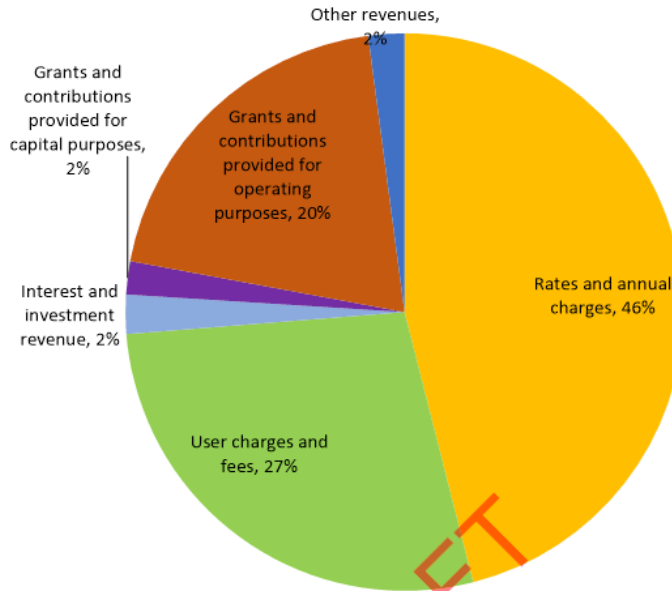


# Budget 2022/23

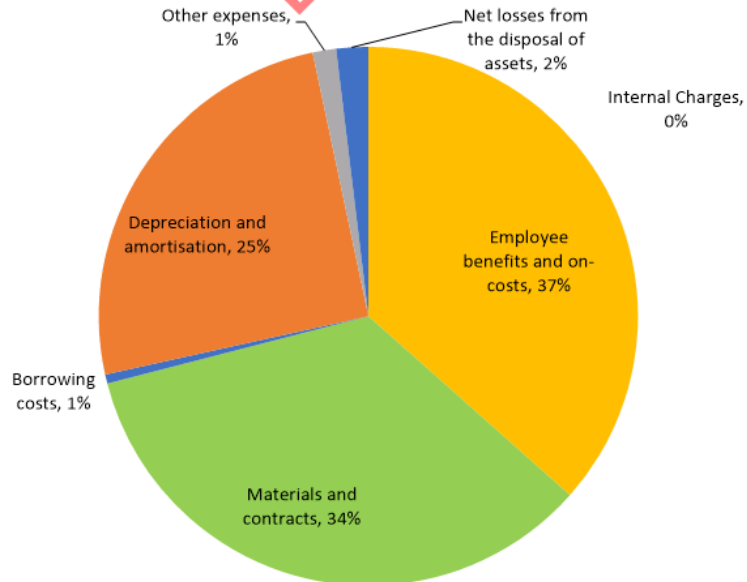


### Budgeted Sources of Income & Expenditure Year Ending 30 June 2023

#### Income



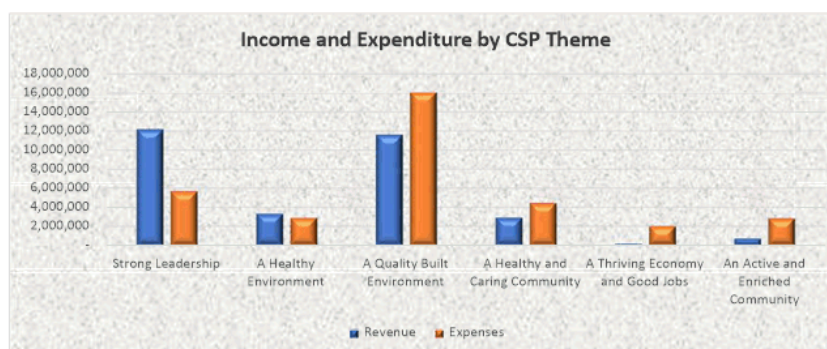
#### Expenses



**Budgeted Summary of Activities and Cash Effect by Program  
 For Year Ending 30 June 2023**

	Budget Income	Budget Expense	Result
<b>OPERATING SECTION</b>			
Governance	-	292,480	(292,480)
General Manager Office	45,000	1,537,194	(1,492,194)
IPR, Governance	200	911,265	(911,065)
Corporate Services	12,155,924	3,186,046	8,969,878
Shire Activation	3,023,365	6,786,068	(3,762,703)
Operations	15,196,729	21,358,302	(6,161,573)
<b>TOTAL OPERATING EXC. CAPITAL GRANTS</b>	<b>30,421,218</b>	<b>34,071,354</b>	<b>(3,650,136)</b>
<b>CAPITAL SECTION</b>			
	<b>*Capital Funding</b>	<b>Expense</b>	<b>Unrestricted funds</b>
Corporate Services	46,000	351,000	(305,000)
Shire Activation	4,073,950	4,103,950	(30,000)
Operations	4,852,445	8,158,445	(3,306,000)
<b>TOTAL CAPITAL</b>	<b>8,972,395</b>	<b>12,613,395</b>	<b>(3,641,000)</b>
<b>TOTAL OPERATING &amp; CAPITAL</b>	<b>39,393,613</b>	<b>46,684,749</b>	<b>(7,291,136)</b>
<b>CASH EFFECT SECTION</b>			
	<b>Increase</b>	<b>Decrease</b>	<b>Net Effect</b>
Less Depreciation		(8,570,048)	8,570,048
Restrictions		5,238,000	(5,238,000)
Loan Repayments		556,579	(556,579)
Proceeds from sale of P&E	315,000		315,000
Deposits on sale of Land	1,000,000		1,000,000
Disposal of renewed assets	650,000		650,000
Provisions	300,000		300,000
Less Operating used for capital purposes		308,379	(308,379)
<b>CASH EFFECT</b>	<b>41,658,613</b>	<b>43,587,659</b>	<b>(1,929,046)</b>

\*Capital Funding - includes grants, restrictions and loans apportioned to this budget.



**LEETON SHIRE COUNCIL**  
**Budgeted Income Statement by Fund**  
**For Year Ending 30 June 2023**

Note	General Fund	Water Fund	Sewer Fund	Consolidated	Consolidated
	Original Budget 2022/23	Original Budget 2022/23	Original Budget 2022/23	Original Budget 2022/23	Current Forecast 2021/22
	\$	\$	\$	\$	\$
<b>Income from Continuing Operations</b>					
a Rates and annual charges	9,921,277	1,539,595	2,678,590	14,139,463	13,977,235
b User charges and fees	4,866,817	3,246,690	393,720	8,507,227	10,564,651
c Interest and investment revenue	418,791	165,514	111,179	695,484	515,700
Grants and contributions provided for capital purposes	510,445	53,858	28,763	593,066	14,997,524
Grants and contributions provided for operating purposes	6,139,824	-	-	6,139,824	7,400,808
Rental Income	301,700	-	-	301,700	2,297,552
Other revenues	575,716	55,546	6,259	637,520	250,000
d Net Gains from Disposal of Assets	-	-	-	-	-
<b>Total Income</b>	<b>22,734,570</b>	<b>5,061,202</b>	<b>3,218,512</b>	<b>31,014,284</b>	<b>50,003,469</b>
<b>Expenses from Continuing Operations</b>					
e Employee benefits and on-costs	9,625,519	1,673,216	1,158,171	12,456,906	14,177,553
f Materials and contracts	9,218,858	1,597,995	907,348	11,724,201	12,001,393
g Borrowing costs	189,198	-	-	189,198	106,250
h Depreciation and amortisation	6,047,859	1,467,545	1,054,644	8,570,048	8,212,531
Other expenses	481,000	-	-	481,000	3,041,911
i Net losses from the disposal of assets	650,000	-	-	650,000	1,400,000
<b>Total Expenses</b>	<b>26,212,434</b>	<b>4,738,756</b>	<b>3,120,163</b>	<b>34,071,354</b>	<b>38,939,638</b>
<b>Operating Result from Continuing Operations</b>	<b>- 3,477,865</b>	<b>322,446</b>	<b>98,348</b>	<b>- 3,057,070</b>	<b>11,063,831</b>
<b>Net Operating Result for the Year before Grants and Contributions Provided for Capital Purposes</b>	<b>- 3,988,310</b>	<b>268,589</b>	<b>69,585</b>	<b>- 3,650,136</b>	<b>- 3,933,692</b>

**Notes**

- a Based on a 1.8% Rate peg
- b Based on proposed "Fees & Charges".
- c Interest income has been estimated using expected changes in returns and cash balances.
- d No profit on sale of assets has been forecast.
- e Employee costs include vacant positions and are adjusted for capital component
- f Materials and contracts have been adjusted for inflation.
- g Borrowing costs are calculated based on the proposed Loans and expected interest rates.
- h Depreciation has been adjusted for expected completion of major projects.
- i This loss is the write off of the Roxy components being replaced.

**LEETON SHIRE COUNCIL**  
**Budgeted Statement of Financial Position - Consolidated**  
**For Year Ending 30 June 2023**

	2021-22	2022-2023
	Forecast	Original Budget
<b>Current Assets</b>		
Cash and Cash Equivalents	1,062,622	1,133,576
Investments	28,850,000	26,850,000
Receivables	2,637,171	2,637,171
Inventories	1,205,152	1,205,152
Other	59,486	59,486
<b>Total Current Assets</b>	<b>33,814,431</b>	<b>31,885,385</b>
<b>Non-Current Assets</b>		
Investments	5,000,000	5,000,000
Receivables	44,681	44,681
Infrastructure, Property, Plant & Equipment	330,966,952	335,010,299
Intangible Assets	8,315,900	8,315,900
<b>Total Non-Current Assets</b>	<b>344,327,533</b>	<b>348,370,880</b>
<b>Total Assets</b>	<b>378,141,964</b>	<b>380,256,265</b>
<b>Current Liabilities</b>		
Payables	2,742,924	2,742,924
Contract Liabilities	2,404,452	558,814
Borrowings	463,925	556,579
Provisions	2,621,079	2,621,079
<b>Total Current Liabilities</b>	<b>8,232,380</b>	<b>6,479,396</b>
<b>Non-Current Liabilities</b>		
Borrowings	2,850,714	7,494,355
Employee Benefit Provisions	226,984	226,984
Provisions	3,586,200	3,886,200
<b>Total Non-Current Liabilities</b>	<b>6,663,898</b>	<b>11,607,539</b>
<b>Total Liabilities</b>	<b>14,896,278</b>	<b>18,086,935</b>
<b>Net Assets</b>	<b>363,245,686</b>	<b>362,169,330</b>
<b>Equity</b>		
Retained Earnings	151,677,686	150,601,330
Revaluation Reserves	211,568,000	211,568,000
<b>Total Equity</b>	<b>363,245,686</b>	<b>362,169,330</b>

**LEETON SHIRE COUNCIL  
 Budgeted Cash Flow - Consolidated  
 For Year Ending 30 June 2023**

	2021-2022	2022-2023
	Forecast Budget	Original Budget
<b>Cash Flow from Operating Activities</b>		
<b>Receipts:</b>		
Rates and Annual Charges	13,977,235	14,139,463
User Fees and Charges	8,182,287	8,507,227
Interest and Investment Revenue	515,700	695,484
Grants & Contributions - Capital	13,204,643	593,066
Grants & Contributions - Operating	5,969,028	6,139,824
Other	2,591,881	939,220
<b>Payments:</b>		
Employee Costs	(14,161,503)	(12,456,906)
Borrowing Costs	(106,250)	(189,198)
Materials and Contracts	(7,704,351)	(11,424,201)
Other	(3,041,911)	(481,000)
<b>Net Cash Provided (or used) in Operating Activities</b>	<b>19,426,760</b>	<b>6,462,978</b>
<b>Cash Flow from Investing Activities</b>		
<b>Receipts:</b>		
Maturity of Investments	5,000,000	2,000,000
Deposits on Sale Real Estate Assets	-	1,000,000
Disposal of Infrastructure, Property, Plant & Equipment	250,000	315,000
Deferred Debtor Receipts	-	-
<b>Payments:</b>		
Purchase of Infrastructure, Property, Plant & Equipment	(38,019,054)	(12,613,395)
Deferred Debtor Advances Made	-	-
<b>Net Cash Provided (or used) in Investing Activities</b>	<b>(32,769,054)</b>	<b>(9,298,395)</b>
<b>Cash Flow from Financing Activities</b>		
<b>Receipts:</b>		
Borrowings and Advances	1,737,050	3,462,950
<b>Payments:</b>		
Borrowings and Advances	(463,925)	(556,579)
Other		
<b>Net Cash Provided (or used) in Financing Activities</b>	<b>1,273,125</b>	<b>2,906,371</b>
<b>Net Increase/(Decrease) in Cash &amp; cash Equivalents</b>	<b>(12,069,170)</b>	<b>70,954</b>
Cash and Cash Equivalents at Beginning of Period	13,131,792	1,062,622
<b>Cash and Cash Equivalents at End of Period</b>	<b>1,062,622</b>	<b>1,133,576</b>
Plus Investments on Hand - End of Year	33,850,000	31,850,000
<b>Total Cash, Cash Equivalents and Investments</b>	<b>34,912,622</b>	<b>32,983,576</b>
<b>Movement in Cash and Investments</b>	<b>(12,069,170)</b>	<b>(1,929,046)</b>

Loan funding based on current budget with \$5.2M split between 2021/22 and 2022/23.

### Budgeted Loan Schedule 2022/2023

Description	Loan % Rate	Final Payment Date	Principal 1 July 2022	Budgeted Loans 2021/22	New Loans 2022/23	*Adjusted Loans forecast 2022/23	Annual Repayment	Principal Repayments	Interest Repayments	Principal Outstanding
<b>Community Services</b>										
LIRS 1 Loan - Community Multi-Purpose Centre	5.52%	19/09/2022	66,530				68,362	66,530	1,831	0
<b>Roads</b>										
LIRS 2 Loan - Petersham Road Works	4.85%	18/08/2023	198,051				138,483	130,418	8,065	67,633
<b>Sporting Grounds and Facilities</b>										
LIRS 3 Loan - Leeton Ovals Complex Dressing Shed Development	4.34%	22/07/2024	346,344				124,345	110,560	13,785	235,783
Showground Grandstand	2.59%	30/04/2030	163,903				22,751	18,738	4,013	145,166
Leeton Pool Returbishment	2.99%	30/04/2040	2,076,106				147,625	90,120	57,505	1,985,986
<b>Existing Loans</b>			<b>2,850,934</b>				<b>501,565</b>	<b>416,367</b>	<b>85,198</b>	<b>2,434,567</b>
<b>Economic Development</b>										
Vance Estate Development	4.77%	1/05/2032		1,400,000	0	1,400,000	85,619	57,619	28,000	1,342,381
**Roxy Theatre	4.77%	1/05/2042		1,131,100	1,868,900	3,000,000	109,667	49,667	60,000	2,950,333
LELC	4.77%	1/05/2032		500,000	0	300,000	18,347	12,347	6,000	287,653
Gogelderie Caravan Park Cabins	4.77%	1/05/2032		500,000	500,000	500,000	30,578	20,578	10,000	479,422
<b>New Loans</b>			<b>0</b>	<b>3,531,100</b>	<b>2,368,900</b>	<b>5,200,000</b>	<b>244,212</b>	<b>140,212</b>	<b>104,000</b>	<b>5,059,788</b>
<b>Total Loans</b>			<b>2,850,934</b>	<b>3,531,100</b>	<b>2,368,900</b>	<b>5,200,000</b>	<b>745,777</b>	<b>556,579</b>	<b>189,198</b>	<b>7,494,355</b>

\* Due to changes in project scope, and funding, the adjusted loan amount may not equal the sum of the 2021/22 and 2022/23 loans.

\*\*Roxy Theatre has a budgeted cost of \$2,962,650 (\$1,131,100 in 2021/22 and \$1,868,900 in 2022/23) but a loan of up to \$3,000,000 has been approved which creates a variance of \$37,050. The 2022/21 loan is included in the 2022/23 Capital Funding loan amount of \$3,462,950.

To reconcile - \$3,462,950 less \$1,131,100 plus \$37,050 equals \$2,368,900

**LEETON SHIRE COUNCIL  
 Capital Expenditure Funding Source and Asset Class  
 For Year Ending 30 June 2023**

	Original 2021/22 Annual Budget	New Projects	Revoted Projects	Revoted and New projects
<b>Capital Funding Source</b>				
Rates and other untied funding	3,318,870	3,306,000	20,000	3,326,000
*Grants & Contributions used for Capital purposes	13,204,643	786,000	115,445	901,445
Internal Restrictions	2,798,500	1,531,000	-	1,531,000
<b>External Restrictions</b>				
- stormwater levy	30,000	30,000	-	30,000
- S7.12 Developer Contributions	150,000	200,000	-	200,000
- domestic waste management	364,000	77,000	-	77,000
- water supply	1,422,000	1,783,500	125,000	1,908,500
- sewerage services	2,242,500	1,021,500	155,000	1,176,500
Loans	2,400,000	3,462,950	-	3,462,950
<b>Total Capital Funding</b>	<b>25,930,513</b>	<b>12,197,950</b>	<b>415,445</b>	<b>12,613,395</b>
<b>Capital Expenditure</b>				
<b>New assets</b>				
- office equipment	520,000	285,000	50,000	335,000
- plant & equipment	-	-	-	-
- land & buildings	3,600,655	110,000	-	110,000
- parks, gardens & recreation	441,000	660,000	115,445	775,445
- roads, bridges, Stormwater & footpaths	730,500	201,000	-	201,000
- waste	139,000	77,000	-	77,000
- water supply	165,000	608,500	125,000	733,500
- sewerage services	1,632,500	56,500	125,000	181,500
<b>Renewals (replacements)</b>				
- plant & equipment	1,200,000	980,000	-	980,000
- land & buildings	8,285,300	3,379,950	-	3,379,950
- parks, gardens & recreation	215,000	230,000	-	230,000
- roads, bridges, Stormwater & footpaths	6,884,558	3,470,000	-	3,470,000
- waste	250,000	-	-	-
- water supply	1,257,000	1,175,000	-	1,175,000
- sewerage services	610,000	965,000	-	965,000
<b>Total Capital Expenditure</b>	<b>25,930,513</b>	<b>12,197,950</b>	<b>415,445</b>	<b>12,613,395</b>

\*Grants & Contributions used for Capital purposes will not agree to the Income Statement. There will be timing differences and the Income Statement will include contributions not used and the table above will include operating income used for capital.



LEETON SHIRE COUNCIL  
 New Major Works and Revotes by Area  
 For Year Ending 30 June 2023  
 This list includes both new projects and those that were in prior budgets but not yet started.

Revotes, New Projects

Group and area	Project Cost	Funded From:-				Total funding
		Reserve	General Fund	Loan	Grant	
<b>Grand Total</b>	<b>12,413,395</b>	<b>5,238,000</b>	<b>3,011,000</b>	<b>3,442,950</b>	<b>901,445</b>	<b>12,413,395</b>
Revotes	415,445	280,000	20,000	-	115,445	415,445
New Projects	12,197,950	4,958,000	2,991,000	3,442,950	786,000	12,197,950
<b>Total General Fund</b>	<b>9,558,395</b>	<b>2,183,000</b>	<b>3,011,000</b>	<b>3,442,950</b>	<b>901,445</b>	<b>9,558,395</b>
<b>Corporate</b>	<b>351,000</b>	<b>46,000</b>	<b>305,000</b>	-	-	<b>351,000</b>
Corporate	36,000	16,000	20,000	-	-	36,000
<b>Council Chambers Table</b>	<b>20,000</b>	-	<b>20,000</b>	-	-	<b>20,000</b>
Council Office - Replace Automated Doors	16,000	16,000	-	-	-	16,000
Informations Technology	315,000	30,000	285,000	-	-	315,000
E Services	120,000	-	120,000	-	-	120,000
<b>Element Org - Sewer</b>	<b>30,000</b>	<b>30,000</b>	-	-	-	<b>30,000</b>
Information Technology - Network Infrastructure	100,000	-	100,000	-	-	100,000
Information Technology - PC Upgrades	45,000	-	45,000	-	-	45,000
Multimedia	20,000	-	20,000	-	-	20,000
<b>Shire Activation</b>	<b>4,103,950</b>	<b>570,000</b>	<b>30,000</b>	<b>3,442,950</b>	<b>41,000</b>	<b>4,103,950</b>
Animal control	110,000	110,000	-	-	-	110,000
Animal Pound Facility	110,000	110,000	-	-	-	110,000
Caravan Park	690,000	160,000	30,000	500,000	-	690,000
Gogeldene Weir - House	30,000	-	30,000	-	-	30,000
Gogeldene Weir - Cabins	500,000	-	-	500,000	-	500,000
Gogeldene Weir - Function Shed	30,000	30,000	-	-	-	30,000
Gogeldene Park - Universal Public Toilet	130,000	130,000	-	-	-	130,000
Housing	150,000	150,000	-	-	-	150,000
Eventide Homes Renewal	150,000	150,000	-	-	-	150,000
Leeton Museum and Art Gallery	191,000	150,000	-	-	41,000	191,000
LVIAG Upstairs Development - Lift	71,000	150,000	-	79,000	-	71,000
LVIAG Upstairs Development - Room Repairs & Refurb	120,000	-	79,000	-	41,000	120,000
Roxy Theatre	2,962,950	-	-	2,962,950	-	2,962,950
*Roxy Upgrade per November 4th Business Paper	2,962,950	-	-	2,962,950	-	2,962,950

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LEETON SHIRE COUNCIL  
 New Major Works and Revotes by Area  
 For Year Ending 30 June 2023  
 This list includes both new projects and those that were in prior budgets but not yet started.

Revotes, New Projects

Group and area	Project Cost	Funded From:-				Total funding
		Reserve	General Fund	Loan	Grant	
<b>Operations - General Fund</b>	<b>5,103,445</b>	<b>1,547,000</b>	<b>2,676,000</b>	-	<b>860,445</b>	<b>5,103,445</b>
Domestic Waste Management	77,000	77,000	-	-	-	77,000
Leeton Landfill - solar Array Installation	27,000	27,000	-	-	-	27,000
Litter Fence (portable)	50,000	50,000	-	-	-	50,000
<b>Plant Replacement</b>	<b>980,000</b>	<b>980,000</b>	-	-	-	<b>980,000</b>
Plant Program	980,000	980,000	-	-	-	980,000
<b>Recreation and Sports</b>	<b>375,445</b>	<b>110,000</b>	<b>150,000</b>	-	<b>115,445</b>	<b>375,445</b>
Golf Course Maintenance Shed Modifications	40,000	-	40,000	-	-	40,000
<b>Golf Course Upgrades-Car Park</b>	<b>115,445</b>	-	-	-	<b>115,445</b>	<b>115,445</b>
Indoor Stadium Scoreboards Replacement	20,000	20,000	-	-	-	20,000
MacCaughy Park Play	50,000	50,000	-	-	-	50,000
New Off Leash Area Leeton	30,000	-	30,000	-	-	30,000
Playgrounds - Wetpour Rubber Surfacing	40,000	40,000	-	-	-	40,000
Plinths & Cemetery Capital Works	30,000	-	30,000	-	-	30,000
Roads & Nature Strip Beautification	30,000	-	30,000	-	-	30,000
Skate park Fence Replacement	20,000	-	20,000	-	-	20,000
<b>Roads &amp; Drainage</b>	<b>3,671,000</b>	<b>400,000</b>	<b>2,526,000</b>	-	<b>745,000</b>	<b>3,671,000</b>
CBD Stage 2 Pine Avenue /Kurrajong Ave Median Renew.	70,000	70,000	-	-	-	70,000
Chelmsford Town Square Road Reconstruction	300,000	300,000	-	-	-	300,000
Footpaths - Palm Ave Wst	80,000	-	80,000	-	-	80,000
Heavy Patching - Bella Vista Dr	20,000	-	20,000	-	-	20,000
Heavy Patching - Caloro St	20,000	-	20,000	-	-	20,000
Heavy Patching - Carbone Road	25,000	-	25,000	-	-	25,000
Heavy Patching - Carrington Dr	20,000	-	20,000	-	-	20,000
Heavy Patching - Muscat St	20,000	-	20,000	-	-	20,000
Heavy Patching - Short St	20,000	-	20,000	-	-	20,000
Kerb And Gutter - Meleleuca St	60,000	-	60,000	-	-	60,000
Kerb And Gutter - Muntenpen St	60,000	-	60,000	-	-	60,000
Kerb And Gutter - Teattie Ave	60,000	-	60,000	-	-	60,000
LSC Road Rehabilitation - Colnroobie Road	20,000	-	20,000	-	-	20,000
LSC Road Rehabilitation - Euroley Road	120,000	-	120,000	-	-	120,000
LSC Road Rehabilitation - Palm Ave East	60,000	-	60,000	-	-	60,000
LSC Road Rehabilitation - Railway Avenue	210,000	-	210,000	-	-	210,000
LSC Road Rehabilitation - Vance Road	180,000	-	180,000	-	-	180,000
LSC Road Rehabilitation - Wade Ave Nth	140,000	-	140,000	-	-	140,000
LSC Road Rehabilitation - Wilga Road	20,000	-	20,000	-	-	20,000
Parking Facilities	15,000	-	15,000	-	-	15,000
R2R - Amond Road	190,000	-	-	-	190,000	190,000
R2R - Boundary Road	265,000	-	-	-	265,000	265,000
R2R - Oak Street Roundabout	200,000	-	-	-	200,000	200,000
Regional Roads Repair	90,000	-	-	-	90,000	90,000
Resealing - Argyle St	25,000	-	25,000	-	-	25,000
Resealing - Blakely St	40,000	-	40,000	-	-	40,000
Resealing - Caloro St	50,000	-	50,000	-	-	50,000
Resealing - Cicada St	50,000	-	50,000	-	-	50,000
Resealing - Corbie Hill Rd	80,000	-	80,000	-	-	80,000
Resealing - Dooley Ln	40,000	-	40,000	-	-	40,000
Resealing - Dundas St	25,000	-	25,000	-	-	25,000
Resealing - Mackellar Rd	150,000	-	150,000	-	-	150,000
Resealing - Muscat St	50,000	-	50,000	-	-	50,000
Resealing - Scarlet St	35,000	-	35,000	-	-	35,000
Resealing - Short St	15,000	-	15,000	-	-	15,000
Resealing - Wattle Rd	70,000	-	70,000	-	-	70,000
Resealing - Yate Rd	5,000	-	5,000	-	-	5,000
Resheeting - Apostile Yard Rd	80,000	-	80,000	-	-	80,000
Resheeting - Collins Rd	180,000	-	180,000	-	-	180,000
Resheeting - Euroley Rd	40,000	-	40,000	-	-	40,000
Resheeting - Houghton Rd	70,000	-	70,000	-	-	70,000
Shoulder Widening - Wattle Road cont.	75,000	-	75,000	-	-	75,000
Shoulder Widening - Wilkinson Road	75,000	-	75,000	-	-	75,000
Stormwater Drainage Management Rural	100,000	-	100,000	-	-	100,000
Stormwater Drainage Management SMC	30,000	30,000	-	-	-	30,000
Stormwater Drainage Management Urban	100,000	-	100,000	-	-	100,000
Traffic Facilities	21,000	-	21,000	-	-	21,000

LEETON SHIRE COUNCIL

New Major Works and Revotes by Area  
For Year Ending 30 June 2023

This list includes both new projects and those that were in prior budgets but not yet started.

Revotes, New Projects

Group and area	Project Cost	Funded From:-				Total funding
		Reserve	General Fund	Loan	Grant	
<b>Sewer</b>	<b>1,144,500</b>	<b>1,144,500</b>	-	-	-	<b>1,144,500</b>
Inlet Pipework Upgrade and Mixer lifting Equipment Repl	75,000	75,000	-	-	-	75,000
Leeton STP - Renewal	165,000	165,000	-	-	-	165,000
Mannoles Renewals	100,000	100,000	-	-	-	100,000
Renewable Energy LED Installation Upgrade	43,500	43,500	-	-	-	43,500
<b>Servicing Strategy</b>	<b>125,000</b>	<b>125,000</b>	-	-	-	<b>125,000</b>
Sewer Pump Station #1 Rebutishments	200,000	200,000	-	-	-	200,000
Sewer Relining and Investigation-Cedar/Railway/Ins Yan	75,000	75,000	-	-	-	75,000
Telemetry Upgrades - 2023	50,000	50,000	-	-	-	50,000
Tertiary Pond	300,000	300,000	-	-	-	300,000
Whitton STP - Solar Array Installation	13,000	13,000	-	-	-	13,000
<b>Water</b>	<b>1,908,500</b>	<b>1,908,500</b>	-	-	-	<b>1,908,500</b>
Automatic Meter Reading Project-completion	25,000	25,000	-	-	-	25,000
Chelmsford Place Reservoir Painting	500,000	500,000	-	-	-	500,000
Chelmsford Place Water Tower Ladder Access	130,000	130,000	-	-	-	130,000
Flouride Dosing Plant	50,000	50,000	-	-	-	50,000
Hoist & Crane Equipment	50,000	50,000	-	-	-	50,000
Leeton RWP - VSD and Switch Board Upgrade	200,000	200,000	-	-	-	200,000
Leeton WTP - Centre Trough Relining	50,000	50,000	-	-	-	50,000
Leeton WTP Sedimentation Tank Refurbishments	100,000	100,000	-	-	-	100,000
PLC Upgrade	45,000	45,000	-	-	-	45,000
Renewable Energy LED Installation Upgrade	43,500	43,500	-	-	-	43,500
Reservoirs/Dams	50,000	50,000	-	-	-	50,000
<b>Servicing Strategy</b>	<b>125,000</b>	<b>125,000</b>	-	-	-	<b>125,000</b>
Telemetry Upgrades - 2023	50,000	50,000	-	-	-	50,000
Water Main Replacements	450,000	450,000	-	-	-	450,000
Whitton WTP Access Ramp & Pit Platform/Pump Manorail	40,000	40,000	-	-	-	40,000
<b>Operating Projects</b>	<b>170,000</b>	-	<b>170,000</b>	-	-	<b>170,000</b>
Health Services Strategy	120,000	-	120,000	-	-	120,000
12th Green Renewal Golf Course	40,000	-	40,000	-	-	40,000
Sporting Walk of Fame	10,000	-	10,000	-	-	10,000
<b>Projects excluded from the budget but approved pending 100% grant funding</b>	<b>160,000</b>	-	-	-	<b>160,000</b>	<b>160,000</b>
Gossamer Park Splash Pad	40,000	-	-	-	40,000	40,000
Gogelderie Park - Playground	120,000	-	-	-	120,000	120,000

\*When allocated to funding and deliverables there is a difference of \$131,285. Part 2 on the Proxy Schedule as presented at the 9/2 workshop is \$2,851,662. The FAGS Roads component is classed as General Fund for this report.

**Capital Work in Process Report  
 As at March 31, 2022**

Work Status = Complete, Ongoing, In process, on Hold

Name	WIP O/B	This years budget	YTD Expenditure	Budget Remaining	%Budget used	Grant	Reserve/ GF	Loan	Total
	1,778,148	23,582,657	1,477,727	22,104,930	6%	12,920,645	6,353,185	2,831,100	22,104,931
<b>General Managers Office</b>									-
<b>IP&amp;R, Governance</b>									-
<b>Corporate Services</b>	-	325,000	194,721	130,279	60%	-	130,279	-	130,279
Corporate Services	-	325,000	194,721	130,279	60%	-	130,279	-	130,279.23
Corporate Information Systems	-	325,000	194,721	130,279	60%	-	130,279.23	-	130,279.23
Asset Management	-	60,000	55,032	4,968	92%		4,968		4,968
GIS Hardware	-	3,000	2,841	159	95%		159		159
Landfill Software	-	60,000	65,852	5,852	110%		5,852		5,852
Element Org	-	100,000	57,000	43,000	57%		43,000		43,000
Procure2pay	-	102,000	13,996	88,004	14%		88,004		88,004
<b>Shire Activation</b>	1,216,922	11,499,099	255,410	11,243,689	2%	6,949,466	1,463,123	2,831,100	11,243,689
<b>Community</b>	-	500,000	-	500,000	0%	200,000	-	300,000	500,000
LELC Upgrade	-	500,000	-	500,000	0%	200,000		300,000	500,000
<b>Housing</b>	-	100,000	10,660	89,340	11%	-	89,340	-	89,340
Eventide Homes Renewal	-	100,000	10,660	89,340	11%		89,340		89,340
<b>Culture</b>	1,216,922	6,899,099	244,750	6,654,349	4%	4,749,466	773,783	1,131,100	6,654,349
<b>Roxy Theatre</b>	1,216,922	6,579,099	242,830	6,336,269	4%	4,656,386	548,783	1,131,100	6,336,269
* Roxy Renewals	1,051,692	3,270,655	53,029	3,323,684	-2%	1,689,584	503,000	1,131,100	3,323,684
Roxy Theatre		3,262,661	-	3,262,661	0%	1,969,452			1,969,452
Roxy Theatre Redevelopment 21/22	-	-	293,210	293,210					-
Roxy Forecourt( Funded MDBEDF)	-	-	2,649	2,649		997,350			997,350
Roxy New Works - Awning	165,230	45,783	-	45,783	0%		45,783		45,783
Roxy Theatre Forecourt		200,000	-	200,000	0%		200,000		200,000
Art Deco Touring Route Signage	-	120,000	1,920	118,080	2%	93,080	25,000		118,080
<b>Economic Affairs</b>	-	4,000,000	-	4,000,000	0%	2,000,000	600,000	1,400,000	4,000,000
Vance Estate Expansion	-	4,000,000	-	4,000,000	0%	2,000,000	600,000	1,400,000	4,000,000

**Capital Work in Process Report  
As at March 31, 2022**

Work Status = Complete, Ongoing, In process, on Hold

Operations	561,227	11,758,558	1,027,596	10,730,962	9%	5,971,179	4,759,783	-	10,730,963
<b>Waste and Sustainability</b>	-	300,000	16,295	283,705	5%	200,000	83,705	-	283,705
Energy Renewal Project	-	300,000	16,295	283,705	5%	200,000	83,705	-	283,705
<b>Plant &amp; Vehicle Replacement</b>	-	110,000	-	110,000	0%	-	110,000	-	110,000
Hydralada	-	110,000	-	110,000	0%	-	110,000	-	110,000
<b>Public Conveniences</b>	-	345,000	-	345,000	281%	200,000	145,000	-	345,000
Public Conveniences - MPC Toilet	-	75,000	-	75,000	0%	-	75,000	-	75,000
Public Convenience - Wamoon Park	-	70,000	-	70,000	0%	-	70,000	-	70,000
Public Convenience - Sycamore Street	-	100,000	-	100,000	0%	100,000	-	-	100,000
Yanco Women's Changerooms and toilets	-	100,000	-	100,000	0%	100,000	-	-	100,000
<b>Cemetery Facilities</b>	-	40,000	-	40,000	-	-	40,000.00	-	40,000.00
Cemetery Devt. Plan	-	40,000	-	40,000	0%	-	40,000	-	40,000
<b>Open Spaces &amp; Recreation</b>	360,139	896,000	623,105	272,895	70%	-	272,895	-	272,895
<b>Swimming Pools</b>	360,139	896,000	623,105	272,895	70%	-	272,895.13	-	272,895
Swimming Pools - Renewal Leeton	360,139	896,000	623,105	272,895	70%	-	272,895	-	272,895
<b>Water Infrastructure</b>	-	400,000	1,880	398,120	0%	-	398,120	-	398,120
CBD Fire Services Compliance – in conjunction with Roxy redevelopment	-	400,000	1,880	398,120	0%	-	398,120	-	398,120
<b>Sewer Infrastructure</b>	9,041	4,210,000	228,066	3,981,934	5%	1,069,997	2,911,936	-	3,981,934
Wamoon Sewerage Project - RESTART funded 18/19	9,041	4,100,000	204,216	3,895,784	5%	1,069,997	2,825,786	-	3,895,784
Building - Renewals, Yanco STP	-	110,000	23,850	86,150	22%	-	86,150	-	86,150
<b>Roads, Transport and Stormwater</b>	1,408,968	17,002,440	158,249	5,299,309	1%	4,501,182	798,127	-	5,299,309
<b>LSC Road Rehabilitation</b>	-	455,000	23,687	431,313	0%	-	431,313	-	431,313
Roxy Lane – in conjunction with Roxy redevelopment	-	55,000	-	55,000	0%	-	55,000	-	55,000
Wamoon Urban Road- Bourke Road	-	190,000	15,193	174,807	-	-	174,807	-	174,807
Wamoon Urban Road- Oxley Road	-	80,000	4,720	75,280	-	-	75,280	-	75,280
Wamoon Urban Road- Brisbane Road	-	130,000	3,773	126,227	-	-	126,227	-	126,227
Fixing Local Roads - Canal Street	-	2,050,000	0	2,050,000	-	1,742,500	307,500	-	2,050,000
<b>New Paths</b>	-	373,000	2,577	370,423	1%	370,423	0	-	370,423
Maiden Avenue - LRCI	-	373,000	2,577	370,423	1%	370,423	0	-	370,423
Kerb& Gutter Renewal - Wamoon Avenue - Construction	-	250,000	-	250,000	-	250,000	-	-	250,000
CBD Enhancement Stage 3 - Chelmsford Place	192,046	2,329,558	131,985	2,197,573	6%	2,138,259	59,314	-	2,197,573

LEETON SHIRE COUNCIL

Restrictions Listing

For Year Ending 30 June 2023

This list includes both new projects and those that were in prior budgets but not yet started.

Restriction Name	Proposed Balance 30/6/2022	Budgeted Capital spend	Budgeted Transfers	Budgeted Balance
<b>Internal</b>				
<b>Infrastructure Restrictions</b>				
Aerodrome Restriction	200,000.00			200,000.00
Buildings Restriction	1,000,000.00	196,000.00		804,000.00
Infrastructure (General) Restriction	1,320,613.00	150,000.00		1,170,613.00
Eventide Homes		150,000.00		
Plant Replacement Restriction	1,550,000.00	665,000.00		885,000.00
Roads General Restriction	1,492,500.00	370,000.00		1,122,500.00
Swimming Pool Restriction	54,000.00			54,000.00
Child Care Centre Restriction	200,000.00			200,000.00
				-
				-
<b>Co-contribution Restrictions</b>				
Vance Estate Co-contribution	800,000.00			800,000.00
Leeton Museum & Art Gallery co-contribution Restriction	300,000.00	150,000.00		150,000.00
Renewable Energy Efficiencies Co-contribution Restriction	120,000.00			120,000.00
Sportsground Improvement Restriction	300,000.00			300,000.00
				-
				-
<b>Provisions</b>				
Election Provision	-		50,000.00	50,000.00
Mainstreet Project (façade painting) Provision	54,329.08			54,329.08
Employee Entitlements Provision	1,326,953.76			1,326,953.76
Workers Compensation Equalisation Provision	165,000.00			165,000.00
Cemetery Expansion Provision	-			-
<b>Internal Subtotal</b>	<b>8,883,395.84</b>	<b>1,531,000.00</b>	<b>50,000.00</b>	<b>7,402,395.84</b>
<b>External</b>				
Unexpended Loan Restriction	-			0
Unspent Grants Restriction	1,509,230.75			1,509,230.75
Stormwater Levy Restriction	91,714.02	30,000.00	92,000.00	153,714.02
Section 94 (General) Restriction	132,459.20	200,000.00	200,000.00	132,459.20
Section 64 - Stormwater	-		2,000.00	2,000.00
Deposits, Retentions and Bonds	330,674.00			330,674.00
DWM - Operations Restriction	684,683.70	327,000.00	496,628.30	854,312.00
DWM - Landfill Remediation Provision	2,618,959.78	250,000.00		2,868,959.78
<b>DWM - Subtotal</b>	<b>3,303,643.48</b>	<b>77,000.00</b>	<b>496,628.30</b>	<b>3,723,271.78</b>
Water - Retained earnings	16,362,179.21	1,908,500.00	322,446.43	14,776,125.64
Water - Unfinished works	-			-
Deposits, Retentions and Bonds	-			-
Section 64 - Water	29,731.79		10,000.00	39,731.79
<b>Water - Subtotal</b>	<b>16,391,911.00</b>	<b>1,908,500.00</b>	<b>332,446.43</b>	<b>14,815,857.43</b>
Sewer - Retained earnings	7,340,587.92	1,176,500.00	98,348.16	6,262,436.08
Sewer - Unfinished works	-			-
Deposits, Retentions and Bonds	-			-
Section 64 - Sewer	-			-
<b>Sewer - Subtotal</b>	<b>7,340,587.92</b>	<b>1,176,500.00</b>	<b>98,348.16</b>	<b>6,262,436.08</b>
<b>External Subtotal</b>	<b>29,100,220.37</b>	<b>3,392,000.00</b>	<b>1,221,422.89</b>	<b>51,731,208.55</b>
<b>Total</b>	<b>37,983,616.21</b>	<b>4,923,000.00</b>	<b>1,271,422.89</b>	<b>59,133,604.39</b>
<b>Reserve by Fund</b>				
General	14,251,117.29	1,838,000.00	840,628.30	12,413,117.29
Water	16,391,911.00	1,908,500.00	332,446.43	14,483,411.00
Sewer	7,340,587.92	1,176,500.00	98,348.16	6,164,087.92
<b>Total</b>	<b>37,983,616.21</b>	<b>4,923,000.00</b>	<b>1,271,422.89</b>	<b>33,060,616.21</b>
<b>General Fund Unrestricted</b>	<b>1,034,905.17</b>			<b>- 77,040.17</b>



**LEETON**  
SHIRE COUNCIL

**Leeton Shire Council**

ABN 59 217 957 665

23-25 Chelmsford Place, Leeton NSW 2705

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# Revenue Policy including Fees and Charges 2022/23





## Revenue Policy

This document constitutes the Leeton Shire Council Revenue Policy and is prepared in accordance with Section 405 of the Local Government Act 1993.

Each year Council is required to determine fees and charges for services it provides. In the setting of the fees for its goods and services, the Council is endeavouring to adopt a "user-pays" principle, while being ever mindful of the capacity of the client to pay the fees being set out. Accordingly, the fees set by Council in some cases will not recover the full cost of providing the goods and services. The fees and charges are made up of fees provided under relevant Acts and fees determined by Council.

Section 608 (1) of the Local Government Act 1993 (Act), provides that " a Council may charge and recover an approved fee for any service it provides."

Section 608 (2) describes the services for which an approved fee may be charged. These include:

- Supplying a service, product or commodity.
- Giving information.
- Providing a service in connection with Council's regulatory functions.
- Allowing admission to any building or enclosure.

### Effect of other Acts

Section 610 (1) If the amount of a fee for a service is determined under another Act:

- Council may not determine an amount that is inconsistent with the amount determined under the other Act, and
- Council may not charge a fee in addition to the amount determined under the other Act.

Section 610 (2) If the charging of a fee for a service is prohibited under another Act, a Council must not charge a fee for the service under this Act.

The Revenue Policy includes the following for the year 2022/2023:

- Fees and Charges
- Ordinary Rates - Rating Categories
- Rates and Charges Increases
- Sewerage Charges
- User Charges - Water
- Waste Management Charges
- Stormwater Management Charges
- Liquid Trade Waste Charges
- Private Works
- Statement of Borrowings
- National Competition Policy
- Subsidy Guidelines

While every effort has been made to cover all fees and charges applicable to 2022/2023, a need may arise to introduce a new fee or charge that is unforeseen at this time. Changes to the application of GST may occur if the current legislation changes during the year. Any changes to the application of the GST will be altered as soon as notification is received.

The Statutory fees and charges that have been included in this document are the last advertised charges that were available to Council at the time of producing this document and may change on 1 July 2022.

## Fees and Charges

### Establishment of a Fee or Charge

The key steps to identifying a fee or charge are:

- Identifying which activities, functions or programs to which a fee or charge will apply.
- Identifying the full cost of providing the service.
- Identifying and quantifying Community Service Obligations.
- Confirming and agreed pricing policy for the Council.
- Confirming the agreed fee or charge to be levied.
- Confirming if any subsidies on the fee or charge will apply.

The fees and charges included in this document will be charged to all of Council's clients that avail themselves of the Council's goods and services.

Codes have been used to distinguish between each policy (as shown below), and these appear beside the various fees contained in this document to be charged in the ensuing year.

**A** These items are priced at the figure stipulated by legislation.

At the time of adoption, fees classified as Type A, that is fees charged under relevant legislation were current. Subsequent changes to legislation may alter the price and the new price will be added to the Fees and Charges schedule commencing from the date authorised by the amended legislation

**C** These items are priced so as to return a total cost recovery for the activities provided.

**D** These items are priced to cover the cost of the item plus normal commercial mark-ups.

**E** These items are priced below the cost of providing this activity as Council considers that full cost recovery would deprive members of the community of the ability to participate/ enjoy these activities.

**F** As approved by NSW Water, Department of Primary Industries, and adopted as Council policy.

There is no "B"code used in the pricing policy.

The Statutory fees and charges that have been included in this document are the last advertised charges that were available to Council at the time of producing this document and may change on 1 July 2022. Where a discrepancy exists between legislated and listed Charges then the Legislated Charge will prevail.

### Goods and Services Tax

Those goods and/or services that are subject to GST have been identified in the attached Schedule of Fees and Charges by the description of Taxable and have GST included in the price.

### Commercial Sensitivity

Where a fee or charge can be subjected to commercial competition, the cost of such charges has been classified as "Price on Application" (POA) to ensure Council's competitive position. A quotation can be supplied that will list the various components of the fee or charge on request.

### Interest Charges

Council is responsible for fixing, by formal resolution, the level of interest penalties to apply in respect of all overdue accounts.

In respect of rates and charges the maximum level of interest is determined each year and advised to Council by the Office of Local Government. Section 566 (3) states "the rate of interest is set by Council but must not exceed the rate specified for the time being by the Minister by notice published in the Gazette." Council will apply the maximum amount of interest on the basis that it provides a penalty to those ratepayers who fail to meet their obligations in regard to rates outstanding. This is done bearing in mind that in relation to rate payments:

- There are several payment options available to ratepayers;
- It is a foreseeable expenditure;
- Ratepayers with hardship are able to apply to Council for consideration.

Council proposes to apply the maximum permissible rate of interest payable on outstanding rates and charges at a simple rate calculated daily.

The maximum rate announced by the Minister for Local Government for the 2022/2023 period is **6.0 per cent**. Council will adopt the rate confirmed by the Minister and this rate will be applied to overdue rates, water and sewer charges accounts.

The discretion to write off extra charges can be exercised if special circumstances can be demonstrated by the ratepayers involved. A request in writing will be required.

Interest will be calculated 4 days after the account is past due and calculated daily.

## Proposed Rates and Rating Categories

The Independent Pricing and Regulatory Tribunal (IPART) has determined that Council's general income may be increased up to 1.8 per cent under section 506 of the Local Government Act 1993 for the rating year commencing 1 July 2022.

### Rating Method

The Local Government Act 1993 provides Council with the following three alternative methods of levying rates:

- Solely ad valorem rating i.e. cents in the \$ on land value.
- Minimum rate plus ad valorem rate.
- A base amount of up to 50% of the total yield required to be raised from a category or sub-category of a rate and applied to all rateable parcels within that category or sub-category plus an ad valorem rate to raise the additional required.

Council currently uses the base rate plus ad valorem rate, a method that has been in operation for many years and has proved satisfactory.

## Rates Statement

Rates are levied on the land value of the property as determined by the Valuer General and in accordance with the Local Government Act 1993.

## Categorisation of Land

Council in accordance with Section 514 Local Government Act 1993 must declare each parcel of rateable land in its area to be within one of the following categories:

- Residential
- Business
- Farmland
- Mining

### Categorised as Residential

(Section 516 Local Government Act 1993)

Land is to be categorised as **residential** if it is a parcel of land valued as one assessment and:

- its dominant use is for residential accommodation (otherwise than as a hotel, motel, guest house etc.); or
- in the case of vacant land, it is zoned or designated for residential purposes; or
- it is rural residential land

### Categorised as Business

(Section 518 Local Government Act 1993)

Land is to be categorised as **business** if it cannot be categorised as farmland, residential or mining.

### Categorised as Farmland

(Section 515 Local Government Act 1993)

Land is to be categorised as **farmland** if it is a parcel of rateable land valued as one assessment and its dominant use is for farming which:

- has significant and substantial commercial purpose or character, and
- is engaged in for the purpose of profit on a continuous or repetitive basis (whether or not a profit is actually made).

Land is not to be categorised as farmland if it is rural residential land.

The regulations may prescribe circumstances in which land is or is not to be categorised as farmland.

### Categorised as Mining

(Section 517 Local Government Act 1993)

Land is to be categorised as **mining** if it is a parcel of rateable land valued as one assessment and its dominant use is for a coal mine or metalliferous mine.

The regulations may prescribe circumstances in which land is or is not to be categorised as mining.

### Rate Structure for 2022/2023

The table below shows the adopted rates for 2022/2023 using the base rate with ad valorem calculation. The rate increase that has been adopted is yet to be determined but will be no more than 1.8%. The rate of 1.8% has been used in the calculation below.

Category	Ad Valorem Cents per \$	Base Amount \$	2022/2023 Notional Yield \$
RESIDENTIAL	0.00748273	492.00	4,127,677
BUSINESS	0.00901359	342.00	674,716
FARMLAND	0.00772242	762.00	3,135,447

### Sewerage Charges for 2022/2023

The proposed increase in the total yield for sewerage charges in 2022/2023 is about 5 percent.

#### Residential

An annual charge of \$ 670.00 per assessment is to apply to all residential assessments within the Leeton, Yanco and Whitton Sewerage Local Rate Area. This is expected to yield \$ 2,089,730.

#### Non-Residential

The usage charge is proposed to be \$ 1.25 cents per kilolitre with a minimum charge equivalent to the Residential charge of \$ 670.00.

The non-residential sewer access charge is calculated by reference to the estimated quantity of waste water returned to the sewerage network. This is calculated, on a per billing period basis, by using the meter size as shown below multiplied by the Sewerage Discharge Factor.

Meter Size	2022/2023 (\$)	2021/2022 (\$)
20mm	142.00	135.18
25mm	223.00	212.25
32mm	365.00	347.75
40mm	571.00	543.35
50mm	891.00	849.00
80mm	2,283.00	2,174.00
100mm	3,566.00	3,396.00
150mm	8,023.00	7,641.00
200mm	14,263.00	13,584.00

The non-residential sewerage access and user charge is estimated to raise \$ 648,900.

Accounts for the combined sewerage access and usage charge will be issued in September, January and May of each calendar year coinciding with the water accounts being issued.

## User Charges for 2022/2023

### Water Charges

Council has adopted the Best Practice Guidelines (BPG) for water pricing in accordance with NSW Department of Primary Industry - Water requirements and as such incorporates access charges based on the meter size formula as specified in three BPG. The consumption charges are based on volume used as measured by the water meters installed at each property. These meters are read quarterly in September, January and May of each year.

The meter sizes used to calculate the access charges are listed below.

Meter Size	2022/2023 (\$)	2021/2022 (\$)
20mm	295.00	294.00
25mm	295.00	294.00
32mm	750.00	750.00
40mm	1,170.00	1,170.00
50mm	1,881.00	1,828.00
65mm	3,180.00	3,087.00
80mm	4,817.00	4,677.00
100mm	7,200.00	7,200.00
150mm	12,643.00	12,275.00

In 2022/2023 the residential water access charge is expected to yield \$1189479 while the non-residential water access charge is expected to yield \$384647.

### Consumption Charges

#### Residential and Farmland

Council is continuing to use a 3 tier user charge structure for residential and farmland properties excluding strata units. Strata units generally only have a master meter so the tier structure is not a suitable or equitable method of charging. On these properties Council has elected to use a flat rate for any consumption charges. Those strata units that do have individual meters will be charged using the 3 tier method.

Usage per kilolitre	2022/2023	2021/2022
For the first 300kl	1.25	1.18
From 301kl to 600kl	1.75	1.70
Thereafter	3.10	2.99
Strata Properties master meter	1.92	1.86

The BPG requires at least 75% of overall residential water revenue be raised from user charges. As this was not historically how Council charged its fees they are in the process of making changes that will be phased in over a period of time so as to not adversely affect users. It is important that the BPG is achieved as it will assist Council in satisfying the criteria for future grant funding of major water and sewer projects.

A consumer using the average annual residential consumption of around 400kl will pay an additional \$21 total water charge in 2022/2023 over what would have been paid in 2021/2022. This is an increase of about 2.6% in the total charge.

The increases in the charges are required to ensure that Council's water fund achieves the following objectives:

- A surplus operating position is achieved so that the fund is financially sustainable on a long term basis.
- Council is required to comply with the Best Practice Pricing Guidelines which stipulates that the charges must be raised on a 75% usage and 25% access charge.
- The continued viability of the water supply fund is essential so that a safe and reliable network is maintained.
- Any additional revenue will also be used to renew ageing infrastructure and fund ongoing asset renewal in accordance with Council's adopted Asset Management Plans. Water charges are restricted under the Local Government Act and can only be used for water supply purposes.

### Industrial and Commercial

The consumption charges for 2022/2023 are proposed to be set at two levels as shown below.

Usage per kilolitre	2022/2023	2021/2022
For the first 300kl	1.25	1.18
Thereafter	1.75	1.70

### Waste Management Charges

Under the Local Government Act Council must make and levy an annual charge for the provision of waste management services for each parcel of rateable land. Council has reviewed the waste management operations in order to determine the appropriate current and future costs to be included as part of the reasonable costs determination. The Act does not allow for the subsidisation of domestic waste management from general rates revenue, nor does it allow for the revenue raised from the charge to be spent in any area other than waste management.

Additional waste collection services can be provided. The costs of this service are listed in the table below.

For those properties that do not have a waste collection service available an annual Landfill Access Charge will apply.

Council will apply a Commercial Waste Management charge to all commercial properties. These fees are charged on the basis of each property serviced multiplied by the number of services provided.

Waste Management Service	2022/2023	Estimated Yield	Qty
<b>Availability Charge</b> Each parcel of rateable land for which the service is available, per service. <b>240 litre receptacle supplied by Council.</b>	300.00	1,235,400.00	4,118
Each parcel of non-rateable land for which the service is available, per service. <b>240 litre receptacle supplied by Council.</b>	300.00		
For each additional weekly waste collection service			
<b>Landfill Access Waste Management Charge</b> Each unoccupied but servicable parcel of rateable land and each parcel of land not serviced (GST inc*)	65.00	77,025.00	1,185
Non domestic service per service provided. <b>240 litre receptacle supplied by Council.</b>	300.00	189,900.00	633

### Recycling Service

Council provides a fortnightly recycling service to residential properties and gives the option where available to non-residential and non-rateable properties. This service allows residents to recycle more resulting in a reduction in waste having to be disposed to landfill. This service allows maximum recovery of resources, helps reduce greenhouse gas emissions and prolongs the life of the landfill.

Additional recycling collection services can be provided. The cost of this service are listed in the table below.

Recycling Service	2022/2023	Estimated Yield	Qty
<b>Availability Charge</b> Each parcel of rateable land for which the service is available and occupied, per service. <b>240 litre receptacle supplied by Council.</b>	150.00		
Non-residential property for which the service is available and requested, per service. <b>240 litre receptacle supplied by Council.</b>	150.00		
Non-rateable property for which the service is available and requested, per service. <b>240 litre receptacle supplied by Council.</b>	150.00		
		634,500	4,230
For each additional fortnightly recycling collection service	10.00		

### Stormwater Management Service Charge

(Section 496A Local Government Act 1993)

The Act provides Council with the ability to make and levy a charge for the provision of stormwater management services for each parcel of rateable land for which the service is available. This charge will be expended on identified projects to alleviate drainage and stormwater problems in urban areas.

Income raised from this charge will also be spent to fund new projects, which when approved by Council will be incorporated into an overall Stormwater Management Plan for urban areas within Leeton Shire.

Projects included in the Stormwater Management Plan will be additional to the existing recurrent level of expenditure allocated for drainage maintenance and infrastructure works.

Property Type	2022/2023	Yield	2021/2022
Residential rated properties	25.00		25.00
Business rated properties	25.00		25.00
Strata Properties per unit	12.50		12.50
Quantity	3,790	94,750	

### Onsite Sewerage Management System (OSSM)

(Section 368 Approvals Local Government Act 1993)

The Act provides Council with the ability to make and levy an administration service fee for the provision of OSSM Licence to Operate for all properties where an OSSM is installed. This fee has been set at \$ 11.00 per OSSM and is expected to raise approx. \$18,000.



### Liquid Trade Waste Charges

Fees and charges for Liquid Trade Waste are broken up into two components as shown below:

- An annual fee for management of liquid waste.
- A usage charge based on the volume discharged into the sewer measured by water consumption multiplied by a Trade Waste Discharge Factor multiplied by a treatment cost.

Type	2022/2023	2021/2022
Annual Fee for management of liquid trade waste billed triannually within the three (3) water billing periods.	204.00	198.00
Category 1 - Dischargers where appropriate site pre-treatment is in place, per Kilolitre	0.00	0.00
Category 1 - Dischargers without appropriate site pre-treatment is in place, per Kilolitre	2.28	2.20
Category 2 - Dischargers where appropriate site pre-treatment is in place, per Kilolitre	2.28	2.20
Category 2 - Dischargers without appropriate site pre-treatment is in place, per Kilolitre	20.19	19.60

### Private Works

Council may by agreement with the owner or occupier of any private land carry out on the land any kind of work that may lawfully be carried out on that land. These works are called Private Works and Council has not set a standard charge to carry out these works, so each one will be priced individually.

When calculating the cost of carrying out these works Council will cover all direct costs and overheads and where appropriate add a profit element. The profit element of pricing will vary depending on the relevant organisations, taking into account considerations of service to the community and general market competitiveness.

Private works may include but not limited to:

- Kerb and gutter construction,
- Road and associated works contribution,
- Drainage contribution,
- Water supply related works, and
- Sewerage and drainage connections.

Private works charges will therefore be calculated on the basis of the cost to Council, normal market values plus a margin of 20 percent to cover administration and overhead costs. The total calculated cost will be subject to GST.

It is strongly recommended that a quotation/estimate be obtained from Council prior to requesting or ordering private works undertakings.

All private works must be authorised by the client and the client must agree to pay the estimated cost prior to the work commencing.

The Plant Hire Rates for each item of Council plant are available by contacting Council. All plant must be operated by Council staff and this cost will be supplied on request.

It should be noted that Council's capacity to perform private works is very limited.

## Statement of Borrowings

Council anticipates borrowing the following amounts in 2022/2023:

Brought forward from prior year:-

• Roxy Theatre Redevelopment	3,000,000
• Vance Estate Expansion	1,400,000
• Leeton Early Learning Centre expansion	300,000

New loans:-

• Gogelderie Riverside Park cabins	500,000
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**2022/23 Total: 5,200,000**

Council's existing borrowings as at 1 July 2022 are:

• Multi Purpose Centre	66,530
• Petersham Road Works	198,051
• Ovals	346,344
• Showground Grandstand	163,903
• Leeton Pool Refurbishment	2,076,106

**Total: 2,850,934**

**Budgeted Total: 8,050,934**

## National Competition Policy

The Local Government Act 1993 requires Council to include in its Operational Plan a statement of principal activities of a business or commercial nature to be undertaken by Council.

In assessing Council's activities it has been determined that Council's Water Supply and Sewerage Supply operations have over a \$2.0m turnover as so are classified as a Category 1 business which means that the business is to adopt a corporate and commercial approach to how it operates. This includes the removal or disclosure of subsidies and appropriate pricing policies.

As at 30 June, 2021 the Statement of Financial Position of both Category 1 businesses reveal the following net assets resulting from operations.

Business	Retained Earnings \$'000	Revaluation Reserves \$'000
Water Supply	25,623	34,228
Sewerage Supply	21,029	25,867

Council has established a complaints handling mechanism to deal with any competitive neutrality complaints against the Council for the manner in which it has conducted its operations. Council has not received any complaints in relation to competitive neutrality principles as at the date of preparing this policy.

## Subsidies Granted by Council

Subsidy %	Organisation Type	Budgeted Subsidy Amount
50%	Sporting Group Subsidies	\$8,125
	Crown Land Subsidies - Leases	\$70,000
<b>Property Owners in the below Groups</b>		
80%	Group 1 - Religious Organisations	\$16,189
90%	Group 2 - Charitable Organisations	\$8,681
90%	Group 3 - Not-for-Profit	\$1,617
<b>Total Subsidies Allowed for 2022-2023</b>		<b>\$104,612</b>

## Subsidy Guidelines

Community facilities are Council owned buildings/facilities and reserves which are used by community based not-for-profit groups to provide recreational, cultural, sporting and community service activities.

Community facilities are often, but not always, situated on Council Land, public open space or Crown Land for which Council has long term management and legislative responsibility.

Those fees and charges that include reduced fees for Community Groups and Not-For-Profits will not fall under this Subsidy Guideline.

Council may assist community users by providing a subsidy for rent or against Council's adopted fees and charges. Council offers a maximum subsidy of up to 50% for sporting groups and 90% for front line services.

Council seeks to ensure that the cost to Council of the provision of community facilities is absolutely open and transparent. Council has a fiduciary responsibility to all ratepayers and must clearly identify the actual cost of all rental subsidies.

A community group or user may also request a waiver on Council's adopted fees and charges. Fee waivers must be approved by Council.

Rental subsidies will be as specified in the legal agreement. The use of Community property other than as specified in Council's adopted fees and charges must be documented by a lease or licence using a contestable process to satisfy legislative requirements. Users will not be allowed to occupy Community property without legal tenure.

The level of the rental subsidy will be determined against the market rental value shown in the legal agreement.

Community groups and organisations using Council's properties will be required to report annually on performance indicators in relation to the facility and the group's activities. Council will provide guidance and advice on the collection of this information. Council insists on the highest level of transparency in the management of its properties.

In all cases the level of subsidy will be reviewed on an annual basis. The review does not imply a change in the level of subsidy but is required so that Council is fully informed on the total level of subsidies being applied to fulfil the requirements of State Government legislative requirements in relation to the provision of facilities on Operational land, Community land, Crown public recreation reserves and open space.

The following information may be sought from Community groups and Organisations claiming Council subsidies:

- Financial Statements, Annual Reports and Articles of Incorporation;
- Proof of charitable status;
- Residential status of participants and
- Other information to clarify the nature of the group or activity.

## Subsidy Category Criteria

The category criteria are documented in the table below.

CATEGORY	SUBSIDY	CRITERIA	SUBSIDY % FOR CRITERIA
<p><b>One:</b>  <b>Community Service Frontline</b></p> <p>A service that meets Community needs for example, programs that meet the development needs of children and young people with disabilities. Usually not-for-profit.</p>	<p>Up to 90% subsidy (exclusive of GST)</p>	<p>Social and Community benefit of activity including clear alignment with community priority identified by Council.</p> <p>Organisation is voluntary with no regular source of income</p> <p>Extent of benefit to Leeton Shire residents (more than 60% of participants)</p>	<p>40%</p> <p>25%</p> <p>25%</p>
<p><b>Two:</b>  <b>Community Partnership</b></p> <p>A service that provides services in partnership with the Community but does not address frontline Community issues. For example to improve the health of residents through participation in community sport.</p>	<p>Up to 80% subsidy (exclusive of GST)</p>	<p>Social and Community benefit of activity including clear alignment with community priority identified by Council.</p> <p>Organisation is voluntary with no regular source of income</p> <p>Extent of benefit to Leeton Shire residents (more than 60% of participants)</p>	<p>40%</p> <p>30%</p> <p>10%</p>
<p><b>Three:</b>  <b>Partially Assisted</b></p> <p>A service that demonstrates partial funding and support but requires some rental subsidy from Council to provide the service.</p>	<p>50% to 80% subsidy (exclusive of GST)</p>	<p>Social and Community benefit of activity including clear alignment with community priority identified by Council.</p> <p>Organisation is voluntary with no regular source of income</p> <p>Extent of benefit to Leeton Shire residents (more than 60% of participants)</p>	<p>40%</p> <p>20%</p> <p>20%</p>
<p><b>Four:</b>  <b>Self Funded Service</b></p>	<p>Assessed on a case by case basis. Generally not subsidised.</p>		
<p><b>Five:</b>  <b>Sporting Groups</b></p> <p>A service that provides services in partnership with the Community to improve the health of residents through participation in community sport.</p>	<p>50%</p>	<p>Social and Community benefit of activity including clear alignment with community priority identified by Council.</p> <p>Organisation is voluntary</p> <p>Extent of benefit to Leeton Shire residents (more than 60% of participants)</p>	<p>50%</p>

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**Schedule of Fees and Charges  
for the year commencing 1 July 2022**

Page 15 of 54

**LEETON SHIRE COUNCIL**  
**Fees and Charges for 2022-2023**  
**INDEX**

Content	Page No	Content	Page No
<b>ADMINISTRATION</b>	<b>17-18</b>	<b>WASTE MANAGEMENT</b>	<b>35-37</b>
Business Waste and Recycling	17	Asbestos	35
Administration Charges	17	Waste Disposal and Recycling	35
Rates and Charges	17	Commercial Fees	36
Freedom of Information	18	Residential and Commercial Fees	36-37
Crowd Control Barriers	18	<b>CEMETERY</b>	<b>37</b>
GIS/Mapping Services	19	Monumental Section (Leeton)	37
<b>DESIGN AND CONSTRUCTION</b>	<b>20</b>	Monumental Section (Whitton)	37
Printing, Photocopying and Scanning	20	Vault/Capella Sections	37
Flood Information or Certificate	20	Rose Garden	37
<b>PUBLIC ORDER AND SAFETY</b>	<b>21</b>	Lawn Cemetery	37
Ranger Services	21	Miscellaneous	38
Other Public Order and Safety	22	<b>STREET STALLS</b>	<b>38</b>
<b>HEALTH</b>	<b>22-23</b>	Street Stalls	38
Health Inspection	22	<b>WATER SERVICES</b>	<b>39-40</b>
Amusement Devices	22	Water Supply Services	39-40
Sewerage Management Facility	22	Sale of Raw Water	40
Protection of Environment	23	<b>SEWERAGE SERVICES</b>	<b>40</b>
Noxious Weeds	23	Sewerage Supply Services	40
<b>CHILDREN'S SERVICES</b>	<b>23</b>	Other Charges	40
Leeton Early Learning Centre	23	<b>TRADE WASTE</b>	<b>41-42</b>
Leeton Out of School Care	23	Category Charges	41
Leeton Vacation Care	23	Excess Mass Charge	41-42
<b>HOUSING AND COMMUNITY</b>	<b>24-26</b>	<b>RECREATION &amp; CULTURE</b>	<b>42-50</b>
Housing Rentals	24	Mountford Park Stage	42
Lease and Licence Preparation	24	All Swimming Pools	43-44
Leeton Multipurpose Community Centre	25-26	Indoor Stadium	44-45
<b>TOWN PLANNING</b>	<b>26-31</b>	Parkview Tennis Courts	45
Development Application	26-27	Leeton Ovals Complex	46
Modification of Development Consent	28-29	Yanco Sports Ground	47
Review of Determination	29-30	Leeton Golf Course	47-48
Planning Proposals	30	Roxy Theatre	48
Other Planning and Development	30	Hire of Inflatable Movie Screen	49
Subdivision Works Certificate	30	Leeton Museum & Art Gallery	49
Bonds	30	Public Halls	50
Construction Certificates	31	Library	50
Inspections (Subdivision Works)	31	<b>TRANSPORT &amp; COMMUNICATIONS</b>	<b>51</b>
Section 64 and Section 7.12 Contributions	31	Kerbing, Cross-overs	51
Heritage Colour Schemes	31	Temporary Road Closure	51
<b>MINING, MANUFACTURING &amp; CONSTRUCTION</b>	<b>32-34</b>	Private Works	51
Building Certificates	32	Footpaths	51
S68 Approvals	32	Heavy Vehicle Access Charge	51
Caravan Park, Camping Ground & Home Estates	33	Car Park Hire	51
Compliance Certificates	33	Signage	51
Inspections	33-34	<b>ECONOMIC ACTIVITIES</b>	<b>52-53</b>
		Tourism and Information Centre	52-53
		<b>PLANT HIRE</b>	<b>54</b>

The Statutory fees and charges that have been included in this document are the last advertised charges that were available to Council at the time of producing this document and may change on 1 July 2021. Where a discrepancy exists between legislated and listed Charges then the Legislated Charge will prevail.

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ADMINISTRATION</b>							
<b>Waste and Recycling</b>							
RT	240L Bin Waste	\$ .496 Rates and charges	GST exempt	C	per service		
RT	240L Bin Waste (if GST applicable)	\$ .496 Rates and charges	Taxable	C	per service		
RT	Business Recycling (240L Bin)	\$ .501 Rates and charges	GST exempt	C	per service		
RT	Business Recycling (GST applicable)	\$ .501 Rates and charges	Taxable	C	per service		
<b>Administration Charges</b>							
76	Council Chambers Hire - half day with kitchen	Use of Facilities - other	Taxable	D	half day with kitchen	79.00	83.00
77	Council Chambers Hire - full day with kitchen	Use of Facilities - other	Taxable	D	full day with kitchen	112.00	118.00
78	Photocopies - Black & White per page - A4	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.60	2.00
79	Photocopies - Black & White per page - A3	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.80	2.00
80	Photocopies - Multiple Black & White copies	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D		As negotiated	As negotiated
	Photocopies - Council Sub Committees	Use of General Equipment Fee - Civic and other. Staff Assisted	GST Exempt	E		No Charge	No Charge
81	Photocopies - Other Community Groups - Black & White	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	E	page	1.40	2.00
82	Photocopies - Colour per page - A4	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.80	2.00
83	Photocopies - Colour per page - A3	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	3.00	4.00
84	Colour Printing - Multiple Copies	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D		As negotiated	As negotiated
	Copies of Council Business Papers	Fee for accessing or printing required information	GST Exempt	E		No Charge	No Charge
	Copies of Council Minutes	Fee for accessing or printing required information	GST Exempt	E		No Charge	No Charge
85	Replacement Keys - where keys are issued to users of Council's amenities and facilities, replacement keys will be charged for	Replacement Keys	Taxable	C	fee	Cost plus \$15	Cost plus \$16
86	Casual Hire Council Facilities - Public Liability Insurance Fee	Use of Facilities - other	Taxable	E	fee	34.00	36.00
<b>Rates &amp; Charges</b>							
141	Certificate pursuant to Section 603 of LGA	Section 603 Certificate fee	GST Exempt	A	certificate	85.00	90.00
142	Urgency Fee - Certificate Section 603 to be available within 24 hrs (additional)	Section 603 Certificate fee	GST Exempt	C	certificate	56.00	59.00
RT	Interest Rate for Overdue Rates and Water Charges	Interest rate set by the Office of Local Government	GST Exempt	A	%	6%	6%
21	Commercial Rate Inquiry	Fee for accessing, emailing or printing required information	GST Exempt	E	per enquiry	13.00	14.00
22	Commercial Rate Book	Fee for providing full Shire of Leeton rates book	GST Exempt	E	each	165.00	174.00
23	Record Searches - Searches involving over 14 minutes investigation - Pro-rata charge is \$18.00 per 15 minutes	Fee for accessing, emailing or printing required information	GST Exempt	C	hour	72.00	76.00
20	Printing or emailing Multiple Rates and/or Water Notices - Current Year	Fee for accessing, emailing or printing required information	GST Exempt	C	per copy	20.00	21.00
24	Printing or emailing Multiple Rates and/or Water Notices - Previous Years	Fee for accessing, emailing or printing required information	GST Exempt	C	per copy	23.00	25.00
25	History Transaction Listing - Rates and Water	Fee for accessing, emailing or printing required information	GST Exempt	C	per copy	18.00	19.00
26	Rates and Water Refund Requests and Transfers required where incorrect reference has been used	Fee for accessing, emailing or printing required information	GST Exempt	C	per transaction	18.00	19.00



Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ADMINISTRATION</b>							
<b>Rates &amp; Charges Continued</b>							
27	Rates and Water Refund Requests and Transfers required when an overpayment has been made.	Fee for accessing, emailing or printing required information	GST Exempt	C	per transaction	18.00	19.00
28	Dishonoured Payment (Cheque or Direct Debit) Charge	Fee for accessing, emailing or printing required information	Taxable	C	per transaction	40.00	42.00
29	Completion of Consent Orders - Agreeing and Signing for Judgement Debt to be removed from ratepayer's credit rating. Pro-rata charge is \$18.00 per 15 mins.	Fee for accessing, emailing or printing required information	Taxable	C	per transaction	71.00	75.00
RT	Debt Recovery charges on Overdue Rates and Charges, including any Intervention and Service Fees.		Both	C	Fee	Cost Recovery	Cost Recovery
30	Application for Review of Fire and Emergency Services Levy Land Classification - Refundable if classification is reviewed and is subsequently changed by Council	Review Fire & Emergency Services Levy Classification	GST exempt	A	rateable property	50.00	50.00
31	Certificate of Valuation per Section 76 of the Valuation of Land Act	Fee for accessing, emailing or printing required information	GST Exempt	C	certificate	32.00	34.00
32	Notice of Sale and Transfer of Land - annual update	Fee for accessing, emailing or printing required information	GST exempt	D	year	175.00	184.00
33	Notice of Sale and Transfer of Land - special request	Fee for accessing, emailing or printing required information	GST exempt	D	sheet	5.60	6.00
RT	Administration Service Fee (Included on Rates Notices)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	Year	10.00	11.00
<b>Government Information Public Access</b>							
34	GIPA Information Act Application Fee - Access to Records (personal affairs)	Fee for accessing or printing required information	GST Exempt	A	issue	30.00	30.00
35	GIPA Information Act Application Fee - All other requests	Fee for accessing or printing required information	GST Exempt	A	issue	30.00	30.00
36	GIPA Information Act Application Fee - Internal Review (all circumstances)	Fee for accessing or printing required information	GST Exempt	A	issue	40.00	40.00
37	GIPA Information Act Processing Charge - Personal affairs (first 20 hours no charge, then \$30 per hour)	Fee for accessing or printing required information	GST Exempt	A	hour	30.00	30.00
<b>Crowd Control Barriers</b>							
38	Crowd Control Barrier Hire - minimum charge \$13 - Not for Profit	Use of Facilities - other	Taxable	E	per Barrier / per day	13.00	14.00
39	Crowd Control Barrier Hire - minimum charge \$33 - Commercial	Use of Facilities - other	Taxable	E	per Barrier / per day	33.00	35.00
40	Crowd Control Barrier - Erect and Disassemble (per Council employee per hour). Commercial	Use of Facilities - other	Taxable	E	per hour	219.00	230.00
41	Crowd Control Barrier - Erect and Disassemble (per Council employee per hour). Not for Profit	Use of Facilities - other	Taxable	E	per hour	132.00	139.00
42	Witches Hats - holding deposit refundable on return in good order	Use of Facilities - other	GST exempt	E	deposit	200.00	200.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ADMINISTRATION</b>							
<b>GIS/Mapping Services</b>							
43	Custom Maps	Fee for accessing or printing required information	GST Exempt	C	per hour plus standard map output fee	103.00	109.00
44	Customer GIS Analysis	Fee for accessing or printing required information	GST Exempt	C	per hour plus standard map output fee	145.00	153.00
45	Map printing sheet size - A4	Fee for accessing or printing required information	GST Exempt	C	page	21.00	23.00
46	Map printing sheet size - A3	Fee for accessing or printing required information	GST Exempt	C	page	28.00	30.00
47	Map printing sheet size - A2	Fee for accessing or printing required information	GST Exempt	C	page	36.00	38.00
48	Map printing sheet size - A1	Fee for accessing or printing required information	GST Exempt	C	page	48.00	51.00
49	Map printing sheet size - A0	Fee for accessing or printing required information	GST Exempt	C	page	57.00	60.00
50 T 51 F	Permanent Road Closure Application (actual costs include - advertising, survey plans, DA fees, LPI registration) - Formed Roads	Fee for road closure processes	Both	C	application	\$2,575 + actual costs	\$2,705 + actual cost
52 T 53 F	Permanent Road Closure Application (actual costs include - advertising, survey plans, DA fees, LPI registration) - Unformed Roads (Crown Land)	Fee for road closure processes	Both	C	application	\$4,635 + actual costs	\$4,870 + actual cost
54 T 55 F	Easement Negotiations (actual costs include - advertising, survey plans, DA fees, LPI registration) - Council Land	Fee for road closure processes	Both	C	application	\$2,575 + actual costs	\$2,705 + actual cost
56	Plan search and Survey mark search (DP, PM's, SSM's) Pro-rata charge is \$17.00 per 15 mins	Fee for accessing or printing required information	GST Exempt	C	each	71.00	75.00

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Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>DESIGN AND CONSTRUCTION</b>							
<b>Printing and Photocopying - Private Service</b>							
57	Black and White - A0	Fee for accessing or printing required information	Taxable	C	page	16.00	17.00
58	Black and White - A1	Fee for accessing or printing required information	Taxable	C	page	14.00	15.00
59	Black and White - A2	Fee for accessing or printing required information	Taxable	C	page	11.00	12.00
60	Colour - A0	Fee for accessing or printing required information	Taxable	C	page	64.00	68.00
61	Colour - A1	Fee for accessing or printing required information	Taxable	C	page	42.00	45.00
62	Colour - A2	Fee for accessing or printing required information	Taxable	C	page	31.00	33.00
63	Plan Copying - A0 per sheet - Private service	Fee for accessing or printing required information	Taxable	C	sheet	64.00	68.00
64	Plan Copying - A1 per sheet - Private service	Fee for accessing or printing required information	Taxable	C	sheet	42.00	45.00
65	Plan Copying - A2 per sheet - Private service	Fee for accessing or printing required information	Taxable	C	sheet	31.00	33.00
66	Plan Copying - A0 per sheet - Regulatory function	Fee for accessing or printing required information	GST exempt	C	sheet	31.00	33.00
67	Plan Copying - A1 per sheet - Regulatory function	Fee for accessing or printing required information	GST exempt	C	sheet	21.00	23.00
68	Plan Copying - A2 per sheet - Regulatory function	Fee for accessing or printing required information	GST exempt	C	sheet	16.00	17.00
<b>Scanning (onto customer supplied device)</b>							
69	A0	Fee for accessing or printing required information	Taxable	C	page	3.10	4.00
70	A1	Fee for accessing or printing required information	Taxable	C	page	2.60	3.00
71	A2	Fee for accessing or printing required information	Taxable	C	page	2.10	3.00
72	Copies of Maps (Council Property)	Fee for accessing or printing required information	GST exempt	C	page	20.00	21.00
<b>Flood Information or Certificate</b>							
73	Search of flood effected property	Fee for accessing or printing required information	Taxable	E	per lot	No Charge	No Charge
74	Flood level search fee (Certificate generated)	Fee for accessing or printing required information	Taxable	C	per lot/building	132.00	139.00

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Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>PUBLIC ORDER &amp; SAFETY</b>							
<b>Ranger Services</b>							
200	Microchipping - First animal	Impounded and Companion animals - Microchipping fee	Taxable	C	per animal	30.00	32.00
201	Microchipping - subsequent animals	Impounded and Companion animals - Microchipping fee	Taxable	C	per animal	22.00	24.00
195	Companion Animal Surrender Fee	Impounding fees - private impounding	GST Exempt	E	per animal	40.00	42.00
199	Lifetime Animal Registration Animal Not Desexed	Companion animals registration fee	GST Exempt	A	per animal	224.00	234.00
	Additional late fee if the registration has not been paid within 28 days after the date on which the companion animal is required to be registered (dog 6 months of age , cat 4 months of age)		GST Exempt	A	per animal	18.00	19.00
	Dog - Working	Companion animals registration fee		A	per animal	-	-
	Dog - Service of the State	Companion animals registration fee		A	per animal	-	-
	Assistance Animal	Companion animals registration fee		A	per animal	-	-
198	Lifetime Animal Registration Animal Desexed	Companion animals registration fee	GST Exempt	A	per animal	66.00	69.00
	Dog - desexed (sold by pound/animal shelter)	Companion animals registration fee	GST Exempt	A	per animal	-	-
197	Lifetime Animal Registration Pensioner Concession Animal Desexed	Companion animals registration fee	GST Exempt	A	per animal	27.00	29.00
196	Lifetime Animal Registration Registered Breeder/not recommended Not Desexed	Companion animals registration fee	GST Exempt	A	per animal	66.00	69.00
202	Dog Impounding - Release fee (one off fee)	Impounding fees - release for animals	GST Exempt	C	per animal	39.00	41.00
	Cat - desexed or not desexed	Companion animals registration fee		A	per animal	56.00	59.00
	Cat - eligible pensioner	Companion animals registration fee	GST Exempt	A	per animal	27.00	29.00
	Cat - desexed (sold by pound/shelter)	Companion animals registration fee		A	per animal	-	-
	Cat - not desexed and kept by recognised breeder for breeding purposes or not recommended	Companion animals registration fee	GST Exempt	A	per animal	56.00	59.00
	Annual permit - undesexed cat	Companion animals registration fee	GST Exempt	A	per animal	81.00	85.00
	Annual permit - Dangerous dog	Companion animals registration fee	GST Exempt	A	per animal	197.00	206.00
	Annual permit - Restricted dog	Companion animals registration fee	GST Exempt	A	per animal	197.00	206.00
	Annual permit - late fee	Companion animals registration fee	GST Exempt	A	per animal	18.00	19.00
	Stock on roads	Call out fee	GST Exempt	C	per call out	Cost recovery	Cost recovery
194	Common fees (per head)	Impounding fees for animals	GST Exempt	C	fee + daily maintenance	39.00	No longer under Council
193	Stock Impounding Fees (3) - Driving (horses, bulls cows, goats or pigs)	Impounding fees for animals	GST Exempt	C	per head per km	Cost Recovery	Cost Recovery
192	Stock Impounding Fees (3) - Driving (sheep)	Impounding fees for animals	GST Exempt	C	per head per km	Cost Recovery	Cost Recovery
191	Stock Impounding Fees (3) - Sustenance (horses, bulls cows)	Impounding fee - sustenance and care of animals	GST Exempt	C	per head per day	40.00	42.00
190	Stock Impounding Fees (3) - Sustenance	Impounding fee - sustenance and care of animals	GST Exempt	C	per head per day	30.00	32.00
189	Stock Impounding Fees (3) - Impounding	Impounding fees for animals	GST Exempt	C	(1 to 20 Sheep)	Cost Recovery	Cost Recovery
188	Stock Impounding Fees (3) - Impounding	Impounding fees for animals	GST Exempt	C	(21 to 50 sheep)	Cost Recovery	Cost Recovery

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>PUBLIC ORDER &amp; SAFETY</b>							
<b>Ranger Services Continued</b>							
187	Stock Impounding Fees (3) - Impounding	Impounding fees for animals	GST Exempt	C	(51 to 100 sheep)	Cost Recovery	Cost Recovery
186	Stock Impounding Fees (3) - Impounding	Impounding fees for animals	GST Exempt	C	per add. Sheep	Cost Recovery	Cost Recovery
185	Advertising Fee (all stock)	Impounding fees for animals	GST Exempt	C	all stock	At Cost	At Cost
184	Stock Entry and Release Fees	Impounding fees - release for animals	GST Exempt	C	all stock	39.00	41.00
<b>Other Public Safety and Order</b>							
183	Abandoned Motor Vehicles	Impounding fee- vehicles	GST Exempt	C	per vehicle	268.00	282.00
DD 291	License for Usage of Footpaths	Licence - Public Order and Safety	GST Exempt	E	per year	28.00	30.00
<b>HEALTH</b>							
DD 282	Health Surveyor - Inspection Fees (food premises & cooling towers). A minimum inspection fee applies of \$115.00 plus Administration Fee	General food premises inspection fee	GST Exempt	C	hour	176.00	185.00
DD 283	Administration Charge - Cooling Towers Inspections	General premises inspection fee	GST Exempt	C	per inspection	31.00	33.00
DD 284	Food Premises - Bi-Annual Inspection Fees plus Administration Fee	General food premises inspection fee	GST Exempt	C	per premises	Cost Recovery	Cost Recovery
	Food safety inspection - issue of improvement notice	General premises inspection fee	GST Exempt	A	per notice	330.00	330.00
DD 284	Commercial Temporary or Special Event involving food stalls Minimum Fee applies of \$155 plus Administration Fee	General food premises inspection fee	GST Exempt	C	hour	209.00	220.00
DD 286	Administration Charge - Food Premises Inspections	General food premises inspection fee	GST Exempt	C	per inspection	31.00	33.00
DD 287	Beauty Salons / Skin Penetration - Annual inspection Fee. A minimum inspection fee applies of \$115	General premises inspection fee	GST Exempt	C	hour	176.00	185.00
DD 288	Administration Charge - Beauty Salon/Skin Penetration Inspections	General premises inspection fee	GST Exempt	C	per inspection	31.00	33.00
DD 287	Hairdressing Salons (where no beauty treatments undertaken) including home and mobile hairdressing - Annual inspection Fee. A Minimum inspection fee applies of \$115	General premises inspection fee	GST Exempt	C	hour	176.00	185.00
DD 284	Undertakers/Mortuary Inspection. Minimum Fee applies of \$155.00	General premises inspection fee	GST Exempt	C	hour	209.00	220.00
203	Permits for Distribution of Handbills	Fee to distribute promotional material on community land	GST Exempt	C	event	28.00	30.00
348	Sale of Sunscreen - 1 litre		GST exempt	C	per item	Cost Recovery	Cost Recovery
349	Sale of Sunscreen - Tube		GST exempt	C	per item	Cost Recovery	Cost Recovery
204	Special licence for holding of Jamborees, festivals and other such	Permit to hold a special event	GST Exempt	C	event	63.00	67.00
	Pool CPR Signs - Supply Only		Taxable	D	per sign	18.00	19.00
310	Rural Identification Signs - Supplied and installed		Taxable	D	per sign	73.00	77.00
311	Rural Identification Signs - Supply only		Taxable	D	per sign	41.00	44.00
<b>Amusement Devices</b>							
DD 292	Amusement Device - Approval to Operate per Premises	Application fee or renewal of application to install or operate an amusement device including inspection	GST Exempt	C	application	127.00	134.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>HEALTH</b>							
<b>Onsite Sewerage Management Facility(OSSM) S68 Approvals Local Government Act 1993 - Part</b>							
DD 293	Application for the Approval to Install or Construct an Onsite Sewerage Management Facility - Residential (Includes an Inspection and Approval to Operate Fee)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	application	416.00	437.00
DD 293	Application for the Approval to Install or Construct an Onsite Sewerage Management Facility - Non Residential (Includes an Inspection and Approval to Operate Fee)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	application	416.00	437.00
DD 294	Application for the Approval to Alter or Add to an Existing Onsite Sewerage Management Facility - Residential (Includes an Inspection)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	application	197.00	207.00
DD 294	Application for the Approval to Alter or Add to an Existing Onsite Sewerage Management Facility - Non Residential (Includes an Inspection)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	application	197.00	207.00
DD 280	Additional Inspection - Minimum Charge \$110	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	per hour	178.00	185.00
DD 281	Approval to Operate an On-site Sewerage Management Facility (Includes an Inspection)	Licence to Operate an Onsite Sewerage Management Facility	GST Exempt	C	application	122.00	129.00
<b>Protection of the Environment</b>							
205	Application to Burn	Other statutory approvals	GST Exempt	D	application	66.00	70.00
<b>Noxious Weeds</b>							
206	Noxious Weeds Certificate - Private - Minimum charge \$105	Noxious weeds property fee	GST Exempt	C	per certificate / per hour	176.00	185.00
	Noxious Weeds Property Inspections	Noxious weeds property inspection fee	GST Exempt	E	per inspection	No charge	No charge
<b>CHILDRENS SERVICES</b>							
<b>Leeton Early Learning Centre</b>							
LELC	Early Learning Centre - 0 to 2 years	Children's Services	GST Exempt	C	day	107.00	111.00
LELC	Early Learning Centre - 2 to 3 years	Children's Services	GST Exempt	C	day	105.00	109.00
LELC	Early Learning Centre - 3 to 4 years	Children's Services	GST Exempt	C	day	102.00	106.00
LELC	Early Learning Centre - 4 to 5 years	Children's Services	GST Exempt	C	day	101.00	105.00
<b>Leeton Out of School Hours</b>							
450	Out of School Hours Care - Booked Day	Children's Services	GST Exempt	C	day	28.00	30.00
451	Out of School Hours Care - Casual Day	Children's Services	GST Exempt	C	day	33.00	35.00
<b>Leeton Vacation Care - Booked Days</b>							
448	Local days	Children's Services	GST Exempt	C	day	64.00	66.00
449	Excursions days	Children's Services	GST Exempt	C	day	73.00	76.00
<b>Leeton Vacation Care - Casual Days</b>							
455	Local days	Children's Services	GST Exempt	C	day	70.00	74.00
456	Excursions days	Children's Services	GST Exempt	C	day	79.00	83.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>HOUSING &amp; COMMUNITY</b>							
<b>Housing Rentals</b>							
457	3 Brobenah Road - University Students	Lease of council property	Input Taxed	C	House per week per student	As per contract	As per contract
458	5 Brobenah Road - University Students spouse/partner	Lease of council property	Input Taxed	C	House per week per person	As per contract	As per contract
459	3 Brobenah Road - Occasional Hire Medical or Allied Health Staff	Use of Facilities - Housing Rentals	Taxable	C	House per week per student	\$125+ Cleaning Fee	Market Rate (less 30% for Healthcare Students) plus
460	5 Brobenah Road - Leeton Shire Council	Use of Facilities - Housing Rentals	Taxable	C	House per week	Cleaning Fee	Cleaning Fee
461	5 Brobenah Road - Occasional Hire Businesses (Minimum 3 nights)	Use of Facilities - Housing Rentals	Taxable	C	House per night	105.00	111.00
462	Henry Lawson Cottage, Daalbata Rd - University Students	Lease of council property	Input Taxed	C	House per week per student	As per contract	As per contract
463	Henry Lawson Cottage, Daalbata Rd - University Students spouse/partner	Lease of council property	Input Taxed	C	House per week per person	As per contract	As per contract
	Henry Lawson Cottage, Daalbata Rd	Lease of council property	Input Taxed	C	House per week per person	As per contract (market)	As per contract (market)
464	Henry Lawson Cottage, Daalbata Rd - Occasional Hire Medical or Allied Health Staff	Use of Facilities - Housing Rentals	Taxable	C	House per week	\$125 + Cleaning Fee	Market Rate (less 30% for Healthcare Students) plus
465	Henry Lawson Cottage, Daalbata Rd - Leeton Shire Council Short Stay	Use of Facilities - Housing Rentals	Taxable	C	House per week	Cleaning Fee	Cleaning Fee
466	Henry Lawson Cottage, Daalbata Rd - Occasional hire businesses (Minimum 3 nights)	Use of Facilities - Housing Rentals	Taxable	C	House per night	110.00	116.00
467 & 468	Bush Bursary - 3 Brobenah Rd & Henry Lawson Cottage, Daalbata Rd	Use of Facilities - Housing Rentals	Taxable	C	House per week	Cleaning Fee	Cleaning Fee
469 & 470	Murrumbidgee Health Service - 3 Brobenah Rd & Henry Lawson Cottage, Daalbata Rd.	Use of Facilities - Housing Rentals	Taxable	C	House per week	\$125 + Cleaning Fee	Market Rate (less 30% for Healthcare Students) plus
471	Cleaning fee for - 3 Brobenah Rd & Henry Lawson Cottage, Daalbata Rd to be charged each time service used or on exit.	Use of Facilities - Housing Rentals	Taxable	C	Clean	Cost Recovery	Cost Recovery
472	4 Burt Lane, Yanca	Lease of council property	Input Taxed	C	House	As per contract	As per contract
473	Brobenah Reserve	Lease of council property	Input Taxed	C	House	As per contract	As per contract
474	Caretakers Residence Bus Terminal	Lease of council property	Input Taxed	C	House	As per contract	As per contract
<b>Lease Preparation/Standard Licence Preparation (where prepared in-house). Any legal fees to be paid by the lessee where required</b>							
475	Administration Fee per Application	Application fee for new lease of council property	Taxable	C	Property	129.00	250.00
476	Fee for preparing a Lease or Licence for Council Property in House- Community Organisations	Application fee for new lease of council property	Taxable	C	Property	196.00	250.00
477	Fee for preparing a Lease or Licence for Council Property in House- Commercial	Application fee for new lease of council property	Taxable	C	Property	309.00	325.00
478	Fee for preparing a Lease or Licence for Agistment/Grazing rights on Council Land in House	Application fee for new lease of council property	Taxable	C	Property	134.00	250.00
479	Fee for preparing a Lease or Licence for Council Property by a Legal Practitioner	Application fee for new lease of council property	Taxable	C	Property	Cost Recovery	Cost Recovery
480	Advertising Costs	Costs associated with Leases and Licences	Taxable	C	Property	Cost Recovery	Cost Recovery

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>HOUSING &amp; COMMUNITY</b>							
<b>Leeton Multipurpose Community Centre - Hire Fees</b>							
1000	Hire of any of Councils Facilities - Refundable Bond	Use of Facilities - other	GST Exempt	C	Facility	200.00	200.00
1001	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the kitchen and all toilets - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	46.00	49.00
1002	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the kitchen and all toilets - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	Full day	66.00	70.00
1003	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the Kitchen - CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	122.00	129.00
1004	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the Kitchen - CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	Full day	165.00	174.00
1005	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the Kitchen and all toilets - COMMUNITY GROUPS Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	46.00	49.00
1006	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop, including the Kitchen and all toilets - COMMUNITY GROUPS Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	Full day	66.00	70.00
1007	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop - including the Kitchen - CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	144.00	152.00
1008	CWA Exhibition Hall or Gordon Hall or Training Room or Workshop - including the Kitchen - CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	Full day	201.00	212.00
1009	Small Meeting Room - COMMUNITY GROUPS	Use of Facilities - Civic centre	Taxable	C	Up to 2 hours	30.00	32.00
1010	Small Meeting Room - COMMUNITY GROUPS	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	45.00	48.00
1011	Small Meeting Room - COMMUNITY GROUPS	Use of Facilities - Civic centre	Taxable	C	Full day	60.00	63.00
1012	Small Meeting Room - CORPORATE/PRIVATE	Use of Facilities - Civic centre	Taxable	C	Up to 2 hours	51.00	54.00
1013	Small Meeting Room - CORPORATE/PRIVATE	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	89.00	94.00
1014	Small Meeting Room - CORPORATE/PRIVATE	Use of Facilities - Civic centre	Taxable	C	Full day	121.00	128.00
135	Large Kitchen - COMMUNITY GROUPS	Use of Facilities - Civic centre	Taxable	C	If used in conjunction with other space	-	-
1015	Large Kitchen - COMMUNITY GROUPS (rate depends on stated use)	Use of Facilities - Civic centre	Taxable	C	if used on its own	\$43 - \$58	\$45 - \$61
135	Large Kitchen - CORPORATE/PRIVATE	Use of Facilities - Civic centre	Taxable	C	If used in conjunction with other space	-	-
1016	Large Kitchen - CORPORATE/PRIVATE (rate depends on stated use)	Use of Facilities - Civic centre	Taxable	C	If used on its own	\$65 - \$93	\$68 - \$98
1017	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	89.00	94.00
1018	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	Full day	132.00	139.00



Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>HOUSING &amp; COMMUNITY</b>							
<b>Leeton Multipurpose Community Centre - Hire Fees (continued)</b>							
1019	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	240.00	252.00
1020	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Civic centre	Taxable	C	Full day	339.00	356.00
1021	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - COMMUNITY GROUPS Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	89.00	94.00
1022	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - COMMUNITY GROUPS Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	Full day	132.00	139.00
1023	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	306.00	322.00
1024	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen - CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Civic centre	Taxable	C	Full day	398.00	418.00
1025	Outdoor Area and Toilets - COMMUNITY GROUPS	Use of Facilities - Civic centre	Taxable	C	Per use	23.00	25.00
1026	Outdoor Area and Toilets - CORPORATE/PRIVATE	Use of Facilities - Civic centre	Taxable	C	Per use	56.00	59.00
1027	Combined - Halls (CWA Exhibition & Gordon), small meeting room & kitchen	Use of Facilities - Civic centre	Taxable	C	Multiple/cons ecutive days	Negotiation	By Negotiation
1028	Office Spaces - Permanent or Casual Basis	Use of Facilities - Civic centre	Taxable	C	as negotiated	By Negotiation	By Negotiation
<b>Community Group Memberships</b>							
Community Group Memberships entitle members to a 50% discount on the standard community group hire rates up to the membership cost. Any hire in excess of the membership fee will be charged at the usual community group rates							
1029	Level 1 (monthly meetings)	Use of Facilities - Civic centre	Taxable	C	Yearly	144.00	152.00
1030	Level 2 (fortnightly meetings)	Use of Facilities - Civic centre	Taxable	C	Yearly	424.00	446.00
1031	Level 3 (weekly meetings)	Use of Facilities - Civic centre	Taxable	C	Yearly	836.00	878.00
1032	Storage Spaces - small	Use of Facilities - Civic centre	Taxable	C	Yearly	64.00	68.00
1033	Storage Spaces - large	Use of Facilities - Civic centre	Taxable	C	Yearly	86.00	91.00
<b>TOWN PLANNING</b>							
<b>Development Application</b>							
DD 250	Lodgement Fee for New Dwelling (Cost up to \$100,000)	Development Application fee for dwelling houses, additions to dwelling houses where estimated cost is \$100,000 or less	GST Exempt	A	application	\$170 plus \$3.64 per \$1,000 up to a maximum of \$455	\$170 plus \$3.64 per \$1,000 up to a maximum of \$455
	PlanFIRST Levy	Applicable to development applications over \$50,000	GST Exempt	A	application	0.064% of development cost	0.064% of development cost
DD 250	Lodgement Fee for Development Application (Cost not exceeding \$5,000)	Development Application fee for building, works or demolition	GST Exempt	A	application	110.00	110.00
DD 250	Lodgement Fee for Development Application (Cost not exceeding \$50,000)	Development Application fee for building, works or demolition	GST Exempt	A	application	\$170 plus an additional \$3 per \$1,000 of estimated cost	\$170 plus an additional \$3 per \$1,000 of estimated cost
DD 250	Lodgement Fee for Development Application \$50,001-\$250,000	Development Application fee for building, works or demolition	GST Exempt	A	application	\$352 plus an additional \$3.64 for each \$1,000 by which the cost exceeds \$50,000	\$352 plus an additional \$3.64 for each \$1,000 by which the cost exceeds \$50,000

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TOWN PLANNING</b>							
<b>Development Application (continued)</b>							
DD 250	Lodgement Fee for Development Application (Cost exceeding \$250,000 but not exceeding \$500,000)	Development Application fee for building, works or demolition	GST Exempt	A	application	\$1,160 plus an additional \$2.34 for each \$1,000 by which the cost	\$1,160 plus an additional \$2.34 for each \$1,000 by which the cost
DD 250	Lodgement Fee for Development Application (Cost exceeding \$500,000 but not exceeding \$1M)	Development Application fee for building, works or demolition	GST Exempt	A	application	\$1,745 plus an additional \$1.64 for each \$1,000 by which the cost	\$1,745 plus an additional \$1.64 for each \$1,000 by which the cost
DD 250	Lodgement Fee for Development Application (Cost exceeding \$1M but not exceeding \$10M)	Development Application fee for building, works or demolition	GST Exempt	A	application	\$2,615 plus an additional \$1.44 for each \$1,000 by which the cost exceeds	\$2,615 plus an additional \$1.44 for each \$1,000 by which the cost exceeds
DD 250	Lodgement Fee for Development Application (Cost exceeding \$10M but not exceeding \$100M)	Development Application fee for building, works or demolition	GST Exempt	A	application	\$15,875 plus an additional \$1.19 for each \$1,000 by which the cost exceeds	\$15,875 plus an additional \$1.19 for each \$1,000 by which the cost exceeds
DD 250	Lodgement Fee for Development Application not involving the erection of a building, the carrying out of work or the subdivision of land, i.e. change of use.	Development Application fee for development not involving the erection of a building, works, subdivision of land or demolition of a building or work.	GST Exempt	A	application	286.00	285.00
DD 250	Lodgement Fee for Development Application for the Erection Advertisement Signage	Development Application for Advertisement	GST Exempt	A	application	\$215 plus \$70 for each advertisement in excess of one	\$285 plus \$93 for each advertisement in excess of one
DD 271	Subdivision of Land - Strata Subdivision	Development Application fee for subdivision of land or strata subdivisions	GST Exempt	A	development	\$330 plus \$65 per additional	\$330 plus \$65 per additional
DD 269	Subdivision of Land - No New Road	Development Application fee for subdivision of land or strata subdivisions	GST Exempt	A	development	\$330 plus \$53 per additional	\$330 plus \$53 per additional
DD 270	Subdivision of Land - New Road	Development Application fee for subdivision of land or strata subdivisions	GST Exempt	A	development	\$655 plus \$65 per additional	\$665 plus \$65 per additional
DD 261	Maximum Additional Fee for Referral to Design Review Panel (SEPP No 65) for Residential Apartment Development	Additional fee - residential flat development	GST Exempt	A	application	3,000.00	3,000.00
DD 261	Designated Development - maximum additional fee	Additional fee - designated development	GST Exempt	A	development	920.00	920.00
DD 256	Maximum Advertising Fees - Designated Development (2 Ads)	Additional fees - development required advertising	GST Exempt	A	development	2,220.00	2,220.00
DD 256	Maximum Advertising Fees - Advertised Development	Additional fees - development required advertising	GST Exempt	A	development	1,105.00	1,105.00
DD 256	Maximum Advertising Fees - Prohibited Development	Additional fees - development required advertising	GST Exempt	A	development	1,105.00	1,105.00
DD 257	Maximum Advertising Fees - Development for which an environmental planning instrument or development control plan requires notice other than above	Additional fees - development required advertising	GST Exempt	E	development	1,169.00	1,105.00

Fees and Charges for 2022-2023								
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023	
<b>TOWN PLANNING</b>								
<b>Development Application (continued)</b>								
DD 250	Concurrence - Additional charge for each concurrence body	Fee for development application collected by council on behalf of an	GST Exempt	A	development	320.00	320.00	
DD 250	Concurrence Additional Fee payable to Council for Development Application	Additional processing fee for development requiring concurrence	GST Exempt	A	development	140.00	140.00	
DD 250	Concurrence - Note: for development over \$4,000,000 please contact council	Additional processing fee for development requiring concurrence	GST Exempt	A	development	POA	POA	
DD 250	Integrated Development - additional charge for each approval body	Fee for development application collected by council on behalf of an approval authority(s)	GST Exempt	A	development	320.00	320.00	
<b>TOWN PLANNING</b>								
<b>Modification of Development Consent</b>								
DD 250	Integrated Development - Additional fee payable to Council for Development Application	Additional processing fee in respect of an application for integrated development	GST Exempt	A	development	140.00	140.00	
	Note: If two or more fees are applicable to a single development application (such as an application to subdivide land and erect a building on one or more lots created by the subdivision), the maximum fee payable for the development is the sum of those fees.	Application involving two or more developments						
DD 268	Modification involving minor error or miscalculation. S.96 (i)	Section 96 Application - if council is the consent authority	GST Exempt	A	application	71.00	71.00	
DD 268	S.91 (1A) S. 96AA - Modification, minimal environmental impact	Section 96 Application - if council is was granted consent by the Court	GST Exempt	A	application	Maximum fee 50% of original DA fee or \$645 whichever is the lesser	Maximum fee 50% of original DA fee or \$645 whichever is the lesser	
DD 268	Review of Modification Application (s.96 AB)	Section 96 Application - if council is the consent authority	GST Exempt	A	application	50% of original DA fee	50% of original DA fee	
DD 268	Application for Modification under Section 96(2) or s.96AA(1) if original fee was less than \$100	Section 96 Application - if council is the consent authority	GST Exempt	A	development	50% of the original fee	50% of the original fee	
	<b>Application for Modification under Section 96(2) or s.96AA(1) if original fee was more than \$100, as follows:</b>							-
DD 272	(i) Application that does not involve the erection of a building, the carrying out of work or the demolition of work or building	Section 96 Application - if council is the consent authority	GST Exempt	A	development	50% of the original fee	50% of the original fee	
DD 268	(ii) Application that involves the erection of a dwelling-house with an estimated cost of construction of less than \$100,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	190.00	190.00	
	<b>(iii) any other development, as follows:</b>							-
DD 268	estimated cost of original development - up to \$5,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	55.00	55.00	
DD 268	estimated cost of original development - \$5,001 - \$250,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	\$85 plus \$1.50 for each \$1,000 of the estimated cost	\$85 plus \$1.50 for each \$1,000 of the estimated cost	
DD 268	estimated cost of original development - \$250,001 - \$500,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	\$500 plus an additional \$0.85 for each \$1,000 (or part) estimated cost exceeds	\$500 plus an additional \$0.85 for each \$1,000 (or part) estimated cost exceeds	

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TOWN PLANNING</b>							
<b>Modification of Development Consent (Continued)</b>							
DD 261	estimated cost of original development - \$500,001 - \$1,000,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	\$712 plus an additional \$0.50 per each \$1,000 (or part) estimated cost exceeds	\$712 plus an additional \$0.50 per each \$1,000 (or part) estimated cost exceeds
DD 261	estimated cost of original development - \$1,000,001 - \$10,000,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	\$987 plus an additional \$0.40 per each \$1,000 (or part) estimated cost exceeds	\$987 plus an additional \$0.40 per each \$1,000 (or part) estimated cost exceeds
DD 261	estimated cost of original development - More than \$10,000,000	Section 96 Application - if council is the consent authority	GST Exempt	A	development	\$4,737 plus an additional \$0.27 per \$1,000 (or part) by which estimate cost	\$4,737 plus an additional \$0.27 per \$1,000 (or part) by which estimate cost
DD 261	Additional Fee if Notice under 96(2) or 96AA(1) is required	Section 96 Application - if council is the consent authority	GST Exempt	A	development	665.00	665.00
DD 250	Additional Fee payable if clause 115 (1A) applies	Section 96 application - additional fees	GST Exempt	A	application	760.00	760.00
<b>Review of Determination</b>							
DD 264	Request for review of determination not involving erection of building, carrying out of work or demolition	Review of determination of development application	GST Exempt	A	application	50% of original fee	50% of original fee
DD 264	Request involving erection of a dwelling house (Cost \$100,000 or less)	Review of determination of development application	GST Exempt	A	application	191.00	190.00
DD 264	Request for review (Cost up to \$5,000)	Review of determination of development application	GST Exempt	A	application	55.00	55.00
DD 264	Request for review (Cost \$5,001 - \$250,000)	Review of determination of development application	GST Exempt	A	application	\$85 plus \$1.50 for each \$1,000 of the estimated	\$85 plus \$1.50 for each \$1,000 of the estimated
DD 264	Request for review (Cost \$250,001 - \$500,000)	Review of determination of development application	GST Exempt	A	application	\$500 plus an additional \$0.85 per \$1,000 over \$250,000	\$500 plus an additional \$0.85 per \$1,000 over \$250,000
DD 264	Request for review (Cost \$500,001 - \$1,000,000)	Review of determination of development application	GST Exempt	A	application	\$712 plus an additional \$0.50 per each \$1,000 over \$500,000	\$712 plus an additional \$0.50 per each \$1,000 over \$500,000
DD 264	Request for review (Cost \$1,000,001 - \$10,000,000)	Review of determination of development application	GST Exempt	A	application	\$987 plus an additional \$0.40 per each \$1,000 over \$1,000,000	\$987 plus an additional \$0.40 per each \$1,000 over \$1,000,000
DD 264	Fee for review of decision to reject a DA under S.82B - estimated cost of development less than \$100,000	Review of determination of development application	GST Exempt	A	application	55.00	55.00
DD 264	Fee for review of decision under S.82B - estimated cost of development is \$100,000 or more and less than or equal to \$1,000,000	Review of determination of development application	GST Exempt	A	application	150.00	150.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TOWN PLANNING</b>							
<b>Review of Determination (continued)</b>							
DD 264	Fee for review of decision under S.82B - estimated cost of development is more than \$1,000,000	Review of determination of development application	GST Exempt	A	application	250.00	250.00
DD 264	Additional Fee if Notice of Application of Review is required under S.82A	Advertising/Notification fee in relation to an Application that requires advertising (other than DA)	GST Exempt	A	application	not more than \$620	not more than \$620
DD 264	State Significant Development as per the EP&A Act	Fee for development application collected by council on behalf of an approval authority(s)	GST Exempt	A	development	As per division IAA EP & A Regs 2000	As per division IAA EP & A Regs 2000
<b>Planning Proposals</b>							
DD 250	Planning Proposal (Plan preparation) - Preparation of Plans	Rezoning fee	GST Exempt	C	development	POA	POA
DD 250	Planning Proposal (Plan preparation) - Preparation of Legal Documents	Rezoning fee	GST Exempt	C	development	POA	POA
DD 250	Planning Proposal (Plan preparation) - Advertising (2 notices plus exhibition)	Rezoning fee	GST Exempt	C	development	POA	POA
DD 250	Planning Proposal (Plan preparation) - Referral to Government Departments	Rezoning fee	GST Exempt	C	development	POA	POA
DD 250	Planning Proposal (Plan preparation) - Submission to Department of Planning	Rezoning fee	GST Exempt	C	development	POA	POA
DD 250	Studies to Support Planning Proposal	Rezoning fee	GST Exempt	C	development	POA	POA
<b>Other Planning and Development Fees</b>							
408	Public Access Information	Fee for accessing or printing required information	GST Exempt	C	Per Request	22.00	30.00
409	Determination of Dwelling Right Entitlement	Fee for accessing or printing required information	GST Exempt	C	Per Search	131.00	138.00
410	Certificate for Development on Bush Fire prone land	Bushfire Attack Level Certificate fee	Taxable	C	development	159.00	167.00
406	Drainage or Sewer Main Diagram	Fee for accessing or printing required information	GST Exempt	E	diagram	18.00	30.00
405	Section 149(2) Certificates	Application fee for s149 Planning Certificate	GST Exempt	A	certificate	53.00	56.00
404	Section 149(5) Certificates	Application fee for s149 Planning Certificate	GST Exempt	A	certificate	80.00	84.00
	Urgency fee for 149(2) and/or 149(5)	Urgency fee for s 149 certificate to be issued within 24 hours	Taxable	C	certificate	133.00	140.00
403	Outstanding Notices/Orders Property Enquiries	Fee for s735A certificate as to outstanding notices and orders, Fee for Certificate as to outstanding notices and orders s121ZP EPAA	GST Exempt	C	per property	53.00	56.00
407	Certified copy of document, map or plan	Fee for Certified Copy of document, map or plan	GST Exempt	A	map	55.00	58.00
<b>Subdivision Certificate</b>							
DD 267	Subdivision Certificate Application	Subdivision certificate fee	GST Exempt	C	certificate	\$167 + \$26 per new lot	\$176 + \$28 per new lot
DD 267	Request for Survey Plan	Fee for accessing or printing required information	GST Exempt	C	portion/lot	70.00	73.00
<b>Bonds</b>							
780	Bond - Lodgement Fee	Administration Fee	Taxable	C	Per Bond	217.00	224.00
781	Bond - Outstanding Civil Works or Civil Works Bond - Where required to enable sign off of the works for Certificate Purposes.	Bond	GST Exempt	D	certificate	Estimated cost plus 30%	Estimated cost plus 30%
782	Bond - Maintenance Period Bond - Required for works handed over to Council by Developers (roads, water,	Bond	GST Exempt	C	contract price	0.05	0.05

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TOWN PLANNING</b>							
<b>Subdivision Works Certificate (SWC) or Civil Works Certificate (CWC)</b>							
DD 273	Base Fee for Subdivision Works Certificate (SWC) or Civil Works Certificate (CWC)	Construction certificate fee	Taxable	C	Certificate	213.00	224.00
DD 273	Plus Additional Fee per final number of lots for Subdivision Works Certificate (SWC) or Civil Works Certificate (CWC)	Construction certificate fee	Taxable	C	Per allotment	22.00	24.00
DD 273	Modification of Subdivision Works Certificate (SWC) or Civil Works Certificate (CWC)	Construction certificate fee	Taxable	C	Certificate	50% of original Subdivision Works Certificate	50% of original Subdivision Works Certificate
<b>Inspections - Subdivision or Civil Works</b>							
DD 273	Inspections for Subdivision Works and/or Civil Works based on a percentage of cost of works. Minimum \$210	Inspection	Taxable	C	% Cost	1.2% value of works	50% of original Subdivision Works
DD 273	Inspection Fee - For repeated inspections due to failure of scheduled inspections	Inspection	Taxable	C	per inspection	176.00	185.00
<b>Development Contributions - Section 64 Headworks Contributions</b>							
DD 720	Water - Headworks	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	1,753.00	1,806.00
DD 721	Water - Distribution	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	699.00	720.00
DD 722	Water - In ground Storages	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	366.00	377.00
DD 723	Water - Allocation	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	512.00	528.00
DD 730	Sewer - Collector Infrastructure	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	1,046.00	1,078.00
DD 731	Sewer - Treatment Plant	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	406.00	419.00
DD 732	Sewer - Major Pump Stations	Developer Contribution under S64	GST Exempt	C	Equivalent Tenement (ET)	1,713.00	1,765.00
DD 716	Storm Water - Trunk Drainage	Developer Contribution under S64	GST Exempt	C	lot	872.00	899.00
DD 716	Stormwater - OR Acquisition of Network	Developer Contribution under S64	GST Exempt	C	lot	872.00	899.00
<b>Development Contributions - Section 7.12 (previously Section 94A) Contributions (Fixed Levy)</b>							
<b>Section 7.12 Development Contribution (Fixed Levy)</b> Note: The cost of development is determined in accordance with cl 25J of the Environmental Planning and Assessment Regulation 2000							
DD 745	Where the cost of development is less than or = \$100,000	Developer Contribution under S7.12 (Fixed Levy)	GST Exempt	A	development	NIL	NIL
DD 745	Where the cost of development is greater than \$100,000 but less than or equal to \$200,000	Developer Contribution under S7.12 (Fixed Levy)	GST Exempt	A	development	0.5% value of development	0.5% value of development
DD 745	Where the cost of development is greater than \$200,001	Developer Contribution under S7.12 (Fixed Levy)	GST Exempt	A	development	1.0% value of development	1.0% value of development
<b>OTHER HOUSING &amp; COMMUNITY</b>							
718	Heritage Colour Schemes		Taxable	C	each	135.00	142.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>MINING, MANUFACTURING &amp; CONSTRUCTION</b>							
308	Application for approval of temporary building	Development approval fee for the installation of a manufactured home, moveable dwelling or associated structure on land; construction of a temporary enclosure for the purposes of entertainment, temporary	GST Exempt	C	application	249.00	262.00
309	Supply of Development Applications - Schedule of Approvals	Fee for accessing or printing required information	GST Exempt	C	application	249.00	262.00
312	Search of Building Records two years old or more	Fee for accessing or printing required information	GST Exempt	C	Per search	131.00	138.00
313	Application to refix building line - including advertising (1 Ad)	Amendment fee - building line policy	GST Exempt	C	application	549.00	577.00
314	Building Certificates - Class 1 or 10 building	Application fee for s149A Building Certificate	GST Exempt	A	Each Dwelling	250.00	250.00
315	Building Certificates - any other class of building not exceeding 200 sq M	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	250.00	250.00
316	Building Certificates - any other class of building exceeding 200 sq M but not exceeding 2000 sq M	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	250.00 plus 50c/m2 >200	250.00 plus 50c/m2 >200
317	Building Certificates - any other class of building exceeding 2000 sq M	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	1,165 plus 7.5c/m2 >2000	1,165 plus 7.5c/m2 >2000
318	Building Certificates - part of building external wall but no floor area	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	250.00	250.00
319	Building Certificates - if more than one inspection needed	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	90.00	90.00
320	Building Certificates - copy of	Copy of s149A Building Certificate	GST Exempt	A	Certificate	13.00	30.00
321	Building Certificate - Additional fees under subclause 3A and 3B apply in the following instances - 1. Development consent or certificate was required and was not obtained. 2. Penalty notice has been issued under s 76A(1). 3. An order has been given in Table to s 121B(1) of the Act in relation to the building. 4. Person is found guilty of an offence under the Act in relation to the erection of the building. 5. The court has made a finding that the building was erected in contravention of a provision of the Act.	Application fee for s149A Building Certificate	GST Exempt	A	Certificate	The amount of the maximum fee that would be payable if the application were an application for development consent, or a complying development certificate, that has been	The amount of the maximum fee that would be payable if the application were an application for development consent, or a complying development certificate, that has been
<b>s68 Approvals Local Government Act 1993</b>							
DD 295	<b>Part A</b> Install a Manufactured Home, Moveable Dwelling or Associated Structure on Land						
DD 295	Value 0 - \$5,000	s68 Approvals	GST Exempt	C	site	75.00	78.00
DD 295	Value \$5,001 - \$100,000	s68 Approvals	GST Exempt	C	site	\$74 + 0.4%>\$5,000	\$74 + 0.4%>\$5,001
DD 295	Value \$100,001 - \$250,000	s68 Approvals	GST Exempt	C	site	\$427.00 plus 0.25%>\$100,000	\$427.00 plus 0.25%>\$100,001
DD 295	Value over \$250,001	s68 Approvals	GST Exempt	C	site	\$757.00 plus 0.15%>\$250,000	\$757.00 plus 0.15%>\$250,001
DD 296	<b>Part B</b> Water supply, sewerage and stormwater drainage works	s68 Approvals	GST Exempt	C	connection	114.00	118.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>MINING, MANUFACTURING &amp; CONSTRUCTION</b>							
<b>Caravan Park , Camping Ground and Manufactured Home Estates</b>							
DD 297	Initial Approval to Operate (includes 1 inspection)	s68 Approvals	GST Exempt	C	site	296.00	311.00
DD 298	Plus any associated reinspection	s68 Approvals	GST Exempt	C	per inspection	170.00	179.00
DD 299	Amendment of Approval to Operate	s68 Approvals	GST Exempt	C	site	170.00	179.00
DD 300	Rigid annex or associated structure application (includes 1 inspection)	s68 Approvals	GST Exempt	C	application	267.00	281.00
DD 301	Relocatable homes application (includes 1 inspection)	s68 Approvals	GST Exempt	C	application	267.00	281.00
<b>Renewal or Continuation of Approval to Operate Fee (includes 1 inspection)</b>							
DD 100	1 year approval to operate	s68 Approvals	GST Exempt	C	site	78.00	82.00
DD 101	5 year approval to operate	s68 Approvals	GST Exempt	C	site	165.00	174.00
DD 102	Inspection associated with valid complaint	s68 Approvals	GST Exempt	C	per inspection	230.00	242.00
DD 103	Annual inspection	s68 Approvals	GST Exempt	C	per inspection	170.00	179.00
<b>Compliance Certificates</b>							
DD 297	Compliance certificate for residential premises	Fee for a Compliance Certificate	Taxable	C	Certificate	197.00	207.00
DD 297	Compliance certificate for commercial/ industrial premises	Fee for a Compliance Certificate	Taxable	C	Certificate	209.00	220.00
DD 297	Council as Principal Certifier for Residential premises	Fee to appoint council as PCA	Taxable	C	application	132.00	139.00
DD 297	Council as Principal Certifier for commercial/ industrial premises	Fee to appoint council as PCA	Taxable	C	application	165.00	174.00
<b>Inspections - Council as the Principal Certifying Authority</b>							
DD 251	Class 1 - New dwellings & multi dwellings	Council PCA Inspections	Taxable	C	per inspection	\$561 plus \$221 per additional	\$578 plus \$221 per additional
DD 251	Class 1 - Additions/alterations & Class 10 buildings	Council PCA Inspections	Taxable	C	per inspection	230.00	242.00
DD 251	Class 1 - re-inspections for failed inspections	Council PCA Inspections	Taxable	C	per inspection	110.00	116.00
DD 253	Class 2 to 9 buildings	Council PCA Inspections (Building surveyor - restricted)	Taxable	C	per inspection	\$582 for the first 3 inspections	\$599 for the first 3 inspections
DD 253	Class 2 to 9 buildings - re-inspections	Council PCA Inspections (Building surveyor - restricted)	Taxable	C	per inspection	150.00	158.00
DD 253	Class 2-9 buildings	Council PCA inspections (Building surveyor - <b>unrestricted</b> )	Taxable	C	per inspection	\$2,500 for the first 3 inspections	\$2,575 for the first 3 inspections
DD 253	Class 2-9 buildings - re-inspection fee	Council PCA inspections (Building surveyor - <b>unrestricted</b> )	Taxable	C	per inspection	1,000.00	1,050.00
DD 254	Class 2 to 9 buildings (additional inspections)	Council PCA Inspections	Taxable	C	per inspection	127.00	134.00



Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>MINING, MANUFACTURING &amp; CONSTRUCTION</b>							
<b>Inspections - Council is not the Principal Certifying Authority (continued)</b>							
517	Class 1 & 10 buildings (Minimum fee of \$110)	Private Certifier inspections	Taxable	C	per inspection / pr hour	176.00	182.00
518	Class 2 to 9 Buildings	Private Certifier inspections	Taxable	C	per inspection / pr hour	276.00	285.00
519	Lodgement Fee: Construction Certificate, Occupation Certificate or Subdivision Certificate by Private Certifier	Registration fee for privately issued Construction, Complying Development, Compliance and Occupation Certificates	GST Exempt	A	application	40.00	50.00
520	Lodgement of Complying Development \$0-\$5000	Fee for a Complying Development	Taxable	C	application	75.00	78.00
521	Lodgement of Complying Development \$5001-\$100,000	Fee for a Complying Development	Taxable	C	application	\$74 plus 0.4% > \$5000	\$76 plus 0.4% > \$5001
522	Lodgement of Complying Development \$100,000-\$250,000	Fee for a Complying Development	Taxable	C	application	\$427 plus 0.25% >	\$440 plus 0.25% >
523	Lodgement of Complying Development \$250,000 and over	Fee for a Complying Development	Taxable	C	application	\$757 plus 0.15% >	\$780 plus 0.15% >
DD 273	Construction Certificates \$0-\$5000	Fee for a Construction Certificate	Taxable	C	application	49.00	51.00
DD 273	Construction Certificates \$5001-\$100,000	Fee for a Construction Certificate	Taxable	C	application	\$47 plus 0.35% >	\$48 plus 0.35% >
DD 273	Construction Certificates \$100,000-\$250,000	Fee for a Construction Certificate	Taxable	C	application	\$397 plus 0.2% > \$100,000 plus GST	\$409 plus 0.2% > \$100,000 plus GST
DD 273	Construction Certificates \$250,000 and over	Fee for a Construction Certificate	Taxable	C	application	\$721 plus 0.1% > \$250,000 plus GST	\$743 plus 0.1% > \$250,001 plus GST
DD 274	Long Service Leave Levy	Fee for a Construction Certificate	GST Exempt	A	application	0.35% for all applications >\$25,000	0.35% for all applications >\$25,001
DD 255	Swimming Pool Initial Inspection	Application fee for Section 18A Swimming Pools Regs Compliance Certificate	GST Exempt	A	pool	150.00	155.00
DD 289	Swimming Pool - 2nd and all subsequent inspections - Inspection Fee	Application fee for Section 18A Swimming Pools Regs Compliance Certificate	GST Exempt	A	pool	100.00	103.00
DD 255	Swimming Pool - Issue of Compliance Certificate	Application fee for Section 13 Swimming Pools Regs Compliance Certificate	GST Exempt	A	Certificate	70.00	73.00
DD 255	Swimming Pool - Application for Exemption from Barrier Requirements	Under Section 22 Swimming Pools Act	GST Exempt	A	application	250.00	258.00
240	Occupancy Certificate - Residential	Occupation Certificate fee	Taxable	C	Certificate	40.00	42.00
241	Occupancy Certificate - Commercial/Industrial	Occupation Certificate fee	Taxable	C	Certificate	127.00	131.00
242	Certificates of Classification	Fee for Classification Certificate for Building or Adapted Building	Taxable	C	Certificate	137.00	142.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>WASTE MANAGEMENT</b>							
	Domestic Waste' is waste generated as a result of the ordinary day to day use of a domestic premises and is either -						
	a) Taken from the premises by or on the behalf of the person who generated the waste, or						
	b) Collected by or on the behalf of Council as part of waste collection and disposal system.						
<b>Residential Fees - Whilton Transfer Station and Leeton Landfill and Recycling Centre</b>							
<b>By Van, Ute or Box Trailer - max 1.8m x 1.2m x 0.5m:</b>							
	- Mixed Waste	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		15.00
	- Concrete / Bricks	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		5.00
	- Steel	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		5.00
	- Green waste	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		5.00
	- Separated loads with less than 10% mixed waste	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		5.00
	<b>By Car or Station Wagon loads (mixed waste)</b>	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		10.00
<b>Asbestos</b>							
900	Asbestos (Receipt and Disposal of) - Leeton Landfill and Recycling Depot - Leeton Residents only	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	base fee	132.00	136.00
901	Asbestos (Receipt and Disposal of) - Leeton Landfill and Recycling Depot - Leeton Residents only	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	89.00	94.00
902	Asbestos from outside of Leeton LGA <b>Note: Subject to Extenuating Circumstances and Prior Management Approval</b>	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	C	tonne	\$525 Base Fee + \$211 per tonne	\$600 Access Fee + \$220 per tonne
	Trailer greater than 1.8m x 1.2m .0.5m filled above the water level will be charged by weight/tonne (minimum charge \$39.00)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	C	tonne		120.00
<b>Waste Disposal and Recycling</b>							
	Leeton Landfill & Recycling Depot - Green waste - Residential - Up to one tonne per load per entry <b>Note: That multiple loads of Green waste of up to one tonne can be made free of charge. Green waste in excess of the first one tonne, in a single load, will be charged as Commercial Green waste.</b>	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	load	No charge	No charge
903	Domestic Waste from outside of Leeton LGA - Leeton Landfill and Recycling Depot. Minimum Fee of \$80.00 Leeton Landfill & Recycling depot - Recyclables <b>accepted:-</b> - Co-mingled recycling - Ewaste - Cardboard - Drum Muster eligible Containers	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	C	tonne	Commercial Fee x 2	Commercial Fee x 2
		Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	load	No charge	No charge

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>WASTE MANAGEMENT</b>							
<b>Commercial Fees</b>							
904	Separated loads - Commercial	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	72.00	75.00
905	Unseparated loads - Commercial mixed waste	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	105.00	120.00
905	<del>New</del> - Unseparated loads - Commercial mixed waste (if weighbridge down)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	Load		97.00
906	Leeton Landfill & Recycling Depot - (Mixed Commercial, Industrial wastes)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	105.00	120.00
907	Leeton Landfill & Recycling depot - Mixed Rural Farm Waste	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	105.00	120.00
908	Leeton Landfill & Recycling depot - (Mixed Wastes)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	105.00	120.00
	Leeton Landfill & Recycling Depot - Clean Fill (virgin, natural, excavated material)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne		72.00
909	Leeton Landfill & Recycling Depot - Concrete/Bricks	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	65.00	65.00
910	Leeton Landfill & Recycling Depot - Scrap Metal	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	44.00	44.00
911	Leeton Landfill & Recycling Depot - Timber	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	72.00	75.00
	Leeton Landfill & Recycling Depot - Tree Stumps > 1.6m	Green waste disposal fee	Taxable	E	tonne		98.00
912	Leeton Landfill & Recycling Depot - Green waste	Green waste disposal fee	Taxable	E	tonne	72.00	75.00
913	Leeton Landfill & Recycling Depot - Other separated wastes	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	72.00	72.00
914	Leeton Landfill & Recycling Depot - Grease trap waste (local)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	64.00	160.00
915	Leeton Landfill & Recycling Depot - Grease trap waste from outside of Leeton LGA - Leeton Landfill and Recycling Depot.	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tonne	372.00	391.00
916	Leeton Landfill & Recycling Depot - Waste Oil Sludge (subject to analytical test results and contractor, such as Transpacific, approval to collect)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	C	drum	As per quote from contractor. Minimum \$412 per	As per quote from contractor. Minimum \$412 per
917	Leeton Landfill & Recycling Depot - Bulky Waste (Cardboard, packaging and paper - not separated)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	cubic metre	94.00	99.00
918	Leeton Landfill & Recycling Depot - Bulky Waste (Polystyrene etc)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	cubic metre	94.00	99.00
919	Commercial Waste from outside of Leeton LGA - Leeton Landfill and Recycling Depot. <b>Note: Only Under Extenuating Circumstances and Prior Management Approval Required.</b>	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	C	tonne	Commercial Fee x 2	Commercial Fee x 2
<b>Residential and Commercial Fees</b>							
920	Leeton Landfill & Recycling Depot - Car Tyres	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	11.50	13.00
921	Leeton Landfill & Recycling Depot - Truck Tyres - Small	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	66.00	70.00
922	Leeton Landfill & Recycling Depot - Truck Tyres - Large	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	72.00	76.00
923	Leeton Landfill & Recycling Depot - Truck Tyres - Super Single	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	94.00	99.00
924	Leeton Landfill & Recycling Depot - Tractor Tyres (small)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	99.00	104.00
925	Leeton Landfill & Recycling Depot - Tractor Tyres (Large) <1.2m	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	tyre	137.00	144.00
926	Leeton Landfill & Recycling Depot - Dead animals - small (dogs, cats)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	10.50	11.00
927	Leeton Landfill & Recycling Depot - Dead animals - Small Stock (sheep, goats)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	12.50	13.00
928	Leeton Landfill & Recycling Depot - Dead animals - Large (cattle, horses)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	95.00	98.00
929	Leeton Landfill & Recycling Depot - Large Tree Stumps (Girth over .8m)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	95.00	100.00
930	Leeton Landfill & Recycling Depot - Gas Bottle up to 9ka - Commercial	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	6.50	7.00
931	Leeton Landfill & Recycling Depot - Gas Bottle up to 10ka to 45ka - Commercial	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	16.50	18.00
932	Leeton Landfill & Recycling Depot - Fire Extinguishers - Commercial	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	9.50	10.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>WASTE MANAGEMENT</b>							
<b>Residential and Commercial Fees (continued)</b>							
933	Leeton Landfill & Recycling Depot - Mattresses (King, Queen & Double)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	24.00	26.00
934	Leeton Landfill & Recycling Depot - Mattresses (Single & other small)	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	11.00	12.00
	Leeton Landfill & Recycling Depot - Batteries	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	No charge	No charge
935	Leeton Landfill & Recycling Depot - Refrigerators - CFC Gas Removed	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	11.50	No charge
936	Leeton Landfill & Recycling Depot - Refrigerators - CFC Gas NOT Removed	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	90.00	150.00
	Leeton Landfill & Recycling Depot - Solar Panel	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each		4.50
	Leeton Landfill & Recycling Depot - Items suitable for Recovery Shop	Waste disposal fee - garbage tip, recycling or transfer station	Taxable	E	each	No charge	No charge
<b>CEMETERY</b>							
<b>990/285 Monumental Section (Leeton)</b>							
CEM	New Grave Single (includes Interment, land, temporary grave marker, excavation & refill)	Interment	Taxable	C	Interment	3,395.00	3,500.00
CEM	New Grave Double (includes 1st Interment) (land, temporary grave marker, excavation & refill)	Interment	Taxable	C	Interment	3,395.00	3,500.00
CEM	Reopen including 2nd Interment (includes temporary grave marker, excavation & refill)	Interment	Taxable	C	Interment	1,185.00	1,500.00
CEM	Reopen - (not including slab removal)	Interment	Taxable	C	Interment	1,090.00	1,250.00
<b>Monumental Section (Whitton)</b>							
CEM	Single/Double Depth Grave (includes 1st Interment) (land, temporary grave marker, excavation & refill)	Interment	Taxable	C	Interment	3,740.00	3,927.00
CEM	Reopen including 2nd Interment (includes temporary grave marker, excavation & refill)	Interment	Taxable	C	Interment	1,435.00	1,507.00
CEM	Reopen - (not including slab removal)	Interment	Taxable	C	Interment	1,335.00	1,402.00
CEM	Land Component (Reservation/Purchase)	Burial site reservation fee	Taxable	C	Interment	2,225.00	2,337.00
<b>Vault/Capella Sections - 1.8m x 3.6m</b>							
CEM	Land Component (Reservation/Purchase)	Burial site reservation fee	Taxable	C	Interment	3,920.00	5,000.00
CEM	Permit for Interment - no work undertaken by Council & does not include grave marker	Interment	Taxable	C	Interment	150.00	200.00
<b>Rose Garden</b>							
CEM	Single/Double (includes 1st Interment) excavation & refill, temporary grave marker and installation of inscribed bronze plaque	Interment	Taxable	C	Interment	1,575.00	1,750.00
CEM	Re-open - excavation & refill and installation of inscribed detachable plate	Interment	Taxable	C	Interment	685.00	1,000.00
CEM	Reservation/Purchase (land component only)	Burial site reservation fee	Taxable	C	Interment	610.00	800.00
<b>Lawn Cemetery</b>							
CEM	SINGLE - Land for each Grave, 1st Interment, temporary grave marker, excavation and refill. Provision of and fixing in concrete of inscribed bronze plaque and perpetual maintenance.	Interment	Taxable	C	Interment	3,990.00	4,190.00
CEM	DOUBLE - Land for each Grave, 1st Interment, temporary grave marker, excavation and refill. Provision of and fixing in concrete of inscribed bronze plaque and perpetual maintenance.	Interment	Taxable	C	Interment	4,305.00	4,521.00
CEM	Reopening of grave for second Interment and additional inscription on bronze plaque (detachable plate)	Interment	Taxable	C	Interment	1,415.00	1,486.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>CEMETERY (continued)</b>							
<b>Lawn Cemefery (continued)</b>							
CEM	Reopening of grave for second Interment and additional inscription on book style plaque (2nd page)	Interment	Taxable	C	Interment	1,805.00	1,896.00
CEM	Stillborn (includes land, grave marker & single plaque)	Interment	Taxable	C	Interment	2,430.00	2,552.00
CEM	Child up to 13 years (includes land, grave marker & single plaque)	Interment	Taxable	C	Interment	3,175.00	3,334.00
CEM	Reservation/Purchase (land component only)	Burial site reservation fee	Taxable	C	Interment	2,225.00	2,337.00
<b>Miscellaneous</b>							
CEM	After hours booking fee	Interment	Taxable	C	Interment	320.00	336.00
CEM	Saturday Grave - surcharge of 15% will apply				On Actual Cost	15%	15%
CEM	Exhumation of a corpse - Supervision Fee. Funeral director to arrange at their cost for the excavation and refilling of grave.	Interment	Taxable	C	Interment	355.00	400.00
CEM	Exhumation of a corpse	Interment	Taxable	C	Interment	3,165.00	3,500.00
CEM	Cremated remains (no new grave) (does not include plaque)	Interment of Ashes fee	Taxable	C	Interment	500.00	525.00
CEM	Photo - Phoenix Foundry	Interment	Taxable	C	Interment	310.00	326.00
CEM	Photo - Everlon Bronze	Interment	Taxable	C	Interment	\$88.00 plus freight if not included on plaque	\$90.00 plus freight if not included on plaque
<b>Street Stalls</b>							
351	Street Stall Hire	Use of General Equipment Fee - Civic and other	Taxable	C	Stall	31.00	33.00
	Erection and removal of street banner - Jarrah Mall (Work performed by Council Staff)	Erection and lowering of street Banners and Flags (per Banner or Flag)	GST Exempt	C	Banner	No Charge	Actual Costs

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Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>WATER SERVICES</b>							
1040	Water Supply Tapping and Installation	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Installation	Cost Recovery	Cost Recovery
1041	Water Meter Testing Fee (7)- 20mm meter	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	142.00	147.00
1041	Water Meter Testing Fee (7)- 25mm meter	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	148.00	153.00
1042	Water Meter Testing Fee (7)- 32mm meter	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	155.00	160.00
1043	Water Meter Testing Fee (7)- 40mm meter	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	169.00	175.00
1044	Water Meter Testing Fee (7)- 50mm, 75mm & 100mm meter	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	274.00	283.00
1045	Water Service Testing Fee (flow rate) (8)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	156.00	161.00
1046	Sale/ Transfer Water Meter Reading Fee	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	E	Connection	87.00	90.00
1047	Urgency Fee for Water Meter Reading Fee - available within 24 hours (additional fee)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	E	Connection	58.00	60.00
1048	Unmetered Water Connection - Access lock	Fee for installation	GST Exempt	C	Connection	14.00	15.00
1049	Water Service Connection Fees, Residential, Single Dwelling Unit, 20mm short	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	1,370.00	POA
1050	Water Service Connection Fees, Residential, Single Dwelling Unit, 20mm long	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	1,915.00	POA
1051	Water Service Connection Fees, Residential, Dual Occupancy, 25mm short	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	1,635.00	POA
1052	Water Service Connection Fees, Residential, Dual Occupancy, 25mm long	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	2,250.00	POA
1053	Water Service Connection Fees, Commercial, Industrial, Unit Development, 32mm, short (3 to 5 units)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	2,460.00	POA
1054	Water Service Connection Fees, Commercial, Industrial, Unit Development, 32mm, long	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	3,160.00	POA
1055	Water Service Connection Fees, Commercial, Industrial, Unit Development, 38mm, short (6 to 10 units)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	2,870.00	POA
1056	Water Service Connection Fees, Commercial, Industrial, Unit Development, 38mm, long	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	3,690.00	POA
1057	Water Service Connection Fees, Commercial, Industrial, Unit Development, 50mm, short (11 to 16 units)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	3,670.00	POA
1058	Water Service Connection Fees, Commercial, Industrial, Unit Development, 50mm, long	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	4,530.00	POA
1059	Supply and install meter only - 20mm	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connection	572.00	590.00
1060	Supply and install meter only - 25mm	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connection	725.00	747.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>WATER SERVICES Continued</b>							
1061	Supply and install additional meter and manifold (unit development)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connection	POA	POA
1062	Sales of Water from Water Filling Station	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	kilolitre	3.50	3.70
245	Deposit for tokens to access Water Filling Station (refundable upon token return)	Fee to carry out water supply, sewerage and stormwater drainage work	Taxable	C	each	100.00	100.00
WB	Water Service Restriction fee	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Connections	102.00	106.00
1064	Replacement of Damaged Water Meters (\$s 560, 561 and 608 of LGA)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C		Cost Recovery	Cost Recovery
1065	Backflow Meter Testing	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	131.00	135.00
1066	Additional Backflow Meter Testing (multiple units on same property)	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	Test	34.00	36.00
WB	Install flow restrictor	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C	per installation	135.00	140.00
1068	Filling of Swimming Pools (from hydrant)	Fee to install and remove hydrant standpipe, and supply water for pool	GST Exempt	C	per fill	205.00	212.00
1069	Sale of Raw Water - metered supplies	Water usage or consumption charges	GST Exempt	C	kilolitre	2.00	3.00
<b>SEWERAGE SERVICES</b>							
1070	Sewerage Tapping and Installation	Fee to carry out water supply, sewerage and stormwater drainage work	GST Exempt	C		Cost Recovery	Cost Recovery
1071	Sewerage Drainage Inspection & Plan Fees - Dwellings	Sewer and drainage inspection	GST Exempt	C	per inspection	129.00	136.00
1072	Sewerage Drainage Inspection & Plan Fees - Other Buildings, for first closet	Sewer and drainage inspection	GST Exempt	C	per inspection	141.00	149.00
1073	Sewerage Drainage Inspection & Plan Fees - Other Buildings, for each additional closet, (urinal)	Sewer and drainage inspection	GST Exempt	C	per inspection	18.00	19.00
1074	Sewerage Drainage Inspection & Plan Fees - Alteration to existing sewerage drainage line	Sewer and drainage inspection	GST Exempt	C	per inspection	141.00	149.00
1075	Sewerage Drainage Inspection & Plan Fees - Alteration to existing sewerage drainage line: additional closet, urinal or sanitary fitting	Sewer and drainage inspection	GST Exempt	C	per inspection	18.00	19.00
1076	Non Rateable Properties Sewerage Connections - Water closets, each	Sewer connection charge	GST Exempt	C	Connections	77.00	81.00
1077	Non Rateable Properties Sewerage Connections - Cisterns serving as urinals, each	Sewer connection charge	GST Exempt	C	Connections	60.00	63.00
1078	For all other non rateable crown lands and for all other non rateable land belonging to a religious body: Water closets, each	Sewer connection charge	GST Exempt	C	Water Closet	156.00	164.00
1079	For all other non rateable crown lands and for all other non rateable land belonging to a religious body: Cisterns serving as urinals, each	Sewer connection charge	GST Exempt	C	Cistern	63.00	67.00
<b>Other Sewerage Charges</b>							
1080	Water showers connected to Council's sewerage	Sewer connection charge	GST Exempt	C	Connections	51.00	54.00
1081	Baths connected to Council's sewerage	Sewer connection charge	GST Exempt	C	Connections	62.50	66.00
1082	Water basins connected to Council's sewerage	Sewer connection charge	GST Exempt	C	Connections	25.50	27.00
1083	Sinks connected to Council's sewerage	Sewer connection charge	GST Exempt	C	Connections	25.50	27.00
1084	Wash Tubs connected to Council's sewerage (set of 2)	Sewer connection charge	GST Exempt	C	Connections	51.00	54.00
1085	Water Closets in a double storied building solely adopted for residential flat purposes	Sewer connection charge	GST Exempt	C	Connections	57.00	60.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TRADE WASTE</b>							
<b>Category 1 - Hairdresser / Beauty etc</b>							
1086	Approval Fee - New Businesses or Change of Business Owner	Liquid Trade Waste Approval fee	GST Exempt	F		105.00	111.00
	Approval Fee - Existing Businesses	Liquid Trade Waste Approval fee	GST Exempt	F		No Charge	No Charge
WB	Annual Trade Waste Fee	Liquid Trade Waste Application fee	GST Exempt	F		198.00	208.00
1088	Re-Inspection Fee	Trade Waste Inspection fee	GST Exempt	F		100.00	105.00
<b>Category 2 - Cafés / Restaurants etc</b>							
1089	Approval Fee - New Businesses or Change of Business Owner	Liquid Trade Waste Approval fee	GST Exempt	F		105.00	111.00
	Approval Fee - Existing Businesses	Liquid Trade Waste Approval fee	GST Exempt	F		No Charge	No Charge
WB	Annual Trade Waste Fee	Liquid Trade Waste Application fee	GST Exempt	F		198.00	208.00
1091	Re-Inspection Fee	Trade Waste Inspection fee	GST Exempt	F		100.00	105.00
<b>Category 3 - Commercial/Industrial</b>							
1092	Approval Fee - New Businesses or Change of Business Owner	Liquid Trade Waste Approval fee	GST Exempt	F		230.00	242.00
	Approval Fee - Existing Businesses	Liquid Trade Waste Approval fee	GST Exempt	F		No Charge	No Charge
WB	Annual Trade Waste Fee	Liquid Trade Waste Application fee	GST Exempt	F		735.00	772.00
1094	Re-Inspection Fee	Trade Waste Inspection fee	GST Exempt	F		110.00	116.00
<b>Volume Charge</b>							
INV	Category 1 -Trade Waste Usage Charge (with appropriate treatment)	Liquid Trade Waste Application fee	GST Exempt	F	\$/ KL	-	-
INV	Category 1 -Trade Waste Usage Charge (without appropriate treatment)	Liquid Trade Waste Application fee	GST Exempt	F	\$/ KL	2.20	2.30
INV	Category 2 - Trade Waste Usage Charge (with appropriate treatment)	Liquid Trade Waste Application fee	GST Exempt	F	\$/ KL	2.20	2.30
INV	Category 2 - Trade Waste Usage Charge (without appropriate treatment)	Liquid Trade Waste Application fee	GST Exempt	F	\$/ KL	19.60	20.00
<b>Excess Mass Charge</b>							
INV	pH charge where it is outside the approved rate for the discharger	Liquid Trade Waste Application fee	GST Exempt	F	Coefficient of pH	0.47	0.48
INV	Aluminium	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.30	1.40
INV	Ammonia (as N) - NH4	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	3.00	3.10
INV	Arsenic	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	90.80	93.50
INV	Biochemical Oxygen Demand (BOD)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.20	1.24
INV	Cadmium	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	419.30	450.00
INV	Chlorinated phenolics	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1,809.90	1,940.00
INV	Chlorine	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.10	2.20
INV	Chromium	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	30.50	31.50
INV	Cobalt	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	18.70	19.26
INV	Copper	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	18.70	19.26
INV	Cyanide	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	90.80	98.00
INV	Fluoride	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	4.90	5.05
INV	Formaldehyde	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.10	2.16
INV	Grease & Oil (Total G&O)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.00	2.06
INV	Herbicides/defoliant	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	905.10	970.00



Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TRADE WASTE</b>							
<b>Excess Mass Charge (continued)</b>							
INV	Iron	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.00	2.06
INV	Lead	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	45.60	49.00
INV	Manganese	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	9.30	9.58
INV	Mercury	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	3,016.40	3,233.00
INV	Methylene blue active substances (MBAS)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.30	1.34
INV	Molybdenum	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.30	1.34
INV	Nickel	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	30.50	31.42
INV	Nitrogen (as TKN)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	0.70	0.72
INV	Pesticides general (excludes organochlorines and organophosphates)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	905.10	970.00
INV	Petroleum hydrocarbons (non-flammable)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	3.10	3.19
INV	Phenolic compounds (non-chlorinated)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	9.30	9.58
INV	Phosphorus (Total P) - PO4	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.20	2.27
INV	Polynuclear aromatic hydrocarbons (PAHs)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	18.70	19.26
INV	Selenium	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	63.90	69.00
INV	Silver	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.90	2.00
INV	Sulphate (SO4)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	0.70	0.72
INV	Sulphide (SO3)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.20	2.27
INV	Sulphite	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.20	2.27
INV	Tin	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	9.30	9.58
INV	Total Dissolved Solids (TDS)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	0.50	0.52
INV	Total Suspended Solids (TSS)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	1.60	1.65
INV	Zinc	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	18.70	19.26
INV	Portable/Chemical Toilet	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	20.30	22.00
INV	Septic Tank Waste (Normal - Combined Effluent & Sludge)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	3.30	3.40
INV	Septic Tank Waste (Effluent only)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	2.80	2.88
INV	Septic Tank Waste (Sludge only)	Liquid Trade Waste Application fee	GST Exempt	F	\$/kg	27.10	30.00
<b>RECREATION &amp; CULTURE</b>							
	Brobenah Rd Reserve	Use of Facilities - other	Taxable	E	1/2 day		60.00
170	Brobenah Rd Reserve	Use of Facilities - other	Taxable	E	Full day	52.00	100.00
<b>Mounford Park Stage</b>							
430	Community and Charity Organisations Private, non charitable and non-community use	Use of Facilities - other	Taxable	E	event event	No charge 89.00	20.00 100.00
1000	Bond for cleaning, Private, non charitable and non-community use	Use of Facilities - other	GST Exempt		Bond	200.00	200.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>RECREATION &amp; CULTURE</b>							
<b>All Swimming Pools</b>							
INV	Leeton Shire School Groups (Swimming instruction, PE classes, lifesaving, during school hours)	Use of Facilities - Aquatic Centre	Taxable	E	person	4.00	5.00
INV	Leeton Shire School Groups (teachers and supervisors, during school hours)	Use of Facilities - Aquatic Centre	Taxable	E	person	No charge	No charge
INV	Leeton Shire Primary School Groups (Learn to swim, students during school hours)	Use of Facilities - Aquatic Centre	Taxable	E	person	4.00	4.00
INV	Leeton Shire Primary School Groups (teachers and supervisors, during school hours)	Use of Facilities - Aquatic Centre	Taxable	E	person	No charge	No charge
INV	Leeton Shire Swimming Carnivals, School and Swimming Clubs (students and competition swimmers)	Use of Facilities - Aquatic Centre	Taxable	E	person	4.00	4.00
INV	Leeton Shire Swimming Carnivals, School and Swimming Clubs (teachers and supervisors)	Use of Facilities - Aquatic Centre	Taxable	E	person	No charge	No charge
INV	Leeton Pool Swimming Carnivals, School and Swimming Clubs (Non-Swimmers And Spectators)	Use of Facilities - Aquatic Centre	Taxable	E	person	2.00	2.00
INV	Private Swimming Lesson Instructors - Annual fee	Use of Facilities - Aquatic Centre	Taxable	E	Year	165.00	200.00
<b>Leeton Pool</b>							
355	Casual - Family (2 Adults and 3 Children or 1 Adult and 4 Children) each additional child per below.	Use of Facilities - Aquatic Centre	Taxable	E	Family	15.00	20.00
356	Casual - Family Additional Children	Use of Facilities - Aquatic Centre	Taxable	E	person	2.00	3.00
363	Casual - Adults	Use of Facilities - Aquatic Centre	Taxable	E	person	4.00	5.00
366	Casual - Children (5 and over)	Use of Facilities - Aquatic Centre	Taxable	E	person	4.00	4.00
	Casual - Children (4 and under)	Use of Facilities - Aquatic Centre	Taxable	E	person	No charge	No charge
	Casual - <b>Aged and Disability Pensioner</b> (Pensioner Card)	Use of Facilities - Aquatic Centre	Taxable	E	person	No charge	No charge
	10 Admissions Leeton Shire School Groups (Swimming instruction, PE classes, lifesaving, during school hours)	Use of Facilities - Aquatic Centre	Taxable	E	person	New	45.00
367	Casual - Non-swimming, spectators, supervisors	Use of Facilities - Aquatic Centre	Taxable	E	person	2.00	2.00
<b>Seasons Tickets - Leeton and Whitton Pool</b>							
357	Family (2 Adults and 3 Children or 1 Adult and 4 Children) each additional child per below.	Use of Facilities - Aquatic Centre	Taxable	E	Family	300.00	320.00
360	Family Additional Children	Use of Facilities - Aquatic Centre	Taxable	E	person	20.00	25.00
358	Adult	Use of Facilities - Aquatic Centre	Taxable	E	person	150.00	180.00
359	Child (5 and Over)	Use of Facilities - Aquatic Centre	Taxable	E	person	115.00	120.00
<b>Pool Hire</b>							
385	Leeton Shire Pools, Mon-Fri	Use of Facilities - Aquatic Centre	Taxable	E	Hour	104.00	130.00
386	Leeton Shire Pools, Mon-Fri, with Waterslide	Use of Facilities - Aquatic Centre	Taxable	E	Hour	140.00	180.00
387	Leeton Shire Pools, Sat-Sun	Use of Facilities - Aquatic Centre	Taxable	E	Hour	140.00	150.00
388	Leeton Shire Pools, Sat-Sun, with Waterslide	Use of Facilities - Aquatic Centre	Taxable	E	Hour	186.00	200.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>RECREATION &amp; CULTURE continued</b>							
<b>Whilton Pool</b>							
364	Casual - Family (2 Adults and 3 Children or 1 Adult and 4 Children) plus \$2.00 for each additional child.	Use of Facilities - Aquatic Centre	Taxable	E	Family	12.00	12.00
380	Casual - Family Additional Children	Use of Facilities - Aquatic Centre	Taxable	E	Person	2.00	2.00
381	Casual - Adults	Use of Facilities - Aquatic Centre	Taxable	E	Person	3.00	3.00
382	Casual - Children (5 and over)	Use of Facilities - Aquatic Centre	Taxable	E	Person	3.00	3.00
	Casual - Children (4 and under)	Use of Facilities - Aquatic Centre	Taxable	E	Person	No charge	No charge
	Casual - Aged Pensioner (Pensioner)	Use of Facilities - Aquatic Centre	Taxable	E	Person	No charge	No charge
383	Casual - Non-swimming, spectators, supervisors	Use of Facilities - Aquatic Centre	Taxable	E	Person	2.00	2.00
384	Whilton Pool Swimming Carnivals, School and Swimming Clubs ( Non-Swimmers And Spectators)	Use of Facilities - Aquatic Centre	Taxable	E	Person	2.00	2.00
<b>Seasons Tickets - Whilton Pool Only</b>							
357	Family (2 Adults and 3 Children or 1 Adult 4 Children) and \$15 for Each Additional Child	Use of Facilities - Aquatic Centre	Taxable	E	Family	230.00	230.00
360	Family Additional Children	Use of Facilities - Aquatic Centre	Taxable	E	person	15.00	15.00
358	Adult	Use of Facilities - Aquatic Centre	Taxable	E	person	115.00	115.00
359	Child (5 and Over)	Use of Facilities - Aquatic Centre	Taxable	E	person	90.00	90.00
<b>INDOOR STADIUM</b>							
<b>Admission Charges</b>							
1150	Entrance Fee per student - High School	Use of Facilities - Sport/PE Classes	Taxable	E	person	4.20	4.50
1151	Entrance Fee per student - Prim. School	Use of Facilities - Sport/PE Classes	Taxable	E	person	4.20	4.50
1152	Special Events	Use of Facilities - Sport	Taxable	E	person	POA	POA
<b>Courts Hire - Competitions</b>							
1153	Basketball	Use of Facilities - Sport	Taxable	E	court/hour	43.00	47.00
1154	Badminton	Use of Facilities - Sport	Taxable	E	court/hour	43.00	20.00
	Tennis	Use of Facilities - Sport	Taxable	E	court/hour		No Charge
1155	Volleyball	Use of Facilities - Sport	Taxable	E	court/hour	43.00	47.00
1156	Futsal	Use of Facilities - Sport	Taxable	E	court/hour	43.00	47.00
1157	Netball	Use of Facilities - Sport	Taxable	E	court/hour	43.00	47.00
<b>Tournament Hire</b>							
1158	Stadium per day (9am - 5pm) weekdays	Use of Facilities - Sport	Taxable	E		469.00	493.00
1159	Stadium per day (9am - 5pm) weekends	Use of Facilities - Sport	Taxable	E		595.00	625.00
1160	Stadium per evening (6pm - 11pm)	Use of Facilities - Sport	Taxable	E		401.00	422.00
1161	Stadium per evening (9pm - 11pm)	Use of Facilities - Sport	Taxable	E		469.00	493.00
1162	Stadium per day evening - weekdays	Use of Facilities - Sport	Taxable	E		791.00	831.00
1163	Stadium per day evening - weekends	Use of Facilities - Sport	Taxable	E		921.00	968.00
<b>Weekday Casual Hire</b>							
1164	Basketball	Use of Facilities - Sport	Taxable	E	court/hour	49.50	52.00
1165	Representative Training (all sports)	Use of Facilities - Sport	Taxable	E	court/hour	38.00	40.00
1166	Badminton	Use of Facilities - Sport	Taxable	E	court/hour	49.50	25.00
1167	Volleyball	Use of Facilities - Sport	Taxable	E	court/hour	49.50	52.00
1168	Futsal	Use of Facilities - Sport	Taxable	E	court/hour	49.50	52.00
1169	Netball	Use of Facilities - Sport	Taxable	E	court/hour	49.50	52.00
1170	Private Function Hire (Birthdays, Rego Days, Presentations etc)	Use of Facilities - Sport	Taxable	E	per hour	112.00	118.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>INDOOR STADIUM Continued</b>							
<b>Weekend Casual Hire</b>							
1171	Basketball	Use of Facilities - Sport	Taxable	E	court/hour	70.00	70.00
1172	Representative Training (all sports)	Use of Facilities - Sport	Taxable	E	court/hour	63.50	63.50
1173	Badminton	Use of Facilities - Sport	Taxable	E	court/hour	70.00	35.00
1174	Volleyball	Use of Facilities - Sport	Taxable	E	court/hour	70.00	70.00
1175	Futsal	Use of Facilities - Sport	Taxable	E	court/hour	70.00	70.00
1176	Netball	Use of Facilities - Sport	Taxable	E	court/hour	70.00	70.00
1177	Private Function Hire (Birthdays, Rego Days, Presentations etc)	Use of Facilities - Sport	Taxable	E	court/hour	135.00	142.00
<b>Equipment Hire</b>							
1178	Rent of Basketball Office.	Use of Facilities - Sport	taxable	E	hour	50.00	53.00
	Hire of Tennis Courts Clubhouse	Use of Facilities - Sport	taxable	E	hour		53.00
<b>Advertising Signs on Stadium Walls</b>							
1179	1200mm x1200mm (Annual)	Use of Facilities - other	taxable	E	Annual	285.00	300.00
1180	1200mm x1200mm (2 years)	Use of Facilities - other	taxable	E	2 Years	450.00	473.00
1181	2400mm x1200mm (Annual)	Use of Facilities - other	taxable	E	Annual	355.00	373.00
1182	2400mm x1200mm (2 years)	Use of Facilities - other	taxable	E	2 Years	585.00	615.00
1183	3600mm x1200mm (Annual)	Use of Facilities - other	taxable	E	Annual	450.00	473.00
1184	3600mm x1200mm (2 years)	Use of Facilities - other	taxable	E	2 Years	755.00	793.00
1185	4800mm x1200mm (Annual)	Use of Facilities - other	taxable	E	Annual	515.00	541.00
1186	4800mm x1200mm (2 years)	Use of Facilities - other	taxable	E	2 Years	610.00	641.00
1187	6000mm x1200mm (Annual)	Use of Facilities - other	taxable	E	Annual	585.00	615.00
1188	6000mm x1200mm (2 years)	Use of Facilities - other	taxable	E	2 Years	1,085.00	1,140.00
<b>Parkview Tennis Courts</b>							
353	Court Hire	Use of Facilities - other	taxable	E	per person	8.50	9.00

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Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>Leeton Ovals Complex</b>							
Fees shown are the maximum charges as all Sporting Groups are Eligible for a 50% Subsidy on Application. Other Groups may be eligible for a subsidy under this Revenue Policy. See Page No: 11 for details							
1189	Oval No 1, 2 or 3 - Casual Groups	Use of Facilities - other	taxable	C	Per Hour, Per Oval	28.00	30.00
1190	Oval No 1, 2 or 3 - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less) Per Oval	93.50	100.00
1191	Oval No 1, 2 or 3 - Casual Groups	Use of Facilities - other	taxable	C	Full day Per Oval	187.00	205.00
1192	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	Per Hour	18.00	19.00
1193	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	56.00	60.00
1194	Amenities - Oval 1 or 2 - Casual Groups	Use of Facilities - other	taxable	C	Per Hour	18.00	19.00
1195	Amenities - Oval 1 or 2 - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	56.00	59.00
1196	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	Full day	17.00	100.00
1197	Amenities - Oval 1 or 2 - Casual Groups	Use of Facilities - other	taxable	C	Full day	55.50	100.00
1198	Bootcamps and Personal Trainers	Use of Facilities - other	taxable	C	Per Year	219.00	230.00
INV	Leeton Netball Association - Outside Courts	Use of Facilities - other	taxable	C	Per year	545.00	573.00
INV	Leeton Basketball Association - Outside Courts	Use of Facilities - other	taxable	C	Per year	545.00	573.00
INV	Netball / Basketball courts (outside) - Casual Groups	Use of Facilities - other	taxable	C	Per court/hr	11.50	13.00
INV	Leeton Phantoms Rugby Union Club - Includes 3 Ovals, kiosk and both amenities per season	Use of Facilities - other	taxable	C	Per season	1,635.00	1,720.00
INV	Leeton Greenies Rugby League Football Club - 3 Ovals, kiosk and both amenities per season	Use of Facilities - other	taxable	C	Per season	1,635.00	1,720.00
INV	Leeton United Football Club (soccer)- 3 Ovals, kiosk and both amenities per season	Use of Facilities - other	taxable	C	Per season	1,635.00	1,720.00
INV	Leeton Touch Association- 3 Ovals and kiosk per season	Use of Facilities - other	taxable	C	Per season	872.00	916.00
INV	Leeton and Districts Cricket Association- 2 Ovals, amenities No 2, Mark Taylor playing surface, nets and amenities per season	Use of Facilities - other	taxable	C	Per season	1,635.00	1,720.00
INV	Schools- 3 Ovals, kiosk and both amenities per year	Use of Facilities - other	taxable	C	Per year	1,635.00	1,720.00
INV	Oval No 1, 2 or 3 - Schools	Use of Facilities - other	taxable	C	Per Hour, Per Oval	11.50	13.00
INV	Oval No 1, 2 or 3 - Schools	Use of Facilities - other	taxable	C	1/2 day (4hrs or less) Per Oval	33.00	35.00
INV	Oval No 1, 2 or 3 - Schools	Use of Facilities - other	taxable	C	Full day Per Oval	66.00	70.00
1199	Clean up of facilities after use - Per employee / per hour	Use of Facilities - other	taxable	C	hour	70.00	74.00
INV	Floodlights - No 1 Ovals (Leeton Touch, Leeton Rugby League, Rugby Union, Leeton Soccer)	Use of Facilities - other	taxable	E	hour	10.00	11.00
INV	Floodlights - No 2 Ovals (Leeton Touch, Leeton Rugby League, Rugby Union, Leeton Soccer)	Use of Facilities - other	taxable	E	hour	8.50	9.00
INV	Floodlights - No 3 Ovals (Leeton Touch, Leeton Rugby League, Rugby Union, Leeton Soccer)	Use of Facilities - other	Taxable	E	hour	8.50	9.00
1200	Floodlights - No 1 Ovals (Casual users)	Use of Facilities - other	taxable	E	hour	13.50	15.00
1201	Floodlights - No 2 Ovals (Casual users)	Use of Facilities - other	taxable	E	hour	11.50	13.00
1202	Floodlights - No 3 Ovals (Casual users)	Use of Facilities - other	Taxable	E	hour	11.50	13.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>Mark Taylor Oval</b>							
Fees shown are the maximum charges as all Sporting Groups are Eligible for a 50% Subsidy on Application. Other Groups may be eligible for a subsidy under this Revenue Policy. See Page No: 11 for details							
INV	Schools- All facilities per year	Use of Facilities - other	taxable	C	Per year	1,635.00	1,720.00
1203	Oval - Casual User	Use of Facilities - other	taxable	C	Per Hour	23.00	25.00
1204	Oval - School	Use of Facilities - other	taxable	C	Per Hour	11.50	13.00
1205	Oval - Casual User	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	72.00	76.00
1206	Oval - Casual User	Use of Facilities - other	taxable	C	Full day	143.00	151.00
1207	Cricket Nets - Casual User	Use of Facilities - other	taxable	C	Per Hour	13.00	14.00
1208	Cricket Nets - Casual User	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	33.00	35.00
1209	Cricket Nets - Casual User	Use of Facilities - other	taxable	C	Full day	66.00	70.00
1210	Clean up of facilities after use - Per employee / per hour	Use of Facilities - other	taxable	C	hour	70.00	74.00
<b>Yanco Sports Ground</b>							
Fees shown are the maximum charges as all Sporting Groups are Eligible for a 50% Subsidy on Application. Other Groups may be eligible for a subsidy under this Revenue Policy. See Page No: 11 for details							
INV	Leeton and Districts Cricket Association- Oval and amenities per season	Use of Facilities - other	taxable	C	Per season	550.00	580.00
INV	Yanco Wamoon Rugby League Football Club- Oval, kiosk and amenities per season	Use of Facilities - other	taxable	C	Per season	1,095.00	1,150.00
INV	Schools- Oval, kiosk and amenities per year	Use of Facilities - other	taxable	C	Per year	1,640.00	1,740.00
1211	Oval - Casual Groups	Use of Facilities - other	taxable	C	Per hour	11.50	13.00
1212	Oval - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	72.00	76.00
1213	Oval - Casual Groups	Use of Facilities - other	taxable	C	Full day	143.00	150.00
1214	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	Per hour	18.00	19.00
1215	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	33.00	35.00
1216	Kiosk - Casual Groups	Use of Facilities - other	taxable	C	Full day	66.00	70.00
1217	Amenities - Casual Groups	Use of Facilities - other	taxable	C	Per hour	18.00	19.00
1218	Amenities - Casual Groups	Use of Facilities - other	taxable	C	1/2 day (4hrs or less)	33.00	35.00
1219	Amenities - Casual Groups	Use of Facilities - other	taxable	C	Full day	66.00	70.00
1220	Clean up of facilities after use - Per employee / per hour	Use of Facilities - other	taxable	C	hour	72.00	76.00
INV	Floodlights - Yanco Wamoon Football	Use of Facilities - other	taxable	E	hour	8.50	9.00
1221	Floodlights - Casual Users	Use of Facilities - other	taxable	E	hour	11.50	13.00
<b>LEETON GOLF COURSE</b>							
<b>Membership Fees</b>							
830	Category - Ordinary	Use of Facilities - other	taxable	E	per year	513.00	520.00
831	Category - Pensioner	Use of Facilities - other	taxable	E	per year	420.50	425.00
832	Category - Junior	Use of Facilities - other	taxable	E	per year	75.00	75.00
833	Category - Sports	Use of Facilities - other	taxable	E	per year	273.00	275.00
834	New members (never been a member before) - once only introductory offer	Use of Facilities - other	taxable	E	per year	318.00	320.00
835	Fee for any full member playing in age bracket 18 - 29:	Use of Facilities - other	taxable	E	per year	258.00	260.00
836	Current long standing members - Payment of membership in full by 31 July and receive five (5) FREE social games of golf (value \$70)	Use of Facilities - other	taxable	E	per year	*See relevant membership fee above.	*See relevant membership fee above.

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>LEETON GOLF COURSE</b>							
<b>Green Fees</b>							
837	Junior - Non Member	Use of Facilities - other	Taxable	E	round	13.00	13.00
838	Member Competition Round	Use of Facilities - other	Taxable	E	round	15.00	15.00
839	Junior Member Competition Round	Use of Facilities - other	Taxable	E	round	8.00	8.00
840	Member Social Round 9 or 18 holes	Use of Facilities - other	Taxable	E	round	15.00	15.00
841	Junior Social Round 9 or 18 holes	Use of Facilities - other	Taxable	E	round	8.00	8.00
842	Visitor 9 hole round	Use of Facilities - other	Taxable	E	round	25.50	25.50
843	Visitor 18 hole round	Use of Facilities - other	Taxable	E	round	33.50	33.50
844	Twilight Social - Non member	Use of Facilities - other	Taxable	E	round	17.00	17.00
845	Twilight Member	Use of Facilities - other	Taxable	E	round	13.00	13.00
846	Twilight Junior	Use of Facilities - other	Taxable	E	round	8.00	8.00
847	Twilight played in conjunction fee	Use of Facilities - other	Taxable	E	round	2.50	2.50
848	Wednesday Whackers	Use of Facilities - other	Taxable	E	round	15.00	15.00
849	Veteran Golfers	Use of Facilities - other	Taxable	E	round	15.00	15.00
850	Yanco Social - Member	Use of Facilities - other	Taxable	E	round	15.00	15.00
851	Yanco Social - Non Member	Use of Facilities - other	Taxable	E	round	21.50	21.50
852	Sports Social 9 or 18 holes	Use of Facilities - other	Taxable	E	round	15.00	15.00
853	Reciprocal 9 or 18 holes	Use of Facilities - other	Taxable	E	round	15.00	15.00
854	Special Events - Junior	Use of Facilities - other	Taxable	E	round		8.00
855	Special Events - Senior	Use of Facilities - other	Taxable	E	round		15.00
<b>ROXY THEATRE</b>							
<b>Theatre Ticket Prices</b>							
550	Adult - All sessions	Use of Facilities - other	Taxable	E	Person	17.00	TBA
551	Pensioner Concession/Student	Use of Facilities - other	Taxable	E	Person	13.00	TBA
552	Family (2 Adults, 2 Children or 1 Adult, 3 Children)	Use of Facilities - other	Taxable	E	Person	42.50	TBA
553	3rd and subsequent children	Use of Facilities - other	Taxable	E	Person	11.00	TBA
<b>Special Movie Screenings - Dress Circle and Stalls</b>							
554	School Screening per Student	Use of Facilities - other	Taxable	E	Person	6.00	TBA
555	School Screening per Teacher	Use of Facilities - other	Taxable	E	Person	6.00	TBA
556	Group Admission > 20 tickets (Includes Theatre Parties)	Use of Facilities - other	Taxable	E	Person	14.00	TBA
557	Special Events	Use of Facilities - other	Taxable	E	Person	POA	TBA
<b>Live Shows</b>							
558	Tours, Shows aimed at School Students in Term Time	Use of Facilities - other	Taxable	E	Per Student & Teacher	Various	TBA
559	Show Ticket Price	Use of Facilities - other	Taxable	E	Person	Various	TBA
560	Ticketing Fee	Use of Facilities - other	Taxable	E	Person	4.00	TBA
<b>Roxy Tours</b>							
561	Tour Groups (guided tour)	Use of Facilities - other	Taxable	E	Person	6.50	TBA
<b>Roxy Theatre Hire</b>							
562	Non profit organisations - subject to council approval	Use of Facilities - other	Taxable	E	Hour	10% of Gross Box Office or \$500 (Whichever is less)	TBA
563	Leeton Eisteddfod Society	Use of Facilities - other	Taxable	E	Event	9,985.00	TBA
564	Schools	Use of Facilities - other	Taxable	E	Hour	POA	TBA
565	Private Hire (Birthdays, Weddings etc.)	Use of Facilities - other	Taxable	E	Hour	POA	TBA
566	Commercial Productions	Use of Facilities - other	Taxable	E	Hour	10% of Gross Box Office or \$1,000 (Whichever is less)	TBA

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ROXY THEATRE Continued</b>							
<b>Supper Room Hire</b>							
567	0-3 hours	Use of Facilities - other	Taxable	E	Event	POA	TBA
568	>3 hours	Use of Facilities - other	Taxable	E	Event	POA	TBA
569	Weekend rate - half day	Use of Facilities - other	Taxable	E	Event	POA	TBA
570	Weekend rate - full day	Use of Facilities - other	Taxable	E	Event	POA	TBA
571	Full Weekend	Use of Facilities - other	Taxable	E	Event	POA	TBA
<b>Other Fees</b>							
572	Extra staff	Use of Facilities - other	Taxable	E	Hour	POA	TBA
573	Rehearsals	Use of Facilities - other	Taxable	E	Hour	POA	TBA
574	Bump In/Out	Use of Facilities - other	Taxable	E	Hour	POA	TBA
575	Cleaning Fee	Use of Facilities - other	Taxable	C	Hour	Cost	TBA
576	Piano tuning - at hirers' expense	Use of Facilities - other	Taxable	E	Session	Cost	TBA
<b>Inflatable Movie Screen</b>							
1000	Hire of Inflatable Movie Screen - Community Groups (Refundable Bond)	Use of Facilities - other	GST Exempt	C	Event	200.00	\$200 plus actual set up costs
578	Hire of Inflatable Movie Screen - Community Groups	Use of Facilities - other	Taxable	C	Night	54.00	\$55 plus actual set
1000	Hire of Inflatable Movie Screen - Corporate Groups (Refundable Bond)	Use of Facilities - other	GST Exempt	C	Event	200.00	\$200 plus actual set
580	Hire of Inflatable Movie Screen - Corporate Groups	Use of Facilities - other	Taxable	C	Night	160.00	\$163 plus actual set
	Replacement Fee due to damage incurred	Use of Facilities - other	Taxable	C			Cost Recovery
<b>LEETON MUSEUM AND ART GALLERY</b>							
	Entry Fee	Use of Facilities - other	Taxable	E	Person	No Charge	No Charge
	Entry Fee - Community Groups	Use of Facilities - other	Taxable	E	Person	No Charge	No Charge
	Entry Fee - School Groups	Use of Facilities - other	Taxable	E	Person	No Charge	No Charge
	Museum Board Room Meeting Room Hire Fee - Corporate or Private	Use of Facilities - other	Taxable	C	Full Day	150.00	160.00
	Museum Board Room Meeting Room Hire Fee - Not for Profit Community Groups	Use of Facilities - other	Taxable	C	Full day	30.00	35.00
	Museum Board Room Meeting Room Hire Fee - Corporate or Private	Use of Facilities - other	Taxable	C	1/2 day (4 hours or less)	80.00	85.00
	Museum Board Room Meeting Room Hire Fee - Not for Profit Community Groups	Use of Facilities - other	Taxable	C	1/2 day (4 hours or less)	15.00	20.00
581	Touring Exhibition Entry Fee	Use of Facilities - other	Taxable	E	Person	\$5 to \$23	Subject to exhibition cost. Cost
582	Art & Cultural Education Workshops	Use of Facilities - other	Taxable	E	Person	\$5 to \$23	Subject to program fees. Cost
583	Cultural Events	Use of Facilities - other	Taxable	E	Person	\$5 to \$23	Subject to program fees. Cost
584	Art Workshops (1 - 5 days )per day	Use of Facilities - other	Taxable	E	Person	\$100 to \$220 per day	Subject to program fees. Cost
585	Hire of LMAG space - CORPORATE/PRIVATE Normal Hours	Use of Facilities - other	Taxable	E	Hour	52.00	55.00
586	Hire of LMAG space - Outside Normal Hours	Use of Facilities - other	Taxable	E	Hour	78.00	85.00
587	Hire of LMAG space - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - other	Taxable	E	1/2 day (4 hrs or less)	155.00	165.00
588	Hire of LMAG space - COMMUNITY GROUPS Weekday (Mon to Fri)	Use of Facilities - other	Taxable	E	Full Day	309.00	325.00
589	Cleaning Fee For Hire of LMAG space	Use of Facilities - other	Taxable	C	Clean	Cost	Cost
1000	Hire of LMAG space / facilities - Refundable Bond	Use of Facilities - other	GST Exempt	C	Facility	200.00	210.00



Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>Public Halls</b>							
<b>Murrumbidgee</b>							
135	Hire of hall	Use of facilities - hall	Taxable	Part/full day	C	100.00	110.00
135	Hire of kitchen	Use of facilities - hall	Taxable	Part/full	C	40.00	45.00
	Cleaning Fee For Hire of space	Use of Facilities - other	Taxable	C	Clean	Cost	Cost
135	Hire of Council facilities – refundable bond	Use of facilities - other	GST exempt	Facility	C	200.00	215.00
<b>Whitton</b>							
135	Hire of hall for balls/ weddings	Use of facilities - hall	Taxable	Full day	C	200.00	215.00
135	Hire of hall for discos, parties etc	Use of facilities - hall	Taxable	Full day	C	200.00	215.00
135	Hire of hall for daytime events – child’s birthday party/baby shower etc	Use of facilities - hall	Taxable	Part/full day	C	20.00	25.00
135	Hire of meeting room (day or night)	Use of facilities – meeting room	Taxable	2-4	C	10.00	15.00
135	Hire of bain marie	Use of facilities - other	Taxable	Item	C	10.00	15.00
135	Hire of chairs	Use of facilities - other	Taxable	Item	C	1.00	2.00
135	Hire of trestles	Use of facilities - other	Taxable	Item	C	10.00	15.00
135	Hire of Council facilities – refundable bond	Use of facilities - other	GST exempt	Facility	C	200.00	200.00
	Cleaning Fee For Hire of space	Use of Facilities - other	Taxable	C	Clean	Cost	Cost
<b>Yanco</b>							
135	Hire of hall	Use of facilities - hall	Taxable	full day	C	300.00	316.00
135	Hire of hall	Use of facilities - hall	Taxable	Part	C	150.00	158.00
135	Hire of kitchen/supper room only	Use of facilities - hall	Taxable	Half	C	50.00	53.00
135	Hire of supper room only for meetings	Use of facilities – supper room	Taxable	per	C	5.00	6.00
135	Hire of Council facilities – refundable bond	Use of facilities - other	GST exempt	Facility	C	200.00	211.00
	Cleaning Fee For Hire of space	Use of Facilities - other	Taxable	C	Clean	Cost	Cost
<b>Yanco Markets Site</b>							
	4m x 4m stallholder site (outside)	Use of facilities	Taxable	C	item		10.00
	8m x 4m stallholder site (outside)	Use of facilities	Taxable	C	item		18.00
	1 table for stallholder site (inside)	Use of facilities - hall	Taxable	C	item		10.00
	2 tables for stallholder site (inside)	Use of facilities - hall	Taxable	C	item		18.00
	3 tables for stallholder site (inside)	Use of facilities - hall	Taxable	C	item		26.00
	Kitchen Use by Caterers - \$30	Use of facilities - hall	Taxable	C	Per Event		30.00
<b>LIBRARY</b>							
505	Library Photocopy Charges - A4 self service black and white copies	Use of General Equipment Fee - Library	Taxable	E	page	0.30	0.50
501	Library Photocopy Charges - A3 self service black and white copies	Use of General Equipment Fee - Library	Taxable	E	page	0.80	1.00
506	Library Photocopy Charges - A4 self service colour copies	Use of General Equipment Fee - Library	Taxable	D	page	1.40	1.50
507	Library Photocopy Charges - A3 self service colour copies	Use of General Equipment Fee - Library	Taxable	D	page	2.60	3.00
502	Library Replacement Cards	Replacement Membership Card fee	GST Exempt	D	card	6.10	7.00
503	Library Costume Hire (Santa suit) - Cleaning Fee all Hirers	Use of General Equipment fee - Library	Taxable	D	costume	11.00	15.00
508	Library Costume Hire (Santa suit) - Damaged / Replacement	Use of General Equipment fee - Library	Taxable	D	costume	105.00	Cost Recovery
509	Library Laminating - per sheet	Laminating fee	Taxable	D	sheet	5.30	5.50
500	Library Lost or Damaged Books Purchase Cost Plus Replacement Fee	Lost or damaged library item replacement/repair cost	GST Exempt	D	book	Cost Recovery	Cost Recovery
510	Library Lost or Damaged Books Replacement Fee	Lost or damaged library item replacement/repair cost	GST Exempt	D	book	11.00	Cost Recovery
511	Inter Library Loan	Library inter library loan processing fee	Taxable	D	Fee plus costs	5.00	5.00
504	Meeting Room Hire - Henry Lawson Room - Corporate or Private	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	80.00	85.00
512	Meeting Room Hire - Henry Lawson Room - Corporate or Private	Use of Facilities - Civic centre	Taxable	C	Full day	150.00	160.00
515	Meeting Room Hire - Not for Profit Community Groups	Use of Facilities - Civic centre	Taxable	C	1/2 day (4 hrs or less)	15.00	20.00
516	Meeting Room Hire - Not for Profit Community Groups	Use of Facilities - Civic centre	Taxable	C	Full day	30.00	40.00
	Cleaning Fee For Hire of space	Use of Facilities - other	Taxable	C	Clean	40.00	Cost Recovery

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>TRANSPORT &amp; COMMUNICATIONS</b>							
<b>Kerbing, Cross-overs</b>							
650	Kerb & Guttering - Frontage	Works charge - Council initiated	Taxable	C	metre	1/2 Actual Cost + GST	1/2 Actual Cost + GST
651	Application Fee - Pipeline installation within road reserve area	Application and data acquisition costs	GST Exempt	C	each	425.00	\$650 per km
<b>Road Openings &amp; Temporary Closures</b>							
652	Opening Fees - Applicant to do works - Carriageways	Road Opening Permit fee (Section 138)	GST Exempt	C	opening	125.00	132.00
653	Opening Fees - Applicant to do works - Other Road Reserve Openings	Road Opening Permit fee (Section 138)	GST Exempt	C	opening	65.00	69.00
<b>Private Works</b>							
INV	Private Works - Roadways: Sealed surfaces (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Roadways: Gravel surfaces (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Roadways: Earth surfaces (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Roadways: Other	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Footpaths: Concrete footpaths (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Footpaths: Gravelled surfaces (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Footpaths: Earth surfaces (per sq M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Kerb & Gutter (per lineal M)	Works charge - owner/developer initiated	Taxable	D	opening	As negotiated	As negotiated
INV	Private Works - Jet patcher Bitumen Emulsion	Sale or supply of Building Materials	Taxable	C	litre	2.40	2.40
INV	Private Works - Jet patcher Sealing Aggregate	Sale or supply of Building Materials	Taxable	C	m3	160.00	160.00
INV	Private Works - CCTV Inspection Establishment	Site establishment	Taxable	C	each	POA	POA
INV	Private Works - CCTV Inspection	CCTV Inspection of pipe network	Taxable	C	lineal metre	Cost Recovery	Cost Recovery
INV	Private Works - Report (Minimum Charge \$120)	Engineering report or Asset condition report	Taxable	C	each	POA	POA
<b>Footpaths</b>							
667	Footpaving - Frontage	Works charge - Council initiated	GST Exempt	A	metre	1/2 Actual Cost	1/2 Actual Cost
<b>Traffic Count Information</b>							
670	Collection, processing and supply of new traffic count information	Fee for accessing or printing required information	Taxable	C	per unit per week	423.00	445.00
671	Supply of existing traffic count information	Fee for accessing or printing required information	Taxable	C	per report	88.00	93.00
<b>Heavy Vehicle Access Permit</b>							
<b>Car Park Hire</b>							
674	Hire of regulated timed car park spaces	Use of Facility - Other	Taxable	E	Per space per day	46.00	46.00
675	Hire of unregulated car park spaces	Use of Facility - Other	Taxable	E	Per m2	0.30	0.30
<b>Signage</b>							
676	Assessment/Application Fee	Signage fee	Taxable	C	sign	94.00	99.00
677	For the supply and installation of a new standard sign on an existing sign pole	Signage fee	Taxable	C	sign	187.00	197.00
678	Replace and existing standard sign (price dependant on damages or replacement needs)	Signage fee	Taxable	C	sign	Actual cost - not more than new supply cost	Actual cost - not more than new supply cost
679	Relocate an existing sign	Signage fee	Taxable	C	sign	132.00	139.00
680	Non Standard Sign	Signage fee	Taxable	C	sign	Cost + 10% for the supply and installation of a non-standard	Cost + 10% for the supply and installation of a non-standard
681	Annual Licence Fee	Signage fee	Taxable	C	sign	56.00	59.00
682	Five Year Licence Fee	Signage fee	Taxable	C	sign	220.00	231.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ECONOMIC ACTIVITIES</b>							
<b>Tourism and Information Centre</b>							
950	Tourism Photocopying - A4 Black and White	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.60	2.00
951	Tourism Photocopying - A4 Colour	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.80	2.00
952	Tourism Photocopying - A3 Black and White	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	1.80	2.00
953	Tourism Photocopying - A3 Colour	Use of General Equipment Fee - Civic and other. Staff Assisted	Taxable	D	page	3.00	5.00
954	Local Product Demonstration - Adult	Admission fee - tours	Taxable	C	person	5.50	6.00
955	Local Product Demonstration - Children under 14 yrs accompanied by an adult	Admission fee - tours	Taxable	C	person	5.00	6.00
956	Local Product Demonstration - Student (groups)	Admission fee - tours	Taxable	C	person	5.00	6.00
1000	Hire of Council facilities - Refundable Bond	Use of Facilities - Other	GST Exempt	C	Facility	200.00	200.00
958	Presentation Room or Inside Verandah (Incl Toilets) CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	84.00	95.00
959	Presentation Room or Inside Verandah (Incl Toilets) CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	165.00	180.00
960	Presentation Room or Inside Verandah (Incl Toilets) CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	154.00	165.00
961	Presentation Room or Inside Verandah (Incl Toilets) CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	307.00	325.00
962	Presentation Room or Inside Verandah (Incl Toilets) COMMUNITY GROUP Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	36.00	40.00
963	Presentation Room or Inside Verandah (Incl Toilets) COMMUNITY GROUP Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	70.00	75.00
964	Presentation Room or Inside Verandah (Incl Toilets) COMMUNITY GROUP Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	67.00	70.00
965	Presentation Room or Inside Verandah (Incl Toilets) COMMUNITY GROUP Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	133.00	140.00
966	Gazebo and West Verandah (Incl Toilets) CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	54.00	60.00
967	Gazebo and West Verandah (Incl Toilets) CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	107.00	115.00
968	Gazebo and West Verandah (Incl Toilets) CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	103.00	115.00
969	Gazebo and West Verandah (Incl Toilets) CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	181.00	195.00
970	Gazebo and West Verandah (Incl Toilets) COMMUNITY GROUP Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	27.00	30.00
971	Gazebo and West Verandah (Incl Toilets) COMMUNITY GROUP Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	54.00	60.00
972	Gazebo and West Verandah (Incl Toilets) COMMUNITY GROUP Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	1/2 day (4 hrs or less)	62.00	70.00
973	Gazebo and West Verandah (Incl Toilets) COMMUNITY GROUP Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	103.00	110.00
974	Whole Facility CORPORATE/PRIVATE Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	424.00	450.00
975	Whole Facility CORPORATE/PRIVATE Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	529.00	560.00

Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>ECONOMIC ACTIVITIES</b>							
<b>Tourism and Information Centre Continued</b>							
976	Whole Facility COMMUNITY GROUP Weekday (Mon to Fri)	Use of Facilities - Other	Taxable	C	Full Day	213.00	225.00
977	Whole Facility COMMUNITY GROUP Weekend (Sat/Sun)	Use of Facilities - Other	Taxable	C	Full Day	265.00	280.00
978	Plus Kitchen - CORPORATE/PRIVATE	Use of Facilities - Other	Taxable	C	Booking	54.00	60.00
979	Plus Kitchen - COMMUNITY GROUP	Use of Facilities - Other	Taxable	C	Booking	27.00	30.00
980	Plus Tables & Chairs (Hirer sets up) - CORPORATE/PRIVATE	Use of Facilities - Other	Taxable	C	per seating of 10	12.00	15.00
981	Plus Tables & Chairs (Hirer sets up) - COMMUNITY GROUP	Use of Facilities - Other	Taxable	C	per seating of 10	7.00	8.00
<b>Tourism and Information Centre (continued)</b>							
982	Plus Tables & Chairs (Council sets up) - CORPORATE/PRIVATE	Use of Facilities - Other	Taxable	C	per seating of 10	22.00	25.00
983	Plus Tables & Chairs (Council sets up) - COMMUNITY GROUP	Use of Facilities - Other	Taxable	C	per seating of 10	12.00	13.00
984	Tourism Inbound Tours - less than 10 people	Admission fee - tours	Taxable	C	per bus	89.00	95.00
985	Tourism Inbound Tours - more than 10 people	Admission fee - tours	Taxable	C	per bus	160.00	170.00
<b>ECONOMIC ACTIVITIES</b>							
<b>Caravan Park , Camping Ground</b>							
	Day Entry Fee - Voluntary Contribution	Use of Facilities	Taxable	C	person	New	5.00
<b>Camping/Caravan Fees – unpowered sites</b>							
	aged over 16 years	Use of Facilities	Taxable	C	person	New	\$10/person per night
	aged 6 to 16 years	Use of Facilities	Taxable	C	person	New	\$6/Person per night
<b>Camping/Caravan Fees – powered sites</b>							
		Use of Facilities	Taxable	C	person	New	extra \$2.00 per night on top of
<b>Onsite Laundry Service</b>							
	Washing Machine	Use of Facilities - Other	Taxable	C	per cycle	New	\$3 per cycle
	Dryer	Use of Facilities - Other	Taxable	C	per cycle	New	\$3 per cycle
	Hire of Function Shed (Bond)	Use of Facilities (Bond)	Taxable	C	per function	New	200.00
	Hire of Function Shed	Use of Facilities	Taxable	C	per function	New	200.00

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Fees and Charges for 2022-2023							
Cost Centre	Particulars	Generic Fee Description	GST Status	Pricing Policy Code	Unit	2021-2022	Proposed 2022-2023
<b>PLANT HIRE</b>							
<b>Plant Hire and Sundry Charges</b>							
750	Kerbside Pump Rentals - Double Bowser, 2 Hoses	Plant and machinery hire fee	Taxable	Cost	each	160.00	169.00
751	Kerbside Pump Rentals - Single Bowser	Plant and machinery hire fee	Taxable	Cost	each	150.00	158.00
752	Kerbside Pump Rentals - Free Air Machine/ Water Stand/ Oil Container	Plant and machinery hire fee	Taxable	Cost	each	12.00	13.00
753	Aerial On Water Tower	Plant and machinery hire fee	Taxable	D		As negotiated	As negotiated
<b>ALL PLANT AND MACHINERY</b>							
<b>Plant Hire (Prices EXCLUDE operator costs. In all cases, Council plant is to be operated by Council employees.)</b>							
	<b>Item Description</b>	<b>Fleet No</b>					
754	Light Vehicles	Various	Taxable	D	km	Adopted plant hire rate + 50% +GST. The hirer must also be charged for the Operator where required, who must be an Authorised Council employee. Operator will be charged	Adopted plant hire rate + 50% +GST. The hirer must also be charged for the Operator where required, who must be an Authorised Council employee. Operator will be charged
755	Truck Small	Various	Taxable	D	hour		
756	Truck 2M To 4M	Various	Taxable	D	hour		
757	Truck Large	Various	Taxable	D	hour		
758	Street sweeper	Various	Taxable	D	hour		
759	Jet patcher	Various	Taxable	D	hour		
760	Tractor/Loader/Backhoe	Various	Taxable	D	hour		
761	Water Tanker/Fire Tanker/Spray Truck	Various	Taxable	D	hour		
762	Graders	Various	Taxable	D	hour		
763	Rollers/Compactor/Stabiliser	Various	Taxable	D	hour		
764	Sundry Plant	Various	Taxable	D	hour		
765	Mowers	Various	Taxable	D	hour		

DRAFT - For adoption

DRAFT - For adoption



**LEETON**  
SHIRE COUNCIL

**Leeton Shire Council**

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## **Community Submission Summary, Staff Responses and Recommended Changes**

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At its April Ordinary meeting of 27 April 2022, Council resolved to exhibit the:

- DRAFT Delivery Program 2022–2025
- DRAFT Long-Term Financial Plan 2022–2032
- DRAFT Operational Plan 2022/23
- DRAFT Budget 2022/23
- DRAFT Revenue Policy (including Fees and Charges) 2022/23

The 30-day exhibition period included an invitation to the community for submissions to be made to Council for its consideration before these documents are finalised and adopted at Council's June meeting.

The exhibition period concluded at 5pm on Sunday, 29 May 2022.

Council utilised its 'Have your Say' online community engagement portal, a double page newspaper spread (for the DRAFT Operational Plan, Budget and Fees and Charges), Council noticeboard in the newspaper and social media posts to encourage community submissions on the draft documents.

The 'Have your say' portal included two separate surveys (one for the DRAFT Operational Plan, Budget and Fees and Charges and one for the DRAFT Delivery Program and Long Term Financial Plan. A total of twelve people responded to the surveys. Six further submissions were received via Council's email inbox and one via letter.

A summary of these submissions is provided in the pages that follow.

Please note that to allow Councillors to judge the number of feedback responses on a particular topic more accurately and to prevent duplication of staff comments, feedback relating to the same topic area has been grouped together.

Submitters should be aware that if their submission looks shorter/less comprehensive, it is because part (or parts if the feedback if the feedback related to a number of topics) of the submission has been moved to a separate section of the submission summary table.



**Community Submission Summary, Staff Responses and Recommended Changes**

**Summary of Submissions Received on the DRAFT Operational Plan, Budget, Fees and Charges for the financial year 2022/23**

**Have Your Say – 6 respondents**

Draft Operational Plan Actions, Measures and Targets

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Operational Plan – General</b>			
<b>Overall</b>			
1.	I believe Council has hit the mark, so to speak.	Noted	No change
2.	Overall the Draft Operational Plan 2022/23 looks OK,	Noted	No change
3.	52 page document that is hard for your "Joe Average" to understand. Lots of stuff I really don't understand.	Noted. These documents do become complex as they are required to include a lot of information. We do our best to keep them as simple as possible. Staff would be happy to spend time with any resident to talk through any of the planning and reporting documents with residents.	Remove the four pages outlining the Integrated Planning and Reporting Process. This information is a repetition of information included in the Delivery Program. Despite Integrated Planning and Reporting Guidelines advice that it should be included, its inclusion distracts readers from the key information.

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Parks, Streetscapes and Sporting Facilities</b>			
4.	<p>In 3.1.2 it'd be great to see a KPI for trees to be replaced where they've been removed and, in the case of native plants, replaced with the same species.</p> <p>Given the extensive clearing of the MIA, ecological communities such as the Grey Box (<i>E. Microcarpa</i>) provide important habitat (and since they pre-date Leeton, we should consider their heritage value).</p> <p>We're losing too many trees and I'm not seeing replacements.</p>	<p>Annual tree plantings far outweigh tree removals on an annual basis. The Tree Management Policy now specifies two trees to be planted for every tree removed.</p> <p>There are also plans in place to develop an urban forest planting plan.</p>	No change
<b>Economic Development</b>			
5.	<p>In regard to 4.10.4 it'd be good to state that the Council will help promote cultural events in addition to sporting activities.</p>	<p>4.10.4 does refer to 'other events' as well. Cultural events are also well catered for in the Museum, Arts and Cultural Services functional area.</p>	No change
<b>Operational Plan/Capital Works</b>			
<b>Sealed Road Capital Works</b>			
6.	<p><b>Rehabilitation of sections of Euroley Road, Palm Avenue East, Railway Avenue, Vance Road and Wade Avenue North</b> – 4 agree, 1 no opinion, 1 disagree</p> <p>I would like to see an upgrade of the section of Railway Avenue, west of the overhead railway bridge up to the intersection with Market Road. This section of road has very heavy vehicle traffic due to the constant daily use by SunRice vehicles as well as trucks delivering oranges to the Juice Factory!</p>	<p>Rehabilitation work on the section of Railway Avenue west of the overhead railway bridge up to the intersection with Market Road has been scheduled in the 2022/23 Road Rehabilitation Program, see Activity 6.1.2.</p>	No change

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
7.	Wade Avenue from the water tower to the hospital is in need of resurfacing. When roads are resurfaced, they need to be resurfaced properly, not just overlay the existing bitumen with all its lumps and bumps.	Rehabilitation work on the section of Wade Avenue from the water tower to the hospital has been scheduled in the 2022/23 Road Rehabilitation Program, see Activity 6.1.2. Road rehabilitation does involve more comprehensive works than just resealing a road.	No change
<b>Gravel Road Capital Works</b>			
8.	Regarding Wilkinson Road ... the dirt section... Does council have any idea how much vehicular usage this section of roads sees? In recent years it has become an unofficial shortcut for many people and it could do with some road base along its entirety as a bare minimum.	The dirt section of Wilkinson Road is currently not considered to be a part of our gravel road network. This is long section of road and adding it to the gravel road network would be at considerable cost. Given users have access to alternate routes, this cost is considered prohibitive.	No change
<b>Footpaths Capital Works</b>			
9.	<b>Comment from Survey on Delivery Program and Long Term Financial Plan:</b> Improve the footpaths around the CBD	Extensive work on footpaths has not been included in this year's Operational Plan. We are, however, working on developing an Active Transport Plan (formerly called a	No change

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		Pedestrian Access Management Plan) one that plan has been developed, more footpath work will be scheduled.	
<b>Community Services Capital Works</b>			
10.	<b>Refurbishment of Eventide Homes</b> – 4 agree, 2 no opinion Will Council be raising rental charges after refurbishment of Eventide Homes?	The refurbishment of Eventide Homes is not being carried out with the aim of being able to charge additional rent. It is required as part of our contract with the organisation managing Eventide Homes. The mechanisms for rental increases are also documented in that contract.	No change
<b>Museum Arts and Cultural Services Capital Works</b>			
11.	<b>Redevelopment of the Roxy Theatre</b> - 1 disagree It's a lot of money that seems reserved for the theatre	The Roxy is a very important part of our history and our positioning as the regional Art Deco capital of Australia. The building is also very dear to the hearts of many members of our community.  The building no longer meets safety and access requirements and major components of the building,	No change

**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		<p>including the roof, are overdue for replacement. These things must be corrected or we will be unable to use the building and it will further deteriorate over time.</p> <p>It costs less in the long run (and involves less downtime) to upgrade the building in one hit than it would to replace components individually over time.</p> <p>It should also be noted that half the cost of the Roxy redevelopment is grant funded and Council is waiting on results of a further funding application which, if successful, will bring external funding closer to 70%. Council would not have been able to attract this amount of funding had the project not been so comprehensive.</p>	
12.	<p><b>Upstairs refurbishment of the Leeton Museum and Art Gallery</b>                      5 agree, 1 disagree</p> <p>I believe these works could be held over until the 2023/24 Budget!</p>	<p>We have already received \$100,000 in grant funding for an exhibition to be held upstairs in the Leeton Museum and Art Gallery.</p>	No change

**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		Delaying the refurbishment would mean having to hand this money back. That would be regrettable, especially when the community has indicated that they want more in the way of cultural experiences (see Community Satisfaction Survey 2021 Results, page 26).	
<b>Parks, Streetscapes and Sporting Facilities</b>			
13.	<b>Roads and nature strip beautification</b> – 6 agree Would like to see beautification works at the entrance to Golf Club Estate, the current situation is very poor and we are also ratepayers. Council has not done much in this area considering the subdivision is more than 10 years old.	The open drainage channel at the entrance to Golf Clube Estate makes landscaping at this location difficult. However, works to beautify the entrance will be investigated.	No change to the Operational Plan and Budget is required because the funding in the budget for beautification works isn't location-specific and could be used for this project.
14.	Do not forget about Golf Club Estate. Before refurbishments, look at subdivisions that have never seen any beautification work.	Beautification works have been undertaken in Golf Club Estate. In recent years street trees were planted and a comprehensive park and playground established that beautified the detention basin. Some entrance improvement works could be considered.	No change

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
15.	Is it absolutely necessary for Council, at this time, to spend \$50,000 (?) on Playground upgrades at McCaughey Park at Yanco? Could this money be spent on establishing a Playground at Gogeldrie Riverside Park?	The playground equipment is old and was due for replacement as part of the Playground Management Plan. In addition, vandalism caused damage to the equipment that makes it unsafe for use.	No change
16.	<b>Gogeldrie Weir Public Recreation Reserve accessible toilet</b> – 5 agree, 1 disagree I disagree with the small amount for the toilet block as the whole toilet block at Gogeldrie weir needs upgrading	The \$130,000 allocated is for an additional accessible toilet block in the public recreation area. The \$130,000 will fully cover the cost of the installation.  An upgrade of the existing toilet block be undertaken at a later date if Council is successful in obtaining grant funding for the project.	No change
17.	I believe the items I have disagreed on are items that could be held over until the 2023/24 Budget. The necessary capital works should be prioritised on the basis of need/necessity! <ul style="list-style-type: none"> <li>• Carpark upgrades at Leeton Golf Course – 4 agree, 1 no opinion, 1 disagree</li> <li>• Scoreboards replacement at Leeton Indoor Stadium – 4 agree, 1 no opinion, 2 disagree</li> <li>• Playground upgrades at McCaughey Park Leeton – 4 agree, 1 no opinion, 1 disagree</li> <li>• New dog off-leash area in Leeton – 2 agree, 3 disagree, 1 no opinion</li> <li>• New vandal proof fencing at Leeton Skate Park – 4 agree, 2 disagree</li> </ul>	A range of projects were considered for inclusion in the Capital Works Program 2022/23. These projects are considered to be priority projects.  The new dog off-leash area, for instance, is necessary because the existing dog off-leash area has been earmarked for housing development. Additional housing is high on the agenda for many in the community.	No change

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Economic Development Capital Works</b>			
<b>18.</b>	<p><b>CBD enhancement – median renewal at Pine Avenue/Kurrajong Avenue (Stage 2)</b> – 4 agree, 1 no opinion, 1 disagree</p> <p>I am all for our CBD enhancement median renewal at Pine Avenue/Kurrajong Avenue providing Council has the funding to do so! I would not like to see ratepayers objecting to this expenditure if it could be better spent in other areas of town!</p>	The upgrade of the CBD, including the enhancement of the area referenced in this feedback, is considered necessary for stimulating economic growth and tourism.	No change
<b>19.</b>	<p><b>Gogeldrie Riverside Park masterplan works (new cabins and refurbishment of function shed and caretakers house)</b> – 5 agree, 1 no opinion</p> <p>Proposed capital works at Gogeldrie Riverside Park, especially supply of new cabins and refurbishment of function shed should, in my opinion, be of top priority due to the ever increasing popularity of this Council facility! No doubt the Park would receive many more bookings once cabins become available. The availability of a fully functional function shed would be an added attraction to people wishing to hold an event at the park with cabin accommodation available.</p>	<p>A \$500,000 budget allocation has been made for the purchase of new cabins in 2022/23.</p> <p>Upgrades will also be made to the camp kitchen.</p> <p>Grant funding will be required to carry out further works.</p>	No change
<b>20.</b>	The Weir is a must thankyou but 10 years too late	Noted	No change
<b>21.</b>	Seems to me there is a great focus on Gogeldrie Weir in recent times. If there is an intention to invest ~ \$500k on a manager's/caretaker's residence, then I hope council is taking a very long-term view to the facility. Don't get me wrong, I'm all for it but if ratepayers are to invest that heavily we need to make sure similar investment dollars are spent on general improvements at the site so as to make it truly a destination worthy of visiting for locals and outsiders alike. I'll assume that it is a work in progress.	<p>The \$500,000 budget allocation is for purchasing new cabins.</p> <p>\$30,000 has been allocated in the 2022/23 budget to make improvements to the camp kitchen, the shed, and the caretakers' residence.</p>	No change



### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Planning, Building and Health Capital Works</b>			
22.	<p><b>New animal pound facility</b> – 2 no opinion, 2 agree, 2 disagree                      Is a new animal pound facility necessary at this time? Another matter to be considered due to priority!</p>	<p>The pound is overdue for replacement. It does not comply with current regulations and poses a health and safety risk to staff. It is definitely a priority.</p>	No change
<b>Capital Works – General</b>			
23.	<p>If these works are genuinely needed then do them, shouldn't be a case of general consensus required.</p>	Noted	No change
<b>Fees and Charges</b>			
<b>Waste fees</b>			
24.	<p><b>New flat fees for residential domestic waste at the Leeton Landfill and Whitton Transfer Station. For van, ute or box trailers – \$5 per load for concrete/bricks, steel and green waste and \$15 for mixed waste. For car or station wagon load – \$10 per load for mixed waste</b> – 2 agree, 3 disagree, 1 no opinion</p> <p>I am of the opinion that the cost for dumping domestic rubbish at the tip is going to cause more issues by having illegal dumping around the area which will require Council to clean up.</p> <p>For 10 years, as a 4WD instructor in the Tumut region I noted very regularly where ute loads of domestic rubbish had been driven into the hills and dumped on fire trails and in gullies. Many of these areas were</p>	<p>Historically, Leeton Shire Council has borne the cost of landfilling residential domestic waste. It is currently one of a very small number of NSW Councils that does not charge for residential domestic waste taken to the landfill. Unfortunately, it can no longer continue to do so.</p> <p>New mandates for NSW waste service providers have been</p>	<p>Rename the 'Landfill Access Charge' (page 10 of the Draft Revenue Policy) the 'Waste Management Charge' the better reflect the purpose of the charge.</p> <p>This charge applies to occupied parcels of rateable land not serviced by roadside waste collection and to</p>

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
	<p>only accessible by 4WD. This necessitated specialist vehicles and staff to retrieve this rubbish and dump it appropriately.</p> <p>For the weekend home clean-up I don't think charging them should happen. I would support construction material being charged, but cars and box trailers I don't support.</p> <p>Council is now going to have to have Council Clean Up Days where people will need to leave their stuff out the front of their homes like they have in other places which will be an added cost to Council.</p>	<p>introduced. Among those new mandates is the requirement to introduce Food Organics Green Organics (FOGO) and meet 80% diversion rate targets.</p> <p>These mandates alone will increase Council's waste management costs significantly and require Council to strongly encourage all residents to look at ways to reduce waste.</p>	<p>unoccupied but serviceable land.</p> <p>Property owners who receive the roadside collection service also pay this charge, but it is included in the charge for the roadside collection service.</p>
25.	<p><b>Comment from Survey on Delivery Program and Long Term Financial Plan:</b> I don't believe that charging for waste disposal at Leeton Tip or Whitton Waste Transfer Station will save council money.</p> <p>I believe it will end up costing more as ratepayers and renters will return to dumping their waste along roadsides and in the bush and then council will have to spend additional fees in cleaning up, fencing off and installing lockable gates in all public property.</p> <p>I used to live in the Upper Hunter and this same fee system where installed and the local back roads and streets became dumping grounds, all roads into public bush and along the Hunter River had to be gated and fenced off to stop the dumping, which then caused problems with locals not being able to access the side of the river. As a rate payer I oppose these charges.</p>	<p>Landfill service charges will go a long way towards improving Council's ability to finance and achieve these mandatory targets within the pre-set timelines. The fees proposed are not high. They have been benchmarked against similar sized landfill sites and are significantly lower than those imposed at other Councils working under the same EPA License.</p>	<p>The existing name gives residents the impression that the charge covers access to the landfill. This is not the case. The charge does not cover access to the Leeton Shire Landfill or the Whitton Waste Transfer Station. It is a charge for waste management within the Shire.</p>
26.	No fees for dumping rubbish at the tip please.		
27.	Leeton currently is known for its clean and tidy town and surrounding districts. I fear that charging entry fees for the tip will spell the end of our tidy town and we will start to see rubbish being dumped around the area.	The base fee is just \$5 for a van/ute/box trailer load of	

### Community Submission Summary, Staff Responses and Recommended Changes

Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<p><b>28.</b> I believe that you are considering charging fees for tipping of waste at Leeton tip and Whitton Waste transfer station. I believe that this will create more problems for Council and added expense as I have seen it happen before, I lived in the Upper Hunter Shire and brought in tipping fees for household and green waste. This led to Council having to spend extra money cleaning up garbage dumped along the side of roads in the Council area, this also ended costing the Council lots of money as they had to fence off accessible areas and erect gates to public land which caused an uproar when locals could not access the public land.                      I think Council should just increase the rates a bit to cover the tipping fees, this will ensure that people continue to use the Transfer station and Leeton tip and not tip garbage everywhere.</p>	<p>concrete/bricks, steel and green waste (separated). The charge of \$15 per van/ute/box trailer (\$10 for a car/station wagon) is for loads of mixed waste only. The higher charge for mixed waste is intended to encourage residents to separate their waste. This will help Council achieve its diversion targets.</p> <p>Council will maintain a number of free services at the landfill. For instance, it will still be free to dispose of items such as cardboard, batteries, fluorescent tubes, paint tins, electronic waste, and motor and cooking oils.</p>	
<p><b>29.</b> With regards to your proposed new tip charges I don't think they should go ahead because as a rate payer with no collection service I pay \$58.30 tip access fee on my rates. So I would expect that if the new charges did go ahead then the \$58.30 original fee would be deleted.</p>		
<p><b>30.</b> I am also disappointed to see new fees for visiting the Tip.</p>		
<p><b>31.</b> And we have a very clean shire due to our free tip access. I would hate to see dumping around the shire if our tip increased charges. Is there a way to minimise these costs?</p>	<p>Aside from the new mandates, there are a number of issues with the landfill's 'free for residential domestic waste' status.</p>	
<p><b>32.</b> Also a review of the proposed increase to the tip fees would be appreciated.</p>	<p>One issue is that residents of neighbouring Local Government Areas (LGAs) are required to pay a fee for disposing of domestic waste at</p>	

**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		<p>landfill. This means that some of them look for opportunities to dispose of their domestic waste at the Leeton Landfill and Recycling Centre.</p> <p>Another issue is that, to avoid charges for commercial waste, some businesses owners dispose of their commercial waste under the guise of it being domestic waste. The new domestic waste charges will help combat both these issues.</p> <p>Because it is currently free for residents to dispose of domestic waste at the landfill, there is no incentive for residents to recycle their waste. Many people are keen to protect the environment by such means as recycling and composting. Others will not divert waste unless there is some direct benefit for doing so. Once the new waste disposal charge is introduced, there will be a benefit to recycling because it will still be</p>	


**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		<p>free to dispose of recyclable material.</p> <p>Concerns over the dumping of waste are valid, although data from the HalveWaste program indicates that there is no increase in illegal dumping with an increase in fees.</p> <p>To ensure that an increase in illegal dumping does not occur, Council will be introducing 'Dump for Free' weekends (around 4 per year) during which residents will be able take waste to the landfill for free.</p> <p>To prevent residents from neighbouring councils dumping their waste in the Leeton Landfill and Recycling Centre on 'Dump for Free' weekends, Leeton Shire Council will work with neighbouring councils running similar programs to ensure 'Dump for Free' weekends coincide.</p>	

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Gogeldrie Weir fees</b>			
<b>33.</b>	<p><b>New fees for Gogeldrie Weir Recreation Reserve day entry of \$5 per person</b> 1 agree, 3 disagree, 2 no opinion</p> <p>You have to be joking on the fee increase at Gogeldrie Weir. You bitched and complained at the last operator and now you are over doubling tithe fee. You can forget about my 16 weeks of regular stay.</p>	<p>The proposed \$5 entry fee was aimed at day visitors only, not to visitors staying at the Gogeldrie Weir Holiday Park. It was intended that the fee would cover some of the additional incidental costs associated with day visitor use of the facilities at the Wier – costs such as the cost of extra cleaning, extra toilet paper and extra potable water use. These costs, while not individually significant, add up with increased visitor numbers over time. In proposing the \$5 fee, Council was intending to recover some of these expenses on a user pays basis.</p>	<p>Remove the proposed entry fee and replace it with a \$5 voluntary donation.</p>
<b>34.</b>	<p>I totally disagree with the suggested day entry fee of \$5 per person to Gogeldrie Riverside Park!</p> <p>Council should be encouraging people to visit this lovely, peaceful area! This fee is absurd and if Council is planning to introduce this it will have a detrimental effect on the patronage of the Park.</p> <p>Are they contemplating this charge due to the possibility that a visitor may need to use the amenities? Mountford Park, McCaughey Park and Gralee Park all provide FREE amenities to the public!</p> <p>I believe some of the barbecues may be coin operated though!</p> <p>As a Committee member of the Leeton Bidgee Classic, I also voice my disapproval of the implementation of any day entry fee! Our Committee is planning on holding our Bidgee Classic event next March and have many people participate, even from interstate!</p> <p>Due to the ongoing effects of Covid it has not been held for the past two years! It is an event that attracts many, many families and is a great event for our town.</p>	<p>The proposed \$5 entry fee was aimed at day visitors only, not to visitors staying at the Gogeldrie Weir Holiday Park. It was intended that the fee would cover some of the additional incidental costs associated with day visitor use of the facilities at the Wier – costs such as the cost of extra cleaning, extra toilet paper and extra potable water use. These costs, while not individually significant, add up with increased visitor numbers over time. In proposing the \$5 fee, Council was intending to recover some of these expenses on a user pays basis.</p>	<p>Remove the proposed entry fee and replace it with a \$5 voluntary donation.</p>

**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
35.	<p>I just wanted to provide my feedback on your draft policy regarding the fees and charges for 2022–2023.</p> <p>The main selling point of your draft master plan for Gogeldrie Weir was for unrestricted access to the wonderful recreation reserve that had been unavailable for some time as per the extract below.</p> <p>The proposed day entry fee takes this access away from many struggling families at a time of increased living costs. Surely a young family of 5 wanting to visit the park for some recreation would not be charged \$25 for this (or even \$10 if only adults are charged).</p> <p>I totally understand that these new proposed facilities come at a cost and that the original grant was not provided but it was always expected that this may be a staged project. An entry fee could be totally acceptable once ALL facilities are operational however that could be a way into the future.</p> <p>Maybe some other fundraising may help? E.g. A once off small boat &amp; motor raffle or a mini fishing comp?</p>	<p><b>DRAFT Master Plan - Gogeldrie Weir Recreation Reserve</b></p> <p></p> <p>Consultation has concluded</p> <p>In August 2020, the community told Council how much families and friends enjoy visiting Gogeldrie Weir for day visits. Council also heard what you would like added or changed to make your experience at the Weir even better. Council has taken on board this feedback and now presents a draft recreation area master plan for your consideration and comment. It would be great to hear back from you before we lock in the final plans and budget.</p> <p>The broad design principles used to guide the preparation of the DRAFT Master Plan included:</p> <ol style="list-style-type: none"> <li>1. Clearly defined access to the recreation reserve with appropriate signage and car parking.</li> <li>2. Unrestricted public access to the weir structure and recreation reserve.</li> <li>3. Continuous public access along the entire river frontage – both above and below the Weir.</li> <li>4. A welcoming and fun space for visitors, including suitable play activities for children as well as safe boat launching and fish cleaning facilities.</li> <li>5. Retained access to the weir structure for WaterNSW.</li> <li>6. Removal of perimeter fencing in the recreation reserve and provision of a diverse range of recreation facilities to enhance general community use of the reserve.</li> <li>7. Provision of separate toilet facilities for the public reserve area.</li> <li>8. Provision of interpretive signage for the Weir and local cultural heritage.</li> </ol> <p>If this concept as presented was to be adopted, it could cost up to \$3M depending on community feedback. The proposed funding strategy would be a mix of Council, partner agencies and grant funding and may have to be staged.</p>	

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Sporting and Ovals fees</b>			
<b>36.</b>	<p>I write in regards to the Leeton Ovals complex and the Draft Fees &amp; Charges for next Financial Year.</p> <p>I am Secretary/Registrar of the Leeton Rugby League Football Club and we pay fees annually for the Leeton Ovals Complex with a current subsidy of 80%. Our Football Club is not for profit &amp; our small band of volunteers work hard to raise funds to pay our expenses. I ask that our subsidy remains at 80% and not reduce to 50%.</p> <p>We have 5 grades at our Football Club which is made up of approx 95% local residents of Leeton and our Club's contribution to the Leeton Ovals Complex has been enormous. Our contribution in obtaining the funding to build the Kiosk, seating in the grandstands &amp; concrete footpaths just to name a few.</p> <p>We would appreciate your consideration in not reducing our subsidy.</p>	<p>Council is looking to reduce the gap between income and expenditure and improve its long-term financial sustainability by asking users to pay more towards the cost of maintaining the Ovals Complex.</p> <p>The cost of maintaining our sporting facilities is considerable and reducing the subsidy by 30% will go some way towards covering these costs.</p>	No change
<b>37.</b>	<p>I write to you as a concerned citizen, ratepayer and long-term volunteer with the Leeton Touch Association. I understand that feedback for the proposed fees and charges closed today and I hope that this feedback is considered. I have been actively involved with the Leeton Touch Association for the past 15 years, as well as assisting with other local sporting and community events in that time.</p> <p>I wish to express concern for the increased charges to community sporting organisations for the use of the ovals and its facilities. I believe that Leeton Shire Council is obligated to provide services to the community, including public spaces for both active and passive use. Therefore, the ground maintenance of the Leeton Town Ovals would be required for use by the general public without considering the use by volunteer sporting organisations. I understand that these sporting organisations occupy the facilities regularly which limits available use</p>		



**Community Submission Summary, Staff Responses and Recommended Changes**

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
	<p>by general public, however these organised sporting events and competitions provide on-going, long-term benefits for the wider community.</p> <p>It was only in recent years that community groups and sporting organisations were charge anything at all for the use of the grounds. There have always been fees for use of lights and other additional costs to Council have been passed on. When this fee was first introduced as a requirement of venue being Crown Land, it was supported by a subsidy to sporting organisations as an acknowledgement of the community benefits that such organisations provide and to reduce costs to individuals as ultimately fees will be passed on to the players.</p> <p>The concern with the new proposed fees and charges is not just the significant increase in fees from the previous year, but also the significant decrease is subsidy. Community organisations were agreeable to the small contributions that were compulsory according to the Crown Land requirements. But this increase, just seems a little greedy.</p> <p>A number of sporting organisations run on a not-for-profit basis, offering services to the Leeton Shire Community that not only assist to improve the physical health of the population but also the mental health. Without these volunteer organisations the physical and mental health of residents in the community would be severely impacted, creating additional long-term financial burdens in terms of health as well as an increase in anti-social behaviours that in turn increases vandalism in the community and de-values the community as a whole, potentially resulting in population decline.</p> <p>Sporting organisations work hard to minimise fees and charges put on to their players and participants. By increasing these fees, you are</p>		

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
	<p>essentially increasing the fees charged to individuals in the community and potentially decreasing the participation numbers.</p> <p>In regards to the Leeton Town Ovals for the Leeton Touch Association, Leeton Shire Council maintain the playing fields. The Leeton Touch Association undertakes set-up and specific field marking and maintenance. The facilities available at the venue are often cleaned and tidied by the user groups as well. Without regular use, these facilities would fall into disrepair.</p>		
38.	<p><b>An increase in pool entry fees to Leeton Regional Aquatic Centre. For adults – from \$4 to \$5 casual entry and \$150 to \$180 for season pass. For Family – from \$15 casual entry to \$20 and \$300 to \$320 for a season pass</b></p> <p>2 agree, 3 disagree, 1 no opinion</p> <p>Also a review of the proposed increase to the swimming pool fees would be appreciated. The pool fees are increasing by 25%. This seems to again hit the young families that are already dealing with interest rate rises etc? Maybe a smaller increase could be imposed?</p>	<p>The pool fees have remained static for 3 years. In that time the Leeton Regional Aquatic Centre has become a much improved facility. Operating costs have also increased appreciably over that time. The proposed increase in fees of 25% reflects this.</p>	No change
39.	<p>How come it seems that fees are going up everywhere except at the golf course?</p> <p>It is unfair that Council subsidises an elite sport played by a fraction of the population, yet they don't shoulder the same burden as other community members.</p> <p>Why are fee rises inconsistent elsewhere, such as the smaller increases for visiting the Indoor Stadium in contrast to the Pool?</p>	<p>The golf course fees are already high in comparison to other courses in the region. Golf Course income is significant compared to other Council facilities and is played by a wide cross-section of the community.</p>	No change

### Community Submission Summary, Staff Responses and Recommended Changes

	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
<b>Mountford Park Stage fees</b>			
<b>40.</b>	<p><b>New fee for hire of Mountford Park stage for community and charity organisations</b></p> <p>2 agree, 3 disagree, 1 no opinion</p> <p>Re Mountford Park stage, what difference is \$20 going to make??? Use for community and charity purposes should be free of charge.</p>	<p>There are administrative costs associated with the hiring out of the stage. Council is attempting to cover some of these costs.</p>	No change
<b>Water fees and charges</b>			
<b>41.</b>	<p>Water fees and charges are a disgrace. Leeton has the most expensive water in the Riverina and probably the whole of Australia. The third tier of fees is unreasonable and the main reason why the town looks so run down, no one can afford water. Leeton is approx. \$1/kl more expensive than any other Council in a 300km radius. Drop the third tier of charges and promote growth in Leeton.</p>	<p>Water charges vary considerably across the State. Leeton Shire Council's water charges are certainly not the highest in the State/Australia.</p> <p>Neighbouring Councils may indeed have lower water usage charges but they should not be looked at in isolation. Griffith City Council, for instance, has lower water charges but their second tier charges 'kick in' at 200kL, whereas Leeton's second tier charges do not kick in until 300kL. In addition, Griffith City Council's lower water usage charges are offset by higher sewerage charges than those imposed by Leeton Shire Council.</p>	No change

**Community Submission Summary, Staff Responses and Recommended Changes**

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	Feedback	Officer's Response to Comment	Recommended Change (or no change) to the OP, Budget, Fees and Charges 2022/23
		<p>The third tier of fees is for use of excess water. It is a higher charge because it is intended to discourage residents from overusing water. It does not kick in unless a household uses more than 600kL of water. Given average household consumption is 400kL, there's a lot of leeway before the higher charge applies.</p>	



**RESERVE 62184  
MOUNTFORD PARK**

**DRAFT PLAN OF MANAGEMENT**

RESPONSIBLE OFFICER					
REVIEWED BY					
DATE ADOPTED:					
ADOPTED BY:					
RESOLUTION NO: (IF RELEVANT):					
REVIEW DUE DATE:					
REVISION NUMBER:					
PREVIOUS VERSIONS:		DESCRIPTION OF AMENDMENTS	AUTHOR/EDITOR	REVIEW/ SIGN OFF	MINUTE NO
Draft	v.2		Donna O'Bryan		

**Acknowledgments**

Leeton Shire Council acknowledges the Australian Aboriginal and Torres Strait Islander peoples of this nation. It acknowledges the traditional custodians of the land on which it operates and pays its respects to Elders past and present.

**Table of Contents – Needs to be updated when draft finalised.**

<b>1.0</b>	<b>Key Information</b>	1
<b>2.0</b>	<b>Introduction</b>	1
2.1	Corporate Objectives	2
2.2	Land to which this plan applies	3
2.3	Owner of the land	3
2.4	Categorisation of the Reserve	4
<b>3.0</b>	<b>Relevant Legislation Policies and Procedures</b>	6
3.1	Local Government Act 1993	6
3.2	Crown Land Management Act 2016	6
3.3	Other relevant legislation and statutory controls	7
3.4	Reclassification	9
3.5	Review of this Plan	9
3.6	Community Consultation	9
<b>4.0</b>	<b>Culturally significant land</b>	11
4.1	Indigenous Significance	11
<b>5.0</b>	<b>Development and Use</b>	15
5.1	Overview	15
5.2	Strategic Objectives	15
5.3	Condition of the land and structures on adoption of the Plan of Management	16
5.4	Use of the land and structures at the date of adoption of the Plan of Management	17
5.5	Permitted use and future use	17
5.6	Leases, Licences and other Estates	18
5.7	Native Title Assessment	19
<b>6.0</b>	<b>Plan of Management Administration and Management</b>	19
6.1	Plan of Management Objectives	19
6.2	Action Plan	20
6.3	Administration	21
6.4	Management Guidelines	23
6.4.1	Alcohol	24
<b>7.0</b>	<b>Sportsground</b>	29
7.1	Introduction	29
7.2	Core Objectives	30
7.3	Development and Use	30
7.4	Future Infrastructure and Facilities	33
7.5	Administration	33
7.6	Management Policies and Guidelines	35
7.7	Leases, Licences and other Estates	41
<b>8.0</b>	<b>Park</b>	44
8.1	Introduction	45
8.2	Core Objectives	46
8.3	Development and Use	46
8.4	Future Infrastructure and Facilities	47
8.5	Administration	48
8.6	Management Policies and Guidelines	49
8.7	Leases, Licences and Other Estates	56
<b>9.0</b>	<b>General Community Use</b>	59
9.1	Introduction	60
9.2	Core Objectives	61
9.3	Development and Use	62
9.4	Future Infrastructure and Facilities	70
9.5	Administration	71
9.6	Management Policies	72
9.7	Leases, Licences and other Estates	79

## 1.0 Key Information

The Plan of Management for Reserve 62184 Mounford Park has been prepared by Council and provides direction as to the use and management of the reserve.

The Management Plan is required in accordance with Section 3.23 of the Crown Land Management Act 2016 and Section 36 of the Local Government Act 1993.

The Plan of Management specifically addresses the management of Reserve 62184 and outlines the way the reserve will be managed and used and provides the framework for Council to follow in relation to the management, permit and tenure processes for the land. The plan may be used to determine the allocation of resources and funds.



Leeton Shire Council is the Crown land manager of the Reserve described in this Plan of Management in accordance with the legislation and conditions imposed by the Minister administering the *Crown Land Management Act 2016*. The use of the land described in this Plan of Management must:

1.	be consistent with the purpose for which the land was dedicated or reserved
2.	consider native title rights and interests and be consistent with the provisions of the Native Title Act 2013.
3.	consider the inchoate interest of Aboriginal people where an undetermined Aboriginal Land Claim exists.
4.	consider and not be in conflict with any interests and rights granted under the Crown Land Management Act 2016
5.	consider any interests held on title.



## 2.0 Introduction



Leeton Shire is one of the most innovative, inclusive, and progressive places in regional Australia.

Located in the Riverina 584km from Sydney, 470km from Melbourne and 371km from Canberra, Leeton is the second largest regional center in the Western Riverina region.

Leeton Shire Council is responsible for the care and control of many parcels of community land and with the introduction of the Crown Land Management Act 2016 on 1 July 2018, Crown reserves, which Council as the Crown Land Manager will generally manage under the provisions of the Local Government Act 1993.



## 2.1 Corporate Objectives

As a community we believe that Leeton Shire has a bright future. We know that achieving this takes a clear vision, strong leadership, and dedicated commitment to see our aspirations delivered in full.

# Liveable Leeton 2035

## Community Strategic Plan

The '*Liveable Leeton 2035 Community Strategic Plan*' is broken into five focus areas.

### **Focus Area 1. A connected, inclusive and enriched community**

- ✓ We are friendly, inclusive and connected,
- ✓ We value and celebrate our local history and our diversity,
- ✓ We are rich in arts and culture,
- ✓ We have access to a range of local educational opportunities for students of all ages and abilities.

### **Focus Area 2. A safe, active and healthy community**

- ✓ Our community is safe to live in and move about,
- ✓ We participate in active sports and leisure,
- ✓ We have access to health and support services that cater for all our needs,
- ✓ We have supported accommodation that meets the needs of all community members.

### **Focus Area 3. A thriving regional economy**

- ✓ Our local businesses are prospering,
- ✓ We attract and retain new businesses and residents, our population is growing,
- ✓ We have the infrastructure we need to support our economy,
- ✓ We have the skills and knowledge to undertake the work available,
- ✓ We have access to a range of housing options that suit the needs of short-term and long-term residents,
- ✓ We have diverse employment opportunities,
- ✓ We are a popular tourist destination.

### **Focus Area 4. A quality environment**

- ✓ We enjoy a protected natural environment and quality agricultural land,
- ✓ We live sustainably, use our resources responsibly and have adapted to climate change.
- ✓ Our built environment is attractive and serviceable
- ✓ We balance the needs of our natural and built environments.

### **Focus Area 5. Strong leadership and civic participation**

- ✓ We are well informed and engaged in decision-making
- ✓ Our leaders speak out for the good of the community
- ✓ We work together to achieve our goals
- ✓ We are active community members who recognize we all have a role to play,
- ✓ Our Council operates efficiently and effectively
- ✓ We demonstrate leadership in the face of disaster.

## 2.2 Lands to which this plan applies

The land to which this plan applies is Crown land managed by Council under the Crown Land Management Act 2016.

The assigned category is Park. The purposes and category align with of the reserve purpose, the current use and, the values identified in this plan.

The Reserve details are detailed in the Table and plan below:

<b>Reserve Number</b>	62184	<b>Gazetted Date</b>		17/10/1930	
<b>Reserve Type</b>	RESERVE	<b>Management Type</b>		Council Crown Land Manager	
<b>Reserve Name</b>	MOUNTFORD PARK	<b>Manager</b>		Leeton Shire Council	
<b>Purpose</b>	Public Park	<b>LGA</b>		LEETON	
<b>Suburb</b>	LEETON	<b>Area (m2)</b>		19,122.78	
<b>Lots</b>	Whole: Lot 8 Section 2 DP 758606	<b>Parish</b>	WILLIMBONG	<b>County</b>	COOPER
<b>Zoning</b>	RE1	<b>Classification</b>	Community	<b>Category</b>	Park



### 2.3 Local Context

The Council managed Crown land contained in this Plan of Management provides valuable recreation space for the Leeton Shire offering both passive and active recreation for the community.

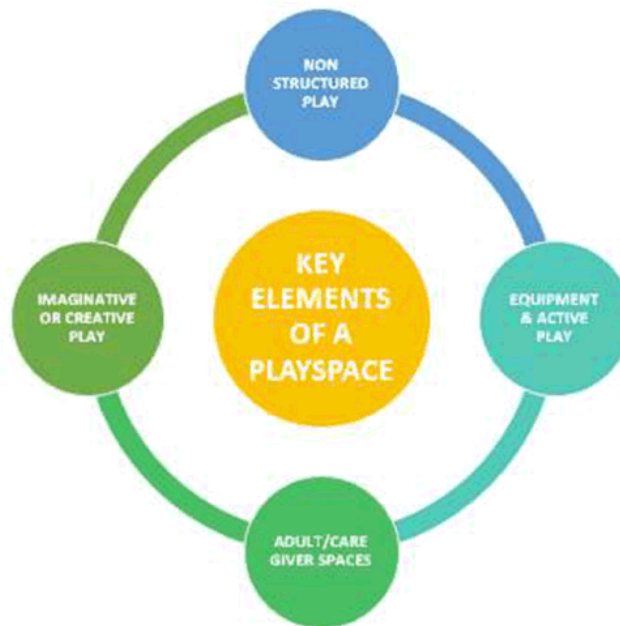
Reserve 62184 – Mountford Park is the premier park in the Leeton Shire. It is valued highly by residents and the community for recreational space and as the major recreational park in Leeton's centre.

The park comprises passive open space and recreational facilities with a number of mature trees and gardens, a large playground, a bird aviary, a Pioneer's Pathway, a memorial rose garden and Barbeque facilities.

The iconic park contains a civic stage and is often used for gatherings and community events. Parks diversify recreational experiences and provide increased lifestyle benefits for the community.



An accessible, diverse, innovative, and safe playground, play and other recreational equipment situated in Mountford Park contributes to the developmental needs of all children, creating a community hub that encourages interaction and community wellbeing. The park provides an essential community space in Leeton's centre.



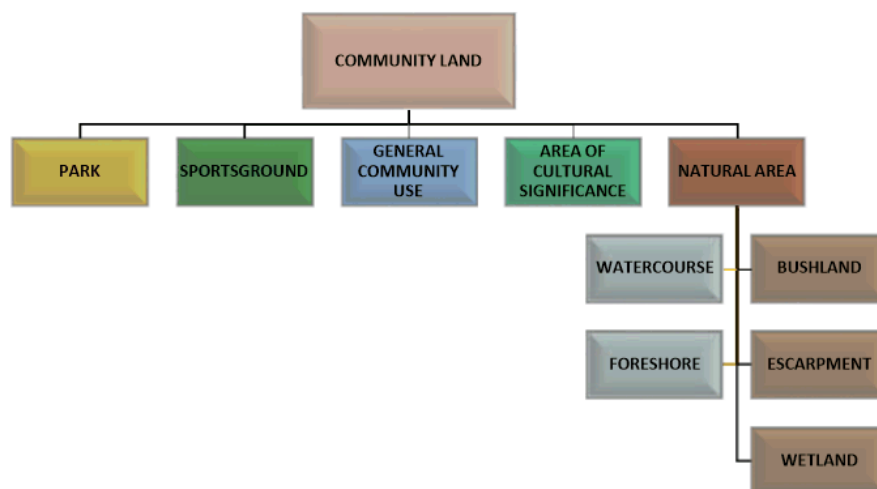
#### **2.4 Owner of the lands**

The land to which this plan applies is owned by the Crown and is managed by Leeton Shire Council as Crown Land Manager under the Crown Land Management Act 2016.

The management and use of the land is subject to the provisions contained in the Crown Land Management Act 2016 and is not presently subject to any other condition, restriction or covenant imposed by the owner.

## 2.5 Categorisation of the reserve

Under section 3.23(2) of the Crown Land Management Act 2016 Council Crown Land Managers must assign to all Crown land under their management one or more initial categories of community land referred to in Section 36 of the Local Government Act 1993.



Council managers must assign a category that they consider to be most closely related to the purpose for which the land is dedicated or reserved. Multiple categories are assigned to Crown land where the Crown land is subject to multiple reservations and or dedications. The Minister administering the Crown Lands Act 2016 assigned the category of **Park** to the Reserve.

The degree to which the reserve purpose relates to the assigned category of the land is important for ongoing management of the land as Council must obtain Native Title Manager advice as to the validity of the activities that they wish to undertake on the land prior to dealing with the land.

Both the Aboriginal Land Rights Act and The Native Title Act recognise the intent of the original reserve purpose of the land so that complying activity can be considered lawful or validated.

Council had agreed that the initial category of **Park** is applied to the Reserve, this category has been determined to be the closest category to the reserve purpose of Public Park which applies for the Reserve and most closely aligns with the reserve purpose of the land and the core usage.

The category for this land has been approved by the Minister administering the Crown Land Management Act 2016 in relation to the Reserve.

Activities on the reserve need to reflect the intent of the public purpose and will be assessed for compliance with relevant Local Government and Crown Lands legislation including assessment of the activity under the Native Title Act 1996 and registered claims under the Aboriginal Land Rights Act 1983.

Use of the land for any activity is subject to application and approval. Assessment will consider compliance with the objectives and relationship to and impact upon the public purpose for the land. Other uses that do not comply with the Plan of Management or zoning of the lands under Council's LEP would not be permitted.

### **PEGGING OUT THE PARK**

The big job of marking out where the 235 trees and shrubs are to be planted in the park was carried out by the Shire President and Shire Engineer. With steel tape and pegs, Cr. F. C. Mountford and Mr. M. Hogan wore out a good deal of shoe leather before they covered the park area with a forest of stakes.



### 3.0 Relevant Legislation, Policies and Procedures



#### 3.1 Local Government Act 1993 Local Government (General) Regulation 2005

Under section 36(1) of the Local Government Act 1993, Plans of Management must be prepared for all community land. Community land is land which is kept for use of the general public.

Clause 101(2) of the Local Government General Regulation 2005 requires Council to have regard to the guidelines for categorisation of community land set out in Clauses 102 to 111 of that regulation.

This Plan of Management has been prepared in accordance with the Local Government Act using the land category approved by the Minister administering the Crown Land Management Act 2016.

The minimum requirements for a Plan of Management are set out under section 36(3) of the Local Government Act 1993.

A Plan of Management must identify the category of the land the objective and performance targets of the plan with respect to the land, the means by which Council proposes to assess its performance with respect to the plans, objectives and performance targets, and may require the approval of the Council for the carrying out of any specified activity on the lands.

Section 36 (3A) specifies that Plans of Management that are specific to one area of land, must also describe the condition of the land as at the adoption of the plan, describe the buildings on the land as at adoption, describe the use of the buildings and the land as at adoption and state the purposes for which the land will be allowed to be used, and the scale and intensity of that use.

Sections 36E – 36N of the Local Government Act 1993 specifies the core objectives for the management of each category of community land.



### **3.2 Crown Land Management Act 2016**

Division 3.6 of the Crown Lands Management Act 2016 deals with the requirements that Council must meet in relation to Plans of Management and other Plans.

Section 3.23(6) of the Crown Land Management Act 2016 requires Council Crown Land Managers to adopt a Plan of Management for any Crown Reserve for which it is appointed Crown Land Manager, and that is classified as community land under the Local Government Act 1993.

### **3.3 Other relevant legislation and statutory controls**

#### **3.3.1 Native Title Act 1993 (Federal)**

All activities on the land must address the issue of native title. Whilst a successful claim for native title will lead to official recognition of native title rights, native title rights are considered to pre-date such recognition. Native title can therefore be relevant to activities carried out on the land even if no native title claim has been made or registered.

The native title process must be considered for each activity on the land and a native title assessment must be undertaken by an approved Native Title Manager. Almost all activities and public works carried out on the land will affect native title and require validation by Council's Native Title Manager of the future act procedures in Division 3 of the Native Title Act.

#### **3.3.2 Aboriginal Land Rights Act 1983**

In New South Wales, Aboriginal Land Rights sit alongside Native Title and allows Aboriginal Land Council's to claim 'claimable' Crown land.

Generally, the Aboriginal Land Rights Act is directed at allowing Land Council's to claim Crown land that is unlawfully used or occupied. If a claim is successful, the freehold estate of the land is transferred to the Land Council.

Council should be mindful that any activity on Crown land is lawful in relation to the reserve purpose of the land, Council should ensure that Crown land under its control is at all times lawfully used and occupied.

When planning an activity of the land such as the issue of a lease or licence or any public works, Council should request a search to determine whether an Aboriginal Land Rights claim has been made in relation to the land. If a claim is registered Council should seek further advice from Crown Lands – Aboriginal Land Claims Investigation Unit and the activity must be postponed until the advice is received.

Strategies which allow Council to validly carry out a project or activity under the Native Title Act may not deal with project risks arising in relation to the Aboriginal Land Rights Act.

### 3.3.3 Threatened Species Conservation Act 1995

Council has legislative responsibility under this Act to appropriately manage Threatened Species Populations and Vulnerable or Endangered Ecological Communities and their habitats wherever they occur despite the categorisation of the land.

Where identified Council is bound by the Act to take any appropriate action necessary to implement measures and must not make decisions that are inconsistent with the provisions of any Threat Abatement or Recovery Plan.

### 3.3.4 Environmental Planning and Assessment Act 1979

Mountford Park is zoned RE1 Public Recreation under the Leeton Local Environmental Plan 2014.

The objectives of the zone are:

- to enable land to be used for public open space and recreational purposes,
- to provide a range of recreational settings and activities and compatible land uses,
- to protect and enhance the natural environment for recreational purposes, and
- to encourage the development of public open spaces in a way that addresses the community's diverse recreation needs.

### 3.3.5 Council Plans, Strategies, Policies and Procedures

This Plan of Management is to be used in conjunction with the appropriate Council plans, policies and procedures that govern the use and management of community land and any facilities located on the land.

Additional Council policies, plans and strategies adopted after the date of this plan that have relevance to the planning, use and management of community land will apply as though they were in force at the date of adoption of the Plan of Management.

### 3.3.6 Legislation and Statutory Controls

This Plan of Management does not over-rule existing legislation that also applies to the management of community land. Other legislation and policies to be considered in the management process include but are not limited to the:

Public Works Act 1912 (as amended)  
Biodiversity Conservation Act 2016  
Biosecurity Act 2015  
Local Land Services Act 2016  
Water Management Act 2000  
Clean Waters Act 1970  
Companion Animals Act 1998  
Rural Fires Act 1997  
Rural Fires Regulation 2002  
Pesticides Act 1999

The Protection of the Environment Operations Act 1997  
The Protection of the Environment Operations (Noise Control) Regulation 2008  
State Environmental Planning Policies  
Leeton Local Environmental Plan 2014  
Leeton Development Control Plans as amended (under development)  
Guidelines supporting development control plans (under development)  
Council plans, strategies, policies, procedures, and guidelines, generally, as amended.

### **3.4 Reclassification**

From time-to-time certain parcels of Community land may be identified as surplus to the existing and future needs of the community.

Section 3.21 of the Crown Land Management Act 2016 outlines the provisions of Management of dedicated or reserved Crown land within meaning of the Local Government Act 1993.

Section 3.21 (2) advises that a Council manager is authorised to manage its dedicated or reserved Crown land as if it were Community Land or operational land but only as permitted or required by Division 3.4 of the Crown Land Management Act 2016. The land described in this Plan of Management has been classified as Community Land.

### **3.5 Review of this Plan**

The use and management of Mountford Park is regulated by this Plan of Management.

Whilst the guidelines and principles outlined in the plan may be suitable at present, the plan should be reviewed from time to time, to confirm its relevance.

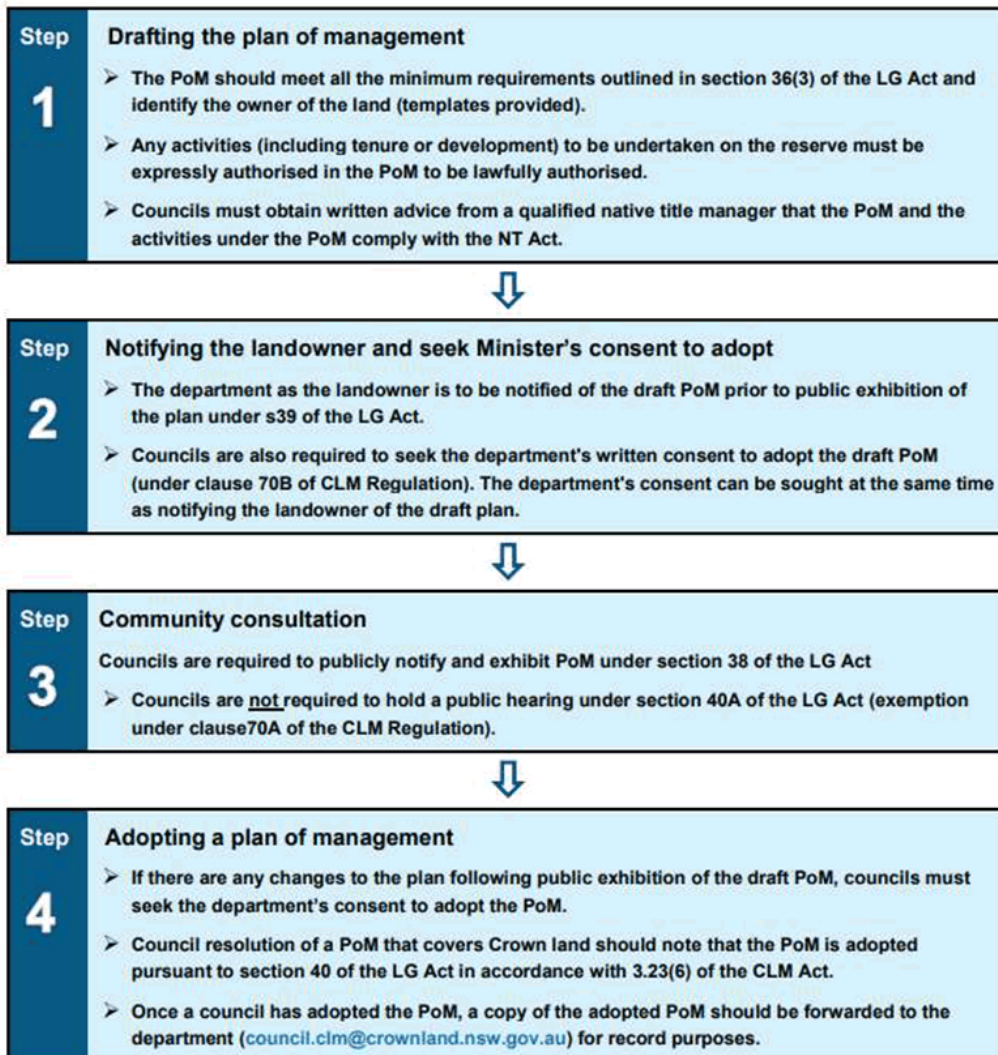
The review should take place within 5 years of adoption of this plan.

### **3.6 Community Consultation**

Consultation with the community is an important part of the preparation of this Plan of Management. Consultation gives Council a better understanding of the range of local issues affecting the use and enjoyment of the land to which this Plan of Management applies and gives all sectors of the community the chance to have an input into the direction of policy development being undertaken by Council.

***All stakeholders are given the opportunity to express their opinions and provide relevant information in relation to the planned management of the land, however, as the land is Crown land, final approval for this Plan of Management rests with the Minister administering the Crown Lands Act 2016 as the owner of the land.***

Council is required to submit the draft Plan of Management to NSW Department of Industry, as representative of the owner of the lands under section 39 of the Local Government Act. As shown on the ***Flowchart for Consultation and Approval of an Initial Plan of Management***, this process occurs prior to public exhibition and community consultation of the Plan of Management.



FLOWCHART FOR CONSULTATION AND APPROVAL OF AN INITIAL PLAN OF MANAGEMENT

Section 3.23(7)(d) of the Crown Land Management Act 2016 states that, if the draft first Plan of Management alters the initial categories assigned, the council must obtain the Minister's consent if the re- categorisation would require an addition to the purposes for which the land is dedicated or reserved.

The Minister cannot give consent under section 3.23(7)(d) if it is considered that the alteration is likely to materially harm the use of the land for its reserve purpose.

If after public consultation there is no change to categorisation and no additional purpose needs to be added to the reserve, no additional ministerial consent is required, and Council can proceed to adopt the Plan of Management as per the process outlined under Approach 1 of the ***Flowchart for Consultation and Approval of an Initial Plan of Management***.

If there is a proposed change to the categorisation of the land following public consultation the Plan of Management must again be referred to the Minister Administering the Crown Lands Act 2016 and the process outlined in Approach 2 of the ***Flowchart for Consultation and Approval of an Initial Plan of Management*** is followed. A change of Categorisation will not require a public hearing under Section 40A of the Local Government Act 1993.



*Source: The Council of Europe- New Hubs Committee*

## 4.0 Culturally significant land

### 4.1 Indigenous Significance



Leeton is located in the country of the Wiradjuri nation and many members of the community are Wiradjuri people.

The Wiradjuri are the largest aboriginal group in New South Wales and once occupied a vast area in central New South Wales known as the land of the three rivers: the Wambool (Macquarie), the Kalare (Lachlan) and the Murrumbidgee.

The Leeton Local Environmental Plan describes places of Aboriginal Heritage significance as:

An area of land, the general location of which is identified in an Aboriginal heritage study adopted by the Council after public exhibition and that may be shown on the Heritage Map, that is:

- (a) *the site of one or more Aboriginal objects or a place that has the physical remains of pre-European occupation by, or is of contemporary significance to, the Aboriginal people. It may (but need not) include items and remnants of the occupation of the land by Aboriginal people, such as burial places, engraving sites, rock art, midden deposits, scarred and sacred trees and sharpening grooves, or*
- (b) *a natural Aboriginal sacred site or other sacred feature. It includes natural features such as creeks or mountains of long-standing cultural significance, as well as initiation, ceremonial or story places or areas of more contemporary cultural significance.*

Reserve 62184 is not formally identified as having Aboriginal significance and is not declared under section 84 of the National Park and Wildlife Act 1974, however, any areas of Aboriginal significance that may be discovered in the future are covered by this Plan of Management.

## 4.2 History of Mountford Park

Mountford Park now covers an area of approximately 1.82 hectares situated on the land bounded by Church and Jarrah Streets and Wade Avenue. The site was originally occupied by the Leeton Public School from 1913-1926.

In 1928, Leeton's Parents and Citizens Association and the Leeton and District Progress Association lobbied the Provisional Shire Council for the now vacant land to be developed into a park. The suggestion was adopted and by Gazette on 17 October 1930, the land became a Public Reserve for a Public Park.

(8811) Water Conservation and Irrigation Commission,  
Sydney, 17th October, 1930.

**RESERVE FROM SALE AND LEASE GENERALLY.**  
IT is hereby notified that, in pursuance of the provisions of the 28th and 29th sections of the Crown Lands Consolidation Act, 1913, and the 3rd section of the Irrigation (Amendment) Act, 1916, as amended by the 4th section of the Irrigation (Amendment) Act, 1918, the Crown Lands hereunder described shall be reserved from sale for the public purpose hereinafter specified, and reserved and exempted from lease generally, and they are hereby reserved and exempted accordingly.

H. V. C. THORBY,  
Minister for Agriculture.

**For Public Park.**

CENTRAL DIVISION.

YANCO No. 1 IRRIGATION AREA.

Land District of Yanco; Willimong Shire.

No. 62,184 from sale (No. 62,185 from lease generally).  
County of Cooper, parish of Willimong, containing an area of 4 acres 3 roods 27 perches. The Crown Lands within the boundaries of allotment 8, section No. 2, town of Leeton. Plan No. Leeton 33.  
(M.L.S. No. 1928-B. 6,835; W.C. & I.C. No. 1930-6,827)

In 1932 Council adopted a plan for the development of the park using voluntary labour under the supervision of a Council Engineer. A series of working bees formed pathways and garden beds and planted trees and shrubs many of which were donated by citizens. In these working bees a prominent part was played by Councillor F.C. Mountford (Shire President).



*Photograph circa 1940's Leeton and District Family and Local History Society Inc.*

In December 1937 the park was officially named 'Mountford Park'; publicly and permanently honouring Frederick Charles Mountford who played a prominent part during the pioneering years of the town and the inaugural period of local government administration.

Frederick Mountford was the captain of the Leeton Fire Brigade from 1928-1940, Shire Councillor from 1931-1941 and Shire President from 1932 – 1937.



**Frederick Charles Mountford**  
1889-1966

**MOUNTFORD PARK  
WELL PATRONISED**

**During Summer Heat**

The people of Leeton are taking full advantage of the soft lawns and shade trees in Mountford Park during this summer. The lawns were covered with children, accompanied by their mothers, the latter obviously enjoying the restful surroundings, and the former playing and romping merrily on the green luxuriance of the cushion-like grass. Despite the blazing sun and the hot sand, too, the paraphernalia of the playground was fully taxed, and it is quite obvious that the plans of the civic fathers for additional playgrounds in the future are well founded, particularly in view of the expected influx of juveniles from the big coastal cities as part of the Government's war precautions scheme.

**Murrumbidgee Irrigator 20 January 1942**

During 1946 a Memorial Rose Garden was constructed in the park. A large memorial stone of solid red granite, bearing the names of 98 citizens of Leeton and district who gave their lives in World War II was subsequently placed centrally in the garden and unveiled in April 1947.

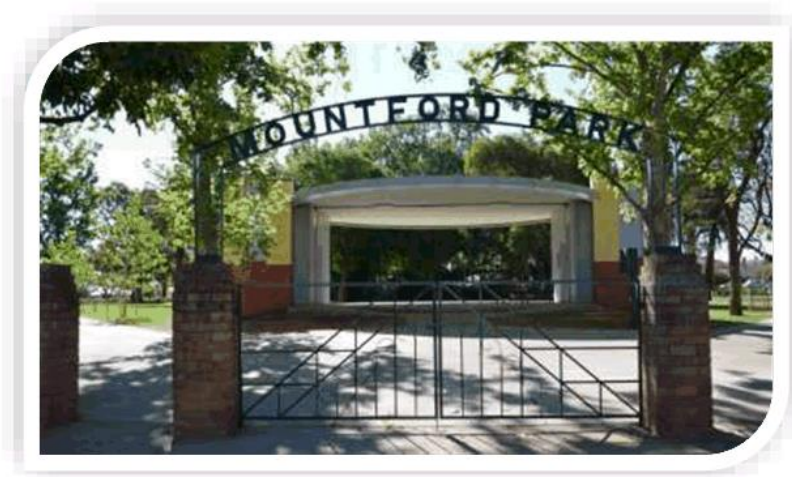


**Memorial Stone Mountford Park**

During the period from 1951-1953 special attention was given to further development of the park and the provision of a well-equipped childrens playground, additional seating



and an ornamental gateway bearing the name of the park.



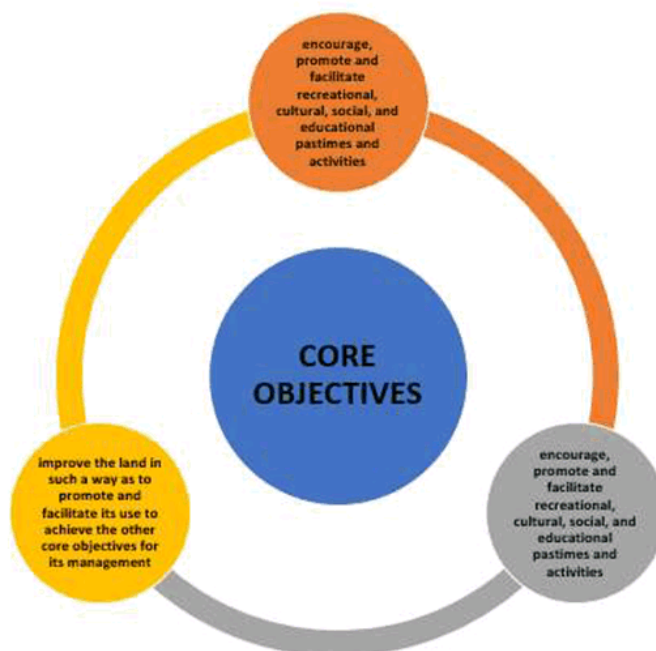
*Ornamental Gates Mounford Park*

On 19 October 1956 an area on the northern edge of the Reserve was annexed to provide for a new water reservoir of 9 million litre capacity.



## 5. Core Objectives

The core objectives of the Local Government Act 1993 in relation to land categorised as Park are to:



### 5.1 Core Objectives and Performance Targets

OBJECTIVES AND PERFORMANCE TARGETS	MEANS BY WHICH COUNCIL PROPOSES TO ACHIEVE THE PLAN'S OBJECTIVES AND PERFORMANCE TARGETS	MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE
<ul style="list-style-type: none"> <li>•To encourage, promote and facilitate recreational and cultural, social and educational past times and activities</li> <li>•To provide for passive recreational activities and for the casual playing of games.</li> <li>•To improve the land in such a way as to promote and facilitate its use to achieve other core objectives for its management</li> </ul>	<ul style="list-style-type: none"> <li>•Development of the reserve in accordance with this plan.</li> <li>•Development of the reserve in accordance with this plan.</li> <li>•Development of the reserve in accordance with this plan.</li> </ul>	<ul style="list-style-type: none"> <li>•All works are completed, and minimal negative feedback is received.</li> <li>•All works are completed, and minimal negative feedback is received.</li> <li>•All works are completed and minimal negative feedback is received.</li> </ul>

## 6.0 Development and use

### 6.1 Overview

One of the primary responsibilities of Local Government is to provide an acceptable level of service for public assets to its community within budgetary constraints.

Council's ongoing commitment to the development and maintenance of these areas depends on financial resources and forward planning. The implementation of actions identified in this Plan of Management are consistent with Leeton Shire Council's corporate objectives as outlined in:

**Note: Where required details below will be updated after the June Council meeting when the new plans are approved.**

Livable Leeton 2035 Community Strategic Plan  
<https://www.leeton.nsw.gov.au/f.ashx/FINAL-For-viewing-electronically-Liveable-Leeton-2035-Community-Strategic-Plan-CSP.pdf>

Leeton Shire Council Delivery Program 2017-2022 and Operational Plan 2021/2022.  
<https://www.leeton.nsw.gov.au/f.ashx/Council-Plans/Delivery-Program-2017-2022-and-Operational-Plan-2021-22-FINAL.pdf>

Leeton Shire Council Resourcing Strategy 2018-2027 & Asset Management Plan 2017-2027  
<http://www.leeton.nsw.gov.au/f.ashx/Council-Plans/Combined-Resourcing-Strategy-28-June-2017.pdf>

Leeton Shire Council Playground Strategy 2017-2032  
<https://www.leeton.nsw.gov.au/f.ashx/Council-Plans/Playground-Strategy-2017-2032-adopted-25-Oct-17.pdf>

Leeton Shire Council's Parks, Playgrounds and Recreational Facilities Asset Management Plan  
<http://www.leeton.nsw.gov.au/f.ashx/pdf/Parks-Playgrounds-and-Recreational-Facilities-Asset-Management-Plan.pdf>

### 6.2 Strategic Objectives

Council's strategic planning objectives for the reserve are as follows:

STRATEGIC PLANNING OBJECTIVES	
1.	To provide a distribution of open space and facilities that matches demand and supply as far as possible, consistent with the open space principles outlined in Council's Community Plan.
2.	To provide a premier central park for the Leeton community, consistent with the reserve purpose of the land.
3.	To provide high quality open space and facilities requiring a minimum of maintenance.
4.	To prevent land degradation and to minimise physical disturbance to the land.
5.	To provide public access to community land consistent with the adopted use strategy.
6.	To provide a healthy environment, especially plant communities on the land.
7.	To provide a broad spectrum of safe, high quality recreational opportunities.
8.	Maintain flexibility for future decision making and to allow changes in community preferences.
9.	To allow for temporary uses for private functions, provided that Council is satisfied that the temporary use does not significantly affect the permanent use of the land.

### 6.3 Purpose and Value of Park Areas

This reserve provides for a generalised use of open space and allows for a wide range of both recreational and leisure activities including areas set aside for casual activities such as picnicking and other social and casual activities.

The informal open space areas offer the community a range of opportunities in which to undertake passive and unstructured activities, such as sitting for rest and relaxation, walking and, casual games.



*Aviary*

The reserve is key in providing space for project initiatives needed create a premier central park to meet the needs of the community.



*Pioneers Walk – Project by Lions Club of Leeton 2012*

Based on legislative and corporate goals, community needs and expectations and the values and assets of the reserve, the following broad primary objectives have been identified.

- ✓ To ensure management of park recreation areas takes into consideration the principles of Crown Land management.
- ✓ To provide for public safety.
- ✓ To efficiently and effectively manage public assets.
- ✓ To provide the wider community with sufficient appropriate access to premier park recreation areas.
- ✓ To encourage community involvement in the management of park recreation areas.
- ✓ To maintain the scenic, educational, aesthetic, cultural and heritage values of park recreation areas.
- ✓ Leeton Shire Council will continue to be recognised for being one of the most family friendly local government areas in NSW through the sustainable provision and management of high quality, accessible, diverse, innovative, safe, and fun playgrounds that contribute to the developmental needs of all children.
- ✓ That playground areas within the park becomes a community hub that encourages interaction and community wellbeing.

Urban recreation areas such as the park comprised in Reserve 62184 within Leeton Shire comprises sites set aside for casual activities such as picnicking and other social, casual or active recreation activities. For parks and reserves, this is the principal function of the space.

While many of the reserves in the Leeton Shire possess an informal layout and contain minimal infrastructure, Reserve 62184 includes a variety of facilities, for example tables, barbeques, shelter sheds, an aviary, a civic stage, a memorial garden, an extensive playground area and toilet facilities which are all important to people's enjoyment of the passive recreation opportunities offered within open space areas.

The level of facilities provided, and the maintenance standards provided by Council staff are kept within allocated budgets.

Trees shrubs and landscaping can be used to provide shade and to improve the visual interest of an area. Trees, shrubs, and landscaping can increase the general biodiversity values of a reserve.

### **6.3.1 Playgrounds and play areas**

Leeton and its surrounding villages are known as a family friendly place to live with wonderful recreational facilities. Playgrounds situated in parks perform an important role in attracting and keeping families in the Leeton Shire area. Playgrounds within parks are one of the most utilised recreation assets Council maintains.

Community and play areas and playgrounds create spaces where the community, children and their carers are able to experience a variety of creative and social opportunities and physical challenges within a safe environment. These areas contribute significantly to the physical and social development of children and offer social benefit to the wider community.



**Play areas and playgrounds**

- ✓ provide safe and functional recreational facilities
- ✓ contribute to the development of gross motor skills
- ✓ contribute to social development through interactive and imaginative play and through the sharing of play space
- ✓ provide valuable spaces as a community gathering space for children and their carers

The opportunity to develop interactive playgrounds designed for specific park areas and sensitive to the surroundings, may be considered subject to demonstrated need and available resources.

6.3.2 Condition of the land and structures on adoption of the Plan of Management



Mountford Park comprises passive open space and gardens in good condition, a large childrens play area with approved soft fall installed, an aviary, a civic stage and a memorial rose garden. There is scattered power outlets, seating and outdoor tables and barbeques. Toilet facilities for men, women and disabled persons were updated in 2020. Parking is available.



**Mounfford Park Playground**

In June 2018 Council commissioned a comprehensive assessment of Council's buildings, parks and recreation facilities and plant and equipment assets. All playground equipment is in excellent condition, the equipment is inspected monthly and has approved soft fall installed.

SINGLE ROCKER SEE SAW	KANGAROO ROCKER	TRUCK ROCKER	DOUBLE PENDULUM SWING	JUNIOR SWINGS	PLATYPUS ROCKER	COMPLETE PLAY STRUCTURE	SENIOR SWINGS	DOUBLE SKYRIDER	MAMMOTH SWING	MOUNTFORD SLIDE TOWER	
☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	
BBQ & SHELTER	CIVIC STAGE	POWER OUTLETS	TOILET AMENITIES	DISABLED TOILET	TOILET CHANGE EQUIPMENT	SHELTERED SEATING	SEATING	AVIARY	MONUMENT	LIGHTING	EQUIPMENT STORAGE SHED
☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑	☑



**Toilet Amenities**



**Memorial Rose Garden**



## **6.4 Permitted use, history of the reserve and future use**

### **6.4.1 Permitted use and strategic objectives**

Crown land can be reserved or dedicated for various public purposes. The notified purpose for Reserve 85835 is for a Public Park and Public Recreation. Uses of the park must align with these reserved purposes.

Leeton Shire Council now manages the Reserve under the provisions of the Crown Land Management Act 2016.

### **6.5 Further development**

Council's strategic planning objectives for Mountford Park is to provide a distribution of space and facilities that matches demand from the community and provides high quality open space and facilities requiring minimum maintenance.

Whilst maintenance of existing infrastructure is a priority there is scope to improve and develop facilities on the reserve provided that the proposed facilities are in line with the purposes for the reserve and relevant legislation such as The Local Government Act 1993, The Crown Land Management Act 2016, The Aboriginal Land Rights Act 1983, and the Native Title Act 1993.

Subject to budget availability, Council may construct or approve construction by others of a variety of facilities on the land. The purpose of the facilities shall be to support activities and uses that are consistent with the core objectives of the land category and the reserve purpose and shall not materially harm the land for the purpose that it was reserved or dedicated.

Proposed projects must be in line with Council's strategic plans. All construction and alteration must have Council's Native Title Manager's written advice in relation to Native Title and Aboriginal Land Claims.

Projects proposed by the community and other users of the reserve must be approved by Council administration and be in line with Council or facility strategic plans. Projects must align with the reserve purpose and core objectives for the reserves. Depending on the scope of the project Council may request a written proposal outlining the project and proposed location, estimated costs, scaled plans, justification for proposed works, future maintenance requirements and other elements relevant to the project.

This plan of management authorises the development and management of gardens for community use. These gardens may be leased or licensed to community groups to manage, provided that membership of these groups is open to the general community.

A comprehensive site development plan and a landscape management plan is recommended for larger projects to ensure a strategic approach to development.

## 6.6 Leases, Licences and other Estates

The Local Government Act contains important restrictions on the ability of Council to grant leases, licences and other estates over community land as these alienate the land and limit the ability of the public to use that land. Generally, a lease will be required where exclusive occupation or use of all or part of an area is proposed, however given the nature of the reserve and the reserve purpose of the land a licence is the preferred option to enable continued public access to the reserve. A licence may be required for casual activities that may affect other park users.

Leases, Licences and other estates formalise the use of community land by community groups and non-profit organisations, or by commercial organisations and individuals providing facilities and services for public use. Activities should be compatible with the zoning of the land, provide benefits and services or facilities to the users of the land, be aligned to the reserve purpose and core objectives for the land and should not alienate the land and limit the ability of the public to use the land.

Exclusive occupation of the land other than by lease or licence or other estate or for a permitted purpose listed in the Local Government Regulations 2005 is prohibited.

The terms of the authorisation for a lease licence or other estate should include Native Title assessment and validation under the Native Title Act 1993. The authorisation should ensure the proper management and maintenance of the land and that the interests of Council and the public are protected. A lease is normally issued where exclusive control of all or part of an area by a user is proposed, a lease should not exclude the public from the reserve. In all other instances a licence, a short-term licence or hire agreement will be issued.

This Plan of Management **expressly authorises** the issue of Leases, Licences and other Estates over land contained in this plan of management, provided that:

- the purpose is consistent with the core objectives for the category of the land.
- the lease, licence or other estate is for a permitted purpose listed in the Local Government Act 1993 or the Local Government Regulations 2005.
- the issue of the lease, licence or other estate and the provisions of the lease, licence or other estate can be validated by the provisions of the Native Title Act 1993.
- the land is not subject to a claim under the Aboriginal Land Rights Act 1983 or if the land is under claim advice has been sought from Crown Lands, Aboriginal Land Claims Investigation Unit.
- the lease, licence or other estate is granted and notified in accordance with the provisions of the Local Government Act 1993 or the Local Government Regulations 2005.
- the issue of the lease, licence or other estate will not materially harm the use of the land for any of the purposes for which it was dedicated or reserved and will not exclude the public from using the reserve for the reserve purpose.

Areas held under lease, licence or regular occupancy shall be maintained by the user. The user will be responsible for maintenance and outgoings as defined in the lease or licence or agreement for use.

### 6.7 Native Title Assessment

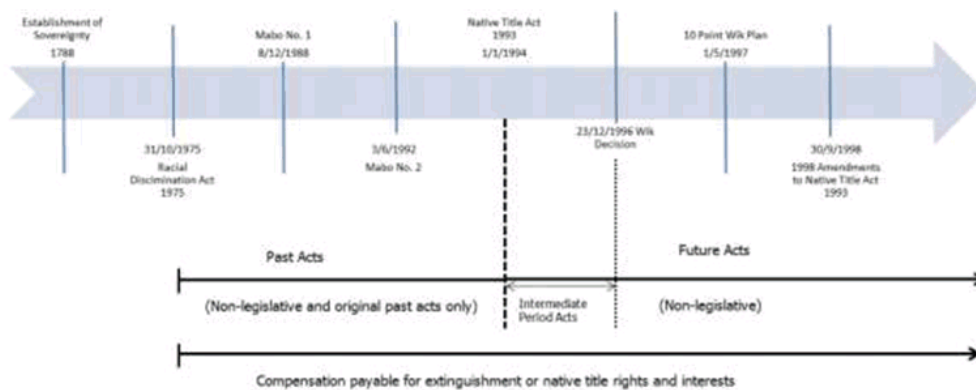


The Crown Land Management Act 2016 provides a new regime for the management of Crown Land and Council is now responsible for compliance with Native Title legislation for the Crown Land that it manages.

Council is required to undertake steps to identify if the activity that they do on Crown Land will affect Native Title (in accordance with Crown Lands directions), what provisions of the Native Title Act will validate the activity and what procedures should be taken in relation to a particular activity prior to its commencement.

Council must receive written advice from its Native Title Manager in relation to certain activities and acts carried out on Crown land.

Council's Native Title Manager must have carried out approved training and must be appointed each year and the appointment advised to the Minister administering the Crown Lands Act. The Native Title assessment must align with Crown Land directions.



## 7.0 Plan of Management Administration and Management

### 7.1 Plan of Management Objectives

The general objectives of this Plan of Management are:

PLAN OF MANAGEMENT OBJECTIVES	
1.	To ensure that relevant legislation is complied with in relation to the land.
2.	To inform Council staff and the community of the way the land will be managed.
3.	To implement specific policies, guidelines and works identified in the plan of management.
4.	To progressively improve the values of the land and to minimise the long-term cost of maintenance to the Council
5.	To make provisions for appropriate leases, licences, and agreements in respect to the land.
6.	To identify and recognise existing uses and improvements on the land.
7.	To set in place and administrative structure to ensure the achievement of land management objectives set by the owner of the land.
8.	To ensure that the management of the land is not likely to materially harm the use of the land for any of the purposes for which it is dedicated or reserved.

#### 7.1.1 Management Authority

For the purposes of this plan, the management authority is Leeton Shire Council, in accordance with the provisions of the Crown Land Management Act 2016 and the Local Government Act 1993.

#### 7.1.2 Delegation of Authority

Where Council's responsibilities have been delegated, the provisions of this management plan continue to apply.

#### 7.1.3 Management Principles

The Management of Mounford Park should take into consideration the principles of Crown Land management. The management of the park must also take into account the reserve purpose(s) of the land and the purpose for which the land is classified and categorized and shall not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).

## 7.2 Action Plan

The Plan of Management specifies performance targets and priorities for actions to be taken in relation to the land to which the plan applies.

Assessment of achievement of the objectives of the plan is to be undertaken. A summary of indicators and targets for major objectives is outlined in the table below:

<b>OBJECTIVES AND PERFORMANCE TARGETS OF THE PLAN IN RESPECT TO THE LAND</b>	<b>MEANS BY WHICH THE COUNCIL PROPOSES TO ACHIEVE THE PLAN'S OBJECTIVES AND PERFORMANCE TARGETS</b>	<b>MANNER IN WHICH COUNCIL PROPOSES TO ASSESS ITS PERFORMANCE WITH RESPECT TO THE PLAN'S OBJECTIVES AND PERFORMANCE TARGETS</b>
To ensure that relevant legislation is complied with in relation to preparation of Plans of Management.	The Plan is prepared in accordance with the Act.  Native Title Manager advice is sought during the preparation of the Plan.	The Plan is reviewed by Council's Native Title Manager and Department of Industry Crown Lands then exhibited and adopted by Council if there are no changes to the approved plan.  If changes are made following exhibition the plan must again be approved by Department of Industry Crown Lands.
To inform Council staff and the community of the way the land will be managed.	The Plan is exhibited in accordance with the Local Government Act.	The Plan is exhibited and adopted by Council.
To implement the specific policies, guidelines and works identified in the plan of management.	Ensure that the Plan is referenced to identify specific policies, guidelines and works.	All works are carried out in accordance with the Plan.
To progressively improve the values of the land to minimise the long-term cost of maintenance to the Council.	Carry out all works identified in Council's long-term plan.	All works are completed, and minimal maintenance of the improvements is required.
To make provision for leases, licences, and agreements in respect of the land.	The Plan of Management expressly authorises the provision of leases, licences, and agreements where appropriate.	Any leases are prepared, exhibited, and adopted in accordance with the reserve purpose of the land and the provisions of the Local Government Act 1993 and the Crown Land Management Act 2016.  Native Title Manager advice is received for all proposed leases and licences.
To identify and recognise existing uses and improvements on the land.	Physical inspection.	The Plan is exhibited and adopted by Council.

To provide a reference and data bank in relation to information relevant to present and future management of the land.	Physical inspection and file research.	The Plan is exhibited and adopted by Council.
To set in place an administrative structure to ensure the achievement of land management objectives.	Ensure that all sections of Council are aware of the contents of the Plan.	The Plan is exhibited and adopted by Council.
To identify the major management issues applying to the land.	Consultation and staff discussions.	The Plan is exhibited and adopted by Council.
To simplify the process of management as far as possible.	Preparation of the Plan in accordance with the Act.	The Plan is exhibited and adopted by Council.

### 7.3 Administration

Administrative issues have an important influence on the way in which the land is managed.

<b>Administration</b>	
Staff Resources	Council shall seek to provide adequate staff resources for the management of the land in accordance with this Plan of Management. Staff shall have appropriate qualifications and/or experience.
Environmental Assessment of Activities	The environmental impact of activities carried out on the land will be assessed having regard to the requirements under the Environmental Planning and Assessment Act.
Role of Other Authorities	Other government authorities may have responsibilities or involvement in the management of the land or of immediately adjacent land. This will be taken into account and, where appropriate consultation will take place with relevant authorities.
Activities Carried Out by Other Authorities	Where activities are carried out on the land by other authorities, Council will make the authorities aware of the provisions of this Plan of Management and will seek to ensure that any activities are compatible with the objectives and guidelines of this Plan of Management and should not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).
Community Involvement in Management	Where appropriate Council may undertake community consultation subsequent to the making of this Plan of Management and may give community groups a role in management.
Contract and Volunteer Labor	In managing the land Council may use contract and volunteer labor but shall ensure that supervisors have appropriate qualifications and/or experience and are made aware of the requirements of this plan.

Delegation of Management Responsibilities	Where management responsibilities are delegated by the Council a requirement of the delegation shall be that the provisions of this Plan of Management are complied with.
Easements	The Council may grant easements for the provision of services over, or on the land provided that the land is not subject to Aboriginal Land Claim under the Aboriginal Land Rights Act, 1983, a Native Title assessment has been carried out by Council's Native Title Manager and the provisions of the Local Government Act 1993 and the Crown Land Management Act 2016 have been complied with.
Existing Assets	Existing assets on the land shall be identified and measures taken to maintain them in a satisfactory manner. Council may make arrangement for community groups and users to undertake maintenance for specific facilities on Council's behalf.
Public Liability	Council will maintain public liability insurance for the land. All users of the land under lease, licence or agreement will be required to take out public liability insurance for a sum of not less than \$20m.
Public Safety	Reasonable measures will be taken by Council to ensure and maintain the public safety of persons using the land.
Commercial Activities	Commercial activities may be carried out on the land, provided that such is ancillary to a purpose authorised under this Plan of Management and is subject to prior Council consent.
Emergencies	This Plan of Management authorises any necessary activities to be carried out during declared emergencies as may be decided by the General Manager or delegate. Following carrying out of any activities, periodic monitoring will be undertaken, and rehabilitation works undertaken if necessary.
Occupation by Adjoining Landowners	In instances where there is an encroachment upon public land by a permanent structure, and the structure does not significantly interfere with the functioning of the reserve for the reserve purpose, Council may consider a lease or licence agreement with the adjoining property owner and recoup a fee as part of that agreement.
Land Proposed for Future Development	Land proposed in any of Council's plans for future development for a specific purpose may be utilised for other purposes on an interim basis until required for that purpose.
Undeveloped Areas	<ol style="list-style-type: none"> <li>1. Land to which this Plan of Management applies that is undeveloped and unused for the purpose of the land, may upon assessment be used for any activity that does not prevent or inhibit future use for the purpose of the land, including tree planting and mowing and, does not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).</li> </ol>

## 7.4 Management Guidelines

Based on legislative and corporate goals, community needs and expectations the following Management Guidelines have been identified. Some matters are subject to additional adopted policies and procedures, and these are to apply where appropriate.

### 7.4.1 Management Authority

For the purposes of this Plan the management Authority is the Crown Land Manager, Leeton Shire Council who will manage the land in accordance with the provisions of the Crown Land Management Act 2016 and the Local Government Act 1993.

### 7.4.2 Management Issues

The management aims to maximise the provision of open space area and facilities for the community, whilst ensuring that optimum condition of the Reserve is maintained, that the reserve is not materially harmed for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s), that conflicts are minimised, and that any future embellishments are compatible with the existing functions, reserve purpose and character of the park. To provide the best service to the community, the management of the park needs to be well planned and resourced and the use needs to be permitted on an equitable basis.

Play and Recreational Equipment	Play equipment may be installed or removed. Equipment shall be regularly maintained and kept in a safe condition in accordance with the relevant Australian Standard and Council's Playground and Equipment Upgrade Plan.
Material Harm	Management of the Reserve should not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).
Mowing	Urban recreational (Park) areas will be mowed in accordance with approvals, manuals or schedules as required.
Watering	Watering of the urban recreational (Park) areas shall be undertaken as required and according to specific water restrictions that may be in place.
Irrigation	This Plan of Management authorises the installation of underground irrigation pipes. This includes the use of recycled water.
Wet Weather Use	During periods of wet weather, Council may restrict the use of the urban recreational (Park) area to prevent damage to grass surfaces.
Hours of Operation	Council may restrict the hours of operation of any area of the urban recreational (Park) areas at its discretion.
Development Activities	Development activities shall be undertaken in a way that minimises the area, degree and duration of disturbance, and areas are to be restored to the greatest extent practicable.
Alcohol	The occasional sale of alcohol by a sporting committee, club or user group requires the approval of the NSW Office of Liquor Gaming and Racing through the issue of a Limited Licence.



	The Licence should be provided to Council in each instance. When making application for the use of an active recreational area if the sale of alcohol is intended, applicants are required to comply with any requirements of both the Office of Liquor Gaming and Racing and Council.
Companion Animals	<p>Domestic pets may use the land where authorised by signage provided that they are under the control of a responsible person at all times and do not cause loss of amenity to other users of the land, except where specifically publicly notified.</p> <p>Dogs are not permitted within any area that is:</p> <ul style="list-style-type: none"> <li>• set aside for the playing of organised games, or</li> <li>• within 10 meters of a children's playing apparatus or</li> <li>• within 10 meters of cooking or eating facilities.</li> </ul> <p>Dogs are not permitted to be walked off leash unless they are within Council's designated off leash exercise areas.</p> <p>Dog clubs are required to seek Council permission to conduct dog obedience and training activities on all community land.</p>
Parking	<p>Car parking areas should not occupy valuable land but be positioned to minimise the impact on the reserve.</p> <p>Car parking is not to be situated near children's play areas. Existing car parking areas will be maintained to safety standards. Where off street parking occurs within the park consideration will be given to the provision of parking spaces for people with a disability (in accordance with regulations).</p> <p>Internal roads and parking areas may be constructed or reconstructed to a safe and all weather standard.</p>
Neighbors	Council shall endeavor to be a good neighbor and, as far as possible shall consult with adjoining owners in respect of management or other activities which may affect them.

#### 7.4.4 Buildings and Amenities

As well as providing largely unstructured areas for a variety of informal uses, Council's parks provide supplementary facilities to enhance people's enjoyment of their visit. These facilities will be maintained and enhanced, or introduced where possible, subject to an identified need.

Native Title Assessment	The terms of the authorisation for the commencement of any building or development activity should include a Native Title assessment and validation under the Native Title Act 1993 to be carried out by Council's Native Title Manager.
Aboriginal Land Claim	The terms of the authorisation for the commencement of any infrastructure construction activity should include advice that the land is not subject to a claim under the Aboriginal Land

	Rights Act 1983. If a claim is registered on the land activity cannot commence until advice is received. If a claim is registered over the land the claim must be resolved prior to commencement of any activity on the land.
Material Harm	All buildings and amenities should not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).
Access	This plan of management seeks to facilitate access to the land to enable its use for the purposes of a park.
Buildings and Amenities	Buildings and amenities may be provided where consistent with the need to facilitate the use of the land for the reserve purpose, the provisions of the Local Government Act 1993 and the Crown Land Management Act 2016 have been complied with. Buildings and amenities are to be maintained to the highest possible standard.
Public Toilets and Amenities	Where public toilets are provided for community groups, not for profit or users of commercial users under lease or licence they are to be maintained by the user.
Play Equipment and Recreation Equipment	Additional play equipment shall be constructed and maintained in accordance with the relevant Australian Standard and may be replaced or removed as required in accordance with Council policy and plans.
Outdoor furniture	Additional outdoor furniture shall be provided as required and maintained to a safe standard in accordance with any adopted landscape design.
Private buildings	Private buildings may be constructed only where there is a lease or licence from Council and that lease or licence specifically makes provision for the use or erection of a private building. Private buildings and the lease areas are to be fully maintained by the user. Private buildings will only be permitted where the use aligns with or is ancillary to the reserve purpose of the land.
Public Buildings	Public buildings may be constructed for any purpose that aligns with or is ancillary to the reserve purpose of the land, provided that the provisions of the Local Government Act 1993 and the Crown Land Management Act 2016 have been complied with. Community facilities that align with the reserve purpose may also be permitted.
Removal of Buildings or Utilities	Buildings or utilities that are no longer required may be removed by the Council subject to development approval. The land is to be rehabilitated following removal.
General Maintenance	General maintenance will match the level and type of use. Areas held under lease, licence or regular occupancy will be maintained by the user where appropriate.  Existing assets on the land shall be identified and measures taken to maintain them in a satisfactory manner. The Council may make arrangements for community groups and other users to undertake maintenance on Council's behalf.
Horticultural Maintenance	Mowing shall be regularly undertaken as required in accordance with any adopted Council procedures manual. In

	areas of concentrated use reseeding or turfing may be undertaken as required.
Cleaning	Buildings and amenities will be regularly cleaned and maintained in a tidy condition in accordance with any adopted Council procedure manual.

#### 7.4.5 Infrastructure

The level of facilities provided, and the maintenance standards provided by Council staff are to be kept within allocated budgets and to an agreed level of care. The maintenance and scheduled upgrade of infrastructure is therefore crucial for the long-term management of the recreation areas. Increasing the level of infrastructure provided may be considered and, would be assessed with regard to patronage of the site and the scale of the additional facilities compared to the overall size, location and accessibility of the reserve.

Native Title Assessment	The terms of the authorisation for the commencement of any infrastructure construction activity should include a Native Title assessment and validation under the Native Title Act 1993 to be carried out by Council's Native Title Manager.
Aboriginal Land Claim	The terms of the authorisation for the commencement of any infrastructure construction activity should include advice that the land is not subject to a claim under the Aboriginal Land Rights Act 1983. If a claim is registered on the land activity cannot commence until advice is received. If a claim is registered over the land the claim must be resolved prior to commencement of any activity on the land.
Material Harm	All infrastructure, works, facilities and maintenance should not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).
Infrastructure	Any necessary infrastructure to service the purpose of the land may be constructed.
Services and Utilities	Services and utilities such as water supply, sewerage, electricity supply, gas and telecommunications may be constructed, maintained, or repaired on the land.
General Maintenance	General maintenance will match the level and type of use. Areas held under lease, licence or regular occupancy shall be maintained by the user. Existing assets on the land shall be identified and measures taken to maintain them in a satisfactory manner. The Council may make arrangements for community groups to undertake maintenance for specific facilities on Council's behalf.
Energy Efficiency	Measures shall be taken to improve the energy efficiency of all buildings and activities carried out on the land. Measures shall include use of energy efficient lighting, periodic auditing of energy use, and appropriate orientation of any new buildings to incorporate passive solar design principles.
Lighting	Where appropriate, adequate lighting shall be provided on the land to ensure public safety and security for buildings and amenities as far as possible.

Floodlighting	Floodlights shall be designed and operated to minimise glare and spillage of light to adjoining properties. Where possible floodlights should comply with AS2560.
Fences	Fences may be constructed and shall be in accordance with any standards or guidelines adopted by Council.
Signs	Signs may be erected on the land in accordance with State Environmental Policy and any adopted Development Control Code and Policy. This plan of management authorises the erection of regulatory, interpretive, and directional signage within the park.

#### 7.4.6 Access

In principle, all of Council's public open space areas should be accessible to the whole community, regardless of age, ability, or gender. Access for people with a disability is accommodated where possible for general movement around open space areas and for the use and enjoyment of facilities and amenities.

Access and Occupation	The Plan of Management seeks to facilitate access to the land to enable its use for passive recreational purposes.
Access	Access to the land may be limited by Council at times where this may interfere with works or may have an adverse effect on the land.
Public Access	Public access to land to which this Plan of Management applies can be denied to assist rehabilitation or protection of special items of significance or where a lease or licence has been granted but shall not otherwise be denied.
Occupation by Adjoining Landowners	In instances where there is an encroachment upon public land by a permanent structure, and the structure does not significantly interfere with the functioning of the reserve, Council may consider a lease or licence agreement with the adjoining property owner and recoup a fee as part of that agreement.
Roads and Parking	Roads and parking areas may be constructed or reconstructed to a safe all-weather standard. New roads and parking areas may be constructed. In cases where significant new roadworks is proposed, a master plan should be prepared, and the works constructed in accordance with the plan.
After Hours Access	After-hours use of the park may be restricted by signage or the opening and closing of gates and entry points where applicable.

#### 6.4.7 Development Activities

Native Title Assessment	The terms of the authorisation for the commencement of any development or construction activity should include a Native Title assessment and validation under the Native Title Act 1993 to be carried out by Council's Native Title Manager.
Aboriginal Land Claim	The terms of the authorisation for the commencement of any infrastructure construction activity should include advice that

	the land is not subject to a claim under the Aboriginal Land Rights Act 1983. If a claim is registered on the land activity cannot commence until advice is received. If a claim is registered over the land the claim must be resolved prior to commencement of any activity on the land.
Material Harm	Any development should not materially harm the land for any of the purpose(s) for which it was dedicated or reserved and, will not exclude the public from using the reserve for the reserve purpose(s).
Development Activities	Development activities shall be undertaken in a way that minimises the area, degree and duration of disturbance, and area are to be restored to the greatest extent practicable.
Construction Works	Progressive site stabilisation and restoration shall be undertaken during the construction process.
Stockpiling of Materials	Works are to be completed in stages (clearing, topsoil stripping, relocation of topsoil, mulching, planting etc.) and shall follow the principle of isolating stockpiles of different materials to prevent contamination. Materials and soil may be stockpiled but only on a temporary basis and provided that measures are taken to prevent adverse effects such as soil erosion, introduction of weed species, soil compaction and the like. Stockpiles are to be more than 5 meters from trees.
Nutrients Leached from Building Materials	Materials (including concrete, gravel, topsoil, etc.) shall be stockpiled in such a way as to prevent nutrients from leaching into watercourses or into ground water systems.
Protection of Trees	Trees to be protected shall be identified prior to any construction and marked appropriately. Measures are to be taken to prevent damage and disturbance to tree roots by cutting of roots, loss of water, soil compaction or buildup of soil. Clearing works are to be in accordance with any additional procedures manuals or adopted policies. Tree removal shall be subject to the provisions of Council's Tree Management Policy.
New Development Works	New development works such as construction or roads, parking areas, cycleways etc. may be undertaken where the works are consistent with the objectives of this plan of management and where any necessary approvals and assessments have been obtained.
Fill	As far as possible, no fill should be deposited on the land unless it comes from the same area of parkland and adequate measures are taken to stabilise the fill. Works are to be in accordance with any additional procedures, manuals or adopted policies.
Soil Compaction	Measures shall be undertaken to avoid soil compaction arising from construction works and earthworks. Any compaction will be relieved by appropriate methods which may include the use of soil aeration equipment.

#### 7.4.8 Pollution Control

Pollution Control	Management should seek to ensure that no pollution is generated on the land and that adequate measures are taken to prevent adverse impacts from adjoining land.
Soil Erosion and Sedimentation	All activities are to ensure adequate controls to prevent soil erosion and sedimentation and are to be inspected periodically.
Nutrients	Measures shall be taken to minimise and to control nutrients entering watercourses, water bodies or groundwater.
Environmental Protection (noise control, dust, chemicals etc.)	Measures shall be taken during any construction or maintenance works on the land to ensure that normal environmental protection, pollution control and health guidelines are met.
Litter	Litter shall be regularly collected and removed. Provision shall be made for the provision of litter bins at various locations. It is the responsibility of all users to ensure that the area and surrounds are left in a tidy manner after use.
Rubbish Dumping	Rubbish dumping is not permitted. Grass clippings or garden waste is to be disposed of in a manner that does not affect natural vegetation or encourage the spread of weeds.
Irrigation	Irrigation is to be managed on any grassed or mown areas to avoid runoff and a raised water table.
Noise	Noise from events shall be required to comply with noise pollution control requirements in accordance the Protection of the Environment Operations Act 1997 and the Protection of the Environment (Noise Control) Regulation 2008.
Drainage	Drainage works are allowed on the land to which this Plan of Management applies. Any works are to comply with any environmental management guidelines adopted by Council to minimise the flow of nutrients and pollutants into watercourses.
Fertilisers and Pesticides	The use of fertilisers and pesticides may be permitted on land to which this Plan of Management applies, but only where no suitable alternative exists, and no adverse environmental impact is likely to occur. New landscape designs are to minimise the need for these. Notification of use must be given in accordance with Council's adopted Pesticide Use Notification Plan.
Removal of Silt	Silt shall be removed from drains and silt traps as necessary.

#### 7.4.9 Trees Vegetation and Landscape

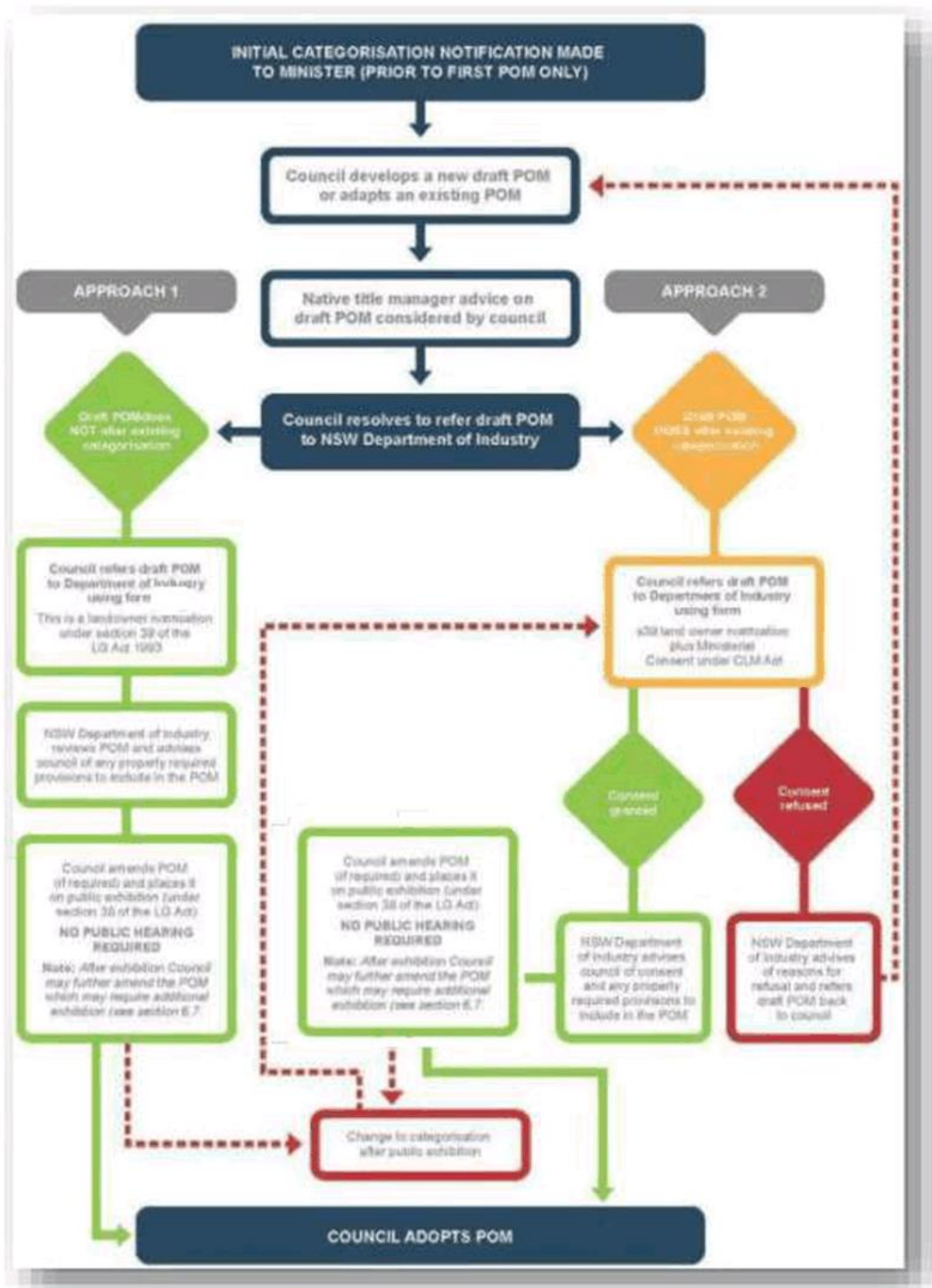
Trees, Vegetation and Landscape	Proper management of landscaping measures, trees and vegetation is important to provide a high degree of amenity on the land.
Trees	Trees will be maintained, as will maintenance of appropriate growing conditions involving management of soil compaction and other encroachments, in accordance with Council's Tree Management Guidelines in force at the time.
Tree Planting and Removal	Trees may be planted, removed, or replaced. In replacing trees, regard will be had to endorsed plans and policies outlining preferred species. Tree planting maintenance, removal and

	replacement shall be in accordance with adopted standards, codes, manuals, or policies.
Tree Protection	Appropriate protection such as guards and barriers shall generally be provided for all new plantings as may be required.
Landscape Design	Landscape design will be subject to approval.
Gardens	Gardens including Community Gardens may be constructed and maintained on the land. Where a Community Garden is constructed by a Community group or not for profit organisation, a licence may be issued. Community Gardens must be maintained to a high standard by the Community group or organisation.
Weed Control	Weed control shall be by both taking preventative measures and active control measures. Prevention of weed infestation shall be by minimising actions that disturb the ground surface and discouraging the conditions that encourage weeds. Measures shall be taken to prevent the dispersion of weeds by fill or the transport of seeds on machinery. Control measures which are acceptable include physical removal or slashing, accepted biological control techniques, bush regeneration, or chemical spraying where Council is satisfied that there will be no adverse residual effects and no adverse effect on human health will occur.
Bushfire Hazard Reduction	Where a bushfire hazard is identified on the land measure shall be taken to reduce the bushfire hazard.

#### 7.4.10 Information Monitoring and Research

Information monitoring and Research	Monitoring and collection of information relating to the land to which the Plan of Management applies are important to enable good management.
Education and Research	Where a demonstrated need has been identified, an educational programme shall be developed to encourage use appropriate to the purpose to all or part of the land to which this Plan of Management applies.
Monitoring	Management arrangements shall be implemented to regularly monitor the use of the land, environmental conditions, and facilities.
Surveys	Surveys of visitation and/or satisfaction with the facilities may be undertaken to facilitate the management and use of the land.

ATTACHMENT 2 – FLOWCHART PLAN OF MANAGEMENT PROCESS







## NATIVE TITLE REPORT PLAN OF MANAGEMENT - RESERVE 62184

The Crown Land Management Act 2016 – Section 8.7 (1) (d) requires that Council as Crown Land Manager obtains the written advice of its Native Title Manager prior to its approval or submission for approval of a Plan of Management for the land that authorises or permits any kinds of dealings referred to in Section 8.7.

### 1. The Land to which this report applies

**Crown Reserve 62184** contained in Lot 8 DP 758606. The Reserve is known as **Mountford Park**. Reserve 62184 was reserved from sale for the public purposes of public park published in the Government Gazette on 17 October 1930.

Reserve 62184 is owned by the Crown and is managed by Leeton Shire Council as Crown Land Manager under the Crown Land Management Act 2016. The management and use of the land is subject to the provisions contained in the Crown Land Management Act 2016 and is not subject to any condition, restriction or covenant imposed by the owner.

### 2. Details of activity on Crown Land

The Plan of Management for Reserve 62184 has been prepared by Council and provides direction as to the use and management of the Reserve.

The Plan of Management is required in accordance with Section 3.23 of the Crown Lands Management Act 2016 and Section 36 of the Local Government Act 1993.

The Plan of Management outlines the way the reserve will be used and provides the framework for Council to follow in relation to the management, leasing, licencing and permit processes for the land.

The Plan of Management also provides for the granting of easements over the land and the further development of the land, buildings and infrastructure on the land.

The Plan of Management provides strict guidelines such that each activity requires a Native Title Assessment and validation under the Native Title Act 1993 to be carried out by Council's Native Title Manager prior to the commencement or approval of that activity.

The Plan of Management is clear that the management of those activities that could be considered to be a future act must take into account the reserve purpose for the land and a Native Title report is to be considered in each instance.

The activities authorised under the Plan of Management could be validated under Subdivision J of the Native Title Act 1993.

#### 2a. Is the activity a future act?

The Plan of Management provides authorisation for the granting of leases, licences and other estates over the land and the granting of easements and further development of the land, buildings and infrastructure on the land provided that they are in accordance with or ancillary to the reserve purpose of the land. These activities could be considered to be a Future Act within the meaning of Section 233 of the Native Title Act 1993.

#### 2b. If it is, why? If it is not, why not?

The activities authorised under the Plan of Management could be considered to be a Future Act, within the meaning of Section 233 of the Native Title Act 1993.

**3. If the activity is a future act, which of the following subdivisions of the future act regime under the Native Title Act 1993 validate it?**

The authorisation of the activities that could be considered a future act within the Plan of Management provides for the activity are to be carried out in accordance with the reserve purpose of the land.

The Plan of Management does not provide authorisation for any activity that is not in accordance with the reserve purpose of the land and that cannot be validated under the provisions of the Native Title Act, 1993.

Accordingly, the activities could be validated under Subdivision J of the Native Title Act, 1993.

**6. Requirements to notify any representative body.**

The Plan of Management provides strict guidelines such that each activity requires a Native Title Assessment and validation under the Native Title Act 1993 to be carried out by Council's Native Title Manager prior to the commencement or approval of that activity.

Notification will be assessed on a case by case basis and parties will be notified when an activity is assessed.

As the Plan of Management authorises activities that could be considered to be future acts within the meaning of Section 233 of the Native Title Act 1993. Council will notify NTSCorp and the Leeton Aboriginal Land Council prior to carrying out an activity.

**Subdivision J**

Requirement	Section 24JA	Requirement satisfied
The reservation was created on or before 23 December 1996; and	s. 24JA(1)(a)	Yes
The reservation was valid; and	s. 24JA(1)(b)	Yes
The creation of the reservation was done by the Crown (the Commonwealth or State); and	s. 24JA(1)(c)	Yes
The whole or part of any land or waters under the reservation was to be used for a particular purpose; and	s. 24JA(1)(d)	Yes
The issue of the licence is done in good faith under or in accordance with the reservation, or	s. 24JA(1)(e) (i)	Yes
in the area covered by the reservation, so long as the act's impact on native title is no greater than the impact that any act that could have been done under or in accordance with the reservation would have had.	s. 24JA(1)(e) (ii)	

**Summary:**

**The Plan of Management authorises activities that could be considered as future acts within the meaning of Section 233 of the Native Title Act 1993.**

**The Plan of Management provides that those activities are only to be authorised if they are in accordance with or ancillary to the reserve purpose of the land.**

**Those activities that are consistent with the reserve purpose of the land may be validated under Subdivision J if the land was subject to a reservation created prior to 23 December 1996 and the reservation was done by the Crown.**

**Therefore requirements of s.24JA(1) (a) – (e) are met.**

**s. 24JA(1)(a)** is satisfied as the relevant land was subject to a reservation created before 23 December 1996.

**The reservation for Public Park was gazetted on 17 October 1930.**

**s. 24JA(1)(b)** is satisfied as the Reserve was notified in the Government Gazette.

**The reservation was published in the Government Gazette on 17 October 1930.**

**s. 24JA(1)(c)** is satisfied as the reservation was carried out by the Crown under the provision of the Crown Lands Consolidation Act, 1913 and the 3<sup>rd</sup> section of the Irrigation (Amendment) Act 1916, as amended by the 4<sup>th</sup> Section of the Irrigation (Amendment) Act, 1918, and such reservation has been carried out by a statutory power, exercised by the Minister on behalf of the Crown.

**The published reservation was notified in pursuance with s.28 of the Crown Lands Consolidation Act, 1913.**

**s. 24JA(1)(d)** is satisfied as the land was to be used for a specific purpose being a reservation under the Crown Lands Consolidation Act, 1913 which reserved the land from sale.

**The land has been used for the specific purpose in accordance with the reservation of Public Park.**

**s. 24JA(1)(e) (ii)** is satisfied as the adoption of a Plan of Management that authorises activities to be done in accordance with the reserve purpose in the area covered by the reservation, so long as the act's impact on native title is no greater than the impact that any act that could have been done under or in accordance with the reservation would have had.

**The Plan of Management provides that activities on the land are only to be authorised if they are in accordance with or ancillary to the reserve purpose of the land.**

*Donna O'Bryan*

**Donna O'Bryan  
Native Title Manager  
Leeton Shire Council**



## **ACTIVATION MATTERS**



# Part A

INTRODUCTION

This part provides introductory information relating to the Leeton Council Comprehensive Development Control Plan 2022



LEETON COUNCIL  
**COMPREHENSIVE DCP**  
2022

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## Structure of DCP

### **A** INTRODUCTION

This part provides introductory information relating to the Leeton Comprehensive Development Control Plan 2022.

### **F** COMMERCIAL DEVELOPMENT

This part applies controls relating to all types of commercial development in the Leeton Shire Council Local Government Area

### **K** FLOOD RISK MANAGEMENT

This part applies controls to any development in the Leeton Shire Council Local Government Area that is proposed on land that is flood prone

### **B** DESIGN GUIDELINES

This part applies design guidelines that should be considered as part of the preparation of a Development Application for land in the Leeton Shire Local Government Area.

### **G** INDUSTRIAL DEVELOPMENT

This part applies controls relating to all types of industrial development in the Leeton Shire Council Local Government Area

### **L** BIODIVERSITY MANAGEMENT

This part applies to all development in the Leeton Shire Council Local Government Area that might impact biodiversity.

### **C** SUBDIVISION DEVELOPMENT

This part applies controls relating to all types of subdivision development in the Leeton Shire Council Local Government Area

### **H** SPECIAL PLACE PRECINCTS

This part applies standard and controls relating to nominated special precincts within the Leeton Shire Local Government Area

### **D** RESIDENTIAL DEVELOPMENT

This part applies controls relating to all types of housing (and ancillary) development in the Leeton Shire Council Local Government Area

### **I** HERITAGE GUIDELINES

This part applies controls relating to development scenarios involving heritage items or conservation areas in the Leeton Shire Council Local Government Area

### **E** RURAL DEVELOPMENT

This part applies controls relating to certain rural building types and land-use activities within the Leeton Shire Council Local Government Area

### **J** CAR PARKING AND ACCESS

This part applies controls relating to parking and access to new development in the Leeton Shire Council Local Government Area

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Part A

## Plan Introduction

### A.1 Name of plan

This plan is called the Leeton Shire Council Development Control Plan 2021 ('the plan'). The plan has been prepared in accordance with Section 3.43 of the Environmental Planning and Assessment Act 1979.

### A.2 Purpose of plan

The purpose of the plan is to:

- a. Give effect to the aims and objectives of the Leeton Local Environmental Plan 2014.
- b. Guide development that is permissible under the Leeton Local Environmental Plan 2014.
- c. Achieve the objectives of land-use zones prescribed under the Leeton Local Environmental Plan 2014.
- d. Outline Council's policies and standards for new development.
- e. Highlight the main requirements for detailed design of new development, including the Leeton Shire Council Engineering Guidelines.

The Leeton Local Environmental Plan 2014 and the Leeton Shire Council Development Control Plan 2022 are the principal documents guiding the preparation of a Development Application (DA) for new development in the Leeton Shire. The Leeton Shire Council Engineering Guidelines (latest version) is the main document guiding detailed design, construction and completion stages.

### A.3 Aims and objectives

The broad aims of the plan are:

- a. To provide guidance at the Development Application (DA) stage of new development.
- b. To promote growth and development in the Leeton Local Government Area.
- c. To ensure growth and development occurs in a consistent, orderly and environmentally sustainable manner.
- d. To ensure positive planning outcomes at individual sites are maximised for the benefit of the broader community.

### A.4 Date of commencement

The plan was adopted by Leeton Shire Council on the XX XX and came into operation on XX XX



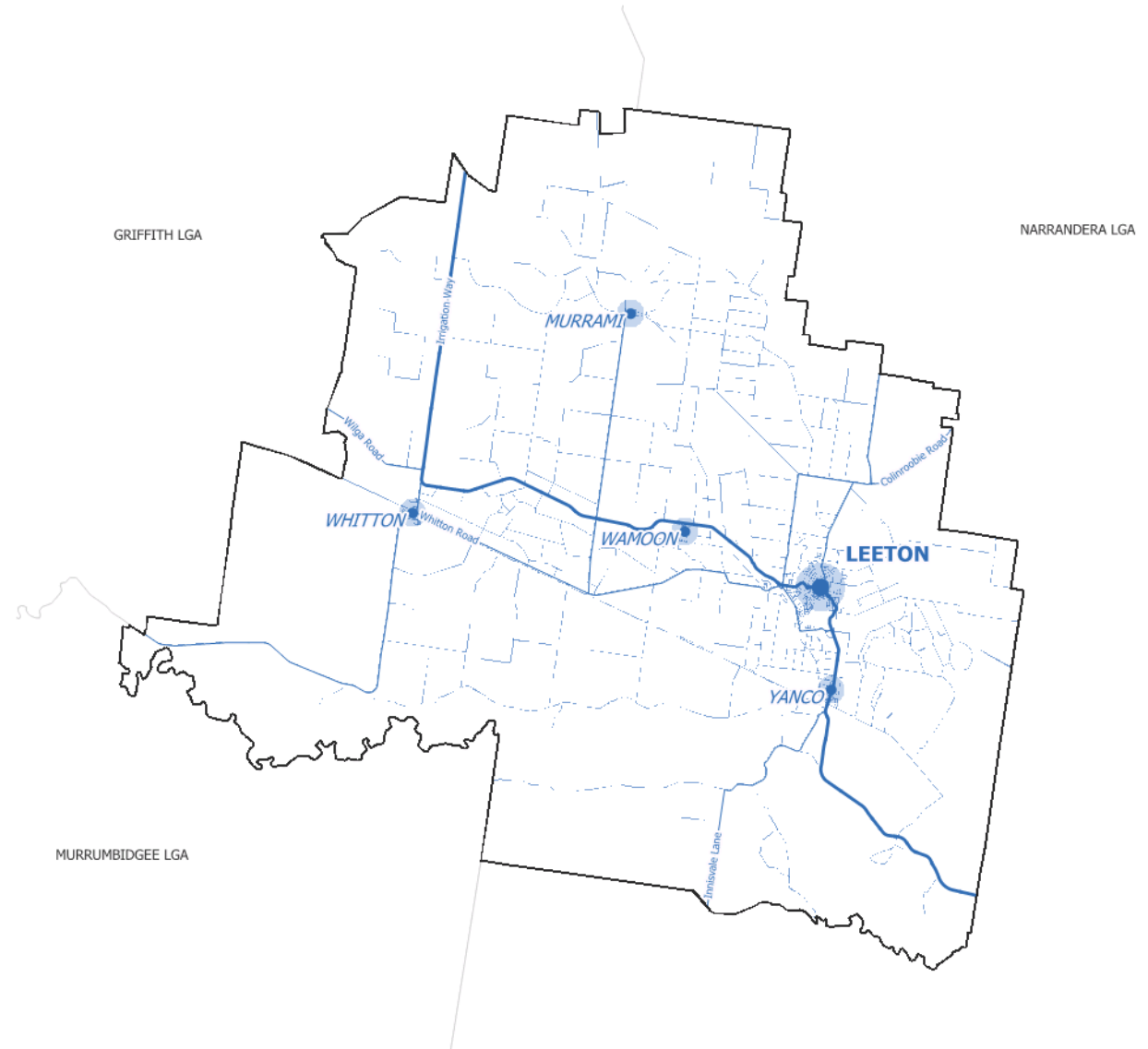
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**Plan introduction  
(cont.)**

**A.5 Application of plan**

The plan applies to all land with the Leeton Shire Local Government Area as identified on the Leeton Local Environmental Plan 2014 Land Application Map.

For ease of references purposes, the map to the right of page also shows the land within the Leeton Shire Local Government Area.



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Leeton Council Community Participation Plan

#### **A.6 Relationship to other plans**

The plan is to be read in conjunction with other environmental planning instruments, standards, policies and specifications that are relevant to specific aspects of a development proposal.

Go to [www.planningportal.nsw.gov.au](http://www.planningportal.nsw.gov.au) to obtain relevant information, or navigate to the website using the QR code below.

In the event of an inconsistency between the plan and any other environmental planning instrument applying to the same land, the provisions of the other environmental planning instrument will prevail to the extent of the identified inconsistency.



NSW Planning Portal

#### **A.7 References in plan**

References to specific legislation, standards, policies and or government agency names are current at the date of commencement of this plan and are to be referenced as including any updates and changes made post commencement of the plan.

#### **A.8 Using the plan**

The plan has been prepared based on a framework that consists of objectives and standards. There may be instances where a number of standards need to be met in order to achieve an objective.

In order to assist users understand which parts of the plan may need to be considered for particular development types, a matrix has been prepared and included in Appendix A.

Applications are still encouraged to consult with Council for clarification as to which parts of the DCP apply.

#### **A.9 Variation to standards**

Council accepts that it is not possible to plan for all development scenarios and there will inevitably be situations where a development is not able to demonstrate compliance with one, or a number of standards in this plan.

Where the plan sets a standard in relation to an aspect of a development, and a Development Application cannot demonstrate compliance with that standard, Council may still grant approval subject to a statement being submitted to Council that:

- a. Clearly identifies the standard(s) that cannot be complied with, and
- b. Clearly identifies why the standard(s) cannot be complied with, and
- c. Clearly explains why non-compliance with the standard(s) is warranted by special circumstances or to achieve a superior standard.

The requirements of Council's Community Participation Plan will prevail in terms of the advertisement / notification / consultation requirements for applications involving variations to the DCP.

A copy of the Community Participation Plan can be downloaded from the QR Code above.

## Plan introduction (cont.)

Development Applications will be reported to a Council meeting for determination where significant variations to standards are proposed (i.e. more than 20% variation to standards). The process of reporting a Development Application to Council can lead to an increase in the time taken to finalise the determination of the Development Application. No guarantee of approval can be given for a Development Application proposing a variation to a planning standard.

### **A.10 Pre-Development Applications**

Council's Pre-Development Application service provides future applicants who have already prepared conceptual development plans with an opportunity to receive feedback from Council regarding key aspects of their proposal. The purpose of the Pre-Development Application service is to identify any issues or concerns with a development proposal that should be addressed prior to the Development Application being lodged with Council via the NSW Planning Portal. This includes potential inconsistencies with any relevant development controls.

Pre-Development Application meetings are recommended for larger / more complex development proposals. They are not recommended for simple proposals such as new single dwellings, or dwelling additions. Most questions regarding these types of developments can generally be answered by making enquiries with Leeton Shire Council.



Leeton Shire Council DA Guide



NSW Planning Portal - Online DA Application

### **A.11 Development Application Guide**

All types of development, whether building, subdivision or demolition require the submission of a Development Application with Council for assessment and determination unless the development is identified as Exempt Development or Complying Development or is State Significant Development.

Council has prepared a DA Guide to assist prospective applicants to understand the Development Application process. The DA Guide can be collected from Leeton Council's Administration Building or downloaded from [www.leeton.nsw.gov.au](http://www.leeton.nsw.gov.au), or or navigate to the document directly using the QR code above.

Any person wishing to carry out building, subdivision or demolition work is invited to consult with Council's Planning and Development staff prior to lodging a Development Application. This will allow Council staff to provide project specific advice in relation to any development controls that may apply to the land and any other issues that might affect the use of the land.

### **A.12 NSW Planning Portal**

As from 1 July 2021 all Development Applications (and most other applications to Council related to development) are required to be lodged via the NSW Planning Portal. To access the NSW Planning Portal, applicants must register. Register for a NSW Planning Portal account and then Log in to complete the online application form. Navigate to the website directly from the QR Code above.

For local development in the Leeton Shire, you will need to submit DA Plans, Statement of Environmental Effects, Owner's consent and a Cost estimate report. You may also be required to submit further documents to support your proposal as detailed in Council's DA Guide.

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**Plan introduction  
 (cont.)**

**A.13 Further information**

If you have any enquiries or wish to clarify any aspect of this plan, please contact Leeton Shire Council on the following:

- Phone (02) 69530911
- Email council@leeton.nsw.gov.au
- Web www.leeton.nsw.gov.au
- Address 23-25 Chelmsford Place, Leeton NSW 2705

**A.14 Disclaimer**

The plan is for use by Council and the general public. Council provides the information contained in the plan in good faith. In some cases the plan only provides a summary of legislative provisions and technical codes. Compliance with the requirements of the plan will not mean that a Development Application will be approved. Council must assess the proposed development against all of the relevant requirements of the Environmental Planning and Assessment Act 1979.

**A.15 Table of amendments**

It is intended that Council will review the provisions of this plan every four years following the review of the Leeton Community Strategy Plan, or on an as needed basis to ensure that all standards remain relevant and continue to provide positive planning outcomes for the community. Amendment of the plan is subject to the plan making requirements of the Environmental Planning and Assessment Act 1979.

Table 1 below details the list of amendments made to this DCP since it was originally commenced.

*Table 1 - Table of Amendments*

Amendment No.	Description	Council resolution date	Effective date

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# A

## Appendix Land-use Matrix

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**Appendix A**  
**Land-use Matrix**

- RELEVANT PART FOR CONSIDERATION
- CONSIDER PART IF NECESSARY

LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L
advertisement	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●	●	●	●	●			●
affordable housing	●	●		●		●			●	●	●	●
agricultural produce industry	●	●		●	●	●			●	●	●	●
agriculture	●	●		●	●				●	●		●
air transport facility	●	●		●	●			●	●	●	●	●
airstrip	●	●		●	●			●	●	●	●	●
amusement centre	●	●		●			●	●	●	●	●	●
animal boarding or training establishment	●	●		●	●	●	●	●	●	●	●	●
artisan food and drink industry	●	●		●			●	●	●	●	●	●
attached dwelling	●	●		●	●		●		●	●	●	●
backpackers' accommodation	●	●		●	●		●	●	●	●	●	●
bed and breakfast accommodation	●	●		●		●	●	●	●	●	●	●
bee keeping	●	●		●		●			●	●		●
biosolids treatment facility	●	●		●		●	●	●	●	●	●	●
boarding house	●	●		●	●		●		●	●	●	●
boat building and repair facility	●	●		●		●	●	●	●	●	●	●
boat shed	●	●		●		●	●	●	●	●	●	●
brothel	●	●		●			●	●	●	●	●	●

ONLY WHERE NATIVE VEGETATION IS PROPOSED TO BE IMPACTED

Leeton Comprehensive DCP 2022 | Draft Only |

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LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
building identification sign	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●	●	●	●	●			●	
business identification sign	●	●			●	●	●	●	●				●
business premises	●	●					●	●	●	●	●	●	●
camping ground	●	●			●	●			●	●	●	●	●
canal estate development	●	●			●				●	●	●	●	●
car park	●	●			●	●	●	●	●	●	●	●	●
caravan park	●	●			●	●			●	●	●	●	●
cellar door premises	●	●				●	●	●	●	●	●	●	●
centre-based child care facility	●	●					●	●	●	●	●	●	●
charter and tourism boating facility	●	●					●	●	●	●	●	●	●
commercial premises	●	●					●	●	●	●	●	●	●
community facility	●	●				●	●	●	●	●	●	●	●
correctional centre	●	●				●	●	●	●	●	●	●	●
crematorium	●	●				●	●	●	●	●	●	●	●
dairy (pasture-based)	●	●				●			●	●			●
dairy (restricted)	●	●				●			●	●			●
depot	●	●				●	●	●	●	●	●	●	●
dual occupancy	●	●			●	●	●		●	●	●	●	●

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Leeton Comprehensive DCP 2022 | Draft Only |

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Dual occupancy (attached)	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED	●	●	●		●	●	●	●	●
dual occupancy (detached)	●	●		●	●	●		●	●	●	●	●
dwelling	●	●		●	●	●		●	●	●	●	●
early education and care facility	●	●				●	●	●	●	●	●	●
eco-tourist facility	●	●			●	●	●	●	●	●	●	●
educational establishment	●	●			●	●	●	●	●	●	●	●
electricity generating works	●	●			●		●	●	●	●	●	●
emergency services facility	●	●			●	●	●	●	●	●	●	●
entertainment facility	●	●				●	●	●	●	●	●	●
environmental facility	●	●			●	●	●	●	●	●	●	●
exhibition home	●	●			●		●		●	●	●	●
exhibition village	●	●			●		●		●	●	●	●
extractive industry	●	●				●	●	●	●	●	●	●
farm building	●	●				●			●	●		●
farm stay accommodation	●	●				●			●	●	●	●
feedlot	●	●				●			●	●		●
food and drink premises	●	●					●	●	●	●	●	●
freight transport facility	●	●					●	●	●	●	●	●



Leeton Comprehensive DCP 2022 | Draft Only |

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LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
function centre	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●	●	●	●	●	●	●	●	
funeral home	●	●					●	●	●	●	●	●	●
garden centre	●	●					●	●	●	●	●	●	●
general industry	●	●						●	●	●	●	●	●
group home	●	●			●		●		●	●	●	●	●
hardware and building supplies	●	●					●	●	●	●	●	●	●
hazardous industry	●	●						●	●	●	●	●	●
hazardous storage establishment	●	●						●	●	●	●	●	●
health consulting rooms	●	●					●		●	●	●	●	●
health services facility	●	●					●	●	●	●	●	●	●
heavy industrial storage establishment	●	●						●	●	●	●	●	●
heavy industry	●	●						●	●	●	●	●	●
helipad	●	●					●	●	●	●	●	●	●
heliport	●	●					●	●	●	●	●	●	●
high technology industry	●	●					●	●	●	●	●	●	●
highway service centre	●	●					●	●	●	●	●	●	●
home-based child care	●	●					●		●	●	●	●	●
home business	●	●					●		●	●	●	●	●

Leeton Comprehensive DCP 2022 | Draft Only |

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LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
home industry	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED			●		●	●	●	●		
home occupation	●	●					●		●	●	●	●	
home occupation (sex services)	●	●					●		●	●	●	●	
horticulture	●	●				●			●	●			●
hospital	●	●					●	●	●	●		●	●
hostel	●	●					●	●	●	●		●	●
hotel or motel accommodation	●	●					●	●	●	●		●	●
industrial retail outlet	●	●						●	●	●		●	●
industrial training facility	●	●						●	●	●		●	●
industry	●	●						●	●	●		●	●
information and education facility	●	●					●	●	●	●		●	●
intensive livestock agriculture	●	●				●			●	●			●
intensive plant agriculture	●	●				●			●	●			●
kiosk	●	●					●	●	●	●		●	●
landscaping material supplies	●	●					●	●	●	●		●	●
Light industry	●	●						●	●	●		●	●
liquid fuel depot	●	●					●	●	●	●		●	●
livestock processing industry	●	●				●		●	●	●		●	●

Leeton Comprehensive DCP 2022 | Draft Only |

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LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
local distribution premises	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED			●	●	●	●	●	●	●	
marina	●	●					●	●	●	●	●	●	●
market	●	●					●	●	●	●	●	●	●
medical centre	●	●					●	●	●	●	●	●	●
mine	●	●			●		●	●	●	●	●	●	●
mixed use development	●	●			●		●	●	●	●	●	●	●
mortuary	●	●					●	●	●	●	●	●	●
multi dwelling housing	●	●			●		●		●	●	●	●	●
neighbourhood shop	●	●					●	●	●	●	●	●	●
neighbourhood supermarket	●	●					●	●	●	●	●	●	●
offensive industry	●	●				●		●	●	●	●	●	●
offensive storage establishment	●	●						●	●	●	●	●	●
office premises	●	●					●	●	●	●	●	●	●
pig farm	●	●			●			●	●	●	●	●	●
place of public worship	●	●					●	●	●	●	●	●	●
plant nursery	●	●					●	●	●	●	●	●	●
pond-based aquaculture	●	●				●	●	●	●	●	●	●	●
port facilities	●	●					●	●	●	●	●	●	●

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Leeton Comprehensive DCP 2022 | Draft Only |

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poultry farm	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●		●	●	●	●	●		
pub	●	●					●	●	●	●	●	●	
public administration building	●	●					●	●	●	●	●	●	
public utility infrastructure,	●	●			●		●	●	●	●	●	●	
recreation facility (indoor)	●	●					●	●	●	●	●	●	
recreation facility (major)	●	●					●	●	●	●	●	●	
recreation facility (outdoor)	●	●					●	●	●	●	●	●	
registered club	●	●					●	●	●	●	●	●	
research station	●	●					●	●	●	●	●	●	
residential care facility	●	●					●		●	●	●	●	
residential flat building	●	●			●		●	●	●	●	●	●	
resource recovery facility	●	●					●	●	●	●	●	●	
respite day care centre	●	●					●	●	●	●	●	●	
restaurant or cafe	●	●					●	●	●	●	●	●	
restricted premises	●	●					●	●	●	●	●	●	
restriction facilities	●	●					●	●	●	●	●	●	
retail premises	●	●					●		●	●	●	●	
roadside stall	●	●				●	●	●	●	●	●	●	

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Leeton Comprehensive DCP 2022 | Draft Only |

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LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
rural industry	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●		●	●	●	●	●		
rural supplies	●	●				●	●	●	●	●	●	●	
rural worker's dwelling	●	●				●		●	●	●	●	●	
sawmill or log processing works	●	●				●	●	●	●	●	●	●	
school	●	●					●	●	●	●	●	●	
school-based child care	●	●					●	●	●	●	●	●	
secondary dwelling	●	●			●	●	●		●	●	●	●	
self-storage units	●	●					●	●	●	●	●	●	
semi-detached dwelling	●	●			●		●		●	●	●	●	
seniors housing	●	●			●		●		●	●	●	●	
service station	●	●					●	●	●	●	●	●	
serviced apartment	●	●			●		●		●	●	●	●	
sex services premises	●	●					●	●	●	●	●	●	
shop	●	●					●	●	●	●	●	●	
shop top housing	●	●			●		●		●	●	●	●	
signage	●	●				●	●	●	●	●		●	
small bar	●	●					●	●	●	●	●	●	
specialised retail premises	●	●					●	●	●	●	●	●	

ONLY WHERE NATIVE VEGETATION IS PROPOSED TO BE IMPACTED

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**Appendix A**  
**Land-use Matrix**

- RELEVANT PART FOR CONSIDERATION
- CONSIDER PART IF NECESSARY

LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
stock and sale yard	●	●	ONLY WHERE THERE IS A SUBDIVISION INVOLVED		●	●	●	●	●	●	●	●	
storage premises	●	●					●	●	●	●	●	●	●
take away food and drink premises	●	●					●	●	●	●	●	●	●
tank-based aquaculture	●	●				●	●	●	●	●	●	●	●
timber yard	●	●					●	●	●	●	●	●	●
tourist and visitor accommodation	●	●					●	●	●	●	●	●	●
transport depot	●	●					●	●	●	●	●	●	●
truck depot	●	●					●	●	●	●	●	●	●
vehicle body repair workshop	●	●					●	●	●	●	●	●	●
vehicle repair station	●	●					●	●	●	●	●	●	●
vehicle sales or hire premises	●	●					●	●	●	●	●	●	●
veterinary hospital	●	●					●	●	●	●	●	●	●
viticulture	●	●				●				●			●
warehouse or distribution centre	●	●					●	●	●	●	●	●	●
waste disposal facility	●	●				●	●	●	●	●	●	●	●
waste or resource management facility	●	●				●	●	●	●	●	●	●	●
waste or resource transfer station	●	●				●	●	●	●	●	●	●	●
water recreation structure	●	●				●	●	●	●	●	●	●	●

ONLY WHERE NATIVE VEGETATION IS PROPOSED TO BE IMPACTED

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**Appendix A**  
**Land-use Matrix**

- RELEVANT PART FOR CONSIDERATION
- CONSIDER PART IF NECESSARY

LAND_USE	A	B	C	D	E	F	G	H	I	J	K	L	
water recycling facility	●	●	SEE PREVIOUS PAGE		●	●	●	●	●	●	●	●	SEE PREVIOUS PAGE
water storage facility	●	●			●	●	●	●	●	●	●	●	
water treatment facility	●	●			●	●	●	●	●	●	●	●	
wharf or boating facilities	●	●			●	●	●	●	●	●	●	●	



# Part B

## DESIGN GUIDELINES

This part applies design guidelines that should be considered as part of the preparation of a Development Application for land in the Leeton Shire Local Government Area.



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**2022**  
COMPREHENSIVE DCP





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## Table of Contents

<b>B1</b>	<b>Design Guidelines</b>	<b>3</b>
B1.1	Site selection and analysis guidelines	4
B1.2	Development design guidelines	5

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# B1

## Design Guidelines

Part B1 applies to all land within the Leeton Local Government Area.

B1.1	Site selection and analysis guidelines	4
B1.2	Development design guidelines	5

**Part B1  
 Design  
 Guidelines**

**B1.1 Site selection and analysis guidelines**

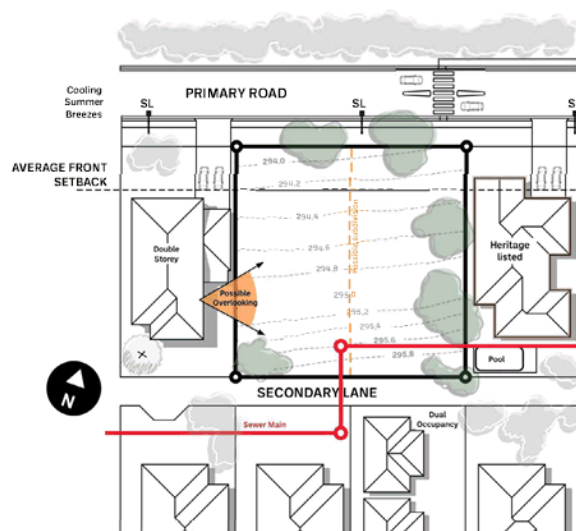
**Objective**

To provide guidance to businesses and developers seeking sites in the Leeton Local Government Area for development and use.

**Standards**

- a. The following factors should be considered when determining whether a site is suitable for development:
  - i. Physical constraints (e.g. flooding, bushfire, landslip, heritage, environmentally sensitive land).
  - ii. Topography and drainage.
  - iii. Adjoining land-uses, particularly important for intensive agriculture and industrial type uses which require separation from sensitive land-uses such as dwellings and schools.
  - iv. The standard of access available for the intended development and its estimated traffic generation.
  - v. The availability of electricity supply and the capacity of the electricity grid (single or 3 phase, transformer size and capacity) to meet the intended development / use.
  - vi. The availability of reticulated water supply and the capacity of water supply (size of mains, location of hydrants, pressure and flow) to meet the requirements of any development for potable water supply and firefighting purposes.
  - vii. The availability of reticulated sewerage and the capacity of the system to meet the requirements of any development, including sewer main size, depth and location of manholes.
  - viii. Restrictions on use of land (e.g. zoning, easements and other restrictions on the Land Title).
  - ix. Lot configuration to accommodate the intended development in compliance with building setback rules and the like.
  - x. Solar efficiency, particularly for land-uses requiring submission of a BASIX Certificate.

An example of a site analysis exercise is shown in the diagram to the right.



- Consider bushfire hazard on opposite side of road
- Existing pedestrian crossing limits opportunities for new access construction
- Existing mature street trees contribute positively to streetscape. Retain if possible
- Adjoining residence is heritage listed. Consider as part of the building design process
- Existing site trees and shrubs provide protection to adjoining dwelling from western sun. Consider retaining
- Neighbouring dwelling has an existing swimming pool. Consider privacy requirements
- Double storey house to west creates a potential overlooking issue. A design response may be required
- Site survey confirms property has approximately 2m of fall from the rear to the front. A design response may be required to minimise cut and fill.
- Street lighting on primary road. Rear lane is not well lit. Consider safety implications if access is proposed to rear
- A site survey has confirmed that the land freely drains to the primary road
- The land contains an existing sewer main which needs to be considered as part of the site design process
- The land is large enough to be subdivided. Consider possible boundary location as part of site design

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## Part B1 Design Guidelines

### B1.2 Development design guidelines

The following design guidelines should be considered when planning a site for development:

#### Context

Good design responds and contributes to its context through promoting its 'best fit' in line with the existing and desired future character of a locality.

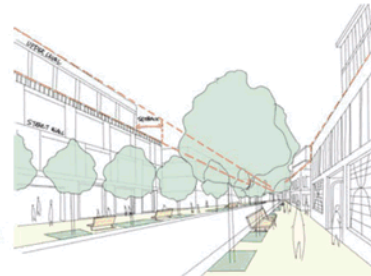
For example, Leeton's urban areas are strongly influenced by the early 1900's and inter-war period, including Walter Burley Griffin's town plan and early architecture relating to the inter-war and art deco periods.

New development in Leeton should aim to respond to and complement the local area.



#### Scale

Good design provides an appropriate scale in terms of the bulk and height that suits the scale of the street and surrounding development. Establishing an appropriate scale requires a considered response to the size, height, location and setback of existing structures in the street. In areas undergoing a transition, proposed bulk and height needs to achieve the scale identified for the desired future character of the area.



#### Built Form

Good design achieves an appropriate built form for a site given the building's purpose, in terms of building alignments, proportions, building type and building elements. Appropriate built form defines the public domain, contributes to the character of streetscapes and open space including their views and vistas, and provides amenity and outlook.



#### Density

Good design has a density appropriate for a site and its context, in terms of floorspace and the extent of previous to impervious areas. Appropriate densities are sustainable and consistent with the existing density in an area and community expectations. In areas undergoing a transition, they are consistent with the stated desired future density. In some cases, a sustainable density may mean a development will not achieve the maximum floor space ratio or density if it is to provide an environmental quality appropriate to the site.



Source: All sketches on the page have been sources from the Draft Urban Design Guideline, prepared by NSW Department of Planning and Environment

#### Objective

To provide general design guidance to businesses and developers seeking to plan sites in the Leeton Local Government Area for development and use.

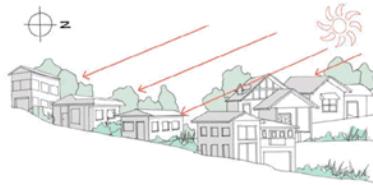
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**Development  
design guidelines  
(cont.)**

*Source: All sketches on the page have been sources from the  
Draft Urban Design Guideline, prepared by NSW Department of  
Planning and Environment*

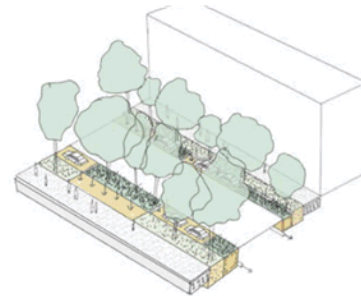
**Resource, energy and water efficiency**

Good design makes efficient use of natural resources, energy and water throughout its full life cycle and reduces its carbon footprint. Sustainability is integral to the design process. Aspects include selection of appropriate and sustainable materials, layouts and built form, passive solar design principles and water sensitive urban design to encourage conservation and reuse of resources and the selection of appropriate vegetation given the local climate.



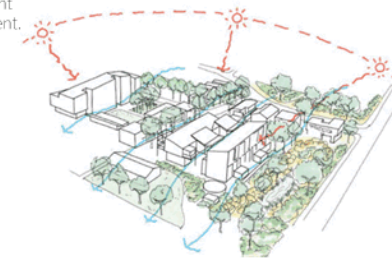
**Landscape**

Good design recognises the integration of landscape and buildings results in greater aesthetic quality and amenity for both occupants and the adjoining public domain. Landscape design builds on the existing site's natural and cultural features in responsible and creative ways. It enhances micro-climate, tree canopy and habitat values, positive image to the streetscape and neighbourhood character, privacy, and respect for neighbours' amenity. More than ever it is important that trees and shrubs are established in our urban neighbourhoods to create shade and a cool environment during sustained periods of heat. In general, the selection of species needs to be suitable to the local climate where low water use and drought tolerant native species are more resilient in a semi-arid environment.



**Amenity**

Good design provides amenity through the physical, spatial and environmental quality of a development. Optimising amenity requires appropriate room dimensions and shapes, access to sunlight, natural ventilation, visual and acoustic privacy, storage, indoor and outdoor space, efficient layouts, outlook and ease of access for all age groups and degree of mobility.



**Safety and Security**

Good design optimises safety and security, both internal to the development and for the public domain. This is achieved by maximising overlooking of public and communal spaces while maintaining internal privacy, avoiding dark and non-visible areas, maximising activity on streets, providing clear, safe access points, providing quality public spaces that cater for desired recreational uses, providing lighting appropriate to the location and desired activities, and clear definition between public and private spaces. Crime prevention through environmental design (CPTED) focuses on four areas. These are territorial reinforcement, surveillance, access control and space/activity management. Safer By Design Evaluation is based upon AS/NZS ISO 31000: Risk Management- Principles and Guidelines.



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## Development design guidelines(cont.)

*Source: All sketches on the page have been sources from the Draft Urban Design Guideline, prepared by NSW Department of Planning and Environment*

### Social Dimensions

Good design responds to the social context and needs of the local community in terms of lifestyles, affordability, and access to social facilities. New developments should optimise the provision of housing to suit the social mix and needs in the neighbourhood or, in the case of areas undergoing transition, provide for the desired future community.



### Aesthetics

Quality aesthetics require the appropriate composition of building elements, textures, materials and colours and reflect the use, internal design and structure of the development. Aesthetics should also relate to the environment and context, particularly responding to Leeton's built heritage and desirable elements of the existing streetscape or, in areas undergoing transition, contribute to the desired future character of the area.





# Part C

SUBDIVISION  
DEVELOPMENT

This part applies standard and controls relating to all types of subdivision development in the Leeton Shire Council Local Government Area



LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP



## Table of Contents

<b>C1</b>	<b>Residential Subdivision Controls</b>	<b>3</b>	<b>C4</b>	<b>Rural Subdivision Controls</b>	<b>48</b>
C1.1	Topography, Landform conservation, cut and fill	4	C4.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	49
C1.2	Subdivision lot design	5	C4.2	Subdivision lot design	50
C1.3	Subdivision road design	10	C4.3	Subdivision road design	51
C1.4	Stormwater Design and Management	17	C4.4	Stormwater Design and Management	52
C1.5	Public open space provision	18	C4.5	Sewerage design or on-site management	53
C1.6	Landscape design and management	19	C4.6	Naming of new public roads	54
C1.7	Naming of new public roads	20	C4.7	Fencing requirements	55
C1.8	Utility and service provisions	21	C4.8	Bushfire risk management	56
			C4.9	Utility and service provisions	57
<b>C2</b>	<b>Village Subdivision Controls</b>	<b>22</b>	<b>C5</b>	<b>Industrial Subdivision Controls</b>	<b>58</b>
C2.1	Topography, Landform conservation, cut and fill	23	C5.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	59
C2.2	Subdivision lot design	24	C5.2	Subdivision lot design	60
C2.3	Subdivision road design	26	C5.3	Subdivision road design	61
C2.4	Stormwater Design and Management	33	C5.4	Stormwater Design and Management	62
C2.5	Sewerage design or on-site management	34	C5.5	Landscape design and management	63
C2.6	Naming of new public roads	35	C5.6	Naming of new public roads	64
C2.7	Utility and service provisions	36	C5.7	Utility and service provisions	65
<b>C3</b>	<b>Large Lot Residential Subdivision Controls</b>	<b>37</b>	<b>C6</b>	<b>Strata + Community Title Subdivision Controls</b>	<b>66</b>
C3.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	38	C6.1	General Controls	67
C3.2	Subdivision lot design	39			
C3.3	Subdivision road design	40			
C3.4	Stormwater Design and Management	41			
C3.5	Sewerage design or on-site management	42			
C3.6	Landscape design and management	43			
C3.7	Naming of new public roads	44			
C3.8	Fencing requirements	45			
C3.9	Bushfire risk management	46			
C3.10	Utility and service provisions	47			



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# C1

## Residential (Urban + Village) Subdivision controls

Part C.1 applies to the following development types:

1. Greenfield Residential Subdivisions
2. Infill Residential Subdivisions
3. Lane way Residential Subdivisions

Part C.1 applies to land in the following zones under Leeton Local Environmental Plan 2014:

1. R1 General Residential
2. R2 Low Density Residential
3. R3 Medium Density Residential
4. RU5 Village

C1.1	Topography, Landform conservation, cut and fill	4
C1.2	Subdivision lot design	5
C1.3	Subdivision road design	10
C1.4	Stormwater Design and Management	17
C1.5	Public open space provision	18
C1.6	Landscape design and management	19
C1.7	Naming of new public roads	20
C1.8	Utility and service provisions	21

Leeton Comprehensive DCP 2022 | Draft Only |

## Part C1 Residential Subdivision Controls

### C1.1 Topography, Landform conservation, cut and fill

#### Objective

To ensure earthworks associated with residential subdivisions does not negatively impact on the natural environment, surrounding streetscapes, adjoining properties, drainage infrastructure and other public assets.

#### Standards

- a. The topography and landform of the site must be taken into consideration as part of the design of the subdivision layout, to optimise solar access opportunities and maximise views to key natural features.
- b. The topography and landform of a locality are important to place-making elements. Roads should be designed to respond to such topographical features of the landscape and work to minimise cut and fill.
- c. Where the land slopes at a grade of 6% or greater, the predominant road alignment should be perpendicular to the contours of the site, wherever practicable.
- d. New roads should be constructed at the natural ground level of the site wherever practical, taking into account the constraints of the site and road design requirements.
- e. Where natural landform is sloping prior to subdivisions works, lots shall be designed to reflect inherited slopes. Acceptable grades are shown in the Diagram 1.
- f. Finished lots are to have a minimum 2% fall towards the proposed stormwater drainage system (roadside drainage infrastructure or drainage reserve / easement), in order to allow for suitable stormwater run-off from the site.
- g. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- h. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- i. Retaining walls or other structural supports, including footings and drainage, must be located wholly within private property boundaries and not within proposed public road reservations.
- j. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).

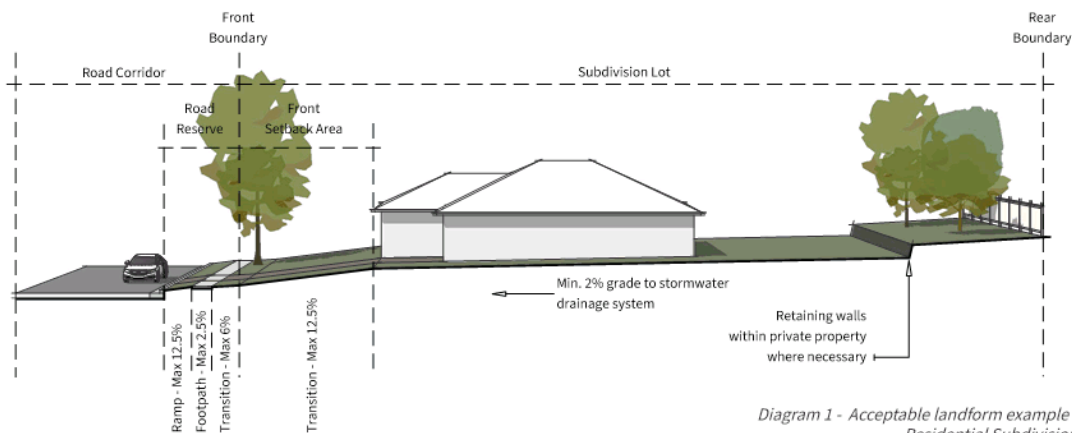


Diagram 1 - Acceptable landform example - Residential Subdivision

**Part C1  
 Residential  
 Subdivision Controls**

**C1.2 Subdivision lot design**

**Objective**

To ensure residential subdivision design provides housing choice and is practical, efficient and consistent with the dominant street patterns in the surrounding neighbourhood.

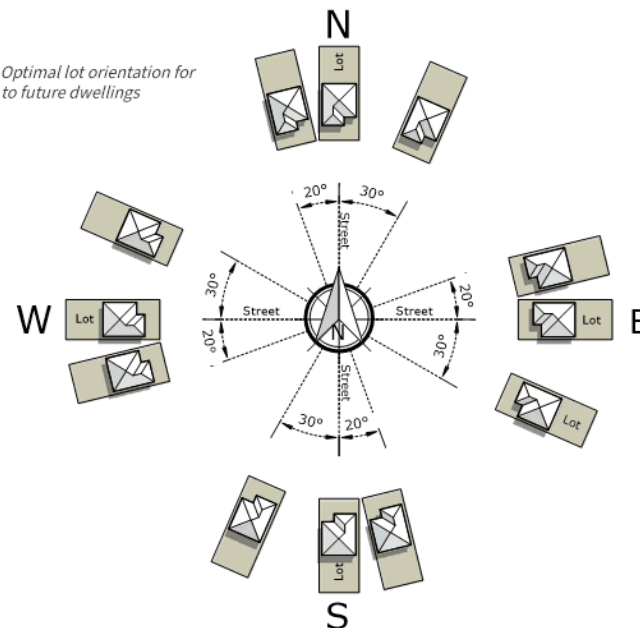
**Standards ( all subdivisions)**

- The subdivision design appropriately responds to the relevant provisions of Leeton Local Environmental Plan 2014 in relation to land mapped as flood planning area, groundwater vulnerable, riparian area, watercourse, wetland area, heritage or an area containing terrestrial biodiversity from inappropriate development. Refer Diagram 2 for example.
- The subdivision design is consistent with the dominant lot size configuration along the street servicing the development site, or within the immediate vicinity of the development site.
- The subdivision design should, where possible, incorporate a lot design that provides for a mix of sizes to provide for a range of housing choice and diversity.
- Lot size, shape and configuration enables the construction of a future dwelling and likely outbuildings, private open space, vehicle access and parking areas.
- Allotments should be orientated and configured to maximise opportunities for solar access and solar power generation. Diagram 3 shows optimum lot orientation for solar access to future dwellings.

Diagram 2 - Land use and built form avoids land that is environmentally constrained. Image Source: Draft Urban Design Guideline - NSW DPE



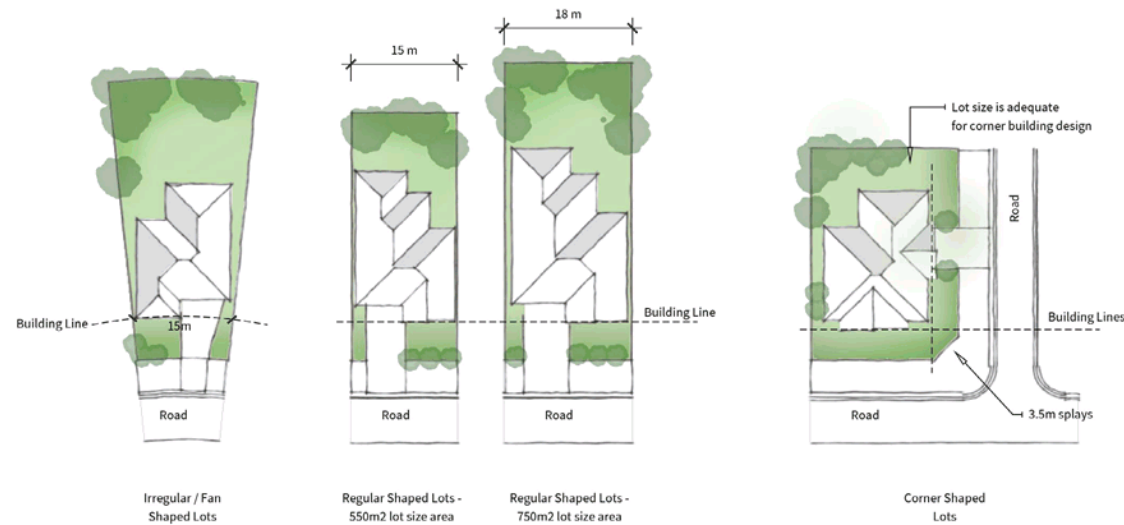
Diagram 3 - Optimal lot orientation for solar access to future dwellings



**Subdivision lot design (cont.)**

- f. For subdivisions mapped in the 750m<sup>2</sup> Minimum Lot Size under the Leeton Local Environmental Plan 2014, new lots have a minimum frontage of 18 metres, measured at the building line. Refer Diagram 4 for example.
- g. For subdivisions mapped in the 500m<sup>2</sup> Minimum Lot Size under the Leeton Local Environmental Plan 2014, new lots have a minimum frontage of 15 metres, measured at the building line. Refer Diagram 4 for example.
- h. Lot design on corner blocks incorporates 3 metre splays parallel to front and side boundaries of the corner allotment and enables the construction of a future dwelling that can comply with the setback standards in Part D for both street frontages.
- i. In addition to controls (f)-(h), lot design should allow for the following:
  - i. adequate width for the construction of a 6m wide access driveway, and
  - ii. adequate width for roadside parking of at least 1 x standard length vehicle.

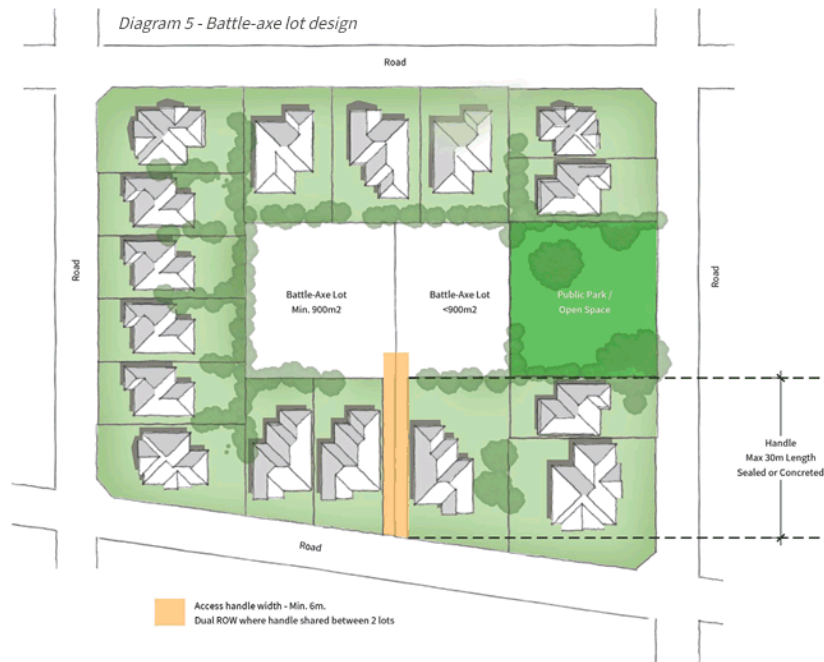
Diagram 4 - Lot Frontage Standards



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**Subdivision lot design (cont.)**

- j. Battle-axe shaped lots are avoided where possible and are only permitted where there is no other means of gaining access to a public road, and compliance with the following is achieved:
  - i. The lot meets the minimum lot size for the zone in Leeton LEP 2014, exclusive of the access handle. The minimum area is increased to not less than 900m<sup>2</sup> for lots without any street or park frontage.
  - ii. Single access handles are not less than 6m in width, not more than 30m long, and are constructed with a sealed, paved or concreted driveway that is not less than 3m in width.
  - iii. Dual access handles, created with a reciprocal R.O.W) are not less than 10m in width, not more than 30m long, and are constructed with a sealed, paved or concreted driveway that is not less than 5.5m in width.
  - iv. Adequate provision is made for the collection of kerbside garbage.
  - v. Adequate provision is made for the manoeuvring of vehicles.

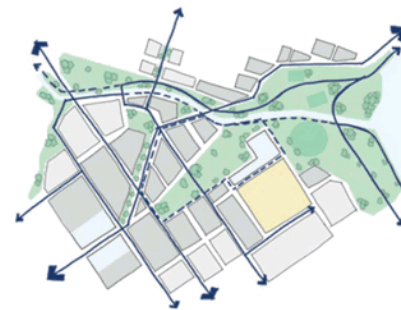


**Subdivision lot design (cont.)**

- k. The street network:
  - i. is uncomplicated and fosters walking, cycling and use of public transport for access to daily activities.
  - ii. enables new housing to front streets, urban parks and natural areas.
  - iii. makes provision for connections to be made to adjacent future urban areas.
  - iv. enable travel from any address to the most convenient collector street or higher order road in less than three turning movements.

Refer Diagram 6. Source: Draft Urban Design Guide 2021.

*Diagram 6 - Walking, cycling and transport network connectivity in subdivision design*



**Additional standards (lane way subdivision)**

- l. Development Applications for subdivision proposals involving the creation of a new lot that only has access to an existing rear lane way are accompanied by full development plans showing how the new subdivision lot can accommodate a future dwelling design that complies in full with Part D.2 - Medium Density Housing.
- m. Lots that only have access via an existing rear lane way incorporate a minimum 1.5m wide frontage linking to the primary road for pedestrian access, mailbox delivery and provision of all utility services (if necessary). Refer Diagram 7.
- n. The subdivision proposal considers the location of existing essential service and utility installations. Where relocations of services are required, this is undertaken at no cost to Council. Refer Diagram 7.

*Diagram 7 - Design principles - lane way subdivision lots*



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**Subdivision lot  
design (cont.)**

**Additional standards (greenfield subdivision)** *Diagram 8 - Residential Masterplan*

- o. The subdivision design is consistent with the relevant Greenfield Masterplan, as listed below:

*Insert examples*

- p. Variations to the relevant Greenfield Masterplan referred to in a) above may be considered by Council, subject to the submission of an alternate design and a variation statement demonstrating the proposed subdivision complies with the standards in 2.3.2.

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## Part C1 Residential Subdivision Controls

### C1.3 Subdivision road design

#### Objective

To ensure residential subdivision design provides housing choice and is practical, efficient and consistent with the dominant street patterns in the surrounding neighbourhood.

#### All subdivisions

- a. Practical, legal and safe access is provided to each lot.
- b. The road system that is required to service the proposed subdivision is appropriately designed to respond to geotechnical, topographical and specific site features in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. The road system that is required to service the proposed subdivision is designed to the appropriate speed zone limit(s), including any local area traffic management devices, in accordance with AS 1742.13: 2009 Manual of uniform traffic control devices Part 13: Local area traffic management and Leeton Shire Council Engineering Guidelines (latest version).
- d. Roads / vehicle access to each lot is gained onto the local road network in accordance with the Austroads Guide to Road Design Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections, and not directly onto a classified road, unless there are no other practical means of access available to the lot(s) and access / intersections comply with TfNSW requirements.
- e. Existing public road infrastructure abutting the subdivision, including roads, intersections, kerb and gutter and pedestrian and cycling facilities are upgraded / replaced where they do not meet the requirements of Leeton Shire Council Engineering Guidelines (latest version).

- f. The road system that is required to service the proposed subdivision is designed to respond to the appropriate road hierarchy (e.g. arterial, collector, local road or minor access road) in accordance with the Table 1 (below) and Leeton Shire Council Engineering Guidelines (latest version).
- g. Pedestrian and cycling facilities that are shown in an Active Transport Plan adopted by Council and that apply to the site are undertaken as part of the subdivision works.
- h. Kerb and gutter is provided to all classes of roads having speed limits of 60km/hr or less in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- i. Street furniture (e.g. lights, trees, signs) is provided in accordance with Leeton Shire Council Engineering Guidelines (latest version), unless otherwise specified in this Part.
- j. Public roads, pedestrian and cycling facilities, streetlights, street trees, street signs and road furniture are accommodated within existing / proposed road reserves in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- k. Driveway locations do not require removal of established street trees.

#### Greenfield subdivision (additional standards)

- l. Roads, driveways and pedestrian and cycling facilities comply with the relevant Greenfield Masterplan.
- m. Variations to the relevant Greenfield Masterplan referred to in a) above may be considered by Council, subject to the submission of a variation statement demonstrating the proposed subdivision complies with the standards in 2.4.2.



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**Subdivision road  
 design (cont.)**

*Table 1 - Road Design Requirements - Residential Subdivisions*

Classification of Road	Local Distributor	Collector	Local Access	Local Access (Minor)	Cul-De-Sac & Minor Access
Maximum traffic volume (vehicles/day)	5000-7000	3000	1000	500	150
Number of dwellings	500-750	300	100	50	15
Carriageway width (m)	13	11	8	7	6
Footway width (m)	2 x 5.5	2 x 5.5	2 x 5.5	2 x 4.0	2 x 3.5
Road Reserve - total width (m)	24	22	19	15	13
Lane provision	2 moving / parking	2 moving / intermittent parking	2 moving / intermittent parking	2 moving / intermittent parking	2 moving / intermittent parking
Maximum desirable speed (km /h)	40-60	30-50	20-30	20-30	15-25
Maximum design speed (km/h) for sight distance calculations	60	50	40	40	30
Footpath	Both sides / shared with cycleway	Both sides	One Side	One side	Not required, unless identified in Active Transport Plan
Cycle Way	2.5m wide shared cycleway	Marked on road	On road shared	On road shared	On road shared
Kerb and gutter	Barrier	Barrier	Barrier	Rollover	Rollover
Street lighting	P2	P3	P4	P4	P5
Reference Diagram	Diagram 9	Diagram 10	Diagram 11	Diagram 12	Diagram 13

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Subdivision road  
design (cont.)

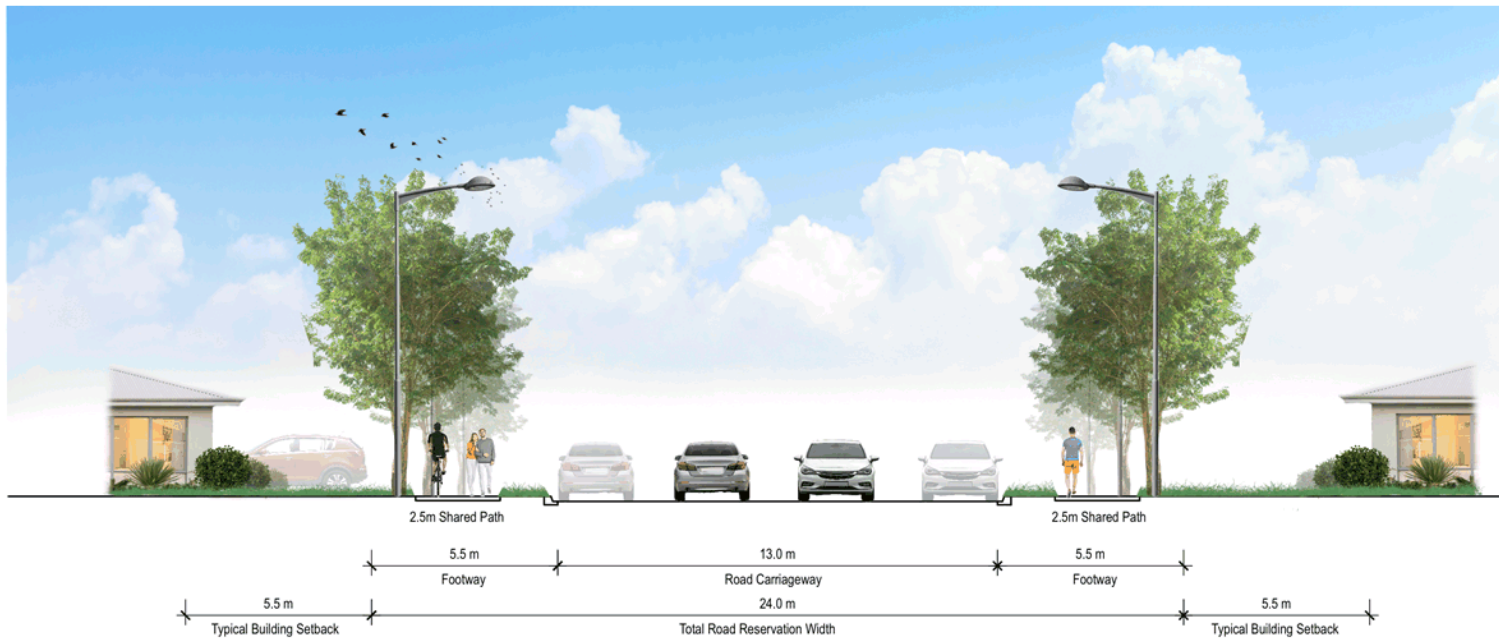


Diagram 9 - Road Standards - Local Distributor Roads

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Subdivision road  
design (cont.)

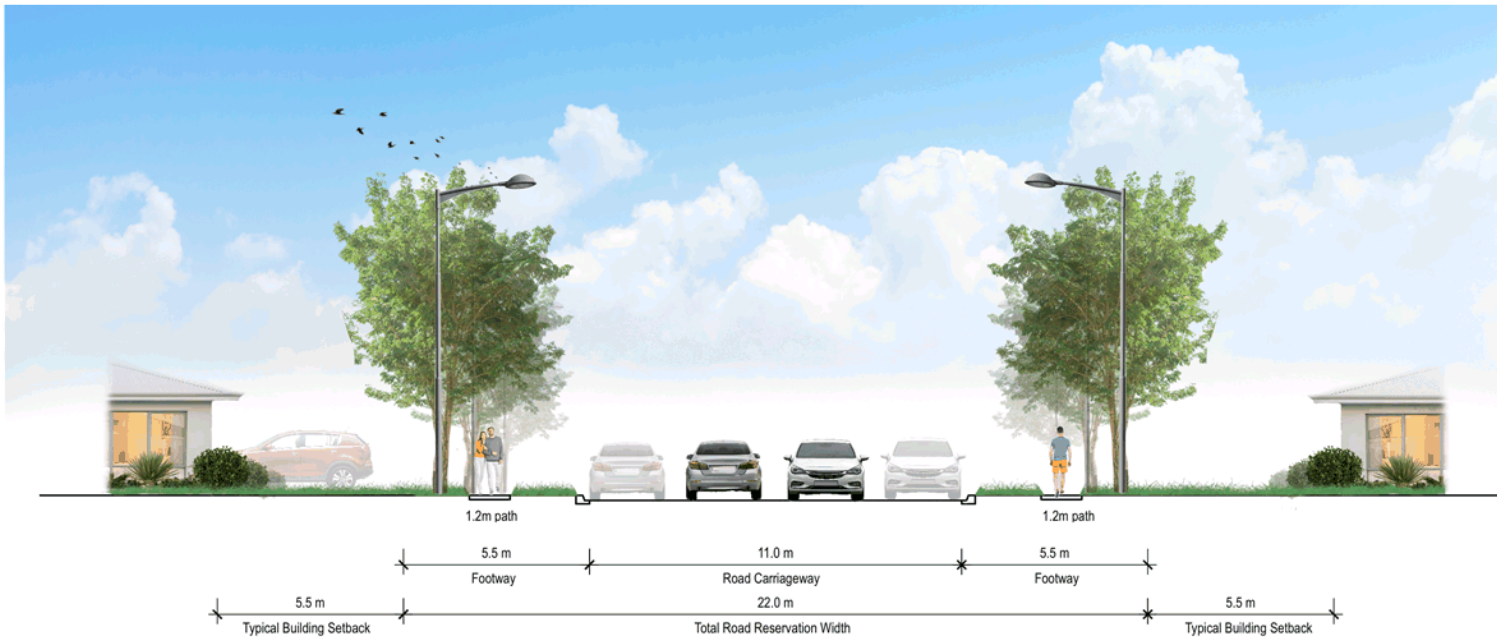


Diagram 10 - Road Standards - Collector Roads

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Subdivision road  
design (cont.)

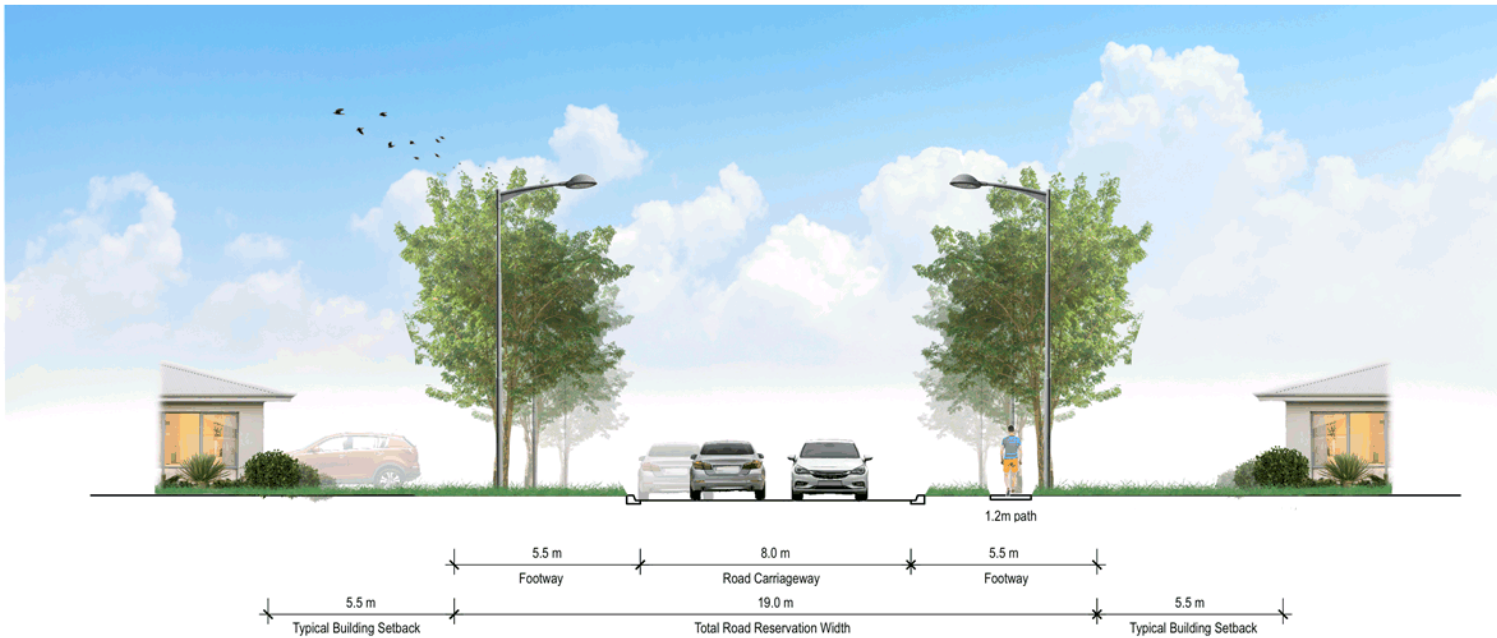


Diagram 11 - Road Standards - Local Access Roads

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Subdivision road  
design (cont.)

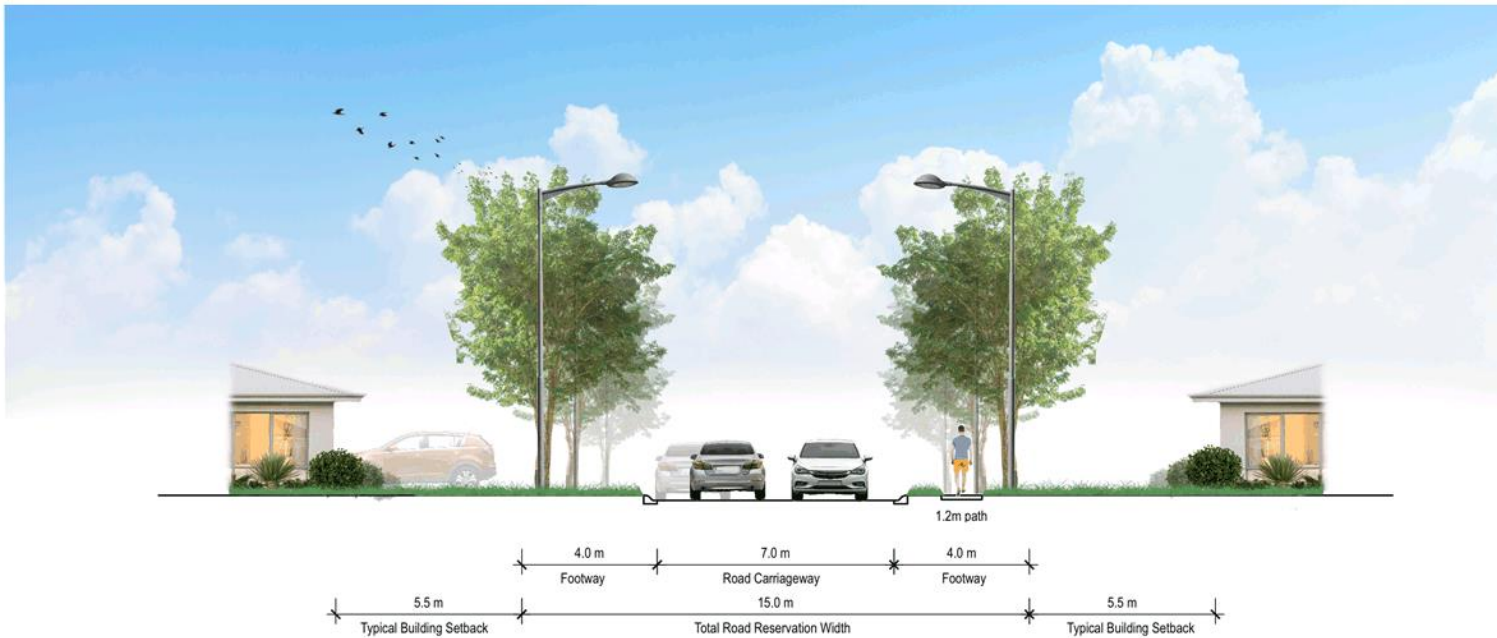


Diagram 12 - Road Standards - Local Access Roads (Minor)

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Subdivision road  
design (cont.)

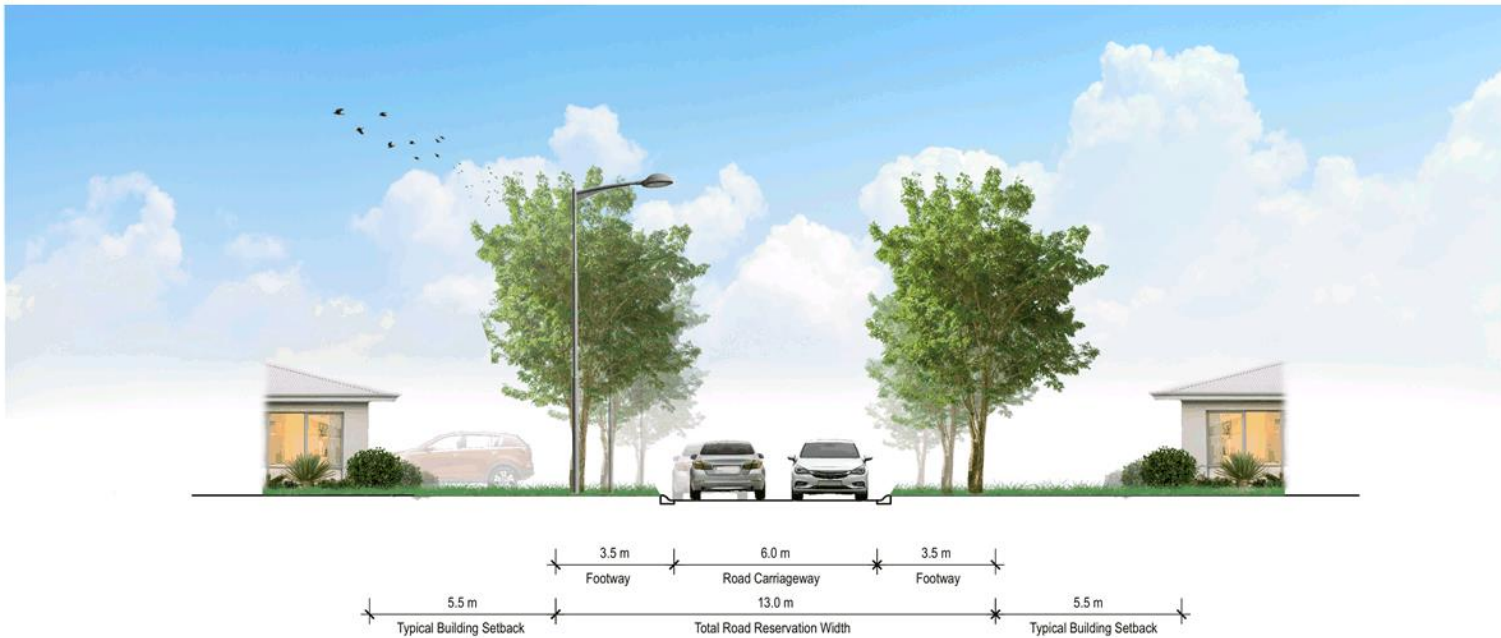


Diagram 13 - Road Standards - Cul-De-Sac & Minor Access Place

**Part C1  
 Residential  
 Subdivision Controls**

**C1.4 Stormwater Design and Management**

**Objective**

To ensure stormwater from residential subdivisions is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure, downslope properties or the quality of receiving waters.

**All subdivisions**

- a. All stormwater generated by any subdivision development must be drained to a legal point of discharge.
- b. Stormwater drainage systems are designed using the Australian Rainfall and Runoff 2019 major and minor event philosophy, where the minor system shall be capable of carrying the controlling flows from frequent runoff events, while the major system shall provide safe, well-defined overland flow paths for rare and extreme storm runoff events.
- c. Stormwater volumes and characteristics are estimated in accordance with Australian Rainfall and Runoff 2019 by a suitably qualified engineer.
- d. Subdivision development takes into account any riverine flooding conditions and the stormwater management requirements of the whole site / stormwater drainage system, including stormwater from upslope areas in the catchment that is based on a fully developed scenario.

- e. Existing stormwater management infrastructure abutting the subdivision development, including road drainage and drainage reserves are upgraded / replaced where they do not meet the requirements of the Leeton Shire Council Engineering Guidelines (latest version).
- f. Subdivisions that are shown as requiring onsite stormwater detention under a Leeton Urban Area Stormwater Management Plan adopted by Council are designed so that post-development runoff rates from the new subdivision are equal to or less than pre-development runoff rates for the 100 year ARI.
- g. Subdivisions are designed to accommodate all stormwater in the 10 year ARI via underground drainage infrastructure.
- h. Subdivisions are designed to accommodate all stormwater above the 10 year ARI up to the 100 year ARI via roads and / or drainage reserves.
- i. All residential lots in subdivisions must be free of flooding in the 100 ARI.
- j. Subdivisions are provided with all necessary stormwater management infrastructure required to address a) to j) above, and in accordance with Leeton Shire Council Engineering Guidelines (latest version).

**Lane way subdivision (additional standards)**

- m. Stormwater from lots discharge to an existing rear lane way is only permitted where kerb and gutter or underground stormwater infrastructure exists, or provided as part of the development where is demonstrated capacity for this infrastructure to handle estimated stormwater runoff.

**Part C1  
 Residential  
 Subdivision Controls**

**C1.5 Public open space provision**

**Objective**

To ensure subdivisions (where required) provide accessible, safe, functional and attractive open space that meets the needs of existing and future residents.

**All subdivisions**

- a. The physical provision of dedicated public open space is required for greenfield subdivisions (i.e. where the lot design is not constrained by existing urban form). Public open space is calculated as part of the subdivision design, based on the following calculation:
    - i. A minimum of 2.83 hectares per 1,000 head of estimated population, calculated at a rate of 4 persons per residential allotment (the calculation formula is  $2.83/1,000 \times (4 \times \text{No. of lots}) \times 10,000\text{m}^2$ ), or
    - ii. 15% of the net developable land area.
  - b. Where required, public open space must be provided in a manner that:
    - i. Is highly accessible to surrounding residential neighbourhoods.
    - ii. Has a minimum of two frontages to a public street.
    - iii. Has been designed to incorporate any natural or cultural features of the land.
    - iv. Integrates with pedestrian and cycle links, community facilities and other recreational precincts.
  - v. Integrates with major drainage networks and water quality facilities, where these are compatible and do not pose a public safety risk.
  - vi. Complies with CPTED principles contained in Crime Prevention and the Assessment of Development Applications.
  - vii. Can be enjoyed and used for activities by people in a range of different age groups.
  - viii. Can be maintained efficiently.
- Refer Diagram 14 (Source: Draft Urban Design Guideline)

- c. Where required, public open space must be maintained by the subdivider under a Deed of Agreement with Council for a minimum period of 12 months.

**Infill subdivision (additional standards)**

- d. The physical provision of dedicated public open space as part of infill residential subdivision proposals is generally not required. A monetary contribution may be applicable in accordance with any Contributions Plan adopted by Council.

**Lane way subdivision (additional standards)**

- e. The physical provision of dedicated public open space as part of lane way subdivision proposals is generally not required. A monetary contribution may be applicable in accordance with any Contributions Plan adopted by Council.

Diagram 14 - Public Open Space Provision in Urban Subdivisions.





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## Part C1 Residential Subdivision Controls

### C1.6 Landscape design and management

#### Objective

To ensure public reserves in residential subdivisions are properly landscaped and maintained for a reasonable period of establishment time so as to improve the function and appearance of these spaces.

#### All subdivisions

- a. A landscape plan is to be provided in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- b. Street trees are provided in accordance with Leeton Shire Council Tree Management Policy.
- c. Landscaping of public open spaces required under Part C1.5 is provided in accordance with a site-specific landscape plan prepared by a suitably qualified Landscape Architect and in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Ground surfaces of public open space must be suitably graded, irrigated, turfed and drained to a legal point of discharge in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- e. Ground surfaces of the footpath within the public road reserve must be suitably graded towards the top of concrete kerb at a minimum grade of 2% in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- f. Ground surfaces of public drainage reserves must be suitably graded away from buildings and fence lines and drained to a legal point of discharge in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- g. Public reserves / open space must be maintained by the subdivider under a Deed of Agreement with Council for a minimum period of 12 months (commencing after completion to the satisfaction of Council).

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## Part C1 Residential Subdivision Controls

### C1.7 Naming of new public roads

#### Objective

To enable the legislative process required for the naming of public roads in NSW.

#### All subdivisions

- a. Development Applications for subdivisions involving dedication of a public road are accompanied by a statement from the applicant suggesting names for the new road.
- b. Suggested road names are to be consistent with the NSW Geographical Names Board Guidelines for the Naming of Roads.
- c. Council reserves the right to not accept a suggested road name / change a road name where deemed appropriate.
- d. The subdivider is responsible for the installation of street signs in accordance with the approved street name.

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## Part C1 Residential Subdivision Controls

### C1.8 Utility and service provisions

#### Objective

To ensure residential lots are provided with essential services and infrastructure that are engineered to minimum design standards.

#### All subdivisions

- a. All residential lots in new subdivisions are connected to the centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- b. Subdivisions are provided with street lighting in accordance with AS/NZS 1158: 2010 Lighting for roads and public spaces and Leeton Shire Council Engineering Guidelines (latest version).
- c. All residential lots in subdivisions are connected to telecommunications in accordance with the 2020 Telecommunications in new developments policy (or latest version).
- d. All residential lots in subdivisions are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- e. All residential lots in subdivisions, and any land dedicated for open space, are connected to a reticulated water main via a minimum 20mm service and meter in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- f. All lots are connected to a reticulated sewage main in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- g. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.

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# C2

## Village Subdivision controls

Part C.2 applies to subdivisions on land zoned RU5 Village under Leeton Local Environmental Plan 2014, which generally includes the following towns:

1. Murrumbidgee
2. Wamboon
3. Whitton

C2.1	Topography, Landform conservation, cut and fill	23
C2.2	Subdivision lot design	24
C2.3	Subdivision road design	26
C2.4	Stormwater Design and Management	33
C2.5	Sewerage design or on-site management	34
C2.6	Naming of new public roads	35
C2.7	Utility and service provisions	36

Leeton Comprehensive DCP 2022 | Draft Only |

**Part C2  
 Village  
 Subdivision Controls**

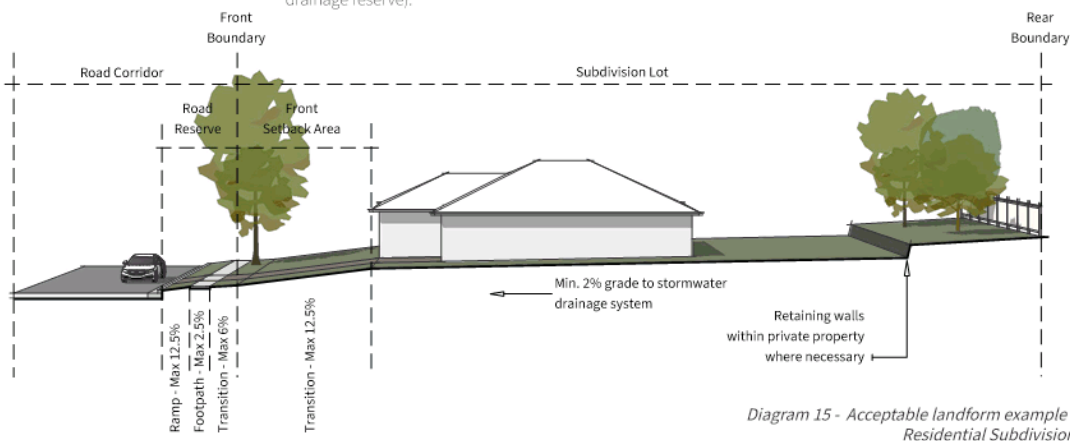
**C2.1 Topography, Landform conservation, cut and fill**

**Objective**

To ensure earthworks associated with village subdivisions does not negatively impact on the natural environment, surrounding streetscapes and adjoining properties, roads, drainage infrastructure and other public assets.

**Standards**

- a. The topography and landform of the site must be taken into consideration as part of the design of the subdivision layout, to optimise solar access opportunities and maximise views to key natural features.
- b. The topography and landform of a locality are important to place-making elements. Roads should be designed to respond to such topographical features of the landscape and work to minimise cut and fill.
- c. Where the land slopes at a grade of 6% or greater, the predominant road alignment should be perpendicular to the contours of the site, wherever practicable.
- d. New roads should be constructed at the natural ground level of the site wherever practical, taking into account the constraints of the site and road design requirements.
- e. Where natural landform is sloping prior to subdivisions works, lots shall be designed to reflect inherited slopes. Acceptable grades are shown in the Diagram 15
- f. Finished lots are to have a minimum 2% fall towards the proposed stormwater drainage system (roadside drainage infrastructure or drainage reserve / easement), in order to allow for suitable stormwater run-off from the site.
- g. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- h. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- i. Retaining walls or other structural supports, including footings and drainage, must be located wholly within private property boundaries and not within proposed public road reservations.
- j. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).



**Part C2  
 Village  
 Subdivision Controls**

**C2.2 Subdivision lot design**

**Objective**

To ensure village subdivision design provides housing choice and is practical, efficient and consistent with the dominant street patterns in the town.

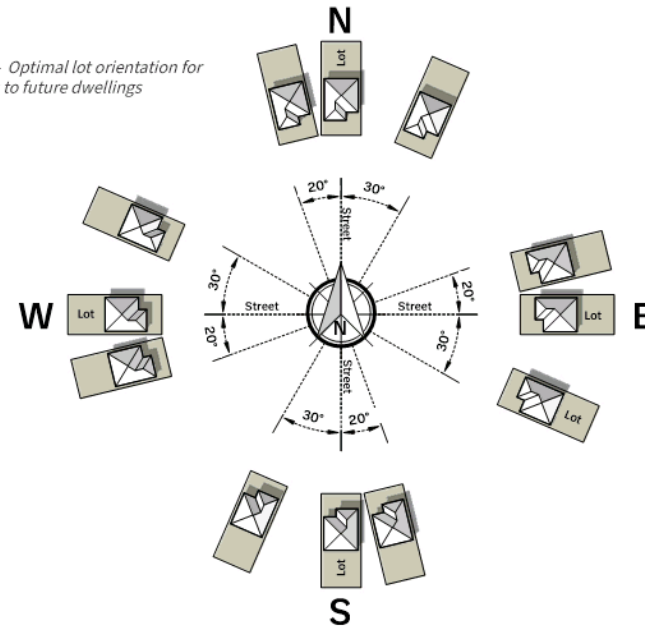
**Standards**

- The subdivision design appropriately responds to the relevant provisions of Leeton Local Environmental Plan 2014 in relation to land mapped as flood planning area, groundwater vulnerable, riparian area, watercourse, wetland area, heritage or an area containing terrestrial biodiversity from inappropriate development. Refer Diagram 16 for example.
- The subdivision design is consistent with the dominant lot size configuration along the street servicing the development site, or within the immediate vicinity of the development site.
- Lot size, shape and configuration enables the construction of a future dwelling and likely outbuildings, private open space, vehicle access and parking areas.
- Allotments should be orientated and configured to maximise opportunities for solar access and solar power generation. Diagram 17 shows optimum lot orientation for solar access to future dwellings.

Diagram 16 - Land use and built form avoids land that is environmentally constrained. Image Source: Draft Urban Design Guideline - NSW DPE



Diagram 17- Optimal lot orientation for solar access to future dwellings



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### Subdivision lot design (cont.)

- e. Lots have a minimum frontage that is consistent with the existing dominant subdivision pattern within 100 metres of the subject land.
- f. Corner allotments are designed to enable the construction of a dwelling that can comply with the prevailing setback requirements along both frontages.
- g. Corner lot design incorporates 3 metre splays parallel to front and side boundaries of the corner allotment and enables the construction of a future dwelling that can comply with the setback standards in Part D for both street frontages.
- h. Subdivision proposals involving the creation of battle-axe shaped lots are not created.
- i. Subdivision proposals involving the creation of a lot that only has access to an existing rear lane way are not created.

## Part C2 Village Subdivision Controls

### C2.3 Subdivision road design

#### Objective

To ensure village subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.

#### All subdivisions

- a. Practical, legal and safe access is provided to each lot.
- b. The road system that is required to service the proposed subdivision is appropriately designed to respond to geotechnical, topographical and specific site features in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. The road system that is required to service the proposed subdivision is designed to the appropriate speed zone limit(s), including any local area traffic management devices, in accordance with AS 1742.13: 2009 Manual of uniform traffic control devices Part 13: Local area traffic management and Leeton Shire Council Engineering Guidelines (latest version).
- d. Roads / vehicle access to each lot is gained onto the local road network in accordance with the Austroads Guide to Road Design Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections, and not directly onto a classified road, unless there are no other practical means of access available to the lot(s) and access / intersections comply with TfNSW requirements.
- e. Existing public road infrastructure abutting the subdivision, including roads, intersections, kerb and gutter and pedestrian and cycling facilities are upgraded / replaced where they do not meet the requirements of Leeton Shire Council Engineering Guidelines (latest version).
- f. The road system that is required to service the proposed subdivision is designed to respond to the appropriate road hierarchy (e.g. arterial, collector, local road or minor access road) in accordance with the Table 1 (below) and Leeton Shire Council Engineering Guidelines (latest version).
- g. Pedestrian and cycling facilities that are shown in an Active Transport Plan adopted by Council and that apply to the site are undertaken as part of the subdivision works.
- h. Kerb and gutter is provided to all classes of roads having speed limits of 80km/hr or less in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- i. Street furniture (e.g. lights, trees, signs) is provided in accordance with Leeton Shire Council Engineering Guidelines (latest version), unless otherwise specified in this Part.
- j. Public roads, pedestrian and cycling facilities, streetlights, street trees, street signs and road furniture are accommodated within existing / proposed road reserves in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- k. Driveway locations do not require removal of established street trees.



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**Subdivision road  
 design (cont.)**

Table 2 - Road Design Requirements - Village Subdivisions

Classification of Road	Local Distributor	Collector	Local Access	Local Access (Minor)	Cul-De-Sac & Minor Access
Maximum traffic volume (vehicles/day)	5000-7000	3000	1000	500	150
Number of dwellings	500-750	300	100	50	15
Carriageway width (m)	13	11	8	7	6
Footway width (m)	2 x 5.5	2 x 5.5	2 x 5.5	2 x 4.0	2 x 3.5
Road Reserve - total width (m)	24	22	19	15	13
Lane provision	2 moving / parking	2 moving / intermittent parking	2 moving / intermittent parking	2 moving / intermittent parking	2 moving / intermittent parking
Maximum desirable speed (km /h)	40-60	30-50	20-30	20-30	15-25
Maximum design speed (km/h) for sight distance calculations	60	50	40	40	30
Footpath	Both sides / shared with cycleway	Both sides	One Side	Not required, unless identified in Active Transport Plan	Not required, unless identified in Active Transport Plan
Cycle Way	2.5m wide shared cycleway	Marked on road	On road shared	On road shared	On road shared
Kerb and gutter	Barrier	Barrier	Barrier	Rollover	Rollover
Street lighting	P2	P3	P4	P4	P5
Reference Diagram	Diagram 9	Diagram 10	Diagram 11	Diagram 12	Diagram 13

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Subdivision road  
design (cont.)

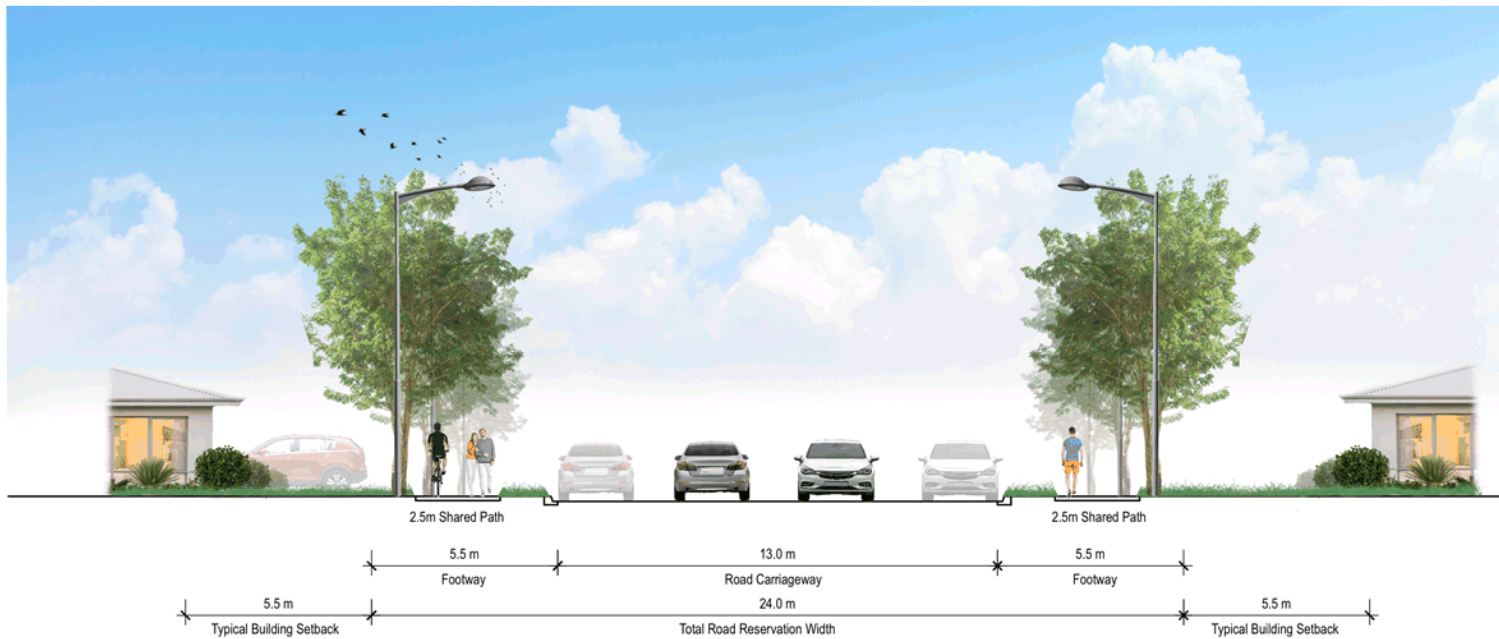


Diagram 19 - Road Standards - Local Distributor Roads

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Subdivision road  
design (cont.)

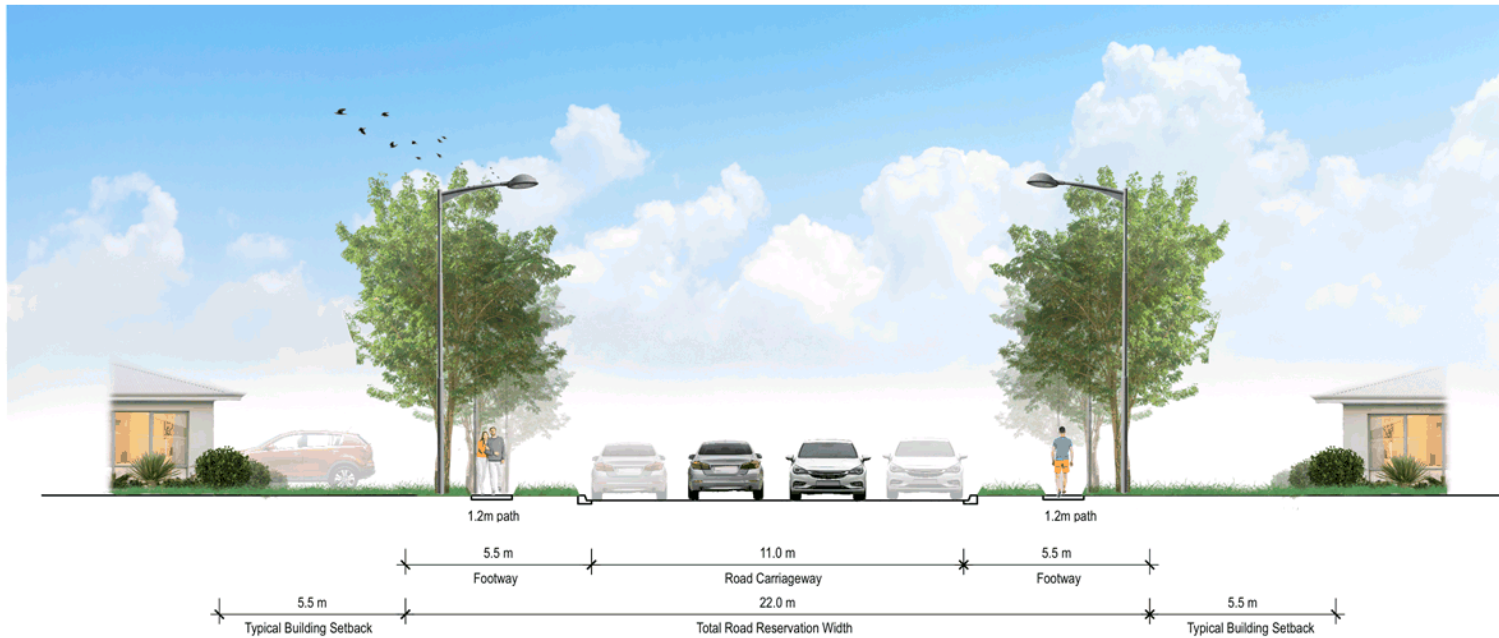


Diagram 20 - Road Standards - Collector Roads

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Subdivision road  
design (cont.)

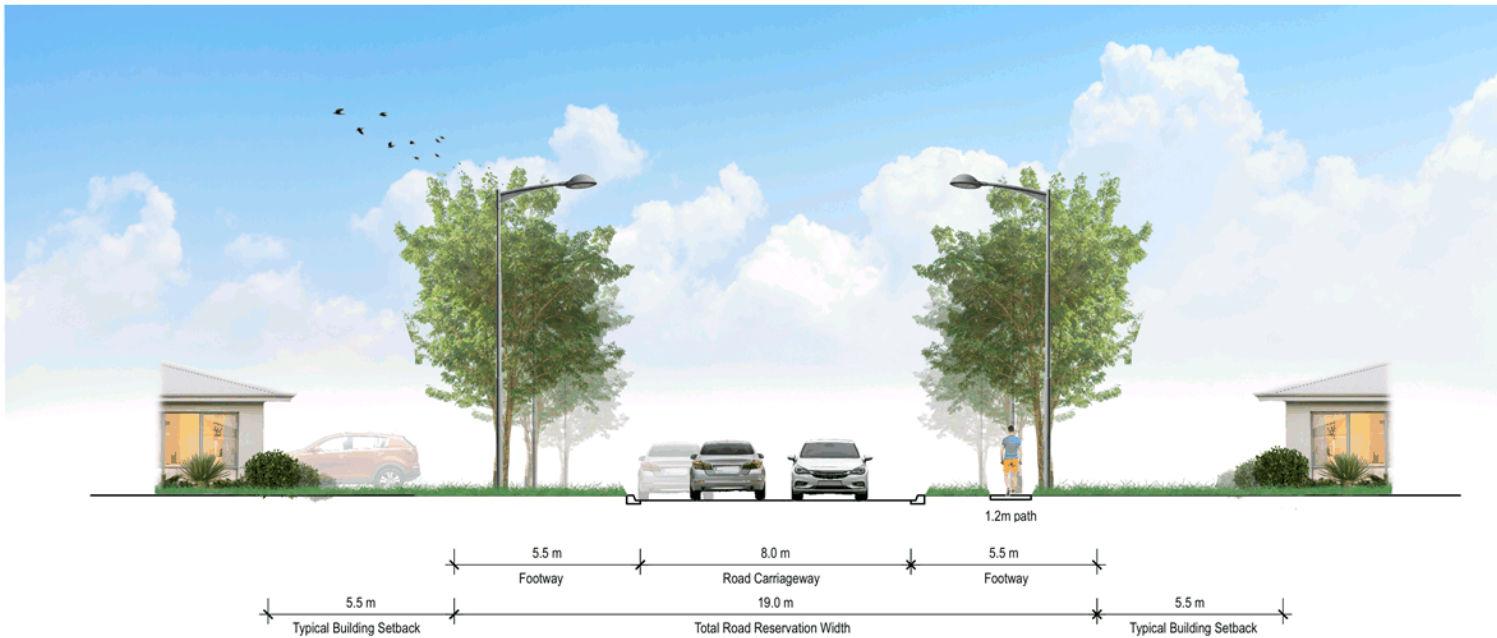


Diagram 21 - Road Standards - Local Access Roads

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Subdivision road  
design (cont.)

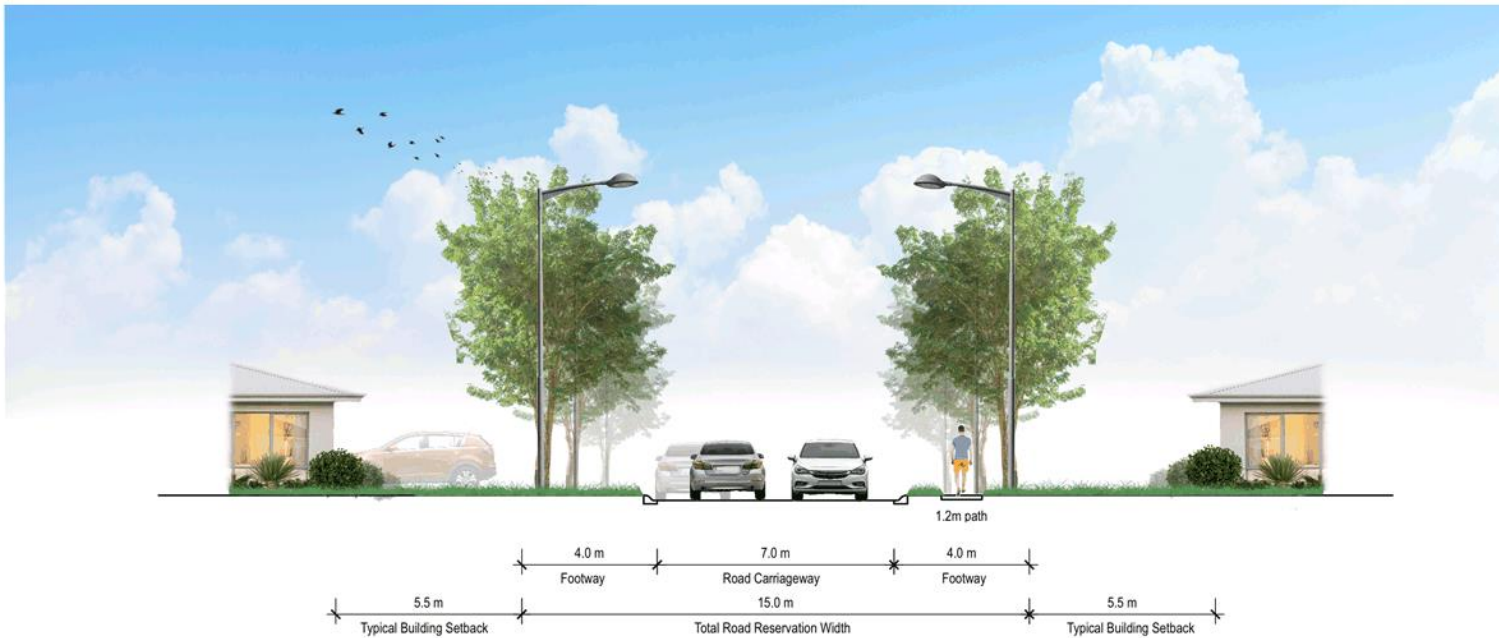


Diagram 22 - Road Standards - Local Access Roads (Minor)

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Subdivision road  
design (cont.)

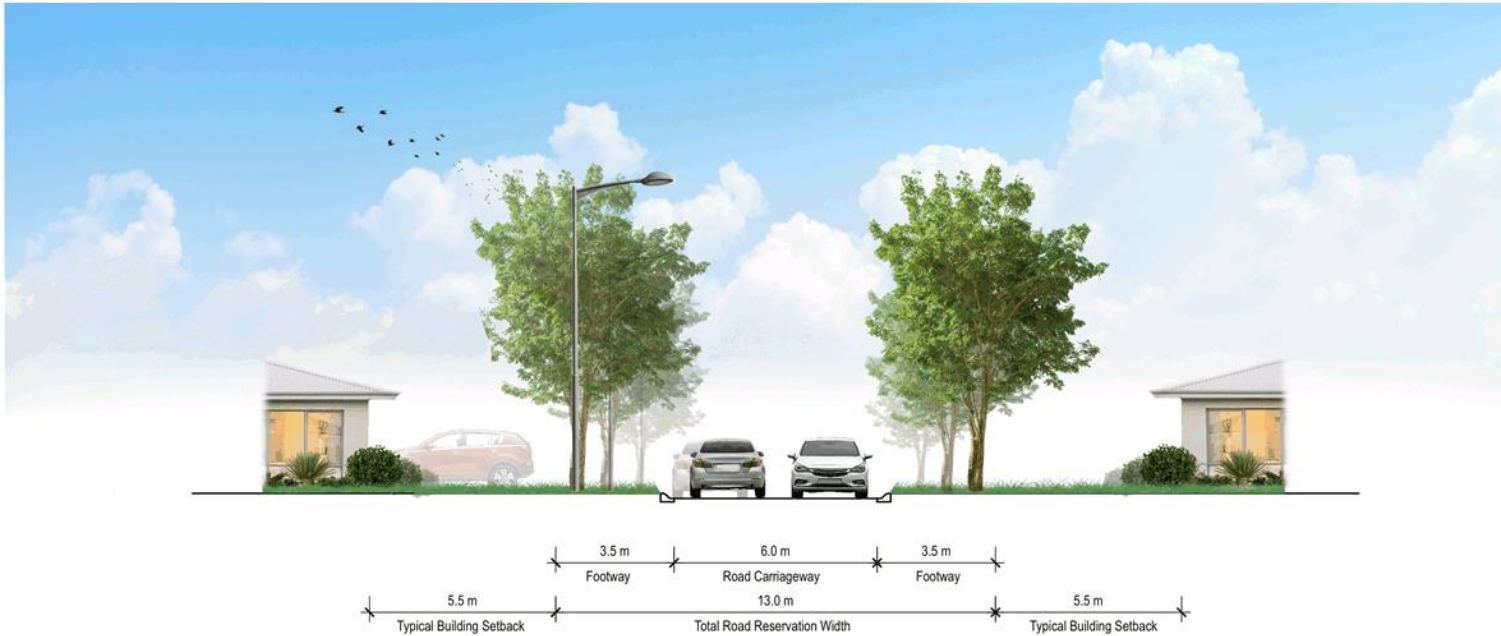


Diagram 23 - Road Standards - Cul-De-Sac & Minor Access Place

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## Part C2 Village Subdivision Controls

### C2.4 Stormwater Design and Management

#### Objective

To ensure stormwater from village subdivisions is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure, downslope properties or the quality of receiving waters.

#### Standards

- a. All stormwater generated by a subdivision development must be drained to a legal point of discharge.
- b. Stormwater drainage systems are designed using the Australian Rainfall and Runoff 2019 major and minor event philosophy, where the minor system shall be capable of carrying the controlling flows from frequent runoff events, while the major system shall provide safe, well-defined overland flow paths for rare and extreme storm runoff events.
- c. Stormwater volumes and characteristics are estimated in accordance with Australian Rainfall and Runoff 2019 by a suitably qualified engineer.
- d. Subdivision development takes into account the stormwater management requirements of the whole site / stormwater drainage system, including stormwater from upslope areas in the catchment that is based on a fully developed scenario.
- e. Existing stormwater management infrastructure abutting the subdivision development, including road drainage and drainage reserves, are upgraded / replaced where they do not meet the requirements of the Leeton Shire Council Engineering Guidelines (latest version).
- f. Subdivisions are designed to accommodate all stormwater in the 10 year ARI via underground drainage infrastructure.
- g. Subdivisions are designed to accommodate all stormwater above the 10 year ARI up to the 100 year ARI via roads and drainage reserves.
- h. All residential lots in subdivisions must be free of flooding in the 100 ARI.
- i. Subdivisions are provided with all necessary stormwater management infrastructure required to address a) to h) above, and in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- j. Easements to drain stormwater are provided over all pipelines, sumps, overland flow paths and channels (other than natural water courses).
- k. Subdivisions that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.
- l. Stormwater from lots discharge to an existing rear lane way only where kerb and gutter or underground stormwater infrastructure exists, or will be provided as part of the development, and there is capacity for this infrastructure to handle estimated stormwater runoff.

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## Part C2 Village Subdivision Controls

### C2.5 Sewerage design or on-site management

#### Objective

To ensure all village subdivision lots are provided with adequate facilities for the disposal of domestic sewage, either by connection to a reticulated sewerage system or by designing lots to allow for an appropriately designed onsite waste management system in the future.

#### Standards

- a. All lots are connected to a reticulated sewage main (where available) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- b. Where a reticulated sewage supply is not available, a geotechnical report prepared by a suitably qualified engineer is provided, which demonstrates proposed lots are of sufficient land area to accommodate a dwelling, likely outbuildings and an effluent disposal system that complies with the necessary buffer requirements of the Environmental Health Protection Guidelines On-site Sewerage Management for Single Households (latest version).
- c. In a circumstance where a geotechnical report is required in accordance with standard (b) and the land is also mapped in Leeton Local Environmental Plan 2014 as being affected by vulnerable groundwater, the Geotechnical Report includes an assessment of the potential impacts of the development on the groundwater aquifer system.



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## Part C2 Village Subdivision Controls

### C2.6 Naming of new public roads

#### Objective

To enable the legislative process required for the naming of public roads in NSW.

#### Standards

- a. Development Applications for subdivisions involving dedication of a public road are accompanied by a statement from the applicant suggesting names for the new road.
- b. Suggested road names are to be consistent with the NSW Geographical Names Board Guidelines for the Naming of Roads.
- c. Council reserves the right to not accept a suggested road name / change a road name where deemed appropriate.
- d. The subdivider is responsible for the installation of street signs in accordance with the approved street name.

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## Part C2 Village Subdivision Controls

### C2.7 Utility and service provisions

#### Objective

To ensure village lots are provided with essential services and infrastructure that are engineered to minimum design standards.

#### Standards

- a. All village lots in subdivisions are connected to the centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- b. Subdivisions are provided with street lighting in accordance with AS/NZS 1158: 2010 Lighting for roads and public spaces and Leeton Shire Council Engineering Guidelines (latest version).
- c. All village lots in subdivisions are connected to telecommunications in accordance with the 2020 Telecommunications in new developments policy (or latest version).
- d. All village lots in subdivisions are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- e. All village lots in subdivisions are connected to a reticulated water main via a minimum 20mm service and meter in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- f. All village lots in subdivisions are connected to reticulated sewerage (where available) or provision made for onsite waste disposal in accordance with Part C4.6 of this DCP.
- g. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.

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# C3

## Large Lot Residential Subdivision controls

Part C.3 applies to subdivisions on land zoned R5 Large Lot Residential under Leeton Local Environmental Plan 2014.

C3.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	38
C3.2	Subdivision lot design	39
C3.3	Subdivision road design	40
C3.4	Stormwater Design and Management	41
C3.5	Sewerage design or on-site management	42
C3.6	Landscape design and management	43
C3.7	Naming of new public roads	44
C3.8	Fencing requirements	45
C3.9	Bushfire risk management	46
C3.10	Utility and service provisions	47

Leeton Comprehensive DCP 2022 | Draft Only |

## Part C3 Large Lot Residential Subdivision Controls

### C3.1 Earthworks, Retaining Walls, Structural Support and Site Drainage

#### Objective

To ensure earthworks associated with large lot residential subdivisions does not negatively impact on the natural environment, surrounding streetscapes and adjoining properties, roads, drainage infrastructure and other public assets.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Earthworks shall not exceed a maximum height / depth, measured from existing ground level of 3 metres.
- c. Despite b) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- d. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- e. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- f. Retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- g. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).
- h. Finished ground levels must drain to roadside drainage infrastructure or a drainage reserve at a minimum grade of 2%.

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## Part C3 Large Lot Residential Subdivision Controls

### C3.2 Subdivision lot design

#### Objective

To ensure large lot residential subdivision design provides housing choice and is practical, efficient and consistent with the dominant street patterns in the locality.

#### Standards

- a. The subdivision design appropriately responds to the relevant provisions of Leeton Local Environmental Plan 2014 in relation to land mapped as flood planning area, groundwater vulnerable, riparian area, watercourse, wetland area, heritage or an area containing terrestrial biodiversity from inappropriate development.
- b. Lots have a minimum frontage and square width that is consistent with the dominant lot size and configuration along the street, or within the immediate vicinity of the development site.
- c. Lot size enables the construction of a future dwelling and likely outbuildings, private open space, vehicle access and parking areas.
- d. Lot design maximises opportunities for solar access to future dwellings.
- e. Corner allotments are designed to enable the construction of a dwelling that can comply with the prevailing setback requirements along both frontages.
- f. Corner lot design incorporates 3 metre splays parallel to front and side boundaries of the corner allotment and enables the construction of a future dwelling that can comply with the setback standards in Part D of this DCP for both street frontages.
- g. Subdivision proposals involving the creation of battle-axe shaped lots are not permitted.
- h. Subdivision proposals involving the creation of a new lot that only has access to an existing rear lane way are not permitted.

Leeton Comprehensive DCP 2022 | Draft Only |

## Part C3 Large Lot Residential Subdivision Controls

### C3.3 Subdivision road design

#### Objective

To ensure large lot residential subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.

#### Standards

- a. Practical, legal and safe access is provided to each lot.
- b. The road system that is required to service the proposed subdivision is appropriately designed to respond to geotechnical, topographical and specific site features in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. The road system that is required to service the proposed subdivision is designed to the appropriate speed limit for the area (e.g. 50km/hr, 60km/hr, 80km/hr, 100km/hr) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Roads / vehicle access to each lot is gained onto the local road network in accordance with Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections of the Austroads Guide to Road Design, and not directly onto a classified road, unless there are no other practical means of access available to the lot(s) and access / intersections comply with TFNSW requirements.
- e. Existing public roads abutting the subdivision are upgraded / replaced where they do not meet the requirements of the Leeton Shire Council Engineering Guidelines (latest version).
- f. Subdivisions involving the creation of new public roads, or the extension of an existing public road, comply with Table 3 and Leeton Shire Council Engineering Guidelines (latest version).
- g. Public roads, street lights, street trees, street signs and other road furniture are accommodated within existing / proposed road reserves in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- h. Driveway locations do not require removal of established street trees.

Table 3 - Road Design Requirements - Large Lot Residential Subdivisions

Average Annual Daily Traffic	Dwelling Equivalent	Road Reserve	Road Shoulder	Width	Street Lighting	Street lighting standard
< 100	Up to 14	20m	1.2m	6m seal	Yes	P5
100-500	14 - 70	30m	1.2m	7m seal	Yes	P5
500-1000	70-140	30m	1.2m	7m seal	Yes	P4
>2000	>285	30m	1.8m	8m seal	Yes	P4

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## Part C3 Large Lot Residential Subdivision Controls

### C3.4 Stormwater Design and Management

#### Objective

To ensure stormwater from large lot residential subdivisions is properly managed so as not to impact on public infrastructure, downslope properties or the quality of receiving waters.

#### Standards

- a. Subdivisions take into account the stormwater management requirements of the whole site / stormwater drainage system, including stormwater from upslope areas in the catchment.
- b. Subdivisions are designed to accommodate all stormwater up to the 100 year ARI via roads and drainage reserves.
- c. Subdivisions are provided with all necessary stormwater management infrastructure required to address a) and b) above, and in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Easements to drain stormwater are provided over all pipelines, sumps, overland flow paths and channels (other than natural water courses).
- e. Subdivisions that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.
- f. Stormwater from lots discharge to an existing rear lane way only where there is capacity for this infrastructure to handle estimated stormwater runoff.

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## Part C3 Large Lot Residential Subdivision Controls

### C3.5 Sewerage design or on-site management

#### Objective

To ensure all large lot residential lots are provided with adequate facilities for the disposal of domestic sewage, either by connection to a reticulated sewerage system or by designing lots to allow for an onsite waste management system in the future.

#### Standards

- a. All lots are connected to a reticulated sewage main (where available) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- b. Where a reticulated sewage supply is not available, each lot is designed to comply with the requirements of (c) below.
- c. Development Applications are accompanied by a geotechnical report, prepared by a suitably qualified engineer, which demonstrates proposed lots are of sufficient land area to accommodate a dwelling, likely outbuildings and an effluent disposal system that complies with the necessary buffer requirements of the Environmental Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- d. In a circumstance where a geotechnical report is required in accordance with standard (c) and the land is also mapped in Leeton Local Environmental Plan 2014 as being affected by vulnerable groundwater, the Geotechnical Report includes an assessment of the potential impacts of the development on the groundwater aquifer system.



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## Part C3 Large Lot Residential Subdivision Controls

### C3.6 Landscape design and management

#### Objective

To ensure public roads and reserves in large lot residential subdivisions are properly landscaped so as to improve the function and appearance of these spaces.

#### Standards

- a. Street trees are provided in accordance with Leeton Shire Council Tree Management Policy.
- b. Ground surfaces of the footpath within the public road reserve must be suitably graded towards the top of concrete kerb at a minimum grade of 2% in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. Ground surfaces of public drainage reserves must be suitably graded away from buildings and fence lines and drained to a legal point of discharge in accordance with Leeton Shire Council Engineering Guidelines (latest version).

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## Part C3 Large Lot Residential Subdivision Controls

### C3.7 Naming of new public roads

#### Objective

To enable the legislative process required for the naming of public roads in NSW.

#### Standards

- a. Development Applications for subdivisions involving dedication of a public road are accompanied by a statement from the applicant suggesting names for the new road.
- b. Suggested road names are to be consistent with the NSW Geographical Names Board Guidelines for the Naming of Roads.
- c. Council reserves the right to not accept a suggested road name / change a road name where deemed appropriate.
- d. The subdivider is responsible for the installation of street signs in accordance with the approved street name.

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## Part C3 Large Lot Residential Subdivision Controls

### C3.8 Fencing requirements

#### Objective

To delineate boundaries and minimise potential land-use conflict through proper fencing and management of livestock on large lot residential lots.

#### Standards

- a. Lots are fenced along their boundaries with fencing that is consistent with the following minimum standards:
  - i. 1.2 metres high.
  - ii. Steel posts at a maximum of five metre intervals.
  - iii. One barbed wire and 75cm high ring lock or hinge joint attached with three plain wires (top middle and bottom), or 90cm high ring lock or hinge joint attached with three plain wires (top, middle and bottom).
  - iv. Strainer posts at the end of lines and change of direction points.

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## Part C3 Large Lot Residential Subdivision Controls

### C3.9 Bushfire risk management

#### Objective

To ensure that risks associated with the subdivision of bushfire prone land for large lot residential purposes is managed in accordance with Planning for Bushfire Protection 2018.

#### Standards

- a. Subdivisions on land classified as bushfire prone on the Rural Fire Service (RFS) Bushfire Prone Land Map complies with the RFS Planning for Bushfire Protection 2019.
- b. A Bushfire Risk Assessment Report is lodged with the Statement of Environmental Effects in support of the Development Application. The Bushfire Risk Assessment Report is prepared by a suitably qualified and experienced bushfire consultant and addresses the proposed development's consistency with Planning for Bushfire Protection 2019.
- c. The subdivision is designed so that any bushfire protection measures necessary in accordance with Planning for Bushfire Protection 2019 are able to be implemented / placed wholly within the development site, and not on neighbouring property (including Council reserves).
- d. Any clearing of native vegetation is kept to minimum levels in accordance with the recommendations of the Bushfire Risk Assessment Report and the requirements of Planning for Bushfire Protection 2019.

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## Part C3 Large Lot Residential Subdivision Controls

### C3.10 Utility and service provisions

#### Objective

To ensure large lot residential subdivision lots are provided with essential services and infrastructure that are engineered to minimum design standards.

#### Standards

- a. Lots are provided with a rural address number in accordance with the Leeton Shire Council Rural Addressing Scheme.
- b. All lots in large lot residential subdivisions are connected to the centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- c. Subdivisions are provided with street lighting in accordance with AS/NZS 1158: 2010 Lighting for roads and public spaces and Leeton Shire Council Engineering Guidelines (latest version).
- d. All large lot residential lots are connected to telecommunications in accordance with the 2020 Telecommunications in new developments policy (or latest version).
- e. All large lot residential lots in subdivisions are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- f. All large lot residential lots in subdivisions are connected to a reticulated water main via a minimum 20mm service and metre in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- g. All large lot residential lots in subdivisions are connected to reticulated sewerage (where available) or provision made for onsite waste disposal in accordance with Part C4.6 of this DCP.
- h. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/ service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.
- i.

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# C4

## Rural Subdivision controls

Part C.4 applies to subdivisions on land zoned RU1 Primary Production under Leeton Local Environmental Plan 2014.

C4.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	49
C4.2	Subdivision lot design	50
C4.3	Subdivision road design	51
C4.4	Stormwater Design and Management	52
C4.5	Sewerage design or on-site management	53
C4.6	Naming of new public roads	54
C4.7	Fencing requirements	55
C4.8	Bushfire risk management	56
C4.9	Utility and service provisions	57

Leeton Comprehensive DCP 2022 | Draft Only |

## Part C4 Rural Subdivision Controls

### C4.1 Earthworks, Retaining Walls, Structural Support and Site Drainage

#### Objective

To ensure earthworks associated with rural subdivisions do not negatively impact on the natural environment, surrounding streetscapes and adjoining properties, roads, drainage infrastructure and other public assets.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Earthworks shall not exceed a maximum height / depth, measured from existing ground level of 3 metres.
- c. Despite b) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- d. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- e. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:3 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- f. Retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- g. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).
- h. Finished ground levels must drain to roadside drainage infrastructure or a drainage reserve at a minimum grade of 2%.

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## Part C4 Rural Subdivision Controls

### C4.2 Subdivision lot design

#### Objective

To ensure rural subdivisions provide for a range of land-use opportunities permitted in the primary production zone without causing impacts on agricultural sustainability and environmentally sensitive lands.

#### Standards

- a. The subdivision design appropriately responds to the relevant provisions of Leeton Local Environmental Plan 2014 in relation to land mapped as flood planning area, groundwater vulnerable, riparian area, watercourse, wetland area, heritage or an area containing terrestrial biodiversity from inappropriate development.
- b. Subdivisions do not lead to fragmentation / alienation of Important Agricultural Land (IAL) identified in the DPI Agricultural Land Use Mapping Resources in NSW - User Guide 2017 and State Environmental Planning Policy (Primary Production and Rural Development) 2021.
- c. Subdivision design minimises disturbance to the natural environment.



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## Part C4 Rural Subdivision Controls

### C4.3 Subdivision road design

#### Objective

To ensure rural subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.

#### Standards

- a. Practical, legal and safe access is provided to each lot.
- b. The road system that is required to service the proposed subdivision is appropriately designed to respond to geotechnical, topographical and specific site features in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. The road system that is required to service the proposed subdivision is designed to the appropriate speed limit for the area (e.g. 60km/hr, 80km/hr, 100km/hr) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Vehicle access points are grouped at existing or limited access points whenever practical.
- e. Roads / vehicle access to each lot is gained onto the local road network in accordance with Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections of the Austroads Guide to Road Design, and not directly onto a classified road, unless there are no other practical means of access available to the lot(s) and access / intersections comply with TFNSW requirements.
- f. Existing public road infrastructure abutting the subdivision, including roads, intersections, kerb and gutter and pedestrian and cycling facilities are upgraded / replaced where they do not meet the requirements of the Leeton Shire Council Engineering Guidelines (latest version).
- g. Subdivisions involving the creation of new public roads, or the extension of an existing public road, comply with Table 4 and Leeton Shire Council Engineering Guidelines (latest version).
- h. Public roads, streetlights, street trees, street signs and other road furniture are accommodated within existing / proposed road reserves in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- i. Driveway locations do not require removal of established street trees.

Table 4 - Road Design Requirements - Rural Residential Subdivisions

Average Annual Daily Traffic	Dwelling Equivalent	Road Reserve	Road Shoulder	Width	Street Lighting
< 100	Up to 14	20m	1.2m	6m seal	Yes, at intersections only
100-500	14 - 70	30m	1.2m	7m seal	Yes, at intersections only
500-1000	70-140	30m	1.2m	7m seal	Yes, at intersections only
>2000	>285	30m	1.8m	8m seal	Yes, at intersections only

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## Part C4 Rural Subdivision Controls

### C4.4 Stormwater Design and Management

#### Objective

To ensure stormwater from rural lots is properly managed so as not to impact on public infrastructure, downslope properties or the quality of receiving waters.

#### Standards

- a. Subdivision development takes into account the stormwater management requirements of the whole site / stormwater drainage system, including stormwater from upslope areas in the catchment.
- b. Subdivisions are designed to accommodate all stormwater up to the 100 year ARI via roads and drainage reserves.
- c. Subdivisions are provided with all necessary stormwater management infrastructure required to address a) to c) above, and in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Easements to drain stormwater are provided over all pipelines, sumps, overland flow paths and channels (other than natural water courses).
- e. Subdivisions that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.

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## Part C4 Rural Subdivision Controls

### C4.5 Sewerage design or on-site management

#### Objective

To ensure all rural lots are provided with adequate facilities for the disposal of domestic sewage, either by connection to a reticulated sewerage system or by designing lots to allow for an appropriately designed onsite waste management system in the future.

#### Standards

- a. All lots are connected to a reticulated sewage main (where available) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- b. Where a reticulated sewage supply is not available, each lot is designed to comply with the requirements of (c) below.
- c. Development Applications are accompanied by a geotechnical report, prepared by a suitably qualified engineer, which demonstrates proposed lots are of sufficient land area to accommodate a dwelling, likely outbuildings and an effluent disposal system that complies with the necessary buffer requirements in the most current version of the Environmental Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- d. In a circumstance where a geotechnical report is required in accordance with standard (c) and the land is also mapped in Leeton Local Environmental Plan 2014 as being affected by vulnerable groundwater, the Geotechnical Report includes an assessment of the potential impacts of the development on the groundwater aquifer system.

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## Part C4 Rural Subdivision Controls

### C4.6 Naming of new public roads

#### Objective

To enable the legislative process required for the naming of public roads in NSW.

#### Standards

- a. Development Applications for subdivisions involving dedication of a public road are accompanied by a statement from the applicant suggesting names for the new road.
- b. Suggested road names are to be consistent with the NSW Geographical Names Board Guidelines for the Naming of Roads.
- c. Council reserves the right to not accept a suggested road name / change a road name where deemed appropriate.
- d. The subdivider is responsible for the installation of street signs in accordance with the approved street name.

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## Part C4 Rural Subdivision Controls

### C4.7 Fencing requirements

#### Objective

To delineate boundaries and minimise potential land-use conflict through proper fencing and management of livestock on new rural lots.

#### Standards

- a. Lots are fenced along their boundaries with fencing that is consistent with the following minimum standards:
  - i. 1.2 metres high.
  - ii. Steel posts at a maximum of five metre intervals.
  - iii. One barbed wire and 75cm high ring lock or hinge joint attached with three plain wires (top middle and bottom), or 90cm high ring lock or hinge joint attached with three plain wires (top, middle and bottom).
  - iv. Strainer posts at the end of lines and change of direction points.

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## Part C4 Rural Subdivision Controls

### C4.8 Bushfire risk management

#### Objective

To ensure that risks associated with the subdivision of bushfire prone land for primary production purposes are managed in accordance with Planning for Bushfire Protection 2019.

#### Standards

- a. Subdivisions on land classified as bushfire prone on the Rural Fire Service (RFS) Bushfire Prone Land Map complies with the RFS Planning for Bushfire Protection 2019.
- b. A Bushfire Risk Assessment Report is lodged with the Statement of Environmental Effects in support of the Development Application for a subdivision that relates to an existing or proposed dwelling purpose. The Bushfire Risk Assessment Report is prepared by a suitably qualified and experienced bushfire consultant and addresses the proposed development's consistency with Planning for Bushfire Protection 2018.
- c. The subdivision is designed so that any bushfire protection measures necessary in accordance with Planning for Bushfire Protection 2019 are able to be implemented / placed wholly within the development site, and not on neighbouring property (including Council reserves).
- d. Any clearing of native vegetation is kept to minimum levels in accordance with the recommendations of the Bushfire Risk Assessment Report and the requirements of Planning for Bushfire Protection 2019.

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## Part C4 Rural Subdivision Controls

### C4.9 Utility and service provisions

#### Objective

To ensure rural subdivision lots are provided with essential services and infrastructure that are engineered to minimum design standards.

#### Standards

- a. Lots are provided with a rural address number in accordance with the Leeton Shire Council Rural Addressing Scheme.
- b. Lots are connected to centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- c. Lots are connected to telecommunications in accordance with the Telstra New Developments Policy 2015.

Leeton Comprehensive DCP 2022 | Draft Only |

# C5

## Industrial Subdivision controls

Part C.5 applies to subdivisions on land zoned IN1 Industrial under Leeton Local Environmental Plan 2014.

C5.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	59
C5.2	Subdivision lot design	60
C5.3	Subdivision road design	61
C5.4	Stormwater Design and Management	62
C5.5	Landscape design and management	63
C5.6	Naming of new public roads	64
C5.7	Utility and service provisions	65



Leeton Comprehensive DCP 2022 | Draft Only |

## Part C5 Industrial Subdivision Controls

### C5.1 Earthworks, Retaining Walls, Structural Support and Site Drainage

#### Objective

To ensure earthworks associated with industrial subdivisions does not negatively impact on the natural environment, surrounding streetscapes and adjoining properties, roads, drainage infrastructure and other public assets.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Earthworks shall not exceed a maximum height / depth, measured from existing ground level of 3 metres.
- c. Despite b) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- d. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- e. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:3 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- f. Retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- g. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).
- h. Finished ground levels must drain to roadside drainage infrastructure or a drainage reserve at a minimum grade of 2%.
- i. Earthworks, retaining walls and other similar structures are designed to accommodate overland stormwater flow.

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## Part C5 Industrial Subdivision Controls

### C5.2 Subdivision lot design

#### Objective

To ensure that industrial subdivision lots have a size, layout and dimension that is suitable for industrial use.

#### Standards

- a. The subdivision design is consistent with the dominant lot size configuration along the street, or within the immediate vicinity of the development site.
- b. The subdivision design creates lots that are regular in shape and are of sufficient size and shape to enable the siting of future industrial buildings and ancillary structures, acceptable vehicle access and on-site parking.
- c. Lots are to have a minimum width of 40 metres, except where compliance with d) can be demonstrated the minimum width may be reduced.
- d. The subdivision design creates lots that are sized and dimensioned to accommodate the industrial operations, allowing for possible future expansion and the proper and efficient functioning of the site, taking into account:
  - i. The need for provision of safe ingress for staff / visitors.
  - ii. The need for the provision of safe ingress and egress for heavy vehicles.
  - iii. The need for efficient vehicular movement within the new industrial lots (i.e. delivery vehicles, service vehicles and customers), based on the largest type of heavy vehicle anticipated for the subdivision.
  - iv. The need to accommodate on-site car parking.
  - v. The need to provide storage and bin areas.
  - vi. The provision of landscaped areas.
  - vii. The provision of buffer areas between future industrial activities and adjacent or nearby sensitive land-uses.
  - viii. The need to accommodate building setback requirements.
- e. Corner lot design incorporates 3 metre splays parallel to front and side boundaries of the corner allotment, and enables the construction of future buildings that can comply with the setback standards in Part G of this DCP for both street frontages.
- f. The subdivision design avoids cul-de-sacs and battle-axe shaped lots which do not easily facilitate the movement of large vehicles.

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## Part C5 Industrial Subdivision Controls

### C5.3 Subdivision road design

#### Objective

To ensure industrial subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.

#### Standards

- a. Practical, legal and safe access is provided to each lot.
- b. The road system that is required to service the proposed subdivision is appropriately designed to respond to geotechnical, topographical and specific site features in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. The road system that is required to service the proposed subdivision is designed to the appropriate speed limit for the area (e.g. 40km/hr, 50km/hr or 60km/hr) in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Roads / vehicle access to each lot is gained onto the local road network in accordance with Part 4 - Intersections and crossings and Part 4a – Unsignalised and signalised intersections of the Austroads Guide to Road Design, and not directly onto a classified road, unless there are no other practical means of access available to the lot(s) and access / intersections comply with TFNSW requirements.
- e. The subdivision minimises the amount of new access points to the public road system by combining entrances where possible.
- f. Existing roads, kerb and gutter and concrete footpaths abutting the subdivision are to be upgraded / replaced where they are assessed to be in poor condition, or do not meet Leeton Shire Council Engineering Guidelines (latest version).
- g. The road system that is required to service the proposed subdivision is designed to respond to the appropriate road hierarchy (e.g. arterial, collector, local road or minor access road) in accordance with Table 5 and Leeton Shire Council Engineering Guidelines (latest version). The street network has been designed to facilitate the safe movement of all road users, particularly heavy vehicle traffic.
- h. Subdivisions involving the creation of new public roads, or the extension of an existing public road, comply with the table below and Leeton Shire Council Engineering Guidelines (latest version).
- i. Kerb and gutter is provided to all classes of roads having speed limits of 80km/hr or less.
- j. Public roads, street lights, street trees, street signs and other road furniture are accommodated within existing / proposed road reserves in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- k. Driveway locations do not require removal of established street trees.

Table 5 - Road Design Requirements - Industrial Subdivisions

Road Reserve	Traffic Lanes	Parking Lane	Footpath	Street Lighting	Street Lighting Standard
30m	2 x 3.5m	2 x 3.5m	2 x 8m	Yes	P3

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## Part C5 Industrial Subdivision Controls

### C5.4 Stormwater Design and Management

#### Objective

To ensure stormwater from industrial subdivisions is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure, downslope properties or the quality of receiving waters.

#### Standards

- a. All stormwater generated by a subdivision development must be drained to a legal point of discharge.
- b. Stormwater drainage systems are designed using the Australian Rainfall and Runoff 2019 major and minor event philosophy, where the minor system shall be capable of carrying the controlling flows from frequent runoff events, while the major system shall provide safe, well-defined overland flow paths for rare and extreme storm runoff events.
- c. Stormwater volumes and characteristics are estimated in accordance with Australian Rainfall and Runoff 2019 by a suitably qualified engineer.
- d. Subdivision development takes into account the stormwater management requirements of the whole site / stormwater drainage system, including stormwater from upslope areas in the catchment that is based on a fully developed scenario.
- e. Existing stormwater management infrastructure abutting the subdivision development, including road drainage and drainage reserves are upgraded / replaced where they do not meet the requirements of the Leeton Shire Council Engineering Guidelines (latest version).
- f. Subdivisions that are shown as requiring onsite stormwater detention under a Leeton Urban Area Stormwater Management Plan adopted by Council are designed so that post-development runoff rates from the new subdivision are equal to or less than pre-development runoff rates for the 100 year ARI.
- g. Subdivisions are designed to accommodate all stormwater in the 10 year ARI via underground drainage infrastructure.
- h. Subdivisions are designed to accommodate all stormwater above the 10 year ARI up to the 100 year ARI via roads and drainage reserves.
- i. All industrial lots in subdivisions must be free of flooding in the 100 ARI.
- j. Subdivisions are provided with all necessary stormwater management infrastructure required to address a) to i) above, and in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- k. Easements to drain stormwater are provided over all pipelines, sumps, overland flow paths and channels (other than natural water courses).
- l. Subdivisions that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.

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## Part C5 Industrial Subdivision Controls

### C5.5 Landscape design and management

#### Objective

To ensure public roads and reserves in industrial subdivisions are properly landscaped and maintained for a reasonable period of establishment time so as to improve the function and appearance of these spaces.

#### Standards

- a. Street trees are provided in accordance with Leeton Shire Council Tree Management Policy.
- b. Ground surfaces of the footpath within the public road reserve must be suitably graded towards the top of concrete kerb at a minimum grade of 2% in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. Ground surfaces of public drainage reserves must be suitably graded away from buildings and fence lines and drained to a legal point of discharge in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Public reserves / open space must be maintained by the subdivider under a Deed of Agreement with Council for a minimum period of 12 months.

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## Part C5 Industrial Subdivision Controls

### C5.6 Naming of new public roads

#### Objective

To enable the legislative process required for the naming of public roads in NSW.

#### Standards

- a. Development Applications for subdivisions involving dedication of a public road are accompanied by a statement from the applicant suggesting names for the new road.
- b. Suggested road names are to be consistent with the NSW Geographical Names Board Guidelines for the Naming of Roads.
- c. Council reserves the right to not accept a suggested road name / change a road name where deemed appropriate.
- d. The subdivider is responsible for the installation of street signs in accordance with the approved street name.

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## Part C5 Industrial Subdivision Controls

### C5.7 Utility and service provisions

#### Objective

To ensure industrial lots are provided with essential services and infrastructure that are engineered to minimum design standards.

#### Standards

- a. All industrial lots in subdivisions are connected to the centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- b. Subdivisions are provided with street lighting in accordance with AS/NZS 1158: 2010 Lighting for roads and public spaces and Leeton Shire Council Engineering Guidelines (latest version).
- c. All industrial lots in subdivisions are connected to telecommunications in accordance with the 2020 Telecommunications in new developments policy (or latest version).
- d. All industrial lots in subdivisions are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- e. All industrial lots in subdivisions, and any land dedicated for open space, are connected to a reticulated water main via a minimum 20mm service and meter in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- f. All lots are connected to a reticulated sewage main in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- g. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.

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# C6

## Strata + Community Title Subdivision controls

Part C.6 applies to subdivisions on any land in the Leeton Shire for strata or community title purposes.



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## Part C6 Strata + Community Title Subdivision Controls

### C6.1 General Controls

#### Objective

To ensure strata and community title subdivisions comply with relevant building codes.

#### Lot Design

- a. The strata or community title subdivision will not result in an existing building contravening the provisions of the Building Code of Australia.
- b. Practical, legal and safe access is provided to each strata or community title lot in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- c. All lots are connected to the centralised electricity supply network in accordance with the Essential Energy Connecting to the network information pack 2018.
- d. Subdivisions are provided with street lighting in accordance with AS/NZS 1158: 2010 Lighting for roads and public spaces and Leeton Shire Council Engineering Guidelines (latest version).
- e. All lots are connected to telecommunications in accordance with the Telstra New Developments Policy 2015.
- f. All lots are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- g. All lots are provided with a separate connection to a reticulated water main in accordance with Leeton Shire Council Engineering Guidelines (latest version). A single master meter is to be provided to the common property allotment.
- h. All lots are connected to a reticulated sewage main in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- i. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.

#### Utilities and service provisions

- a. All lots are connected to natural gas (where available) in accordance with the Jemena Residential Connections Guide and Gas Connections FAQs.
- b. All lots are provided with a separate connection to a reticulated water main in accordance with Leeton Shire Council Engineering Guidelines (latest version). A single master meter is to be provided to the common property allotment.
- c. All lots are connected to a reticulated sewage main in accordance with Leeton Shire Council Engineering Guidelines (latest version).
- d. Common trenching is used for compatible services and infrastructure, generally in accordance with the NSW Streets Opening Coordination Council (SOCC) Model Agreement for Local Councils and utility/service providers 2018 and the SOCC Guide to Codes and Practices for Streets Opening.



# Part D

## HOUSING AND ANCILLARY DEVELOPMENT

This part applies standard and controls relating to all types of residential development in the Leeton Shire Council Local Government Area



LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP



## Table of Contents

<b>D1</b>	<b>Urban Dwellings</b>	<b>3</b>	<b>D3</b>	<b>Shop Top Housing</b>	<b>51</b>
D1.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	9	D3.1	General Controls	53
D1.2	Streetscape Character and Built Form	10	<b>D4</b>	<b>Large Lot Housing</b>	<b>54</b>
D1.3	Building setbacks	11	D4.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	56
D1.4	Building Design	16	D4.2	Streetscape and setting	57
D1.5	Privacy and amenity	18	D4.3	Building setbacks	58
D1.6	Landscaped Area	19	D4.4	Stormwater management	60
D1.7	Livable Housing Design	20	D4.5	Utilities and service provision	61
D1.8	Stormwater Management	21	<b>D5</b>	<b>Rural Housing</b>	<b>63</b>
D1.9	Utility and service provisions	22	D5.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	64
<b>D2</b>	<b>Medium Density Housing</b>	<b>23</b>	D5.2	Building setbacks	65
D2.1	Characterising medium density housing forms	29	D5.3	Building Design	66
D2.2	Site area and frontage	33	D5.4	Stormwater management	67
D2.3	Earthworks, retaining walls, structural support and drainage	34	D5.5	Utility and service provision	68
D2.4	Streetscape character and built form	35	<b>D6</b>	<b>Ancillary Development</b>	<b>69</b>
D2.5	Building setbacks	36	D6.1	Ancillary Buildings - Attached	70
D2.6	Building Design	41	D6.2	Ancillary Buildings - Detached	74
D2.7	Privacy and amenity	42	D6.3	Swimming Pools	78
D2.8	Private open space	44	D6.4	Fencing	79
D1.9	Liveable Housing Design	45			
D2.10	Stormwater management	47			
D2.11	Utility and service provision	48			
D2.12	Medium density housing adjoining lane ways	50			

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# D1

## Urban + Village Dwellings

Part D.1 applies to:

1. Single dwellings
2. Alterations and additions to existing dwellings

Part D.1 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. RU5 Village
2. R1 General Residential
3. R3 Medium Density Residential
4. B3 Commercial Core

Land application maps are included at the beginning of this Part for reference purposes.

D1.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	9
D1.2	Streetscape Character and Built Form	10
D1.3	Building setbacks	11
D1.4	Building Design	16
D1.5	Privacy and amenity	18
D1.6	Landscaped Area	19
D1.7	Livable Housing Design	20
D1.8	Stormwater Management	21
D1.9	Utility and service provisions	22
D1.9	Liveable Housing Design	45

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**Part D1  
 Urban + Village  
 Dwellings**

**Application Maps**

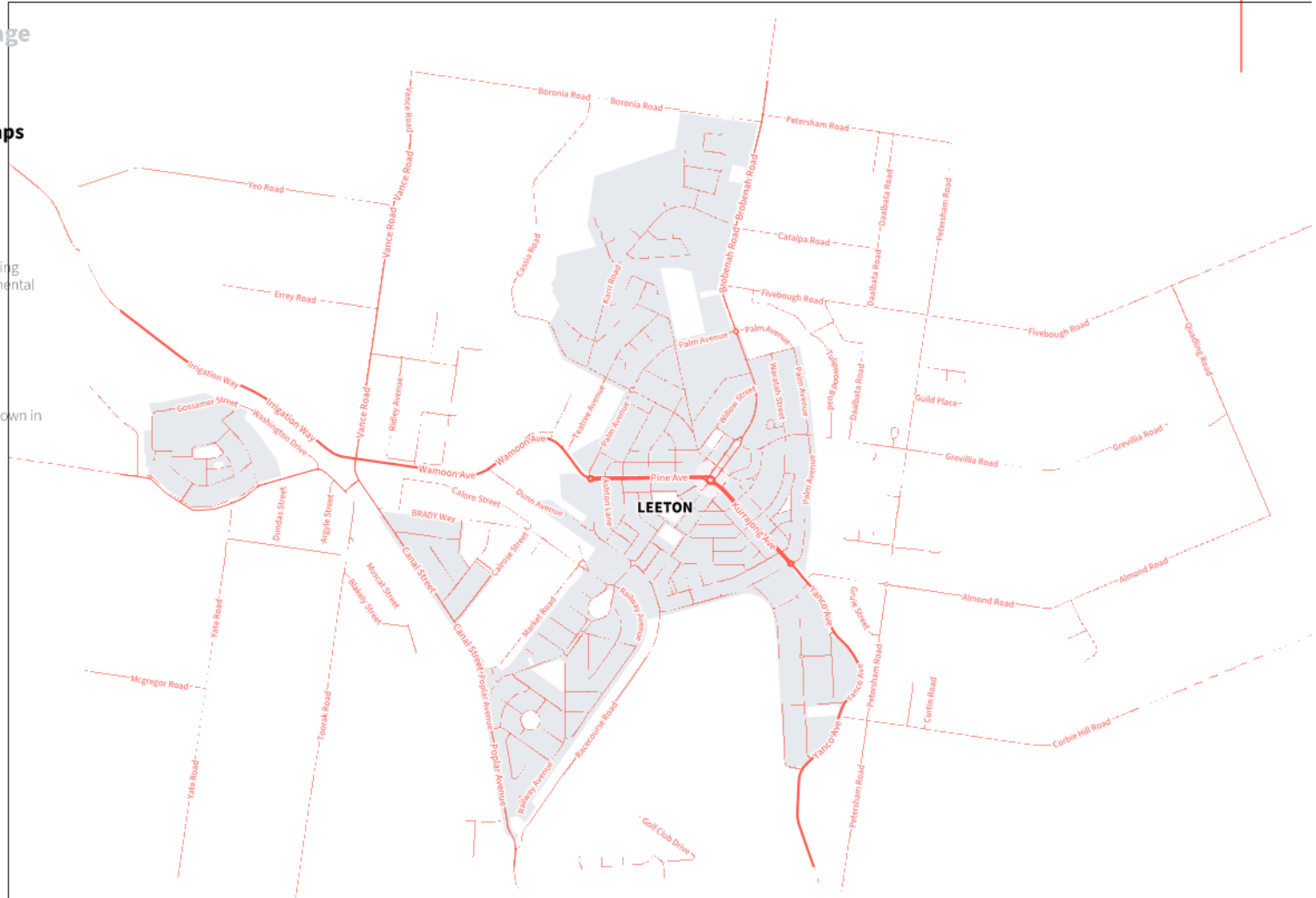
Part D.1 applies to any of the following zones under Leeton Local Environmental Plan 2014:

- RU5 Village
- R1 General Residential
- R3 Medium Density Residential.

For ease of reference, this land is shown in Maps 1 to 5.

**Map 1 - Leeton Township**

- R1 + R3 Zones
- Road Network

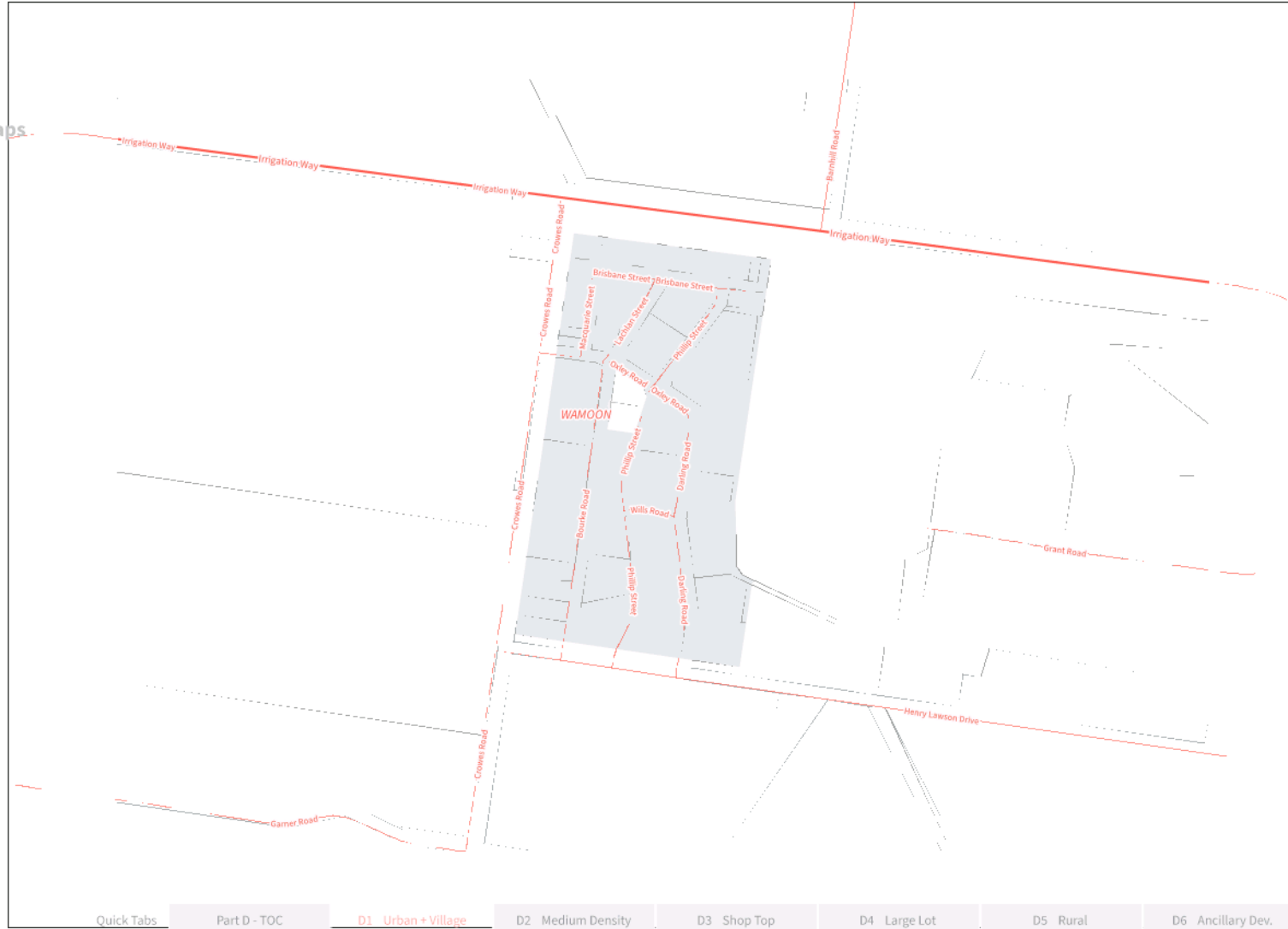


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Application maps  
 (cont.)

Map 2 - Wamoon Village

- RU5 Zone
- Road Network

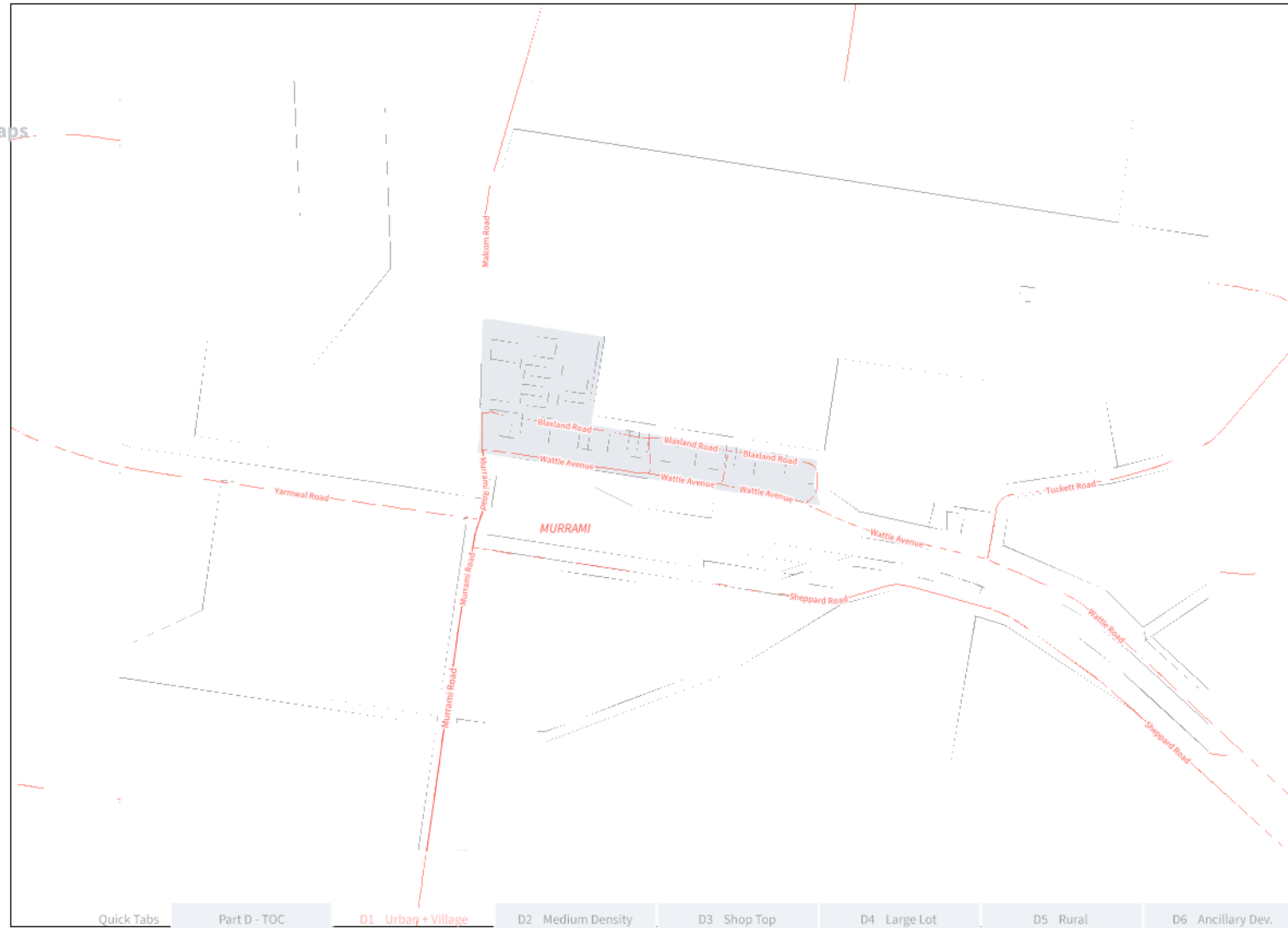


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Application maps  
(cont.)

Map 3 - Murrami Village

- RUS Zone
- Road Network



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Application maps  
(cont.)

Map 4 - Whitton Village

- RUS Zone
- Road Network





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Application maps  
 (cont.)



**Part D1  
 Urban + Village  
 Dwellings**

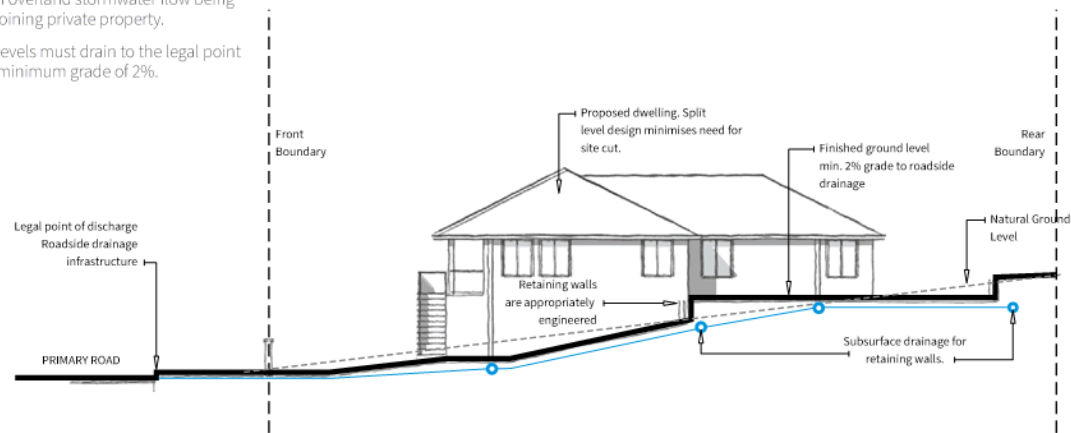
**D1.1 Earthworks, Retaining Walls, Structural Support and Site Drainage**

**Objective**

To provide guidance on the cut and fill to ensure earthworks associated with urban dwellings does not negatively impact on drainage patterns, soil stability, neighbouring properties and streetscape features.

**Standards**

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book) by way of sediment fences, hay bales and the like.
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- d. Despite c) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- e. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- f. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:1 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- g. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- h. Excavated areas must be properly engineered with subsurface drainage that is directed to a legal point of discharge (e.g. interallotment drainage pipes, street drainage, or public drainage reserves).
- i. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.
- j. Finished ground levels must drain to the legal point of discharge at a minimum grade of 2%.



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## Part D1 Urban + Village Dwellings

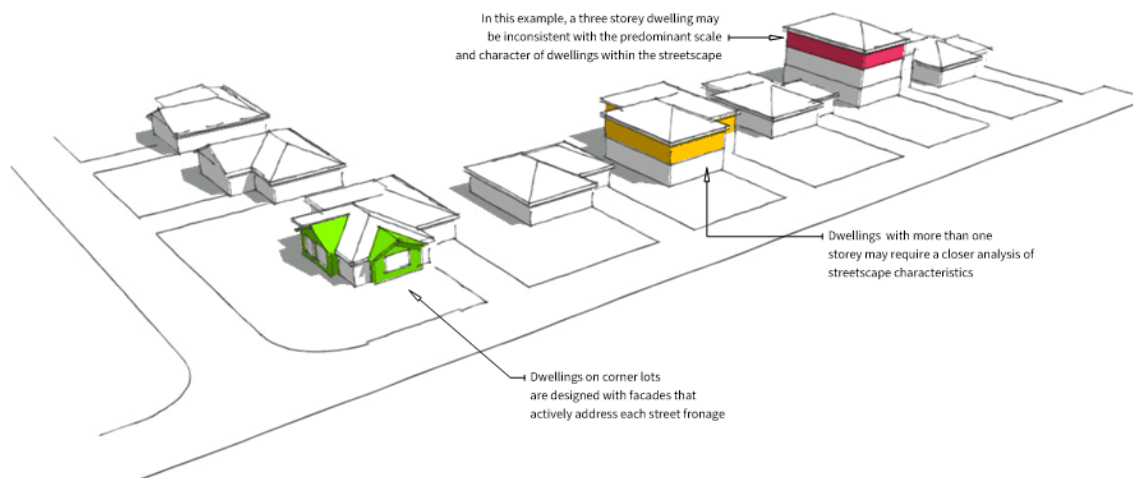
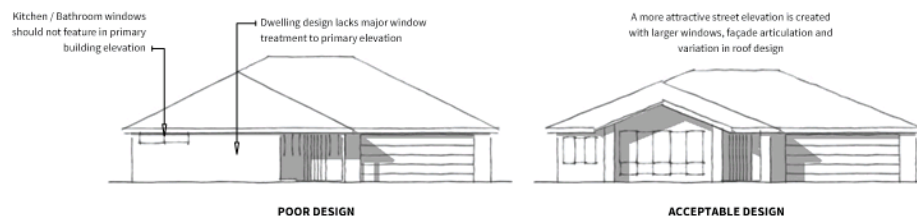
### D1.2 Streetscape Character and Built Form

#### Objective

To ensure urban dwellings, and alterations and additions to existing dwellings do not negatively impact on the surrounding streetscape.

#### Standards

- a. Development complies with the relevant building line setbacks specified in Section D1.3 of this Part.
- b. Dwellings are designed with attractive street elevations that
  - i. Feature at least 1 main entry door and 1 major window to a living area or bedroom.
  - ii. Avoid the placement of kitchen, laundry or bathroom windows as dominant features.
- c. Development is designed so that attached garages are setback a minimum 5.5 metres from the property boundary (primary street or secondary street), unless a greater setback is specified in Section D1.3
- d. On corner lots, developments are designed to address both streets by complying with a), b) and c) above.
- e. The scale of new development is consistent with predominant building form and scale within the existing streetscape.
- f. Development does not necessitate the removal of existing street trees that significantly contribute to streetscape appeal and character.
- g. Development involving heritage items or conservation areas is consistent with the requirements of Part I of this DCP (Heritage Guidelines).



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**Part D1  
 Urban + Village  
 Dwellings**

**D1.3 Building setbacks**

**Objective**

To ensure urban dwellings are setback at consistent distances to minimise impacts related to streetscape, overshadowing and privacy and to provide adequate space for landscaping and private recreation.

**Key Definition**

'Articulation Zone' means an area of a lot forward of the building line within which building elements are permitted to be located

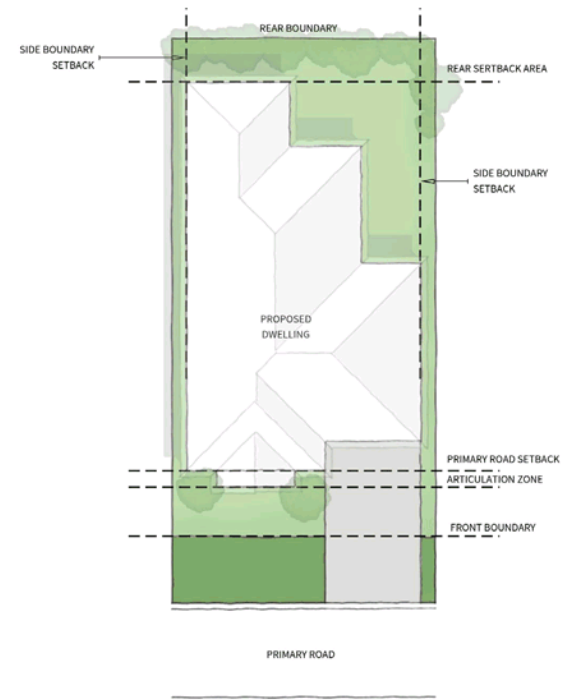
**Standard Lots**

- a. Development on standard lots complies with the minimum setback requirements prescribed in Table 1.
- b. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 1 - Building setbacks on standard lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	> Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Side Boundary	Single Storey	0.9m or BCA	0.9m or BCA	0.9m or BCA
	>Single Storey	1.5m or BCA	1.5m or BCA	1.5m or BCA
Rear Boundary	Single Storey	3m	5.0m	5.0m
	>Single Storey	5m	6.0m	6.0m

Note: Nominated setback distances are the minimum subject to the demonstrated compliance with relevant provisions of the BCA.



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**Building setbacks (cont.)**

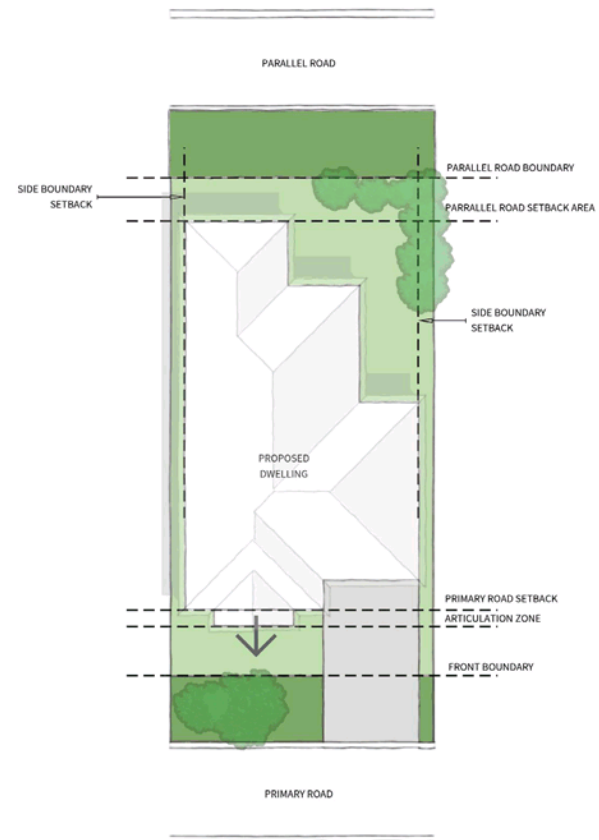
**Parallel Road Lots**

- c. Development on parallel road lots complies with the minimum setback requirements prescribed in Table 2.
- d. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 2- Building setbacks on parallel road lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	>Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Side Boundary	Single Storey	0.9m or BCA	0.9m or BCA	1.5m or BCA
	>Single Storey	1.5m or BCA	1.5m or BCA	1.5m or BCA
Parallel Road	Single Storey	5m	5.0m	5.0m
	>Single Storey	8m	6.0m	6.0m

Note: Nominated setback distances are the minimum subject to the demonstrated compliance with relevant provisions of the BCA.



**Building setbacks (cont.)**

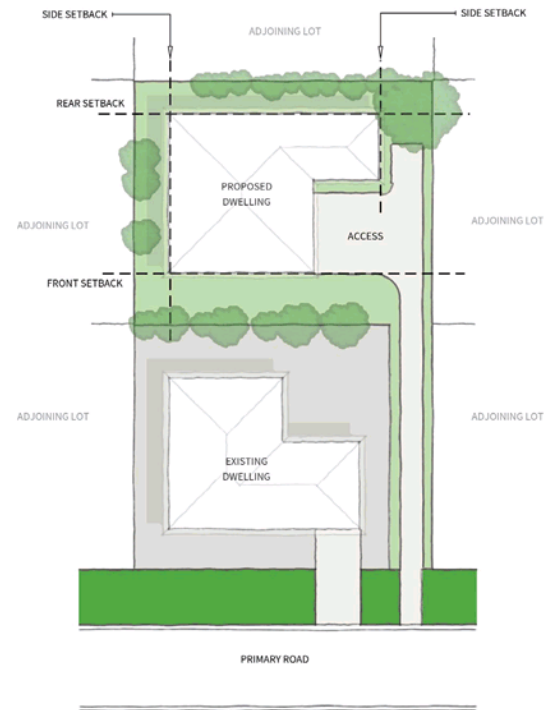
**Battle-axe Lots**

- e. Development on battle-axe lots complies with the minimum setback requirements prescribed in Table 3.
- f. Articulation features are permissible components of building design for development on battle-axe lots, but must remain within the building setbacks specified in Table 3.
- g. Where the battle-axe allotment adjoins a parallel road the development is to comply with the relevant building line setbacks specified in controls (c) and (d).

Table 3 - Building setbacks on battle-axe lots

Boundary	Scenario	Setback requirement
Front boundary	Dwelling	3m
	Alteration or Addition	3m
Side boundary	Dwelling	0.9m or BCA
	Alteration or Addition	0.9m or BCA
Rear boundary	Single Storey	5.0m
	>Single Storey	6.0m

Note: Nominated setback distances are the minimum subject to the demonstrated compliance with relevant provisions of the BCA.



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**Building setbacks (cont.)**

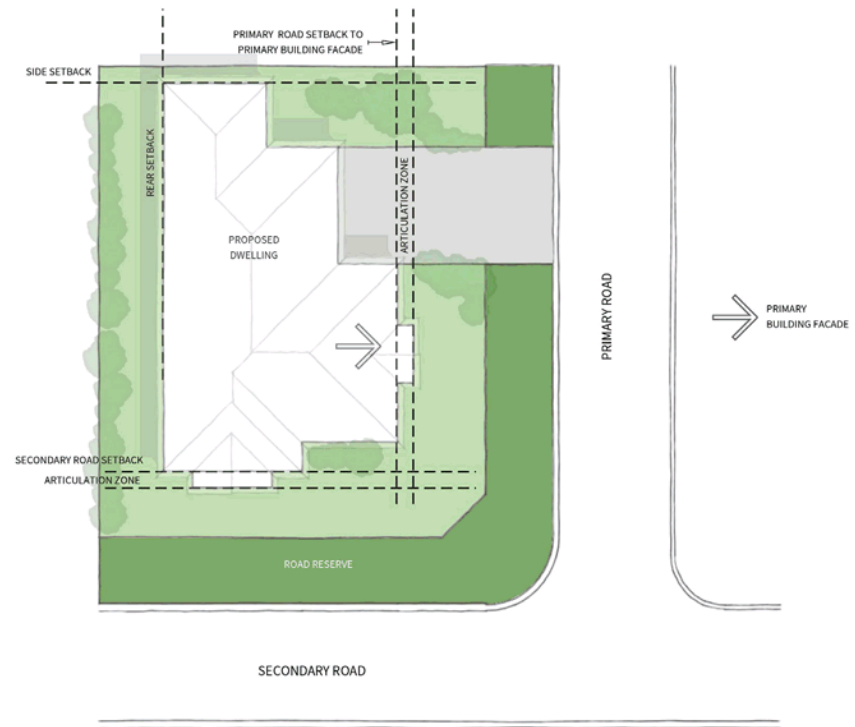
**Corner Lots**

- h. Development on corner lots complies with the minimum setback requirements prescribed in Table 4.
- i. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 4 - Building setbacks on corner lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	> Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Secondary Road	Dwelling	3m	3m	4.5m or BCA
	Alteration or addition	3m or match existing	3m or match existing	4.5m or BCA
Side Boundary	Single Storey	0.9m or BCA	0.9m or BCA	0.9m or BCA
	>Single Storey	1.5m or BCA	1.5m or BCA	1.5m or BCA
Rear Boundary	Single Storey	3m	5.0m	5.0m
	>Single Storey	5m	6.0m	6.0m

Note: Nominated setback distances are the minimum subject to the demonstrated compliance with relevant provisions of the BCA.



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**Building setbacks (cont.)**

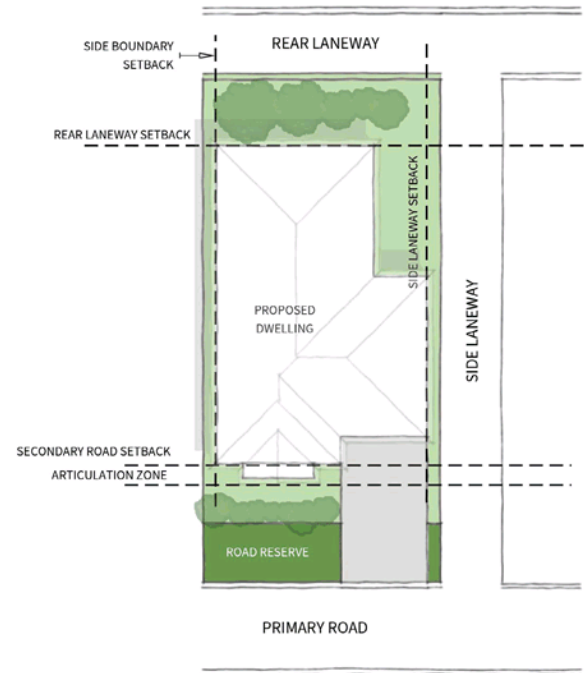
**Lane way Lots**

- j. Development on lane way lots complies with the minimum setback requirements prescribed in Table 5.
- k. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 5 - Building setbacks on lane way lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 6m
	>Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 6m
Side lane way	Single Storey	0.9m or BCA	0.9m or BCA	0.9m or BCA
	>Single Storey	1.5m or BCA	1.5m or BCA	1.5m or BCA
Rear lane way or boundary	Single Storey	3m	5.0m	5.0m
	>Single Storey	5m	6.0m	6.0m

Note: Nominated setback distances are the minimum subject to the demonstrated compliance with relevant provisions of the BCA.





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**Part D1  
 Urban + Village  
 Dwellings**

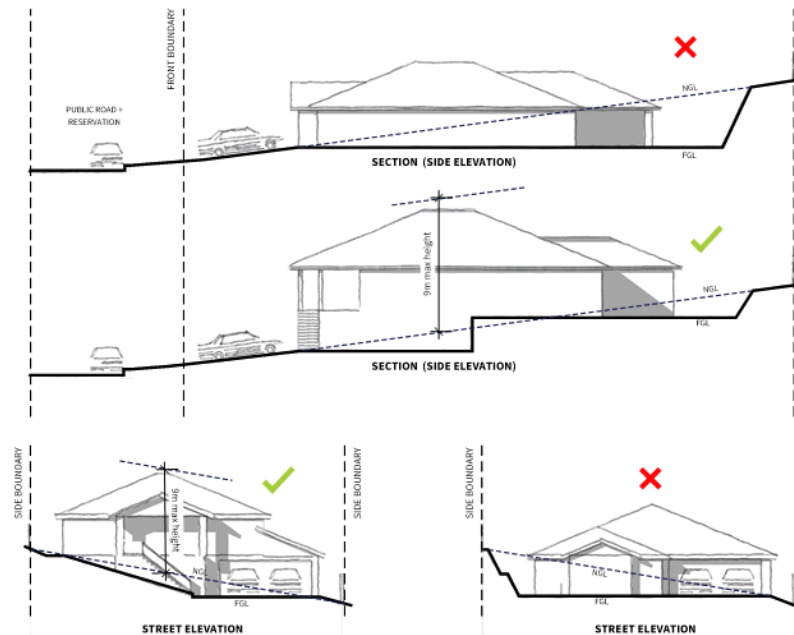
**D1.4 Building Design**

**Objective**

To ensure urban dwellings do not cause adverse impacts related to streetscape, overshadowing and privacy.

**Standards**

- a. The maximum height to the ridge of the roof of new dwelling development should not exceed 8.5 metres above the natural ground level vertically below that point.
- b. Mass excavation is not a permitted design response for sloping sites. Building forms should be designed to be staged or stepped into the natural slope of the land. Refer diagram.
- c. Building design achieves at least 3 hours of solar access to key living spaces / private open spaces of the adjoining dwellings at the winter solstice (21 June) between 9am and 3pm. Stepped building form on sloping sites is encouraged as a way of achieving compliance with this control.
- d. Wall mounted air-conditioning units are
  - i. Adequately screened and landscaped.
  - ii. Not located higher than 1.8 metres above existing ground level.
  - iii. Setback a minimum of 450mm from each property boundary.
- e. Roof mounted air-conditioning units are not located on the roof facing a primary or secondary road.
- f. Roof mounted solar energy systems are not located on the roof facing a primary or secondary road unless required by a BASIX Certificate.



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## Building design (cont.)

Building design for new residential dwellings considers the following principles:

- g. Living areas are oriented with a northerly aspect or as close as possible, to take advantage of passive solar gains during colder months.
- h. Windows to primary living spaces are sized and designed to minimise the amount of artificial lighting required during daylight hours. Highlight or roof windows are used to increase lighting levels where possible.
- i. Dwellings are designed (and oriented) to minimise the potential impacts of overshadowing from neighbouring buildings, particularly where the overshadowing is likely to affect the windows to primary living spaces.

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**Part D1  
 Urban + Village  
 Dwellings**

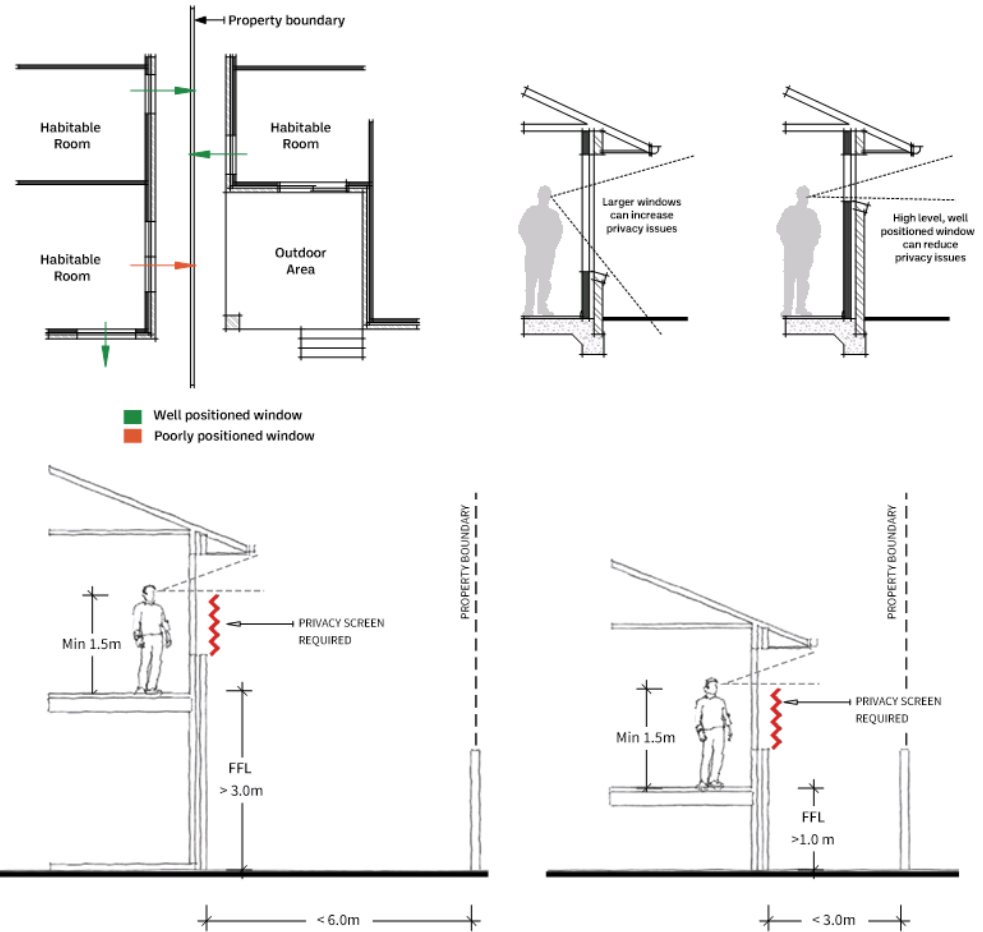
**D1.5 Privacy and amenity**

**Standards**

- a. New dwellings are carefully designed to minimise the placement of windows, balconies and decks directly opposite the windows of primary living rooms in dwellings on adjoining properties, particularly for dwellings exceeding one storey.
- b. Building elements such as balconies and decks are designed to minimise overlooking of living areas and private open space areas of adjoining dwellings.
- c. Visual privacy of existing neighbouring dwellings is achieved by using narrow, translucent or obscured finishes for windows that are in elevated positions.
- d. A privacy screen is required for any unobscured glass window that is:
  - i. On a storey that has a finished floor level that is  $>3.0\text{m}$  above natural ground level and the window is  $<6.0\text{m}$  from a boundary to an adjoining property.
  - ii. On a storey that has a finished floor level that is  $>1.0\text{m}$  above natural ground level and the window is  $<3.0\text{m}$  from a boundary to an adjoining property.
  - iii. Where required under controls i) and ii) above, the privacy screen must be fitted to any part of the window that is less than  $1.5\text{m}$  above the finished floor level of the storey to which the window is fitted
- e. Development adjoining a State road or railway line is consistent with the guidelines contained within the NSW Department of Planning Development near Rail Corridors and Busy Roads – Interim Guideline 2008 (or latest version).

**Objective**

To ensure urban dwellings provide good levels of visual and acoustic privacy.



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**Part D1  
 Urban + Village  
 Dwellings**

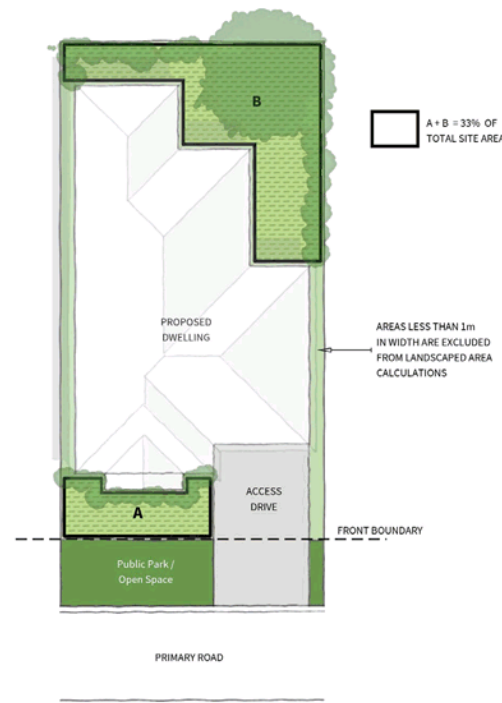
**D1.6 Landscaped Area**

**Objective**

To ensure that new dwelling development is provided with minimum landscape area to assist in managing urban stormwater and enhancing areas of the private and public domain.

**Standards**

- a. Single dwelling proposals are not required to submit a Landscape Plan for approval with the Development Application, however a minimum 33% (one-third) of the total site area should be comprised of landscaped area.
- b. Development plans submitted to Council for approval should include calculations demonstrating compliance with control (a).
- c. For the purposes of control (a), landscaped area includes any of the following surfaces:
  - i. Turfed areas
  - ii. Garden areas
  - iii. Any other impervious surface that is not a driveway and is at least 1m in total width.



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## Part D1 Urban + Village Dwellings

### D1.7 Livable Housing Design

In 2012 Livable Housing Australia produced the Livable Housing Design Guidelines (the Guidelines), which encourages homes to be designed and built to meet the changing needs of occupants across their lifetime.

Livable design recommends the inclusion of key easy living features that aim to make homes easier and safer for all occupants including: people with disability, ageing Australians, people with temporary injuries, and families with young children.

Livable Housing Design is largely based on the notion that it is more cost-effective to make simple design choices when building a new home than it is to try and retrofit a building when life's events require the occupants of a dwelling to change. A livable home is designed and built to meet the changing needs of occupants across their lifetime.

The Leeton LGA has an ageing population and therefore it will become increasingly important to ensure that housing stock in the LGA will be able to meet the needs of the local housing market in years to come.

The Guidelines identify seven core design features that should be incorporated, as a minimum, into new dwelling design. These include:

- A safe continuous and step free path of travel from the street entrance and / or parking area to a dwelling entrance that is level.
- At least one, level (step-free) entrance into the dwelling.
- Internal doors and corridors that facilitate comfortable and unimpeded movement between spaces.

- A toilet on the ground (or entry) level that provides easy access.
- A bathroom that contains a hobless (step-free) shower recess.
- Reinforced walls around the toilet, shower and bath to support the safe installation of grab-rails at a later date.
- A continuous handrail on one side of any stairway where there is a rise of more than 1 metre.

If a dwelling design incorporates the seven core design features, then it achieves a silver performance level under the Guidelines.

Gold level performance can be achieved by adopting the seven core design features, plus additional features recommended by the Guidelines.

Platinum level performance can be achieved by adopting all 16 design features recommended by the Guidelines.

#### Controls

- As a minimum, the design of new dwellings should achieve a silver performance level in accordance with the Livable Housing Guidelines.

*A copy of the Livable Housing Design Guidelines can be downloaded from the following QR Code*



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## Part D1 Urban + Village Dwellings

### D1.8 Stormwater Management

#### Objective

To ensure stormwater from urban dwellings is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure or downslope properties.

#### Standards

- a. For new dwelling proposals, stormwater from the building(s), driveway(s) and other hardstand areas must be managed in accordance with the following requirements:
  - i. Post-development runoff to be equal to or less than pre-development runoff rates for the whole development site in all rainfall events.
  - ii. All stormwater to be discharged to a legal point of discharge (i.e. street drainage system or inter-allotment drainage easement / system).
  - iii. Stormwater is discharged at a rate of 1 x 90mm diameter PVC drainage pipe for every 190m<sup>2</sup> of roofed, driveway or other hardstand area.
  - iv. Where stormwater is discharged to a roadside kerb and gutter, the number of kerb outlets is to be limited to 3 outlets, constructed in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
  - v. Where stormwater is discharged to a roadside table drain, a single discharge point only is provided via a concrete surround that is finished flush to the profile of the table drain in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
  - vi. Where stormwater is discharged to an inter-allotment drainage system or public drainage reserve, a single discharge point only is provided via an existing or new pit sized in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- b. Development that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.

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**Part D1  
 Urban + Village  
 Dwellings**

**D1.9 Utility and service provisions**

**Objective**

To ensure urban dwellings are provided with adequate utilities and services.

**Standards**

- a. Development is provided with a letter box in accordance with Australian Standard - AS-NZ 4253-2019 and the following minimum requirements:
  - i. Minimum dimensions - 230 wide (left to right) x 330mm deep (front to back) x 160mm (top bottom).
  - ii. Full width slot, but not large enough for a persons hand to fit through, elevated between 0.9 metres and 1.2 metres above ground.
  - iii. Clearly displayed street address (as advised by Leeton Shire Council).
  - iv. Located in a position that is easy to access, clearly in view and next to the driveway (or a similarly accessible location).
- b. Development is provided with a standard telephone service as per the Telecommunications (Consumer Protection and Service Standards) Act 1999.
- c. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.
- d. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority.
- e. Development is connected to a reticulated water supply service in accordance with the engineering requirements of Leeton Shire Council.
- f. Where rainwater tanks are proposed as part of the water supply system servicing new development, the following controls apply:
  - i. Tank installation / maintenance in accordance with the NSW Health Guidelines.
  - ii. Tank storage capacity is no greater than 20,000 litres, except where specified otherwise by BASIX.
  - iii. Tanks must not exceed 3 metres in height above ground level (including any tank stand).
  - iv. Tanks must be setback behind the building line.
  - v. Tanks must not collect water from a source other than roof gutters or down pipes on a building or a water supply service pipe.
  - vi. Tanks must be structurally sound and installed in accordance with manufacturer's specifications.
  - vii. Tanks must not rest on a footing of any building or other structure on the property including a retaining wall.
- viii. Tanks must utilise prefabricated materials or be constructed from prefabricated elements designed and manufactured for the purpose of rainwater tank construction.
- ix. Tanks must be enclosed and inlets screened or filtered to prevent the entry of foreign matter or creatures.
- x. Tanks must utilise a non-reflective finish where they are readily visible from adjoining land / roads.
- g. Development is connected to a reticulated sewer main where available. If unsewered, an on-site effluent management system is installed that complies with the following:
  - i. AS/NZS1547:2000 – On-site Domestic Wastewater Management.
  - ii. NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- h. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
- iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
- iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

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# D2

## Medium density Housing

Part D.2 applies to:

1. Secondary dwellings
2. Dual occupancies
3. Semi-detached dwellings
4. Attached dwellings
5. Multi-dwelling housing
6. Residential flat buildings
7. Serviced Apartments
8. Alterations and additions to any of the above

on any land that permits such developments under Leeton Local Environmental Plan 2014.

D2.1	Characterising medium density housing forms	29
D2.2	Site area and frontage	33
D2.3	Earthworks, retaining walls, structural support and drainage	34
D2.4	Streetscape character and built form	35
D2.5	Building setbacks	36
D2.6	Building Design	41
D2.7	Privacy and amenity	42
D2.8	Private open space	44
D2.10	Stormwater management	47
D2.11	Utility and service provision	48
D2.12	Medium density housing adjoining lane ways	50





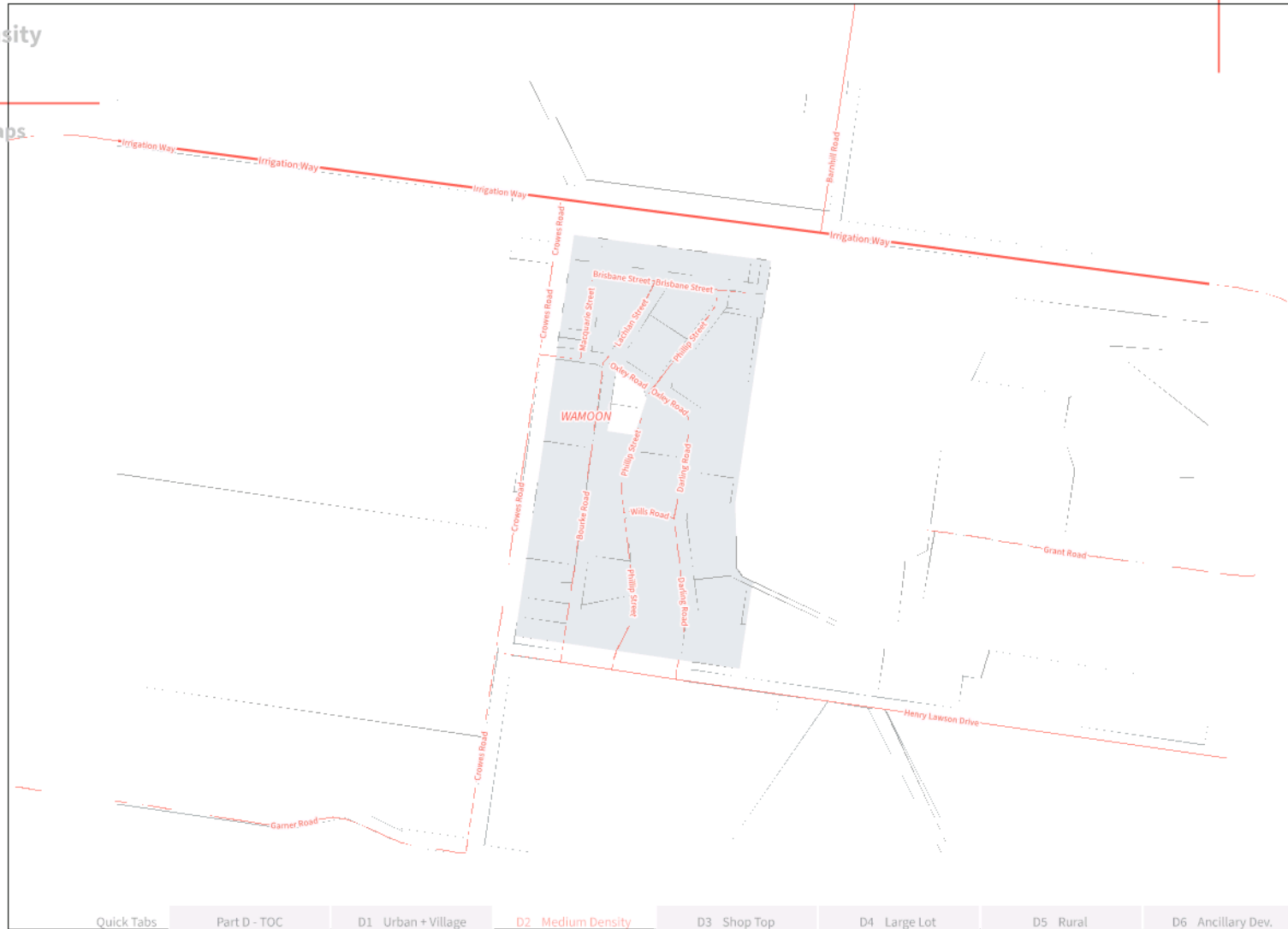
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## Part D2 Medium Density Housing

Application maps  
(cont.)

Map 7 - Wamoon Village

- RU5 Zone
- Road Network



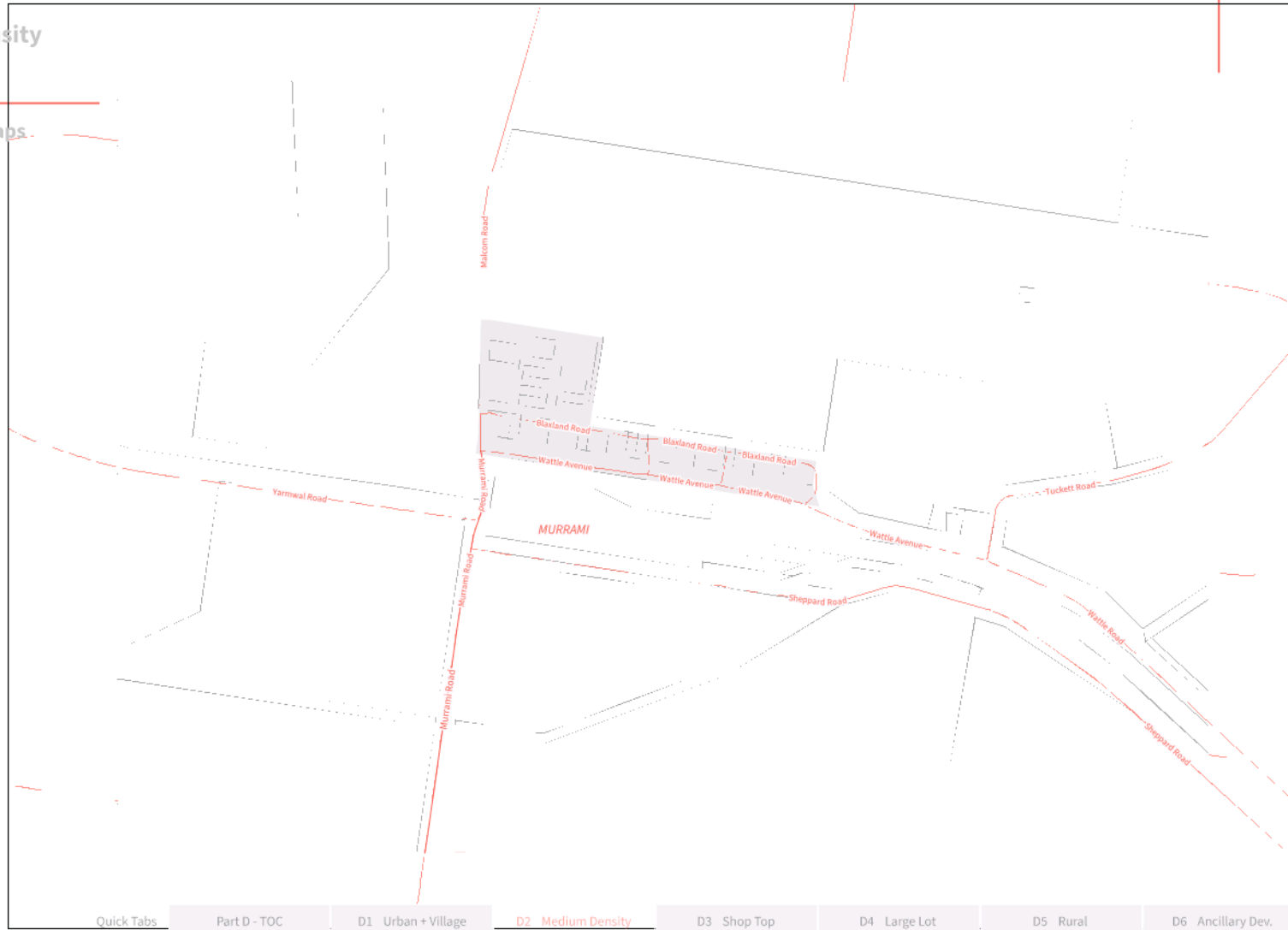
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## Part D2 Medium Density Housing

Application maps  
(cont.)

Map 8 - Murrami Village

- RUS Zone
- Road Network



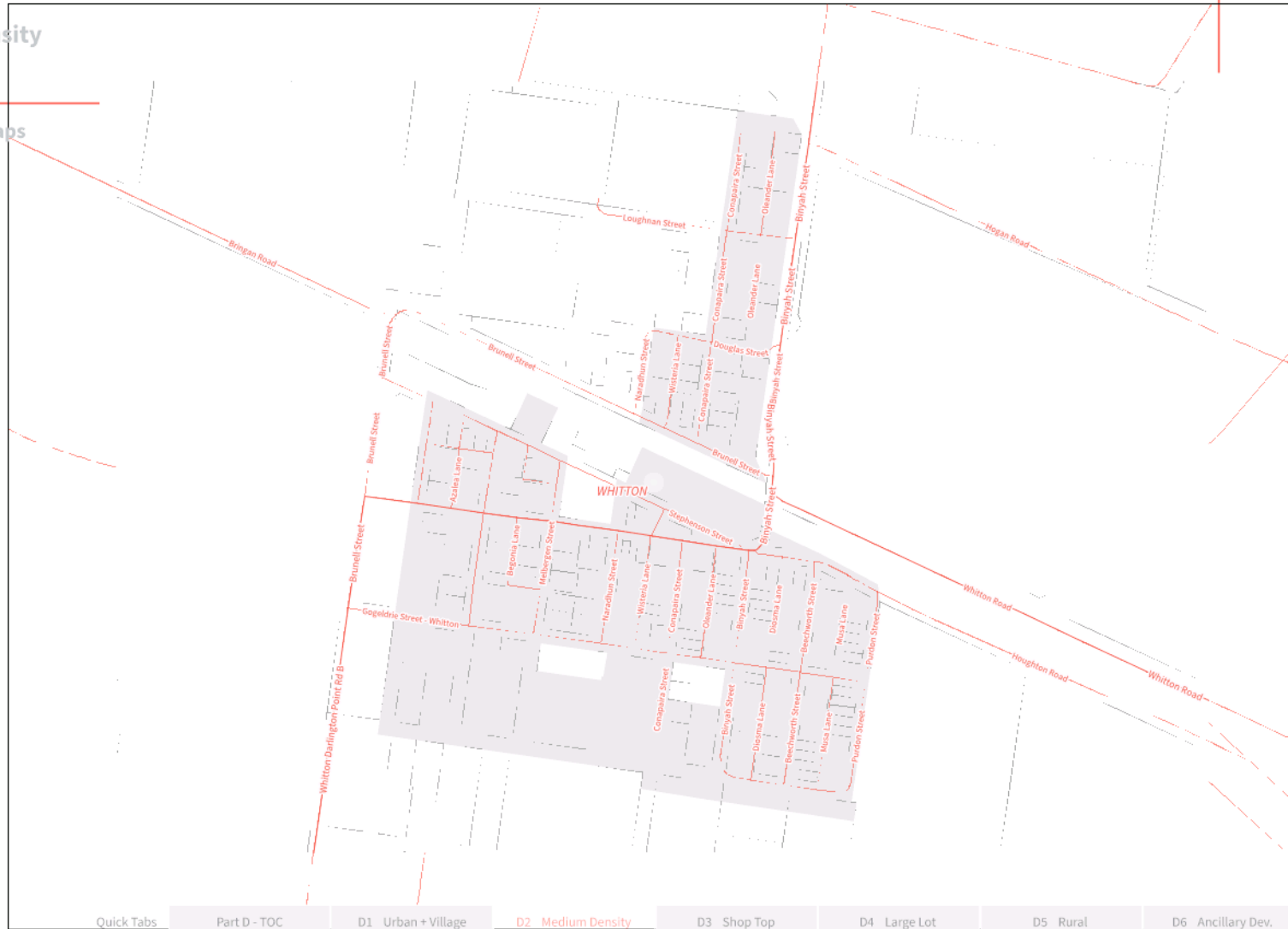
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## Part D2 Medium Density Housing

Application maps  
(cont.)

Map 9 - Whitton Village

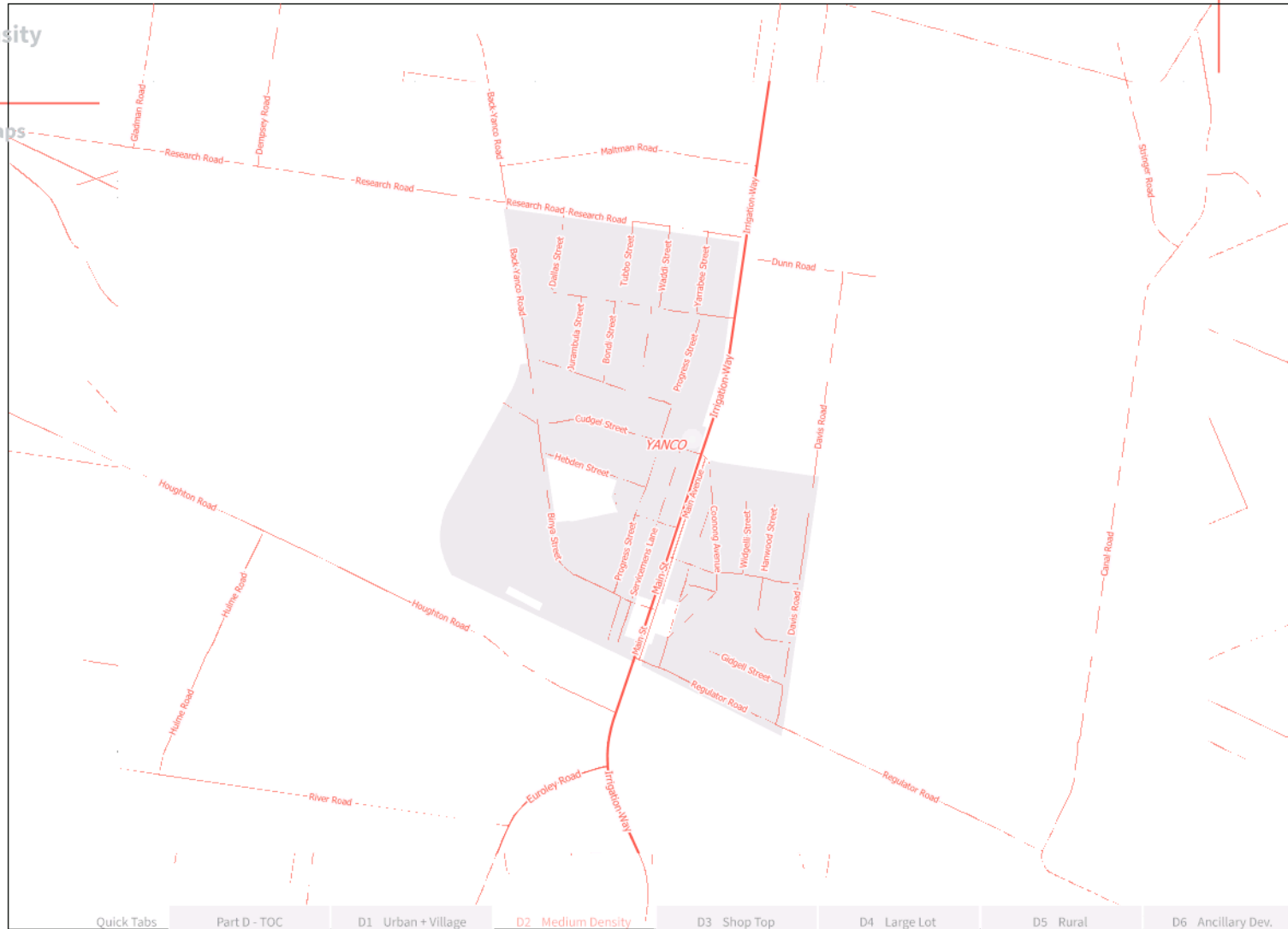
- RUS Zone
- Road Network



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**Part D2  
 Medium Density  
 Housing**

Application maps  
 (cont.)



Map 10 - Yanco Township

- R2 Zone
- Road Network

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## Part D2 Medium Density Housing

### D2.1 Characterising medium density housing forms

For the purposes of Part D2, there are a number of different housing types which fall within the definition of medium density housing including:

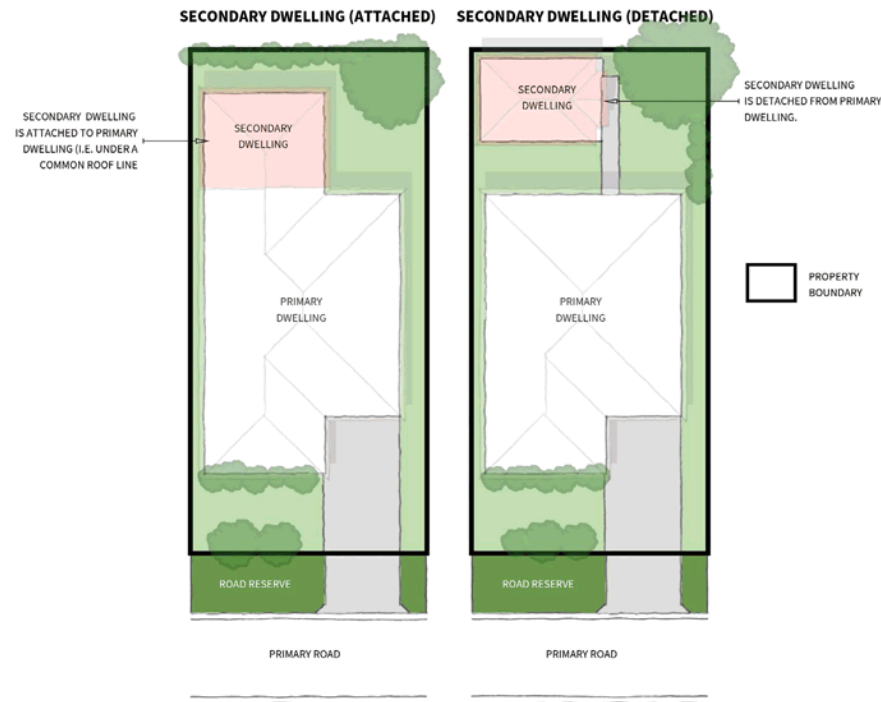
- a. Secondary dwelling
- b. Dual Occupancy
- c. Semi-detached dwellings
- d. Attached dwellings
- e. Multi-dwelling housing
- f. Residential flat building.

The most common medium density housing types are described and illustrated in Section D2.1

#### Secondary Dwellings

A secondary dwelling refers to a smaller dwelling that is located on the same allotment as a principal (main) dwelling.

Secondary dwellings are often referred to as granny flats and they can be attached or detached to the principal dwelling. While internally both dwellings occupy their own private spaces, a number of facilities such as plumbing, air conditioning, open space areas, outdoor drying yards, driveways and parking may be shared.



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**Characterising medium density housing forms (cont.)**

**Dual Occupancy**

Dual occupancy housing is the development of 2 dwellings on a single allotment. Both dwellings are principal dwellings (i.e. one is not secondary to the other) and they typically function independent of each other. Dwelling size is not limited like it is for secondary dwellings.

Dual Occupancy development provides for greater residential densities whilst being consistent with the general low-density character of an area.

Dual occupancy can be detached (stand alone buildings) or they can be attached to each other. Dual occupancy housing developments are always on the one Torrens Title allotment.



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**Characterising medium density housing forms (cont.)**

**Semi-detached dwelling**

Semi-detached housing refers to the construction of 2 separate dwellings that are attached (only to each other) by a common wall.

Semi-detached housing is different to dual occupancy (attached) housing in that each dwelling is located on its own allotment of land. The allotments are generally created under Torrens Title or Strata Title.

**Attached dwelling**

Attached dwellings are very similar to semi-detached dwellings, however there must be a minimum of 3 dwellings. Each dwelling is located on its own allotment of land, and is attached to another dwelling by a common wall. The allotments are generally created under Torrens Title or Strata Title.





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### Characterising medium density housing forms (cont.)

#### Multi-dwelling housing

Multi-dwelling housing means 3 or more dwellings that are located on a single allotment of land. There is no subdivision involved.

For the purposes of this plan, the controls contained in Part E.2 will also apply to development that would be defined as multi-dwelling housing if it were not for any subdivision proposed as part of the development.

Multi dwelling-housing can be single or multiple storey development, however each dwelling must be designed so that it's residents can gain separate access to their dwelling at ground level. The dwellings can be detached (stand alone buildings) or they can be attached to each other.



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## Part D2 Medium Density Housing

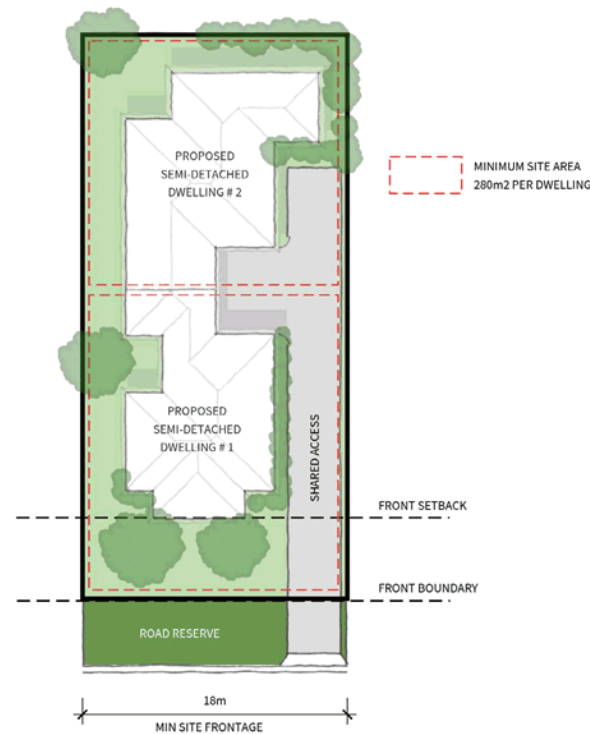
### D2.2 Site area and frontage

#### Objective

To prevent impacts associated with site over-development by ensuring that the scale of medium density development is appropriate for the size of the site.

#### Standards

- Site frontage is not less than 18 metres at the building line.
- A minimum site area of 280m<sup>2</sup> is provided per dwelling unit for developments involving secondary dwellings, dual occupancies, semi-attached dwellings, attached dwellings and multi-dwelling housing.
- Notwithstanding a) above, the site area can be less than 280m<sup>2</sup> where the proposed development demonstrates consistency with all other objectives and standards in this Part.



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**Part D2  
 Medium Density  
 Housing**

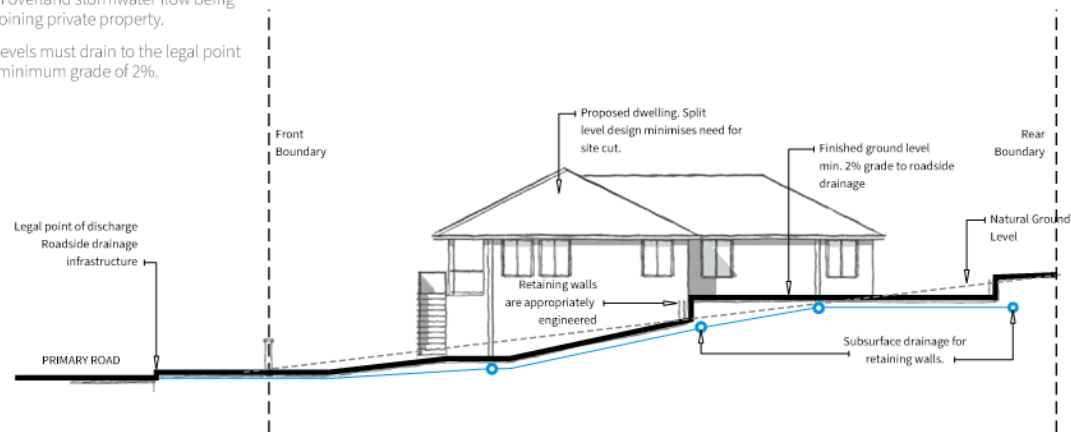
**D2.3 Earthworks, retaining walls, structural support and drainage**

**Objective**

To provide guidance on the cut and fill to ensure earthworks associated with medium density development does not negatively impact on drainage patterns, soil stability, neighbouring properties and streetscape features.

**Standards**

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book) by way of sediment fences, hay bales and the like.
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- d. Despite c) above, earthworks must not exceed 1 metre in depth within 1 metre from any property boundary.
- e. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- f. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- g. Earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the boundary.
- h. Excavated areas must be properly engineered with subsurface drainage that is directed to a legal point of discharge (e.g. interallotment drainage pipes, street drainage, or public drainage reserves).
- i. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.
- j. Finished ground levels must drain to the legal point of discharge at a minimum grade of 2%.



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## Part D2 Medium Density Housing

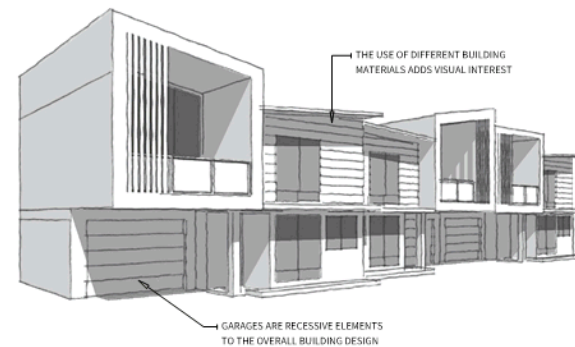
### D2.4 Streetscape character and built form

#### Objective

To ensure village subdivisions are provided with roads and vehicle accesses that are safe and efficient and engineered to minimum design standards.

#### Standards

- a. Each dwelling with direct visibility to a public street is designed with attractive street elevations that
  - i. Feature at least 1 main entry door and 1 major window to a living area or bedroom.
  - ii. Avoid the placement of kitchen, laundry or bathroom windows as dominant features.
- b. Where new development involves 3 or more dwellings facing a public road, or where five (5) or more dwellings are proposed in total, the buildings are designed to incorporate visually significant changes in massing, form and materials on street facing elevations.
- c. Each dwelling with direct access to a public road (i.e. other than an internal access driveway) is designed so that the building facade is dominant and garages are recessive elements on the street.
- d. On corner lots, development is designed to address both streets by complying with a), b) and c) above.
- e. New development is designed in a way that avoids the unnecessary removal of existing street trees that significantly contribute to the streetscape appeal and character.
- f. New development includes landscaping that positively contributes to the appearance of the private and public domain.
- g. Along common driveways, the alignment of buildings is stepped to provide visual relief and landscaping to minimise visual monotony and sense of enclosure.



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## Part D2 Medium Density Housing

### D2.5 Building setbacks

#### Objective

To ensure medium density developments are setback at consistent distances to minimise impacts related to streetscape, overshadowing, overlooking and privacy and to provide adequate space for landscaping and private recreation.

#### Standard Lots

- Development on standard lots complies with the setback requirements prescribed in Table 5.
- Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 6 - Building setbacks on standard lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	> Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Side Boundary	Single Storey #	0.9m or BCA #	0.9m or BCA #	0.9m or BCA #
	>Single Storey #	1.5m or BCA #	1.5m or BCA #	1.5m or BCA #
Rear Boundary	Single Storey #	3m #	5m #	8m #
	>Single Storey #	5m #	8m #	8m #

# Setback must be increased where necessary to comply with the minimum private open space requirements of Part D.2



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**Building setbacks (cont.)**

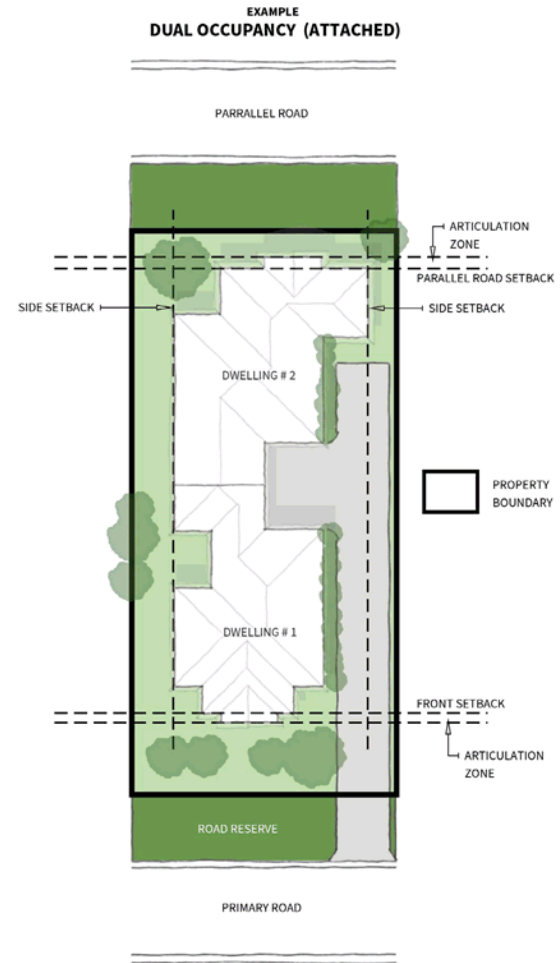
**Parallel Road Lots**

- c. Development on parallel road lots complies with the setback requirements prescribed in Table 7
- d. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 7 - Building setbacks on parallel road lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	>Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Side Boundary	Single Storey #	0.9m or BCA #	0.9m or BCA #	1.5m or BCA #
	>Single Storey #	1.5m or BCA #	1.5m or BCA #	4.5m or BCA #
Parallel Road	Single Storey	5m #	5m #	8m #
	>Single Storey	8m #	8m #	8m #

# Setback must be increased where necessary to comply with the minimum private open space requirements of Part D.2



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**Building setbacks (cont.)**

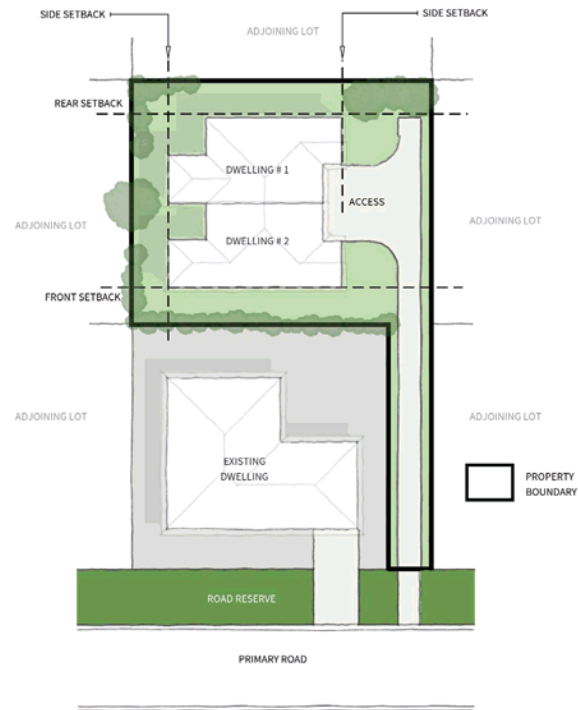
**Battle-axe Lots**

- e. Development on battle-axe lots complies with the setback requirements prescribed in Table 8.
- f. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.
- g. Where the battle-axe allotment adjoins a parallel road the development is to comply with the relevant building line setbacks specified in controls (c) and (d).

Table 8 - Building setbacks on battle-axe lots

Boundary	Scenario	Setback requirement
Front boundary	Dwelling	3m #
	Alteration or Addition	3m #
Side boundary	Dwelling	0.9m or BCA #
	Alteration or Addition	0.9m or BCA #
Rear boundary	Single Storey	5m #
	>Single Storey	8m #

# Setback must be increased where necessary to achieve compliance with other standards in Part D2 including private open space, access and / or on-site car parking.



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**Building setbacks (cont.)**

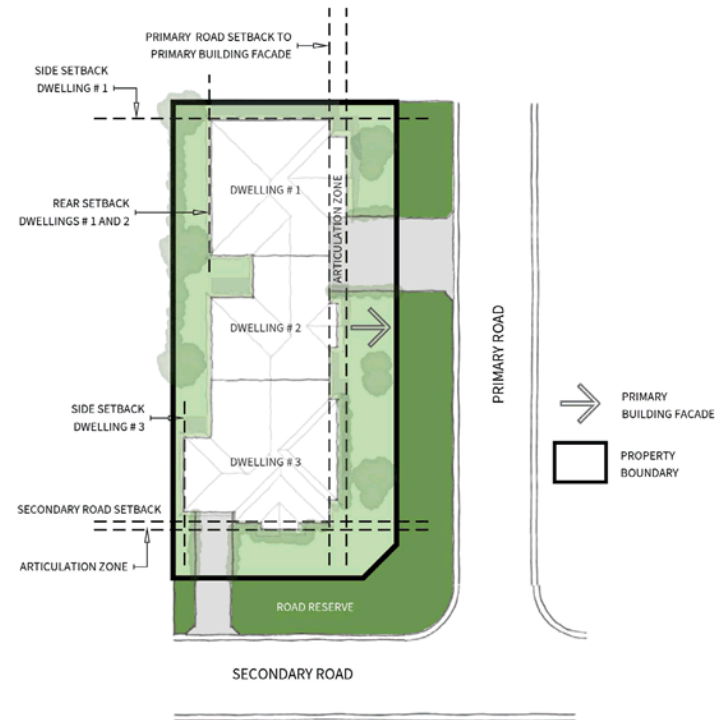
**Corner Lots**

- h. Development on corner lots complies with the setback requirements prescribed in Table 9
- i. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 9 - Building setbacks on corner lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
	> Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 9m
Secondary Road	Dwelling	3m	3m	4.5m or BCA
	Alteration or addition	3m or match existing	3m or match existing	4.5m or BCA
Side Boundary	Single Storey	0.9m or BCA #	0.9m or BCA #	1.5m or BCA #
	>Single Storey	1.5m or BCA #	1.5m or BCA #	4.5m or BCA #
Rear Boundary	Single Storey	3m #	5m #	8m #
	>Single Storey	5m #	8m #	8m #

# Setback must be increased where necessary to comply with the minimum private open space requirements of Part D.2





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**Building setbacks (cont.)**

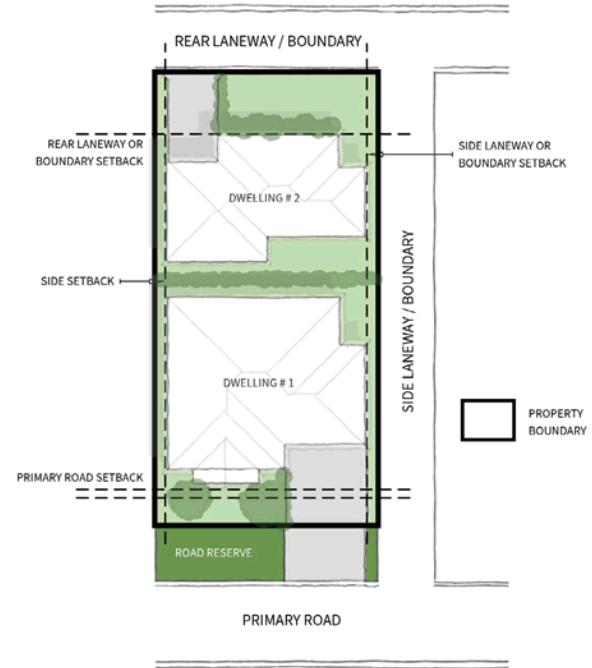
**Lane way Lots**

- j. Development on lane way lots complies with the setback requirements prescribed in Table 10
- k. Articulation features do not encroach beyond the articulation zone, or any property boundaries, and do not occupy more than 25% of the total building width.

Table 10 - Building setbacks on lane way lots

Boundary	Scenario	<750m <sup>2</sup>	750-1000m <sup>2</sup>	>1000m <sup>2</sup>
Primary Road	Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 6m
	>Single Storey	Average building line or 4.5m	Average building line or 6m	Average building line or 6m
Side lane way or boundary	Single Storey	0.9m or BCA #	0.9m or BCA #	0.9m or BCA #
	>Single Storey	1.5m or BCA #	1.5m or BCA #	1.5m or BCA #
Rear lane way or boundary	Single Storey	3m #	5m #	8m #
	>Single Storey	5m #	8m #	8m #

# Setback must be increased where necessary to achieve compliance with other standards in Part D2 including private open space, access and / or on-site car parking.



**Part D2  
 Medium Density  
 Housing**

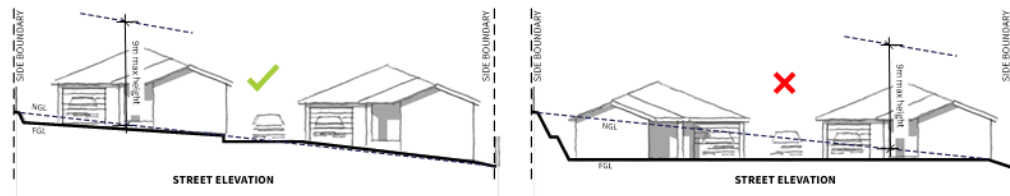
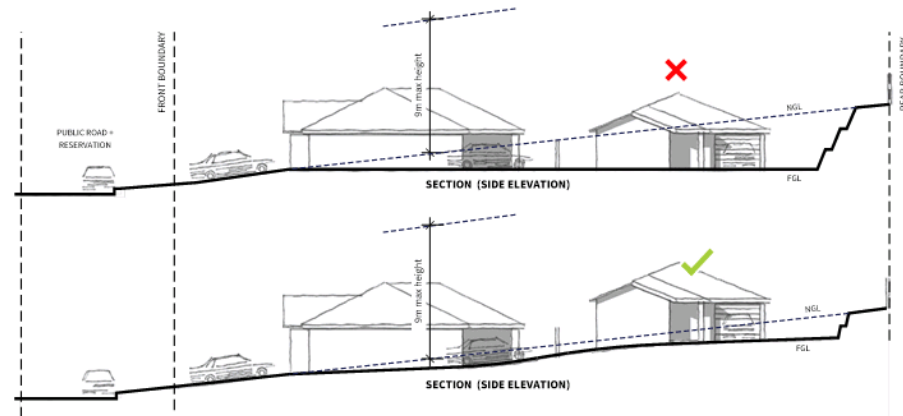
**D2.6 Building Design**

**Objective**

To ensure medium density housing developments do not cause adverse impacts related to streetscape, overshadowing and privacy.

**Standards**

- a. The maximum height to the ridge of the roof of new dwelling development should not exceed 8.5 metres above the natural ground level vertically below that point.
- b. Mass excavation is not a permitted design response for sloping sites. Building forms should be designed to be staggered or stepped into the natural slope of the land. Refer diagram.
- c. Building design achieves at least 3 hours of solar access to key living spaces / private open spaces of the adjoining dwellings at the winter solstice (21 June) between 9am and 3pm. Stepped building form on sloping sites is encouraged as a way of achieving compliance with this control.
- d. Wall mounted air-conditioning units are
  - i. Adequately screened and landscaped.
  - ii. Not located higher than 1.8 metres above existing ground level, except where they service a second storey unit / dwelling and comply with control iii) below.
  - iii. Setback a minimum of 450mm from each property boundary, or 1500mm in the case of a unit attached to a secondary storey.
- e. Wall mounted air-conditioning units are adequately screened and landscaped.
- f. Roof mounted air-conditioning units are not located on the roof facing a primary road.
- g. Roof mounted solar energy systems are not located on the roof facing a primary road unless required by a BASIX Certificate.
- h. The building design for secondary dwellings (attached or detached) must facilitate direct access to any shared private open space area.



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**Part D2  
 Medium Density  
 Housing**

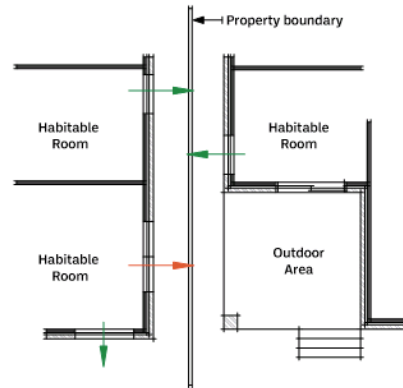
**D2.7 Privacy and amenity**

**Standards - Visual Privacy**

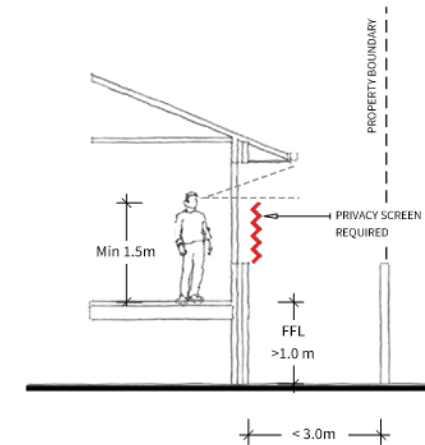
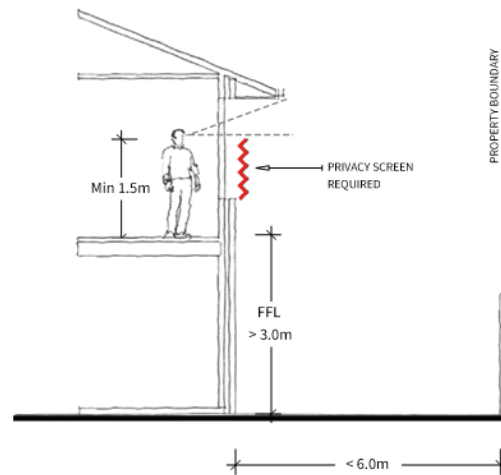
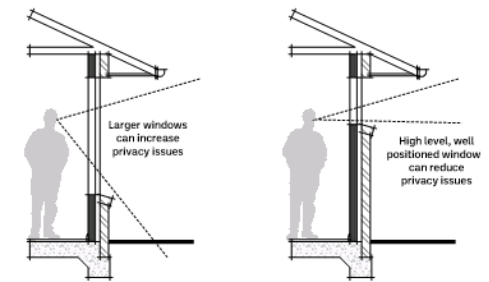
- a. Windows, balconies and decks are not situated directly opposite windows of primary living rooms in any adjoining dwellings, unless the building / site design incorporates measures to reduce impacts.
- b. Building elements such as balconies and decks are designed to minimise overlooking of living areas and private open space areas of adjoining dwellings.
- c. Visual privacy of existing neighbouring dwellings is achieved by using narrow, translucent or obscured finishes for windows that are in elevated positions.
- d. A privacy screen is required for any unobscured glass window that is:
  - i. On a storey that has a finished floor level that is >3.0m above natural ground level and the window is <6.0m from a boundary to an adjoining property.
  - ii. On a storey that has a finished floor level that is > 1.0m above natural ground level and the window is < 3.0m from a boundary to an adjoining property.
  - iii. Where required under controls i) and ii) above, the privacy screen must be fitted to any part of the window that is less than 1.5m above the finished floor level of the storey to which the window is fitted.
- e. Development is designed to minimise noise transmission by locating busy, noisy areas next to each other and quieter areas next to other quieter areas.

**Objective**

To ensure medium density housing development does not cause adverse impacts related to visual or acoustic privacy.



Well positioned window  
 Poorly positioned window



**Privacy +  
 amenity (cont.)**

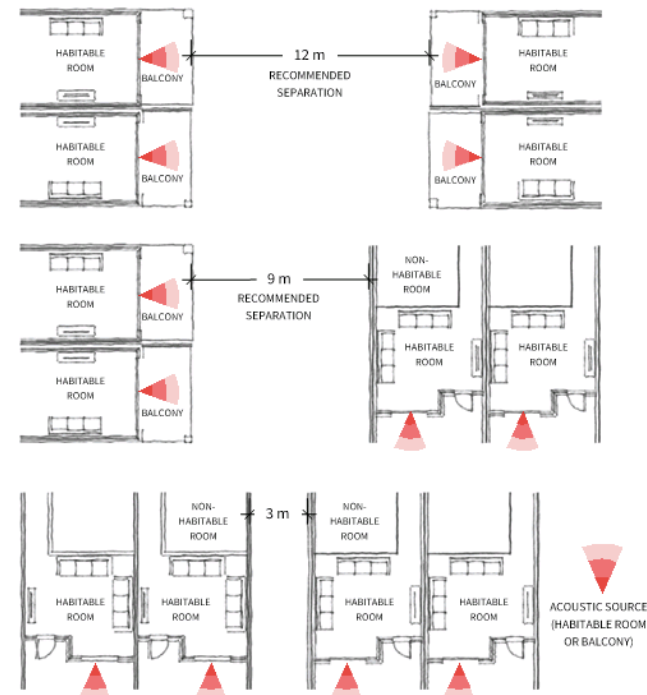
**Standards - Acoustic Privacy**

- f. Development is designed to minimise noise transmission by locating busy, noisy areas next to each other and quieter areas next to other quieter areas.
- g. Development is designed to minimise noise transmission by using storage, circulation areas and non-habitable rooms as buffers to noise from external sources.
- h. Noise sources such as garage doors, driveways, service areas, plant rooms, building services, mechanical equipment, active communal open spaces and circulation areas should be at least 3 metres from bedrooms.
- i. Dwellings within a development site are separated in accordance with the recommendations contained in Table 11 and the accompanying diagram.
- j. Development adjoining a State road or railway line is consistent with the guidelines contained within the NSW Department of Planning Development near Rail Corridors and Busy Roads – Interim Guideline 2008 (or latest version).

Table 11- Recommended separation requirements between dwellings

Scenario	Description	Distance
1	Where habitable rooms / balconies in one dwelling face habitable rooms / balconies in another dwelling	12m #
2	Where habitable rooms / balconies in one dwelling face non-habitable rooms or blank walls in another dwelling	9m #
3	Where non-habitable rooms / blank walls in one dwelling face other non-habitable rooms / blank walls in another dwelling	3m #

# Separation distances may be reduced by up to 25% where privacy issues can be addressed to the satisfaction of Council.



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## Part D2 Medium Density Housing

### D2.8 Private open space

#### Standards

- Each dwelling is provided with the minimum private open space requirements in accordance with Table 12.
- Private open space and balconies should be located adjacent to the living room, dining room or kitchen to allow extension of indoor living spaces.
- Private open spaces and balconies should face predominantly north, east or west.
- A large proportion of the primary private open space should be covered to provide shade and protection from weather.
- Solid, partly solid or transparent fences and balustrades are designed to allow views and passive surveillance of any public street or communal open space while maintaining privacy for dwelling occupants.
- Private open space in medium density housing is clearly defined by walls, fencing and landscaping so as to provide self-contained spaces, and excludes areas used for car parking and manoeuvring, waste bin storage and the like.
- Medium density housing should be designed to allow the living areas and private open space areas of at least 75% of dwellings (within the development) to receive a minimum of 3 hours sunlight between 9am and 3pm on 21 June (winter solstice).

- Private open space is not located within the primary or secondary road setback areas, unless it can be demonstrated that the design of the spaces will avoid negatively impacting on the aesthetic and spatial quality of the street.

#### Objective

To ensure medium density housing developments provide adequate areas for private recreation and relaxation.

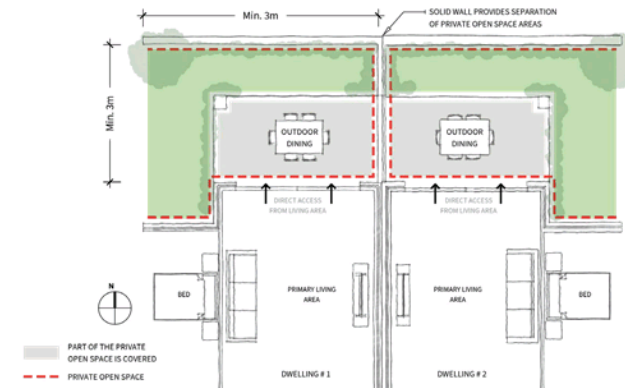


Table 11- Minimum private open space (POS) requirements for medium density housing

Option	Type of housing	POS	Notes (where relevant)
1	Semi-detached dwelling	30m <sup>2</sup>	per dwelling, min. 3m x 3m in any direction <sup>^</sup>
2	Attached dwelling	30m <sup>2</sup>	per dwelling, min. 3m x 3m in any direction <sup>^</sup>
3	Dual occupancy (attached)	30m <sup>2</sup>	per dwelling, min. 3m x 3m in any direction <sup>^</sup>
4	Dual occupancy (detached)	30m <sup>2</sup>	per dwelling, min. 3m x 3m in any direction <sup>^</sup>
5	Secondary dwelling (attached)	60m <sup>2</sup>	shared between principal and secondary dwelling, min. 3m x 3m in any direction <sup>#</sup>
6	Secondary dwelling (detached)	60m <sup>2</sup>	shared between principal and secondary dwelling, min. 3m x 3m in any direction <sup>#</sup>
7	Multi dwelling housing	30m <sup>2</sup>	per dwelling, min. 3m x 3m in any direction <sup>^</sup>
8	Residential flat building	30m <sup>2</sup>	per dwelling, may be provided at balcony level <sup>^</sup>

<sup>^</sup> the specified minimum dimensions for private open space may be varied provided it can be demonstrated that the size and configuration of the area allows practical and functional use by occupants of the dwellings

<sup>#</sup> the specified minimum dimensions for private open space may be varied provided it can be demonstrated that the size and configuration of the area allows practical and functional use by occupants of both dwellings

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## Part D2 Medium Density Housing

### D1.9 Livable Housing Design

In 2012 Livable Housing Australia produced the Livable Housing Design Guidelines (the Guidelines), which encourages homes to be designed and built to meet the changing needs of occupants across their lifetime.

Livable design recommends the inclusion of key easy living features that aim to make homes easier and safer for all occupants including: people with disability, ageing Australians, people with temporary injuries, and families with young children.

Livable Housing Design is largely based on the notion that it is more cost-effective to make simple design choices when building a new home than it is to try and retrofit a building when life's events require the occupants of a dwelling to change. A livable home is designed and built to meet the changing needs of occupants across their lifetime.

The Leeton LGA has an ageing population and therefore it will become increasingly important to ensure that housing stock in the LGA will be able to meet the needs of the local housing market in years to come.

The Guidelines identify seven core design features that should be incorporated, as a minimum, into new dwelling design. These include:

- A safe continuous and step free path of travel from the street entrance and / or parking area to a dwelling entrance that is level.
- At least one, level (step-free) entrance into the dwelling.
- Internal doors and corridors that facilitate comfortable and unimpeded movement between spaces.

- A toilet on the ground (or entry) level that provides easy access.
- A bathroom that contains a hobless (step-free) shower recess.
- Reinforced walls around the toilet, shower and bath to support the safe installation of grab-rails at a later date.
- A continuous handrail on one side of any stairway where there is a rise of more than 1 metre.

If a dwelling design incorporates the seven core design features, then it achieves a silver performance level under the Guidelines.

Gold level performance can be achieved by adopting the seven core design features, plus additional features recommended by the Guidelines.

Platinum level performance can be achieved by adopting all 16 design features recommended by the Guidelines.

#### Controls - Generally

- As a minimum, the design of all new medium density housing should achieve a silver performance level in accordance with the Livable Housing Guidelines.

#### Controls - Leeton CBD

The following control applies to any new medium density housing development located in the area shown in Map No. 11 over page.

- As a minimum, the design of all new medium density housing should achieve a gold performance level in accordance with the Livable Housing Guidelines.



A copy of the Livable Housing Design Guidelines can be downloaded from the above QR Code

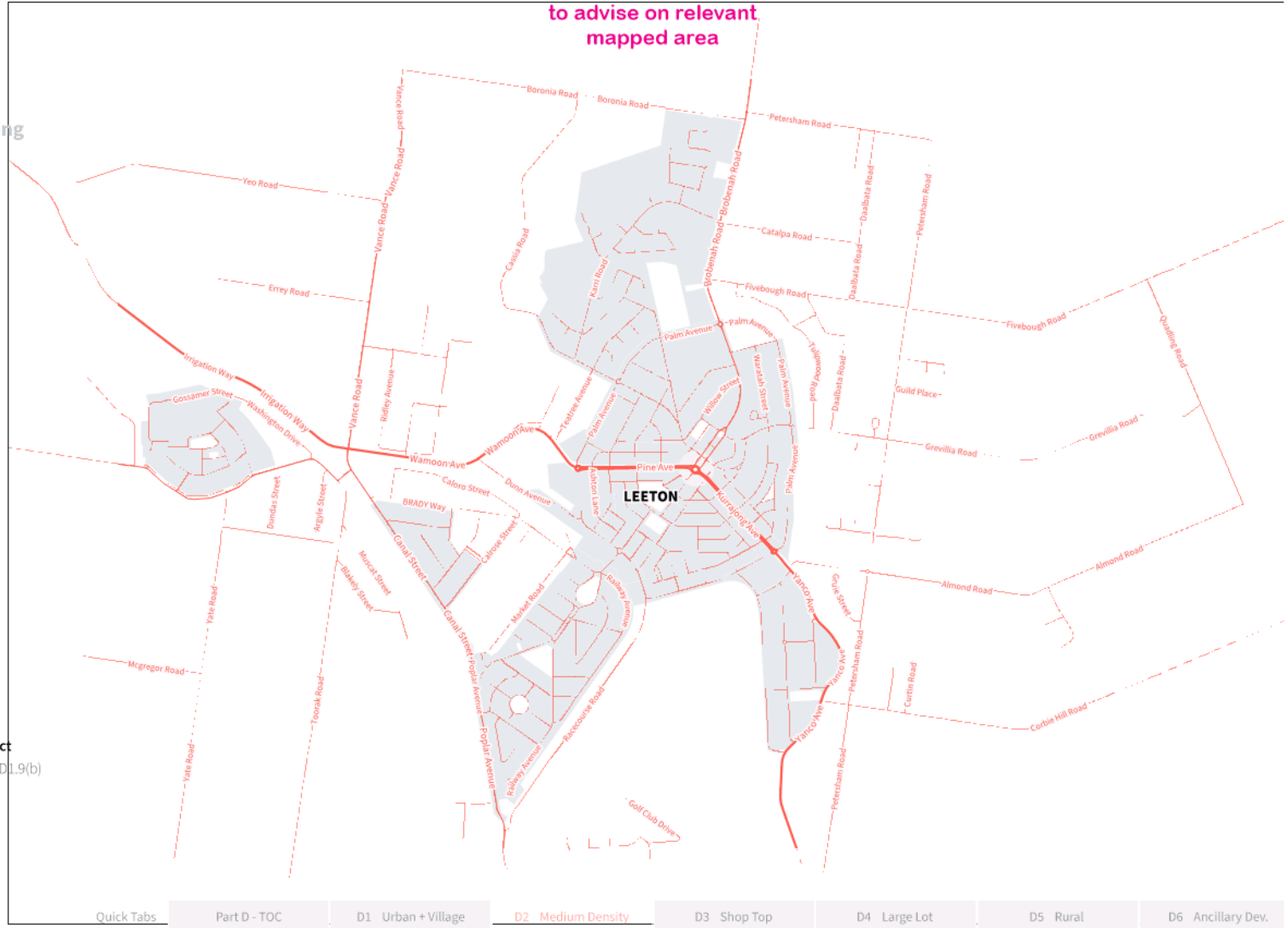


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Liveable Housing Design (cont.)

Leeton Council  
 to advise on relevant  
 mapped area

Map 11 - Liveable Housing Precinct  
 Application Area - Control D1.9(b)  
 Road Network



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## Part D2 Medium Density Housing

### D2.10 Stormwater management

#### Objective

To ensure stormwater from medium density development is properly drained to a legal point of discharge without causing adverse impacts on public drainage infrastructure or downslope properties.

#### Standards

- a. For new medium density housing proposals, a Stormwater Management Plan is provided in support of the Development Application which adequately demonstrates that:
  - i. Post-development runoff will be equal to or less than pre-development runoff rates for the whole development site in all rainfall events.
  - ii. Drainage from the development does not significantly alter pre-development stormwater patterns and flows.
  - iii. Drainage from all buildings, driveways and hardstand areas is properly managed via pipes, pits and tanks to a legal point of discharge (i.e. street drainage system or inter-allotment drainage easement / system).
  - iv. The design complies with AS/NZS 3500.3:2021 Plumbing and drainage, Part 3: Stormwater drainage (or the most current version of this standard).
  - v. The design does not rely on pump-out stormwater drainage methods.
  - vi. The design complies with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- b. Where water tank(s) are incorporated into the design for a stormwater management system, the design should adequately demonstrate:
  - i. That the water tank system is designed to comply with control (a).
  - ii. That any roof area that is not capable of being managed through the water tank system is directed away from the water tank system and is properly managed to a legal point of discharge.
  - iii. That stormwater from driveways and hardstand areas is directed away from the water tank(s) and is properly managed to a legal point of discharge.
- c. Development that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.
- d. Pump out stormwater systems are not permitted as the sole method for stormwater disposal.



**Part D2  
 Medium Density  
 Housing**

**D2.11 Utility and service  
 provision**

**Objective**

To ensure medium density housing developments are provided with adequate utilities and services.

**Letterboxes**

- a. Development is provided with a combined letter box structure in accordance with Australian Standard - AS-NZ 4253-2019 and the following minimum requirements:
  - i. Each dwelling is provided with a box having minimum dimensions - 230 wide (left to right) x 330mm deep (front to back) x 160mm (top bottom), and a full width slot, (but not large enough for a persons hand to fit through) elevated between 0.9 metres and 1.2 metres above ground.
  - ii. Each letter box is provided with a clearly displayed street address (as advised by Leeton Shire Council).
  - iii. The structure is located in a position that is easy to access, clearly in view and next to the driveway (or a similarly accessible location).
  - iv. The structure is integrated into site landscaping, where possible.

**Waste Management**

- b. Where possible, each dwelling should be provided with sufficient on-site space to store Council's garbage and recycling bins within the confines of their own private open space. Where is not possible, a suitable common bin storage area is to be provided to accommodate 2 x 240 litre mobile garbage bins per dwelling. The common bin standing area should be designed and located having regard to the following:
  - i. The visual amenity of the public and private domain.
  - ii. Potential impacts on neighbours, both within the external to the development site.
  - iii. The provision of adequate services for cleaning and draining the area
  - iv. The accessibility of the bin storage area to each dwelling and the point where the waste collection will occur. Council's waste collection vehicle will not enter privately managed land to collect bins.

**Utilities**

- c. Development is provided with a standard telephone service to each dwelling as per the Telecommunications (Consumer Protection and Service Standards) Act 1999.
- d. Each dwelling is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority. Underground connections should be provided wherever possible.
- e. Each dwelling is provided with a separate and distinct connection to a reticulated water supply main / meter in accordance with Leeton Shire Council Engineering Guidelines (latest version). Connection must not occur until the issue of a water connection approval from Leeton Shire Council under the Local Government Act 1993.
- f. Each dwelling is provided with a connected to a reticulated sewer main in accordance with Leeton Shire Council Engineering Guidelines (latest version). Connection must not occur until the issue of a sewer connection approval from Leeton Shire Council under the Local Government Act 1993.
- g. Except for secondary dwellings (which may share facilities belonging to a principal dwelling), Medium density housing developments will not be supported in areas where access to reticulated sewer infrastructure cannot be achieved.
- h. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

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## Utility and service provision (cont.)

### Rainwater Tanks

- i. Where rainwater tanks are proposed as part of the water supply system servicing new development, the following controls apply:
  - i. Tank installation / maintenance in accordance with the NSW Health Guidelines.
  - ii. Tank storage capacity is no greater than 20,000 litres, except where specified otherwise by BASIX.
  - iii. Tanks must not exceed 3 metres in height above ground level (including any tank stand).
  - iv. Tanks must be setback behind the building line.
  - v. Tanks must not collect water from a source other than roof gutters or down pipes on a building or a water supply service pipe.
  - vi. Tanks must be structurally sound and installed in accordance with manufacturer's specifications.
  - vii. Tanks must not rest on a footing of any building or other structure on the property including a retaining wall.
  - viii. Tanks must utilise prefabricated materials or be constructed from prefabricated elements designed and manufactured for the purpose of rainwater tank construction.
  - ix. Tanks must be enclosed and inlets screened or filtered to prevent the entry of foreign matter or creatures.
  - x. Tanks must utilise a non-reflective finish where they are readily visible from adjoining land / roads.

## Part D2 Medium Density Housing

### D2.12 Medium density housing adjoining lane ways

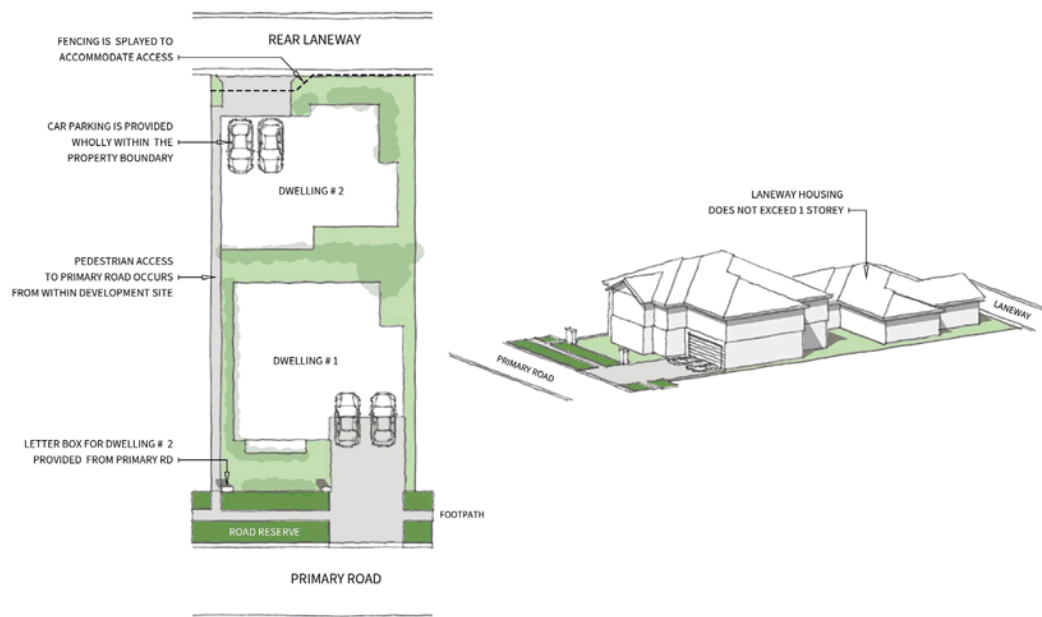
#### Objective

To ensure medium density housing developments adjoining lane ways have acceptable standards of access and services and do not impact on privacy and overshadowing of adjoining properties.

#### Standards

The following additional controls apply to medium density housing developments involving lane ways, and prevail in the event of an inconsistency with any other standard or control contained in Part D2.

- Development with frontage only to a lane way does not exceed 1 storey in height.
- The lane way is not the main pedestrian access to medium density dwellings, with pedestrian access provided to a primary street via a minimum 1.5 metre wide path.
- Any door opening within a dwelling adjoining a lane way is setback a minimum 1.5 metres from the boundary adjoining the lane way.
- Garage door openings adjoining a lane way are setback a minimum 5.5 metres from the boundary adjoining the lane way to allow ease of vehicle ingress / egress and facilitate vehicle standing off the road reservation. Council may require a larger setback where site conditions necessitate.
- Boundary fencing is splayed at 45 degrees to accommodate garage openings and vehicle turning paths.
- Resident or visitor parking is provided wholly within the development site and not within the lane way reserve.
- Sensor lighting, with a manual override switch, is installed at all garages and door entries adjoining lane ways.
- Adequate provision is made for the collection of mail and garbage bins from a primary (non-laneway) road.



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# D3

## Shop top housing

Part D.3 applies to:

1. Shop top housing
2. Alterations and additions to existing shop top housing

Part D.3 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. B1 Neighbourhood Centre
2. B2 Local Centre
3. B3 Commercial Core
4. B5 Business Development

A land application map is included at the beginning of this Part for reference purposes.



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## Part D3 Shop Top Housing

### D3.1 General Controls

#### Objectives

To ensure shop top housing complements the character and amenity of commercial land-use and does not negatively impact on the surrounding streetscape.

To ensure shop top housing does not impact on the visual or acoustic privacy of neighbouring land-uses.

To ensure shop top housing developments provide adequate areas for private recreation and relaxation.

To ensure shop top housing developments provide appropriate access and off-street parking.

#### Streetscape

- a. Development does not result in the removal of prominent architectural features of existing buildings.
- b. Development features balconies to the primary street elevation.
- c. Development features at least one major window from a living area or bedroom to the primary street elevation.
- d. Kitchen, laundry or bathroom windows are not prominent features of street elevations.
- e. Clothes drying facilities are not provided within balconies or in areas that can be readily viewed from a primary street.
- f. Development does not necessitate the removal of existing street trees that significantly contribute to streetscape appeal and character.

#### Privacy and amenity

- g. Windows, balconies and decks are not situated directly opposite windows of primary living rooms in any adjoining dwellings, unless the building design incorporates measures to reduce impacts.
- h. Wall mounted air-conditioning units are located as far as possible from the bedroom areas of adjoining residences and in a manner that noise generated from the unit is not audible in habitable rooms of adjoining residences.
- i. Roof mounted air-conditioning units are not located on the roof facing a primary street.
- j. Development adjoining a State road or railway line is assessed against the NSW Department of Planning Development near Rail Corridors and Busy Roads – Interim Guideline 2008.

#### Private open space

- k. Windows, balconies and decks are not situated directly opposite windows of primary living rooms in any adjoining dwellings, unless the building design incorporates measures to reduce impacts.

#### Driveways, access and car parking

- l. Shop top housing developments provide 0.5 on-site car parking spaces per bedroom in the dwelling, unless it can be demonstrated the commercial area has surplus street parking during the hours 7pm to 7am weekdays and weekends. Visitor car parking not required.

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# D4

## Large Lot Housing

Part D.4 applies to:

1. Single dwellings
2. Dual occupancies
3. Alterations and additions to existing dwellings

Part D.4 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. R2 Low Density Housing
2. R5 Large Lot Residential

under Leeton Local Environmental Plan 2014.

A land application map is included at the beginning of this Part for reference purposes.

D4.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	56
D4.2	Streetscape and setting	57
D4.3	Building setbacks	58
D4.4	Stormwater management	60
D4.5	Utilities and service provision	61

Leeton Comprehensive DCP 2022 | Draft Only |

**Part D4  
 Large Lot  
 Housing**

**Application Map**

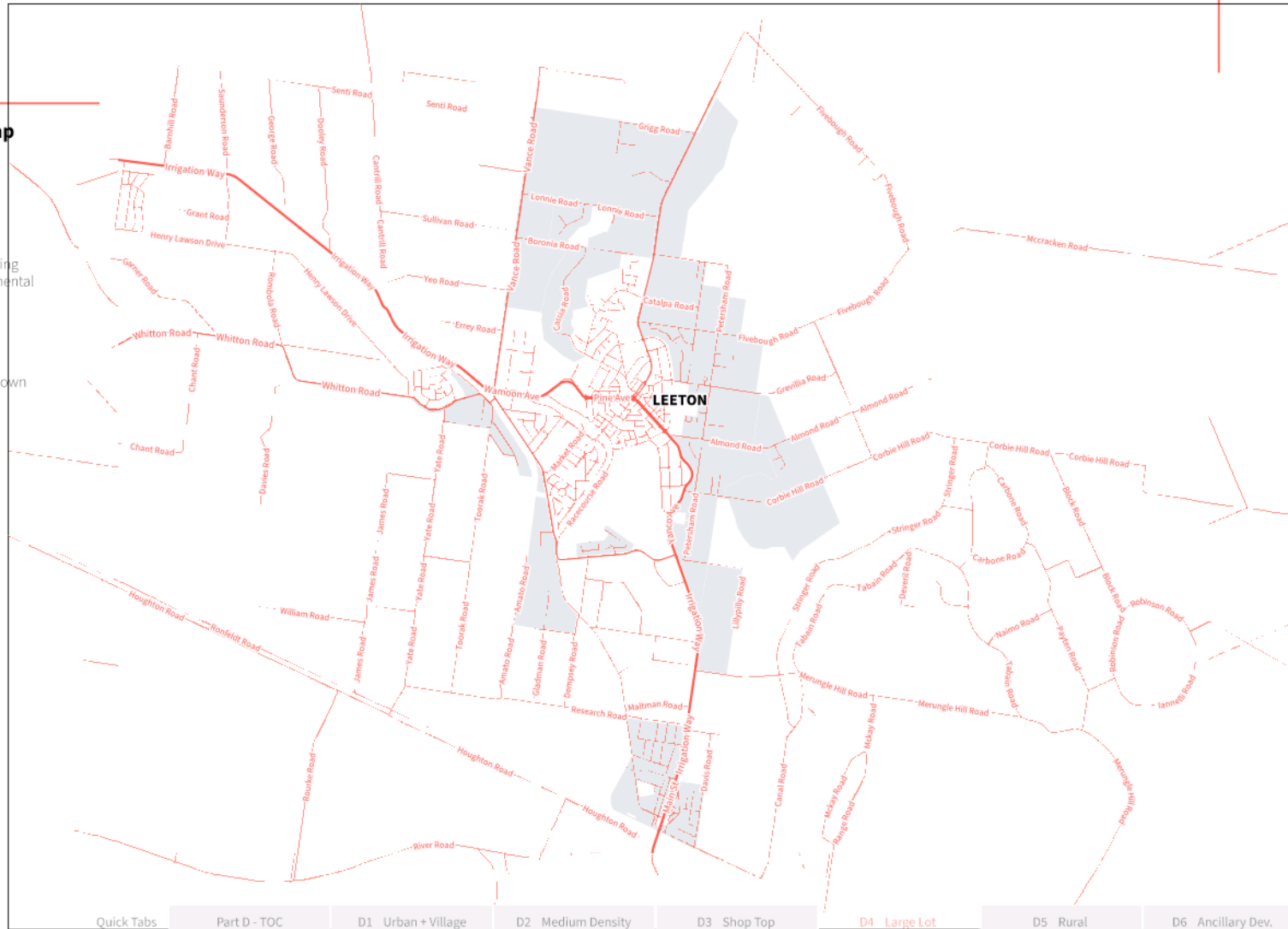
Part D.4 applies to any of the following zones under Leeton Local Environmental Plan 2014:

- a. R2 Low Density Residential
- b. R5 Large Lot Residential

For ease of reference, this land is shown in Map 6

**Map 6 - Leeton Township**

■ R2 and R5 zones  
 — Road Network





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## Part D4 Large Lot Housing

### D4.1 Earthworks, Retaining Walls, Structural Support and Site Drainage

#### Objective

To provide guidance on the cut and fill to ensure earthworks associated with large lot dwellings does not negatively impact on drainage patterns, soil stability, neighbouring properties and streetscape features.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- d. Despite c) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- e. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- f. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- g. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- h. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries, if the lot is not connected to the public stormwater drainage system.
- i. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.

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**Part D4  
 Large Lot  
 Housing**

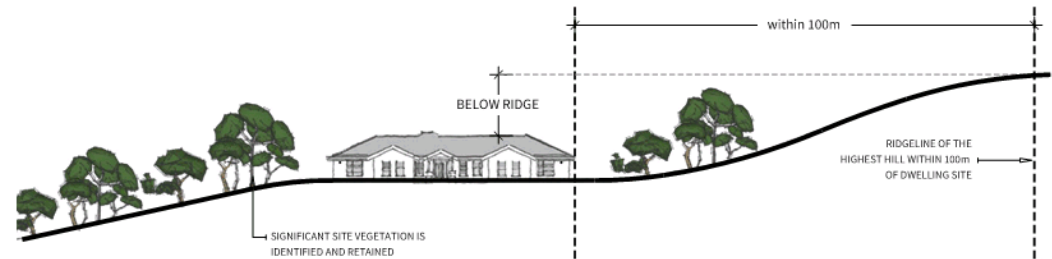
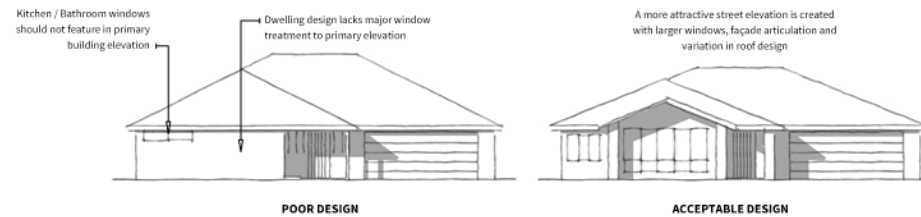
**D4.2 Streetscape and setting**

**Objective**

To ensure large lot dwellings do not negatively impact on the surrounding streetscape.

**Standards**

- a. Development complies with the relevant building line setbacks specified in Section D4.3 of this Part.
- b. Dwellings are designed with attractive street elevations that
  - i. Feature at least 1 main entry door and 1 major window to a living area or bedroom.
  - ii. Avoid the placement of kitchen, laundry or bathroom windows as dominant features.
- c. On corner lots, developments are designed to address both streets by complying with a), and b) above.
- d. The peak height of any development must not protrude above the ridge line of the highest hill within 100m of the subject development.
- e. Development does not necessitate the removal of existing site vegetation (street trees or otherwise) that significantly contribute to the appeal and character of the private or public domain.



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**Part D4  
 Large Lot  
 Housing**

**D4.3 Building setbacks**

**Objective**

To ensure large lot dwellings are properly located so as to minimise adverse impacts on agricultural activities, environmentally sensitive land and public roads by ensuring there is adequate separation between uses.

**Standards - Lots < 4000m<sup>2</sup>**

- a. Development is located within a designated building envelope, where these are shown on the Deposited Plan.
- b. Alternatively, development is setback from certain land-uses and environmentally sensitive areas as per Table 12.

Table 12- Building setbacks on lots < 4000m<sup>2</sup>

Minimum setback	Boundary
15m or the average setback of adjoining dwellings, whichever is the lesser	Primary road boundary
10m	Secondary road boundary
8m	Rear boundary
5m	Side boundary (not adjoining a road)
Minimum setback	Land-use activity / Environmentally Sensitive Area
20m	Heritage items listed under Leeton LEP 2014 or State Heritage Register
50m or in accordance with the recommendations of NSW Department of Planning, Development near Rail Corridors and Busy Roads – Interim Guideline 2008 (or latest version) - whichever is the greater.	Railway corridor,
50m	Land zoned RU1 Primary Production under Leeton LEP 2014
40m	Land mapped as watercourse under Leeton Local Environmental Plan 2014
Outside	Land mapped as wetland or riparian area under Leeton Local Environmental Plan 2014
Outside	Land mapped as terrestrial biodiversity under Leeton Local Environmental Plan 2014
Outside	Land mapped as flood planning area

**Building setbacks (cont.)**

**Standards - Lots > 4000m<sup>2</sup>**

- c. Development is located within a designated building envelope, where these are shown on the Deposited Plan.
- d. Alternatively, development is setback from certain land-uses and environmentally sensitive areas as per Table 13.

*Table 13- Building setbacks on lots > 4000m<sup>2</sup>*

Minimum setback	Boundary
20m or the average setback of adjoining dwellings, whichever is the lesser	Primary road boundary
10m	Secondary road boundary
10m	Rear boundary
5m	Side boundary (not adjoining a road)
Minimum setback	Land-use activity / Environmentally Sensitive Area
20m	Heritage items listed under Leeton LEP 2014 or State Heritage Register
50m or in accordance with the recommendations of NSW Department of Planning Development near Rail Corridors and Busy Roads – Interim Guideline 2008 (or latest version) - whichever is the greater.	Railway corridor
50m	Land zoned RU1 Primary Production under Leeton LEP 2014
40m	Land mapped as watercourse under Leeton Local Environmental Plan 2014
Outside	Land mapped as wetland or riparian area under Leeton Local Environmental Plan 2014
Outside	Land mapped as terrestrial biodiversity under Leeton Local Environmental Plan 2014
Outside	Land mapped as flood planning area

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## Part D4 Large Lot Housing

### D4.4 Stormwater management

#### Objective

To ensure stormwater from large lot dwellings, and alterations and additions to dwellings is properly drained to so as not to cause negative impacts on buildings, public infrastructure, natural waterways or downslope private property.

#### Standards

- a. For new large lot dwelling proposals, stormwater from the building(s), driveway(s) and other hardstand areas must be managed in accordance with the following requirements:
  - i. Post-development runoff to be equal to or less than pre-development runoff rates for the whole development site in a 5% (20 year ARI).
  - ii. Development is not to discharge stormwater directly to a natural waterway.
  - iii. The design complies with AS/NZS 3500.3:2021 Plumbing and drainage, Part 3: Stormwater drainage (or the most current version of this standard).
  - iv. Stormwater is discharged at a rate of 1 x 90mm diameter PVC drainage pipe for every 190mn<sup>2</sup> of roofed, driveway or other hardstand.
  - v. Development that drains surface water from driveways and hardstand areas towards buildings and side or rear properties must incorporate surface water drainage (grates, pits, pipes, pumps) which is then directed to a legal point of discharge.
- vi. Where stormwater is discharged to a roadside kerb and gutter, the number of kerb outlets is to be limited to 3 outlets, constructed in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- vii. Where stormwater is discharged to a roadside table drain, a single discharge point only is provided via a concrete surround that is finished flush to the profile of the table drain in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- viii. Where stormwater is discharged to an inter-allotment drainage system or public drainage reserve, a single discharge point only is provided via an existing or new pit sized in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- ix. Where stormwater is unable to be discharged to a kerb and gutter drainage system, table drain, inter-allotment drainage system or public drainage reserve (or it is impractical to do so), the water is discharged to a suitably sized rubble drain located wholly within the property boundary. Council may require engineering certification for the drainage system where there is deemed to be a risk of potential impact for downstream properties / land-uses.

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## Part D4 Large Lot Housing

### D4.5 Utilities and service provision

#### Objective

To ensure large lot dwellings are provided with adequate utilities and services.

#### Letterbox

- a. Development is provided with a letter box in accordance with Australian Standard - AS-NZ 4253-2019 and the following minimum requirements:
  - i. Minimum dimensions - 230 wide (left to right) x 330mm deep (front to back) x 160mm (top bottom).
  - ii. Full width slot, but not large enough for a persons hand to fit through, elevated between 0.9 metres and 1.2 metres above ground.
  - iii. Clearly displayed street address (as advised by Leeton Shire Council).
  - iv. Located in a position that is easy to access, clearly in view and next to the driveway (or a similarly accessible location).
- b. A rural address number (issued by Leeton Shire Council) is displayed prominently in accordance with the following requirements:
  - i. On the property entrance gate to the access servicing the principal dwelling, or
  - ii. On any letterbox provided in accordance with control (a).

#### Waste Management

- c. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.

#### Utilities

- d. Development is provided with a standard telephone service as per the Telecommunications (Consumer Protection and Service Standards) Act 1999.
- e. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority. If centralised electricity is unavailable or deemed impractical to augment, a decentralised power supply is installed that provides:
  - i. Minimum 10 kilowatts of instantaneous power.
  - ii. Minimum 3,5 kilowatts of on-site battery storage.
- f. Development is connected to a reticulated water supply service in accordance with the engineering requirements of Leeton Shire Council.
- g. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
- iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

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#### Rainwater Tanks

- h. Despite control (f), if a reticulated water supply is unavailable, then on-site rainwater collection is provided in accordance with the following requirements:
  - i. Planning for Bushfire Protection (latest version) where bushfire risk has been identified for the property.
  - ii. Minimum 45,000 litre water storage capacity, with 20,000 litres reserved for firefighting purposes in a fire proof tank where a hydrant with adequate pressure is not within 90 metres of the development site.
  - iii. Tanks must not exceed 3 metres in height above ground level (including any tank stand).
  - iv. Tanks must not collect water from a source other than roof gutters or down pipes on a building or a water supply service pipe.
  - v. Tanks must be structurally sound and installed in accordance with manufacturer's specifications.
  - vi. Tanks must not rest on a footing of any building or other structure on the property including a retaining wall.
  - vii. Tanks must utilise prefabricated materials or be constructed from prefabricated elements designed and manufactured for the purpose of construction of a rainwater tank.
- viii. Tanks must be enclosed and inlets screened or filtered to prevent the entry of foreign matter or creatures.
- ix. Tanks must utilise a non-reflective finish where they are readily visible from adjoining land / roads.
- i. Development is connected to a reticulated sewer main where available. If unsewered, an on-site effluent management system is installed that complies with the following:
  - i. AS/NZS1547:2000 – On-site Domestic Wastewater Management.
  - ii. NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).

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# D5

## Rural Housing

Part D.5 applies to:

1. Single dwellings
2. Secondary dwellings
3. Dual occupancy (attached)
4. Rural workers dwellings
5. Alterations and additions to any of the above

Part D.5 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. RU1 Primary Production

D5.1	Earthworks, Retaining Walls, Structural Support and Site Drainage	64
D5.2	Building setbacks	65
D5.3	Building Design	66
D5.4	Stormwater management	67
D5.5	Utility and service provision	68



Leeton Comprehensive DCP 2022 | Draft Only |

## Part D5 Rural Housing

### D5.1 Earthworks, Retaining Walls, Structural Support and Site Drainage

#### Objective

To ensure earthworks associated with rural dwellings does not negatively impact on the receiving environment or adjoining properties.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- d. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- e. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- f. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.

**Part D5  
 Rural  
 Housing**

**D5.2 Building setbacks**

**Objective**

To ensure new rural dwellings are properly located so as to minimise adverse impacts on agriculture / intensive agriculture, rural industries, extractive industries environmentally sensitive land and public infrastructure by ensuring there is adequate separation between uses.

**Standards**

- a. New rural dwellings are setback in accordance with the following requirements:
  - i. The building is located wholly within any building envelope where one has been identified on the Deposited Plan relating to the property, or
  - ii. Where no building envelope is shown on the Deposited Plan, the building is setback in accordance with the standards described in Table 14.
- b. Where an existing rural dwelling is intended to be replaced, the replacement dwelling should be setback, where possible, in accordance with the requirements of Table 14. The new building may however match the setbacks of the existing dwelling if it can be demonstrated that:
  - i. The existing dwelling was lawfully erected;
  - ii. The location of the existing dwelling is not the cause of significant land-use conflict issues.
  - iii. The new building is unlikely to result in additional adverse impacts on the neighbouring land-use.

**Table 14- Building setbacks on rural lots**

Setback	Land-use activity / Environmentally Sensitive Area
1000m #	Livestock processing industries (including effluent irrigation application areas), potentially hazardous or offensive industries, mines, extractive industries that involve blasting.
500m #	Agricultural produce industries, rural industries, sewage treatment plants, water treatment plants, bio solids treatment facilities, air transport facilities, animal boarding or training establishments, intensive livestock agriculture, WR Connect, mines and extractive industries that don't involve blasting.
150m	Land used for cropping, cultivation, horticulture, viticulture, turf farms.
50m	Railway corridor. Setback to be increased to the extent necessary to comply with any recommendations of NSW Department of Planning Development near Rail Corridors and Busy Roads – Interim Guideline 2008 (or latest version) - whichever is the greater.
50m	Land used for livestock grazing.
50m	Heritage items listed under Leeton Local Environmental Plan 2014 or State Heritage Register.
40m	Land mapped as watercourse under Leeton Local Environmental Plan 2014
40m	Sheds, yards, sheep dips, livestock burial pits, effluent management ponds, open storage areas or the like that are located on the development site and may pose a potential chemical contamination risk as a result of past activities.
20m	Road corridors.
Outside	Land mapped as wetland or riparian area under Leeton Local Environmental Plan 2014
Outside	Land mapped as terrestrial biodiversity under Leeton Local Environmental Plan 2014
Outside	Land mapped as flood planning area

Notes:

# Existing land-use activities that qualify as Designated Development as defined under the Environmental Planning and Assessment Regulation 2000 may have noise and vibration and odour assessment reports / approvals / licences that warrant larger buffers from housing. Council reserves the right to apply larger setbacks on new housing based on site specific assessment.

The separation distances represent best practice minimum buffer distances. Where a rural dwelling is proposed and the adjoining land is being used, is likely to be used, or is capable of being used for more than one type of primary industry activity included in the setback tables in this section, then the greatest of the setback distances is to be implemented.

Development Applications involving a variation to the minimum setback distances shown in the setback tables in this section will be considered by Council if they are accompanied by appropriate studies / investigations / justification to confirm that the dwelling could be appropriately located without causing significant constraint on nearby agricultural activities.

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**Part D5  
 Rural  
 Housing**

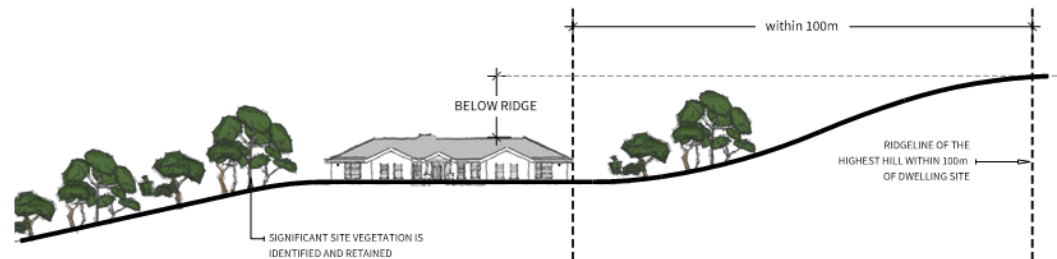
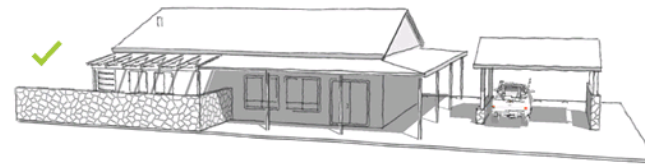
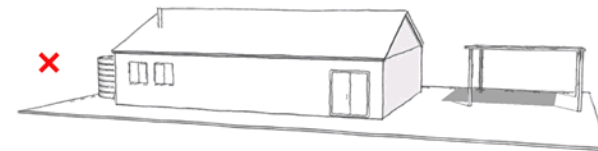
**D5.3 Building Design**

**Objective**

To ensure rural dwellings appear as traditional accommodation buildings in the rural landscape and do not have the appearance of sheds and other outbuildings as viewed from a public road.

**Standards**

- a. Rural dwellings located within 150 metres of a public road must be designed so that the elevation facing the road resembles a traditional or modern dwelling structure. This is generally achieved with architectural features such as verandas, porticos, entry door features, windows to habitable rooms, pitched roofs, appropriate building materials (masonry / rendered blue-board / weatherboard walls and tile / corrugated metal roofing) or combinations of these elements.
- b. Metal materials, including large areas of "zincalume" or similar reflective materials, are selectively used so that a glare nuisance is not caused to surrounding neighbours or traffic travelling along public roads.
- c. Living areas within rural dwellings are oriented to the north or east, and window placement allows internal solar access during winter months and limits internal solar access during summer months.
- d. Rural dwellings are located close to other outbuildings to form a "homestead group" of buildings, where applicable and practical.
- e. The peak height of any rural dwelling must not protrude above the ridge line of the highest hill within 100 metres of the subject development.



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## Part D5 Rural Housing

### D5.4 Stormwater management

#### Objective

To ensure stormwater from rural dwellings are properly drained to so as not to cause negative impacts on buildings, natural waterways or downslope private property.

#### Standards

- a. For new rural dwelling proposals, stormwater from the building(s), driveway(s) and other hardstand areas must be managed in accordance with the following requirements:
  - i. Post-development runoff to be equal to or less than pre-development runoff rates for the whole development site in a 5% (20 year ARI).
  - ii. Development is not to discharge stormwater directly to a natural waterway.
  - iii. The design complies with AS/NZS 3500.3:2021 Plumbing and drainage, Part 3: Stormwater drainage (or the most current version of this standard).
  - iv. Stormwater is discharged at a rate of 1 x 90mm diameter PVC drainage pipe for every 190mn<sup>2</sup> of roofed, driveway or other hardstand.
  - v. Development that drains surface water from driveways and hardstand areas towards buildings and side or rear properties must incorporate surface water drainage (grates, pits, pipes, pumps) which is then directed to a legal point of discharge.
  - vi. Where stormwater is discharged to a roadside table drain, a single discharge point only is provided via a concrete surround that is finished flush to the profile of the table drain in accordance with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
  - vii. Where stormwater is unable to discharge to the public drainage system (or it is impractical to do so), the water is discharged to a suitably sized rubble drain located wholly within the property boundary. Council may require engineering certification for the drainage system where there is deemed to be a risk of potential impact for downstream properties / land-uses.
  - viii. Where rainwater tanks are installed, the tanks and fittings comply with Planning for Bushfire Protection (latest revision).

**Part D5  
 Rural  
 Housing**

**D5.5 Utility and service provision**

**Objective**

To ensure rural dwellings are provided with adequate utilities and services.

**Letterbox**

- a. Development is provided with a letter box in accordance with Australian Standard - AS-NZ 4253-2019 and the following minimum requirements:
  - i. Minimum dimensions - 230 wide (left to right) x 330mm deep (front to back) x 160mm (top bottom).
  - ii. Full width slot, but not large enough for a persons hand to fit through, elevated between 0.9 metres and 1.2 metres above ground.
  - iii. Clearly displayed street address (as advised by Leeton Shire Council).
  - iv. Located in a position that is easy to access, clearly in view and next to the driveway (or a similarly accessible location).
- b. A rural address number (issued by Leeton Shire Council) is displayed prominently in accordance with the following requirements:
  - i. On the property entrance gate to the access servicing the principal dwelling, or
  - ii. On any letterbox provided in accordance with control (a).

**Utilities**

- c. Development is provided with a standard telephone service as per the Telecommunications (Consumer Protection and Service Standards) Act 1999.
- d. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority. If centralised electricity is unavailable or deemed impractical to augment, a decentralised power supply is installed that provides:
  - i. Minimum 10 kilowatts of instantaneous power.
  - ii. Minimum 3.5 kilowatts of on-site battery storage.
- e. Development is connected to a reticulated water supply service in accordance with the engineering requirements of Leeton Shire Council.
- f. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.

**Rainwater Tanks**

- h. Despite control (e), If a reticulated water supply is unavailable, then on-site rainwater collection is provided in accordance with the following requirements:
  - i. Planning for Bushfire Protection (latest version) where bushfire risk has been identified for the property.
  - ii. Minimum 45,000 litre water storage capacity, with 20,000 litres reserved for firefighting purposes in a fire proof tank where a hydrant with adequate pressure is not within 90 metres of the development site.
  - iii. Tanks must be structurally sound and installed in accordance with manufacturer's specifications.
  - iv. Tanks must not rest on a footing of any building or other structure on the property including a retaining wall.
  - v. Tanks must utilise prefabricated materials or be constructed from prefabricated elements designed and manufactured for the purpose of construction of a rainwater tank.

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# D6

## Ancillary Development

Where development consent is required, Part D.6 applies to the following types of development where they are not exempt development:

1. Ancillary Development
2. Swimming Pools
3. Fencing

Part D.6 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. R1 General Residential
1. R2 Low Density Residential
2. R3 Medium Density Residential
3. R5 Large Lot Residential
4. RU5 Village

D6.1	Ancillary Buildings - Attached	70
D6.2	Ancillary Buildings - Detached	74
D6.3	Swimming Pools	78
D6.4	Fencing	79

**Part D6  
 Ancillary  
 Development**

**D6.1 Ancillary Buildings -  
 Attached**

**Objective**

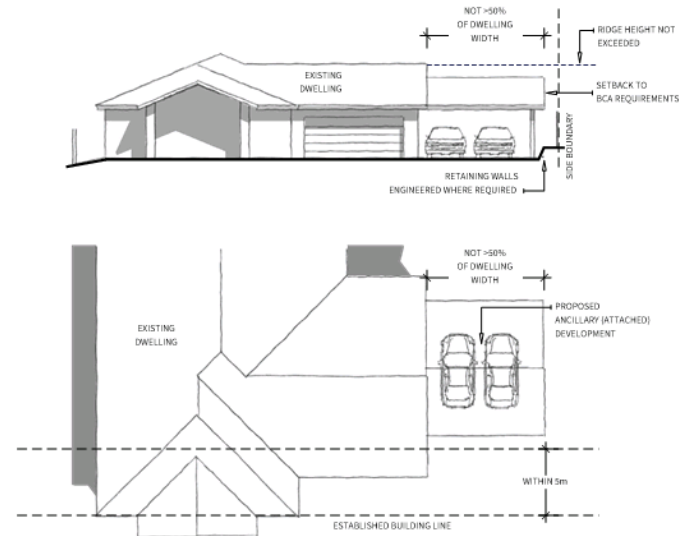
To ensure attached ancillary development that requires consent does not create adverse impacts on streetscape, public utilities or access.

**Earthworks**

- a. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:1 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- b. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- c. Excavated areas must be properly engineered with subsurface drainage that is directed to a legal point of discharge (e.g. interallotment drainage pipes, street drainage, or public drainage reserves).
- d. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.
- e. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.

**Building Design and Appearance**

- f. Attached structures setback anywhere within 5 metres behind the building line to a primary road, do not exceed 50% of the width of the dwelling to which it is attached.
- g. Attached structures have a ridge height that matches, or is below, the ridge height of the dwelling to which it is attached.
- h. New buildings should be designed to be consistent with or compliment the appearance of the existing dwelling. Factory pre-coloured / or new building materials should be used unless it can be demonstrated that other finishes / materials would create a more positive contribution to the streetscape or surrounding environment.



**Ancillary buildings -  
 attached (cont.)**

**Building Setbacks**

- i. Attached structures are located at or behind the building line to a primary or secondary road. Structures forward of the building line will only be considered where it can be demonstrated that:
  - i. The structure will not encroach any property boundary, and
  - ii. The structure is an open type structure, and
  - iii. The structure will not create adverse impacts on streetscape character, and
  - iv. There are no objections received from immediately adjoining or adjacent landowners, and
  - v. Where the structure is a carport, there are no other practical alternatives for the placement of the building behind the building line, and a new driveway is not required for access.
- j. Where new attached structures are proposed on a corner lot, the following additional controls apply:
  - i. The setback to the boundary adjoining the primary street frontage is the same setback resulting from compliance with controls g), i) and j)
  - ii. Except as provided by control g), the setback to the boundary adjoining the secondary street frontage is always 4.5m, or behind the existing building line, whichever is the lesser.
  - k. Building setbacks are to be accordance with the minimum requirements of the Building Code of Australia and increased to the extent necessary to comply with the requirements of Table 15 for the specified lots.

**Table 15 - Building Setbacks - Attached Ancillary Structures**

Zone	Lot Type	Boundary	Setback
R1, R3, RU5	Standard Lot	Side and Rear	500mm ^
		Any other side or rear boundary	500mm ^
	Lane way Lot	Boundary shared with the lane way	500mm ^ 2.5m where vehicle access required ^
		Any other side or rear boundary	500mm ^
	Parallel Road Lot	Boundary shared with parallel road	3m
		Any other side or rear boundary	500mm ^
Battle-axe Lot	Front Boundary	500mm ^	
	Any other side or rear boundary	500mm ^	
R2, R5	Standard Lot	Side and Rear	2m #
		Any other side or rear boundary	2m #
	Lane way Lot	Boundary shared with the lane way	2m # 2.5m where vehicle access is required
		Any other side or rear boundary	2m #
	Parallel Road Lot	Boundary shared with parallel road	3m #
		Any other side or rear boundary	2m #
Battle-axe Lot	Front Boundary	2m #	
	Any other side or rear boundary	2m #	

^ Setback is increased to a minimum 2m where the building height exceeds 4m.

# Setback is increased to a minimum 5m where the building height exceeds 4.5m, or the ridge height of the building to which the structure is attached, whichever is the lesser.



**Ancillary buildings -  
 attached (cont.)**

**Access**

- l. Development does not necessitate an additional driveway (i.e. more than one) crossing to be constructed to a public road.
- m. Development gains access to the local road network and not directly onto a classified road, except in circumstances where the property has no other practical means of gaining access to the public road network.
- n. Vehicle access from a secondary road or lane way is permitted where it can be demonstrated that:
  - i. There are no practical alternate options of gaining access to the public road network.
  - ii. The secondary road or lane way is in a safe condition and suitable for ongoing vehicle access.
  - iii. The structure is setback a minimum of 2.5 metres from any boundary shared with a lane way to facilitate ease of vehicle access.

**Gross Floor Area**

- o. Ancillary development complies with the following maximum gross floor area standards in Table 16. Note: the maximum gross floor area is the total of all onsite buildings)

*Table 16 - Gross Floor Area Standards*

Lot Size	Maximum Gross Floor Area	Maximum size per building
0 -450m2	75% of lot area	80m2
450m2 - 600m2	65% of lot area	100m2
600m2 - 900m2	60% of lot area	120m2
900m2 >	55% of lot area	150m2

**Siting**

- p. The location of new ancillary development allows at least 3 hours of solar access to key living spaces / private open spaces of the adjoining dwellings at the winter solstice (21 June) between 9am and 3pm.
- q. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

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**Ancillary buildings -  
attached (cont.)**

**Stormwater Management**

- r. The stormwater management requirements for new ancillary development are the same requirements specified in Section D1.8.

**Part D6  
 Ancillary  
 Development**

**D6.2 Ancillary Buildings -  
 Detached**

**Objective**

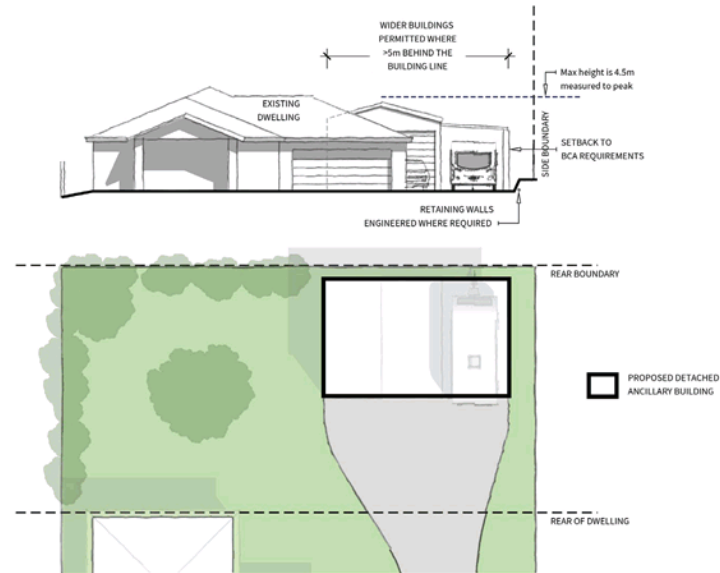
To ensure detached ancillary development that requires consent does not create adverse impacts on streetscape, public utilities or access.

**Earthworks**

- a. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:1 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- b. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- c. Excavated areas must be properly engineered with subsurface drainage that is directed to a legal point of discharge (e.g. interallotment drainage pipes, street drainage, or public drainage reserves).

**Building Design and Appearance**

- d. Detached structures setback anywhere within 5 metres behind the building line to a primary road, do not exceed 50% of the width of the dwelling to which it is attached.
- e. The scale of new ancillary buildings should be consistent with the dwelling and should not be more than 4.5 metres high, measured from natural ground level to the ridge height (peak) of the structure.
- f. New buildings should be designed to be consistent with or compliment the appearance of the existing dwelling. Factory pre-coloured / or new building materials should be used unless it can be demonstrated that other finishes / materials would create a more positive contribution to the streetscape or surrounding environment.



**Ancillary buildings - detached (cont.)**

**Building Setbacks**

- g. Detached structures are located at or behind the building line to a primary or secondary road. Structures forward of the building line will only be considered where it can be demonstrated that:
  - i. The structure will not encroach any property boundary, and
  - ii. The structure is not enclosed, and
  - iii. The structure does not have a height that exceeds 2.7m or the gutter level of the existing dwelling, whichever is the lesser.
  - iv. The structure will not create adverse impacts on streetscape character, and
  - v. There are no objections received from immediately adjoining or adjacent landowners, and
  - vi. Where the structure is a carport, there are no other practical alternatives for the placement of the building behind the building line, and a new driveway is not required for access.
  - vii. The structure is not wider than 6m in total or 50% of the total width of the existing dwelling frontage, whichever is the lesser.
- h. Where new detached structures are proposed on a corner lot, the following additional controls apply:
  - i. The setback to the boundary adjoining the primary street frontage is the same setback resulting from compliance with controls g), i) and j)
  - ii. Except as provided by control g), the setback to the boundary adjoining the secondary street frontage is always 4.5m, or behind the existing building line, whichever is the lesser.
- i. Building setbacks are to be accordance with the minimum requirements of the Building Code of Australia, and increased to the extent necessary to comply with the requirements of Table 17 for the specified lots.

**Table 17 - Building Setbacks - Detached Ancillary Structures**

Zone	Lot Type	Boundary	Setback
R1, R3, RU5	Standard Lot	Side and Rear	500mm ^
		Any other side or rear boundary	500mm ^
	Lane way Lot	Boundary shared with the lane way	500mm ^ 2.5m where vehicle access required ^
		Any other side or rear boundary	500mm ^
	Parallel Road Lot	Boundary shared with parallel road	3m
		Any other side or rear boundary	500mm ^
Battle-axe Lot	Front Boundary	500mm ^	
	Any other side or rear boundary	500mm ^	
R2, R5	Standard Lot	Side and Rear	2m #
		Any other side or rear boundary	2m #
	Lane way Lot	Boundary shared with the lane way	2m # 2.5m where vehicle access required #
		Any other side or rear boundary	2m #
	Parallel Road Lot	Boundary shared with parallel road	3m #
		Any other side or rear boundary	2m #
Battle-axe Lot	Front Boundary	2m #	
	Any other side or rear boundary	2m #	

^ Setback is increased to a minimum 2m where the building height exceeds 4m.

# Setback is increased to a minimum 5m where the building height exceeds 4.5m, and 10m where the building height exceeds 7m.

**Ancillary buildings -  
 detached (cont.)**

**Access**

- j. Development does not necessitate an additional driveway (i.e. more than one) crossing to be constructed to a public road.
- k. Development gains access to the local road network and not directly onto a classified road, except in circumstances where the property has no other practical means of gaining access to the public road network.
- l. Vehicle access from a secondary road or lane way is permitted where it can be demonstrated that:
  - i. There are no practical alternate options of gaining access to the public road network.
  - ii. The secondary road or lane way is in a safe condition and suitable for ongoing vehicle access.
  - iii. The structure is setback a minimum of 2.5 metres from any boundary shared with a lane way to facilitate ease of vehicle access.

**Gross Floor Area**

- m. Ancillary development complies with the following maximum gross floor area (note: the maximum gross floor area is the total of all onsite buildings) standards in Table 18.

*Table 18 - Gross Floor Area Standards*

Lot Size	Maximum Gross Floor Area	Maximum size per building
0 -450m2	75% of lot area	80m2
450m2 - 600m2	65% of lot area	100m2
600m2 - 900m2	60% of lot area	120m2
900m2 >	55% of lot area	150m2

**Siting**

- n. The location of new ancillary development allows at least 3 hours of solar access to key living spaces / private open spaces of the adjoining dwellings at the winter solstice (21 June) between 9am and 3pm.
- o. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

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**Ancillary buildings -  
detached (cont.)**

**Stormwater Management**

- p. The stormwater management requirements for new ancillary development are the same requirements specified in Section D1.8.

**Part D6  
 Ancillary  
 Development**

**D6.3 Swimming Pools**

**Objective**

To ensure swimming pools that require consent do not create adverse impacts on streetscape, residential amenity or building improvements on adjoining properties.

**Standards**

- a. The swimming pool must be for private use and associated with a dwelling house.
- b. The swimming pool must be located behind the building line of the dwelling house.
- c. Excavation must not exceed a maximum depth, measured from existing ground level, of 2 metres.
- d. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- e. Stormwater from impervious areas around the swimming pool, including paving, retaining walls and other structural support, shall be properly drained to a legal point of stormwater discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve) or a minimum 3 metres away from the pool structure and other buildings if the lot is not connected to public stormwater drainage infrastructure.
- f. Water from the swimming pool must be discharged to the reticulated sewerage system or in accordance with an approval under the Local Government Act 1993 if the lot is not connected to a sewer main.
- g. The swimming pool pump must be housed in an enclosure that is soundproofed and at a location that noise generated from the unit is not audible in habitable rooms of adjoining residences.
- h. Height of coping around the swimming pool must not be more than:
  - i. 1.5 metres above existing ground level.
  - ii. 300mm wide if the coping is more than 600mm above existing ground level.
- i. Decking around a swimming pool must not be more than 1.5 metres above existing ground level.
- j. The swimming pool water line must have a setback of at least 1 metre from a side or rear boundary.
- k. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
- iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

Note: The Swimming Pools Act 1992, Local Government Act 1993 and the Building Code of Australia contain provisions that must be complied with in relation to the design, installation, registration and operation of swimming pools and spa pools in NSW.

**Part D6  
 Ancillary  
 Development**

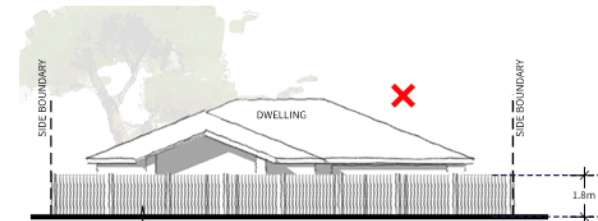
**D6.4 Fencing**

**Objective**

To ensure fencing that requires consent does not create adverse impacts on streetscape, residential amenity, public utilities or access.

**Standards**

- a. Front fences are designed to comply with the following requirements:
  - i. Fencing reflects and reinforces the designed and character of the dwelling and other buildings along the street.
  - ii. Fencing height to be not greater than 1.2m, or 0.9m if a solid design.
  - iii. Fencing materials consist of masonry, timber or low reflective painted metal materials to manufacturer's specifications.
  - iv. Colourbond fencing is not permitted.
  - v. Barbed, razor or electrified wire is not permitted.
  - vi. Where entry gates are installed, the gates are designed so that they do not open outwards onto the public road reservation.
  - vii. Fences do not restrict / redirect the flow of any floodwater or overland drainage flow-path within a legal drainage easement.
  - viii. Fences on sloping sites are stepped to accommodate the fall of the land.
- b. Front fences higher than the standard specified in control a)ii) will be permitted only where it can be demonstrated that:
  - i. The fence design includes articulation, detailing of integration of landscaping to minimise visual impact,
- ii. The fence will not impede sight distances for traffic on public road.
- iii. The fence is necessary in order to achieve a planning purpose such as the attenuation of road noise from a classified road, or creation of a private yard space where limited options exist elsewhere on the property.
- c. Side and rear fences are designed to comply with the following requirements:
  - i. Fencing height to be not greater than 1.8m.
  - ii. Fencing materials consist of masonry, timber or low reflective painted metal materials to manufacturer's specifications.
  - iii. Barbed, razor or electrified wire is not permitted.
  - iv. Fences do not restrict / redirect the flow of any floodwater or overland drainage flow-path within a legal drainage easement.
  - v. Fences on sloping sites are stepped to accommodate the fall of the land.







# Part E

RURAL  
DEVELOPMENT



This part applies standard and controls relating to certain rural building types and land-use activities within the Leeton Shire Council Local Government Area

LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP



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## Table of Contents

<b>E1</b>	<b>Rural Buildings</b>	<b>3</b>
E1.1	Farm Buildings	4
E1.2	Emergency Service Buildings	6
<b>E2</b>	<b>Rural based land-use activities</b>	<b>8</b>
E2.1	Tourist + visitor accommodation	9
E2.2	Cellar doors	12
E2.3	Rural Industries	15
E2.4	Extractive industries	18
E2.5	Intensive livestock agriculture	19
E2.6	Frost Fans	21
E2.7	Roadside stalls	22

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# E1

## Rural Buildings

Part E1 applies to:

1. Farm buildings
2. Emergency service facilities

Part E.1 applies to any of the following zones under Leeton Local Environmental Plan 2014:

1. RU1 Primary Production

A farm building is a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling.

An emergency service facility is a building or place (including a helipad) used in connection with the provisions of emergency services by an emergency service organisation

E1.1	Farm Buildings	4
E1.2	Emergency Service Buildings	6

**Part E1  
Rural  
Buildings**

**E1.1 Farm  
Buildings**

**Key Definition**

A farm building is a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling

**Objective**

A farm building is a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling.

**Site Selection**

- a. Site selection for farm buildings generally avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area, unless the provisions of **confirm description of relevant part - new flood planning chapter**.
- b. In order to minimise visual impact, farm buildings are co-located with other buildings on the land holding, where practical.
- c. Structures are positioned on the land to limit the amount of clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.
- d. Farm buildings are sited to minimise impact on agricultural land.
- e. Site selection avoids the peak height of any farm building from protruding above the ridge line of the highest hill within the 100mm of the building location.

**Building Setbacks**

- f. Farm buildings are setback from property boundaries, other buildings and relevant site features in accordance with the requirements of Table 1.

**Table 1- Building setbacks for farm buildings**

Setback Feature	Minimum Setback
Primary Road	50m #
Existing dwelling on neighbouring lot (not associated with development site)	50m #
Top of bank of water course, creek or irrigation / drainage channel	40m
Any boundary not shared with a primary road	15m ^

# Setbacks may be reduced to a minimum of 20m in the circumstance where the building is located behind the building line of an existing dwelling (or other significant building) located on the same lot and within the vicinity of the development site.

^ Setbacks may be reduced to a minimum of 5m (or as required by BCA - whichever is the greater) in the circumstance where the building is located behind the building line of an existing dwelling (or other significant building) located on the same lot and within the vicinity of the development site.

**Earthworks**

- g. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- h. Earthworks shall not exceed a maximum height/ depth, measured from existing ground level of 3 metres.
- i. Despite g) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- j. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- k. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- l. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- m. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

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**Farm  
buildings  
(cont.)**

**Building Design**

- n. Farm buildings are constructed of materials that:
  - i. minimise the use of zincalume where the building location is highly visible from a public road or neighbouring properties.
  - ii. Complement the principal dwelling, where these buildings are co-located.
  - iii. Include low reflective, neutral/earth tones which blend in naturally with the rural landscape.
- o. Development Application plans should include specifications for finishing materials and colours to demonstrate compliance with control (m).

**Access**

- p. Farm buildings are provided with practical and legal access to the public road network.
- q. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version). This control applies newly constructed accesses, or existing accesses which do not meet the standard and which will provide primary access to the proposed farm building.
- r. The standard of internal access to the building from is appropriate having regard to the nature of traffic likely to be generated by the development.
- s. Where there is an existing access to the site the development is to gain access to the public road network via the same access point.

**Stormwater**

- t. Stormwater from farm buildings must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- u. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

**Part E1  
Rural  
Buildings**

**E1.2 Emergency Service  
Buildings**

**Key Definition**

Emergency services facility means a building or place (including a helipad) used in connection with the provision of emergency services by an emergency services organisation.

**Objective**

To ensure that Rural Fire Service (RFS) Facilities do not adversely affect surrounding land uses.

**Site Selection**

- a. Site selection for emergency service buildings generally avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area, unless the provisions of **Part K are complied with in full.**
- b. Emergency service buildings are sited to minimise clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.
- c. Emergency service buildings are sited to minimise impact on agricultural land.
- d. Site selection avoids the peak height of any emergency service building from protruding above the ridge line of the highest hill within the 100mm of the building location.

**Building Setbacks**

- e. Emergency service buildings are setback from property boundaries, other buildings and relevant site features in accordance with the requirements of Table 2.

**Table 1- Building setbacks for Emergency Service Buildings**

Setback Feature	Minimum Setback
Primary Road	20m
Existing dwelling on neighbouring lot (not associated with development site)	50m #
Top of bank of water course, creek or irrigation / drainage channel	40m ^
Any boundary not shared with a primary road	10m

- # Setbacks may be reduced to a minimum of 20m in the circumstance where the building is located behind the building line of an existing dwelling (or other significant building) located on the same lot and within the vicinity of the development site.
- ^ Setback is increased to the extent necessary to comply with the provisions of **Part J** of this DCP and Clause 5.21 of Leeton LEP 2014 relating to flood planning.

**Earthworks**

- f. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- g. Earthworks shall not exceed a maximum height/ depth, measured from existing ground level of 3 metres.
- h. Despite h) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- i. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- j. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- k. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- l. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

**Emergency service buildings and structures (cont.)**

**Building & Site Design**

- m. Emergency service buildings are constructed of materials that:
  - i. minimise the use of zincalume where the building location is highly visible from a public road or neighbouring properties.
  - ii. include low reflective, neutral/earth tones which blend in naturally with the rural landscape.
- n. Development Application plans should include specifications for finishing materials and colours to demonstrate compliance with control (o).
- o. The emergency service building is to be fitted with sensor security lighting with a manual override switch at all garages and personal access doors.
- p. The development is to include a minimum 3 metre wide landscape / vegetation strip between the building and any road frontage, where the building is within 50 metres of a road. A planting schedule is to be submitted to Council for assessment as part of the Development Application.

**Access + Parking**

- q. Emergency service buildings are provided with practical, legal and all weather access to the public road network.
- r. Building / site design allows all vehicular access and egress from the property to be in a forward direction.
- s. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version). This control applies newly constructed accesses, or existing accesses which do not meet the standard and which will provide primary access to the proposed emergency service building.
- t. The standard of internal access to the building from is appropriate having regard to the nature of traffic likely to be generated by the development.
- u. On-site car parking is provided in accordance with Part J of this DCP, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).

**Stormwater**

- v. Stormwater from farm buildings must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- w. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

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# E2

## Rural based land-use activities

Part E2 applies to:

1. Tourist and visitor accommodation
2. Cellar doors
3. Rural industries
4. Extractive industries
5. Intensive livestock agriculture
6. Frost fans
7. Roadside stalls

on land in the following zones under Leeton  
Local Environmental Plan 2014.

1. RU1 Primary Production
1. C4 Environmental Living

E2.1	Tourist + visitor accommodation	9
E2.2	Cellar doors	12
E2.3	Rural Industries	15
E2.4	Extractive industries	18
E2.5	Intensive livestock agriculture	19
E2.6	Frost Fans	21
E2.7	Roadside stalls	22



**Part E2**  
**Rural based**  
**land-use activities**

**E2.1** **Tourist + visitor accommodation**

**Key Definition**

Tourist and visitor accommodation means a building or place that provides temporary or short-term accommodation on a commercial basis, and (for the purposes of this DCP) includes backpackers' accommodation, bed and breakfast accommodation, and farm stay accommodation,

**Objective**

To ensure backpacker's accommodation, bed and breakfast and farm stay accommodation are well designed and serviced to minimum standards.

**General**

- a. Controls are contained in Clause 5.4 of Leeton Local Environmental Plan 2014 which relate to the number of bedrooms permitted to be included in a bed and breakfast or a farm stay accommodation.
- b. The use of a dwelling as a bed and breakfast or farm stay accommodation will result in a change of building class for the dwelling under the Building Code of Australia. There will be new fire safety and access requirements. The class of building will determine the building standards, and may require buildings to be upgraded to comply with current standards.
- c. Where the proposed accommodation is a bed and breakfast, the proposal is associated with a lawfully erected dwelling, and the use of the land for a dwelling purpose is permissible under Leeton Local Environmental Plan 2014.
- d. Where the proposed accommodation is a farm stay, the proposal is associated with a working farm that is used for a primary production purpose.

**Site selection**

- e. Site selection for tourist and visitor accommodation avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area
- f. Site selection for tourist and visitor accommodation avoids land that is mapped by the NSW Rural Fire Service as bushfire prone land.
- g. Site selection avoids land that is likely to be impacted by any of the following existing rural land-use activities:
  - i. Hazardous or offensive industries
  - ii. Rural industries
  - iii. Intensive agricultural (plant or livestock) and any associated on-site effluent disposal area)
  - iv. Other land-uses that may cause odour, noise or lighting impacts.
- h. Where practical, tourist and visitor accommodation should be co-located with other farm buildings on the property holding.

**Building Setbacks**

- i. Tourist and Visitor Accommodation is setback from property boundaries, other buildings and relevant site features in accordance with the requirements of Table 3.

*Table 3- Building setbacks for Tourist and Visitor Accommodation*

Setback Feature	Minimum Setback
Primary Road	50m #
Existing dwelling on neighbouring lot (not associated with development site)	50m #
Top of bank of water course, creek or irrigation / drainage channel	40m ^
Any boundary not shared with a primary road	10m #

# Setbacks need not apply in the circumstance where the accommodation is proposed to be provided within an existing building that is already setback less than the recommended distance to a setback feature described in Table 3.

^ Setback is increased to the extent necessary to comply with the provisions of Part J of this DCP and Clause 5.21 of Leeton LEP 2014 relating to flood planning.

**Tourist and visitor  
accommodation  
(contin.)**

**Earthworks**

- j. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- k. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- l. Despite k) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- m. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- n. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- o. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- p. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

**Building and site design**

- q. Development plans for Tourist and Visitor Accommodation must demonstrate that all proposed buildings (and any affected areas of existing buildings included in the proposal) will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
  - iv. Food safety and handling
  - v. Public health

**Access + parking**

- r. Tourist and Visitor Accommodation is provided with practical and legal access to the public road network.
- s. Building / site design allows all vehicular access and egress from the property to be in a forward direction.
- t. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version), or a higher standard access if deemed necessary to accommodate the nature of traffic generated by the development.
- u. The standard of internal access to the accommodation from the point of access to the public road system is appropriate having regard to the nature of traffic likely to be generated by the development.
- v. On-site car parking is provided in accordance with Part J of this DCP, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).

**Stormwater**

- w. Stormwater from farm buildings must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- x. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

#### Utilities and servicing

- y. The accommodation facility is to be provided with drinkable water via the Leeton Reticulated Water Supply System in accordance with Leeton Shire Council Engineering Guidelines (latest version), or an on-site private water supply in accordance with the NSW Public Health Act 2010 and NSW Private Drinking Water Supplies Guidelines.
- z. Where a private drinking water supply is required under y) above, the water supply provided is capable of accommodating the maximum number of persons able to stay at the establishment.
- aa. A minimum 20,000 litres of water is to be provided on-site in addition to the drinking water supply, in a fire proof tank with a stortz fitting that is accessible to emergency services for accommodation facilities that are not serviced by a hydrant system.
- ab. The accommodation facility is to be connected to the Leeton Sewerage System or an on-site wastewater management system that is capable of accommodating the maximum number of persons able to stay at the establishment in accordance with AS/NZS1547:2000 – On-site Domestic Wastewater Management and the NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).

- ac. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

#### Signage

- ad. A maximum of 2 identification signs of reasonable proportions are provided on the land that comprises the accommodation facility, either on the wall of a building, front fence, or other similar structure and only displaying those details necessary to identify the establishment, it's proprietor and contact details.

**Part E2**  
**Rural based**  
**land-use activities**

**E2.2 Cellar doors**

**Key Definition**

Cellar door means a building or place that is used to sell wine by retail and that is situated on land on which there is a commercial vineyard, and where most of the wine offered for sale is produced in a winery situated on that land or is produced predominantly from grapes grown in the surrounding area.

**Objective**

To ensure cellar doors are well-designed and serviced to minimum standards.

**General**

- a. The cellar door is located on land upon which there is a lawfully established intensive plant agricultural activity (commercial vineyard), and the use of the land for this purpose is permissible under Leeton Local Environmental Plan 2014.

**Siting and Setbacks**

- b. Site selection for cellar doors avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area
- c. Site selection for cellar doors accommodation avoids land that is mapped by the NSW Rural Fire Service as bushfire prone land.
- d. Site selection avoids land that is likely to be impacted by any of the following existing rural land-use activities:
  - i. Hazardous or offensive industries
  - ii. Rural industries
  - iii. Intensive agricultural (plant or livestock) and any associated on-site effluent disposal area)
  - iv. Other land-uses (not associated with the cellar door) that may cause odour, noise or lighting impacts.
- e. Where practical, cellar doors should be co-located with other farm buildings on the property holding.

**Building Setbacks**

- f. Cellar Doors are setback from property boundaries, other buildings and relevant site features in accordance with the requirements of Table 4.

*Table 4- Building setbacks for Cellar Doors*

Setback Feature	Minimum Setback
Primary Road	50m #
Existing dwelling on neighbouring lot (not associated with development site)	50m
Top of bank of water course, creek or irrigation / drainage channel	40m ^
Any boundary not shared with a primary road	15m

# Setbacks may be reduced to a minimum of 20m in the circumstance where the building is located behind the building line of an existing dwelling (or other significant building) located on the same lot and within the vicinity of the development site.

^ Setback is increased to the extent necessary to comply with the provisions of Part J of this DCP and Clause 5.21 of Leeton LEP 2014 relating to flood planning.

**Cellar doors  
(contin.)**

**Earthworks**

- g. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- h. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- i. Despite (l) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- j. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- k. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- l. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- m. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

**Building and site design**

- n. Development plans for Cellar Doors must demonstrate that all proposed buildings (and any affected areas of existing buildings included in the proposal) will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
  - iv. Food safety and handling
  - v. Public health

**Access + parking**

- o. Cellar Doors are provided with practical and legal access to the public road network.
- p. Building / site design allows all vehicular access and egress from the property to be in a forward direction.
- q. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version), or a higher standard access if deemed necessary to accommodate the nature of traffic generated by the development.
- r. The standard of internal access to the Cellar Door from the point of access to the public road system is appropriate having regard to the nature of traffic likely to be generated by the development.
- s. On-site car parking is provided in accordance with **Part J of this DCP**, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).

**Stormwater**

- t. Stormwater from all buildings and structures associated with the Cellar Door must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- u. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

#### Utilities and servicing

- v. The Cellar Door is to be provided with drinkable water via the Leeton Reticulated Water Supply System in accordance with Leeton Shire Council Engineering Guidelines (latest version), or an on-site private water supply in accordance with the NSW Public Health Act 2010 and NSW Private Drinking Water Supplies Guidelines.
- w. Where a private drinking water supply is required under v) above, the water supply provided is capable of supplying the maximum number of persons capable of being accommodated at the cellar door at any one time.
- x. A minimum 20,000 litres of water is to be provided on-site in addition to the drinking water supply, in a fire proof tank with a stortz fitting that is accessible to emergency services for cellar doors that are not serviced by a hydrant system.
- y. The Cellar Door is to be connected to the Leeton Sewerage System or an on-site wastewater management system that is capable of accommodating the maximum number of persons able to stay at the establishment in accordance with AS/NZS1547:2000 – On-site Domestic Wastewater Management and the NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- z. Buildings and structures should be designed and located so that they:

- i. Do not encroach any easement protecting an existing service main or utility.
- ii. Do not impact on the structural integrity of any existing service main or utility.
- iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
- iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

#### Signage

- aa. A maximum of 2 identification signs of reasonable proportions are provided on the land that comprises the Cellar Door, either on the wall of cellar door buildings, front fence, or other similar structure and only displaying those details necessary to identify the establishment, it's proprietor and contact details.

#### Waste Management

- ab. A waste management plan is submitted to Leeton Council for approval as part of the Development Application, which addresses the following:
  - i. Types of waste material generated by the activity.
  - ii. Estimated volume of waste material generated by the activity.
  - iii. Proposed methods of waste disposal / treatment / management.

**Part E2**  
**Rural based**  
**land-use activities**

**E2.3 Rural Industries**

**Key Definition**

Rural Industries involve the handling, treating, production, processing, storage or packing of animal or plant agricultural products for commercial purposes, including agricultural produce industries, livestock processing industries, composting facilities, sawmills, stock and sale yards and premises that regularly service or repair rural enterprise equipment.

**Objective**

To ensure the location, design and operation of rural industries does not adversely impact on the amenity of the surrounding area.

**General**

- a. Controls are contained in Clause 5.4 of Leeton Local Environmental Plan 2014 which relate to floor area restrictions for an industrial retail outlet, where this is proposed as part of a rural industry to which this Part E2.3 applies.

**Site Selection**

- b. Site selection for rural industries avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area.
- c. Site selection for cellar doors accommodation avoids land that is mapped by the NSW Rural Fire Service as bushfire prone land.
- d. Where practical, rural industries should be co-located with other farm buildings on the property holding.
- e. The peak height of any rural industry building must not protrude above the ridge line of the highest hill within 300 metres of the subject development.
- f. Buildings should be positioned on the land to limit the amount of clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.

**Building Setbacks**

- g. The location of any building, structure or operational areas associated with a rural industry does not encroach any existing dwelling on a neighbouring property by the relevant distance shown in Table 5.
- h. Buildings, structures and operational areas are set back a minimum of 40 metres from the top of bank of a watercourse that is mapped in Leeton Local Environmental Plan 2014 as riparian lands and watercourses.

*Table 5 - Setbacks - Rural Industries to existing dwellings*

Minimum setback	Land-use activity
1000m #	Livestock processing industries
500m #	Agricultural produce industries
500m #	Sawmills or log processing works
500m #	Stock and sale yards
150m #	Rural industry (mechanical repairers)
Site specific	Other rural industries not listed

# Setbacks must be increased to extent necessary to achieve compliance with any specialist studies or reports commissioned in support of the rural industry proposal and as required by Leeton Shire Council.

**Rural  
 industries  
 (contin.)**

**Earthworks**

- i. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- j. Earthworks shall not exceed a maximum height/depth, measured from existing ground level of 3 metres.
- k. Despite (j) above, earthworks must not exceed 1 metre in depth within 1 metre from any boundary.
- l. Imported fill must be certified Virgin Excavated Natural Material (VENM).
- m. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- n. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- o. Excavation areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

**Building and site design**

- p. Development plans for buildings associated with a rural industry must demonstrate that all proposed buildings (and any affected areas of existing buildings included in the proposal) will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
- q. Any building that forms part of a rural industry shall incorporate limited and selective use of reflective building materials in order to minimise any potential adverse visual impact upon the rural landscape or scenic environmental quality of the surrounding locality. Pre-coloured materials are preferred.
- r. All stationary noise generating machinery is located within enclosed buildings, or buildings that are capable of being enclosed when machinery is in operation.
- s. Landscaping is strategically provided to screen or minimise the visual impact of the development from surrounding properties and significant public vantage points.
- t. The rural industry does not require external lighting which has the potential to cause adverse visual impacts on adjoining properties, roads or other public spaces.

**Access + parking**

- u. Rural Industries are provided with practical and legal access to the public road network.
- v. Building / site design allows all vehicular access and egress from the property to be in a forward direction.
- w. Roads, parking, loading and manoeuvring areas are not within 100 metres of a dwelling on an adjoining property.
- x. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version), or a higher standard access if deemed necessary to accommodate the nature of traffic generated by the development.
- y. The standard of internal access to the rural industry from the point of access to the public road system is appropriate having regard to the nature of traffic likely to be generated by the development.
- z. On-site car parking is provided in accordance with **Part J of this DCP**, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).
- aa. Deliveries and transport are undertaken only between the hours of 7am to 6pm weekdays and 7am to 1pm Saturdays, where there are existing houses located within 100 metres of a public access road servicing the development.

**Stormwater**

- ab. Stormwater from all buildings and structures must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- ac. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.



Leeton Comprehensive DCP 2022 | Draft Only |

**Rural  
industries  
(contin.)**

**Utilities and servicing**

- ad. The Rural Industry is to be connected to the Leeton Sewerage System or an on-site wastewater management system that is capable of accommodating the maximum number of persons able to stay at the establishment in accordance with AS/NZS1547:2000 – On-site Domestic Wastewater Management and the NSW Environment and Health Protection Guidelines On-site Sewerage Management for Single Households (latest version).
- ae. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.

**Waste Management**

- af. Liquid Trade waste streams generated by Rural Industries are managed in accordance with a Liquid Trade Waste Agreement with Leeton Council where the waste is discharged to the Leeton Sewerage System.
- ag. A waste management plan is submitted to Leeton Council for approval as part of the Development Application, which addresses the following:
  - i. Types of waste material generated by the activity.
  - ii. Estimated volume of waste material generated by the activity.
  - iii. Proposed methods of waste disposal / treatment / management.
  - iv. Waste avoidance strategies (where relevant)
  - v. Waste re-use strategies (where relevant).
  - vi. Emergency management procedures.

**Part E2**  
**Rural based**  
**land-use activities**

**E2.4** **Extractive industries**

This part applies only to extractive industries that are not Designated Development as defined under the Environmental Planning and Assessment Regulation 2000 on land zoned RU1 Primary Production under Leeton Local Environmental Plan 2014.

**Site Selection**

- a. Site selection for extractive industries avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area.
- b. The location of extractive industries does not encroach closer than 1000m to any isolated dwellings, schools or land located in the following zones under Leeton LEP 2014:
  - i. R1 General Residential
  - ii. R2 Low Density Residential
  - iii. R5 Large Lot Residential
  - iv. RU5 Village
  - v. E4 Environmental Living

**Land-use conflict management**

- c. A site-specific Noise Impact Assessment (NIA) may be required to be carried out in accordance with the EPA Noise Policy for Industry 2017, NSW Road Noise Policy 2011, NSW Interim Construction Noise Guideline 2009 and the NSW Assessing Vibration: a technical guide 2016 to demonstrate the proposed extractive industry operations will not adversely impact nearby land-uses.
- d. A site-specific Air Quality Impact Assessment (AQIA) may be required to be carried out in accordance with the EPA Approved Methods for the Modeling and Assessment of Air Pollutants in NSW 2017, in order to demonstrate the proposed extractive industry operations will not adversely impact nearby land-uses.

**Traffic Management**

- e. A site-specific Traffic Impact Assessment (TIA) may be required to be carried out, in order to demonstrate the proposed extractive industry operations will not adversely impact nearby roads and land-uses.

**Stormwater**

- f. Stormwater from all buildings and structures must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- g. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

**Key Definition**

Extractive industry means the winning or removal of extractive materials (otherwise than from a mine) by methods such as excavating, dredging, tunneling or quarrying, including the storing, stockpiling or processing of extractive materials by methods such as recycling, washing, crushing, sawing or separating, but does not include turf farming.

**Objective**

To ensure that extractive industries (that are not subject to an Environment Protection Licence) do not create adverse impacts on urban land-uses, rural landscapes, watercourses, wetland and riparian areas, biodiversity, nearby dwellings and schools, public roads and irrigation channels, and the like.

**Part E2**  
**Rural based**  
**land-use activities**

**E2.5 Intensive livestock**  
**agriculture**

**Key Definition**

intensive livestock agriculture means the keeping or breeding, for commercial purposes, of cattle, poultry, pigs, goats, horses, sheep or other livestock, and includes any of the following—(a) dairies (restricted), (b) feedlots, (c) pig farms, (d) poultry farms, but does not include extensive agriculture, aquaculture or the operation of facilities for drought or similar emergency relief

**Objective**

To ensure that intensive livestock agricultural activities do not create adverse impacts on the urban land-uses, rural landscapes, watercourses, wetland and riparian areas, biodiversity, nearby isolated dwellings and schools, public roads and irrigation channels and the like.

**Site Selection**

- a. Site selection for intensive livestock agricultural uses avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area.
- b. Buildings associated with the intensive livestock agricultural activity should be positioned on the land to limit the amount of clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.
- c. The siting of any building associated with an intensive livestock agricultural use should be restricted to land slopes with a gradient of less than 5%.

**Setbacks**

- d. The location of any operational areas associated with intensive livestock agricultural use does not encroach closer than 1000m to any existing dwelling, school or land located in the following zones under Leeton LEP 20104.
  - i. R1 General Residential
  - ii. R2 Low Density Residential
  - iii. R5 Large Lot Residential
  - iv. RU5 Village
  - v. E4 Environmental Living
- e. Despite control c), the setback of any operational area associated with an intensive livestock agricultural use is increased to the extent necessary to achieve compliance with any specialist study or report commissioned in support of the Development Application to address potential impacts on nearby land-uses resulting from odour or noise.
- f. Buildings, structures and operational areas are set back a minimum of 40 metres from the top of bank of a watercourse that is mapped in Leeton Local Environmental Plan 2014 as riparian lands and watercourses.

**Land-use conflict management**

- g. A site-specific Air Quality Impact Assessment (AQIA) may be required to be carried out in accordance with the EPA Approved Methods for the Modeling and Assessment of Air Pollutants in NSW 2017, in order to demonstrate the proposed extractive industry operations will not adversely impact nearby land-uses.
- h. A site-specific Noise Impact Assessment (NIA) may be required to be carried out in accordance with the EPA Noise Policy for Industry 2017, NSW Road Noise Policy 2011, NSW Interim Construction Noise Guideline 2009 and the NSW Assessing Vibration: a technical guide 2016 to demonstrate the proposed intensive livestock agricultural use will not adversely impact nearby land-uses.

**Earthworks**

- i. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- j. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- k. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- l. Excavated areas, including retaining walls and other structural support, shall be properly drained a minimum 3 metres away from buildings and property boundaries.

**Intensive livestock  
 agriculture (cont.)**

**Building Design**

- m. Development plans for buildings associated with a rural industry must demonstrate that all proposed buildings (and any affected areas of existing buildings included in the proposal) will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
- n. Any building that forms part of a rural industry shall incorporate limited and selective use of reflective building materials in order to minimise any potential adverse visual impact upon the rural landscape or scenic environmental quality of the surrounding locality. Pre-coloured materials are preferred.
- o. All stationary noise generating machinery is located within enclosed buildings, or buildings that are capable of being enclosed when machinery is in operation.
- p. Landscaping is strategically provided to screen or minimise the visual impact of the development from surrounding properties and significant public vantage points.
- q. The rural industry does not require external lighting which has the potential to cause adverse visual impacts on adjoining properties, roads or other public spaces.

**Access + parking**

- r. Intensive livestock agricultural uses are provided with practical and legal access to the public road network.
- s. Building / site design allows all vehicular access and egress from the property to be in a forward direction.
- t. The standard of access to the public road is in accordance with the Leeton Shire Council Engineering Guidelines (latest version), or a higher standard access if deemed necessary to accommodate the nature of traffic generated by the development.
- u. The standard of internal access to the site from the point of access to the public road system is appropriate having regard to the nature of traffic likely to be generated by the development.
- v. On-site car parking is provided in accordance with **Part J of this DCP**, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).

**Stormwater**

- w. Stormwater from all buildings and structures must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- x. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.

**Waste Management**

- y. Liquid Trade waste streams generated by the intensive livestock agricultural use are managed in accordance with a Liquid Trade Waste Agreement with Leeton Council where the waste is discharged to the Leeton Sewerage System.
- z. A waste management plan is submitted to Leeton Council for approval as part of the Development Application, which addresses the following:
  - i. Types of waste material generated by the activity.
  - ii. Estimated volume of waste material generated by the activity.
  - iii. Proposed methods of waste disposal / treatment / management.
  - iv. Waste avoidance strategies (where relevant)
  - v. Waste re-use strategies (where relevant).
  - vi. Emergency management procedures.

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**Part E2**  
**Rural based**  
**land-use activities**

**E2.6 Frost Fans**

**Objective**

To ensure frost fans are appropriately located and operated so as not to create adverse noise impacts on nearby urban areas or dwellings.

**General**

- a. The location of any frost fan does not encroach closer than 500m to any isolated dwelling not associated with the property holding upon which the frost fan is located.
- b. The location of frost fans does not encroach closer than 1000m to any schools or land located in the following zones under Leeton LEP 2014:
  - i. R1 General Residential
  - ii. R2 Low Density Residential
  - iii. R5 Large Lot Residential
  - iv. RUS Village
  - v. E4 Environmental Living

## Part E2 Rural based land-use activities

### E2.7 Roadside stalls

#### Objective

To ensure roadside stalls are appropriately located so as to serve the needs of the travelling public and so as not to adversely impact road safety.

#### General

- a. Controls are contained in Clause 5.4 of Leeton Local Environmental Plan 2014 which relate to floor area restrictions for roadside stalls.
- b. Roadside stalls are used exclusively for the sale of primary produce that has been grown / harvested from the property holding upon which the roadside stall is located. Permission to sell other produce will remain at the sole discretion of Leeton Council.

#### Site Selection

- c. Site selection for roadside stalls avoids land that is mapped in Leeton Local Environmental Plan 2014 as follows:
  - i. Groundwater Vulnerable;
  - ii. Wetlands, Riparian Lands or Watercourses.
  - iii. Terrestrial Biodiversity;
  - iv. Flood Planning Area.
- d. The roadside stall is positioned on the land to minimise the clearing of any remnant native vegetation, especially along the perimeter of the site.

#### Building setbacks

- e. Any building or structure associated with a roadside stalls is located on private land and must not encroach a public road reserve, railway, irrigation reserve or other public land.
- f. Any building or structure associated with a roadside stall is setback sufficiently from any property boundary so as to comply with the requirements of the Building Code of Australia for the class of building.

#### Building Design

- g. Development plans for buildings associated with a roadside stall must demonstrate that all proposed buildings will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
  - iv. Food safety
  - v. Public Health
- h. Any building that forms part of a roadside stall shall incorporate limited and selective use of reflective building materials in order to minimise any potential adverse visual impact upon the rural landscape or scenic environmental quality of the surrounding locality. Pre-coloured materials are preferred.
- i. Landscaping is strategically provided to screen or minimise the visual impact of the development from surrounding properties and significant public vantage points.
- j. The roadside does not require external lighting which has the potential to cause adverse visual impacts on adjoining properties, roads or other public spaces.

**Roadside stalls (cont.)**

**Signage**

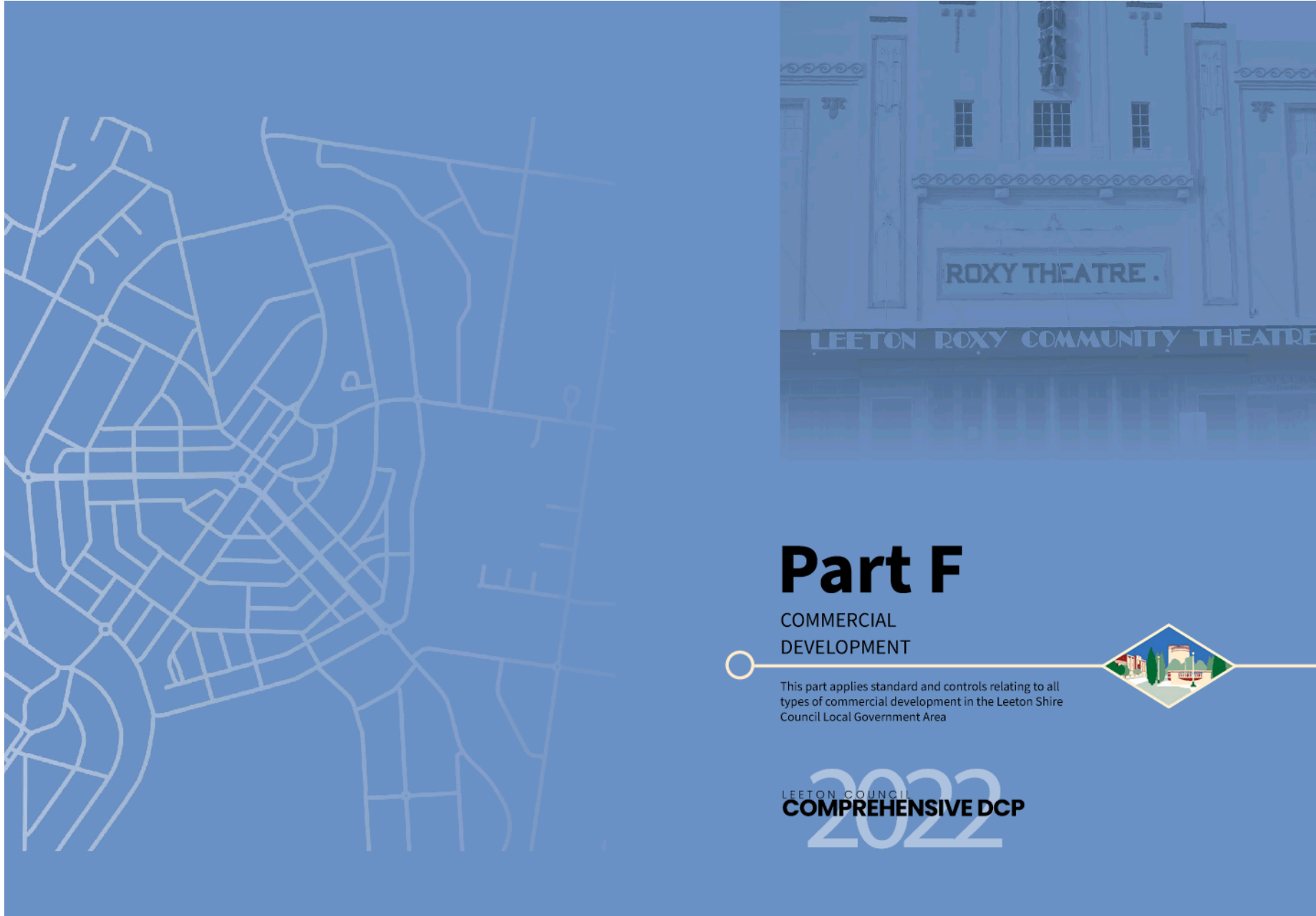
- k. Advertising signage is co-located with the roadside stall and does not protrude above the roof line of the building on which it is located, does not flash and is constructed using new materials.

**Access**

- l. The roadside stall is connected to a public road via a Standard Rural Access as specified in Leeton Shire Council Engineering Guidelines (latest version), or a higher standard access if deemed necessary to accommodate the nature of traffic generated by the development.
- m. On-site car parking is provided in accordance with **Part J of this DCP**, the relevant requirements of Australian Standard 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).
- n. Internal driveways and car parking areas are to be provided on-site and in a manner that allows customers to enter and leave the roadside stall in a forward direction.
- o. The site design must not encourage vehicles to pull over from the public road network in an unsafe manner.
- p. Any work related to the provision or upgrade of access and parking to the roadside stall must be financed by the owner of the property or the proponent of the roadside stall, including any works to the roadside reserve verge.
- q. The consent of the relevant Roads Authority will be required for roadside stalls accessed from a classified road.

**Stormwater**


- r. Stormwater from all buildings and structures must be disposed of at least 3 metres away from any buildings and property boundaries and must not interfere or cause nuisance to adjoining land-use.
- s. Development does not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.



# Part F

COMMERCIAL  
DEVELOPMENT

This part applies standard and controls relating to all types of commercial development in the Leeton Shire Council Local Government Area



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**2022**  
COMPREHENSIVE DCP





## Table of Contents



<b>F1</b>	<b>Commercial Development</b>	<b>3</b>
F1.1	Earthworks, retaining walls, structural support and site drainage	10
F1.2	Streetscape and setting	11
F1.3	Building setbacks	12
F1.4	Building & Site design	14
F1.5	Outdoor advertising signage	15
F1.6	Landscape Design + Fencing	16
F1.7	Utilities and service provision	17
F1.8	Stormwater Management	18

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# F1

## Commercial Development

Part F1 applies generally to any development that is permissible with consent on land zoned:

1. B1 Neighbourhood Centre
2. B2 Local Centre
3. B3 Commercial Core
4. B5 Business Development
5. RU5 Village

under Leeton Local Environmental Plan 2014.

Land application maps are included at the beginning of this Part for reference purposes.

F1.1	Earthworks, retaining walls, structural support and site drainage	10
F1.2	Streetscape and setting	11
F1.3	Building setbacks	12
F1.4	Building & Site design	14
F1.5	Outdoor advertising signage	15
F1.6	Landscape Design + Fencing	16
F1.7	Utilities and service provision	17
F1.8	Stormwater Management	18

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**Part F1  
 Commercial  
 Development**

**Application Maps**

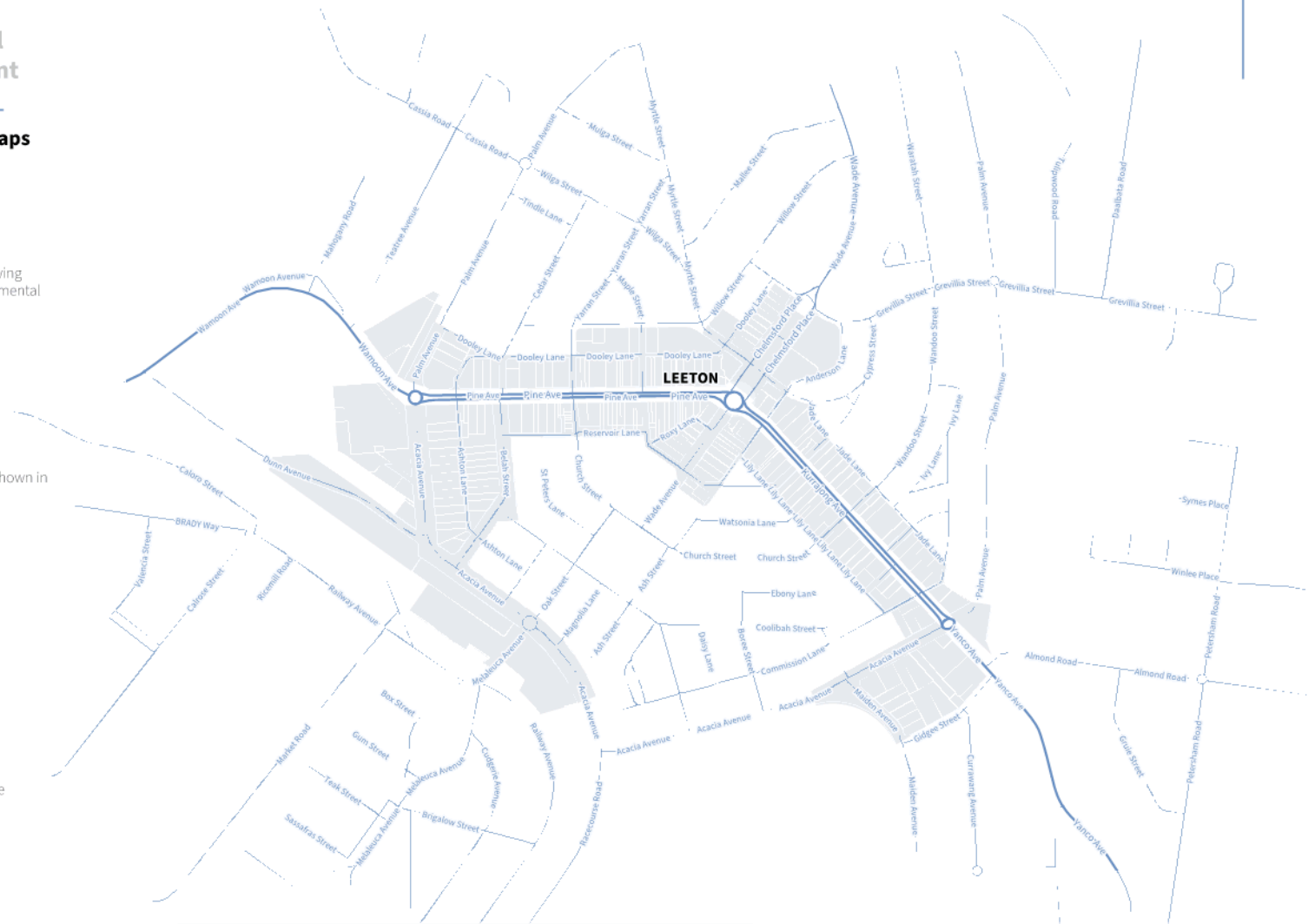
Part F.1 applies to any of the following zones under Leeton Local Environmental Plan 2014:

- B1 Neighbourhood Centre
- B2 Local Centre
- B3 Commercial Core
- B5 Business Development
- RU5 Village

For ease of reference, this land is shown in Maps 1 to 4.

**Map 1 - Leeton Township**

- B3 Commercial Core Zone
- Road Network



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Application maps  
(cont.)

Map 2 - Leeton Township (South)

- B5 and B2 Zones
- Road Network



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Application maps  
(cont.)

Map 3 - Leeton Township (North)

- B1 and B2 Zones
- Road Network

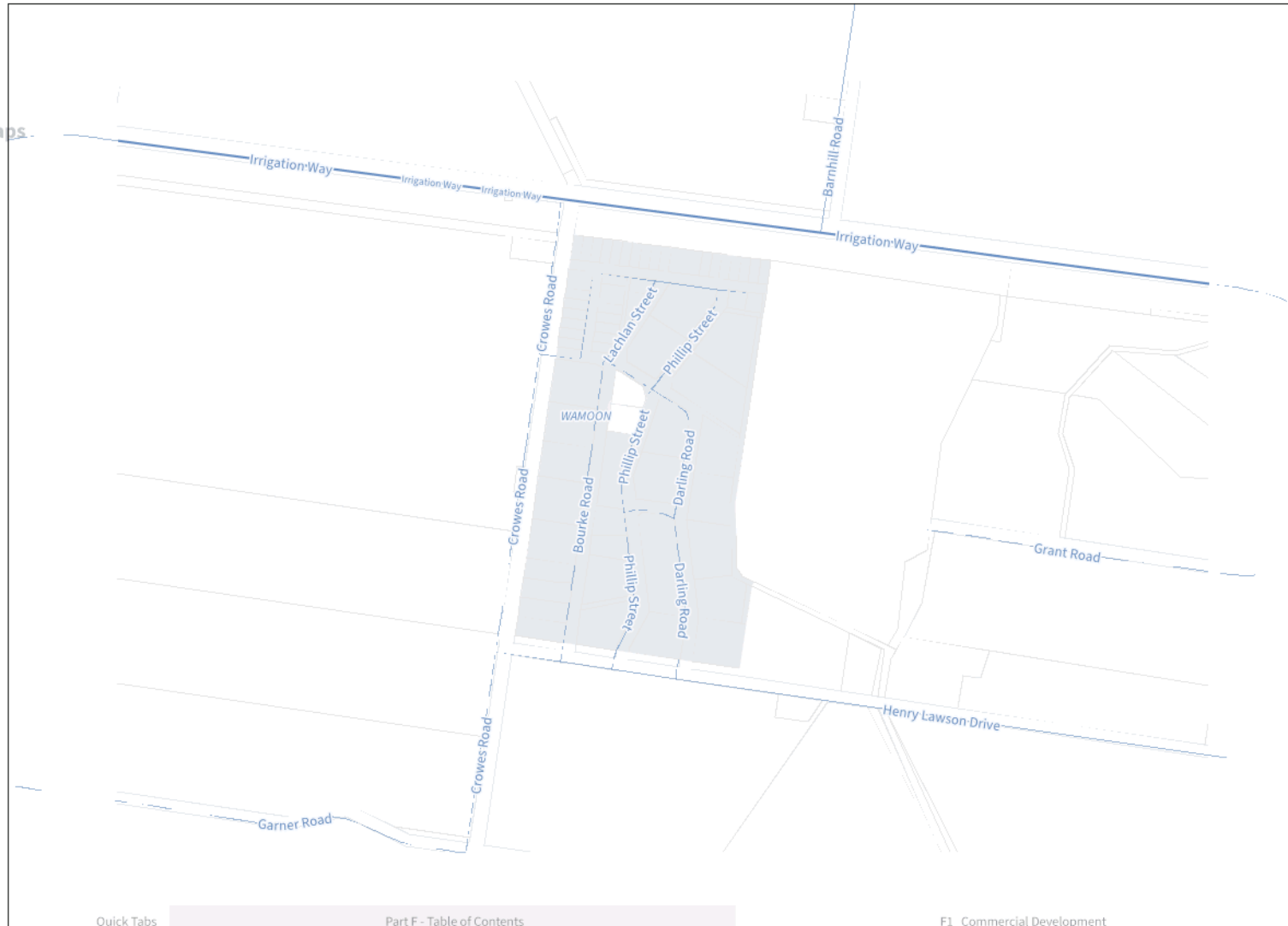


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Application maps  
(cont.)

Map 4 - Wamoon Village

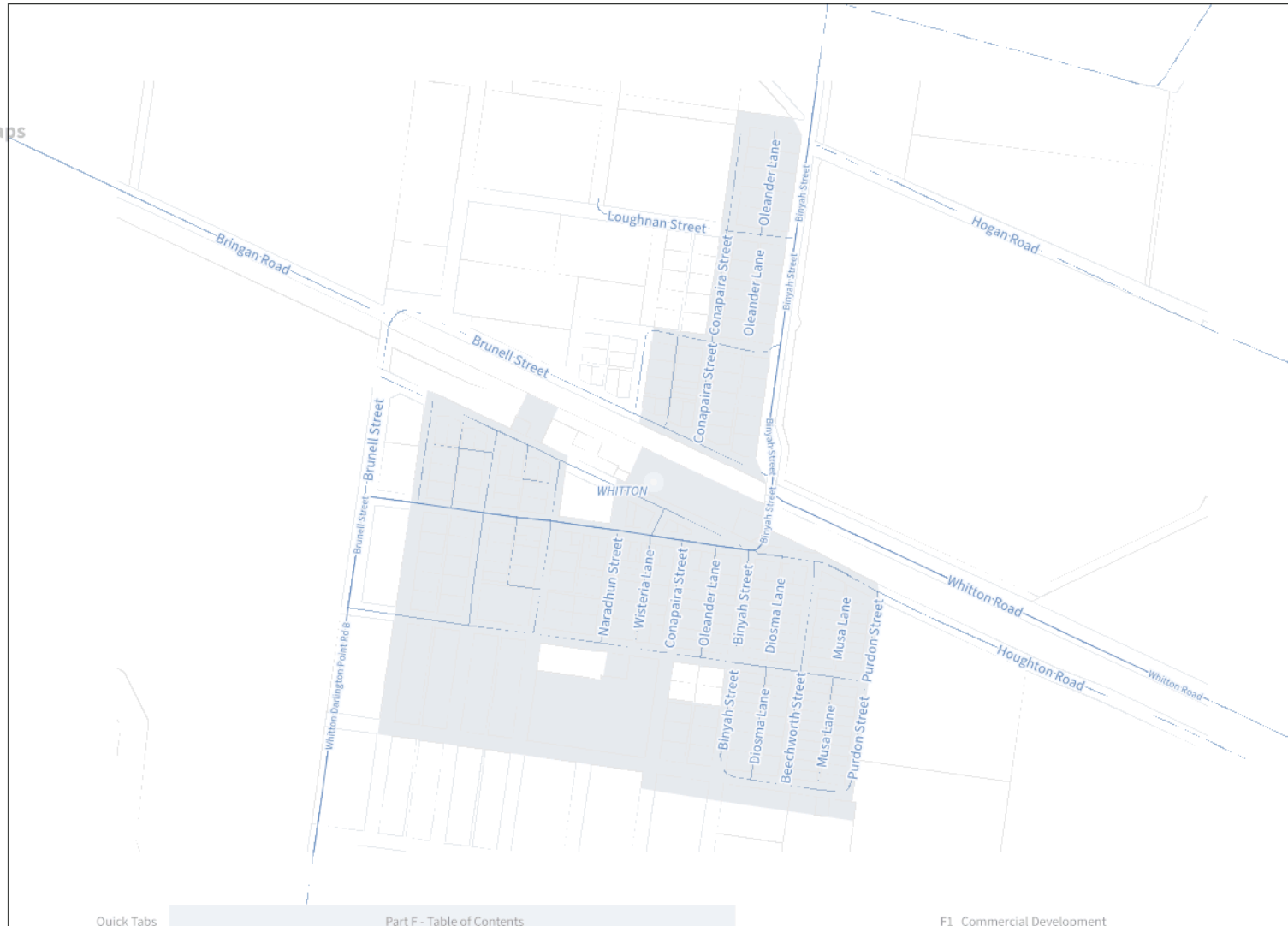
- RUS Zone
- Road Network



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Application maps  
(cont.)

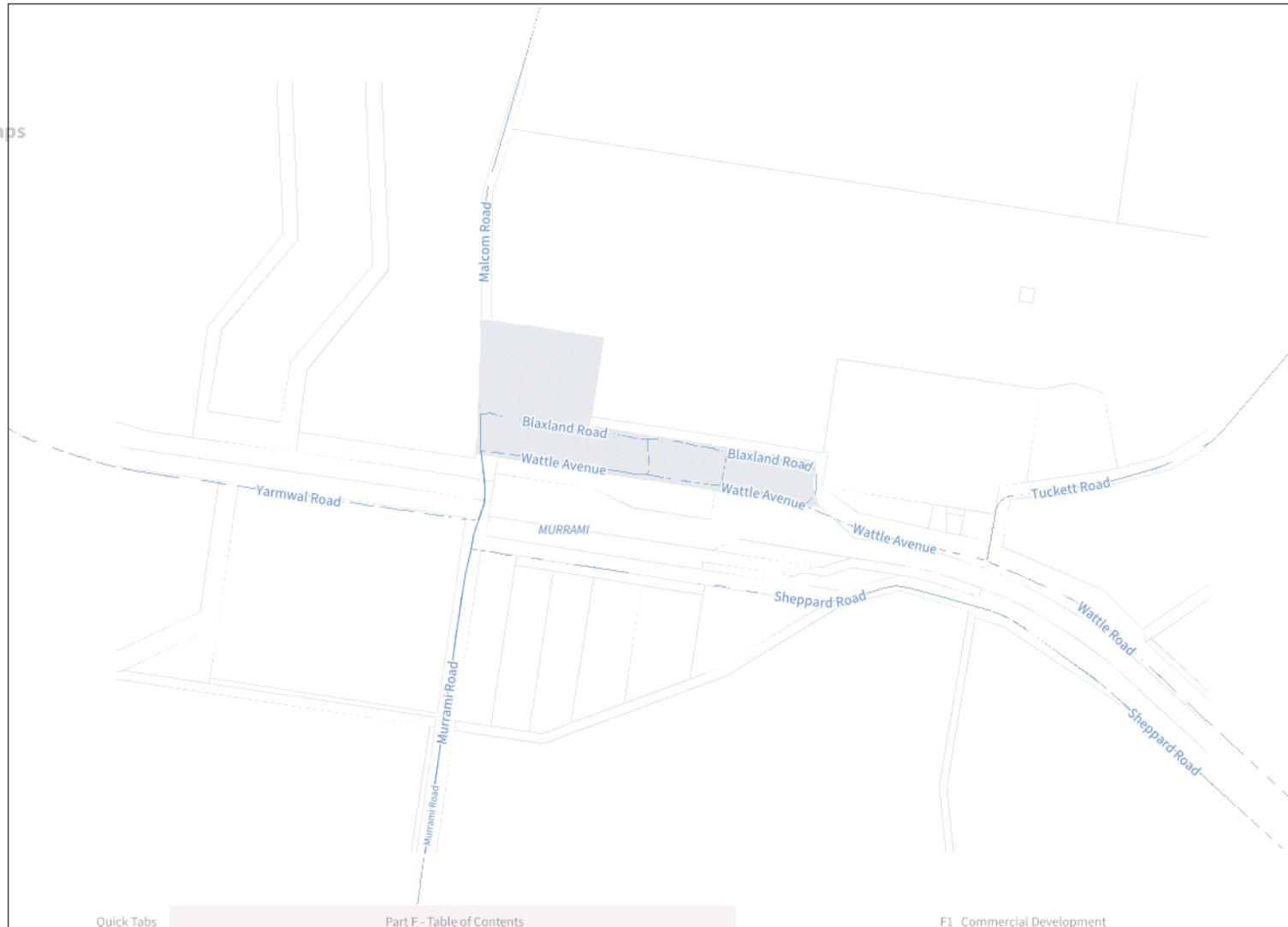
**Map 5 - Whitton Village**  
■ RUS Zone  
— Road Network



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Application maps  
(cont.)

Map 5 - Murrami Village  
■ RU5 Zone  
— Road Network





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## Part F1 Commercial Development

### F1.1 Earthworks, retaining walls, structural support and site drainage

#### Objective

To ensure earthworks associated with commercial development does not negatively impact on the surrounding streetscape or adjoining properties.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- d. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- e. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).
- f. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.
- g. Finished ground levels must drain to roadside drainage infrastructure or a drainage reserve at a minimum grade of 2%.

**Part F1  
 Commercial  
 Development**

**F1.2 Streetscape and  
 setting**

**Objective**

To ensure commercial development does not negatively impact on the surrounding streetscape.

**Standards**

- a. Development is designed with attractive street elevations that feature customer service areas, merchandise displays and advertising towards the primary street frontage.
- b. Infill development is compatible in scale, height, character and form with the existing streetscape, particularly in circumstances where heritage buildings are prominent parts of that streetscape.
- c. For new or infill development along Pine Avenue or Kurrajong Avenue, the street elevation maintains a predominant 2 storey wall height.
- d. Awnings are features of infill development where the immediately adjoining buildings also feature awnings and the provision of an awning structure would result in continuous weather protection for pedestrians along the streetscape.
- e. Where required by control d), awning dimensions and architectural features complement adjoining awning structures and are certified as structurally sound by a suitably qualified engineer.
- f. Development includes parapet walls, where adjoining buildings have parapet walls. Long blank walls facing streets are avoided by incorporating one or more of the following techniques into the building facades:
  - i. Wall place projections or recesses.
  - ii. Windows.
- g. Development on corner lots is designed to address both street frontages by incorporating one or more of the following techniques into the building facades:
  - iii. Variation of wall heights.
  - iv. Material changes.
- h. Development proposing changes to the public footpath or road network are to comply with Leeton Shire Council Engineering Guidelines (latest version).
- i. Development provides high levels of access throughout the building and to the public footpath / street network in accordance with the access provisions of the Building Code of Australia.
- j. Development does not necessitate the removal of existing street trees that significantly contribute to streetscape appeal and character.



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**Part F1  
 Commercial  
 Development**

**F1.3 Building setbacks**

**Objective**

To ensure commercial development complements existing streetscapes and other developments and complies with the Building Code of Australia.

**B3 Commercial Core Zone**

- a. Buildings are constructed with a front setback that:
  - i. Reinforces of the existing street pattern, character and function, and
  - ii. Is consistent with the setback of any adjoining building that is listed in Leeton Local Environmental Plan 2014 as a heritage item.
- b. Despite control a), where building works (new buildings or alterations to existing buildings) on properties that have frontage to the areas shown in the map to the right page, the following setback requirements apply:
  - i. Buildings are constructed with frontages that extend to the street alignment (i.e. zero front setback), or
  - ii. Buildings adjacent to a freestanding or setback building that is listed in Leeton LEP 20104 as heritage item
  - iii. Where the site is adjacent to a freestanding or setback building that is listed in Leeton Local Environmental Plan 2014 as a heritage item, in which case the building should have a front setback that matches the heritage building.
- c. Buildings are constructed with setbacks that comply with the requirements of the Building Code of Australia.
- d. Front setback areas are not used for the storage of equipment / merchandise, waste material, excessive advertising signage or loading and unloading operations.



**Building setbacks  
(cont.)**

**B5 Business Development zone**

- e. Buildings are constructed with a front setback that reinforces of the existing street pattern, character and function.
- f. Front setback areas are not used for the storage of waste material, excessive advertising signage or loading and unloading operations.
- g. Buildings are constructed with setbacks that:
  - i. Comply with the requirements of the Building Code of Australia.
  - ii. Provide a minimum separation of 6 metres from an adjoining property that contains an existing dwelling.
  - iii. Provide adequate room for the servicing of the development, including loading and unloading operations, vehicle manoeuvrability and waste storage.

**RU5, B1 and B2 Zones**

- h. Buildings are constructed with a front setback that:
  - i. Reinforces of the existing street pattern, character and function, and
  - ii. Is consistent with the setback of any adjoining building that is listed in Leeton Local Environmental Plan 2014 as a heritage item.
- i. Front setback areas are not used for the storage of waste material, excessive advertising signage or loading and unloading operations.
- j. Buildings are constructed with setbacks that:
  - i. Comply with the requirements of the Building Code of Australia.
  - ii. Provide a minimum separation of 6 metres from an adjoining property that contains an existing dwelling.
  - iii. Provide adequate room for the servicing of the development, including loading and unloading operations, vehicle manoeuvrability and waste storage.
  - iv. Provide a minimum separation of 6 metres from an adjoining property that is being used for a residential purpose.

**Part F1  
 Commercial  
 Development**

**F1.4 Building & Site  
 design**

**Objective**

To ensure commercial buildings and open storage areas are safe and do not cause adverse visual amenity impacts.

**Building Height**

- a. Development is minimum 2 storey, where adjoining buildings are 2 stories or greater.
- b. The height of parapet walls and awnings match adjoining buildings.
- c. Despite a) and b) above, where there are significant variations in height between existing buildings on neighbouring properties, the new building has a height that transitions between the height of neighbouring buildings.
- d. Despite a), b) and c) above, the height of new buildings is appropriate to minimise adverse overshadowing impacts on adjoining sites used for residential purposes.

**Building Design**

- e. Building entrances are in prominent and easily recognisable locations with directional signage and lighting used where necessary / appropriate.
- f. Premises provide high levels of access throughout buildings and on-site car parks and to the public footpath / street network in accordance with the access provisions of the Building Code of Australia.
- g. Pathways are direct and follow pedestrian desired lines and avoid blind corners / dark spaces.
- h. Roof mounted air-conditioning units and solar panels are not visible from a primary roads.
- i. Development plans for new commercial development must demonstrate that all proposed buildings (and any affected areas of existing buildings included in the proposal) will comply in full with relevant code requirements, legislated standards or policies (of Leeton Shire Council or otherwise) relating to:
  - i. Fire Safety.
  - ii. Building design
  - iii. Access to premises
- j. Premises are clearly displayed with a street number that is made of durable materials (preferable reflective or luminous) in a position that is unobstructed from users in the public domain.

**Building Materials**

- k. Building materials are vandal resistant and include, where possible, strong wear resistant laminate, impervious glazed ceramics, treated masonry products, stainless steel materials, anti-graffiti paints or clear overspray.
- l. External building materials are comprised of neutral colours appropriate to the site and surrounding environment.

**Storage and Waste Management**

- m. External storage areas are screened and not exposed to view from primary roads.
- n. External storage areas and yards are well lit and secured by fencing and lockable gates on side and rear access ways.
- o. The storage of hazardous goods, materials or wastes is not carried out in areas that adjoin residential land-use or other sensitive land-uses, or areas that are generally accessible to the public.
- p. Sufficient space is provided on-site for the loading and unloading of waste materials and other stored items. Loading and unloading activities are not carried out on any public space or within the front building line.

**Building identification**

- q. Premises are clearly displayed with a street number that is made of durable materials (preferable reflective or luminous) in a position that is unobstructed from users in the public domain.

## Part F1 Commercial Development

### F1.5 Outdoor advertising signage

#### Objective

To ensure signage in commercial areas is well designed, appropriately located, structurally sound, and complementary to the public domain.

#### Information Requirements

- a. The following information should be provided in support of Development Applications for new advertising signage:
  - i. A written overview of the proposal.
  - ii. Details of the proposed sign location.
  - iii. Description of the proposed sign - information on the size of the sign, whether it is static, illuminated or non-illuminated, and other relevant detail.
  - iv. Colour photographs and photo-montages - current panoramic colour photographs of the location of proposed site should be provided where possible and where will assist Council in understanding and assessing the signage proposal.
  - v. Assessment of the relevant provisions in State Environmental Planning Policy (Industry and Employment) 2021, including road safety provisions and the public benefit test where the proposal is for an advertisement on a bridge or requires the concurrence of the RMS.
  - vi. Assessment of the content of advertising within the site identifying the character, quality and features of an area.

#### Signage generally

- b. Signage is located in accordance with the following requirements:
  - i. Wholly within the property boundary and not encroaching upon any public space or land.
  - ii. As a minimum, below the apex roof height of any building to which it is affixed.
- c. The scale of new advertising signage is proportionate to the building, streetscape, setting and landscape on or within which it is proposed to be placed.
- d. Advertising signage is not illuminated to such an extent that will cause unacceptable glare for pedestrians, motor vehicles or aircraft, or that will significantly impact nearby residential areas.
- e. Advertising signage is appropriately co-ordinated and designed where it is proposed to service multiple tenancies in the one building.
- f. Advertising signs are constructed of new materials only.
- g. Advertising signage is structurally adequate and installed in accordance with requirements of a structural engineer.
- h. Advertising signage will not lead to visual clutter through proliferation of separate advertisements on the site.

- i. If there is more than one occupancy proposed on the site, each occupant may have a maximum of two (2) business signs. Buildings with one occupant may have a maximum three (3) business signs
- j. Old and redundant signs are removed as part of the erection of new signage or replacement signage on commercial and commercial properties.

#### Additional Requirements - Signage on heritage items

The following additional controls apply to advertising and signage proposals involving buildings that are listed in Schedule 5 of Leeton Local Environmental Plan 2014:

- k. Advertising signage is designed to complement the heritage significance of the building. The architectural characteristics of the building should always dominate.
- l. Advertising signage is designed with a scale that is appropriate for the articulation and modulation of the building.
- m. Despite control (j), historic signs may have their own significance and should not be obscured or diminished by later signage with further consultation with Leeton Shire Council.

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## Part F1 Commercial Development

### F1.6 Landscape Design + Fencing

#### Objective

To ensure commercial developments are landscaped to a minimum standard.

#### Landscaping

- a. The landscape design is complementary to the building design and surrounding streetscape.
- b. Commercial developments adjoining a property zoned for a residential purpose are to include a 2 metre wide landscaping strip, between the shared boundary, that incorporate suitable vegetation to provide privacy and noise / dust suppression.
- c. Existing street trees on-site are retained where the tree is sound in health and structure and can be incorporated into the landscape design. Where street trees are removed they are replaced with mature tree species as per the Leeton Shire Council Tree Policy 2013 and Leeton Shire Council Engineering Guidelines (latest version).
- d. The landscape design retains existing mature trees within development sites unless this is unavoidable due to the location of buildings or structures or other ancillary works that are required in accordance with this DCP, such as car parking areas.
- e. The landscape design includes tree species that are appropriate for site conditions such as soil, aspect, drainage and micro-climate.
- f. The landscape design avoids species which have been declared a noxious weed in the Leeton Shire in accordance with the Noxious Weeds Act 1993.

- g. The landscape design includes a drip, trickle or spray irrigation system, where deemed necessary to support healthy growth of plant species selected.

#### Fencing

- h. Front boundary fencing of commercial premises facing a primary or secondary road is restricted to the following land-uses:
  - i. Vehicle sales or hire premises.
  - ii. Small engineer sales premises (e.g. lawn mower shops)
  - iii. Plant nurseries.
  - iv. Garden centres.Where permitted, front fencing is finished in gloss black powder coating or similar dark gloss colour and no higher than 1.8 metres. Access gates are to be set back from the public roadway a sufficient distance to allow a service vehicle to stand without hindering vehicular or pedestrian traffic on the public road or footpath whilst the gate is open and closed.
- i. Side and rear boundary security fencing of commercial premises shall be standard metal chain fencing or Colourbond steel, and not higher than 2.4 metres.

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## Part F1 Commercial Development

### F1.7 Utilities and service provision

#### Objective

To ensure commercial developments are provided with adequate utilities and services.

#### General

- a. The development is to be connected to a telecommunication system to the relevant authorities requirements.
- b. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.
- c. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority.
- d. Development is connected to a reticulated water supply main via a minimum 20mm service and Leeton Shire Council Water Meter.
- e. Development is connected to the Leeton Shire Council's reticulated sewerage scheme.
- f. Any upgrades to public infrastructure including water, sewer, electricity, natural gas, roads and stormwater, necessary to service the proposed development must be carried out by the proponent and at no cost to service providers.
- g. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility
  - ii. Do not impact on the structural integrity of any existing service main or utility
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.
- h. Commercial activities that generate and discharge liquid trade waste to the reticulated sewerage system must obtain the relevant Liquid Trade Waste approval from Leeton Shire Council. The business activity must comply at all times with the requirements of the Liquid Trade Waste Regulation Guidelines and any conditions of the Liquid Trade Waste Approval.



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## Part F1 Commercial Development

### F1.8 Stormwater Management

To ensure commercial developments are provided  
with adequate stormwater management  
infrastructure

#### Standards

- a. For commercial development involving new building work, a Stormwater Management Plan is provided in support of the Development Application which adequately demonstrates that:
  - i. Post-development runoff will be equal to or less than pre-development runoff rates for the whole development site in a 5% (20 year ARI)
  - ii. Drainage from the development does not significantly alter pre-development stormwater patterns and flows.
  - iii. Drainage from all buildings, driveways and hardstand areas is properly managed via pipes, pits and tanks to a legal point of discharge (i.e. street drainage system or inter-allotment drainage easement / system).
  - iv. The design complies with AS/NZS 3500.3:2021 Plumbing and drainage, Part 3: Stormwater drainage (or the most current version of this standard).
  - v. The design does not rely on pump-out stormwater drainage methods.
- vi. The design complies with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- b. Where water tank(s) are incorporated into the design for a stormwater management system, the design should adequately demonstrate:
  - i. That the water tank system is designed to comply with control (a).
  - ii. That any roof area that is not capable of being managed through the water tank system is directed away from the water tank system and is properly managed to a legal point of discharge.
  - iii. That stormwater from driveways and hardstand areas is directed away from the water tank(s) and is properly managed to a legal point of discharge.
- c. Development that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.
- d. Pump out stormwater systems are not permitted as the sole method for stormwater disposal.



# Part G

INDUSTRIAL  
DEVELOPMENT

This part applies standard and controls relating to all types of industrial development in the Leeton Shire Council Local Government Area



LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP



## Table of Contents

<b>G1</b>	<b>Industrial Development</b>	<b>3</b>
G1.1	Earthworks, retaining walls, structural support and site drainage	10
G1.2	Land-use conflict and pollution management	11
G1.3	Building setbacks	12
G1.4	Building + site design	14
G1.5	Storage and waste management	17
G1.6	Advertising Signage	18
G1.7	Landscape Design	19
G1.8	Utilities and service provision	20
G1.9	Stormwater management	21

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# G1

## Industrial Development

Part G applies generally to any land within the Leeton Shire Local Government Area where industrial development is permissible with consent, including:

1. IN1 General Industrial
2. IN2 Light Industrial
3. B1 Neighbourhood Centre
4. B2 Local Centre
5. B3 Commercial Core
6. B5 Business Development
7. RU5 Village

under Leeton Local Environmental Plan 2014.

Land application maps are included at the beginning of this Part for reference purposes.

G1.1	Earthworks, retaining walls, structural support and site drainage	10
G1.2	Land-use conflict and pollution management	11
G1.3	Building setbacks	12
G1.4	Building + site design	14
G1.5	Storage and waste management	17
G1.6	Advertising Signage	18
G1.7	Landscape Design	19
G1.8	Utilities and service provision	20
G1.9	Stormwater management	21

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**Part G1  
 Industrial  
 Development**

**Application Maps**

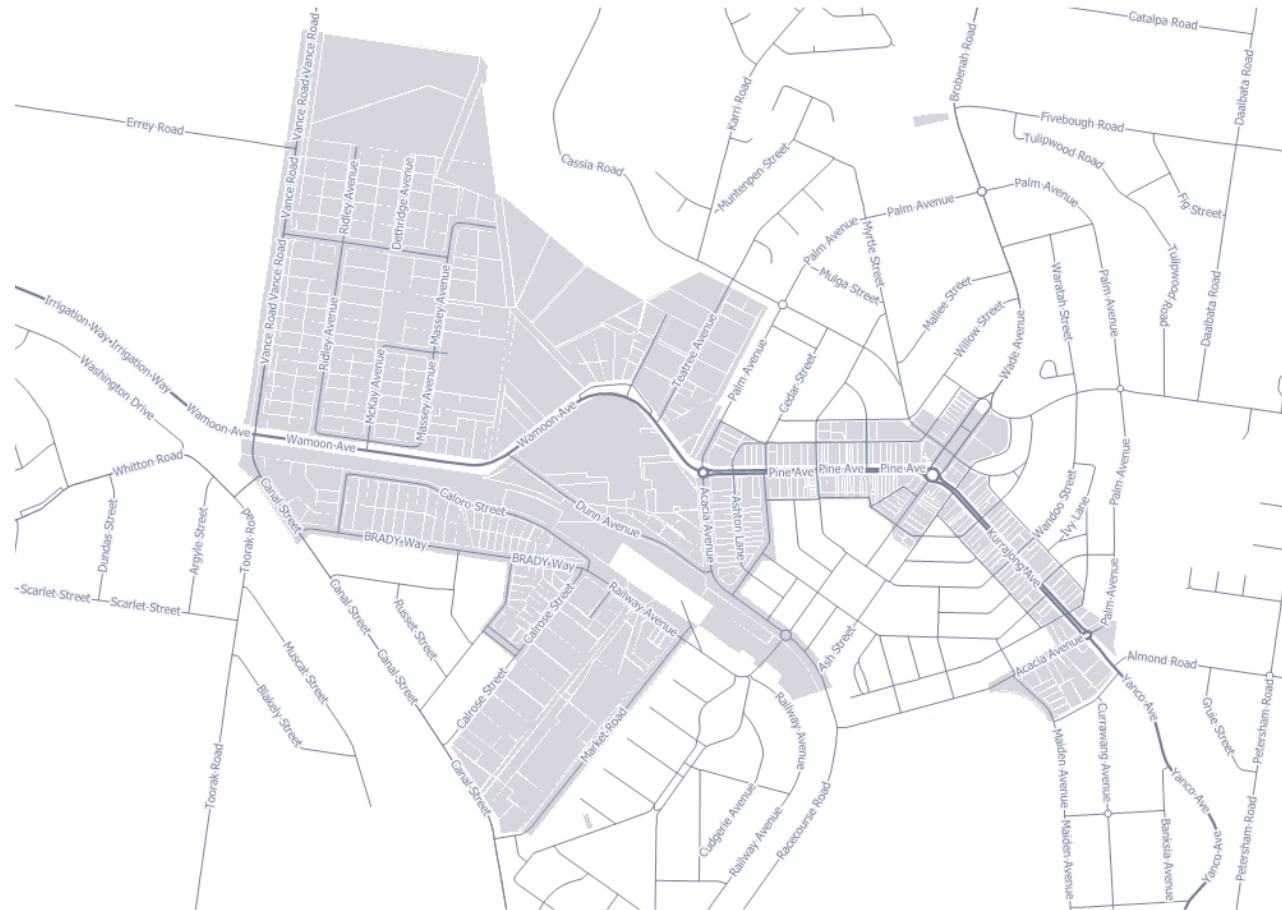
Part G.1 applies to industrial development where it is permissible in any of the following zones under Leeton Local Environmental Plan 2014:

- IN1 General Industrial
- IN2 Light Industrial
- B1 Neighbourhood Centre
- B2 Local Centre
- B3 Commercial Core
- B5 Business Development
- RU5 Village

For ease of reference, this land is shown in Maps 1 to 4.

**Map 1 - Leeton Township**

- Application Area - Part G.1
- Road Network



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Application maps  
(cont.)

Map 2 - Leeton Township (South)

- Application Area - Part G.1
- Road Network



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**Map 3 - Leeton Township (North)**  
Application Area - Part G.1  
Road Network



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Application maps  
(cont.)

**Map 4 - Wamoon Village**  
Application Area - Part G.1  
Road Network





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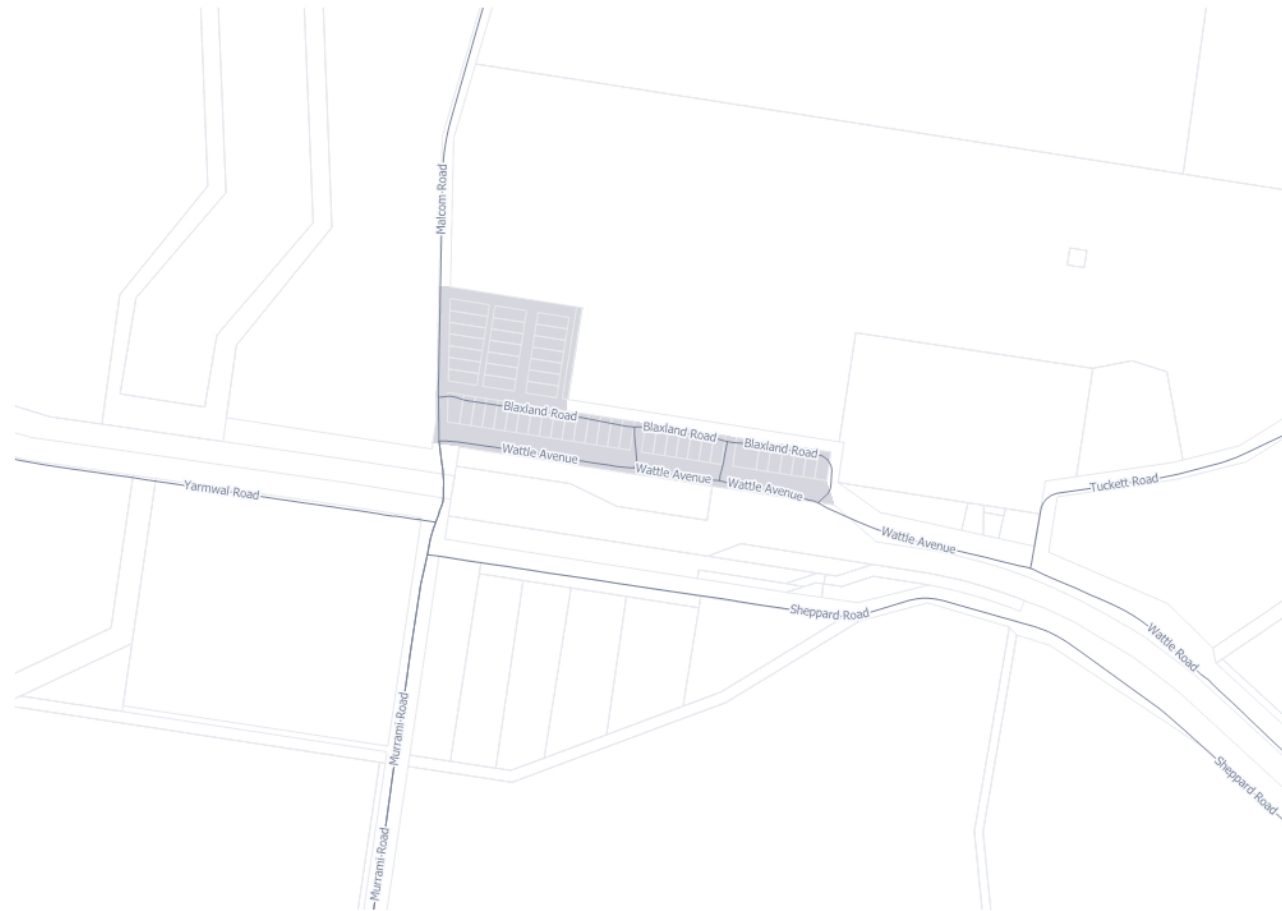
Application maps  
 (cont.)

**Map 5 - Whitton Village**  
 Application Area - Part G.1  
 Road Network



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Application maps  
(cont.)



**Map 5 - Murrami Village**  
Application Area - Part G.1  
Road Network

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## Part G1 Industrial Development

### G1.1 Earthworks, retaining walls, structural support and site drainage

#### Objective

To ensure earthworks associated with industrial development do not negatively impact on the surrounding streetscape or adjoining properties.

#### Standards

- a. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation as per Landcom Managing Urban Stormwater Soils and Construction (Blue Book).
- b. Proposals requiring significant moving and filling of earth will only be considered if they contribute to the overall quality of the development.
- c. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of not less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a suitably qualified engineer.
- d. All earthworks including batters, retaining walls or other structural supports, including footings and drainage, must be located wholly within the property boundary.
- e. Stormwater from excavation areas shall be properly drained to a legal point of discharge (e.g. inter-allotment drainage pipes, street gutter system or drainage reserve).
- f. Earthworks, retaining walls and other similar structures must not be designed or installed in a way that results in overland stormwater flow being directed onto adjoining private property.
- g. Finished ground levels must drain to roadside drainage infrastructure or a drainage reserve at a minimum grade of 2%.

**Part G1  
 Industrial  
 Development**

**G1.2 Land-use conflict  
 and pollution  
 management**

**Objective**

To encourage a development layout, design and function that minimises impact on activities in other zones, including sensitive uses such as a residential or recreational user

**General**

- a. An Environmental Management Plan detailing compliance with the relevant industry best practice guidelines for noise pollution, air pollution, odour, lighting, hazardous goods storage and contamination management must be provided with any of the following land-uses:
  - i. Heavy Industry
  - ii. Heavy Industrial Storage Establishments
  - iii. Agricultural Procude Industries
  - iv. Licestock Processing Industries
  - v. Stock and Sale Yards
  - vi. Waste or Resource Management Facilities
  - vii. Crematoriums
  - viii. Developments proposed to operate 24 hours a day
  - ix. Any other development where Council determines there is a significant risk of land-use conflict or environmental pollution likely to result from the development.
- b. Careful site planning should be used to maximise the distance between activities that have potential to generate noise, dust, odour etc, and sensitive uses or activities on adjoining land.

**Water**

- c. Industrial activities that generate and discharge liquid trade waste to the reticulated sewerage system must obtain the relevant Liquid Trade Waste approval from Leeton Shire Council.
- d. Development involving construction works should implement an Erosion and Sediment Control Plan prepared in accordance with the Landcom Managing Urban Stormwater Soils and Construction (Blue Book).

**Dust**

- e. Highly trafficked areas are constructed of a surface material that is sufficient to prevent the unreasonable emission of dust.

**Noise**

- f. Buildings used for noisy operations should be designed (orientated, insulated etc) to inhibit the transmission of noise onto nearby properties used for residential or other noise sensitive purposes.
- g. The design of industrial buildings should avoid vehicle entry doors, roller shutters and other frequently used openings in walls that adjoin residential and other sensitive uses.

- h. Noisy operations including manufacturing and loading / unloading activities should be carried out at reasonable times.
- i. Hours of operation and access to the site through residential streets may be restricted where the proposed development involves the generation of noise likely to affect residential areas.
- j. An acoustic report from a suitably qualified acoustic consultant may be required to be submitted with a Development Application where there is reasonable likelihood that a proposed industrial activity will generate noise that impacts on residential amenity. The information provided in an acoustic report should include the minimum information recommended in the Noise Guide for Local Government (latest version).

**Visual**

- k. The design of industrial buildings should include articulation and material changes on walls which are directly exposed to a street property boundary or public area.
- l. The design of industrial buildings should incorporate the use of building materials that do not have highly reflective properties.
- m. Light sources, particularly those which may be used for loading and unloading operations should be directed away from adjoining properties.

- n. Effective use of landscaping should be used to screen unsightly areas, improve streetscape appearance, and reduce the impact of pollutants emitted from industrial activities.
- o. Careful site planning should be used to limit the amount of overshadowing on adjoining residential sites caused by bulky industrial buildings.

**Odour**

- p. Development involving oderous activities should be appropriately seperated from residential or other sensitive land-uses.

**Part G1  
 Industrial  
 Development**

**G1.3 Building setbacks**

**Objective**

To ensure industrial development complements existing streetscapes and complies with the Building Code of Australia.

**Front setbacks**

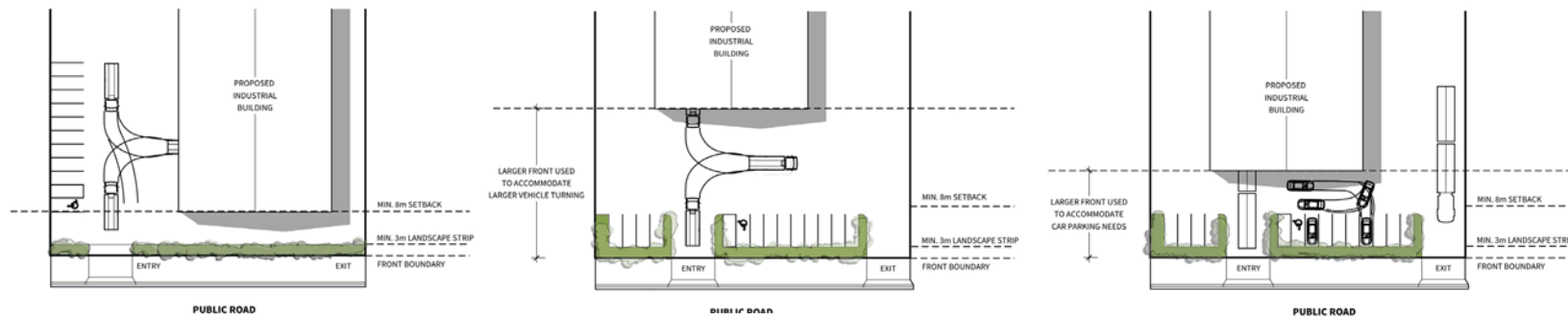
- a. Front setback areas must be a minimum of 8m, incorporating a minimum 3 metre landscaping strip. Front setback areas larger than the minimum are encouraged where this area is used for on-site car parking, or large vehicle manoeuvrability.
- The following diagrams conceptually illustrates the front setback requirements for industrial developments, incorporating a landscape strip.

- b. Despite control a), the front setback may be decreased to the average setback of the nearest two buildings facing the same street, provided adequate arrangements can still be made for the provision of landscaping, car parking and vehicle manoeuvring.
- c. Despite controls a) and b), new buildings should match (as a minimum) the setback of any adjoining building that is listed in Leeton Local Environmental Plan 2014 as a heritage item.

- d. Where the property is a corner lot, the setback to the boundary adjoining the secondary road is a minimum of 4m, incorporating a 1m metre wide landscaping strip.

**Use of front setback areas**

- e. Front setback areas are not used for any of the following purposes:
  - i. the storage of equipment / merchandise,
  - ii. waste material,
  - iii. excessive advertising signage

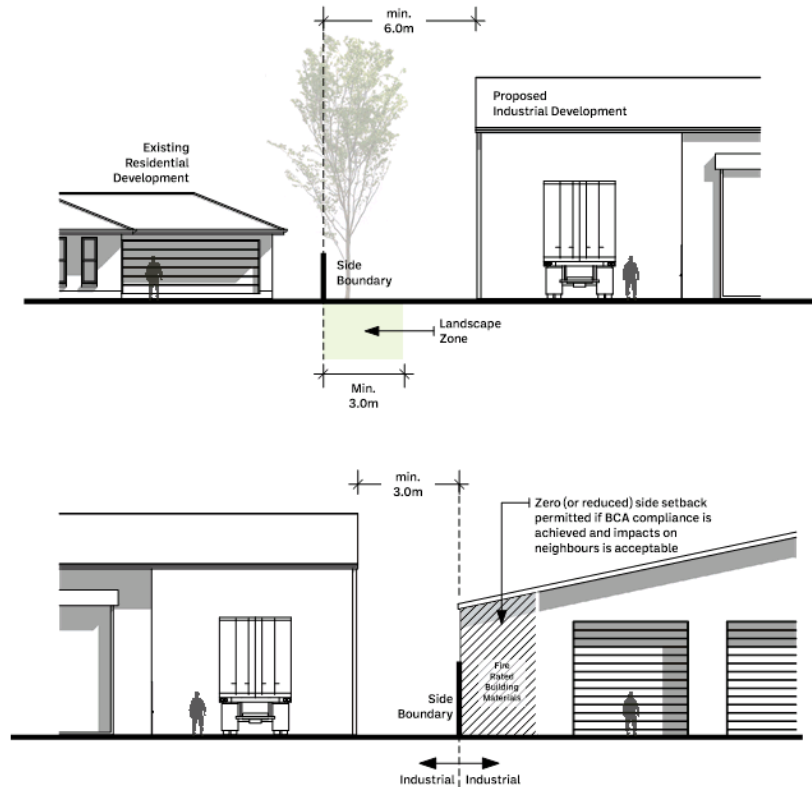


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**Building setbacks (cont.)**

**Side and Rear Setbacks**

- a. Industrial buildings should be setback 3 metres from side and rear property boundaries.
- b. Despite control (a), industrial buildings should be setback the following distances from side and rear boundaries:
  - i. 3m, incorporating a 2m wide landscape strip, where the adjoining property is used or zoned for a non-industrial / non-residential purpose.
  - ii. 6m, incorporating a 3m wide landscape strip, where the adjoining property is used or zoned for a residential purpose. This setback applies only to the boundary that is adjoined by the residential use.
  - iii. Zero side and rear setbacks are permitted subject to compliance with the Building Code of Australia, merit issues are deemed acceptable in relation to adjoining or adjacent properties, and adequate room is accommodated for loading / unloading operations, vehicle manoeuvrability and waste storage.



**Part G1  
 Industrial  
 Development**

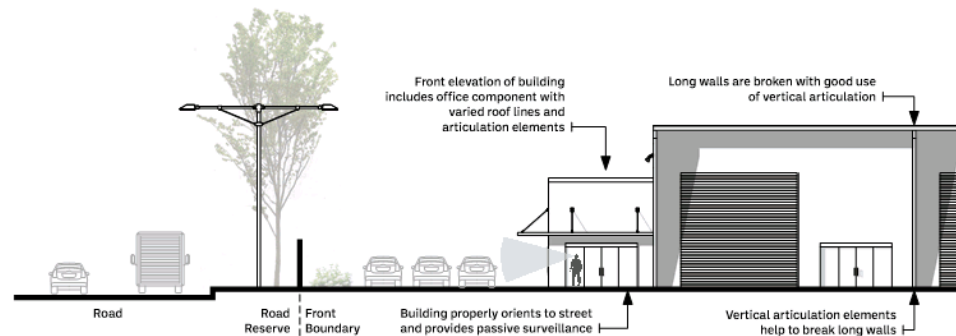
**G1.4 Building + site  
 design**

**Objective**

To ensure industrial buildings and open storage areas are safe and do not cause adverse visual amenity impacts.

**Building Design**

- a. Where office components are incorporated into the design of new industrial buildings, these should:
  - i. be located at the street frontage of the structure;
  - ii. be architecturally differentiated to break up the facade,;
  - iii. provide passive surveillance to the street.
  - iv. Be accessible to customers, where necessary.
- b. Creative architecture is encouraged to express new building structures and minimise use of reflective glass or large blocks of one material.
- c. Long blank walls and unbroken roof lines facing the street or public domain are avoided by incorporating one or more of the following techniques into the building facades:
  - i. Wall place projections or recesses.
  - ii. Windows.
  - iii. Variation of roof height.
  - iv. Material changes.
  - v. Landscaping.
- d. The primary frontage of an industrial building is to be articulated via the use of techniques listed in c) above.
- e. Industrial buildings on corner allotments are designed to address both street frontages via the use of techniques listed in c) above.
- f. All rooftop or exposed structures including lift motor rooms, plant rooms, air conditioning, ventilation and exhaust systems should be integrated with the building design in order to ensure interesting and high quality appearance.



## Building design (cont.)

### Building Materials

- g. Building materials are vandal resistant and include, where possible, strong wear resistant laminate, impervious glazed ceramics, treated masonry products, stainless steel materials, anti-graffiti paints or clear overspray.
- h. External building facades are not to include highly reflective building materials if they are immediately visible from a public road / space or residential area.
- i. External building materials are comprised of neutral colours appropriate to the site and surrounding environment.

### Building Height

- j. Industrial buildings do not exceed more than 3 storeys in height. This does not include the installation of internal mezzanine flooring.
- k. Despite control h) Buildings and structures are not more than 11 metres above existing ground level.
- l. Despite l) above, buildings have a height that is consistent with neighbouring buildings. Where there are significant variations in height between existing buildings on neighbouring properties, the building has a height that transitions between the height of the neighbouring buildings.
- m. The height of buildings is appropriate to minimise adverse overshadowing impacts on adjoining sites used for residential purposes.

### Building identification

- n. Premises are clearly displayed with a street number that is made of durable materials (preferable reflective or luminous) in a position that is unobstructed from users in the public domain.

### Access

In addition to the controls relating to parking and access contained in Part J of this DCP, the following controls apply to new industrial development:

- o. The development does not gain sole vehicle and pedestrian access to the public road network by a rear lane. The main building entrance is in a prominent and easily recognisable location with directional signage and lighting used where appropriate.
- p. Pathways adjoining developments are to be provided in accordance with any Active Transport Plan adopted by Council.
- q. Sufficient space is provided on-site for the loading and unloading of waste materials and other stored items. Loading and unloading activities are not carried out on any public space or within the front building line.



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#### Site Fencing

- r. Front boundary security fencing of industrial premises facing a primary or secondary street (except in the B2 Zone, B4 Zone or RUS Zone) shall be high quality lateral RHS / tube steel, which is finished in black gloss powder coating or similar dark gloss colour and no higher than 2.4 metres.
- s. For developments requiring the closure of front boundary fencing during normal operating hours, the vehicle access gates must be setback from the road edgeline a sufficient distance to allow a service vehicle to stand without hindering vehicular or pedestrian traffic on the public road or footpath.
- t. Security fencing should not wholly obstruct the view of landscaping from the street.
- u. Security fencing should preserve safe sight distances for all vehicle entry and exit locations, including those on adjoining properties.
- v. Security fencing should provide for the protection of property and should be avoided (where possible) around non-productive and exposed areas of the site such as car parking and landscaped areas.
- w. Side and rear boundary security fencing of industrial premises shall be standard metal chain fencing, and not higher than 2.4 metres.

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## Part G1 Industrial Development

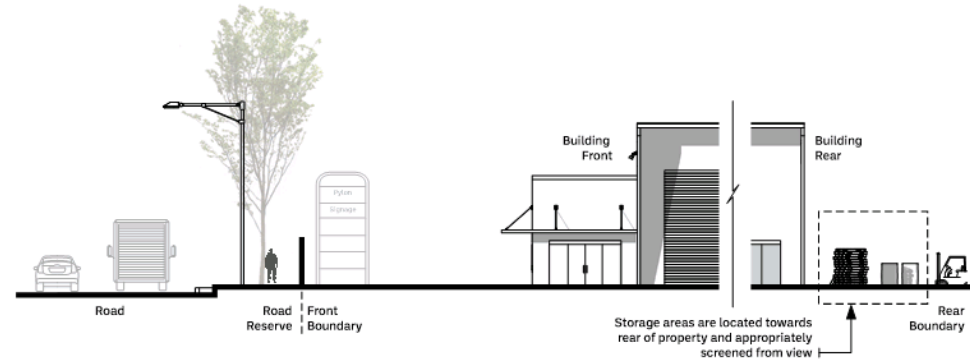
### G1.5 Storage and waste management

#### Storage Area Locations

- Storage areas should be located behind the building or another part of the site that cannot be seen from the street or from adjoining properties. Alternatively, these areas must be screened from public view., or adjoining properties used for a non-industrial purposes.
- Landscaping is generally not an acceptable method of screening, unless it is already well established and the applicant can demonstrate that the storage area will be effectively screened. Landscaping may only be used for screening purposes when undertaken in conjunction with fencing, and other screening devices.
- External storage areas and yards are well lit and secured by fencing and lockable gates on side and rear access ways.
- The storage of hazardous goods, materials or wastes is not carried out in areas that adjoin residential land-use or other sensitive land-uses, or areas that are generally accessible to the public.

#### Waste Management

- Sufficient space should be provided on-site for the loading and unloading of wastes. This activity is not to be undertaken on any public place.
- Industrial activities that generate and discharge liquid trade waste to the reticulated sewerage system must obtain the relevant Liquid Trade Waste approval from Leeton Shire Council. The industrial activity must comply at all times with the requirements of the Liquid Trade Waste Regulation Guidelines and any conditions of the Liquid Trade Waste Approval.



**Part G1  
 Industrial  
 Development**

**G1.6 Advertising  
 Signage**

**Objective**

To ensure signage in industrial areas is well designed, appropriately located, structurally sound and complementary to the public domain.

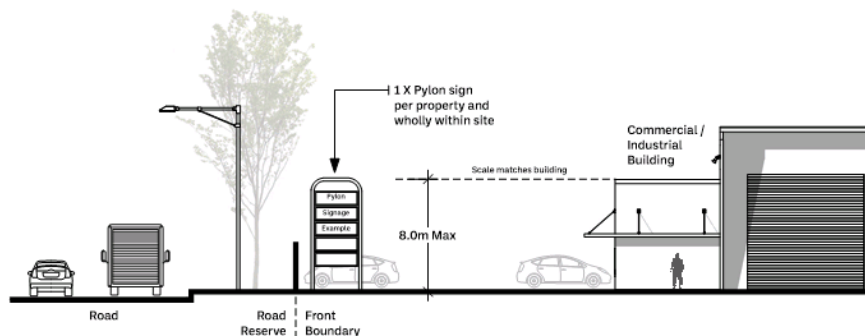
**Information Requirements**

- a. The following information should be provided in support of Development Applications for new advertising signage:
  - i. A written overview of the proposal.
  - ii. Details of the proposed sign location.
  - iii. Description of the proposed sign - information on the size of the sign, whether it is static, illuminated or non-illuminated, and other relevant detail.
  - iv. Colour photographs and photo-montages - current panoramic colour photographs of the location of proposed site should be provided where possible and where will assist Council in understanding and assessing the signage proposal.
  - v. Assessment of the relevant provisions in State Environmental Planning Policy (Industry and Employment) 2021, including road safety provisions and the public benefit test where the proposal is for an advertisement on a bridge or requires the concurrence of the RMS.

Assessment of the content of advertising within the site identifying the character, quality and features of an area.

**General**

- b. All signage structures are contained wholly within the site and do not overhang any public space or land.
- c. Free standing / pylon signage is designed:
  - i. With a maximum height of 8m and with a scale and form that is proportionate to the building, streetscape, setting or landscape on or within which it is proposed to be erected. See diagram.
  - ii. In accordance with the recommendations of a qualified structural engineer.
- d. On-building signage generally sits flush with building walls and does not protrude above the roofscape.
- e. Advertising signage is not to flash or be illuminated to such an extent that will cause unacceptable glare for pedestrians, motor vehicles or aircraft, or that will significantly impact nearby residential areas.
- f. Advertising signage is appropriately co-ordinated and designed where it is proposed to service multiple tenancies in the one building.
- g. Where signage is proposed on an item of environmental heritage identified in Schedule 5 of Leeton Local Environmental Plan 2014, it is designed to be sympathetic with the traditional or important heritage characteristics of the building / site.
- h. Old and redundant signs are removed as part of the erection of new signage or replacement signage on industrial properties.



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## Part G1 Industrial Development

### G1.7 Landscape Design

#### Objective

To ensure industrial developments are landscaped to compliment the building and streetscape.

#### General

- a. Landscape strips are incorporated into the site design for new industrial developments where required under Section G1.3.
- b. Where landscaping is required as part of new industrial development, the Development Application is supported by a landscape plan which includes, as a minimum, the following detail:
  - i. Landscaping locations
  - ii. Plant species
  - iii. Irrigation system
- c. Landscaping areas are to include plant species that are appropriate for site conditions such as soil, aspect, drainage and micro-climate. No plant species declared a noxious weed in the Leeton Shire are permitted.
- d. The landscape design is to be complimentary to the building design, bulk, scale and surrounding streetscape, and achieves compliance with the following minimum requirements specified in the diagram to the right.
  - e. The landscape design retains existing street trees where the tree is sound in health and structure and can be incorporated into the landscape design. Where street trees are removed they are replaced with mature tree species as per the Leeton Shire Council Tree Management Policy 2013 and Leeton Shire Council Engineering Guidelines (latest version).
  - f. The landscape design retains existing mature trees within development sites unless this is unavoidable due to the location of buildings, structures, car parking or other ancillary works.

## Part G1 Industrial Development

### G1.8 Utilities and service provision

#### Objective

To ensure industrial developments are provided with adequate utilities and services.

#### General

- a. All new industrial developments are to be fully serviced by reticulated water and reticulated sewerage, and must be connected to the street stormwater drainage system where this is available.
- b. Despite control (a), new industrial developments on land that is unable to be connected to reticulated sewer may use on-site domestic waste disposal subject to compliance with the recommendations of a site suitability report prepared by a qualified geotechnical engineer. Such a report is to be submitted to Council for assessment with the Development Application.
- c. The development is to be connected to the reticulated electricity system to the relevant authority's requirements. An underground service should be provided where possible.
- d. The development is to be connected to a telecommunication system to the relevant authorities requirements.
- e. Any upgrades to public infrastructure including water, sewer, electricity, natural gas, roads and stormwater, necessary to service the proposed development must be carried out by the applicant and at no cost to Council.
- f. Buildings and structures should be designed and located so that they:
  - i. Do not encroach any easement protecting an existing service main or utility.
  - ii. Do not impact on the structural integrity of any existing service main or utility.
  - iii. Comply with the Leeton Shire Council Engineering Guidelines (latest version) for building near (or over) sewer mains and other utility infrastructure.
  - iv. Comply with any requirements of the relevant service authority for building near (or over) any utility infrastructure that is not owned by Leeton Shire Council.
- g. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.
- h. Industrial activities that generate and discharge liquid trade waste to the reticulated sewerage system must obtain the relevant Liquid Trade Waste approval from Leeton Shire Council. The business activity must comply at all times with the requirements of the Liquid Trade Waste Regulation Guidelines and any conditions of the Liquid Trade Waste Approval.

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## Part G1 Industrial Development

### G1.9 Stormwater management

#### Objective

To ensure industrial developments are provided with adequate stormwater management infrastructure

#### Standards

- a. For new industrial development, a Stormwater Management Plan is provided in support of the Development Application which adequately demonstrates that:
  - i. Post-development runoff will be equal to or less than pre-development runoff rates for the whole development site in a 5% (20 year ARI)
  - ii. Drainage from the development does not significantly alter pre-development stormwater patterns and flows.
  - iii. Drainage from all buildings, driveways and hardstand areas is properly managed via pipes, pits and tanks to a legal point of discharge (i.e. street drainage system or inter-allotment drainage easement / system).
  - iv. The design complies with AS/NZS 3500.3:2021 Plumbing and drainage, Part 3: Stormwater drainage (or the most current version of this standard).
  - v. The design does not rely on pump-out stormwater drainage methods.
- vi. The design complies with the relevant requirements of the (latest version) of the Leeton Shire Council Engineering Guidelines.
- b. Where water tank(s) are incorporated into the design for a stormwater management system, the design should adequately demonstrate:
  - i. That the water tank system is designed to comply with control (a).
  - ii. That any roof area that is not capable of being managed through the water tank system is directed away from the water tank system and is properly managed to a legal point of discharge.
  - iii. That stormwater from driveways and hardstand areas is directed away from the water tank(s) and is properly managed to a legal point of discharge.
- c. Development that cannot drain stormwater to a legal point of discharge via gravity must be supported by a site-specific stormwater management system that is designed by a suitably qualified engineer.
- d. Pump out stormwater systems are not permitted as the sole method for stormwater disposal



# Part H

## SPECIAL PLACE PRECINCTS

This part applies standard and controls relating to nominated special precincts within the Leeton Shire Local Government Area



LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP



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## Table of Contents

<b>H1</b>	<b>Gogeldrie Weir Caravan Park</b>	<b>3</b>
H1.1	General controls	4
<b>H2</b>	<b>WR-Connect Precinct</b>	<b>7</b>
H2.1	General controls	8



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# H2

## Gogeldrie Weir Caravan Park

Part H2 applies to land located at the Gogeldrie Weir Caravan Park and specifically, including land within the following zones under Leeton Local Environmental Plan 2014:

H2.1 General controls

16

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## Part H2 Gogeldrie Weir Caravan Park

### H1.1 General controls

#### Objective

To ensure development at the Gogeldrie Weir Caravan Park complies with the Local Government Act 1993, Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 and any applicable standards under the Building Code of Australia.

#### Siting

- a. Buildings and other improvements are positioned on the land to limit the amount of clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.

#### Earthworks

- b. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation by way of sediment fences, hay bales and the like.
- c. Excavation does not exceed a maximum depth, measured from existing ground level of 3 metres.
- d. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- e. Imported fill must be certified Virgin Excavated Natural Material (VENM).

#### Site Design

- f. Subdivision design is consistent with the Gogeldrie Weir Caravan Park Masterplan, as shown below:
- g. Insert Masterplan here
- h. Any further subdivision of land beyond the Gogeldrie Weir Caravan Park Masterplan complies with the following:
  - i. Lots are regular in shape to maximise site useability.
  - ii. Highly irregular shaped lots will only be considered where these are residual or are intended to be created for ancillary or public purposes (e.g. car parking or utility installations).
  - iii. Battle-axe lots are not permitted.
  - iv. Lots must contain at least one frontage with direct access to a public road.
  - v. Lots must drain stormwater to a legal point of discharge.

#### Building Setbacks

- i. New buildings are setback a minimum distance of 3 metres from the property boundary.

## General controls (cont.)

### Access

- j. Building entrances are in prominent and easily recognisable locations.

### Building Design

- k. Building materials are vandal resistant, low reflective and able to withstand strong wind forces.
- l. External building facades comprise a mix of materials, incorporating horizontal and vertical modulation, windows and doors in appropriate proportions and configurations, and finished in neutral colours appropriate to the site and surrounding environment.
- m. The use of reflective glass or large blocks of one material should be minimised. Highly reflective materials such as zincalume or similar materials are not permitted.
- n. Roof mounted air-conditioning units and solar panels are not visible from primary roads.

### Storage and waste management

- o. External storage areas are screened and not exposed to view from primary roads.
- p. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.
- q. All waste bin receptacles must be covered or stored in an enclosed facility.

### Utilities and servicing

- r. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority.
- s. Development is connected to a reticulated water supply main via an adequate service and LSC Water Meter.
- t. Development is connected to a reticulated sewer main / service as directed by Council.
- u. Development is serviced by an on-site effluent management system in accordance with AS/ NZS1547:2000 – On-site Domestic Wastewater Management and the NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- v. Development complies with Part 3: Stormwater drainage of AS/NZS 3500.3, 2015 Plumbing and Drainage and is not permitted to discharge directly to a watercourse.

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## General controls (cont.)

### Landscaping and fencing

- w. Existing street trees on-site are retained where the tree is sound in health and structure and can be incorporated into the landscape design.
- x. Front fences facing public roads are not permitted. All fencing must be located behind the building line and must be adequate to prevent uncontrolled access to airside land and to screen open storage areas (where applicable).
- y. Where permitted, fencing is not higher than 2.4 metres.
- z. No woodfires or open stoves are permitted.

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# H3

## WR-Connect Precinct

Part H3 applies to land located at the WR-Connect precinct.

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## Part H3 WR-Connect Precinct

### H2.1 General controls

#### Objective

To ensure subdivision design is suitable and supportive to the ongoing operations at the WR-Connect Precinct.

#### Siting

- a. Buildings and other improvements are positioned on the land to limit the amount of clearing of any remnant native trees or other native understorey vegetation, especially along the perimeter of the site.

#### Earthworks

- b. Earthworks shall be suitably protected from soil erosion, soil movement and sedimentation by way of sediment fences, hay bales and the like.
- c. Excavation does not exceed a maximum depth, measured from existing ground level of 3 metres.
- d. Earthworks more than 600mm above or below existing ground level must have finished ground surface levels of no less than 1:2 or take the form of a retaining wall or other structural support that is certified as structurally sound by a professional engineer.
- e. Imported fill must be certified Virgin Excavated Natural Material (VENM).

#### Site Design

- f. Subdivision design is consistent with the WR-Connect Precinct Masterplans shown below:
- g. Insert Masterplan here
- h. Any further subdivision of land beyond the WR-Connect Precinct Masterplan complies with the following:
  - i. Lots are regular in shape to maximise site useability.
  - ii. Highly irregular shaped lots will only be considered where these are residual or are intended to be created for ancillary or public purposes (e.g. car parking or utility installations).
  - iii. Battle-axe lots are not permitted.
  - iv. Lots must contain at least one frontage with direct access to a public road.
  - v. Lots must drain stormwater to a legal point of discharge.

#### Building Setbacks

- i. New buildings are setback a minimum distance of 30 metres from the property boundary.

## General controls (cont.)

### Access

- j. Development is to be connected to a public road, in accordance with the Leeton Shire Council Engineering Guidelines (latest version), that is of appropriate standard to accommodate the nature of traffic generated by the development.
- k. The access and car parking arrangements (both onto the public road system and within the property) are to be in accordance with Australian Standards 2890.1 Off-Street Car Parking and Leeton Shire Council Engineering Guidelines (latest version).

### Building Design

- l. Building entrances are in prominent and easily recognisable locations.
- m. External building facades comprise a mix of materials, incorporating horizontal and vertical modulation, windows and doors in appropriate proportions and configurations, and finished in neutral colours appropriate to the site and surrounding environment. The use of reflective glass or large blocks of one material should be minimised. Highly reflective materials such as zincalume or similar materials are not permitted.
- n. Roof mounted air-conditioning units and solar panels are not visible from primary roads.

### Storage and waste management

- o. External storage areas are screened and not exposed to view from primary roads.
- p. Development is provided with suitable waste bin storages behind the building line and screened where they are readily visible from adjoining land / roads.
- q. All waste bin receptacles must be covered or stored in an enclosed facility.

### Utilities and servicing

- r. Development is connected to the centralised Development is serviced by an on-site effluent management system in accordance with AS/ NZS1547:2000 – On-site Domestic Wastewater Management and the NSW Environment and Health Protection Guidelines On-site Sewage Management for Single Households (latest version).
- s. Development must be supported by a site-specific stormwater management plan that is designed by a suitably qualified engineer so as to not alter drainage patterns or result in increased stormwater velocities, sediment, pollutant or nutrient loads.
- t. Development is connected to the centralised electricity supply network in accordance with the requirements of the relevant electricity authority.
- u. Development is connected to a reticulated water supply main via an adequate service and LSC Water Meter.
- v. Development is connected to a reticulated sewer main / service as directed by Council.

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## General controls (cont.)

### Landscaping and fencing

- w. Existing street trees on-site are retained where the tree is sound in health and structure and can be incorporated into the landscape design.
- x. All fencing must be open style wire security fencing, located behind the building line and must be adequate to prevent uncontrolled access to airside land and to screen open storage areas (where applicable).
- y. Where permitted, fencing is not higher than 2.4 metres.
- z. No woodfires or open stoves are permitted.







## Table of Contents

<b>I1</b>	<b>Heritage Guidelines</b>	<b>3</b>
I1.1	Aboriginal cultural heritage	4
I1.2	Built Heritage Archaeological Sites	5
I1.3	Changes to heritage items	6
I1.4	Changes in heritage conservation areas	7
I1.5	Subdivisions	8
I1.6	Building materials and colours	9

Leeton Comprehensive DCP 2022 | Draft Only |

# 11

## Heritage Guidelines

Part H applies generally to:

1. Developments applying to Heritage Items listed in Schedule 5 of Leeton Local Environmental Plan 2014.
2. Developments on land located within a heritage conservation area, as mapped under Leeton Local Environmental Plan 2014.
3. Cultural Heritage sites.

I1.1	Aboriginal cultural heritage	4
I1.2	Built Heritage Archaeological Sites	5
I1.3	Changes to heritage items	6
I1.4	Changes in heritage conservation areas	7
I1.5	Subdivisions	8
I1.6	Building materials and colours	9

## Part I1 Heritage Guidelines

### I1.1 Aboriginal cultural heritage

#### Standards

- a. Development (as defined under Part 4 of the Environmental Planning and Assessment Act 1979) on non-urban land is required to be supported by an Aboriginal Due Diligence Assessment Report prepared by a suitably qualified heritage professional, unless it can be established the development is to be located on 'disturbed land', as defined under The National Parks and Wildlife Regulation 2019.
- b. If required, an Aboriginal Due Diligence Assessment Report must be prepared by a suitably qualified heritage professional in accordance with the Guide to Investigating, Assessing and Reporting on Aboriginal Cultural Heritage in New South Wales 2010.
- c. Development proposing harm to an Aboriginal object or declared Aboriginal place must first be issued with an Aboriginal Heritage Impact (AHIP) from Heritage NSW under Part 6 of the National Parks and Wildlife Act 1974.

#### Notes

Section 58(4) of The National Parks and Wildlife Regulation 2019 defines disturbed land as follows:

Land is disturbed if it has been the subject of a human activity that has changed the land's surface, being changes that remain clear and observable.

Examples include ploughing, construction of rural infrastructure (such as dams and fences), construction of roads, trails and tracks (including fire trails and tracks and walking tracks), clearing vegetation, construction of buildings and the erection of other structures, construction or installation of utilities and other similar services (such as above or below ground electrical infrastructure, water or sewerage pipelines, stormwater drainage and other similar infrastructure) and construction of earthworks.

It is an offence to harm or desecrate an Aboriginal object under the National Parks and Wildlife Act 1974 without the necessary Aboriginal Heritage Impact Permit (AHIP). The National Parks and Wildlife Act 1974 provides that a person who exercises due diligence has a defence against prosecution of unknowingly harming an object without an AHIP.

The National Parks and Wildlife Act 1974 defines 'harm' to an Aboriginal object as any act or omission that:

- a. Destroys, defaces, or damages the object
- b. Moves the object from the land on which it had been situated
- c. Causes or permits the object to be harmed.

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## Part I1 Heritage Guidelines

### 11.2 Built Heritage Archaeological Sites

#### Standards

- a. Development proposing changes to buildings or structures over 50 years of age are required to be supported by a Heritage Impact Statement (HIS) prepared by a suitably qualified heritage professional, unless it can be established the building / relic is not of State or local heritage significance.

## Part I1 Heritage Guidelines

### I1.3 Changes to heritage items

#### Standards

- a. Development Applications proposing changes to a State listed heritage item or heritage item listed under Leeton Local Environmental Plan 2014 must be supported by a Heritage Impact Statement (HIS) prepared by a suitably qualified heritage professional that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage item.
- b. Consultation with Leeton Shire Council's Heritage Adviser is required early in the process to determine the development assessment process and site specific design requirements. In general, the following guidance should be considered in the design process:
  - i. Significant internal and external features of heritage items must be maintained in their original form.
  - ii. Development does not adversely impact the significant features of the heritage item.
  - iii. Development is sympathetic to the character and design of the heritage item, having regard to the form, bulk, materials and details of the existing building and without attempting to reproduce exactly those elements and decorative details.
  - iv. Development is not in front of or obscuring the street elevation of the heritage item.
  - v. Development is setback a greater distance from the street than the heritage item.
  - vi. Development is lower or equal to the height of the majority of the heritage item.
  - vii. Development is compatible with the heritage item in terms of wall height proportions and roof form.
  - viii. Development that is ancillary (e.g. solar water heater storage tanks, solar panels, ventilators, air-conditioning units, satellite dishes and antennae and the like) are not located on the principal roof elevations of heritage items, including on the roof or awning.
  - ix. Development includes landscaping that is designed to integrate with street trees and frame buildings / signage.
  - x. Development does not necessitate the removal of existing street trees that significantly contribute to streetscape appeal and character.
  - xi. Development changes are reversible.

## Part I1 Heritage Guidelines

### 11.4 Changes in heritage conservation areas

#### Standards

- a. Development Applications proposing changes on land within a heritage conservation area must be supported by a Heritage Impact Statement (HIS) prepared by a suitably qualified heritage professional that assesses the extent to which the carrying out of the proposed development would affect the heritage significance of the heritage conservation area.
- b. Consultation with Leeton Shire Council's Heritage Adviser is required early in the process to determine process and site specific design requirements. In general, the following guidance should be considered in the design process:
  - i. Development does not adversely impact the significant features of the heritage conservation area.
  - ii. Development respects the character of existing buildings on the site and adjoining sites and does not detract from the character of the heritage conservation area as a whole.
  - iii. Development is sympathetic to the character and design of buildings in the heritage conservation area having regard to the form, bulk, materials and details of the existing building without attempting to reproduce exactly those elements and decorative details.
  - iv. Development is not located in front of or obscuring the street elevation of the existing primary building located on the site.
  - v. Development is setback a greater distance from the street than the existing primary building located on the site.
  - vi. Development is lower or equal to the height of the majority of the existing buildings located on the site.
  - vii. Development is compatible with the existing building in terms of wall height proportions and roof form.
  - viii. Ancillary buildings are not prominent from any point in the street or adjoining streets.
  - ix. Development that is ancillary (e.g. solar water heater storage tanks, solar panels, ventilators, air-conditioning units, satellite dishes and antennae and the like) are not located on the principal roof elevations of existing buildings located on the site, including on the roof or awning.
  - x. Development includes landscaping that is designed to integrate with street trees and frame buildings / signage.
  - xi. Development does not necessitate the removal of existing street trees that significantly contribute to streetscape appeal and character.

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## Part I1 Heritage Guidelines

### 11.5 Subdivisions

#### Standards

- a. Development Applications proposing subdivision changes to a heritage item or property within a heritage conservation area must be supported by a Heritage Impact Statement (HIS) prepared by a suitably qualified heritage professional.
- b. Consultation with Leeton Shire Council's Heritage Adviser is required early in the process to determine process and site specific design requirements. In general, the following guidance should be considered in the design process:
  - i. Subdivision development does not adversely impact the significant features of the heritage item / heritage conservation area.
  - ii. Heritage items are contained wholly within new allotment boundaries, including ancillary buildings, structures and open space areas that contribute to the heritage significance of the property.
  - iii. Building setbacks comply with the Building Code of Australia.
  - iv. Provision has been made for the connection of utilities and infrastructure.
  - v. Provision has been made for the drainage of stormwater to a legal point of discharge.



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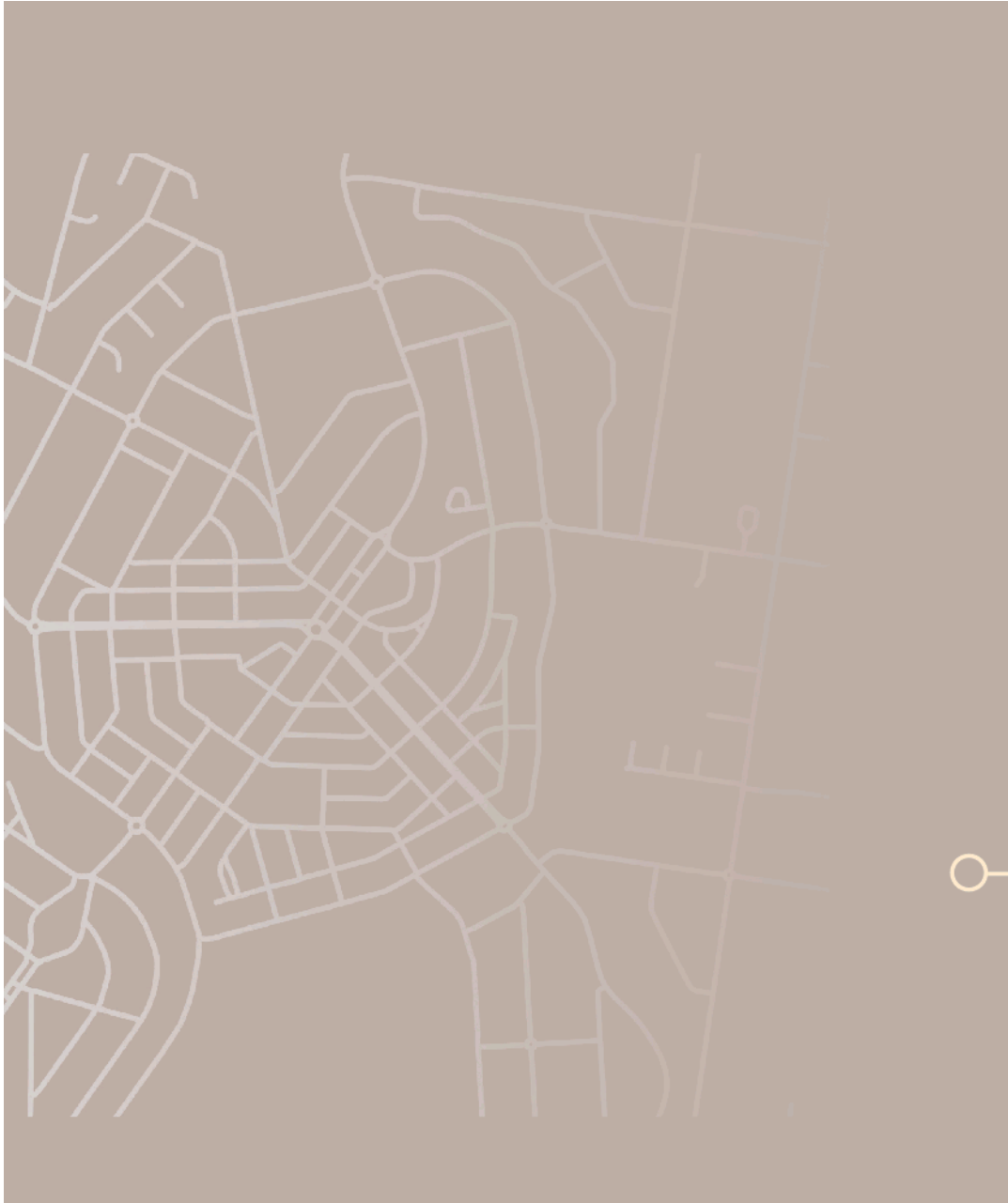
## Part I1 Heritage Guidelines

### 11.6 Building materials and colours

#### Standards

- a. Any proposed changes to external finishes (unless otherwise advised by Council) require development consent, including paint removal, re-skinning, painting unpainted brickwork or render of timber or of an unrendered surface.
- b. Consultation with Leeton Shire Council's Heritage Adviser is required early in the process to determine process and site specific design requirements. In general, the following guidance should be considered in the design process:
  - i. Building materials must be consistent with the building form and style of the existing building / heritage item.
  - ii. Building works should seek to reconstruct missing architectural details, such as barge boards, finial trim, window awnings and front verandahs or balconies.
  - iii. Re-painting of timber detailing and facades must be guided by the palette of original period colours (inset) and avoids the use of single colour solutions and attempts a complementary colour combination. Contemporary colours are not discouraged but should be combined in a complementary way.
  - iv. Where mortar repointing and render repairs are proposed, original mortar and render blends must be used and in the same applications as originally applied.
  - v. Painting or rendering of face brick work is not applied to ensure the original wall treatment of the existing building / heritage item is retained.
  - vi. New windows and doors must be inserted at the same form and scale of the architectural style period of the existing building / heritage item.





## Part J

### PARKING + ACCESS

This part applies standard and controls relating to parking and access for residential and non-residential development types throughout the Leeton Local Government Area



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**COMPREHENSIVE DCP**  
2022



## Table of Contents

<b>J1</b>	<b>Car Parking Code</b>	<b>3</b>	<b>J3</b>	<b>Parking + Access - Non Residential Uses</b>	<b>17</b>
J1.1	Application of Section	4	J3.1	Parking area locations	18
J1.2	Objectives	4	J3.2	Parking area design	18
J1.3	Application of Standards and Guidelines	4	J3.3	Site access design	18
J1.4	Definitions	4	J3.4	Disabled parking requirements	19
J1.5	Off street parking calculations	5	J3.5	Internal road design	19
J1.6	Parking Credits	11	J3.6	Loading / unloading facilities	20
J1.7	Car parking exemptions	12	J3.7	Signage	21
J1.8	Variation to parking requirements	13	J3.8	Pedestrian travel	21
<b>J2</b>	<b>Parking + Access - Residential Uses</b>	<b>14</b>	J3.9	Safety and security	21
J2.1	Site access - design and location	15	J3.10	Landscaping	21
J2.2	Driveway widths	15	J3.11	Bicycle parking	22
J2.3	Car parking design	15	J3.12	Car park construction	22
J2.4	Internal road design	16	J3.13	Surface materials	22
J2.5	Car parking surfaces	16			

Leeton Comprehensive DCP 2022 | Draft Only |

# J1

## Car Parking Code

Part J1 provides introductory information for car parking and access associated with new development in the Leeton Shire Local Government Area.

J1.1	Application of Section	4
J1.2	Objectives	4
J1.3	Application of Standards and Guidelines	4
J1.4	Definitions	4
J1.5	Off street parking calculations	5
J1.6	Parking Credits	11
J1.7	Car parking exemptions	12
J1.8	Variation to parking requirements	13

**Part J1  
 Car Parking  
 Code**

**J1.1 Application of Section**

Section J1.1 applies to:

- a. New floor space or buildings.
- b. Alterations or additions to any existing building that requires development consent, whether or not such additions or alterations involve a change in building use.
- c. A change of use for which development consent is required, and that would require the provision of a greater number of on-site parking spaces than the previous use.

Off street parking provided to existing developments shall be retained. Additional parking spaces required for any new development, redevelopment or change of use shall be provided in accordance with the provisions of this part of the Plan. Certain types of development may qualify for car parking exemptions.

A development comprising a combination of two or more uses, such as combined motor sales and repairs, will be assessed as if the two uses exist independently.

More detailed examination of how car parking rates apply to development is contained in Section J1.5.

**J1.2 Objectives**

The objectives for parking are to:

- a. Ensure that adequate provision is made for off-street parking consistent with the parking demand generated by the development.
- b. Provide convenient and adequate parking for staff, clients, visitors and servicing groups.
- c. To provide parking areas which promote ease of access as well as suitable internal circulation patterns.
- d. Ensure quality of parking areas in terms of safety, amenity and integration with surrounding areas.
- e. Ensure the adequate provision of suitably located parking for disabled persons.
- f. Provide landscaping and quality materials in the construction of parking areas to improve the amenity of those parking areas.
- g. Provide parking areas which promote ease of access as well as suitable internal circulation patterns.
- h. Ensure that all traffic generating developments are in accordance with the Roads and Traffic Authority's "Guide to Traffic Generating Developments" and relevant Australian Standards.
- i. Ensure that each development proposal is assessed consistently and equitably with respect to parking.

**J1.3 Application of Standards and Guidelines**

Part H of this DCP must be read in conjunction with other relevant Australian Standards and legislation, which will always prevail in the event of an inconsistency with this plan.

As a guideline, the following standards and guidelines (most up to date versions thereof) may have application to the design and assessment of car parking and access for new development in the Leeton Shire:

- a. AS 2890.1 Part 1: Parking Facilities: Off-street Car Parking;
- b. AS 2890.2 Part 2: Parking Facilities: Off-street Commercial Vehicle Facilities;
- c. AS 2890.3 Part 3: Parking facilities Bicycle parking
- d. AS 2890.5 Part 5: Parking facilities On-street parking
- e. AS 2890.6 Part 6: Parking facilities Off-street parking for people with disabilities
- f. AUSTRROADS Guide to Traffic Management.
- g. Building Code of Australia (BCA)
- h. RTA "Guide to Traffic Generating Developments".
- i. AUSTRROADS "Guide to Road Design".

**J1.4 Definitions**

**Gross floor area (GFA)** means the overall area of a building as measured from the outer face of external walls, but excludes:

- a. Columns, fin walls, sun control devices and any elements, projections or works outside the general lines of the outer face of the external wall.
- b. Lift towers, cooling towers, machinery and plant rooms and ancillary storage space and vertical air-conditioning ducts.
- c. Car parking needed to meet any requirements of Council and any internal access to such spaces.
- d. Space for the loading and unloading of goods.

**Gross leasable floor area (GLFA)** means the overall area of a building as measured from the internal face of the walls, but excludes:

- a. Stair cases and fire escapes.
- b. Staff and/or public amenities, toilets.
- c. Lift towers, machinery and plant rooms, ancillary storage space and vertical air conditioning ducts.
- d. Space for the loading/unloading of goods.
- e. Any other area, which in Council's opinion, does not contribute to parking.

**Part J1  
 Car Parking  
 Code**

**J1.5 Off street parking  
 calculations**

**Objective**

To provide guidance on appropriate car parking rates to service new development types in the Leeton Shire Local Government Area.

**Standards**

- a. Car parking will generally be required to be provided on the site of the development at rates in accordance with Tables 1 to 7.
- b. Despite control a), Council may be prepared to consider the provision of other appropriately zoned land for parking purposes, provided the alternate location is convenient to the subject development, safe to both pedestrians and motorists using and travelling on part of the facility and will satisfy the requirement.
- c. Off-street car parking should be provided for both customers and staff of the subject development and not exclusively for private purposes. Free and uninterrupted access to car parking areas should be maintained at all times during the hours of operation of the development.

Note: In the case of a number of different land uses comprising the development, the parking requirements for each separate use shall be calculated and then added together to provide the total parking requirement. Variation to this requirement will only be considered by Council where the applicant can demonstrate that the peak demand for each land use component of the development is staggered or that development as whole generates less parking than separable parts.

*Table 1- Residential Development Types*

LEP definition	Parking Requirements
Attached dwellings	1 space per dwelling + 1 space per 3 units (visitor parking)
Boarding houses	1 space per 4 beds + 1 space per 2 staff
Dual Occupancies	1 space per dwelling behind the building line. Visitor car parking not required.
Dwellings House	1 space per dwelling behind the building line (roofed or unroofed). Visitor car parking not required.
Exhibition Home	1 space per dwelling behind the building line + 2 spaces per dwelling (visitor parking).
Group homes	1 space per 4 beds + 1 space per 2 staff
Multi-dwelling housing	1 space per dwelling + 1 space per 3 units (visitor parking)
Residential care facilities,	Self-contained units: 2 spaces per 3 units + 1 space per 5 units (visitor parking). Other: 1 space per 10 beds (visitor parking) + 1 space per 2 staff + 1 ambulance space.
Residential Flat Buildings	1 space per dwelling + 1 space per 3 units (visitor parking)
Secondary Dwellings	1 space per dwelling behind the building line. Visitor car parking not required.
Semi-detached dwelling	1 space per dwelling behind the building line. Visitor car parking not required.
Seniors Housing	Self-contained units: 2 spaces per 3 units + 1 space per 5 units (visitor parking). Other: 1 space per 10 beds (visitor parking) + 1 space per 2 staff + 1 ambulance space.
Shoptop housing	0.5 spaces per bedroom in the dwelling.

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**Off street parking  
 calculations (cont.)**

*Table 2 - Tourist and Visitor Accommodation Development Types*

LEP definition	Parking Requirements
Backpackers accommodation	1 space per 5 beds + 1 space per 2 staff
Bed & breakfast accommodation	1 space for dwelling + 1 space per room available for accommodation purposes.
Camping Ground	1 space per van / mobile home / campsite + 1 space per 2 employees + 1 visitor space per 10 sites.
Caravan Parks	1 space for manager + bus parking + 1 space per site + 1 space per 5 sites (visitor parking).
Eco-tourist facility	To be determined on merit, having regard to nature of development.
Farm stay accommodation	1 space for dwelling + 1 space per farm stay dwelling.
Hostels	1 space per 5 beds + 1 space per 2 staff
Motels	1 space per unit + 1 space per 2 staff. If Restaurant included, then add 1 space per 6.5 m <sup>2</sup> of GLFA of Restaurant. If Function Room included, then 1 space per 3 seats.

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**Off street parking  
 calculations (cont.)**

Table 3 - Commercial Land-use Types

LEP definition	Parking Requirements
Amusement centres	Whichever is the greater of: 1 space per 10m <sup>2</sup> or 1 space per 10 seats.
Artisan Food and Drink Industry	1 space per 3 seats (internal and external)
Business Premises	1 space per 40m <sup>2</sup> of GFA.
Cellar Door	1 space per 7m <sup>2</sup> of GFA accessible to public
Entertainment facilities	Whichever is the greater of: 1 space per 10m <sup>2</sup> or 1 space per 10 seats.
Function centres	1 space per 6.5m <sup>2</sup> of customer service area
Garden Centre	10 car parking spaces or 0.5 spaces per 500m <sup>2</sup> of site area (whichever is the greater)
Hardware and building supplies	1 space per 130m <sup>2</sup> of GFA.
Hotels	1 space per 5m <sup>2</sup> of bar, lounge, beer garden, auditorium, games room, restaurant + 1 space per 3 staff (maximum staff level at peak time) + one space per bedroom or unit.
Neighbourhood Shop	1 space per 30m <sup>2</sup> of GFA.
Office premises	1 space per 40m <sup>2</sup> of GFA.
Plant nursery	10 car parking spaces or 0.5 spaces per 100m <sup>2</sup> of site area (whichever is the greater)

LEP definition	Parking Requirements
Registered Clubs	1 space per 5m <sup>2</sup> of bar, lounge, beer garden, auditorium, games room, restaurant + 1 space per 3 staff (maximum staff level at peak time) + one space per bedroom or unit.
Restaurants & Cafes	1 space per 6.5m <sup>2</sup> of GLFA.
Service Stations	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Sex service premises	2 spaces per room used for the provision of sex services.
Shops (includes supermarkets)	1 space per 35m <sup>2</sup> of GLFA.
Specialised Retail Premises	1 space per 55m <sup>2</sup> of GFA.
Takeaway food and drink premises	Developments with no on-site seating – 10 spaces per 100m <sup>2</sup> GFA. Developments with on-site seating and drive-through facilities – 1 space per 3 seats (internal and external), plus queuing area for 5 to 12 cars.
Vehicle Sales or Hire Premises	1 space per 100m <sup>2</sup> site area used for vehicle display purposes + 2 spaces per work bay (for vehicle servicing facilities).



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**Off street parking  
 calculations (cont.)**

Table 4 - Industrial Land-use Types

LEP definition	Parking Requirements
Depot	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Freight transport facilities	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
General Industries	Rate should be drawn with regard to nature of development. Guideline is 1 space per 90m <sup>2</sup> .
Hazardous storage establishment	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Heavy Industries	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Heavy industrial storage establishment	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
High technology industry	Rate should be drawn with regard to nature of development.
Industrial Retail Outlet	1 space per 35m <sup>2</sup> of GFA plus 1 space per 160m <sup>2</sup> of outdoor display area
Industrial training facility	Rate should be drawn with regard to nature of development.
Landscaping material supplies	Rate should be drawn with regard to nature of development. Guideline is 0.5m <sup>2</sup> per 100m <sup>2</sup> of site area.

LEP definition	Parking Requirements
Light Industries	Rate should be drawn with regard to nature of development. Guideline is 1 space per 90m <sup>2</sup> .
Liquid Fuel Depot	Rate should be drawn with regard to nature of development.
Local distribution premises	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Passenger transport facilities	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Rural supplies	Rate should be drawn with regard to nature of development. Guideline is 1 space per 130m <sup>2</sup> of GFA dedicated to display area
Storage premises	1 space per 10 storage units (visitor parking)
Transport depots	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Truck depots	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Vehicle body repair workshops	1 space per 55m <sup>2</sup> of GFA + 2 spaces per work bay (for vehicles servicing facilities).
Vehicle repair stations	1 space per 55m <sup>2</sup> of GFA.
Warehouse or distribution centre	1 space per 300m <sup>2</sup> of GFA.

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**Off street parking  
 calculations (cont.)**

Table 5 - Community Land-use Types

LEP definition	Parking Requirements	LEP definition	Parking Requirements
Child Care Centres	1 space per 4 children + 1 space per 2 employees.	Places of Public Worship	Whichever is the greater of: 1 space per 10m <sup>2</sup> or 1 space per 10 seats.
Community Facility	Rate should be drawn with regard to nature of development.	Respite day care centre	Rate should be drawn with regard to nature of development.
Educational Establishment	Infants and Primary Schools: 1 space per staff member + adequate student set down/pick up areas, bus turning areas + parking for auditoriums and sports grounds. Secondary Schools: 1 space per staff member + 1 space per 10 students 17 years of age or older + adequate student set down/pick up areas, bus turning areas + parking for auditoriums and sports grounds. Tertiary Schools and Colleges: 1 space per staff member + 1 space per 5 students + 1 space per five live-in students + adequate parking and turning areas for auditoriums and sports grounds.	Veterinary hospital	1 space per 65m <sup>2</sup> with a minimum of 3 spaces per consulting room, plus 1 space per employee
Funeral Home	Whichever is the greater of: 1 space per 10m <sup>2</sup> or 1 space per 10 seats.		
Health Consulting Rooms	1 space per 65m <sup>2</sup> of GFA or a minimum of 1 space per consulting room + 1 space per staff member, whichever is the greater.		
Hospitals	1 space per 10 beds (visitors) + 1 space per resident or staff doctor + 1 space per staff member on duty at any one time + ambulance parking.		
Market	2.5 spaces per stall for customers		
Medical Centres	3 spaces per surgery room + one space per staff member.		

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**Off street parking  
 calculations (cont.)**

*Table 6 - Recreation Land-use Types*

LEP definition	Parking Requirements
Recreation facilities (indoor)	Squash Courts - 3 spaces per court
	Bowling Alleys – 3 spaces per alley
	Gymnasium – 1 space per 35m2 of GFA
Recreation facilities (outdoor)	Bowling Greens – 30 spaces per first green + 15 spaces for each additional green.
	Golf Course – 3 spaces per hole. Note – provision of a clubhouse for any sporting use will require provision of additional parking at the rate for clubs.
Recreation facilities (major)	Sports grounds – 1 space per 10 seats (where provided), with a minimum of 30 spaces.

*Table 7 - Miscellaneous Land-use Types*

LEP definition	Parking Requirements
Animal boarding or training establishment	
Agricultural Produce Industries	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Home Business	1 space per dwelling + 1 space per 2 staff.
Home Industry	1 space per dwelling + 1 space per 2 staff.
Home Occupation & Home Occupation (sex services)	1 space per dwelling + 1 space (visitor).
Livestock Processing Industries	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Sawmill or Log Processing Industries	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development
Stock and sale yards	Submit a traffic / parking study prepared by a suitably qualified person to justify the proposed parking associated with the development

**Part J1  
 Car Parking  
 Code**

**J1.6 Parking Credits**

**Objective**

To ensure there is a fair and equitable approach to the provision of on-site car parking for new development involving change of use premises or alterations and additions.

When assessing Development Applications involving change of use or alterations and additions to existing buildings, Council will subtract any parking credits from the overall parking requirements for the development in accordance with the Table in Section J1.5 (note – Parking Credits are not provided for any parking available on the street in front of existing premises).

The following methodology will be used to determine the parking requirements for new development, taking into consideration parking credits:

- a. Determine the number of parking spaces already provided on the site through preparation of a parking plan.
- b. Determine the number of parking spaces that should have been provided to service the existing development in accordance with the Tables to Section J1.5
- c. Determine the number of parking credits by subtracting (a) from (b).
- d. Determine the number of parking spaces that are required to service the proposed new development in accordance with the Tables to Section J1.5
- e. Determine the final number of parking spaces that are required to service the proposed new development by subtracting (c) from (d).

An example of how the parking credit methodology should be applied is provided in Table 8 as follows.

Note 1 - Parking credits are not provided for parking available on the street in front of an existing premises.

Note 2 - For proposals that relate to the expansion of an existing commercial / industrial development, Council will calculate the car parking credits having regard to the development in totality and not just the part of the building which is subject to alterations or additions.

**Table 8 - Example Parking Credit Calculation**

Development Detail	
Existing Use	Business Premises (Hairdresser)
GFA	135m <sup>2</sup>
Proposed Use	Retail Premises (Restaurant)

Parking Credit Assessment	
Item A	1 space current provided
Item B	3 spaces required for Hairdressers (see Table to Section 1.5)
Item C	2 Parking Credits (Item b – Item a)
Item D	20 spaces required for Restaurant (see Table to Section 1.5)
Item E	18 spaces required (Item d – Item c)

**Part J1  
 Car Parking  
 Code**

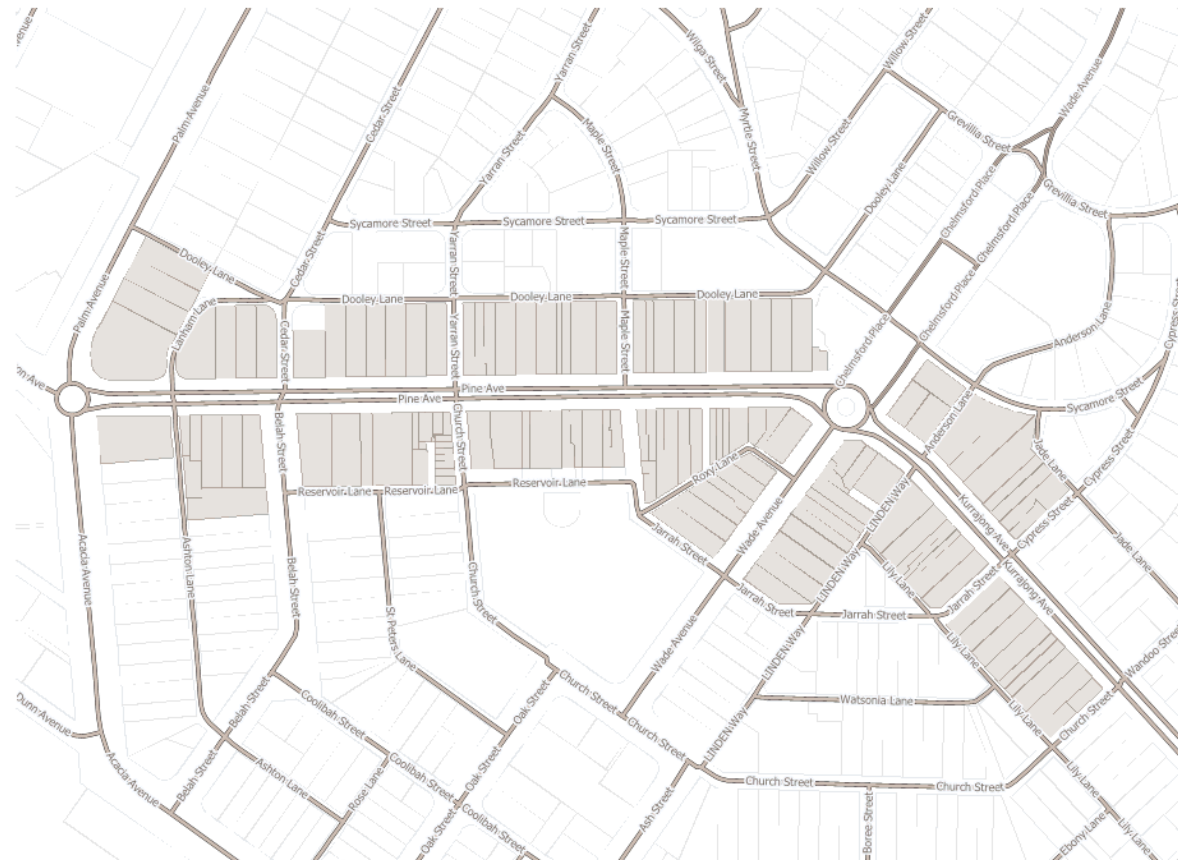
**Objective**

To ensure that an appropriate framework is in place to allow exemptions to on-site car parking requirements for minor or low impact developments.

**J1.7 Car parking exemptions**

The requirement to provide off-street car parking over and above what is currently provided for any one particular site (if any), may be exempted by Council under the following circumstances:

- a. The proposed development is able to be carried out as 'exempt development' in State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.
- b. The proposed development involves the restoration, conservation and / or adaptive re-use of an item of environmental heritage that is listed in Schedule 5 of Leeton Local Environmental Plan 2012. This is known as a heritage incentive and will only be applied where the applicant can demonstrate that the conservation of the item depends upon the use of this clause.
- c. The proposed development involves alterations and additions to an existing building, and the alterations and additions have a gross floor area of less than 50m<sup>2</sup> and do not encroach on existing off-street parking areas.
- d. Development Applications for 'change of use' involving sites that have a GFA of less than 150m<sup>2</sup>.
- e. Development Applications for 'change of use' that meet the following criteria:
  - i. The property is located in a traditional retail area that is shown in the Map to the right.
  - ii. The proposal does not involve the conversion of new floor space.
  - iii. Any existing car parking arrangements are retained.



**Part J1  
 Car Parking  
 Code**

**J1.8 Variation  
 to parking  
 requirements**

**Objective**

To ensure there is an appropriate planning framework that allows for variations to on-site car parking requirements associated with new development in the Leeton Local Government Area.

It may not be possible in all situations for new development to comply with the car parking requirements of this plan, even when the parking credits or exemptions have been taken into account.

This is particular the case for some sites where it is physically impossible to provide on-site parking. In these areas, parking demand is serviced by a combination of on-street and off-street public parking facilities.

Development Applications for proposals which are not able to comply with the on-site parking requirements in Section J1.5 (as discounted by relevant parking credits) should be accompanied by a Traffic & Parking Report that addresses the following matters:

- a. A description of the business proposal, including the nature, intensity, and operational aspects of the business activity.
- b. A description of the expected hours of operation, including whether the development will operate or carry out its business in peak (9.00am to 5.00pm) or off-peak periods.
- c. An assessment of expected traffic generation (customer, staff, service deliveries etc).
- d. An assessment of expected vehicle parking demand (customer and staff).

- e. An assessment of the location and availability of publicly accessible parking within a convenient walking distance of the development site.
- f. An assessment of the likelihood of overspill car parking creating adverse impacts on the public road system.
- g. An assessment of the relevance and capacity of the proposed development to be serviced by the public transport system.
- h. As assessment of compliance with the requirements of this Part, including justifications for proposed variations.

All proposed variations will be assessed on the merits of each particular case and will be judged on the findings of the Traffic and Parking Report.

Development Applications involving a variation of 5 or more car parking spaces will be reported to Council's monthly committee meetings for determination.

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# J2

## Parking + Access Residential Uses

Part J2 provides controls for all aspects of parking access and design for residential types of development within the Leeton Local Government Area.

J2.1	Site access - design and location	15
J2.2	Driveway widths	15
J2.3	Car parking design	15
J2.4	Internal road design	16
J2.5	Car parking surfaces	16

**Part J2  
 Parking + Access  
 Residential Uses**

**Objective**

To ensure new residential development in the Leeton Local Government Area is provided with practical and safe access and on-site vehicle parking

**J2.1 Site access - design and location**

- a. The following controls apply to new vehicle accesses for residential development:
  - i. Access should be located no closer than 1m metres from the boundary of the site and no closer than 6 metres to the tangent point of the kerb.
  - ii. Accesses should not be located within 12 metres on the approaches to a "stop" or "give way" sign.
  - iii. Accesses should be located so that any vehicles entering or leaving the site can be readily seen by the driver of an approaching vehicle in the street.
  - iv. Accesses should be clear of obstructions, which may prevent drivers having a timely view of pedestrians.
  - v. Accesses should be readily visible and accessible from the road frontage. Accesses should also be located where they will cause least interference with vehicular and pedestrian movement on public roads and shall provide adequate visibility.
  - vi. Accesses avoid direct connection to existing or proposed high volume and/or high speed roads wherever an alternative access can be provided.
  - vii. Accesses achieve adequate site distance in both directions.

- viii. Access is limited to 1 x access point from each street frontage per dwelling, covering no more than 2 roller door accesses (max 6m), except for larger developments where this may not be practical.
- ix. Accesses cross the footpath or footway at right angles to the centreline of the road.
- x. Access locations should not require the removal of established trees or other significant roadside vegetation.
- xi. Accesses are located and designed to avoid roadside stormwater encroaching onto private property.
- xii. Where semi-circle access is proposed, the design allows for the turning radius of vehicles on private property and not on the public road reserve.
- xiii. All new accesses are to be engineered in accordance with the Leeton Shire Council Engineering Guideline (latest version).
- xiv. Accesses are to be sealed or concreted when they are connected to sealed road networks.
- b. Where the development is a dual occupancy, secondary dwelling or rural workers dwelling on rural zoned land, the new dwelling gains access to the public road network via the same entrance as the primary road.

Note: A separate application under the Roads Act 1993 is required to be lodged with Leeton Shire Council and approved before any construction work associated with a new access is completed within a public road

**J2.2 Driveway widths**

- a. For medium density housing the minimum width of a new driveway should be:
  - i. 3.5 metres for each entry and exit where these are not combined.
  - ii. 6.0 metres where the entry and exit are combined.

**J2.3 Car parking design**

- a. The layout and dimensions of car parking areas are to be in accordance with the design standards as set out in AS 2890.1 – Off-street Car Parking Part 1.
- b. Where off-street visitor car parking is required (other than for single dwelling proposals), the parking area should:
  - i. Not be located within the front setback area,
  - ii. Not obstruct vehicle manoeuvring areas.
  - iii. Be screened by landscaping or other suitable means where they are highly visible from the public domain.
  - iv. Paved, sealed or concreted and lined marked with adequate signage and / or other approved means to indicate the layout and circulation pattern of traffic.
  - v. Be located and designed to ensure that vehicles can move in and out of the spaces in not more than 2 movements. Vehicle swept paths, prepared by a suitable experienced designer, are to be submitted with the Development Application / Construction Certification to Council.
  - vi. Be directly accessible from a road or internal driveway. No account will be taken of spaces which do not have direct access to a driveway or which are double banked or obstructed in any way when assessing the car parking spaces provided.



## J2.4 Internal road design

- a. Where internal roads and / or driveways are proposed as part of the design of new residential development, the following controls apply:
  - i. The development is designed to allow all vehicles (including larger vehicles, such as emergency service vehicles) to safely enter and exit the site in a forwards facing direction. Vehicle swept paths, prepared by a suitable experienced designer, are to be submitted with the Development Application / Construction Certification to Council.
  - ii. The development is designed to eliminate the potential for on-street queuing by allowing sufficient standing area for vehicles entering parking areas.
  - iii. The development should be designed for low speed environments. Generally, vehicular speeds should range between 10-30 km/h, depending on the expected amount of pedestrian use.
- b. For medium density housing where the number of off-street car parking spaces required to be provided is less than 5 spaces, the minimum width of internal roads is to be:
  - i. 3.0 metres for one way traffic operation.
  - ii. 5.5 metre for two way traffic operation.
- c. For medium density housing where the number of off-street car parking spaces required to be provided is more than 5 spaces, the minimum width of a new driveway is to be:
  - i. 3.0 metres for one way traffic operation.
  - ii. 6.0 metre for two way traffic operation.
  - iii. Despite controls (b) and (c) , complex developments (particularly where shared use of roads by cars and service vehicles is anticipated) the design of internal roads is to be determined from a study of the site traffic generation and vehicle characteristics.
- d. For rural and large lot housing, Council does not specify the standard of construction for internal roads.

## J2.5 Car parking surfaces

- a. All new car parking areas and their associated site accesses, vehicle manoeuvring areas and loading / unloading areas must be constructed with a surface finish in accordance with Table 8 below.

Table 8 - Car parking surfaces

Component	Acceptable surface finish
Site Access (to property boundary)	concrete
Vehicle manoeuvring Areas	concrete / bitumen seal
Car Parking Spaces	concrete / bitumen seal
Accessible path of travel (where required)	concrete / bitumen seal

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# J3

## Parking + Access Non Residential Uses

Part J3 provides controls for all aspects of parking and access design for non residential types of development within the Leeton Shire Local Government Area

J3.1	Parking area locations	18
J3.2	Parking area design	18
J3.3	Site access design	18
J3.4	Disabled parking requirements	19
J3.5	Internal road design	19
J3.6	Loading / unloading facilities	20
J3.7	Signage	21
J3.8	Pedestrian travel	21
J3.9	Safety and security	21
J3.10	Landscaping	21
J3.11	Bicycle parking	22
J3.12	Car park construction	22
J3.13	Surface materials	22

**Part J3  
Parking + Access  
Non-Residential Uses**

**Objective**

To ensure new non-residential development in the Leeton Local Government Area is provided with practical and safe access and on-site vehicle parking

**J3.1 Parking area locations**

- The following controls apply to new developments requiring the construction of new off-street car parking areas:
- Parking locations should be accessible to principal staff and/or customer entrances.
  - Parking locations should enable adequate connections to existing and proposed road and pedestrian network.
  - Parking locations should avoid areas that are constrained by slope and drainage.
  - Parking locations should not result in adverse visual and acoustic amenity impacts for adjoining sites, particularly those which are used for residential purposes.

**J3.2 Parking area design**

- The layout and dimensions of car parking areas shall be provided in accordance with the relevant Australian Standard.
- All parking areas should incorporate a rational circulation pattern. Dead-end parking aisles will not be permitted except in small parking areas or areas reserved for a specific low turnover (eg staff parking areas).
- No account will be taken of spaces which do not have direct access to a driveway or which are double banked or obstructed in any way when assessing the car parking spaces provided.
- Parking areas should be suitably marked by lines or other approved means to indicate the layout and circulation pattern of traffic.
- Where necessary, adequate space shall be made for the manoeuvring of rigid and articulated heavy vehicles.
- Car park design incorporates appropriate lighting where it is anticipated that the area will receive night-time use by customers or staff.

**J3.3 Site access design**

- Site access should be located:
  - No closer than 1.5 metres from the boundary of the site and no closer than 6 metres to a corner boundary.
  - Not within 12 metres on the approaches to a "stop" or "give way" sign.
  - So that any vehicles entering or leaving the site can be readily seen by the driver of an approaching vehicle in the street.
  - Clear of obstructions, which may prevent drivers having a timely view of pedestrians.
  - In locations that are Visible and accessible from the road frontage.
  - Where it will cause least interference with vehicle and pedestrian movement on public roads.
  - In locations that do not provided direct connection to an existing proposed high volume and / or high speed roads, unless alternative access locations are not possible and appropriate design standards can be achieved.
  - With sufficient proximity away from traffic signals, intersection.
  - In areas which do not require the removal of street trees or other significant roadside vegetation.
- Site accesses should be designed and constructed:
  - In accordance with the Leeton Shire Council Engineering Guidelines (latest version).
  - To suit design traffic loads.
  - With signposting (including the use of "in" or "entrance" and "out" or "exit" signs,) where appropriate.
  - At right angles to the centreline of any road where the access crosses a footpath or footway.
  - To allow vehicles to enter and leave the site in a forwards facing direction.
  - With a turning radius that is located wholly within the property boundary where semi-circle access or "in-out" access arrangements are proposed.
  - To avoid roadside stormwater encroaching onto private property.
  - With sufficient standing area to eliminate the potential for on-street queuing of vehicles entering parking and loading areas.
- Entry and exit driveway widths are in accordance with:
  - Leeton Shire Council Engineering Guidelines (latest version), and
  - Relevant standards identified in Section J1.3.

**J3.4 Disabled parking requirements**

Both Council and developers have a responsibility to provide readily accessible parking for disabled persons in accordance with the Disability Discrimination Act.

The following controls apply:

- a. Parking for disabled persons are to be provided and signposted in accordance with the requirements of Australian / New Zealand Standard 2890.6:2009 Parking Facilities – Off Street Parking for People with Disabilities.
- b. Disabled parking spaces is to be provided at the rate of 1 space for parking areas comprising up to 20 spaces and thereafter at a rate of 2% of designated spaces.
- c. Car parks comprising 20 spaces or more are to be provided with tactile surfaces to assist vision impaired persons to access the premises in accordance with the requirements of Australian / New Zealand Standard 1428.4:2009 Design for Access and Mobility Part 4: Tactile Indicators.
- d. A continuous accessible path of travel must be provided between designated car parking spaces for people with a disability and lift, lobby or access points servicing the development, and this access should not have a gradient that is steeper than 1:14.

**J3.5 Internal road design**

This Section applies to all types of non-residential developments requiring the provision of off-street car parking:

- a. All internal roads and driveways shall be designed for low speed environments. Generally, vehicular speeds should range between 10-30 km/h, depending on the expected amount of pedestrian use.
- b. For internal roads between the driveway and the parking area, the recommended minimum carriageway width depends on the number of parking spaces and service bays. These minimum widths are provided in Table 9 .
- c. Despite control (b), complex developments (particularly where shared use of roads by cars and service vehicles is anticipated) the design of internal roads is to be determined from a study of the site traffic generation and vehicle characteristics.

Table 9 - Internal road widths

Internal road widths	
Number of parking spaces / service bays	Circulation width
1 – 24 spaces and length not exceeding 40 metres	6.0m
1-24 spaces plus service bay(s)	6.0m
>24 spaces plus service bay(s)	6.5m
1-50 spaces	6.0m
> 50 spaces	6.5m

Note: This table assumes that no parking is provided on either side of the carriageway. Widths need to be increased by 2.4m or 4.8m if parallel parking is to be allowed on both sides of the carriageway.

**J3.6 Loading / unloading facilities**

- a. Where there are no adequate public loading and unloading facilities in close proximity to a commercial, retail or industrial development, adequate provision is to be made on-site for the loading, unloading and manoeuvring of delivery vehicles.
- b. The number and dimensions of a loading bay required in any particular case will be assessed by Council having regard to the nature and scale of the proposed development, the estimated frequency of deliveries and the type of delivery vehicle likely to be involved. Details regarding the estimated size and frequency of goods delivery vehicles visiting the premises should be submitted with the development application.
- c. The loading/unloading areas should be designed to ensure that vehicles stand entirely within the site during loading and unloading operations.
- d. On-site loading/unloading bays should be designed to ensure that vehicles can manoeuvre into and out of all loading/unloading areas without conflicting with the movement of traffic on site or in the adjacent streets.
- e. In general the turning paths and general manoeuvring requirements for trucks and semi-trailers shall be designed with reference to the RTA Guide to Traffic Generating Developments and the Australian Standard AS 2890.2 – Off-Street Parking Part 2: Commercial Vehicles Facilities. All internal roads and driveways shall be designed for low speed environments. An overview of the design requirements for service vehicles is included in Table 10.

*Table 10 - Design requirements for service vehicles*

Vehicle type	Length	Width	Maximum Height	Turning Circle (kerb to kerb)
Station Wagon	4.7	1.9	1.4	11.0
Utility	4.7	1.9	1.4	11.0
Van	5.4	2.1	2.5	13.5
Small Rigid Truck	6.6	2.1	4.3	14.4
Large Rigid Truck	11.0	2.5	4.3	21.7
Large Articulated Truck	17.5	2.5	4.3	16.2

Note: For courier vehicles, standard or car parking dimensions are typically satisfactory.

**J3.7 Signage**

- a. Parking areas should be well sign posted to indicate the availability of off-street parking, with exit and entry points clearly visible from both the street and the site.
- b. Pavement arrows should clearly indicate the direction of traffic circulation. Parking areas shall be clearly delineated as well as spaces for specific uses (eg disabled, staff, visitors).
- c. Where car parking areas are not visible from the entrance to the development, directional sign posting will be required.
- d. Parking areas that are subject to frequent night time use by the public should utilise reflective materials for signs and line marking.

**J3.8 Pedestrian travel**

- a. Pedestrian footpaths should be designed to optimise access to and within the development.
- b. Footpath gradients should be minimised taking into account the possible shopping trolley, pram and gopher traffic and the need to maximise ease of use.
- c. Safety lighting should be provided within the car park to ensure that pedestrian pathways have observable paths of travel.
- d. Provision of parking and access aisles should not compromise the equity and amenity of pedestrian access. Pathways should be wide enough to accommodate disabled access.

**J3.9 Safety and security**

- a. Development proposals involving large car parking areas, or night-time parking areas will be assessed in accordance with the principles of Crime Prevention Through Environmental Design (CPTED).
- b. The use of lighting should be considered where night use of parking areas is involved and where existing street lighting is inadequate.
- c. Where parking areas utilised at night are located within residential areas, consideration should be given to the positioning of lighting and location of driveways to minimise head light glare and traffic noise. In such cases fencing and/or landscaping may be necessary to avoid loss of amenity to residential areas.

**J3.10 Landscaping**

- a. Parking areas should be landscaped to provide shade, improve the visual amenity of large all weather surfaces and to provide a buffer from neighbouring areas.
- b. Landscaping should be provided to enhance user amenity through sun control.
- c. Existing trees on site should be retained where possible. Care should be taken in the selection of new plant species not to block signs and to allow ingress and egress points to be clearly visible.
- d. Details of species selection of shade trees, species condition, size of beds, under storey and ground cover planting, irrigation provision should be provided with the landscape plan submitted to Council for approval.
- e. Landscaping provision for sun control (shading) should be provided at the rate of 1 shade tree for every 6 car parking spaces. Planting of shade trees within parking areas should be protected from damage from vehicles (eg tree guards/wheel stops).

**J3.11 Bicycle parking**

In most situations bicycle parking facilities will be provided by Council on public land chosen for its convenience, security and safety.

Priority areas for bicycle parking facilities are the Leeton CDB, Leeton Pool, Leeton Library and some sporting facilities. Institutions such as TAFE and schools are also significant bicycle destinations.

There will be some high employment generating developments that will need to provide bicycle parking facilities. The level of parking provision for these developments will be determined using the following:

- a. Developments generating less than 20 car parking spaces - N/A.
- b. Developments generating more than 20 car parking spaces - 1 bicycle parking bay per 10 car parking spaces.
- c. Where bicycle parking is required, safe and convenient locations should be chosen with facilities being designed in accordance with relevant Australian Standards.
- d. The security and protection of bicycles is critical in parking design. Bicycle parking facilities should allow cyclists to secure the frame and two wheels of a bicycle to a fixed, secure stand, preferably with the cyclist's own lock and chain.

**J3.12 Car park construction**

- a. Car parks are constructed generally in accordance with the Leeton Shire Council Engineering Guidelines (latest version).
- b. In addition to control a), the following general constructions apply to new car parking constructions:
  - i. All concrete / paved / impervious surfaces are to be properly drained to the public drainage system or another legal point of discharge.
  - ii. All trafficable surfaces should be bound with a suitable kerb to assist in stormwater management and prevent the movement of vehicles on non-trafficable areas.
  - iii. Parking areas are to be barricaded from non-traffic areas by kerbs, barriers or landscaping.
  - iv. Parking spaces are to be defined by painted lines or permanent means where the approved car parking surface is not conducive to painting.

**J3.13 Surface materials**

- a. All new car parking areas and their associated site accesses, vehicle manoeuvring areas and loading / unloading areas must be constructed with a surface finish in accordance with Table 11 below.

*Table 11 - Design requirements for service vehicles*

Commercial Development		Acceptable surface finish
Site Access (to property boundary)		concrete
Vehicle manoeuvring Areas		concrete / bitumen seal. Crushed blue metal (or similar) is a suitable alternative where the manoeuvring areas service < 6 car parking spaces.
Car Parking Spaces		concrete / bitumen seal
Loading / unloading areas		concrete / bitumen seal
Accessible path of travel		concrete / bitumen seal
Industrial Development		Acceptable surface finish
Site Access (to property boundary)		concrete
Vehicle manoeuvring Areas		concrete / bitumen seal / crushed blue metal (or similar)
Car Parking Spaces		concrete / bitumen seal
Loading / unloading areas		concrete / bitumen seal / crushed blue metal (or similar)
Accessible path of travel		concrete / bitumen seal



# Part K

## FLOOD RISK MANAGEMENT

This part applies standard and controls relating to development scenarios involving land in flood prone areas within the Leeton Shire Council Local Government Area



LEETON COUNCIL  
**2022**  
COMPREHENSIVE DCP





## Table of Contents

<b>K1</b>	<b>Flood Risk Management</b>	<b>3</b>
K1.1	Introductory information	4
K1.2	Flooding Considerations	6
K1.3	Flood Planning	9
K1.4	Flood related development controls	11

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# K1

## Flood Risk Management

Part K applies to any land in the Leeton Shire Local Government Area that has been identified as flood prone in:

1. Leeton Local Environmental Plan 2014, or
2. Leeton Shire Flood Study 2015.

K1.1	Introductory information	4
K1.2	Flooding Considerations	6
K1.3	Flood Planning	9
K1.4	Flood related development controls	11

## Part K1 Flood Risk Management

### K1.1 Introductory information

#### Application of this section

- a. Section K.1 applies to all land within the Leeton local government area which is identified on the Flood Planning Maps within:
  - i. Leeton Local Environmental Plan 2014, or
  - ii. Leeton Flood Study 2017, or
  - iii. Other land at or below the flood planning level.

#### Objectives for flood risk management

The objectives for flood risk management are to:

- a. To minimise the potential impact of development and other activity upon the aesthetic, recreational and ecological value of waterway corridors.
- b. To inform the community of Council's policy for the use and development of flood prone land.
- c. To reduce the risk to human life and damage to property caused by flooding through controlling development on land affected by potential floods.
- d. To manage flood risk through appropriate development controls for uses at or below the relevant Flood Planning Level.
- e. To promote awareness of potential flood risks associated with the use and development of land.
- f. To prevent inappropriate uses in flood areas.
- g. To reduce risk by preventing intensification of development.
- h. To avoid unduly sterilising land where flood compatible uses are appropriate.

#### Key Definitions

This Plan adopts the definitions under Standard Instrument – Principal Local Environmental Plan and the following definitions (taken from the Leeton Flood Study as outlined below:

##### Annual Exceedance Probability (AEP)

The chance of a flood of a given or larger size occurring in any one year, usually expressed as a percentage. For example, a 1% AEP flood has a 1% (1 in 100) chance of occurring in any one year.

##### Australian Height Datum (AHD)

A common national surface level datum approximately corresponding to mean sea level.

##### Average Recurrence Interval (ARI)

The long-term average number of years between the occurrence of a flood as big as or larger than the selected event. For example, floods with a discharge as great or greater than the 20 year ARI flood event will occur on average once every 20 years. ARI is another way of expressing the likelihood of occurrence of a flood event.

##### Discharge

The rate of flow or water measures in terms of volume per unit time, for example cubic metres per second (m<sup>3</sup>/s).

##### Effective warning time

The time available after receiving advice of an impending flood and before the floodwaters prevent appropriate flood response actions being undertaken. The effective warning time is typically used to move farm equipment, move stock, raise furniture and evacuate people.

##### Extreme event

An extreme flood is one which has a very low probability of occurrence and can be used to consider flood damages and emergency management within a floodplain. In the Leeton Flood Study, this event has been defined as one having three times the flow rate of the 1% AEP event, and an estimated probability of occurrence of 1 in 10000.

##### Flood awareness

An appreciation of the likely effects of flooding and knowledge of the relevant flood warning, response and evacuation procedures.

##### Flood compatible materials

Building materials that are resistant to damage when inundated by floodwaters.

##### Flood fringe

The remaining area of flood prone land after floodway and flood storage areas have been defined.

**Introductory  
information  
(cont.)**

**Objective**

**Flood hazard**

The potential risk to life and property resulting from flooding. The level of hazard varies across the flood plain due to different flood conditions (such as depth, velocity etc).

**Flood prone land**

Land susceptible to flooding by a Probably Maximum Flood event. For the purposes of this Plan, flood prone land is defined as the area affected by the extreme flood estimated in the Flood Study.

**Floodplain**

The area of land subject to inundation by floods up to and including the PMF event.

**Flood Planning Area - (FPA)**

The area of land at or below the Flood Planning Level and thus subject to flood related development controls.

**Flood Planning Level (FPL)**

Flood Planning Level means the level of a 1:100 ARI (average recurrent interval) flood event plus 0.5 metre freeboard). The Flood Planning Level determined Flood Planning Area.

**Flood proofing**

A combination of measures incorporated in the design,

construction and alteration of individual building and structures subject to flooding, to reduce or eliminate flood damages.

**Flood storage area**

Those parts of the floodplain that are important for the temporary storage of floodwaters during the passage of a flood.

**Floodway area**

Those areas of the floodplain where a significant discharge of water occurs during floods. They are often aligned with naturally defined channels. Floodways are areas which, even if only partially blocked, would cause a significant redistribution of flood flow, or a significant increase in flood levels. Floodways are often, but not always, areas of deeper flow or areas where higher velocities occur.

**Freeboard**

A factor of safety typically used in relation to the setting of floor levels, levee crest levels, etc. It is usually expressed as a height above a flood planning level and/ or the adopted flood mitigation standard. Freeboard provides a factor of safety to compensate for wave action, localised hydraulic behaviour, settlement and other effects such as "greenhouse" and climate change.

**Habitable Floor Area**

In a residential situation, a living or working area, such

as a lounge room, dining room, rumpus room, kitchen, bedroom, workroom or home office. In a industrial or commercial situation, an area used to store valuable possessions susceptible to flood damage in the event of a flood.

**Peak discharge**

The maximum discharge occurring during a flood event.

**Probable Maximum Flood (PMF)**

The largest flood that could conceivably occur at a particular location, usually estimated from the Probable Maximum Precipitation. Generally, it is not physically or economically possible to provide complete protection against this event. The PMF defines the extent of flood prone land that is the flood plain.

**Reliable access**

The ability for people to safely evacuate an area subject to imminent flooding within effective warning time and without a need to travel through areas where water depths increase.

## Part K1 Flood Risk Management

### K1.2 Flooding Considerations

There are a number of different policies and legislative controls that must be read together with Part K of this DCP in order to understand all of the requirements for developing flood prone land. These are referenced as follows:

#### Flood Prone Land Policy and Floodplain Development Manual (2005)

The NSW Government's Flood Prone Land Policy (the policy) is set out in the Floodplain Development Manual: the management of flood liable land, April 2005 (the manual).

The policy provides that councils are primarily responsible for managing flood risk to reduce the risk to life, property damage and other impacts in their local government areas. It also recognises that flood-prone land may be able to support some types of development.

The manual helps councils make informed decisions about managing flood risk through the development and implementation of floodplain risk management (FRM) plans through the FRM process. This process is comprised of the following stages:

1. Data collection / review and preparation of a Flood Study.
2. Preparation of a Floodplain Risk Management Study.
3. Preparation of a Floodplain Risk Management Plan
4. Implementation of recommendations.

#### Leeton Shire Flood Study

The Leeton Shire Council - Leeton Shire Flood Study 2015 (the Flood Study) exists in two parts:

- a. Volume 1 - Report - September 2015.
- b. Volume 2 - Flood Maps - September 20105.

The Flood Study was jointly funded by Council and the NSW Government Office of Environment and Heritage and was undertaken by ENGENY.

The main objectives of the Flood Study are to:

- a. Better manage future development within the Shire
- b. Understand and manage flood risks
- c. Assess stormwater drainage systems
- d. Identify and assess flood risk hot spots.

The Flood Study was prepared in accordance with the guiding framework of the Floodplain Development Manual, however it only represents the first stage of the process required to achieve a Flood Plain Risk Management Plan and Study.

The Flood has study found that the flood hazard across the Leeton Shire is predicted to be generally low, however flood mitigation and drainage improvement measures will significantly reduce the vulnerability of many homes to flood damage. As such, the Flood Study recommends that Leeton Council prepare a Flood Plain Risk Management Study and Plan as part of Stages 2 and 3 of the Floodplain Risk Management process.

The Flood Study also recommends that the results of the study process be adopted for the purposes of development control and emergency management. However, there does not appear to be any recommendations on key development control matters include:

- a. Freeboard
- b. Land-use permissibility in key areas

It is typically the Floodplain Risk Management Plan that provides recommendations for a suitable development control framework for managing land-use within flood prone areas in the Leeton LGA.

Introductory  
information  
(cont.)

Objective

**Considering Flooding in Land Use Planning Guideline**

The guideline supports the principles of the Floodplain Development Manual and provides advice to Council's on land-use planning on flood prone land. It provides Councils with flexibility in defining the areas to which flood-related development controls apply, with consideration of defined events, freeboards, low-probability/high consequence flooding and emergency management considerations.

The manual states that a defined flood event (DFE) of 1% AEP, or a historic flood of similar scale, plus a freeboard should generally be used as the minimum level for setting residential flood planning levels. Choosing different DFE's and freeboards requires justification based on a merit assessment that is consistent with the FRM process and principles of the Floodplain Development Manual.

Special Flood Considerations apply to sensitive and hazardous development in areas between the Flood Planning Area and Probable Maximum Flood and to land that may cause a particular risk to life and other safety considerations that require additional controls.

**Darlington Point Flood Plain Risk Management Study and Draft Plan**

The Darlington Point Floodplain Risk Management Study and Draft Plan (DPFRMP) was prepared by Murrumbidgee Council and adopted in September 2021.

The DPFRMP was prepared with the primary objective of evaluating a range of potential flood risk reduction options for managing flood risk across the Darlington Point area.

Whilst the township of Darlington Point is located outside of the Leeton Local Government Area, the study area for the DPFRMP includes parts of the Murrumbidgee flood plain which are located within the Leeton Local Government Area.

The DPFRMP was prepared in accordance with the requirements of the NSW Government's Floodplain Development Manual.

The DPFRMP included recommendations on development controls

The DPFRMP recommends the flood planning level as the level of the 1% AEP design flood event plus a 300mm freeboard for all development types in the study area.

**Missing Report**

There appears to be another Flood Plan which maps the parts of the Murrumbidgee which are east of the study scope for the Darlington Point Flood Plain Risk Management Study and Draft Plan.

I assume whichever study this is informed the Flood Planning Area mapping data that now features in the Leeton Local Environmental Plan 2014.

Leeton Shire Council to advise further.

**Leeton Local Environmental Plan 2014**

Clause 5.21 of Leeton Local Environmental Plan 2014 provides the principal flood planning assessment framework for development in flood prone areas on land within the Leeton Local Government Area.

Clause 5.21 is based on the latest model clause for Standard Instrument LEP's and reflects the recent changes to the NSW Environmental Planning and Assessment Regulation 2000 for flood related development.

Leeton Council has not opted to adopt the Special Flood Consideration model clause, which would have applied flood planning controls to sensitive land-use activities proposed for land above the Flood Planning Level and below the Probable Maximum Flood Level.

The State Government requires that only land mapped in accordance with the Floodplain Development Manual 2005 can be included on the Leeton Local Environmental Plan 2014 Flood Planning Map.

For this reason, the Flood Planning Map only identifies land that has been mapped in accordance with the following FRMPs:

- a. Darlington Point.
- b. Other
- c. Other

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**Introductory  
information  
(cont.)**

**Building Code of Australia**

The Building Code of Australia (BCA) sets national standards to ensure building works reflect an acceptable level of health, safety, amenity and sustainability for current and future communities. It contains technical requirements for the design and construction of buildings and other structures, and covers matters such as structural soundness, fire resistance, access, services and energy efficiency.

The BCA includes requirements for building within a flood hazard area (Note – the term Flood Hazard Area is a term used in the BCA and typically corresponds with the term Flood Planning Area). The BCA now provides minimum construction standards for specified building classifications.

Where development is proposed on land to which Clause 7.2 of Cowra Local Environmental Plan 2012 applies, Council may issue a development consent having considered the provisions of Clause 7.2 and the requirements of this Part of the Plan. Following the issuing of the development consent, the Construction Certificate application will require assessment of compliance with the BCA provisions for flood hazard areas, including whether the provisions apply to the site and the building classifications, and if so, whether the deemed-to-satisfy criteria will apply or an Alternative Solution will be required.

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## Part K1 Flood Risk Management

### K1.3 Flood Planning

Objective

It is important to understand the difference between "Flood Prone Land" and land that is located within a "Flood Planning Area".

"Flood Prone Land" means land that is designated by the extent of the Probable Maximum Flood. The Probable Maximum Flood is the largest flood that could conceivably occur at a particular location. Generally, it is not physically or economically possible to provide complete protection against this event. Instead, a merit approach is used to determine a "Flood Planning Level" that balances the flood risk with the economic and social benefits of using the "Flood Prone Land".

Any land that is at or below the "Flood Planning Level" is referred to as the "Flood Planning Area". It is only land within the "Flood Planning Area" that is subject to flood related development controls.

#### Flood Planning Level

Council has adopted the 1:100 AEP (Annual Exceedance Probability) plus 0.5 metres freeboard as its Flood Planning Level (FPL).

Land below the FPL is referred to as the Flood Planning Area. The Flood Planning Area is based on the most current information available to Council and may be derived and interpreted from a combination of the following:

- Flood Studies identifying the 1% flood undertaken in accordance with the Floodplain Development Manual, prepared by the NSW Government (as applicable at the time the Study was conducted).
- Modeling undertaken for specific sites which identifies the 1% flood.
- Historic flood inundation records held by Council as the highest known flood.
- Information contained within an environmental planning instrument or policy.
- Specific flood mapping for the site.

#### Flood Planning Areas - Leeton

- Leeton
- Yanco
- Whitton

#### Flood Hazard Categories

- Low Hazard
- Intermediate Hazard
- High Hazard



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**Flood Planning  
(cont.)**

**Land-use Permissibility**

- a. Agricultural
- b. Residential
- c. Commercial
- d. Industrial
- e. Special Uses
- f. Recreation

**Information to accompany a Development  
Application**

- a. Agricultural

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**Part K1  
Flood Risk  
Management**

**K1.4 Flood related  
development  
controls**

Objective

In addition to the controls contained in Clause 5.21 of Leeton Local Environmental Plan 20104, the following controls will apply to new development proposed on land that is identified within the "Flood Planning Area".

**General**

**Residential Development**

**Commercial and Industrial Development**

**Rural Land**

**On-site Sewage Management**

**Subdivision**



# Part L

BIODIVERSITY  
MANAGEMENT

This part applies to all development in the Leeton Shire that proposes to directly remove or indirectly impact native vegetation or is in the proximity of an area that contains native vegetation.



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**2022**  
COMPREHENSIVE DCP



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## Table of Contents

<b>L1</b>	<b>Biodiversity Management</b>	<b>3</b>
L1.1	Introduction	4
L1.2	Relationship to other plans	5
L1.3	Biodiversity pathways	7
L1.4	Development Applications	10
L1.5	Working Examples	11

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# L1

## Biodiversity Management

Part L applies generally to any development that requires consent under Part 4 of the Environmental Planning & Assessment Act 1979 and that has the potential to impact biodiversity.

L1.1	Introduction	4
L1.2	Relationship to other plans	5
L1.3	Biodiversity pathways	7
L1.4	Development Applications	10
L1.5	Working Examples	11

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## Part L1 Biodiversity Management

### L1.1 Introduction

Biodiversity is the variety and variability of all life forms on earth. It encompasses multiple levels of classification, including genes, species, and ecosystems. Due in part to millions of years of geographic isolation, the biodiversity of Australia is unique and many species of plant and animals are found only in Australia and nowhere else in the world. Despite this rich and unique biodiversity, since European colonisation Australia has experienced the largest documented decline in biodiversity of any continent.

The processes that have driven this decline, such as habitat loss and fragmentation, climate change, the spread of invasive species, and inappropriate fire regimes, continue to accelerate. The Black Summer fire season (2019-2020) saw 5.4 million hectares in NSW burnt over 160 days of continuous fires. Across Australia, it was estimated that as many as 3 billion terrestrial vertebrates were killed or displaced.

Under rapidly changing and unprecedented conditions, protecting and managing Leeton Shire's natural areas and unique biodiversity has become crucial. This DCP section aims to detail and clarify the application of NSW biodiversity legislation for the purposes of development assessment. In this regard, the NSW Biodiversity Conservation Act 2016 establishes a framework to avoid, minimise and offset the impacts of local development and land use changes on native biodiversity.

## Part L1 Biodiversity Management

### L1.2 Relationship to other plans

#### Leeton Local Environmental Plan 2014

Part L.1 of the DCP supports the aims and provisions of the Leeton Local Environmental Plan 2014 (LEP) that relate to the conservation and management of the natural environment.

#### Environmental Planning and Assessment Act 1979 (EPA Act)

Part L.1 of the DCP addresses the objectives of the Environmental Planning and Assessment Act 1979 (EP&A Act) that relate to the conservation and management of the natural environment. In particular, it addresses the following objects of the EP&A Act:

- a. 1.3(a) to promote the social and economic welfare of the community and a better environment by the proper management, development and conservation of the State's natural and other resources,
- b. 1.3(b) to facilitate ecologically sustainable development by integrating relevant economic, environmental and social considerations in decision-making about environmental planning and assessment,
- c. 1.3(e) to protect the environment, including the conservation of threatened and other species of native animals and plants, ecological communities and their habitats.

This section of the DCP also addresses matters that the consent authority will take into account when considering the following "matters for consideration" under the EP&A Act:

- a. 4.15(1)(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,
- b. 4.15(1)(c) the suitability of the site for the development,
- c. 4.15(1)(e) the public interest.

#### Relationship to Biodiversity Conservation Act 2016 (BC Act)

Part L.1 of the DCP addresses the purpose of the Biodiversity Conservation Act 2016 (BC Act) relating to the impacts of local development and land use changes on native biodiversity. The overarching purpose of the Act is to apply the principles of ecologically sustainable development. More specifically, the following purposes of the BC Act are relevant:

- a. 1.3(a) to conserve biodiversity at bioregional and State scales,
- b. 1.3(b) to maintain the diversity and quality of ecosystems and enhance their capacity to adapt to change and provide for the needs of future generations, and
- c. 1.3(c) to improve, share and use knowledge, including local and traditional Aboriginal ecological knowledge about biodiversity conservation,
- d. 1.3(d) to support biodiversity conservation in the context of a changing climate,
- e. 1.3(h) to support conservation and threat abatement action to slow the rate of biodiversity loss and conserve threatened species and ecological communities in nature,
- f. 1.3(k) to establish a framework to avoid, minimise and offset the impacts of proposed development and land use change on biodiversity,

**Relationship  
to other plans  
(cont.)**

- g. 1.3(l) to establish a scientific method for assessing the likely impacts on biodiversity values of proposed development and land use change, for calculating measures to offset those impacts and for assessing improvements in biodiversity values,
- h. 1.3(m) to establish market-based conservation mechanisms through which the biodiversity impacts of development and land use change can be offset at landscape and site scales.

Part 7 of the BC Act, together with the Biodiversity Conservation Regulation 2017 (BC Regulation) and some aspects of the Local Land Services Act 2013 (LLS Act), outline the framework for assessment and approval of biodiversity impacts associated with certain proposals that require development consent. Subject to the provisions of the BC Act, such developments are ultimately determined under the EP&A Act.

Part 6 of the BC Act introduces the Biodiversity Offsets Scheme (BOS). A development to which the BOS applies requires the preparation and submission of a Biodiversity Development Assessment Report (BDAR) to accompany the application. Where a BDAR is required, it must be prepared by an 'accredited assessor' in accordance with the Biodiversity Assessment Method (BAM) established under the BC Act. Accredited assessors are ecologists accredited by the NSW Department of Planning, Industry and Environment to carry out the BAM and prepare BDARs.

Both the BAM and BC Act are based on a hierarchical framework which requires the proponent to design proposed development such that it avoids and minimises biodiversity impacts before proposing biodiversity offsets. If the avoid and minimise measures.

**Relationship to 10/50 Vegetation Clearing Code of Practice**

The 10/50 Vegetation Clearing Scheme allows people to clear certain vegetation near their homes to improve protection from bush fires.

The 10/50 Code permits landowners in the 10/50 Vegetation Clearing Entitlement Area to clear, on their own land, vegetation that is adjacent to an external wall of a building:

- a. containing habitable rooms that comprises or is part of residential accommodation or a high risk facility;
- b. that comprises or is part of a farm shed.

To determine whether a property is located within a Vegetation Clearing Entitlement Area, reference should be made to the online assessment tool available on the NSW RFS website [www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au)

Vegetation clearing that is carried out in accordance with the 10/50 Code is considered to be authorised clearing under NSW Legislation.

For Development Applications to which Part L.1 of this DCP applies, and for the purposes of determining whether that development exceeds the Biodiversity Offsets Scheme threshold, the 10/50 clearing entitlement should not and will not be excluded from the calculation of the development footprint.



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## Part L1 Biodiversity Management

### L1.3 Biodiversity pathways

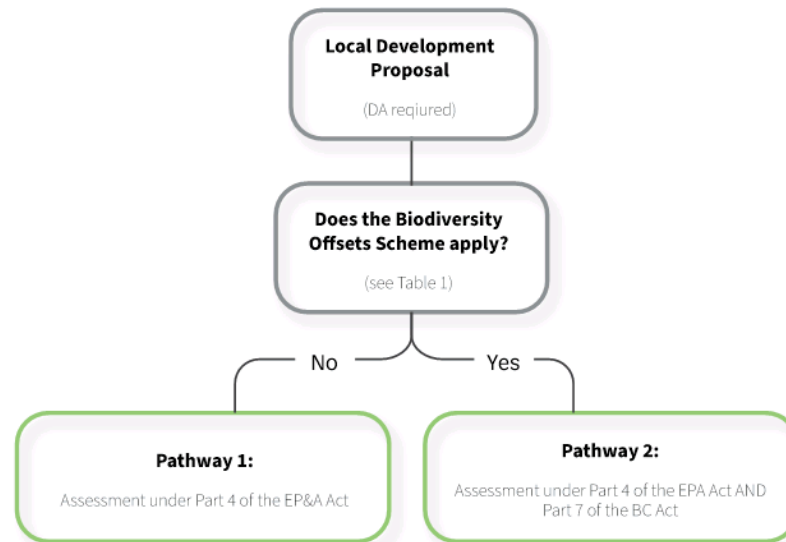
#### Objective

To provide guidance to landowners and applications on the correct biodiversity assessment pathways

Given the potential operation of both the EP&A Act and the BC Act, there are two main assessment pathways which determine the level of biodiversity assessment and information required to support a development application (see Fig 1).

The assessment pathway depends on whether the proposed development triggers entry into the BOS according to the BC Act (see Tables 1, 2 and 3).

Figure 1 - Biodiversity Assessment Pathways



**Biodiversity  
pathways  
(cont.)**

**Table 1 - Does the BOS apply to the proposed development?**

	Description of proposed activity	Legislative reference
The Biodiversity Offset Scheme <b>does apply</b> to:	Proposed clearing of native vegetation (see Table 3) that would exceed the BOS area clearing threshold <sup>1</sup>	BC Act: s7.2(1)(b), s7.4(1) BC Regulation: s7.1(1)(a), s7.2
	Proposed clearing of native vegetation (see Table 2) or other action prescribed by clause 6.1 of the BC Regulation on land identified on the Biodiversity Values Map <sup>1</sup>	BC Act: s7.2(1)(b), s7.4(1) BC Regulation: s7.1(1)(b), s6.1, s7.3
	Proposed development that is likely to significantly affect threatened species or ecological communities according to the test of significance	BC Act: s7.2(1)(a), s7.3
The Biodiversity Offset Scheme <b>does not apply</b> to:	Proposed development to be carried out within a declared area of outstanding biodiversity value	BC Act: s7.2(1)(c)
	Proposed clearing of native vegetation on Category 1-Exempt land <sup>2</sup>	BC Act: s7.4 LLS Act: s60H
	Proposed development on biodiversity certified land	BC Act: s7.6

<sup>1</sup> See: <https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity/biodiversity-offsets-scheme/entry-requirements>  
The area threshold varies depending on the minimum lot size (under Leeton LEP 2014) applying to the land. For ease of references purposes, the thresholds are described in the table below.

<sup>2</sup> See: <https://www.lls.nsw.gov.au/help-and-advice/land-management-in-nsw/archive/land-categorisation-and-the-land-management-framework>

The area threshold varies depending on the minimum lot size (under Leeton LEP 2014) applying to the land. For ease of references purposes, the thresholds are described in the table below.

**Table 2 - Area Thresholds**

Minimum Lot Size	Threshold for clearing, above which the offsets scheme applies
Less than 1 ha	0.25 ha or more
1 ha to less than 40 ha	0.5 ha or more
40 ha to less than 1000 ha	1 ha or more
1000ha or more	2 ha or more

**Biodiversity  
 pathways  
 (cont.)**

**Table 3 - What is clearing of native vegetation? (for the purposes of development requiring consent under Part 4 of the EP&A Act only)**

	Description	Legislative reference
"Native vegetation" refers to:	Trees (including any sapling), shrubs, understorey plants, groundcover and plants occurring in a wetland that were established in NSW prior to European colonisation	LLS Act: s60B(1), s60B(2)
	Dead or non-native vegetation identified within Category 2-Regulated land <sup>2</sup>	LLS Act: s60B(3)
"Native vegetation" does not include:	Marine vegetation including mangroves and seagrasses	LLS Act: s60B(4)
"Clearing" of native vegetation means:	Means any one or more of the following - (a) cutting down, felling, uprooting, thinning or otherwise removing native vegetation, (b) killing, destroying, poisoning, ringbarking or burning native vegetation.	LLS Act: s60C
	Includes all clearing proposed in association with a development, including for construction of roads and other infrastructure, bushfire protection requirements, services installation, etc.	LLS Act: s60C
	Includes all clearing required or likely to be required for the purposes of a subdivision	BC Regulation s7.1(3)

<sup>1</sup> See: <https://www.environment.nsw.gov.au/topics/animals-and-plants/biodiversity/biodiversity-offsets-scheme/entry-requirements>  
<sup>2</sup> See: <https://www.lls.nsw.gov.au/help-and-advice/land-management-in-nsw/archive/land-categorisation-and-the-land-management-framework>

**Part L1  
 Biodiversity  
 Management**

**L1.4 Development  
 Applications**

**Objective**

To provide guidance on relevant biodiversity matters when preparing Development Applications

**Statutory considerations**

When determining an application for development consent involving impacts on biodiversity, Council must consider various legislation and policies. These include:

- Environmental impacts on the natural environment under Section 4.15 of the Environmental Planning and Assessment Act 1979
- Development that is "likely to significantly affect threatened species" as set out in the Biodiversity Conservation Act 2016.
- Potential impacts under other biodiversity legislation such as the NSW Fisheries Management Act 1994 and the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.
- Specific Council LEP Clauses that relate to the protection and management of the natural environment.
- Vegetation clearing or other works within 40m of a watercourse as defined under the Water Management Act 2000.

Proposed development should also be consistent with any relevant strategies, plans or policies prepared and adopted by State, Commonwealth or Local authorities such as:

- Riverina Murray Regional Plan
- Leeton Local Strategic Planning Statement

**Approvals required by other agencies**

In some instances, further approvals may be required by other agencies before development can be undertaken. For example:

- Development in bushfire prone areas (Rural Fire Service)
- Works within 40m of the bed or banks of a waterway (Department of Primary Industries – National Resources Access Regulator)

**Biodiversity Assessment Objectives**

- To ensure that any biodiversity values that may be impacted by the proposed development are identified.
- To ensure that any potential impacts on biodiversity are avoided, minimised, and/or offset.
- To inform the decision-making process in a timely and efficient manner.

**Development Application requirements**

The following information is required to accompany development applications that have the potential to impact biodiversity.

- a. For development that does not exceed the BOS threshold:
  - i. Information demonstrating the conclusion that the proposal does not exceed the BOS threshold.
  - ii. A response to the threatened species test of significance set out under s7.3(1) of the BC Act.
- b. For development to which the BOS applies according to the triggers described in Table 1:
  - i. A Biodiversity Development Assessment Report (BDAR) prepared by an assessor who is accredited by DPIE to carry out the Biodiversity Assessment Method (BAM).

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## Part L1 Biodiversity Management

### L1.5 Working Examples

#### Zara Langley's Dwelling

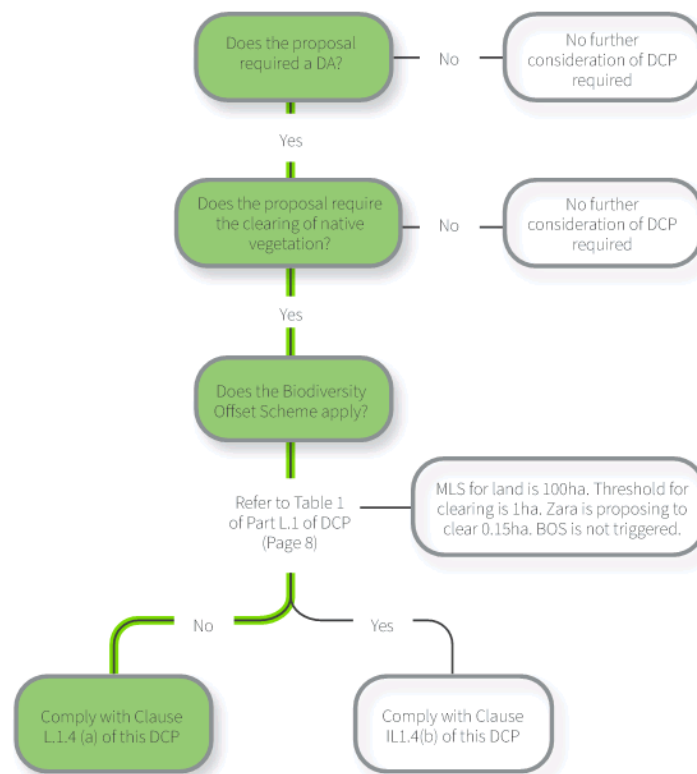
Zara Langley is proposing to construct a new dwelling on his rural property holding, which is zoned RU1 Primary Production under Leeton Local Environmental Plan 2014.

The location of the proposed dwelling is mapped as Bushfire Prone Land in accordance with the mapping certified by the NSW Rural Fire Service.

To comply with the requirements of the 'Planning for Bushfire Protection Guidelines' Zara has calculated that she will need to clear 1,500m<sup>2</sup> of native vegetation in order to create an Asset Protection Zone around the proposed dwelling site.

Zara wants to know what approvals she will need in order to ensure she is complying with 'Planning for Bushfire Protection' and the requirements of this Development Control Plan.

The following diagram represents the Biodiversity Assessment Pathway for Zara's proposal.



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**Working examples (cont.)**

**Developer Jane's Subdivision**

Developer Jane has purchased a property on the fringe of the Leeton Township and is preparing a Development Application to Council for the subdivision of the land into multiple residential lots.

The minimum lot size for the land is 2 hectares, so Jane's subdivision proposal will be for the creation of 10 new allotments.

Approximately 5 hectares of the land is covered in native vegetation and will need to be removed to accommodate the proposed subdivision design.

Jane wants to know what approvals she will need in order to ensure she is complying with the requirements of this Development Control Plan.

The following diagram represents the Biodiversity Assessment Pathway for Jane's subdivision proposal.

