



**LEETON**  
SHIRE COUNCIL

**ORDINARY COUNCIL MEETING**  
**AGENDA**

**24 MAY 2023**  
**7:00PM**

TO BE HELD IN THE  
COUNCIL CHAMBERS  
23-25 CHELMSFORD PLACE  
LEETON NSW 2705

Authorised for release: Jackie Kruger General Manager

**LEETON SHIRE COUNCIL**

**AGENDA**

**ORDINARY COUNCIL MEETING**

**24 May 2023**

**7:00PM**

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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 26 April 2023, as circulated, be taken as read and CONFIRMED.

5. DISCLOSURES OF INTERESTS
6. MAYORAL MINUTES
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<b>9.1</b>	<b>CHANGE OF NAME OF PURCHASER VARIOUS LOTS VANCE ESTATE STAGE 3 AND EXTENSION IN TIME FOR DEVELOPER REBATES</b>	
	<p>It is recommended that the Council resolve into Closed Council with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (c) of the <i>Local Government Act, 1993</i>, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.</p>	
<b>9.2</b>	<b>ROXY COMMUNITY THEATRE – BUILD NEXT STEPS</b>	
	<p>It is recommended that the Council resolve into Closed Council with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (d) of the <i>Local Government Act 1993</i>, on the grounds that the report contains commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; or (ii) confer a commercial advantage on a competitor of the Council; or (iii) reveal a trade secret.</p>	
<b>10.</b>	<b>COUNCILLOR ACTIVITY REPORTS</b>	
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<b>11.</b>	<b>CONCLUSION OF THE MEETING</b>	

### **PUBLIC FORUM - REQUEST TO ADDRESS COUNCIL**

The Council may hold a public forum commencing 15 minutes prior to each ordinary meeting of the Council. Each speaker will be allowed a maximum of three (3) minutes on a listed agenda item.

To register to speak on listed agenda item at a Council meeting please contact the Governance Team via [council@leeton.nsw.gov.au](mailto:council@leeton.nsw.gov.au) or 02 6953 0911.

### **VIDEO RECORDING**

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

### **OATH OF OFFICE**

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

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

- 1<sup>st</sup> Do I have private interest affected by a matter I am officially involved in?
- 2<sup>nd</sup> Is my official role one of influence or perceived influence over the matter?
- 3<sup>rd</sup> 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	<a href="mailto:council@leeton.nsw.gov.au">council@leeton.nsw.gov.au</a>	<a href="http://www.leeton.nsw.gov.au">www.leeton.nsw.gov.au</a>
ICAC	8281 5999 Toll Free 1800 463 909	<a href="mailto:icac@icac.nsw.gov.au">icac@icac.nsw.gov.au</a>	<a href="http://www.icac.nsw.gov.au">www.icac.nsw.gov.au</a>
Office of Local Government	4428 4100	<a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>	<a href="http://www.olg.nsw.gov.au">www.olg.nsw.gov.au</a>
NSW Ombudsman	9286 1000 Toll Free 1800 451 524	<a href="mailto:nswombo@ombo.nsw.gov.au">nswombo@ombo.nsw.gov.au</a>	<a href="http://www.ombo.nsw.gov.au">www.ombo.nsw.gov.au</a>



- d. Calling on the NSW Government to take immediate action to:
    - i. restore the ESL subsidy in 2023/24,
    - ii. urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost on behalf of the NSW Government,
    - iii. develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.
  2. Council writes to the Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/24 rate cap, which has resulted in additional financial stress (**Attachment 2**).
  3. Council writes to the President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.
- 

## **REPORT**

The ESL is a cost imposed on Councils and insurance policy holders to fund the emergency services budget in NSW. The majority is paid as part of insurance premiums, with a further 11.7% funded by Councils and 14.6% by the NSW Government.

The ESL represents cost shifting at its worse, as it is imposed on Councils without any mechanism for Councils to recover costs. In other words, it is paid for out of our rates.

In the last month, the NSW Government has decided to scrap their subsidy for Council ESL payments. This unexpected and damaging levy increase for the State's 128 Councils' contributions to almost \$77M, with the total cost imposed on the local government sector increasing from \$143M in the current financial year to \$219M next year.

This represents a 53.1% increase, completely dwarfing the IPART baseline rate peg of 3.7% for 2023/24.

It seems the NSW government has increased the State Emergency Service budget by 73%, with an 18.5% funding increase to Fire and Rescue NSW. It is noted that this was done with no consultation with local Councils.

For many Councils, the unexpected cost hit will absorb almost all their IPART-approved rate rise for this year and in some cases absorb more than 100%. For Leeton Shire Council, the unexpected cost for 23/24 will 'eat away' \$109,365 of the \$289,427 proposed rate increase, or 61.5%, and will bring our total Council ESL contribution up to \$292,365. This is placing local government budgets under enormous pressure as they struggle with rate pegging compounded by the combined impact of the pandemic, extreme weather events, high inflation and wage increases.

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It has to be said that IPART-approved rate rises are intended to compensate for the impacts of inflation and increases on Councils' costs. For 23/24, if the ESL subsidy is not re-instated, rates increases will be largely diverted to the significantly higher ESL payments this year and NSW Councils will have no option other than to make cuts to infrastructure and services expenditure as a result of this last minute additional ESL impost.

The timing of this development is particularly challenging for councils as it comes so late in the local government budgeting cycle, well after IPART's rate determination for the coming financial year.

In closing, I wish to be clear that all Councils strongly support a well-funded emergency services sector and the critical contribution of emergency services workers and volunteers (many of whom are councillors and council staff). However, it is essential that these services be supported through an equitable, transparent and sustainable funding model. We are not opposed to collecting funds on behalf of the NSW government's emergency services, but we don't think they should come out of our rates income which is needed for our own Council services. In fact, they should be accounted for entirely separately to normal Council business.

Local Government NSW has raised the serious concerns of the local government sector with the NSW Government and is seeking the support of Councils across NSW in amplifying this advocacy.

### **ATTACHMENTS**

- 1 Minister Letter - ESL - May 2023
- 2 IPART Letter - ESL - May 2023



LEETON  
SHIRE COUNCIL

EF21/508

26 May 2023

The Hon. Daniel Mookhey MLC  
Treasurer

The Hon. Jihad Dib MP  
Minister for Emergency Services

The Hon. Ron Hoenig MP  
Minister for Local Government

Helen Dalton MP  
Member for Murray

GPO Box 5341  
SYDNEY NSW 2001

Dear XXXXXX

### **Damaging increase in Emergency Services Levy costs**

I write to you on behalf of Leeton Shire Council to seek your urgent action to avoid serious impacts on the financial sustainability of our Council as a result of the NSW Government's decision to impose an enormous increase in the Emergency Services Levy on our Council.

For Leeton Shire Council, the NSW Government invoice we have received for the ESL represents an increase of \$109,365 for 2023/24, bringing the total Council contribution to \$292,365.

For the last four years, the NSW Government has acknowledged the unsustainable burden of ESL increases on local government by funding the annual increases in the levy for councils. Our Council is alarmed that the new NSW Government has suddenly ceased this important contribution.

The 2023/24 ESL increase reflected in the NSW Government invoice we have received amounts to 61.5% of the expected increase in Leeton Shire Council's rate income for

the year. IPART-approved rate rises are intended to compensate for the impacts of inflation and increases in council costs. Instead, the rate revenue will have to be diverted to the significantly higher ESL payments this year. NSW councils, like Leeton Shire Council, will have no option other than to make cuts to infrastructure and services expenditure.

The timing of this development is particularly challenging for councils as it comes so late in the local government budgeting cycle, well after IPART's rate determination for the coming financial year and at a time of soaring inflation and ongoing costs of disaster recovery.

Would you please urgently work to ensure the NSW Government:

- restores the ESL subsidy in 2023/24,
- passes legislation to decouple the ESL from the rate peg to enable councils to recover the full cost, and
- develops a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.

Without your assistance in this matter, the financial sustainability of our Council will be placed in serious jeopardy, forcing cuts to our services and infrastructure delivery and harming our community's quality of life.

For further information, please contact Director Corporate Mandy Rogers at [mandyr@leeton.nsw.gov.au](mailto:mandyr@leeton.nsw.gov.au) or on 0429 043 033.

Yours faithfully

Cr Tony Reneker  
**Mayor**





LEETON  
SHIRE COUNCIL

EF21/508

26 May 2023

Ms Carmel Donnelly  
Chair  
Independent Pricing and Regulatory Tribunal (IPART)

By email: [ipart@ipart.nsw.gov.au](mailto:ipart@ipart.nsw.gov.au)

Dear Ms Donnelly

### **Damaging increase in Emergency Services Levy costs**

I write to you on behalf of Leeton Shire Council to alert you to the serious concerns of our Council, and the broader local government sector, regarding the unsustainable funding model for the Emergency Services Levy (ESL).

For the last four years, the NSW Government has acknowledged the unsustainable burden of ESL increases on local government by funding the annual increases in the levy for councils. Our Council is alarmed that the new NSW Government has suddenly ceased this important contribution.

For Leeton Shire Council, the NSW Government invoice we have received for the ESL in 2023/24 represents an increase of \$109,365 compared to 2022/23, bringing the total Council contribution to \$292,365.

The 2023/24 ESL increase amounts to 61.5% of the expected increase in Leeton Shire Council's rate income for the year. This increase makes the forced ESL contribution manifestly disproportionate to the 2023/24 rate cap.

IPART-approved rate rises are intended to compensate for the impacts of inflation and increases in council costs. Instead, the rate revenue will have to be largely diverted to the significantly higher ESL payments this year. NSW councils will have no option other than to make cuts to infrastructure and services expenditure.

Further, the timing of this development is particularly challenging for councils as it comes so late in the local government budgeting cycle, well after IPART's rate determination for the coming financial year and at a time of soaring inflation and ongoing costs of disaster recovery.

I have written to the NSW Government seeking their urgent agreement to:

- restore the ESL subsidy in 2023/24,
- passes legislation to decouple the ESL from the rate peg to enable councils to recover the full cost
- develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.

Without NSW Government intervention, the financial sustainability of our Council will be placed in serious jeopardy, forcing cuts to our services and infrastructure delivery and harming our community's quality of life.

IPART has a core role in setting key parameters impacting the financial sustainability of local government, and I write to you as it is important that IPART be fully apprised of the impact of this policy decision of the NSW Government.

For further information, please contact Director Corporate Mandy Rogers at [mandyr@leeton.nsw.gov.au](mailto:mandyr@leeton.nsw.gov.au) or on 0429 043 033.

Yours faithfully

Cr Tony Reneker  
**Mayor**

## GENERAL MANAGER'S MATTERS

### ITEM 7.1            **MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING - 11 MAY 2023**

<b>RECORD NUMBER</b>	23/115
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	Director Corporate
<b>APPROVER/S</b>	General Manager

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## SUMMARY/PURPOSE

The purpose of this report is to submit the minutes (**Attachment 1**) and the Chairman's Report (**Attachment 2**) of the Audit, Risk and Improvement Committee (ARIC) meeting held on Thursday 11 May 2023.

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## RECOMMENDATION

THAT Council:

1. Notes the Minutes of the Audit, Risk and Improvement Committee meeting held on Thursday 11 May 2023.
  2. Notes the Chairman's Report to the Mayor and Councillors from the Audit, Risk and Improvement Committee meeting held on Thursday 11 May 2023.
  3. Notes the request of the Audit, Risk and Improvement Committee that Council revisits all Special Rate Variation options to return financial sustainability to Council's General Fund.
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## REPORT

### **(a) Background**

Leeton Shire Council's ARIC met on Thursday 11 May 2023. The minutes of the meeting (**Attachment 1**) are now presented for Council's information. The ARIC agenda and attachments are confidential to Councillors only and are available for review via the "Hub".

The ARIC is charged with providing independent assurance and assistance to Council on risk management, control, governance and external accountability responsibilities, as well as for the purposes of quality assurance and quality improvement.

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## **(b) Discussion**

At the meeting of 11 May 2023, the ARIC reviewed the following:

- Copy of the Council Report – Draft Operational Plan for 2023/24, Draft Budget for 2023/24, Draft Revenue Policy (including Fees and Charges) 2023/24 and Draft Long Term Financial Plan for 2023/24.
- Council requirements as per the approved Draft Office of Local Government Guidelines for Risk Management and Internal Audit for Local Government in NSW.
- Office of Local Government – Guidelines on the Use and Management of Credit Cards.
- External Audit Annual Engagement Plan.
- Internal Audit Program for 2023/24 – Confirmation of Scopes.
- Project and Contract Management Internal Audit Action Plan Update.
- Committee Annual Work Plan.

## **(c) Options**

Nil – this report is for information only.

## **(a) Financial**

There are no financial implications arising from this report. Internal audits or Improvement Plans are funded from the voted budget.

## **(b) Policy**

There are no policy implications arising from this report.

## **(c) Legislative/Statutory**

The Audit, Risk and Improvement Committee is established under the *Local Government Act 1993*.

The ARIC is bound by Council's Code of Conduct and Code of Meeting Practice.

Under the new Integrated Planning and Reporting Guidelines, the ARIC is required to oversee the Integrated Planning and Reporting Process.

## **(d) Risk**

Nil

## **CONSULTATION**

### **(a) External**

Nil

**(b) Internal**

Governance and Customer Service Coordinator  
Manager Finance  
Manager WHS, QA and Risk

**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 9.6 - Deploy reliable and efficient corporate and project governance  
including audit, risk and improvement - OPERATIONAL PLAN ACTIVITY 9.6.8 - Continue  
to hold Audit, Risk and Improvement Committee meetings".

**ATTACHMENTS**

- 1 Minutes of Audit, Risk and Improvement Committee - Thursday, 11 May 2023
- 2 Chairman's Report - Audit, Risk and Improvement Committee - May 2023



**MINUTES OF THE  
AUDIT, RISK AND IMPROVEMENT COMMITTEE  
LEETON SHIRE COUNCIL  
THURSDAY 11 MAY 2023  
COMMENCING AT 6:00PM  
COUNCIL CHAMBERS**

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LEETON SHIRE COUNCIL

Audit, Risk and Improvement Committee - Thursday 11 May 2023

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**1. PRESENT (Voting Members):** Mr. Graham Bradley (Chair), Mr. Bill Robertson (part), Mr. Emerson Doig, Cr. Tracey Morris.

**(Non-Voting Attendees):** Jackie Kruger (General Manager), Mandy Rogers (Director Corporate), Andrew Valenta (Manager WHS,QA & Risk) via videoconference, Lawrence Amato (Manager Finance), Sarah Graham (Governance & Customer Service Coordinator), Courtney Anderson (Business Support Officer – Corporate), Cr. Matthew Holt via videoconference.

**2. APOLOGIES**

Ms. Bobbie Pannowitz

**3. CONFIRMATION OF THE MINUTES**

**Resolved**

THAT the minutes of the Audit, Risk and Improvement Committee held on Tuesday 8 November 2022, as circulated, be taken as read and CONFIRMED.

**(Moved Mr. Doig, seconded Cr. Morris)**

**4. DECLARATION OF INTEREST**

Nil

Mr. Robertson entered the meeting at 6:35pm.

**5. OFFICER'S REPORT**

**Item 5.1 MATTERS ARISING FROM PREVIOUS MINUTES**

**Resolved**

THAT ARIC receive and note for information:

1. The details surrounding matters arising from the previous meeting held on Tuesday 8 November 2022 .
2. That the Leeton Early Learning Centre will show as a business activity for the year ending 30 June 2024 for financial statements subject to any determination made as part of the IPART Review of NSW Competitive Neutrality Policies and Processes.

**(Moved Cr. Morris, seconded Mr. Doig)**

Business Support Officer – Corporate left the meeting, the time being 6:47pm.

Business Support Officer - Corporate returned to the meeting, the time being 6:50pm.



LEETON SHIRE COUNCIL  
Audit, Risk and Improvement Committee - Thursday 11 May 2023

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**Item 5.2 COPY OF COUNCIL REPORT - DRAFT OPERATIONAL PLAN FOR 2023/24, DRAFT BUDGET FOR 2023/24, DRAFT REVENUE POLICY (INCLUDING FEES AND CHARGES) AND DRAFT LONG TERM FINANCIAL PLAN FOR 2023/24**

**Resolved**

THAT Audit, Risk and Improvement Committee review and provide any relevant feedback on the following documents:

1. The DRAFT Operational Plan for the 2023/24 Financial Year.
2. The DRAFT Budget for the 2023/24 Financial Year.
3. The DRAFT Revenue Policy for the 2023/24 Financial Year (including DRAFT Schedule of Fees and Charges for the 2023/24 Financial Year).
4. The DRAFT Long Term Financial Plan (2023/24 – 2032/33).
5. THAT the Audit, Risk and Improvement Committee expresses their disappointment that Council rejected the proposed Special Rates Variation in November 2022 and requests that Council revisits all Special Rate Variation options to return financial sustainability to the General Fund.

**(Moved Mr. Bradley, seconded Mr. Robertson)**

**Item 5.3 COUNCIL REQUIREMENTS AS PER THE APPROVED DRAFT OFFICE OF THE LOCAL GOVERNMENT GUIDELINES FOR RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL GOVERNMENT IN NSW**

**Resolved**

THAT the Audit, Risk and Improvement Committee notes the report for information and that Management will develop an implementation plan for these Guidelines together with the ARIC Chair during June 2023.

**(Moved Cr. Morris, seconded Mr. Doig)**

**Item 5.4 OFFICE OF LOCAL GOVERNMENT - GUIDELINES ON THE USE AND MANAGEMENT OF CREDIT CARDS**

**Resolved**

THAT the Committee notes for information the Office of Local Government Guidelines on the Use and Management of Credit Cards and that Management will update its current Corporate Credit Card Policy for the review of the Committee by November 2023.

**(Moved Mr. Doig, seconded Mr. Robertson)**

**Item 5.5 EXTERNAL AUDIT ANNUAL ENGAGEMENT PLAN**

**Resolved**

THAT the Committee notes and accepts the External Audit Engagement Plan.



LEETON SHIRE COUNCIL  
Audit, Risk and Improvement Committee - Thursday 11 May 2023

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**(Moved Cr. Morris, seconded Mr. Robertson)**

**Item 5.6 INTERNAL AUDIT PROGRAM FOR 2023/24 - CONFIRMATION OF SCOPES**

**Resolved**

THAT the Audit, Risk and Improvement Committee notes and accepts the draft scopes for internal audits of Leeton Shire Council's delivery of planning compliance, building compliance and cyber security framework.

**(Moved Mr. Robertson, seconded Mr. Doig)**

**Item 5.7 PROJECT AND CONTRACT MANAGEMENT INTERNAL AUDIT ACTION PLAN UPDATE**

**Resolved**

THAT the Committee notes for information the status of actions arising from the Project and Contract Internal Audit Action Plan.

**(Moved Cr. Morris, seconded Mr. Doig)**

Governance and Customer Service Coordinator left the meeting, the time being 8:15pm.

Governance and Customer Service Coordinator returned to the meeting, the time being 8:17pm.

**Item 5.8 COMMITTEE ANNUAL WORK PLAN**

**Resolved**

THAT the Committee notes the Committee's Annual Work Plan.

**(Moved Mr. Doig, seconded Cr. Morris)**

**6. CONCLUSION OF THE MEETING**

There being no further business the meeting closed at 8:21pm.

..... signed by  
the Chairman of the meeting held on  
26 Jun 2023 at which meeting the  
signature hereon was subscribed.

**AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**CHAIRMAN'S REPORT TO COUNCIL**

**Attention Tony Reneker - Mayor**

I advise that the Leeton Shire Council Audit, Risk and Improvement Committee met on Thursday 11<sup>th</sup> May, 2023. All Committee members were present with the exception of Bobbie Pannowitz who's apology was accepted. Staff members present included Jackie Kruger, Mandy Rogers, Lawrence Amato, Sarah Graham, Courtney Anderson and Andrew Valenta (via video).

Our principal items of business were to receive and review the:

- The Draft Operational Plan for 2023/24 (including the Draft Budget for 2023/24) and Draft Revenue Policy (including fees and charges) for 2023/24.
- The approved Draft OLG Guidelines for Risk Management and Internal Audit for Local Government in NSW.
- External Audit Annual Engagement Plan.
- Internal Audit Program and scopes for 2022/23.
- Project and Contract Management Action Plan Update.
- ARIC Annual Work Plan.

The Committee reviewed and noted the above mentioned documents and chose to make the following comments in relation to the Leeton Shire Council Budget for 2023/24.

**Draft Budget**

The Draft Operational Budget for 2023/24 has again been prepared on a "Fund by Fund Basis" with the following anticipated operating results before capital grants and contributions.

General Fund	Deficit	(\$2,516,000)
Domestic Waste Man.	Surplus	\$ 55,000
Water Fund	Surplus	\$ 134,000
Sewerage Fund	Surplus	\$ 93,000
	Deficit	(\$2,234,000)

We remind Council that each individual Fund must demonstrate that it is financially viable as cross subsidization between Funds is not permitted.

Whilst the budget results for Water and Sewerage Funds are within expectations we are again most concerned with the continuing operating deficits being reported in the General Fund. In our opinion Council has again not adequately addressed this deteriorating financial position as evidenced by the anticipated operating deficit budgeted for in 2023/24.

For some years now the General Fund operating result before capital movements has been of some concern to the ARIC.

General Fund	2023/24 Budgeted \$	2022/23 Anticipated \$	2021/22 Actual \$	2020/21 Actual \$	2019/20 Actual \$
Operating Result	(2,516,000)	(3,177,000)	(590,000)	(5,741,000)	938,000

*NB: We note the actual result for 2020/21 was adversely impacted by one off expenditures including the initial recognition of Tip remediation expenses.*

**Of paramount concern is that which is noted in the Long Term Financial Plan which forecasts that the General Fund will average an operating deficit of \$4.3 million over the ten years to 2032/33 unless Council commits to active intervention.**

This wording is very familiar and has been used in previous Long Term Financial Plans however ARIC notes that the actions initiated by Council to date have been inadequate and therefore unsuccessful in halting the adverse financial trajectory. In 2018 and 2022, LSC sought expert advice from Morrison Low on its financial position and on both occasions a SRV was recommended. I also note that the ARIC has for some years also been supportive of a SRV should other cost saving initiatives not come to fruition. The ARIC therefore welcomed the actions of Council in 2022 when it:

*“endorsed the recommendation that the deficits be addressed by way of a SRV in order to maintain the General Fund’s financial sustainability over the longer term etc.”*

Following the community engagement, which reportedly was rather robust but devoid of alternative viable plans, Councillors regretfully (in our opinion) resolved in November 2022 to not apply for a SRV and no alternative action was tabled.

In our opinion this action has been a major financial setback for Council and has come at a considerable cost. I note that I also personally wrote to Council on the 10<sup>th</sup> November, 2022 supporting Council’s actions to apply for an SRV.

The current financial position is most certainly **NOT** the result of poor financial decisions by Councillors (both past and present) nor management . In many ways Council has been a victim of its own success as improved infrastructure and services have impacted on increases in expenses such as depreciation and maintenance. As I enunciated in my letter dated 10<sup>th</sup> November, 2022:

*“The town of Leeton in 2022 is vastly different from the town of Leeton in 1978. Council has achieved much in this time with significant improvements in its infrastructure and services. The Shire’s agricultural, industrial, sporting, educational and cultural success is tangible evidence of your Council’s capacity to deliver.*

*During my long association with the Leeton Shire Council I have witnessed many changes, however the one constant has been Council’s sound financial management. Since the introduction of rate pegging in the early 1980’s, NSW Councils have been under considerable pressure to balance restricted income to the renewal of assets and the increasing expectations of the community. In more recent times this pressure has been exacerbated by the freezing of the Financial Assistance Grant for a period, cost shifting from State government onto local councils and increased compliance reporting. Depreciation also impacts the bottom line. The vast majority of NSW Councils have not been able to meet these challenges which has necessitated them applying for and receiving an SRV. To date Leeton Shire Council has been able to live within its means and is one of the few remaining Councils that have never applied for an SRV. This is a record that Councillors and management, both past and present, can rightly be very proud of but it simply cannot be sustained unless you increase revenues or significantly cut services.”*

3

The ARIC passed the following resolution:

*That the Audit, Risk and Improvement Committee expresses their disappointment that Council rejected the proposed Special Rates Variation in November 2022 and requests that Council revisits all Special Rate Variation options to return financial stability to the General Fund.*

Further we note the General Fund's deteriorating financial position is reflected in its diminishing cash position (internal and unrestricted funds) which has decreased from \$17.16 million in 2020 to \$7.72 million anticipated in 2023.

I advise that I will be attending the May Council meeting (via video) and am happy to elaborate further.

As always we invite Councillors to submit suggestions for future internal audits.

Yours faithfully



Graham Bradley  
Chairman  
16/5/2023

**ITEM 7.2          MINUTES OF RAMJO MEETING - 24 FEBRUARY 2023**

<b>RECORD NUMBER</b>	23/120
<b>RELATED FILE NUMBER</b>	EF21/128
<b>AUTHOR/S</b>	Executive Assistant to the General Manager and Mayor
<b>APPROVER/S</b>	General Manager

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**SUMMARY/PURPOSE**

The purpose of this report is to provide Council with the minutes of the RAMJO meeting held on Friday 24 February 2023 (**Attachment 1**).

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**RECOMMENDATION**

THAT Council receives for information the minutes of the RAMJO meeting held on Friday 24 February 2023.

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**REPORT**

**(a) Background**

The Riverina and Murray Joint Organisation (RAMJO) comprises 13 Member Councils. The governing board comprises the Mayors and the General Managers of those member councils and is supported by an Executive Officer. RAMJO comes together to consider common concerns of our communities and to find solutions to address these matters. RAMJO's current strategic regional priorities include:

- Water Security
- Energy Security and Affordability
- Transport Connectivity
- Digital Connectivity
- Better Health Services
- Housing
- Transport

RAMJO also collaborates on:

- Waste Management
  - Contaminated Lands Management
  - Shared Services
  - Disaster/Risk Management
-

## **(b) Discussion**

RAMJO held a Board Meeting on Friday 24 February 2023 in Leeton.

Presentations included:

- Ms Dianna Somerville from RDA Riverina, – Update on Designated Area Migration Agreements and collaboration of RDA Riverina and RAMJO going forward.
- Ms Sam Star and Ms Claire Butler, The National Emergency Management Agency – Update on the Agency's work and interactions with the newly renamed NSW Reconstruction Authority.
- Mr Cameron Templeton, Office of Local Government (OLG) - Update on OLG and its progress of the JO Review Action Group.
- Mr Giles Butler, Regional Development – Regional NSW – Update on Regional NSW.

Discussions also took place regarding several matters including:

- Governance, Finance and Advocacy – Quarterly Budget verses spend review Q2 2022-23 and progress of development of Audit, Risk and Improvement Committee (ARIC).
- Strategic Priorities – Water sub-committee, Energy Security sub-committee, Transport sub-committee, Health sub-committee and Housing sub-committee updates as well as updates on Regional Freight Transport Priorities and revised Statement of Strategic Priorities.
- Project Updates – Contaminated Lands Management, Riverina Waste Group & Murray Waste Group, Regional Resource Recovery Strategy, Halve Waste, Shared Services, Disaster Risk Reduction and Joint Organisation Net Zero Acceleration.
- Advocacy updates – e-planning Portal, RFS Assets, IPART Review of the rate peg methodology, Country Universities Centre and Speak Up Campaign.
- Forums – JO Chairs' Forum.

## **(c) Options**

Nil – this report is for information purposes only.

## **IMPLICATIONS TO BE ADDRESSED**

### **(a) Financial**

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

### **(b) Policy**

Nil



**(c) Legislative/Statutory**

*Local Government Act 1993, s400(O-Z, ZA-ZH)*

**(d) Risk**

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

**CONSULTATION**

**(a) External**

Members of RAMJO Councils

**(b) Internal**

The RAMJO meeting on Friday 24 February 2023 was attended by the Mayor and General Manager.

**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 9.4 - Nurture strong partnerships with Murray Darling Association, RAMJO, MI Ltd, NSW Government, Commonwealth – Participate in RAMJO.

**ATTACHMENTS**

- 1 MINUTES - RAMJO BOARD MEETING - 24 FEBRUARY 2023

# BOARD MEETING MINUTES



24 February 2023

<b>MEETING:</b>	RAMJO Board Meeting		
<b>DATE:</b>	Friday 24 <sup>th</sup> February 2023		
<b>TIME:</b>	9:30am – 12:30pm		
<b>LOCATION:</b>	Leeton – the Hydro Hotel		
<b>CHAIR:</b>	Cr. Matthew Hannan		
<b>ZOOM:</b>	<a href="https://us06web.zoom.us/j/89484972926?pwd=b3hPSINab2FIZmNOaE15Q1VISEQ2dz09">https://us06web.zoom.us/j/89484972926?pwd=b3hPSINab2FIZmNOaE15Q1VISEQ2dz09</a> Meeting ID: 894 8497 2926 Passcode: 551860		
<b>ATTENDEES:</b>	<b>Council / Organisation</b>	<b>Voting Member</b>	<b>Non-Voting Member</b>
	Albury City Council	Cr. Kylie King	Mr. Frank Zaknich
	Berrigan Shire Council	Cr. Matthew Hannan	Ms. Karina Ewer
	Carrathool Shire Council	Cr. Darryl Jardine	Mr. Rick Warren
	Edward River Council	Cr. Peta Betts	Mr. Philip Stone
	Federation Council	Cr. Pat Bourke	Mr. Adrian Butler
	Griffith City Council	Cr. Doug Curran	Mr. Brett Stonestreet
	Hay Shire Council	Cr. Carol Oataway (absent) Cr. Lionel Garner	Mr. David Webb
	Leeton Shire Council	Cr. Tony Reneker	Ms. Jackie Kruger
	Murray River Council	Cr. Chris Bilkey	Mr. Terry Dodds
	Murrumbidgee Council	Cr. Ruth McRae	Mr. John Scarce
	Narrandera Shire Council	Cr. Neville Kschenka (absent) Cr. Cameron Lander	Mr. George Cowan
	Regional NSW		Ms. Giles Butler
Office of Local Government		Mr. Cameron Templeton	
<b>RAMJO STAFF</b>	Ms. Carolyn Clancy – Office Manager E: <a href="mailto:carolyn.clancy@alburycity.nsw.gov.au">carolyn.clancy@alburycity.nsw.gov.au</a>		
	Mr Matthew Dudley – Project Manager Contaminated Land Capacity Building (absent) E: <a href="mailto:contaminatedlands@ramjo.nsw.gov.au">contaminatedlands@ramjo.nsw.gov.au</a>   M: 0419 181 014		
	Ms. Andrea Baldwin - Team Leader Resource Recovery <a href="mailto:abaldwin@alburycity.nsw.gov.au">abaldwin@alburycity.nsw.gov.au</a>   M: 0428 667 092		
	Mr. Christian Malins - Resource Recovery Project Lead <a href="mailto:christian.malins@alburycity.nsw.gov.au">christian.malins@alburycity.nsw.gov.au</a>   M: 0439 630 612		





# BOARD MEETING MINUTES



24 February 2023

	Name	Organisation	Role
<b>OTHER ATTENDEES</b>	Ms Nicola Gleeson	Previous RAMJO EO	
	Ms Yvonne Lingua	Incoming EO	RAMJO
	Ms Dianna Somerville	Regional Development Australia Riverina	Chair
	Ms Sam Star	National Emergency Management Agency	Recovery Support Officer
	Ms Claire Butler	National Emergency Management Agency	Recovery Support Officer

MINUTES



# BOARD MEETING MINUTES

24 February 2023

MEETING AGENDA		
Item	Topic	Time
	<b>OPENING</b>	9:30
1	Welcome <ul style="list-style-type: none"> <li>Acknowledgement of traditional custodians</li> </ul>	9:35
2	Apologies and Leave of Absence	9:36
3	Declaration of Items of Pecuniary or Other Interest – Board Members / Designated Persons	9:37
4	Minutes from previous Board meeting: <ul style="list-style-type: none"> <li>25 November 2022 – Attachment A</li> </ul>	9:38
5	Matters arising from previous Board meetings	9:39
6	Correspondence - Attachment B	9:40
7	<b>Guest presentation – RDA Riverina</b>	9:41
8	<b>Guest presentation - National Emergency Management Agency</b>	10:10
9	<b>GOVERNANCE AND FINANCE</b> 9.1 Ms Nicola Gleeson: 2022-2023 Q2 Quarterly Budget Review – Attachment C 9.2 Ms Nicola Gleeson: Audit, Risk and Improvement Committee	10:30
	<b>BREAK</b>	10:40
10	<b>UPDATE ON STRATEGIC PRIORITIES</b> 10.1 Cr. Chris Bilkey: Water Sub-Committee Update 10.2 Mr Phil Stone: Digital Connectivity Sub-Committee Update 10.3 Mr George Cowan: Energy Security Sub-Committee 10.4 Mr David Webb: Transport Sub-Committee 10.5 Mr John Scarce: Health Sub-Committee Update 10.6 Housing Sub committee : Terms of Reference, members, Chair – Attachment D	10:55
11	<b>OFFICE OF LOCAL GOVERNMENT UPDATE</b> Mr. Cameron Templeton: Office of Local Government Update	11:15
12	<b>Update - Regional NSW</b> Mr Giles Butler : Regional NSW Update	11.25
13	<b>PROJECT UPDATES</b> 13.1 Mr. Matthew Dudley: Contaminated Land Management – Attachment E 13.2 Ms Andrea Baldwin, Mr Christian Malins: Waste Groups – Attachment F 13.3 Ms Andrea Baldwin, Mr Christian Malins: Regional Resource Recovery Strategy – Attachment G 13.4 Ms Andrea Baldwin: Halve Waste project update 13.5 Ms Karina Ewer: Shared Services Project 13.6 Ms. Nicola Gleeson : Disaster Risk Reduction Fund – Attachment H 13.7 Ms. Nicola Gleeson : Joint Organisation Net Zero Acceleration – Attachment I	11:35
14	<b>ADVOCACY</b> <i>Carried forward from prior meeting :</i>	12:15



# BOARD MEETING MINUTES



24 February 2023

Item	Topic	Time
	<p>14.1 ePlanning portal – <i>Attachment J</i></p> <p>14.2 RFS Assets</p> <p>14.3 IPART Review of the rate peg methodology</p> <p><b>New items</b></p> <p>14.4 Country University Centre</p> <p>14.5 Speak Up Campaign – <i>Attachment K</i></p>	
15	<p><b>OPERATIONAL MATTERS</b></p> <p><b>Carried forward from prior meeting :</b></p> <p>15.1 General Managers’ meeting 14 October 2022 – <i>Attachment L</i></p> <p>15.2 Murray Regional Tourism report – <i>Attachment M</i></p> <p>15.3 JO Chairs’ Forum - 28 March 2022 - <i>Attachment N</i></p> <p>15.4 Administration of Councils’ September 2024 elections</p> <p><b>New items</b></p> <p>15.5 Thank you certificate for Mr Ray Stubbs - <i>Attachment O</i></p> <p>15.6 Executive Officer recruitment</p> <p>15.7 General Managers’ meeting 4 February 2023– <i>Attachment P</i></p> <p>15.8 Murray Regional Tourism report – <i>Attachment Q</i></p> <p>15.9 JO Chairs’ Forum - 17 November 2022</p> <p>15.10 Statutory obligations</p> <p>15.10.1 Policy on the payment of expenses and provision of facilities to the chairperson - <i>Attachment R</i></p> <p>15.10.2 Organisation structure</p> <p>15.10.3 Code of meeting practice - <i>Attachment S</i></p> <p>15.10.4 Codes of Conduct - <i>Attachment T</i></p> <p>15.10.5 Code of conduct complaint statistics</p> <p>15.11 Board dates and locations for 2023 and RAMJO calendar for 2023 for adoption - <i>Attachment U</i></p>	12:30
16	<p><b>GENERAL BUSINESS</b></p> <ul style="list-style-type: none"> <li>Call for general business</li> </ul>	12:50
	Meeting Close	1:00pm



24 February 2023

# BOARD MEETING MINUTES

## RAMJO BOARD MEETING AGENDA

### AGENDA ITEM 1 – WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

Chair to welcome attendees and acknowledgement of country. Welcome meeting guests.

- Ms Nicola Gleeson, previous RAMJO EO, is a guest to the meeting.

### AGENDA ITEM 2 – APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr. Neville Kschenka, Cr. Carol Oatway, Mr Terry Dodds, Mr Matthew Dudley

**Recommendation:**

- That apologies be accepted and that leave of absence be granted.

*Moved Griffith / Seconded Murrumbidgee*

Carried

### AGENDA ITEM 3 – DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTEREST – BOARD MEMBERS / DESIGNATED PERSONS

No declarations were submitted.

### AGENDA ITEM 4 – MINUTES OF PREVIOUS MEETINGS

- Draft Minutes of 25 November 2022– **Attachment A**

**Recommendation:**

- That the minutes of the RAMJO Board Meetings held 25 November 2022 be **received** and the recommendations therein be **adopted**.

*Moved Leeton / Seconded Griffith*

Carried

### AGENDA ITEM 5 – MATTERS ARISING FROM PREVIOUS RAMJO BOARD MEETINGS

ITEM	STATUS
Executive Officer to consider releasing joint media release with other JOs regarding Best Practice in Aggregated Procurement	IN PROGRESS
Invite Water NSW Director Vince Kelly to RAMJO Water Security Sub Committee meeting to seek clarity on planned infrastructure changes	IN PROGRESS
RAMJO to host a cross border workshop with the Murray Group of Councils to consider matters in common and seek opportunities for collaboration	IN PROGRESS
Board consider coordinating a regional list of events so councils are not competing with each other for attendances.	NOT STARTED

**Recommendation:**

- That the RAMJO Board **note** the status of matters arising from previous Board meetings.

*Moved Albury / Seconded Murrumbidgee*

Carried



# BOARD MEETING MINUTES



## AGENDA ITEM 6 – CORRESPONDENCE REGISTER – ATTACHMENT A, ATTACHMENT B

### CORRESPONDENCE RECEIVED – Attachment B

Date	From	Subject	Action
<b>Q1 2023</b>			
19 January 2023	Marcus Ray, Deputy Secretary, NSW Planning NSW Planning & Environment	Reply to letter sent re: NSW Planning Portal	
21 January 2023	The Hon. Kevin Anderson MP Minister for Lands and Water Minister for Hospitality and Racing	Reply to letter sent re: environmental water / buybacks	

**Recommendation:**

- That the Board **note** the Correspondence update.

**Moved Murrumbidgee / Seconded Albury**

**Carried**



# BOARD MEETING MINUTES



24 February 2023

## AGENDA ITEM 7 –RDA RIVERINA

Ms Dianna Somerville from RDA Riverina will discuss their work in Designated Area Migration Agreements (“DAMA”) and the work of RDA Riverina that RAMJO may collaborate with going forward.

**Recommendation:**

- That the Board **note** the presentation by RDA Riverina

**Moved Murrumbidgee / Seconded Leeton  
Carried**

**Agenda Item 8 moved to before Item 11.**

## AGENDA ITEM 8 – NATIONAL EMERGENCY MANAGEMENT AGENCY

Ms Sam Star and Ms Claire Butler from The National Emergency Management Agency gave a presentation on their work, and the interactions with the newly renamed NSW Reconstruction Authority.

**Recommendation:**

- That the Board **note** the presentation by the National Emergency Management Agency

**Moved Leeton / Seconded Griffith  
Carried**

## AGENDA ITEM 9 – GOVERNANCE AND FINANCE

### 9.1 Quarterly Budget vs Spend Review Q2 2022-2023

Please find at **Attachment C** a spreadsheet documenting Q2 spend to date against budgeted items for FY2022-2023.

Relating to General Fund income:

- RAMJO budgeted to receive \$ 26,468 year to date, and \$272,230 has been received. This is predominantly due to the Procurement Australia rebate from 2021-2022 received in this year.
- RAMJO has not recognised the \$150k from OLG NSW received in late June 2021 for capacity building funds, it is currently on the balance sheet as unearned income in advance.

Relating to General Fund expenses:

- RAMJO budgeted to spend \$179,602 year to date, and spent \$161,921 at the end of Q2, which is not a material variance, and is due to meetings being held online, and the timing of some staff related costs.

The Energy Project is grant funded, and expenses relate to the Regional Energy Strategy Project Manager.

**Recommendation:**

- That the RAMJO Board **note** the 2022-2023 Q2 budget versus spend report.

**Moved Griffith / Seconded Federation  
Carried**





# BOARD MEETING MINUTES



24 February 2023

## 9.2 Audit, Risk and Improvement Committee ("ARIC")

At the last Board meeting, the Board discussed the impact of the ARIC regulations and significant cost impost on the joint organisation relative to the risk profile. RAMJO received a management letter point from the NSW Audit Office on the progress made, and the Board was comfortable with this going forward.

Council Circular 22-41 'Update on the Guidelines for Risk Management and Internal Audit for Local Government in NSW' was received.

Councils and joint organisations must comply with the Guidelines from 1 July 2024. As of that date all councils and joint organisations will be required to ensure audit risk and improvement committee chairs and members meet the eligibility and independence requirements set out in the Guidelines and have a risk management framework and internal audit function in place that complies with the Guidelines.

The final version of the Guidelines will be issued when the supporting Regulation amendments are made. While further minor amendments will be made to the Guidelines to align them with the supporting Regulations as drafted, OLG does not anticipate any significant changes.

When questioned on possible impacts to joint organisations due to any non-compliance, the OLG advised that non-compliance may affect the success of future RAMJO funding submissions to the state.

The Board has previously resolved to accept Albury City's offer to support the RAMJO ARIC, and the change in Board's intention should be conveyed to Albury City, to avoid wasting staff time and goodwill.

### Recommendation:

- That the RAMJO Board **note** the progress on the ARIC.
- That the RAMJO Board **thank** AlburyCity for their generous offer and advise them that RAMJO is considering alternative options and cannot accept their offer at this stage.
- That the RAMJO Board **request** the General Managers to develop alternative options and report back.

*Moved Griffith / Seconded Federation*

**Carried**

## AGENDA ITEM 10 –STRATEGIC PRIORITIES UPDATE

### 10.1 Cr. Chris Bilkey: Water

Water subcommittee has not met since the last GMs meeting, work updating the paper has continued.

Cr. Chris Bilkey gave a verbal update and will convene a water subcommittee meeting and report back at the next Board meeting in May.

### 10.2 Mr Phil Stone: Digital Connectivity

No further activity in this space.

### 10.3 Mr George Cowan: Energy Security

Joint Organisation Net Zero Acceleration fund application covered at confidential section. Currently advertising for a Net Zero Acceleration Project Manager, after our Regional Energy Strategy Project Manager will conclude post adoption of the strategy.

Narelle Martin has been appointed to the role of Net Zero Acceleration Project Manager with the strategy to be delivered by June 2024.



# BOARD MEETING MINUTES



24 February 2023

## 10.4 Mr David Webb: Transport

Consultation is starting on the NSW Transport Regional Transport plan, councils are urged to have input into the consultation process. NSW Transport attended the November Board meeting to discuss how RAMJO can have meaningful input into the Regional Transport plan.

Ms Jackie Kruger informed the Board of the announcement of \$19 million investment to expand the Western Riverina Connect freight.

### Recommendation:

- That the RAMJO Board **note** the strategic priorities updates.

**Moved Leeton / Seconded Griffith  
Carried**

## 10.5 Mr John Scarce: Health

Work continues on the paper.

Mr John Scarce to draft a media release in support of ensuring a dedicated Minister for Regional Health in relation to the March State election.

### Recommendation:

- That the RAMJO Board **note** the health priorities updates.

**Moved Murrumbidgee / Seconded Murray River  
Carried**

## 10.6 Housing Sub Committee

Per the RAMJO Statement of Strategic Regional Priorities adopted at the November 2022 meeting, a RAMJO priority pillar of Housing has been added. RAMJO seeks to adopt a Terms of Reference for the new Housing Sub Committee, nominate a membership for the Subcommittee, and elect a Chair. The draft Terms of Reference are at **Attachment D**.

- Griffith was elected as Chair for the RAMJO Housing Subcommittee.
- A subcommittee membership for the Housing Subcommittee of Leeton, Murrumbidgee, Albury, Edward River and Hay was elected.

### Recommendation:

- That the RAMJO Board **adopt** the terms of reference for the Housing Subcommittee
- That the RAMJO Board **elect** a subcommittee membership for the Housing Subcommittee
- That the RAMJO Board **elect** a Chair for the RAMJO Housing Subcommittee

**Moved Hay / Seconded Murrumbidgee  
Carried**

## AGENDA ITEM 11 – OFFICE OF LOCAL GOVERNMENT UPDATE

Mr Cameron Templeton gave an update of the work of the OLG, including an update on the progress of the JO Review action group.

### Recommendation:

- That the Board **note** the briefing from the Office of Local Government, and update on the JO Review.





# BOARD MEETING MINUTES



24 February 2023

*Moved Albury / Seconded Murrumbidgee*  
**Carried**

## AGENDA ITEM 12 –REGIONAL NSW UPDATE

Mr Giles Butler Director, Riverina Murray, Regional Development - Regional NSW gave an update on Regional NSW.

**Recommendation:**

- That the Board **note** the presentation by Mr Giles Butler

*Moved Murrumbidgee / Seconded Federation*  
**Carried**

## AGENDA ITEM 13 – PROJECT UPDATES

Written updates on each project currently being managed by RAMJO provided as attachments.

**13.1 Contaminated Lands Management – Attachment E**

Taken as read.

**13.2 Riverina Waste Group & Murray Waste Group – Attachment F**

Taken as read.

**13.3 Regional Resource Recovery Strategy – Attachment G**

Mr. Christian Malins will present the RAMJO Regional Resource Recovery Strategy- Attachment H for adoption by the Board.

**Recommendation:**

That the Board **adopt** the RAMJO Regional Resource Recovery Strategy.

*Moved Albury / Seconded Murrumbidgee*  
**Carried**

**13.4 Halve Waste project update**

Ms. Andrea Baldwin gave an update on the Halve Waste project.

**Recommendation:**

That the Board **note** the Halve Waste project update by Ms Andrea Baldwin.

*Moved Hay / Seconded Albury*  
**Carried**



# BOARD MEETING MINUTES



24 February 2023

## 13.5 Karina Ewer: Shared Services

Mapping of demand is in progress, as below:

COUNCIL	CONTACT	MAPPING SCHEDULED / COMPLETED	PROGRESS
Albury	Kate de Hennin, Service Leader Engagement Tracey Squire, Deputy CEO Business, Growth & Community	Mapping template completed and returned to RAMJO.	
Berrigan	Karina Ewer, GM	Mapping template completed and returned to RAMJO.	
Carrathool	Rick Warren, GM	Mapping template completed and returned to RAMJO.	
Edward River	Belinda Perrett, Executive Assistant	Template sent, initial meeting held, mapping being completed.	
Federation	Robyn Beveridge	Template sent, meeting not booked, staff member has left.	
Griffith	Annie Featherstone, Workforce Planning Administrator	Template returned	
Hay	David Webb, GM.	Mapping template completed and returned to RAMJO.	
Leeton	Gary Taylor, Manager People & Organisation Development	Mapping template completed and returned to RAMJO.	
Murray River	Stephen Fernando, Director Corporate Services Sandy Paterson, Manager of Business Intelligence	Template sent, initial meeting held, mapping being completed.	
Murrumbidgee	Sarah Gurciullo, People and Culture Officer	Template returned	
Narrandera	Michael Pieper, HR Manager	Template sent, initial meeting held, mapping being completed.	

Ms. Karina Ewer and the EO have received a business proposal from the consultant who undertook the work for the Northern Rivers JO, after meeting and discussing the shared learnings and outcomes from that business case. The EO has spoken to the OLG regarding an extension to the initial 30 June 2023 acquittal date for the Capacity Building grant funding, due to flooding and staffing constraints at some member councils, and this has been acknowledged as reasonable, given the volume of work so far undertaken. The Shared Services Committee will meet before the third quarter Board meeting.

Meeting moves into confidential

### Recommendation:

The RAMJO Board **move** into Confidential, as the grant discussed is still subject to embargo until Ministerial announcements, the dates of which are unknown.

**Moved Albury / Seconded Murrumbidgee**

**Carried**



# BOARD MEETING MINUTES



24 February 2023

## 13.6 Disaster Risk Reduction

RAMJO applied for Resilience NSW's Disaster Risk Reduction Fund as one of the eight project proposals from Joint Organisations / Regional Organisations of Councils to undertake related strategic planning work that will integrate data and insights from regional risk assessments and climate projections. **Attachment H** is a project report and update.

George Cowan was elected as Chair and will extend an invitation to each of the councils to elect a representative.

### Recommendation:

1. RAMJO to invite nominations, including a GM Chair, from members to establish a Project Control Group for the RAMJO individual project, and **adopt** the Terms of Reference at **Appendix A**
2. RAMJO appoint the EO to take the Lead Representative role working with the DRRF Program Advisory Committee, overseeing all 8 JO projects, which will meet monthly until June 2024.

**Moved Leeton / Seconded Federation**

**Carried**

Meeting moves out of confidential

### Recommendation:

The Board **move** out of Confidential.

**Moved Hay / Seconded Murray River**

**Carried**

## 13.7 Joint Organisation Net Zero Acceleration

RAMJO applied for a grant from the Joint Organisation Net Zero Acceleration ("JONZA") program, run by the Office of Energy and Climate Change's Sustainable Councils programs. **Attachment I** is a project report and update of next steps.

### Recommendation:

1. That the board **note** the announcement of the minister of the JONZA Grant of \$155,000.
2. That the board **note** the appointment of the Project Manager due to commence mid-March 2023.

**Moved Murrumbidgee / Seconded Hay**

**Carried**



# BOARD MEETING MINUTES



24 February 2023

## AGENDA ITEM 14 – ADVOCACY

Carried forward from prior meeting :

### 14.1 ePlanning Portal

An update on the ePlanning API project is at **Attachment J**.

#### Recommendation:

- That the Board **note** the update on the ePlanning portal project.

**Moved Griffith / Seconded Hay  
Carried**

### 14.2 RFS Assets

RAMJO member councils and other JOs have put out media related to the ongoing RFS assets issue. Board to consider if further advocacy is needed in this issue, considering that other entities are actively advocating in this space.

#### Recommendation:

- That the Board **note** the update on the RFS assets and consider if further advocacy is appropriate.

**Moved Murrumbidgee / Seconded Murray River  
Carried**

### 14.3 IPART Review of the rate peg methodology

RAMJO has made representation to the IPART review, and was previously urging councils to attend the November workshops with IPART to continue to advocate.

#### Recommendation:

- That the Board **note** the IPART review process.

**Moved Narrandera / Seconded Murrumbidgee  
Carried**



# BOARD MEETING MINUTES



24 February 2023

## New items

### 14.4 Country University Centre

RAMJO Board to discuss ongoing advocacy regarding additional Country University Centres in the RAMJO footprint.

#### Recommendation:

- That the Board **decide** on further advocacy or action regarding the Country University Centre in the RAMJO footprint.

**Moved Hay / Secoded Murray River  
Carried**

### 14.5 Speak Up Campaign

RAMJO Board to discuss advocacy regarding Speak Up Campaign - **Attachment K**

#### Recommendation:

- That the Board **note** the Speak Up Campaign.

**Moved Murrumbidgee / Secoded Murray River  
Carried**

## AGENDA ITEM 15– OPERATIONAL MATTERS

*Carried forward from prior meeting :*

### 15.1 General Managers' meeting 14 October 2022

The General Managers met on Friday 14 October 2022, minutes can be found at **Attachment L**

### 15.2 Murray Regional Tourism report

**Attachment M** has the report from Ms Karina Ewer on the previous meeting of MRT, to be taken as read.

### 15.3 JO Chairs' Forum - 28 March 2022

Minutes attached at **Attachment N**.

### 15.4 Administration of Councils' September 2024 elections

Ms Karina Ewer will speak to the OLG Circular 22-35 "Councils' decisions on the administration of their September 2024 ordinary elections" regarding Administration of Councils' September 2024 Elections.

*New Items :*

### 15.5: Thank you certificate for Mr Ray Stubbs

**Attachment O** is a certificate of appreciation for the service of Mr Ray Stubbs.

### 15.6 Executive Officer recruitment

Update from the Chair.

### 15.7 General Managers' meeting 3 February 2022

The General Managers met on Friday 3 February 2023, minutes can be found at **Attachment P**



# BOARD MEETING MINUTES



24 February 2023

## 15.8 Murray Regional Tourism

**Attachment Q** has the report from Ms Karina Ewer on the latest meeting of MRT, to be taken as read.

## 15.9 JO Chairs' Forum - 17th November 2022

There are not currently minutes for the meeting held 17 November 2022, attended by the EO and RAMJO Chair. These will be circulated when they are available. The new JO Chairs' convenor elected was Mayor Russell Fitzpatrick of Bega Valley Shire Council, Chair of Canberra Region JO. Deputy Convenor is Mayor Paul Harmon of Inverell Shire Council, Chair of New England JO.

## 15.10 Statutory Obligations

Per calendar for JOs:

### 15.10.1 Policy on the payment of expenses and provision of facilities to the chairperson

Joint Organisations must adopt a policy on the payment of expenses and provision of facilities to the chairperson within 12 months of an election [LGA s252]. **Attachment R** has the draft policy, which it is recommended is readopted.

### 15.10.2 Organisation structure

Joint Organisation must review their organisation structure within 12 months of an election [LGA s333]. As the Statement of Strategic Regional Priorities has been recently adopted, and the Executive Officer has changed, it's recommended this is deferred until the new EO can assess the future direction. The EO network has done work reviewing ideal structures at their 19<sup>th</sup> and 20<sup>th</sup> January meetings, and this work will be invaluable.

### 15.10.3 Code of meeting practice

Joint Organisations must adopt a code of meeting practice within 12 months of an election [LGA s360] **Attachment S** has the proposed code of meeting practice, which it is recommended is adopted.

### 15.10.4 Codes of Conduct

Joint Organisations must review their adopted codes of conduct within 12 months of an election [LGA s440(7)] **Attachment T** has the 2020 code of conduct, which it is recommended is readopted.

### 15.10.5 Code of conduct complaint statistics

Joint organisations must report to the JO Board [MCCP cl 11.2] and OLG [MCCP cl 11.2] on code of conduct complaint statistics. RAMJO notes there have been no code of conduct complaints.

#### Recommendation:

- That the RAMJO Board **adopt**:
  - Policy on the payment of expenses and provision of facilities to the chairperson
  - Organisation structure review deferral
  - Code of meeting practice
  - Codes of Conduct
- That the RAMJO Board **note**: there have been no Code of conduct complaints

**Moved Narrandera / Seconded Griffith**  
**Carried**





# BOARD MEETING MINUTES



24 February 2023

## 15.11 RAMJO calendar for 2023 – Attachment U

Draft calendar for RAMJO's meetings for the Board and the GMs is at **Attachment U**.

Board to consider the location of the next meetings of the year.

RAMJO BOARD DATE	LOCATION
Friday 12 May 2023	Tocumwal
Friday 11 August 2023	Moama
Friday 10 November 2023	Narrandera

Extraordinary board meeting – to sign 2022/2023 financial statements, **Thursday 12 October**.

### Recommendation:

- That the RAMJO Board **adopt** the calendar for the 2023 meetings, including the locations.

**Moved Federation / Seconded Murrumbidgee**

**Carried**

## AGENDA ITEM 16 – GENERAL BUSINESS

A call for General Business items was made by the Chair.

*Albury/Wodonga new hospital*

Cr. Kylie King advised Albury City has received a request to join Wodonga in their joint advocacy for a Greenfields site for the new hospital. General discussion had regarding surrounding townships to Albury and Wodonga also having a great need to access medical services from the new hospital.

### Recommendation:

- That the RAMJO Board continue to monitor developments in this space, including the release of the hospitals proposed Master Plan.

**Moved Federation / Seconded Murrumbidgee**

**Carried**

*Rural Bank Closures*

Mr David Webb raised the issue of rural bank closures and the impact this has on rural communities and businesses. Brief discussion had surrounding supporting community education initiatives such as TAFE Digital, Tech-Savvy Seniors and BeConnected initiatives.

### Recommendation:

- That the RAMJO Board continue to monitor movements in the space of rural bank closures and consider how to advocate for increased community education initiatives.

**Moved Hay / Seconded Albury**

**Carried**

## MEETING CLOSE



# BOARD MEETING MINUTES



24 February 2023

## SUMMARY OF ACTION ITEMS

ACTIONS ARISING FROM PREVIOUS RAMJO BOARD MEETINGS		
ITEM	WHO	STATUS
Executive Officer to consider releasing joint media release with other JOs regarding Best Practice in Aggregated Procurement.	Executive Officer	<b>IN PROGRESS</b>  EO has connected with the JO's EO's network.
Invite Water NSW Director Vince Kelly to RAMJO Water Security Sub Committee meeting to seek clarity on planned infrastructure changes.	Water chair Cr. Chris Bilkey	<b>IN PROGRESS</b>  Water sub-committee scheduled for March or April 2023.
RAMJO to host a cross border workshop with the Murray Group of Councils to consider matters in common and seek opportunities for collaboration.	Executive Officer	<b>IN PROGRESS</b>  EO to initiate progress.
Board consider coordinating a regional list of events so councils are not competing with each other for attendances.	Executive Officer	<b>IN PROGRESS</b>  EO to initiate progress.
ACTIONS ARISING FROM FEBRUARY 24 MEETING		
<b>Item 9.2 - ARIC</b> Develop alternative ARIC options for RAMJO and report back.	General Managers and CEO's	<b>IN PROGRESS</b>
<b>Item 10.5 - Health</b> Draft a media release in support of ensuring a dedicated Minister for Regional Health in relation to the March State election.	Health Chair - John Scarce	<b>COMPLETED</b>
<b>Item 13.6 - Disaster Risk Reduction program</b> Extend an invitation to each of the member councils to elect a representative for the projects control group.	Disaster Risk Reduction Chair – George Cowan	<b>IN PROGRESS</b>
<b>Item 14.4 - Country University Centre</b> Decide on further advocacy or action regarding Country University Centre's within the RAMJO footprint.	Country University Centre Chair – Karina Ewer and RAMJO Board	<b>IN PROGRESS</b>





**ITEM 7.3 DELIVERY PROGRAM PROGRESS REPORT FOR QUARTER 2 AND 3 - 2022/23**

<b>RECORD NUMBER</b>	23/43
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	IP&R Coordinator
<b>APPROVER/S</b>	General Manager

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**SUMMARY/PURPOSE**

The purpose of this report is to present to Council an update on the progress of implementing the commitments outlined in Quarter 2 and 3 (October 2022 to March 2023) of Leeton Shire Council's Delivery Program (DP).

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**RECOMMENDATION**

THAT Council notes for information Council's progress of implementing the commitments outlined in Quarter 2 and 3 (October 2022 to March 2023) of Leeton Shire Council's Delivery Program (DP) 2022-2025.

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**REPORT**

**(a) Background**

Under the Integrated Planning and Reporting framework of the *Local Government Act 1993*, the General Manager must ensure that progress reports are provided to Council with respect to the principal activities detailed in the Delivery Program at least every 6 months. At Leeton Shire Council, reports are provided to Council on a quarterly basis, with the fourth quarter included in the Annual Report.

**(b) Discussion**

Progress reports enables Council's executive, managers and elected representatives to monitor the progress of implementing key plans, including the Delivery Program and Operational Plan.

The attached report (**Attachment 1**) provides the second update on the progress and performance of Leeton Shire Council in delivering on the commitments articulated in the Delivery Program (2022–2025).

This report includes some trend data (primarily comparing this reporting period's results with the same period of the previous year) which will enable Council to track progress over time, particularly in relation to the desired outcomes.

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Of the 170 actions:

- 129 are on track,
- 23 need attention,
- 6 are complete or achieved,
- 12 are not due to commence.

### **(c) Options**

Nil – this report is for noting only.

## **IMPLICATIONS TO BE ADDRESSED**

### **(a) Financial**

Councils adopted and reviewed budget supports the implementation of the adopted Delivery Program.

### **(b) Policy**

The Delivery Program progress report provides Council with an opportunity to determine the effectiveness of each of its activities (services, programs, projects and so on) in achieving the goal at which it is directed.

Trend and comparative data allow Council to consider whether activities need to be reconsidered, re-prioritised or differently resourced to achieve the desired outcome more effectively.

### **(c) Legislative/Statutory**

The Integrated Planning and Reporting framework of the *Local Government Act 1993*.

### **(d) Risk**

This report provides a tool for Council to monitor the progress and performance of its activities and take corrective action where necessary to address any risks identified through the reporting process.

## **CONSULTATION**

### **(a) External**

Nil

### **(b) Internal**

All responsible officers identified in Council's Delivery Program (2022–2025)

**[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 9.2 - Undertake authentic and timely community engagement where  
community input genuinely shapes Council decisions – OPERATIONAL PLAN ACTIVITY  
9.2.2 - Run an active community engagement program.

**ATTACHMENTS**

- 1 Delivery Program Progress Report - Quarter 2 and 3 (October 22 to March 23)



The image features a photograph of Indigenous Australians in traditional dress performing a dance. The dancers are wearing intricate beaded headbands, necklaces, and armlets. Some are wearing blue skirts. The background is dark, suggesting an outdoor night performance. The photograph is overlaid on a blue background that contains the Leeton Shire Council logo and text.

**LEETON**  
SHIRE COUNCIL

**Delivery Program Progress Report**  
**Quarter 2 and 3 (October – March 2022/23)**

## About the Delivery Program 2022–2025

### Functional Areas

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

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

Community Services and Community Development
Museum, Arts and Cultural Services
Parks, Streetscapes and Sporting Facilities
Economic Development
Planning, Building and Public Health
Roads and Drainage
Water and Sewer Services
Environmental Sustainability and Emergency Services
Governance and Administration

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### Target symbols used in the following tables





**1: Community Development and Community Services**

**1.1: Operate a library in Leeton, delivering books to Whitton and Yanco, and offering a delivery service to residents whose disabilities prevent them from leaving home**

Measure	Target	Progress	Comment	Responsible Manager
Country Universities Centre (CUC) Student numbers	↑	Q1 17 Q2 19 Q3 16 	As well as supporting students with their studies, the CUC Student Learning Advisor has been trying to increase student numbers in Leeton. There are currently 16 active students utilising the Leeton CUC (in comparison to 17 in Q1). Leeton Shire Library will continue to support CUC to raise awareness about the opportunity to study locally.	Tracy Pearce-Brambley, Executive Manager People & Culture
Library Membership	↑	New members: Q1 86 Q2 37 Q3 73  	<p>The Leeton Shire Library team has been promoting RRL Membership including the additional eResources that are available to the community. Currently we have 68 online members with 124 members using borrowbox. Feedback within the community has been positive around the move to the RRL service model and transitioning to Spydus which offers library members a whole range of new borrowing capabilities across all RRL branches.</p> <p>We have had 2,147 people participate in library activities during this reporting period, 110 new library members sign up, 8,741 visitors to the library and 9,328 items borrowed.</p> <p>We are currently upgrading areas within our Library utilizing Local Priority Grants. This includes replacing the old, outdated service desk, new seating and flip tables, window blinds within the children's area and refreshing signage throughout the library.</p> <p>We are also replacing the returns shute with a updated model.</p> <p>A strong working partnership with Gralee School has continued with students and staff attending the library weekly on a Tuesday for a special story time for their students.</p>	Tracy Pearce-Brambley, Executive Manager People & Culture

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**1.2: Operate Children's Services, including: A long day care service (Monday to Friday) at the Leeton Early Learning Centre; Out of School Hours Care (after school); Vacation Care**

Measure	Target	Progress	Comment	Responsible Manager
Full accredited service	✓	●	Both the Leeton Early Learning Centre and Leeton After School Care/Vacation Care services underwent accreditation visits in 2022 and both were scored to be meeting accreditation standards. The next accreditation review will be 2024 for both services.	Brent Lawrence, Manager Business Services
LELC expansion completed	✓	●	The new demountable was installed during Q3, slightly behind schedule. Council voted for additional funds for a new playground. It is anticipated that the new classroom will be operational in Q1 of 2023/24 (pending the approval of the operating licence submitted to NSW Department of Education).  The new room will allow for an additional 20 places at the centre,	Brent Lawrence, Manager Business Services
Utilisation of children's services	↑	●	LELC – 90.3% ASC – 52.68% VAC – 81.89%  Leeton Early Learning Centre (LELC) total scheduled occupancy is 90.3% (84% in Q3 last year) with 139 children enrolled to attend the service. The scheduled occupancy is capped to allow for transitions between rooms and ensure ratios are always met.  Leeton After School Care (ASC) is a 50 child per day licensed out of hours care service. As at the end of Q3 the percentage occupancy was 52.68% which is a 19.84% increase from Q1 (32.84%). Additional support funding has been applied for and gained for inclusion support to help facilitate growth to the service which is very pleasing for local families. The service cared for 58 children during Q2/Q3.  Leeton Vacation Care (VAC) is a 50 child per day service, run during school holidays between the dates of 9 December 2022 and 29 January 2023. The service catered for 107 children with a 81.89% occupancy capacity (compared to 40% in the same period of Vac Care in 2021/22).	Brent Lawrence, Manager Business Services

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**1.3: Provide CCTV and free Wi-Fi services in the CBD of Leeton and in all major Council facilities**

Measure	Target	Progress	Comment	Responsible Manager
Make CCTV available to reduce crime	✓	●	CCTV is located across the community in key locations such as the Sycamore Street toilet, skatepark and main street. Police made 26 requests for footage during Q2 and Q3.	Gerard Simms, Manager ICT
Wi-Fi access	↑	Q1 236 Q2 340 Q3 703 ●	Council makes available free Wi-Fi in the CBD. It was accessed on 1,043 occasions compared to 1,191 occasions in Q2 and Q3 last year.	Gerard Simms, Manager ICT

**1.4: Promote and supporting volunteering, both in Council and in the community**

Measure	Target	Progress	Comment	Responsible Manager
Golf club, VIC and LMAG volunteer numbers	↑	Q1 188 Q2 190 Q3 201 ●	Council is fortunate to have 201 people who volunteer their time, skills and expertise to assist with Council Committees, facilities and events. In Q4 last year there were 222.  Current volunteer numbers at Council facilities include: Golf club - 45 VIC - 5 LMAG - 11  A volunteer recognition event is being planned for during National Volunteer Week in May 2023.	Brent Lawrence, Manager Business Services

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**1.5: Offer advice, active support and grants to community groups including: A community grants program; Annual donations to the Town Band, Men's Shed and Eisteddfod Society; Annual school prizes; Low and subsidised leases/licences for community groups; Payroll services for grant funded staff at Leeton Connect, Leeton Multicultural Support Group and Jumpstart**

Measure	Target	Progress	Comment	Responsible Manager
Grant and donations delivered and used well	✓	●	<p>Community Strengthening Grants Round Two of 2022/23 opened on 1 March and will close on 31 April.</p> <p>Six applications were received and approved to the value of \$10,979.95 under Round One of the Community Strengthening Grants program. Recipients were Leeton Jumpstart, Leeton Harness Racing Club, Leeton Connect, Rotary Club of Leeton, Leeton Community Christmas Lunch and the Yanco Twilight Markets event.</p> <p>One Youth Development Grant application was received and awarded to the total value of \$250.</p> <p>Three Quick Response Grant applications was received and awarded to the total value of \$4,560.</p> <p>\$1,025 was donated to 7 primary schools, 4 high schools and Leeton TAFE as part of the end of year presentations.</p>	Michelle Evans Executive Manager Economic & Community Development
MPC tenancy full	✓	●	<p>All leases are current with tenants being Western Riverina Community College, CVGT Employment, Leeton/Narrandera Community Transport, Pinnacle Community Services, Business Connect and Adams Kenneally White Chartered Accountants.</p> <p>The MPC also has two halls which can be utilised for casual bookings. During Q2/Q3 the halls were hired on 137 occasions (compared to 101 occasions in Q2/Q3 last year).</p>	Brent Lawrence, Manager Business Services


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**1.6: Support a range of local community events, including NAIDOC Week, International Women's Day, Grandparents Day, Australia Day, Light Up Leeton, Harmony Day, Fiesta La Leeton, Reconciliation Day, Sorry Day**

Measure	Target	Progress	Comment	Responsible Manager
Participation rates	↑	Q1 62 Q2 3,000 Q3 1,350 	Light Up Leeton was held on Sunday 4 December. Event was well supported by the community with approximately 3,000 people in attendance at Mountford Park. The 22 groups/acts involved in the concert were comprised of school groups, dance schools, community groups and individuals; 15 community stallholders sold food, drinks and festive wares.  Australia Day celebrations were held on 26 January 2023 with Ambassador - Mr Peter McLean, Executive Officer of the Australian Organics Recycling Association. There were approximately 150 people in attendance.  The Inaugural Fiesta La Leeton was held on 18 March 2023 in partnership with Leeton Multicultural Support Group. There were approximately 1,200 people in attendance, despite the extremely hot weather. The four groups involved with providing entertainment covered four nationalities. There were 14 stallholders who sold food and drinks from 10 nationalities.	Michelle Evans Executive Manager Economic & Community Development

**1.7: Promote community inclusion and wellbeing - including healthy lifestyles, safety at home, disability inclusion and ageing in place**

Measure	Target	Progress	Comment	Responsible Manager
Ageing Well Strategy implementation on track	✓		There are 27 objectives identified in the Ageing Well Strategy 2020-2025 Action Plan. Many of these objectives have actions which are continuous and aim to simply be monitored.  SW Seniors Festival was held from the 6th-12th February. The Leeton Shire Library conducted a workshop to mosaic a table used in the library which had seven participants. Planning will commence earlier next year to create a larger program of activities.	Michelle Evans Executive Manager Economic & Community Development




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Measure	Target	Progress	Comment	Responsible Manager
Disability Inclusion Action Plan (DIAP) implementation on track	✓	●	<p>The stadium coordinated/hosted several activities including:</p> <ul style="list-style-type: none"> <li>Come and try pickleball day for Kurrajong and MyPlan Connect</li> <li>Gralee School used the stadium every Friday for Term 4 for pickleball and other sports</li> <li>Kurrajong is using the stadium once a month on a Thursday for pickleball and other sports</li> </ul> <p>The Library run a dedicated story time with students from Gralee School every Tuesday.</p> <p>Council's Community Development Coordinator attended a Business Chamber meeting to discuss the DIAP and actions around improving access to local businesses and inclusion.</p> <p>Council celebrated International Day of Person with a Disability (3rd Dec) with a craft session run by the Library. Two children attended.</p> <p>An audit of Council's facilities was conducted and identified several opportunities for improvement.</p> <p>Council purchased a training package for Hidden Disabilities (sunflower). This will be rolled out in Q4.</p>	Michelle Evans Executive Manager Economic & Community Development
DIAP revision completed 22/23	✓	✓	Council's updated Disability Inclusion Action Plan 2022-2025 was adopted by Council in November 2022.	Michelle Evans Executive Manager Economic & Community Development




**1.8: Support and promote multiculturalism and social cohesion, including our local Aboriginal community and new migrants**

Measure	Target	Progress	Comment	Responsible Manager
Inaugural Fiesta La Leeton held	✓	✓	Fiesta La Leeton was held on 18 March 2023 in partnership with Leeton Multicultural Support Group.  The Inaugural Fiesta La Leeton was held on 18 March 2023 in partnership with Leeton Multicultural Support Group. There were approximately 1,200 people in attendance, despite the extremely hot weather. The four groups involved with providing entertainment covered four nationalities. There were 14 stallholders who sold food and drinks from 10 nationalities.	Michelle Evans Executive Manager Economic & Community Development
Number of new citizens	↑	Q1 17 Q2 Nil Q3 12 	A citizenship ceremony was held on Australia Day. Eight citizens (all adults) were naturalised at the ceremony.  An additional ceremony was held on 21 March 2023 to coincide with Harmony Day. Four citizens (all adults) were naturalised at the morning ceremony.  New citizens were predominantly South African (3) and Filipino (3) in origin, with a UK, Japanese, Nepalese, Sri Lankan and Indonesian national each also taking the pledge.	Michelle Evans Executive Manager Economic & Community Development
Reconciliation Action Plan developed 23/24	✓		No action has yet been undertaken to complete this plan. It is being prioritised for 2023/24.	Michelle Evans Executive Manager Economic & Community Development
Welcoming Cities Strategy implemented as per action plan	✓		Welcoming Cities supports local councils, and their communities, to work towards greater social, cultural, civic and economic success.  Assessment and accreditation as a Welcoming City allow councils to benchmark progress and identify gaps in their welcoming and inclusion practice.	Michelle Evans Executive Manager Economic & Community Development



Measure	Target	Progress	Comment	Responsible Manager
			<p>Leeton Shire is on track to be certified as "Advanced" on the framework within two years.</p> <p>Drafting of a Multicultural Policy is complete and currently in review before formal Shire submission before 30 June 2023.</p> <p>A settlement readiness review was conducted and observations incorporated into the Growing Regions of Welcome economic settlement program.</p>	

**1.9: Provide halls for communities to meet, with the support of local hall committees in Whitton, Murrumbidgee and Yanco**

Measure	Target	Progress	Comment	Responsible Manager
Utilisation rates	↑	Q1 5 hires Q2 4 hires Q3 9 hires 	<p>Yanco Community Hall was hired by external parties seven times (compared to five occasions in Q2/Q3 last year) for special cultural events and birthdays which was a pleasing result considering the only regular usage of the hall is usually the monthly Yanco Market event.</p> <p>The Whitton Hall was hired four times (compared to three occasions in Q2/Q3 last year) and Murrumbidgee Hall was hired twice (compared to nil occasions in Q2/Q3 last year).</p>	Brent Lawrence, Manager Business Services

**1.10: Foster youth leadership and engagement through setting up a Leeton Youth Council**

Measure	Target	Progress	Comment	Responsible Manager
With experience, presentations or submissions to Council	↑		The first meeting of the Youth Council was held Monday 5 December. Four students from St Francis College and three students from Yanco Agricultural High School attended with one apology from Leeton High School. The Youth Council considered funding options for the	Michelle Evans Executive Manager Economic & Community Development

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Measure	Target	Progress	Comment	Responsible Manager
			<p>Chelmsford Place redevelopment project. Their feedback was passed on to the next Council meeting.</p> <p>The second meeting was held Monday 27 February 2023. Five students from SFC attended and three from Leeton High School. The three students from Yanco Agricultural School decided not to continue and the school was not able to find replacements in time. The Youth Council were asked to give feedback on Council events and suggest changes that would make them more suitable for people aged 12-18yrs. Their suggestions included new activities and marketing strategies to reach young people.</p>	

**1.11: Facilitate town improvement planning in Whitton, Yanco and Wattle Hill, in collaboration with local residents**

Measure	Target	Progress	Comment	Responsible Manager
Town Improvement Plans finalised	✓	●	All Plans will be reviewed and refreshed before June 2023.	Brent Lawrence, Manager Business Services
Town Improvement Plans implemented as per action plan	✓	●	<p>Yanco Town Improvement Committee were approached by the Yanco CWA who have approximately \$55K to contribute towards worthwhile community projects (proceeds from the sale of the CWA property in Yanco). Project suggestions included an outdoor kitchen, seating and additional shade at McCaughey Park.</p> <p>Yanco Town Improvement Committee held its inaugural twilight market event as their key activity for this financial year. The inaugural event will be held on Saturday 26 November. Approximately 1,500 people attended the event.</p> <p>Whitton Town Improvement Committee (WTIC) are focusing on the concepts of installing an RV dump point/free camping overnight stay area. Costings and concept plans will be presented to the next WTIC</p>	Brent Lawrence, Manager Business Services

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Measure	Target	Progress	Comment	Responsible Manager
			meeting on 19 June. A capital budget submission for the purchase and installation of new shade sails (\$60k) over the Whitton Memorial Park kids playground equipment area has been included in the DRAFT Leeton Shire Council 2023/24 FY Capital Works budget which will go on public exhibition from late April through to May.	

**1.12: Provide social and temporary housing - Eventide Homes and student doctor accommodation**

Measure	Target	Progress	Comment	Responsible Manager
Eventide Homes occupancy full	✓	●	<p>Argyle Housing has reported 100% full occupancy rate for Eventide homes. There are fourteen units located in Yanco.</p> <p>Meeting held with Argyle Housing in Q2. A scheduled program of works is yet to be accepted.</p> <p>Council continues to provide accommodation for the two University of Wollongong medical students at the Brobenah Rd house.</p> <p>Council also provided accommodation for the two CWA Bursary students that were on placement in November. Since the Henry Lawson Cottage is leased, accommodation was booked at BJ's Accommodation.</p>	Michelle Evans Executive Manager Economic & Community Development



**1.13: Advocate for: Improved health services including hospital, ambulance mental health/drug and alcohol and attracting new GP VMOs to live and work in Leeton; Appropriate policing capability and capacity for Leeton Shire**

Measure	Target	Progress	Comment	Responsible Manager
Integrated Health Services Strategy for Leeton adopted 22/23	✓	●	<ul style="list-style-type: none"> <li>EvoHealth, with input from the MLHD, MPHN, Aged Care Services and NSW Ambulance has drafted a Business Case for an integrated Model of Service Delivery (MoSD) for Leeton. Once reviewed, the Business Case will be used to raise funds for the implementation of the second phase.</li> <li>Obtaining data supplied in full and on time has been challenging, which has delayed completion of the strategy. The aim is to be completed by Christmas 2023</li> </ul>	Jackie Kruger, General Manager
Integrated Health Services Strategy implemented as per action plan	✓	●	Not yet commenced – strategy still under development.	Jackie Kruger, General Manager

**2: Museum, Arts and Cultural Services**



**2.1: Operate the Leeton Museum and Art Gallery including: • Supporting Penny Paniz Acquisitive Arts Competition • Expanding the exhibition space upstairs, including addition of a lift • Collection management**

Measure	Target	Progress	Comment	Responsible Manager
Number of local exhibitors	↑	● Q1 5 Q2 8 Q3 5	There were 5 local exhibitions (compared to seven in Q2/Q3 last year): <ul style="list-style-type: none"> <li>Yanco Public School   10 May to 30 September 2022</li> <li>Yanco Public School   1 December to 31 March 2023</li> <li>Collide Community Art Exhibition   Exhibition   September 23 – October 14</li> <li>William Ingram   Elijah Ingram: Contemporary Tradition   Exhibition   17 October to 12 November 2022</li> </ul>	Tracy Pearce-Brambley, Executive Manager People & Culture



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Measure	Target	Progress	Comment	Responsible Manager
			<ul style="list-style-type: none"> <li>A Common Thread   18 March 2023 to 1 April 2023</li> </ul> 'Water by Design – the Leeton Water Story is a permanent exhibition.	
Number of procured exhibitions and associated grants	↑	Q1 3 Q2 1 Q3 1 	There was one travelling exhibition: <ul style="list-style-type: none"> <li>On The Move: A Sydney Living Museums Travelling Exhibition   26 November 2022 to 25 February 2023 (funded by the NSW Government)</li> </ul>	Tracy Pearce-Brambley, Executive Manager People & Culture
Number of visitors	↑	Q1 1,390 Q2 1,259 Q3 1,122 	2,381 people visited LMAG (compared to 2,259 in Q2 and Q3 last year). Of that number, 1,265 visited the permanent exhibition: 'Water by Design – the Leeton Water story' and/or its components, the mini-Roxy, and the Lands Office Café.	Tracy Pearce-Brambley, Executive Manager People & Culture

**2.2: Support the Whitton and Yanco Museums and Committee, including with collection management**

Measure	Target	Progress	Comment	Responsible Manager
Number of training sessions delivered to volunteers	↑	Q1 1 Q2 0 Q3 0 	Currently the Yanco Museum Association is being supported to progress with various benchmarking activities such as policies covering collection, loans and disposal.  Volunteer training was offered by Leeton Connect and attended by Whitton Museum volunteers.	Tracy Pearce-Brambley, Executive Manager People & Culture
Number of visitors	↑	Q1 257 Q2 115 Q3 76 	Q2 Whitton: 115 Yanco: 61  Q3 Whitton: 0 Yanco: 15	Tracy Pearce-Brambley, Executive Manager People & Culture



**2.3: Maintain strong working relationships with: Western Riverina Arts, including being an active member of the Board; Leeton Family and Local History Society, including systems support for collection management**

Measure	Target	Progress	Comment	Responsible Manager
Number of WRA programs accessed by Leeton Shire residents	↑	Q1 11 Q2 5 Q3 7 	Twelve Arts & Culture programs covering local artists' professional development, workshops, event coordination and grant programs were made available by Western Riverina Arts to residents (Three in Q2/Q3 last year). <ul style="list-style-type: none"> <li>• Micro Grants</li> <li>• Murrumbidgee Short Story Comp</li> <li>• Promoted APRA AMCOS SongMakers workshops at Yanco Institute with particular support to Xavier Beauchamp</li> <li>• Get Your Grant On! Grant Writing Workshop &amp; Networking Event with presenter Sues Vos at LMAG</li> <li>• Women's Weaving Circle support – Jo Roberts</li> <li>• WRA support of Travis Lawton professional development at Andrew Whitehead's sculpture course</li> <li>• Get The Word Out! Social Media Workshop &amp; Networking Event with presenter Lee Longmire &amp; Co.</li> <li>• Partnered on IGNITE Music Festival 11.2.23.</li> <li>• Supported Warangesda Festival 17 &amp; 18.2.23 (high participation of Leeton First Nations Artists).</li> <li>• Partnered on Get Started! Artist 101 Workshop 18.3.23</li> <li>• Partnered on Miil Miil Film Launch 11.3.23.</li> <li>• Partnered on How'd You Get There? Artist Roundtable 25.3.23</li> </ul>	Tracy Pearce-Brambley, Executive Manager People & Culture

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Measure	Target	Progress	Comment	Responsible Manager
Percentage of LF&LHS collection recorded digitally	↑	●	While LF&LHS has added no new objects to the collection, the members have completed various assessments of material (eg sorting into categories) in preparation for digitisation. Cataloguing is expected to commence in Q4 once a suitable cataloguing system is secured.	Tracy Pearce-Brambley, Executive Manager People & Culture

**2.4: Deliver a program of Public Art, including: Visual Art; Performing Art; Poetry Days at Henry Lawson Cottage**

Measure	Target	Progress	Comment	Responsible Manager
Delivery of virtual silo art on Chelmsford Water Tower 22/23	✓	Q1 10% Q2 10% Q3 30% ●	This grant-funded project will be undertaken in tandem with the Leeton CBD Enhancement – Chelmsford Place Town Square project. A funding extension was approved for 31 December 2023 to accommodate the delay in schedule.  Council continued to work with Illuminart (suppliers for the Silo Art project).  Testing was completed in February 2023 to inform the technical aspects of the project. Content is still in its developmental stages, with the team collaborating with local community groups to develop the stories and art to be featured.	Tracy Pearce-Brambley, Executive Manager People & Culture
Number of patrons to Henry Lawson poetry days	↑	Q1 101 Q2 0 Q3 0 ●	The Henry Lawson Cottage rental agreement only permits one performance each year. This performance is completed during the Australian Art Deco Festival. This KPI was completed in Q1.	Tracy Pearce-Brambley, Executive Manager People & Culture
Number of street/public performers	↑	●	Busking and public performances are not currently actively promoted. A discussion with Leeton Town Band regarding increasing these options needs to be held but has yet to be scheduled.	Tracy Pearce-Brambley, Executive Manager People & Culture

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**2.5: Operate the Roxy Theatre, including: Completing the facility redevelopment; Setting up RIPA (Roxy Institute of Performing Arts); Collaborating with NIDA (National Institute of Dramatic Arts)**

Measure	Target	Progress	Comment	Responsible Manager
Audience patronage	↑	●	The Roxy Theatre is currently under redevelopment.	Jackie Kruger, General Manager
Redeveloped theatre officially opened 22/23	✓	●	The builders of the Roxy Theatre (Lloyd Group) are under administration. A Roxy Forward Advisory Team has been convened to plan next steps to complete the project. Project is likely to only be completed in Q4 2023/24.	Jackie Kruger, General Manager
Student patronage	↑	●	The NIDA Connect Program provides access to world-class creative industry training for local teaching artists and aspiring young people.  Teacher adverts were issued in Q2. In Q3 the teaching artists were announced and a launch for the program was held at the Hydro. It was very well patronised, with approximately 80 attendees. Classes for students will be run in Q4.	Jackie Kruger, General Manager

**3: Parks, Streetscapes and Sporting Facilities**

**3.1: Provide attractive town entrances, streetscapes and town centres, including completing the beautification works at the Leeton traffic lights (dairy corner)**

Measure	Target	Progress	Comment	Responsible Manager
All dead or dangerous trees replaced	✓	Q1 11 Q2 0 Q3 0 ●	No trees were removed during Q2 and Q3.  Two small gum trees that are in poor condition at 9 Brigalow Street have been noted to be removed and replaced as requested by the property owners.	Josh Clyne, Manager Open Space & Recreation

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Measure	Target	Progress	Comment	Responsible Manager
			The remainder of the large Sugar Gums opposite the Leeton Hospital are scheduled for removal and replacement during the coming winter period.	
Beautification projects completed	✓	●	No Capex nature strip beautification works have been undertaken. Two locations have been identified for projects during the next financial year: - Golf Course Estate entrance - Wamoon Ave plantations	Josh Clyne, Manager Open Space & Recreation
New tree plantings	↑	Q1 71 Q2 0 Q3 0 ●	There were no new trees planted. All trees planted in Q1 are in the establishment phase and have been routinely watered.	Josh Clyne, Manager Open Space & Recreation
Nuisance weed complaints/CRMs attended to quickly	✓	●	The main weeds targeted during Q2/Q3 were cape weed, rye grass, cat heads, fleabane and khaki weed which have been prolific following extensive rain events.  The main target areas being: - Leeton & Whitton Cemeteries - Villages - Leeton town circle - Town entrances - Irrigation Way - Bike tracks and footpaths	Josh Clyne, Manager Open Space & Recreation
Successful summer and winter flower displays in Leeton CBD	✓	●	The winter flower displays which were a combination of Pansies and Snapdragons planted in the CBD & roundabouts and persisted through until mid-October when they were replaced by the summer displays of Petunias.	Josh Clyne, Manager Open Space & Recreation

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**3.2: Provide quality parks, ovals, sporting fields and public toilets**

Measure	Target	Progress	Comment	Responsible Manager
Golf course membership		229 	Membership are renewed annually. There are currently 229 members. Membership breakdown is as follows: Junior Members - 13 Sporting Members - 13 18-29 years - 15 Pensioners - 38 Full Members - 150 Total Members - 229	Josh Clyne, Manager Open Space & Recreation
Public toilet vandalism		Q1 5 Q2 10 Q3 24 	There were 34 incidents that required maintenance (compared to 14 in Q3/Q4 last year).	Tom Steele, Director Operations
Utilisation of sporting ovals			Six sporting codes utilised the ovals including: - Junior and Senior soccer - Junior and senior rugby union - Junior and senior rugby league - Junior Cricket - Junior Touch - SLO-Pitch (softball)  St. Josephs Primary School held a colour run fundraiser.	Josh Clyne, Manager Open Space & Recreation



**3.3: Provide safe, accessible, interesting and fun playgrounds and exercise spaces across the Shire including: Children's playgrounds in Leeton, Whitton, Yanco, Wamoon and Murrarni, including upgraded playgrounds in McCaughey Park and various wetpour rubber surfacing; splashpad in Yanco (summer months); Skateparks in Leeton and Whitton; Sporting Walk of Fame**

Measure	Target	Progress	Comment	Responsible Manager
Playground upgrades completed as scheduled	✓	●	McCaughey Park playground equipment has been delivered following consultation with the Yanco Town Improvement Committee and Yanco School. An exciting new multi-play structure has been selected and incorporates a new slide to replace the one recently removed due to damage. Installation is scheduled for Q4.	Josh Clyne, Manager Open Space & Recreation
Sporting Walk of Fame inductees extended	✓	●	Planning for the second induction event for the Sporting Walk of Fame to be held 29 April 2023 is progressing well.  All plaques have been received and the stands have been manufactured ready for installation.	Josh Clyne, Manager Open Space & Recreation



**3.4: Provide safe, accessible and fun sports and outdoor entertainment facilities, including: An indoor stadium in Leeton; Tennis courts in Leeton; Stage at Mountford Park in Leeton; Hydration stations on shared footpath/cycleway in Leeton**

Measure	Target	Progress	Comment	Responsible Manager
Utilisation of indoor stadium	↑	Q1 2,771 Q2 5,625 Q3 5,115  ●	There were 10,740 users (10,402 in Q2/Q3 last year) across a range of competitions and sports which included: - Junior and senior basketball competition and rep training - Croquet - Senior netball- rep and mixed - Futsal - Pickleball/badminton - Volleyball - Gymnastics	Josh Clyne, Manager Open Space & Recreation





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Measure	Target	Progress	Comment	Responsible Manager
			<p>Three home games for the MIA League Basketball competition and Western Junior League Round 1 for U12 basketball were held at the stadium.</p> <p>Council coordinated an 8-week mixed netball competition for adults.</p> <p>The Recreation Facilities and Program Coordinator engaged with local disability services playing pickleball on a continued monthly or weekly basis.</p>	
Utilisation of tennis courts		Usage is not monitored 	The Leeton Tennis Courts remain free for use and numbers utilising the facility have been minimal.	Josh Clyne, Manager Open Space & Recreation

**3.5: Provide safe, accessible and fun swimming pools in Leeton and Whitton**

Measure	Target	Progress	Comment	Responsible Manager
Leeton pool remedial works completed 22/23			<p>The Leeton Regional Aquatic Centre has had all leaking pipework repaired and concourse replaced on the eastern side of the 50m pool.</p> <p>Water toy replacement has commenced with the spray rings replaced by Southern Central Engineering. Element Consulting Engineers have been engaged to design and certify a new tippy bucket to be locally manufactured by Southern Central Engineering.</p>	Josh Clyne, Manager Open Space & Recreation
Leeton pool waterslide installed and officially opened 22/23			<p>Swimplex have completed the pad footings for the new slide tower and connected the water reticulation system for water supply and return.</p> <p>The water slide tower and flumes have been ordered with the first container shipment expected in late April. Slide is on schedule to be installed by August 2023.</p>	Josh Clyne, Manager Open Space & Recreation



Measure	Target	Progress	Comment	Responsible Manager
Number of swimmers at both facilities	↑	●	<p><b>Leeton Regional Aquatic Centre</b>                      Eleven swimming carnivals were held including the Riverina Zone Swimming Carnival 10 December 2022                      Attendance figures through the kiosk at the Leeton Pool were:                      General Admission - 12,064                      Season Ticket Admissions – 16,344                      Total attendance figures via kiosk entry – 28,408 (18,853 in Q2/Q3 2021/22)                      A total of 517 Leeton pool passes have been sold in Q2/Q3                      The facility will be closing on Sunday 16 April.</p> <p><b>Whitton Pool</b>                      One swimming carnival was held.                      Attendance figures were: 2,600 (3,036 in Q2/Q3 2021/22)                      A total of 3 (1 family, 1 child and 1 adult) passes were sold.                      The facility closed on Friday 31 March.                      Weather has been cooler than previous summers and no days over 40C</p>	Josh Clyne, Manager Open Space & Recreation

**3.6: Provide cemeteries and burial support services in Leeton and Whitton**

Measure	Target	Progress	Comment	Responsible Manager
Leeton Cemetery Masterplan completed	✓	●	<p>Florence Jaquet Landscape Architect has been engaged to complete the cemetery expansion masterplan.                      Actions completed to date include:</p> <ul style="list-style-type: none"> <li>Initial site visit</li> <li>Site survey</li> </ul>	Josh Clyne, Manager Open Space & Recreation

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Measure	Target	Progress	Comment	Responsible Manager
			<ul style="list-style-type: none"> <li>Targeted consultation</li> <li>First cut concept design developed</li> <li>Draft Masterplan completed and public exhibition phase commenced</li> <li>The final report will be ready for adoption in Q4.</li> </ul>	

#### 4: Economic Development

##### 4.1: Implement local and regional economic development strategies

Measure	Target	Progress	Comment	Responsible Manager
Leeton Economic Development Strategy implementation	✓	●	<p>Ambition 2030 was adopted on 30 September 2022. The implementation of the strategic planning commenced and will be delivered over the next 12 months. Actions in progress are listed below.</p> <p><b>Business Retention &amp; Expansion</b></p> <ul style="list-style-type: none"> <li>Quarterly Business networking events in conjunction with the Business Chamber (held in November &amp; March)</li> <li>Small Business Month Networking Dinner</li> <li>Buy local for Council – encouraging local businesses to register for Vendor Panel</li> <li>business visitation to existing businesses</li> <li>provision of support to prospective businesses to establish in Leeton</li> </ul>	Michelle Evans, Executive Manager Economic & Community Development

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Measure	Target	Progress	Comment	Responsible Manager
			<p><b>Infrastructure to support the economy</b></p> <ul style="list-style-type: none"> <li>Vance Estate Stage 3 expansion – continued planning</li> <li>Review of the LEP in progress for land rezoning</li> <li>Identify funding for infrastructure to enable housing development</li> </ul> <p><b>WR Connect</b></p> <ul style="list-style-type: none"> <li>Promote WR Connect for new and existing businesses</li> <li>WR Connect Business Plan – successful in receiving funding with the business plan in progress</li> </ul> <p><b>Workforce Economy</b></p> <ul style="list-style-type: none"> <li>Provide access to Childcare – LELC expansion</li> <li>Two new childcare facilities proposed</li> <li>Promote Grow Our Own – video distributed to local high schools for pathway options</li> <li>Facilitate access to labour – Growing Regions of Welcome (GROW) first family moved and look see visit facilitated with stakeholders from Sydney</li> <li>Promote Leeton as a great place to live and work – through Country Change</li> </ul> <p><b>Environmentally Sustainable economy</b></p> <ul style="list-style-type: none"> <li>Implement FOGO by 2030 – in progress</li> <li>Continue to reduce Councils carbon footprint – installation of solar panels on council owned buildings</li> </ul> <p><b>Liveability</b></p> <ul style="list-style-type: none"> <li>Promote Multicultural activities – Multicultural Festival</li> </ul>	

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Measure	Target	Progress	Comment	Responsible Manager
			<ul style="list-style-type: none"> <li>Increase in childcare facilities</li> <li>Create &amp; maintain inclusive playgrounds – continuing</li> <li>Promote a safe community – road safety programs, safety around schools, advocate for local police presence (attend meetings)</li> </ul> <p><b>Tourism &amp; Visitor Economy</b></p> <ul style="list-style-type: none"> <li>Promote town events across all forms of media – updated Leeton Tourism website, added calendar of events, prompted on website, facebook and Instagram</li> <li>Gogeldrie Park – upgraded toilet facilities</li> <li>New Event opportunities – Multicultural Festival</li> <li>Advise local businesses of when major sporting or other events are on in town to increase trade</li> </ul>	
Western Riverina Economic Development Strategy updated 22/23 and implementation commenced	✓	●	Update of Strategy was completed in February 2023. Minor corrections are being made. The final document will be tabled for Council/community information in Q4.	Michelle Evans, Executive Manager Economic & Community Development

**4.2: Develop land at Vance Industrial Estate and WR Connect Freight Intermodal - ideally break even to Council in the long term**

Measure	Target	Progress	Comment	Responsible Manager
Confirmed government investment	\$	\$1,230,000 ●	Confirmed Government Investment of \$1,230,000 for Vance Industrial Estate from Fixing Local Roads Funding.  Application submitted in Q1 to Regional NSW Business Case and Strategy Development Fund for WR Connect Masterplan Delivery Plan and Environmental Project (\$371,243.13) was successful.	Michelle Evans, Executive Manager Economic & Community Development

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Measure	Target	Progress	Comment	Responsible Manager
			Masterplanning is due to commence in April 2023 following the procurement of a successful contractor.  Transport for NSW announced \$19m to complete the rail siding at WR Connect in February 2023.	
Number of lots sold at Vance Estate	\$		Currently, eight blocks are under offer and have been approved for sale by Leeton Shire Council. Sales will not settle until the subdivision is completed. The project is running behind schedule and is likely to be completed in Q4 if 2023/24.	Michelle Evans, Executive Manager Economic & Community Development

**4.3: Develop land for housing at Brobenah Road, Leeton (former caravan park) and Benerambah Street, Whitton - ideally break even to Council in the long term**

Measure	Target	Progress	Comment	Responsible Manager
Number of houses built	↑		Nil to date. It is still in concept phase.	Michelle Evans, Executive Manager Economic & Community Development
Number of lots sold	\$		Business case and master planning to be completed and presented to Council in Q4 to develop land at Brobenah Road and Whitton.	Michelle Evans, Executive Manager Economic & Community Development





**4.4: Continue to enhance the CBD of Leeton**

Measure	Target	Progress	Comment	Responsible Manager
At least \$60K more investment in CBD facades in Leeton	✓	●	The next phase of the CBD Facade Painting Project is yet to commence. Likely 2023/24.	Brent Lawrence, Manager Business Services
Chelmsford Place Town Square opened	✓	●	The Request for Tender was issued to market via VendorPanel. Council received four responses from reputable suppliers. The responses demonstrated that the works could be delivered, however all were well over budget.  Council resolved to enter into negotiations with a local supplier. Council is awaiting prices and a works schedule from the supplier prior to entering into a contract.  Council has also resolved to withdraw its voted investment of \$300K and complete a reduced project within the available grant funds (\$2.2M).	Tom Steele, Director Operations

**4.5: Continue to invest in the Narrandera – Leeton Airport Shared Service**

Measure	Target	Progress	Comment	Responsible Manager
Number of passengers	↑	Q1 2,856 Q2 2,814 Q3 2,137 ●	Passenger numbers continue to increase at the Narrandera/Leeton Airport with the easing of restrictions to travel from COVID 19. There were 4,951 passengers compared to 2,391 in Q3/Q4 last year.	Michelle Evans, Executive Manager Economic & Community Development

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**4.6: Grow jobs in Leeton by: Supporting local businesses to expand, meet their workforce needs and build capacity and capability; Attracting new businesses to Leeton Shire**

Measure	Target	Progress	Comment	Responsible Manager
Confirmed government investment	\$	\$10,000 	NSW Small Business Month funding approved to hold a Small Business Event which was held in Q2 with the Leeton Business Chamber with a focus on Maintaining a Mentally Healthy Workplace.  The Foundation for Rural & Regional Renewal (FRRR) provided funding for 2 days per week for a co-ordinator to upload the information required to establish Leeton Living website in conjunction with the Leeton Business Chamber.	Michelle Evans, Executive Manager Economic & Community Development
Number of job vacancies	↓		Council is an active member of the Grow Our Own initiative as part of RDA Riverina helping local businesses employ and grow employees locally. It is also part of the Growing Regions of Welcome (GROW) to move skilled migrants and refugees from western Sydney to fill job vacancies in Leeton.  Approximately 104 labourers arrived in Leeton and 5 new workers (professional staff) were recruited and settled in the Shire.  The number of job vacancies advertised has remained high with the unemployment rate currently 3.7% (compared to 3% in Q4 last year).	Michelle Evans, Executive Manager Economic & Community Development
Number of new jobs	↑		The number of people employed in the Leeton LGA as reported in the December Small Areas Labour Market Report was 5,828 (compared to 5,825 in June 2022).	Michelle Evans, Executive Manager Economic & Community Development
Participation rates in local business programs	↑		A networking event was held in November 2022 with Leeton Business Chamber at the Whitton Malt House as part of Small	Michelle Evans, Executive Manager Economic &

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Measure	Target	Progress	Comment	Responsible Manager
			Business Month (grant funded) focusing on a mentally healthy workplace.  Business NSW Murray Riverina Business Awards were also held at the Whitton  Whitton Malt House in November with 5 Leeton Businesses nominated for an award.	Community Development

**4.7: Develop new business units for: Council-owned quarry – profit making goal; Gogeldrie Weir Riverside Park – including new cabins – break even goal**

Measure	Target	Progress	Comment	Responsible Manager
Business cases completed 22/23	✓	●	A valuation is being sought to inform a Business Case for the Quarry. A Business Case is likely to be completed in 2023/24.  Council has deferred making a decision on the installation of cabins at Gogeldrie Weir which could in time be another strong profit-making centre for Council. Preparing a Business Case is on hold.	Michelle Evans, Executive Manager Economic & Community Development
Operating losses (Gogeldrie Weir)	↓	Q1 \$9,781 loss Q2 \$9,937 loss Q3 \$3,968 (part) loss ●	Camping income was \$21,735 and expenditure \$35,640 resulting in a \$13,905 loss.  It is worth noting that the caretaker monthly management fee accounts for \$12,500 of the total expenditure and \$5,942 relates to maintenance (grounds, building, cleaning products etc.).  A grant application was submitted to the NSW Government Places to Play funding program for \$253,150 for the construction and installation of the Gogeldrie Weir Adventure Play Space within the public recreation area of Gogeldrie Riverside Park. The application was unfortunately unsuccessful.	Brent Lawrence, Manager Business Services

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Measure	Target	Progress	Comment	Responsible Manager
			The new toilet block towards the boat ramp end of Gogeldrie Riverside Park will be installed early in Q4.	
Profit earned (Quarry)	↑	●	Initial discussions were held for a potential lease. Further discussions are required once the Business Case is developed.	Michelle Evans, Executive Manager Economic & Community Development

**4.8: Support local economy: Help promote the Leeton Community Markets; Maintain membership of and promote the Leeton Business Chamber; Maintain membership of Business NSW and advocate for local and regional priorities**


Measure	Target	Progress	Comment	Responsible Manager
Local membership of Leeton Business Chamber	↑	●	Membership of the Local Business Chamber has increased from 33 in 2021/22 to 57 in 2022/23.  Council supports the Business Chamber by way of attending all Chamber meetings, partnering on events to support local businesses and sponsorship of the Business Awards.	Michelle Evans, Executive Manager Economic & Community Development
Number of stallholders at Community Markets	↑	●	Leeton Farmers Market held five markets across Q2 and Q3. Stallholder numbers were as follows: <ul style="list-style-type: none"> <li>October – 38</li> <li>November – 49</li> <li>December – 42</li> <li>February – 26</li> <li>March – 36</li> </ul> Yanco Farmers Market held six markets across Q2 and Q3.	Brent Lawrence, Manager Business Services

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Measure	Target	Progress	Comment	Responsible Manager
			Stallholder numbers were as follows: <ul style="list-style-type: none"> <li>• October – 11</li> <li>• November – 18</li> <li>• December – 21</li> <li>• January – 11</li> <li>• February – 12</li> <li>• March – 16</li> </ul>	

**4.9: Promote and market Leeton as a visitor destination via Murrumbidgee Trails Visitor Guide, Art Deco Way Touring Route and the Leeton Visitor Information Centre**

Measure	Target	Progress	Comment	Responsible Manager
Number of visitor bednights	↑	Q1 6,305 Q2 6,495 Q3 5,390 	Leeton Shire Council, as part of the Visit Riverina promotional stand, was represented at the 2022 Canberra Caravan and Camping Lifestyle Show.  The Early Ford V8 Car Club held it's nationally rally in Leeton during mid-October with event coordination support provided by the Leeton Visitors Information Centre. There were 103 cars and approximately 200 people that attended this 4-day event from right across Australia with many positive comments received about Leeton's hosting capacity and central location for event attendees.  The Australasian Bittern Summit was held for 3 days in early February at The Hydro Hotel in Leeton, bringing close to 200 delegates to town.	Brent Lawrence, Manager Business Services



Measure	Target	Progress	Comment	Responsible Manager
			<p>The Leeton Visitors Information Centre team has been actively supporting the organising committee for the Armstrong-Siddeley National Car Club Rally taking place in late April/early May. This event will bring up to 50 vintage cars and close to 150 event participants to Leeton from across Australia.</p> <p>There were 11,800 bed nights across the accommodation providers.</p>	

**4.10: Host major destinational events, including: Art Deco Festival (annual); SunRice Festival (bi-annual) and promote important destinational events, including: Outback Band Spectacular (\$ and staff); Leeton Eisteddfod (\$ and staff); Bidgee Classic (\$)**

Measure	Target	Progress	Comment	Responsible Manager
Estimated economic return to Leeton Shire	↑	●	<p>Outback Band Spectacular was held in Mountford Park on 5 November 2022 with approximately 2,500 people in attendance. Massed Band Performance that evening had 204 tickets sold to the event a further 92 were sponsors tickets.</p>	Michelle Evans, Executive Manager Economic & Community Development
Number of patrons for each	↑	<p>Q1 3,500 - Leeton Art Deco Festival</p> <p>Q2 2,500 - Outback Band Spectacular</p> <p>Q3 - Nil</p> <p>●</p>	<p>Planning is in full swing for the Australian Art Deco Festival for 2023 with the schedule of events being confirmed. Promotion and tickets sales will go live mid-April. A sponsorship proposal is being completed and will be distributed by 15 April 2023</p> <p>Bidgee Classic 2023 was unfortunately cancelled due to:</p> <ul style="list-style-type: none"> <li>- current rules and regulations in place by National Parks not allowing for the numbers of campers that would stay in the parks over the event period.</li> <li>- reported numbers of fish kills</li> </ul> <p>The Leeton Eisteddfod ran successfully from June to August 2022 despite the Roxy being closed.</p>	





**5: Planning, Building and Public Health**

**5.1: Undertake and implement strategic land use planning, including: Implementation of Local Strategic Planning Statement (LSPS); Developing a growth strategy for Leeton Shire Council**

Measure	Target	Progress	Comment	Responsible Manager
DCP adopted 22/23		100%	The Development Control Plan was adopted at the October 2022 Council meeting.	Francois Van Der Berg, Manager Planning, Building & Health
LSPS short term actions progressed  <i>The Local Strategic Planning Statement (LSPS) gives effect to Leeton's Community Strategic Plan by setting the framework for Leeton Shire's economic, social and environmental land use needs over the next 20 years. The LSPS outlines clear planning priorities describing what will be needed, where these are located and when they will be delivered. The Leeton LSPS commenced in June 2020 and consist of 26 short term actions, 8 medium term actions and 2 long term actions. The objective is to achieve and action all of the short-term actions by 30 June 2023.</i>		61% completed, 27% in progress, 12% not commenced  	<b>Completed in Quarter 2 &amp; 3:</b>  1. Development Control Plan adopted by Council to preserve and enhance heritage buildings in the CBD, established laneway development standards, reflect community-acceptable development standards in relation to residential accommodation design, energy efficiency, accommodation suitable for aging population, affordable housing and short-term accommodation such as backpackers, incorporated safer by design principles for residential subdivisions, adequate levels of servicing, provision of appropriate street trees and protection and enhancement of local character, incorporated minimum solar access levels, appropriate street trees to achieve cooler street microclimates, responsible and sensitive use of water in future urban and landscape planning. Inclusion of regulations for vegetation clearing in non-rural areas consistent with the State Environmental Planning Policy (Vegetation in Non-rural Areas) 2017  2. Review the existing playground strategy to include development of open green space to the North of Leeton correlating with residential expansion.	Francois Van Der Berg, Manager Planning, Building & Health



Measure	Target	Progress	Comment	Responsible Manager
			3. Promote Leeton Shire's Local Heritage Places grant and Heritage Advisory Service 4. Investigate and develop controls to mitigate and adapt to the effects of Climate Change  <b>In Progress:</b> 1. Review local planning controls to provide greater housing choice 2. Further refine the active Transport Plan(formerly known as the PAMP) to increase pedestrian and disability access friendly pathways and cycleways 3. Advance with neighbouring Councils with the establishment of the WRConnect at Wumbulgal 4. Complete an Integrated Watercycle Management Plan 5. Review Section 64 contributions plan 6. Maintain heritage listings in Leeton Shire LEP 2014 7. Increase heritage protection and revitalise the main streets, town centers, and villages through community education and development incentives in local plans  <b>Not commenced:</b> 1. Develop a water and wastewater development services plan (DSP) that will facilitate residential growth  <b>Recommended not to commence:</b> 1. Undertake Rural Land Use Study to determine current and likely agricultural drivers to agricultural production in the Shire,	

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Measure	Target	Progress	Comment	Responsible Manager
			2. Implement strategies identified in the Rural Land Use Study into the Leeton LEP 2014	
Revised LEP adopted		Q1 5% Q2 10% Q3 20%	As part of the LEP review, it has been identified that the Leeton Shire Housing Strategy needs to be reviewed first. Habitat Planning have been appointed for this project.  They will:  1. Update the LSC Housing Strategy with the latest ABS data to facilitate accurate housing needs projections;  2. Consult with the local community to identify future growth areas for the next 20 years;  3. Produce a reliable strategy to justify future rezoning proposals;  4. Identify actions to address shortage of affordable and social housing.	Francois Van Der Berg, Manager Planning, Building & Health




**5.2: Provide helpful, friendly and timely planning and building assessment services for development applications, including development approvals (DAs); construction certificates (CCs), occupation certificates (OCs), planning certificates (PCs) and complying development certificates (CDCs)**

Measure	Target	Progress	Comment	Responsible Manager
Average processing time of CCs		Median assessment time of 2 days 	Pursuant to the Environmental Planning and Assessment Act, 1979, a construction certificate must be assessed and approved in less than 28 days. The median CC assessment time was 2 days and the average was 21.5 days. The average is vastly different from the median time due to one CC application that was on hold awaiting outstanding information. In Q4 last year the average turnaround was within 20 days.	Francois Van Der Berg, Manager Planning, Building & Health







Measure	Target	Progress	Comment	Responsible Manager
Average processing time of DAs		19.64 days 	It took on average 19.64 days per development application (compared to 22.16 days in Q1 last year). Applications classified as "local development" must be determined within 40 days, otherwise it will be considered "Deemed Refused" within the meaning of the Environmental Planning and Assessment Act, 1979. Although 19.64 days is exceptionally good, there is room for improvement as staff get more familiar with the NSW Planning Portal and functionalities of the platform.	Francois Van Der Berg, Manager Planning, Building & Health
Number of building CCs approved		Q1 15 Q2 14 Q3 15 	Council approved 29 construction certificates (compared to 39 in Q2/Q3 last year).  All applications are issued within 20 days of receipt.	Francois Van Der Berg, Manager Planning, Building & Health
Number of CDCs lodged		Nil 	Seeking development approval by means of normal Development Application process is the community's preference, hence NIL CDCs applied through Leeton Shire Council.  Complying Development is normally utilised by consultants and developers seeking an alternative approval process.	Francois Van Der Berg, Manager Planning, Building & Health
Number of DAs approved		Q1 35 Q2 25 Q3 17 	42 development applications were approved (compared to 19 in Q2/Q3 last year).	Francois Van Der Berg, Manager Planning, Building & Health
Number of OCs issued		Q1 18 Q2 17 Q3 11 	28 Occupation Certificates were issued (compared to 19 in Q2/Q3 last year).	Francois Van Der Berg, Manager Planning, Building & Health



Measure	Target	Progress	Comment	Responsible Manager
Number of Planning Certificates issued	=	Q1 157 Q2 85 Q3 73 	A person must apply for a planning certificate to obtain information about an area of land. A planning certificate provides all the information the council has on file about planning controls and other issues that may affect a particular parcel of land. Typical information provided in a planning certificate relates to matters such as zoning, permissible uses, flood information, bush fire information etc.  158 Section 10.7(2) Planning Certificates were determined (compared to 185 in Q2/Q3 last year).  90% were issued within 2 weeks.	Francois Van Der Berg, Manager Planning, Building & Health
Number of subdivision CCs approved	↑	Q1 2 Q2 0 Q3 0 	Council processed nil applications for Subdivision Work Certificates (compared to two in Q2/Q3 last year).  There is a 31-lot subdivision in Cassia Road currently under assessment.	Francois Van Der Berg, Manager Planning, Building & Health
Value of DAs approved	\$	Q1 \$4,979,578 Q2 \$4,976,378 Q3 3,202,444 	The total value of development applications approved was \$8,178, 822	Francois Van Der Berg, Manager Planning, Building & Health



**5.3: Collect developer contributions and review developer contribution plans: Section 7.12 of the NSW EP&A Act (development levies); Section 64 of the NSW LG Act (headworks levies)**

Measure	Target	Progress	Comment	Responsible Manager
Developer contribution plan (Section 64) updated 22/23	✓		The Integrated Water Cycle Management (IWCM) Strategy is about 60% complete. The completion date is forecasted to be early 2024.  This IWCM and the final housing development strategy will be used to calculate the Section 64 Headwork levy.  In the meantime Staff are currently considering an interim levy review with the assistance of NSW Public Works.	Tom Steele, Director Operations
Developer contribution plan (Section 7.12) updated 22/23	✓		The former S94A contributions plan was reviewed during March 2023. A draft Section 7.12 contributions plan is ready for exhibition. The new draft plan will go to the April 2023 Council meeting to commence public consultation.  Project is on track to be completed by June 2023.	Francois Van Der Berg, Manager Planning, Building & Health
Developer contributions collected (s64)	\$	Q1 \$1,294, 893.94 Q2 Nil Q3 \$69,637.92 	Operations development engineering staff provided recommendations for conditions for 15 development applications to planning staff. Of these development applications 11 required engineering conditioning and only two required conditioning for headworks.  A total of \$69,637.92 headworks charges were conditioned.	Tom Steele, Director Operations
Developer contributions collected (S7.12)	\$	Balance of \$7.12 Q1 \$50,544.44 Q2 \$178,710.34 Q3 \$262,450.64 	To date Council has received \$262,450.64. This income source is on track.	Francois Van Der Berg, Manager Planning, Building & Health

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**5.4: Provide built heritage services, including access to a heritage advisor and heritage grant funding for private heritage listed properties**






Measure	Target	Progress	Comment	Responsible Manager
Total investment in built heritage improvements	\$		<p>A total of eight heritage grant applications were received with five applications being approved to the value of \$19,000.</p> <p>The five applications approved by Council were:</p> <ul style="list-style-type: none"> <li>restoration of windows at St Andrew's Church (\$2,200)</li> <li>restoration of walls and ceiling at former Anglican Church (\$3,500)</li> <li>external restoration works and roof painting to Whitton Post Office (\$4,300)</li> <li>external upgrade and painting to walls of shop at 15-17 Pine Avenue (\$5,000)</li> <li>replace windows, repair weather boards and repainting to west wall of house at 102 Kurrajong Avenue (\$4,000).</li> </ul> <p>Heritage grants are awarded on an annual basis.</p>	Francois Van Der Berg, Manager Planning, Building & Health

**5.5: Prepare and issue development engineering guidelines**

Measure	Target	Progress	Comment	Responsible Manager
Finalised and issued			<p>Engineering Guidelines have been finalised and published online.</p> <p>The DCP also sets out basic engineering requirements.</p>	Chris Lashbrook, Manager Roads & Drainage



**5.6: Provide regulatory/ranger services: Animal control; Noise Control; Pest Control; Overgrown Blocks; Non-complying development; Graffiti/vandalism management**

Measure	Target	Progress	Comment	Responsible Manager
Number of animals re-homed	↑	Q1 20% Q2 50% Q3 62% 	56% of animals were rehomed (compared to 52% in Q2/Q3 last year) and 28% were returned to owners (compared to 46% in Q2/Q3 last year).	Francois Van Der Berg, Manager Planning, Building & Health
Number of impounded animals	↓	Q1 88 Q2 83 Q3 78 	100 dogs and 65 cats come through the pound (compared to a total of 146 in Q2/Q3 last year).  One free microchipping day was held in October with 24 animals microchipped. An additional 23 animals were microchipped in Q3.	Francois Van Der Berg, Manager Planning, Building & Health
Number of orders issued and reasons	↓	Q1 2 Q2 1 Q3 3 	Four penalty infringement notices (PINs) were issued regarding abandoned vehicles.	Francois Van Der Berg, Manager Planning, Building & Health
Number of risky non-complying developments	↓	Nil 	Staff are working with two developers to sort outstanding approval matters.	Francois Van Der Berg, Manager Planning, Building & Health
Number of vandalism incidents reported and remedied	↓	Q1 2 Q2 3 Q3 1 	Three instances of graffiti in Mountford Park and one in Pine Avenue (compared to three instances in Q2/Q3 last year). Rangers removed instances of graffiti within two days.	Francois Van Der Berg, Manager Planning, Building & Health

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**5.7: Provide public health services: Inspections of services, pools, septic systems; Education campaigns; Mosquito monitoring services**




Measure	Target	Progress	Comment	Responsible Manager
Incidence of mosquito borne disease	↓	●	Mosquito surveillance and monitoring program commenced in October 2022 with the following being detected: <ul style="list-style-type: none"> <li>• Barmah Forest virus</li> <li>• Edge Hill virus</li> <li>• MurrayValley encephalitis</li> <li>• Kunjin virus</li> </ul> Successful lobbying of NSW Health resulted in Leeton being included in the Japanese Encephalitis (JEV) free vaccine eligibility. Two free JEV public vaccination clinics undertaken in Leeton.	Francois Van Der Berg, Manager Planning, Building & Health

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**6: Roads and Drainage**



**6.1: Provide a network of safe (lit if urban) sealed roads**

Measure	Target	Progress	Comment	Responsible Manager
Number km of roads renewed or extended	✓	3.25km 	<p>Poor weather has delayed the start of several Rehabilitation projects. Priority has been placed on completing projects from the previous year (MR80 shoulders).</p> <p>Oak street roundabout works have been tendered and contracted out. To commence early April 2023.</p> <p>Boundary Road gravel pavement works have been completed.</p> <p>Irrigation Way Shoulder Works have been completed</p> <p>Gravel materials purchased and hauled to various stockpile site for remaining projects in preparation for finer weather.</p>	Chris Lashbrook, Manager Roads & Drainage
Number km of roads widened	✓	1.8km 	<p>Wilkinson Road and Wattle Road were the only shoulder widening works identified for 2022/23 and they have been completed.</p>	Chris Lashbrook, Manager Roads & Drainage
Number of km of roads sealed	✓	8.1 km 	<p>Roads resealing completed on Ciccia Road, Mackellar Road (reduction of length), Wattle Road and Colinroobie Road.</p> <p>Sealing of Argyle Street, Blakely Street, Muscat Street, Scarlet Street, Yate Street and Dundas Street delayed due to the unavailability of sealing contractors.</p> <p>Lower temperatures moving into Autumn and Winter will mean pavement temperatures cannot be reached and sealing will not be recommended.</p>	Chris Lashbrook, Manager Roads & Drainage



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**6.2: Provide a network of safe gravel roads**



Measure	Target	Progress	Comment	Responsible Manager
Number km of roads graded	✓	Q1 15.5km Q2 1.3km Q3 2.9km 	Grading works completed on Houghton Road and Collins Road. Works commenced on Euroley Road and Apostle Yard Road.	Chris Lashbrook, Manager Roads & Drainage
Number km of roads re-graveled	✓	0.5km 	Gravel supply issues and competing resources have slowed the gravel resheeting program. Significant funding available for general grading works with tight timelines of RLRRP has shifted focus to heavy grading and shaping works being undertaken overtime and on weekends.	Chris Lashbrook, Manager Roads & Drainage

**6.3: Provide bridges, culverts, kerb and guttering, bus stops, street furniture and carparking**




Measure	Target	Progress	Comment	Responsible Manager
Number bridges upgraded or added	✓		No bridges were upgraded. There are no bridges scheduled for upgrades this year.	Chris Lashbrook, Manager Roads & Drainage
Number culverts upgraded or added	✓	Q1 4 Q2 2 Q3 Nil 	Two culverts along Corbie Hill Road completed. Works commenced on Ashton Lane.	Chris Lashbrook, Manager Roads & Drainage
Number metres of kerb and gutter extended	✓	Q1 55m Q2 Nil Q3 Nil	Melaleuca Avenue and Muntenpen Street works have been surveyed and designed. Initial site meetings have been undertaken on Muntenpen Street with works to commence early April.	Chris Lashbrook, Manager Roads & Drainage

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Measure	Target	Progress	Comment	Responsible Manager
			Melaleuca to incorporate allowance for parking space that can be utilised for Enticknap Park Access.	
Number of car parking areas renewals	✓		Not due to commence. Parking facilities funding put towards renewal of line marking along Pine Ave and Kurrajong Ave.	Chris Lashbrook, Manager Roads & Drainage

**6.4: Undertake active transport planning and provide a network of footpaths and cycleways**

Measure	Target	Progress	Comment	Responsible Manager
Number metres footpaths/cycleways renewed	✓	50m 	Minor maintenance works completed on several areas including outside Leeton High School, St Joseph's Primary School and concrete grinding around high traffic areas.	Chris Lashbrook, Manager Roads & Drainage
Number metres of footpath/cycleways extended	✓	40m 	Maiden Avenue shared pathway design works has been completed and is at tender stage.  Corbie Hill Road loop connection commenced works with trees removed and utility services relocated. Drainage materials have been purchased.  Palm Avenue Footpath Works completed.	Chris Lashbrook, Manager Roads & Drainage
Revised active transport plan adopted 22/23	✓		Draft adopted by Council and ready for public exhibition in Q4.	Chris Lashbrook, Manager Roads & Drainage





**6.5: Provide road safety programs, including roadside vegetation management, permitting, traffic management and accident assistance**

Measure	Target	Progress	Comment	Responsible Manager
Number of road safety programs delivered	✓	●	<p>Council received funding from TfNSW for 3 projects:</p> <ul style="list-style-type: none"> <li>Mobility Scooter Workshop/Older Driver</li> <li>Helping Learner Driver Become Safer Driver Workshops</li> <li>Child Restraint Checking Day Applied for 6 projects such as Speed, Drink Drive, Helping Learner Driver become safer driver, child restraint, load restraint program</li> </ul> <p>Council coordinated a Drink Drive Win a Swag Campaign through the Leeton Liquor Accord from the 12th December to the 30th January 2022.</p>	Chris Lashbrook, Manager Roads & Drainage
Number kms of vegetation sprayed / slashed	✓	●	<p>Road spraying completed on the following roads: Block, Fivebough, Dunn, Gogeldrie, Stringer, Merungle Hill, Mt Harris, Wilson, Polson, Walsh, Boots, Thompson, Murrami, Koonadan, Stoney Point, Ciccica, McNeil, Apostle Yard, Lonnie, Cassia, and Boronia.</p> <p>45Ha slashing activities were completed by Council Staff and Contractors.</p>	Chris Lashbrook, Manager Roads & Drainage
Number of external parties assisted with traffic management planning for events/special purposes	✓	Q1 6 Q2 1 Q3 2 ●	<p>External parties assisted with traffic management planning included:</p> <ul style="list-style-type: none"> <li>Leeton Tri Club</li> <li>Leeton Multicultural Support Group Inc for Fiesta La Leeton</li> <li>ANZAC Day organisers</li> </ul>	Chris Lashbrook, Manager Roads & Drainage

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**6.6: Undertake “ordered works” from TfNSW: MR 80 (Irrigation Way); MR 539 (Whitton Darlington Point Rd); Signage**

Measure	Target	Progress	Comment	Responsible Manager
\$ value of works undertaken	\$		No ordered works completed in Q2 and Q3. MR539 Shoulder Widening works commenced - Issues with locking in seal date with sealing crew, weather delays and unavailability of sealing aggregate stone.	Chris Lashbrook, Manager Roads & Drainage



**6.7: Provide safe, efficient drainage systems to cope with normal rainfall**

Measure	Target	Progress	Comment	Responsible Manager
\$ value of works undertaken	\$	\$70,000 	Drainage works were completed on Corbie Hill Road, East of Petersham Road.  Commenced works on Ashton Lane. Shale rock found along over 50% of the trenching which required a rock hammer and larger excavator. All pipework has been installed and is operational. Trimming and sealing works are yet to be completed.  Several culverts cleaned and headwalls maintained on rural roads	Chris Lashbrook, Manager Roads & Drainage




**7: Water and Sewer Services**

**7.1: Provide potable water services to the urban residents of Leeton Shire**



Measure	Target	Progress	Comment	Responsible Manager
Average water use by residents	↓	Q1 230 KL Q2 323 KL Q3 243KL	Average water usage was 265KL in comparison to 130KL in Q3 last year	John Pearson, Manager Water & Wastewater
Number of burst water mains	↓	Q1 0 Q2 0 Q3 9 	There were 9 burst water mains. This was due to ground movement from high levels of rain.  There were 43 complaints regarding water which can be broken up into: - 27 Complaints for Water Meters - 8 Complaints for Water Quality - 8 Complaints for Water Mains  Works were completed on the following projects: - Leeton WTP Centre Trough re-lining - Leeton Filter Sedimentation Tank Launder Replacements- Fabrication - Leeton WTP Hoist install - Leeton WTP Flouride dosing plant programmable logic control upgrade - Leeton Raw Water Dam. Some work done around the inlet Whitton programmable logic control upgrade	John Pearson, Manager Water & Wastewater
Treated water losses	↓	Q1 14% Q2 10.42% Q3 10% 	The average water loss at the end of Q3 was 10%.  This is an estimated value based on current equipment (taggle smart meters) versus production from the water treatment plant. This is a good value when compared to industry standards.	John Pearson, Manager Water & Wastewater

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Measure	Target	Progress	Comment	Responsible Manager
Water to drinking standards delivered 100% of the time	✓	Q1 98.7% Q2 95.74% Q3 100% 	As at the end of Q3 100% of samples were compliant with Drinking Water Standards (compared to 95.6% in Q3 last year).  A reduction in water quality is sometimes caused by samples not being taken correctly, e.g., tap cannot be heated for disinfection, or it may be a dead-end main and can be rectified by flushing until a good chlorine result is achieved.	John Pearson, Manager Water & Wastewater

**7.2: Provide sewer services to the urban residents of Leeton Shire**

Measure	Target	Progress	Comment	Responsible Manager
90% Wamoon households connected to sewer	✓		A Community Information session was held in Wamoon on 14 December 2022.  Work commenced on the project at the end of January 2023.  30% of the sewer network in Wamoon Village has been completed.  Completion of the project is scheduled for July 2023.	John Pearson, Manager Water & Wastewater
Effluent discharges meet EPA standards 100% of the time	✓	Q1 86.7% Q2 86.7% Q3 86.7% 	Leeton Sewer Treatment Plan (STP) treated 1,492.4ML and discharged 302.85ML.  Leeton STP had four non-compliance's (compared to three in Q2/Q3 last year) and Yanco had one (compared to one in Q2/Q3 last year). The breaches consisted of 2 separate Coliform readings of above 600 CFU/100ml and one suspended solids reading.  Maintenance of the Leeton Tertiary Ponds is partially completed with Cumbungi cleaned away.  Works are underway on 24 Manhole Renewals including rebuilding and relining assets.	John Pearson, Manager Water & Wastewater

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Measure	Target	Progress	Comment	Responsible Manager
Number of burst sewer mains	↓	●	There were no burst sewer mains Q2/Q3 compared to no bursts sewer mains in Q2/Q3 last year. There were however, 7 boundary leaks or chokes in Q2 and 8 in Q3.  12km of sewer mains rehabilitation on Cedar/Railway Streets completed.	John Pearson, Manager Water & Wastewater
Number of houses on septic systems	↓	● 1,677	According to the draft septic register, there are currently 1,677 houses on septic systems within the Shire which consists of 793 rural and 884 urban.	Francois Van Der Berg, Manager Planning, Building & Health


**7.3: Provide regulatory trade waste services to local business and industry**

Measure	Target	Progress	Comment	Responsible Manager
Number and value of trade waste penalties imposed	↓	● 0%	33 inspections were completed. With 7 penalties imposed.	John Pearson, Manager Water & Wastewater
Percentage of tradewaste certified businesses	↑	● Q1 69.2% Q2 70% Q3 70%	70% of currently discharging businesses have existing 5-year approvals issued.  All new businesses are required to obtain approvals before commencing trade.  Staff have been visiting non-compliant businesses, hence the increase from 69.2% in Q1 to 70% in Q2. One compliance achieved included a Category 3 High Risk Discharger.  The process to have an existing operational business gain compliance and then approval can be slow as there is a large cost and disruption to operations involved to the business.	John Pearson, Manager Water & Wastewater



Measure	Target	Progress	Comment	Responsible Manager
			Gaining the extra 30% is a slow process as these businesses are existing and operational and have previously received approval to trade.	




**7.4: Develop strategic plans to support security of service and growth of the Shire, including: Integrated Water Cycle Management Plan; Water Servicing Strategy; Sewer Servicing Strategy**

Measure	Target	Progress	Comment	Responsible Manager
100% complete	✓	60% 	<p>IWCM - Council is in the process of gathering the relevant information for the consultants, NSW Public Works Department. The issues paper has been completed and reviewed and sent back to the department for update on the IWCM.</p> <p>The Water and Sewer Servicing Strategy will be informed by the IWCM. A PCG is being established to develop a Strategic Growth and Serving Strategy for Leeton Shire, led by Councils planning staff and supported by the engineering teams.</p> <p>Council received a grant to support the development of the Water and Sewer Servicing Strategies.</p>	John Pearson, Manager Water & Wastewater




**8: Environmental Sustainability and Emergency Services**

**8.1: Deliver recycling and solid waste management services, including: re-use, recycling, kerbside collection, and landfilling; planning for food and organic waste services (FOGO)**


Measure	Target	Progress	Comment	Responsible Manager
Mixed waste to landfill	↓	Q1 2,656.67T Q2 2,396.21T Q3 2,147.99T  	A total of 4,544.2 T of waste entered the site (a 42% decrease compared to Q2/Q3 last year). However, 44% of the total waste was diverted from the landfill bringing the total of waste landfilled down to 2656.67 T.  Counted domestic loads - 310 Mixed Waste -domestic ute trailer = 92.7T - 987 Separated Waste No less 10% mixed = 265.86T - 147 Mixed Carloads = 8.82T  Whitton Transfer Station: - Bricks and Concrete - 2.32T - Mixed Waste - 8.02T	Luke Tedesco, Manager Environmental Sustainability
New kerbside collection contract signed 22/23	✓		RAMJO is currently in the process of completing the tender assessments. Recommendations will come to Council in Q4.	Luke Tedesco, Manager Environmental Sustainability
Plan for FOGO 22/23	✓		The Waste and Sustainability team provided a FOGO implementation plan presentation to Council in October 2022. At the February Council Meeting Council resolved to accept the \$228,000 in grant funding from the NSW Environmental Protection Agency and provided in principle support to the introduction of a FOGO bin collection service commencing 2024/2025 when Council's new kerbside collection contract is due to commence.	Luke Tedesco, Manager Environmental Sustainability







Measure	Target	Progress	Comment	Responsible Manager
Recycling	↑	Q1 125.23T Q2 128.7 Q3 92.11 (March data unavailable)  	Recycling - Yellow Bins October: 40.49T from 4,245 bins November: 45.19T from 4,247 bins December: 43.11T T from 4247 bins January: 47.51T from 4253 February:44.60T from 4253 March: Unavailable  Waste Recycling: - Paper/Cardboard 8.5T , compared to 16.54T in Q2/Q3 last year - Landfill and Recycling Centre (Tip Shop) 46.65T , compared to 49.8T in Q2/Q3 last year - Mattress 7.9T, compared to 7.66T in Q2/Q3 last year - Commingled Recycling – 0.4T compared to 6.96T in Q2/Q3 last year - Batteries – 1.56T compared to 5.34T in Q2/Q3 last year - Tyres – 2.08T compared to 2.50T in Q2/Q3 last year - Grease Trap Waste- 0T compared to 71.66T in Q2/Q3 last year - Community Recycling Centre 2.25T - E-waste 5.25T	Luke Tedesco, Manager Environmental Sustainability

**8.2: Enhance Leeton Shire's climate resilience: Implement energy strategy; Increase tree canopy across the Shire**

Measure	Target	Progress	Comment	Responsible Manager
Carbon footprint	↓	Q1 75.18 TCo2e Q2 79.06 TCo2e Q3 77.08 TCo2e  	An estimated 156.14 T CO2 was saved. This has improved as the additional solar projects have come online in Q2 and Q3.  Completed solar installations: <ul style="list-style-type: none"> <li>• Leeton landfill and recycling centre (12kw solar and 10kw battery)</li> <li>• Leeton ELC (22kw solar)</li> <li>• Murrami WTP (10kw)</li> <li>• Whitton WTP (15kw)</li> </ul>	Luke Tedesco, Manager Environmental Sustainability

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Measure	Target	Progress	Comment	Responsible Manager
			<ul style="list-style-type: none"> <li>Yanco STP (15kw)</li> <li>Depot (30kw)</li> </ul> Whitton SPS No:1 will be online in June 23	
Electricity spend	↓	Q1 \$279,431.59 Q2 \$175,025.28 Q3 \$168,474.06 	Council has been actively installing solar, more energy efficient lighting and other energy efficiency upgrades. Due to the rapidly rising energy rates, we are seeing and expecting our currently installed solar arrays have generated approximately \$17,738.84 worth of energy factored in at a below purchasing rate of 20c per kwh.  The electrical expenditure for quarter 3 was \$168,474.06 down from \$285,593.60 for the same period the previous year.  This is a reduction of 41% whilst electricity prices have generally increase by 10% over the same period.  In addition to solar installations, Council was able to secure a sound deal on electrical supply by engaging in the NSW Government's small market electrical supply. This agreement along has seen an average reduction of approximately 12% on each small market account.	Luke Tedesco, Manager Environmental Sustainability
Number of new trees planted	↑	Q1 71 Q2 Nil Q3 Nil 	The annual planting program includes the planting of 100 trees (a total of 152 trees were planted last year).  In time Council will develop a tree planting strategy aimed at cooling towns and villages.	Luke Tedesco, Manager Environmental Sustainability



**8.3: Improve Leeton Shire's emergency preparedness: Undertake strategic planning for potential outages as a result of extreme weather; Undertake flood planning; Ensure adequate bushfire protection; Participate as Local Emergency Management Centre**

Measure	Target	Progress	Comment	Responsible Manager
Number of and distribution of RFS stations			There are six Rural Fire Service stations in the Leeton LGA, including Euroley, Fivebough/Stony Point, Gogeldrie, Murrami, Whitton and Yanco/Wamoon	Tom Steele, Director Operations
Percentage of new houses pa built to cope with 1:100 flood levels			All new houses located in a flood affected part of Leeton are required to cope with 1:100 flood levels. There were three new dwelling applications, however, they are not in a flood affected part of Leeton.	Francois Van Der Berg, Manager Planning, Building & Health

**8.4: Deliver noxious weeds management via the NSW government endorsed Weeds Action Plan and advocate for an increase in funding for noxious weeds**

Measure	Target	Progress	Comment	Responsible Manager
Noxious weed incursions			<p>The definition of a new weed incursion is:                      "Isolated population/s of invasive species recently detected in the region for the first time. A weed that has shown up in an area for the first time, where it now exists beyond what was its known extent." There were no new incursions detected (Compared to three in Q2/Q3 last year).</p> <p>91 private properties were inspected with two biosecurity orders complied with (spiny burr and moth vine).</p> <p>The following roadsides were sprayed: Block Rd, Fivebough Rd, Dunn Rd, Gogeldrie Rd, Stringer Rd, Merungle Hill, Mt Harris, Wilson Rd, Polson Rd, Walsh Rd, Boots, Thompson Rd, Murrami Rd, Koonadan Rd, Stoney Point Rd, Ciccica Rd, McNeil Rd, Apostle Yard Rd, Lonnie Rd, Cassia Rd, Boronia Rd, Main Road 80 and main Road 539.</p>	Francois Van Der Berg, Manager Planning, Building & Health

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**8.5: Advocate for: water security for primary production, including additional on and off river storage in the mid-Murrumbidgee (includes Lake Coolah); Biodiversity health and general tidiness at Fivebough Wetlands and Murrumbidgee National Park**

Measure	Target	Progress	Comment	Responsible Manager
Allocations for high and general security water entitlements	↑	●	The water year started with 95% high security and 30% general security. By the end of Q3 high security was 100% and general security 100%.	Jackie Kruger, General Manager
Biodiversity	↑	●	The current La Nina climate has provided ideal conditions for waterfowl and a number of the insects and grasslands they feed on. Additionally, the increased rain has seen river heights rise and prevent recreational activities such as fishing from occurring. As no blackwater event has yet been recorded the high water levels are anticipated to have a positive impact of the fish numbers within the river system.	Luke Tedesco, Manager Environmental Sustainability
Littering / dumping	↓	●	There were nine dumped rubbish incidents compared to six in Q3/Q4 last year.	Francois Van Der Berg, Manager Planning, Building & Health

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**9: Governance and Administration**

**9.1: Provide enhanced customer service including expanding the capacity for digital services**

Measure	Target	Progress	Comment	Responsible Manager
Number of customer requests responded to within customer guarantee period	↑	●	All customer requests are monitored to ensure that they are actioned within the customer guarantee period. During Q2 and Q3 78% compliance was achieved for Council overall. A new Customer Relations Management system is being implemented to assist with managing Councils customer response performance.	Mandy Rogers, Director Corporate
Number of residents satisfied with Council administration in the community survey	=	●	The Community Satisfaction Survey is conducted every two years. The last survey was conducted in May/June 2021. Within this survey, 94% of respondents were at least somewhat satisfied the performance of Council administration.  The next survey has been postponed so that available resourcing can be redirected to support the development of the Asset Management Plans, which will require extensive public consultation,	Jackie Kruger, General Manager

**9.2: Undertake authentic and timely community engagement where community input genuinely shapes Council decisions**

Measure	Target	Progress	Comment	Responsible Manager
Number of Public submissions	↑	Q1 5 Q2 112 Q3 51 ●	There were three main engagement topics: <ul style="list-style-type: none"> <li>• Special Rate Variation (112 submissions)</li> <li>• Revised library hours (20 submissions)</li> <li>• Draft Masterplan of the Leeton Cemetery (31 submissions)</li> </ul>	Jackie Kruger, General Manager
Number of residents registered on Have Your Say	↑	Q1 818 Q2 828 Q3 824 ●	There are currently 824 residents registered on Have Your Say in comparison to 803 in Q4 last year.	Jackie Kruger, General Manager

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**9.3: Provide respected and effective representation, leadership and advocacy**

Measure	Target	Progress	Comment	Responsible Manager
Councillors have completed more than 80% of their training plans	✓	●	Councillors were offered various training opportunities during Q2 and Q3 on topics such as Cyber Awareness Training, Understanding Local Government Finances, Planning for Councillors and Corruption Prevention for Councillors. No Councillors took up these opportunities. Training is now required to be reported.	Mandy Rogers, Director Corporate
Effective Council committees	✓	●	There are currently six Section 355 Committees, 14 Advisory Committees/Working Groups and 6 Action Committees. All Committees meet and record their minutes as required.	Mandy Rogers, Director Corporate
Monthly Mayoral / councillor columns in the Irrigator	✓	●	Issued monthly in The Irrigator and on Council's Facebook page.	Jackie Kruger, General Manager
Motions to ALGA, LGNSW and Country Mayors are supported	✓	●	Six motions were submitted to the 2023 National General Assembly of Local Government which will meet in June 2023. They included: <ul style="list-style-type: none"> <li>Restoring Financial Assistance Grants</li> <li>Constitutional recognition of Local Government</li> <li>Greater assistance with managing energy expenditure and funding to deliver projects in local communities</li> <li>Increased support for housing initiatives in Australia</li> <li>Support for newcomer settlement in rural Australia</li> <li>Strengthening Rural Health with a focus on fast-tracking visas for medical workforce, reducing unnecessary constraints on doctor eligibility and facilitating user-friendly pathways to work in Australia</li> </ul>	Jackie Kruger, General Manager

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Measure	Target	Progress	Comment	Responsible Manager
			<p>Mayor, Deputy Mayor and GM attended Local Government NSW Conference from 23 – 25 October 2022 and advocated for:</p> <ul style="list-style-type: none"> <li>Addressing Poorer Health Outcomes in Rural, Regional and Remote NSW</li> <li>Increasing the Supply of Affordable Housing in Rural NSW</li> <li>Making 'Temporary' Refugees Permanent</li> <li>Inquiry into Ownership of RFS Assets</li> <li>Increased Funding for Weed Management</li> </ul> <p>All motions were adopted.</p> <p>NSW Country Mayors Association AGM and Ordinary Meeting was held on 18 November 2022. The meeting decided on which State Election Priorities to pursue and agreed to appeal to the Federal Government to follow through with Building Better Regions Fund Round ALGA – these will come up early next year.</p> <p>Both LGNSW and Country Mayors continue to support Councils advocacy regarding RFS assets not being a local government responsibility.</p>	
Number of and diversity of candidates at election time	↑	●	Office of Local Government (OLG) Stand for Your Community Candidate Guide contains comprehensive information about becoming and being a councillor, including eligibility and the nomination process. These guides are a starting point to help candidates decide whether they would like to run in the next council election in September 2024. Guides have also been tailored for prospective candidates who are women, Aboriginal or Torres Strait Islander residents, or members of multicultural communities.	Mandy Rogers, Director Corporate

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Measure	Target	Progress	Comment	Responsible Manager
Residents satisfied with the elected council in the community survey			In the 2021 Community Satisfaction Survey, 92% of Leeton Shire Council residents were at least somewhat satisfied with the performance of elected Councillors. Follow up survey has been postponed as outlined in 9.1	Jackie Kruger, General Manager



**9.4: Nurture strong partnerships with Murray Darling Association, RAMJO, MI Ltd, NSW Government, Commonwealth**

Measure	Target	Progress	Comment	Responsible Manager
Number of and nature of advocacy activity and / or joint initiatives			<p>Murray Darling Association (MDA) Region 9 met in November and raised concerns regarding the risk of water buybacks which the federal government has announced are back on the table. Actions included writing to MDBA to request details of social economic neutrality testing framework (Leeton Shire considers these impacts should be measured regionally, not only at the farm gate) and establishing the status of SDLAM projects, including Yanco Creek.</p> <p>RAMJO advocacy included a submission to IPART on rate peg methodology review and a statement on accounting treatment of RFS Assets.</p> <p>TfNSW Regional Freight Forum in Griffith occurred on 4 November. Advocacy continued for rail siding at WR Connect (which has since been funded).</p> <p>Housing strategy discussions with Dept of Environment staff. Advocated for funding to support a growth strategy for Leeton Shire and associated utility services plan. Unfortunately, not successful.</p> <p>Engagement with Regional NSW about Stronger Country Communities Rd 5 funding priorities. \$981K was granted in November towards the Roxy project.</p>	Jackie Kruger, General Manager







Measure	Target	Progress	Comment	Responsible Manager
			Engagement with Regional NSW towards finalising Regional Economic Development Strategy. Due for release in Q3.  Engagement with MLHD and MPHNSW and NSW Ambulance Service to inform Integrated Health Services Business Plan. Due for completion in Q4, with Model of Service Delivery co-development to commence in 2023/24..	

**9.5: Foster a valued and committed workforce that is suitably rewarded and goes home safe each day**

Measure	Target	Progress	Comment	Responsible Manager
At least 0.1% of employee costs to be spent on training / professional development	✓	Q1 \$1,229 Q2 \$269.67 Q3 \$232.70 	On average, \$577 is invested in staff training per full-time equivalent (FTE).  The following training was provided to staff in Q2 and Q3: <ul style="list-style-type: none"> <li>• Security awareness</li> <li>• Cyber security</li> <li>• First Aid</li> <li>• Traffic Control</li> <li>• Chemical SMART training</li> <li>• Objective Trapeze</li> </ul>	Tracy Pearce-Brambley, Executive Manager People & Culture
Number of awards entered	↑	Q1 Nil Q2 Nil Q3 5 	The following were selected as finalists for Local Government Professional annual awards (scheduled for June 2023): <ul style="list-style-type: none"> <li>• Tom Steele and Maddy Clyne – Emerging Leader Award</li> <li>• Taggle Roll Out – Innovative Leadership</li> <li>• Attracting and Settling Newcomers – Supporting Local Business</li> </ul>	Tracy Pearce-Brambley, Executive Manager People & Culture



Measure	Target	Progress	Comment	Responsible Manager
Number of trainees and apprentices	↑	Q1 Nil Q2 2 Q3 2 	Two apprentice and two trainee positions were advertised. Three positions were filled (Apprentice Mechanic, Events and Tourism Officer Trainee and Apprentice Gardener).  There are currently: 1 x Customer Service Trainee 1 x Apprentice Mechanic 1 x Events and Tourism Trainee 1 x Library Assistant Trainee 2 x Childcare Trainees 2 x Apprentice Gardeners 2 x School Based Child Care Trainees 1 x School Based Trainee working at the Golf Course completing Cert II in Horticulture	Tracy Pearce-Brambley, Executive Manager People & Culture
Sick leave	↓		Staff absenteeism at the end of Q3 was 1.47 days per full time equivalent compared to 4.8 days in Q3 last year.	Tracy Pearce-Brambley, Executive Manager People & Culture
Staff turnover of 10 to 14% pa	✓		Staff turnover is currently 4.43% which is below the NSW Local Government average of 10-14%.	Tracy Pearce-Brambley, Executive Manager People & Culture
Workers compensation costs	↓	Q1 \$17,728 Q2 \$113,669.22 Q3 \$97,477.83 	Costs for Q2/Q3 were \$211,147.05 (compared to \$88,959 at the end of 2021/22).  Premium costs have increased from 2021/22 net premium of \$213,167.32 to projected premium 2022/23 of \$354,464.83.	Andrew Valenta, Manager WHS, QA & Risk



**9.6: Deploy reliable and efficient corporate and project governance including audit, risk and improvement**

Measure	Target	Progress	Comment	Responsible Manager
Full compliance with corporate governance legislation / reporting	✓	●	Legislative compliance register has been completed and is regularly updated when changes or updates are received. Compliance monitoring occurs regularly including checking with staff that they have completed Council's legislative reporting requirements.	Mandy Rogers, Director Corporate
Major projects delivered in full, on time and to budget	✓	●	Major projects schedule and budget being monitored at monthly Project Control Group meetings. Quarterly project reports are presented to Council. Several projects are running behind schedule and have budget challenges. In the case of the Roxy, the builder is under administration.	Mandy Rogers, Director Corporate
Nil code of conduct complaints	✓	●	Nil code of conduct complaints received.	Mandy Rogers, Director Corporate
Policies and procedures are current and fit for purpose	✓	●	The following have legislated requirements which have been reviewed and/or adopted by Council. They are current and fit for purpose: <ul style="list-style-type: none"> <li>• Councillor expenses and facilities policy (section 252(1) of the Act)</li> <li>• reviewed and adopted Council's organisation structure (section 333 of the Act)</li> <li>• adopted a Code of Meeting Practice that incorporates the mandatory provisions of the Model Code of Meeting Practice for Local Councils in NSW (section.360(3) of the Act)</li> <li>• reviewed Councils delegations (section 380 of the Act)</li> <li>• reviewed and adopted Council's Code of Conduct (section 440(7) of the Act)</li> </ul> In addition to those that are legislated for review, Management has reviewed and had approved as required, a further thirty-	Mandy Rogers, Director Corporate

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Measure	Target	Progress	Comment	Responsible Manager
			eight (policies, plans and strategies). A process of ongoing review and continuous improvement of policies is in place.	

**9.7: Deploy reliable and efficient corporate management - financial, asset, property, records, information technology, buildings and plant/fleet**

Measure	Target	Progress	Comment	Responsible Manager
All Plans of Management completed 22/23	✓	●	No Plans of Management have been completed in Q2/Q3. However, one has been put on public exhibition and four are being amended to incorporate feedback from Crown Lands.	Mandy Rogers, Director Corporate
Asset management plans completed and adopted	✓	●	Asset Management as a function developed an Asset Management Policy in Q2.  The Asset Management team commenced work on the Asset Management Plan (AMP) template which is now completed.  The Asset re-valuations are now underway, it is expected this will be completed in Q4. Discussions are being held with a contractor regarding the completion of AMPs for Council. This will assist in expediting the process.	Luke Tedesco, Manager Environmental Sustainability
End financial year within budget and in accordance with the adopted LTFP	✓	●	Q1 and Q2 quarterly budget reviews have been completed and submitted to Council in November and February respectively. Q3 is being submitted to Council in May.	Mandy Rogers, Director Corporate
Nil notifiable cybersecurity breaches	✓	●	Nil notifiable cybersecurity breaches.	Mandy Rogers, Director Corporate
Results of SRV options / engagement supported 22/23	✓	●	In Q3 Council determined not to proceed with an SRV application to IPART. Council's general fund remains unsustainable. The revised draft LTFP 2023-2033 offers scenarios to deal with the issue.	Mandy Rogers, Director Corporate



Measure	Target	Progress	Comment	Responsible Manager
Unqualified audit report (except perhaps RFS assets matter)	✓	●	Next audit due in November 2023.	Lawrence Amato, Manager Finance

**9.8: Undertake service reviews (depreciation; staffing levels; water and sewer; open space and recreation) and benchmarking**

Measure	Target	Progress	Comment	Responsible Manager
Efficiencies found	\$	●	The service reviews nominated in the Delivery Program are depreciation (savings \$600K per annum), staffing levels (nil savings until 2023/24), water and sewer (savings overtime to be advised by Operations in Q4). These have all been completed.  Fieldforce has been contracted to complete service reviews of all outdoor operations by 30 June 2023.	Mandy Rogers, Director Corporate

**9.9: Attract grant funding for capital works and operations**

Measure	Target	Progress	Comment	Responsible Manager
Funds raised and their purpose	\$	●	Purpose: Funding for Development of WRConnect Masterplan and Environmental Approvals Project and Gas Plant Business Development Project value: \$432,879.50 Grant request: \$432,879.50 Council in kind co-contribution: \$0.00 Grant received: \$371,241.13 Fund: NSW Gov. – Regional NSW Business Case and Strategy Development Fund Status: Successful  Purpose: Funding for Fixing Local and Regional Road Network Project value: \$1,638,749 Grant request: \$1,638,749 Council in kind co-contribution: \$0.00 Grant received: \$1,638,749	Jackie Kruger, General Manager

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Measure	Target	Progress	Comment	Responsible Manager
			Fund: NSW Gov. Transport – Regional and Local Roads Repair Program (RLRRP) Status: Successful (applied for and notified in the same quarter)  Purpose: Funding for Roxy Theatre Disabled Access Project value: \$133K Grant request: \$133K Council in kind co-contribution: \$0.00 Grant received: \$133K Fund: NSW Gov. – Office of Responsible Gambling Community Development Fund 2022 Grants Program Status: Successful  Purpose: Funding for Projects that Help Identify, Conserve and Promote Heritage in the Area Project value: \$25K Grant request: \$25K Council in kind co-contribution: \$0.00  Grant received: \$25K Fund: NSW Gov. – Local Government Heritage Studies Grants Status: Successful  Purpose: Funding for Vacation Care Holiday Program - Additional Excursions Project value: \$11,200 Grant request: \$11,200 Council in kind co-contribution: \$0.00 Grant received: \$11,200 Fund: NSW Gov. – Vacation Care Grant Status: Successful  Purpose: Funding for Library Technology & Community Enhancement Project value: \$76,374 Grant request: \$76,374 Council in kind co-contribution: \$0.00	

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Measure	Target	Progress	Comment	Responsible Manager
			Grant received: \$76,374 Fund: NSW Gov. – State Library Infrastructure Grant Status: Successful  Purpose: Funding for Youth Week Activities Project value: \$3,313 Grant request: \$3,313 Council in kind co-contribution - \$2,513 Grant received: \$3,313 Fund: NSW Gov. Communities & Justice – Youth Week 2023 – Funding for Local Councils Status: Successful  Purpose: Funding for Marketing for Art Deco Festival for 2023 Project value: \$20K Grant request: \$20K  Council in kind co-contribution: \$0.00 Fund: Destination NSW – 2023/24 Regional Event Fund Status: Pending  Purpose: NSW Serve Weather & Flood Grants Project Value: \$7.8M Grant Request: \$1,000,000 Council in kind co-contribution: \$0.00 Fund: NSW Gov. – Office of Local Government Status: Pending  Purpose: Funding for Adventure Playground Space at Gogeldrie Weir Project value: \$360K Grant request: \$253,150 Council in kind co-contribution - \$50K Fund: NSW Gov. – Public Open Spaces ‘Places to Play’ Program Status: Unsuccessful	

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Measure	Target	Progress	Comment	Responsible Manager
			<p>Purpose: Funding to Recognise Volunteers to Connect, Collaborate and Celebrate                      Project value: \$52,500                      Grant request: \$52,500                      Council in kind co-contribution - \$0.00                      Fund: NSW Gov. Dept. of Premier and Cabinet - NSW Social Cohesion Grants for Local Government: Unsung Heroes, Innovation in Volunteering                      Status: Unsuccessful (applied for and notified in the same quarter)</p> <p>Purpose: Funding for Corbie Hill Road Bridge &amp; Whitton Road Bridge FCR00061 - Active Load assessment reports on Corbie Hill Road Bridge and Whitton Road Bridge. to Determine HML Capacity and nominate any Load limits (if applicable)                      Project value: \$32,000                      Grant request: \$32,000                      Council in kind co-contribution - \$0.00                      Fund: NSW Gov. Transport – Fixing Country Roads Round 6                      Status: Unsuccessful</p> <p>Purpose: Funding for Railway Ave, Wade Ave, Palm Ave and Euroley Rd Rehabilitation &amp; Maintenance – 4 Individual Applications                      Project value: \$ Total of \$908,000.00                      Grant request: \$ total of \$908,000.00                      FLR400112 - Railway Avenue Rehabilitation - \$240,000.00                      Council Co-Contribution - \$0.00                      FLR400114 - Palm Avenue Rehabilitation - \$120,000.00                      Council in kind co-contribution - \$0.00                      FLR400171 - Wade Avenue reseal with surface preparation works - \$254,00.00                      Council in kind Co-Contribution - \$0.00                      FLR400173 - Euroley Road Rehabilitation - \$294,000.00                      Council in kind Co-Contribution - \$0.00</p>	

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Measure	Target	Progress	Comment	Responsible Manager
			Fund: NSW Gov. Transport – Fixing Local Roads Round 4 Status: Unsuccessful  Purpose: Funding for Art Deco Festival 2020/2021 (moved to 2022 due to Covid) Project value: \$50K Grant request: \$50K Council in kind co-contribution - \$0.00 Fund: NSW Government Stronger Country Communities Fund Round 3 Status: Acquitted  Purpose: Funding for transport Griffith and Narrandera to Leeton and back during Art Deco Festival Project value: \$10K Grant request: \$10K  Council in kind co-contribution - \$0.00 Fund: Federal Gov. – Cultural Tourism Accelerator Fund Status: Acquitted	





## CORPORATE MATTERS

### **ITEM 7.5 FEES PAYABLE TO MAYORS AND COUNCILLORS - LOCAL GOVERNMENT REMUNERATION TRIBUNAL ANNUAL REPORT AND DETERMINATION 2023**

<b>RECORD NUMBER</b>	23/121
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	Governance & Customer Service Coordinator
<b>APPROVER/S</b>	Director Corporate

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## SUMMARY/PURPOSE

The purpose of this report is to allow Council to fix the fees payable to Councillors and the Mayor for the 2023/24 financial year.

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## RECOMMENDATION

THAT Council fixes the annual fees for the 2023/24 financial year at the maximum amount allowable, being \$17,680 per Councillor and \$37,925 for the Mayor. Total allocation is \$197,045.

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## REPORT

### **(a) Background**

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (LGRT) to report to the Minister for Local Government by 1 May each year on its determination of categories of Councils and the maximum amounts of fees to be paid to mayors, councillors, and chairpersons.

On 27 April 2023, under sections 239 and 241 of the LG Act, LGRT released its Annual Determination Report (**Attachment 1**). This report details the minimum and maximum fees to be paid to councillors and mayors in New South Wales (NSW) and the categories for each Council for the period 1 July 2023 to 30 June 2024.

Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission. The Tribunal determined a 3% per annum increase in the minimum and maximum fees applicable to each category.

In addition, pursuant to section 239 of the LG Act, the Tribunal undertook a review of the categories and allocations of Councils into each category as part of its review. The outcome of this review was that twenty six (26) Councils have been recategorised into a higher existing category or placed in a new category, including Leeton Shire Council which has been recategorised from "Rural" to "Rural Large".

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**(b) Discussion**

The LGRT has determined an increase of 3% increase to Mayoral and Councillor fees for the 2023/24 financial year, with the increase to take effect from 1 July 2023.

The table below outlines the minimum and maximum fees as per (**Attachment 1**) payable to Mayors and Councillors in 2023/24 per remuneration category for all General-Purpose – Non-Metropolitan Councils in NSW:

Category	Councillor Fees (\$)		Mayoral Fees* (\$)	
	Minimum	Maximum	Minimum	Maximum
<b>General Purpose Councils – Non-Metropolitan</b>				
Major Regional City	\$19,760	\$34,330	\$41,960	\$106,960
Major Strategic Area	\$19,760	\$34,330	\$41,960	\$106,960
Regional Strategic Area	\$19,760	\$32,590	\$41,960	\$94,950
Regional Centre	\$14,810	\$26,070	\$30,820	\$64,390
Regional Rural	\$9,850	\$21,730	\$20,980	\$47,420
<b>Rural Large (Leeton)</b>	<b>\$9,850</b>	<b>\$17,680</b>	<b>\$15,735</b>	<b>\$37,925</b>
Rural	\$9,850	\$13,030	\$10,490	\$28,430

\* This fee must be paid in addition to the fee paid to the Mayor as a Councillor (Section 249(2) of the Act).

Sections 248 and 249 of the Act require Councils to fix the annual fees paid to Councillors (including Mayors) and the Mayors as separate allowances. The fees fixed by each Council must be in the range determined by the LGRT and it is mandatory for the fees to be paid to the Mayor and Councillors.

In accordance with Section 248 (4) and 249 (4) of the LG Act, if a Council does not fix an annual fee, the minimum remuneration levels as determined by the LGRT will apply.

Under Section 249 (5) a Council may pay the Deputy Mayor (if there is one) a fee determined by the Council *for such time as the deputy mayor acts in the office of the Mayor*. The amount of the fee so paid must be deducted from the Mayor's annual fee. This is the current practice of Council.

In recent years Council has accepted the below increase as follows:

Financial Year	Tribunal Increase (%)	Council Increase (%)
2022/23	2%	0%
2021/22	2%	2%
2020/21	2%	2%
2019/20	0%	0%
2018/19	2.5%	2.5%

2017/18	2.5%	2.5%
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The following table details the fees paid (based on the eleven (11) scheduled Ordinary Council Meetings per year) to Leeton Shire Councillors and the Mayor for the past 5 years:

Fee	2018/19	2019/20	2020/21	2021/22	2022/23
Councillors	\$10,868	\$11,143	\$11,143	\$11,363	\$11,363
Mayoral (additional to Councillor fee)	\$23,716	\$24,310	\$24,310	\$24,805	\$24,805

To assist in the determination of what annual fee to fix for Councillors and the Mayor for the period 1 July 2023 to 30 June 2024, Councillors may wish to take the following into consideration during their deliberations including the:

- time required to attend and prepare for Wednesday night Ordinary Council meetings,
- time required to attend Councillor workshops, Extraordinary Council and other meetings, public and community consultation sessions and other reference or committee groups,
- time taken to attend individual representations made by members of the community,
- benefits provided (reimbursements) to Councillors as per the Councillor Expenses and Facilities Policy.

Consideration should also be given to the limited facilities provided to Councillors. Currently Leeton Shire Council provides Councillors with an iPad only and the current Mayor chooses not to access a Mayoral car or mobile phone.

To conclude, all Councils in NSW are required to annually set their level of fees for both Councillors and the Mayor based upon the outcome of the Tribunal's Determination.

### (c) Options

THAT Council:

1. Fixes the annual fees for the 2023/24 financial year at the maximum amount allowable, being \$17,680 per Councillor and \$37,925 for the Mayor. Total allocation is \$197,045. **This is our recommended option.**
2. Fixes the annual fees for the 2023/24 financial year at the minimum amount allowable, being \$9,850 per Councillor and \$15,735 for the Mayor. Total allocation is \$104,385.
3. Fixes the annual fees for the 2023/24 financial year at the current 2022/23 amount being paid being \$11,363 per Councillor and \$24,805 for the Mayor. Should Council select this option, Councillors would maintain their current level of remuneration. Total allocation is \$127,072.



4. Fixes the annual fees for the 2023/24 financial year at the current 2022/23 fees payable plus the 3% per annum increase, being \$11,704 per Councillor and \$25,549 for the Mayor. Total allocation is \$130,884.
5. Determines another combination of options.

### **IMPLICATIONS TO BE ADDRESSED**

#### **(a) Financial**

If Council endorses the recommended option, the Councillor and Mayoral fees total allocation for 2023/24 is \$197,045. Council's Draft 2023/24 Budget for Councillor and Mayoral fees allocation is \$165,159 and the final budget would need to be adjusted accordingly.

#### **(b) Policy**

Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy

#### **(c) Legislative/Statutory**

*Local Government Act 1993 (Sections 239, 241, 242A 248 and 249)*  
*Local Government Remuneration Tribunal Annual Report and Determination*  
*Industrial Relations Act 1996*

#### **(d) Risk**

Nil

### **CONSULTATION**

#### **(a) External**

Nil

#### **(b) Internal**

Governance and Customer Experience Coordinator  
Manager Finance  
Director Corporate  
General Manager

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

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

**ATTACHMENTS**

- 1 Local Government Remuneration Tribunal - 27 April 2023

**Local Government  
Remuneration Tribunal**

# Annual Determination

Report and determination under sections  
239 and 241 of the Local Government Act  
1993

27 April 2023



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# Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

## Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.

Accordingly, the revised categories of general purposes councils are determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

## Fees

The Tribunal determined a 3 per cent per annum increase in the minimum and maximum fees applicable to each category.

For the new categories, the Tribunal has determined fees having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Twenty six (26) councils are recategorised into a higher existing category or placed in a new category.

# Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2020.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. Natural disasters have a significant impact on the way mayors in particular work. There is an increase on time demands from the community, and media during these events as well as an increase in workloads. Whilst it is worth noting these issues, it is not within the Tribunal's authority to determine additional remuneration in recognition of the increasing demands on a mayor's time for these events.
6. The Tribunal's determination takes effect from 1 July each year.



## Section 2 – 2022 Determination

7. In 2022, the Tribunal received eight (8) submissions, which included five (5) requests for recategorisation. Three of these requests sought the creation of new categories.
8. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate but noted that some councils may have a case for recategorisation at the next major review of categories in 2023.
9. The Tribunal determined that fees would increase 2 per cent in the minimum and maximum fees applicable to each category from 1 July 2022.

# Section 3 – 2023 Review

## 2023 Process

10. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees, categorisation and any other general matters. The invitation noted that it is expected that submissions are endorsed by the respective council.
11. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
12. The Tribunal received 18 written submissions, of which 15 were from individual councils, 1 submission from LGNSW, 1 from Australian National University academic, Associate Professor Tanya Jakimow, and 1 from the United Services Union (USU).
13. The Tribunal notes that 12 of the 15 council submissions were endorsed by the representative councils.
14. The Tribunal acknowledges and thanks all parties for their submissions.
15. Noting its comments in its reports of 2021 and 2022, the Tribunal met Central NSW Joint Organisation member representatives in Orange, and Far South West Joint Organisation member representatives in Broken Hill. The Tribunal also gave an overview of its work to a meeting of the Country Mayors' Association in Newcastle. While in Broken Hill the Tribunal met with LGNSW representatives.
16. The Tribunal and Assessors met as required to discuss submissions, review category criteria and allocation of councils

## Categories

17. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every three years. The Tribunal last reviewed the categories in 2020.
18. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in Section 240 of the LG Act:
- *the size of areas;*
  - *the physical terrain of areas;*
  - *the population of areas and the distribution of the population;*
  - *the nature and volume of business dealt with by each council;*
  - *the nature and extent of the development of areas;*
  - *the diversity of communities served;*
  - *the regional, national and international significance of the council;*
  - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
  - *such other matters as may be prescribed by the regulations.*
19. The 2020 Determination established the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre



Metropolitan Small	Regional Rural
Rural	

- 20. For its 2023 review, the Tribunal undertook an extensive examination of the categories, criteria and allocation of councils into each of the categories.
- 21. The Tribunal examined statistical and demographical data, with population data sourced from Australian Bureau of Statistics (ABS) 2021 Census (the latest available data).
- 22. Having regard to section 239 of the LG Act, information examined and provided through submissions, the Tribunal has determined the categories of general purpose councils as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

- 23. In reviewing the current model, the Tribunal sought to improve consistency of criteria.
- 24. In examining the criteria for each of the categories, the Tribunal is of the view that non-resident population criteria should also be included for consistency in the following categories:



- Major Strategic Area
  - Regional Strategic Area
  - Regional Centre
  - Regional Rural
25. Three (3) councils will be reclassified as a result of meeting criteria thresholds into an existing category.
  26. The Tribunal has determined the creation of two (2) new categories, being Metropolitan Major and Rural Large.
  27. In determining the 2 new categories the Tribunal gave significant consideration to section 239 of the LG Act, statistical data, the existing categories and relativities between each category.
  28. It was determined that the existing Rural category did not differentiate between large and small rural councils, in population, size, and terrain. Evidence demonstrated that a number of Rural councils are large in geographic area, requiring great distances to be covered. The Tribunal also examined a range of data that it believes goes to the delivery of efficient and effective local government.
  29. Hence a new category Rural Large is created. The determination is amended to reflect the new category and criteria that includes a population greater than ten thousand, and a councillor to resident ratio of 1 to 1200. The Tribunal notes there are a number of Rural councils on the cusp of this new category.
  30. The revised category also shows more clearly the differences for large rural and remote councils. It is becoming apparent these councils require

different considerations regarding the role Mayors and Councillors in servicing the community across such large distances.

31. Evidence reviewed established the need to differentiate between some Large Metropolitan councils. Comparison data reviewed included population, operating revenue, and submission evidence relevant to section 239 of the LG Act. This examination further exposed the gap between Metropolitan Large and Major CBD categories, thus resulting in the Tribunal establishing a new category to bridge the gap.
32. The determination is amended to reflect a new category, Metropolitan Major, with a population criteria threshold of 400,000 (including non-resident).
33. Accordingly, the Tribunal has identified a number of councils that will be recategorised into these new categories.
34. Given the relativities in population threshold criteria, the Tribunal is of the view that the population criteria for Regional Strategic Area be adjusted from 200,00 down to 100,000.
35. As a result, three (3) councils will be reclassified as Regional Strategic.
36. Whilst the Tribunal did explore additional criteria points that may go to efficient and effective local government, within the bounds of statutory provisions no further changes to the criteria could be determined in this review.
37. The category County Councils remain unchanged, retaining the categories of Water and Other.

38. **Appendix 1 Criteria that apply to categories** has been amended to reflect changes outlined above.

## Submissions Received – Categorisation

39. Nine (9) submissions received from councils requested recategorisation and five (5) of these requested the creation of new categories.
40. A summary of matters raised in submissions and the Tribunal's consideration of those matters is outlined below

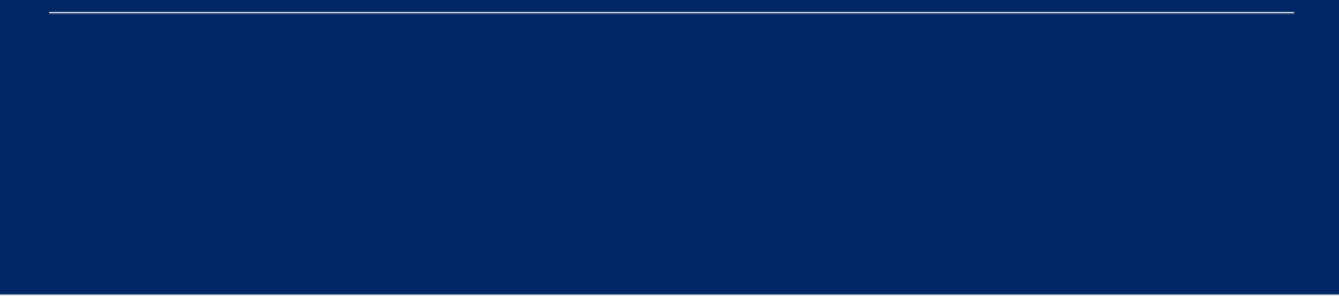
## Request for New Categories

41. Requests were received for the creation of new categories namely, Metropolitan Large Growth Area, Metropolitan Major, Metropolitan Medium Growth and Regional Growth.
42. Blacktown City Council again requested the creation of a new category, Metropolitan Large - Growth Area. Council stated its current categorisation in Metropolitan Large "*does not reflect the complexities of servicing their rapid rate of growth and economic influence*".
43. Blacktown City Council contends that a new category would allow a criteria to be set that reflects:
- Size
  - Rate of growth
  - Economic influence
  - Operational budget





- Complexities of remaining financially sustainable whilst maintaining services and providing new infrastructure
44. Penrith Council reiterated previous submissions, again requesting the creation of a new category, Metropolitan Large Growth Centre. Council argues they are unique compared to other similar sized councils, providing significant regional services to Greater Western Sydney.
45. Penrith Council contends its claim for creation and inclusion in a new category is enhanced through their leading role in the region demonstrating the exponential growth that will occur in the Penrith Local Government area. Council submits they are playing a leading role in several significant city-shaping projects and initiatives such as:
- Western Sydney Airport
  - Western Sydney Priority Growth Area
  - Penrith Health and Education Precinct
  - The Greater Sydney Commission District planning process
  - National Growth Areas Alliance
  - Sydney Science Park
  - Defence Industries Precinct and
  - South Creek Corridor
46. While the Tribunal understands that areas of Western Sydney are developing rapidly, not least with the new airport and associated infrastructure it is not persuaded to create a new category, Metropolitan Large - Growth Area/Centre. These councils are experiencing growth and will in the future have populations of residents and non-residents that meet the thresholds for recategorisation. It is not within the Tribunal's legislative



remit to anticipate growth. However as dealt with earlier in this determination, the Tribunal acknowledges the need for a new Metropolitan category to reflect increasing population and bridge gap between current categories, Metropolitan Large and Major CBD.

47. Canterbury Bankstown Council proposed the creation of a new category, Metropolitan Major, that would sit in between current category of Metropolitan Large and Major CBD.
48. Council based its argument for a new category on the following grounds:
  - Categories need to have consistent criteria
  - A new category of Metropolitan Major would capture increased population and workloads post amalgamation process
  - New criteria should be based on population size and councillor to resident ratio
  - Councils size, with a current population of 372,322 across five wards
  - Population and distribution of population
  - Councils' area and physical terrain
  - Diversity of communities served
  - Nature and volume of business dealt with by Council
49. Council proposed a new criteria could include population threshold and councillor to resident ratio, with thresholds being 350,000 and 1 to 24,000.
50. The Tribunal considered the suggested criteria of a councillor to resident ratio for all categories. Whilst the Tribunal has included this criteria for

Rural Large category, it has not included it for all categories. It may warrant further consideration for other categories in future reviews.

51. The Tribunal is persuaded to include a new category, Metropolitan Major, with a population criteria threshold of 400,000 in the determination.
52. Camden Council's submission requests the creation of a growth category for Metropolitan Medium councils. They argue the proposed new category would allow criteria to be established to better reflect their growth rate, economic influence and complexities involved in servicing growth.
53. Council proposes the new category be called Metropolitan Medium – Growth Area. Council submits that its inclusion into this new category is based on the following:
  - Population growth
  - Development corridors
  - Growing assets and major infrastructure
  - Major services and institutions
54. The Tribunal has already determined a new metropolitan category, taking into account population and relatives in population between existing categories. It is not persuaded to include another new metropolitan category.
55. Maitland City Council requested the creation of a new category, Regional Growth Area to bridge the gap between Regional Centre and Regional Strategic.
56. Council based its argument for a new category on the following grounds:



- Maitland is the fastest growing regional city in NSW
  - significant role in accommodation growth
  - Council being an emerging health centre, with the \$470 million investment in the new Maitland Hospital
  - Significant role in delivery of state goals, including Greater Newcastle Metropolitan Plan 2036 and a state partner in infrastructure delivery including roads and facilities
57. Council also contends the current categorisation model for non-metropolitan is inadequate. It argues that the application of the population criteria is flawed as increments initially rise by 20,000 before leaping up by 160,000.
58. The current population criteria thresholds for non-metropolitan councils are outlined in the table below:

Category	Population Criteria
Rural	<20,000
Regional Rural	>20,000
Regional Centre	>40,000
Regional Strategic Area	>200,000
Major Strategic Area	>300,000

59. The Tribunal has considered the issues raised in Council's submission but is not persuaded for reasons noted earlier for anticipation of growth versus actual population, to create a new category, Regional Growth Area.

60. The Tribunal acknowledges the point made in Council's submission regarding incremental increases for non-metropolitan categories population criteria.
61. As outlined earlier the Tribunal has determined to change the population criteria for Regional Strategic from 200,000 to 100,000. This will result in Maitland Council being reclassified.

## Requests for Recategorisation

62. The Tribunal received four (4) requests for recategorisation. Liverpool, Byron, Tweed and Burwood Councils put forward individual cases for recategorisation for the Tribunal's consideration.
63. A summary of council's requests and the Tribunal's findings are outlined in the paragraphs below.
64. Liverpool Council requested to be reclassified from their current classification of Metro Large to Major CBD category. Liverpool Council's case to be included in Major CBD category is based on the following grounds:
  - Population forecast to grow by 59.23% in the next 20 years from 242,817 to 386,646
  - A GDP estimated at \$13.03 billion, with 91,000 jobs in the LGA
  - Significant development in the LGA that includes new council offices and chambers, new city library, childcare facility, and the \$106 million Liverpool Quarter development consisting of retail, commercial, food and beverage spaces

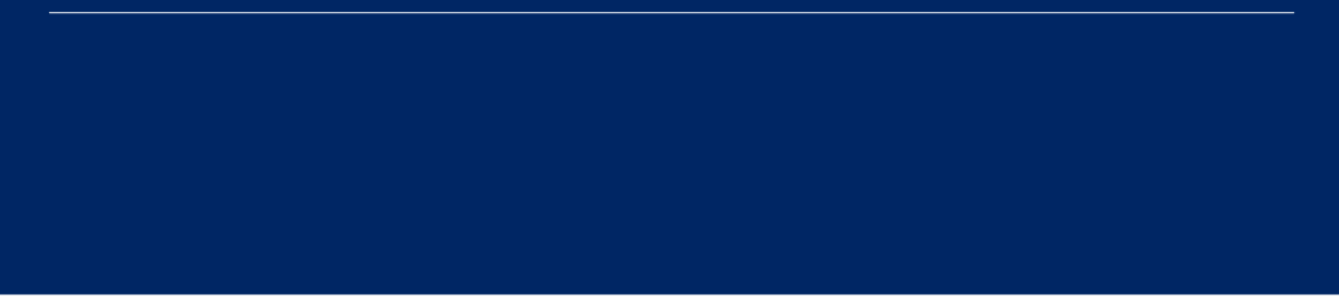


- Liverpool being an integral part of Western Sydney Deal to deliver transformative change
  - Liverpool being home to several significant infrastructure projects, including Western Sydney Airport, Western Sydney Infrastructure plan, Holsworthy Barracks and Liverpool Hospital upgrades
  - Diversity of population
65. The Tribunal notes that the current criteria for Major CBD remains unchanged. It includes being a major provider of business and government services, and secondary CBD to metropolitan Sydney.
66. Having regard to section 239 of the LG Act, the criteria, the submission put forward, and for reasons outlined earlier in regard to anticipated growth versus actual growth, the Tribunal is not persuaded to include Liverpool Council in Major CBD category.
67. Byron Shire Council requested to be reclassified from their current category of Regional Rural into Regional Centre.
68. Council noted, based on ABS 2021 census data, with a population of 36,077, it is on the cusp of reaching the population threshold of 40,000 residents.
69. Council believes they meet several other additional criteria that supports their case for reclassification. Council's request is based on the following grounds:
- Non-resident population of 4,817 travel from surrounding locations to work in the LGA



- A population growth increase of 7.2% over the last 5 years, which is above the state increase of 5.3%
  - Proximity to Gold Coast and Ballina/Byron airports
  - Byron being home to internationally renowned Hinterland region
  - Byron being home to a large number of festivals and events
70. As outlined earlier in this determination, the criteria for Regional Centre has been amended to include non-resident population as a criteria point.
71. This result is Byron Shire Council will be reclassified to Regional Centre.
72. Tweed Shire Council once again requested reclassification from Regional Centre to Regional Strategic Area on the following grounds:
- Proximity to Sydney via Gold Coast airport
  - Proximity to Brisbane and Gold Coast
  - Tweed being a major city centre and population centre for Northern Rivers Joint Organisation
  - Tweed being the largest employer and strongest growth area in the Northern Rivers
  - The construction of new state of the art Tweed Valley Hospital due to open in late 2023
73. Tweed Shire Council will be reclassified as a result of changes to Regional Strategic Area criteria outlined earlier in this determination.
74. Burwood Council requested to be reclassified from their current classification of Metropolitan Small to Metropolitan Medium. Council acknowledged that they do not currently meet the population criteria to be





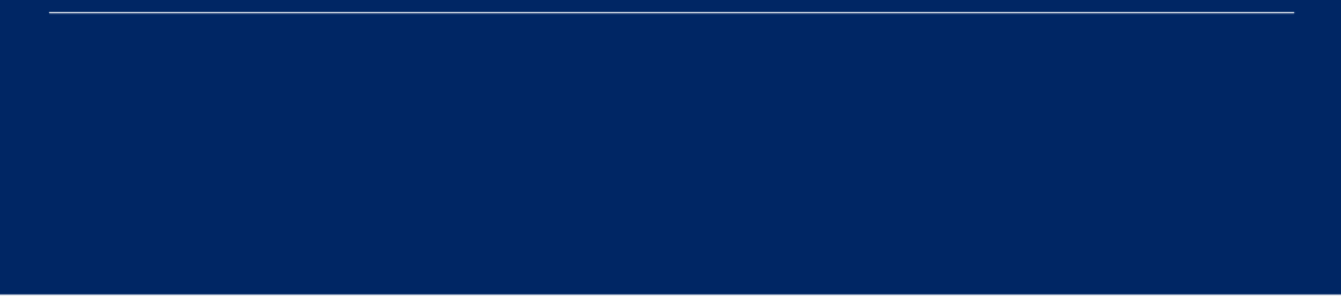
placed into the requested category. The criteria as outlined in the 2022 Determination, Appendix 1 of the criteria that apply to categories states

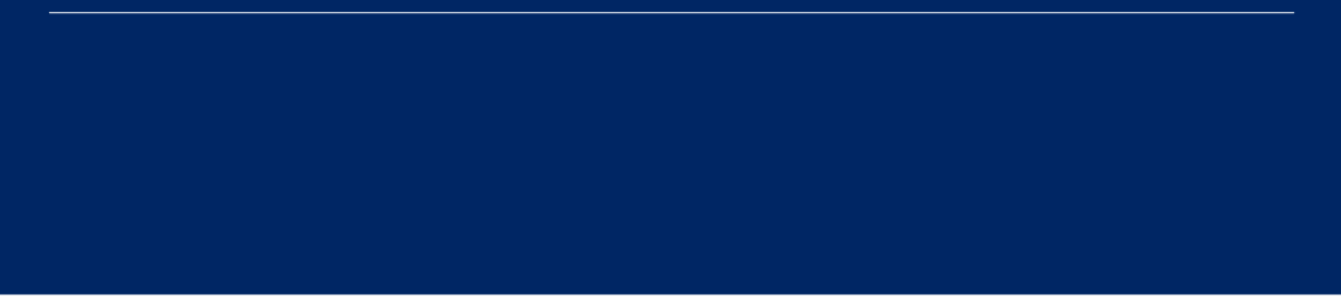
“Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.”

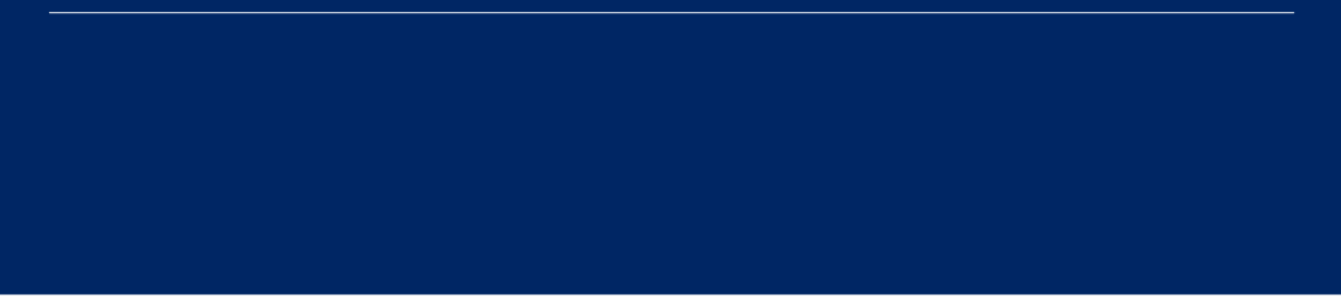
75. If Burwood Council’s non-resident working population was included, the total population would be 53,435 well short of exceeding the population threshold for Metropolitan Medium.
76. Further examination demonstrates that Burwood council does not meet the broader criteria for Metropolitan Medium. Accordingly, Burwood Council will remain in current classification of Metropolitan Small.
77. The matters raised generally in submissions of Berrigan, Cowra, Inner West, Kur-ring-gai, Singleton and Temora Councils are outside of the scope of the Tribunal statutory functions, but in the view of the Tribunal are worthy of further consideration. These matters relate to the current remuneration principles and structures that apply to mayors and councillors in NSW and the potential impacts of these constraints. These are discussed further below.

## Section 4 – 2023 Fees

78. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.
79. Pursuant to section 146C (1) (a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Regulation). The IR Regulation provides that public sector wages cannot increase by more than 3 per cent per annum and the tribunal therefore has the discretion to determine an increase of up to 3 per cent per annum.
80. Four (4) submissions received addressed the issue of the fees quantum increase. These submissions sought an increase of 2.5% or greater.
81. The LGNSW submission requested that the Tribunal increase fees by the maximum 3 per cent, but further argued that the maximum increase is *“inadequate and does not address the historic undervaluation of work performed by elected representatives and the substantial responsibility associated with local government.”*
82. LGNSW used economic and wage data to support their argument, that included:
  - Consumer Price Index (CPI)
  - National and State Wage cases
  - Market comparability

- 
83. LGNSW in their meeting with The Tribunal and Assessors, further emphasised that remuneration for Councillors and Mayors has been reduced in real terms due to impacts of inflation and capping of remuneration increases.
  84. The Tribunal received a late submission from the USU, advocating for the maximum increase to be applied. The USU argued that all work carried out in local government needed to be fairly remunerated and reflect the rise in cost of living.
  85. Whilst only five of the eighteen submissions received addressed the issue of quantum increase of fees, more than half of the submissions provided commentary on a range of remuneration issues.
  86. Submissions suggested that the current remuneration structure is inadequate and requires further review. It has been suggested that the current remuneration structure does not adequately reflect:
    - Role, responsibilities, and commitment required to perform functions successfully
    - Workloads
    - Complexity of role
    - Commitment and skills required
    - Fairness
  87. Furthermore, it has been suggested that the low level of remuneration is a barrier to encouraging participation and diversity of candidates that reflects communities.

- 
88. Associate Professor Jakimow of the Australian National University provided a detailed submission outlining the negative impacts of inadequate remuneration. The substance of the submission is that current remuneration levels do not adequately reflect the hours and complexity of work. Furthermore, low remuneration is a barrier to participation and diversity.
89. Associate Professor Jakimow argues that:
- “inadequate pay has significant negative consequences: low quality local democracy, an unacceptable burden on councillors and their families, and poor councillor diversity.”*
90. A number of submissions provided comparison data to demonstrate that the current remuneration principles and structure are not reflective of time, skills and competencies required to effectively perform the roles of councillor and mayor.
91. Comparisons were made to State and Federal parliamentary members, councillors and mayors in the Queensland and Victorian local government jurisdictions, average remuneration of a chairperson of a board, not for profit organisations and national minimum wage. The basis of the argument is that NSW mayor and councillors are paid below these organisations.
92. One submission noted that legislative change would be required to change remuneration model.
93. The Tribunal acknowledges issues raised in submissions regarding remuneration principles, structure and potential impacts. Many of these issues are worth serious consideration, they are however not currently



within the Tribunal's remit. The Tribunal concludes these matters should be given further investigation and consideration.

94. The Tribunal has considered key economic indicators, including the Consumer Price Index and Wage Price Index, and has determined that the full 3 per cent increase will apply to the minimum and maximum fees applicable to existing categories.
95. As an initial determination, the ranges for new categories are not subject to the wages policy. Future increases in those categories, as is the case for existing categories, will be subject to wages policy in accordance with section 242A(4) of the LG Act.
96. The minimum and maximum fees for the new categories have been determined having regard to the relativities of existing categories

## Time for Fresh Thinking

97. Submissions made to the 2023 review and the Tribunal's own conclusions from evidence it has examined, suggest that there are significant issues underlying the concerns raised about mayor and councillor remuneration. It is apparent to the Tribunal that those issues which include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations cannot be easily resolved under the existing framework. In the Tribunal's view, there would be merit in a comprehensive review of the framework for mayor and councillor remuneration.
98. The criteria under which the Tribunal makes these determinations has

been in existence since 1994 and at that time NSW had 177 Councils. Much has changed over the past 30 years, but the criteria has not.

99. As noted earlier in this determination the Tribunal and Assessors met with two Joint Organisation member representatives. While much of what was discussed has been dealt with in this determination it is worthy for the record to restate the view of LGNSW of the “*need for major reform*”.
100. Key themes and issues raised during discussions by mayors, councillors and general managers with the Tribunal and Assessors include:
- Changes to ways of working including expectations of increased use of social media and online platforms (“always on” expectations from constituents)
  - Impacts of future development
  - Impact of changes to legislation and regulation on workload
  - Serving constituents in regional centres, country areas regional areas, rural and remote areas
  - Remuneration principles
  - Natural Disasters including floods, fires, mice, locusts and tragedies generally
  - Confusion in roles and responsibilities – need for compulsory and consistent training of candidates prior to election and induction of those elected

- Popularly elected mayors and two-year mayoral terms and the role of the Deputy Mayor when a mayor is absent, as distinct from temporarily unavailable
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose. There appears to be significant variation in the interpretation of the guidelines and subsequent council policies
- The optional payment of superannuation being used for political purposes
- Paid parental leave for councillors
- Is remuneration holding back quality candidates or are behavioural issues – both in and out of meeting environment
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios
- Clarity in the payment of fees for chairpersons and voting members of Joint Organisations for additional workloads

101. Diversity was a strong theme heard by the Tribunal, both diversity of communities served and diversity of representation. We heard that

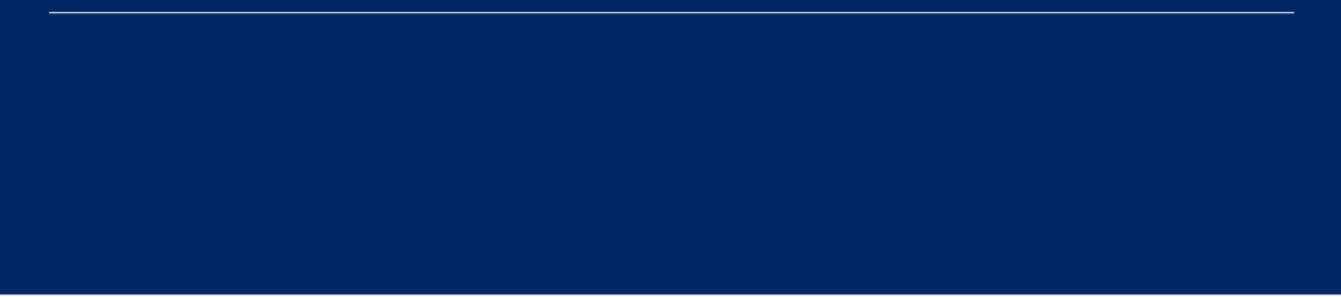


younger people, women, Aboriginal and Torres Strait Islander people and members of culturally and linguistically diverse communities among others, are underrepresented in many councils.

102. The Tribunal acknowledges that it is not within its authority to address many of the issues that were raised in submissions.
103. The Tribunal is not suggesting a fundamental review of the role of councillors and notes that people enter local government representation from a sense of civic service rather than for remuneration.

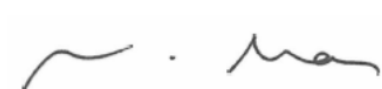
## Conclusion

104. The Tribunal is of the view that a broader consideration is required of the matters raised in this determination. If the Minister decided to refer these matters under section 238 (2) of the LG Act the Tribunal would be willing to assist noting that it would require considerable consultation with the sector and access to suitable resources from Government.
105. The Tribunal's determinations have been made with the assistance of the Assessors Ms Kylie Yates, Gail Connolly PSM (in her role as Acting Deputy Secretary) and Mr Brett Whitworth.
106. It is the requirement of the Tribunal that in the future all submissions have council endorsement.
107. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.
108. Determination 2 outlines the maximum and minimum fees paid to



councillors and mayors and members and chairpersons of county councils  
as per section 241 of the LG Act.

109. The Tribunal acknowledges and thanks the secretariat for their excellent  
research and support in completing the 2023 determination.



Viv May PSM

**Local Government Remuneration Tribunal**

Dated 27 April 2023

# Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2023

## General Purpose Councils – Metropolitan

### Principal CBD (1)

- Sydney

### Major CBD (1)

- Parramatta

### Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

### Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

### Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

### Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

## General Purpose Councils - Non-Metropolitan

### Major Regional City (2)

- Newcastle
- Wollongong

### Major Strategic Area (1)

- Central Coast

### Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

### Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed

- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

### **Regional Rural (12)**

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

### **Rural Large (18)**

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Hilltops
- Inverell
- Leeton
- Moree Plains
- Murray River
- Muswellbrook
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

### **Rural (38)**

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

## County Councils

### Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

### Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

## Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2023

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2023 as per section 241 of the *Local Government Act 1993* are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

### General Purpose Councils – Metropolitan

#### Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	29,610	43,440
Major CBD	19,760	36,590
Metropolitan Major	19,760	34,590
Metropolitan Large	19,760	32,590
Metropolitan Medium	14,810	27,650
Metropolitan Small	9,850	21,730

#### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	181,210	238,450
Major CBD	41,960	118,210
Metropolitan Major	41,960	106,960
Metropolitan Large	41,960	94,950
Metropolitan Medium	31,470	73,440
Metropolitan Small	20,980	47,390



## General Purpose Councils - Non-Metropolitan

### Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,980	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430



## County Councils

### Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

### Mayor/Chairperson Additional Fee\* (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))

Viv May PSM

**Local Government Remuneration Tribunal**

Dated 27 April 2023

# Appendices

## Appendix 1 Criteria that apply to categories

### **Principal CBD**

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

## **Major CBD**

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

## **Metropolitan Major**

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

## Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

## **Metropolitan Medium**

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.



## **Metropolitan Small**

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

## **Major Regional City**

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

### **Major Strategic Area**

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

### **Regional Strategic Area**

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

### **Regional Centre**

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

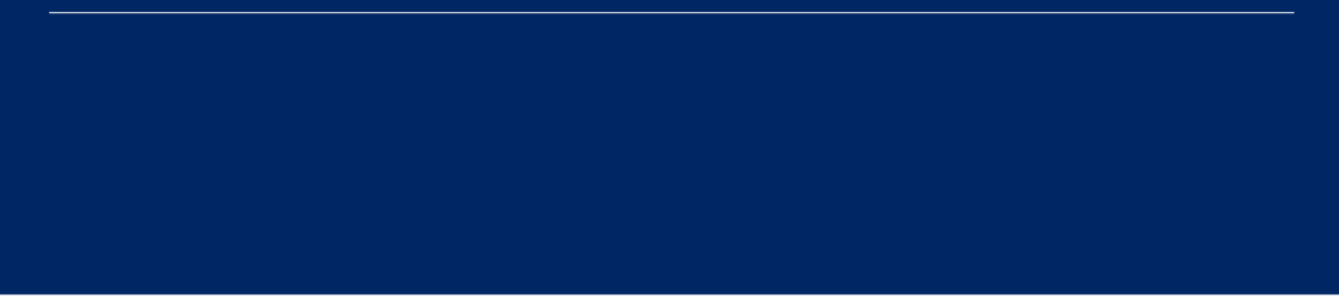
Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

### **Regional Rural**

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.



Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

### **Rural Large**

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

## **Rural**

Councils categorised as Rural will typically have a residential population less than 10,000.

## **County Councils - Water**

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

## **County Councils - Other**

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.



**ITEM 7.6 INVESTMENTS REPORT FOR APRIL 2023**

<b>RECORD NUMBER</b>	23/123
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	Accountant
<b>APPROVER/S</b>	Manager Finance Director Corporate

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**SUMMARY/PURPOSE**

This report provides details of the performance of Council's investment portfolio for the period ending 30 April 2023.

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**RECOMMENDATION**

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

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**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 \$ 48,602,165.

As at 30 April 2023, Leeton Shire Council has \$47,344,948 invested in Approved Deposit Institutions (ADIs) of which \$5,229,424 (11.05%) 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 30 April 2023.

The Statement of Bank Reconciliation reconciles the Bank Statement balances to the General Ledger at 30 April 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 30 April 2023.

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

Cash in Transaction Account	\$ 1,257,217
Deposits At Call Accounts	\$14,544,948
Investments	\$32,800,000
<b>TOTAL</b>	<b>\$48,602,165</b>

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

<b>Opening Investments Balance</b>	<b>\$ 49,793,514</b>
<b>Less:</b>	
Maturities	\$ 1,000,000
Transfer to CBA Current Account	\$ 2,500,000
<b>Subtotal</b>	<b>\$ 46,293,514</b>
<b>Plus:</b>	
Roll-overs	\$ 1,000,000
New Investments	\$
CBA Business Online Saver (BOS) movements	\$ 22,508
AMP Business Saver Account	\$
AMP 31 Day Notice Account	\$ 20,669
Macquarie Cash Management Accelerator Account	\$ 8,257
<b>Closing Investments Balance</b>	<b>\$ 47,344,948</b>
Add back Cash in Transaction accounts	1,257,217
<b>Total Cash and Investments</b>	<b>\$ 48,602,165</b>

The following table details the break-up of investments according to the restrictions which are placed on them. The following is forecast in the March 2023 QBRs forecast (subject to daily movements).

<b>Total Cash and Investments</b>	<b>\$ 48,602,165</b>
<b>Less restrictions</b>	
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
<b>External Restrictions (Excl. Unfinished Works) - Sub Total</b>	<b>\$ 36,005,627</b>
<b>Internal restrictions</b>	<b>\$ 6,190,593</b>
<b>Total restrictions</b>	<b>\$ 42,196,220</b>
Operating Capital & Unfinished Works	\$ 6,405,945

\*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 April 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
23/03/2023	500	\$9	\$4,500	-\$204	\$4,297
<b>General and Water Fund Sales</b>	<b>1900</b>		<b>\$78,500</b>	<b>-\$2,864</b>	<b>\$75,637</b>

Council has undertaken temporary trade of 1900 ML for \$75,637 (net of sale brokerage fees) as at 30 April 2023. The annualised return on investment for the sale is 1.02%. It is worth noting that water sales pricing is unreliable and as such the ROI is volatile.

In accordance with the Temporary Trade of Water Allocation Policy the safety margin has been set at 10% of the predicted town water demand for the remainder of the water year.

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 27.4.23	Potential Income from Sales
Town Water High Security (C7) - 4,097ML	100%	4,097	2,256	-	929	26	886	\$4.00	\$3,544
<b>Investment Water</b>									
*General Security (C1) - 516 ML	100%	516		-			516	\$4.00	\$2,064
High Security (C3) - 971ML	100%	971		-	971		-	\$4.00	\$0
<b>Total</b>		<b>5,584</b>	<b>2,256</b>	<b>-</b>	<b>1,900</b>	<b>26</b>	<b>1,402</b>		<b>\$ 5,608</b>

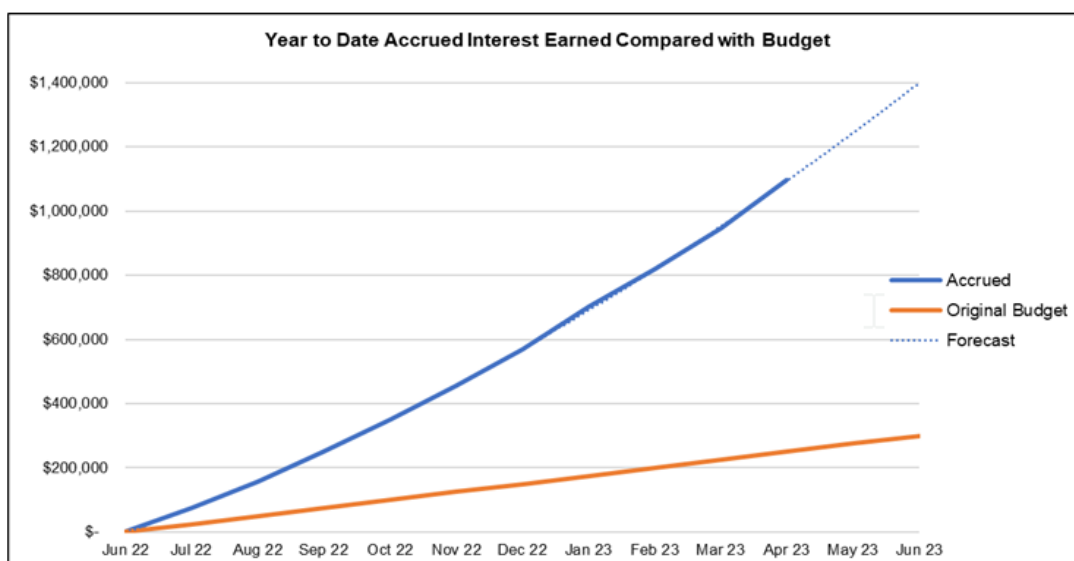
Please note these breakdowns are internal only and will be reviewed and reconciled at year end to ensure results for all funds are optimised.

## IMPLICATIONS TO BE ADDRESSED

### (a) Financial

For April 2023 the annualised rate of return across the investment portfolio is 3.64%. With continued higher than expected interest returns Council has increased the interest budget in the March QBRs to \$1.33m.

The following graph compares year-to-date interest with the revised budgeted interest for the period.



The consolidated actual investment income from 1 July 2022 to 30 April 2023 compared to the revised budgeted investment interest is detailed below.

Actual versus budgeted interest and earnings	Apr-23	Year To Date
Investments - Interest earned	\$ 94,517	\$ 729,605
Deposits at call	\$ 51,434	\$ 333,381
Rebates and Other earnings	\$ 4,923	\$ 33,455
<b>Total Earnings</b>	<b>\$ 150,874</b>	<b>\$ 1,096,441</b>
Forecast Interest	\$ 110,833	\$ 1,108,330
<b>Variance</b>	<b>\$ 40,041</b>	<b>(\$11,889)</b>

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 (Apr)
Portfolio Average Interest Rate (year to date inc. Cash)	3.00%	0.76%
Investment Balances	Year to Date	Last Year
Opening Balance as at 1 April	\$49,793,514	\$45,351,607
Current Balance as at 30 April	\$47,344,948	\$47,356,087

For the month of April 2023, the portfolio (excluding cash) provided a solid return of +0.29% (actual) or +3.59% p.a. (annualised), marginally underperforming the benchmark AusBond Bank Bill Index return of +0.30% (actual) or +3.77% p.a. (annualised). Over the past year, the portfolio (excluding cash) returned +2.66% p.a., outperforming bank bills by 0.30% p.a. The longer-term 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

In early April, the RBA left the cash rate unchanged at 3.60% as the RBA justified its decision by wishing to allow time for the lagging effects of prior interest rate to be realised. However, the RBA took the markets by surprise with a 25 basis point hike at its May Meeting, taking the cash rate to 3.85% with its goal to return inflation to target within a reasonable timeframe.

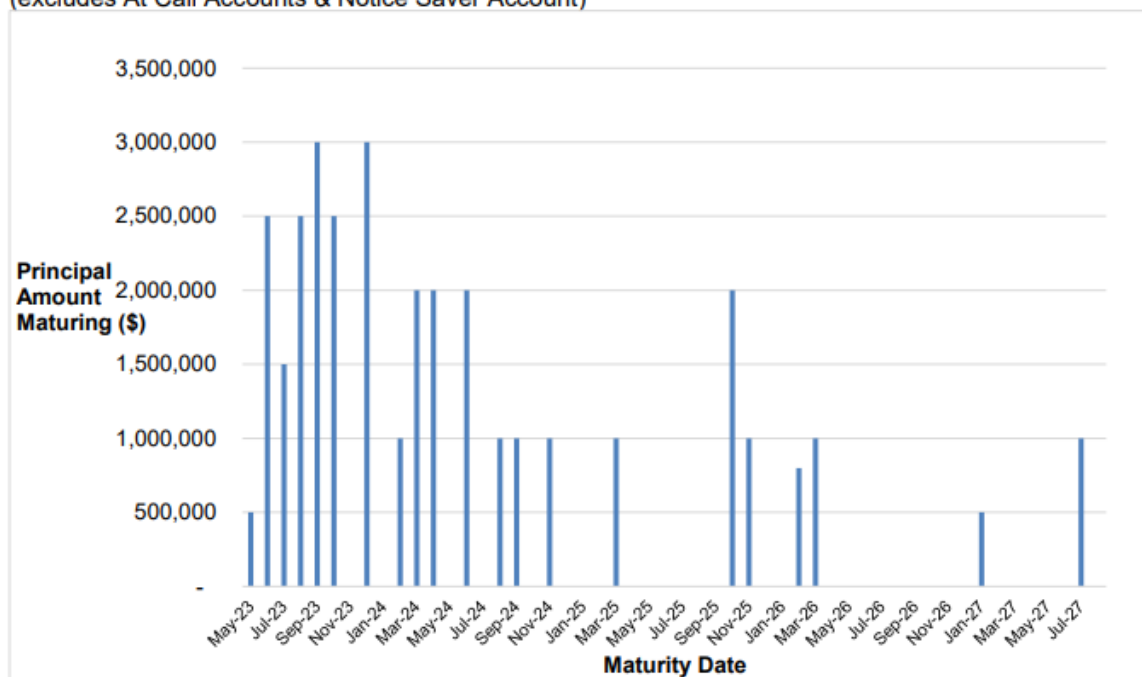
## Council Portfolio Compliance

### 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	49.64%
Cash/At Call Deposits	Low	Low	14,544,948	30.72%
Floating Rate Notes	Low	Low	5,800,000	12.25%
Bonds	Low	Low	3,500,000	7.39%
<b>TOTAL</b>			<b>47,344,948</b>	<b>100%</b>

### Counterparty

As at the end of April 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	\$1,003,285	2.12%	45%	\$20,287,257
✓	Suncorp Covered	AAA	\$501,689	1.06%	45%	\$20,788,853
✓	ANZ Bank	AA-	\$1,002,967	2.12%	45%	\$20,287,575
✓	CBA	AA-	\$8,227,182	17.39%	45%	\$13,063,360
✓	NAB	AA-	\$5,000,000	10.57%	45%	\$16,290,542
✓	NTTC	AA-	\$1,000,000	2.11%	45%	\$20,290,542
✓	WBC	AA-	\$5,500,000	11.62%	45%	\$15,790,542
✓	Macquarie	A+	\$4,085,284	8.63%	35%	\$12,474,026
✓	Aus. Military	BBB+	\$1,000,000	2.11%	30%	\$13,193,695
✓	Bendigo (Rural)	BBB+	\$973,676	2.06%	30%	\$13,220,019
✓	BoQ	BBB+	\$3,987,364	8.43%	30%	\$10,206,330
✓	QBank	BBB+	\$798,463	1.69%	30%	\$13,395,232
✓	AMP Bank	BBB	\$11,730,240	24.79%	30%	\$2,463,455
✓	Auswide Bank	BBB	\$999,817	2.11%	30%	\$13,193,878
✓	Bank Australia	BBB	\$1,003,315	2.12%	30%	\$13,190,380
✓	MyState Bank	BBB	\$499,033	1.05%	30%	\$13,694,662
			<b>\$47,312,316</b>	<b>100.00%</b>		

### 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	\$1,504,974	3.18%	100.00%
Yes	AA Category	\$20,730,149	43.82%	100.00%
Yes	A Category	\$4,085,284	8.63%	80.00%
Yes	BBB Category	\$20,991,908	44.37%	70.00%
Yes	Unrated ADI's	\$0	0.00%	30.00%
		<b>\$47,312,316</b>	<b>100.00%</b>	

*\*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, Imperium Markets (for financial investment advice) and Marsden Jacobs (for water trading advice).

Advisors were contacted by staff for financial investment advice during the month of April 2023.

### **(b) Internal**

Director Corporate  
Director Operations  
Manager Finance  
Accountant

## **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 April 23
- 2 Summary of Investments April 23

## 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 30 April 2023

### **BALANCE AS PER GENERAL LEDGER**

Opening Balance:	1/04/2022	\$	1,577,268.70
April Movements:		-\$	308,321.99
Closing Balance:	30/04/2022	\$	1,268,946.71
Less Unprocessed Bank Statement Transactions:		-\$	11,730.12
Total:		\$	1,257,216.59

### **BALANCE AS PER BANK STATEMENTS**

	\$	1,248,707.54
Less Unpresented Cheques	-\$	104.45
Less Unpresented Debits	\$	-
Plus Unpresented Deposits	\$	8,613.50
Total	\$	1,257,216.59

  
 \_\_\_\_\_  
 Responsible Accounting Officer  
 8 May 2022

# Leeton Shire Council

## Summary of Term Investments as at: 30/04/2023

BBSW 90: 3.68% Average Yield: 3.64%

Inv No	Financial Institution/Broker	Investment	Note	Ref No	Investment Date	Investment Term (months)	Remaining Term (months)	Principal	Yield %	Maturity	Type
10-00	Commonwealth Bank L	CBA Business Online Saver - Cash	Cash	10206481	12/10/09	162	0	5,229,424.17	3.60%	08/05/23	DAC
20-00	AMP Bank	AMP Business Saver Account		437864762	10/07/20	33	0	516.70	1.70%	08/05/23	DAC
21-00	AMP Bank	AMP 31 Day Notice Account		971165956	17/07/20	33	0	6,229,723.05	4.25%	08/05/23	DAC
22-00	Macquarie Bank	Macquarie Cash Management Accelerator Account		940367790	07/11/20	29	0	3,085,284.29	3.60%	08/05/23	DAC
20-11	ANZ Bank	ANZ Bank		AU3FN00497	29/08/19	60	15	1,000,000.00	4.06%	29/08/24	FRN
23-15	Curve Securities Pty Ltd	Members Banking Group Ltd		AU3FN00754	24/02/23	36	33	800,000.00	5.05%	24/02/26	FRN
23-16	Laminar Capital	Auswide Bank		AU3FN00765	17/03/23	36	34	1,000,000.00	5.00%	17/03/26	FRN
22-21	Commonwealth Bank L	Commonwealth Bank		AU3FN00655	14/01/22	60	44	500,000.00	4.36%	14/01/27	FRN
23-01	Commonwealth Bank L	Royal Bank of Canada		AU3FN00700	13/07/22	60	50	500,000.00	4.69%	13/07/27	FRN
23-10	Laminar Capital	Mystate Bank Ltd		AU3FN00725	13/10/22	36	29	500,000.00	4.94%	13/10/25	FRN
23-11	Commonwealth Bank L	Suncorp-Metway Ltd		AU3FN00724	17/10/22	36	29	500,000.00	4.54%	17/10/25	FRN
23-13	Curve Securities Pty Ltd	Bank Australia		AU3FN00737	24/11/22	36	30	1,000,000.00	5.11%	24/11/25	FRN
22-23	National Aust Bank	Bendigo and Adelaide Bank		8156149	17/03/22	36	22	1,000,000.00	3.00%	17/03/25	Bond
22-27	Commonwealth Bank L	Bank of Queensland		AU3CB02888	29/04/22	42	29	1,000,000.00	4.00%	29/10/25	Bond
21-10	Northern Territory Treasury	Territory Bond		AA-109-3B	14/09/20	38	7	1,000,000.00	1.25%	15/12/23	Bond
23-02	Commonwealth Bank L	Royal Bank of Canada		AU3CB0290	13/07/22	60	50	500,000.00	4.50%	13/07/27	Bond
21-26	Australian Military Bank	Australian Military Bank		301037038	3/04/21	36	11	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	3	1,000,000.00	0.65%	25/08/23	LTD
22-15	Westpac Bank	Westpac Bank		9514165	21/10/21	24	5	1,000,000.00	0.87%	23/10/23	LTD
22-16	AMP Bank	AMP Bank		TD60160792	29/10/21	18	0	500,000.00	1.20%	01/05/23	LTD
22-17	Westpac Bank	Westpac Bank		9563400	11/11/21	36	18	1,000,000.00	1.60%	11/11/24	LTD
22-19	Westpac Bank	Westpac Bank		9620456	09/12/21	24	7	1,000,000.00	1.21%	11/12/23	LTD
22-20	AMP Bank	AMP Bank		TD34064791	21/12/21	24	7	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	9	1,000,000.00	1.80%	24/02/24	LTD
22-24	Westpac Bank	Westpac Bank		9806557	22/03/22	24	10	1,000,000.00	2.21%	22/03/24	LTD
22-28	Westpac Bank	Westpac Bank		9653246	08/06/22	12	1	500,000.00	3.50%	08/06/23	LTD
22-30	Commonwealth Bank L	Commonwealth Bank		38344709	21/06/22	12	1	1,000,000.00	4.30%	21/06/23	LTD
22-31	Bank of Queensland	Bank of Queensland		508507	23/06/22	24	13	1,000,000.00	4.40%	24/06/24	LTD
22-32	Macquarie Bank	Macquarie Bank		232613257	24/06/22	24	13	1,000,000.00	4.43%	24/06/24	LTD
22-34	Members Equity Bank	Member Equity Bank		416264	28/06/22	12	1	1,000,000.00	4.00%	28/06/23	LTD
23-03	AMP Bank	AMP Bank		TD52801630	08/08/22	12	3	500,000.00	4.35%	08/08/23	LTD
23-04	National Aust Bank	National Aust Bank		71-990-2283	16/08/22	12	3	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	4	1,000,000.00	4.10%	11/09/23	LTD
23-06	AMP Bank	AMP Bank		TD06515165	14/09/22	12	4	1,000,000.00	4.65%	14/09/23	LTD
23-07	National Aust Bank	National Aust Bank		97-327-3005	27/09/22	24	16	1,000,000.00	4.90%	27/09/24	LTD
23-08	Westpac Bank	Westpac Bank		9929030	30/09/22	11	4	1,000,000.00	4.59%	29/09/23	LTD

## Leeton Shire Council

		<b>Summary of Term Investments as at: 30/04/2023</b>		<b>BBSW 90:</b>	<b>3.68%</b>	<b>Average Yield:</b>	<b>3.64%</b>		
23-09	AMP Bank		TD35113463	12	5	500,000.00	4.55%	06/10/23	LTD
23-12	AMP Bank		TD11296728	12	5	1,000,000.00	5.00%	27/10/23	LTD
23-14	Commonwealth Bank of Queensland		38344709	5	2	1,500,000.00	4.37%	10/07/23	LTD
23-17	AMP Bank		TD22644030	11	10	1,000,000.00	5.05%	22/03/24	LTD
23-18	Bank of Queensland		724391	12	11	1,000,000.00	4.75%	11/04/24	LTD
				<b>Total Investments:</b>		<b>\$ 47,344,948.21</b>			



# Leeton Shire Council

## Summary of Term Investments as at: 30/04/2023

BBSW 90: 3.68%      Average Yield: 3.64%

Investment by Type		
Investment	Amount	%
Member Equity Bank	1,000,000	2.1%
AMP Bank	5,500,000	11.6%
Auswide Bank	1,000,000	2.1%
National Aust Bank	5,000,000	10.6%
Australian Military Bank	1,000,000	2.1%
ANZ Bank	1,000,000	2.1%
Territory Bond	1,000,000	2.1%
CBA Business Online Sa	5,229,424	11.0%
AMP 31 Day Notice Acc	6,229,723	13.2%
Macquarie Cash Man	3,085,284	6.5%
Commonwealth Bank	3,000,000	6.3%
Westpac Bank	5,500,000	11.6%
Bendigo and Adelaide	1,000,000	2.1%
Bank of Queensland	3,000,000	6.3%
Macquarie Bank	1,000,000	2.1%
AMP Business Saver Acc	517	0.0%
Royal Bank of Canada	1,000,000	2.1%
Mystate Bank Ltd	500,000	1.1%
Suncorp-Metway Ltd	500,000	1.1%
Bank Australia	1,000,000	2.1%
Members Banking Gro	800,000	1.7%
<b>TOTAL</b>	<b>47,344,948</b>	<b>100.0%</b>
Local	5,229,424	11.05%
Non Local	42,115,524	88.95%

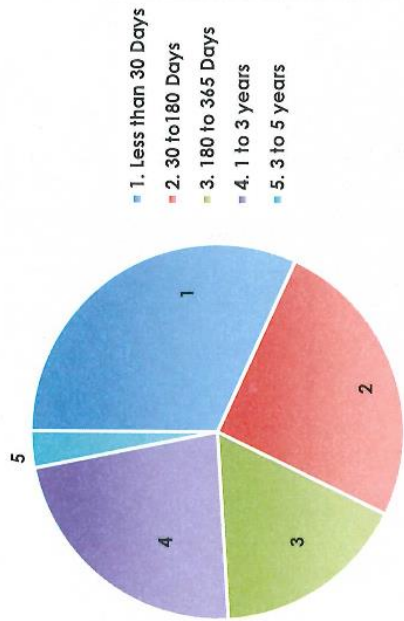
Investments by Age		
Age	Amount	%
1. Less than 30 Days	15,044,948	32%
2. 30 to 180 Days	12,000,000	25%
3. 180 to 365 Days	8,000,000	17%
4. 1 to 3 years	10,800,000	23%
5. 3 to 5 years	1,500,000	3%
<b>TOTAL</b>	<b>47,344,948</b>	<b>100%</b>

Investments by Age and Type		
Sum of Principal		Total
Current	DAC	14,544,948
	LTD	19,500,000
	Bond	1,000,000
<b>Current Total</b>		<b>35,044,948</b>
Non Current	LTD	4,000,000
	FRN	5,800,000
	Bond	2,500,000
<b>Non Current Total</b>		<b>12,300,000</b>
<b>Grand Total</b>		<b>47,344,948</b>
DAC	Deposit at Call	
LTD	Long Term Deposit	
FRN	Floating Rate Notes	
Bond	Long Term Bond	

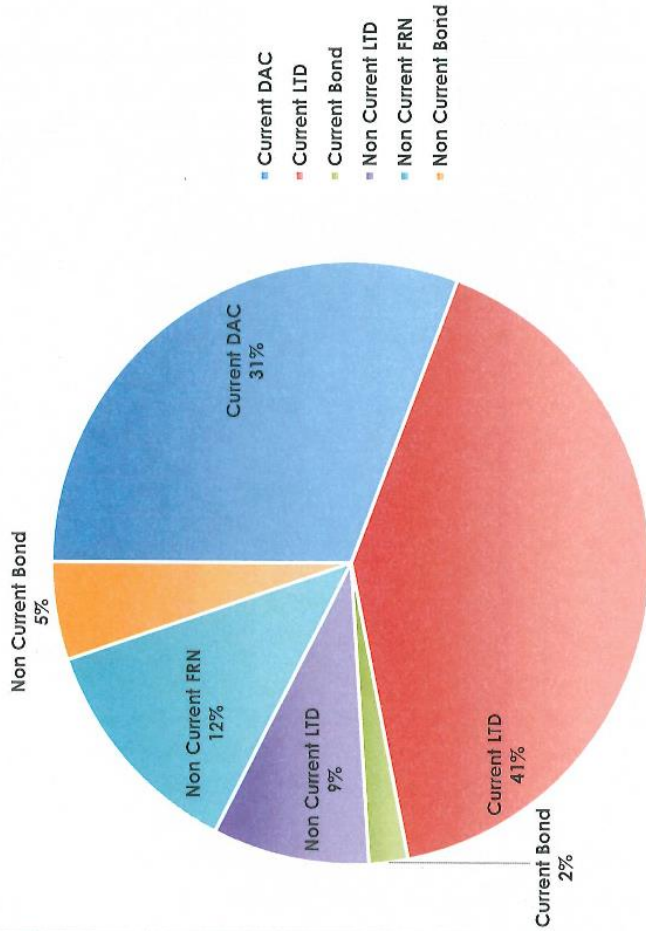
# Leeton Shire Council

Summary of Term Investments as at: **30/04/2023**      BBSW 90: **3.68%**      Average Yield: **3.64%**

## 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  
 8 May, 2023

## **ECONOMIC AND COMMUNITY DEVELOPMENT MATTERS**

### **ITEM 7.7 PLANNING PROPOSAL TO AMEND LAND USE TABLE FOR RU5 VILLAGE ZONE**

<b>RECORD NUMBER</b>	23/102
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	Manager Planning, Building and Health
<b>APPROVER/S</b>	Executive Manager Economic & Community Development

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### **SUMMARY/PURPOSE**

The purpose of this report is to present the outcomes of agency and community consultation of a Planning Proposal to amend the land use table associated with the RU5 Village zone in Leeton Local Environmental Plan 2014 (LEP 2014).

Leeton Shire Council has been granted authorization to exercise delegation as the local plan-making authority under section 3.36 of the *Environmental Planning and Assessment Act 1979*.

It is recommended that the Planning Proposal be made and forwarded to the Department of Planning and Environment to request that Parliamentary Counsel draft the statutory instrument.

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### **RECOMMENDATION**

THAT Council resolves to:

1. Make the Planning Proposal to amend the land use table associated with zone RU5 Village in Leeton Local Environmental Plan 2014.
  2. Forward the Planning Proposal to the Department of Planning and Environment to request that Parliamentary Counsel draft the planning instrument.
- 

### **REPORT**

#### **(a) Background**

Council resolved at the Ordinary Council Meeting held on Wednesday 28 September 2022 to:

- forward a Planning Proposal to amend the land use table associated with the RU 5 - Village zone in the Leeton Local Environmental Plan 2014 (LEP 2014) to the Minister for Planning to request a Gateway determination
-



pursuant to section 3.34 of the *Environmental Planning and Assessment Act 1979*, and

- request that authorization be granted to enable Council to exercise delegation as the local plan-making authority under section 3.36 of the *Environmental Planning and Assessment Act 1979*.

A Gateway determination was issued on 7 February 2023 and Council has been delegated the role of the local plan-making authority.

## **(b) Discussion**

### **Intended Outcomes**

The intended outcomes of the Planning Proposal are to:

- support the development of housing diversity in the small villages of Leeton local government area to cater to all sectors and life stages of the population and to address housing affordability. This is to be achieved by amending the land use table to zone RU5 Village to permit a greater range of housing types in zone RU5 Village,
- enable greater access to community, health and commercial services in small villages,
- encourage economic and tourism business development in the small villages by permitting a greater range of commercial land uses in zone RU5 Village, and
- correct anomalies in the land use table to zone RU5 Village regarding the permissibility of certain land uses.

### **Agency Consultation**

The Gateway determination required that consultation with the NSW Rural Fire Service be carried out prior to community consultation.

The Rural Fire Service (RFS) responded to a request for comment on 15 March 2023 and raised no objection to the Planning Proposal subject to future development that is proposed on bushfire prone land being subject to the guideline planning for Bush Fire Protection 2019.

The RFS also recommended that preparation of strategic planning instruments and subdivision development consider the implications of including grasslands on bushfire prone land mapping.

### **Community Consultation**

The draft Planning Proposal was exhibited between 24 March 2023 and 21 April 2023. No submissions were made during the exhibition period.

### **Planning Framework**

The Planning Proposal is consistent with relevant directions and implements actions of the Riverina Murray Regional Plan 2041, Liveable Leeton Community Strategic

Plan 2035, Leeton Shire Council Local Strategic Planning Statement 2020 and Leeton Shire Local Housing Strategy 2021-2041.

Given that no changes are recommended by the RFS, and no objections were received during community consultation, it is recommended that Council exercise delegations under section 3.36 of the *Environmental Planning and Assessment Act 1979* and make the draft Planning Proposal as exhibited.

The final step is for Parliamentary Counsel to draft the planning instrument. After receipt of the planning instrument a further report will be put to Council with a recommendation to endorse the instrument and to request that the amendment to Leeton LEP 2014 be published.

### **(c) Options**

THAT Council resolves to:

1. Make the Planning Proposal to amend the land use table associated with zone RU5 Village in Leeton Local Environmental Plan 2014. ***This is the recommended option.***
2. Forward the Planning Proposal to the Department of Planning and Environment to request that Parliamentary Counsel draft the planning instrument.
3. Another resolution as advised by Council.

### **IMPLICATIONS TO BE ADDRESSED**

#### **(a) Financial**

The resources required to prepare a planning proposal are included in the 2022/23 Operational Plan.

Aside from providing residents with options to address the housing shortage, securing this update to the land use tables will also improve the marketability of Council's own land being the allotment for development at Conapaira Street Whitton.

#### **(b) Policy**

Riverina Murray Regional Plan 2041  
Leeton Community Participation Plan 2019  
Liveable Leeton Community Strategic Plan 2035  
Leeton Shire Council Local Strategic Planning Statement 2020  
Leeton Shire Council Housing Strategy 2021-2041

#### **(c) Legislative/Statutory**

*Environmental Planning and Assessment Act 1979*  
*Local Government Act 1993*

**(d) Risk**

If Leeton Shire Council does not address the restrictions on the RU5 zone, affordable housing options in the Village Zone will be severely limited and business development opportunities will be foregone.

**CONSULTATION**

**(a) External**

Department of Environment and Planning  
NSW Rural Fire Service  
Leeton Shire Community Members

**(b) Internal**

General Manager  
Executive Manager Economic & Community Development

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

Under the Key Priority Area FOCUS AREA 4. A quality environment within Council's adopted Delivery Program/Operational Plan – 4 - We balance the needs of our natural and built environments - 4.1 - Intelligent land use planning and utilities planning to meet the needs of a growing population, with consideration for the environment and future generations - Implement all the short-term goals identified in Council's Local Strategic Planning Statement (LSPS)".

**ATTACHMENTS**

- 1 Amendments to RU5 Village zone Land Use Table - Draft Planning Proposal to Amend Leeton Local Environmental Plan 2014
- 2 Gateway Determination - Planning Proposal to Amend Land use Table for RU5 Zone

draft - exhibition version

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## Planning proposal to amend Leeton Local Environmental Plan 2014

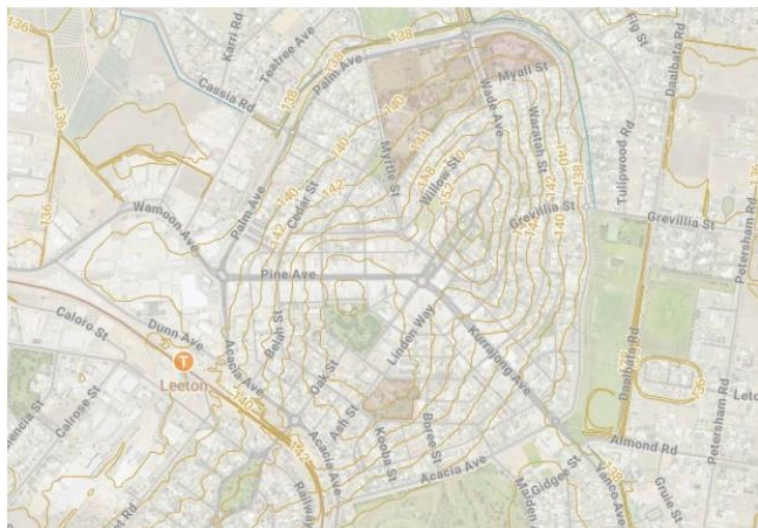
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Amendments to RU5 Village zone Land Use Table

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For and on behalf of Leeton Shire Council

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**Zenith**  
TOWN PLANNING

sustainable thinking

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**Part 6: Project Timeline** \_\_\_\_\_ **15**

**Attachment A: Report to Ordinary Meeting of Leeton Shire Council 27 July 2022 and  
Council resolution**

**Attachment B: Current RU5 Village zone Land Use Table**

**Attachment C: Proposed amended RU5 Village zone Land Use Table**

**Attachment D: Current and proposed permitted and prohibited uses**


**Attachment E: Maps showing reticulated water and sewerage services**

**Attachment F: RU5 Village land zone maps (Whitton, Murrami, Wamoon)**

**Attachment G: RFS referral comments**

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**Document Details & History**

<b>Project number</b>	0622
<b>Project title</b>	Amendments to Leeton LEP 2014
<b>Document title</b>	Planning Proposal
<b>Client</b>	Leeton Shire Council
<b>Author</b>	Allen Grimwood Director Zenith Town Planning Pty Ltd PO Box 591 Moruya NSW 2537
<b>Qualifications</b>	Bachelor of Arts (Honours) UNSW Master of Urban & Regional Planning, USyd  Planning Institute Australia
<b>ABN</b>	11 624 467 349
<b>Version</b>	Draft: 29 August 2022
	Draft Rev A: 29 August 2022
	Draft Rev B: 5 September 2022
	Draft Rev C: 27 October 2022
	Exhibition version (this version): 16 March 2023
	Final:

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## Part 1 – Objectives and intended outcomes

This Planning Proposal has been prepared in response to a resolution by Leeton Shire Council on 27 July 2022 to prepare a planning proposal to amend *Leeton Local Environmental Plan (LEP) 2014*. The Planning Proposal has been prepared in accordance with section 3.33 of the *Environmental Planning and Assessment Act 1979*.

The purpose of the Planning Proposal is to amend *Leeton Local Environmental Plan (LEP) 2014* to replace the 'closed zone' land use table of zone RU5 Village with an 'open zone' table.

The intended outcomes of the Planning Proposal are:

- To support the development of housing diversity in the small villages of Leeton local government area to cater to all sectors and life stages of the population and to address housing affordability. This is to be achieved by amending the land use table to zone RU5 Village to permit a greater range of housing types in zone RU5 Village,
- To enable greater access to community, health and commercial services in small villages,
- To encourage economic and tourism business development in the small villages by permitting a greater range of commercial land uses in zone RU5 Village, and
- To correct anomalies in the land use table to zone RU5 Village regarding the permissibility of certain land uses.

The Planning Proposal is categorised as 'Standard'. The proposed amendment to *Leeton LEP 2014* relates to the arrangement and permissibility of land uses in zone RU5 Village and the Planning Proposal is consistent with the strategic framework of Leeton Shire Council including the *Leeton Shire Council Housing Strategy 2021-2041* and the *Leeton Shire Council Local Strategic Planning Statement June 2020*.

The report to the Ordinary Council Meeting held on Wednesday 27 July 2022, the current land use table for zone RU5 Village and the resolution by Leeton Shire Council are appended as Attachment A.

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## Part 2 – Explanation of provisions

The objectives and intended outcomes will be achieved by amending *Leeton LEP 2014* as follows:

- Removing certain specific uses from *4 Prohibited* so that those uses are captured by the group term *Residential accommodation* in *3 Permitted with consent*. These uses are:
  - Boarding houses
  - Group homes
  - Hostels
  - Multi dwelling housing
  - Residential care facilities (a type of seniors housing which is currently permitted with consent)
  - Residential flat buildings
  - Secondary dwellings
  - Semi-detached dwellings
  - Serviced apartments
  - Shop top housing
- Removing the use *Specialized retail premises* from *4 Prohibited* so that this use is captured by the group term *Commercial premises* in *3 Permitted with consent*
- Removing the uses *Hotel and motel accommodation* and *Serviced apartments* from *4 Prohibited* so that these uses are captured by the group term *Tourist and visitor accommodation* in *3 Permitted with consent*
- Removing the use Agriculture that is a group term including aquaculture (comprising oyster aquaculture, pond-based aquaculture and tank-based aquaculture) which is currently permitted with consent) and extensive agriculture, intensive livestock agriculture and intensive plant agriculture (which are currently prohibited except bee keeping, horticulture and viticulture which are currently permitted without consent) from *3 Permitted with consent* so that those uses are included in *4 Prohibited*. Bee keeping, horticulture and viticulture are to continue to be permitted without consent
- Including the use Industries that is a group term including general industry and heavy industry in *4 Prohibited*

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- Including the following uses that are associated with a waterway or use of a waterways in *4 Prohibited*:
  - Boat launching ramps
  - Boat sheds
  - Charter and tourism boating facilities
  - Jetties
  - Water recreation structures
  
- Opening the land use table to zone RU5 Village by removing the words '*Any other development not specified in item 2 or 3*' from *4 Prohibited* of the land use table and inserting the words '*Any other development no specified in item 2 or 4*' at the end of *3 Permitted with consent* so that uses that are not specified in the land use table are permitted with consent. This will have the effect of making the following uses that are not specified in *4 Prohibited* as uses that are *3 Permitted with consent* as '*Any other development not specified in item 2 or 4*':
  - Amusement centres
  - Boat building or repair facilities
  - Depots
  - Early education and care facility (group term including a centre-based child care facility, home-based childcare and school-based child care)
  - Emergency services facility
  - Entertainment facility
  - Exhibition homes
  - Exhibition villages
  - Freight transport facilities
  - Function centres
  - Health services facilities (group term including health consulting rooms, hospital and, medical centres)
  - Industrial retail outlets
  - Industrial training facilities
  - Light industries (group term including artisan food and drink industries, creative industries, data centres, high technology industries and home industries. Home industries are currently permitted with consent)
  - Mortuaries

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- Passenger transport facilities
  - Research stations
  - Storage premises (group term including self-storage units)
  - Transport depots
  - Truck depots
  - Vehicle body repair workshops
  - Warehouse or distribution centres
  - Wholesale supplies
- Rationalizing *3 Permitted with consent* by including group terms where all subsets and land uses that fall under that group term are or are proposed to be permitted with consent, other than where a subset or land use is permitted with consent and the group term is prohibited. This involves removing certain specific uses from *3 Permitted with consent* that are uses captured by a group term, for example, *homes industries* which are included in the subset *light industries*, *neighbourhood shops* which are a type of *shop* and a subset of *retail premises*, and *water recycling facilities* which are included in the group term *sewerage systems* which are currently permitted with consent. This also involves including uses that fall outside of group terms. The exceptions to this change are those uses mandated to be specifically included in the land use table under the Standard Instrument.

The proposed amended land use table for zone RU5 Village and a schedule of current and proposed uses are appended as Attachment B and Attachment C respectively.

### **PART 3 - JUSTIFICATION OF STRATEGIC AND SITE-SPECIFIC MERIT**

Justification for the proposed amendment to *Leeton LEP 2014* is presented by way of a response to each of the questions posed in the *Local Environmental Plan Making Guideline* issued by the NSW Department of Planning, Industry and Environment in December 2021.

#### **SECTION A- NEED FOR THE PLANNING PROPOSAL**

**Q1. Is the planning proposal a result of an endorsed local strategic planning statement, strategic study or report?**

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The Planning Proposal has been prepared in response to a staff report to the Ordinary Council Meeting of Leeton Shire Council held on Wednesday 27 July 2022. Although a review of the land use table to zone RU5 Village is not identified as an action in *Leeton Shire Council Local Strategic Planning Statement*, the Planning Proposal will implement objectives of the LSPS regarding the provision of housing diversity to address affordability.

In reviewing the land use table to replace the current arrangements with an 'open zone' the opportunity has also been taken to rationalise permissible uses to correct anomalies and to identify uses that would promote business development and access to community, health and commercial services.

**Q2. Is the planning proposal the best means of achieving the objectives or intended outcomes, or is there a better way?**

The proposed amendment to *Leeton LEP 2014* to apply an 'open zone' to RU5 Village is considered the best means of achieving the objectives of the planning proposal. The proposal will facilitate a wider range of developments to be permitted and developed.

An alternative is to list a greater number of uses to be permitted with consent in the land use table to zone RU5 Village. However, this would not achieve the objectives and intended outcomes because other proposed development types that are not included as permissible would remain prohibited. This would continue to restrict development that may occur in zone RU5 Village by limit residential and business development opportunities that sustain small villages across Leeton local government area.

**SECTION B- RELATIONSHIP TO STRATEGIC PLANNING FRAMEWORK**

**Q3. Will the planning proposal give effect to the objectives and actions of the applicable regional, or district plan or strategy (including any exhibited draft plans or strategies)?**

***Riverina Murray Regional Plan 2041***

The *Riverina Murray Regional Plan 2041* is an update of the *Riverina Murray Regional Plan 2036*.

The plan contains the vision for the region *A diversified economy founded on Australia's food bowl, iconic waterways and a network of vibrant connected communities.*

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Objective 5 of the draft plan is to *ensure housing supply, diversity, affordability and resilience*. To meet these challenges the draft plan supports infill opportunities and other low impact residential products such as villas and townhouses in towns and villages near main streets, open spaces and services.

Objective 16 is *support the visitor economy*. A strategy to achieve this is *ensure that planning controls support and enable tourism development in appropriate locations*.

**Q4. is the planning proposal consistent with a council LSPS that has been endorsed by the Planning Secretary or GSC, or another endorsed local strategy or strategic plan?**

The Planning Proposal is consistent with the *Liveable Leeton Community Strategic Plan 2035* and the *Leeton Shire Council Local Strategic Planning Statement June 2020* for the reasons described below.

***Liveable Leeton Community Strategic Plan 2035***

*Liveable Leeton Community Strategic Plan 2035* contains five areas of focus. Of relevance is *Focus Area 2. A safe, active and healthy community*. This includes outcome *Sc3. We have access to health and support services that cater for all our needs*. This is to be achieved by providing and supporting health, community and emergency services that meet community needs. The Planning proposal supports this outcome by making uses such as health services facilities and emergency services facilities permissible in small villages. This may facilitate the development of these services as the need arises.

Also of relevance is *Focus Area 3. A thriving regional economy* which includes outcomes *we attract and retain new business and residents and our population is growing (Ec2)* and to *have access to a range of housing options that suit the needs of short- and long-term residents (Ec5)*.

Ec2 is to be achieved supporting business development opportunities throughout Leeton Shire. The Planning Proposal will increase business development opportunities, including in the tourism sector, by making a greater range of commercial land uses permitted in small villages.

Ec5 is in recognition of the high proportion of detached houses in Leeton local government area and the need for housing diversity to accommodate the aging population and seasonal workers, and to assist to alleviate housing stress.



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Strategies to achieve this outcome are to encourage and facilitate the development of land for affordable housing in suitable locations and provide housing for retirees. The Planning Proposal gives effect to these strategies by aiming to provide opportunities for the development of alternative housing types in the small villages of Leeton Shire.

***Leeton Shire Council Local Strategic Planning Statement June 2020***

*Leeton Shire Council Local Strategic Planning Statement June 2020* is a community-driven document that identifies, shapes and acknowledges planning objectives. The LSPS gives effect to Leeton's *Community Strategic Plan* by setting the framework for economic, social and environmental land use needs over the next 20 years. The document outlines planning priorities by describing what will be needed, where these are located and when they will be delivered.

*Priority Five – Housing* of the LSPS is to *ensure the community has access to diverse housing options*. It is noted in the LSPS that the population of Leeton is expected to grow by 8.9% by 2036 with a 10% increase in people aged over 65 and over. Leeton also experiences seasonal population growth due to itinerant workers employed in the agricultural industry and processing. Housing is dominated by low-rise detached dwellings which represent 87% of private dwellings. A greater range of housing types is needed to accommodate diverse lifestyles and the changing demographics such as housing for retirees to downsize and for rental accommodation. Any future housing within Leeton Shire should be appropriately located, with easy access to community facilities, adequate infrastructure and avoid environmental impacts where possible.

Action 3 of the LSPS is a short-term action to *review local planning controls to provide greater housing choice by investigation existing density standards and minimum lot sizes*. This Planning Proposal implements Action 3 by aiming to make a greater range of housing types permissible in small villages as an alternative to separated detached dwellings and to cater for differing life stages and seasonal workers.

***Leeton Shire Council Housing Strategy 2021-2041***

The *Leeton Shire Council Housing Strategy 2021-2041* aims to support the supply and diversity of housing to meet the needs of residents and the future community. Increases in working age and retirement age cohorts are expected to drive increased demand for a range of housing types. In addition, the increase in lone person households will drive demand for smaller and medium density housing alternatives.



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Affordability has also become an issue as very low, low and medium income households compete for limited private rental housing.

Actions are to update residential zones to allow for second dwellings, to identify underutilised sites that are public land to develop as affordable housing or medium density dwellings, and to optimise residential opportunities in villages. The Planning Proposal will facilitate a greater range of housing types in villages to cater for diverse needs.

**Q5. Is the planning proposal consistent with any other applicable State and regional studies or strategies?**

***Regional Housing Taskforce***

The Regional Housing Taskforce was formally announced in June 2021 by the Minister for Planning and Public Spaces to identify challenges in the planning system that are preventing the delivery of housing supply and formulate recommendations to improve housing outcomes in regional NSW.

The Taskforce has released two reports – the first a Findings Report which provides details of stakeholder engagement which took place during July and August 2021. The second is a Recommendations Report to address housing issues within the NSW planning system. These recommendations are:

1. Support measures that bring forward a supply of “development ready” land
2. Increase the availability of affordable and diverse housing across regional NSW
3. Provide more certainty about where, when and what types of homes will be built
4. Investigate planning levers to facilitate the delivery of housing that meets short term needs
5. Improve monitoring of housing and policy outcomes and demand indicators

Further recommendations include supporting the preparation of local housing strategies with clear implementation plans which address how development constraints can be managed, the planned sequence of land release, the use of public land to provide housing, and assessment timeframe targets. Consideration should be given to how public land can be used to help meet the biodiversity offset requirements to facilitate new development.

**Q6. Is the planning proposal consistent with applicable State Environmental Planning Policies?**

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Table 1 below identifies the applicability and consistency of the Planning Proposal with all State Environmental Planning Policies. It is noted in Table 1 that the provisions of certain SEPPs may need to be considered during assessment of development applications for land uses that are permitted with consent.

**Table 1: The Planning Proposal and SEPPs**

Policy	Applicability	Consistency
SEPP (Biodiversity and Conservation) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP (Building Sustainability Index Basix) 2004	Not applicable	To be considered with DAs for permissible land uses
SEPP (Exempt and Complying Development Codes) 2008	Not applicable	N/A
SEPP (Housing) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP (Industry and Employment) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP 65 –Design Quality of Residential Apartment Development	Not applicable	To be considered with DAs for permissible land uses
SEPP (Planning Systems) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP (Precincts – Central River City) 2021	Not applicable	N/A
SEPP (Precincts – Eastern Harbour City) 2021	Not applicable	N/A
SEPP (Precincts – Regional) 2021	Not applicable	N/A
SEPP (Precincts – Western Parkland City) 2021	Not applicable	N/A
SEPP (Primary Production) 2021	Not applicable	N/A

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Policy	Applicability	Consistency
SEPP (Resilience and Hazards) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP (Resources and Energy) 2021	Not applicable	To be considered with DAs for permissible land uses
SEPP (Transport and Infrastructure) 2021	Not applicable	To be considered with DAs for permissible land uses. This SEPP prevails over Leeton LEP 2014. Uses that are identified as prohibited in SEPP (Transport and Infrastructure) 2021 are not permitted with or without consent in zone RU5 Village notwithstanding the proposed amended land use table for zone RU5 Village

**Q7. Is the planning proposal consistent with applicable Ministerial Directions (section 9.1 Directions)?**

Table 2 below identifies the consistency of the Planning Proposal with relevant Local Planning Directions.

**Table 2: Evaluation of Ministerial Directions.**

<b>Direction 1.1</b>	<b>Implementation of Regional Plans</b>
<b>Objectives</b>	to give legal effect to the vision, land use strategy, goals, directions and actions contained in Regional Plans
<b>Actions</b>	Planning proposals must be consistent with a regional strategy released by the Minister for Planning
<b>Comment</b>	The proposal is consistent with the <i>Riverina Murray Regional Plan 2036</i> by promoting tourism, building housing capacity to meet demand and providing greater housing choice
<b>Direction 6.1</b>	<b>Residential Zones</b>
<b>Objectives</b>	(a) encourage a variety and choice of housing types to provide for existing and future housing needs,  (b) make efficient use of existing infrastructure and services and ensure that new housing has appropriate access to infrastructure and services, and  (c) minimise the impact of residential development on the environment and resource lands.
<b>Actions</b>	(1) A planning proposal must include provisions that encourage the provision of housing that will:

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	<p>(a) broaden the choice of building types and locations available in the housing market, and</p> <p>(b) make more efficient use of existing infrastructure and services, and</p> <p>(c) reduce the consumption of land for housing and associated urban development on the urban fringe, and</p> <p>(d) be of good design.</p> <p>(2) A planning proposal must, in relation to land to which this direction applies:</p> <p>(a) contain a requirement that residential development is not permitted until land is adequately serviced (or arrangements satisfactory to the council, or other appropriate authority, have been made to service it), and</p> <p>(b) not contain provisions which will reduce the permissible residential density of land.</p>
<b>Comment</b>	The proposal is consistent with this direction which applies to zone RU5 Village. Amending the land use table will broaden the range of housing types that are permitted thereby making more efficient use of available infrastructure. Leeton LEP 2014 contains provision that ensure that adequate services area available to a development proposal.
<b>Direction 9.1</b>	<b>Rural Zones</b>
<b>Objectives</b>	to protect the agricultural production value of rural land
<b>Actions</b>	A planning proposal must not rezone land from a rural zone to a residential, business, industrial, village or tourist zone.
<b>Comment</b>	The Planning Proposal is consistent with this direction. It is not proposed to rezone land or to change zone boundaries. The Planning Proposal seeks to amend the land use table to zone RU5 Village.
<b>Direction 9.2</b>	<b>Rural Lands</b>
<b>Objectives</b>	<p>(a) protect the agricultural production value of rural land,</p> <p>(b) facilitate the orderly and economic use and development of rural lands for rural and related purposes,</p> <p>(c) assist in the proper management, development and protection of rural lands to promote the social, economic and environmental welfare of the State,</p> <p>(d) minimise the potential for land fragmentation and land use conflict in rural areas, particularly between residential and other rural land uses,</p> <p>(e) encourage sustainable land use practices and ensure the ongoing viability of agriculture on rural land,</p> <p>(f) support the delivery of the actions outlined in the NSW Right to Farm Policy.</p>
<b>Actions</b>	<p>(1) A planning proposal must:</p> <p>(a) be consistent with any applicable strategic plan, including regional and district plans endorsed by the Planning Secretary, and any applicable local strategic planning statement</p> <p>(b) consider the significance of agriculture and primary production to the State and rural communities</p> <p>(c) identify and protect environmental values, including but not limited to, maintaining biodiversity, the protection of native vegetation, cultural heritage, and the importance of water resources</p>

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	<p>(d) consider the natural and physical constraints of the land, including but not limited to, topography, size, location, water availability and ground and soil conditions</p> <p>(e) promote opportunities for investment in productive, diversified, innovative and sustainable rural economic activities</p> <p>(f) support farmers in exercising their right to farm</p> <p>(g) prioritise efforts and consider measures to minimise the fragmentation of rural land and reduce the risk of land use conflict, particularly between residential land uses and other rural land use</p> <p>(h) consider State significant agricultural land identified in chapter 2 of the <i>State Environmental Planning Policy (Primary Production) 2021</i> for the purpose of ensuring the ongoing viability of this land</p> <p>(i) consider the social, economic and environmental interests of the community.</p> <p>(2) A planning proposal that changes the existing minimum lot size on land within a rural or conservation zone must demonstrate that it:</p> <p>(a) is consistent with the priority of minimising rural land fragmentation and land use conflict, particularly between residential and other rural land uses</p> <p>(b) will not adversely affect the operation and viability of existing and future rural land uses and related enterprises, including supporting infrastructure and facilities that are essential to rural industries or supply chains</p> <p>(c) where it is for rural residential purposes:</p> <p>i. is appropriately located taking account of the availability of human services, utility infrastructure, transport and proximity to existing centres</p> <p>ii. is necessary taking account of existing and future demand and supply of rural residential land.</p>
<p><b>Comment</b></p>	<p>The proposal is consistent with this direction which applies to rural land. It is consistent with the strategic planning framework set by the Riverina Murray Regional Plan 2036, draft Riverina Murray Regional Plan 2041, Leeton LSPS and Leeton Shire Council Housing Strategy by supporting the tourism sector, business development and housing diversity, capacity and affordability. The planning proposal applies only to land zoned RU5 Village and will not impact on primary production including agricultural uses, rural lands generally or the right to farm. It is not proposed to amend minimum lot sizes that apply to land zoned RU5 Village.</p>

**SECTION C- ENVIRONMENTAL, SOCIAL AND ECONOMIC IMPACT**

**Q8. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected because the proposal?**

It is not expected that the Planning Proposal would cause adverse effects to threatened species, populations or ecological communities or their habitats. However, a test of significance is required to be

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carried out under the *Biodiversity Conservation Act 2016* and submitted with an application for new development on land zoned RU5 Village to determine whether there are any likely effects on biodiversity.

**Q9. Are there any other likely environmental effects of the planning proposal and how are they proposed to be managed?**

There are no likely environmental impacts that would result from the Planning Proposal. Environmental impacts would be identified and assessed for new development on land zoned RU5 Village and any necessary safeguards would be implemented.

**Q10. Has the planning proposal adequately addressed any social and economic effects?**

The Planning Proposal will bring positive social and economic effects to Leeton Shire by providing opportunities for a greater range of land uses and development types to be proposed and developed within the small villages. Housing diversity will be improved by permitting a variety of dwelling types to be developed that would cater to different life stages and budgets. New business opportunities would be generated by making commercial and tourism land uses permissible. The community would have increased access to community facilities, and health and commercial services as these are developed.

**SECTION D- STATE AND COMMONWEALTH INTERESTS**

**Q11. Is there adequate public infrastructure for the planning proposal?**

The adequate provision of services is considered at the time of assessment of a development application. Clause 6.12 *Essential services* of *Leeton LEP 2014* ensures that the essential services of water supply, electricity supply, disposal and management of sewage, stormwater drainage or on-site conservation and suitable vehicular access are provided or able to be provided to new development.

Details of the provision of water and sewer services to the three towns that are zoned RU5 Village are given below. Maps of the reticulation networks in each of these settlements are provided in Attachment E.

***Whitton***

The entire village of Whitton is provided with Council reticulated water network. Approximately 80% of properties in Whitton are provided with reticulated sewerage services. Owners of those properties that



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are not connected to the network may opt to connect at their own cost. There is capacity in both water and sewer systems to cater for growth in Whitton.

#### ***Murrami***

The entire village of Murrami is serviced with reticulated water and there is capacity to service new development. Only onsite sewage systems are provided in Murrami and at this stage Council does not plan to install a reticulated sewage system. There are only about 10 dwellings in Murrami and medium density or commercial development is not foreseen to be proposed in the near future. The management of wastewater for any new development proposals would be assessed on merit by considering the capacity of soils and land area to adequately treat and dispose of effluent on site.

#### ***Wamoon***

The entire village of Murrami is serviced with reticulated water and there is capacity to service new development. Wastewater is currently managed using only onsite sewage systems. However, Leeton Shire Council is proposing the install a reticulated sewerage system during 2023 which should available for connection within 12 months.

#### **Q11. What are the views of state and federal public authorities and government agencies consulted in order to inform the Gateway determination?**

Preliminary consultation with the regional manager of the NSW Planning and Environment Regional Office has taken place. Discussion points included the categorisation of the Planning Proposal as 'standard', any specialist studies or reports that would be required, the inclusion of a land use matrix that indicates uses that are currently permitted or prohibited and proposed changes to these arrangements, and consistency of the Planning Proposal with Council's Local Housing Strategy and Local Strategic Planning Statement.

Consultation will be carried out with other public authorities as specified in the Gateway determination.

#### **PART 4: MAPS**

The land affected by this planning proposal is all land within Leeton local government area that is zoned RU5 Village. There are no changes to the maps that form part of *Leeton LEP 2014*.

The settlements of Whitton, Murrami and Wamoon are zoned RU5 Village. The extent of these zones is spatially represented in Attachment F.



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## **PART 5: COMMUNITY CONSULTATION**

Consultation will be carried out in accordance with provisions of the *Environmental Planning and Assessment Act 1979* and the Gateway determination.

The Planning Proposal is categorised as 'standard' which means that the period of public exhibition be 20 days.

Notification and display of the Planning Proposal will be on council's website [www.leeton.nsw.gov.au/Your-Council/Contact-Council/Documents-on-Exhibition](http://www.leeton.nsw.gov.au/Your-Council/Contact-Council/Documents-on-Exhibition) and on the Planning Portal. Documentation will be available for viewing in hard copy for at Council's offices. The notice will include a description of:

- The objectives and intended outcomes,
- the land affected by the Planning Proposal,
- Information on where and when the Planning Proposal can be inspected,
- contact details for submissions and the date that submissions close, and
- whether Leeton Shire Council is the Local Plan-Making Authority.

The following material will be available for inspection during the public exhibition period:

- The planning proposal,
- The Gateway determination, and
- Relevant strategies, e.g. the local housing strategy and local strategic planning statement.

Public agency consultation with the NSW Rural Fire Service as specified in the Gateway determination has been carried out prior to the public exhibition period.

## **PART 6: PROJECT TIMELINE**

The following project timeline is proposed, noting that the period from the issue of a gateway determination to the date of notification is subject to matters raised in submissions received during the exhibition period and at the public hearing (if required), and the subsequent decisions of Council regarding the content of the planning proposal. Detailed drafting of the legal instrument will be carried out by Parliamentary Counsels Office.

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**Table 3: Project timeline**

<b>Action</b>	<b>Month/year</b>
Consideration by Council and resolution to submit for Gateway determination	28 September 2022
Gateway determination	7 February 2023
Agency consultation (RFS)	15 March 2023
Public exhibition	March/April 2023
Public hearing (if required)	April 2023
Consideration of submissions & finalisation of document	May 2023
Council endorsement	June 2023
Submission to Department of Planning & Environment	July 2023
Drafting of legal instrument by PCO	August 2023
Gazettal of LEP amendment	September/October 2023

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**Attachment A - Report to Ordinary Meeting of Leeton Shire  
Council 27 July 2022 and Council resolution**

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Leeton Shire Council – Planning Proposal to amend Leeton LEP 2014

LEETON SHIRE COUNCIL  
Ordinary Council Meeting - Wednesday 27 July 2022

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### ACTIVATION MATTERS

#### **ITEM 7.7 PLANNING PROPOSAL TO AMEND LAND USE TABLE FOR RU 5 ZONE**

<b>RECORD NUMBER</b>	22/306
<b>RELATED FILE NUMBER</b>	EF21/277
<b>AUTHOR/S</b>	Manager Planning, Building and Health
<b>APPROVER/S</b>	Group Manager Shire Activation

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### SUMMARY/PURPOSE

The purpose of this report is to propose an amendment to the land use table associated with the RU 5 – Village Zone, in the Leeton Local Environmental Plan 2014 (LEP).

This will enable improved residential development and flexibility that supports the objectives in the Leeton Local Strategic Planning Statement and Leeton Shire Council Housing Strategy.

The RU5 Zoning is defined by the village boundaries of Murrami, Wamoon and Whitton.

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### RECOMMENDATION

THAT Council resolves to:

1. Prepare and resource a Planning Proposal to amend the land use table associated with the RU 5 - Village zone in the Leeton Local Environmental Plan 2014 (LEP), as follows:
  - a. Allow for boarding houses, dual occupancy housing, multi dwelling housing, secondary dwellings and semi-detached dwellings as development permissible with consent and;
  - b. Change the RU 5 - Village Zone to an "open zone".
2. Request the NSW Department of Planning and Environment to permit Council to exercise its delegations in relation to this matter.
3. Authorise the Mayor and General Manager to sign necessary documents in relation to this Planning Proposal.
4. Submit the Planning Proposal to the Minister for Planning and Environment for finalisation and notification of the amendment to the *Leeton Local Environmental Plan 2014*, in accordance with Section 3.36 of the *Environmental Planning and Assessment Act 1979*.

Note: In making its decision a division must be called by Council in accordance with S375A of the *Local Government Act 1993*.

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LEETON SHIRE COUNCIL  
Ordinary Council Meeting - Wednesday 27 July 2022

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## **REPORT**

### **(a) Background**

The Local Strategic Planning Statement (LSPS) and the Leeton Shire Council Housing Strategy identified the availability of affordable housing as a priority for the local community.

Action no 11 in the LSPS states the following “Complete a local housing strategy to ensure adequate supply of diverse housing choices and should include a review of current residential zoned land against the Flood Plain Risk Management Study”.

Action no 13 in the LSPS states the following “Review local planning controls to provide greater housing choices by investigating existing density standards and minimum lot sizes”.

Action 4.1.6 in the Leeton Housing Strategy mandates the development of a marketing plan to encourage investment in the Leeton residential market.

A review of the land use tables in the Leeton LEP 2014 revealed that residential development within the RU5 – Village Zone is very restricted. Currently, the development of boarding houses, group homes, hostels, hotel and motel development, multi dwelling housing, secondary dwellings, semi-detached dwellings etc are listed as prohibited development.

Council is obligated to adhere to the LEP and will not be able to approve any of the above residential development should investors be interested to invest in this zone. The RU 5 zone is also classified as a closed zone, which means any form of development that is not listed as permissible with consent or permissible without consent will be prohibited. This places an additional restriction on development options in the RU 5 zone.

### **(b) Discussion**

Below is an excerpt from the land use table for the RU 5 zone in the Leeton LEP 2014:

#### **2 Permitted without consent**

*Bee keeping; Environmental protection works; Home occupations; Horticulture; Roads; Viticulture; Water reticulation systems*

#### **3 Permitted with consent**

*Agriculture; Animal boarding or training establishments; Camping grounds; Car parks; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises; Community facilities; Dwelling houses; Eco-tourist facilities; Educational establishments; Environmental facilities; Farm buildings; Flood mitigation works; Home-based child care; Home businesses; Home industries; Home occupations (sex services); Information and education facilities; Neighbourhood shops; Oyster aquaculture; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Schools; Self-storage units; Service stations; Sewerage systems; Signage; Tank-based aquaculture; Tourist and*

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Ordinary Council Meeting - Wednesday 27 July 2022

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visitor accommodation; Vehicle repair stations; Vehicle sales or hire premises; Veterinary hospitals; Waste or resource management facilities; Water recycling facilities; Water supply systems

#### **4 Prohibited**

**Boarding houses; Extensive agriculture; Funeral homes; Group homes; Hostels; Hotel or motel accommodation; Intensive livestock agriculture; Intensive plant agriculture; Multi dwelling housing; Residential care facilities; Residential flat buildings; Resource recovery facilities; Rural workers' dwellings; Secondary dwellings; Semi-detached dwellings; Serviced apartments; Shop top housing; Specialised retail premises; Waste disposal facilities; Any other development not specified in item 2 or 3**

Most forms of residential development other than single dwellings are prohibited in the RU 5 zone. Options are available to promote residential development within the villages due to its affordability and favourable location. Council recently received enquiries from investors, however, they are not interested in single dwelling development. It is of the utmost importance for Council to investigate the options to amend the land use table and to "open" the RU 5 zone for residential development.

Consultation with the NSW Planning Department - Council's Manager Planning Building and Health consulted with the NSW Planning Department to discuss above matter. In response to the country wide housing shortage, the Department is generally in favour of the proposal to amend the land use table to "open" the RU 5 zone for more residential development options.

It should be noted that Temora Shire Council was able to secure a similar amendment to the Temora Local Environmental Plan 2010, which was approved by the department in March 2022. The department recommended the adoption of a similar land use table to the one approved for Temora.

#### **(c) Options**

Option 1 – Prepare a planning proposal to amend the land use table for RU 5 zones to allow for all forms of residential development and to make the zone an "open zone". **This the preferred option.**

Option 2 – Amend the Leeton LEP 2014 by adding only certain allotments to schedule 1 of the LEP 2014 to allow for additional permitted land use. This option is very site specific and will not address the entire zone.

#### **IMPLICATIONS TO BE ADDRESSED**

##### **(a) Financial**

The resources required to prepare a planning proposal are included in the 2022/23 Operational Plan. Initial quotes indicate the cost of preparing the planning proposal are in the range of approximately \$9k - \$13k.

Aside from providing residents with options to address the housing shortage, securing this update to the land use tables will also improve the marketability of Council's



LEETON SHIRE COUNCIL  
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own land at Benerembah Street Whitton and the allotment for development at Conapaira Street Whitton.

**(b) Policy**

Leeton Community Participation Plan 2019  
Leeton Shire Council Local Strategic Planning Statement  
Leeton Shire Council Housing Strategy

**(c) Legislative/Statutory**

*Environmental Planning and Assessment Act 1979*  
*Local Government Act 1993*

**(d) Risk**

If Leeton Shire Council do not address the restrictions on the RU 5 zone, affordable housing options in the Village Zone will be severely limited.

**CONSULTATION**

**(a) External**

Department of Planning and Environment

**(b) Internal**

General Manager  
Group Manager Activation  
Economic and Community Development Manager

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

Under the Key Priority Area Outcome Five: A QUALITY BUILT ENVIRONMENT within Council's adopted Delivery Program/Operational Plan – 17 - A community that enjoys attractive towns and parks - 17 d - Deliver development planning services that signal Leeton is 'open for business' - Plan and prepare for a review of the Leeton Local Environmental Plan (LEP), including preparation of a Rural Land Use Study".

**ATTACHMENTS**

1 [🔗](#) Temora Shire Council LEP RU5 land use



LEETON SHIRE COUNCIL  
Ordinary Council Meeting - Wednesday 27 July 2022

**Item 7.6 TRANSFER OF LAND FROM PUBLIC WORKS ADVISORY AND CROWN LANDS TO COUNCIL - FIVEBOUGH MATURATION PONDS AND WATER TREATMENT PLANT**

**22/098**

**Resolved**

THAT Council:

1. Approves the transfer to Council of Lot 22 DP 914401, Lot 18/1168885 and Lot 19/914401 from the Minister of Public Works, if approved, for a peppercorn sum.
2. Approves the licence of Lot 1 DP 786496 from Department of Industry Crown Lands for the minimum Crown Land rent for an initial period of 5 years or until such time as the transfer is completed.
3. Approves the acquisition and subsequent transfer of Lot 1 DP 786496 being Reserve 1030008 for Future Public Requirements from Department of Industry Crown Lands, if approved for a peppercorn sum.
4. Upon transfer of the land classifies Lot 22 DP 914401, Lot 1 DP 786496, Lot 18/1168885 and 19/914401 as Operational land gives 28 days public notice of the classification under section 34 of the Local Government Act 1993.
5. Authorises the Mayor and General Manager to execute all documents in relation to the lease and acquisition and transfer of Lot 1 DP786496 and the acquisition and transfer of Lot 22 DP 914401, Lot 18 DP 1168885 and Lot 19 DP 914401 from Public Works Advisory.

**(Moved Cr Smith, seconded Cr Kidd)**

**ACTIVATION MATTERS**

**Item 7.7 PLANNING PROPOSAL TO AMEND LAND USE TABLE FOR RU 5 ZONE**

**22/099**

**Resolved**

THAT Council:

1. Prepares and resources a Planning Proposal to amend the land use table associated with the RU 5 - Village zone in the Leeton Local Environmental Plan 2014 (LEP), as follows:
  - a. Allow for boarding houses, dual occupancy housing, multi dwelling housing, secondary dwellings and semi-detached dwellings as development permissible with consent and;
  - b. Change the RU 5 - Village Zone to an "open zone".
2. Requests the NSW Department of Planning and Environment to permit Council to exercise its delegations in relation to this matter.

3. Authorises the Mayor and General Manager to sign necessary documents in relation to this Planning Proposal.
4. Submits the Planning Proposal to the Minister for Planning and Environment for finalisation and notification of the amendment to the *Leeton Local Environmental Plan 2014*, in accordance with Section 3.36 of the *Environmental Planning and Assessment Act 1979*.

**For the Motion**

Cr P Kidd  
Cr G Weston  
Cr K Maytom  
Cr M Holt  
Cr T Morris  
Cr T Ciccica  
Cr S Nardi  
Cr T Reneker  
Cr P Smith

**Against the Motion**

Nil

**Carried Unanimously (9 votes – 0)**

**(Moved Cr Nardi, seconded Cr Kidd)**

**Item 7.8 MINUTES OF THE YANCO TOWN IMPROVEMENT COMMITTEE MEETING  
- 4 JULY 2022**

**22/100**

**Resolved**

THAT Council receives for information the Minutes of the Yanco Town Improvement Committee meeting held on Monday 4 July 2022.

**(Moved Cr Smith, seconded Cr Maytom)**

**8. NOTICES OF MOTION**

**Item 8.1 POTENTIAL MOTIONS FOR SUBMISSION TO THE LOCAL GOVERNMENT  
NSW ANNUAL CONFERENCE 2022**

**22/101**

**Resolved**

THAT Council:

1. Notes the registration of the Mayor, Deputy Mayor and General Manager for the 2022 LGNSW Annual Conference.
2. Confirms the two voting delegates at the LGNSW Conference to be the Mayor and Deputy Mayor and the substitute voting delegate, should one be required, to be the General Manger.

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## **Attachment B - Current RU5 Village zone Land Use Table**



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## Leeton Local Environmental Plan 2014

Current version for 30 June 2022 to date (accessed 18 August 2022 at 15:07)

[Part](#) > pt-cg1.Zone\_RU5

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### **Zone RU5 Village**

#### **1 Objectives of zone**

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To define the village boundaries of Murrami, Wamoon and Whitton.
- To protect and conserve the rural atmosphere of village areas.
- To ensure that development in village areas is compatible with the environmental capability of the land, particularly in terms of the capacity of that land to accommodate on-site effluent disposal.

#### **2 Permitted without consent**

Bee keeping; Environmental protection works; Home occupations; Horticulture; Roads; Viticulture; Water reticulation systems

#### **3 Permitted with consent**

Agriculture; Animal boarding or training establishments; Camping grounds; Car parks; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises; Community facilities; Dwelling houses; Eco-tourist facilities; Educational establishments; Environmental facilities; Farm buildings; Flood mitigation works; Home-based child care; Home businesses; Home industries; Home occupations (sex services); Information and education facilities; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Schools; Self-storage units; Service stations; Sewerage systems; Signage; Tank-based aquaculture; Tourist and visitor accommodation; Vehicle repair stations; Vehicle sales or hire premises; Veterinary hospitals; Waste or resource management facilities; Water recycling facilities; Water supply systems

#### **4 Prohibited**

Boarding houses; Extensive agriculture; Funeral homes; Group homes; Hostels; Hotel or motel accommodation; Intensive livestock agriculture; Intensive plant agriculture; Multi dwelling housing; Residential care facilities; Residential flat buildings; Resource recovery facilities; Rural workers' dwellings; Secondary dwellings; Semi-detached dwellings; Serviced apartments; Shop top housing; Specialised retail premises; Waste disposal facilities; Any other development not specified in item 2 or 3

draft - exhibition version



## **Attachment C - Proposed amended RU5 Village zone Land Use Table**

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Leeton Shire Council – Planning Proposal to amend Leeton LEP 2014

draft - exhibition version

**Zone RU5 Village – proposed land use table**

**1 Objectives of zone**

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To define the village boundaries of Murrami, Wamoon and Whitton.
- To protect and conserve the rural atmosphere of village areas.
- To ensure that development in village areas is compatible with the environmental capability of the land, particularly in terms of the capacity of that land to accommodate on-site effluent disposal.

**2 Permitted without consent**

Bee keeping; Environmental protection works; Home occupations; Horticulture; Roads; Viticulture; Water reticulation systems

**3 Permitted with consent**

Animal boarding or training establishments; Boat building or repair facilities; Camping grounds; Car parks; Caravan parks; Cemeteries; Child care facilities; Commercial premises; Community facilities; Depots; Dwelling houses; Early education and care facilities; Eco-tourist facilities; Educational establishments; Environmental facilities; Entertainment facilities; Exhibition homes; Exhibition villages; Farm buildings; Flood mitigation works; Freight transport facilities; Function centres; Health Services Facilities; Home businesses; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Information and education facilities;; Local distribution premises; Light industries; Mortuaries; Neighbourhood shops; Neighbourhood supermarkets; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Research stations; Residential accommodation; Respite day care centres; Schools; Service stations; Sewerage systems; Signage; Storage premises; Tourist and visitor accommodation; Transport depots; Vehicle body repair workshops; Vehicle repair station; Veterinary hospitals; Warehouse or distribution centres; Waste or resource management facilities; Water supply systems; Wholesale supplies; Any other development not specified in item 2 or 4

**4 Prohibited**

Agriculture; Air transport facilities; Airstrip; Boat launching ramps, Boat sheds; Charter and tourism boating facilities; Correctional centres; Crematoriums; Electricity generating works; Extractive industries; Forestry; Funeral homes; Heavy industrial storage establishments; Helipads; Highway Service Centres; Industries; Jetties; Marinas; Mining; Moorings; Mooring pens; Port facilities; Recreation facilities (major); Resource recovery facilities; Restricted premises; Rural industries; Rural workers' dwellings; Sex service premises; Underground mining; Waste disposal facilities; Water recreation structures; Wharf or boating facilities

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## **Attachment D - Current and proposed permitted and prohibited uses**

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Leeton Shire Council – Planning Proposal to amend Leeton LEP 2014



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## Leeton LEP 2014

### Proposed changes to zone RU5 Village land use table

*Green – expressly permitted in LEP and remaining permitted in PP – NO CHANGE*

*Purple – expressly prohibited in LEP to be permitted in PP - CHANGE*

*Blue – unspecified use to be permitted in PP - CHANGE*

*Black – expressly permitted in LEP to be prohibited in PP - CHANGE*

*Orange – expressly prohibited in LEP and remaining prohibited in PP – NO CHANGE*

*Red – unspecified use prohibited in LEP and remaining prohibited in PP – NO CHANGE*

*[Justification of changes to the permissibility of defined uses are in italics, underlined and within brackets]*

*advertising structure* has the same meaning as in the Act.

**Note.** The term is defined as a structure used or to be used principally for the display of an advertisement. Advertising structures are a type of *signage*—see the definition of that term in this Dictionary.

*agricultural produce industry* means a building or place used for the handling, treating, processing or packing, for commercial purposes, of produce from agriculture (including dairy products, seeds, fruit, vegetables or other plant material), and includes wineries, flour mills, cotton seed oil plants, cotton gins, feed mills, cheese and butter factories, and juicing or canning plants, but does not include a livestock processing industry.

**Note.** Agricultural produce industries are a type of *rural industry*—see the definition of that term in this Dictionary.

*agriculture* means any of the following—

- (a) aquaculture,
- (b) extensive agriculture,
- (c) intensive livestock agriculture,
- (d) intensive plant agriculture.

**Note.** Part 6 of the *Plantations and Reafforestation Act 1999* provides that exempt farm forestry within the meaning of that Act is not subject to the *Environmental Planning and Assessment Act 1979*.

*[Justification – generally not suitable for consideration in village zone]*

*air transport facility* means an airport or a heliport that is not part of an airport, and includes associated communication and air traffic control facilities or structures.

*airport* means a place that is used for the landing, taking off, parking, maintenance or repair of aeroplanes, and includes associated buildings, installations, facilities and movement areas and any heliport that is part of the airport.

**Note.** Airports are a type of *air transport facility*—see the definition of that term in this Dictionary.

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**airstrip** means a single runway for the landing, taking off or parking of aeroplanes for private aviation only, but does not include an airport, heliport or helipad.

**amusement centre** means a building or place (not being part of a pub or registered club) used principally for playing—  
(a) billiards, pool or other like games, or  
(b) electronic or mechanical amusement devices, such as pinball machines, computer or video games and the like.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**animal boarding or training establishment** means a building or place used for the breeding, boarding, training, keeping or caring of animals for commercial purposes (other than for the agistment of horses), and includes any associated riding school or ancillary veterinary hospital.

**aquaculture** has the same meaning as in the *Fisheries Management Act 1994*. It includes oyster aquaculture, pond-based aquaculture and tank-based aquaculture.

**Note.** Aquaculture is a type of **agriculture**—see the definition of that term in this Dictionary.

*[Justification – generally not suitable for consideration in village zone]*

**artisan food and drink industry** means a building or place the principal purpose of which is the making or manufacture of boutique, artisan or craft food or drink products only. It must also include at least one of the following—

- (a) a retail area for the sale of the products,
- (b) a restaurant or cafe,
- (c) facilities for holding tastings, tours or workshops.

**Note.** See clause 5.4 for controls in certain zones relating to the retail floor area of an artisan food and drink industry. Artisan food and drink industries are a type of **light industry**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**attached dwelling** means a building containing 3 or more dwellings, where—

- (a) each dwelling is attached to another dwelling by a common wall, and
- (b) each of the dwellings is on its own lot of land, and
- (c) none of the dwellings is located above any part of another dwelling.

**Note.** Attached dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary.

**backpackers' accommodation** means a building or place that—

- (a) provides temporary or short-term accommodation on a commercial basis, and
- (b) has shared facilities, such as a communal bathroom, kitchen or laundry, and
- (c) provides accommodation on a bed or dormitory-style basis (rather than by room).

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**Note.** Backpackers' accommodation is a type of **tourist and visitor accommodation**—see the definition of that term in this Dictionary.

**bed and breakfast accommodation** means an existing dwelling in which temporary or short-term accommodation is provided on a commercial basis by the permanent residents of the dwelling and where—

- (a) meals are provided for guests only, and
- (b) cooking facilities for the preparation of meals are not provided within guests' rooms, and
- (c) dormitory-style accommodation is not provided.

**Note.** See clause 5.4 for controls relating to the number of bedrooms for bed and breakfast accommodation. Bed and breakfast accommodation is a type of **tourist and visitor accommodation**—see the definition of that term in this Dictionary.

**bee keeping** means a building or place used for the keeping and breeding of bees for commercial purposes.

**Note.** Bee keeping is a type of **extensive agriculture**—see the definition of that term in this Dictionary.

**biosolids treatment facility** means a building or place used as a facility for the treatment of biosolids from a sewage treatment plant or from a water recycling facility.

**Note.** Biosolids treatment facilities are a type of **sewerage system**—see the definition of that term in this Dictionary.

**boarding house** means a building or place—

- (a) that provides residents with a principal place of residence for at least 3 months, and
  - (b) that contains shared facilities, such as a communal living room, bathroom, kitchen or laundry, and
  - (c) that contains rooms, some or all of which may have private kitchen and bathroom facilities, and
  - (d) used to provide affordable housing, and
  - (e) if not carried out by or on behalf of the Land and Housing Corporation—managed by a registered community housing provider,
- but does not include backpackers' accommodation, co-living housing, a group home, hotel or motel accommodation, seniors housing or a serviced apartment.

*[Justification – suitable for consideration in a village zone. Would address affordability issue]*

**boat building and repair facility** means any facility (including a building or other structure) used primarily for the construction, maintenance or repair of boats, whether or not including the storage, sale or hire of boats, but does not include a marina or boat shed.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**boat launching ramp** means a structure designed primarily for the launching of trailer borne recreational vessels and includes associated car parking facilities.

## draft - exhibition version

**boat shed** means a building or other structure used for the storage and routine maintenance of a boat or boats and that is associated with a private dwelling or non-profit organisation, and includes any skid used in connection with the building or other structure.

**brothel** has the same meaning as in the Act.

**Note.** This definition is relevant to the definitions of **home occupation (sex services)** and **sex services premises** in this Dictionary.

**building identification sign** means a sign that identifies or names a building and that may include the name of a building, the street name and number of a building, and a logo or other symbol but does not include general advertising of products, goods or services.

**Note.** Building identification signs are a type of **signage**—see the definition of that term in this Dictionary.

**Bulky goods premises** means a building or place the principal purpose of which is the sale, hire or display of bulky goods, being goods that are of such size or weight as to require:

- (a) a large area for handling, display or storage, and
- (b) direct vehicular access to the site of the building or place by members of the public for the purpose of loading or unloading such goods into or from their vehicles after purchase or hire, and including goods such as floor and window supplies, furniture, household electrical goods, equestrian supplies and swimming pools, but does not include a building or place used for the sale of foodstuffs or clothing unless their sale is ancillary to the sale or hire or display of bulky goods.

**Note.** Bulky goods premises are a type of **retail premises**—see the definition of that term in this Dictionary.

**business identification sign** means a sign—

- (a) that indicates—
  - (i) the name of the person or business, and
  - (ii) the nature of the business carried on by the person at the premises or place at which the sign is displayed, and
- (b) that may include the address of the premises or place and a logo or other symbol that identifies the business,

but that does not contain any advertising relating to a person who does not carry on business at the premises or place.

**Note.** Business identification signs are a type of **signage**—see the definition of that term in this Dictionary.

**business premises** means a building or place at or on which—

- (a) an occupation, profession or trade (other than an industry) is carried on for the provision of services directly to members of the public on a regular basis, or
  - (b) a service is provided directly to members of the public on a regular basis,
- and includes **funeral homes**, goods repair and reuse premises and, without limitation, premises such as banks, post offices, hairdressers, dry cleaners, travel agencies, betting agencies and the like, but

## draft - exhibition version

does not include an entertainment facility, home business, home occupation, home occupation (sex services), medical centre, restricted premises, sex services premises or veterinary hospital.

**Note.** Business premises are a type of *commercial premises*—see the definition of that term in this Dictionary.

**camping ground** means an area of land that has access to communal amenities and on which campervans or tents, annexes or other similar portable and lightweight temporary shelters are, or are to be, installed, erected or placed for short term use, but does not include a caravan park.

**car park** means a building or place primarily used for the purpose of parking motor vehicles, including any manoeuvring space and access thereto, whether operated for gain or not.

**caravan park** means land (including a camping ground) on which caravans (or caravans and other moveable dwellings) are, or are to be, installed or placed.

**cellar door premises** means a building or place that is used to sell wine by retail and that is situated on land on which there is a commercial vineyard, and where most of the wine offered for sale is produced in a winery situated on that land or is produced predominantly from grapes grown in the surrounding area.

**Note.** Cellar door premises are a type of *retail premises*—see the definition of that term in this Dictionary.

**cemetery** means a building or place used primarily for the interment of deceased persons or pets or their ashes, whether or not it contains an associated building for conducting memorial services.

**centre-based child care facility** means—

- (a) a building or place used for the education and care of children that provides any one or more of the following—
  - (i) long day care,
  - (ii) occasional child care,
  - (iii) out-of-school-hours care (including vacation care),
  - (iv) preschool care, or
- (b) an approved family day care venue (within the meaning of the *Children (Education and Care Services) National Law (NSW)*),

**Note.** An approved family day care venue is a place, other than a residence, where an approved family day care service (within the meaning of the *Children (Education and Care Services) National Law (NSW)*) is provided.

but does not include—

- (c) a building or place used for home-based child care or school-based child care, or
- (d) an office of a family day care service (within the meanings of the *Children (Education and Care Services) National Law (NSW)*), or
- (e) a babysitting, playgroup or child-minding service that is organised informally by the parents of the children concerned, or
- (f) a child-minding service that is provided in connection with a recreational or commercial facility (such as a gymnasium) to care for children while the children's parents are using the facility, or



## draft - exhibition version

(g) a service that is concerned primarily with providing lessons or coaching in, or providing for participation in, a cultural, recreational, religious or sporting activity, or providing private tutoring, or

(h) a child-minding service that is provided by or in a health services facility, but only if the service is established, registered or licensed as part of the institution operating in the facility.

**Note.** Centre-based child care facilities are a type of *early education and care facility*—see the definition of that term in this Dictionary.

**charter and tourism boating facility** means any facility (including a building or other structure) used for charter boating or tourism boating purposes, being a facility that is used only by the operators of the facility and that has a direct structural connection between the foreshore and the waterway, but does not include a marina.

**commercial premises** means any of the following—

- (a) business premises,
- (b) office premises,
- (c) retail premises.

**community facility** means a building or place—

- (a) owned or controlled by a public authority or non-profit community organisation, and
- (b) used for the physical, social, cultural or intellectual development or welfare of the community, but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.

**correctional centre** means—

- (a) any premises declared to be a correctional centre by a proclamation in force under section 225 of the *Crimes (Administration of Sentences) Act 1999*, including any juvenile correctional centre or periodic detention centre, and
  - (b) any premises declared to be a detention centre by an order in force under section 5 (1) of the *Children (Detention Centres) Act 1987*,
- but does not include any police station or court cell complex in which a person is held in custody in accordance with any Act.

**creative industry** means a building or place the principal purpose of which is to produce or demonstrate arts, crafts, design or other creative products, and includes artists' studios, recording studios, and set design and production facilities.

**Note.** Creative industries are a type of *light industry*—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**crematorium** means a building or place in which deceased persons or pets are cremated or processed by alkaline hydrolysis, whether or not the building or place contains an associated building for conducting memorial services.

## draft - exhibition version

**dairy (pasture-based)** means a dairy that is conducted on a commercial basis where the only restriction facilities present are milking sheds and holding yards and where cattle generally feed by grazing on living grasses and other plants on the land and are constrained for no more than 10 hours in any 24 hour period (excluding during any period of drought or similar emergency relief).

**Note.** Dairies (pasture-based) are a type of **extensive agriculture**—see the definition of that term in this Dictionary.

**dairy (restricted)** means a dairy that is conducted on a commercial basis where restriction facilities (in addition to milking sheds and holding yards) are present and where cattle have access to grazing for less than 10 hours in any 24 hour period (excluding during any period of drought or similar emergency relief). It may comprise the whole or part of a restriction facility.

**Note.** Dairies (restricted) are a type of **intensive livestock agriculture**—see the definition of that term in this Dictionary.

**data centre** means a building or place the principal purpose of which is to collect, distribute, process or store electronic data using information technology.

**Note.** Data centres are a type of **high technology industry**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**depot** means a building or place used for the storage (but not sale or hire) of plant, machinery or other goods (that support the operations of an existing undertaking) when not required for use, but does not include a farm building.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**dual occupancy** means a dual occupancy (attached) or a dual occupancy (detached).

**Note.** Dual occupancies are a type of **residential accommodation**—see the definition of that term in this Dictionary.

**dual occupancy (attached)** means 2 dwellings on one lot of land that are attached to each other, but does not include a secondary dwelling.

**Note.** Dual occupancies (attached) are a type of **dual occupancy**—see the definition of that term in this Dictionary.

**dual occupancy (detached)** means 2 detached dwellings on one lot of land, but does not include a secondary dwelling.

**Note.** Dual occupancies (detached) are a type of **dual occupancy**—see the definition of that term in this Dictionary.

**dwelling house** means a building containing only one dwelling.

**Note.** Dwelling houses are a type of **residential accommodation**—see the definition of that term in this Dictionary.



## draft - exhibition version

**early education and care facility** means a building or place used for the education and care of children, and includes any of the following—

- (a) a centre-based child care facility,
- (b) home-based child care,
- (c) school-based child care.

*[Justification – suitable for consideration in village zone. Would address need for child-care in local areas]*

**eco-tourist facility** means a building or place that—

- (a) provides temporary or short-term accommodation to visitors on a commercial basis, and
- (b) is located in or adjacent to an area with special ecological or cultural features, and
- (c) is sensitively designed and located so as to minimise bulk, scale and overall physical footprint and any ecological or visual impact.

It may include facilities that are used to provide information or education to visitors and to exhibit or display items.

**Note.** See clause 5.13 for requirements in relation to the granting of development consent for eco-tourist facilities.

Eco-tourist facilities are not a type of **tourist and visitor accommodation**—see the definition of that term in this Dictionary.

**educational establishment** means a building or place used for education (including teaching), being—

- (a) a school, or
- (b) a tertiary institution, including a university or a TAFE establishment, that provides formal education and is constituted by or under an Act.

**electricity generating works** means a building or place used for the purpose of—

- (a) making or generating electricity, or
- (b) electricity storage.

**emergency services facility** means a building or place (including a helipad) used in connection with the provision of emergency services by an emergency services organisation.

*[Justification – suitable for consideration in village zone. Would address ability to respond to emergency situations]*

**entertainment facility** means a theatre, cinema, music hall, concert hall, dance hall and the like, but does not include a pub or registered club.

*[Justification – suitable for consideration in village zone. Would promote economic development and tourism]*

## draft - exhibition version

**environmental facility** means a building or place that provides for the recreational use or scientific study of natural systems, and includes walking tracks, seating, shelters, board walks, observation decks, bird hides or the like, and associated display structures.

**environmental protection works** means works associated with the rehabilitation of land towards its natural state or any work to protect land from environmental degradation, and includes bush regeneration works, wetland protection works, erosion protection works, dune restoration works and the like, but does not include coastal protection works.

**exhibition home** means a dwelling built for the purposes of the public exhibition and marketing of new dwellings, whether or not it is intended to be sold as a private dwelling after its use for those purposes is completed and includes any associated sales or home finance office or place used for displays.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**exhibition village** means 2 or more exhibition homes and associated buildings and places used for house and land sales, site offices, advisory services, car parking, food and drink sales and other associated purposes.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**extensive agriculture** means any of the following—

- (a) the production of crops or fodder (including irrigated pasture and fodder crops) for commercial purposes,
- (b) the grazing of livestock (other than pigs and poultry) for commercial purposes on living grasses and other plants on the land as their primary source of dietary requirements, and any supplementary or emergency feeding, or temporary agistment or housing for weaning, dipping, tagging or similar husbandry purposes, of the livestock,
- (c) bee keeping,
- (d) a dairy (pasture-based) where the animals generally feed by grazing on living grasses and other plants on the land as their primary source of dietary requirements, and any supplementary or emergency feeding, or temporary agistment or housing for weaning, dipping, tagging or similar husbandry purposes, of the animals.

**Note.** Extensive agriculture is a type of **agriculture**—see the definition of that term in this Dictionary.

**extractive industry** means the winning or removal of extractive materials (otherwise than from a mine) by methods such as excavating, dredging, tunnelling or quarrying, including the storing, stockpiling or processing of extractive materials by methods such as recycling, washing, crushing, sawing or separating, but does not include turf farming.

**Note.** Extractive industries are not a type of **industry**—see the definition of that term in this Dictionary.

## draft - exhibition version

**farm building** means a structure the use of which is ancillary to an agricultural use of the landholding on which it is situated and includes a hay shed, stock holding yard, machinery shed, shearing shed, silo, storage tank, outbuilding or the like, but does not include a dwelling.

**farm stay accommodation** means a building or place that provides temporary or short-term accommodation to paying guests on a working farm as a secondary business to primary production.

**Note.** See clause 5.4 for controls relating to the number of bedrooms.

Farm stay accommodation is a type of **tourist and visitor accommodation**—see the definition of that term in this Dictionary.

**feedlot** means a confined or restricted area that is operated on a commercial basis to rear and fatten cattle, sheep or other animals, but does not include a poultry farm, dairy or pig farm.

**Note.** Feedlots are a type of **intensive livestock agriculture**. Intensive livestock agriculture does not include **extensive agriculture**. See the definitions of those terms in this Dictionary.'

**flood mitigation work** means work designed and constructed for the express purpose of mitigating flood impacts. It involves changing the characteristics of flood behaviour to alter the level, location, volume, speed or timing of flood waters to mitigate flood impacts. Types of works may include excavation, construction or enlargement of any fill, wall, or levee that will alter riverine flood behaviour, local overland flooding, or tidal action so as to mitigate flood impacts.

**food and drink premises** means premises that are used for the preparation and retail sale of food or drink (or both) for immediate consumption on or off the premises, and includes any of the following—

- (a) a restaurant or cafe,
- (b) take away food and drink premises,
- (c) a pub,
- (d) a small bar.

**Note.** Food and drink premises are a type of **retail premises**—see the definition of that term in this Dictionary.

**forestry** means forestry operations within the meaning of the *Forestry Act 2012* or Part 5B of the *Local Land Services Act 2013*.

**freight transport facility** means a facility used principally for the bulk handling of goods for transport by road, rail, air or sea, including any facility for the loading and unloading of vehicles, aircraft, vessels or containers used to transport those goods and for the parking, holding, servicing or repair of those vehicles, aircraft or vessels or for the engines or carriages involved.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**function centre** means a building or place used for the holding of events, functions, conferences and the like, and includes convention centres, exhibition centres and reception centres, but does not include an entertainment facility.

*[Justification – suitable for consideration in village zone. Would promote business development]*

## draft - exhibition version

**funeral home** means premises that are used to arrange, conduct and cater for funerals and memorial services, whether or not the premises include facilities for the short-term storage, dressing and viewing of bodies of deceased persons.

**Note.** Funeral homes are a type of **business premises**—see the definition of that term in this Dictionary.

**garden centre** means a building or place the principal purpose of which is the retail sale of plants and landscaping and gardening supplies and equipment. It may include a restaurant or cafe and the sale of any of the following—

- (a) outdoor furniture and furnishings, barbecues, shading and awnings, pools, spas and associated supplies, and items associated with the construction and maintenance of outdoor areas,
- (b) pets and pet supplies,
- (c) fresh produce.

**Note.** Garden centres are a type of **retail premises**—see the definition of that term in this Dictionary.

**general industry** means a building or place (other than a heavy industry or light industry) that is used to carry out an industrial activity.

**Note.** General industries are a type of **industry**—see the definition of that term in this Dictionary.

**goods repair and reuse premises** means a building or place the principal purpose of which is to collect, repair or refurbish goods, including furniture and appliances, for the purposes of sale, hire or swap, and includes premises known as op shops.

**Note.** Goods repair and reuse premises are a type of **business premises**—see the definition of that term in this Dictionary.

**group home** means a permanent group home or a transitional group home.

**Note.** Group homes are a type of **residential accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would address affordability issue]*

**group home (permanent) or permanent group home** means a dwelling—

- (a) that is occupied by persons as a single household with or without paid supervision or care and whether or not those persons are related or payment for board and lodging is required, and
- (b) that is used to provide permanent household accommodation for people with a disability or people who are socially disadvantaged,

but does not include development to which *State Environmental Planning Policy (Housing) 2021*, Chapter 3, Part 5 applies.

**Note.** Permanent group homes are a type of **group home**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would address affordability issue]*

**group home (transitional) or transitional group home** means a dwelling—

## draft - exhibition version

- (a) that is occupied by persons as a single household with or without paid supervision or care and whether or not those persons are related or payment for board and lodging is required, and
- (b) that is used to provide temporary accommodation for the relief or rehabilitation of people with a disability or for drug or alcohol rehabilitation purposes, or that is used to provide half-way accommodation for persons formerly living in institutions or temporary accommodation comprising refuges for men, women or young people,

but does not include development to which *State Environmental Planning Policy (Housing) 2021*, Chapter 3, Part 5 applies.

**Note.** Transitional group homes are a type of **group home**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would address affordability issue]*

**hardware and building supplies** means a building or place the principal purpose of which is the sale or hire of goods or materials, such as household fixtures, timber, tools, paint, wallpaper, plumbing supplies and the like, that are used in the construction and maintenance of buildings and adjacent outdoor areas.

**Note.** Hardware and building supplies are a type of **retail premises**—see the definition of that term in this Dictionary.

**hazardous industry** means a building or place used to carry out an industrial activity that would, when carried out and when all measures proposed to reduce or minimise its impact on the locality have been employed (including, for example, measures to isolate the activity from existing or likely future development on other land in the locality), pose a significant risk in the locality—

- (a) to human health, life or property, or
- (b) to the biophysical environment.

**Note.** Hazardous industries are a type of **heavy industry**—see the definition of that term in this Dictionary.

**hazardous storage establishment** means a building or place that is used for the storage of goods, materials or products and that would, when in operation and when all measures proposed to reduce or minimise its impact on the locality have been employed (including, for example, measures to isolate the building or place from existing or likely future development on other land in the locality), pose a significant risk in the locality—

- (a) to human health, life or property, or
- (b) to the biophysical environment.

**Note.** Hazardous storage establishments are a type of **heavy industrial storage establishment**—see the definition of that term in this Dictionary.

**health consulting rooms** means premises comprising one or more rooms within (or within the curtilage of) a dwelling house used by not more than 3 health care professionals at any one time.

**Note.** Health consulting rooms are a type of **health services facility**—see the definition of that term in this Dictionary.



## draft - exhibition version

*[Justification – suitable for consideration in village zone. Would promote community wellbeing and access to local medical services]*

**health services facility** means a building or place used to provide medical or other services relating to the maintenance or improvement of the health, or the restoration to health, of persons or the prevention of disease in or treatment of injury to persons, and includes any of the following—

- (a) a medical centre,
- (b) community health service facilities,
- (c) health consulting rooms,
- (d) patient transport facilities, including helipads and ambulance facilities,
- (e) hospital.

*[Justification – suitable for consideration in village zone. Would promote community wellbeing and access to local medical services]*

**heavy industrial storage establishment** means a building or place used for the storage of goods, materials, plant or machinery for commercial purposes and that requires separation from other development because of the nature of the processes involved, or the goods, materials, plant or machinery stored, and includes any of the following—

- (a) a hazardous storage establishment,
- (b) a liquid fuel depot,
- (c) an offensive storage establishment.

**heavy industry** means a building or place used to carry out an industrial activity that requires separation from other development because of the nature of the processes involved, or the materials used, stored or produced, and includes—

- (a) hazardous industry, or
- (b) offensive industry.

It may also involve the use of a hazardous storage establishment or offensive storage establishment.

**Note.** Heavy industries are a type of **industry**—see the definition of that term in this Dictionary.

**helipad** means a place not open to the public used for the taking off and landing of helicopters.

**heliport** means a place open to the public that is used for the taking off and landing of helicopters, whether or not it includes—

- (a) a terminal building, or
- (b) facilities for the parking, storage or repair of helicopters.

**Note.** Heliports are a type of **air transport facility**—see the definition of that term in this Dictionary.

**high technology industry** means a building or place predominantly used to carry out an industrial activity that involves any of the following—

- (a) electronic or micro-electronic systems, goods or components,
- (b) information technology (such as computer software or hardware),
- (c) instrumentation or instruments of a scientific, industrial, technological, medical or similar nature,
- (d) biological, pharmaceutical, medical or paramedical systems, goods or components,

## draft - exhibition version

- (e) film, television or multi-media technologies, including any post production systems, goods or components,
- (f) telecommunications systems, goods or components,
- (g) sustainable energy technologies,
- (h) any other goods, systems or components intended for use in a science or technology related field, and includes a data centre, but does not include a building or place used to carry out an industrial activity that presents a hazard or potential hazard to the neighbourhood or that, because of the scale and nature of the processes involved, interferes with the amenity of the neighbourhood.

**Note.** High technology industries are a type of *light industry*—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**highway service centre** means a building or place used to provide refreshments and vehicle services to highway users. It may include any one or more of the following—

- (a) a restaurant or cafe,
- (b) take away food and drink premises,
- (c) service stations and facilities for emergency vehicle towing and repairs,
- (d) parking for vehicles,
- (e) rest areas and public amenities.

**home-based child care** means a family day care residence (within the meaning of the *Children (Education and Care Services) National Law (NSW)*) at which the education and care service is provided at any one time to no more than 7 children (including any child of the person providing the service) all of whom are under the age of 13 years and no more than 4 of whom are children who do not ordinarily attend school.

**Note 1.** A family day care residence is a residence at which a family day care educator educates and cares for children as part of a family day care service—see the *Children (Education and Care Services) National Law (NSW)*.

**Note 2.** Home-based child care is a type of *early education and care facility*—see the definition of that term in this Dictionary.

**home business** means a business, whether or not involving the sale of items online, carried on in a dwelling, or in a building ancillary to a dwelling, by 1 or more permanent residents of the dwelling and not involving the following—

- (a) the employment of more than 2 persons other than the residents,
  - (b) interference with the amenity of the neighbourhood because of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise,
  - (c) the exposure to view, from adjacent premises or from a public place, of unsightly matter,
  - (d) the exhibition of signage, other than a business identification sign,
  - (e) the retail sale of, or the exposure or offer for retail sale of, items, whether goods or materials, not produced at the dwelling or building, other than by online retailing,
- but does not include bed and breakfast accommodation, home occupation (sex services) or sex services premises.



## draft - exhibition version

**Note.** See clause 5.4 for controls relating to the floor area used for a home business.

**home industry** means an industrial activity, whether or not involving the sale of items online, carried on in a dwelling, or in a building ancillary to a dwelling, by 1 or more permanent residents of the dwelling and not involving the following—

- (a) the employment of more than 2 persons other than the residents,
- (b) interference with the amenity of the neighbourhood because of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise,
- (c) the exposure to view, from adjacent premises or from a public place, of unsightly matter,
- (d) the exhibition of signage, other than a business identification sign,
- (e) the retail sale of, or the exposure or offer for retail sale of, items, whether goods or materials, not produced at the dwelling or building, other than by online retailing,

but does not include bed and breakfast accommodation or sex services premises.

**Note.** See clause 5.4 for controls relating to the floor area used for a home industry.

Home industries are a type of **light industry**—see the definition of that term in this Dictionary.

**home occupation** means an occupation that is carried on in a dwelling, or in a building ancillary to a dwelling, by one or more permanent residents of the dwelling and that does not involve—

- (a) the employment of persons other than those residents, or
  - (b) interference with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, traffic generation or otherwise, or
  - (c) the display of goods, whether in a window or otherwise, or
  - (d) the exhibition of any signage (other than a business identification sign), or
  - (e) the sale of items (whether goods or materials), or the exposure or offer for sale of items, by retail,
- but does not include bed and breakfast accommodation, home occupation (sex services) or sex services premises.

**home occupation (sex services)** means the provision of sex services in a dwelling that is a brothel, or in a building that is a brothel and is ancillary to such a dwelling, by no more than 2 permanent residents of the dwelling and that does not involve—

- (a) the employment of persons other than those residents, or
  - (b) interference with the amenity of the neighbourhood by reason of the emission of noise, traffic generation or otherwise, or
  - (c) the exhibition of any signage, or
  - (d) the sale of items (whether goods or materials), or the exposure or offer for sale of items, by retail,
- but does not include a home business or sex services premises.

**horticulture** means the cultivation of fruits, vegetables, mushrooms, nuts, cut flowers and foliage and nursery products for commercial purposes, but does not include a plant nursery, turf farming or viticulture.

**Note.** Horticulture is a type of **intensive plant agriculture**—see the definition of that term in this Dictionary.

## draft - exhibition version

**hospital** means a building or place used for the purpose of providing professional health care services (such as preventative or convalescent care, diagnosis, medical or surgical treatment, psychiatric care or care for people with disabilities, or counselling services provided by health care professionals) to people admitted as in-patients (whether or not out-patients are also cared for or treated there), and includes ancillary facilities for (or that consist of) any of the following—

- (a) day surgery, day procedures or health consulting rooms,
- (b) accommodation for nurses or other health care workers,
- (c) accommodation for persons receiving health care or for their visitors,
- (d) shops, kiosks, restaurants or cafes or take away food and drink premises,
- (e) patient transport facilities, including helipads, ambulance facilities and car parking,
- (f) educational purposes or any other health-related use,
- (g) research purposes (whether or not carried out by hospital staff or health care workers or for commercial purposes),
- (h) chapels,
- (i) hospices,
- (j) mortuaries.

**Note.** Hospitals are a type of *health services facility*—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote community wellbeing and access to local medical services]*

**hostel** means premises that are generally staffed by social workers or support providers and at which—

- (a) residential accommodation is provided in dormitories, or on a single or shared basis, or by a combination of them, and
- (b) cooking, dining, laundering, cleaning and other facilities are provided on a shared basis.

**Note.** Hostels are a type of *residential accommodation*—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would address affordability issue]*

**hotel or motel accommodation** means a building or place (whether or not licensed premises under the *Liquor Act 2007*) that provides temporary or short-term accommodation on a commercial basis and that—

- (a) comprises rooms or self-contained suites, and
- (b) may provide meals to guests or the general public and facilities for the parking of guests' vehicles, but does not include backpackers' accommodation, a boarding house, bed and breakfast accommodation or farm stay accommodation.

**Note.** Hotel or motel accommodation is a type of *tourist and visitor accommodation*—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would promote business development]*

**industrial retail outlet** means a building or place that—

## draft - exhibition version

- (a) is used in conjunction with an industry (other than an artisan food and drink industry) or rural industry, and
- (b) is situated on the land on which the industry or rural industry is located, and
- (c) is used for the display or sale (whether by retail or wholesale) of only those goods that have been manufactured on the land on which the industry or rural industry is located, but does not include a warehouse or distribution centre.

**Note.** See clause 5.4 for controls relating to the retail floor area of an industrial retail outlet.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**industrial training facility** means a building or place used in connection with vocational training in an activity (such as forklift or truck driving, welding or carpentry) that is associated with an industry, rural industry, extractive industry or mining, but does not include an educational establishment, business premises or retail premises.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**industry** means any of the following—

- (a) general industry,
- (b) heavy industry,
- (c) light industry,

but does not include—

- (d) rural industry, or
- (e) extractive industry, or
- (f) mining.

*[Justification – light industry suitable for consideration in village zone. Would promote business development]*

**information and education facility** means a building or place used for providing information or education to visitors, and the exhibition or display of items, and includes an art gallery, museum, library, visitor information centre and the like.

**intensive livestock agriculture** means the keeping or breeding, for commercial purposes, of cattle, poultry, pigs, goats, horses, sheep or other livestock, and includes any of the following—

- (a) dairies (restricted),
- (b) feedlots,
- (c) pig farms,
- (d) poultry farms,

but does not include extensive agriculture, aquaculture or the operation of facilities for drought or similar emergency relief.

**Note.** Intensive livestock agriculture is a type of **agriculture**—see the definition of that term in this Dictionary.

**intensive plant agriculture** means any of the following—

## draft - exhibition version

- (a) the cultivation of irrigated crops for commercial purposes (other than irrigated pasture or fodder crops),
- (b) horticulture,
- (c) turf farming,
- (d) viticulture.

**Note.** Intensive plant agriculture is a type of **agriculture**—see the definition of that term in this Dictionary.

**jetty** means a horizontal decked walkway providing access from the shore to the waterway and is generally constructed on a piered or piled foundation.

**kiosk** means premises that are used for the purposes of selling food, light refreshments and other small convenience items.

**Note.** See clause 5.4 for controls relating to the gross floor area of a kiosk.

Kiosks are a type of **retail premises**—see the definition of that term in this Dictionary.

**landscaping material supplies** means a building or place used for the storage and sale of landscaping supplies such as soil, gravel, potting mix, mulch, sand, railway sleepers, screenings, rock and the like.

**Note.** Landscaping material supplies are a type of **retail premises**—see the definition of that term in this Dictionary.

**light industry** means a building or place used to carry out an industrial activity that does not interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise, and includes any of the following—

- (a) high technology industry,
- (b) home industry,
- (c) artisan food and drink industry,
- (d) creative industry.

**Note.** Light industries are a type of **industry**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**liquid fuel depot** means premises used for the bulk storage of petrol, oil, petroleum or other inflammable liquid for wholesale distribution and at which no retail trade is conducted.

**Note.** Liquid fuel depots are a type of **heavy industrial storage establishment**—see the definition of that term in this Dictionary.

**livestock processing industry** means a building or place used for the commercial production of products derived from the slaughter of animals (including poultry) or the processing of skins or wool of animals and includes abattoirs, knackereries, tanneries, woolscours and rendering plants.

**Note.** Livestock processing industries are a type of **rural industry**—see the definition of that term in this Dictionary.

## draft - exhibition version

**local distribution premises** means a building or place used for the storage or handling of items (whether goods or materials) pending their delivery to people and businesses in the local area, but from which no retail sales are made.

**marina** means a permanent boat storage facility (whether located wholly on land, wholly on a waterway or partly on land and partly on a waterway), and includes any of the following associated facilities—

- (a) any facility for the construction, repair, maintenance, storage, sale or hire of boats,
- (b) any facility for providing fuelling, sewage pump-out or other services for boats,
- (c) any facility for launching or landing boats, such as slipways or hoists,
- (d) any car parking or commercial, tourist or recreational or club facility that is ancillary to the boat storage facility,
- (e) any berthing or mooring facilities.

**market** means an open-air area, or an existing building, that is used for the purpose of selling, exposing or offering goods, merchandise or materials for sale by independent stall holders, and includes temporary structures and existing permanent structures used for that purpose on an intermittent or occasional basis.

**Note.** Markets are a type of **retail premises**—see the definition of that term in this Dictionary.

**medical centre** means premises that are used for the purpose of providing health services (including preventative care, diagnosis, medical or surgical treatment, counselling or alternative therapies) to out-patients only, where such services are principally provided by health care professionals. It may include the ancillary provision of other health services.

**Note.** Medical centres are a type of **health services facility**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in village zone. Would promote community wellbeing and access to local medical services]*

**mooring** means a detached or freestanding apparatus located on or in a waterway and that is capable of securing a vessel, but does not include a mooring pen.

**mooring pen** means an arrangement of freestanding piles or other restraining devices designed or used for the purpose of berthing a vessel.

**mortuary** means premises that are used, or intended to be used, for the receiving, preparation, embalming and storage of bodies of deceased persons pending their interment or cremation.

*[Justification – suitable for consideration in village zone. Would promote access to local services]*

**multi dwelling housing** means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building.

**Note.** Multi dwelling housing is a type of **residential accommodation**—see the definition of that term in this Dictionary.



## draft - exhibition version

*[Justification – suitable for consideration in a village zone. Would provide housing diversity]*

**neighbourhood shop** means premises used for the purposes of selling general merchandise such as foodstuffs, personal care products, newspapers and the like to provide for the day-to-day needs of people who live or work in the local area, but does not include neighbourhood supermarkets or restricted premises.

**Note.** See clause 5.4 for controls relating to the retail floor area of neighbourhood shops. Neighbourhood shops are a type of **shop**—see the definition of that term in this Dictionary.

**neighbourhood supermarket** means premises the principal purpose of which is the sale of groceries and foodstuffs to provide for the needs of people who live or work in the local area.

**Note.** See clause 5.4 for controls relating to the gross floor area of neighbourhood supermarkets.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**offensive industry** means a building or place used to carry out an industrial activity that would, when carried out and when all measures proposed to reduce or minimise its impact on the locality have been employed (including, for example, measures to isolate the activity from existing or likely future development on other land in the locality), emit a polluting discharge (including, for example, noise) in a manner that would have a significant adverse impact in the locality or on existing or likely future development on other land in the locality.

**Note.** Offensive industries are a type of **heavy industry**—see the definition of that term in this Dictionary.

**offensive storage establishment** means a building or place that is used for the storage of goods, materials or products and that would, when all measures proposed to reduce or minimise its impact on the locality have been employed (including, for example, measures to isolate the building or place from existing or likely future development on other land in the locality), emit a polluting discharge (including, for example, noise) in a manner that would have a significant adverse impact in the locality or on existing or likely future development on other land in the locality.

**Note.** Offensive storage establishments are a type of **heavy industrial storage establishment**—see the definition of that term in this Dictionary.

**office premises** means a building or place used for the purpose of administrative, clerical, technical, professional or similar activities that do not include dealing with members of the public at the building or place on a direct and regular basis, except where such dealing is a minor activity (by appointment) that is ancillary to the main purpose for which the building or place is used.

**Note.** Office premises are a type of **commercial premises**—see the definition of that term in this Dictionary.

**oyster aquaculture** means the cultivation of any species of edible oyster for a commercial purpose.

**Note.** Oyster aquaculture is a type of **aquaculture**—see the definition of that term in this Dictionary.

*[Justification – not suitable for consideration in village zone]*

## draft - exhibition version

**passenger transport facility** means a building or place used for the assembly or dispersal of passengers by any form of transport, including facilities required for parking, manoeuvring, storage or routine servicing of any vehicle that uses the building or place.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**pig farm** means land that is used to keep or breed pigs for animal production, whether an indoor, outdoor, free-range or other type of operation.

**Note.** Pig farms are a type of *intensive livestock agriculture*—see the definition of that term in this Dictionary.

**place of public worship** means a building or place used for the purpose of religious worship by a congregation or religious group, whether or not the building or place is also used for counselling, social events, instruction or religious training.

**plant nursery** means a building or place the principal purpose of which is the retail sale of plants that are grown or propagated on site or on an adjacent site. It may include the on-site sale of any such plants by wholesale and, if ancillary to the principal purpose for which the building or place is used, the sale of landscape and gardening supplies and equipment and the storage of these items.

**Note—**

Plant nurseries are a type of *retail premises*—see the definition of that term in this Dictionary.

**pond-based aquaculture** means aquaculture undertaken predominantly in ponds, raceways or dams (including any part of the aquaculture undertaken in tanks such as during the hatchery or depuration phases), but not including natural water-based aquaculture.

**Note.** Pond-based aquaculture is a type of *aquaculture*—see the definition of that term in this Dictionary. Typical pond-based aquaculture is the pond culture of prawns, yabbies or silver perch.

*[Justification – not suitable for consideration in village zone]*

**port facilities** means any of the following facilities at or in the vicinity of a designated port within the meaning of section 47 of the *Ports and Maritime Administration Act 1995*—

- (a) facilities for the embarkation or disembarkation of passengers onto or from any vessels, including public ferry wharves,
- (b) facilities for the loading or unloading of freight onto or from vessels and associated receipt, land transport and storage facilities,
- (c) wharves for commercial fishing operations,
- (d) refuelling, launching, berthing, mooring, storage or maintenance facilities for any vessel,
- (e) sea walls or training walls,
- (f) administration buildings, communication, security and power supply facilities, roads, rail lines, pipelines, fencing, lighting or car parks.



## draft - exhibition version

**poultry farm** means land that is used to keep or breed poultry for animal production, whether for meat or egg production (or both) and whether an indoor, outdoor, free-range or other type of operation.

**Note.** Poultry farms are a type of **intensive livestock agriculture**—see the definition of that term in this Dictionary.

**pub** means licensed premises under the *Liquor Act 2007* the principal purpose of which is the retail sale of liquor for consumption on the premises, whether or not the premises include hotel or motel accommodation and whether or not food is sold or entertainment is provided on the premises.

**Note.** Pubs are a type of **food and drink premises**—see the definition of that term in this Dictionary.

**public administration building** means a building used as offices or for administrative or other like purposes by the Crown, a statutory body, a council or an organisation established for public purposes, and includes a courthouse or a police station.

**recreation area** means a place used for outdoor recreation that is normally open to the public, and includes—

- (a) a children's playground, or
- (b) an area used for community sporting activities, or
- (c) a public park, reserve or garden or the like,

and any ancillary buildings, but does not include a recreation facility (indoor), recreation facility (major) or recreation facility (outdoor).

**recreation facility (indoor)** means a building or place used predominantly for indoor recreation, whether or not operated for the purposes of gain, including a squash court, indoor swimming pool, gymnasium, table tennis centre, health studio, bowling alley, ice rink or any other building or place of a like character used for indoor recreation, but does not include an entertainment facility, a recreation facility (major) or a registered club.

**recreation facility (major)** means a building or place used for large-scale sporting or recreation activities that are attended by large numbers of people whether regularly or periodically, and includes theme parks, sports stadiums, showgrounds, racecourses and motor racing tracks.

**recreation facility (outdoor)** means a building or place (other than a recreation area) used predominantly for outdoor recreation, whether or not operated for the purposes of gain, including a golf course, golf driving range, mini-golf centre, tennis court, paint-ball centre, lawn bowling green, outdoor swimming pool, equestrian centre, skate board ramp, go-kart track, rifle range, water-ski centre or any other building or place of a like character used for outdoor recreation (including any ancillary buildings), but does not include an entertainment facility or a recreation facility (major).

**registered club** means a club that holds a club licence under the *Liquor Act 2007*.

**research station** means a building or place operated by a public authority for the principal purpose of agricultural, environmental, fisheries, forestry, minerals or soil conservation research, and includes any associated facility for education, training, administration or accommodation.

## draft - exhibition version

*[Justification – suitable for consideration in village zone. Would promote business development]*

**residential accommodation** means a building or place used predominantly as a place of residence, and includes any of the following—

- (a) attached dwellings,
- (b) boarding houses,
- (baa) co-living housing,
- (c) dual occupancies,
- (d) dwelling houses,
- (e) group homes,
- (f) hostels,
- (faa) (Repealed)
- (g) multi dwelling housing,
- (h) residential flat buildings,
- (i) rural workers' dwellings,
- (j) secondary dwellings,
- (k) semi-detached dwellings,
- (l) seniors housing,
- (m) shop top housing,

but does not include tourist and visitor accommodation or caravan parks.

**residential care facility** means accommodation for seniors or people with a disability that includes—

- (a) meals and cleaning services, and
- (b) personal care or nursing care, or both, and
- (c) appropriate staffing, furniture, furnishings and equipment for the provision of that accommodation and care,

but does not include a dwelling, hostel, hospital or psychiatric facility.

**Note.** Residential care facilities are a type of **seniors housing**—see the definition of that term in this Dictionary.

**residential flat building** means a building containing 3 or more dwellings, but does not include an attached dwelling, co-living housing or multi dwelling housing.

**Note.** Residential flat buildings are a type of **residential accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would provide housing diversity]*

**resource recovery facility** means a building or place used for the recovery of resources from waste, including works or activities such as separating and sorting, processing or treating the waste, composting, temporary storage, transfer or sale of recovered resources, energy generation from gases and water treatment, but not including re-manufacture or disposal of the material by landfill or incineration.

**Note.** Resource recovery facilities are a type of **waste or resource management facility**—see the definition of that term in this Dictionary.

## draft - exhibition version

**respite day care centre** means a building or place that is used for the care of seniors or people who have a disability and that does not provide overnight accommodation for people other than those related to the owner or operator of the centre.

**restaurant or cafe** means a building or place the principal purpose of which is the preparation and serving, on a retail basis, of food and drink to people for consumption on the premises, whether or not liquor, take away meals and drinks or entertainment are also provided.

**Note.** Restaurants or cafes are a type of **food and drink premises**—see the definition of that term in this Dictionary.

**restricted premises** means premises that, due to their nature, restrict access to patrons or customers over 18 years of age, and includes sex shops and similar premises, but does not include a pub, hotel or motel accommodation, home occupation (sex services) or sex services premises.

**retail premises** means a building or place used for the purpose of selling items by retail, or hiring or displaying items for the purpose of selling them or hiring them out, whether the items are goods or materials (or whether also sold by wholesale), and includes any of the following—

- (a) (Repealed)
- (b) cellar door premises,
- (c) food and drink premises,
- (d) garden centres,
- (e) hardware and building supplies,
- (f) kiosks,
- (g) landscaping material supplies,
- (h) markets,
- (i) plant nurseries,
- (j) roadside stalls,
- (k) rural supplies,
- (l) shops,
- (la) specialised retail premises,**
- (m) timber yards,
- (n) vehicle sales or hire premises,

but does not include highway service centres, service stations, industrial retail outlets or restricted premises.

**Note.** Retail premises are a type of **commercial premises**—see the definition of that term in this Dictionary.

*[Justification – specialised retail premises suitable for consideration in village zone. Would promote business development]*

**road** means a public road or a private road within the meaning of the *Roads Act 1993*, and includes a classified road.

## draft - exhibition version

**roadside stall** means a place or temporary structure used for the retail sale of agricultural produce or hand crafted goods (or both) produced from the property on which the stall is situated or from an adjacent property.

**Note.** See clause 5.4 for controls relating to the gross floor area of roadside stalls.

Roadside stalls are a type of **retail premises**—see the definition of that term in this Dictionary.

**rural industry** means the handling, treating, production, processing, storage or packing of animal or plant agricultural products for commercial purposes, and includes any of the following—

- (a) agricultural produce industries,
- (b) livestock processing industries,
- (c) composting facilities and works (including the production of mushroom substrate),
- (d) sawmill or log processing works,
- (e) stock and sale yards,
- (f) the regular servicing or repairing of plant or equipment used for the purposes of a rural enterprise.

**Note.** Rural industries are not a type of **industry**—see the definition of that term in this Dictionary.

**rural supplies** means a building or place used for the display, sale or hire of stockfeeds, grains, seed, fertilizers, veterinary supplies and other goods or materials used in farming and primary industry production.

**Note.** Rural supplies are a type of **retail premises**—see the definition of that term in this Dictionary.

**rural worker's dwelling** means a building or place that is additional to a dwelling house on the same lot and that is used predominantly as a place of residence by persons employed, whether on a long-term or short-term basis, for the purpose of agriculture or a rural industry on that land.

**Note.** Rural workers' dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary.

**sawmill or log processing works** means a building or place used for handling, cutting, chipping, pulping or otherwise processing logs, baulks, branches or stumps, principally derived from surrounding districts, into timber or other products derived from wood.

**Note.** Sawmill or log processing works are a type of **rural industry**—see the definition of that term in this Dictionary.

**school** means a government school or non-government school within the meaning of the *Education Act 1990*.

**Note.** Schools are a type of **educational establishment**—see the definition of that term in this Dictionary.

**school-based child care** means a building or place within a school that is used to provide out-of-school-hours care (including vacation care) for school children only.

**Note 1.** Accordingly, a building or place within a school that is used to provide out-of-school-hours care for both school children and pre-school children is not school-based child care.

**Note 2.** School-based child care is a type of **early education and care facility**—see the definition of that term in this Dictionary.

## draft - exhibition version

*[Justification – suitable for consideration in village zone. Would address need for child-care in local areas]*

**secondary dwelling** means a self-contained dwelling that—

- (a) is established in conjunction with another dwelling (the **principal dwelling**), and
- (b) is on the same lot of land as the principal dwelling, and
- (c) is located within, or is attached to, or is separate from, the principal dwelling.

**Note.** See clauses 5.4 and 5.5 for controls relating to the total floor area of secondary dwellings. Secondary dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would address provide housing diversity]*

**self-storage units** means premises that consist of individual enclosed compartments for storing goods or materials (other than hazardous or offensive goods or materials).

**Note.** Self-storage units are a type of **storage premises**—see the definition of that term in this Dictionary.

**semi-detached dwelling** means a dwelling that is on its own lot of land and is attached to only one other dwelling.

**Note.** Semi-detached dwellings are a type of **residential accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would provide housing diversity]*

**seniors housing** means a building or place that is—

- (a) a residential care facility, or
  - (b) a hostel within the meaning of *State Environmental Planning Policy (Housing) 2021*, Chapter 3, Part 5, or
  - (c) a group of independent living units, or
  - (d) a combination of any of the buildings or places referred to in paragraphs (a)–(c), and that is, or is intended to be, used permanently for—
  - (e) seniors or people who have a disability, or
  - (f) people who live in the same household with seniors or people who have a disability, or
  - (g) staff employed to assist in the administration of the building or place or in the provision of services to persons living in the building or place,
- but does not include a hospital.

**Note.** Seniors housing is a type of **residential accommodation**—see the definition of that term in this Dictionary.

**service station** means a building or place used for the sale by retail of fuels and lubricants for motor vehicles, whether or not the building or place is also used for any one or more of the following—

- (a) the ancillary sale by retail of spare parts and accessories for motor vehicles,
- (b) the cleaning of motor vehicles,
- (c) installation of accessories,



## draft - exhibition version

- (d) inspecting, repairing and servicing of motor vehicles (other than body building, panel beating, spray painting, or chassis restoration),
- (e) the ancillary retail selling or hiring of general merchandise or services or both.

**serviced apartment** means a building (or part of a building) providing self-contained accommodation to tourists or visitors on a commercial basis and that is regularly serviced or cleaned by the owner or manager of the building or part of the building or the owner's or manager's agents.

**Note.** Serviced apartments are a type of **tourist and visitor accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would promote business development]*

**sewage reticulation system** means a building or place used for the collection and transfer of sewage to a sewage treatment plant or water recycling facility for treatment, or transfer of the treated waste for use or disposal, including associated—

- (a) pipelines and tunnels, and
- (b) pumping stations, and
- (c) dosing facilities, and
- (d) odour control works, and
- (e) sewage overflow structures, and
- (f) vent stacks.

**Note.** Sewage reticulation systems are a type of **sewerage system**—see the definition of that term in this Dictionary.

**sewage treatment plant** means a building or place used for the treatment and disposal of sewage, whether or not the facility supplies recycled water for use as an alternative water supply.

**Note.** Sewage treatment plants are a type of **sewerage system**—see the definition of that term in this Dictionary.

**sewerage system** means any of the following—

- (a) biosolids treatment facility,
- (b) sewage reticulation system,
- (c) sewage treatment plant,
- (d) water recycling facility,
- (e) a building or place that is a combination of any of the things referred to in paragraphs (a)–(d).

**sex services premises** means a brothel, but does not include home occupation (sex services).

**shop** means premises that sell merchandise such as groceries, personal care products, clothing, music, homewares, stationery, electrical goods or the like or that hire any such merchandise, and includes a neighbourhood shop and neighbourhood supermarket, but does not include food and drink premises or restricted premises.

**Note.** Shops are a type of **retail premises**—see the definition of that term in this Dictionary.

## draft - exhibition version

**shop top housing** means one or more dwellings located above the ground floor of a building, where at least the ground floor is used for commercial premises or health services facilities.

**Note.** Shop top housing is a type of **residential accommodation**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would provide housing diversity]*

**signage** means any sign, notice, device, representation or advertisement that advertises or promotes any goods, services or events and any structure or vessel that is principally designed for, or that is used for, the display of signage, and includes any of the following—

- (a) an advertising structure,
- (b) a building identification sign,
- (c) a business identification sign,

but does not include a traffic sign or traffic control facilities.

**small bar** means a small bar within the meaning of the *Liquor Act 2007*.

**Note.** Small bars are a type of **food and drink premises**—see the definition of that term in this Dictionary.

**specialised retail premises** means a building or place the principal purpose of which is the sale, hire or display of goods that are of a size, weight or quantity, that requires—

- (a) a large area for handling, display or storage, or
- (b) direct vehicular access to the site of the building or place by members of the public for the purpose of loading or unloading such goods into or from their vehicles after purchase or hire, but does not include a building or place used for the sale of foodstuffs or clothing unless their sale is ancillary to the sale, hire or display of other goods referred to in this definition.

**Note.** Examples of goods that may be sold at specialised retail premises include automotive parts and accessories, household appliances and fittings, furniture, homewares, office equipment, outdoor and recreation equipment, pet supplies and party supplies.

Specialised retail premises are a type of **retail premises**—see the definition of that term in this Dictionary.

*[Justification – suitable for consideration in a village zone. Would promote business development]*

**stock and sale yard** means a building or place that is used on a commercial basis for the purpose of offering livestock or poultry for sale and that may be used for the short-term storage and watering of stock.

**Note.** Stock and sale yards are a type of **rural industry**—see the definition of that term in this Dictionary.

**storage premises** means a building or place used for the storage of goods, materials, plant or machinery for commercial purposes and where the storage is not ancillary to any industry, business premises or retail premises on the same parcel of land, and includes self-storage units, but does not include a heavy industrial storage establishment, local distribution premises or a warehouse or distribution centre.



## draft - exhibition version

*[Justification – suitable for consideration in village zone. Would promote business development. Self-storage units are permitted with consent in Leeton LEP]*

**take away food and drink premises** means premises that are predominantly used for the preparation and retail sale of food or drink (or both) for immediate consumption away from the premises.

**Note.** Take away food and drink premises are a type of **food and drink premises**—see the definition of that term in this Dictionary.

**tank-based aquaculture** means aquaculture undertaken exclusively in tanks, but not including natural water-based aquaculture.

**Note.** Tank-based aquaculture is a type of **aquaculture**—see the definition of that term in this Dictionary. Typical tank-based aquaculture is the tank culture of barramundi or abalone.

*[Justification – not suitable for consideration in village zone]*

**timber yard** means a building or place the principal purpose of which is the sale of sawn, dressed or treated timber, wood fibre boards or similar timber products. It may include the cutting of such timber, boards or products to order and the sale of hardware, paint, tools and materials used in conjunction with the use and treatment of timber.

**Note.** Timber yards are a type of **retail premises**—see the definition of that term in this Dictionary.

**tourist and visitor accommodation** means a building or place that provides temporary or short-term accommodation on a commercial basis, and includes any of the following—

- (a) backpackers' accommodation,
  - (b) bed and breakfast accommodation,
  - (c) farm stay accommodation,
  - (d) hotel or motel accommodation,
  - (e) serviced apartments,
- but does not include—
- (f) camping grounds, or
  - (g) caravan parks, or
  - (h) eco-tourist facilities.

**transport depot** means a building or place used for the parking or servicing of motor powered or motor drawn vehicles used in connection with a business, industry, shop or passenger or freight transport undertaking.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**truck depot** means a building or place used for the servicing and parking of trucks, earthmoving machinery and the like.

*[Justification – suitable for consideration in village zone. Would promote business development]*

## draft - exhibition version

**turf farming** means the commercial cultivation of turf for sale and the removal of turf for that purpose.

**Note.** Turf farming is a type of *intensive plant agriculture*—see the definition of that term in this Dictionary.

**underground mining** means—

- (a) mining carried out beneath the earth's surface, including bord and pillar mining, longwall mining, top-level caving, sub-level caving and auger mining, and
- (b) shafts, drill holes, gas and water drainage works, surface rehabilitation works and access pits associated with that mining (whether carried out on or beneath the earth's surface), but does not include open cut mining.

**vehicle body repair workshop** means a building or place used for the repair of vehicles or agricultural machinery, involving body building, panel building, panel beating, spray painting or chassis restoration.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**vehicle repair station** means a building or place used for the purpose of carrying out repairs to, or the selling and fitting of accessories to, vehicles or agricultural machinery, but does not include a vehicle body repair workshop or vehicle sales or hire premises.

**vehicle sales or hire premises** means a building or place used for the display, sale or hire of motor vehicles, caravans, boats, trailers, agricultural machinery and the like, whether or not accessories are sold or displayed there.

**Note.** Vehicle sales or hire premises are a type of *retail premises*—see the definition of that term in this Dictionary.

**veterinary hospital** means a building or place used for diagnosing or surgically or medically treating animals, whether or not animals are kept on the premises for the purpose of treatment.

**viticulture** means the cultivation of grapes for use in the commercial production of fresh or dried fruit or wine.

**Note.** Viticulture is a type of *intensive plant agriculture*—see the definition of that term in this Dictionary.

**warehouse or distribution centre** means a building or place used mainly or exclusively for storing or handling items (whether goods or materials) pending their sale, but from which no retail sales are made, but does not include local distribution premises.

*[Justification – suitable for consideration in village zone. Would promote business development]*

**waste disposal facility** means a building or place used for the disposal of waste by landfill, incineration or other means, including such works or activities as recycling, resource recovery and

## draft - exhibition version

other resource management activities, energy generation from gases, leachate management, odour control and the winning of extractive material to generate a void for disposal of waste or to cover waste after its disposal.

**Note.** Waste disposal facilities are a type of *waste or resource management facility*—see the definition of that term in this Dictionary.

**waste or resource management facility** means any of the following—

- (a) a resource recovery facility,
- (b) a waste disposal facility,
- (c) a waste or resource transfer station,
- (d) a building or place that is a combination of any of the things referred to in paragraphs (a)–(c).

**waste or resource transfer station** means a building or place used for the collection and transfer of waste material or resources, including the receipt, sorting, compacting, temporary storage and distribution of waste or resources and the loading or unloading of waste or resources onto or from road or rail transport.

**Note.** Waste or resource transfer stations are a type of *waste or resource management facility*—see the definition of that term in this Dictionary.

**water recreation structure** means a structure used primarily for recreational purposes that has a direct structural connection between the shore and the waterway, and may include a pier, wharf, jetty or boat launching ramp.

**water recycling facility** means a building or place used for the treatment of sewage effluent, stormwater or waste water for use as an alternative supply to mains water, groundwater or river water (including, in particular, sewer mining works), whether the facility stands alone or is associated with other development, and includes associated—

- (a) retention structures, and
- (b) treatment works, and
- (c) irrigation schemes.

**Note.** Water recycling facilities are a type of *sewerage system*—see the definition of that term in this Dictionary.

**water reticulation system** means a building or place used for the transport of water, including pipes, tunnels, canals, pumping stations, related electricity infrastructure and dosing facilities.

**Note.** Water reticulation systems are a type of *water supply system*—see the definition of that term in this Dictionary.

**water storage facility** means a dam, weir or reservoir for the collection and storage of water, and includes associated monitoring or gauging equipment.

**Note.** Water storage facilities are a type of *water supply system*—see the definition of that term in this Dictionary.

**water supply system** means any of the following—

- (a) a water reticulation system,

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- (b) a water storage facility,
- (c) a water treatment facility,
- (d) a building or place that is a combination of any of the things referred to in paragraphs (a)–(c).

**water treatment facility** means a building or place used for the treatment of water (such as a desalination plant or a recycled or reclaimed water plant) whether the water produced is potable or not, and includes residuals treatment, storage and disposal facilities, but does not include a water recycling facility.

**Note.** Water treatment facilities are a type of **water supply system**—see the definition of that term in this Dictionary.

**wharf or boating facilities** means a wharf or any of the following facilities associated with a wharf or boating that are not port facilities—

- (a) facilities for the embarkation or disembarkation of passengers onto or from any vessels, including public ferry wharves,
- (b) facilities for the loading or unloading of freight onto or from vessels and associated receipt, land transport and storage facilities,
- (c) wharves for commercial fishing operations,
- (d) refuelling, launching, berthing, mooring, storage or maintenance facilities for any vessel,
- (e) sea walls or training walls,
- (f) administration buildings, communication, security and power supply facilities, roads, rail lines, pipelines, fencing, lighting or car parks.

**wholesale supplies** means a building or place used for the display, sale or hire of goods or materials by wholesale only to businesses that have an Australian Business Number registered under the *A New Tax System (Australian Business Number) Act 1999* of the Commonwealth.

*[Justification – suitable for consideration in village zone. Would promote business development]*

draft - exhibition version



## **Attachment E - Maps showing reticulated water and sewerage services**

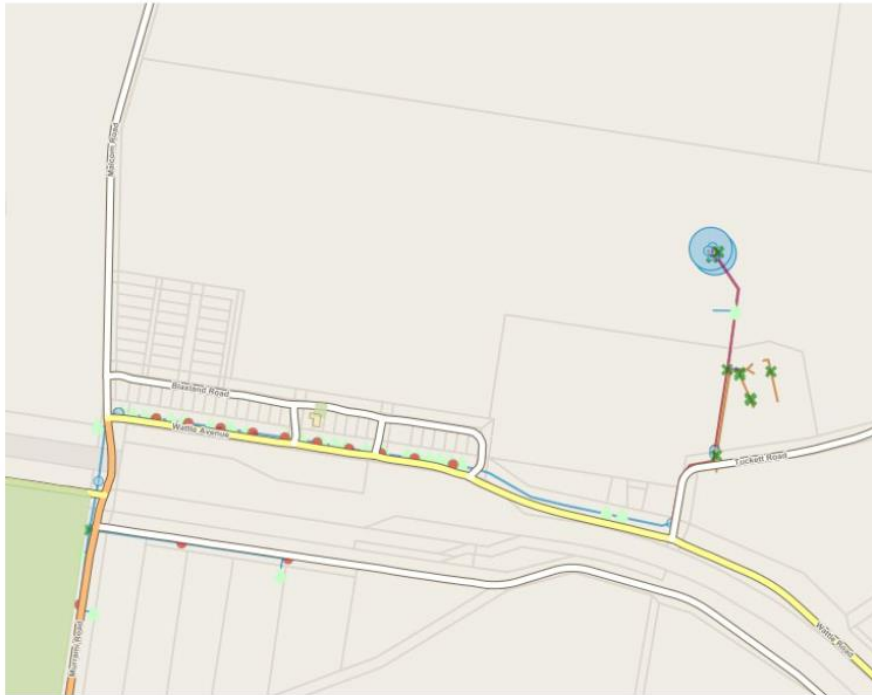
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Leeton Shire Council – Planning Proposal to amend Leeton LEP 2014

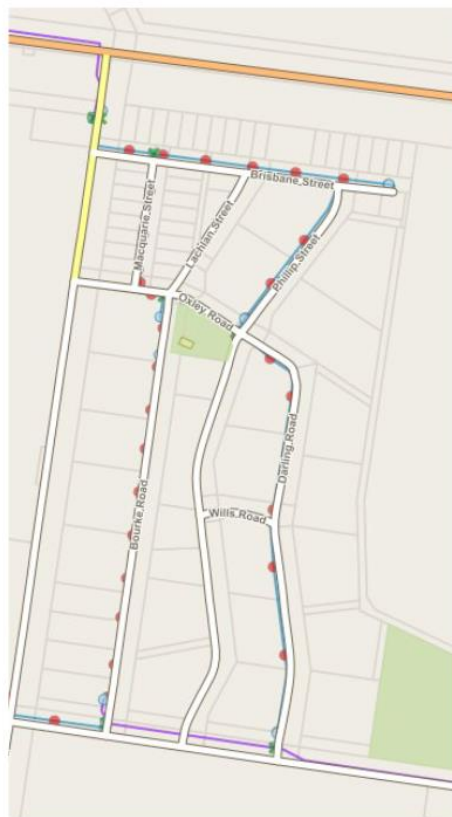




draft - exhibition version



**Figure AE3 – Reticulated water network, Murrumbidgee**



**Figure AE4 – Reticulated water network, Wamboon**



draft - exhibition version



**Attachment F - RU5 Village land zone maps (Whitton,  
Murrumbidgee, Wamboona)**

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Leeton Shire Council – Planning Proposal to amend Leeton LEP 2014

draft - exhibition version

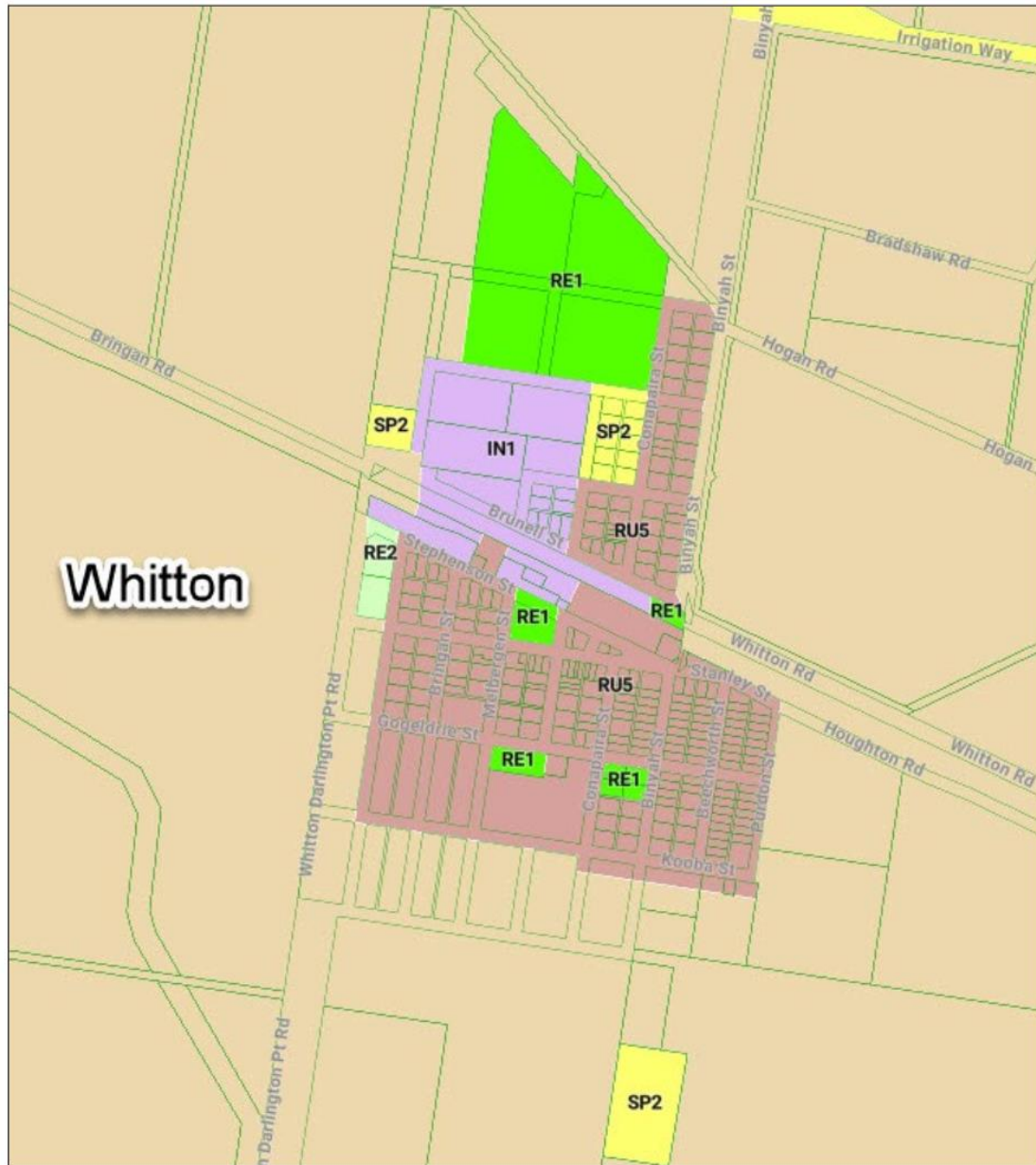


Figure AF1 – Whitton land zones

draft - exhibition version

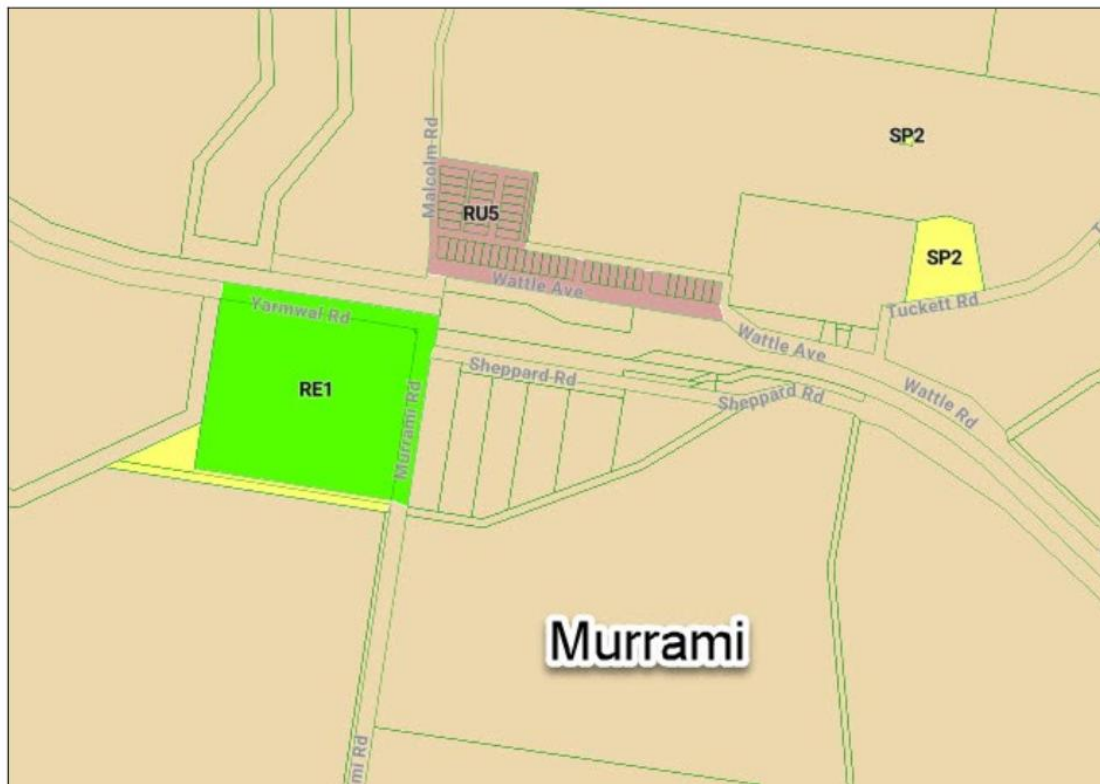


Figure AF2 – Murrami land zones

draft - exhibition version



Figure AF3 – Wamoon land zones

draft - exhibition version



## **Attachment G – RFS referral comments**



NSW RURAL FIRE SERVICE

Leeton Shire Council  
23-25 Chelmsford Place  
Leeton NSW 2705

Your reference: PP-2022-4277  
Our reference: SPI20230215000023

**ATTENTION:** Francois Van Der Berg

Date: Wednesday 15 March 2023

Dear Sir/Madam,

**Strategic Planning Instrument  
LEP Amendment – Planning Proposal**

**Amendment to Leeton Local Environmental Plan 2014 by way of Planning Proposal PP-2022-4277 to replace the 'closed zone' land use table of zone RU5 Village with an 'open zone' land use table. The RU5 Village zone effects the townships of Whitton, Murrami and Wamoon.**

I refer to your correspondence dated 13/02/2023 inviting the NSW Rural Fire Service (NSW RFS) to comment on the above Strategic Planning document.

The NSW RFS has considered the information submitted and provides the following comments.

While the Planning Proposal report has not specifically addressed Ministerial Direction 4.3 - Planning for Bush Fire Protection, the NSW RFS have reviewed the proposal with regard to 4.3 direction issued in accordance with Section 9.1 of the *Environmental Planning and Assessment Act 1979*. Based on an assessment of the information provided the NSW Rural Fire Service raises no objection to the proposal subject to a requirement that future development on bush fire prone land complies with the relevant chapter of *Planning for Bush Fire Protection 2019*.

Currently the townships of Wamoon and Murrami do not contain land mapped as bush fire prone and only a small area of Whitton contains land mapped as bush fire prone. As the Leeton Shire Council bush fire prone map has not been updated to include Category 3 (Grassland) hazard and greater areas of the shire will be included in bush fire prone maps in the future, the NSW RFS recommend that the preparation of strategic planning instruments and subdivision development consider the implication of future grassland mapping at the earliest stage of the planning process.

For any queries regarding this correspondence, please contact Anna Jones on 1300 NSW RFS.

Yours sincerely,

Martha Dotter  
**Supervisor Development Assessment & Plan  
Built & Natural Environment**

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**Postal address**

NSW Rural Fire Service  
Locked Bag 17  
GRANVILLE NSW 2142

**Street address**

NSW Rural Fire Service  
4 Murray Rose Ave  
SYDNEY OLYMPIC PARK NSW 2127

T (02) 8741 5555  
F (02) 8741 5550  
[www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au)





Department of Planning and Environment

## Gateway Determination

**Planning proposal (Department Ref: PP-2022-4277):** Amendments to RU5 Village Zone Land Use Table – Leeton Local Environmental Plan 2014

I, the Director, Western Region at the Department of Planning and Environment, as delegate of the Minister for Planning, have determined under section 3.34(2) of the *Environmental Planning and Assessment Act 1979* (the Act) that an amendment to the Leeton Local Environmental Plan 2014 to amend the land use table for RU5 Village zone should proceed subject to the following conditions:

1. Prior to community consultation, the planning proposal is to be updated to amend the Project Timeline to reflect the Gateway determination of the proposal and subsequent milestones for finalisation in nine (9) months.
2. Public exhibition is required under section 3.34(2)(c) and clause 4 of Schedule 1 to the Act as follows:
  - (a) the planning proposal is categorised as standard as described in the Local Environmental Plan Making Guideline (Department of Planning and Environment, 2022) and must be made publicly available for a minimum of 20 working days; and
  - (b) the planning proposal authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in Local Environmental Plan Making Guideline (Department of Planning and Environment, 2022).
3. Prior to community consultation, Council is required to consult with NSW Rural Fire Service under section 3.34(2)(d) of the Act, as part of the subject land is bushfire prone.

The NSW Rural Fire Service is to be provided with a copy of the planning proposal and any relevant supporting material via the NSW Planning portal and given at least 30 days to comment on the proposal.
4. A public hearing is not required to be held into the matter by any person or body under section 3.34(2)(e) of the Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).
5. The Council as planning proposal authority is authorised to exercise the functions of the local plan-making authority under section 3.36(2) of the Act subject to the following:
  - (a) the planning proposal authority has satisfied all the conditions of the Gateway determination,
  - (b) the planning proposal is consistent with applicable directions of the Minister under section 9.1 of the Act, or the Secretary has agreed that any inconsistencies are justified; and
  - (c) there are no outstanding written objections from public authorities.



6. The LEP amendment should be completed within nine (9) months from the date of the Gateway determination.

Dated 7<sup>th</sup> day of February

2023.



**Garry Hopkins**  
**Director, Western Region**  
**Local and Regional Planning**  
**Department of Planning and Environment**

**Delegate of the Minister for Planning**

**ITEM 7.8      ROUND TWO OF THE 2022/23 COMMUNITY STRENGTHENING GRANTS PROGRAM ALLOCATIONS**

<b>RECORD NUMBER</b>	23/111
<b>RELATED FILE NUMBER</b>	EF22/29
<b>AUTHOR/S</b>	Community Development Coordinator
<b>APPROVER/S</b>	Executive Manager Economic & Community Development

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**SUMMARY/PURPOSE**

The purpose of this report is to advise Council of the applications received for Round Two of the 2022/23 Community Strengthening Grants program, and to seek Council's approval to allocate the funds as recommended by the Community Grant Funding Working Group.

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**RECOMMENDATION**

THAT Council:

1. Approves the following applications for funding under Round Two of the 2022/23 Community Strengthening Grants program:

Leeton Family and Local History Society Inc	\$1,996
Leeton Eisteddfod Society	\$2,000
Leeton Senior Citizen's Committee	\$349
Physical Activity Leaders Network (auspiced by MLHD)	\$2,000
Creative Connection Riverina Association (auspiced by Western Riverina Arts)	\$2,000
Boys to the Bush	\$1,909
Leeton Army Cadets	\$1,700
Leeton District Dressage Club	\$1,000
MIA Branch of the MS Society	\$1,350
<b>TOTAL</b>	<b><u>\$14,304</u></b>

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**REPORT**

**(a) Background**

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

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Council adopted a new Grants Policy and new Community Grants Program Guidelines in May 2022. The new policy and guidelines clearly articulate community grant funding criteria and the acquittals process.

Round Two of the Community Strengthening Grants program was advertised throughout March and April 2023 with a closing date of 30 April 2023.

**(b) Discussion**

Nine eligible applications were received in this round, with a total value of \$20,554.

As per the policy, the applications were first assessed by Council staff to determine their eligibility. The Community Grant Funding Working Group met on 8 May 2023 to review the applications according to the assessment criteria.

The following recommendations were made by the Working Group:

Name	Purpose	Alignment with Community Strategic Plan	Amount Requested (\$)	Amount Allocated (\$)
Leeton Family and Local History Society Inc	Purchase Perspex boxes for donated models of early buildings of Leeton and district. To keep them safe from dust and damage. Project includes panels with photos and information on buildings	Focus Area 1 - A connected, inclusive and enriched community.	\$1,996	\$1,996
Leeton Eisteddfod Society	To contribute to cost of venue hire for the 2023 Eisteddfod.	Focus Area 1 - A connected, inclusive and enriched community	\$2,000	\$2,000
Leeton Senior Citizen's Committee	Purchase a portable speaker & microphone to be used at morning tea functions	Focus Area 1 - A connected, inclusive and enriched community	\$349	\$349
Physical Activity Leaders Network (auspiced by NSW Health MLHD)	Purchase equipment to run low-cost gentle exercise classes for older people in Leeton Shire.	Focus Area 2 - A safe, active and healthy community.	\$2,000	\$2,000

Name	Purpose	Alignment with Community Strategic Plan	Amount Requested (\$)	Amount Allocated (\$)
Creative Connection Riverina Association (Western Riverina Arts)	To fund costs associated with Bloodshed at the Banquet	Focus Area 1 - A connected, inclusive and enriched community	\$5,000	\$2,000
Boys to the Bush - Leeton	To purchase a lawn mower and brushcutter to assist partnership with Leeton Shire Council and fulfill a long-term plan to offer a service to older people and those with disabilities in Leeton.	Focus Area 5 - Strong Leadership and civic participation	\$1,909	\$1,909
Leeton Army Cadets	To purchase a portable defibrillator to be available when they are away on exercises. Often it is in remote areas not close to hospitals or ambulances	Focus Area 2 - A safe, active and healthy community	\$2,000	\$1,700*
Leeton District Dressage Club	Provide transport for donated sand for arena	Focus Area 2 - A safe, active and healthy community	\$3,800	\$1,000
MIA Branch of the MS Society	To purchase fliers & posters for events, venue hire at LS Club for 4 meetings, admin and tech support for events, hydrotherapy equipment (life jackets, incontinence products)	Focus Area 2 - A safe, active and healthy community	\$1,500	\$1,350
<b>TOTALS</b>			<b>\$20,554</b>	<b>\$14,304</b>

\* Note that the Leeton Army Cadets are not eligible for the NSW Local Sport Defibrillator Grant Program as they are not a sporting club.

There was also a grant application from the Leeton Town Band for \$1,700 which was recommended for support. It has been removed as Council's Delivery Program already covers supporting the Leeton Town Band annually for the same purpose.

### **(c) Options**

THAT Council:

1. Endorses the recommendations of the Community Grant Funding Working Group. ***This is the recommended option.***
2. Amend all or some of the recommendations of the Community Grant Funding Working Group.

### **IMPLICATIONS TO BE ADDRESSED**

#### **(a) Financial**

There is \$25,000 allocated to the Community Strengthening Grants Program for the 2022/23 financial year. \$16,020.05 remains after Round 1. The total request for Round 2 was \$4,534 above the available funds.

However, some of the amounts awarded are less than requested, allowing the final allocation of \$14,304 to be within the budget, leaving \$1716.05 unspent, and available for Quick Response applications.

#### **(b) Policy**

Grants Policy  
Community Grants Program Guidelines

#### **(c) Legislative/Statutory**

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

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

#### **(d) Risk**

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

### **CONSULTATION**

#### **(a) External**

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

**(b) Internal**

Councillors on the Community Grant Funding Working Group

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

CSP FOCUS AREA 1 - A connected, inclusive and enriched community – DELIVERY PROGRAM FUNCTIONAL AREA 1 - Community Services and Community Development - DELIVERY PROGRAM ACTIVITY 1.5 - Offer advice, active support and grants to community groups including: A community grants program; Annual donations to the Town Band, Men's Shed and Eisteddfod Society; Annual school prizes; Low and subsidised leases/licences for community groups; Payroll services for grant funded staff at Leeton Connect, Leeton Multicultural Support Group and Jumpstart - OPERATIONAL PLAN ACTIVITY 1.5.1 - Support the community by offering a Community Grants program".

**ATTACHMENTS**

There are no attachments for this report

## COUNCILLOR ACTIVITY REPORTS

### **ITEM 10 COUNCILLOR ACTIVITY REPORT**

<b>RECORD NUMBER</b>	23/119
<b>RELATED FILE NUMBER</b>	EF21/508
<b>AUTHOR</b>	Executive Assistant to the General Manager and Mayor

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### RECOMMENDATION

THAT Council notes the Councillor activity reports submitted for the period between 27 April to 23 May 2023.

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#### **Cr Tony Reneker**

28 April 2023	Visit from Her Excellency the Honourable Margaret Beazley, Governor of New South Wales & Meeting with Yanco CWA Executive
29 April 2023	Sporting Walk of Fame Gala
1 May 2023	Leeton Connect Meeting & Welcome Dinner with Bhutanese Embassy Delegation
3 May 2023	Police Quarterly Update Meeting & Civic Reception for Bhutanese Embassy Delegation Presentation
4 May 2023	Meeting with IRCF/FRRR for Leeton Community Update
8 May 2023	Yanco Community Hall and Markets Committee Meeting
12 May 2023	RAMJO Board Meeting
15 May 2023	Youth Council Meeting
17 May 2023	Weeds Committee Meeting
18 May 2023	Historical Society Meeting

#### **Cr Tracey Morris**

28 April 2023	Visit from Her Excellency the Honourable Margaret Beazley, Governor of New South Wales
29 April 2023	Leeton Parkrun
2 May 2023	Western Regional Planning Panel Determination
3 May 2023	Civic Reception for Bhutanese Embassy Delegation Presentation
11 May 2023	Audit Risk & Improvement Committee Meeting
13 May 2023	Leeton Parkrun
17 May 2023	Community Engagement Session
20 May 2023	Leeton Parkrun

#### **Cr Michael Kidd**

28 April 2023	Visit from Her Excellency the Honourable Margaret Beazley, Governor of New South Wales
3 May 2023	Civic Reception for Bhutanese Embassy Delegation Presentation

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**Cr Paul Smith**

8 May 2023            Grant Assessment Meeting

**Cr Tony Ciccia**

29 April 2023        Armstrong Siddeley Cars on Show in Mountford Park  
17 May 2023        Weeds Committee Meeting and Traffic Committee Meeting