



LEETON
SHIRE COUNCIL

ORDINARY COUNCIL MEETING
AGENDA

22 MARCH 2023
7:00PM

TO BE HELD IN THE MURRAMI HALL
LOCATED ON WATTLE AVENUE, MURRAMI NSW 2705

Authorised for release: Jackie Kruger General Manager

LEETON SHIRE COUNCIL

AGENDA

ORDINARY COUNCIL MEETING

22 March 2023

7:00PM

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

RECOMMENDATION

THAT the minutes of the Ordinary Council Meeting held on Wednesday 22 February 2023, as circulated, be taken as read and CONFIRMED.

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

GENERAL MANAGER'S MATTERS

- 7.1 LEETON SHIRE LIBRARY REVISED OPENING HOURS SURVEY RESULTS.....4

CORPORATE MATTERS

- 7.2 INVESTMENTS REPORT FOR FEBRUARY 202324
- 7.3 MINUTES OF THE YANCO COMMUNITY HALL AND MARKET COMMITTEE MEETING - 13 FEBRUARY 202337
- 7.4 MINUTES OF THE YANCO TOWN IMPROVEMENT COMMITTEE MEETING - 6 MARCH 202345
- 7.5 LEETON EARLY LEARNING CENTRE EXPANSION PROJECT - PROVISION FOR PURCHASE AND INSTALLATION OF NEW PLAYGROUND EQUIPMENT.....50

OPERATIONAL MATTERS

- 7.6 LEETON GOLF COURSE UPDATE - 1 JULY 2022 TO 31
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- 8. NOTICES OF MOTIONS**
- 9. CONFIDENTIAL MATTERS**
- 10. COUNCILLOR ACTIVITY REPORTS**
- 10.1 COUNCILLOR ACTIVITY REPORT.....58**
- 11. CONCLUSION OF THE MEETING**

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

Councillors' obligations under the Oath or Affirmation of Office are as follows:

OATH OF OFFICE

I swear that I will undertake the duties of the office of Councillor in the best interests of the people of Leeton and the Leeton Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

AFFIRMATION OF OFFICE

I solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Leeton Shire and the Leeton Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS,
OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

GENERAL MANAGER'S MATTERS

ITEM 7.1 LEETON SHIRE LIBRARY REVISED OPENING HOURS SURVEY RESULTS

RECORD NUMBER	23/41
RELATED FILE NUMBER	EF22/27
AUTHOR/S	Executive Manager People & Culture
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of this report is to provide information to Council on customer feedback on the revised opening hours at the Leeton Shire Library.

RECOMMENDATION

THAT Council notes customer feedback on library opening hours and requests a further update on library operations by financial year end.

REPORT

(a) Background

In March 2022, Council resolved to join as a member of Riverina Regional Library (RRL) effective from 1 July 2022 for a period of 3 years.

The RRL service provides professional support for the operation of member libraries, allowing local Council library staff to dedicate their time to providing high quality customer service and increased activities/programs to patrons.

Management of the Leeton Shire Library has been actively reviewing daily patronage. This has also included optimising operational efficiencies and reviewing "visitor traffic" reports which highlight patterns of patronage.

At the August 2022 Council Meeting, Councillors endorsed a trial for Library opening hours (an increase from 40 to 43 hours per week) which commenced on 26 September 2022 and requested a further report be provided to the March 2023 Council Meeting to review the results of the trial.

(b) Discussion

Under the previous operating model prior to transitioning to RRL, back-office Library duties were completed by the library team members between the hours of work of 8:30am and the opening time of the library at 10:00am.

Library staff back-office duties included:

- book procurement,
- covering and cataloguing of new books,
- program creation,
- statutory State Library returns to enable funding,
- management of online services.

These back-office staff duties are no longer required since joining RRL which facilitated an earlier opening time of 9:30am Monday to Friday. With mornings proving much busier than afternoon / evenings, the Thursday late night was also removed. The trial hours were as follows:

- Monday 9:30am – 5:30pm
- Tuesday 9:30am – 5:30pm
- Wednesday 9:30am – 5:30pm
- Thursday 9:30am – 5:30pm
- Friday 9:30am – 5:30pm
- Saturday 9:00am -12 (Noon)

To garner community feedback on the revised Library hours, A Have Your Say Survey was conducted between 1 January to 27 February 2023. The survey received responses from twenty patrons (**Attachment 1**) in which nineteen patrons (95%) stated the opening hours are working for them.

In addition, a review of RRL patron attendance records, the responses indicate that patrons prefer to visit the library to borrow items from morning to mid-afternoon (**Attachment 2**).

Furthermore, a review of library staff traffic report (**Attachment 3**) confirms that the library traffic statistics are consistent with the borrowing activity.

Finally, to note for information:

- No other libraries in the Riverina-Murray region are open after 5:30pm on a weekday.
- The Country Universities Centre (CUC), which operates out of the Leeton Shire Library, has not be affected by the revised opening hours as students that utilise this facility are issued with their own swipe cards to gain entry to study within the CUC at any time.
- The hiring of meeting rooms at the Leeton Shire Library outside of normal daily operating hours have not been impacted, with several regular community groups and businesses using the rooms of an evening. Any new hire enquiries/arrangements have access arrangements put in place as required.

(c) Options

Management is recommending that the trial hours remain in place until 30 June 2023 and that a further report be brought back to Council prior to financial year end.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Nil – this report is for information noting purposes only.

(b) Policy

Nil

(c) Legislative/Statutory

Library Act 1939

(d) Risk

Extending the trial until financial year end is deemed low risk as most patrons have expressed satisfaction with the opening hours.

CONSULTATION

(a) External

Riverina Regional Library
Regular Library users/user groups
Country Universities Centre

(b) Internal

Library Team members

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

Under the Key Priority Area FOCUS AREA 1. A connected, inclusive and enriched community within Council's adopted Delivery Program/Operational Plan – 4 - We have access to a range of local educational opportunities for students of all ages and abilities - 4.4 - Provide Library services to the community - Offer library services with a quality and contemporary collection that promotes borrowing and monitors trends to guide collection development and purchase planning (in association with Riverina Regional Libraries)".

ATTACHMENTS

- 1** [↓](#) Revised Leeton Shire Library Opening Hours - Survey Response Report
- 2** [↓](#) Riverina Regional Libraries - Item Borrowing Trend Report
- 3** [↓](#) Leeton Library Visitor Traffic Report

Survey

SURVEY RESPONSE REPORT

01 January 2023 - 27 February 2023

PROJECT NAME:

Revised Leeton Shire Library Opening Hours



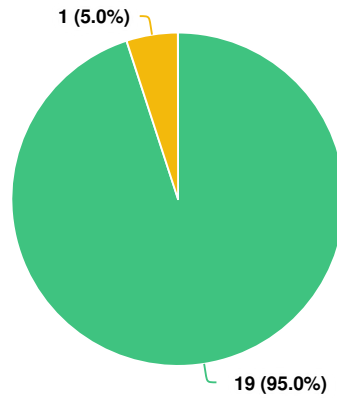
Survey : Survey Report for 01 January 2023 to 27 February 2023



SURVEY QUESTIONS

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q1 | Has Monday to Friday, 9.30am to 5.30pm (8 hours) been working for you?



Question options

- Yes
- No

Mandatory Question (20 response(s))
Question type: Radio Button Question

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q2 | **If not, please answer why.**

Anonymous

I work till 5:30. I never have a chance to go during the week

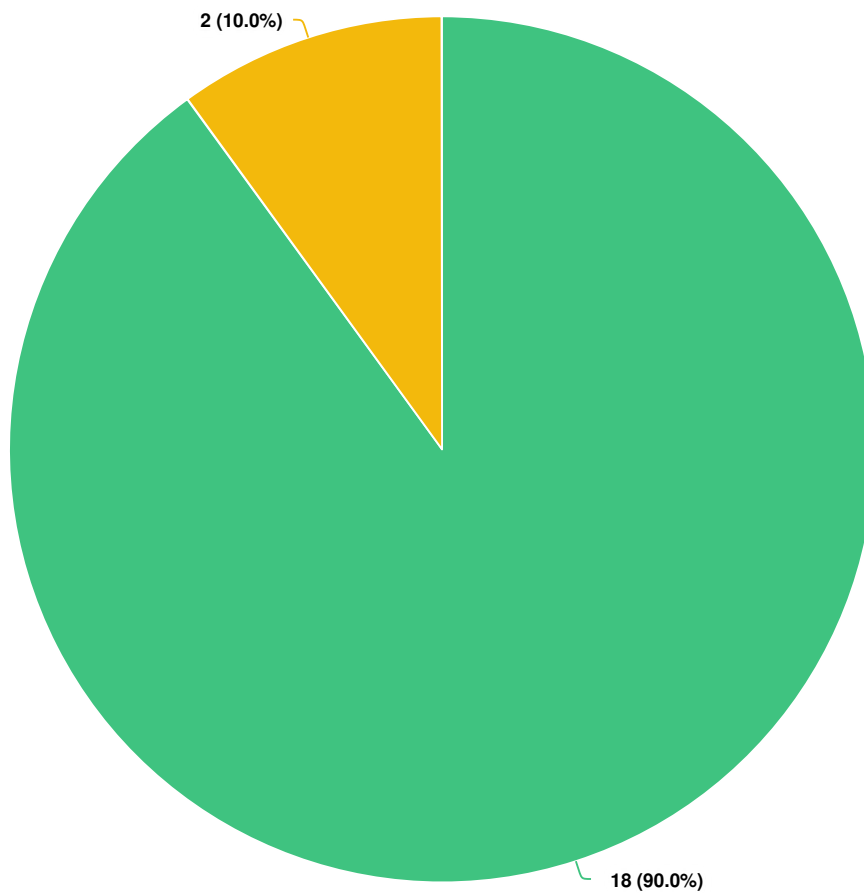
2/11/2023 07:55 AM

Optional question (1 response(s), 19 skipped)

Question type: Essay Question

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q3 Has Saturday, 9.00am to 12.00pm (3 hours) been working for you?



Question options

- Yes
- No

*Mandatory Question (20 response(s))
Question type: Radio Button Question*

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q4 | If not, please answer why.

slowjo

2/03/2023 07:56 AM

would like longer hours into the afternoon

Anonymous

2/05/2023 03:07 PM

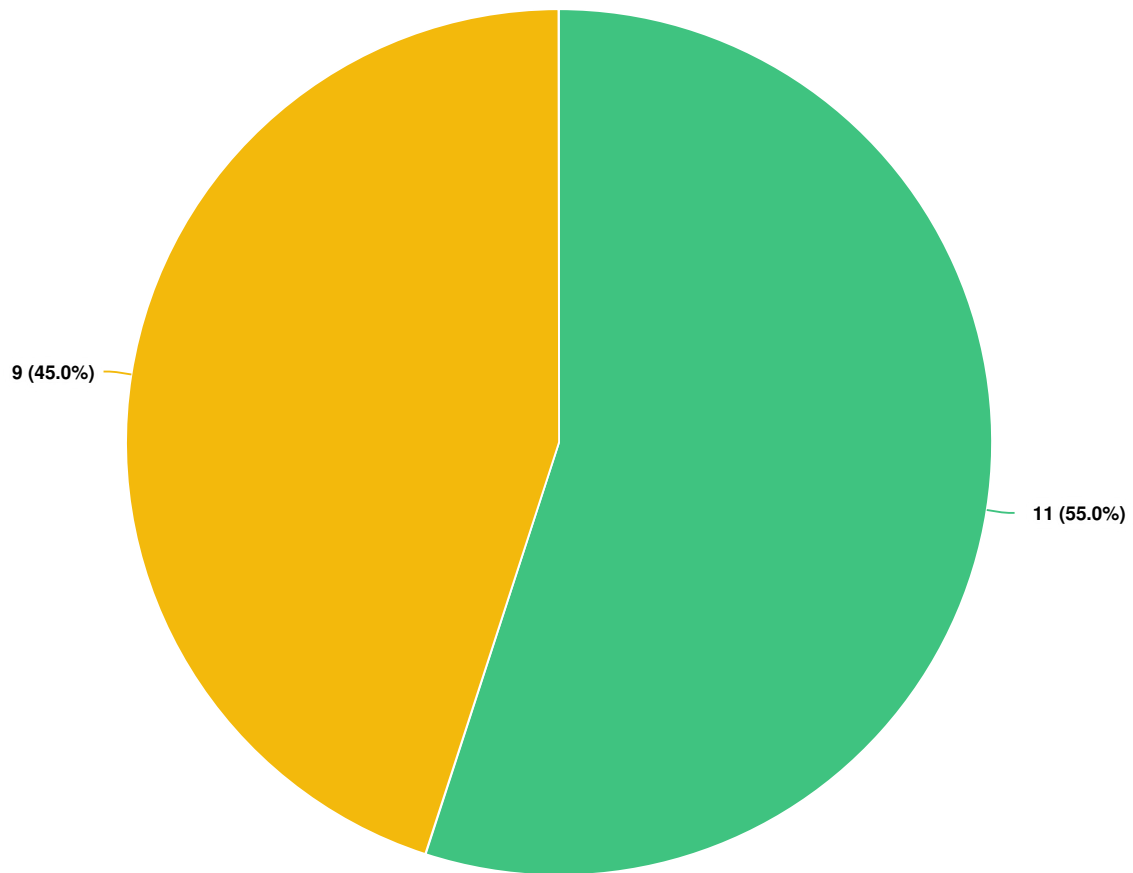
Make the hours longer to 2pm

Mandatory Question (2 response(s))

Question type: Essay Question

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q5 From Monday to Friday, would it be a concern to you if we opened half an hour later, at 10am?



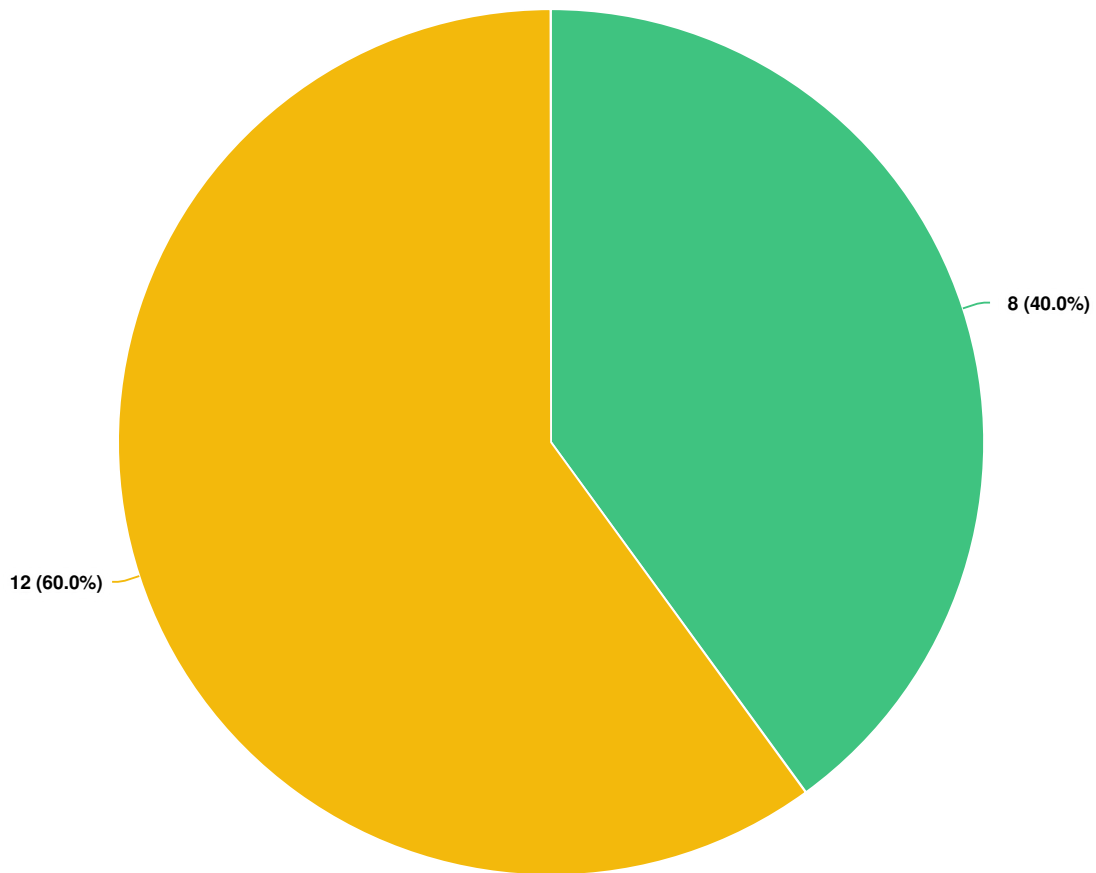
Question options

- Yes
- No

*Mandatory Question (20 response(s))
Question type: Radio Button Question*

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q6 From Monday to Friday, would it be a concern to you if we closed half an hour earlier, at 5pm?




Question options

- Yes
- No

*Mandatory Question (20 response(s))
Question type: Radio Button Question*

Survey : Survey Report for 01 January 2023 to 27 February 2023

Q7 | Do you have any other suggestions about the Library's opening hours?


2/02/2023 04:29 PM

Maybe the library could open longer on maybe 1 night a week to assist people who may want to use services or computers.

Vmm32
2/02/2023 04:51 PM

It needs to one or the other, open later or close earlier not both.


2/02/2023 07:10 PM

The library is more than just a library. It's an essential community resource. New family to town - send them to the library. Migrant needing help with firms - send them to the library. Senior with mobility issues feeling isolated and lonely - take them to the library. New patent needing friends - send them to the library. Not sure if a resource is available in our community - ask the library! Thankyou!!!


2/03/2023 07:56 AM

please extend the Saturday library hours as is the only time some folks can use the library

Anonymous
2/05/2023 03:07 PM

Make Saturday hours longer to 2pm

Anonymous
2/10/2023 03:07 PM

Late opening during daylight savings to 6pm and 5pm closing in winter.

Anonymous
2/10/2023 03:40 PM

That extra half hour after 5pm makes it easier to get to after work.

Anonymous
2/10/2023 05:57 PM

I would like to see the Library opened at the regular business hours of 9am to 5pm.

Anonymous
2/11/2023 07:55 AM

It would be nice to have one day that it was open a little later. I miss the late Thursday nights, since the time change haven't been able to make it

Anonymous
2/11/2023 11:12 AM

Early opening times are great in summer to beat the heat.

Anonymous

Can the library open late one night a week for people that work,

Survey : Survey Report for 01 January 2023 to 27 February 2023

2/11/2023 04:35 PM

please?

Optional question (11 response(s), 9 skipped)

Question type: Essay Question

Q8 Do you have any other suggestions about improving our library service?

[REDACTED]

No comment

2/02/2023 04:29 PM

[REDACTED]

Tool library. Appliance library. Sewing machine library. Cake tin library.

2/02/2023 07:10 PM

Anonymous

No

2/05/2023 03:07 PM

Anonymous

A bus to Whitton, wattle Hill and yanco would be a big help for those without cars. Either a curtsy bus to the library or a mobile library visiting.

2/10/2023 03:07 PM

Anonymous

Bring back Thursday evening/afternoons

2/10/2023 03:40 PM

Anonymous

More manga please

2/11/2023 04:35 PM

Admin

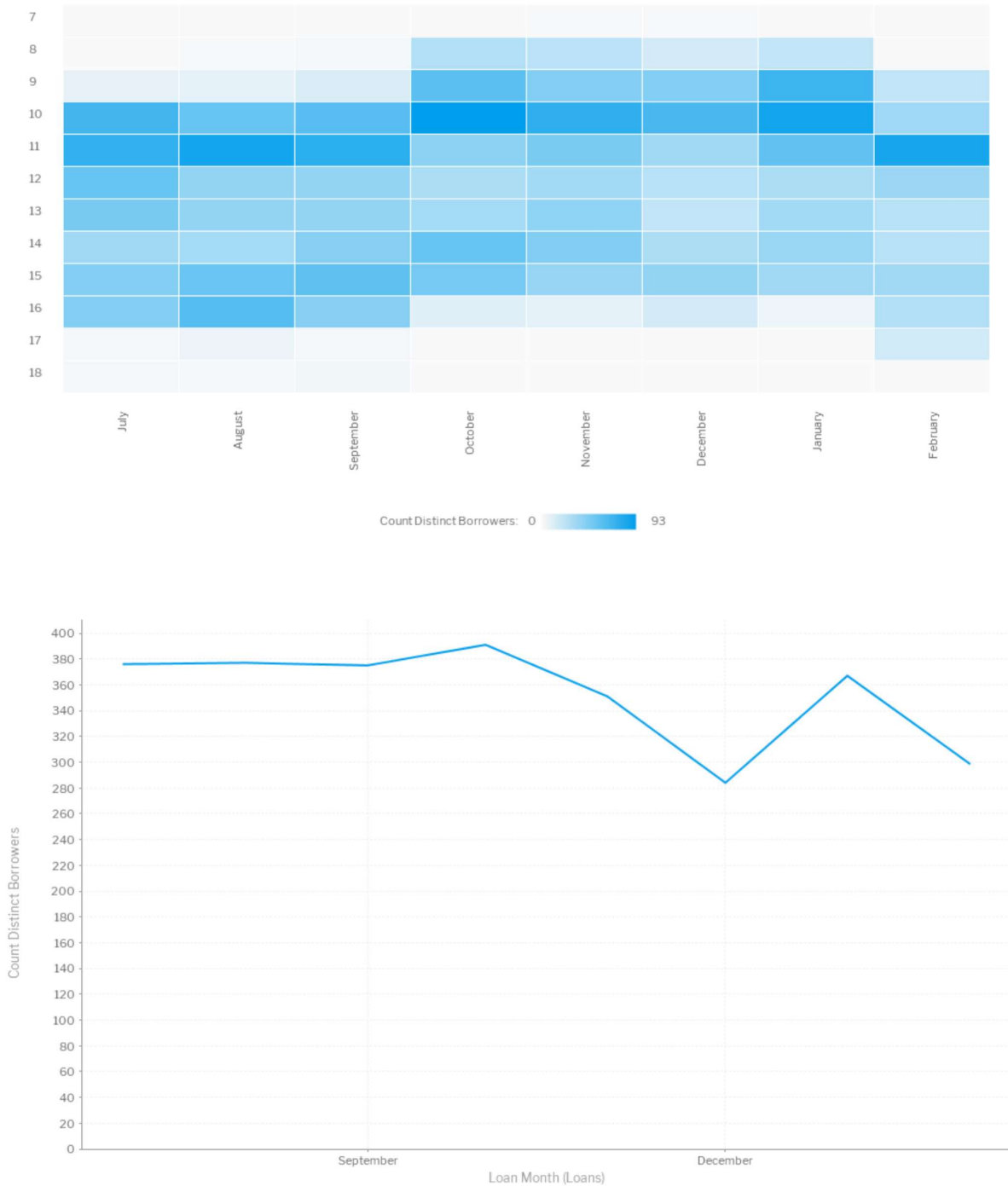
Leeton Shire Library did provide access to the Australian "Healthy Food Guide", written by dieticians, interesting snippets of nutrition research. I lent the library 2 copies which Susie Rowe returned to me as Riverina Regional Library declined to again provide them on loan. Found that decision baffling as many in Leeton could make use of that magazine and other more costly/less useful publications are on the shelf! Do we no longer have input to our library?

2/27/2023 10:02 AM

Optional question (7 response(s), 13 skipped)

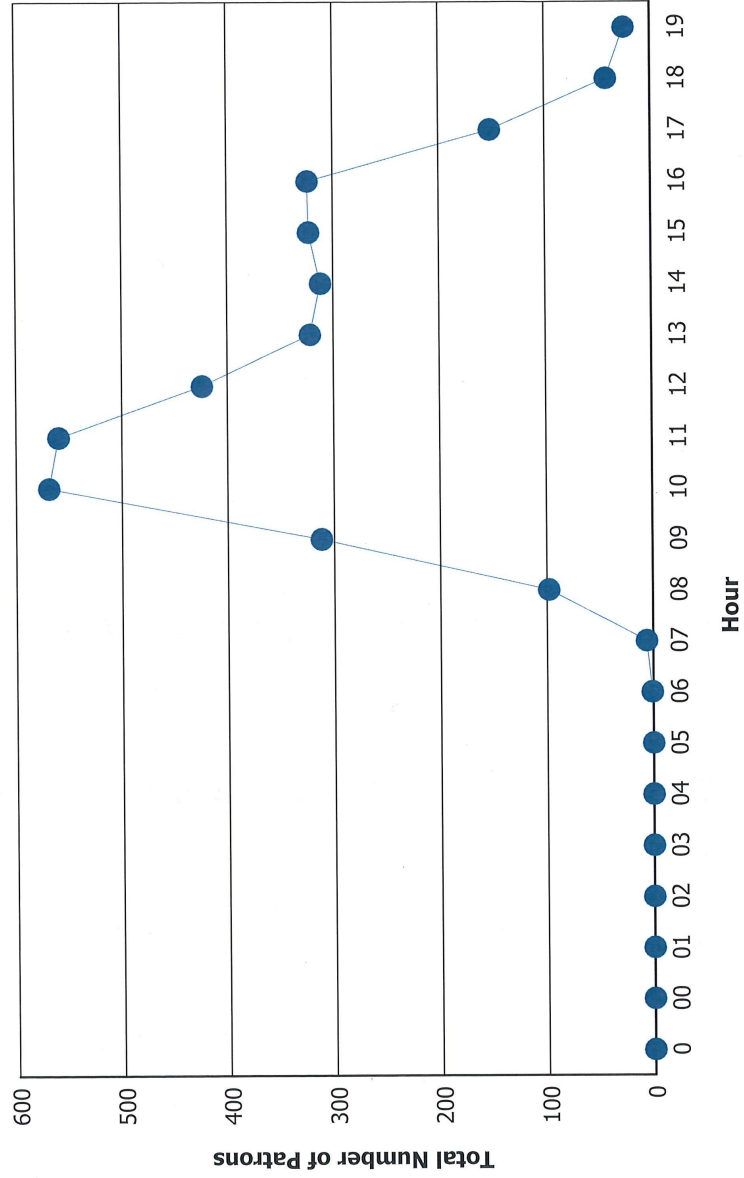
Question type: Essay Question

Leeton Loans



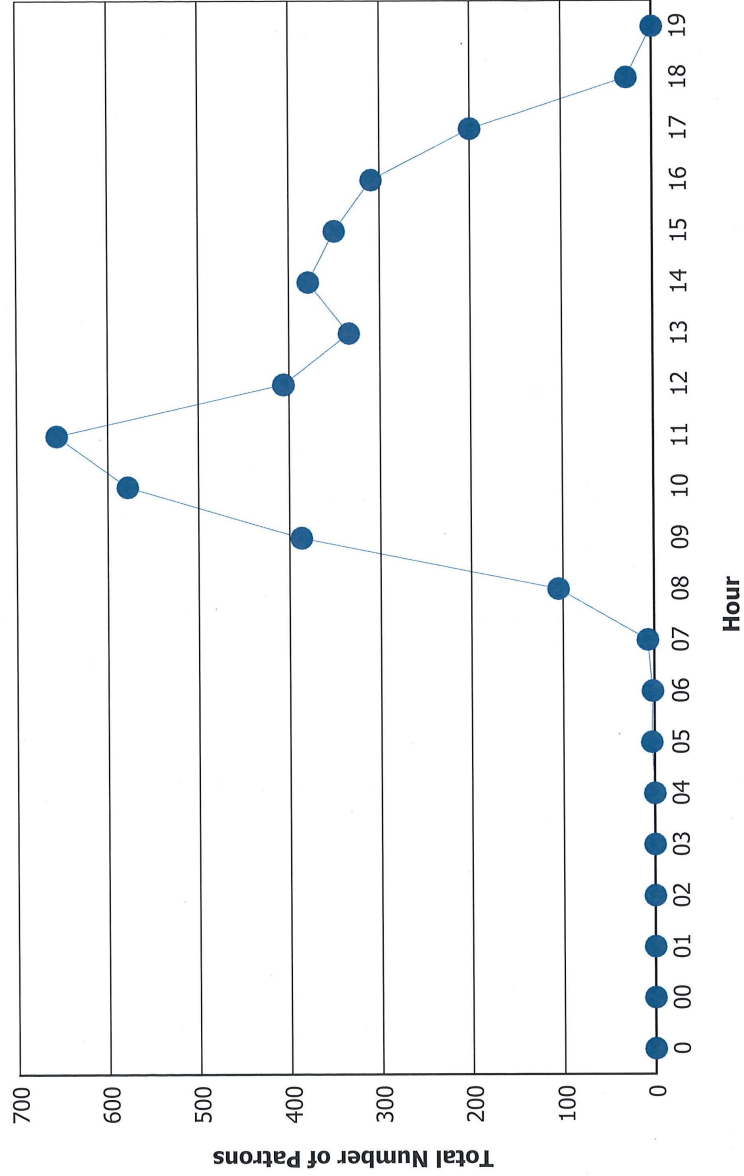
Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From September To September



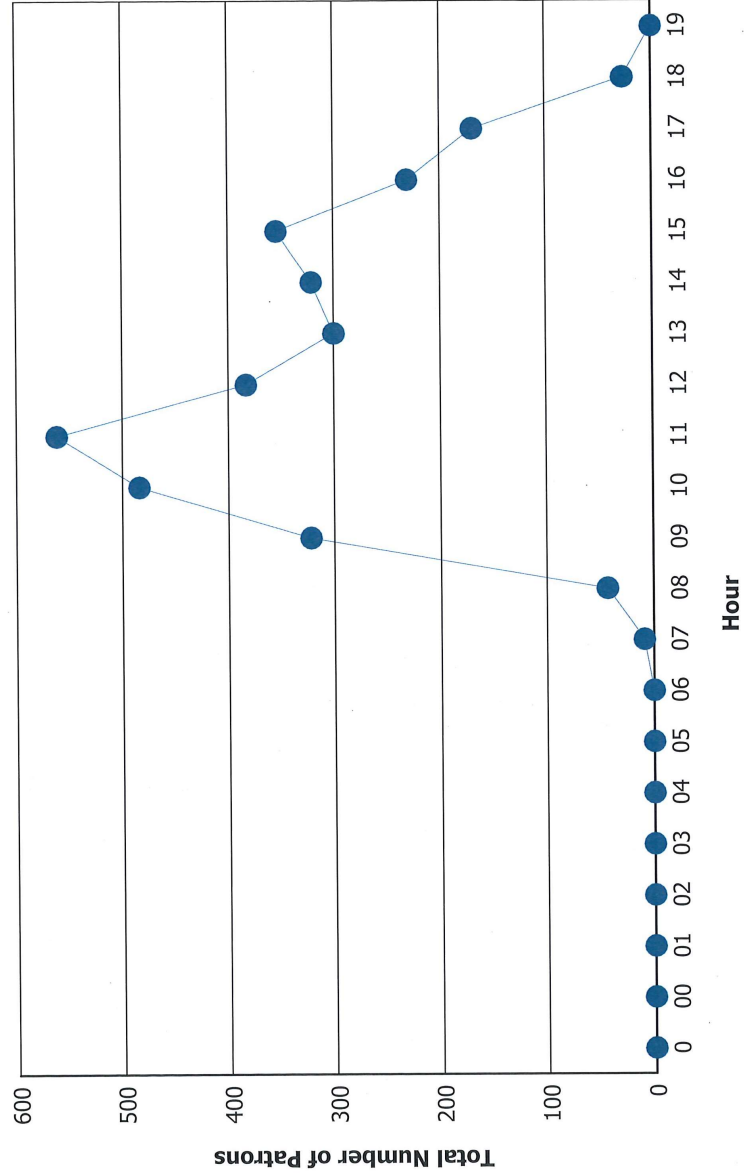
Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From October To October



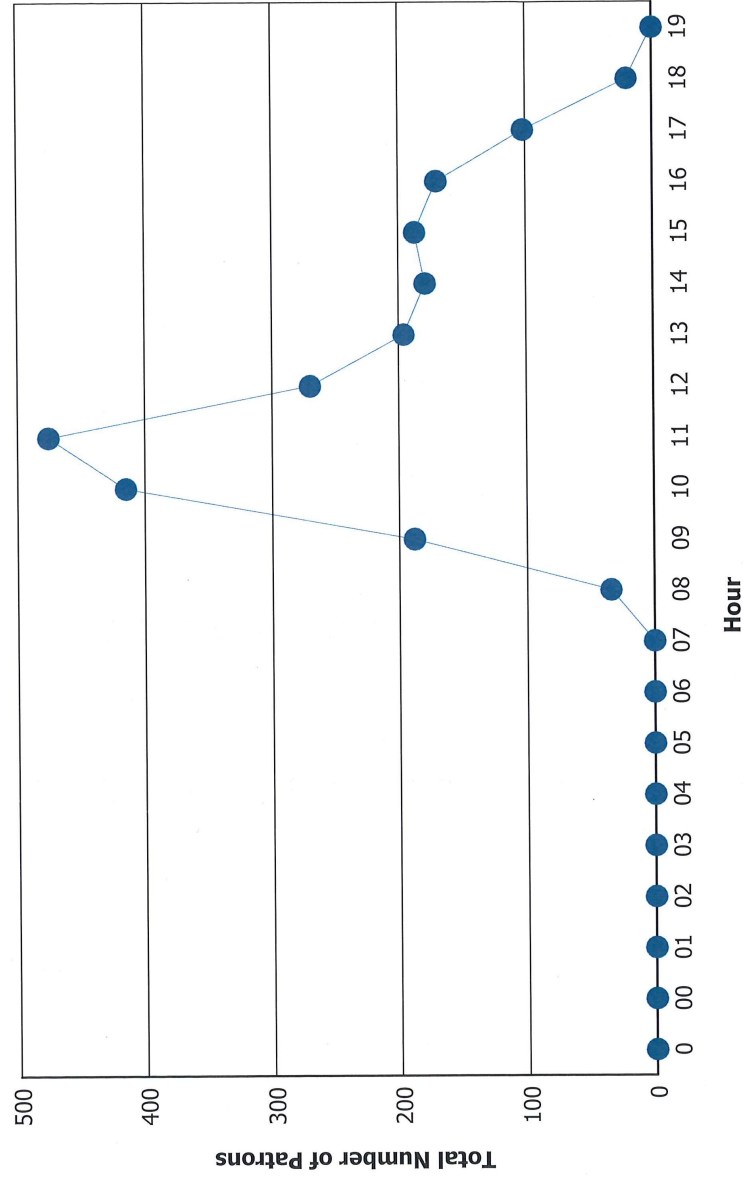
Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From November To November



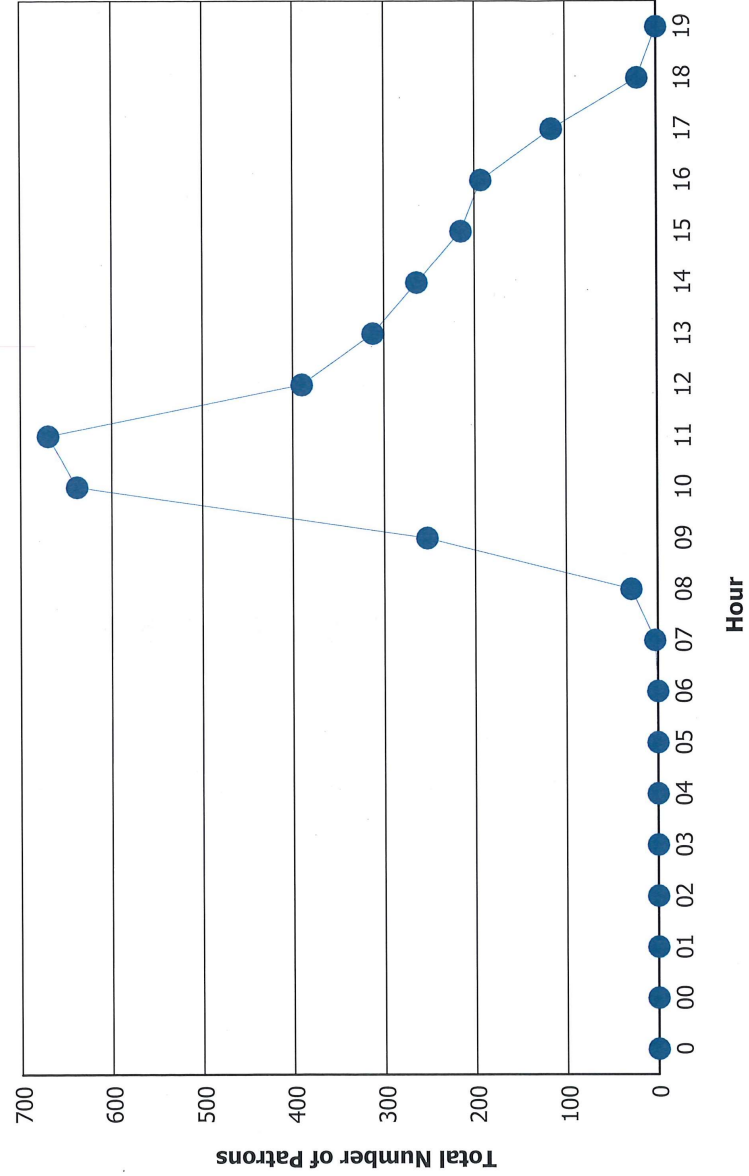
Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From December To December



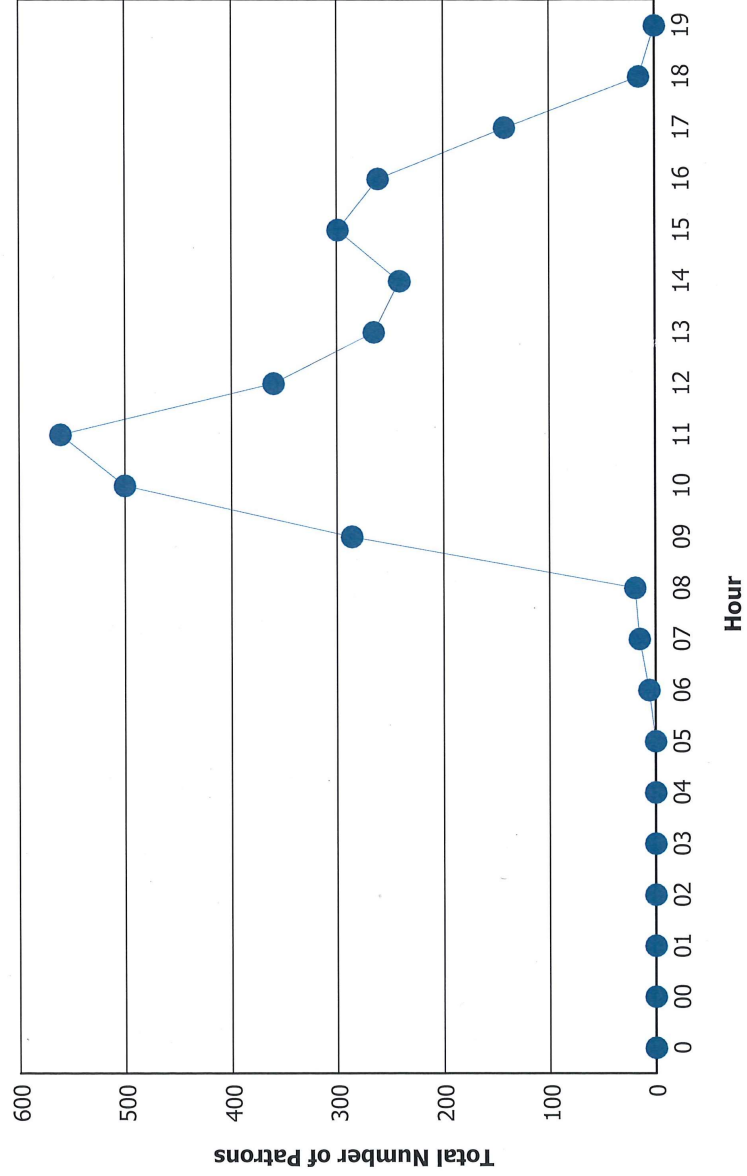
Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From January To January



Traffic Per Hour Total Report

This report will show the total traffic at hourly intervals for the date range specified.
Report all gates all branches date range From February To February



CORPORATE MATTERS

ITEM 7.2 INVESTMENTS REPORT FOR FEBRUARY 2023

RECORD NUMBER	23/35
RELATED FILE NUMBER	EF21/312
AUTHOR/S	Accountant
APPROVER/S	Manager Finance Director Corporate

SUMMARY/PURPOSE

This report provides details of the performance of Council's investment portfolio for the period ending 28 February 2023.

RECOMMENDATION

THAT Council notes the information contained in the Investments Report for February 2023.

REPORT

(a) Background

This report is required to be prepared monthly and presented at the next available Ordinary Council meeting in accordance with Clause 212 of the Local Government (General) Regulation 2021.

(b) Discussion

Council's cash and investment holdings total \$51,863,596.

As at 28 February 2023, Leeton Shire Council has \$46,253,349 invested in Approved Deposit Institutions (ADIs) of which \$4,196,333 (9.07%) is invested with local bank branches.

Attached to this report is a Statement of Bank Reconciliation (**Attachment 1**) and a Summary of Investments (**Attachment 2**) as at 28 February 2023.

The Statement of Bank Reconciliation reconciles the Bank Statement balances to the General Ledger at 28 February 2023 by taking into account unrepresented cheques, unrepresented deposits, and unrepresented debits.

The Summary of Investments details all the investments held by Leeton Shire Council as at 28 February 2023.

The following table details the total Cash, Cash Equivalents and Investment holdings:

Cash in Transaction Account	\$ 5,610,247
Deposits At Call Accounts	\$13,453,349
Investments	\$32,800,000
TOTAL	\$51,863,596

The table below details the monthly movements of investments for February 2023.

Opening Investments Balance	\$ 46,417,204
Less:	
Maturities	\$ 1,000,000
Transfer to CBA Current Account	\$
Subtotal	\$ 45,417,204
Plus:	
Roll-overs	\$ 800,000
New Investments	\$
CBA Business Online Saver (BOS) movements	\$ 11,020
AMP Business Saver Account	\$
AMP 31 Day Notice Account	\$ 17,481
Macquarie Cash Management Accelerator Account	\$ 7,644
Closing Investments Balance	\$ 46,253,349
Add back Cash in Transaction accounts	5,610,247
Total Cash and Investments	\$ 51,863,596

The following table details the break-up of investments according to the restrictions which are placed on them. The following is forecast in the December 2022 QBRs forecast (subject to daily movements).

Total Cash and Investments	\$ 51,863,596
Less restrictions	
Water Supply (Excl. Unfinished Works)	\$ 20,543,382
Sewerage Services (Excl. Unfinished Works)	\$ 2,380,810
Domestic Waste Management	\$ 4,704,428
*Other external restrictions	\$ 8,377,007
External Restrictions (Excl. Unfinished Works) - Sub Total	\$ 36,005,627
Internal restrictions	\$ 6,190,593
Total restrictions	\$ 42,196,220
Operating Capital & Unfinished Works	\$ 9,667,376

*Includes - Unspent Grants Restrictions, Stormwater Levy Restriction, Deposits, Retentions and Bonds

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

Internally restricted funds are set aside through Council resolution for specific purposes such as plant replacement, infrastructure renewal or funded provisions. Internal restrictions are considered as part of the Budget adoption or the Quarterly Budget Review process.

Operating Capital is used to provide working capital for Council to fund short-term operations, current Capital works program, and fluctuations in payables and receivables.

Water Investments Summary

In accordance with Murrumbidgee Irrigation (MI) records, the total Water Licenses currently held are 5,584 ML. As at 16 January 2023, there was 100% allocation for town water, 100% for high security and 100% for general security water.

Table of Water Sales as at the end of February 2023:

Date	Qty	Price/ML	Total Water Sale	Brokerage	Net Total
21/07/2022	300	\$70	\$21,000	-\$ 930	\$20,070
10/08/2022	600	\$70	\$42,000	-\$1,310	\$40,690
2/12/2022	500	\$22	\$11,000	-\$420	\$10,580
General and Water Fund Sales	1400		\$74,000	-\$2,660	\$71,340

Council has undertaken temporary trade of 1400 ML for \$71,340 (net of sale brokerage fees) as at 28 February 2023. The annualised return on investment for the sale is 1.20%. It is worth noting that water sales pricing is unreliable and as such the ROI may not be sustained.

In accordance with the Temporary Trade of Water Allocation Policy October 2022, as endorsed by Council on 27 October 2022, the safety margin has been set at 10% of forecast.

Water Entitlements	Allocation (%)	Total Allocation (ML)	F'cast + Usage (ML)	Sales this month	Total Volume Sold (ML)	Safety Margin (ML)	Remaining Allocation (Saleable)	Market rate 28.2.23	Potential Income from Sales
Town Water High Security (C7) - 4,097ML	100%	4,097	2,562	-	500	80	955	\$10.00	\$9,550
Investment Water									
*General Security (C1) - 516 ML	100%	516		-	-		516	\$10.00	\$5,160
High Security (C3) - 971ML	100%	971		-	900		71	\$10.00	\$710
Total		5,584	2,562	-	1,400	80	1,542		15,420

Lehman Brothers

Lehman Brothers Australia Dividend Payment Update:

The long-awaited dividend payment from Lehman Brothers Australia was finally declared in December 2022. The primary cause of the long delay was resolving the Australian tax issues after actions in 2015 by the major creditor of LBA, Lehman Brothers Holding Inc (LBHI) caused a change of control in the bankruptcy. It was only recently when tax clearance was finally obtained, and the liquidator was able to pay the latest dividend. This current dividend is not the final dividend payable, and the bankruptcy is not officially concluded.

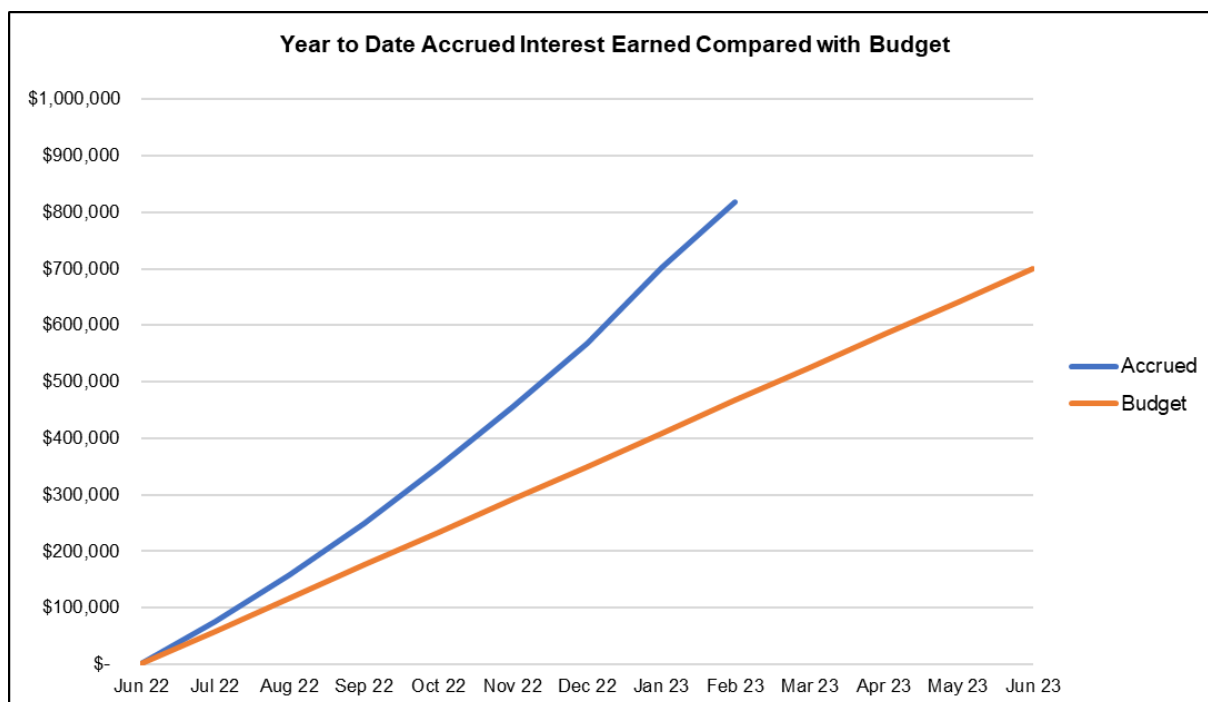
Squire Patton Boggs, lawyers, received the distributions from the liquidator on behalf of the Council. Total distributions based on admitted claim is \$61,705, less the pro-rata share of the costs and funding fees to Omni Bridgeway of \$24,484. Net Settlement Entitlement payable to Council is \$37,221.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

For February 2023 the annualised rate of return across the investment portfolio is 3.40% which is well above the revised annual budgeted return of 2%. The actual \$115,635 in interest earned is higher than the revised budgeted amount of \$58,333 by \$57,302.

The following graph compares year-to-date interest with the original budgeted interest for the period. This shows that Council's actual investment income is higher than the original budget as at 28 February 2023.



Original Budgeted Interest for FY22-23 is \$300,000 and increases to \$700,000 in the December QBRs. The consolidated actual investment income from 1 July 2022 to 28 February 2023 compared to the revised budgeted investment interest is detailed below.

Actual versus budgeted interest and earnings	Feb-23	Year To Date
Investments - Interest earned	\$ 74,491	\$ 555,125
Deposits at call	\$ 36,145	\$ 241,781
Rebates and Other earnings	\$ 4,999	\$ 21,607
Total Earnings	\$ 115,635	\$ 818,513
Budgeted Interest	\$ 58,333	\$ 466,667
Variance – Positive	\$ 57,302	\$351,847

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

Performance Measures	Year to Date	Last Year (Feb)
Portfolio Average Interest Rate (year to date inc. Cash)	2.85%	0.73%
Investment Balances	Year to Date	Last Year
Opening Balance as at 1 February	\$46,417,204	\$44,343,603
Current Balance as at 28 February	\$46,253,349	\$44,347,311

For the month of February 2023, the portfolio (excluding cash) provided a solid return of +0.25% (actual) or +3.36% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.24% (actual) or +3.18% p.a. (annualised). The outperformance continues to be driven by a combination of those deposits originally invested between 1-3 years, as well as the introduction of FRNs and fixed bonds into the portfolio, which have been locked-in at attractive margins.

At its 7 March 2023 meeting, the RBA decided to raise the cash rate target by 25 basis points from 3.35% to 3.60%. It also increased the interest rate on Exchange Settlement balances by 25 basis point to 3.50%. The Board expects that further tightening of monetary policy will be needed to ensure that inflation returns to target and that this period of high inflation is only temporary. In assessing when and how much further interest rates need to increase, the Board will be paying close attention to developments in the global economy, trends in household spending and the outlook for inflation and the labour market.

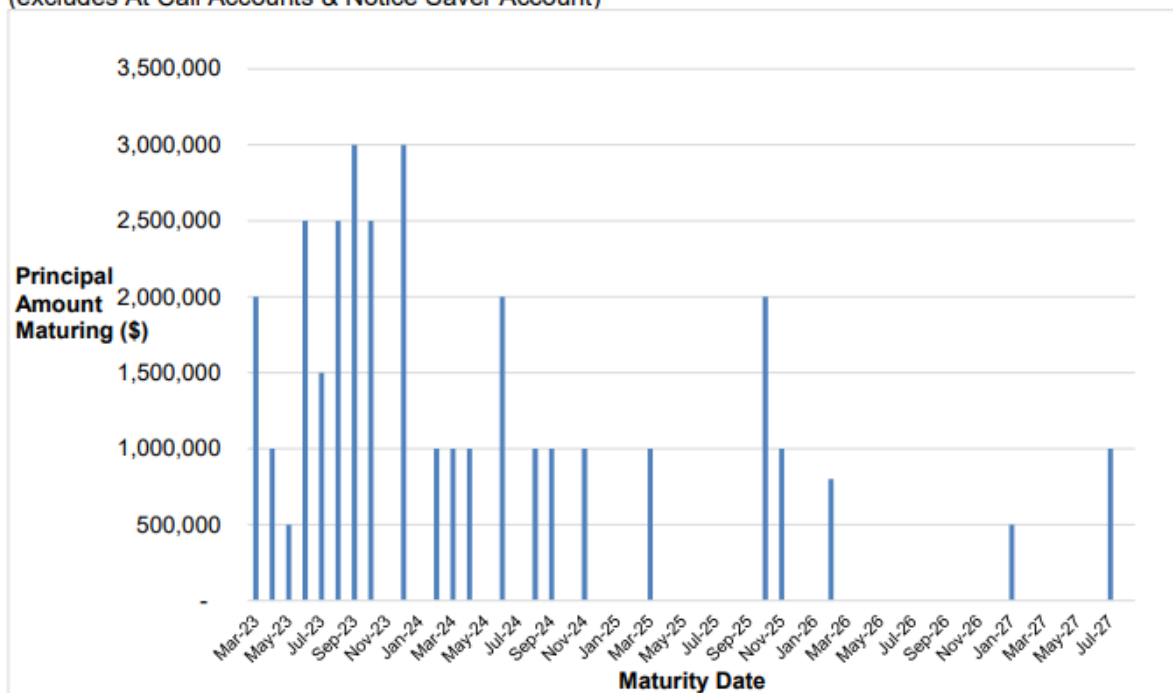
Council Portfolio Compliance

Investment Maturing Profile

The portfolio remains lightly diversified from a maturity perspective with deposits maturing out to 5 years. The graph below shows when Council's current investments mature and the related values.

Portfolio Cash Flows

(excludes At Call Accounts & Notice Saver Account)



Financial Asset Allocation

Council's financial assets are invested as per the table below:

Investment Type	Risk Assessment		Investment Face Value	% of Portfolio
	Capital	Interest		
Term Deposits	Low	Low	23,500,000	50.81%
Cash/At Call Deposits	Low	Low	13,453,349	29.09%
Floating Rate Notes	Low	Low	5,800,000	12.54%
Bonds	Low	Low	3,500,000	7.57%
TOTAL			46,253,349	100%

Counterparty

As at the end of February 2023, Council did not have an overweight position to any single Authorised Deposit Taking Institution. The portfolio is well-diversified across the entire credit spectrum.

All aggregate ratings categories are within the Investment Policy limits.

Compliant	Issuer	Rating	Invested (\$) ^	Invested (%)	Max. Limit (%)	Available (\$)
✓	RBC Covered	AAA	\$994,333	2.15%	45%	\$19,792,566
✓	Suncorp Covered	AAA	\$501,743	1.09%	45%	\$20,285,156
✓	ANZ Bank	AA-	\$1,003,342	2.17%	45%	\$19,783,557
✓	CBA	AA-	\$7,193,198	15.57%	45%	\$13,593,702
✓	NAB	AA-	\$5,000,000	10.82%	45%	\$15,786,900
✓	NTTC	AA-	\$1,000,000	2.16%	45%	\$19,786,900
✓	WBC	AA-	\$6,500,000	14.07%	45%	\$14,286,900
✓	Macquarie	A+	\$4,068,223	8.81%	35%	\$12,099,365
✓	Aus. Military	BBB+	\$1,000,000	2.16%	30%	\$12,857,933
✓	Bendigo (Rural)	BBB+	\$962,336	2.08%	30%	\$12,895,597
✓	BoQ	BBB+	\$3,976,439	8.61%	30%	\$9,881,494
✓	QBank	BBB+	\$800,565	1.73%	30%	\$13,057,368
✓	AMP Bank	BBB	\$10,688,793	23.14%	30%	\$3,169,140
✓	Auswide Bank	BBB	\$999,712	2.16%	30%	\$12,858,221
✓	Bank Australia	BBB	\$1,005,241	2.18%	30%	\$12,852,692
✓	MyState Bank	BBB	\$499,183	1.08%	30%	\$13,358,750
			\$46,193,110	100.00%		

Credit Quality

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

Compliant	Credit Rating	Invested (\$)	Invested %	Max. Limit (%)
Yes	AAA Category	\$1,496,076	3.24%	100.00%
Yes	AA Category	\$20,696,540	44.80%	100.00%
Yes	A Category	\$4,068,223	8.81%	80.00%
Yes	BBB Category	\$19,932,270	43.15%	70.00%
Yes	Unrated ADI's	\$0	0.00%	30.00%
		\$46,193,110	100.00%	

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

Maximum Limit Percentage is based on the Revised Investment Policy for 2022.

(b) Legislative/Statutory

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

CONSULTATION

(a) External

Council's investment advisors are Amicus Advisory and Imperium Markets. Both investment advisors were contacted by staff for advice during the month of February 2023.

Council is currently seeking strategic advice from Marsden Jacobs on water trading.

(b) Internal

For Water Trading:
General Manager
Director Operations

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

CSP FOCUS AREA 5 - Strong leadership and civic participation – DELIVERY PROGRAM
FUNCTIONAL AREA 9 - Governance and Administration - DELIVERY PROGRAM
ACTIVITY 9.7 - Deploy reliable and efficient corporate management - financial, asset, property, records, information technology, buildings and plant/fleet - OPERATIONAL PLAN
ACTIVITY 9.7.3 - Foster Council's financial sustainability through maximising investment returns, including cash and water sales".

ATTACHMENTS

- 1 [↓](#) Bank Reconciliation Report - February 2023
- 2 [↓](#) Summary of Investments Report - February 2023

MONTH END BANK RECONCILIATION REPORT

Prepared by the Accountant

INTRODUCTION

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

BACKGROUND

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

BANK RECONCILIATION STATEMENT

as at 28 February 2023

BALANCE AS PER GENERAL LEDGER

Opening Balance:	1/02/2023	\$	1,633,670.87
February Movements :		\$	4,019,865.63
Closing Balance:	28/02/2023	\$	5,653,536.50
Less Unprocessed Bank Statement Transactions:		-\$	43,289.61
Total:		\$	5,610,246.89

BALANCE AS PER BANK STATEMENTS

		\$	6,151,260.83
Less Unpresented Cheques			
Less Unpresented Debits		-\$	573,515.09
Plus Unpresented Deposits		\$	32,501.15
Total		\$	5,610,246.89



Responsible Accounting Officer
 9 March 2023

Leeton Shire Council

Summary of Term Investments as at: 28/02/2023

BBSW 90: 3.56% Average Yield: 3.40%

Inv No	Financial Institution/Broker	Investment	Note	Ref No	Investment Date	Investment Term (months)	Remaining Term (months)	Principal	Yield %	Maturity	Type
10-00	Commonwealth Bank L	CBA Business Online Saver - Cash	Cash	10206481	12/10/09	160	0	4,196,333.01	3.35%	09/03/23	DAC
		AMP Business Saver									
20-00	AMP Bank	Account		437864762	10/07/20	31	0	515.40	1.70%	09/03/23	DAC
21-00	AMP Bank	AMP 31 Day Notice Account		971165956	17/07/20	31	0	6,188,277.20	4.00%	09/03/23	DAC
		Macquarie Cash Management									
22-00	Macquarie Bank	Accelerator Account		940367790	07/11/20	27	0	3,068,223.18	3.40%	09/03/23	DAC
20-11	ANZ Bank	ANZ Bank		AU3FN00497	29/08/19	60	17	1,000,000.00	4.33%	29/08/24	FRN
23-15	Curve Securities Pty Ltd	Members Banking Group Ltd		AU3FN00754	24/02/23	36	35	800,000.00	5.05%	24/02/26	FRN
20-35	Laminar Capital	Auswide Bank		AU3FN00534	17/03/20	35	0	1,000,000.00	3.89%	17/03/23	FRN
22-21	Commonwealth Bank L	Commonwealth Bank		AU3FN00654	14/01/22	60	46	500,000.00	4.05%	14/01/27	FRN
23-01	Commonwealth Bank L	Royal Bank of Canada		AU3FN00704	13/07/22	60	52	500,000.00	4.36%	13/07/27	FRN
23-10	Laminar Capital	MyState Bank Ltd		AU3FN00724	13/10/22	36	31	500,000.00	4.61%	13/10/25	FRN
23-11	Commonwealth Bank L	Suncorp-Metway Ltd		AU3FN00724	17/10/22	36	31	500,000.00	4.20%	17/10/25	FRN
23-13	Curve Securities Pty Ltd	Bank Australia		AU3FN00734	24/11/22	36	32	1,000,000.00	5.11%	24/11/25	FRN
22-23	National Aust Bank	Bendigo and Adelaide Bank		8156149	17/03/22	36	24	1,000,000.00	3.00%	17/03/25	Bond
22-27	Commonwealth Bank L	Bank of Queensland		AU3CB02884	29/04/22	42	31	1,000,000.00	4.00%	29/10/25	Bond
21-10	Northern Territory Treasury	Territory Bond		AA-109-38	14/09/20	38	9	1,000,000.00	1.25%	15/12/23	Bond
23-02	Commonwealth Bank L	Royal Bank of Canada		AU3CB02904	13/07/22	60	52	500,000.00	4.50%	13/07/27	Bond
21-26	Australian Military Bank	Australian Military Bank		301037038	13/04/21	36	13	1,000,000.00	0.76%	15/04/24	LTD
22-06	National Aust Bank	National Aust Bank		33-718-2858	25/08/21	24	5	1,000,000.00	0.65%	25/08/23	LTD
22-15	Westpac Bank	Westpac Bank		9514165	21/10/21	24	7	1,000,000.00	0.87%	23/10/23	LTD
22-16	AMP Bank	AMP Bank		TD60160792	29/10/21	18	2	500,000.00	1.20%	01/05/23	LTD
22-17	Westpac Bank	Westpac Bank		9563400	11/11/21	36	20	1,000,000.00	1.60%	11/11/24	LTD
22-19	Westpac Bank	Westpac Bank		9620456	09/12/21	24	9	1,000,000.00	1.21%	11/12/23	LTD
22-20	AMP Bank	AMP Bank		TD34064791	21/12/21	24	9	1,000,000.00	1.55%	21/12/23	LTD
22-22	National Aust Bank	National Aust Bank		88-293-8040	23/02/22	24	11	1,000,000.00	1.80%	24/02/24	LTD
22-24	Westpac Bank	Westpac Bank		9806557	22/03/22	24	12	1,000,000.00	2.21%	22/03/24	LTD
22-25	Westpac Bank	Westpac Bank		9486425	23/03/22	12	0	1,000,000.00	1.38%	23/03/23	LTD
22-26	Bank of Queensland	Bank of Queensland		486112	07/04/22	12	1	1,000,000.00	1.85%	11/04/23	LTD
22-28	Westpac Bank	Westpac Bank		9653246	08/06/22	12	3	500,000.00	3.50%	08/06/23	LTD
22-30	Commonwealth Bank L	Commonwealth Bank		38344709	21/06/22	12	3	1,000,000.00	4.30%	21/06/23	LTD
22-31	Bank of Queensland	Bank of Queensland		508507	23/06/22	24	15	1,000,000.00	4.40%	24/06/24	LTD
22-32	Macquarie Bank	Macquarie Bank		232613257	24/06/22	24	15	1,000,000.00	4.43%	24/06/24	LTD
22-34	Members Equity Bank	Member Equity Bank		416264	28/06/22	12	3	1,000,000.00	4.00%	28/06/23	LTD
23-03	AMP Bank	AMP Bank		TD52801630	08/08/22	12	5	500,000.00	4.35%	08/08/23	LTD
23-04	National Aust Bank	National Aust Bank		71-990-2283	16/08/22	12	5	1,000,000.00	4.00%	16/08/23	LTD
23-05	National Aust Bank	National Aust Bank		88-085-5591	09/09/22	12	6	1,000,000.00	4.10%	11/09/23	LTD
23-06	AMP Bank	AMP Bank		TD06515165	14/09/22	12	6	1,000,000.00	4.65%	14/09/23	LTD

Leeton Shire Council

		Summary of Term Investments as at: 28/02/2023		BBSW 90:		Average Yield:			
				3.56%	3.40%				
23-07	National Aust Bank	97-327-3005	27/09/22	24	18	1,000,000.00	4.90%	27/09/24	LTD
23-08	Westpac Bank	9929030	30/09/22	11	7	1,000,000.00	4.59%	29/09/23	LTD
23-09	AMP Bank	TD35113463	06/10/22	12	7	500,000.00	4.55%	06/10/23	LTD
23-12	AMP Bank	TD11296728	27/10/22	12	7	1,000,000.00	5.00%	27/10/23	LTD
23-14	Commonwealth Bank L Commonwealth Bank	38344709	11/01/23	5	4	1,500,000.00	4.37%	10/07/23	LTD
				Total Investments:		\$ 46,253,348.79			

Leeton Shire Council

Summary of Term Investments as at: 28/02/2023

BBSW 90: 3.56% Average Yield: 3.40%

Investment by Type			
Investment	Amount	%	
Member Equity Bank	1,000,000	2.2%	
AMP Bank	4,500,000	9.7%	
Auswide Bank	1,000,000	2.2%	
National Aust Bank	5,000,000	10.8%	
Australian Military Bank	1,000,000	2.2%	
ANZ Bank	1,000,000	2.2%	
Territory Bond	1,000,000	2.2%	
CBA Business Online Sa	4,196,333	9.1%	
AMP 31 Day Notice Ac	6,188,277	13.4%	
Macquarie Cash Mand	3,068,223	6.6%	
Commonwealth Bank	3,000,000	6.5%	
Westpac Bank	6,500,000	14.1%	
Bendigo and Adelaide	1,000,000	2.2%	
Bank of Queensland	3,000,000	6.5%	
Macquarie Bank	1,000,000	2.2%	
Macquarie Bank	515	0.0%	
AMP Business Saver Acc	1,000,000	2.2%	
Royal Bank of Canada	500,000	1.1%	
MyState Bank Ltd	500,000	1.1%	
Suncorp-Metway Ltd	1,000,000	2.2%	
Bank Australia	800,000	1.7%	
TOTAL	46,253,349	100.0%	
Local	4,196,333	9.07%	
Non Local	42,057,016	90.93%	

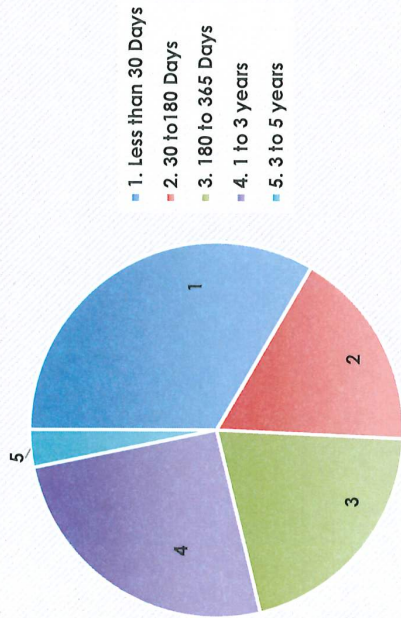
Investments by Age			
Age	Amount	%	
1. Less than 30 Days	15,453,349	33%	
2. 30 to 180 Days	8,000,000	17%	
3. 180 to 365 Days	9,500,000	21%	
4. 1 to 3 years	11,800,000	26%	
5. 3 to 5 years	1,500,000	3%	
TOTAL	46,253,349	100%	

Investments by Age and Type			
Sum of Principal		Type	Total
Current		DAC	13,453,349
		LTD	17,500,000
		FRN	1,000,000
		Bond	1,000,000
Current Total			32,953,349
Non Current		LTD	6,000,000
		FRN	4,800,000
		Bond	2,500,000
Non Current Total			13,300,000
Grand Total			46,253,349
FRN		Floating Rate Note	
LTD		Long Term Deposit	
Bond		Long Term Bond	

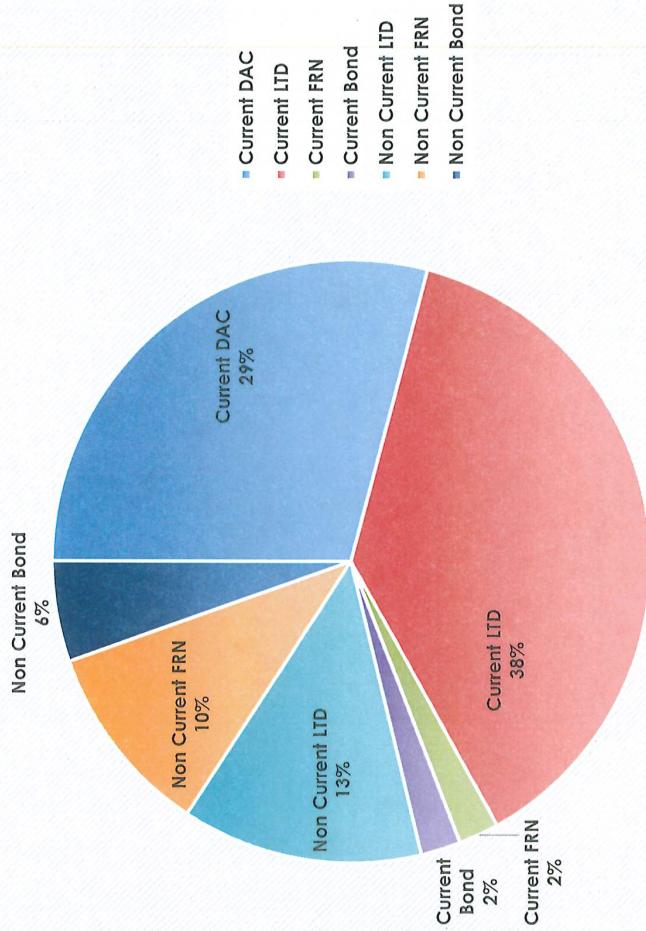
Leeton Shire Council

Summary of Term Investments as at: **28/02/2023** BBSW 90: **3.56%** Average Yield: **3.40%**

Investments by Age



Investments by Type and Term



Explanatory notes:

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

Responsible Accounting Officer
 9 March, 2023

ITEM 7.3 MINUTES OF THE YANCO COMMUNITY HALL AND MARKET COMMITTEE MEETING - 13 FEBRUARY 2023

RECORD NUMBER	23/34
RELATED FILE NUMBER	EF21/436
AUTHOR/S	Manager Business Services
APPROVER/S	Director Corporate

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the Minutes of the Yanco Community Hall and Market Committee held on Monday 13 February 2023 (**Attachment 1**).

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

RECOMMENDATION

THAT Council receives for information the minutes of the Yanco Community Hall and Market Committee held on Monday 13 February 2023.

REPORT

(a) Background

The Yanco Community Hall and Market Committee has been established to:

- Oversee the day-to-day operations of the Yanco Community Hall and Market as per the delegation issued by Leeton Shire Council.
- Overview the strategic direction of the Yanco Community Hall and Market and provide reports and recommendations to the Council as considered appropriate.
- Promote optimum usage of the Yanco Community Hall.
- Care for and maintain the facility through responsible day-to-day management.
- Ensure the safety of the patrons of the Yanco Community Hall and Market.

(b) Discussion

The main point of discussion across the meetings were:

- The inaugural "Boot Sale" to coincide with the monthly Yanco markets will go ahead with a great number of "views" of the Facebook advertisement (more than 5,600 views). This is a new initiative being trialled by the committee to attract a wider audience and more stallholders.

(c) Options

Nil – this report is for information noting purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The Yanco Community Hall Committee is a Section 355 Committee and any identified day-to-day maintenance issues are met through Council's annual maintenance program.

If outside that budget allocation scope, any new enhancements proposed for the Hall by the Committee are to be funded via the Yanco Community Hall and Market Committee term deposit which currently sits at \$30,000. It is also noted that the Yanco Community Hall and Market Committee also has \$3,571.59 in its working account.

(b) Policy

Committee Terms of Reference

(c) Legislative/Statutory

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

(d) Risk

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

CONSULTATION

(a) External

Committee members

(b) Internal

Open Space and Recreation Superintendent

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

CSP FOCUS AREA 5 - Strong leadership and civic participation – DELIVERY PROGRAM
FUNCTIONAL AREA 9 - Governance and Administration - DELIVERY PROGRAM
ACTIVITY 9.3 - Provide respected and effective representation, leadership and advocacy - OPERATIONAL PLAN ACTIVITY 9.3.5 - Support and report on Council's Section 355, Advisory and Action Committees.

ATTACHMENTS

- [1](#) **YANCO COMMUNITY HALL AND MARKET COMMITTEE MEETING MINUTES - MONDAY 13 FEBRUARY 2023**

YANCO TOWN HALL AND MARKET'S COMMITTEE

Meeting minutes

MONDAY 13th FEBRUARY 2023

Attendees: Hugh Milvain & Yvonne Milvain, Josie & Tony Bagiante, Robert Quodling, Beryl Coelli & Leeton Shire Council (Tony Reneker and Julie Halden).

Apologies: Pam Bonfield and Robert Hermes, (Leeton Shire Council – Brent Lawrence).

Meeting Opened: at 1.08pm.

Previous Minutes: Moved by Yvonne Milvain and seconded by Tony Bagiante

General Business:

1. A booking has been made by the 'Borneo Committee' for the Sunday of the June long weekend. No extra charge for use over public holidays.
Note: New fees will commence on July 1st, 2023.

Unfortunately, we were unable to offer the Hall for another group, as it was previously booked for the same date.

2. Beryl requested that Robert 'Print off' a copy of the invoice for the purchase of the laptop & software. STATUS – Ongoing.
3. We are 'unsure' who mowed the lawn recently. Still unsure. Assume it was Council. Council representatives could not clarify.
4. Mayor Reneker enquired as to whether the "Tree branches" had been attended to. Julie Halden mentioned that Brent Lawrence had arranged Justin Davidson to attend to it.
5. Hugh mentioned that "leaf litter" is an ongoing issue. Justin Davidson is to speak with Hugh regarding same.
6. The Black tables loaned to the YTIC have been returned.

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7. The "Boot Sale" will go ahead with a great number of "views" of the Facebook advertisement (in excess of 5600). Yvonne mentioned that cars MUST enter from the rear lane and exit from the front gate. This was in order to ensure the safety of all.

Robert to continue to 'seek' expressions of interest on Facebook and advertise further.

Minimum of 30 spaces. Cars to unload and move on, to find parking elsewhere (available behind the All Servicemen's Club).

First clients to commit, will be allocated a space.

Hugh and Tony to act as contacts for client liaison by phone. Robert by Facebook and Messenger.

Currently 5 spots booked.

Robert to approach the Lions Club and possibly the YTIC for "assistance" on the day. Tony mentioned that the "Boot Sale" should only be run every two months. The Committees majority decided that it would be best to gauge the "success" of the first "trial" Boot Sale and then make a decision.

Robert to continue to advertise 'More Stallholders Welcome' in the endeavour to increase the diversity of our Markets.

8. Julie Halden to "source" and provide a suggestions box. The Committee thanked Julie.

Correspondence

- Letter received from the bank re: Term deposit.
- Another letter from the bank regarding the "phasing out" or discontinuation of cheques. It was noted by Hugh that "Organisations" may not necessarily be required to discontinue this practice. Beryl to follow up with the bank.
- Beryl made it clear that she believes moving to "electronic" banking would be beneficial to the committee.
- Robert suggested that from "feedback" from Stallholders and Visitors, that an "Eftpos" machine would be an effective addition to the Markets. Julie Halden offered to follow up on both "Wi-Fi" connectivity and the "appropriate" machine.

Robert suggested that it MUST be mobile (in order to be used around the area).

- The account for ACS (advertising) has been paid.
- The account for the leasing of our post office box has been paid. \$148.00.
- The account for our Gas utilisation was paid in January. Beryl and Hugh noted that as of February 1st the new charges for Gas had been implemented. Hugh read out the bill and found no major financial burden from said increase.
- Beryl advised Council reps that the cheque sent to them for GST has still not been cashed. Julie offered to follow this point up.
- Robert requested to communicate with the YTIC regarding possible assistance with promoting the “Boot Sale” and potentially providing volunteers on the day.
- Robert requested by Hugh to contact John Worland at the “Irrigator Newspaper” regarding the changing of our contact phone number.
- Robert mentioned that another person had messaged during the meeting to obtain a spot for the “Boot Sale”, Ms Eileen Weckert.

Financial Statement for December 2022

INCOME		EXPENDITURE	
Market Stalls	134.00	Computer	505.95
Market Door	318.40	Cleaning	60.00
		Advert	98.25
		GST	2.00
Total	452.40	Total.	664.20
	Committee Luncheon (cash)		270.00

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Financial Statement for Oct, Nov, Dec. 2022.

YANCO HALL MANAGEMENT COMMITTEE				
FINANCIAL STATEMENT OCT. NOV. DEC. 2022				
Balance Brought Forwards				4127.14
<u>INCOME</u>				
	OCT.	NOV.	DEC.	
Mkt. Stalls	380.00	176.00	134.00	
" Door	160.95	325.00	318.40	
Hand Hire	160.00	160.00	---	
G.S.T.	---	---	2.00	
	<u>700.95</u>	<u>667.70</u>	<u>454.40</u>	1822.35
				<u>5949.49</u>
<u>EXPENSES</u>				
Computer	400.00	---	505.95	
Gas & Elec.	193.44	355.26	---	
Cleaning	60.00	120.00	60.00	
Donation	500.00	---	---	
G.S.T.	70.00	---	---	
Advert.	---	---	98.25	
Bank Fee	---	15.00	---	
	<u>1223.44</u>	<u>490.26</u>	<u>664.20</u>	2377.90
Balance as at 30dec				<u>3571.59</u>
Bank Reconciliation				
Balance as per statement		3693.84		
Less O/S chques		122.25	Council 24.00	
		<u>3571.59</u>	Advert 98.25	

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OTHER BUSINESS, INITIATIVES OR IMPROVEMENTS

- Hugh Mentioned that the drain blockage had been determined to be, from between the S Trap and the fence. Now fixed.

Next Meeting: Monday, March 13th.

End of meeting: 2.13pm

End of Document.

ITEM 7.4 MINUTES OF THE YANCO TOWN IMPROVEMENT COMMITTEE MEETING - 6 MARCH 2023

RECORD NUMBER	23/37
RELATED FILE NUMBER	EF21/446/02
AUTHOR/S	Manager Business Services
APPROVER/S	Director Corporate

SUMMARY/PURPOSE

The purpose of this report is to provide Council with the minutes of the Yanco Town Improvement Committee (YTIC) meeting that was held on Monday 6 March 2023 (**Attachment 1**).

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

RECOMMENDATION

THAT Council receives for information the minutes of the Yanco Town Improvement Committee meeting that was held on Monday 6 March 2023.

REPORT

(a) Background

The purpose of the Yanco Town Improvement Committee (YTIC) is to be a forum for engagement between the community of Yanco and Leeton Shire Council. To facilitate this purpose, the committee holds meetings regularly to discuss priorities for the Yanco community.

(b) Discussion

YTIC met for its first committee meeting of 2023 on Monday 6 March.

Key discussion points/updates from the meeting were as follows:

- **Use of Yanco Community Hall & Market Committee Donated Funds of \$500** – The donation was provided on the provision that the funds be used to purchase extra Christmas decorations which will be erected around the Yanco township in the leadup to the annual Yanco Twilight Markets Committee event. YTIC Secretary (Tracey Hamilton) shared some concepts for a blow-up Christmas Arch.
Action: YTIC Secretary to get some more ideas together and decision to be made at the next committee meeting on what additional decorations will be purchased.

- **Funds Available from Yanco CWA** – Tracey Hamilton, who is also the President of the Yanco CWA Branch, advised that the Yanco CWA branch has approximately \$55k in funds which are the proceeds from the sale of the old CWA property in Yanco.

The branch is looking for ideas from YTIC and Council regarding any worthwhile community projects or new infrastructure that would benefit a wide range of age groups in the Yanco community.

Tracey explained that if the funds were not used before December 2024, they would be handed back to CWA Head Office Sydney. Suggestions from YTIC centred around improvements in McCaughey Park which included ideas such as an outdoor kitchen, seating, and additional shade areas.

Action: Once the Yanco CWA President Tracey Hamilton returns from holidays, the Manager Business Services to arrange an onsite meeting after Easter 2023. Participants of the meeting will include the Yanco CWA executive members, the Manager Open Space and Recreation, Mayor Reneker, and Cr. Smith to further discuss potential partnership ideas to best utilise the funds available from Yanco CWA.

- **“Yanco’s Family Day Out” event in McCaughey Park** – the YTIC committee have decided to run a community shared lunch style event in McCaughey Park on Sunday 21 May 2023. The event will run from 11:00am to 2:00pm, with the entire Yanco community invited to attend. This event will provide another opportunity for social interaction between residents in the Yanco community prior to the annual Yanco Twilight Market event which is held in November 2023.
- **Action:** Manager Business Services to follow up with the Manager WHS, QA & Risk on what paperwork needs to be filled out to allow the event to proceed.
Post Meeting Update: Manager WHS & Risk has advised that this event is all good to proceed with a risk assessment to be completed by the Manager Business Services in collaboration with the Manager WHS, QA & Risk. Manager WHS, QA & Risk also advised that any event promotional material reiterates that “McCaughey Park has a water pond and due to this we strongly suggest patrons supervise their children while attending this event” or words like this as an added safety precaution.
- **Date Set for 2023 Yanco Twilight Market Event** – Manager Business Services advised that setting a date for the Yanco Twilight Market event is important so that the Traffic Management Plan can be completed and reviewed for approval by the Leeton Local Area Traffic Committee. It was decided that the same weekend, day, and timeslot would work well for the 2023 event. Date of Saturday 25 November 2023 from 4:00pm until 8:00pm and event will be held in the Service Lane in Yanco was agreed.
Action: Manager Business Services to confirm when the next Leeton Local Area Traffic Committee meeting will be held to ensure that the relevant documentation is submitted for inclusion in their next meeting agenda.
Post Meeting Update: Road Safety Officer has confirmed that the next Leeton Local Area Traffic Committee meeting will be held on Thursday 17 May 2023 with relevant documentation for the event traffic management plan needing to be submitted to the Road Safety Officer by Monday 8 May 2023.

(c) Options

Nil – this report is for information purposes only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

NIL – No additional cost to Council.

(b) Policy

Yanco Town Improvement Committee - Terms of Reference

(c) Legislative/Statutory

The Yanco Town Improvement Committee is an Advisory Committee of Council.

(d) Risk

- Financial (ensuring community knows identified projects are subject to budget bids).
- Representative (ensuring voice of community is heard, not just Committee, by taking steps to keep general Yanco Community informed about Committee/plans/progress).

CONSULTATION

(a) External

Committee members

(b) Internal

Manager WHS & Risk
Manager Open Space & Recreation
Road Safety Officer

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

CSP FOCUS AREA 5 - Strong leadership and civic participation – DELIVERY PROGRAM FUNCTIONAL AREA 9 - Governance and Administration - DELIVERY PROGRAM ACTIVITY 9.3 - Provide respected and effective representation, leadership and advocacy - OPERATIONAL PLAN ACTIVITY 9.3.5 - Support and report on Council's Section 355, Advisory and Action Committees".

ATTACHMENTS

- 1 [↓](#) YANCO TOWN IMPROVEMENT COMMITTEE MEETING MINUTES - MONDAY 6 MARCH 2023

**YANCO TOWN IMPROVEMENT COMMITTEE
MARCH 2023 MEETING**

MINUTES

Date: 6 March 2023

Place of Meeting: Yanco All Servicemen's Club

Meeting commenced: 6:10 pm with Karen O'Grady in the Chair. Karen welcomed all who were in attendance.

Present: Tracey Hamilton, Sue Driscoll, Hugh Milvain, Brent Lawrence, Karen O'Grady, Helen Macarthur, Tessa Hamilton, Tony Reneker (Mayor), Annette Ashton and Graham Williams

Apologies: Dan Watt, Paul Smith (Councillor), Rob Quodling.

Minutes of Previous meeting, December 2022, were confirmed as true and correct.

Moved: Tessa Hamilton Seconded Graham Williams

Business arising from previous minutes: Nil

Correspondence in:

Post: 15/12/22 - Yanco Hall Committee Re Tables borrowed from Hall Committee for the Twilight Market.

19/12/22 - Yanco Hall Committee Re Tables returned to the Hall.

Correspondence out: Nil

General Business:

* Karen asked the YTIC members if they knew of other members of the Yanco Community who would be interested in joining YTIC.

* Tracey passed around a picture of a Christmas blow up arch, that may be OK to purchase, from the funds donated from Yanco Hall committee for extra decorations for our town at Christmas.

* Tracey spoke on behalf of Yanco Branch of CWA, explaining that the branch has funds available, possibly up to \$50K, which are proceeds from the sale of the CWA property in Yanco. The branch was asking YTIC, if any members, had any ideas of a

worthwhile community project that CWA could invest in. Tracey explained that if the funds were not used before December 2024, they would be handed to CWA Head Office Sydney. Tracey told YTIC that a project in McCaughey Park would be acceptable in CWA tight guidelines. Suggestions from YTIC committee included an outdoor kitchen, seating, shade areas. All very good suggestions that Tracey will take back to the CWA.

* Karen and Tessa suggested YTIC arrange a "Family BBQ lunch" in May for the Yanco community. All members of the committee were happy with the idea and Sunday May 21st was chosen. The day will run from 11am to 2pm, with all members of the Yanco community invited to attend. The community will be asked to use the parks facilities to cook a BBQ lunch or have a picnic. Yanco School will be asked to sell popcorn and fairy floss. Yanco Lions have been asked to have their catering van and Karen will ask a new vendor who is setting up an ice cream van, to attend. Brent will fill in all the appropriate paperwork required from LSC. General discussion occurred and decided to have "vintage" games on the day like, egg and spoon race, orange races, sack races, three legged races. Tessa will organise advertising. This YTIC event is not a fundraising event but rather a YTIC community event.

* Mayor Tony informed the meeting that the LSC Community Strengthening Grants - Round Two applications were now available. Brent spoke that the Twilight market event had gained funds from Round One of this grant. Members decided not to apply for Round Two.

* Brent suggested we set a date for our 2023 Twilight Market. Date decided is Saturday 25th November 2023. Brent suggested Tessa publish a "Save the Date" and "Expressions of Interest" from stall holders to lock them in for the 25th Nov 2023. Tessa agreed. Brent is going to organise the traffic plan ASAP.

Brent also advised the meeting that his draft tourism budget has \$5K allocated for the 2023 Twilight Market.

Meeting closed: 6:45pm

Next meeting: Monday 3 April 2023, 6pm at Yanco All Servicemen's Club.

ITEM 7.5 LEETON EARLY LEARNING CENTRE EXPANSION PROJECT - PROVISION FOR PURCHASE AND INSTALLATION OF NEW PLAYGROUND EQUIPMENT

RECORD NUMBER	23/36
RELATED FILE NUMBER	EF21/237
AUTHOR/S	Manager Business Services
APPROVER/S	Director Corporate

SUMMARY/PURPOSE

It is being recommended that a playground be added to the Leeton Early Learning expansion project. Council is being asked to reconsider the endorsed budget and funding strategy.

RECOMMENDATION

THAT Council:

1. Adopts a revised budget for the LELC expansion project of \$573k (which includes the addition of new playground equipment).
2. Approves for the additional budget of \$73k to be funded by grant funding of \$15k and loan funding of \$58k, subject to grant funding being available by 14 April 2023. If grant funding is not available by that date, then endorsement is provided for total amount of \$73k to be fully loan funded.

REPORT

(a) Background

Council resolved at its February 2022 Ordinary Council Meeting to expand the LELC service with a view to opening an additional classroom in 2023.

Council further resolved at its February 2023 Ordinary Meeting, as part of the December Quarterly Budget Review, that the project would be fully loan funded up to \$500K.

(b) Discussion

The formal tender process for the new demountable classroom and request for quotation for the associated works were undertaken and awarded to contractors in September 2022.

The project build budget total as at today sits at \$510k due to increases in the price of material costs from the cost estimate stage to when formal tendering/quotations were undertaken.

The contingency allocation (within the \$500K) was exhausted on the following unforeseen items:

- Installation of a pump station/sewerage pit for the new building (\$10k) due to insufficient capacity of the existing connection.
- Increase in the demountable building, as per the original scope, from cost estimate stage to formal tender (\$27k).
- Increase in the shade structures (\$6k) and plumbing works (\$5k).
- Additional fencing (\$20k).
- Concreting and an additional access ramp required, to improve staff, children, and parent accessibility from within the existing centre (\$38k).

Not included in the original project budget was a playground. Additional funds are required to enable the purchase and installation of new playground equipment and formal quotes have been received totalling \$63K. A new playground is being recommended as large playing/climbing equipment, to promote muscle development, is regarded favourably by the accreditation providers (NSW Department of Education).

The LELC Manager/Nominated Supervisor has applied for a \$15k grant (maximum than can be applied for) via the NSW Government Department of Education "Quality and Participation Grant" to go towards the purchase and installation of the new playground equipment.

It is worth noting that these are recurring annual grants and there are no set timeframes on when the grant funding will be received. However, the LELC Manager/Nominated Supervisor advises that LELC is a very high chance of success based on previous rounds of this grant funding opportunity.

(c) Options

That Council:

1. Adopts a revised budget for LELC expansion project of \$573k (which includes the new playground equipment). ***This is the recommended option.***
2. As above but only \$510k (which excludes the playground equipment), which is \$10k above original budget.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The forecast financial performance of the expanded LELC (88 places) is a \$200K pa surplus, including servicing a loan of \$573K. With full loan funding including current interest rates, loan amount and payment terms, the expansion project, with playground, would be self-funding over a 5-year loan term.

(b) Policy

Leeton Shire Council Procurement Policy

(c) Legislative/Statutory

An application to the Early Childhood Education Directorate (ECED) of the NSW Department Education Department will need to be lodged to increase the approved places from 68 to 88 children once the Occupation Certificate has been received from the Principal Certifier.

Applications to amend the provider approval for childcare centres are made under the *Children (Education and Care Services) Supplementary Provisions Act 2011* and take up to 90 days to be processed.

(d) Risk

There are risks associated with not having a playground in the expanded playground area.

- There would be no large multi-use playground infrastructure and sandpit for children to play, except for small portable play equipment which doesn't allow for use of multiple children at any one given time.
- Large playing/climbing equipment, to promote muscle development, is regarded favourably by our accreditation providers (NSW Department of Education).

There is a minimal risk that external funding for the playground equipment will not be available within the desired timeframe. However, the expansion increases the financial results of the LELC, meaning that the project can justify Council loan funding for this addition to the project scope.

CONSULTATION

(a) External

Moduplay
Imagination Play
Play Workshop

3 quotes for the new playground equipment (infrastructure and install) work have been obtained.

(b) Internal

General Manager
Manager Finance
Manager Planning Building and Health
Manager Business Services
LELC Manager/Nominated Supervisor

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

Under the Key Priority Area Outcome One: A HEALTHY AND CARING COMMUNITY within Council's adopted Delivery Program/Operational Plan – 2 - A community that embraces lifelong learning - 2a - Provide a range of quality and affordable education opportunities from early childhood to adult learning - Operate Leeton Early Centre (LELC), including investigating options for expansion.

ATTACHMENTS

There are no attachments for this report

OPERATIONAL MATTERS

ITEM 7.6 LEETON GOLF COURSE UPDATE - 1 JULY 2022 TO 31 DECEMBER 2022

RECORD NUMBER	23/4
RELATED FILE NUMBER	EF21/487
AUTHOR/S	Manager Open Space and Recreation Manager Finance
APPROVER/S	Director Operations

SUMMARY/PURPOSE

The purpose of this report is to provide Council with a report on the operation of the Leeton Golf Course for the 2022/23 financial year. This report covers the first 6 months of the financial year from 1 July 2022 to 31 December 2022.

RECOMMENDATION

THAT Council notes for information the update on the operation of the Leeton Golf Course, including the Income and Expenses Report, for the period 1 July 2022 to 31 December 2022.

REPORT

(a) Background

Council took over management of the Leeton Golf Course in 2012. In adopting the 2022-2025 Delivery Program, Council has resolved to continue that service for the current term of office.

Previously Council has asked for a report on Golf Course operations on a 6-monthly basis.

(b) Discussion

The following table details the membership numbers for the Golf Club for the past 2 financial years, for the period July to December:

Membership Numbers

Memberships	Membership numbers 2022/23 (1 July 2022–31 Dec 2022)	Membership Numbers 2021/22 (1 July 2021–31 Dec 2021)
Full Members	157	159
Sporting Members	16	19
Junior Members	16	14
Pensioners	40	41
18–29 Years Members	21	27
Total Members	250	260

The total number of Golf Club Members for 2022/23 has decreased by 10 across the various categories. The consistent wet spring weather is likely to have impacted membership numbers.

The table below details the number of rounds played from 1 July to 31 December for each of the past 2 years:

Rounds Played

Rounds	Numbers in 2022/23	Numbers in 2021/22
Competition Rounds Played	3,065	4,398
Social Rounds Played	3,388	5,783
Total Rounds	6,453	10,181

There has been a decrease of 3,728 rounds of golf played during the 1 July 2022–31 Dec 2022 period compared to the previous year. This is a direct result of the excessively wet weather and significant number of course closures. A return to all other sports post COVID is likely to have impacted numbers also.

1 July 2022 to 31 Dec 2022 Events Summary

Several events went ahead during the period including:

- Twilight Golf
- MS Charity Golf Day
- Veterans Week of Golf

(c) Options

Nil – This report is for information only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Council budgeted for an annual operating deficit for the Leeton Golf Course of \$120,000 for the 2022/23 Financial Year.

For the period ending 31 December 2022, the overall net result was a deficit of \$59,702.00. This result is heavily affected by the reduction in green fee income of \$45,454 compared to the same time last year because of the very wet spring and course closures. The inclusion of \$40,888 for greens renewals in the operating budget has also impacted the net result. There have been no adjustments applied to oncosts for staff wages as has been the case in previous years. The oncosts and overheads have been separately identified in the table below.

Golf Club Income and Expenses Report for the period 1 July 2022 to 31 Dec 2022

Account Description	Annual Budget	Actuals 31/12/2021	Actual 31/12/2022	Actual/ Budget
Income				
Golf Course Members Fees	95,000	99,754	97,640	103%
Golf Course Green Fees	230,000	128,712	85,373	37%
Volunteers contribution - Golf Course	-	-	-	0%
Total Income	325,000	228,466	183,012	56%
Expenditure				
Golf Green Renewals	40,888	-	30,324	74%
Licences & Permits	-	-	-	0%
Advertising	1,500	1,070	600	40%
Affiliation Fees - Golf	12,500	12,445	11,748	94%
Bad Debts Expense	-	-	-	0%
Building Maintenance	3,573	58	328	9%
Chemical Expenses	10,000	4,853	5,307	53%
Cleaning Expenses	3,878	1,668	1,736	45%
Consultant	-	-	-	0%
Electricity	16,000	5,674	4,463	28%
Fertiliser Expenses	10,000	8,772	4,581	46%
Golf Club Pro	62,500	28,210	25,198	40%
Ground Maintenance Wages	101,739	58,630	63,536	62%
Grounds Maintenance Internal Plant Hire	50,000	30,736	29,601	59%
Ground Maintenance Stores Issues	609	88	183	30%
Ground Maintenance Purchases	20,000	4,457	30,535	153%
Ground Maintenance Other		310	5,106	0%
Ground Maintenance Oncosts & Overheads	67,556	50,591	29,763	44%
Leasing/Rental/Hire Expense	5,200	2,011	2,965	57%
Plant and Equipment Maintenance	2,855	665	169	6%
Postage & Freight	117	123	44	37%
Rates & Charges	6,500	6,478	3,226	50%
Security	3,300	1,679	1,300	39%
Sewerage Consumption Charges	2,000	639	447	22%
Telephone & Communication	1,000	263	298	30%
Water Consumption	2,000	138	228	11%
Water Purchases - Fixed	-	-	-	0%
Water Purchases - Volumetric	-	-	-	0%
Vandalism	58	-	-	0%
Watering & System Repairs	6,970	1,220	1,243	18%
Total Operating Expenditure	430,743	220,779	242,715	56%
Council's Contribution Surplus/-Deficit	- 105,743	7,688	- 59,702	56%

(b) Policy

Nil

(c) Legislative/Statutory

Nil

(d) Risk

There is a risk of greater than budget expenditure due to significant weather or unexpected events including rising costs of materials and supplies requiring additional spend or resources. A monthly review of expenditure against budget will be undertaken to manage resource utilisation.

There is also a risk of lower-than-expected income via green fees due to unexpected events or circumstances preventing play. Continued promotion of the Golf Course and its events to raise the facility's profile in the wider community will help to mitigate this risk.

CONSULTATION

(a) External

Golf Course Professional – Jason Mimmo

(b) Internal

Manager Finance
Golf Course Superintendent

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

Under the Key Priority Area Outcome Two: AN ACTIVE AND ENRICHED COMMUNITY within Council's adopted Delivery Program/Operational Plan – 6 - A community that participates in sports and active leisure – 6 a - Offer access to a range of quality sporting facilities – Promote usage and sustainability of the Leeton golf course.

ATTACHMENTS

There are no attachments for this report

COUNCILLOR ACTIVITY REPORTS

ITEM 1 COUNCILLOR ACTIVITY REPORT

RECORD NUMBER	23/40
RELATED FILE NUMBER	EF21/508
AUTHOR	Executive Assistant to the General Manager and Mayor

RECOMMENDATION

THAT Council notes the Councillor activity reports submitted for the period between 1 January 2023 to 23 February 2023.

Cr Tony Reneker

23 February 2023	Funding announcement for WRConnect with The Hon. Sam Farraway MP and RAMJO Board Dinner
24 February 2023	RAMJO Board Meeting and Grand Reopening of the Deniliquin Town Hall
27 February 2023	Youth Council Meeting
28 February 2023	Fivebough & Tuckerbil Wetlands Advisory Committee Meeting
6 March 2023	Yanco Town Improvement Committee Meeting
7 March 2023	Leeton Connect Meeting
10 March 2023	Sporting walk of Fame Meeting
13 March 2023	Yanco Community Hall and Markets Committee Meeting
14 March 2023	NSW State Election 'Meet the Candidates Q&A'
15 March 2023	Quarterly Police Meeting
16 March 2023	Meeting with DPIE Director, Mr Keith Pengilly, Yanco Ag Institute, Roxy Theatre Tour and Grow Dinner
21 March 2023	Harmony Day Citizenship Ceremony

Cr Tracey Morris

23 February 2023	Funding announcement for WRConnect with The Hon. Sam Farraway MP
4 March 2023	Leeton Sport and Recreation Precinct Parkrun
5 March 2023	Clean Up Australia Day
11 March 2023	Leeton Sport and Recreation Precinct Parkrun
14 March 2023	NSW State Election 'Meet the Candidates Q&A'
16 March 2023	Meeting with DPIE Director, Mr Keith Pengilly, Yanco Ag Institute and Roxy Theatre Tour
18 March 2023	Yanco High School 100 Year Centenary Celebration
