



LEETON
SHIRE COUNCIL

ORDINARY COUNCIL MEETING
AGENDA

27 MARCH 2024
7:00 PM

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

27 March 2024

7:00 PM

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 28 February 2024, as circulated, be taken as read and CONFIRMED.

THAT the Minutes of the Extraordinary Council Meeting held on Wednesday 13 March 2024, as circulated, be taken as read and CONFIRMED.

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

CORPORATE MATTERS

- 7.1 2023/24 BUDGET REVIEW FOR THE QUARTER ENDING 30 DECEMBER 2023.....5
- 7.2 INVESTMENTS REPORT FOR FEBRUARY 2024.....33

OPERATIONAL MATTERS

- 7.3 DRAFT ASSET MANAGEMENT PLANS49
 - 7.4 LEETON GOLF COURSE UPDATE - 1 JULY 2023 TO 31 DEC 2023.....52
 - 7.5 DUST CONCERNS LEETON GOLF COURSE56
-

7.6	ROAD NAMING PROPOSAL SORELLI ESTATE STAGE 2	79
	<u>ECONOMIC AND COMMUNITY DEVELOPMENT MATTERS</u>	
7.7	WELCOMING CITIES REPORT	88
8.	NOTICES OF MOTIONS	
9.	CONFIDENTIAL MATTERS	
10.	COUNCILLOR ACTIVITY REPORTS	
10.1	COUNCILLOR ACTIVITY REPORT.....	128
11.	CONCLUSION OF THE MEETING	

VIDEO RECORDED

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

PUBLIC REPRESENTATION

If any member of the public wishes to formally address the Council in relation to a matter in this agenda they are to register to speak for a maximum of three (3) minutes by Tuesday 12 noon preceding the meeting.

Contact Council via 6953 0911 or email council@leeton.nsw.gov.au

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

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

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

AGENCY ADVICE

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

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

CORPORATE MATTERS

ITEM 7.1 2023/24 BUDGET REVIEW FOR THE QUARTER ENDING 30 DECEMBER 2023

RECORD NUMBER	24/54
RELATED FILE NUMBER	EF24/70
AUTHOR/S	Director Corporate / CFO Finance Contractor
APPROVER/S	General Manager

SUMMARY/PURPOSE

The purpose of the Quarterly Budget Review (QBR) is to provide a summary of Council's financial position as at the end of the second quarter (31 December 2023) for the Year Ending 30 June 2024.

RECOMMENDATION

THAT Council reviews and considers the Quarterly Budget Review (QBR) as at 31 December 2023, and approves the changes recommended by Management.

REPORT

(a) Background

The Quarterly Budget Review (QBR) is required to be prepared quarterly in a prescribed format to inform Council of progress against the original budget along with recommended changes and reasons for the variances.

(b) Discussion

A copy of the QBR document is provided at (**Attachment 1**). A new format has been prepared to better highlight the impacts of current activity on not only Council's Operating result but also Council's unrestricted cash position that is used for everyday cash flow purposes.

The revised format highlights that the September Budget Review carryovers and adjustments significantly impacted Council's short term unrestricted cash position from a surplus of \$7.8M (as per the original budget) to a deficit of \$3.3M. This is mostly because of carryovers not being cashed backed in the prior years including some grants that weren't restricted, masking the true situation in the financial reports. Clearly, the pressure on Council's unrestricted cash position has been building for a few years.

Further assessment / refinement at the December Budget Review has resulted in a further deterioration of Council's unrestricted cash position to a deficit of \$5.5M. Key causes:

- Correction of double up in grant income recognition of \$3.9M for Regional Emergency Road Repair Fund in the September review.
- Correction of missed grant expenditure in the September review where only income got recognised but not the offsetting costs.
- Restriction of grant income for use in future years to correctly reflect where and when funds will need to be expended (the matching principle). For example, a majority of Disaster Flood Recovery (DFRA), Local Roads Community Infrastructure (LRCI), Regional Emergency Road Repair Fund (RERF) and Vance Estate grant funding won't actually be used in the 2023/24 financial year but should be ringfenced (restricted) for future years.
- Adjustment of increased investment income and Financial Assistance Grant funding. These positive results fortunately partially offset the issues listed above.

After considering matters, Management is recommending remedial action to help address the situation (**see page 3 of Attachment 1**).

The **recommended budget changes** and detailed explanations and schedules are provided within (**Attachment 1**) (contained within the Income Statement) along with associated commentary and supporting schedules.

Quarterly Budget Review Summary – Consolidated Income Statement

The Operating Result [pre capital] provides an indication of the long-term viability of Council. In broad terms, a deficit from operations indicates that Council is not earning sufficient revenue to fund its ongoing operations (services) and to adequately renew existing assets over the longer term.

While this measure is important, it does include timing issues and impacts from specific transactions and operations which make it less accurate in demonstrating current performance. The unrestricted cash balance is a more accurate indicator of current financial performance.

The proposed budget adjustments result in a net decrease to the consolidated budgeted operating deficit before capital items of \$3.85M. Council's forecast results for 30 June 2024 are:

- *Net operating result for the year* – surplus of \$7.49M compared to \$8.94M as at September Review.
- *Net operating result for the year before grants and contributions provided for capital purposes* – surplus of \$1.64M compared to \$5.49M as at September Review.

Quarterly Budget Review Summary – Capital Budget

The December Quarterly Review has been adjusted for budget changes to capital projects resulting in an overall reduction from \$32.89M to \$25.46M. The main impact was the removal of \$7.4M for Vance Estate as only the revised design works will be

completed this financial year. The other **recommended budget changes** and any explanations are provided within (**Attachment 1**).

Management will continue to monitor the capital program to ensure its delivery in full or to ensure prioritization of projects, if required, based on unrestricted cash issues.

Quarterly Budget Review Summary – Cash and Investments

The **recommended budget changes** and any explanations are provided within (**Attachment 1**).

The cash and reserves summary reports Council's current total reserve funds, and balance of unrestricted cash that is used for everyday cash flow purposes as at 31 December 2023. Unrestricted cash can move significantly up and down throughout the year based on large cashflow movements for quarterly rates instalments, grant payments and spending on large capital projects. The majority of Council's projected year end cash is externally restricted, totaling \$39.82M and limited in its use to specific purposes by contracts or legislation.

The projected Internal Reserves balance of \$14.36M, is used as a method to restrict portions of surplus cash to make them unavailable for general purposes. It is a decision of Council to set aside surpluses for future expenditure - for example, employee leave entitlements, plant purchases, and infrastructure replacement. It is recognised that Internal Reserves balances are subject to change, via a Council resolution, based on the need of Council and may not guarantee that the cash is available for its original intended purpose. In fact, part of the remedial action recommended in the December Budget Review is to utilize some of this internally restricted cash to help fund the current year capital program where those grants were not ring fenced in the year/s prior.

As at 31 December 2023 there is a projected year end unrestricted cash balance of negative \$5.58M.

Conclusion

The QBR recommendations have a significant impact on the forecast financial position, capital budget and cash position of Council as at 30 June 2024.

It is recommended that remedial action be undertaken to reduce this cash risk, including:

1. Considering using \$4.6M from the following internal reserves to help fund the unrestricted cash deficit. These amounts will be recognised in the March Budget Review if approved by Council:
 - a. \$1.00M from the Roads Reserve
 - b. \$1.20M from Unfinished Works Reserve
 - c. \$1.00M from Infrastructure Replacement Reserve
 - d. \$0.45M from Pool Reserve
 - e. \$0.50M from Buildings Reserve
 - f. \$0.30M from Sportsground Reserve
 - g. \$0.15M from Land Development Reserve

2. Identifying capital and/or operational program savings as part of March Budget Review to ensure a surplus unrestricted cash position.
3. Working to ensure future cash budgets are in surplus to restore to an adequate level of available working capital.
4. Finding opportunities to increase revenue, including reviewing rates and charges revenue.
5. Identifying expenditure reduction opportunities including efficiencies and reprioritisation of services to a financially sustainable level, where possible.

(c) Options

THAT Council:

1. Reviews and considers the Quarterly Budget Review as at 31 December 2023, and approves the changes as recommended by Management including the remedial action recommendations. ***This is the recommended option.***
2. Reviews, considers and approves the Quarterly Budget Review as at 31 December as recommended by Management with amendments.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Overall Position

The Responsible Accounting Officer Statement (***Page 3 of Attachment 1***) indicates that Council's position at 31 December 2023 is considered unsatisfactory. This is due to Council's forecast unrestricted cash position moving into a \$5.58M cash deficit position.

Current levels of unrestricted cash held by Council are low due to insufficient revenue compounded by rate pegging, placing Council at high risk of being unable to respond to unforeseen events, which could potentially lead to unplanned service reductions.

Remedial action has been recommended to improve this cash position. Further short-term improvements will be identified as part of the March Quarterly Budget Review Statement. Work will also be commencing shortly on a review of Council's Long Term Financial Plan.

(b) Policy

Council's risk appetite statement indicates Council's strong desire to remain statutorily compliant.

(c) Legislative/Statutory

The Quarterly Budget Review is required in accordance with clause 203 of the Local Government (General) Regulation 2021. Specifically, clause 203 of the Local Government (General) Regulation 2021 states the following:

1. Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.
2. A budget review statement must include or be accompanied by:
 - a. A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and
 - b. If that position is unsatisfactory, recommendations for remedial action.
3. A budget review statement must also include any information required by the Code to be included in such a statement.

While Council has not met the Statutory deadline for presenting the December Review primarily due to resourcing issues which have now been resolved, Council advised the Office of Local Government of the delay and sought a formal extension. The OLG advised that there is no provision in the Local Government Act to grant such an extension and Council will now forward the completed December Budget Review to the Office of Local Government as soon as it is approved by Council.

(d) Risk

Cashflow will need to be monitored to ensure funds are readily available for Council to pay its debts on time, especially given the unprecedented capital works program.

For the upcoming QBR3, Council may need to reconsider the timing and scope of its capital works program due to the available time and resources. It will also be prudent to bring capital works back to a more 'reasonable' level for the 2024/25 financial year.

CONSULTATION

(a) External

Nil

(b) Internal

All Officers Responsible for Budget Management
Finance Contractors
Senior Management Team (SMT)

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 9.7 - Deploy reliable and efficient corporate management - financial, asset,
property, records, information technology, buildings and plant/fleet - OPERATIONAL
PLAN ACTIVITY 9.7.1 - Implement the Long-Term Financial Plan – in consultation with
ratepayers – to support Council's ongoing financial sustainability, including a Special
Rate Variation (SRV) and/or reductions in service levels.

ATTACHMENTS

- 1 Quarterly Budget Review as at 31 December 2023 Report - Signed

Quarterly Budget Review Statement

For the Quarter Ended 31st December 2023



LEETON
SHIRE COUNCIL

CONTENTS

1.	Responsible Accounting Officer's Statement.....	3
2.	Introduction	5
3.	Consolidated Budget Summary	6
4.	Recommended Budget Changes	9
5.	Budget Operating Result by Entity	11
6.	Capital Budget Review Statement	16
7.	Cash and Investments Budget Review Statement.....	17
8.	Consolidated Balance Sheet Budget Review Statement.....	19
9.	Key Performance Indicators	20
10.	Contracts Register	22

1. Responsible Accounting Officer's Statement

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

- It is my opinion that the quarterly budget review statement for the December 2023 quarter indicates that Council's projected short term financial position as at 30 June 2024 will be unsatisfactory, taking into account the original and revised estimates for income and expenditure presented.
- Current levels of unrestricted cash held by Council are low due to insufficient revenue compounded by rate pegging, placing Council at high risk of being unable to respond to unforeseen events, and which could lead to unplanned service reductions. Council is putting in place improved cash management procedures including reporting and monitoring of internal reserves, budget performance and grants claims management processes, and a review of operational and capital programs to help mitigate this issue.

My opinion has been based on the following factors:

1. a projected deficit unrestricted cash position of \$5.5M in the general fund
2. a deficit unrestricted cash budget does not enable the governing body to plan for unforeseen events;

It is recommended that remedial action be undertaken to reduce this risk:

1. Council considers using \$4.6M from the following internal reserves to help fund the unrestricted cash deficit, these amounts will be recognised in the March Budget Review:
 - a. \$1.00M from the Roads Reserve
 - b. \$1.20M from Unfinished Works Reserve
 - c. \$1.00M from Infrastructure Replacement Reserve
 - d. \$0.45M from Pool Reserve
 - e. \$0.50M from Buildings Reserve
 - f. \$0.30M from Sportsground Reserve
 - g. \$0.15M from Land Development Reserve
2. Council identifies capital and/or operational program savings as part of March Budget Review to ensure a surplus unrestricted cash position.
3. Future cash budgets need to be in surplus to restore to an adequate level of working capital.
4. Opportunities to increase other revenue must be considered including reviewing rates and charges revenue.
5. Expenditure reductions including opportunities for efficiencies and reprioritisation of services to a financially sustainable level is to be a focus of each budget review;

Signed: _____



Responsible Accounting Officer

Date: 21/3/24

2. Introduction

Quarterly Budget Review Statements (QBRs) provide an overview of Council's progress against the annual budget and subsequent revisions at the end of each quarter. It includes explanations for major budget variations that are collated by Council's Managers across the organisation and that result in recommendations for budget changes.

The following financial reports are included in the December QBRs:

- The consolidated budget summary includes the General Fund, Water and Sewer Fund financial information. This is a budget summary statement showing actual income, expenditure, and capital expenditure for the year to 31 December 2023, against the original annual budget. It shows the proposed budget adjustments and an updated annual budget forecast for the financial year.
- The Recommended Budget Changes table explaining the reasons budget items are changing.
- Income & Expense Budget Review Statement by Fund. This is a budget operating summary statement showing actual income, expenditure for the year to 31 December 2023, against the original annual budget for each Fund or Entity.
- Capital Budget Review Statement. This report provides actual expenditure on each capital project up to 31 December 2023, reported against the original annual budget, with proposed budget adjustments and an updated annual budget forecast.
- Cash and Reserves Statement: This report shows the Council's total cash and reserves, including the working fund balance as at 31 December 2023.
- Consolidated Balance Sheet
- Budget Review Key Performance Indicators Statement
- The Contracts Register – showing material Contracts entered into by council during the quarter.

3. Consolidated Budget Summary

The consolidated Budget Review Statement presents the forecast performance for the Total Council. The financial data includes the following information:

- Original budget (as per the operational plan)
- Current budget (last council approved budget - September)
- Approved changes to the budget in the previous quarters (September only)
- Recommended changes for council resolution (proposed variations for the December quarterly review)
- Revised Budget (if proposed variations are adopted by Council)
- Actual year to date (YTD) data
- Note explanations for material variations (between the revised budget and projected year end result). The material variations threshold has been determined to be >10% of the original budget for either income or expenses.
- Total income (original, current and forecast year end result)
- Total expenses (original, current and forecast year end result)
- Operating result (original, current and projected year end result)
- Capital expenditure and Capital funding movements (reserves etc)
- Budget result which shows whether or not Council is forecasting a cash surplus or (deficit)

This revised format shows how Council's operating result is reconciled to Council's unrestricted cash position.

Consolidated Operating Result

Description	Original Budget	Approved Changes	Current Budget	Recommended changes for	Revised Budget	Actual YTD	Ref
		QBRs - Sept	Sept QBR	Dec QBR	Dec QBR		Notes
Income from continuing operations							
Rates and Annual Charges	14,931,419	0	14,931,419	0	14,931,419	9,736,051	
User Charges and Fees	8,660,069	0	8,660,069	-250,000	8,410,069	3,120,300	A
Other Revenues	557,906	0	557,906	0	557,906	536,288	
Grants and Contributions - Operating	7,349,962	8,898,770	16,248,732	-4,780,258	11,468,474	2,945,238	B
Grants and Contributions - Capital	1,578,894	1,877,674	3,456,568	2,399,388	5,855,956	5,281,433	C
Interest and Investment income	748,963	0	748,963	1,450,000	2,198,963	1,150,601	D
Rental Income	293,700	0	293,700	0	293,700	156,191	
Net Gain from Disposal of Assets	430,000	0	430,000	-270,000	160,000	433,833	E
Total Income from continuing operations	34,550,913	10,776,444	45,327,357	-1,450,870	43,876,487	23,359,935	
Expenses from continuing operations							
Employee Benefits and oncosts	13,507,577	0	13,507,577	0	13,507,577	6,337,103	
Materials and Services	12,161,955	0	12,161,955	930,847	13,092,802	5,893,909	F
Borrowing Costs	455,610	0	455,610	-282,036	173,574	40,216	G
Depreciation, Amortisation and Impairment of Assets	8,990,784	0	8,990,784	0	8,990,784	4,321,333	
Other Expenses	616,928	0	616,928	0	616,928	166,687	
Net Loss from the Disposal of Assets	650,000	0	650,000	-650,000	0	0	H
Total Expenses from continuing operations	36,382,854	0	36,382,854	-1,189	36,381,665	16,759,248	
Operating Surplus/(Deficit)	-1,831,940	10,776,444	8,944,504	-1,449,681	7,494,822	6,600,687	
Operating Surplus/(Deficit) before Capital Grants & Contributions	-3,410,834	8,898,770	5,487,936	-3,849,069	1,638,866	1,319,254	
Operating Surplus/(Deficit) before Capital Grants & Contributions & One off sales	-3,190,834	8,898,770	5,707,936	-4,229,069	1,478,866	885,421	

Consolidated Cash Result

Description	Original Budget	Approved Changes	Current Budget Sept QBR	Recommended changes for Dec QBR	Revised Budget Dec QBR	Actual YTD	Ref
		QBRs - Sept					Note
Add Back Non Cash							
Depreciation	8,990,784	0	8,990,784	0	8,990,784	4,321,333	
Net Gains / Losses from Disposal of Assets	220,000	0	220,000	-380,000	-160,000	-433,833	
Provision Expenses	280,000	0	280,000	0	280,000	0	
Contract Liability Movements	-800,000	-4,367,987	-5,167,987	2,353,201	-2,814,786	-301,365	I
Contract Receivable Movements	0	0	0	0	0	0	
Net Cash Provided (or used) in Operating Activities	6,858,844	6,408,457	13,267,301	523,520	13,790,820	10,186,822	
Cash Flow from Investing Activities							
<i>Receipts:</i>							
Sale Real Estate Assets	4,150,000	0	4,150,000	-3,945,000	205,000	187,390	J
Sale Infrastructure, Property, Plant & Equipment	655,000	0	655,000	0	655,000	250,591	
Deferred Debtor Receipts	0	0	0	0	0	0	
<i>Payments:</i>							
Purchase of Infrastructure, Property, Plant & Equipment	-8,546,684	-24,348,055	-32,894,739	7,434,569	-25,460,170	-8,970,050	M
Deferred Debtor Advances Made	0	0	0	0	0	0	
Net Cash Provided (or used) in Investing Activities	-3,741,684	-24,348,055	-28,089,739	3,489,569	-24,600,170	-8,532,069	
Cash Flow from Financing Activities							
<i>Receipts:</i>							
New Loans Drawn	10,591,866	573,000	11,164,866	-5,587,711	5,577,155	0	K
<i>Payments:</i>							
Loan Principal Repayment	-5,001,356	0	-5,001,356	4,706,295	-295,061	56,312	N
Net Cash Provided (or used) in Financing Activities	5,590,509	573,000	6,163,510	-881,416	5,282,094	56,312	
Net Increase / (Decrease) in Cash	8,707,669	-17,366,598	-8,658,929	3,131,673	-5,527,256	1,711,065	
Transfers to Reserves							
Transfers to DWM Reserve	-865,505	0	-865,505	0	-865,505	0	
Transfer to Dev Contributions Reserve	-1,265,894	0	-1,265,894	0	-1,265,894	0	
Transfer to Unspent Grants	0	0	0	-2,711,763	-2,711,763	0	
Transfer to Stormwater	-95,000	0	-95,000	0	-95,000	0	
Transfers to Water External	-1,501,840	-208,670	-1,710,510	-600,000	-2,310,510	0	
Transfers to Sewer External	-1,079,950	-354,834	-1,434,784	50,000	-1,384,784	0	
Transfers to Internal Reserves	-700,000	0	-700,000	-6,467,154	-7,167,154	0	
Transfers to Carryovers Reserves	0	0	0	0	0	0	
Transfers from Reserves							
Transfers from DWM Reserve	655,000	0	655,000	0	655,000	0	
Transfer from Dev Contributions Reserve	26,750	0	26,750	0	26,750	0	
Transfer from Unspent Grants	0	4,367,987	4,367,987	-1,553,201	2,814,786	0	
Transfer from Stormwater	90,000	0	90,000	0	90,000	0	
Transfers from Water External	950,000	563,280	1,513,280	0	1,513,280	0	
Transfers from Sewer External	1,277,000	1,241,896	2,518,896	0	2,518,896	0	
Transfers from Internal Reserves	1,634,000	55,000	1,689,000	5,879,000	7,568,000	0	
Transfers from Carryovers Reserves	0	563,504	563,504	0	563,504	0	
Net Reserve Movements	-875,439	6,228,163	5,352,724	-5,403,118	-50,394	0	
Net Increase / (Decrease) in Unrestricted Cash	7,832,230	-11,138,435	-3,306,205	-2,271,445	-5,577,650	1,711,065	

4. Recommended Budget Changes

Fund Ref		Material Budget Variations being recommended	Note Identifier:															Net Impact on Unrestricted Cash
			A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
			User Charges & Fees	Operating Grants & Contributions	Capital Grants & Contributions	Interest	Net Gain on Disposal	Materials & Services	Borrowing Costs	Net Loss on Disposal	Contract Liability	Asset Sales	Loan Borrowing	Transfer from Reserve	Capital Works	Loan Principal	Transfer to Reserve	
Consolidated Totals			-250,000	-4,780,259	2,399,388	1,450,000	-270,000	930,847	-282,036	650,000	2,353,202	-3,945,000	-5,587,711	4,325,798	-7,434,569	-4,706,475	9,728,917	
General Fund			0	-4,780,259	2,399,388	650,000	-270,000	930,847	-282,036	650,000	2,353,202	-3,945,000	-5,587,711	4,325,798	-7,434,569	-4,706,475	9,728,917	
1	Financial Assistance Grant - Councils original budget included forecast for grant income for 23/24 - this was paid in advance in 22/23. The budget adjustment now reflects the anticipated advance payment for 24/25 plus some additional funds for 23/24. This also impacts reserve movements		0	1,453,456		0	0	0	0	0	0	0	0	0	0	0	0	
2	Leeton Yanco Flood Mitigation Feasibility Study - \$18,100 net cost reflects council share of project in 23/24		0	48,000	0	0	0	66,100	0	0	0	0	0	0	0	0	0	
3	New Local Roads Community Infrastructure Round 4 grant funds for Vance estate Road works - ring fenced for next financial year		0	414,003	0	0	0	0	0	0	0	0	0	0	0	0	414,003	
4	Recognise 23/24 Library Priority Grant income - expenditure being recognised on Fund Ref 18		0	19,689	0	0	0	0	0	0	0	0	0	0	0	0	0	
5	DFRA Flood Grant recognised in September Review but will not be spent until 24/25 (sealed/unsealed Rural Roads)		0	-760,117	0	0	0	0	0	0	760,117	0	0	-760,117	0	0	0	
6	Regional Roads Repair Program Grant - recognised twice in September review - now reversed. This occurred as the grant has been merged into RERF		0	-3,936,509	0	0	0	0	0	0	0	0	0	0	0	0	0	
7	Regional Emergency Road Repair Fund (RERF) - \$800K income recognised in 23/24 original budget for RERF funds - as per audit requirements this was recognised as income in 22/23 therefore to be removed from income in 23/24. A further \$1,311,831 was recognised in September incorrectly and is now being removed. A further \$2,297,760 was recognised in September correctly however funds need to be restricted as works will be completed in future years		0	-2,111,831	0	0	0	0	0	0	800,000	0	0	0	0	0	2,297,760	
8	Vance Estate Works not required in 23/24 only design works to be finalised this year costing \$100,000 - Grant income recognised in September but will not be utilised until new year and loan borrowings not to be drawn until new year, resulting in loan interest savings		0	0	-793,085	0	-430,000	0	-184,394	650,000	793,085	-4,150,000	-5,587,711	-693,085	-7,416,081	-4,599,682	0	
9	Roxby Expenditure recognised in Sept Review but not Grant income - \$1.6M is being recognised in the current budget. Note \$200,000 for traders reimbursement removed from Capital budget and transferred to operational		0	0	1,631,110	0	0	200,000	0	0	0	0	0	0	-200,000	0	0	
10	ODD Enhancement some expenditure recognised in September review but not grant income		0	0	631,839	0	0	0	0	0	0	0	0	0	412,046	0	0	
11	Canal Road works recognised in September review but not the Fixing Local Rds grant component		0	0	522,750	0	0	0	0	0	0	0	0	0	0	0	0	
12	Yanco Women's Changerooms and toilets - \$100K capital works recognised in September Review however total Project cost is \$223,500 funded from grant and football club in kind contributions		0	0	223,500	0	0	0	0	0	0	0	0	0	123,500	0	100,000	
13	Drought Funding Grant for Round 3 final income recognised - expenditure incurred in prior years - September Review included a carryover capital item no longer required		0	0	100,000	0	0	0	0	0	0	0	0	0	-441,270	0	541,270	
14	Recognise grants for Active Transport projects - Petersham Rd and Karri Rd - expenditure recognised in September but not revenue		0	0	20,080	0	0	0	0	0	0	0	0	0	0	0	20,080	
15	Recognise Grant for LMAG Lift (less \$41K in Original budget) - expenditure already included in September Review		0	0	156,244	0	0	0	0	0	0	0	0	0	0	0	156,244	
16	General Fund interest on investments improved performance on investment portfolio due to better interest rates than budget forecasts		0	0	0	650,000	0	0	0	0	0	0	0	0	0	0	650,000	
17	Sale of Broberah land - to be restricted for future use		0	0	0	0	160,000	0	0	0	0	205,000	0	0	0	0	205,000	
18	Various Grant income recognised in September review but not the expenditure - Library Priority \$106,352; Flood study \$160,000; WR Connect business case/masterplan \$296,995; Grandstand demolition \$28,000; Planning Portal (Capital)		0	0	0	0	0	591,347	0	0	0	0	0	0	62,250	0	-653,597	
19	Asset revaluation consultancy to complete asset revaluations		0	0	0	0	0	81,500	0	0	0	0	0	0	0	0	-81,500	
20	Windjuri Story Display recognised in September as Capital but this phase operational - grant funding is operating		0	93,050	-93,050	0	0	36,900	0	0	0	0	0	0	-36,900	0	0	

Fund Ref		Material Budget Variations being recommended	Note Identifier:																
			A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
			User Charges & Fees	Operating Grants & Contributions	Capital Grants & Contributions	Interest	Net Gain on Disposal	Materials & Services	Borrowing Costs	Net Loss on Disposal	Contract Liability	Asset Sales	Loan Borrowing	Transfer from Reserve	Capital Works	Loan Principal	Transfer to Reserve	Net Impact on Unrestricted Cash	
21		Election Expense - cash restriction only - expense recognised in year of election	0	0	0	0	0	-45,000	0	0	0	0	0	0	0	0	0	0	45,000
22		Delayed drawn down in Loan funds for flow and LELC will result in loan principal repayments savings	0	0	0	0	0	0	-97,642	0	0	0	0	0	0	0	-106,793	0	204,435
23		Animal Pound not carried over from prior year	0	0	0	0	0	0	0	0	0	0	0	0	0	117,200	0	0	-117,200
24		Public Convenience - Sycamore St to be considered in 24/25 - \$100k reallocated to Chelmsford	0	0	0	0	0	0	0	0	0	0	0	0	0	-100,000	0	0	100,000
25		Leaton Pool Works - Slide and Remediation now complete - September Budget review carryover was insufficient by \$103,416	0	0	0	0	0	0	0	0	0	0	0	0	0	103,416	0	0	-103,416
26		LMAG refurbishment of \$120,000 being funded from Museum reserve	0	0	0	0	0	0	0	0	0	0	0	0	120,000	0	0	0	120,000
27		Minor savings in Capital projects	0	0	0	0	0	0	0	0	0	0	0	0	0	-58,730	0	0	58,730
Water Fund			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
28		Water Fund Interest on Investments improved performance on investment portfolio due to better interest rates than budget forecasts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	600,000	0
Sewerage Fund			-250,000	0	0	0	200,000	0	0	0	0	0	0	0	0	0	0	-50,000	0
29		Trade waste charges down on budget - improvement in Trade Waste practices	-250,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-250,000	0
30		Sewer Fund Interest on Investments improved performance on investment portfolio due to better interest rates than budget forecasts	0	0	0	0	200,000	0	0	0	0	0	0	0	0	0	0	200,000	0
																		0	
Notes: - amount is a decrease to the budget																			

Notes:
- amount is a decrease to the budget
+ amount is an increase to the budget

5. Budget Operating Result by Entity

The Budget Operating Result by Fund presents the Council forecast performance for each of the different funds being General Fund, Waste Fund, Water Fund and Sewerage Fund. The financial data includes the following information:

- Original budget (as per the operational plan)
- Current budget (last council approved budget- September)
- Approved changes to the budget in previous quarters (September)
- Recommended changes for council resolution (proposed variations for the December quarterly review)
- Revised Budget (if proposed variations are adopted by Council)
- Actual year to date (YTD) data
- Note explanations for material variations (between the revised budget and projected year end result). The material variations threshold has been determined to be >10% of the original budget for either income or expenses.
- Total income (original, current and forecast year end result)
- Total expenses (original, current and forecast year end result)
- Operating result (original, current and projected year end result)

General Fund - Operating Result

Description	Original Budget	Approved Changes	Current Budget Sept QBR	Recommended changes for Dec QBR	Revised Budget Dec QBR	Actual YTD	Ref
		QBRs - Sept					Note
Income from continuing operations							
Rates and Annual Charges	7,982,302	0	7,982,302	0	7,982,302	3,971,734	
User Charges and Fees	4,289,266	0	4,289,266	0	4,289,266	1,015,206	
Other Revenues	453,538	0	453,538	0	453,538	496,108	
Grants and Contributions - Operating	7,349,962	8,898,770	16,248,732	-4,780,258	11,468,474	2,945,238	B1-B7,B
Grants and Contributions - Capital	503,000	1,877,674	2,380,674	2,399,388	4,780,062	4,778,498	C8-C15,C
Interest and Investment income	379,312	0	379,312	650,000	1,029,312	551,576	D16
Rental Income	293,700	0	293,700	0	293,700	156,191	
Net Gain from Disposal of Assets	430,000	0	430,000	-270,000	160,000	433,833	E17
Total Income from continuing operations	21,681,080	10,776,444	32,457,524	-2,000,870	30,456,654	14,348,384	
Expenses from continuing operations							
Employee Benefits and oncosts	9,446,059	0	9,446,059	0	9,446,059	4,428,559	
Materials and Services	7,840,080	0	7,840,080	930,847	8,770,927	4,218,724	F18-F2
Borrowing Costs	455,610	0	455,610	-282,036	173,574	40,216	G8,G2
Depreciation, Amortisation and Impairment of Assets	5,938,555	0	5,938,555	0	5,938,555	2,686,213	
Other Expenses	336,928	0	336,928	0	336,928	166,687	
Net Loss from the Disposal of Assets	650,000	0	650,000	-650,000	0	0	H8
Total Expenses from continuing operations	24,667,232	0	24,667,232	-1,189	24,666,043	11,540,399	
Operating Surplus/(Deficit)	-2,986,151	10,776,444	7,790,293	-1,999,681	5,790,611	2,807,985	
Operating Surplus/(Deficit) before Capital Grants & Contributions	-3,489,151	8,898,770	5,409,619	-4,399,069	1,010,549	-1,970,513	
Operating Surplus/(Deficit) before Capital Grants & Contributions & One off sales	-3,269,151	8,898,770	5,629,619	-4,779,069	850,549	-2,404,346	

Domestic Waste Fund - Operating Result

Description	Original Budget	Approved Changes	Current Budget Sept QBR	Recommended changes for Dec QBR	Revised Budget Dec QBR	Actual YTD	Ref Notes
		QBR5 - Sept					
Income from continuing operations							
Rates and Annual Charges	2,375,625	0	2,375,625	0	2,375,625	1,391,046	
User Charges and Fees	845,655	0	845,655	0	845,655	466,804	
Other Revenues	42,563	0	42,563	0	42,563	26,258	
Grants and Contributions - Operating	0	0	0	0	0	0	
Grants and Contributions - Capital	0	0	0	0	0	0	
Interest and Investment income	92,958	0	92,958	0	92,958	8,170	
Rental Income	0	0	0	0	0	0	
Net Gain from Disposal of Assets	0	0	0	0	0	0	
Total Income from continuing operations	3,356,801	0	3,356,801	0	3,356,801	1,892,278	
Expenses from continuing operations							
Employee Benefits and oncosts	887,060	0	887,060	0	887,060	516,745	
Materials and Services	1,604,236	0	1,604,236	0	1,604,236	654,756	
Borrowing Costs	0	0	0	0	0	0	
Depreciation, Amortisation and Impairment of Assets	530,040	0	530,040	0	530,040	366,255	
Other Expenses	280,000	0	280,000	0	280,000	0	
Net Loss from the Disposal of Assets	0	0	0	0	0	0	
Total Expenses from continuing operations	3,301,336	0	3,301,336	0	3,301,336	1,537,756	
Operating Surplus/(Deficit)	55,465	0	55,465	0	55,465	354,522	
Operating Surplus/(Deficit) before Capital Grants & Contributions	55,465	0	55,465	0	55,465	354,522	
Operating Surplus/(Deficit) before Capital Grants & Contributions & One off sales	55,465	0	55,465	0	55,465	354,522	

Water Fund - Operating Result

Description	Original Budget	Approved Changes	Current Budget	Recommended changes for	Revised Budget	Actual YTD	Ref
		QBRs - Sept	Sept QBR	Dec QBR	Dec QBR		Notes
Income from continuing operations							
Rates and Annual Charges	1,644,984	0	1,644,984	0	1,644,984	1,705,676	
User Charges and Fees	3,246,690	0	3,246,690	0	3,246,690	1,579,129	
Other Revenues	55,546	0	55,546	0	55,546	13,762	
Grants and Contributions - Operating	0	0	0	0	0	0	
Grants and Contributions - Capital	552,894	0	552,894	0	552,894	33,007	
Interest and Investment income	165,514	0	165,514	600,000	765,514	408,909	D28
Rental Income	0	0	0				
Net Gain from Disposal of Assets	0	0	0	0	0	0	
Total income from continuing operations	5,665,628	0	5,665,628	600,000	6,265,628	3,740,483	
Expenses from continuing operations							
Employee Benefits and oncosts	1,884,342	0	1,884,342	0	1,884,342	819,085	
Materials and Services	1,750,301	0	1,750,301	0	1,750,301	649,486	
Borrowing Costs	0	0	0	0	0	0	
Depreciation, Amortisation and Impairment of Assets	1,467,545	0	1,467,545	0	1,467,545	747,551	
Other Expenses	0	0	0	0	0	0	
Net Loss from the Disposal of Assets	0	0	0	0	0	0	
Total Expenses from continuing operations	5,102,188	0	5,102,188	0	5,102,188	2,216,122	
Operating Surplus/(Deficit)	563,440	0	563,440	600,000	1,163,440	1,524,361	
Operating Surplus/(Deficit) before Capital Grants & Contributions	10,546	0	10,546	600,000	610,546	1,491,354	
Operating Surplus/(Deficit) before Capital Grants & Contributions & One off sales	10,546	0	10,546	600,000	610,546	1,491,354	

Sewerage Fund - Operating Result

Description	Original Budget	Approved Changes	Current Budget	Recommended changes for	Revised Budget	Actual YTD	Ref
		QBR5 - Sept	Sept QBR	Dec QBR	Dec QBR		Notes
Income from continuing operations							
Rates and Annual Charges	2,928,508	0	2,928,508	0	2,928,508	2,667,595	A29
User Charges and Fees	278,459	0	278,459	-250,000	28,459	59,161	
Other Revenues	6,259	0	6,259	0	6,259	160	
Grants and Contributions - Operating	0	0	0	0	0	0	
Grants and Contributions - Capital	523,000	0	523,000	0	523,000	469,928	D30
Interest and Investment income	111,179	0	111,179	200,000	311,179	181,946	
Rental Income	0	0	0				
Net Gain from Disposal of Assets	0	0	0	0	0	0	
Total Income from continuing operations	3,847,404	0	3,847,404	-50,000	3,797,404	3,378,790	
Expenses from continuing operations							
Employee Benefits and oncosts	1,290,116	0	1,290,116	0	1,290,116	572,714	
Materials and Services	967,338	0	967,338	0	967,338	370,943	
Borrowing Costs	0	0	0	0	0	0	
Depreciation, Amortisation and Impairment of Assets	1,054,644	0	1,054,644	0	1,054,644	521,314	
Other Expenses	0	0	0	0	0	0	
Net Loss from the Disposal of Assets	0	0	0	0	0	0	
Total Expenses from continuing operations	3,312,098	0	3,312,098	0	3,312,098	1,464,971	
Operating Surplus/(Deficit)	535,306	0	535,306	-50,000	485,306	1,913,819	
Operating Surplus/(Deficit) before Capital Grants & Contributions	12,306	0	12,306	-50,000	-37,694	1,443,891	
Operating Surplus/(Deficit) before Capital Grants & Contributions & One off sales	12,306	0	12,306	-50,000	-37,694	1,443,891	

6. Capital Budget Review Statement

The Consolidated Capital Statement focuses on Councils Capital Works Program and summarises financial information by asset category and identifies how the capital program is funded. The capital budget will be reviewed during the remainder of this financial year on an ongoing basis with capital works managers. Cash flow forecasts of major projects will be monitored to ensure that expenditure is in line with budget.

Description	Original Budget	Approved Changes	Current Budget	Recommended changes for	Revised Budget	Actual YTD	Ref
		QBR5 - Sept	Sept QBR	Dec QBR	Dec QBR		Notes
New Assets							
Office Equipment	112,000	346,611	458,611	51,122	509,733	88,107	M18,M27
Plant & Equipment	0	20,000	20,000	-20,000	0	0	M27
Land & Buildings	90,000	7,770,131	7,860,131	-7,331,097	529,034	120,431	M8,M20,M23
Parks, Gardens & Recreation	60,000	116,882	176,882	-21,631	155,251	38,369	M27
Roads, Bridges & Footpaths	0	63,323	63,323	0	63,323	53,142	
Drainage	290,000	0	290,000	0	290,000	71,953	
Library Books	0	0	0	0	0	0	
Waste	655,000	0	655,000	0	655,000	15,809	
Water Supply	0	0	0	0	0	0	
Sewerage Services	0	1,197,176	1,197,176	0	1,197,176	1,159,629	
Total New Assets	1,207,000	9,514,123	10,721,123	-7,321,606	3,399,517	1,547,440	
Renewal (Replacements)							
Office Equipment	80,000	70,000	150,000	0	150,000	40,354	
Plant & Equipment	1,384,000	55,000	1,439,000	0	1,439,000	461,414	
Land & Buildings	148,500	8,473,167	8,621,667	-372,006	8,249,661	2,442,981	M9,M12,M24
Parks, Gardens & Recreation	30,000	604,580	634,580	103,416	737,996	617,916	M25
Roads, Bridges & Footpaths	3,470,184	5,023,185	8,493,369	155,627	8,648,996	3,289,312	M10,M13
Drainage	0	0	0	0	0	0	
Library Books	0	0	0	0	0	50	
Waste	0	0	0	0	0	0	
Water Supply	950,000	563,280	1,513,280	0	1,513,280	345,311	
Sewerage Services	1,277,000	44,720	1,321,720	0	1,321,720	225,992	
Total Renewal (Replacements)	7,339,684	14,833,931	22,173,615	-112,963	22,060,652	7,423,331	
Total Capital Works Program	8,546,684	24,348,054	32,894,738	-7,434,569	25,460,169	8,970,770	
Total General Fund Only	5,664,684	22,542,879	28,207,563	-7,434,569	20,772,994	7,224,029	
Funding Sources							
Rates and Other untied funding	2,325,684	2,029,176	4,354,860	3,906,003	8,260,863	0	
Grants & Contributions - Capital	1,865,000	6,122,350	7,987,350	-4,431,305	3,556,045	0	
Grants & Contributions - Operating	0	0	0	670,000	670,000	0	
Internal Restrictions	1,384,000	-1,284,000	100,000	1,559,000	1,659,000	0	
External Restrictions							
- Unexpended Grants & Contributions	0	4,367,987	4,367,987	-3,444,871	923,116	0	
- Stormwater Levy	90,000	0	90,000	0	90,000	0	
- S.712 Developer Contributions	0	0	0	36,815	36,815	0	
- Domestic Waste Management	655,000	0	655,000	0	655,000	0	
- Water Supply	950,000	1,085,280	2,035,280	-522,000	1,513,280	0	
- Sewerage Services	1,277,000	862,396	2,139,396	379,500	2,518,896	0	
Loans	0	11,164,866	11,164,866	-5,587,711	5,577,155	0	
Total Capital Funding Sources	8,546,684	24,348,055	32,894,739	-7,434,570	25,460,169	0	

7. Cash and Investments Budget Review Statement

The cash and budget reserves summary presents the Council forecast movements for each key reserve categories. Most of Council's cash is restricted in its use to specific purposes by external bodies, legislation and Council resolution. The cash position is further broken down as part of

this report to reflect the split of cash and investments across the internal restrictions, external restrictions and the unrestricted cash position.

The table shows the reserve balances prior to the remediation recommendations being implemented on Page 3 of this document.

Description	Opening Balance Actual 30/6/23	Original Budget	Approved Changes QBRs - Sept	Current Budget Sept QBR	Recommended changes for Dec QBR	Revised Budget Dec QBR	Closing Balance Forecast 30/6/24	Actual YTD	R No
Internal Restrictions									
Aerodrome	200,000	0	0	0	0	0	200,000	200,000	
Buildings	500,000	0	0	0	0	0	500,000	500,000	
Infrastructure Replacement	1,000,000	0	0	0	0	0	1,000,000	1,000,000	
Computer & Office Equipment	0	0	0	0	0	0	0	0	
Plant & Vehicle Replacement	1,401,223	-729,000	-55,000	-784,000	0	-784,000	617,223	1,401,223	
Roads General	1,000,000	0	0	0	0	0	1,000,000	1,000,000	
Swimming Pool	450,000	0	0	0	0	0	450,000	450,000	
Childcare Centre	200,000	0	0	0	0	0	200,000	200,000	
Land Development	500,000	-250,000	0	-250,000	105,000	-145,000	355,000	500,000	
Leeton Museum & Art Gallery (WCIC)	300,000	0	0	0	-120,000	-120,000	180,000	300,000	
Renewable Energy Efficiencies	120,000	0	0	0	0	0	120,000	120,000	
Sportsgrounds Improvements	300,000	0	0	0	0	0	300,000	300,000	
Employee Leave Entitlements (50%)	1,391,005	0	0	0	0	0	1,391,005	1,391,005	
Workers Compensation	0	0	0	0	0	0	0	0	
Façade Painting Reserve	102,061	0	0	0	0	0	102,061	102,061	
Fire and Emergency Services	0	0	0	0	0	0	0	0	
Unfinished Works (General) Restriction	1,203,552	0	0	0	0	0	1,203,552	1,203,552	
Community Services/Youth Services	0	0	0	0	0	0	0	0	
Community Grant Schemes	0	0	0	0	0	0	0	0	
Eventide Homes	0	0	0	0	0	0	0	0	
Roxy Theatre	0	0	0	0	0	0	0	0	
Stadium	0	0	0	0	0	0	0	0	
Insurance	0	0	0	0	0	0	0	0	
Golf Club Committee Donations	0	0	0	0	0	0	0	0	
Valuation Reserve	0	0	0	0	0	0	0	0	
Cemetery Expansion	0	0	0	0	0	0	0	0	
Election Reserve	35,000	45,000	0	45,000	0	45,000	80,000	35,000	
Financial Assistance Grant Prepayment	5,659,358	0	0	0	603,154	603,154	6,262,512	5,659,358	
Total Internal Restrictions	14,362,199	-934,000	-55,000	-989,000	588,154	-400,846	13,961,353	14,362,199	
External Restrictions									
Unexpended Loans - General	0	0	0	0	0	0	0	0	
Developer Contributions - General	960,480	200,000	0	200,000	0	200,000	1,160,480	960,480	
Developer Contributions - Water	31,151	529,145	0	529,145	0	529,145	560,296	31,151	
Developer Contributions - Sewer	0	510,000	0	510,000	0	510,000	510,000	0	
Specific Purpose Unexpended Grants	4,367,987	0	-4,367,988	-4,367,988	4,264,965	-103,023	4,264,964	4,367,987	
Stormwater Management	230,495	5,000	0	5,000	0	5,000	235,495	230,495	
Deposits, Bonds & Retentions - General	764,553	0	0	0	0	0	764,553	764,553	
Deposits, Bonds & Retentions - Water	1,900	0	0	0	0	0	1,900	1,900	
Carry Over Works - Water	208,670	0	-208,670	-208,670	0	-208,670	0	208,670	
Water Supply	18,292,792	551,840	-354,610	197,230	600,000	797,230	19,090,022	18,292,792	
Carry Over Works - Sewerage	354,834	0	-354,834	-354,834	0	-354,834	0	354,834	
Sewerage Services	9,068,617	-197,050	-887,062	-1,084,112	-50,000	-1,134,112	7,934,505	9,068,617	
Domestic Waste Management	986,061	-69,495	0	-69,495	0	-69,495	916,566	986,061	
Landfill Remediation	4,550,429	280,000	0	280,000	0	280,000	4,830,429	4,550,429	
Total External Restrictions	39,817,969	1,809,440	-6,173,164	-4,363,724	4,814,965	451,241	40,269,210	39,817,969	
Total Restricted Cash and Investments	54,180,168	875,440	-6,228,164	-5,352,724	5,403,119	50,395	54,230,562	54,180,168	
Total Cash & Investments	54,554,017	8,707,669	-17,366,598	-8,658,929	3,131,673	-5,527,256	49,026,761	51,748,585	
Unrestricted Cash	373,850	7,832,229	-11,138,434	-3,306,205	-2,271,446	-5,577,651	-5,203,801	-2,431,583	

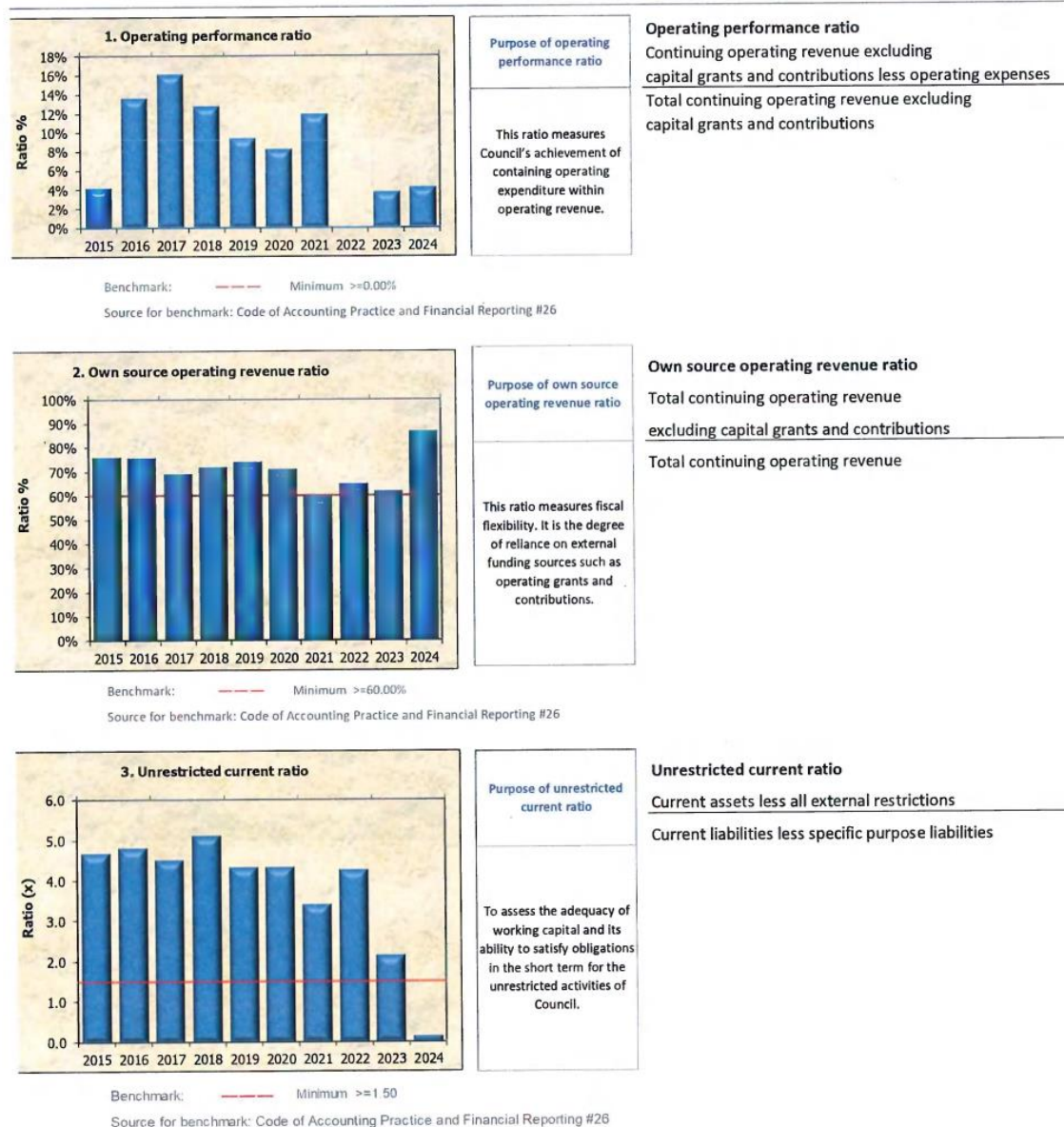
8. Consolidated Balance Sheet Budget Review Statement

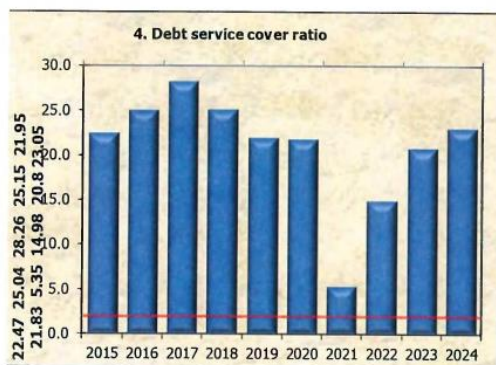
Description	Opening Balance Actual	Original Budget	Approved Changes	Current Budget Sept QBR	Recommended changes for Dec QBR	End of Year Adjustments	Revised Budget Dec QBR	Closing Balance Forecast	Ref
			QBRs - Sept						Note
Current Assets									
Cash and Cash Equivalents	20,254,955	8,707,669	-17,366,598	-8,658,929	3,131,673	0	-5,527,256	14,727,698	
Investments	22,000,446	0	0	0	0	0	0	22,000,446	
Receivables	3,327,025	0	0	0	0	0	0	3,327,025	
Inventories	1,109,605	0	0	0	0	0	0	1,109,605	
Other	49,137	0	0	0	0	0	0	49,137	
Total Current Assets	46,741,168	8,707,669	-17,366,598	-8,658,929	3,131,673	0	-5,527,256	41,213,911	
Non-Current Assets									
Investments	12,300,000	0	0	0	0	0	0	12,300,000	
Receivables	16,000	0	0	0	0	0	0	16,000	
Infrastructure, Property, Plant & Equipment	333,942,467	-5,469,100	24,348,055	18,878,955	-3,109,569	0	15,769,386	349,711,853	
Intangible Assets	9,765,700	0	0	0	0	0	0	9,765,700	
Total Non-Current Assets	356,024,167	-5,469,100	24,348,055	18,878,955	-3,109,569	0	15,769,386	371,793,553	
Total Assets	402,765,334	3,238,569	6,981,457	10,220,027	22,104	0	10,242,130	413,007,464	
Current Liabilities									
Payables	2,899,000	0	0	0	0	0	0	2,899,000	
Contract Liabilities	3,533,546	-800,000	-4,367,987	-5,167,987	2,353,201	0	-2,814,786	718,760	
Borrowings	294,882	0	0	0	0	95,118	95,118	390,000	
Employee Benefit Provisions	2,638,686	0	0	0	0	0	0	2,638,686	
Total Current Liabilities	9,366,115	-800,000	-4,367,987	-5,167,987	2,353,201	95,118	-2,719,668	6,646,447	
Non-Current Liabilities									
Payables	0	0	0	0	0	0	0	0	
Borrowings	2,139,286	5,590,509	573,000	6,163,510	-881,416	-95,118	5,186,976	7,326,262	
Employee Benefit Provisions	143,323	0	0	0	0	0	0	143,323	
Provisions	4,585,429	280,000	0	280,000	0	0	280,000	4,865,429	
Total Non-Current Liabilities	6,868,038	5,870,509	573,000	6,443,510	-881,416	-95,118	5,466,976	12,335,014	
Total Liabilities	16,234,152	5,070,509	-3,794,987	1,275,523	1,471,785	0	2,747,308	18,981,460	
Net Assets	386,531,182	-1,831,940	10,776,444	8,944,504	-1,449,681	0	7,494,822	394,026,004	
Equity									
Retained Earnings	143,235,295	-1,831,940	10,776,444	8,944,504	-1,449,681	0	7,494,822	150,730,118	
Revaluation Reserves	243,295,887	0	0	0	0	0	0	243,295,887	
Total Equity	386,531,182	-1,831,940	10,776,444	8,944,504	-1,449,681	0	7,494,822	394,026,004	

9. Key Performance Indicators

The financial indicators have been selected to address operational liquidity, fiscal responsibility and financial sustainability goals across short, medium and long-term time frames. The indicators will highlight historical and forecast performance.

Calculation of Ratio





Benchmark: — Minimum ≥ 2.00

Source for benchmark: Code of Accounting Practice and Financial Reporting #26

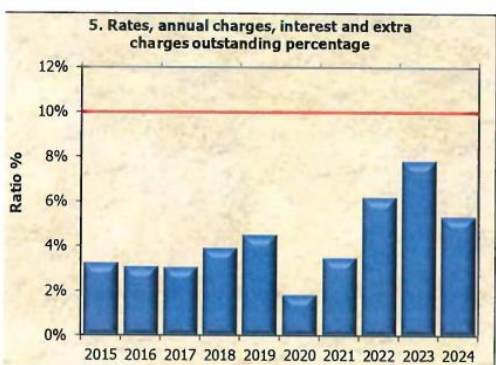
Purpose of debt service cover ratio

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Debt service cover ratio

Operating result before capital excluding interest and depreciation/impairment/amortisation

Principal repayments (Statement of Cash Flows) plus borrowing costs (Income Statement)



Benchmark: — Maximum $< 10.00\%$

Source for Benchmark: Code of Accounting Practice and Financial Reporting #26

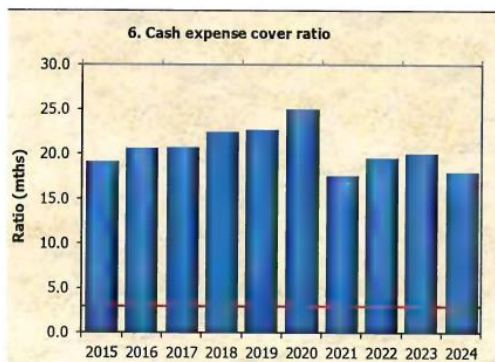
Purpose of rates and annual charges outstanding ratio

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Rates, annual charges, interest and outstanding %

Rates, annual and extra charges outstanding

Rates, annual and extra charges collectible



Benchmark: — Minimum ≥ 3.00

Source for benchmark: Code of Accounting Practice and Financial Reporting #26

Purpose of cash expense cover ratio

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Cash expense cover ratio

Current year's cash and cash equivalents plus all term deposits

Payments from cash flow of operating and financing activities

10. Contracts Register

Councillors are currently made aware of tenders of \$150,000 or more in accordance with legislation. The purpose of the Contracts Statement within the QBRs is to inform Councillors and the community of other material contracts entered into by council during the quarter and that have not been fully performed or completed.

Key points regarding contracts included on the list:

- Employment contracts are specifically excluded;
- Contracts with suppliers on Council's preferred supplier lists are excluded;
- The threshold has been set at a contract value of \$50,000 or more; and
- For each listed contract the following details will be provided; contractor name, purpose of the contract, amount of contract, commencement date of contract, duration of contract and whether or not the contract was included in the budget.

Council is in the process of reviewing compliance with the Contracts Register information and establishing new procedures to ensure compliance in future budget reviews.

ITEM 7.2 INVESTMENTS REPORT FOR FEBRUARY 2024

RECORD NUMBER	24/37
RELATED FILE NUMBER	EF23/194
AUTHOR/S	Accountant
APPROVER/S	Director Corporate / CFO

SUMMARY/PURPOSE

This report provides details of the performance of Council's investment portfolio for the period ending 29 February 2024.

RECOMMENDATION

THAT Council notes the information contained in the Investments Report for February 2024.

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 \$48,467,592.

As at 29 February 2024, Leeton Shire Council has \$47,063,457 invested in Approved Deposit Institutions (ADIs) of which \$3,491,420 (7.42%) 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 29 February 2024.

The Statement of Bank Reconciliation reconciles the Bank Statement balances to the General Ledger at 29 February 2024 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 29 February 2024.

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

Cash in Transaction Account	\$ 1,404,135
Deposits At Call Accounts	\$12,163,457
Investments	\$34,900,000
TOTAL	\$48,467,592

The table below details the monthly movements of investments for February 2024:

Opening Investments Balance	\$ 48,507,701
Less:	
Maturities	\$ 1,000,000
Transfer to CBA Current Account	\$ 1,500,000
Subtotal	\$ 46,007,701
Plus:	
Roll-overs	\$ 1,000,000
New Investments	\$ 0
CBA Business Online Saver (BOS) movements	\$ 21,104
AMP Business Saver Account	\$ 1
AMP 31 Day Notice Account	\$ 26,719
Macquarie Cash Management Accelerator Account	\$ 7,932
Closing Investments Balance	\$ 47,063,457
Add back Cash in Transaction accounts	1,404,135
Total Cash and Investments	\$ 48,467,592

The following table details the break-up of investments according to the restrictions which are placed on them based on the Notes to the Financial Statements 30 June 2023:

Total Cash and Investments	\$ 48,467,592
Less restrictions	
Water Supply (Excl. Unfinished Works)	\$ 18,501,462
Sewerage Services (Excl. Unfinished Works)	\$ 9,423,450
Domestic Waste Management	\$ 5,536,490
*Other external restrictions	\$ 6,356,567
External Restrictions (Excl. Unfinished Works) - Sub Total	\$ 39,817,969
Internal restrictions (Excl. FAG Prepayment and Unfinished Works)	\$ 7,499,289
Total restrictions	\$ 47,317,258
Operating Capital	\$ 1,150,334

*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

The Marsden Jacob Report on 18 February 2024 (Water Market Update) is available for Council's consideration at (**Attachment 3**).

No further trade has occurred for the reporting period, with an estimated 1,093ML of allocation remaining available to sell. Prices during the reporting month have been low, averaging \$15/ML mainly due to increased rainfall.

Water Entitlements	Entitlement	Allocation (%)	Total Allocation (ML)	Usage to date	Sales this month	Total Volume Sold (ML)	Forecast Usage + 10% Safety Margin	Remaining Allocation (Saleable) (ML)
Town Water High Security	4,097	100%	4,097	1,918	-	-	1,363	816
Investment Water								
High Security	971	100%	971			850		121
General Security	516	100%	516			300		216
Carryover			-		-	-		-
General Security Surplus			-					-
Unmetered Usage			(60)					(60)
Total	5,584		5,524		-	1,150		1,093

For the 23/24 financial year, Council's total volume of temporary trade as at 29 February 2024 is 1150ML, yielding \$181,214 (net of sale brokerage fees). This represents 158.78% of the budgeted earnings for the full year from temporary water sales (\$70K).

Table of Water Sales:

Date	Qty	Price/ML	Water Sales Gross Income	Brokerage	Water Sales Net Income
1/09/2023	60	\$160	\$9,600	-\$338	\$9,262
12/09/2023	440	\$160	\$70,400	-\$2,162	\$68,238
13/09/2023	250	\$160	\$40,000	-\$1,596	\$38,404
2/11/2023	100	\$200	\$20,000	-\$900	\$19,100
28/12/2023	200	\$160	\$32,000	-\$1,260	\$30,740
19/01/2024	100	\$160	\$16,000	-\$530	\$15,470
Total Water Sales (all funds)	1150		\$188,000	-\$6,786	\$181,214

For noting: Since 1 March 2024, a further 600ML has been sold at \$24/ML. The income from these sales and any further sales during March will be reported in next month's investment report.

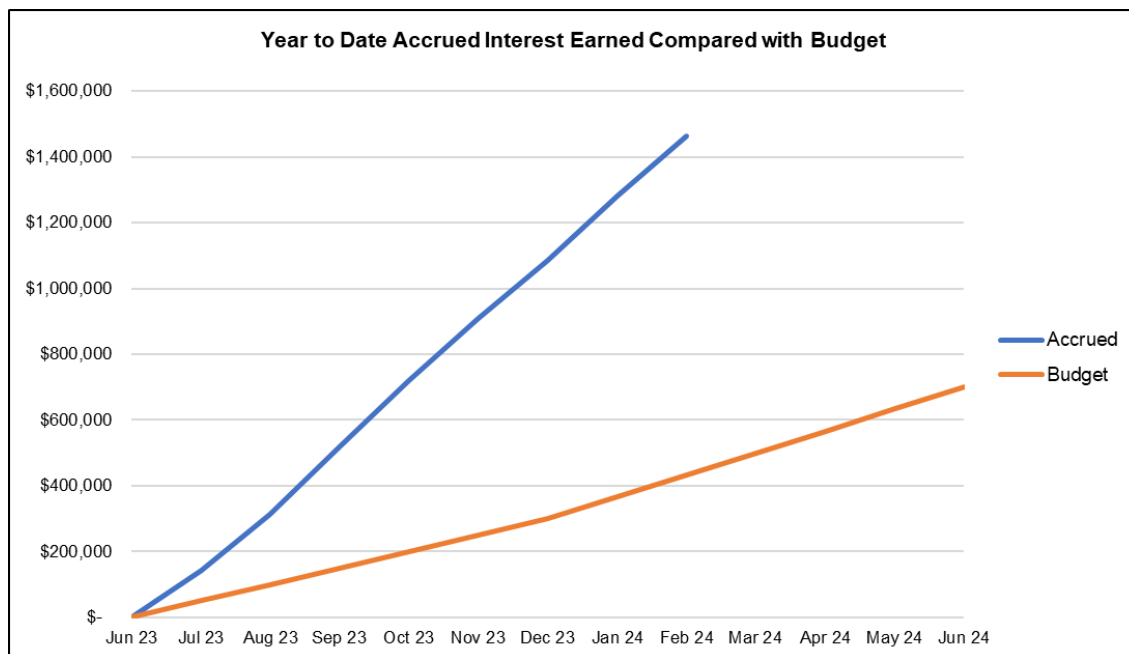
IMPLICATIONS TO BE ADDRESSED

(a) Financial

The annualised rate of return across the portfolio is 4.87% for February 2024.

The actual \$183,654 in interest earned for February 2024 is higher than the original budgeted amount of \$58,333 by \$125,321.

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



The Budgeted Interest for FY23/24 is \$700K. The consolidated actual investment income from 1 July 2023 to 29 February 2024 compared to the original budgeted investment interest is detailed below:

Actual versus budgeted interest and earnings	Feb-24	Year To Date
Investments - Interest earned	\$ 121,815	\$ 953,648
Deposits at call	\$ 58,608	\$ 503,984
Rebates and Other earnings	\$ 3,231	\$ 7,479
Total Earnings	\$ 183,654	\$ 1,465,111
Budgeted Interest	\$ 58,333	\$ 466,664
Variance – Positive	\$ 125,321	\$998,447

Total investment income allocation by fund is detailed below:

Interest Apportionment	Feb-24	Year to Date
General Fund	\$ 80,121	\$ 688,305
Water Fund	\$ 69,241	\$ 538,531
Sewer Fund	\$ 34,292	\$ 238,275
Total Interest Earned	\$ 183,654	\$ 1,465,111

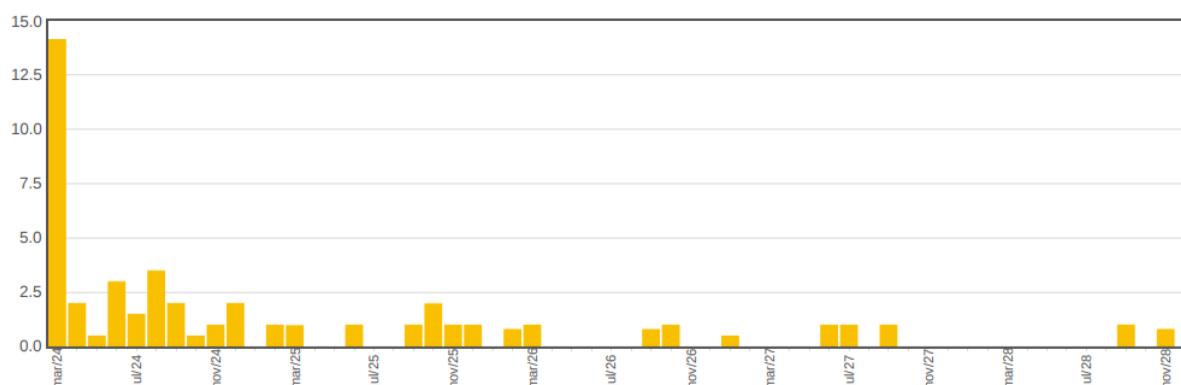
The following tables provide information on investment rates this year compared to last year, as well as a comparison of investment balances from this year to last year:

Performance Measures	Year to Date	Last Year (Feb)
Portfolio Average Interest Rate (YTD inc. Cash)	4.50%	2.85%
Investment Balances	Year to Date	Last Year
Opening Balance as at 1 Feb	\$48,507,701	\$46,417,204
Current Balance as at 29 Feb	\$47,063,457	\$46,253,349

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:



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	24,000,000	50.99%
Cash/At Call Deposits	Low	Low	12,163,457	25.84%
Floating Rate Notes	Low	Low	7,400,000	15.72%
Bonds	Low	Low	3,500,000	7.44%
TOTAL			47,063,457	100%

Counterparty

As at the end of February 2024, Council did not have an overweight position to any single Authorised Deposit Taking Institution. The portfolio is well-diversified across the investment grade spectrum (all are rated BBB or higher).

All aggregate ratings categories are within the Investment Policy limits.

Compliant	Issuer	Rating	Invested (\$) ^	Invested (%)	Max. Limit (%)	Available (\$)
✓	RBC Covered	AAA	\$999,870	2.13%	45%	\$20,173,738
✓	Suncorp Covered	AAA	\$502,214	1.07%	45%	\$20,671,394
✓	ANZ Bank	AA-	\$2,008,525	4.27%	45%	\$19,165,083
✓	Commonwealth Bank	AA-	\$5,991,041	12.73%	45%	\$15,182,567
✓	National Australia Bank	AA-	\$5,804,692	12.34%	45%	\$15,368,916
✓	Westpac	AA-	\$6,000,000	12.75%	45%	\$15,173,608
✓	Macquarie	A+	\$3,978,676	8.46%	35%	\$12,489,686
✓	Australian Military	BBB+	\$1,000,000	2.13%	30%	\$13,115,739
✓	Bendigo (Rural)	BBB+	\$979,263	2.08%	30%	\$13,136,476
✓	BoQ	BBB+	\$4,981,764	10.59%	30%	\$9,133,975
✓	Qbank	BBB+	\$801,357	1.70%	30%	\$13,314,382
✓	AMP Bank	BBB	\$10,494,376	22.30%	30%	\$3,621,363
✓	Auswide Bank	BBB	\$1,004,349	2.13%	30%	\$13,111,390
✓	Bank Australia	BBB	\$1,004,815	2.14%	30%	\$13,110,924
✓	MyState Bank	BBB	\$1,501,521	3.19%	30%	\$12,614,218
			\$47,052,463	100.00%		

Credit Quality

The following table details the credit rating of each of the categories in which Council has money invested. The portfolio remains well diversified from a credit ratings perspective with the portfolio spread across the entire credit spectrum. All investments are compliant with Council's Investment Policy.

Compliant	Credit Rating	Invested (\$)	Invested %	Max. Limit (%)
Yes	AAA Category	\$1,502,084	3.10%	100.00%
Yes	AA Category	\$19,804,258	43.89%	100.00%
Yes	A Category	\$3,978,676	8.19%	80.00%
Yes	BBB Category	\$21,767,445	44.82%	70.00%
Yes	Unrated ADI's	\$0	0.00%	30.00%
		\$47,052,463	100.00%	

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

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 Arlo Advisory (for financial investment advice) and Marsden Jacobs (for water trading advice).

Advisors were contacted by staff for financial investment advice during the month of February 2024.

(b) Internal

General Manager
Director Operations

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

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

ATTACHMENTS

- 1 Bank Reconciliation February 24
- 2 Investments February 24
- 3 Marsden Jacob February 2024

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 29 February 2024

BALANCE AS PER GENERAL LEDGER

Opening Balance:	1/02/2024	\$	707,478.37
February Movements :		\$	724,317.20
Closing Balance:	29/02/2024	\$	1,431,795.57
Less Unprocessed Bank Statement Transactions:		-\$	27,660.97
Total:		\$	1,404,134.60

BALANCE AS PER BANK STATEMENTS

	\$	1,387,114.68
Less Unpresented Cheques	-\$	175.00
Less Unpresented Debits		
Plus Unpresented Deposits	\$	17,194.92
Total	\$	1,404,134.60


Responsible Accounting Officer
11 March 2024

MONTH END BANK RECONCILIATION REPORT

Deposit At Call Accounts
(Commonwealth Bank, AMP Bank and Macquarie Bank)
Prepared by the Accountant

INTRODUCTION

The purpose of this report is to inform Council of its position in respect of Deposit at Call Accounts balances.

BACKGROUND

This report is prepared monthly and presents movements in the Council's Deposit at Call accounts.

BANK RECONCILIATION STATEMENT

as at 29 February 2024

BALANCE AS PER GENERAL LEDGER

Opening Balance:	1/02/2024	\$ 13,607,700.72
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February Movements :

Transfer to CBA Working Account	-\$ 1,500,000.00
Interest Earned	\$ 55,756.77

Closing Balance:	29/02/2024	\$ 12,163,457.49
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Less Unprocessed Bank Statement Transactions:	\$ -
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Total:	\$ 12,163,457.49
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BALANCE AS PER BANK STATEMENTS	\$ 12,163,457.49
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Less Unpresented Cheques

Less Unpresented Debits

Plus Unpresented Deposits

Total	\$ 12,163,457.49
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Responsible Accounting Officer
11 March 2024

Leeton Shire Council

Summary of Term Investments as at: 29/02/2024										BBSW 90: 4.34%	Average Yield: 4.87%	
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 Ltd	CBA Business Online Saver - AMP Business Saver		10206481	12/10/09	172	0	3,491,419.61	4.35%	11/03/24	DAC	
20-00	AMP Bank	Account AMP 31 Day Notice		437864762	10/07/20	44	0	503.46	3.50%	11/03/24	DAC	
21-00	AMP Bank	Account Macquarie Cash Management Accelerator		971165956	17/07/20	43	0	6,493,872.73	5.40%	11/03/24	DAC	
22-00	Macquarie Bank	Account		940367790	07/11/20	40	0	2,177,661.69	4.65%	11/03/24	DAC	
20-11	ANZ Bank	ANZ Bank		AU3FN0049730	29/08/19	60	5	1,000,000.00	5.16%	29/08/24	FRN	
23-15	Curve Securities Pty Ltd	Members Banking Group Ltd		AU3FN0075453	24/02/23	36	23	800,000.00	5.88%	24/02/26	FRN	
23-16	Laminar Capital	Auswide Bank		AU3FN0076352	17/03/23	36	24	1,000,000.00	5.82%	17/03/26	FRN	
22-21	Commonwealth Bank Ltd	Commonwealth Bank		AU3FN0065579	14/01/22	60	34	500,000.00	5.05%	14/01/27	FRN	
23-01	Commonwealth Bank Ltd	Royal Bank of Canada		AU3FN0070025	13/07/22	60	40	500,000.00	5.41%	13/07/27	FRN	
23-10	Laminar Capital	MyState Bank Ltd		AU3FN0072369	13/10/22	36	19	500,000.00	5.45%	13/10/25	FRN	
23-11	Commonwealth Bank Ltd	Suncorp-Metway Ltd		AU3FN0072617	17/10/22	36	19	500,000.00	5.23%	17/10/25	FRN	
23-13	Curve Securities Pty Ltd	Bank Australia		AU3FN0073797	24/11/22	36	20	1,000,000.00	5.94%	24/11/25	FRN	
24-05	Commonwealth Bank Ltd	Macquarie Bank		AU3FN0081170	14/09/23	36	35	800,000.00	5.20%	14/09/26	FRN	
24-11	Commonwealth Bank Ltd	National Aust Bank		AU3FN0082996	16/11/23	36	35	800,000.00	5.37%	16/11/28	FRN	
22-23	Commonwealth Bank Ltd	Bendigo and Adelaide Bank		8156149	17/03/22	36	12	1,000,000.00	3.00%	17/03/25	Bond	
22-27	Commonwealth Bank Ltd	Bank of Queensland		AU3C80288843	29/04/22	42	19	1,000,000.00	4.00%	29/10/25	Bond	
23-02	Commonwealth Bank Ltd	Royal Bank of Canada		AU3C80290682	13/07/22	60	40	500,000.00	4.50%	13/07/27	Bond	
24-07	Laminar Capital	ANZ Bank		AU3C80302404	22/09/23	59	54	1,000,000.00	4.95%	11/09/28	Bond	
21-26	Australian Military Bank	Australian Military Bank		301037038	13/04/21	36	1	1,000,000.00	0.76%	15/04/24	LTD	
22-17	Westpac Bank	Westpac Bank		9563400	11/11/21	36	8	1,000,000.00	1.60%	11/11/24	LTD	
22-24	Westpac Bank	Westpac Bank		9806557	22/03/22	24	0	1,000,000.00	2.21%	22/03/24	LTD	
22-31	Bank of Queensland	Bank of Queensland		508507	23/06/22	24	3	1,000,000.00	4.40%	24/06/24	LTD	
22-32	Macquarie Bank	Macquarie Bank		232613257	24/06/22	24	3	1,000,000.00	4.43%	24/06/24	LTD	
23-07	National Aust Bank	National Aust Bank		97-327-3005	27/09/22	24	6	1,000,000.00	4.90%	27/09/24	LTD	
23-17	AMP Bank	AMP Bank		TD226440303	23/03/23	11	0	1,000,000.00	5.05%	22/03/24	LTD	
23-18	Bank of Queensland	Bank of Queensland		724391	11/04/23	12	1	1,000,000.00	4.75%	11/04/24	LTD	
23-19	AMP Bank	AMP Bank		TD569423643	01/05/23	12	2	500,000.00	5.10%	01/05/24	LTD	
23-21	National Aust Bank	National Aust Bank		36-359-9876	08/06/23	24	15	1,000,000.00	5.17%	08/06/25	LTD	
23-22	Bank of Queensland	Bank of Queensland		772448	21/06/23	48	39	1,000,000.00	5.40%	21/06/27	LTD	
23-23	MyState Bank	MyState Bank Ltd		30271520	28/06/23	12	3	1,000,000.00	5.65%	28/06/24	LTD	
24-01	National Aust Bank	National Aust Bank		26-415-8864	11/07/23	12	4	1,500,000.00	5.55%	11/07/24	LTD	
24-02	AMP Bank	AMP Bank		TD528016306	08/08/23	12	5	500,000.00	5.65%	08/08/24	LTD	
24-03	Commonwealth Bank Ltd	Commonwealth Bank		38344709	16/08/23	11	5	2,000,000.00	5.57%	15/08/24	LTD	
24-04	National Aust Bank	National Aust Bank		42-900-9737	11/09/23	12	6	1,000,000.00	5.20%	11/09/24	LTD	
24-06	Westpac Bank	Westpac Bank		11067864	14/09/23	48	42	1,000,000.00	4.94%	14/09/27	LTD	

Leeton Shire Council

Summary of Term Investments as at: 29/02/2024									
			BBSW 90:	4.34%	Average Yield:	4.87%			
24-08	Bank of Queensland	833891	24	18	1,000,000.00	5.23%	29/09/25	LTD	
24-09	National Aust Bank	89-130-6344	12	7	500,000.00	5.25%	06/10/24	LTD	
24-10	Westpac Bank	11154604	36	31	1,000,000.00	5.38%	26/10/26	LTD	
24-12	Westpac Bank	11256899	12	9	1,000,000.00	5.27%	11/12/24	LTD	
24-13	AMP Bank	TD869330126	24	21	1,000,000.00	5.45%	15/12/25	LTD	
24-14	AMP Bank	TD518603931	11	9	1,000,000.00	5.40%	19/12/24	LTD	
24-15	Westpac Bank	11408864	12	11	1,000,000.00	5.14%	27/02/25	LTD	
Total Investments:					\$ 47,063,457.49				

Leeton Shire Council

Summary of Term Investments as at:

29/02/2024

BBSW 90: 4.34% Average Yield: 4.87%

Investment by Type		
Investment	Amount	%
AMP Bank	4,000,000	8.5%
Auswide Bank	1,000,000	2.1%
National Aust Bank	5,800,000	12.3%
Australian Military Bank	1,000,000	2.1%
ANZ Bank	2,000,000	4.2%
CBA Business Online Saver - Cash a	3,491,420	7.4%
AMP 31 Day Notice Account	6,493,873	13.8%
Macquarie Cash Management Ac	2,177,662	4.6%
Commonwealth Bank	2,500,000	5.3%
Westpac Bank	6,000,000	12.7%
Bendigo and Adelaide Bank	1,000,000	2.1%
Bank of Queensland	5,000,000	10.6%
Macquarie Bank	1,800,000	3.8%
AMP Business Saver Account	503	0.0%
Royal Bank of Canada	1,000,000	2.1%
MyState Bank Ltd	1,500,000	3.2%
Suncorp-Metway Ltd	500,000	1.1%
Bank Australia	1,000,000	2.1%
Members Banking Group Ltd	800,000	1.7%
TOTAL	47,063,457	100.0%
Local	3,491,420	7.42%
Non Local	43,572,038	92.58%

Investments by Age		
Age	Amount	%
1. Less than 30 Days	14,163,457	30%
2. 30 to 180 Days	10,500,000	22%
3. 180 to 365 Days	6,500,000	14%
4. 1 to 3 years	11,900,000	25%
5. 3 to 5 years	4,000,000	8%
TOTAL	47,063,457	100%

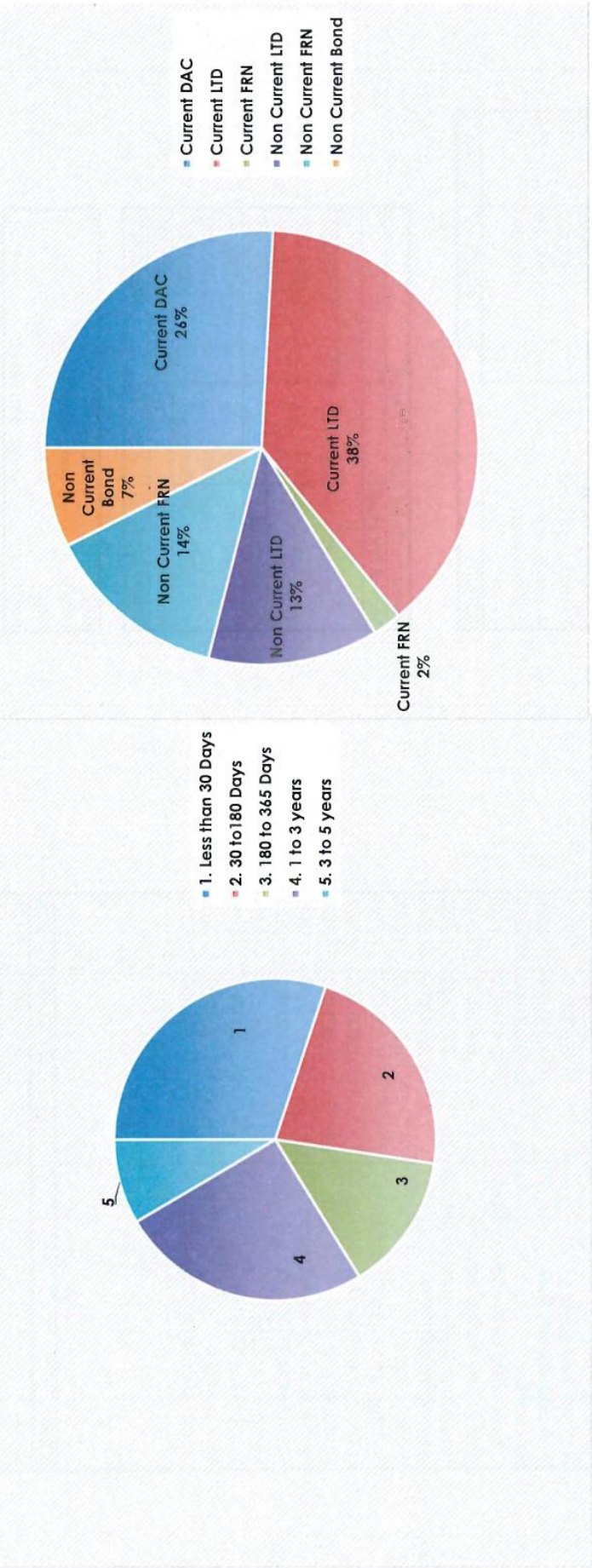
Investments by Age and Type		
Sum of Principal		Total
Current	DAC	12,163,457
	LTD	18,000,000
	FRN	1,000,000
Current Total		31,163,457
Non Current	LTD	6,000,000
	FRN	6,400,000
	Bond	3,500,000
Non Current Total		15,900,000
Grand Total		47,063,457

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:	29/02/2024	BBSW 90: 4.34%	Average Yield: 4.87%
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Investments by Type and Term



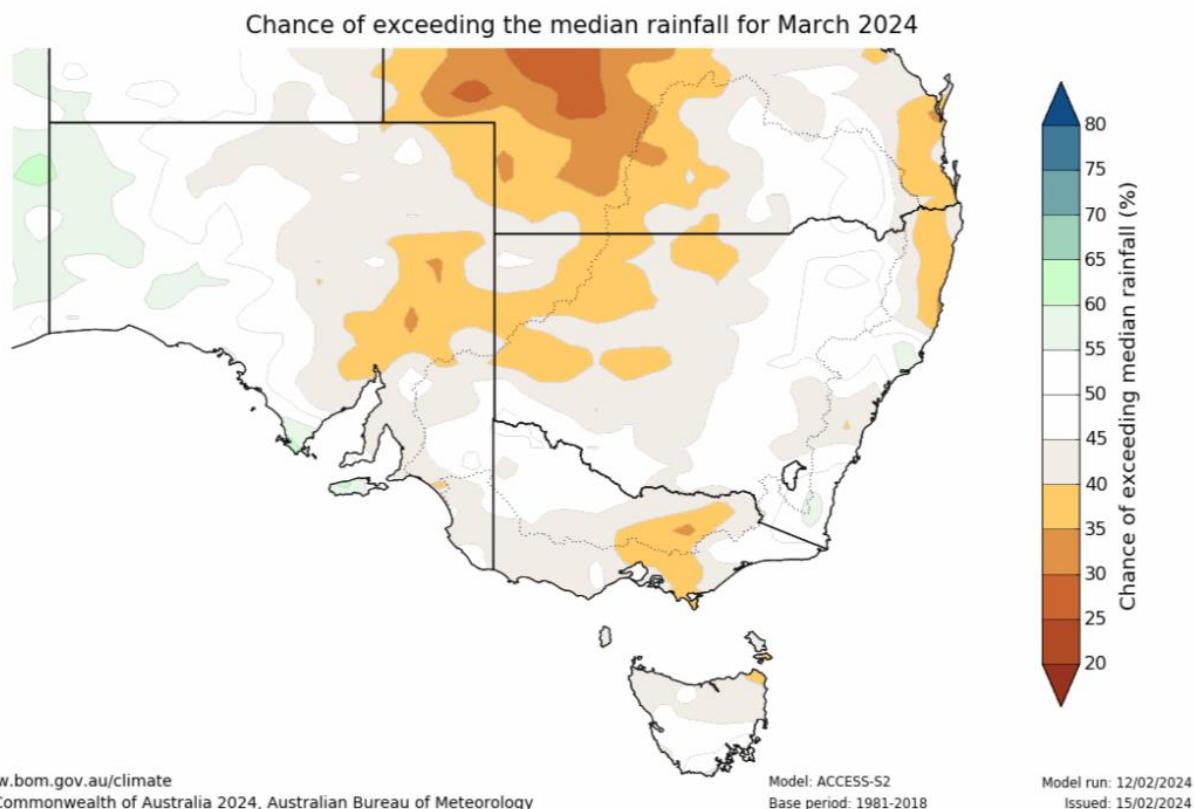
Explanatory notes:
All Investments noted above were made in accordance with the Act, the regulations and Council's Investment Policy

[Signature]
Responsible Accounting Officer
11 March, 2024

Water Market Update – February 18 2024

Market Summary

- Leeton Shire Council has an estimated **1,093 ML** of temporary allocation available for trade. Leeton Shire Council should consider trading most of their allocation, as prices will likely continue declining towards the end of the water year.
- The Council can only carryover 155 ML of entitlement as of June 30 2024. The Council could consider purchasing Carryover parking in the Murrumbidgee should it not sell its remaining allocation. Current prices are around \$110-\$130/ML (see <https://waterflow.io/overview/carryover>)
- The Council could also consider selling Forward Water. Given its high reliability and town water volume, the council could consider a 500ML forward trade. The current price for Murrumbidgee Forward Water Trade for delivery in November 2024 is \$149/ML (see next page for Last 5 Trades or <https://www.waterflow.io/overview/forward>).
- Murrumbidgee General and High Security increased to 100% allocation as of February 1 2024.
- The Murrumbidgee to Murray IVT is currently closed, with no water being traded between the Murrumbidgee and the Murray. This has occurred over the last few water years and generally results in very low prices towards the end of the water year.
- Temporary prices are currently at about **\$15/ML, down from \$40/ML in late January** (see chart below). The Murrumbidgee is expected to see about median rainfall for March 2024 (map below). Summer irrigation activities have finished, with irrigators looking to winter crops and 2024/25 water year.



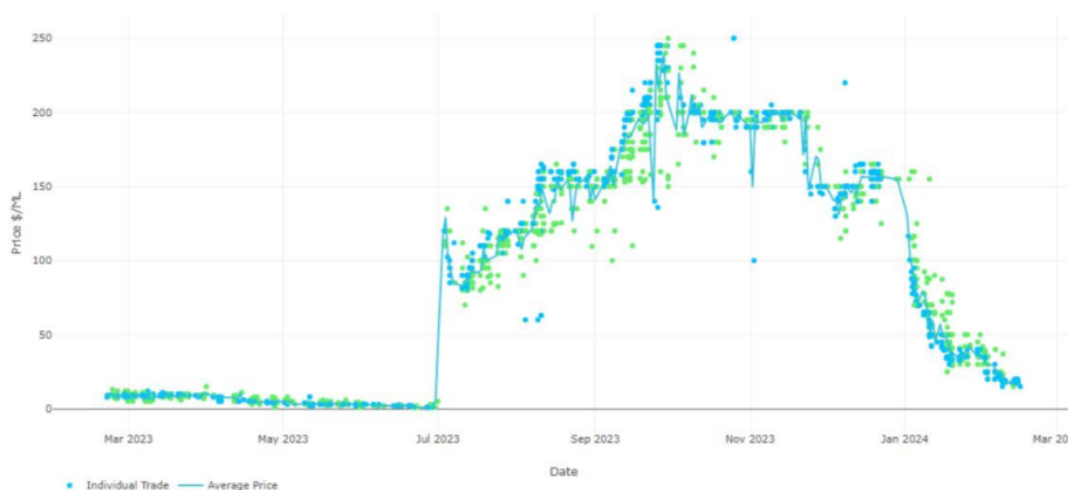
MARSDEN JACOB ASSOCIATES

- El Niño continues in the tropical Pacific Ocean. Model forecasts and observations indicate sea surface temperatures in the central tropical Pacific are expected to continue declining despite recent fluctuations and are forecast to return to ENSO-neutral in the southern hemisphere autumn 2024. Model forecasts indicate that the warmth of sea surface temperatures (SSTs) likely impacts the current increased rainfall events.

Murrumbidgee market prices as of January 17 2024, allocation market

Trade type	Current spot price	Chart description
Temporary Allocation	\$15/ML	Prices have declined from \$40/ML in January due to high water availability and low demand.

Temporary allocation trade history



www.waterflow.io

Last 5 Temporary Trades

Last traded 15th Feb

[Hide last 5 Trades](#)

Date	Price / ML	Volume	Broker
15th Feb 2024	\$15	500 ML	Ruralco Water
14th Feb 2024	\$18	100 ML	Ruralco Water
14th Feb 2024	\$20	50 ML	Ruralco Water
14th Feb 2024	\$17	100 ML	H2OX
14th Feb 2024	\$19	150 ML	Ruralco Water

www.marsdenjacob.com.au

www.waterflow.io

Last 5 Forward Trades

Last traded 9th Feb

[Hide last 5 Trades](#)

Date	Price / ML	Volume	Delivery Date	Broker
9th Feb 2024	\$149	1,000 ML	Nov 2024	Ruralco Water
9th Feb 2024	\$149	500 ML	Sep 2024	Ruralco Water
12th Oct 2023	\$255	1,000 ML	Dec 2023	Ruralco Water
10th Oct 2023	\$260	500 ML	Dec 2023	Ruralco Water
3rd Oct 2023	\$260	250 ML	Dec 2023	Ruralco Water

MARSDEN JACOB ASSOCIATES

Water Availability	Volumes (ML)
General Security	516
Carryover	0
High Security	971
MI deduction	-60.0
General Security Surplus	0
Total available allocation	1427

A

Town Water	Volumes (ML)
Usage to date	0
Estimated remaining usage**	1239
Safety*	124
Town Water Available for Sale	816

B

Water Sales	Volumes (ML)
Sales to date	-1150

C

Estimated Water available for sale (ML) A + B + C	1,093
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Source: MI Statements and LSC

*The council trade policy states that up to 500 ML of Town Water can be sold at any time after the commencement of the water year up until October 31. From November 1, a 10% safety margin on remaining expected water demand is used.

** Estimated remaining usage is based on information from Leeton Council town water from November 20 2023.

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OPERATIONAL MATTERS

ITEM 7.3 DRAFT ASSET MANAGEMENT PLANS

RECORD NUMBER	24/51
RELATED FILE NUMBER	EF24/80
AUTHOR/S	Asset Management / GIS Coordinator
APPROVER/S	Director Operations (Acting)

SUMMARY/PURPOSE

The purpose of this report is to present the draft Buildings and Storm Water Asset Management Plans (AMPs) to Council for endorsement and to be placed on public exhibition for 28 days.

RECOMMENDATION

THAT Council endorses the draft Asset Management Plans (Building & Facilities and Stormwater) for public exhibition for 28 days and, if no substantive feedback is received, the plans will be considered adopted after the exhibition period.

REPORT

(a) Background

The *NSW Local Government Act 1993* places a number of obligations on Councils in relation to management of their assets. Councils must account and plan for the acquisition, operation, maintenance, renewal and disposal of the existing assets under its control, and any new assets foreseeably required to deliver the services it has committed to in the Delivery Program and Operational Plan. In meeting these obligations, Councils are required to develop an Asset Management Policy, Strategic Asset Management Plans (SAMP) and Asset Management Plans (AMPs) as part of the Integrated Planning and Reporting (IP&R) framework.

The IP&R framework changed the way Councils in NSW plan, document and report on their plans for the future. The Framework came into practice in 2009. In essence the IP&R Framework begins with the community's, not Councils, aspirations for a period of at least 10 years. It includes a suite of integrated plans that set out a vision and goals and strategic actions to achieve them. It involves a reporting structure to communicate progress to Council and the community, as well as a structured timeline for review to ensure the goals and actions are still relevant.

In January 2023, Council's Asset Management Policy came into effect, marking a significant milestone in Council's Asset Management Strategy. The asset management framework outlined within the Asset Management Policy was formulated with three key tiers consisting of the Asset Management Policy, Strategic

Asset Management Plan and Asset Management Plans. The development of the asset management tiers were designed to align with the *International Asset Management Standard ISO 55002* and Council's IP&R framework.

Following Council's endorsement of the Policy, staff began to work on the development of the Asset Management Plans (AMP) with support from CT Management Group.

(b) Discussion

The Asset Management Strategy forms part of the Resourcing Strategy and helps inform the Long-Term Financial Plan and Workforce Plan. Assets are required to provide a service to the community and require careful planning, management and resourcing (both financial and human) if they are to remain viable.

The two (2) AMPs being tabled – Buildings & Facilities (**Attachment 1**), and Stormwater (**Attachment 2**), have been designed as the detailed documents guiding staff and Councillors in how Council should manage these community assets. Each is considered a specific asset category. The AMPs are intended to provide Council with financial guidance and asset planning strategies for each asset class and will help inform the Long Term Financial Plan (LTFP).

(c) Options

THAT Council:

1. Endorses the draft Asset Management Plans (Building & Facilities and Stormwater) for public exhibition for a period of 28 days and, if no substantive feedback is received, the plans will be considered adopted after the 28-day exhibition period. **This is the recommended option.**
2. Seeks amendments to the Asset Management Plans prior to endorsement and adoption.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The adoption of the Asset Management Plans will come at nil immediate cost to Council.

Careful consideration should be given to these plans. Once adopted these AMPs will direct and guide staff and Councillors on how Council should manage its assets and will have financial implications in future years.

(b) Policy

These plans, once adopted, will guide Asset Management practices at Council and form part of the Integrated Planning and Reporting Framework (IP&R).

(c) Legislative/Statutory

Local Government Act 1993, s8(c).

(d) Risk

Not having detailed Asset Management Plans leaves gaps within Councils IP&R framework, which could prevent Council from properly managing its assets and could negatively impact the future financial sustainability of Council.

CONSULTATION

(a) External

The draft plans have been developed in consultation between CT Management Group, the Asset Management department and each operational Asset Manager. The draft plans will be placed on public exhibition for 28 days. If no substantive feedback is received, the plans will be considered adopted after the exhibition period has closed.

(b) Internal

General Manager
Director Corporate / CFO
Manager Environmental Sustainability
Manager Roads and Drainage
Buildings Officer

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

Under the Key Priority Area CSP FOCUS AREA 5 - Strong leadership and civic participation within Council's adopted Delivery Program/Operational Plan – 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 9.7.5 - Continue effective Asset Management Planning (AMP) and GIS Services".

ATTACHMENTS

- 1 DRAFT Building & Facilities Asset Management Plan - ***Attached separately***
- 2 DRAFT Stormwater Asset Management Plan - ***Attached separately***

ITEM 7.4 LEETON GOLF COURSE UPDATE - 1 JULY 2023 TO 31 DEC 2023

RECORD NUMBER	24/17
RELATED FILE NUMBER	EF21/487
AUTHOR/S	Manager Open Space and Recreation
APPROVER/S	Director Operations (Acting)

SUMMARY/PURPOSE

The purpose of this report is to provide Council with a report on the operation of the Leeton Golf Course for the 2023/24 financial year. This report covers the first 6 months of the financial year from 1 July 2023 to 31 December 2023.

RECOMMENDATION

THAT Council notes for information the update on the operation of the Leeton Golf Course, including the Income and Expenses Report, for the period 1 July 2023 to 31 December 2023.

REPORT

(a) Background

Council took over management of the Leeton Golf Course in 2012. In adopting the 2022-2025 Delivery Program, Council endorsed to continue through their current term of office.

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

(b) Discussion

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

Membership Numbers

Memberships	Membership numbers 2023/24 (1 July 2023–31 Dec 2023)	Membership numbers 2022/23 (1 July 2022–31 Dec 2022)
Full Members	162	157
Sporting Members	16	16
Junior Members	19	16
Pensioners	41	41
18–29 Years Members	22	21
Total Members	260	250

The total number of Golf Club Members for 2023/24 has increased by 10 across the various categories. This is a pleasing result and reverses a loss of 10 memberships for the same period last year.

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

Rounds Played

Rounds	Numbers in 2023/24	Numbers in 2022/23
Competition Rounds Played	3,469	3,065
Social Rounds Played	6,215	3,388
Total Rounds	9,684	6,453

There has been an increase of 3,231 rounds of golf played during the 1 July 2023 to 1 December 2023 period compared to the previous year. Good golfing weather and minimal course disruptions have resulted in a positive outcome.

1 July 2023 to 31 Dec 2023 Events Summary

The following events were held during this period:

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

(c) Options

Nil – This report is for information only.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Council budgeted for an operating deficit for the Leeton Golf Course of \$82,694 for the 2023/24 Financial Year. For the 6-month period ending 31 December 2023, the overall result was running at a net operating profit of \$24,358, which is very pleasing.

This can be attributed to solid membership numbers (with fees mostly paid-up front) and a general increase in the number of rounds of golf played. It should, however, be noted that the final 6 months of operations will still see running costs continue to be expensed but without the same levels of income as July to December, except for green fees. On this basis, the forecast deficit for year end is \$55,366 which, if realised, is still much better than an original budgeted deficit of \$82,694.

Golf Club Income and Expenses Report for the period 1 July 2023 to 31 Dec 2023

Account Description	Budget 2022/23	Actual 2022/23	Budget 2023/24	Actual 31/12/2023	Actual/ Budget	Forecast 30/6/2024
Income						
Golf Course Members Fees	95,000	97,108	95,000	96,882	102%	97,640
Golf Course Green Fees	230,000	217,220	230,000	134,216	58%	240,000
Volunteers contribution - Golf Course	-	-	-	-	0%	-
Total Income	325,000	314,328	325,000	231,098	71%	337,640
Expenditure						
Licences & Permits	-	-	-	-	0%	-
Advertising	1,500	1,956	1,500	1,020	68%	2,000
Affiliation Fees - Golf	12,500	11,748	12,500	12,906	103%	12,906
Bad Debts Expense	-	-	-	-	0%	-
Building Maintenance	3,573	2,583	2,000	675	34%	3,000
Chemical Expenses	10,000	9,731	12,000	8,930	74%	10,000
Cleaning Expenses	3,878	3,664	4,087	1,873	46%	3,500
Consultant	-	-	-	-	0%	-
Electricity	16,000	11,819	16,000	4,957	31%	12,000
Fertiliser Expenses	10,000	6,695	12,000	1,480	12%	8,000
Golf Club Pro	62,500	57,676	62,500	30,096	48%	60,000
Green Renewals	40,888	36,189	2,232	-	0%	-
Ground Maintenance	239,904	262,485	242,485	132,567	55%	260,000
Leasing/Rental/Hire Expense	5,200	4,683	5,200	1,895	36%	5,000
Plant and Equipment Maintenance	2,855	697	2,202	65	3%	1,000
Postage & Freight	117	224	116	-	0%	100
Rates & Charges	6,500	3,226	6,500	3,508	54%	6,500
Security	3,300	3,762	3,500	1,865	53%	3,500
Sewerage Consumption Charges	2,000	1,340	2,000	480	24%	2,000
Telephone & Communication	1,000	626	1,000	247	25%	1,000
Water Consumption	2,000	786	2,000	211	11%	1,500
Water Purchases - Fixed	-	-	-	-	0%	-
Water Purchases - Volumetric	-	-	-	-	0%	-
Vandalism	58	-	53	-	0%	-
Watering & System Repairs	6,970	9,552	17,819	3,965	22%	1,000
Total Operating Expenditure	430,743	429,442	407,694	206,740	51%	393,006
Council's Contribution Surplus/- Deficit	- 105,743	- 115,114	- 82,694	24,358	-29%	- 55,366

(b) Policy

Nil

(c) Legislative/Statutory

Crown Land Management Act 2016

(d) Risk

There is a risk going over the budget expenditure due to circumstances beyond Council's control including rising costs of materials and supplies requiring additional spend or resources. A monthly review of expenditure against budget is undertaken to manage this risk.

Another option risk is lower-than-expected income via green fees due to inclement weather or conditions preventing play. Promotion of the Golf Course and associated events assists with mitigating this risk by increasing the facility's profile in the wider community.

CONSULTATION

(a) External

Golf Course Professional – Jason Mimmo

(b) Internal

Finance Contractor
Golf Course Superintendent

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

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

ATTACHMENTS

There are no attachments for this report

ITEM 7.5 DUST CONCERNS LEETON GOLF COURSE

RECORD NUMBER	24/33
RELATED FILE NUMBER	EF24/70
AUTHOR/S	Manager Open Space and Recreation
APPROVER/S	Director Operations (Acting)

SUMMARY/PURPOSE

The purpose of this report is to advise Council of concerns that have been received from residents in Maiden Avenue about dust from the Leeton Golf Course

RECOMMENDATION

THAT Council:

1. Establishes natural vegetation growth without irrigation on the carry zone of the 9th fairway to alleviate dust caused by golf carts.
 2. Establishes another cart path leading to the right side of the fairway to further reduce dust caused by golf carts.
-

REPORT

(a) Background

In November 2023 Council received a letter and submissions from residents in Maiden Avenue raising their concerns about the dust coming from the 9th fairway (**Attachment 1**).

The Acting Director Operations responded in writing to the residents outlining some works to mitigate the dust concerns (**Attachment 2**).

On Wednesday 14 February 2024 a resident from Maiden Avenue presented their concerns surrounding the dust coming from the Golf Course at the Council Workshop.

(b) Discussion

In December 2012, Council assumed responsibility for the management and operation of the Leeton Golf Course.

Prior to taking over the operation of the golf course the existing carry areas were not watered, and Council has followed this procedure and has not watered the carry areas on the golf course since December 2012.

The carry areas have been left to either grow naturally occurring vegetation and be mown, or they have been sprayed regularly to suppress vegetation and reduce the need for mowing (**Attachment 3**).

In more recent times the 9th fairway carry area has been regularly sprayed to prevent vegetation growth and the need for mowing, which was an original concern due to the amount of dust produced.

The strategy of suppressing vegetation growth to minimise dust affecting the houses in Maiden Avenue has potentially created another issue where golf carts are creating dust when driving across the carry areas.

To minimise these concerns a gravel path was installed together with signage to encourage cart drivers to utilise the pathway to reduce the dust.

Council consulted the Golf Professional, Course Captain and Council ground staff and they have indicated that the gravel path has made a significant difference, and most carts are utilising the path.

Where misplaced shots are heading to the other side of the fairway, dust is still potentially an issue. Therefore, Council is proposing to install another similar cart path across the carry area to the other side of the fairway to further alleviate the dust problem (**Attachment 4**).

In 2019, the Golf Club Benevolent Trust installed a new irrigation system. Currently there are 2 sprinklers that partially cover the carry area that are currently not utilised. An alternative to the previous recommendation would be to start utilising these 2 sprinklers which would result in approximately the use of 20,000L in additional water per year and the extended fairway would increase by approximately 1000m² which would require mowing in line with the rest of the fairways at an annual average of once per week.

(c) Options

THAT Council:

1. Allows the naturally occurring vegetation to grow on the 9th hole carry area and installs a second cart path to the right side of the carry area to further alleviate the current dust issues. **This is the recommended option.**
2. Grows irrigated turf on the carry area of the 9th hole to reduce the current dust issues.
3. Undertakes no further control measures to those currently in place.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

Option 1

The cost would be approximately \$500 and the golf course volunteers would be asked to install the additional cart path as they had installed the previous cart path. If there are any ongoing additional maintenance costs they would be negligible.

Option 2

The initial establishment cost is approximately \$2,500K which involves the cultivation, topdressing and seeding.

In addition, an estimated figure of \$4K per annum is to be proportionally applied to cover the ongoing maintenance for this option including increases to mowing and watering

Note: Both options could be accommodated within the existing adopted budget, however Option 2 would negatively affect the annual net result.

(b) Policy

Parks, Playgrounds & Recreational Facilities Maintenance Management Policy

(c) Legislative/Statutory

Local Government Act 1993

(d) Risk

If Council does not undertake additional measures to control the dust, there could be a reputational risk to Council as dust concerns could be continued to be raised by the residents in Maiden Avenue.

CONSULTATION

(a) External

Golf Course Professional
Golf Course Captain
Golf Course Volunteer Coordinator

(b) Internal

Coordinator Open Space and Recreation
Golf Course Superintendent

[LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN \(DPOP\)](#)

Under the Key Priority Area CSP FOCUS AREA 2 - A safe, active and healthy community within Council's adopted Delivery Program/Operational Plan – DELIVERY PROGRAM FUNCTIONAL AREA 3 - Parks, Streetscapes and Sporting Facilities - DELIVERY PROGRAM ACTIVITY 3.2 - Provide quality parks, ovals, sporting fields and public toilets - OPERATIONAL PLAN ACTIVITY 3.2.4 - Maintain and operate the Leeton Golf Course".

ATTACHMENTS

- 1** Residents Correspondence - Maiden Avenue - Dust from Leeton Golf Course - Redacted
- 2** Council Response - Maiden Avenue - Dust Concerns - Leeton Golf Course - Redacted
- 3** Images 9th Hole - Leeton Golf Course
- 4** Map - Leeton Golf Course

The General Manager
Jackie Kruger
Leeton Shire Council

3RD November, 2023
[REDACTED]



Dear Jackie

When the automatic watering system was installed on the Leeton Golf Course we the residents of Maiden Avenue were excited that this would alleviate the dust problem affecting the homes between Gidgee street and Telopea street. However this was not the case as the "carry" from the 9th tee to the start of the fairway is as dry as a chip.

Unfortunately when the wind blows from the WSW {the majority of the time} the dust from mowing and the ever increasing number of golf carts as they drive down the middle of the dusty fairway, we might mention here that there is a record number of teams playing twilight golf {38 teams with 8 players in each} with quite a few of them playing more than once a week has exacerbated the problem.

[REDACTED] did email a request to [REDACTED] to see if anything could be done to alleviate the problem but to my disappointment I received an emphatic NO! citing weed control, extra watering and mowing as a problem. Maybe he is not aware of the seriousness of the situation if so I believe he could have at least consulted the affected residents.

It also seems strange that the 5th fairway was extended and extra sprinklers installed when the dust from there had no impact on residential housing.

The infrastructure is already in place on the 9th carry and the installation of 2 or maybe 3 sprinklers would help to dampen the problem and save us from constantly washing our houses and windows and also allow us to open our windows for some dust free air.



ATTACHED
LETTERS (EMAILS) TO AND FROM [REDACTED]
IMPACT STATEMENTS FROM AFFECTED
RESIDENTS

P.S. THIS DUST PROBLEM HAS EXACERBATED
SINCE THE AREA FROM THE 10TH FAIRWAY
[REDACTED] AVENUE WAS COMPLETELY

[REDACTED]

From: [REDACTED]
Sent: Monday, 23 October 2023 8:21 AM
To: [REDACTED]
Subject: RE: 9th fairway

[REDACTED]

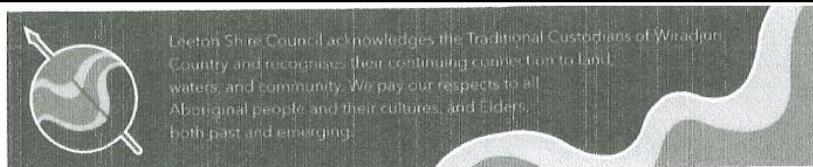
I have spoken with my staff and we won't be watering the carry zone on the 9th fairway it will only increase weed growth and require more mowing and dust.
Our water supply is required for our turfed areas to be well maintained and is a restricted resource we will need to use carefully with the predicted hot summer and lower rainfall.

[REDACTED] and his team will ensure they don't mow that area when a westerly wind is prevailing.

Regards

[REDACTED]

SHIRE COUNCIL



From: [REDACTED]
Sent: Sunday, October 22, 2023 7:01 PM
To: [REDACTED]
Subject: RE: 9th fairway

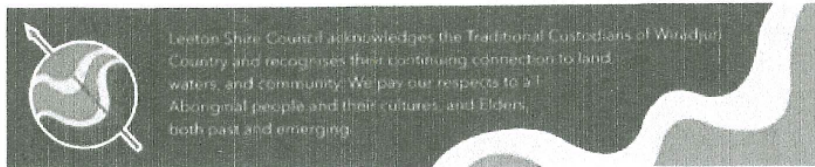
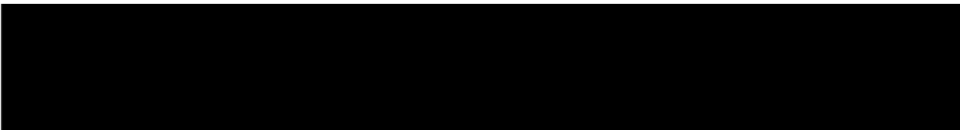
[REDACTED] Thank you again for the dust on Saturday during the west windy day. Sorry, but... regards [REDACTED]

From: [REDACTED]
Sent: Tuesday, 17 October 2023 7:46 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 9th fairway

Hi [REDACTED]

Can you please assess the request from [REDACTED] below.

Thanks



From: [REDACTED]
Sent: Monday, October 16, 2023 5:44 PM
To: [REDACTED]
Subject: 9th fairway

Sidday [REDACTED] is there any chance of getting a bit more water from the 9th tee to the first sprinkler any time soon. I realise funds are tight but the dust from the mowing and the wind is just getting everybody down. Regards [REDACTED]

Sent from my Galaxy

Dear Resident,

If you agree with this submission please sign and date below.

Please include your address and return to me at [REDACTED] Maiden Ave.

Thank you, your comments on the effect of the dust would be appreciated.

NAM

DATE

7th Nov. 2023

A meeting of concerned residents and Council representatives would be appropriate.

COMMENT

As residents of [REDACTED] Maiden Ave, neighbours of [REDACTED]
[REDACTED] we concur with their concerns about the amount of
dust, circulating as a result of no ground cover on
the part of the fairway that fronts our homes.

Dear Resident,

If you agree with this submission please sign and date below.

Please include your address and return to me at [REDACTED] Maiden Ave.

Thank you, your comments on the effect of the dust would be appreciated.

NAME	ADDRESS	DATE
[REDACTED]	[REDACTED] Maiden Ave	3-11-23

COMMENT

Area in question approximately 0.25 ha.
Annual supplementary water use ~~1.5-2.0~~ ^{1.5-2.0} m/annum
I suggest that kirkdye be harvested from a
suitable area of golf course and re-layed on the
area in question.
Voluntary labour should be utilised to assist in
this project.

The aesthetics of the golf course and Maidens
should also be a major consideration.

[REDACTED]	Maiden Ave	3-11-23
------------	------------	---------

Dear Jackie,

[REDACTED] have lived in [REDACTED] Maiden Avenue [REDACTED] years. In that time we have never seen dust it is now. We are opposite the 9th Tee and there is no coverage until the turf half way down the way.

The Golf Course is a lot busier now there is a lot more Golf Buggy's.

The Golf Staff may not like the [REDACTED] is but at least those weeds covered the dirt kept the dust down, if they are removing the [REDACTED] please replace with grass, because the Staff [REDACTED] the dirt anyway even when there's no wind there's still dust.

We have no coverage because all the s/grass has been removed from the 10th Fairway the way across to Maiden Avenue.

I can't open window/doors because dust is ridiculous so fresh air or breeze can't get through the front & sides of our house. I've always been able to have the Windows & doors open, and we've had droughts while we have lived here.

Thank You

[REDACTED]

Dear Resident,

If you agree with this submission please sign and date below.

Please include your address and return to me at [REDACTED] Maiden Ave.

Thank you, your comments on the effect of the dust would be appreciated.

NAME

[REDACTED]

MAIDEN AV DATE 6/11/23.

COMMENT

The Council & volunteers have done a great job on the golf course but I agree with [REDACTED] that the area from the 9th Tee to the fairway needs some attention to alleviate dust problems & also to beautify the area.

[REDACTED]

Dear Resident,

If you agree with this submission please sign and date below.

Please include your address and return to me at [REDACTED] Maiden Ave.

Thank you, your comments on the effect of the dust would be appreciated.

[REDACTED] Maiden DATE 3/11/23

COMMENT

Totally agree, dust is a major issue.
Doesn't help when you have two
hay fever sufferers in the house
& an asthmatic.

Surely they could plant grass seed
& maybe some weeds will come
through, but better than the
dust we are experiencing now
& it is only going to get
worse.

We have to put up with all the tree
matter from the golf course in our yard
& on the road that blocks the
drain constantly. Causing major Road
flooding when it rains. [REDACTED] IS

Dear Resident,

If you agree with this submission please sign and date below.

Please include your address and return to me at [REDACTED] Maiden Ave.

Thank you, your comments on the effect of the dust would be appreciated.

[REDACTED]

MAIDEN AVE DATE 3.11.23

COMMENT

DUST IS A PROBLEM, BUT WE FEEL THE EVER
INCREASING NUMBER OF SEMI-TRAINERS USING
MAIDEN AVE ARE EXACERBATING THE
DISTRIBUTION OF DUST & DEBRIS TO THE
SAID HOMES IN MAIDEN AVE. MANY THANKS FOR
YOUR ASSISTANCE IN THIS MATTER

[REDACTED]

With regards to the dust problem coming from the Leeton Golf green facing Maiden Ave, I would request that you give consideration to Mr Dartnell's proposal to grass the offending area.

I find that the dust coming from the green impacts on me being able to open my front windows & door, which during the summer months, reduces the efficiency of my evaporative air cooler, not to mention the dust problem.

I also concur with [REDACTED] comments on grassing the offending area.

I trust that you will look favourably at the options presented to you [REDACTED]

File: D23/30928



LEETON
SHIRE COUNCIL

LEETON NSW 2705

21 November 2023

Dear Resident,

I refer to the recent correspondence regarding dust from the golf course affecting your residence in Maiden Avenue.

Council staff have assessed the problem and determined the issue is primarily caused by the driving of golf carts between the 9th tee and the grassed fairway when there is a westerly wind blowing.

Council staff will install a decompressed granite path from the 9th tee to the grass fairway and install signage to request the cart drivers stick to the new path. This is expected to greatly reduce the occurrence of dust to a level that is satisfactory. Further to this action Council staff will endeavour not to mow the dry areas when the wind is prevailing from the west as an additional measure.

As Council has limited resources including water and is looking to reduce the cost of operating the golf course and extending grass fairways to areas that are generally not in play isn't considered feasible.

The modifications noted below are planned to commence within the next few weeks and it is believed these modifications will assist with the dust issues present.

Regards

Director Operations (Acting)

File: D23/30928



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Regards

Director Operations (Acting)

Leeton Golf Course – 9th Hole Photos




Figure 1 - 9th hole existing cart path (left) & proposed cart path (right)



Figure 2 - 9th hole existing cart path (middle) carry area leading to fairway (right)



 Leeton Shire Council 23 Chelmsford Place LEETON NSW 2705 Ph: (02) 6953 0911 Fax: (02) 6953 3337 www.leeton.nsw.gov.au	© Leeton Shire Council. © LPI Department of Finance and Services, Panorama Avenue, Bathurst, 2795. www.lpi.nsw.gov.au . While every care is taken to ensure the accuracy of this product, Leeton Shire Council and the Local / State / Federal Government departments and Non-Government organisations whom supply datasets, make no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the product being inaccurate or incomplete in any way and for any reason.	
	Projection:	GDA94 / MGA zone 55
	Scale:	1:1202
	Date:	6/03/2024
	Created By:	Josh Clyne

ITEM 7.6 ROAD NAMING PROPOSAL SORELLI ESTATE STAGE 2

RECORD NUMBER	24/56
RELATED FILE NUMBER	EF24/70
AUTHOR/S	Manager Roads and Drainage
APPROVER/S	Director Operations (Acting)

SUMMARY/PURPOSE

The Developer, Davis Sanders Homes, has proposed two (2) new names for the extension of Stage 2 of the Subdivision. This report is for Council to consider these proposed road names.

RECOMMENDATION

THAT Council endorses the following names as proposed by the Developer of Stage 2 of Sorelli Estate for submission to the Geographical Names Board (NSW):

- a. Road 1 – Sorelli Place (an existing road)
 - b. Road 2 – Brodie Court
 - c. Road 3 – Thomas Court
-

REPORT

(a) Background

Under the *Roads Act 1993*, Council and the Roads and Maritime Service (RMS) are the road naming authorities. The Geographical Names Board (GNB), under the authority of the Surveyor-General, is a relevant party and must be notified of any new road names.

Sorelli Estate Stage 2 is a residential subdivision development that has been sold to Davis Sanders Homes after the completion of Stage 1 of the estate. The development 54-2016 - Stage 2 includes the subdivision of thirty-two (32) new residential lots, and a stormwater basin parcel. It includes an extension to the existing Sorelli Place roadway, with two (2) new roads coming off to the Northeast that require naming (**Attachment 1**).

As part of the development consent the developers have the condition applied to the subdivision that they are to supply road name proposals for the newly created roads that comply to the Geographical Names Board NSW Address Policy and User Manual.

These road names proposed can signify anything important to the developers, be it significant people, places, flora, fauna, provided it passes the GNB Address Policy and User Manual and is non offensive.

(b) Discussion

Davis Sanders Homes as part of their requirements of development have proposed to Council two (2) new road names for their newly created roads within Sorelli Estate.

The proposed road names of Brodie Court and Thomas Court are the second issue of proposed road names to Council, as the first names were rejected by the GNB.

The two (2) new roads names are the given names of a person who recently passed and is a close family member of the Davis Sanders Homes Company. The names were selected to commemorate this person.

The current road name proposals have been entered into the GNB Road Naming Portal and have been accepted as having nil validity issues. This means the proposed names meet the criteria as outlined by the GNB.

This portal notifies all relevant parties as per Clause 7 – Roads Regulation 2018 of the road naming proposal and gives opportunity for the relevant parties to provide feedback on the proposed Road Names.

If there is no formal objection from the relevant parties defined under section 7 (6) of Roads Regulation 2018, and if endorsed by Council, the proposed road names move to be drawn into formal gazette and are then published in the Government Gazette NSW.

(c) Options

1. Council endorses the following names as proposed by the Developers of Stage 2 of Sorelli Estate for the submission to the Geographical Names Board (NSW):
 - a. Road 1 – Sorelli Place (an existing road),
 - b. Road 2 – Brodie Court,
 - c. Road 3 – Thomas Court.

This is the recommended option

2. Council proposes new road names.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

The application of the roads naming proposals through the GNB portal are free, it is only staff time that is utilised for the discussions and application process time.

(b) Policy

In recent times, staff have handled road naming directly but the General Manager has now asked proposed road names to go to Council for consideration.

Road Naming Policy and Approved List of Road Names will be developed within the next 12 months.

(c) Legislative/Statutory

Geographical Names Act 1966

Roads Regulation 2018 – 7 – Procedure for Naming Roads

7 Procedure for naming roads

- 1) A roads authority that proposes to name or rename a road must—
 - a) publish notice of the proposal in a local newspaper or on the roads authority's website, and
 - b) notify all relevant parties of the proposal.
- 2) The notice must state that written submissions on the proposed name may be made to the roads authority and must specify how, and the date by which, submissions are to be made.
- 3) Any person may make written submissions to the roads authority on its proposal to name or rename a road.
- 4) A roads authority (other than the Minister) may not proceed with a proposal to name or rename a road against an objection made by a relevant party except with the approval of the Minister.
- 5) If, after considering any submissions duly made to it, the roads authority decides to proceed with the proposed name, the roads authority—
 - a) must publish notice of the new name in the Gazette and in a local newspaper or on the roads authority's website, giving (in the case of a road that is being named for the first time) a brief description of the location of the road, and
 - b) must notify the relevant parties of the new name, giving sufficient particulars to enable the road to be identified.
- 6) In this clause, **relevant party** means the following -
 - a) Australia Post,
 - b) the Registrar-General,
 - c) the Surveyor-General,
 - d) the chief executive of the Ambulance Service of NSW,
 - e) Fire and Rescue NSW,
 - f) the NSW Rural Fire Service,
 - g) the NSW Police Force,
 - h) the NSW State Emergency Service,
 - i) the NSW Volunteer Rescue Association,
 - j) in relation to a classified road—TfNSW.

Roads Act 1993 – Sect 162 – Naming of Public Roads

162 Naming of public roads

- 1) A roads authority may name and number all public roads for which it is the roads authority.
- 2) TfNSW may name and number all classified roads.
- 3) Neither a roads authority nor TfNSW may name a public road, or alter the name of a public road, unless it has given the Geographical Names Board at least one month's notice of the proposed name.

Geographical Names Board NSW - Address Policy and User Manual

(d) Risk

As the developers of the land, injecting money and taking on the overall risk for the development, it is a small benefit and reward to them to be able to propose road names of their choosing.

Reputational risk to Council if it was decided to reject the proposed names by the developers and replace with other names that it considered more appropriate. This could be seen as a deterrent to other developers looking to invest in Leeton.

CONSULTATION

(a) External

Project Developer – Davis Sanders Homes
Geographical Names Board (NSW)

When Council notified the proposed names some members of the community took it be an invitation for submission. While road naming does not typically invite public input the formal feedback received is attached (**Attachment 2**) for Council's information.

In future, staff will ensure that public notifications are not confused with documents going on public exhibition.

(b) Internal

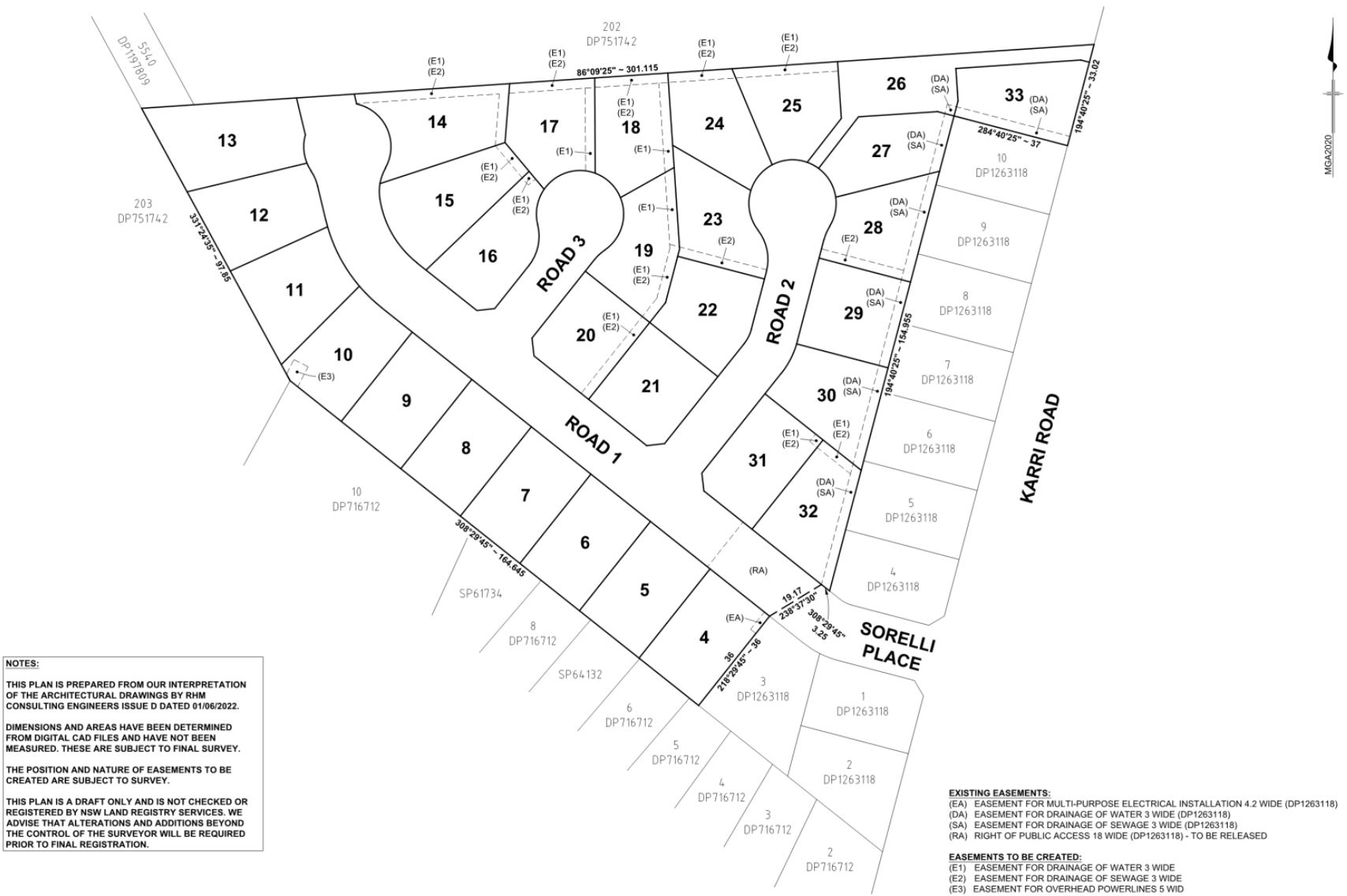
Manger Building, Planning and Health
Manager Governance, Corporate and Customer Service
Development Engineer
GIS Officer

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

Under the Key Priority Area CSP FOCUS AREA 3 - A thriving regional economy within Council's adopted Delivery Program/Operational Plan – DELIVERY PROGRAM FUNCTIONAL AREA 5 - Planning, Building and Public Health - DELIVERY PROGRAM ACTIVITY 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) - OPERATIONAL PLAN ACTIVITY 5.2.3 - Provide timely, accurate and professional Subdivision Work Certificates for subdivisions".

ATTACHMENTS

- 1 Map - Sorrelli Subdivision
- 2 Community Feedback - Road Naming - Redacted



SURVEYOR Name: Walpole Surveying Date: Reference: 22098	PLAN OF SUBDIVISION OF LOT 11 IN DP1263118	LGA: LEETON Locality: LEETON Reduction Ratio 1:800 Lengths are in metres	DRAFT Issue B 16/12/2022
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NOTES:

THIS PLAN IS PREPARED FROM OUR INTERPRETATION OF THE ARCHITECTURAL DRAWINGS BY RHM CONSULTING ENGINEERS ISSUE D DATED 01/06/2022.

DIMENSIONS AND AREAS HAVE BEEN DETERMINED FROM DIGITAL CAD FILES AND HAVE NOT BEEN MEASURED. THESE ARE SUBJECT TO FINAL SURVEY.

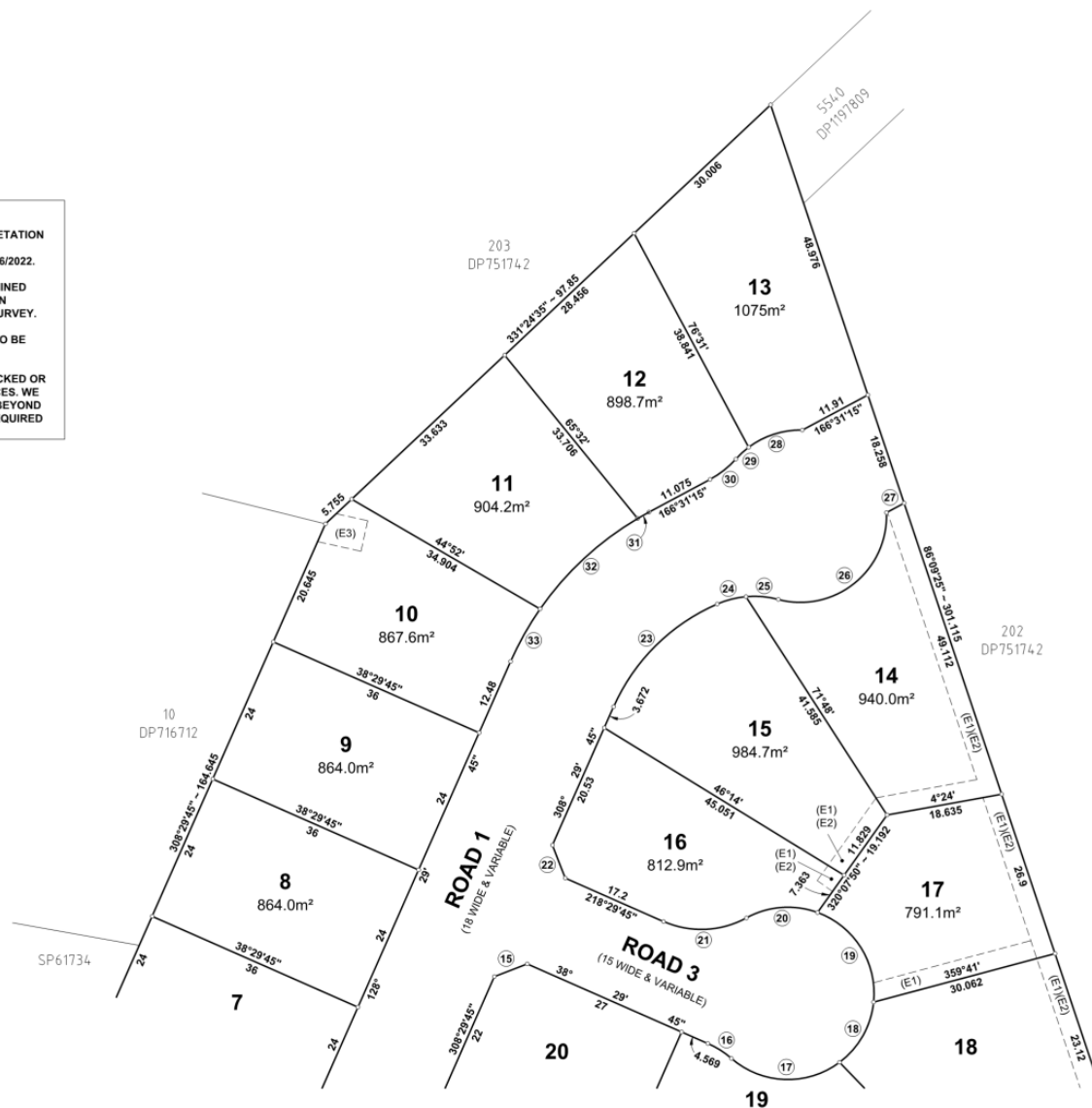
THE POSITION AND NATURE OF EASEMENTS TO BE CREATED ARE SUBJECT TO SURVEY.

THIS PLAN IS A DRAFT ONLY AND IS NOT CHECKED OR REGISTERED BY NSW LAND REGISTRY SERVICES. WE ADVISE THAT ALTERATIONS AND ADDITIONS BEYOND THE CONTROL OF THE SURVEYOR WILL BE REQUIRED PRIOR TO FINAL REGISTRATION.

EASEMENTS TO BE CREATED:

- (E1) EASEMENT FOR DRAINAGE OF WATER 3 WIDE
(E2) EASEMENT FOR DRAINAGE OF SEWAGE 3 WIDE
(E3) EASEMENT FOR OVERHEAD POWERLINES 5 WIDE

SCHEDULE OF ARCS AND SHORT LINES				
No.	BEARING	DISTANCE	ARC	RADIUS
15	353°29'45"	5.657		
16	47°03'53"	4.470	4.487	15
17	16°42'41"	17.315	18.722	13.78
18	314°07'07"	11.065	11.386	13.78
19	252°36'48"	19.605	18.199	13.78
20	190°21'34"	1.394	11.746	13.78
21	192°13'04"	13.282	13.759	15
22	263°29'45"	5.657		
23	329°54'43"	23.369	23.922	32
24	0°26'03"	4.748	4.768	15
25	19°30'49"	5.196	5.222	15
26	335°54'36"	22.176	25.771	13.78
27	346°31'15"	3.223		
28	176°53'52"	9.004	9.173	13.78
29	152°02'45"	2.777	2.781	13.78
30	156°23'32"	5.276	5.303	15
31	165°19'16"	2.094	2.094	50
32	150°50'24"	21.271	21.435	50
33	134°01'38"	9.639	9.654	50



SURVEYOR Name: Walpole Surveying Date: Reference: 22098	PLAN OF SUBDIVISION OF LOT 11 IN DP1263118	LGA: LEETON Locality: LEETON Reduction Ratio: 1:500 Lengths are in metres	DRAFT Issue B 16/12/2022
---	--	---	------------------------------------

From:

Sent: Friday, March 15, 2024 2:34 PM

To: Leeton Shire Council <Leeton_Shire_Council@leeton.nsw.gov.au>

Subject: Re Karri Road Subdivision.

13:14 ◆◆◆◆◆

4G 57%



Leeton Shire Council



Here's a Suggestion.,
The BEARD, RASO , and
PHAM names are The Family
names of the previous
owners of Farm 258 In that
order , not sure if there were
any previous owners before
Beard. I can Research it.

It's a way of paying
Homage and respect to
valued History of the
Original Farm and the
pioneering Families who
worked that Land To supply
Our Beloved Letona Cannery
with canning fruit, citrus for
The Juice factories,
vegetables for the markets
and so on.

Let's not forget our Local
History and let it live on in
Family names connected to
the original properties.

From:

Sent: Wednesday, March 20, 2024 5:40 PM

To: Leeton Shire Council <Leeton_Shire_Council@leeton.nsw.gov.au>

Subject: NOTICE OF PUBLIC EXHIBITION | PROPOSED ROAD NAMING TO name new public roads in the subdivision of Lot 11, DP 1263118, 2 Sorelli Place Leeton

To the Operations Manager,

We are writing in relation to the **NOTICE OF PUBLIC EXHIBITION | PROPOSED ROAD NAMING**

TO name new public roads in the subdivision of Lot 11, DP 1263118, 2 Sorelli Place Leeton to reflect the history of the family who owned the land prior to its residential development.

After travelling to Australia in 1954, Pasquale (Pat) Raso purchased Farm 258 Karri Road Leeton in 1968. He settled here with his wife Maria and developed the area into an 11-acre citrus farm which he farmed alongside his daughters until his passing in June 2002. Pasquale, aptly known as Pat, was well known within the Leeton community for his innate personality and gentle disposition. He was a hard-working father who, alongside running his citrus farm, worked at Leeton's Letona Co-operative Cannery for over 20 years to provide opportunities for his 7 children that didn't come easy to an Italian Migrant. It was through the hard work of Pasquale that town water was connected to Karri Road from Palm Avenue which not only provided his family with the utility but was a crucial step in the future development of Karri Road and its surrounding areas. This was done so at his own expense. As executors to the estate of the late _____, we seek that the Operations Department of Leeton Shire Council reconsider the decision to rename Thomas and Brodie Court to reflect the history and dedication Pasquale had to the area. We are requesting to have one of the 'Courts' re-named to 'Raso Place' and the other to either 'Citrus Place' or 'Pats Place'. For the family of the late Pasquale and Maria Raso, this name change would acknowledge the history attached to the land prior to its recent re-development and accompany the Italian meaning of the main roadway, Sorelli Place, meaning 'sisters'.

Kind Regards

*** This message is intended for the addressee named and may contain privileged information or confidential information or both. If you are not the intended recipient please notify the sender and delete the message. ***

ECONOMIC AND COMMUNITY DEVELOPMENT MATTERS

ITEM 7.7 WELCOMING CITIES REPORT

RECORD NUMBER	24/53
RELATED FILE NUMBER	EF24/70
AUTHOR/S	Multicultural Advisor
APPROVER/S	Manager Community Development & Cultural Services

SUMMARY/PURPOSE

Leeton Shire Council became a member of Welcoming Cities Australia in November 2020. In making the application, Council signalled its intent to achieve “Advanced Membership” status. This has required the development and implementation of actions that evidence that Leeton is indeed a Welcoming place where everyone can belong and participate in social, cultural, economic, and civic life. Council is asked to endorse the Leeton Shire Welcoming Cities Action Plan (working towards advanced membership accreditation) – (**Attachment 1**) – for submission to Welcoming Cities Australia.

RECOMMENDATION

THAT Council:

1. Endorses the Leeton Shire Welcoming Cities Action Plan (working towards advanced membership accreditation).
 2. Submits the Leeton Shire Welcoming Cities Action Plan for accreditation to Welcoming Cities Australia immediately following endorsement.
-

REPORT

(a) Background

Welcoming Cities is a founding member of Welcoming International – a network of more than 200 cities and municipalities across Australia, New Zealand, North America, Germany and the United Kingdom.

In Australia, 85 Councils are members, representing 47% of Australia's population. Refer to (**Attachment 2**). Welcoming Cities Australia is committed to a nation where everyone can belong and participate in social, cultural, economic, and civic life. The initiative supports local councils and community stakeholders via knowledge sharing; partnership development; and celebrating success. It also sets out a framework for standards and accreditation.

Leeton Shire became a member of Welcoming Cities Australia in November 2020.

The Welcoming Cities Standard (The Standard) sets the national standard for cultural diversity and inclusion policies and practices in Local Government. Refer to **(Attachment 3)**. Key to this standard or framework is the opportunity for Local Councils to:

- benchmark their cultural diversity and inclusion policies and practices across the organisation;
- identify where and how further efforts could be directed; and
- assess progress over time.

Member Councils can be accredited as Committed, Established, Advanced, Excelling and Mentoring Welcoming Cities. Currently Leeton Shire Council is a "Committed Member" but has, ever since joining, signalled its intention, with the support of the accreditation committee, to strive for "Advanced Membership" accreditation. Refer to **(Attachment 4)**.

 Committed	 Established	 Advanced	 Excelling	 Mentoring
Council signed on to be a member of the Welcoming Cities Network	1. Leadership	1. Leadership	1. Leadership	Excelling, plus approval by Advisory Committee
		2. Social & Cultural Inclusion	2. Social & Cultural Inclusion	
		3. Economic Development	3. Economic Development	
			4. Learning & Skills Development	
			5. Civic Development	
			6. Places & Spaces	

Councils can access and progress through The Standard according to their capacity and resources. The extent to which local councils measure their activity against The Standard will be based on their understanding of their community's needs. The Standard validates each Council's existing efforts and recognises the connections to fostering cultural diversity and inclusion.

(b) Discussion

Leeton Shire Council began undertaking its 3-year accreditation journey towards becoming an 'advanced' welcoming town in 2022, after the interruptions of Covid.

To achieve "Advanced Membership" status, Council has provided evidence against 6 indicators which will eventually set the Shire up for "excelling" accreditation, namely;

- Community Leadership
- Social & Cultural Inclusion
- Economic Development
- Learning & Skills Development
- Civic Participation
- Places & Spaces.

Council's Actions towards "advanced" membership accreditation are outlined in **Attachment 1 - Leeton Shire Welcoming Cities Action Plan (working towards advanced membership accreditation)**

It will be noted that Leeton Shire Council has benchmarked itself against the 'excelling' criteria, however, some of the actions identified are still a work in progress. For this reason it is recommended to stay with the initial plan to seek 'advanced' accreditation as the next step.

It is strategically important that Leeton Shire Council obtains its 'advanced' welcoming status to effectively leverage increased opportunities for programme funding and peer-to-peer learning. "Advanced" status will also afford Leeton Shire greater credibility in NSW, across Australia and, indeed, internationally.

Once "Advanced Member" accreditation is achieved, Welcoming Cities Australia has indicated they will visit Leeton Shire to celebrate this milestone.

(c) Options

THAT Council:

1. Approves Leeton Shire Council obtaining "Advanced" accreditation with Welcoming Cities. ***This is the recommended option.***
2. Rejects Leeton Shire Council obtaining "Advanced" accreditation with Welcoming Cities.
3. Decides on any other resolution as determined by Council.

IMPLICATIONS TO BE ADDRESSED

(a) Financial

An annual fee of \$1K is payable to maintain Premium membership.

An application fee of \$5K for the 3-year accreditation is payable with Welcoming Cities to achieve Advanced Level Accreditation.

If endorsed these amounts will be included in the draft 24/25 Operational Budget.

(b) Policy

Leeton Shire Council is a Refugee Friendly Council.

(c) Legislative/Statutory

This accreditation is aligned with Multicultural NSW Act 2000 No 77.

(d) Risk

Not becoming accredited will mean Council loses the opportunity to consolidate its reputation as a welcoming and inclusive Shire. This accreditation will give significant weight to any grant call, financing, collaborative opportunity or submission made by Leeton Shire Council.

CONSULTATION

(a) External

Local Government Welcoming Cities peer network, the Local Government Multicultural Network, and Multicultural Interagency Network.

(b) Internal

General Manager
Director Economic and Community Development

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

Under the Key Priority Area CSP FOCUS AREA 1 - A connected, inclusive and enriched community within Council's adopted Delivery Program/Operational Plan – DELIVERY PROGRAM FUNCTIONAL AREA 1 - Community Services and Community Development - DELIVERY PROGRAM ACTIVITY 1.8 - Support and promote multiculturalism and social cohesion, including out local Aboriginal community and new migrants - OPERATIONAL PLAN ACTIVITY 1.8.2 - Maintain and build Leeton's reputation as a "migrant and refugee-friendly" Shire through participation in the NSW Growing Regions of Welcome (GROW) in the Riverina and Murray".

ATTACHMENTS

- 1** Leeton Shire Welcoming Cities Action Plan (working towards advanced membership accreditation)
- 2** List of Member Councils
- 3** Welcoming Cities Standard
- 4** Welcoming Cities Accreditation-Overview

Welcoming Cities “Advanced” Accreditation Actions within Leeton Shire



DOCUMENT CONTROL

RESPONSIBLE OFFICER:	Multicultural Program Coordinator				
REVIEWED BY:	Manager Community Development & Cultural Services				
LINK TO CSP/DELIVERY PROGRAM/OPERATIONAL PLAN:	CSP FOCUS AREA 1 - A connected, inclusive and enriched community within Council's adopted Delivery Program/Operational Plan. DELIVERY PROGRAM FUNCTIONAL AREA 1 - Community Services and Community Development - DELIVERY PROGRAM ACTIVITY 1.8 - Support and promote multiculturalism and social cohesion, including out local Aboriginal community and new migrants				
DATE ADOPTED:	TBC				
ADOPTED BY:	Council				
RESOLUTION NO: (IF RELEVANT):	TBC				
FOR PUBLICATION:	<input type="checkbox"/> INTRANET <input type="checkbox"/> COUNCIL WEBSITE <input checked="" type="checkbox"/> BOTH				
REVIEW DUE DATE:	March 2025				
REVISION NUMBER:	New				
PREVIOUS VERSIONS:	DATE	DESCRIPTION OF AMENDMENTS	AUTHOR/EDITOR	REVIEW/SIGN OFF	MINUTE NO (IF RELEVANT)
1	21.3.24	New Document	KD	ED/ME	TBC

REVIEW OF THIS POLICY

This document will be reviewed annually or as required in the event of legislative changes or operational requirements.

Any major amendments to the document must be made by way of a Council Resolution. Minor administrative amendments such as updating the Community Strategic Plan references, corrections to spelling, changes to wording for improved clarity, and formatting may be made without approval from the Council.

CONTENTS

- 1. Introductory Message from the Mayor 4
- 2. Background to The Welcoming Cities Standard.....5
- 3. Community Leadership 6
- 4. Social and Cultural Inclusion..... 7
- 5. Economic Development 9
- 6. Learning and Skills Development 10
- 7. Civic Participation 11
- 8. Places and Spaces 11

1. Introductory Message from the Mayor

Leeton Shire prides itself on being a friendly and welcoming community.

Leeton Shire Council acknowledges the Wiradjuri People and their continued impact on our Community. We acknowledge their connection to the land, water and sky. We acknowledge all Aboriginal people who have made the Leeton Shire their home. As such we pay our respects to all Aboriginal Elders, past, present and emerging of our Shire.

Leeton's story is a fascinating one of bold aspirations and impressive milestones. As a town specifically set up to be the birthplace of the Murrumbidgee Irrigation Area, and with a task to drought proof and feed the nation, we have a rich heritage of welcoming new settlers from far and wide. Our entry signs have for decades now made it clear that Leeton welcome migrants, refugees and new settlers, a sentiment endorsed routinely in our Community Strategic Plan.

Leeton joined Welcoming Cities Australia in November 2020 and two years later embarked on a journey to progress from "committed" membership status, to "advanced" membership status.

Welcoming Cities is a national network of cities, shires, towns, and municipalities who are committed to an Australia where everyone can belong and participate in social, cultural, economic, and civic life. The program is run by Welcoming Australia exists to cultivate a culture of welcome and create a future where people of all backgrounds have equal opportunity to belong, contribute and thrive.

Our steps towards achieving "advanced" membership of Welcome Cities Australia marks another important period for Leeton Shire, culminating in this document where we evidence our actions as well as our record our aspirations.

Our Council is proud to report that Leeton is already home to over 40 nationalities. The Shire's signature annual festival, "Fiesta La Leeton" has proved extremely popular and is a regular event on the Leeton calendar of events. The town's largest employer has 75% of its workforce drawn from 30 countries. These characteristics give Leeton a rich cultural tapestry that, when optimised, can broaden the town's appeal and attract / retain new settlers who will live, work and play locally and participate fully as members of our great Shire.

Once we received "advanced" accreditation from Welcoming Cities, Leeton will be in very good company. Already, there are 85 Councils representing 47% of the Australian population that are accredited members.

May this important phase in Leeton's story not just be about standards and indicators met, important as these are, but let it be a catalyst for all who call this wonderful town home to be part of a shared journey that will build a strong, welcoming and caring community underpinned by healthy curiosity, respect, tolerance and shared celebration. Together we will succeed.

Cr Tony Reneker

Mayor, Leeton Shire Council



2. Background to The Welcoming Cities Standard

The *Welcoming Cities Standard* (The Standard) sets the national standard for cultural diversity and inclusion policies and practices in Local Government.

Key to this standard or framework is the opportunity for local councils to:

- benchmark their cultural diversity and inclusion policies and practices across the organisation;
- identify where and how further efforts could be directed; and
- assess progress over time.

Member councils can be accredited as Committed, Established, Advanced, Excelling and Mentoring Welcoming Cities.

				
Committed	Established	Advanced	Excelling	Mentoring
Council signed on to be a member of the Welcoming Cities Network	1. Leadership	1. Leadership	1. Leadership	Excelling, plus approval by Advisory Committee
		2. Social & Cultural Inclusion	2. Social & Cultural Inclusion	
		3. Economic Development	3. Economic Development	
			4. Learning & Skills Development	
			5. Civic Development	
			6. Places & Spaces	

Councils can access and progress through The Standard according to their capacity and resources. The extent to which local councils measure their activity against The Standard will be based on their understanding of their community's needs. The Standard validates each council's existing efforts and recognises the connections to fostering cultural diversity and inclusion.

Currently Leeton Shire Council is a "Committed Member" but has, ever since joining, signalled its intention to strive for "Advanced Membership" accreditation. Council began undertaking its 3-year accreditation journey towards becoming an 'advanced' welcoming town in 2022, after the interruptions of Covid.

To achieve "Advanced Membership" status, Council has provided evidence against 6 indicators which will eventually set the Shire up for "excelling" accreditation, namely;

- Community Leadership
- Social & Cultural Inclusion
- Economic Development
- Learning & Skills Development
- Civic Participation
- Places & Spaces.

Council's Actions towards "advanced" membership accreditation are outlined in the sections below. It will be noted that Leeton Shire Council has benchmarked itself against the 'excelling' criteria, however, some of the actions identified are still a work in progress. For this reason it is recommended to only seek 'advanced' status for now.

3. Community Leadership

A Welcoming City leads by example. Inclusive leadership from the local council and other community members sets the tone for others to follow.

A Welcoming City respectfully acknowledges the past and present Traditional Owners and Custodians of this land – the First Nations peoples. The council actively works to achieve reconciliation by strengthening relationships between First Nations peoples and non-Indigenous community members.

Through communications, strategic plans, policies, partnerships, events and initiatives, a Welcoming City recognises and promotes the value of diversity and inclusion within the local community. The council works to embed and advance welcoming work through all its operations, services, and community activities, and to involve people from both receiving and migrant and refugee communities in this work.

Through communications, strategic plans, policies, partnerships, events and initiatives, a Welcoming City recognises and promotes the value of diversity and inclusion within the local community. The council works to embed and advance welcoming work through all its operations, services, and community activities, and to involve people from both receiving and migrant and refugee communities in this work.

3.1 Links to Local Policy

- 3.1a CSP FOCUS AREA 5. Strong Leadership and civic participation (L)
- 3.1b The aim of the Liveable Leeton 2035 Community Strategic Plan (CSP) is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the town's future socially, economically, culturally, and environmentally.

3.2 Objectives

- 3.2a We will publicly acknowledge First Nations peoples as Australia's Traditional Owners, actively works to achieve reconciliation and engages local First Nations communities in culturally appropriate welcoming activities.
- 3.2b We will communicate welcoming messages and strive to be welcoming in internal and external communications.
- 3.2c We will lead and support initiatives that nurture connections between migrant and refugee and receiving communities.
- 3.2d We will prioritise and resource welcoming and inclusion work across the organisation.

3.3 Actions

- 3.3a Reconciliation Action Plan under development.
- 3.3b Council uses an acknowledgement of country especially prepared by the Leeton and Districts Aboriginal Land Council (LDLALC).
- 3.3c Council works collaboratively with LDLALC, with the Mayor and General Manager the LALC CEO on a regular basis. The Economic, Community Development and Cultural Services department of Council, along with the Planning department, are tasked with managing the day to day relationship between Council and the LDLALC.
- 3.3d Council has championed a public resolution declaring the local council to be a welcoming community, and an explanation of what this means. Council has used public signage to message welcoming to all who come into the town.

- 3.3e Council presents narratives that communicate positive migrant stories and contributions. The Communications department consistently prepares stories that are circulated through essential channels for targeted audiences.
- 3.3f Council creates messaging that communicates the community-wide benefit of cultural diversity and inclusion and the benefits of migration and settlement. The Communications department regularly prepares stories that are circulated through popular channels (including social media) for targeted audiences
- 3.3g Council utilises Naturalisation (Citizenship) ceremonies to publicly welcome new citizens and newcomers into the community. The Economic and Community team helps deliver citizenship ceremonies throughout the year and these are celebrated in the local media.
- 3.3h Council supports activities and initiatives that connect people from migrant communities and people from receiving communities.
- 3.3i Council identifies and facilitates opportunities that bring together representatives from migrant communities and receiving communities to discuss community issues.
- 2.3j Council has developed a stakeholder reference group that reflects the diversity of the community. This is through the regional Multicultural Interagency Network, and local Welcoming Committee with representatives from Malaysia, Fiji, and Afghanistan.
- 3.3k Council assesses the priorities of the local community and uses that feedback to improve various plans. Instrumental is the collaborative arrangement with the Leeton Multicultural Support Group (LMSG).
- 3.3l The Economic and Community Development department has Multicultural services in its portfolio, resourced (modestly) to deliver welcoming and inclusion work. Council continues to actively seek grant opportunities to widen the scope of work that needs to be done and increase its impact.

4. Social and Cultural Inclusion

People who live in a Welcoming City feel safe, accepted, and included in their community.

The local council encourages diverse cultural expression and facilitates positive relationships between migrant and refugee and receiving communities: recognising that our myriad of cultures, heritage and backgrounds are strengths that add value to social and cultural life.

A Welcoming City's policies, plans and practices reflect and respond to the diversity of the people who make up the local community.

All residents have equitable opportunities to access community information and services and participate in local activities and decision-making processes. Residents feel welcome to fully express their cultural identity. People are confident that their voice will be heard, and their needs understood, regardless of their culture, heritage, or background.

4.1 Links to Local Policy

- 4.1a CSP FOCUS AREA 1. A connected, inclusive, and enriched community (Cc)
- 4.1b The aim of the Liveable Leeton 2035 Community Strategic Plan is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the Shire's future socially, economically, culturally, and environmentally.

4.2 Objectives

- 4.2a We will ensure that policies, plans, and practices reflect and respond to the diversity of the community.

- 4.2b We will facilitate diverse cultural expression through a range of public activities and observances.
- 4.2c We will ensure that different language groups in the community have equitable access to information and services.
- 4.2d We will seek to understand where structural inequalities and barriers exist and will advocate to improve access and inclusion for local communities wherever possible.
- 4.2e We will embed broader diversity and inclusion approaches across the organisation. These approaches recognise that First Nations peoples, women from migrant and refugee backgrounds, younger and older people from migrant and refugee backgrounds, people living with disability, and people who identify as LGBTIQ+ often face additional barriers.

4.3 Actions

- 4.3a Council uses the data for its annual reporting as well as performance reporting every quarter in the financial year
- 4.3b Council has been unequivocal in setting up welcoming signs in the town and re-affirming the message of cultural inclusivity. Council supports the annual Harmony Day celebrations and faith-based commemorations, and encourages community participation for acceptance and belonging.
- 4.3c Council staff are open to receive any feedback on racism or discrimination and escalate them as required. Council is prioritising cultural awareness training, alongside conflict resolution.
- 4.3d Council promotes and celebrates community festivals, cultural events and religious observances that represent diversity and encourage dialogue. Council also organises a wide array of workshops, including supporting cultural and community group initiatives.
- 4.3e Council, through the Library, assesses language needs for migrant communities to increase access to services and activities.
- 4.3f Council supports Leeton Living website, which is a new portal for accessing lifestyle opportunities and avenues for mutual connection across the community. As appropriate, Council issues media releases to promote social cohesion and showcasing relevant programs that advance this aim
- 4.3g The Library team coordinates linkages with interpreting services, working with Multicultural NSW. Community members can provide feedback in person or online through a dedicated email address. Phone and confidential mail are the other avenues.
- 4.3h The Leeton Multicultural Support Group provides an additional layer of language support through its relevant networks.
- 4.3i Community members can provide feedback to Council in person or online. Through the Leeton Multicultural Support Group (LMSG), CALD community members can air their concerns which are then forwarded to Council.
- 4.3j Through the Mayoral office, Council advocates to other tiers of Government and associated agencies to ensure that essential information and services (such as emergency management information) are accessible to migrant communities. Further Council consults Departments of Regional NSW, Health NSW, Education NSW, Communities and Justice NSW, alongside Department of Employment and Work Relations on matters priority for migrant community members.
- 4.3k The Library is positioned as a community hub where information on preventative health, wellbeing programs, community activities can be accessed. This is coordinated through Council's collaboration with the Leeton Multicultural Support Group (LMSG)
- 4.3l Council runs awareness programs through the Library, with the Leeton Multicultural Support Group (LMSG) assisting with information dissemination.

5. Economic Development

An inclusive economy relies on the active participation of all residents, including new arrivals.

A Welcoming City recognises that people of all backgrounds contribute unique talents and experiences to grow and support the local economy.

A Welcoming City employs a diverse workforce and facilitates access to opportunities for employment, business development and entrepreneurship.

5.1 Links to Local Policy

- 5.1a CSP FOCUS AREA 3. A thriving regional economy (Ec)
- 5.1b The aim of the Liveable Leeton 2035 Community Strategic Plan is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the town's future socially, economically, culturally, and environmentally.

5.2 Objectives

- 5.2a We will be a Council that employs a workforce that is inclusive and diverse.
- 5.2b We will be a council's whose approach to local business sourcing and contracting reflects and responds to the diversity of the community.
- 5.2c We will be a local council that partners with the local business community to identify strategic opportunities for economic development and encourage local jobs for local people, including for people from migrant and refugee communities.
- 5.2d We will be a local council that supports both receiving and migrant and refugee communities to advance economic development opportunities.

5.3 Actions

- 5.3a Council highlights the value of a diverse workforce and encouraging applicants from diverse backgrounds to apply.
- 5.3b Council identifies and addresses barriers and unconscious bias, which may limit diversity and inclusion in employment practices and local accommodation services.
- 5.3c Council is exploring innovative ways of promoting job opportunities to reach a broad and diverse range of potential applicants, both onshore and offshore.
- 5.3d Council complies with the NSW Local Government Act 1993, Local Government (General) Regulation 2005 and other relevant legislation in relation to the procurement of goods and services.
- 5.3e Council collaborates with businesses and Local Business Chamber alongside the Leeton Multicultural Support Group (LMSG), to identify and address barriers to local employment.
- 5.3f The Leeton Multicultural Support Group (LMSG) works with the department of Home Affairs' status resolution centre to support Work Right cases for migrant and refugee workers.
- 5.3g Council collaborates with the Local Business Chamber and Leeton Connect to facilitate networking events and workshops that grow local skills, e.g. Grow Regional Areas of Welcome (GROW) Business liaison, the Economic Officer forum run by RDA, philanthropic initiatives through the Institute for Economics and Peace (IEP), the Community Migrant Resource Centre (CMRC), Centacare, Legal Aid NSW, and Settlement Services International (SSI)

6. Learning and Skills Development

A Welcoming City promotes a culture of inclusive, lifelong learning and knowledge sharing within its community and through council-run facilities.

Individuals and communities are empowered and strengthened because there are ample opportunities to learn new skills, access education and vocational training, volunteer and pursue personal development.

6.1 Links to Local Policy

- 6.1a csp FOCUS AREA 5. Strong Leadership and civic participation (L)
- 6.1b The aim of the Liveable Leeton 2035 Community Strategic Plan is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the town's future socially, economically, culturally, and environmentally.

6.2 Objectives

- 6.2a We will be a council that works closely with community facilities including library and community centres to support learning and inclusion for migrant and refugee communities.
- 6.2b We will be a council that encourages and facilitates learning and skills development opportunities that enable people from migrant and refugee communities to participate in community life.
- 6.2c We will be a Council that supports people from both receiving and migrant and refugee communities to celebrate and participate in volunteering.

6.3 Actions

- 6.3a Council works with the Leeton Multicultural Support Group (LMSG) to coordinate program implementation that connects community members to service providers. Council partnership with the Leeton Multicultural Support Group (LMSG) is governed by a Memoranda of Understanding that is drafted for any grant-financed activities.
- 6.3b The Library is positioned as a cultural information hub, and its staff proactively assist community members in need of resources, guidance. The Library is also playing host to key community activities e.g. Visits by the Department of Home Affairs to help community members with their migration journeys
- 6.3c The Library curates specific activities that aim for community cohesion, e.g. reading groups and English conversation classes. The Library consults community leaders to better understand areas of need and translating these into programs and activities
- 6.3d The Library runs a host of children's programs using a whole-of-community approach for increased participation by community members. There were key recommendations from the "Learning from Leeton" report whose implementation is partly delivered through Library programming for children and young people.
- 6.3e The Economic and Community department has a Multicultural Officer in post, whose role is to liaise with service providers and community organisations to provide tailored support to migrants. There is an active English conversation group within the Library with scheduled sessions that migrants sign on.
- 6.3f Council actively supports projects that help showcase the strength of diversity. The local museum has hosted a special exhibition on the town's cultural diversity.
- 6.3g The People department continually runs staff training programs to broaden mutual understanding, cultural awareness, conflict resolution and harmony. New training programs are continually being identified to better engagement with the wider community.

- 6.3h The Leeton Multicultural Support Group (LMSG) has facilitated the appointment of migrant committee members, and encouraged community led programming and delivery e.g. the annual cultural festival. Council has now located Leeton Connect at the Library to have a more immediate interaction with community members and identifying creative ways to bolster volunteerism.

7. Civic Participation

In a Welcoming City, all residents are encouraged to participate in council elections, decision-making, community groups, events and forums.

The community thrives because there are ample opportunities for citizens to engage in civic life and community activities. Civic leadership reflects the diversity of the community.

7.1 Links to Local Policy

- 7.1a CSP FOCUS AREA 5. Strong Leadership and civic participation (L)
7.1b The aim of the Liveable Leeton 2035 Community Strategic Plan is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the town's future socially, economically, culturally, and environmentally.

7.2 Objectives

- 7.2a We will create opportunities for members of both migrant and refugee and receiving communities to actively contribute to strategic and community planning processes.
7.2b We will advance civic participation among both receiving and migrant and refugee communities.
7.2c We will support and celebrate the attainment of Australian citizenship.
7.2d We will encourage and assist all eligible residents to enrol to vote and participate in elections.

7.3 Actions

- 7.3a Council coordinates actions in partnership with the Leeton Multicultural Support Group (LMSG)
7.3b Council encourages all residents to consider standing for Council elections.
7.3c Council targets consultation about a broad range of matters to various groups across the community, including multicultural groups.
7.3d Council facilitates engagement with local services providers and government departments, including the police, social services, health, communities and justice alongside and road safety services. This broadens awareness and participation, thus enhancing the settlement experience for new community members.

8. Places and Spaces

A Welcoming City contains public spaces and facilities that enhance liveability, social cohesion, and inclusion for all residents.

A Welcoming City engages with diverse communities to ensure that urban planning and design processes for public spaces are responsive to community needs and that all residents can easily use those places to share and celebrate their cultures.

By incorporating inclusion, diversity and accessibility principles into the design and function of local places and spaces, the council is supporting everyone in the community to feel safe and valued.

Once the existing barriers to access have been removed, local people can develop a deeper sense of belonging.

8.1 Links to Local Policy

- 8.1a CSP FOCUS AREA 3. A thriving regional economy (Ec)
- 8.1b The aim of the Liveable Leeton 2035 Community Strategic Plan is to protect and strengthen what is valued in Leeton Shire – such as a sense of community and friendly people, the rural/small country town lifestyle, peace and quiet – and enhancing the town's future socially, economically, culturally, and environmentally.

8.2 Objectives

- 8.2a We ensure that public spaces and facilities are safe and accessible to all residents. Public spaces and facilities encourage community interaction and facilitate diverse cultural expression and celebration.
- 8.2b We recognise Aboriginal and Torres Strait Islander and migrant and refugee heritage in public spaces and places.
- 8.2c We work with local clubs and facilities to ensure they represent the diversity of the community.

8.3 Actions

- 8.3a All public facilities are available for use by community members with support (if required), obtained from the Leeton Multicultural Support Group (LMSG)
- 8.3b Council has supported commissioned art works through the Leeton Museum and Art Gallery
- 8.3c Council has activated swimming, football, and volleyball programs for community members.
- 8.3d Council liaises with the Leeton Multicultural Support Group (LMSG) to tailor sport and recreation programs for community members.



Growing Regions of Welcome (GROW) Dinner, Whitton Malt House March 2023



List of Member Councils

New South Wales (21)

Lake Macquarie City Council
City of Parramatta
City of Sydney
City of Newcastle
Waverley Council
City of Blacktown
City of Canterbury-Bankstown
City of Wagga Wagga
Leeton Shire Council
Liverpool City Council
Wollongong City Council
City of Ryde
Georges River Council
Greater Hume Council
Shoalhaven City Council
Temora Shire Council
Inner West Council
Tamworth Regional Council
Dubbo Regional Council
City of Albury
Narrabri Shire Council

Queensland (18)

Livingstone Shire Council
Balonne Shire Council
Brisbane City Council
Central Highlands Regional Council
Toowoomba Regional Council
City of Townsville
Gladstone Regional Council
Bulloo Shire Council
Paroo Shire Council
Cairns Regional Council
City of Ipswich
Mount Isa City Council
Goondiwindi Regional Council
Fraser Coast Regional Council
Logan City Council
Sunshine Coast Council
Flinders Shire Council
Moreton Bay Regional Council

Australian Capital Territory (1)

Australian Capital Territory

Tasmania (4)

Glenorchy City Council
City of Hobart
West Coast Council
City of Clarence

Victoria (23)

Hume City Council
Merri-bek City Council
City of Greater Bendigo
City of Melton
Ararat Rural City Council
City of Darebin
Warrnambool City Council
City of Whittlesea
City of Monash
City of Yarra
Knox City Council
Wyndham City Council
Manningham Council
City of Greater Dandenong
Moonee Valley City Council
City of Melbourne
Banyule City Council
City of Ballarat
City of Brimbank
City of Port Phillip
Mildura Rural City Council
Whitehorse City Council
Frankston City Council

Western Australia (7)

City of Stirling
City of Canning
City of Cockburn
City of Melville
City of Armadale
Shire of Bridgetown-Greenbushes
City of Mandurah

South Australia (9)

City of Port Adelaide Enfield
City of Adelaide
City of Tea Tree Gully
The Rural City of Murray Bridge
City of Unley
Tatiara District Council
City of Salisbury
City of Playford
City of Prospect

The Welcoming Cities Standard

**DRAFT FOR PUBLIC
CONSULTATION**

Version 2.8

May 2023



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Welcoming Cities

Welcoming Cities acknowledges and pays respect to the traditional custodians and ancestors of this country, and the continuation of their cultural, spiritual and ceremonial practices.

We respectfully acknowledge the past and present Traditional Owners of the land, the Aboriginal and Torres Strait Islander peoples, and respect their culture and identity, which has been a continuum with the land and sea for generations.

We have a role to play in achieving a just Australia in which Aboriginal and Torres Strait Islander peoples' rights as First Peoples are recognised and respected.

Welcoming Cities also seeks to engage local Aboriginal and Torres Strait Islander people as leaders in welcoming activities.

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Introduction	2
Welcoming Cities	6
The Standard	10
Scope	10
Terms and Definitions	12
A Guide to Reading the Standard	15
1.0 Community Leadership	16
2.0 Social and Cultural Inclusion	18
3.0 Economic Development	22
4.0 Learning and Skills Development	24
5.0 Civic Participation	26
6.0 Places and Spaces	28
Assessment and Accreditation	30
Compliance and Good Practice	33
Advisory Committee	35
References	35
Acknowledgments	36

INTRODUCTION

THE WELCOMING CITIES STANDARD

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Diversity is our reality.

Australia is one of the most culturally and linguistically diverse nations in the world.

Australia's First Peoples represent more than 250 language groups and the oldest living and continuous culture. More than a quarter of Australians were born overseas and almost half of all Australians have at least one parent born overseas.

Collectively, we speak more than 200 languages, and languages other than English are spoken by more than one-fifth of the population.

Amid this diversity we enjoy relative harmony. Our standards of living and levels of social cohesion rank among the highest in the world. However, the benefits of migration and multiculturalism are not being enjoyed by all.

We are a nation of disparate narratives.

Australia's population and economic distribution is polarised, with communities experiencing either rapid growth, or stagnation and decline.

The continued success of multicultural Australia will depend on our ability to embrace diversity, foster social cohesion and build economic success in the face of complex population challenges.

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Inclusion is a choice.

The social, cultural, economic and civic challenge lies in how communities embrace diversity and harness its strengths. Of all tiers of government, local governments are best placed to understand the complexity and diversity of their communities and facilitate a whole-of-community approach.

The Welcoming Cities Standard exists to support local councils and their communities in the advancement of Australia as a welcoming, prosperous and cohesive nation.



3

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An updated Standard

The Welcoming Cities Standard is a living document that guides our work and remains relevant in changing times.

First launched in 2018, the Standard has existed through significant change. Over the past five years, three different Prime Ministers have governed the nation, our organisation rebranded to *Welcoming Australia*, and Welcoming Cities added 57 members. The network now includes more than 40 per cent of the Australian population.

Along with our growth in members and reach, we have also seen a shift in how we live, work and study due to the ongoing effects of a global pandemic. In times of crisis, the best and worst of humanity can come to the fore. Welcoming Cities members have facilitated emergency responses and advanced community togetherness in the face of heightened racism and self-aggrandising agendas.

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Yashan Shantha / New Human



In 2018 we could barely imagine how important the Welcoming Cities Standard would be in advancing council plans, leveraging new initiatives and shining a light on leading practice.

The review and updates to the Welcoming Cities Standard retain much of the 2018 version. However, we have revised the language and intent to ensure we maintain pace with local, national and global change. For example, updates include:

- a greater focus on sport and recreation to reflect the growing impact of our sister initiative, Welcoming Clubs
- a change in the category of 'Leadership' to 'Community Leadership' to recognise diverse voices and community-led contributions
- a greater focus on language access, due to the lessons of the last two years.

We are excited to share this draft for public consultation as we look to improve the Standard further, guiding our work for the next five years. Public consultation will be open until 30 June 2023, and we look forward to your feedback and improvements.

Feedback can be submitted via standard@welcomingcities.org.au

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Welcoming Cities

Vision

A network of welcoming and cohesive cities and regions where everyone can belong and participate in social, cultural, economic and civic life.

Mission

Supporting local councils and community leaders to leverage the ideas and innovation that come from being welcoming and inclusive.

Objectives

1. Receiving communities are welcoming and actively engage with migrant communities.
2. Local councils have comprehensive plans and active messaging for cultural diversity and inclusion in policy, multi-sector engagement, activities and economic development approaches.
3. Local councils and community stakeholders have networks and resources that facilitate effective planning for welcoming and inclusion.
4. Local councils are committed to facilitating a whole-of-community approach to building social and cultural inclusion, economic engagement and civic participation.

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Welcoming Cities supports local councils and community leaders through a network built around:

Local councils participate as **members** of the Welcoming Cities network, while community organisations, businesses and other government agencies can get involved as **supporters**. Both members and supporters access key offerings of the network.

Building social cohesion requires contribution and collaboration from all community stakeholders, and the role of local councils is to invite and facilitate this interaction.



Knowledge Sharing

Supporting local governments to access evidence-based research, resources, policies and case studies.



Partnership Development

Facilitating and resourcing multi-sector partnerships to maximise learning, reach and impact.



Celebrating Success

Recognising local governments that demonstrate leading practice and innovation in welcoming efforts.



Standard + Accreditation

Setting the National Standard for cultural diversity and inclusion policy and practice in local government.


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THE WELCOMING CITIES STANDARD

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Our Mission

**Supporting
local councils and
community leaders
to leverage the ideas
and innovation that
come from being
welcoming and
inclusive.**

8

9

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Scope

The Welcoming Cities Standard is a central element of the Welcoming Cities network. The Standard establishes the framework for local councils to:

1

benchmark their cultural diversity and inclusion policies and practices across the organisation

2

identify where and how further efforts could be directed

3

assess progress over time.

The other elements of the network support as well as enhance the purpose of the Standard.



The Standard is applicable to all local councils in Australia.

This includes cities, shires, towns and municipalities. Councils can access and progress through the Standard according to their capacity and resources. We describe these stages (from lowest to highest) as **Committed, Established, Advanced, Excelling, and Mentoring**. (see Assessment, p. 31)

The extent to which local councils measure their activity against the Standard will be based on their understanding of their community's needs. It is noted that local councils are already addressing elements of the Standard. The Standard validates existing efforts and recognises the connections to fostering cultural diversity and inclusion.

We also recognise the important and complementary work of various standards, plans, charters and networks. For example, Reconciliation Actions Plans, Age-friendly Cities, Child-friendly Cities, and Rainbow Tick. The Welcoming Cities Standard seeks to intersect with, rather than duplicate, their efforts.

THE STANDARD

THE WELCOMING CITIES STANDARD

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Terms and Definitions

For the purpose of this document, the following terms and definitions apply.

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accessible information

Information that is culturally sensitive and available to communities in many languages, including simple Australian English and in formats relying on icons, symbols and images to convey content and meaning. Distribution is via a wide range of channels and mediums including digital, in-language radio, community media, traditional media, printed materials, and via trusted agents within communities.

culturally diverse groups

Individuals, groups and communities that are indicative of the cultural and linguistic diversity of people in the local council area.

local council/s

The local government authority (LGA) that is being assessed against the Standard.

migrant/s, migrant community/ies

Individuals of any immigration status born overseas. They can include culturally and linguistically diverse (CALD) people, refugees, people seeking asylum, and temporary or permanent residents.

receiving community/ies

All Australian-born residents not covered under the definition of migrant community. This includes Indigenous communities and previous generations of migrants. It is noted that migrant communities can also form part of receiving communities. This language hopes to be inclusive of that.

social cohesion

The willingness of members of a society to cooperate with each other in order to survive and prosper. Social cohesion broadly incorporates five domains:

- belonging
- social justice and equity
- participation
- acceptance and rejection legitimacy
- worth.

social inclusion

The act of enabling all groups of people within a society to have a sense of belonging and to be able to participate in community life. It is based on fundamental values of equity, equality, social justice and human rights, as well as on the principles of tolerance and embracing diversity.

substantive equality

Principles that seek to address systemic discrimination in service delivery, recognising that policies and practices put in place to suit the majority of clients may appear to be non-discriminatory but may not address the specific needs of certain groups of people. In effect they may be indirectly discriminatory, creating systemic discrimination.

volunteering

Time willingly given for the common good and without financial gain. Included are activities that are ad hoc, informal, non-organised, private or within small communities.

a Welcoming City

A local council that has committed to, communicated, planned, built and/or sustained a welcoming community, and is assessed against The Standard as such.

First Nations peoples

'Peoples' is used to acknowledge the plurality and diversity of Aboriginal Peoples, and that there exist hundreds of different Nations, languages, cultures and territories. 'First Peoples' is a collective name for the original Peoples of Australia and their descendants and is often used interchangeably with Aboriginal Peoples. 'First Nations' and 'First Peoples' are terms which recognise the international law status and the ongoing un-ceded sovereignties of First Peoples. Adapted from UniSA (2021) Yuririka: Proppa Engagement with Aboriginal Peoples.

residents

a broad definition, including FIFO workers, fruit pickers and other transient workers temporarily living in the community.

13

THE STANDARD THE WELCOMING CITIES STANDARD

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Our Vision

A network of welcoming and cohesive cities and regions where everyone can belong and participate in social, cultural, economic and civic life.

14

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A Guide to Reading the Standard

The Standard is organised under the following six (6) categories:

- 1.0 Community Leadership
- 2.0 Social and Cultural Inclusion
- 3.0 Economic Development
- 4.0 Learning and Skills Development
- 5.0 Civic Participation
- 6.0 Places and Spaces

Each **category** contains **principles**, **criteria** and **indicators** that can be applied by a local council through existing or new policies and practices.

The Standard is also framed around the local council as a facilitator of community stakeholders. It is expected that criteria will often be met through the support of, or collaboration with, local stakeholders.

Category

1.0 Community Leadership

Principles

A Welcoming City leads by example. Inclusive leadership from the local council and other community members sets the tone for others to follow.

Criteria

Indicators

1.1 The local council publicly acknowledges Aboriginal and Torres Strait Islander people as Australia's Traditional Owners, recognising their role in culture, in education, in the economy, in local food systems, in community, in cultural, spiritual and recreational activities, their knowledge and skills.

1.2 The local council promotes and supports inclusive leadership from the local council and other community members, and encourages community members to follow.

1.3 The local council promotes and supports inclusive leadership from the local council and other community members, and encourages community members to follow.

1.4 The local council promotes and supports inclusive leadership from the local council and other community members, and encourages community members to follow.

THE STANDARD
THE WELCOMING CITIES STANDARD

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1.0 Community Leadership

A Welcoming City leads by example. Inclusive leadership from the local council and other community members sets the tone for others to follow.

A Welcoming City respectfully acknowledges the past and present Traditional Owners and Custodians of this land - the First Nations peoples. The council actively works to achieve reconciliation by strengthening relationships between First Nations peoples and non-Indigenous community members.

Through communications, strategic plans, policies, partnerships, events and initiatives, a Welcoming City recognises and promotes the value of diversity and inclusion within the local community. The council works to embed and advance welcoming work through all its operations, services and community activities, and to involve people from both receiving and migrant communities in this work.

16

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1.1

The local council publicly acknowledges Aboriginal and Torres Strait Islander people as Australia's Traditional Owners, actively works to achieve reconciliation engage s local First Nations communities in culturally appropriate welcoming activities. Demonstrated by:

- 1.1.1** The council is taking deliberate steps towards achieving reconciliation with First Nations communities.
- 1.1.2** The council formally acknowledges First Nations peoples in policies, initiatives, communications and at public events.
- 1.1.3** Documented standard practices are embedded across council business to ensure Traditional Owners are consulted and collaborated with to inform policies and initiatives.
- 1.1.4** The council is respectfully and mindfully partnering with First Nations peoples to provide non-Indigenous peoples with opportunities to learn about local history, First Nations knowledge and culture, and the ongoing impacts of colonialism.

1.2

The local council communicates welcoming messages and strives to be welcoming in internal and external communications. Demonstrated by:

- 1.2.1** Welcoming and inclusive language is embedded in the council's public resolutions, communications, plans, policies and practices.
- 1.2.2** Communications content contains messaging that conveys the community-wide benefit of cultural diversity and inclusion and the benefits of migration and settlement.
- 1.2.3** The council presents public narratives that showcase the experiences and contributions of migrants.

1.3

The local council leads and supports initiatives that nurture connections between migrant and receiving communities. Demonstrated by:

- 1.3.1** The council proactively and publicly welcomes new migrants and supports activities that bring migrant and receiving communities together.
- 1.3.2** The council facilitates opportunities for representatives of migrant and receiving communities to discuss community issues of mutual interest openly and respectfully.
- 1.3.3** Council invites local Aboriginal and Torres Strait Islander Elders and communities to partner, co-design and participate in a range of activities that bring migrant and receiving communities together.

1.4

The local council prioritises and resources welcoming and inclusion work across the organisation. Demonstrated by:

- 1.4.1** Sufficient resources are allocated across the council's staffing and operations to support welcoming and inclusion work.
- 1.4.2** The council's leadership actively supports the principles of inclusiveness, openness, respect and acceptance of all cultures.

17

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2.0 Social and Cultural Inclusion

People who live
in a Welcoming City
feel safe, accepted
and included in
their community.

The local council encourages diverse cultural expression and facilitates positive relationships between migrant and receiving communities: recognising that our myriad of cultures, heritage and backgrounds are strengths that add value to social and cultural life.

A Welcoming City's policies, plans and practices reflect and respond to the diversity of the people who make up the local community.

All residents have equitable opportunities to access community information and services and participate in local activities and decision-making processes. Residents feel welcome to fully express their cultural identity. People are confident that their voice will be heard, and their needs understood, regardless of their culture, heritage or background.

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- 2.1** The local council ensures that its policies, plans and practices reflect and respond to the diversity of the community. Demonstrated by:
- 2.11** Demographic data is being collected and analysed to build an intersectional understanding of the cultural, religious, age, gender and linguistic composition of the local community. This data is used to inform council decision-making.
 - 2.12** The council takes a proactive role in preventing and addressing racism in the community.
 - 2.13** There are clear policies and procedures in place to address complaints of racism or discrimination in council programs, services and facilities.
- 2.2** The local council facilitates diverse cultural expression through a range of public activities and observances. Demonstrated by:
- 2.21** The council actively supports, organises and promotes events and activities that represent the diversity of the local community.
 - 2.22** Programs and initiatives that bring together diverse cultures and support opportunities for cultural expression and intercultural understanding are being actively supported and delivered.
- 2.3** The local council ensures that different language groups in the community have equitable access to information and services. Demonstrated by:
- 2.31** The council uses local demographic data to assess language needs and provide critical information and updates in the most-needed languages.
 - 2.32** Information guides about council services are available in the priority languages within the local community.
 - 2.33** Accredited translators and interpreters are engaged to assist with council services and events when required.
 - 2.34** Council staff are aware of the need for interpreting services, and how to use and access them.
 - 2.35** Processes are in place to ensure that council information is provided to community members in clear, plain language.
 - 2.36** A universally accessible council feedback and complaints process is in place.
 - 2.37** Community members are provided with accessible information and support around dispute resolution and local by-laws.
 - 2.38** The council advocates on behalf of its community to other tiers of government and associated agencies, to ensure that essential information and services (such as emergency management and health information) are accessible to migrant communities, including via non-traditional methods.

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2.4

The local council understands where structural inequalities and barriers exist and advocates to improve access and inclusion for local communities wherever possible. Demonstrated by:

- 2.41 Community members are being referred by council to accessible information about preventative health and wellbeing programs, public health risks and community activities.
- 2.42 The council advocates for more accessible and inclusive community outcomes when advising stakeholders involved in developing local community housing and affordable housing initiatives for migrant communities.
- 2.43 The council advocates for and advises transport services and associated stakeholders to identify accessible, safe and affordable transportation services for migrant communities.
- 2.44 The council collaborates with local police to proactively identify and address concerns local migrant communities may have about policing.
- 2.45 The council is collaborating with local police to build positive connections through community liaison, outreach and information sessions.
- 2.46 The council advocates to other tiers of government about inequalities affecting local residents. Advocacy topics include, but are not limited to, visa conditions, migration regulations, access to justice, affordable health care and social safety nets.
- 2.47 Diverse communities are being considered and consulted in local climate change-related emergency preparedness and recovery activities.

2.5

The local council embeds broader diversity and inclusion approaches across the organisation. These approaches recognise that First Nations peoples, women from migrant backgrounds, younger and older people from migrant backgrounds, people living with disability, and people who identify as LGBTIQ+ often face additional barriers. Demonstrated by:

- 2.51 Cross-departmental initiatives and strategies within the council intentionally seek to address specific barriers to access and inclusion. The additional challenges of intersectional disadvantage in policy and practice are also being actively addressed.

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Welcoming
Cities
facilitate
diverse
cultural
expression
and support
residents to
participate
in the
community.

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THE STANDARD

THE WELCOMING CITIES STANDARD

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3.0 Economic Development

An inclusive economy
relies on the active
participation of all
residents, including
new arrivals.

A Welcoming City recognises that people of
all backgrounds contribute unique talents
and experiences to grow and support the
local economy.

A Welcoming City employs a diverse
workforce and facilitates access to
opportunities for employment, business
development and entrepreneurship.

22

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3.1

The local council employs a workforce that is inclusive and diverse. Demonstrated by:

- 3.11** The council captures demographic data about its workforce, including whether people from diverse backgrounds are represented in leadership and decision-making roles.
- 3.12** Barriers such as unconscious bias, which may limit diversity, equity and inclusion in the council's employment practices, are being identified and addressed.
- 3.13** The council emphasises the value of a diverse workforce and encourages applicants from diverse backgrounds to apply.
- 3.14** Innovative approaches are being used to ensure that council job opportunities are promoted to a broad and diverse range of potential applicants.
- 3.15** The council provides work experience and other opportunities to help migrants overcome barriers to Australian experience.

3.2

The local council's approach to local business sourcing and contracting reflects and responds to the diversity of the community. Demonstrated by:

- 3.21** Barriers preventing local businesses from accessing council tendering and contracting opportunities are being actively identified and addressed.
- 3.22** The council ensures that its procurement policies and practices support inclusive decision-making and identifies opportunities to engage local suppliers from across the full diversity of the community.

3.3

The local council partners with the local business community to identify strategic opportunities for economic development and encourage local jobs for local people, including for people from migrant communities. Demonstrated by:

- 3.31** The council partners with employers, local chambers of commerce, financial institutions, employment services, and relevant community organisations to identify opportunities and needs for future planning and investment.
- 3.32** The council works with employers, local chambers of commerce and other relevant community-based organisations to identify and address barriers to local employment.
- 3.33** Information about work rights and services is being shared and promoted to support migrant workers.

3.4

The local council supports both receiving and migrant communities to advance economic development opportunities. Demonstrated by:

- 3.41** The council facilitates networking events, business development workshops, mentoring and other activities that grow local skills, knowledge and commerce and are accessible to all community members.
- 3.42** The council supports and promotes cultural initiatives and activities that enhance the visitor economy by drawing visitors to the community.

23

THE STANDARD THE WELCOMING CITIES STANDARD

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4.0 Learning and Skills Development

A Welcoming City promotes a culture of inclusive, lifelong learning and knowledge sharing within its community and through council-run facilities.

Individuals and communities are empowered and strengthened because there are ample opportunities to learn new skills, access education and vocational training, volunteer and pursue personal development.

24

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4.1

The local council works closely with community facilities such as libraries and community centres to support learning and inclusion for migrant communities. Demonstrated by:

- 4.11** The council advocates for and supports programs and initiatives that connect migrant communities to existing support services including education, health and settlement services.
- 4.12** Local libraries provide access to collections that reflect the diversity of the community
- 4.13** Library programming responds to the diversity of the community
- 4.14** Learning and skills development opportunities are being provided for children and young people from migrant communities through collaboration with local playgroups and early learning services.

4.2

The local council encourages and facilitates learning and skills development opportunities that enable people from migrant communities to participate in community life. Demonstrated by:

- 4.21** The council provides referrals and support to help members of migrant communities to learn and practise English.
- 4.22** Council initiatives actively encourage and support migrant and receiving communities to share their history, ideas, knowledge and experience to grow mutual cultural understanding.
- 4.23** Council staff receive ongoing professional development that increases their ability to engage with and respond appropriately and effectively to the needs of a culturally diverse community and that also values First Nations communities.

4.3

The local council supports people from both receiving and migrant communities to celebrate and participate in volunteering. Demonstrated by:

- 4.31** The council identifies and supports volunteering opportunities that bring people from migrant and receiving communities together to encourage dialogue and foster relationships.
- 4.32** The diverse range of contributions from volunteers throughout the local community are being recognised and celebrated, including informal and non-traditional forms of volunteering.

25

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5.0 Civic Participation

In a Welcoming City, all residents are encouraged to participate in council elections, decision-making, community groups, events and forums.

The community thrives because there are ample opportunities for citizens to engage in civic life and community activities. Civic leadership reflects the diversity of the community.

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- 5.1** The local council creates opportunities for members of both migrant and receiving communities to actively contribute to strategic and community planning processes. Demonstrated by:
- 5.11** People from migrant and receiving communities are encouraged and supported to contribute to the development, implementation and review of council policies and plans.
 - 5.12** Community representatives advise council on issues relating to migration, settlement and the representation of marginalised communities.
 - 5.13** The council uses inclusive decision-making processes, including participatory processes, to ensure that the perspectives of both migrant and receiving communities are being represented and considered.
- 5.2** The local council advances civic participation among both receiving and migrant communities. Demonstrated by:
- 5.21** Accessible information about the role and responsibilities of local government, and civic participation opportunities, is available to all citizens, including new arrivals.
 - 5.22** Culturally diverse groups are actively encouraged and supported to participate in public forums and council meetings.
 - 5.23** The council promotes and facilitates opportunities for representatives from culturally diverse groups, including young people and seniors, to participate in all council advisory committees and reference groups.
 - 5.24** The council initiates and supports opportunities for people from both migrant and receiving communities to take up civic leadership roles.
- 5.3** The local council supports and celebrates the attainment of Australian citizenship. Demonstrated by:
- 5.31** The council shares information with migrant communities that explains the pathways and processes for obtaining citizenship.
 - 5.32** The council hosts and promotes public ceremonies to acknowledge and celebrate local migrants who become Australian citizens.
- 5.4** The local council encourages and assists all eligible residents to enrol to vote and participate in elections. Demonstrated by:
- 5.41** The council works with the relevant Electoral Commission to educate local community members to enrol and vote in local, state and federal elections.
 - 5.42** The council works with the relevant Electoral Commission to educate non-citizens about their eligibility to vote in council elections.
 - 5.43** The council works in collaboration with relevant stakeholders to educate residents from diverse backgrounds about how to run as candidates in council elections.

THE STANDARD THE WELCOMING CITIES STANDARD

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6.0 Places and Spaces

A Welcoming City contains public spaces and facilities that enhance liveability, social cohesion and inclusion for all residents.

A Welcoming City engages with diverse communities to ensure that urban planning and design processes for public spaces are responsive to community needs and that all residents can easily use those places to share and celebrate their cultures.

By incorporating inclusion, diversity and accessibility principles into the design and function of local places and spaces, the council is supporting everyone in the community to feel safe and valued. Once the existing barriers to access have been removed, local people can develop a deeper sense of belonging.

28

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6.1

The local council ensures that public spaces and facilities are safe and accessible to all residents. Demonstrated by:

- 6.11** Culturally diverse groups are being consulted to ensure the council creates public spaces and community facilities that promote health and wellbeing, are accessible and inclusive, and respond to community needs and aspirations.
- 6.12** The council ensures that both receiving and migrant communities are consulted during urban planning processes.
- 6.13** Public spaces have signage that is inclusive of the diverse community.

6.2

Public spaces and facilities encourage community interaction and facilitate diverse cultural expression and celebration. Demonstrated by:

- 6.21** Migrant communities are supported to use public facilities and spaces for cultural celebrations and intercultural connection.
- 6.22** The council supports public art and artists that reflect the diversity of the community.

6.3

The local council recognises Aboriginal and Torres Strait Islander and migrant heritage in public spaces and places. Demonstrated by:

- 6.31** Council partners with First Nations peoples to ensure that public spaces and places include acknowledgement of First Nations people, stories, significant events and languages.
- 6.32** Public art and cultural storytelling initiatives are being supported by the council to enhance public spaces and facilities.

6.4

The local council works with local clubs and facilities to ensure they represent the diversity of the community.

- 6.41** Local clubs are being supported to create inclusive and welcoming environments.
- 6.42** The local council works with community and recreational facilities (including swim centres and gyms) to advocate for and provide inclusive programming.
- 6.43** Local sport and recreation facilities are inclusive, adaptable and responsive to the diversity and needs of the community.

29

ASSESSMENT
THE WELCOMING CITIES STANDARD
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To cater for the diversity of local councils, and their communities, The Welcoming Cities Standard has a range of entry and accreditation levels.

There is no obligation or requirement for councils to progress through the accreditation levels. However, accreditation expires (and can be renewed or progressed) every three years.

Assessment and Accreditation

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Level	Description	Assessment
 Committed <small>WELCOMING CITY</small>	<p>A Committed local council has publicly stated their intent to champion the principles of welcoming and inclusion.</p> <p>Committed local councils join a network of like-minded peers, and gain the benefit of support and experience to chart their progress and identify the next steps towards becoming a Welcoming City.</p>	<p>Welcoming Cities Commitment Form signed by either the Mayor or CEO</p>
 Established <small>WELCOMING CITY</small>	<p>An Established Welcoming City has taken action towards becoming a more connected and cohesive community.</p> <p>Established Welcoming Cities have cemented their status as a key member of the network and driver of cultural change. They have a clear assessment of their current position.</p>	<p>Mandatory criteria and indicators across all six categories of the Standard are met.</p> <p>A Welcoming Cities assessor verifies the application.</p>
 Advanced <small>WELCOMING CITY</small>	<p>An Advanced Welcoming City is celebrating success in initiatives and policies that foster economic, social and cultural inclusion.</p> <p>Advanced Welcoming Cities are projecting their reputation as a leader of the sector and are prominent members of the network.</p>	<p>Mandatory criteria and indicators across all six categories of the Standard are met. Plus additional indicators to a total of 60% of all indicators (45/76).</p> <p>A Welcoming Cities assessor verifies the application.</p>
 Excelling <small>WELCOMING CITY</small>	<p>An Excelling Welcoming City is setting and achieving targets across its full range of services and partnerships.</p> <p>Excelling Welcoming cities are achieving at a high level, and serve as an example of success for other councils.</p>	<p>Mandatory criteria and indicators across all six categories of the Standard are met. Plus additional indicators, to a total of 95% of all indicators (70/76).</p> <p>A Welcoming Cities assessor verifies the application.</p>
 Mentoring <small>WELCOMING CITY</small>	<p>A Mentoring Welcoming City is confidently embedding the framework and its principles across the organisation.</p> <p>Mentoring Welcoming Cities lead the sector by example, lending their considerable expertise to build the capacity of their peers.</p>	<p>Achievement of Excelling level and submission of Mentoring Application</p> <p>A Welcoming Cities assessor verifies the application.</p>

30
31

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Accreditation Scoring Rubric

Evidence category:	Council policy/plan/ framework evidence
Compliance Level/s:	
1. No compliance	No evidence of the existence of a relevant policy/plan/strategic framework.
2. Low compliance	A relevant policy/plan/strategic framework is in the planning or development phase.
3. Partial compliance	There is a relevant and current policy/plan/strategic framework, but no plans for review exist; there is no clear party responsible and/or desired outcomes detailed.
4. High compliance	The relevant policy/plan/strategic framework is current and regularly reviewed, spanning (at least) the three-year Accreditation period. Key responsibilities and/or intended stakeholders are defined, along with desired outcomes/measures.
5. Full compliance	The policy/plan/strategic framework is embedded in various functions in the council. Policies are active across a range of functions/ departments in the council. As well as responsibilities being defined, there is advocacy from senior leaders within the council (e.g. endorsement by the mayor or senior councillors). Evaluation practices exist to continuously improve policy.

ASSESSMENT

THE WELCOMING CITIES STANDARD

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Compliance and Good Practice

The International Social and Environmental Accreditation and Labelling (ISEAL) Alliance defines a Standard as a "document that provides, for common and repeated use, rules, guidelines or characteristics for products or related processes and production methods, with which compliance is not mandatory".

ISEAL views a Standard as a powerful market-based approach for creating positive social, environmental and economic change, and driving transformation in how entities deliver goods and/or services. A Standard defines what is expected and sustainable for a particular sector, drives and maintains change with a verification process, and has additional tools and activities in place for tracing certified goods and/or services. Through all of this, a Standard brings together all entities in the ecosystem and builds their capacity as they move from baseline to higher performance standards.

Standards are living documents that reflect societal understanding of good practice for a given sector or industry. As such, the Standard will evolve over time.

New insights gained from implementation of the standard, plus increased interest from stakeholders due to uptake of the Standard, will yield new knowledge and improvements that need to be integrated into the Standard's requirements. Common practice is to review a standard every three to five years and Welcoming Cities is committed to continuous improvement.

The development and revision of *The Welcoming Cities Standard* has been guided by ISEAL's Codes of Good Practice and Credibility Principles.

In the development of this Standard, Welcoming Cities has extensively consulted international, national and local stakeholders, including peak bodies, government associations, commissions and all tiers of government.

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Advisory Committee

With thanks to the Advisory Committee members who have supported the revision to the Welcoming Cities Standard.

[Chair] Dr Faiza El-Higzi OAM,
Queensland University of Technology

Beth Hall, Federation of Ethnic
Communities' Councils of Australia
(FECCA)

Allan Mills, Deloitte Australia

Anthea Hancocks, Scanlon Foundation

Dewani Bakkum, Settlement Council
of Australia (SCoA)

Huss Mustafa OAM, Commonwealth
Bank of Australia

Aleem Ali, Welcoming Australia

Rana Ebrahimi, Multicultural Youth
Advocacy Network (MYAN)

Rebecca Wickes, Griffith University

Peter Morris, Reconciliation Australia

Kathryn Arndt, Victorian Local
Governance Association

Trudi Bartlett, Business Lead, NBN Co
Darling Downs and South West region

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We would particularly like to acknowledge the contributions and advice from:

Australian Human Rights Commission
Australian Multicultural Council
Cities of Migration
Deloitte Australia
Federation of Ethnic Communities' Councils of Australia
Immigration New Zealand
Monash University
Municipal Association of Victoria
Office of Multicultural Interests, Western Australia
Reconciliation Australia
Refugee Council of Australia
Regional Australia Institute
Settlement Council of Australia
Victorian Government
Welcoming America
VicHealth

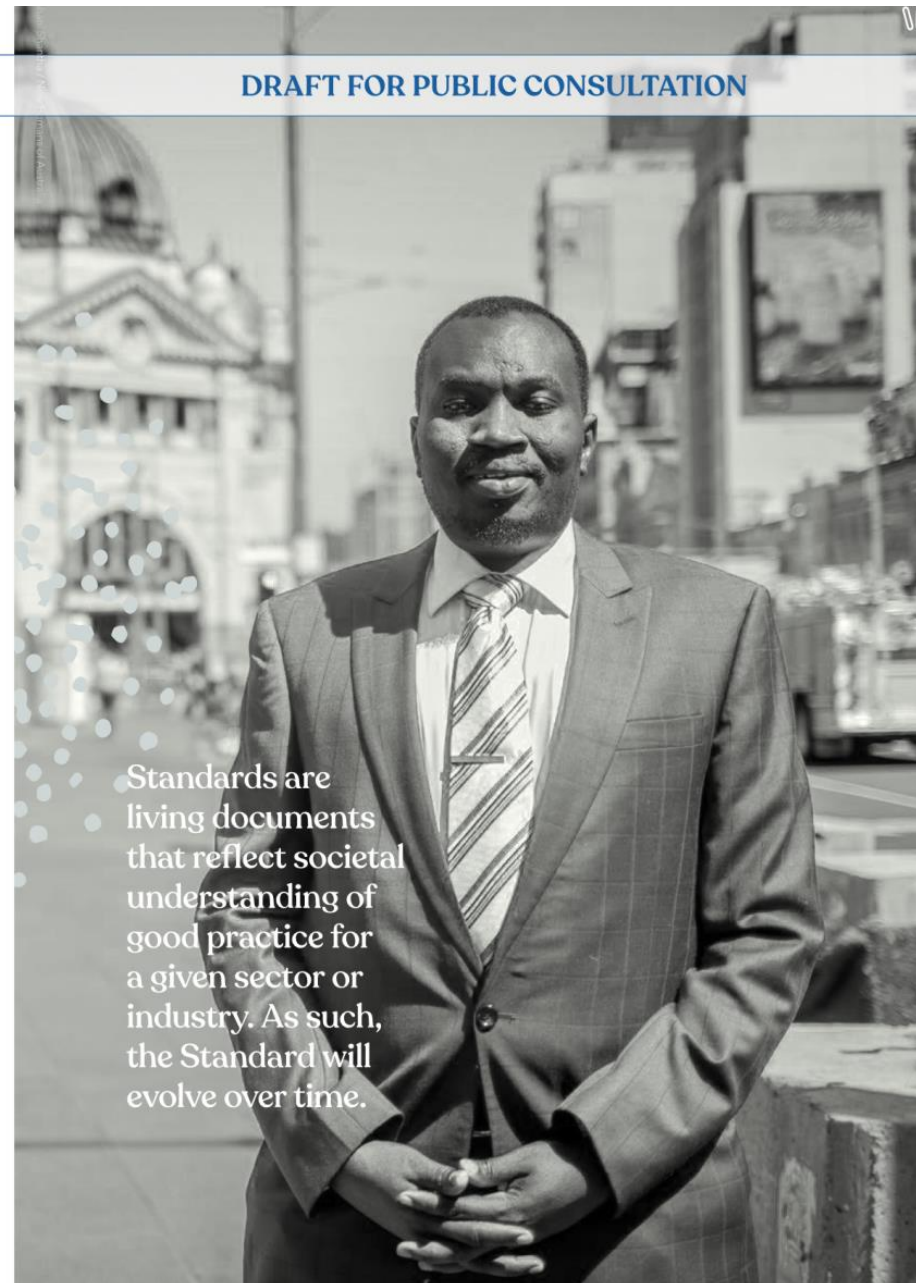
We would like to thank the members of the Technical Committee who have provided in-depth feedback and helped to shepherd the Standard to this point:

Sana Ashraf, ACT Government
Susana Ng, City of Sydney
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Tracey Grosser, Tatiara District Council
Alesano Schuster Nakhid, MBIE, New Zealand Government
Shabaz Fattah, City of Darebin
Nikki Williams, City of Greater Bendigo
Salwa Dastgeer, City of Greater Bendigo
Kelli Brown, Department of Children, Youth Justice and Multicultural Affairs – Queensland Government

We would like to thank **Nicole Gollan**, of Nik&Co for providing feedback on the Standard as a cultural consultant.

Welcoming Cities would like to thank our dedicated team, particularly **Bel Schenk**, for their hard work in drafting, incorporating feedback and redrafting this standard.

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Welcoming Cities

31/367 Collins Street
Melbourne, Victoria 3000
Australia



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 allows councils to benchmark progress and identify gaps in their welcoming and inclusion practice.

Getting started

Once a council has become a Committed member of the Welcoming Cities Network they can undertake accreditation. The first step is to decide which level of accreditation suits your council. The table below indicates the categories (1-6) to be addressed in each level of accreditation. Evidence needs to be supplied for each indicator of the relevant categories.

Evidence Categories

The six categories and associated indicators have been extensively developed and reviewed to ensure they are the leading practice indicators for social cohesion in diverse communities. Evidence that a council is meeting these indicators is uploaded via the Accreditation Portal and is sorted into three key areas: Policy, Internal Implementation and External Implementation.

 Committed	 Established	 Advanced	 Excelling	 Mentoring
Council signed on to be a member of the Welcoming Cities Network	1. Leadership	1. Leadership 2. Social & Cultural Inclusion 3. Economic Development	1. Leadership 2. Social & Cultural Inclusion 3. Economic Development 4. Learning & Skills Development 5. Civic Development 6. Places & Spaces	Excelling, plus approval by Advisory Committee

Accreditation Cost

Level	Cost
Established	\$2,000 for 3 years accreditation
Advanced	\$5,000 for 3 years accreditation
Excelling	\$10,000 for 3 years accreditation
Mentoring	No further cost to Excelling accreditation

All prices ex GST

In order to ensure the evidence submitted by councils is relevant and up-to-date, accreditation expires every three years. Councils wishing to maintain their level or progress to the next stage must re-apply.

Accreditation has provided the clarity of our strengths and areas for improvement, but it's also been very powerful in helping to demonstrate our commitment and leverage new partnerships and resources.

Steven Abbott
Manager, Community Partnerships
City of Greater Bendigo

Contact

info@welcomingcities.org.au
welcomingcities.org.au/get-involved



Welcoming Cities is an initiative of Welcoming Australia, supported by the Scanlon Foundation.

Assessment

Each level of accreditation is assessed to ensure the evidence submitted meets the criteria outlined in the Welcoming Cities Standard. There are different processes for each assessment.



Established Accreditation

The Established level of accreditation assesses a council's compliance with the Leadership category of the Welcoming Cities Standard. The self-assessment is completed by relevant council staff and signed off by the council's Mayor or CEO. It is then approved by Welcoming Cities staff.



Advanced Accreditation

The Advanced level of accreditation assesses a council's compliance with the first three categories of the Welcoming Cities Standard. The assessment is completed by relevant council staff and is reviewed by an expert external reviewer. Where possible councils will be supported by a similar accredited council. The intention of the peer-support is to encourage knowledge sharing and cooperation between councils.



Excelling Accreditation

The excelling level of accreditation assesses a council's compliance with all six categories of the Welcoming Cities Standard. Assessment is conducted by an expert external reviewer contracted by Welcoming Cities. Councils will receive an extensive report which outlines their rating and a set of recommendations for further improvement.



Mentoring Level Accreditation

All councils that achieve the Excelling Accreditation can apply to be recognised as a Mentoring Welcoming City. To be considered, a Council will submit a letter to the Welcoming Cities Advisory Committee outlining their intention to:

- provide leadership to the local government sector;
- build the capacity of the sector; and
- demonstrate innovation in welcoming initiatives.

For detailed information on the process of accreditation see [The Welcoming Cities Guide to Successful Accreditation](#).



COUNCILLOR ACTIVITY REPORTS

ITEM 1 COUNCILLOR ACTIVITY REPORT

RECORD NUMBER	24/55
RELATED FILE NUMBER	EF21/508
AUTHOR	Executive Assistant to the General Manager and Mayor

RECOMMENDATION

THAT Council notes the Councillor activity reports submitted for the period between 28 February to 27 March 2024.

Cr Tony Reneker

29 February 2024	Fivebough Tuckerbil Advisory Committee Meeting
4 March 2024	Meeting with Member for Farrer Sussan Ley & Yanco Town Improvement Committee Meeting
15 March 2024	Meeting with Helen Dalton MP and Landcom
18 March 2024	RAMJO Water Sub-Committee Meeting & Whitton Town Improvement Committee Meeting
20 March 2024	Citizenship Ceremony
22 March 2024	NSW Country Mayors Association Meeting & Meeting with Minister Rose Jackson and RAMJO Water Sub-Committee
25 March 2024	Leeton Shire Council & Narrandera Shire Council Airport Management Committee Meeting
26 March 2024	Collaborative Care discussions with Ministry of Health

Cr Tracey Morris

2 March 2024	'A Common Thread' Opening at LMAG & Leeton Sports Precent Parkrun
4 March 2024	Roxy Redevelopment Committee Meeting
6 March 2024	Yanco Community Councillor Catch Up
9 March 2024	Leeton Sports Precent Parkrun
25 March 2024	Roxy Redevelopment Committee Meeting

Cr Paul Smith

4 March 2024	Yanco Town Improvement Committee Meeting
6 March 2024	Yanco Community Councillor Catch Up
18 March 2024	Whitton Town Improvement Committee Meeting
25 March 2024	Leeton Shire Council & Narrandera Shire Council Airport Management Committee Meeting
