



**LEETON**  
**SHIRE COUNCIL**

**SEPARATE ATTACHMENTS**

**ORDINARY COUNCIL MEETING**  
**22 February 2023**  
**7:00PM**

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Department of Planning, Industry and Environment

# NSW Waste and Sustainable Materials Strategy 2041

Stage 1: 2021-2027

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## Acknowledgement of country

The Department of Planning, Industry and Environment acknowledges the traditional custodians of the land and pays respect to Elders past, present and future.

We recognise Australian Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to place and their rich contribution to society.

### Find out more:

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Subtitle: Stage 1: 2021-2027

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## Minister's message



**The Honourable Matt Kean MP**  
**Minister for Energy and Environment**

New South Wales is committed to playing its part in making the transition to a circular economy over the next 20 years.

Without action now, and without sustained action over the next two decades, we will have more waste than we can safely manage, and our environment and community will be at risk.

Transitioning to a circular economy means we use our resources efficiently and make them as productive as possible. We will end up with less waste and emissions, less harm to our environment and more jobs. The move will boost innovation and help drive our economy forward.

We can create a circular economy by designing out materials that end up in landfill or as litter, reusing or repairing products before they are thrown out, and recycling material so it can be used multiple times in manufacturing or building.

At the same time, we need to make sure we have the services and infrastructure in place to deal with our waste safely so it does not become a problem for future generations.

The NSW Government cannot make this transition alone – we need to work with consumers, industries and other governments to make it a reality.

Throughout this strategy, we have outlined the actions we will take over the next six years – the first phase of our strategy – to deliver on our long-term objectives. We have also set out our plan to tackle plastics in the *NSW Plastics Action Plan*, which sits alongside this strategy.

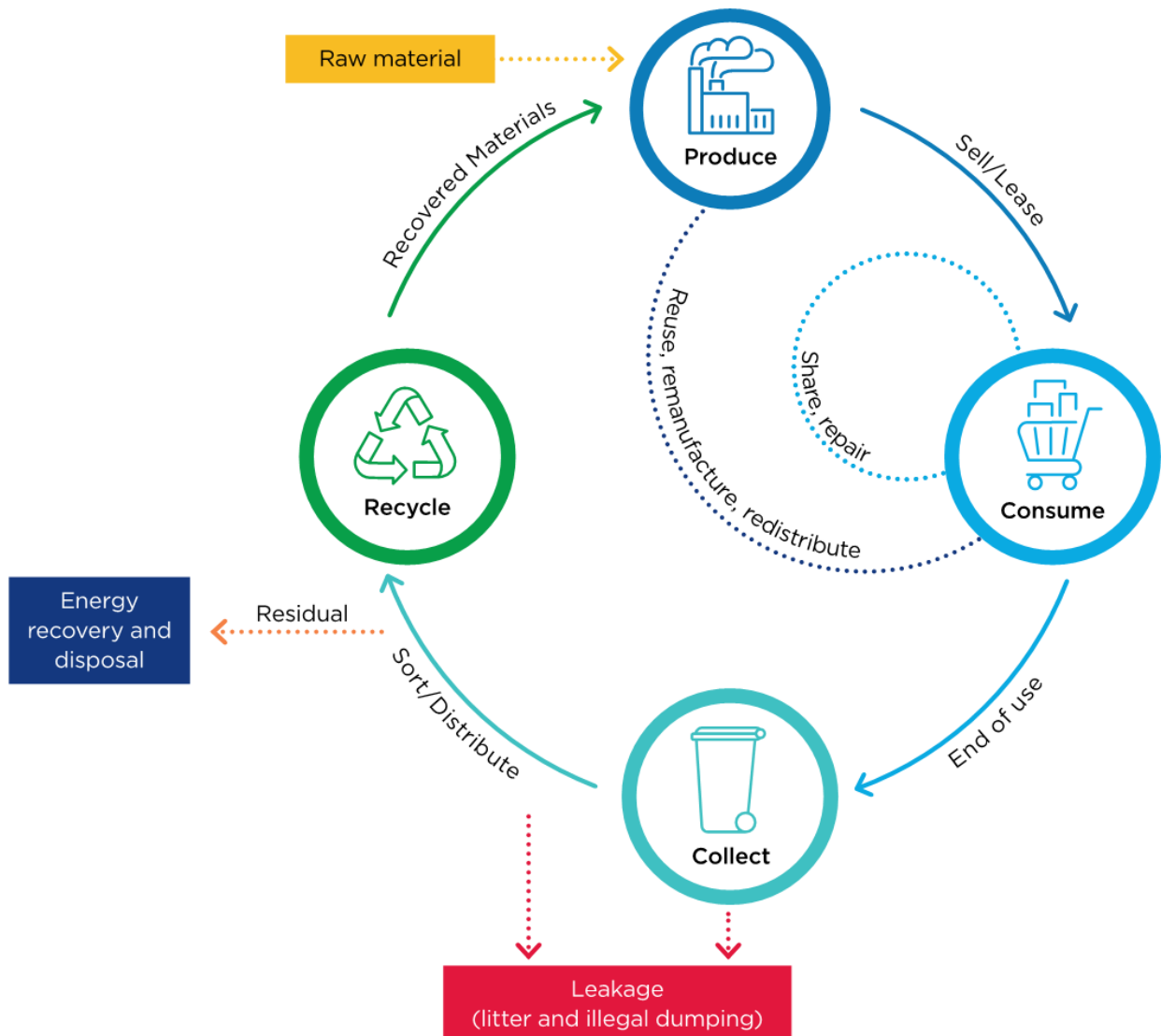
These actions are backed by \$356 million in funding to help deliver priority programs and policy reforms.

Some of our key reforms include:

- phasing out problematic single-use plastic items
- financial incentives for manufacturers and producers to design out problematic plastics
- having government agencies preference recycled content and invest in research and pilots for recycling innovation
- introducing tighter environmental controls for energy from waste in NSW, with further consideration of planning and infrastructure needs underway
- mandating the source separation of food and garden organics for households and selected businesses
- incentivising biogas generation from waste materials.

These are important first steps on our journey to 2041 – a journey we will take together.

**Figure 1: Circular economy**



## Purpose of the strategy

The NSW *Waste Avoidance and Resource Recovery Act 2001* commits the NSW Government to refreshing and updating its waste strategy every five years – to review and continually improve the state’s policies and targets for waste reduction and landfill diversion. This strategy updates our previous *Waste Avoidance and Resource Recovery Strategy 2014–2021*.

As well as waste reduction and recycling, this *NSW Waste and Sustainable Materials Strategy 2041: Stage 1 – 2021–2027* focuses on the environmental benefits and economic opportunities in how we manage our waste. This document sets out the actions we will take in the first stage of the strategy to carry us through to 2027.

During 2021, we will move on our highest priority actions and lay the foundations for actions that will begin progressively from July 2022, when the full strategy stage one funding package begins.

To complement this strategy, we have also released the:

- *NSW Plastics Action Plan*, which sets out how we will phase out problematic plastics, tackle litter from plastic items like cigarette butts, and support innovation and research
- *NSW Waste and Sustainable Materials Strategy: A guide to future infrastructure needs*, which sets out the investment pathway required for NSW to meet future demand for residual waste management and recycling.

### Tracking and reviewing our progress

In 2019, New South Wales agreed to a set of targets as part of the National Waste Policy Action Plan. In this strategy, we commit to adopting these targets as the NSW targets. During the first stage of our strategy, we will measure our progress towards these targets to ensure we are on track.

The targets are to:

- reduce total waste generated by 10% per person by 2030
- have an 80% average recovery rate from all waste streams by 2030
- significantly increase the use of recycled content by governments and industry
- phase out problematic and unnecessary plastics by 2025
- halve the amount of organic waste sent to landfill by 2030.

Consistent with our commitments to the National Waste Policy Action Plan, we will also continue to improve our data collection and reporting.

In addition to these targets, we will:

- introduce a new overall litter reduction target of 60% by 2030 and a plastic litter reduction target of 30% by 2025, as set out in the *NSW Plastics Action Plan*
- set a goal to triple the plastics recycling rate by 2030, as set out in the *NSW Plastics Action Plan*
- reaffirm our commitment to the goal of net zero emissions from organic waste by 2030, as laid out in the *NSW Net Zero Plan Stage 1: 2020–2030*
- establish new indicators to help us track our progress on infrastructure investment and the cost of waste services
- develop a new measure of the emissions performance of our waste and materials management. This will help us to track our performance across the lifecycle of materials.

We will report on our progress annually and we will review the strategy prior to 2027.



**5 YEAR TARGETS**



Phase out problematic and unnecessary plastics by 2025

Plastic litter reduction target of 30% by 2025

**10 YEAR TARGETS**



Reduce total waste generated by 10% per person by 2030

80% average recovery rate from all waste streams by 2030

Introduce a new overall litter reduction target of 60% by 2030

**SUB-TARGETS - PLASTICS**



Eliminate problematic and single use plastics by 2025

Triple the plastics recycling rate by 2030

**SUB-TARGETS - ORGANICS**



Halve the amount of organic waste sent to landfill by 2030

Net zero emissions from organics to landfill by 2030





# Part 1

## Context and background

### Global action is shifting us towards a circular economy

The global economy consumes 90 billion tonnes of primary materials each year. This is projected to double by 2060<sup>1</sup>. However only 9% of this material is recycled<sup>2</sup>. This is impacting the world around us, with an estimated 150 million tonnes of plastics now in the marine environment<sup>3</sup>.

Countries have started to tackle the waste challenge by changing how they manage the lifecycle of materials. In contrast to the traditional linear economy, which has a “take, make, dispose” model of production, a circular economy aims to eliminate waste and reduce the continual use of new resources. Circular systems employ reuse, sharing, repair, refurbishment, remanufacturing and recycling to use resources efficiently and minimise the creation of waste, pollution and carbon emissions. The circular economy aims to keep products, equipment and infrastructure in use for longer.

Circular economy policies in Europe and the United Kingdom have led a significant shift towards more producer responsibility, resource recovery systems that are set up to preserve and improve the value of materials, and strong economic incentives to avoid the generation of waste<sup>4</sup>. The United Nations has endorsed a set of Sustainable Development Goals for 2030, with specific goals aimed at protecting the environment and encouraging responsible consumption and production<sup>5</sup>.

Meanwhile, many other countries have taken bold steps to protect their environments from the negative impacts of waste, starting with bans on the types of material they import.

Since 2018, China and other nations throughout Asia have stopped importing recyclable waste. This has forced waste and resource recovery businesses throughout the world, including in NSW, to rethink their business models and deal with waste closer to where it is generated.



### The circular economy

A circular economy is an economic system aimed at minimising waste and promoting the continual reuse of resources. The circular economy aims to keep products, equipment and infrastructure in use for longer, thus improving the productivity of these resources. Waste materials and energy should become input for other processes: either a component or recovered resource for another industrial process or as regenerative resources for nature (e.g. compost). This regenerative approach contrasts with the traditional linear economy, which has a ‘take, make, dispose’ model of production.

The circular economy is based on three key principles:

- design out waste and pollution
- keep products and materials in use
- regenerate natural systems.

### Australia is taking responsibility for its own waste

In 2018, the Australian Government led the development of the National Waste Policy, followed by a supporting action plan in 2019. This policy is based on circular economy principles and contains targets and actions to which each level of government has committed. Off the back of the policy, the Australian Government has already passed new legislation to strengthen the nation's product stewardship laws and provided funding for a range of resource recovery projects.

An agreement by the Council of Australian Governments in 2020 to ban the export of unprocessed plastic, paper, glass and tyres also signalled that Australia would take greater responsibility for managing and processing the waste it generated. Joint investments in reprocessing infrastructure by the federal, state and territory governments and industry will help us to bridge the gap in capacity to take the waste we used to export and remanufacture it locally.

### NSW has led the way

The NSW Government's *Waste Less, Recycle More* initiative has played a fundamental role in how citizens, businesses and councils avoid, reduce, reuse, recycle and safely dispose of waste.

Through the *Waste Less, Recycle More* initiative, the NSW Government has:

- invested more than \$800 million in waste and resource recovery programs since 2013
- contributed to a 43% reduction in litter
- established 91 community recycling centres
- added 2.5 million tonnes of new recycling capacity
- provided free help to more than 30,000 small businesses to reduce waste
- invested \$52 million in proactive enforcement and compliance programs through the NSW Environment Protection Authority (EPA).



Shredded paper at a recycling station at Wetherill Park industrial estate



To target the most serious, organised and high-profile waste crimes, the NSW Government established the Waste Crime Task Force, which has been operating since 2017. The strong regulatory presence combined with robust regulatory controls ensure that the waste and resource recovery initiatives funded by *Waste Less, Recycle More* achieve their objectives.

Through the Return and Earn container deposit scheme, which recovers high-quality beverage containers for remanufacturing, over 5 billion containers have been collected since 2017 at over 600 sites. These containers may have otherwise ended up in as litter<sup>6</sup>.

Other waste and resource recovery initiatives funded by the NSW Government include:

- \$35 million (co-funded with the Australian Government) to support new recycling and remanufacturing projects that will help NSW prepare for the waste export ban
- \$10 million for grants under the Circular Solar program to improve recycling of solar panels and battery systems
- \$105 million since 2013 to keep food and garden organic waste out of landfill
- \$207 million since 2013 for local government to boost recycling and regional collaboration for waste management
- \$130 million since 2013 to combat illegal dumping and litter through education, capacity building, prevention and enforcement.

NSW has also led the way in using a levy on waste disposed to reduce the amount of waste being landfilled and to promote recycling and resource recovery. The proceeds of the levy have funded the *Waste Less, Recycle More* program.

NSW's early adoption of regulations for management of stockpiles at resource recovery facilities, sorting requirements at construction and demolition facilities, and specifications around waste products that can be applied to land, have set the state apart in best-practice waste management.

## **Now is the time to plan for our future waste needs**

In 2019 we released our Circular Economy Policy Statement, which set out the guiding principles we would adopt as we transition towards a circular economy. In 2020, we released our *Net Zero Plan Stage 1: 2020-2030*, which set out our strategy for reducing and offsetting carbon emissions, including from waste, to achieve net zero emissions by 2050.

We must now build on these strong foundations and comprehensively plan for NSW's future waste needs.

## **The challenges ahead**

### **NSW is running out of space to deal with residual waste**

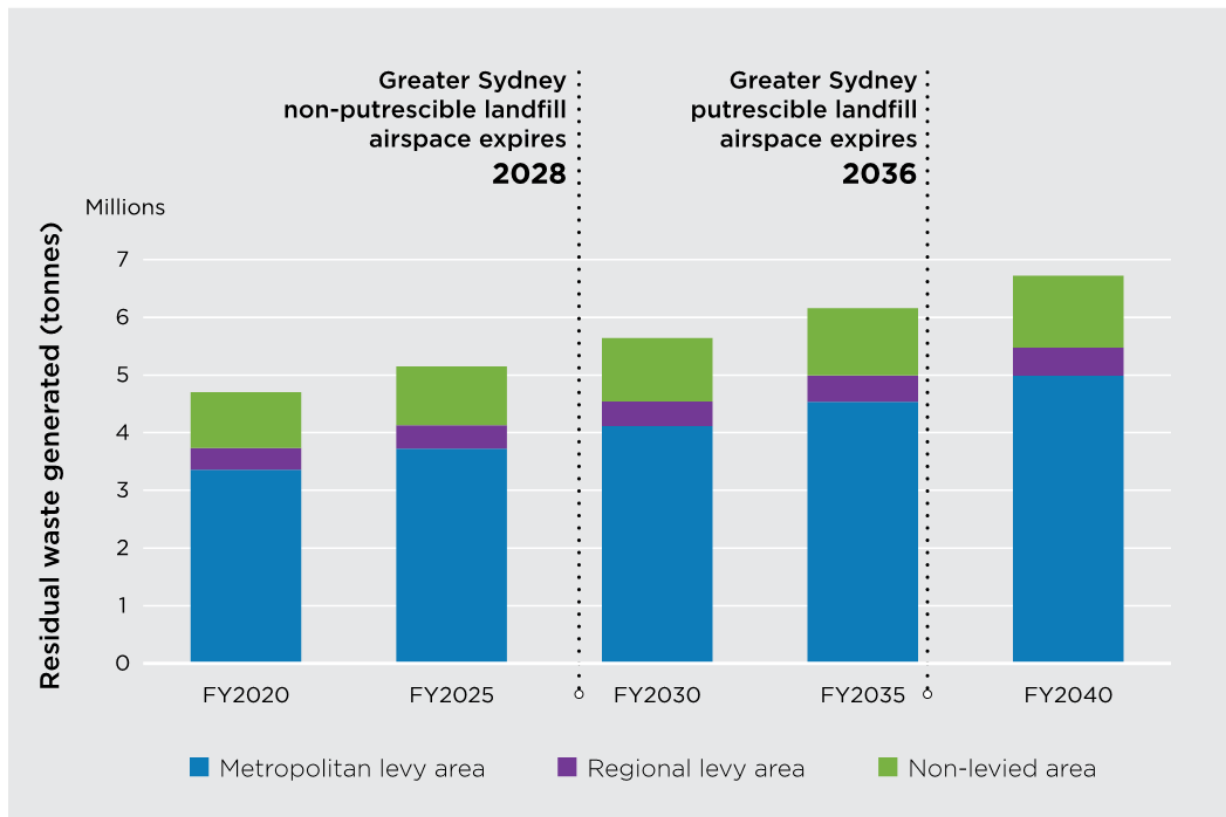
NSW, with its large economy and population, creates around one-third of Australia's total waste<sup>7</sup>. Over the next 20 years, NSW waste volumes are forecast to grow from 21 million tonnes in FY2021 to nearly 37 million tonnes in FY2041<sup>8</sup>. Even though we currently recycle about two-thirds of our waste, our ambition is to continue to increase that proportion. We also need safe and adequate disposal options for the material we cannot recycle.

The challenge is to manage this material so that we can avoid the worst of its impacts. This means we need strategies to reduce the volume of waste we generate; reuse, repair and recycle what we can't avoid; and make sure that we have enough capacity to safely dispose of the material we cannot recycle.

At our current rates of generation and recycling, the putrescible landfills (which accept household waste) servicing Greater Sydney are likely to reach capacity within the next 15 years. The non-putrescible landfills (which accept inert commercial and construction wastes) will reach capacity within this decade. In some regional areas, like Coffs Harbour and Port Macquarie, landfill capacity is also likely to expire this decade.

There are also looming capacity constraints for hazardous waste treatment and landfill. The only landfill that can accept contaminated wastes

**Figure 2: Projected residual waste (household and commercial) by levy area, under ‘business as usual’**



in NSW will reach capacity in 2031 and there are emerging capacity constraints for liquid waste treatment.

Rural and regional communities have specific challenges regarding access to safe disposal options. As trucks need to travel long distances to collect small amounts of waste, some waste services can be cost-prohibitive for regional councils<sup>9</sup>. Some Aboriginal and remote communities do not have regular collection services at all.

**Recycling is under pressure**

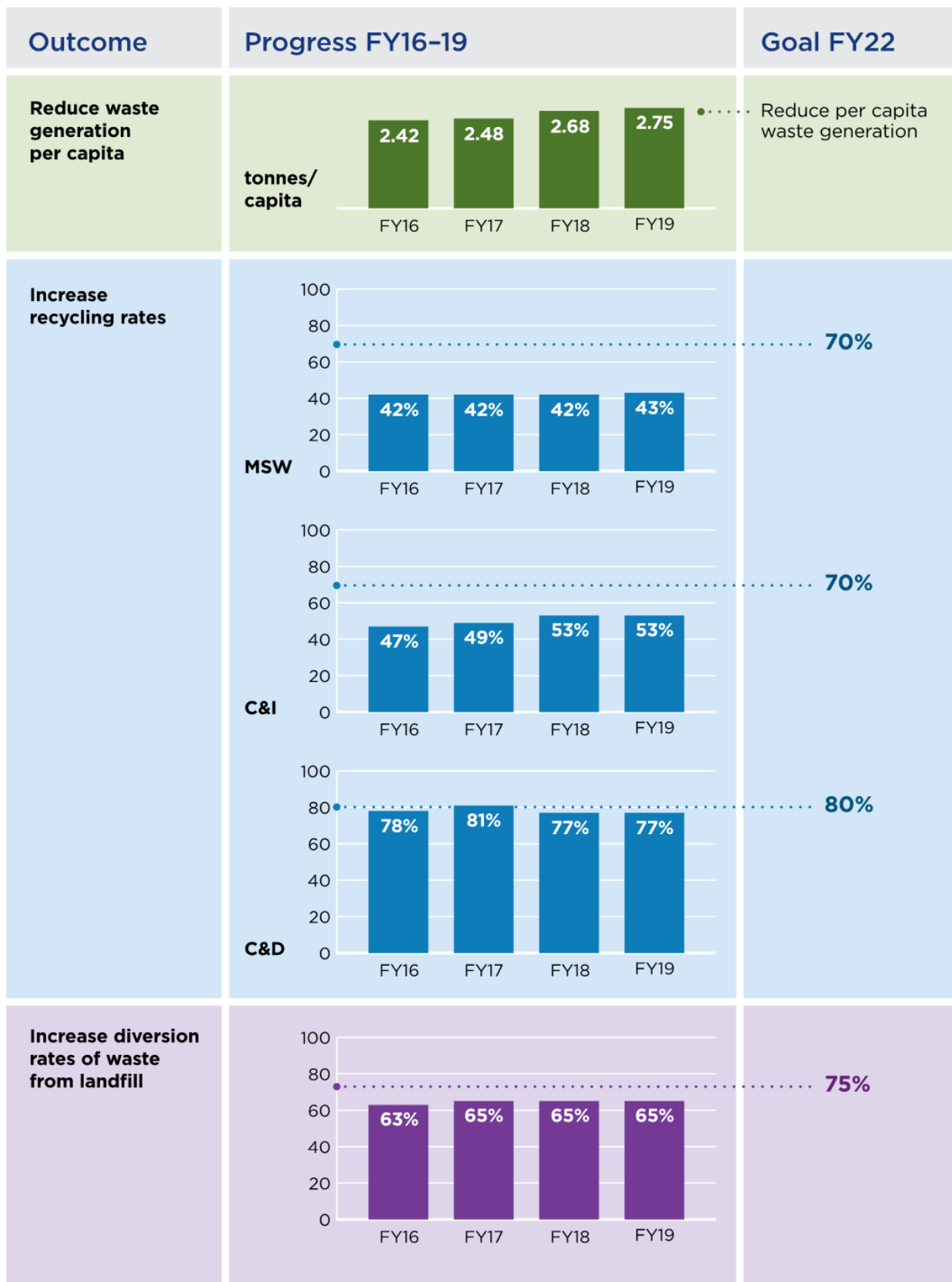
Since 2018, recycling has faced arguably its biggest challenges. Demand for recycled materials, particularly from the household and commercial waste streams, have steadily contracted with the closure of export markets. This has led to a glut of recycled materials and a decline in their value, particularly for poorly sorted or hard-to-recycle paper and plastic.

In NSW, this has seen the resource recovery industry start to transition to more resilient business models, focused on value-adding and the production of high-quality, well-sorted recycled materials. As the prices for recycled material have declined but the cost of sorting and processing has increased, costs for councils, ratepayers and businesses are also under pressure.

In 2014, NSW set a target of diverting from landfill 75% of all waste by FY2021. However, as of FY2019 (the most current published statistics), we are falling short of the target, reaching only 65%.

Construction and demolition recycling has performed the best at a rate close to 80%, followed by commercial and industrial recycling at 53%. Municipal solid waste (mostly household waste) has plateaued at just over 40% for the last four years. This strategy provides an opportunity to refocus our efforts and consider developments since 2014.

**Figure 3: Performance against NSW Waste Avoidance and Resource Recovery targets**





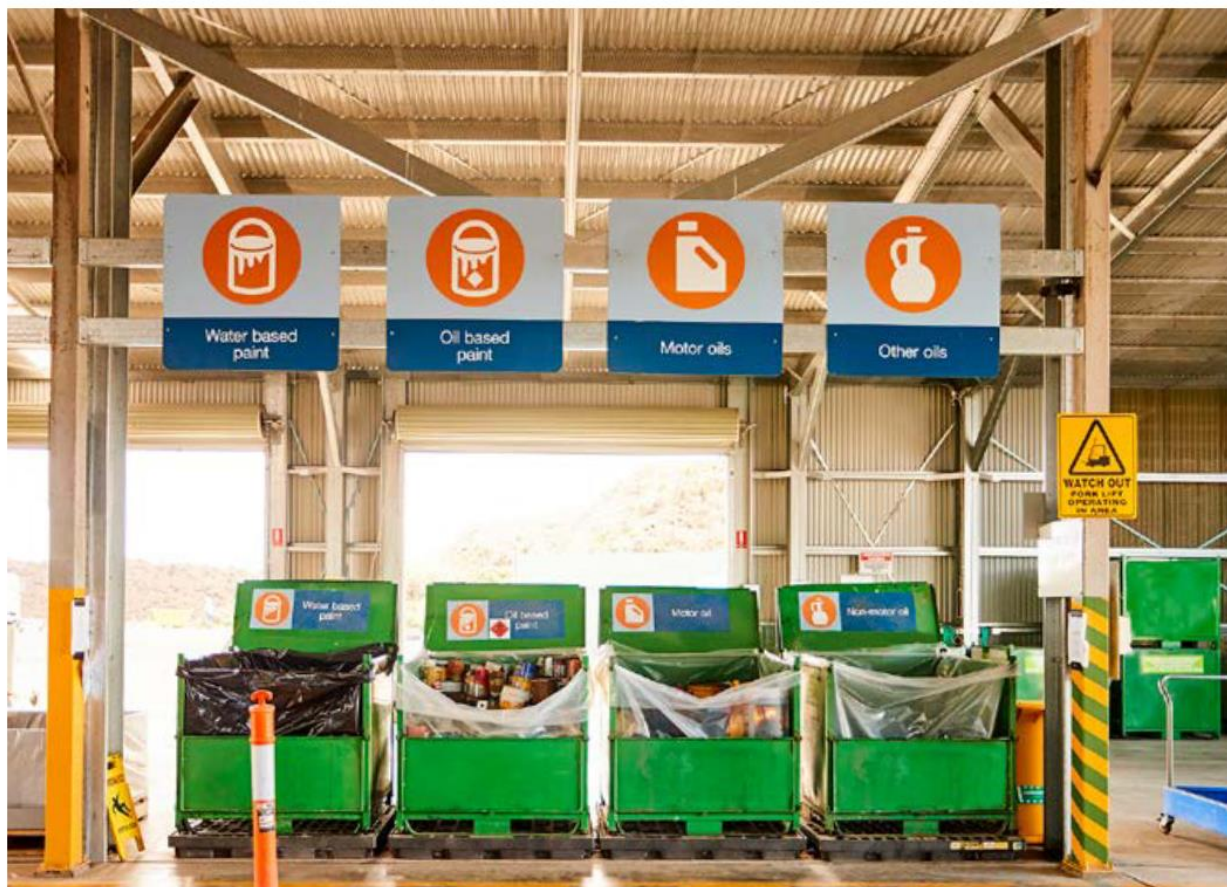
### Waste and materials usage significantly contribute to carbon emissions

In 2020, the NSW Government released the *Net Zero Plan Stage 1: 2020–2030*, which sets out how we will reduce our emissions by 35% by 2030, reaching net zero emissions by 2050. As part of the plan, the NSW Government committed to setting a target of net zero emissions from organic waste to landfill by 2030.

In FY2019, an estimated 2.5 million tonnes of organic waste (such as food organics, garden organics, timber and textiles) was sent to landfill<sup>10</sup>. Emissions from organic waste decomposing in landfill make up more than 2% of total net annual emissions in NSW<sup>11</sup>. Increased diversion of organics from landfill and processing technologies like composting and anaerobic digestion are an important first step towards reducing emissions from waste.

However, emissions from landfill are only a small fraction of the emissions associated with how we use our resources. It is estimated that nearly half of global emissions are attributable to the use and management of materials and products<sup>12</sup>. Recent modelling suggests that Australia could reduce carbon emissions by 165 million tonnes per year by 2040 through transitioning to a circular economy<sup>13</sup>.

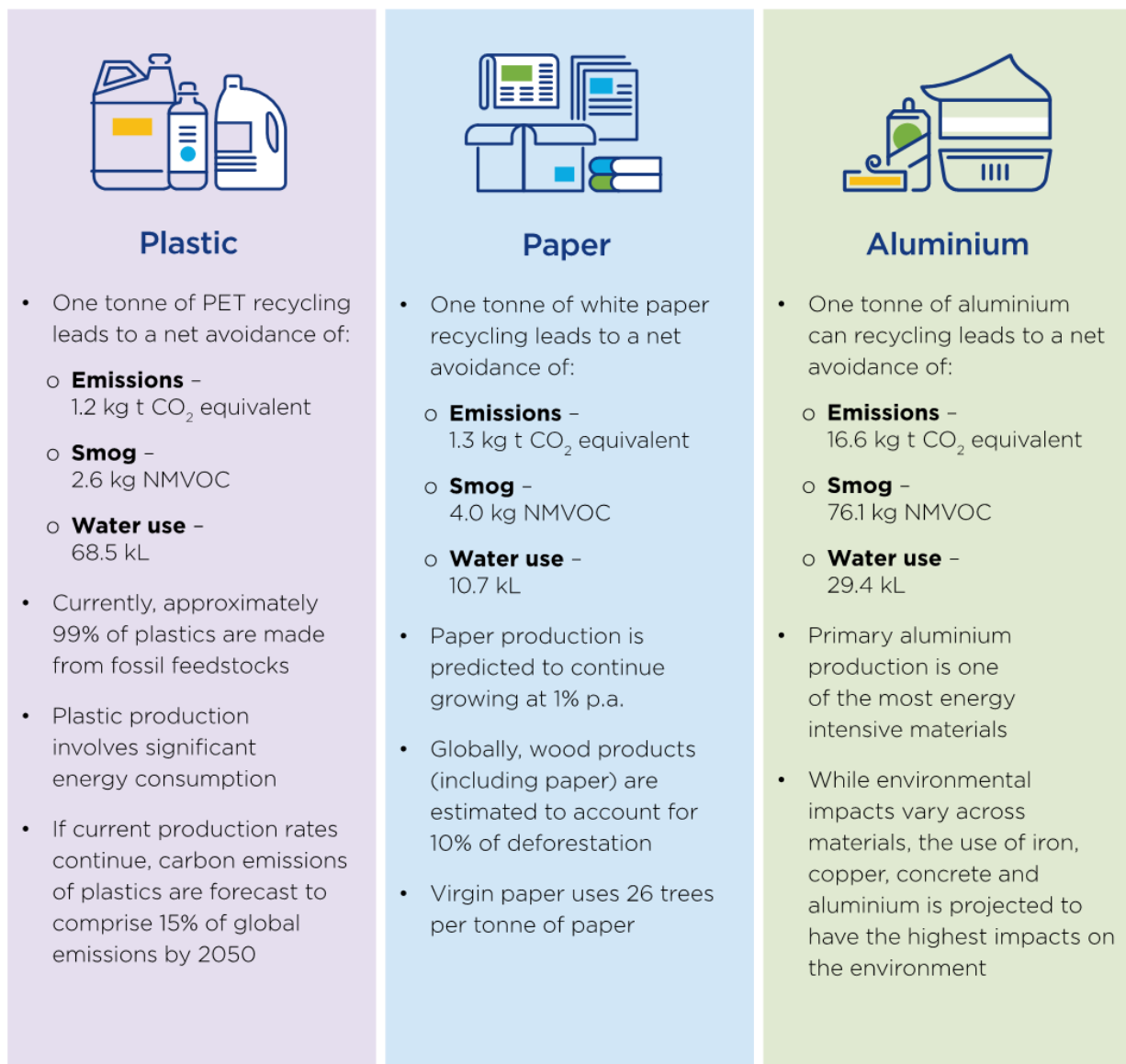
By adopting a circular economy approach, we can increase our carbon efficiency by designing out waste, using less energy-intensive materials in production, increasing the lifespan of buildings and products and reusing or recycling materials to avoid emissions associated with raw material extraction and production.



Recycling bins – Community Recycling Centre



**Figure 4: Carbon dividend of recycling materials<sup>14</sup>**



**Waste can damage our environment**

The accelerating pace of natural resource extraction and production and manufacturing is taking its toll on our environment. Our consumption habits are driving greenhouse gas emissions higher, reducing natural habitats, biodiversity and the productivity of our soils, and increasing the amount of air, water and terrestrial pollution.

Australia’s annual consumption of virgin material is around 43 tonnes per capita, which is higher than the United States and United Kingdom<sup>15</sup>.

The more material we consume, the greater the impact on the environment.

NSW generates almost 2.8 tonnes of solid waste per person each year<sup>16</sup>. Waste that is poorly managed and disposed of can lead to environmental and human health problems for current and future generations. For example, landfill sites require ongoing management to prevent waste from affecting soils and waterways.

Waste that is littered or dumped illegally can reduce the amenity of public spaces and pose risks to wildlife, marine ecosystems, agricultural



production and human health. Dumped materials may include harmful and hazardous substances such as toxic chemicals or asbestos.

Plastics are particularly problematic. They are lightweight and versatile, but they can be complex and expensive to recycle. In the natural environment, they can kill wildlife if ingested, accumulate other chemical pollutants and negatively impact on soils. In NSW, we consume 1.1 million tonnes of plastic but send around 650,000 tonnes of it to landfill each year, and that amount is growing. The more virgin plastic we use, the more fossil fuels we consume, increasing our carbon footprint.

In FY 2020, an estimated 575 million items of plastic litter generated in NSW made its way into our waterways and terrestrial and marine environments<sup>17</sup>. This plastic breaks down over time into small particles, which are being found in the world's highest mountains and in our deepest oceans.

### **We can harness the economic opportunities of the circular economy**

While keeping materials and products out of landfill makes good environmental sense, reuse, repair and recycling also benefits the NSW economy. Moving to a circular economy will stimulate growth in the resource recovery sector as well as creating new industries and jobs through innovation and investment in circular goods and services.

The circular economy represents a growth opportunity, with the global value of the sector forecast to be \$4.5 trillion by 2030 and \$25 trillion by 2050<sup>18</sup>.

Closer to home, analysis has shown that increasing Australia's recovery rate by 5% could add \$1 billion to Australia's gross domestic product (GDP) and lift wages by 0.1%. Likewise, a 5% improvement in material efficiency could increase GDP by \$24 billion and increase wages by 2.7%<sup>19</sup>. Other analysis has shown that adoption of a circular economy in a few critical sectors could deliver an additional \$210 billion in GDP and 17,000 jobs by FY2048<sup>20</sup>.

The importance of the circular economy to NSW's future is recognised in the *NSW 2040 Economic Blueprint*. One of the 'megatrends' for the next 20 years is the need to change the way we produce and consume to reduce our impact on the environment. The blueprint identifies developing a strategy for the circular economy as critical to delivering on sustainability objectives and harnessing strong employment growth in the environmental goods and services sector<sup>21</sup>.







## Part 2

### Our plan

This strategy sets out three focus areas.

1. **Meeting our future infrastructure and service needs**

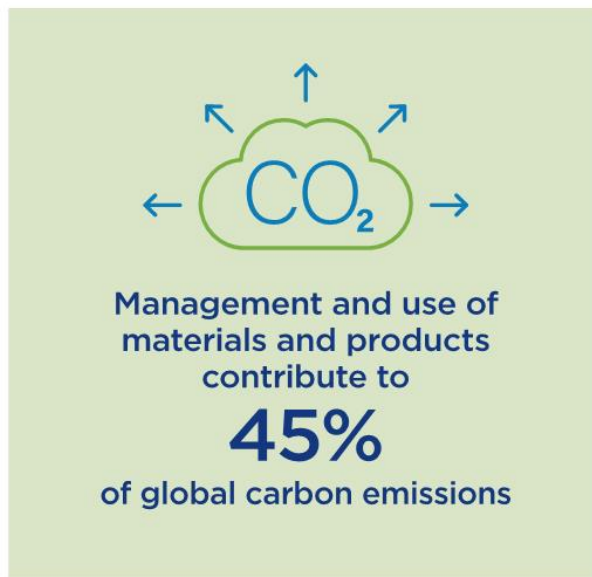
As waste volumes continue to grow, infrastructure and services will need to keep pace. We need to ensure we have the capacity to meet our critical future needs, such as residual waste capacity, as well as stimulating investment in a pipeline of innovation.

2. **Reducing carbon emissions through better waste and materials management**

Transitioning to a circular economy means increasing our resource efficiency and reducing our carbon footprint. If we can make our materials more productive by improving their durability through design, reusing or repairing them, recycling and remanufacturing them or extracting their embodied energy, we can reduce our reliance on emissions-intensive virgin materials.

3. **Building on our work to protect the environment and human health from waste pollution**

If poorly managed, waste can cause enormous damage to our natural environment and threaten the health and well-being of our community. Pollution from waste can be caused by littering, illegal dumping and mishandling of hazardous wastes, and it costs NSW millions of dollars each year. Maintaining strong regulations will help to stop this waste pollution, while engaging with businesses and consumers will help to drive positive behaviour change.





## Focus area: Meeting our future infrastructure and service needs

NSW already has a network of waste and resource recovery infrastructure, but we will need to expand and modernise it to meet the challenge of developing a circular economy. We need a strong pipeline of infrastructure investment to maintain and improve capacity to collect, sort, process and dispose of waste.

Getting the right infrastructure in the right place will be critical to recover, reuse and extend the life of most materials. While this investment will largely be driven by industry, the NSW Government has a role to play to support those looking to invest in the right place at the right time.

To support this infrastructure pipeline, the NSW Government will:








- strategically plan for critical waste infrastructure, working closely with local governments and industry, with a focus on co-locating businesses in precincts that support circular economy and clean technology activities

- help local governments to jointly procure waste services at scale to underpin investment in new infrastructure
- review and update planning instruments to make it easier to develop waste and circular economy infrastructure.

### **Recovery and recycling infrastructure must keep pace with demand**

We analysed material flows to identify recovery infrastructure needs for regions in NSW. The analysis showed there is enough capacity for some types of infrastructure, however, we need additional investment in new or upgraded facilities between 2021 and 2030 to prevent shortfalls.

**Figure 5: High-level recovery infrastructure needs to service NSW in 2030**

Structure Type	Greater Sydney	Rest of NSW
 <b>Materials recovery facilities (MRFs)<sup>22</sup></b>	<ul style="list-style-type: none"> <li>● No new facilities required if pipeline facilities come online, only MRF upgrades to improve quality of sorted materials</li> </ul>	<ul style="list-style-type: none"> <li>● New MRF in non-levied area and capacity enhancements in the regional levy area</li> </ul>
 <b>Plastics</b>	<ul style="list-style-type: none"> <li>● Secondary processing facilities needed for pelletising and flaking of mixed plastics – could be aligned to MRF expansions in both Greater Sydney and regional areas</li> </ul>	
 <b>Paper/Cardboard</b>	<ul style="list-style-type: none"> <li>● Beneficiation and source separation facilities to address paper quality – can be achieved through MRF upgrades or standalone facilities in both Greater Sydney and regional areas</li> </ul>	
 <b>Glass</b>	<ul style="list-style-type: none"> <li>● No immediate priorities if pipeline glass facilities come online</li> </ul>	<ul style="list-style-type: none"> <li>● Targeted small-scale glass crushing and quality control</li> </ul>
 <b>Organics<sup>23</sup></b>	<ul style="list-style-type: none"> <li>● New facilities to process combined food and garden organics (FOGO) and some food-only processing (such as anaerobic digestion)</li> <li>● New organics transfer stations to move material outside urban areas for processing and small-scale onsite solutions in high population areas and industry centres</li> </ul>	<ul style="list-style-type: none"> <li>● New FOGO processing facilities and minor food-only processing (anaerobic digestion) in the Shoalhaven and Hunter regions, and the NLA</li> <li>● Additional small-scale onsite solutions across all regions</li> </ul>
 <b>E-waste</b>	<ul style="list-style-type: none"> <li>● New facilities for separating and sorting, removing contaminants and washing, flaking or pelletising plastics in e-waste</li> <li>● New capacity for downstream processing of material fractions</li> <li>● New facilities for repair and reuse</li> </ul>	
 <b>Tyres</b>	<ul style="list-style-type: none"> <li>● Significant new processing capacity required</li> </ul>	

**Legend**

- Sufficient existing infrastructure or only minor improvements required by 2030.
- Some new infrastructure required to support policy or market changes by 2030.
- Significant new infrastructure required to meet demand by 2030.



### Critical residual waste infrastructure is urgently needed

Even if NSW significantly improves its waste avoidance and recycling performance, we will still need new capacity to manage residual waste. Our highest priority is to extend the life of our current landfills by reducing the volumes of waste we must manage, either through avoidance or recycling.





Eliminating our residual waste completely in the next 20 years is a significant challenge. It would need unprecedented national- and international-

level action and a fundamental shift in the way the global economy operates. While the world is starting to transition towards a circular economy, it will take time.

As we support this transition, we must also plan for how we can continue to provide a way to safely manage our residual waste into the future so that we protect our environment and the health of the community.

Analysis undertaken for the NSW Government shows that under the 'business as usual' scenario, a mix of potential solutions is needed.

**Figure 6: Potential mix of residual waste infrastructure needs by region**

Region	Potential mix of residual waste infrastructure needs*	
	2030	2040 (if 2030 needs are met)
 <b>Greater Sydney</b>	<p>🔴 Additional non-putrescible landfill capacity to accept &gt;3 million tonnes per annum (tpa)</p> <p>Additional putrescible landfill capacity to accept &gt;500,000 tpa</p> <p>At least one large-scale regional energy recovery facility and medium-scale 'dirty MRF' required to reduce the need for additional landfill capacity in this decade</p>	<p>🔴 Additional non-putrescible landfill capacity to accept &gt;1.2 million tpa</p> <p>Additional putrescible landfill capacity to accept &gt;1.1 million tpa</p> <p>At least three large-scale regional energy recovery facilities and one medium-scale 'dirty MRF' required to reduce the need for additional landfill capacity in this decade</p>
 <b>Hunter</b>	<p>🟢 Nil</p>	<p>🟡 Additional landfill capacity to accept &gt;300,000 tpa or a medium-scale energy recovery facility</p>
 <b>Northern Rivers</b>	<p>🟡 Additional landfill capacity to accept up to 100,000 tpa) or an equivalent medium-scale energy recovery facility</p>	<p>🟢 Nil</p>
 <b>Coffs Harbour</b>	<p>🟡 Additional landfill capacity to accept up to 25,000 tpa</p>	<p>🟢 Nil</p>

\* Note: infrastructure may be located outside the region

### The role of energy from waste

Recovering energy from waste can be a legitimate and necessary residual waste management option where it can deliver positive outcomes for the community and the environment and assist in lowering our carbon footprint and reducing the need for landfill. Energy recovery can reduce emissions by replacing more carbon-intensive fuels and by stopping harmful methane emissions from materials in landfill.

We want to support energy recovery where it makes sense to do so and where it is used to manage residual waste, not as an alternative to recycling.

Thermal energy from waste facilities are the most common technology. These generate some electricity as well as heat and steam. Other types of energy recovery include anaerobic digestion and gas capture.

The *NSW Energy from Waste Policy Statement* sets out the policy framework and technical criteria that energy from waste facilities must meet. The policy has been updated to reflect the latest advice on air emissions standards from the

Office of the NSW Chief Scientist and Engineer and ensures NSW has the strictest air emission standards in the world where energy from waste is allowed.

The NSW Government is considering further strategic planning needs for energy from waste infrastructure to ensure such projects protect the environment and human health into the future, and maximise efficiencies for waste innovation, management, and energy recovery.

Regional precincts that are located on arterial transport routes have enormous potential to become circular economy precincts, where energy recovery sits at the centre of a network of complementary industries that can create jobs and drive innovation. The first of these is located in the Parkes Special Activation Precinct, which sits alongside the Inland Rail route, the 1,700 km freight network that will connect Victoria, NSW and Queensland. The NSW Government has already commenced a market-sounding exercise and will continue working with proponents to identify opportunities for energy from waste development in the precinct.



The NSW Government will also identify opportunities for co-locating suitable energy recovery facilities in our proposed Clean Manufacturing Precincts. The Clean Manufacturing Precincts are a part of the government's Net Zero Plan and will catalyse the growth of low-emissions industries around world's best practice energy technology. In these precincts, energy recovery facilities can help make the most efficient use of waste materials and provide valuable steam and heat. We can also use these facilities to help attract other circular economy businesses.

### **Coordinating waste and resource recovery infrastructure planning**

Given the environmental and commercial complexity of these types of facilities, particularly high impact projects like putrescible landfills or energy recovery facilities, the planning lead time is often close to 10 years.

Starting from 2021, the NSW Government will conduct a series of feasibility assessments and engage with the community, local government and proponents about the suite of infrastructure investment needed to help us manage our waste into the future.

We will take on a coordination role so that we can attract the right investment at the right time. Our early priority will be to ensure there is a pipeline of residual waste management infrastructure, but we will also target complementary recycling and reprocessing infrastructure to help meet our capacity gaps. This will involve coordinating functions across government, such as investment attraction, planning, environmental licensing and grant funding.



**The Clean Manufacturing Precincts  
are a part of the government's**

## **Net Zero Plan**



### **New plastics recycling facility**

- Cleanaway, Pact and Asahi Beverages have joined forces to close the loop on plastic recycling
- With financial support from the NSW and federal governments, a new recycling plant is being built in Albury which will recycle the equivalent of 1 million PET plastic bottles every year
- Cleanaway will provide the plastic waste to be recycled
- Pact will provide technical and packaging expertise
- Asahi Beverages and Pact will buy recycled plastic from facility to use in new plastic packaging



## Facilitating joint procurement of household waste services

To complement our new strategic planning role for waste and resource recovery infrastructure, we will begin consultation on the design of a new service to facilitate local government joint procurement of waste services such as the collection and processing of waste from household bins.

We want to make it easier for local councils to come together to procure waste services that deliver good value for ratepayers and help to achieve better waste and recycling outcomes.

Some councils already choose to procure jointly, but the process can often be cumbersome, costly and time consuming. Councils that tender for waste services individually are often at a disadvantage because of their relatively small purchasing power.

By consolidating local government waste volumes and approaching the market with scale, we can attract investment in new infrastructure and services. This can help remove barriers to entry for new investors, increase competition in the waste services sector and put downward pressure on costs for councils and households.

This approach will allow state and local governments to work collaboratively on steering strategic planning for waste infrastructure and services to meet state and local needs. It can also promote innovation in waste service delivery by providing opportunities to trial and scale up new ideas and provide a forum to test standardisation of services where appropriate.

The NSW Government will fund the new joint procurement facilitation service. It will be voluntary for councils to participate and the service will provide access to expert commercial, legal and policy advice.

In its initial phase, the service will target major waste contracts for the Greater Sydney region to align them with critical infrastructure needs. In subsequent phases, the service will be broadened to regional councils.



## Upgrading the Moruya MRF

- SUEZ's Moruya MRF in regional NSW processes domestic recyclables from Eurobodalla Council
- In 2018, SUEZ received a *Waste Less, Recycle More* grant to install new equipment to increase the recovery of paper, and reduce contamination in the paper and plastic outputs
- The new equipment means that SUEZ has reduced the contamination in its paper output from 6% to under 1.5%, diverted over 2,000 tonnes of paper in 2020, and were able to supply approximately 300 tonnes of higher quality mixed plastic as a result of having less paper in the container stream.

We will work in partnership with local government to design a facilitation service that meets the needs of councils and helps deliver better waste services and infrastructure for communities. Consultation on the service design will look at options for governance, the role of the service in the tender process, streamlining regulation and tender approvals processes, optimisation of service areas and alignment with infrastructure planning and investment attraction.



## Focus area: Reducing carbon emissions through better waste and materials management

If we can increase the efficiency of our resources, we generate less carbon emissions. We can do this by using less carbon-intensive materials in our buildings and products, reducing the amount of virgin material we need by reusing and repairing products, recycling materials and recirculating the gas and energy generated by waste through our economy.

The NSW Government will implement a set of initiatives to drive carbon emissions reduction that will be supported by new grant programs and complementary regulation.



### North East Waste FOGO

- Six councils in the North East Waste region of NSW now have food organics and garden organics (FOGO) services
- Diverting 50,000 tonnes of organics from landfill every year, the FOGO services also annually reduce carbon emissions by 75,000 tonnes of CO<sub>2</sub>-e, reduce disposal costs by \$5.5 million and save valuable landfill space
- Supported by *Waste Less, Recycle More* grants for collections and new processing facilities
- The organics are processed into compost and returned to local soils, which sequesters carbon, improves soil health, increases water retention and boosts crop yields.

### Mandating food and garden organics collection for all NSW households and select businesses

We can reduce the amount of organic material going to landfill by collecting it separately and processing it at special organic waste facilities. Many councils already provide a separate bin to collect garden organics from households and some (less than a third) also collect food organics<sup>24</sup>.

Other organic material, like textiles and timber, finds its way into household bins. Audits of residential kerbside residual waste bins in the waste levy area in NSW show that:

- the proportion of food and garden organics waste overall was 41% in 2019
- councils that provided a separate food and garden organics collection service had a far lower proportion of food and garden organics in their residual waste bin (25%) compared to councils with only garden organics (41%) or no organics collection (54%)<sup>25</sup>.

To help achieve our targets of halving food waste to landfill and achieving net zero emissions from organics in landfill by 2030, we will require the separate collection of:

- food and garden organics from all NSW households by 2030
- food waste from targeted businesses and other entities that generate the highest volumes of food waste, including large supermarkets and hospitality businesses, by 2025.

We will consult with councils, businesses and service providers on the best way to transition to these new arrangements, including the need for phasing in or grandfathering existing contracts, managing the different needs of high-density housing, and working with service providers to ramp up processing capacity.



To help with the transition, the NSW Government will invest \$65 million over five years from FY2023. This funding will support the rollout of new collection services, the development of more processing capacity and a statewide education campaign that will help households adjust to the changes and improve their recycling habits.

The donation of surplus food to food rescue organisations also minimises food waste and the resulting emissions that would otherwise be generated from this waste if it was landfilled. In addition, the distribution of the rescued food to needy people and communities provides significant social benefits. It is estimated that only 8% of available food from supermarkets is donated. A pilot with OzHarvest working with Woolworths found training staff to identify more food for redistribution resulted in a 37% increase in donations.

To encourage more surplus food donation, the NSW Government will require large supermarkets to report on their surplus food donation to food rescue organisations. We will provide \$4 million in funding for food donation infrastructure, refrigerated vans, fridges, freezers and other equipment to store and keep food fresh for redistribution.

### **Supporting circular design to reduce carbon-intensive materials and increase recycling**

If we can design our buildings, infrastructure, products and even entire precincts so that they rely on fewer raw materials, are more durable and can be easily repaired and use more recycled content and recovered energy, then we can reduce our carbon footprint.

By looking at the lifecycle costs and benefits of the materials we use, we can better assess their impacts, not only on price and performance but on emissions and the broader environment.

We can also reduce our carbon emissions by planning for our future needs. Materials used in construction are often locked away for decades, but when it comes time to replace buildings and infrastructure, that material needs to be recycled or disposed of. A circular built environment could save 3.6 million tonnes of CO<sub>2</sub> per year across Australia and deliver \$29 billion in direct economic benefits to NSW per year by 2040<sup>26</sup>.

Digital record keeping of the material in our buildings and infrastructure – commonly referred to as ‘digital twins’ or ‘materials passports’ – would allow us to identify when and how much



material will reach its end of life and gives us an opportunity to plan for its management. It can also help us identify gaps in recycling capacity for those materials and support investment in innovation and infrastructure to meet that future demand.

To help catalyse a shift to circular design that reduces our carbon emissions, the NSW Government will establish a new \$37 million *Carbon Recycling and Abatement Fund*. The fund will support innovative circular economy approaches that manage waste and materials more efficiently and reduce emissions.

Through this new fund we will support projects to:

- trial the innovative use of low-carbon recycled materials, such as cement made with coal ash
- trial new approaches to reducing waste and improving recycling of waste generated through construction and demolition activities – such as modular design, digital materials passports, and novel uses of ‘products as a service’
- help businesses co-locate in areas like the Clean Manufacturing Precincts and Special Activation Precincts where they can beneficially re-use each other’s by-products, reducing their waste and carbon footprints
- support the recovery of biogas from waste materials (see below for more details).

As part of our NSW Plastics Action Plan, we will also establish a new \$10 million *Circular Materials Fund* that will provide a financial incentive for producers to design out or replace carbon emissions-intensive virgin plastic with lower carbon-intensity recycled materials. This will help improve materials efficiency, increase use of recycled content and deliver a measurable carbon dividend for NSW.

We will continue support for our popular Bin Trim program, providing advisory services, rebates and grants for small and medium enterprises to manage their waste more efficiently, reduce the amount of waste they send to landfill and reduce their carbon footprint.



There is an opportunity to use waste locally that is currently being sent interstate and overseas for recycling.

Around 60% of plastics recovered in FY2019 was exported out of NSW for recycling<sup>30</sup>. This means that NSW missed out on the jobs and economic benefits associated with the recovery of this material. Transporting the material long distances also generated pollution and greenhouse gas emissions.

Creating local demand for recycled material also helps divert material from landfill.

There are opportunities to increase government procurement of local recycled material such as:

- plastic, glass and rubber in asphalt
- coal ash and glass in concrete and road base
- compost as a soil amendment
- plastic and rubber in indoor and outdoor furniture and soft surfaces.

The NSW Government will work with the property and infrastructure sectors to develop tools and guidance to promote circular design and practices, including new circular design guidelines for buildings and infrastructure. These guidelines will provide practical advice around how to achieve circular design in the built environment and will be incorporated into relevant government planning instruments.

### Leading the way to stimulate circular investment and innovation

The NSW Government can use its purchasing power to stimulate circular economy innovation and demand for recycled content recycling markets. We can reduce the environmental impacts of the materials we use by designing for durability and reuse, and by incorporating recycled content. We can also help create jobs in NSW. For every 10,000 tonnes of material, recycling generates three times as many jobs as landfill disposal<sup>27</sup>.

Building on our net zero commitments to reduce government carbon emissions, we will require NSW Government departments to preference products that contain recycled content, including building materials and office fit outs and supplies, on an 'if not, why not' basis. This will not only

drive better waste and recycling outcomes, but it will potentially reduce our carbon footprint by using fewer virgin materials. Agencies will need to preference recycled content where there is no significant additional cost or negative impacts on performance and the environment.

Where there are gaps in cost and quality or the absence of standards, we will work with industry to meet the increased demand for quality recycled material. Through the new \$13 million *Circular Innovation Fund*, we will support research into new technologies and uses for recycled material and provide opportunities to pilot them in government projects.

The standards that government develops through this process will also be available for local governments to adopt, providing them with more confidence to use recycled content in their own procurement.

To support purchasing decisions and the market response, we will publish a directory of recycled material suppliers, along with a register of upcoming government infrastructure and construction projects that will procure recycled material. This will help industry plan for the pipeline of demand.

To demonstrate the NSW Government's commitment to supporting recycling markets, we will report annually on the use of recycled content in government procurement and its associated impact on emissions and waste reduction.

Additionally, we will demonstrate our leadership in adopting circular economy practices by:

- identifying opportunities to embed circular design principles in new NSW Government buildings, infrastructure and precincts
- requiring that all NSW Government-owned and leased buildings over 1,000 square metres obtain and publish a NABERS<sup>28</sup> Waste Rating by 2026, to drive waste avoidance and recycling in government operations.





### Requiring gas capture technology at all landfills

Legacy methane emissions from organics in landfill can continue for 25 years or more<sup>29</sup>. To stop these harmful emissions, many landfills in NSW have already put in place infrastructure to capture landfill gas for flaring or for power generation. To minimise the impact of landfill gas emissions, the NSW Government will:

- require landfill gas capture for landfills over a certain size and all expanded or new landfills, with exemptions for certain circumstances
- require net zero emissions for landfills that are subject to an environment protection licence by a prescribed timeframe.

To complement these regulatory measures, we will invest \$7.5 million to support the installation of landfill gas capture infrastructure.

In addition, we will explore the introduction of a waste levy rebate for landfills that have landfill gas capture infrastructure installed. The levy rebate could be based on the amount of landfill gas captured and set at differential rates to encourage landfill operators to capture as much of the gas as possible. This could encourage

installation of new infrastructure, the upgrade of existing equipment and changes to management practices to maximise capture rates.

The requirements could also incentivise further development of potential emerging technologies including low-flow flaring or bio-filter systems that could be used for smaller landfills, and mobile gas capture and offsite cleaning and storage systems that would require minimal infrastructure at landfill sites.

### Recovery of energy from waste through biogas production

The new initiatives for the diversion of food and garden organics from landfills will increase the amount of source-separated organics, mainly food organics, from which nutrients and energy can be recovered. Currently, most source-separated organics are composted and used as a fertiliser and soil conditioner in agriculture and horticulture.

Another option is to use anaerobic digesters. Anaerobic digesters produce biogas through the same decomposition process that occurs in landfills, but in a more accelerated and controlled environment. Biogas, whether captured from landfills or generated through anaerobic



Penrith Community Recycling Centre



digesters, is a renewable energy source that can be converted directly into heat. It can also be a direct substitute for natural gas in electricity generation, heating, cooking and as a fuel for vehicles. The digestate from the anaerobic digestion process can be further processed into fertiliser products.

As biogas is produced from fresh organic material (as opposed to fossil fuel-derived natural gas), substituting natural gas or other fossil fuels with biogas and its derivatives, like biomethane, can further reduce emissions.

Anaerobic digestion is a mature technology in Europe, but there is a relatively low uptake of this technology in Australia. The key challenges include the high investment cost, difficulties in securing feedstock and revenue sources for biogas and digestate products, and the lack of favourable policy conditions.

Mandating the source-separated collection of food and garden organics will increase the available feedstock for anaerobic digestion facilities. Part of our funding for organics will support investment in anaerobic digestion facilities to help reduce the financial barriers for this technology.

In addition, the *Carbon Recycling and Abatement Fund* will include funding to support biogas recovery from waste.

We will also look at establishing a new regulatory framework to further incentivise the uptake of anaerobic digestion facilities and biogas production. This could include:

- creating a market-based instrument requiring landfills and thermal energy from waste facilities to surrender a minimum amount of biogas from waste certificates a year
- streamlining planning approval processes for anaerobic digestion infrastructure, particularly where they are co-located with high energy or heat users or energy producers
- supporting emerging uses for biogas – for example, the conversion of biomethane into renewable hydrogen and graphite.



## Kroghsminde Biogas Plant

- The Kroghsminde Biogas Plant in Ølgod, Denmark processes nearly 70 tonnes per day of organic waste, such as grass silage, manure and bedding materials, from nearby farms<sup>31</sup>
- The plant digests the waste through an anaerobic process, producing biomethane which is used to generate 3 GWh of electricity per year, and a biofertiliser, which is transported back to the nearby farms where it is used to improve soil health
- The plant has resulted in:
  - reduced GHG emissions from agriculture (one dairy farmer recorded -0.82kg of CO<sub>2</sub> per litre of milk produced)
  - a 20–30% increase in crop yields from use of the biofertiliser, and
  - job creation and supplementary income for farmers.







## Focus area: Building on our work to protect the environment and human health from waste pollution

Pollution from waste can have long-term impacts on the environment and human health.

Pollution can be caused by illegal dumping, littering and contamination from hazardous materials like asbestos. It can also be caused by poorly managed waste, where noise, odour and emissions can cause harm to the surrounding community.

We have a strong regulatory framework that sets the rules and standards for how individuals and businesses can handle waste. We also have strong compliance and enforcement backing up this regulation to make sure polluters are held accountable.

### Stopping illegal dumping

Illegal dumping of waste poses a risk to human health and the environment, especially if the waste is hazardous (such as asbestos waste). Illegal dumping reduces amenity in areas of the community and burdens local councils and other land managers with clean-up costs.

Using a combined approach of stakeholder engagement, education, regulation and enforcement, the NSW Government has partnered with public land managers, local councils and the community to combat illegal dumping. The NSW EPA co-funds and supports Regional Illegal Dumping squads (RID squads) and programs with member councils. RID squads are regionally-based teams that specialise in investigating and preventing illegal dumping. RID squads have increased the regulatory focus on illegal dumping, and this has led to a reduction in illegal dumping in RID squad areas.

The EPA's Waste Crime Taskforce (WCT) is responsible for investigating and prosecuting offenders for serious waste crimes. The WCT runs strategic compliance campaigns to target opportunistic dumpers, illegal dumpers and organised networks of unlawful waste operators.

Rates of illegal dumping and identified illegal dumping hotspots in NSW are monitored using data sources like RIDonline. RIDonline is an online reporting database that records illegal dumping incidents in NSW and allows tracking of the success of illegal dumping prevention programs. Over 98,000 illegal dumping incidents have been reported in RIDonline since it launched in 2015. Reduced rates of illegal dumping have been recorded in locations where illegal dumping programs have been undertaken.

To continue successful programs, including maintaining the critical work of the RID squads and the RIDonline reporting system, we will provide an additional \$16 million in funding. We will also introduce new measures to move to a modern regulatory approach to combat illegal dumping. Legislative measures may include:

- requiring electronic waste dockets at waste receiving facilities to minimise the opportunity to falsify dockets
- a requirement for the generator to pay disposal fees directly to waste facilities to ensure the waste is transported to the facility and not illegally dumped
- working to strengthen the investigation and enforcement powers of EPA officers to combat illegal dumping and increase the penalties for waste crime offences.

### Managing hazardous wastes

There are many hazardous substances used in everyday commercial and industrial settings. There are also legacy substances like asbestos that persist in our community. Once they reach the end of their useful life and become hazardous wastes, these substances need to be handled, treated and disposed of or stored according to appropriate standards to minimise risks to human health and protect the environment.





There are already strong policy approaches and statutory requirements to ensure the safe handling, storage, transport, treatment and recycling (where safe to do so) or disposal of hazardous and harmful wastes. For example, the EPA has been leading the coordination of the NSW Asbestos Coordination Committee (NACC) since 2018. The NACC brings together NSW state agencies and organisations to improve the management, monitoring and response to asbestos issues in NSW. We will invest \$5 million in the continued operation of the NACC.

The NSW Government's Asbestos Strategy, released in 2019, sets out priority areas where we will continue to work to reduce mismanagement of asbestos waste. These include:

- closing loopholes and increasing transparency in the transport of asbestos waste
- reducing cost of disposal
- minimising profitability and increasing penalties for unlawful and improper asbestos waste disposal (such as illegal dumping).

Our regulations require businesses to track the movements of hazardous controlled wastes into, within and out of NSW. This allows us to monitor the generation and handling of these wastes.

The NSW Government is leading the establishment of a nationally consistent tracking and data system, which will improve the quality

of data and give us better oversight of hazardous waste movement in NSW and other jurisdictions. This will greatly increase our capability to detect and address potential illegal and dangerous stockpiling and support legitimate operators. We will also investigate using GPS to track vehicles transporting asbestos waste.

The new tracking and data system will be a critical part of our strategic infrastructure planning and will assist in identifying critical hazardous waste infrastructure needs. We will work with industry to encourage more investment to fill identified gaps.

In conjunction with the tracking system, we will also investigate establishing a scheme for accredited waste assessors to assist with waste characterisation and classification and a product stewardship scheme for high-risk hazardous wastes like flammable waste solvents.

### **Helping the community deal with problematic and hazardous wastes**

Households and businesses commonly use items like batteries, paints and gas bottles, but they can be difficult and/or costly to recycle or treat. When people dispose of these items in regular kerbside recycling, they can contaminate other waste streams or even cause fires at recycling facilities.

To help stop problematic wastes from being illegally dumped or sent to landfill, we have invested \$127 million in household problem waste programs. This includes establishing and servicing 95 Community Recycling Centres (CRCs) around NSW, with another 15 in development. Since 2014, these CRCs have accepted more than 11,300 tonnes of waste, partnering with industry-led product stewardship schemes like Paintback to fund the recycling and treatment of these wastes.

The NSW Government will continue to support these important community resources, with more than \$50 million in funding. We will continue providing support for the popular Household Chemical CleanOut events, which provide safe collection and disposal of harmful chemicals like garden, pool and hobby chemicals, household cleaners and poisons. We will also investigate a new product stewardship scheme for waste solvents.

## Tackling litter

We all pick up the tab to clean up litter. It is estimated that the annual direct cost of litter clean-up in NSW is \$180 million. The NSW Government has invested in a range of successful programs and initiatives to tackle litter including the NSW container deposit scheme, Return and Earn, which has successfully diverted over 5 billion containers from litter and landfill for remanufacturing. Coupled with the highly successful *Don't be a Tosser!* campaign and a suite of other litter behaviour and enforcement programs, litter in NSW has fallen by 43% since 2014, exceeding the state's target of 40% by 2020.

To build on the success of our litter programs, we will invest \$38 million in litter prevention programs to protect our natural environment and waterways. These programs will be further enhanced by strengthening our regulatory framework with a focus on plastic litter through the phase out of problematic plastics (including single-use plastics) that end up in our waterways, and tackling problem littered items such as cigarette butts.

We will establish new litter partnerships designed to support capacity building and empower industry, community organisations and stakeholders to take ownership of local litter. A partnership approach with local councils, industry and the community will tackle place-based litter issues through prevention pilots and enforcement activities. The program will use a newly developed litter data framework to target problem hotspots and littering behaviour.



## Banishing Bathurst Butts

- Cigarette butt litter was a real problem in the Bathurst area, with more than 18,000 butts littered in the Bathurst CBD per week
- In 2020-21, Bathurst Council developed and rolled out the Banishing Bathurst Butts project, supported by *Waste Less, Recycle More* funding. A blend of new infrastructure, community and business engagement, public transport advertising, social media and enforcement was used to reduce the butt littering rate by 79%, across six project sites
- This has saved approximately 14,200 butts from entering the Macquarie River and surrounding environment every week.







### The role of the waste levy

The waste levy is a market-based instrument legislated under the *Protection of the Environment Operations Act 1997*. In operation for almost 50 years, the levy incentivises avoidance of waste and recycling over landfill disposal.

The waste levy applies in the regulated area of NSW made up of the metropolitan levy area (Sydney, Illawarra and Hunter regions) and the regional levy area (the Blue Mountains, Wollondilly and the area north of Port Stephens to the Tweed).

The stability of the levy over that time, and its relatively high rate, has driven investment in NSW's resource recovery industry, which now services households and businesses across the state. It has also been particularly successful in driving the construction and demolition recycling

sector, where the levy makes heavy materials like concrete prohibitively costly to dispose of.

One-third of the waste levy revenue collected is returned to the environment portfolio, with more than half of that funding going to waste and circular economy programs and activities. Over the last 9 years, the waste levy has funded the \$800 million *Waste Less, Recycle More* program, the largest waste program of its kind in Australia, and will continue to fund the implementation of this strategy.

The NSW Government recognises the need for regular, transparent reviews of the levy. In line with the recommendations of the NSW Auditor General, we will put in place formal, five-yearly reviews of the operation of the levy to ensure it is continuing to achieve its policy objectives. This process will include a review of the levy area boundaries.



### Supporting recycling innovation

The NSW resource recovery framework provides clear rules and guidance for the use of recovered materials for land application and thermal treatment purposes. The framework has been refined since its introduction, and NSW is now the national leader, with by far the most robust, comprehensive framework for regulating resource recovery.

The framework is centred on two documents that work in tandem – an order to give conditions for the supplier of a waste (for example, chemical specifications that the waste must meet to be safely re-used by application to land or thermal treatment), and an exemption to give conditions for the user of the recovered waste (for example, allowable types of re-use).

In 2018 and 2019, the EPA engaged with almost 100 applicants through the resource recovery framework to approve specific orders and exemptions on a case-by-case basis. These specific exemptions diverted 22 million tonnes of recycled products from landfill for beneficial reuse. This is in addition to wastes used under 40 general orders and exemptions that have been developed for common waste streams, for which no application is necessary.

We will continue to improve our policies, regulatory requirements and procedures so that they are clear, transparent and incentivise high-quality resource recovery.

As part of this strategy, we will review and optimise legislation or other measures to facilitate feasibility and viability testing of innovative business models, technologies or processes for resource recovery in NSW. This may include actions to create new time-limited licences for different trial phases, enabling risks to be controlled by using co-designed standard parameters for each phase.

By shifting our focus towards supporting innovation, we can work with local government and industry to help meet gaps in the market and create opportunities for more jobs and investment in NSW.





## Improving Tenterfield's landfills

- In 2013, Tenterfield Council identified the need to improve its rural and village landfills
- Limited access control had led to dumping around the site perimeters, windblown litter, fires, vermin, dumping of hazardous materials including asbestos, no recycling and concerns for safety of residents accessing the landfills
- Over the next four years, *Waste Less, Recycle More* funding assisted Tenterfield Council to close five rural landfills and upgrade to four transfer stations facilities to provide residents with clean and safe sites. Council operators at each site now manage access and provide education opportunities to the community
- Fencing and signage now discourages illegal dumping and establishment of recycling and the permanent covering of the landfill tipping faces has improved vermin, litter and fire management.

## Support for local communities

Local governments play a critical role in managing the impacts of waste. The NSW Government will continue to support councils' litter reduction and illegal dumping prevention activities with more than \$10 million in grants. We will continue to support collaboration for regional organisations of councils (ROCs), council groups, joint organisations and voluntary regional waste groups through \$15.6 million in funding. We will provide further support through our \$16 million investment in a new joint procurement facilitation service. The service will make it easier for local government to come together to procure waste services that deliver good value for ratepayers and achieve better waste and recycling outcomes.

There will be continued funding of \$6 million for the *Landfill Consolidation and Environmental Improvements Grant Program* to support regional councils to improve community safety and amenity through better site security and access, litter control and overall supervision and operations of landfills. Landfill consolidation programs will complement upgrades requiring gas capture at landfills at an investment of \$7.5 million.

We will provide continued funding of \$4 million for the *Aboriginal Communities Waste Management Program* to allow for ongoing investment to support the planning and delivery of waste management projects working in partnership with Aboriginal communities across NSW. Some \$1 million in grants for *Aboriginal Land Clean Up and Prevention* will continue to tackle illegal dumping on Aboriginal land in partnership with Aboriginal organisations.










# Part 3

## Consultation schedule

### Consultation

The NSW Government will conduct two initial phases of detailed consultation on the highest priority actions.

Phase 1: 2021-22		
 Action	 Consulting on...	 Consulting with...
<b>Diverting organics from landfill</b>	<ul style="list-style-type: none"> <li>Implementation plans for councils and businesses to transition to source-separated organics collections</li> <li>Scope of funding program</li> </ul>	<ul style="list-style-type: none"> <li>Local government</li> <li>Food waste-generating businesses</li> <li>Organics processors</li> </ul>
<b>Supporting councils to jointly procure waste services</b>	<ul style="list-style-type: none"> <li>Options for the scope and operation of the service</li> </ul>	<ul style="list-style-type: none"> <li>Local government</li> </ul>
<b>Strategic infrastructure planning</b>	<ul style="list-style-type: none"> <li>Initial feasibility studies for critical waste and circular economy infrastructure projects</li> </ul>	<ul style="list-style-type: none"> <li>Local government</li> <li>Waste industry</li> </ul>
<b>Review of the resource recovery framework</b>	<ul style="list-style-type: none"> <li>The operation of the current framework</li> <li>How the framework could be made more responsive</li> </ul>	<ul style="list-style-type: none"> <li>Processors of recovered material</li> <li>Users of recovered material</li> <li>Local government</li> </ul>

**Phase 2: 2022 onwards**



Action



Consulting on...



Consulting with...

**Waste levy review framework**

- Timing and scope of the new 5-yearly review

- Local government
- Waste industry
- Community and businesses

**Biogas generation and capture**

- Regulatory and market-based mechanisms to incentivise biogas generation and capture

- Gas and energy users
- Biogas generators

**Hazardous waste management**

- Proposed regulation to require GPS tracking and the use of a national tracking system
- Scope and operation of an accreditation scheme for waste assessors
- Proposals for a flammable waste product stewardship scheme

- Waste industry
- Hazardous waste generators





# Appendix

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- 25 Rawtec. [Analysis of NSW Kerbside Red Lid Bin Audit Data Report: Results of the 2011-2019 audits](#), 2020.
- 26 PwC. [Building a more circular Australia: The opportunity of transition to a circular economy](#), 2021.
- 27 Access Economics. [Employment in waste management and recycling](#), report to the Department of the Environment, Water, Heritage and the Arts, Access Economics, 2009.

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- 29 Agency for Toxic Substances & Disease Registry. [Landfill Gas Basics](#). Landfill Gas Primer website, 2001.
- 30 NSW EPA. [Waste Performance Data](#), NSW EPA website, 2021; NSW EPA. [Data Quality Statement: Waste generation and recycling performance data for NSW in the 2018–2019 financial year](#), 2020.
- 31 IEA Bioenergy – Task 27. [Organic biogas unit improves nutrient supply – Kroghsminde Bioenergy I/S, Denmark February 2019](#), Case Stories website, 2019. Danish Energy Agency and IB Tech. [Biogas plants in Denmark and Mexico](#), 2019.



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[dpie.nsw.gov.au](http://dpie.nsw.gov.au)





LEETON  
SHIRE COUNCIL

**LEETON SHIRE COUNCIL TRAFFIC  
COMMITTEE**

**WEDNESDAY 15 FEBRUARY 2023**

**10:30AM**

**COUNCIL CHAMBERS**

**LEETON SHIRE COUNCIL**  
**AGENDA**  
**TRAFFIC COMMITTEE**  
**Wednesday 15 February 2023**  
**10:30am**

---

**1. APOLOGIES**

**2. CONFIRMATION OF THE MINUTES**

**RECOMMENDATION**

**THAT the Minutes of the Traffic Committee held on Wednesday 23 November 2022, as circulated, be taken as read and CONFIRMED.**

**3. OFFICERS REPORTS**

**OFFICERS REPORTS**

<b>3.1. OUTSTANDING ACTION REPORT.....</b>	<b>2</b>
<b>3.2. BUS BAY KATHRYN DRIVE .....</b>	<b>4</b>
<b>3.3. PEDESTRIAN CROSSING REQUEST FOR BENEREMBAH STREET, WHITTON MR539 .....</b>	<b>8</b>
<b>3.4. SPECIAL EVENT FIESTA LA LEETON .....</b>	<b>11</b>
<b>3.5. ANZAC DAY DAWN SERVICE AND MORNING EVENT .....</b>	<b>37</b>
<b>3.6. DISABLED CARPARK PINE AVENUE 104 PINE AVENUE.....</b>	<b>56</b>

**4. CONFIDENTIAL ITEMS**

LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

---

**OFFICERS REPORTS**

**1 OUTSTANDING ACTION REPORT**

**RECORD NUMBER** 23/12  
**RELATED FILE NUMBER** EF21/430  
**AUTHOR/S** Road Safety Officer  
**APPROVER/S** Manager Roads and Drainage  
Director Operations

---

**INTRODUCTION**

Matters arising from previous Minutes.

<b>Traffic Committee Outstanding Actions</b>				
Date of Meeting	Item	Action/Recommendation	Responsible Officer	Status
August 2021	Pedestrian Crossing Pine Avenue	That the Committee endorse Leeton Shire Council to investigate options for the pedestrian crossing moving forward.	LSC	LSC to look at options of making Maple Street one way.
May 2022	Chelmsford Place/Grevillia Street Upgrade	That LSC pursue public consultation for the traffic changes, installation of traffic devices and parking Chelmsford Town Square. The consultation will highlight the change of priority for the intersection of Wade Avenue and Grevillia Street.	LSC	Council is currently negotiating the contract.



LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

August 2022	Whitton Pedestrian Crossing		LSC	Design to LATC February meeting.
November 2022	Roxy Lane Traffic Management Changes	Traffic Changes approved as per August 2022 LATC meeting.	LSC	Will be complete as part of Roxy upgrade

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**RECOMMENDATION**

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

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**ATTACHMENTS**

There are no attachments for this report

LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**2 BUS BAY KATHRYN DRIVE**

<b>RECORD NUMBER</b>	23/18
<b>RELATED FILE NUMBER</b>	EF21/430/02
<b>AUTHOR/S</b>	Road Safety Officer
<b>APPROVER/S</b>	Manager Roads and Drainage Director Operations

---

**INTRODUCTION**

The purpose of the report is to inform the Committee of the proposed construction of school bus bay on the western side of Kathryn Road. This agenda item previously went to the Local Area Traffic Committee in August 2015 and was approved.

---

**RECOMMENDATION**

THAT the Committee endorses the installation of new school bus bay and shelter on Kathryn Road.

---

**BACKGROUND**

The site has been assessed by Council and identified as an area in which a bus shelter and stopping bay can be located. This location has also been discussed with the bus operator as the most suitable location for the bus bay is on the western side of Kathryn Road. This location was previously approved at the August 2015 traffic committee meeting. Funding has now become available for the construction of the bus bay and shelter on Kathryn Drive through the Country Passenger Infrastructure Grants Program.

**COMMENT**

Leeton Shire Council are willing to construct a bus bay and shelter to the standard adopted by Council within their Guidelines for Rural School Bus Routes and Bus Stops.

The Bus Bay has been designed by Leeton Shire Council using their Standard Standard Bus Bay design (Attachment 1). A overlay of the site and design can be seen in Attachment 2.

There are currently approximately up to 10 students from kindergarten to high school age using this location for pick up and set down by school bus.

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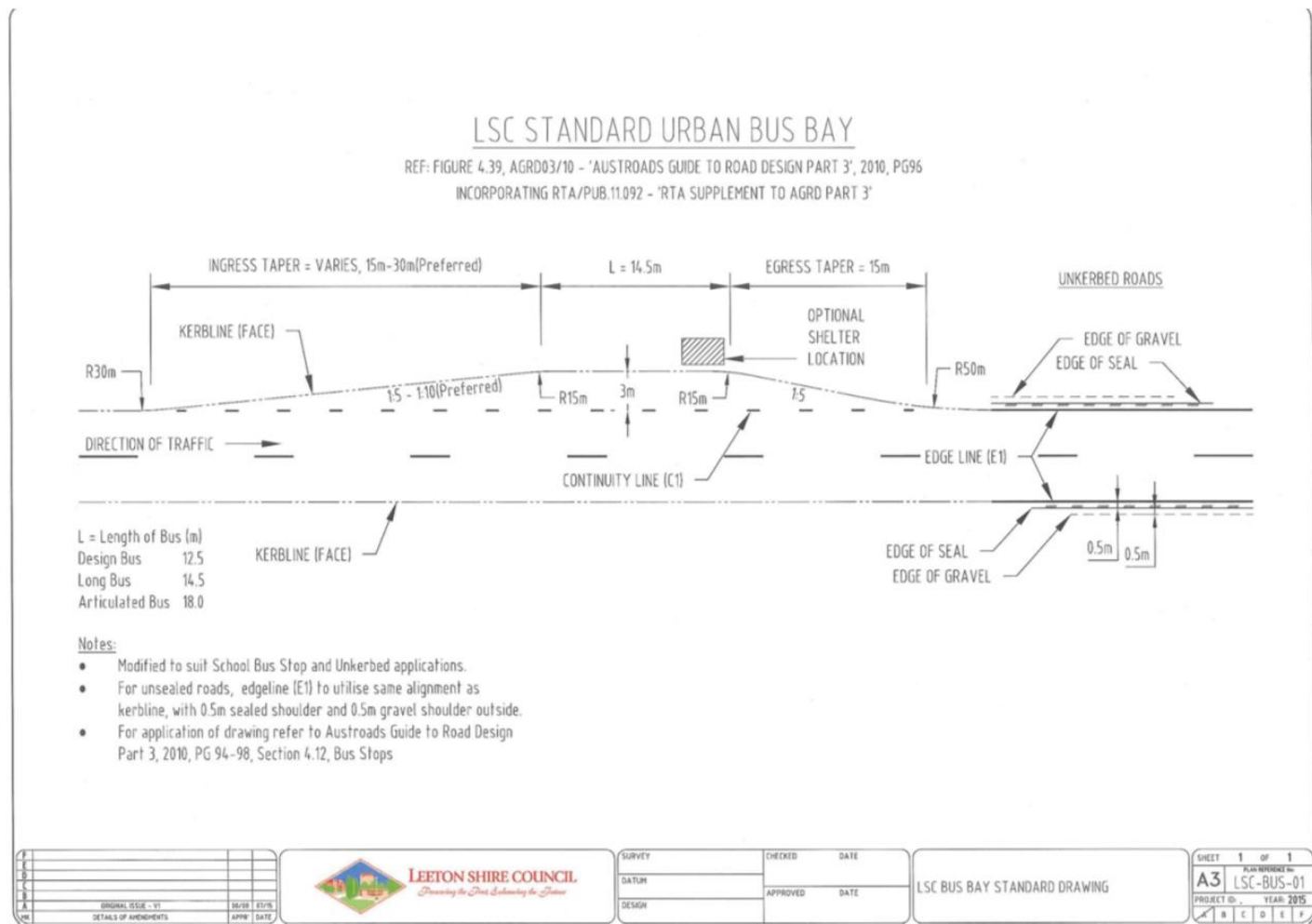
LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**ATTACHMENTS**

- 1 [↓](#) Urban Bus Bay Layout
- 2 [↓](#) Kathyne Drive Bus Shelter Location





A	B	C	D	E	F
1	2	3	4	5	6
ORIGINAL ISSUE					
DETAILS OF AMENDMENTS					
NO.	DATE	DATE	DATE	DATE	DATE



**LEETON SHIRE COUNCIL**  
*Creating the Best of Living in the Shire*

SIGNED	CHECKED
DATE	DATE
DESIGN	APPROVED
DATE	DATE

**KATHRYNE RD BUS BAY & SHELTER**

SHEET	1	OF	1
A3	15/6-031-01	PROJECT ID	031
B	C	D	E
F	G	H	I



LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**3 PEDESTRIAN CROSSING REQUEST FOR BENEREMBAH STREET,  
WHITTON MR539**

<b>RECORD NUMBER</b>	23/19
<b>RELATED FILE NUMBER</b>	EF21/430/02
<b>AUTHOR/S</b>	Road Safety Officer
<b>APPROVER/S</b>	Manager Roads and Drainage Director Operations

---

**INTRODUCTION**

The purpose of this report is to seek the committee approval for the installation of new pedestrian facilities on Benerambah Street, Whitton.

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**RECOMMENDATION**

THAT the Committee endorses Leeton Shire Council to install the pedestrian facilities on Benerambah Street, Whitton as per attachment 1.

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**BACKGROUND**

A report was tendered to the August 2022 Local Area Traffic Committee meeting to look at other possible locations for a pedestrian facility on Benerambah Street Whitton as a request from the Whitton Town Improvement Committee.

The warrants for a pedestrian crossing will not be meet in the township of Whitton, as per Roads and Maritime Supplement to Austroads Guide to Traffic Management Part 10 and therefore a blister type crossing point has been designed for a new location.

Council have consulted with the Whitton Town Improvement Committee (WTIC) to discuss and look at other potential locations for a blister type crossing point with a median that would be more beneficial to the community than the current location.

A new location was put forward to the committee who were happy with council to proceed with the works of the installation of the new blister.

**COMMENT**

Council have consulted with the Whitton Town Improvement Committee (WTIC) to discuss and look at other potential locations for a blister type crossing point with a median that would be more beneficial to the community than the current location.

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LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

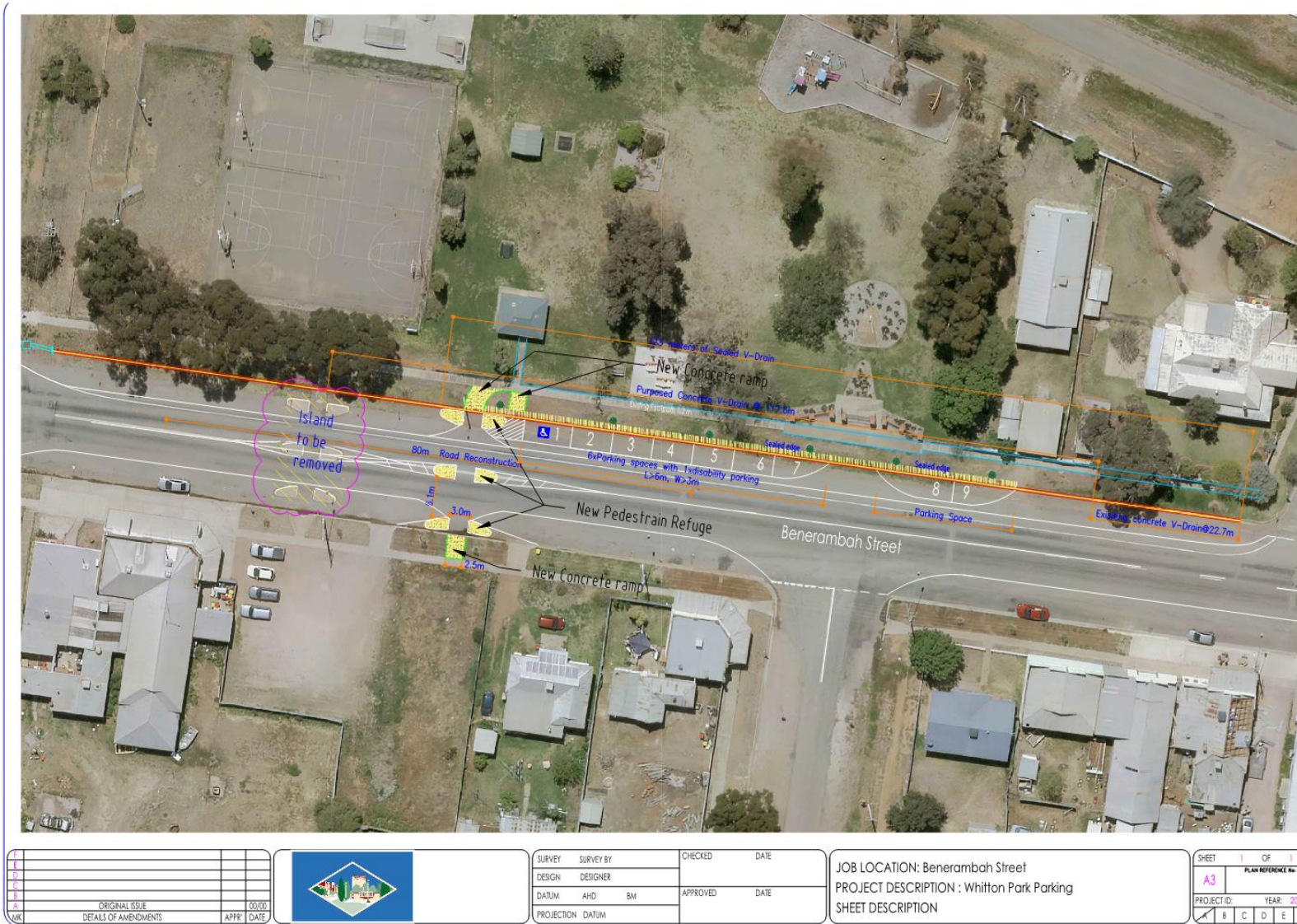
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A new location was put forward to the committee who were happy with council to proceed with the works of the installation of the new blister.

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### **ATTACHMENTS**

**1** [↓](#) Benerambah Street MR539 Proposed Pedestrian Crossing



LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**4 SPECIAL EVENT FIESTA LA LEETON**

<b>RECORD NUMBER</b>	23/13
<b>RELATED FILE NUMBER</b>	21/430
<b>AUTHOR/S</b>	Road Safety Officer
<b>APPROVER/S</b>	Manager Roads and Drainage Director Operations

---

**INTRODUCTION**

The purpose of this report is to seek the Committee's approval for the Fiesta La Leeton to hold an event on Wade Avenue South on 18<sup>th</sup> March 2023 from 7am – 12am (midnight).

---

**RECOMMENDATION**

THAT the Committee endorses Leeton Shire Council to approve the road closures for the Leeton Multicultural Support Group to hold the Fiesta La Leeton Event on Wade Avenue South, Leeton on Saturday 18 March 2022 from 7am to 12am (midnight) as per the Traffic Control Plan supplied and subject to the schedule of conditions as outlined in the RMS Guide to Traffic and Transport Management for Special Events including the following conditions:

1. The event is conducted as per times, location of conditions and circumstances that are indicated in the application documents.
  2. Event organisers and participants immediately obey all directions by police.
  3. Event organisers and participants immediately obey all direction by Leeton Shire Council Officers.
  4. Advertising of the event is to take place in local newspapers two weeks prior to the event, to ensure locals are aware of the event.
  5. Letter drops are to be completed to all residents/businesses who will be affected by the road closure.
  6. Failure to comply with any of the above conditions will immediately void this approval.
  7. Any such approval of traffic management relating to the 2023 Whitton Triathlon event be rescinded should the event not be able to meet NSW Public Health Orders of the day.
- 

**BACKGROUND**

A family friendly multicultural event organised by the Leeton Multicultural Support Group with live music and food market stalls. Concert to be held on a portable stage, with food vendors and market stalls lining the street.

**COMMENT**

This is the first event of its kind to be held in Leeton.

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LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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Authorised Traffic controllers will set up and pack down the traffic control on the day.

A grant has been received from the NSW Government Reconnecting Regional NSW for this event to take place and this will cover any costs that are related to the event.

**ATTACHMENTS**

- 1 [Fiesta La Leeton Special Event Form Inc TCP](#)

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## Special Event Resources

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### Special Event Transport Management Plan Template

*Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan*

#### I EVENT DETAILS

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##### I.1 Event summary

Event Name: Fiesta La Leeton  
Event Location: Wade Avenue South, Leeton  
Event Date: 18/3/23 Event Start Time: 5pm Event Finish Time: 9pm  
Event Setup Start Time: 10am Event Packdown Finish Time: 11.59pm  
Event is  off-street  on-street moving  on-street non-moving  
 held regularly throughout the year (calendar attached)

##### I.2 Contact names

Event Organiser \* Leeton Multicultural Support Group  
Phone:..... Fax:..... Mobile: 0488 045 088 E-mail: leetonmsg@g  
Event Management Company (if applicable).....  
Phone:..... Fax:..... Mobile: ..... E-mail:.....  
Police Leeton Police - 24 Oak Street, Leeton  
Phone: 6953 1399 Fax:..... Mobile: ..... E-mail:.....  
Council Leeton Shire Council  
Phone: 6953 0911 Fax:..... Mobile: ..... E-mail:.....  
Roads & Traffic Authority (if Class 1).....  
Phone:..... Fax:..... Mobile: ..... E-mail:.....

*\*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

##### I.3 Brief description of the event (one paragraph)

A family friendly multicultural event with live music and food market stalls.  
Concert to be held on a portable stage, with food vendors and market stalls lining the street.

**2 RISK MANAGEMENT - TRAFFIC**

CLASS 1 CLASS 2 CLASS 3	<b>2.1 Occupational Health &amp; Safety - Traffic Control</b>
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	<b>2.2 Public Liability Insurance</b>
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	<b>2.3 Police</b>
	<input type="checkbox"/> Police written approval obtained
	<b>2.4 Fire Brigades and Ambulance</b>
	<input checked="" type="checkbox"/> Fire brigades notified
	<input checked="" type="checkbox"/> Ambulance notified

**3 TRAFFIC AND TRANSPORT MANAGEMENT**

CLASS 1 CLASS 2 CLASS 3	<b>3.1 The route or location</b>
	<input checked="" type="checkbox"/> Map attached
	<b>3.2 Parking</b>
	<input type="checkbox"/> Parking organised - details attached
	<input checked="" type="checkbox"/> Parking not required
	<b>3.3 Construction, traffic calming and traffic generating developments</b>
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
<b>3.4 Trusts, authorities or Government enterprises</b>	
<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached	
<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise	
<b>3.5 Impact on/of Public transport</b>	
<input type="checkbox"/> Public transport plans created - details attached	
<input checked="" type="checkbox"/> Public transport not impacted or will not impact event	
<b>3.6 Reopening roads after moving events</b>	
<input type="checkbox"/> This is a moving event - details attached.	
<input checked="" type="checkbox"/> This is a non-moving event.	
<b>3.7 Traffic management requirements unique to this event</b>	
<input type="checkbox"/> Description of unique traffic management requirements attached	
<input checked="" type="checkbox"/> There are no unique traffic requirements for this event	
<b>3.8 Contingency plans</b>	
<input type="checkbox"/> Contingency plans attached	



Class 1	Class 2	<b>3.9 Heavy vehicle impacts</b>
		<input type="checkbox"/> Impacts heavy vehicles - RTA to manage <input checked="" type="checkbox"/> Does not impact heavy vehicles
		<b>3.10 Special event clearways</b>
		<input type="checkbox"/> Special event clearways required - RTA to arrange <input checked="" type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>		
CLASS 1	CLASS 3	<b>4.1 Access for local residents, businesses, hospitals and emergency vehicles</b>
		<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
	CLASS 2	<b>4.2 Advertise traffic management arrangements</b>
		<input checked="" type="checkbox"/> Road closures or restrictions - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures, restrictions or special event clearways - advertising not required
		<b>4.3 Special event warning signs</b>
		<input checked="" type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s <input type="checkbox"/> This event does not require special event warning signs
		<b>4.4 Permanent Variable Message Signs</b>
		<input checked="" type="checkbox"/> Messages, locations and times attached <input type="checkbox"/> This event does not use permanent Variable Message Signs
		<b>4.5 Portable Variable Message Signs</b>
		<input type="checkbox"/> The proposed messages and locations for portable VMS are attached <input checked="" type="checkbox"/> This event does not use portable VMS

**5 PRIVACY NOTICE**

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

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**6 APPROVAL**

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TMP Approved by: ..... Event Organiser ..... Date

**7 AUTHORISATION TO \*REGULATE TRAFFIC**

---

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... Council ..... Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... RTA ..... Date

---

\* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

**Special Event Planning & Resource Matrix**

Event Class	Description	Features	Examples	Lead Times for Agency Approvals	Police Fees	Council Fees	RTA Fees	Transport Mgt Plan	Risk Management Plans (Traffic Control) under OH&S ACT 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway, Heavy Vehicle Detours	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency planning
1	A Class 1 event: <ul style="list-style-type: none"> <li>impacts major traffic and transport systems</li> <li>disrupts the non-event community over a wide area</li> <li>requires the involvement of Police, one or more Councils and the RTA</li> <li>requires a detailed Transport Management Plan</li> <li>requires advertising the event's traffic aspects to a wide audience.</li> </ul>	A Class 1 event may: <ul style="list-style-type: none"> <li>be conducted on-road or in its own venue</li> <li>involve trusts and authorities when using facilities managed by them</li> <li>involve Transport NSW</li> <li>involve the State Rail and State Transit Authorities</li> <li>involve private bus and coach organisations</li> <li>impact the road transport industry</li> <li>require RTA to provide special event clearways</li> <li>require RTA to provide heavy vehicle detour routes</li> <li>require the RTA to adjust traffic signals</li> <li>require RTA to manage Variable Message Signs</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an event that affects a principal transport route in Sydney, or</li> <li>an event that reduces the capacity of the main highway through a country town, or</li> <li>a bicycle race that involves the Sydney Harbour Bridge.</li> </ul>	Minimum 4 months from first approach to Council to proposed start date.  6 months for vehicle races.	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council.	Marginal costs apply where services are provided above those normally provided to the community.  RTA provides quote.  Asset rentals: refer to RTA.	TMP model recommended	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic or where special event clearways in operation.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy. Also RTA if using RTA asset.  Certificate of currency required.	RTA arranges if required.  RTA provides quote.	Promoted where practicable	Required. Refer to TMP.	May be required.  Need to consider parking for disabled persons.	Recommended
2	A Class 2 event: <ul style="list-style-type: none"> <li>impacts local traffic and transport systems but does not impact major traffic and transport systems</li> <li>disrupts the non-event community in the area around the event but not over a wide area</li> <li>requires the involvement of Police and Local Council</li> <li>requires a detailed Transport Management Plan</li> <li>requires advertising the event's traffic aspects to the local community.</li> </ul>	A Class 2 event may: <ul style="list-style-type: none"> <li>be conducted on-road or in its own venue</li> <li>involve trusts and authorities when using facilities managed by them</li> <li>involve State Rail and the State Transit Authority</li> <li>involve private bus and coach organisations.</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or a highway</li> <li>a motor rally on local country roads.</li> </ul>	Minimum 3 months.  3 months for vehicle races.	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council		TMP model recommended	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic or where special event clearways in operation.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy.  Certificate of currency required.		Promoted where practicable	Required. Refer to TMP.	May be required.  Need to consider parking for disabled persons.	Recommended
3	A Class 3 event: <ul style="list-style-type: none"> <li>does not impact local or major traffic and transport systems</li> <li>disrupts the non-event community in the immediate area only</li> <li>requires Local Council and Police consent</li> <li>is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac</li> <li>requires Police agreement that event qualifies as Class 3</li> <li>is never used for vehicle races.</li> </ul>	A Class 3 event, depending on Local Council policy, may: <ul style="list-style-type: none"> <li>require a simplified Transport Management Plan not be available in all Council areas.</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> <li>require advertising the event's traffic aspects to the community.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an on-street neighbourhood Christmas party.</li> </ul>	Minimum 6 weeks	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council		Council may require TMP	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy.  Certificate of currency required.			Required. Refer to TMP.		
4	A Class 4 event is intended for small on street events and: <ul style="list-style-type: none"> <li>requires Police consent only</li> <li>is within the capacity of the Police to manage on their own</li> <li>is not a protest or demonstration</li> <li>is always an on-street event</li> <li>does not require RTA or Council consent</li> <li>does not require advertising the event's traffic aspects to the community</li> <li>does not require a TMP</li> <li>does not require the involvement of other Government agencies.</li> </ul>	A Class 4 event may: <ul style="list-style-type: none"> <li>be conducted on classified or unclassified roads</li> <li>cause zero to considerable disruption to the non-event community</li> <li>cross Police Local Area Commands (LACs)</li> <li>cross Local Government Areas (LGAs)</li> <li>require Council and RTA to assist when requested by Police</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>a small ANZAC Day march in a country town</li> <li>a small parade conducted under Police escort.</li> </ul>	Minimum 1 month	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>						Required if User Pays policy in force. Police named on policy.  Certificate of currency required.					



**Schedule 1 Form - Notice of Intention to Hold a Public Assembly**

**SUMMARY OFFENCES ACT 1988 - Sec 23**

To the Commissioner of Police

1 I PAUL MAYTOM (name)  
of 23-25 CHALMSFORD PLACE LEETON (address)  
on behalf of LEETON MULTICULTURAL SUMMER COOP (organisation)  
notify the Commissioner of Police that  
on the 18 (day) of 3 (month), 2023 (year), it is intended to hold  
*either:*  
(a) a public assembly, not being a procession, of approximately  
1000 (number) persons,  
which will assemble at Wade Avenue South (Place)  
at approximately 1700 am/pm,  
and disperse at approximately 2100 am/pm.  
*or*  
(b) a public assembly, being a procession of approximately  
..... (number) persons,  
which will assemble at approximately ..... am/pm, and at  
approximately ..... am/pm the procession will commence and shall proceed  
.....  
.....  
(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of  
termination. A diagram may be attached.)

2 The purpose of the proposed assembly is.....  
a multicultural festival showcasing street foods  
and live music and dance performances from a variety  
of cultures residing in Leeton  
.....  
.....  
.....  
.....  
.....

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (*strike out whichever is not applicable*):

(i) There will be ..... (number) of vehicles and/or..... (number) of floats involved.  
The type and dimensions are as follows:  
.....  
.....  
.....

(ii) There will be **10+** (number) of bands, musicians, entertainers, etc. which will entertain or address the assembly.

(iii) The following number and type of animals will be involved in the assembly:  
.....  
.....

(iv) Other special characteristics of the proposed assembly are as follows:  
.....  
.....

4 I take responsibility for organising and conducting the proposed assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served upon me at the following address:  
.....  
.....  
..... Postcode.  
Telephone No. ....

6 Signed .....  
Capacity/Title **PRESIDENTS LEETON MULTICULTURE SUMMER GROUP**  
Date **2-2-23**



## Operational Risk Assessment

<b>Workgroup:</b>	Fiesta La Leeton event	<b>Employees involved in Risk Assessment:</b>  Fran Macdonald – Events Officer Ken Dachi – Multicultural Liaison Leeton Multicultural Support Group
<b>Division / Area:</b>	Events and Cultural Services	
<b>Task Description:</b>	Event	
<b>Date:</b>	30 January 2023	
<b>Version:</b>	1.0	

### Background

Fiesta La Leeton is a multicultural event going to be held on Saturday 18 March 2023 from 5pm – 9pm. Wade Avenue South between Pine/Kurrajong Avenues and Jarrah Street will be closed to create a pedestrian space for the event. Food and beverage vendors will be set up along the road along Wade Avenue, allowing unimpeded pedestrian access to businesses who are open for late trade. Live entertainment featuring local music and dance acts as well as professional bands will perform on a portable stage.

### Purpose

To celebrate multicultural diversity and showcase the cultures residing in Leeton, holding an event for the Leeton and surrounding communities

### Scope of Risk Assessment

Impacts and potential risks to public of activities within the proposed event area

### Methodology

RISK LEVEL RATING		Likelihood				
		1 - Rare	2 - Unlikely	3 - Possible	4 - Likely	5 - Almost Certain
Consequence	5 -Catastrophic	5-Moderate	10 -High	15 -High	20 -Extreme	25 - Extreme
	4 -Major	4 -Low	8 -Moderate	12 -High	16 -High	20 -Extreme
	3 -Medium	3 -Low	6 -Moderate	9 -Moderate	12 -High	15 -High
	2 -Minor	2 -Low	4 -Low	6 -Moderate	8 -Moderate	10 -High
	1 -Insignificant	1 -Low	2 -Low	3 -Low	4 -Low	5 -Moderate

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## Operational Risk Assessment

### Operational WHS Hazard and Risk Register

Task / Activity	Hazard/ Source of Hazard / Risk	Initial Risk Rating	Control Measures	Residual Risk Rating
Slips, trips, falls	Trip Hazards: People tripping or falling by not paying attention to surrounds or hazards not being adequately dealt with	8	<ul style="list-style-type: none"> <li>- Avoid having any trip hazards in walkways</li> <li>- Have first aid kit available on site</li> <li>- Ensure power leads are off the ground or taped down</li> <li>- Crowd control barriers to be erected around areas that are unsafe/not for general public access</li> </ul>	6
Event Layout	Inadequate spacing between stalls and walkways	6	<ul style="list-style-type: none"> <li>- Ensure adequate spacing between stalls</li> <li>- Ensure walkways are clear of obstacles, including sandbags</li> </ul>	4
Power	Electrical shortages Electric shock	9	<ul style="list-style-type: none"> <li>- Ensure all power cords and outlets are tested and tagged prior to event</li> <li>- Ensure appliances are kept away from water, heat etc</li> <li>- Never leave an electrical device unattended</li> <li>- Ensure a Residual Current Device is used to test outlets prior to use</li> <li>- Stallholders will be responsible for their own power supply (via generators etc)</li> </ul>	6
Waste Removal	Inadequate rubbish bins People leaving litter	4	<ul style="list-style-type: none"> <li>- Council to provide additional bins to cater for rubbish</li> <li>- Bins to be emptied/checked at regular intervals</li> <li>- Skip bin to be provided to cater for stallholder rubbish</li> <li>- Volunteers to ensure no rubbish is left on site</li> </ul>	3
Weather	Exposure to excessive heat, rain, wind, thunderstorms, hail could cause damage to equipment and harm those exposed to the bad weather	12	<ul style="list-style-type: none"> <li>- Watch long range weather forecast in the leadup to the event</li> <li>- Event to be cancelled in cases of extreme high</li> </ul>	9

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### Operational Risk Assessment

Task / Activity	Hazard/ Source of Hazard / Risk	Initial Risk Rating	Control Measures	Residual Risk Rating
	Damage to equipment Temporary infrastructure blows away and causes injury to a person or equipment Sunburn/dehydration from heat exposure Slippery surfaces		temperatures, high wind and/or electrical storms - Some shelter is available to patrons under shop awnings (in event of rain etc) - Marquees must be secured/weighted down on all four legs - Sunscreen and cold beverages available at event - Event held in late afternoon/early evening to avoid peak heat periods	
Crowd Control	Too many people at event Disturbing behavior Disorderly Patrons	12	- Intermittent Police presence requested to be in attendance - Committee and volunteers to observe crowd behavior - Volunteer personnel at entry points and throughout event counting the amount of people coming in and out of the event	8
Fatigue, exhaustion and dehydration	Exposure to excessive heat	9	- Stalls available with food and cold non-alcoholic beverages - First aid kit on site with trained staff - Event held in late afternoon/early evening to avoid peak heat periods	6
Seating	Inadequate seating for the elderly and disabled patrons	6	- Ensure adequate seating is available for patrons (hire where necessary)	4
Alcohol & Drug Consumption	Alcohol and drug consumption People showing signs of intoxication Underage drinking	15	- Strictly no drugs are to be consumed by participants, volunteers or stallholders - No BYO alcohol – monitor this on entry points - Promoted as a family friendly event	12

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### Operational Risk Assessment

Task / Activity	Hazard/ Source of Hazard / Risk	Initial Risk Rating	Control Measures	Residual Risk Rating
Food poisoning/ allergy	Attendees eating food that hasn't been stored/prepared to food standards  Attendees eating food their allergic to causing anaphylaxis	15	<ul style="list-style-type: none"> <li>- All people serving/preparing food are to be trained in Food Handling requirements as per the Food Authority NSW</li> <li>- Receive copies of stallholder's food handling/supervisor certificates</li> <li>- Site inspections to vendors to ensure they're preparing and serving food to standard</li> <li>- Stallholders to label and advertise food correctly</li> </ul>	10
Stallholders	Stallholder injury  Stallholders having an unsafe stall  Stallholder not preparing/serving food to standard which makes those eating their food unwell	12	<ul style="list-style-type: none"> <li>- All stallholders are required to sign on and off at the event</li> <li>- Stallholders are to report any incidents to a staff member</li> <li>- Marquees must be secured/weighted down on all four legs</li> <li>- Stallholders not associated/listed with the LMSG are to provide Council with a copy of their Public Liability Insurance</li> <li>- All stallholders serving/preparing food are to be trained in Food Handling requirements as per the Food Authority NSW and have on hand copies of food handling/supervisor certificates</li> <li>- Site inspections to vendors to ensure they're preparing and serving food to standard</li> <li>- Stallholders will be provided with an info pack prior to and on the day</li> </ul>	9
Manual handling	Volunteers and stallholders obtaining an injury from manual handling tasks	9	<ul style="list-style-type: none"> <li>- Use two people to carry heavy/awkward items</li> <li>- Use best practice manual handling techniques</li> </ul>	6

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### Operational Risk Assessment

Task / Activity	Hazard/ Source of Hazard / Risk	Initial Risk Rating	Control Measures	Residual Risk Rating
	Lifting and moving items that are too heavy or using poor lifting techniques		- First aid personnel on site	
Cooking appliances	Smoke inhalation from BBQs and cooking appliances  Gas bottles for BBQs/appliances	15	<ul style="list-style-type: none"> <li>- Ensure adequate ventilation in cooking vans and appliances</li> <li>- Never leave cooking appliance unattended</li> <li>- Gas cylinders checked and date stamped within last 10 years (check for stamp)</li> <li>- Cylinders must be anchored while in use ie. secured to appliance or placed in a crate/container to maintain stability on uneven surfaces</li> <li>- Hoses and fittings to be checked before use to ensure no leaks</li> <li>- Cylinders are not to be connected or disconnected in the vicinity of a naked flame</li> </ul>	10

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## Operational Risk Assessment

### Relevant Documents

N/A

Hazardous Substances Chemicals	Standard Operating Procedures - eg:	Safe Work Method Statements / Risk Assessments - eg:	Manufacturer Safety Guidelines	Traffic Control Plan

### Competency Requirements for Workgroup

Position	Competencies Required
<i>Eg. People selling/serving alcohol</i>	<i>Responsible service of Alcohol</i>

### Plant, Machinery, Equipment Used

N/A

Type of Plant / Machinery / Equipment	Licenses, Permits, Competency, Training	Daily plant Inspection Report Required	Prestart Checks Required – Visual/ Documented	Maintenance Requirements

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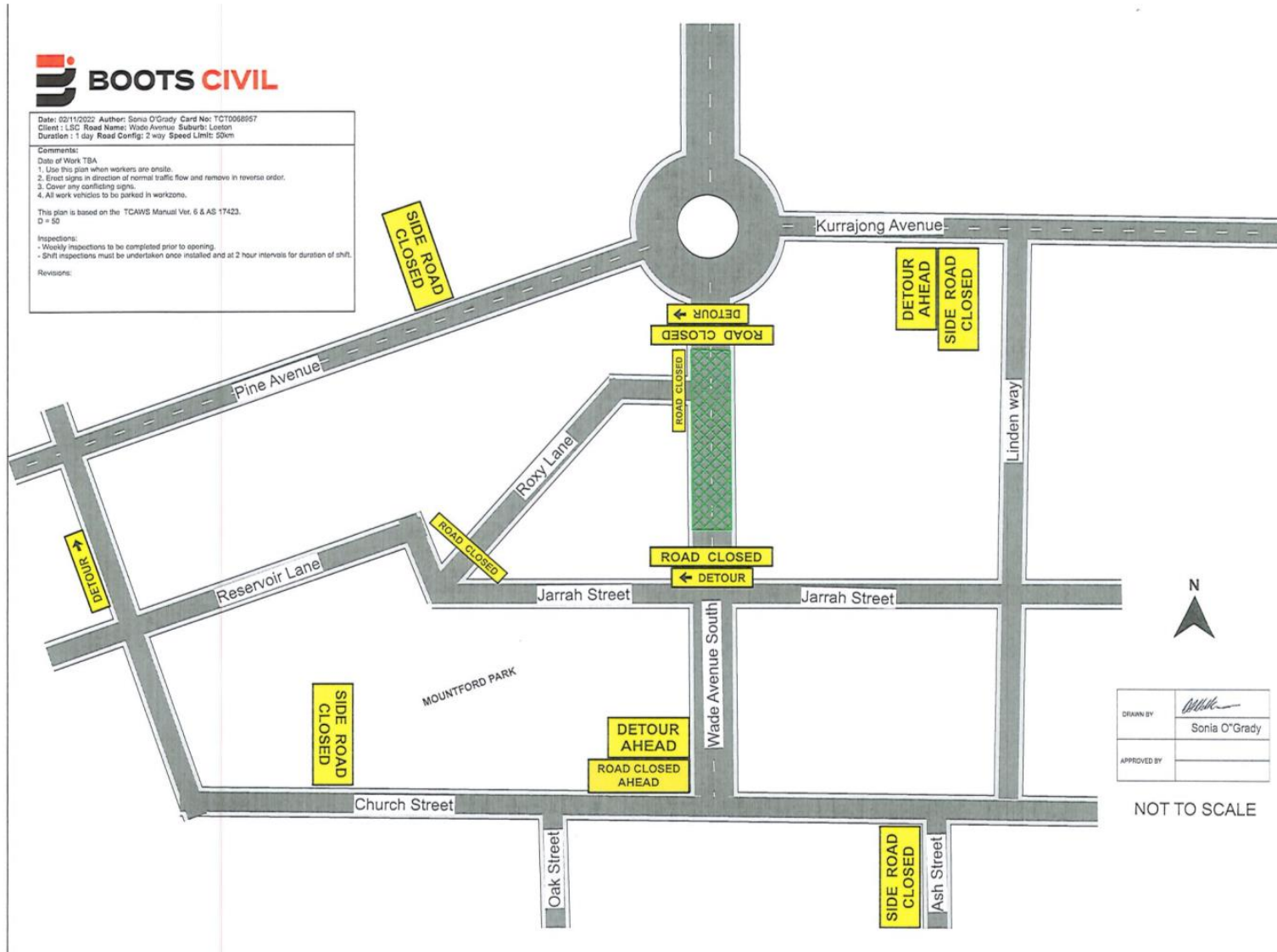


18 March 2023  
 5pm - 9pm

- Event area
- ▨ Road closure barriers
- Food stalls
- ⚡ Generator
- ❄ Cool room
- ⊕ First Aid
- Electrical cable trough

Toilets accessible through MPC grounds from Wade Avenue









Leeton Multicultural  
Support Group

2 February 2023

## NOTIFICATION OF EVENT & ROAD CLOSURES Fiesta la Leeton – Saturday 18 March 2023

Angela Fraser  
Leeton Ambulance Station  
Ambulance Service NSW

On behalf of the Leeton Shire Council and the Leeton Multicultural Support Group, I wish to notify you that the inaugural Fiesta La Leeton event is planning to take place on **Saturday 18 March 2023** along Wade Avenue South, Leeton.

The event will take place from 5pm to 9pm and aims to showcase the multicultural diversity of Leeton in a street festival featuring a number of food and market stalls and live entertainment with local community group performances and professional bands.

I would like to advise you of the closure of Wade Avenue South, between Pine/Kurrajong Avenues and Jarrah Street, and Roxy Lane on Saturday 18 March between approximately 7am to approximately 11.59pm. Whilst the event is running from 5pm, enacting the closures early will ensure no vehicles become trapped by the closures and then become an impediment to setting up the event.

I have included a copy of the Traffic Control Plan and event site map as an indication of where the event set up will be.

Should you have any queries regarding this event or if you would like to discuss this further, please do not hesitate to contact the committee;  
Ken Dachi, Public Officer – 0488 045 088  
Paul Maytom, President – 0447 293 829  
Susie Rowe, Vice President – 0424 363 490  
Kerrie Ross, Treasurer – 0417 193 187  
Robyn Hutchinson, Secretary – 0400 481 979 or leetonmsg@gmail.com.

Regards,

23-25 Chelmsford Place, Leeton NSW 2705



Leeton Multicultural  
Support Group

2 February 2023

## NOTIFICATION OF EVENT & ROAD CLOSURES Fiesta la Leeton – Saturday 18 March 2023

Kirk Walker  
Emma Tyrell  
Leeton Fire Station  
Fire and Rescue NSW

On behalf of the Leeton Shire Council and the Leeton Multicultural Support Group, I wish to notify you that the inaugural Fiesta La Leeton event is planning to take place on **Saturday 18 March 2023** along Wade Avenue South, Leeton.

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Regards,

23-25 Chelmsford Place, Leeton NSW 2705



Leeton Multicultural  
Support Group

2 February 2023

## NOTIFICATION OF EVENT & ROAD CLOSURES Fiesta la Leeton – Saturday 18 March 2023

Det. Inspector Justin Cornes  
Sgt. Craig Johnson  
Leeton Police Station  
NSW Police

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Regards,

23-25 Chelmsford Place, Leeton NSW 2705



1 February 2023

Leeton Multicultural Support Group  
C/- Kenneth Dachi  
23-25 Chelmsford Place  
LEETON, NSW 2705

A division of  
**JLT Risk Solutions Pty Ltd**  
ABN 69 009 098 864

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ADELAIDE SA 5001

Tel: 1300 853 800  
Fax: +61 8 8235 6448  
Direct 1300 853 800  
insurance@lcis.com.au  
www.localcommunityinsurance.com.au

## CERTIFICATE OF CURRENCY SHORT TERM PUBLIC & PRODUCTS LIABILITY

Quote Number: 95187143376

THIS CERTIFICATE OF CURRENCY PROVIDES A SUMMARY OF THE POLICY COVER AND IS CURRENT ON THE DATE OF ISSUE. IT IS NOT INTENDED TO AMEND, EXTEND, REPLACE OR OVERRIDE THE POLICY TERMS AND CONDITIONS CONTAINED IN THE ACTUAL POLICY DOCUMENT. THIS CERTIFICATE OF CURRENCY IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. WE ACCEPT NO RESPONSIBILITY WHATSOEVER FOR ANY INADVERTENT OR NEGLIGENT ACT, ERROR OR OMISSION ON OUR PART IN PREPARING THESE STATEMENTS OR IN TRANSMITTING THIS CERTIFICATE BY EMAIL OR FOR ANY LOSS, DAMAGE OR EXPENSE THEREBY OCCASIONED TO ANY RECIPIENT OF THIS LETTER.

<b>INSURED NAME</b>	Leeton Multicultural Support Group
<b>INTERESTED PARTY</b>	N/A
<b>EVENT</b>	Event - Cultural Festival
<b>POLICY INCEPTION DATE</b>	18-03-2023 Cover includes 'bump-in' and 'bump-out' activities to set-up or back-down your event.
<b>POLICY EXPIRY DATE</b>	18-03-2023
<b>EVENT LOCATION</b>	Postcode: 2705 State: NSW
<b>STALL HOLDERS</b>	10
<b>INDIVIDUAL PERFORMERS</b>	30
<b>BANDS</b>	5
<b>LIMIT OF LIABILITY</b>	Public \$20,000,000 any one event Products \$20,000,000 in the aggregate any one year

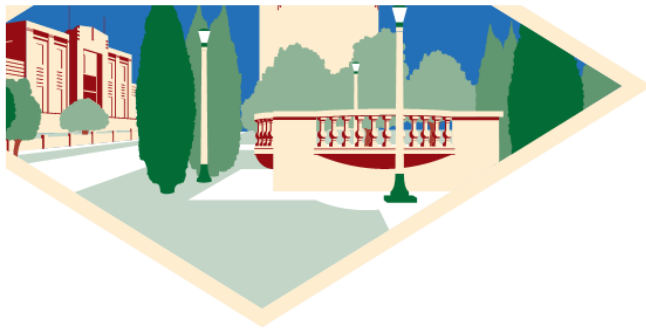


<b>DEDUCTIBLE/EXCESS</b>	The insured shall bear the first \$500 of each and every Property Damage claim or series of Property Damage claims arising out of any one Occurrence.
<b>SPECIAL CONDITIONS</b>	N/A
<b>EVENT DESCRIPTION</b>	Name: Leeton Cultural Festival "Fiesta La Leeton" Location: Wade Avenue & Chelmsford Place Event Objectives: Community Engagement, Advocacy/Information and Fundraising Detailed Description: This will be a one-day celebration with a gathering of community members to share music, food and enjoy social engagement to celebrate the town's diverse cultural landscape. The program runs from 5pm - 9pm, with 10 food stalls, 5 bands and 30 performers Activities: Live music, food stalls, children's face painting
<b>INSURER</b>	QBE Insurance (Australia) Ltd
<b>PROPORTION</b>	100.000%
<b>POLICY NUMBER</b>	LCI088661FES

Yours sincerely,

*LCIS*

Local Community Insurance Services



LEETON  
SHIRE COUNCIL

# TEMPORARY ROAD CLOSURE

Resolution is hereby given under Roads Act  
for the temporary closing of the following:

**Location:** Wade Avenue South (from Pine/  
Kurrajong Ave to Jarrah Street)  
and Roxy Lane

**Duration:** 7am to 11.59pm  
Saturday 18 March 2023

**Reason:** Fiesta La Leeton 2023

**Notes:** Road closures will be clearly signposted



LEETON SHIRE COUNCIL

Leeton Shire Council ABN 59 217 957 665  
23-25 Chelmsford Place, Leeton NSW 2705  
Telephone: (02) 6953 0911 Fax: (02) 6953 3337  
Email: [council@leeton.nsw.gov.au](mailto:council@leeton.nsw.gov.au)  
Website: [www.leeton.nsw.gov.au](http://www.leeton.nsw.gov.au)

## S138 Road Opening/Activity Permit Application

Made under Section 138 Roads Act 1993 (NSW)

Leeton Shire Council is the Road Authority for public roads within Leeton Shire, with the exception of freeways and crown roads. To undertake work/activity on, or alongside, public roads an S138 permit must first be obtained. This advises Council of the planned work/activity and allows Council to assess the necessary implementation of standards relevant to the work/activity being proposed. These specific standards need to be identified and adhered to, ensuring Leeton Shire roads are kept safe and well maintained. Trim No.

### Applicant details

Applicant name	Leeton Multicultural Support Group		
Address	c/-Leeton Shire Council 23-25 Chelmsford Place Leeton NSW 2705	Phone	0488 045 088
		Email	leetonmsg@gmail.com

### Location and specifications of proposed works (you are required to attach a plan)

Name and location of road to be affected	Wade Avenue South - from Pine/Kurrajong Ave to Jarrah Street
Details of work/activity to be carried out	Conduct of Fiesta La Leeton multicultural festival from 5pm to 9pm, featuring food stalls and live music on a portable stage
DA Number: _____	
<input type="checkbox"/> Extend/Connect Road	
<input type="checkbox"/> Shoulder Widening	
<input type="checkbox"/> Footpath/Cycleway	
<input type="checkbox"/> Occupy Carpark Space/s No: _____	
<input type="checkbox"/> Kerb & Gutter works	
<input type="checkbox"/> Drainage Works	
<input type="checkbox"/> Occupy Footpath	
<input type="checkbox"/> Swing Hoist/Crane	
<input checked="" type="checkbox"/> Other (please Specify) _____	closure of roads as per attached TCP

### Duration of consent period

Commencement date	18 March 2023 start 6.30am	Completion date	18 March 2023 finish 11.59pm
-------------------	----------------------------	-----------------	------------------------------

### Declaration of Applicant

I/we, the applicant, apply to Leeton Shire Council, as the roads authority for the road and/or road reserve, for consent to undertake the above mentioned works and/or activity in, on or over the specified road as shown in the attached plan.

Signature of applicant or Director		Print name	Paul Murray
		Date	2-2-23

Signed for and on behalf of Leeton Shire Council by its duly authorised delegate

Manager Roads and Drainage

Date

Office use only



## Conditions

### 1. Manner of Work and/or Activity

- 1.1. The Work/Activity must be conducted according to the Plan and the Specifications.
- 1.2. The Applicant must complete any backfilling of trenching works in accordance with Council's Conditions.

### 2. Council Requirements

The Applicant must comply with all Council requirements in relation to the Work/Activity:

- a) Contained in this Permit and annexures;
- b) Contained in any notice in writing concerning the Work/Activity given to the Applicant by the Council; and
- c) Any direction given to the Applicant by the Council.

### 3. Legislation

The Applicant must observe all requirements with respect to the Work/Activity imposed by any statute, regulation or ordinance or otherwise imposed by a statutory or other authority.

### 4. Term

The Work/Activity must not be carried out at any time other than during the Consent Period.

### 5. Proceed Continuously

The Applicant must carry out the Work as expeditiously and safely as practicable and proceed continuously until completion.

### 6. Layout of Work

- 6.1. All pipe work crossing the Road must be laid perpendicular to the direction of the Road unless otherwise consented to by Council and described in the Specifications or shown in the Plan.
- 6.2. All pipework crossing the road must be easily identified by means of boundary markers or pipe location markers. These are to be installed and maintained by the applicant.
- 6.3. If pipe is approved to be laid longitudinally with the road markings are to be placed at regular intervals (150m) along the length of the pipeline. These are to be installed and maintained by the applicant.
- 6.4. The pavement surrounding any excavation of the Road must be neatly saw-cut prior to excavation.
- 6.5. The Applicant must ensure that any cut pavement maintains a neatly finished edge at all times.

### 7. Advise Council

- 7.1. The Applicant must give the Council a minimum of five working days notice prior to when the Work/Activity is to commence.
- 7.2. The Applicant must notify Council as soon as the Work is completed if completion occurs during Business Hours.
- 7.3. The Applicant must notify Council during the next Business Hours if the Work is completed outside of Business Hours.

### 8. Expense

The Work is carried out at the Applicant's expense.

### 9. Consent and Acknowledgement

This Permit must be signed for and on behalf of Council in order for consent to be granted; and must also be signed by the Applicant in acknowledgement of the conditions under which this consent is granted.

### 10. Service Conduit

Any Service Conduit placed across the Road must have at least 600mm of fill cover.

### 11. Footpaths

Where any footpath is disturbed it must be restored to the original condition by the Applicant at the Applicant's cost.

### 12. Fee

The Permit Fee is to be paid for the issue of this Permit.

### 13. Restoration Fees

- 13.1. Where Council is required to undertake Restoration works, determination of the Restoration Fees is governed by Section 67 of the Local Government Act.
- 13.2. Where a Restoration Fee is applicable the Applicant must pay the Restoration Fee:
  - a) As soon as the Work is completed if completion occurs during Business Hours; or
  - b) During the next Business Hours if the Work is completed outside of Business Hours.
- 13.3. If disturbance to the Road exceeds that shown on the Specifications, the Applicant must pay the additional cost to Council for restoration.

### 14. Indemnity

The Applicant indemnifies and holds Council harmless against all Claims by any person arising in connection with any acts or performance of an obligation under this Permit.

- 14.1. Specific Indemnities: - Without limiting clause 13.5 the Applicant indemnifies and holds Council harmless against any Claim arising directly or indirectly out of the following:
  - a) The construction and installation of the Work;
  - b) Conduct by the Applicant which amounts to a breach of any license, permit, approval or legislation;
  - c) Council granting consent to the Applicant to carry out the Work;
  - d) Failure to comply with any obligation of the Applicant under this permit.
- 14.2. Applicant to Maintain Insurance
  - a) The Applicant must maintain a public liability insurance policy with an insurer approved by Council with a limit for any one event of not less than twenty million dollars (\$20,000,000).

- b) The Applicant must produce evidence of the currency and terms of insurance as part of each permit application.
- c) The insurance must be on terms to the reasonable satisfaction of Council and name Council as an insured party

### 15. Traffic Management Plan

- 15.1. The Applicant must ensure that a Traffic Management Plan is in place whilst the Work is being carried out.
- 15.2. The appropriate traffic control measures must be established at the Applicant's cost.
- 15.3. The traffic control measures must be in accordance with the current RMS Guidelines "Traffic Control at Work Sites".
- 15.4. The Applicant must not interrupt or otherwise disturb the traffic flow on the Road without the written consent of Council.

### 16. Responsibility for Restoration works

- 16.1. Where the applicant is not able to meet the standards required, the applicant can contract the services of another provider that can.
- 16.2. Where council is required to undertake the restoration works, the Applicant is responsible for the Works until Council's road maintenance service provider completes the standard road pavement restoration. Where the applicant undertakes to do the restoration work themselves, then the applicant is responsible until Council agrees to the standard of that restoration work

### 17. Responsibility in the event of absence or emergency.

- 17.1. In the Applicant's absence from the site of the Work, or in the event of any emergency (for which the Council has sole right of decision), Council may take such action as it considers necessary to prevent:
  - a) Loss of or damage to the whole or any part of the Work;
  - b) Loss or damage to the Road or any property adjacent to the work; or
  - c) To prevent personal injury to any person;
- 17.2. Any such action (under sub-clause 15.2) is at the Applicant's expense.

### 18. Safety

The Applicant must:

- 18.1. Carry out the Work with due regard to the safety and rights of the public;
- 18.2. In addition to clauses 0 and 3 comply with the requirements of the NSW Workcover Authority, the Department of Industrial Relations & Employment, and the Police Service of NSW.

### 19. Relocation

- 19.1. If it is necessary in the reasonable opinion of Council:
  - a) To relocate or remove any portion of the Work; or
  - b) Carry out any additional work for the safety and protection of the public, Applicant must relocate or carry out such removal or additional work as reasonably determined by the Council.
- 19.2. Any such relocation and/or additional work required to be carried out is at the Applicant's expense.

### 20. Public Risk

Nothing in this consent shall be deemed to:

- a) Prejudice or affect the rights of the public to free passage upon or along the Road;
- b) Authorise any nuisance to, or permanent obstruction of, the Road or public places;
- c) Confer upon the Applicant exclusive right or title to that part of the Work within the boundaries of the Road, or
- d) In any way restrict or limit the powers of the Authority and the Council in respect of the Road.

### 21. Deemed Acknowledgement

Upon commencement by the Applicant of any part of the Work it shall be deemed that the Applicant has agreed with the Council to comply with the conditions of this consent.

### 22. Conditions for moving or grazing stock on Council roads

- a) That stock warning signs as described in the Local Land Act 2013 indicating the presence of stock on the road shall be prominently displayed 200 metres before and after the section of road being used;
- b) Stock signs must be displayed at all times when stock are on or adjacent to a roadway, and removed when stock are no longer present;
- c) That the distance over which stock are being grazed does not exceed 2kms at any one time;
- d) When stock are being moved along the road, warning signs shall be no further than 5kms apart;
- e) That at least one person shall be attending the stock at all times;
- f) That the stock may only be present on a public road during daylight hours.

See Privacy Notification on page 3.



**Recitals**

- A. The Council is a public roads authority for the Road under s7(4)(b) of the Roads Act 1993 (NSW).
- B. The Council consents to the Applicant placing, installing or erecting the Work within or across the Road under the conditions contained in this Permit.
- C. The consent is granted under s138 of the Roads Act 1993.

**Definitions**

- "Act" means Roads Act 1993 (NSW)
- "Applicant" means the signatory on the application being the individual(s) with the authority and the responsibility for the carrying out of the work;
- "Business Hours" means the opening hours of Leeton Shire Council Administration Centre;
- "Claims" means any loss, damages, claims, demands, causes of action or suits of any kind;
- "Consent Period" means dates as per the dates on the application;
- "Council" means Leeton Shire Council;
- "Council Officer" means the Leeton Shire Council's nominated officer;
- "Permit Fee" means the fee paid by the Applicant to Council for the administrative costs associated with the issue of the Permit and shown in the Specifications;
- "Pipe work" means pipes, conduits, hoses, tubing, cables and wires;
- "Plan" means the plan attached and marked Annexure "A";
- "Restoration Fee" means a fee paid to Council in consideration for the Council restoring the Road surface after completion of the Work;
- "Road" means the listed road in the application including the road reserve.
- "RMS" means Roads and Maritime Services;
- "Service Conduit" means conduits used to run service wires and cables underground;
- "Traffic Management Plan" means the Traffic Management Plan (also referred to as Traffic Control Plan or TCP) as required by Council; and
- "Work" means the plan of works described in application, including any restoration whether by the applicant or Council, and special instructions as deemed required by Council.

**Notes**

- An Application should be lodged for Consent to Carry out a Section 138 Roads Act Activity if the Applicant proposes to:
- erect a structure or carry out a work in, on or over a public road, or
  - dig up or disturb the surface of a public road, or
  - remove or interfere with a structure, work or tree on a public road, or
  - pump water into a public road from any land adjoining the road, or
  - connect a road (whether public or private) to a classified road being a main road, a state highway, a controlled access road or a secondary road.

**The applicant must lodge with the application the following:**

- A plan showing the exact location of the proposed Road Works
- Specifications/Plan of the proposed Road Works
- Evidence of suitable public liability insurance
- Traffic control plan
- The application fee of \$  (the current fee as set by Council)

Any permit issued will not be valid without the above information and the original application attached

**Payment methods**

cash  cheque  Mastercard  Visa credit card no.

Card holder's name

Signature

Expiry date

Today's date

Daytime ph (for payment processing queries)

Amount \$

**Privacy notification**

The personal information that Council is collecting from you is personal information or the purposes of the Privacy and Personal Information Protection Act 1998.

The intended recipients of the personal information may be:

- Officers within the Council
- Data service providers engaged by the Council from time to time
- Any other agent of the Council
- Financial institute involved in the process

The supply of the information by you is/is not voluntary. If you cannot provide or do

not wish to provide the information sought, the Council may/will be unable to process your application.

Council is collecting this personal information from you in order to provide Council approved services.

You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act.

Address enquires concerning this matter to the Public Officer.

LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**5 ANZAC DAY DAWN SERVICE AND MORNING EVENT**

<b>RECORD NUMBER</b>	23/20
<b>RELATED FILE NUMBER</b>	EF21/430/02
<b>AUTHOR/S</b>	Road Safety Officer
<b>APPROVER/S</b>	Manager Roads and Drainage Director Operations

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**INTRODUCTION**

The purpose of the report is to seek the Committee's approval to hold the ANZAC Day Dawn Service and Morning Service on Tuesday 25 April 2023

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**RECOMMENDATION**

THAT the Committee recommends that Leeton Shire Council endorses to hold the Leeton ANZAC Dawn Service and March on State and Local Roads subject to the schedule of conditions as outlined in the RMS Guide to Traffic and Transport Management for Special Events including the following conditions;

1. The event is conducted as per times, location of conditions and circumstances that are invoked in the application documents.
  2. A certified traffic control plan for the event is to be prepared, implemented, monitored and decommissioned by an accredited person.
  3. Event Organisers and participants immediately obey all directions given by Police.
  4. Event Organisers and participants immediately obey all direction by Leeton Shire Council Officers.
  5. Advertising of the event is to take place in local newspapers and social media to ensure locals are aware of the event.
  6. Failure to comply with any of the above conditions will immediately void approval.
- 

**BACKGROUND**

Leeton Shire Council has received the attached correspondence from the Returned and Services League of Australia, Leeton Sub Branch.

The ANZAC Day events consist of a Dawn Service at 6.00am and a morning service at 10.00am.

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LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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### **COMMENT**

Correspondence has been received from the Returned and Services League (RSL) of Australia, Leeton Branch requesting permission to conduct the Anzac Dawn Service and Parade on 25 April 2023 (see attached).

The Dawn Service will be started from the corner of Church Street and Pine Avenue at 5.45am (TCP in place) and finished at 7.30am (TCP decommissioned) at the Cenotaph. The Anzac Parade will be started at 9.45am (TCP in place) with assembly at the Court House and a march from there to the Wade Hotel, along Pine Avenue to the Cenotaph. An hour long service will then be conducted and the march will then continue to the Soldiers Club at the corner of Acacia Avenue and Kurrajong Avenue. Finish time is approximately 11.30am (TCP decommissioned).

It is requested to allow elderly people to park their vehicles near the Cenotaph to attend the parade at the time of placing barricades at approximately 5.45am.

The TCP, insurance certification and the request from the Leeton RSL are attached for reference.

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### **ATTACHMENTS**

1 [↓](#) Anzac Day Special Event inc TCP

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## Special Event Resources

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### Special Event Transport Management Plan Template

*Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan*

#### I EVENT DETAILS

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##### I.1 Event summary

Event Name: 2023 Anzac Day Commemorations  
Event Location: Pine Ave & Kurrajong Ave, Leeton  
Event Date: 25/4/23 Event Start Time: 5.45am Event Finish Time: 11.30am  
Event Setup Start Time: 5.30am Event Packdown Finish Time: 12noon  
Event is  off-street  on-street moving  on-street non-moving  
 held regularly throughout the year (calendar attached)

##### I.2 Contact names

Event Organiser \* Leeton Sub Branch, Returned & Services League of Australia (NSW Branch)  
Phone: Fax: Mobile: 0429 640 506 E-mail: leetonsb@rslr  
Event Management Company (if applicable)  
Phone: Fax: Mobile: E-mail:  
Police Leeton Police - 24 Oak Street, Leeton  
Phone: 6953 1399 Fax: Mobile: E-mail:  
Council Leeton Shire Council  
Phone: 6953 0911 Fax: Mobile: E-mail:  
Roads & Traffic Authority (if Class 1)  
Phone: Fax: Mobile: E-mail:

*\*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

##### I.3 Brief description of the event (one paragraph)

Conduct of dawn service and main service to commemorate Anzac Day, including a march from Mountford Park along Church Street and down Pine Avenue to cenotaph.



**2 RISK MANAGEMENT - TRAFFIC**

CLASS 1 CLASS 2 CLASS 3	<b>2.1 Occupational Health &amp; Safety - Traffic Control</b>
	<input checked="" type="checkbox"/> Risk assessment plan (or plans) attached
	<b>2.2 Public Liability Insurance</b>
	<input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached.
	<b>2.3 Police</b>
	<input type="checkbox"/> Police written approval obtained
	<b>2.4 Fire Brigades and Ambulance</b>
	<input checked="" type="checkbox"/> Fire brigades notified
	<input checked="" type="checkbox"/> Ambulance notified

**3 TRAFFIC AND TRANSPORT MANAGEMENT**

CLASS 1 CLASS 2 CLASS 3	<b>3.1 The route or location</b>
	<input checked="" type="checkbox"/> Map attached
	<b>3.2 Parking</b>
	<input type="checkbox"/> Parking organised - details attached
	<input checked="" type="checkbox"/> Parking not required
	<b>3.3 Construction, traffic calming and traffic generating developments</b>
	<input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
	<input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes
<b>3.4 Trusts, authorities or Government enterprises</b>	
<input type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached	
<input checked="" type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise	
<b>3.5 Impact on/of Public transport</b>	
<input type="checkbox"/> Public transport plans created - details attached	
<input checked="" type="checkbox"/> Public transport not impacted or will not impact event	
<b>3.6 Reopening roads after moving events</b>	
<input checked="" type="checkbox"/> This is a moving event - details attached.	
<input type="checkbox"/> This is a non-moving event.	
<b>3.7 Traffic management requirements unique to this event</b>	
<input type="checkbox"/> Description of unique traffic management requirements attached	
<input checked="" type="checkbox"/> There are no unique traffic requirements for this event	
<b>3.8 Contingency plans</b>	
<input type="checkbox"/> Contingency plans attached	

Class 1	Class 2	<b>3.9 Heavy vehicle impacts</b>
		<input type="checkbox"/> Impacts heavy vehicles - RTA to manage <input checked="" type="checkbox"/> Does not impact heavy vehicles
		<b>3.10 Special event clearways</b>
		<input type="checkbox"/> Special event clearways required - RTA to arrange <input checked="" type="checkbox"/> Special event clearways not required
<b>4 MINIMISING IMPACT ON NON-EVENT COMMUNITY &amp; EMERGENCY SERVICES</b>		
CLASS 1	CLASS 3	<b>4.1 Access for local residents, businesses, hospitals and emergency vehicles</b>
		<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
	CLASS 2	<b>4.2 Advertise traffic management arrangements</b>
		<input checked="" type="checkbox"/> Road closures or restrictions - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures, restrictions or special event clearways - advertising not required
		<b>4.3 Special event warning signs</b>
		<input checked="" type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s <input type="checkbox"/> This event does not require special event warning signs
		<b>4.4 Permanent Variable Message Signs</b>
		<input type="checkbox"/> Messages, locations and times attached <input checked="" type="checkbox"/> This event does not use permanent Variable Message Signs
		<b>4.5 Portable Variable Message Signs</b>
		<input type="checkbox"/> The proposed messages and locations for portable VMS are attached <input checked="" type="checkbox"/> This event does not use portable VMS

**5 PRIVACY NOTICE**

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

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**6 APPROVAL**

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TMP Approved by: ..... Event Organiser ..... Date

**7 AUTHORISATION TO \*REGULATE TRAFFIC**

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Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... Council ..... Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... RTA ..... Date

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\* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.


**Schedule I Form - Notice of Intention to Hold a Public Assembly**

**SUMMARY OFFENCES ACT 1988 - Sec 23**

To the Commissioner of Police

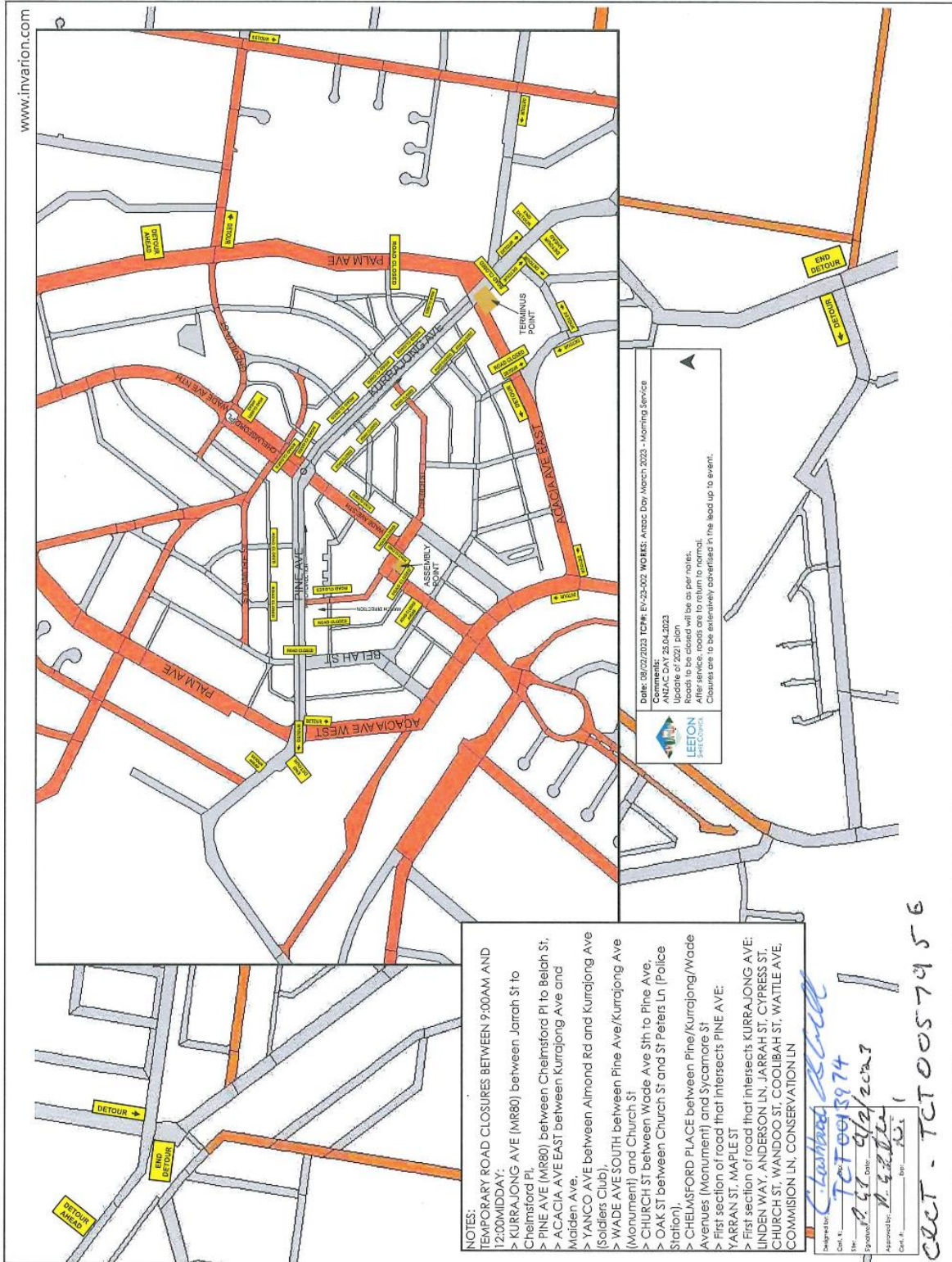
1	<p>I <u>Peter Williams</u> ..... (name) of <u>54 Railway Avenue, Leeton NSW 2705</u> ..... (address) on behalf of <u>Leeton RSL Sub Branch</u> ..... (organisation) notify the Commissioner of Police that on the <u>25</u> (day) of <u>4</u> (month), <u>2023</u> (year), it is intended to hold</p> <p><i>either:</i></p> <p>(a) a public assembly, <b>not</b> being a procession, of approximately <u>500</u> (number) persons, which will assemble at <u>Leeton Cenotaph</u> ..... (Place) at approximately <u>0945</u> am/pm, and disperse at approximately <u>1130</u> am/pm.</p> <p><i>or</i></p> <p>(b) a public assembly, being a procession of approximately <u>200</u> (number) persons, which will assemble at approximately <u>0945</u> am/pm, and at approximately <u>1000</u> am/pm the procession will commence and shall proceed <u>from the intersection of Church St and Pine Ave to the cenotaph</u> <u>at the intersection of Pine, Kurrajong and Wade Avenues</u> ..... <small>(Specify route, any stopping places and the approximate duration of any stop; and the approximate time of termination. A diagram may be attached.)</small></p>
2	<p>The purpose of the proposed assembly is..... <u>commemoration of Anzac Day</u> <u>Dawn Service</u> <u>assemble 0545, disperse 0630 - anticipated attendance 100pax</u> ..... <u>Main march &amp; service</u> <u>assemble 0945, disperse 1130 - anticipated attendance 500pax</u> .....</p>



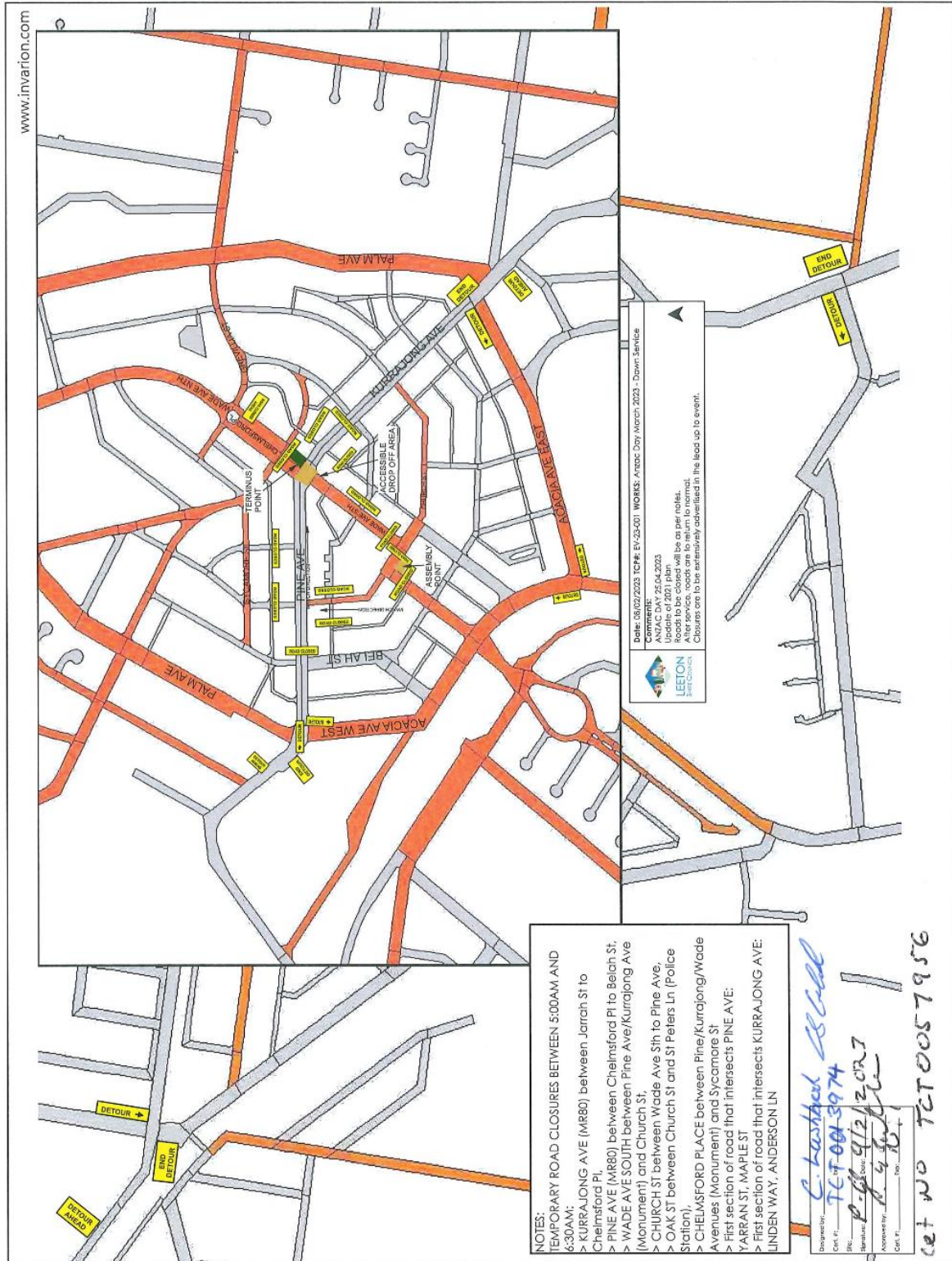
3	<p>The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly (<i>strike out whichever is not applicable</i>):</p> <p>(i) There will be ...<b>1</b>... (<i>number</i>) of vehicles and/or..... (<i>number</i>) of floats involved.</p> <p>The type and dimensions are as follows: <b>The Leeton Lions Train is a 2-piece vehicle approx. 10m in length which will be carrying veterans who are unable to march.</b></p> <p>(ii) There will be ...<b>3</b>... (<i>number</i>) of bands, musicians, entertainers, etc. which will entertain or address the assembly.</p> <p>(iii) The following number and type of animals will be involved in the assembly: <b>Nil</b></p> <p>(iv) Other special characteristics of the proposed assembly are as follows: <b>Children will be marching in school groups</b></p>
4	<p>I take responsibility for organising and conducting the proposed assembly.</p>
5	<p>Notices for the purposes of the <i>Summary Offences Act 1988</i> may be served upon me at the following address:</p> <p><b>Peter Williams</b></p> <p><b>54 Railway Avenue</b></p> <p><b>Leeton NSW 2705</b> ..... Postcode.</p> <p>Telephone No. ...<b>0429 640 506</b></p>
6	<p>Signed  .....</p> <p>Capacity/Title <b>President - Leeton RSL Sub Branch</b></p> <p>Date <b>30 Jan 2023</b></p>

**Special Event Planning & Resource Matrix**

Event Class	Description	Features	Examples	Lead Times for Agency Approvals	Police Fees	Council Fees	RTA Fees	Transport Mgt Plan	Risk Management Plans (Traffic Control) under OH&S ACT 2000	Advertise Transport Management Arrangements	Liability Insurance	Special Event Clearway, Heavy Vehicle Detours	Public Transport	Emergency Vehicle & Local Access	Parking	Contingency planning
1	A Class 1 event: <ul style="list-style-type: none"> <li>impacts major traffic and transport systems</li> <li>disrupts the non-event community over a wide area</li> <li>requires the involvement of Police, one or more Councils and the RTA</li> <li>requires a detailed Transport Management Plan</li> <li>requires advertising the event's traffic aspects to a wide audience.</li> </ul>	A Class 1 event may: <ul style="list-style-type: none"> <li>be conducted on-road or in its own venue</li> <li>involve trusts and authorities when using facilities managed by them</li> <li>involve Transport NSW</li> <li>involve the State Rail and State Transit Authorities</li> <li>involve private bus and coach organisations</li> <li>impact the road transport industry</li> <li>require RTA to provide special event clearways</li> <li>require RTA to provide heavy vehicle detour routes</li> <li>require the RTA to adjust traffic signals</li> <li>require RTA to manage Variable Message Signs</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an event that affects a principal transport route in Sydney, or</li> <li>an event that reduces the capacity of the main highway through a country town, or</li> <li>a bicycle race that involves the Sydney Harbour Bridge.</li> </ul>	Minimum 4 months from first approach to Council to proposed start date.  6 months for vehicle races.	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council.	Marginal costs apply where services are provided above those normally provided to the community.  RTA provides quote.  Asset rentals: refer to RTA.	TMP model recommended	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic or where special event clearways in operation.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy. Also RTA if using RTA asset.  Certificate of currency required.	RTA arranges if required.  RTA provides quote.	Promoted where practicable	Required. Refer to TMP.	May be required.  Need to consider parking for disabled persons.	Recommended
2	A Class 2 event: <ul style="list-style-type: none"> <li>impacts local traffic and transport systems but does not impact major traffic and transport systems</li> <li>disrupts the non-event community in the area around the event but not over a wide area</li> <li>requires the involvement of Police and Local Council</li> <li>requires a detailed Transport Management Plan</li> <li>requires advertising the event's traffic aspects to the local community.</li> </ul>	A Class 2 event may: <ul style="list-style-type: none"> <li>be conducted on-road or in its own venue</li> <li>involve trusts and authorities when using facilities managed by them</li> <li>involve State Rail and the State Transit Authority</li> <li>involve private bus and coach organisations.</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an event that blocks off the main street of a town or shopping centre but does not impact a principal transport route or a highway</li> <li>a motor rally on local country roads.</li> </ul>	Minimum 3 months for vehicle races.	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council		TMP model recommended	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic or where special event clearways in operation.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy.  Certificate of currency required.		Promoted where practicable	Required. Refer to TMP.	May be required.  Need to consider parking for disabled persons.	Recommended
3	A Class 3 event: <ul style="list-style-type: none"> <li>does not impact local or major traffic and transport systems</li> <li>disrupts the non-event community in the immediate area only</li> <li>requires Local Council and Police consent</li> <li>is conducted on-street in a very low traffic area such as a dead-end or cul-de-sac</li> <li>requires Police agreement that event qualifies as Class 3</li> <li>is never used for vehicle races.</li> </ul>	A Class 3 event, depending on Local Council policy, may: <ul style="list-style-type: none"> <li>require a simplified Transport Management Plan not be available in all Council areas.</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> <li>require advertising the event's traffic aspects to the community.</li> </ul>	For example: <ul style="list-style-type: none"> <li>an on-street neighbourhood Christmas party.</li> </ul>	Minimum 6 weeks	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>	As described in Council's Special Events Policy.  Asset rentals: refer to Council		Council may require TMP	Traffic Control layouts drawn up by a qualified person and installed under the guidance of a qualified person recommended.  Need to consider access for disabled persons.	28 days for all events that require regulation of traffic.  Not required where there is no regulation of traffic.	Required with Council & Police (if Police User Pays in force) named on policy.  Certificate of currency required.			Required. Refer to TMP.		
4	A Class 4 event is intended for small on street events and: <ul style="list-style-type: none"> <li>requires Police consent only</li> <li>is within the capacity of the Police to manage on their own</li> <li>is not a protest or demonstration</li> <li>is always an on-street event</li> <li>does not require RTA or Council consent</li> <li>does not require advertising the event's traffic aspects to the community</li> <li>does not require a TMP</li> <li>does not require the involvement of other Government agencies.</li> </ul>	A Class 4 event may: <ul style="list-style-type: none"> <li>be conducted on classified or unclassified roads</li> <li>cause zero to considerable disruption to the non-event community</li> <li>cross Police Local Area Commands (LACs)</li> <li>cross Local Government Areas (LGAs)</li> <li>require Council and RTA to assist when requested by Police</li> <li>depending on the nature of the event, invoke the Police "User Pays" policy.</li> </ul>	For example: <ul style="list-style-type: none"> <li>a small ANZAC Day march in a country town</li> <li>a small parade conducted under Police escort.</li> </ul>	Minimum 1 month	Charges apply where: <ul style="list-style-type: none"> <li>"It is deemed the services are specifically for the benefit of those organising and/or attending the event and not for the benefit of the public at large."</li> </ul>						Required if User Pays policy in force. Police named on policy.  Certificate of currency required.					











## Certificate of Currency

The policy referred to is current as at the date of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly, reliance should not be placed on the expiry date.

**Policy Number:** 10M 7431902

**Insured:** RSL of Australia Sub Branches, Day Clubs and RSL Auxiliaries as declared and agreed, including Leeton RSL Sub Branch.

**Period of Insurance:** (From) 31 May 2022 at 4:00pm local time at the place of issue  
(To) 31 May 2023 at 4:00pm local time at the place of issue

**Policy Type:** General and Products Liability

**Limit of Indemnity:**

Public Liability	\$20,000,000	any one Occurrence
Advertising Injury	\$20,000,000	any one Occurrence
Products Liability	\$20,000,000	any one Occurrence and in the aggregate for any one Period of Insurance

**Interest Noted:** It is noted and agreed that this Policy is endorsed to include the interests of: Leeton Shire Council, NSW Police, NSW Ambulance, NSW Fire Brigade and Transport for NSW in respect of the ANZAC Day services held by Leeton RSL Sub Branch.

**Remarks:** The above is subject always to the terms, conditions, exclusions and endorsements of the Policy.

Signed for and on behalf of Insurance Australia Limited trading as CGU Insurance.

Tim Zvirblis  
Senior Underwriter - Liability, NSW / ACT  
02/06/2022

### EVENT RISK ASSESSMENT

<b>Name of Event</b>	Anzac Day Dawn Service & Morning Service			
<b>Date</b>	25 <sup>th</sup> April 2023	<b>Prepared By</b>		
<b>Location of Event</b>	Leeton CBD	<b>Reviewed By</b>		
<b>Risk Related Issues (eg. hazards)</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>	<b>Control Measures</b>
• Crowd Control	D	3	M	Committee to monitor crowd numbers.
• Injured Participants (Crowd and Performers)	C	4	M	Committee to have First Aid Kit on hand. Emergency Services have been notified. Emergency contact phone list available at various locations.
• Weather	C	1	E	Watch long range weather forecast. Committee member to make decision <b>four hours</b> before event is due to start. (6am for main service)
• Traffic Management Plan	D	2	H	Traffic Management Plan complete. Police and ambulance informed of the event. Businesses also informed of the event.

<b>Likelihood</b> A = Almost Certain: Expected to occur B = Likely: Will probably occur C = Possible: Might occur at sometime D = Unlikely: Not likely to occur E = Rare: Exceptional circumstances	<b>Consequence</b> 1 = Catastrophic: Extreme pollution; Death or permanent disability; > \$500,000 2 = Major: Severe pollution; Long term illness or serious injury; \$50,000 to \$500,000 3 = Moderate: Significant pollution; Medical attention & off work; \$10,000 to \$50,000 4 = Minor: Low level pollution, First aid treatment; \$1,000 to \$10,000 5 = Insignificant: Minimal pollution, No injuries; Loss < \$1,000	<b>Rating</b> E = Extreme H = High M = Moderate L = Low	Likelihood					
			Consequence	A	B	C	D	E
			1	E	E	E	E	H
			2	E	E	E	H	H
			3	E	H	H	M	M
			4	H	H	M	L	L
5	H	M	L	L	L			



# TEMPORARY ROAD CLOSURE

Resolution is hereby given under Roads Act 1971 for the temporary closing of the following:

**Locations:** Kurrajong Avenue, Pine Avenue, Wade Avenue and Chelmsford Place

**Time:** 5.30am to 7.30am; and 9.30am to 11.30am

**Date:** Tuesday 25 April 2023

**Reason:** Anzac Day celebrations

**Notes:** Road closures will be clearly marked

## VMS Signage Display Irrigation Way (Glenlee Cellars)







LEETON SHIRE COUNCIL

Leeton Shire Council ABN 59 217 957 665  
23-25 Chelmsford Place, Leeton NSW 2705  
Telephone: (02) 6953 0911 Fax: (02) 6953 3337  
Email: [council@leeton.nsw.gov.au](mailto:council@leeton.nsw.gov.au)  
Website: [www.leeton.nsw.gov.au](http://www.leeton.nsw.gov.au)

## S138 Road Opening/Activity Permit Application

Made under Section 138 Roads Act 1993 (NSW)

Leeton Shire Council is the Road Authority for public roads within Leeton Shire, with the exception of freeways and crown roads. To undertake work/activity on, or alongside, public roads an S138 permit must first be obtained. This advises Council of the planned work/activity and allows Council to assess the necessary implementation of standards relevant to the work/activity being proposed. These specific standards need to be identified and adhered to, ensuring Leeton Shire roads are kept safe and well maintained.

Trim No.

### Applicant details

Applicant name	Leeton RSL Sub Branch		
Address	PO Box 912	Phone	
	Leeton NSW 2705	Email	leetonrb@rslnsw.org.au

### Location and specifications of proposed works (you are required to attach a plan)

Name and location of road to be affected	Pine Ave/Kurrajong Ave/Wade Ave Nth & Sth, Church St, Oak St, Maple St
Details of work/activity to be carried out	Conduct of Anzac Day commemorations – dawn service, march and main service
DA Number: _____	
<input type="checkbox"/> Extend/Connect Road	
<input type="checkbox"/> Shoulder Widening	
<input type="checkbox"/> Footpath/Cycleway	
<input type="checkbox"/> Occupy Carpark Space/s No: ____	
<input type="checkbox"/> Kerb & Gutter works	
<input type="checkbox"/> Drainage Works	
<input type="checkbox"/> Occupy Footpath	
<input type="checkbox"/> Swing Hoist/Crane	
<input checked="" type="checkbox"/> Other (please Specify) closure of roads as per attached TCP	

### Duration of consent period

Commencement date	25 April 2023 start 5.30am	Completion date	25 April 2023 finish 12noon
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### Declaration of Applicant

I/we, the applicant, apply to Leeton Shire Council, as the roads authority for the road and/or road reserve, for consent to undertake the above mentioned works and/or activity in, on or over the specified road as shown in the attached plan.

Signature of Applicant or Director		Print name	Peter Williams - RSL Sub Branch
		Date	30 January 2023

Signed for and on behalf of Leeton Shire Council by its duly authorised delegate

Manager Roads and Drainage

Date

Office use only

## Conditions

### 1. Manner of Work and/or Activity

- 1.1. The Work/Activity must be conducted according to the Plan and the Specifications.
- 1.2. The Applicant must complete any backfilling of trenching works in accordance with Council's Conditions.

### 2. Council Requirements

The Applicant must comply with all Council requirements in relation to the Work/Activity:

- a) Contained in this Permit and annexures;
- b) Contained in any notice in writing concerning the Work/Activity given to the Applicant by the Council; and
- c) Any direction given to the Applicant by the Council.

### 3. Legislation

The Applicant must observe all requirements with respect to the Work/Activity imposed by any statute, regulation or ordinance or otherwise imposed by a statutory or other authority.

### 4. Term

The Work/Activity must not be carried out at any time other than during the Consent Period.

### 5. Proceed Continuously

The Applicant must carry out the Work as expeditiously and safely as practicable and proceed continuously until completion.

### 6. Layout of Work

- 6.1. All pipe work crossing the Road must be laid perpendicular to the direction of the Road unless otherwise consented to by Council and described in the Specifications or shown in the Plan.
- 6.2. All pipework crossing the road must be easily identified by means of boundary markers or pipe location markers. These are to be installed and maintained by the applicant.
- 6.3. If pipe is approved to be laid longitudinally with the road markings are to be placed at regular intervals (150m) along the length of the pipeline. These are to be installed and maintained by the applicant.
- 6.4. The pavement surrounding any excavation of the Road must be neatly saw-cut prior to excavation.
- 6.5. The Applicant must ensure that any cut pavement maintains a neatly finished edge at all times.

### 7. Advise Council

- 7.1. The Applicant must give the Council a minimum of five working days notice prior to when the Work/Activity is to commence.
- 7.2. The Applicant must notify Council as soon as the Work is completed if completion occurs during Business Hours.
- 7.3. The Applicant must notify Council during the next Business Hours if the Work is completed outside of Business Hours.

### 8. Expense

The Work is carried out at the Applicant's expense.

### 9. Consent and Acknowledgement

This Permit must be signed for and on behalf of Council in order for consent to be granted; and must also signed by the Applicant in acknowledgement of the conditions under which this consent is granted.

### 10. Service Conduit

Any Service Conduit placed across the Road must have at least 600mm of fill cover.

### 11. Footpaths

Where any footpath is disturbed it must be restored to the original condition by the Applicant at the Applicant's cost.

### 12. Fee

The Permit Fee is to be paid for the issue of this Permit.

### 13. Restoration Fees

- 13.1. Where Council is required to undertake Restoration works, determination of the Restoration Fees is governed by Section 67 of the Local Government Act.
- 13.2. Where a Restoration Fee is applicable the Applicant must pay the Restoration Fee:
  - a) As soon as the Work is completed if completion occurs during Business Hours; or
  - b) During the next Business Hours if the Work is completed outside of Business Hours.
- 13.3. If disturbance to the Road exceeds that shown on the Specifications, the Applicant must pay the additional cost to Council for restoration.

### 14. Indemnity

The Applicant indemnifies and holds Council harmless against all Claims by any person arising in connection with any acts or performance of an obligation under this Permit.

- 14.1. Specific Indemnities: - Without limiting clause 13.5 the Applicant indemnifies and holds Council harmless against any Claim arising directly or indirectly out of the following:
  - a) The construction and installation of the Work;
  - b) Conduct by the Applicant which amounts to a breach of any license, permit, approval or legislation;
  - c) Council granting consent to the Applicant to carry out the Work;
  - d) Failure to comply with any obligation of the Applicant under this permit.
- 14.2. Applicant to Maintain Insurance
  - a) The Applicant must maintain a public liability insurance policy with an insurer approved by Council with a limit for any one event of not less than twenty million dollars (\$20,000,000).

- b) The Applicant must produce evidence of the currency and terms of insurance as part of each permit application.
- c) The insurance must be on terms to the reasonable satisfaction of Council and name Council as an insured party

### 15. Traffic Management Plan

- 15.1. The Applicant must ensure that a Traffic Management Plan is in place whilst the Work is being carried out.
- 15.2. The appropriate traffic control measures must be established at the Applicant's cost.
- 15.3. The traffic control measures must be in accordance with the current RMS Guidelines "Traffic Control at Work Sites".
- 15.4. The Applicant must not interrupt or otherwise disturb the traffic flow on the Road without the written consent of Council.

### 16. Responsibility for Restoration works

- 16.1. Where the applicant is not able to meet the standards required, the applicant can contract the services of another provider that can.
- 16.2. Where council is required to undertake the restoration works, the Applicant is responsible for the Works until Council's road maintenance service provider completes the standard road pavement restoration. Where the applicant undertakes to do the restoration work themselves, then the applicant is responsible until Council agrees to the standard of that restoration work

### 17. Responsibility in the event of absence or emergency.

- 17.1. In the Applicant's absence from the site of the Work, or in the event of any emergency (for which the Council has sole right of decision), Council may take such action as it considers necessary to prevent:
  - a) Loss of or damage to the whole or any part of the Work;
  - b) Loss or damage to the Road or any property adjacent to the work; or
  - c) To prevent personal injury to any person;
- 17.2. Any such action (under sub-clause 15.2) is at the Applicant's expense.

### 18. Safety

The Applicant must:

- 18.1. Carry out the Work with due regard to the safety and rights of the public;
- 18.2. In addition to clauses 0 and 3 comply with the requirements of the NSW Workcover Authority, the Department of Industrial Relations & Employment, and the Police Service of NSW.

### 19. Relocation

- 19.1. If it is necessary in the reasonable opinion of Council:
  - a) To relocate or remove any portion of the Work; or
  - b) Carry out any additional work for the safety and protection of the public, Applicant must relocate or carry out such removal or additional work as reasonably determined by the Council.
- 19.2. Any such relocation and/or additional work required to be carried out is at the Applicant's expense.

### 20. Public Risk

Nothing in this consent shall be deemed to:

- a) Prejudice or affect the rights of the public to free passage upon or along the Road;
- b) Authorise any nuisance to, or permanent obstruction of, the Road or public places;
- c) Confer upon the Applicant exclusive right or title to that part of the Work within the boundaries of the Road, or
- d) In any way restrict or limit the powers of the Authority and the Council in respect of the Road.

### 21. Deemed Acknowledgement

Upon commencement by the Applicant of any part of the Work it shall be deemed that the Applicant has agreed with the Council to comply with the conditions of this consent.

### 22. Conditions for moving or grazing stock on Council roads

- a) That stock warning signs as described in the Local Land Act 2013 indicating the presence of stock on the road shall be prominently displayed 200 metres before and after the section of road being used;
- b) Stock signs must be displayed at all times when stock are on or adjacent to a roadway, and removed when stock are no longer present;
- c) That the distance over which stock are being grazed does not exceed 2kms at any one time;
- d) When stock are being moved along the road, warning signs shall be no further than 5kms apart;
- e) That at least one person shall be attending the stock at all times;
- f) That the stock may only be present on a public road during daylight hours.

See Privacy Notification on page 3.

### Recitals

- A. The Council is a public roads authority for the Road under s7(4)(b) of the Roads Act 1993 (NSW).
- B. The Council consents to the Applicant placing, installing or erecting the Work within or across the Road under the conditions contained in this Permit.
- C. The consent is granted under s138 of the Roads Act 1993.

### Definitions

- “**Act**” means Roads Act 1993 (NSW)
- “**Applicant**” means the signatory on the application being the individual(s) with the authority and the responsibility for the carrying out of the work;
- “**Business Hours**” means the opening hours of Leeton Shire Council Administration Centre;
- “**Claims**” means any loss, damages, claims, demands, causes of action or suits of any kind;
- “**Consent Period**” means dates as per the dates on the application;
- “**Council**” means Leeton Shire Council;
- “**Council Officer**” means the Leeton Shire Council’s nominated officer;
- “**Permit Fee**” means the fee paid by the Applicant to Council for the administrative costs associated with the issue of the Permit and shown in the Specifications;
- “**Pipe work**” means pipes, conduits, hoses, tubing, cables and wires;
- “**Plan**” means the plan attached and marked Annexure “A”;
- “**Restoration Fee**” means a fee paid to Council in consideration for the Council restoring the Road surface after completion of the Work;
- “**Road**” means the listed road in the application including the road reserve.
- “**RMS**” means Roads and Maritime Services;
- “**Service Conduit**” means conduits used to run service wires and cables underground;
- “**Traffic Management Plan**” means the Traffic Management Plan (also referred to as Traffic Control Plan or TCP) as required by Council; and
- “**Work**” means the plan of works described in application, including any restoration whether by the applicant or Council, and special instructions as deemed required by Council.

### Notes

An Application should be lodged for Consent to Carry out a Section 138 Roads Act Activity if the Applicant proposes to:

- erect a structure or carry out a work in, on or over a public road, or
- dig up or disturb the surface of a public road, or
- remove or interfere with a structure, work or tree on a public road, or
- pump water into a public road from any land adjoining the road, or
- connect a road (whether public or private) to a classified road being a main road, a state highway, a controlled access road or a secondary road.

#### The applicant must lodge with the application the following:

- A plan showing the exact location of the proposed Road Works
- Specifications/Plan of the proposed Road Works
- Evidence of suitable public liability insurance
- Traffic control plan
- The application fee of \$  (the current fee as set by Council)

Any permit issued will not be valid without the above information and the original application attached

### Payment methods

cash  cheque  Mastercard  Visa credit card no.

Card holder's name  Expiry date

Signature  Today's date

Daytime ph   
(for payment processing queries)

Amount \$

#### Privacy notification

The personal information that Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998.  
 The intended recipients of the personal information may be:

- Officers within the Council
- Data service providers engaged by the Council from time to time
- Any other agent of the Council
- Financial institute involved in the process

The supply of the information by you is/is not voluntary. If you cannot provide or do

not wish to provide the information sought, the Council may/will be unable to process your application.  
 Council is collecting this personal information from you in order to provide Council approved services.  
 You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act.  
 Address enquires concerning this matter to the Public Officer.

THE RETURNED AND SERVICES LEAGUE



OF AUSTRALIA

(NEW SOUTH WALES BRANCH)

*"The Price of Liberty is Eternal Vigilance"*

PRESIDENT Peter Williams  
HON. TREAS Una Williams  
HON. SEC. Luke Mahalm

LEETON SUB BRANCH  
PO Box 912  
LEETON NSW 2705

Email [leetonsb@rslnsw.org.au](mailto:leetonsb@rslnsw.org.au)

30<sup>th</sup> January 2023

**NOTIFICATION OF ANZAC DAY EVENT**

Dear Sir/Madam

On behalf of the Leeton RSL Sub Branch I wish to notify you that the annual ANZAC Day commemoration services will once again take place on Tuesday 25 April 2023.

Our Dawn Service will commence with a short march comprising the Sub Branch and members of the public at 0545am. The march will start at the intersection of Pine Avenue and Church Street and end at the Leeton Cenotaph at the intersection of Wade Avenue and Pine Avenue. The Dawn service will end at approximately 0645.

The assembly point for the Main March will be at the intersection of Church Street and Oak Street and extend along Church Street to accommodate all marchers. Assembly will commence at 0945 and step off will be at 1000. The march will proceed into Pine Avenue and then terminate at the Cenotaph. A commemorative service will then be held and it is anticipated that a large number of people will attend. The service will end at approximately 1130. Leeton RSL Sub Branch members will move from there to the Leeton Soldiers Club where a short service will be held at the Vietnam War Memorial in front of the Shrine of Remembrance, with dispersal on completion.

Should you have any queries regarding this event or if you would like to discuss this further, please do not hesitate to contact the Honorary Secretary, on 0423 203 287.

Regards

Peter Williams  
President



LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday 15 February 2023

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**6                    DISABLED CARPARK PINE AVENUE 104 PINE AVENUE**

<b>RECORD NUMBER</b>	23/14
<b>RELATED FILE NUMBER</b>	EF21/430/02
<b>AUTHOR/S</b>	Road Safety Officer
<b>APPROVER/S</b>	Manager Roads and Drainage Director Operations

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**INTRODUCTION**

The purpose of this report is to seek the Committees approval for the establishment of a Disabled parking space and construction of access ramp out the front of 104 Pine Avenue (adjacent to the Roxy). The disabled carpark was approved at the August 2021 meeting but an updated design has been provided

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**RECOMMENDATION**

THAT the Committee endorse Leeton Shire Council to remove the current loading zone located at 104 Pine Avenue and install a disabled carpark and ramp at 104 Pine Avenue.

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**BACKGROUND**

As part of the development application for the Roxy Theatre located at 114-118 Pine Avenue a disabled carpark is required off site that is easily accessible to the general public and is deemed equitable and dignified. The disabled carpark space was previously approved at the LATC August 2021 meeting.

**COMMENT**

A loading zone currently occupies the parking bay on Pine Avenue that the proposed disabled spot will be located in.

The loading zone was initially requested by the owners of the Crate Café and Movie Café which are now both closed. Council has purchased these sites as part of the Roxy Theatre redevelopment.

A larger permanent loading zone is located approximately 55m around the corner on the Eastern side of the Roxy on Wade Avenue. This loading zone can cater for vehicles as large as a semi trailer.

The proposed location for the new disabled carpark is the closest carpark on Pine Avenue to the Roxy Theatre currently zones a loading zone. The installation of the disabled carpark will see the removal of the loading zone and one carpark space to allow room for the Disability space and shared space.

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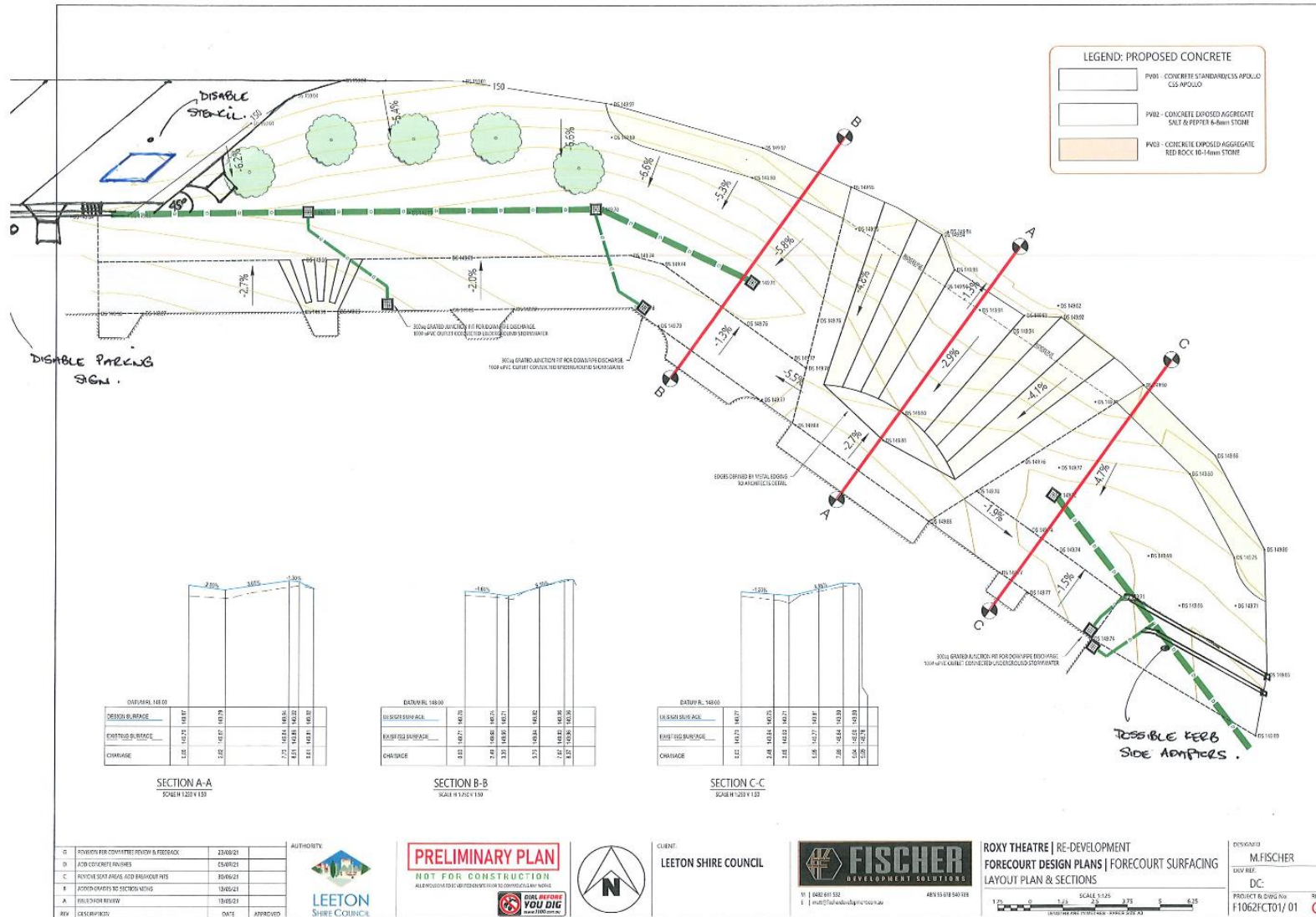
LEETON SHIRE COUNCIL  
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The Kerb ramp for the disabled carpark will comply with AS 1428. (see design attached).

#### **ATTACHMENTS**

1 [📄](#) Roxy Forecourt Pine Avenue Disabled Carpark



Item 7.4 Attachment 1 - Roxy Forecourt Pine Avenue Disabled Carpark



# LEETON SHIRE COUNCIL

## MINUTES OF THE TRAFFIC COMMITTEE

### LEETON SHIRE COUNCIL

WEDNESDAY 15 FEBRUARY 2023

COMMENCING AT 10:30AM

BOARD ROOM

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#### **FORMAL MEMBERS**

Leeton Shire Council:	Cr Tony Cicca Cr Matthew Holt
NSW Police:	Acting Sgt Brendan Gilbert
TfNSW:	Kim Schultz
Local MP Nominee:	Shane O'Connell

#### **INFORMAL MEMBERS**

Leeton Shire RSO:	Stephanie Puntoriero
Leeton Shire GMO:	Tom Steele
Leeton Shire MRD:	Chris Lashbrook



LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday, 15 February 2023

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**APOLOGIES**

Shane O'Connell

**CONFIRMATION OF THE MINUTES**

THAT the Minutes of the Traffic Committee held on Wednesday 23 November 2022, as circulated, be taken as read and CONFIRMED.

**MOVED:** Kim Schultz

**SECONDED:** Tony Ciccio

**OFFICERS REPORTS**

**Item 3.1 OUTSTANDING ACTION REPORT**

**RECOMMENDATION**

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

Changes to recommendation: No

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

**Item 3.2 BUS BAY KATHRYN DRIVE**

**RECOMMENDATION**

THAT the Committee endorses the installation of new school bus bay and shelter on Kathryn Road.

Changes to recommendation: No

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

LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday, 15 February 2023

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**Item 3.3 PEDESTRIAN CROSSING REQUEST FOR BENEREMBAH STREET, WHITTON  
MR539**

**RECOMMENDATION**

THAT the Committee endorses Leeton Shire Council to install the pedestrian facilities on Benerambah Street, Whitton as per attachment 1.

Changes to recommendation: No

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

**Item 3.4 SPECIAL EVENT FIESTA La LEETON**

**RECOMMENDATION**

THAT the Committee endorses Leeton Shire Council to approve the road closures for the Leeton Multicultural Support Group to hold the Fiesta La Leeton Event on Wade Avenue South, Leeton on Saturday 18 March 2022 from 7am to 12am (midnight) as per the Traffic Control Plan supplied and subject to the schedule of conditions as outlined in the RMS Guide to Traffic and Transport Management for Special Events including the following conditions:

1. The event is conducted as per times, location of conditions and circumstances that are indicated in the application documents.
2. Event organisers and participants immediately obey all directions by police.
3. Event organisers and participants immediately obey all direction by Leeton Shire Council Officers.
4. Advertising of the event is to take place in local newspapers two weeks prior to the event, to ensure locals are aware of the event.
5. Letter drops are to be completed to all residents/businesses who will be affected by the road closure.
6. Failure to comply with any of the above conditions will immediately void this approval.
7. Any such approval of traffic management relating to the 2023 Fiesta La Leeton event be rescinded should the event not be able to meet NSW Public Health Orders of the day.

Changes to recommendation: No

LEETON SHIRE COUNCIL  
 Traffic Committee - Wednesday, 15 February 2023

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

**Item 3.5 ANZAC DAY DAWN SERVICE AND MORNING EVENT**

**RECOMMENDATION**

THAT the Committee recommends that Leeton Shire Council endorses to hold the Leeton ANZAC Dawn Service and March on State and Local Roads subject to the schedule of conditions as outlined in the RMS Guide to Traffic and Transport Management for Special Events including the following conditions;

1. The event is conducted as per times, location of conditions and circumstances that are invoked in the application documents.
2. A certified traffic control plan for the event is to be prepared, implemented, monitored and decommissioned by an accredited person.
3. Event Organisers and participants immediately obey all directions given by Police.
4. Event Organisers and participants immediately obey all direction by Leeton Shire Council Officers.
5. Advertising of the event is to take place in local newspapers and social media to ensure locals are aware of the event.
6. Failure to comply with any of the above conditions will immediately void approval.

Changes to recommendation: No

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

**Item 3.6 DISABLED CARPARK PINE AVENUE 104 PINE AVENUE**

**RECOMMENDATION**

LEETON SHIRE COUNCIL  
Traffic Committee - Wednesday, 15 February 2023

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THAT the Committee endorse Leeton Shire Council to remove the current loading zone located at 104 Pine Avenue and install a disabled carpark and ramp at 104 Pine Avenue.

Changes to recommendation: No

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

**NEXT MEETING :WEDNESDAY 17 MAY AT 10:30AM**

There being no further business the meeting closed at 11:03 am.