



LEETON
SHIRE COUNCIL

DELIVERY PROGRAM & *Operational Plan*

2017/18

REPORT FOR FOURTH QUARTER
APRIL - JUNE



A HEALTHY AND
CARING COMMUNITY



AN ACTIVE AND
ENRICHED COMMUNITY



A HEALTHY NATURAL
ENVIRONMENT



A THRIVING ECONOMY
WITH GOOD JOBS



A QUALITY BUILT
ENVIRONMENT

STRONG
LEADERSHIP

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Message From The General Manager

Introduction

Welcome to the fourth and final quarterly report for the 2017/18 Delivery Program and Operational Plan.

As in the first three quarters of the financial year, this report aims to keep the Community and Councillors up to date with how Council activity is tracking against what the organisation committed to do back in June 2017. We are continually improving and hope to introduce even better measures next year.

In reporting to Councillors and the Community, Responsible Officers have been asked to consider 3 things:

- How much have we done (effort)
- Where possible, how well have we done (efficiency and effectiveness)
- Where possible, how is the Council or the Community better off (outcomes, sometimes involving other parties' information)

Each of the six sections in this quarterly report are colour coordinated to reflect the aspirational themes identified in the Community Strategic Plan – Leeton on the Go. Responsible Officers are also required to identify the status of each action via a 'traffic light' system – see key on top of each action page.

As always, Council and its Senior Management Team welcomes feedback and questions from the Community as to how it is doing and whether there is more information required by the residents and ratepayers of Leeton Shire on progress being made. Please email alisonb@leeton.nsw.gov.au

April to June 2018 – Quarter 4

The lead up to Joint Organisations (JOs) has been a major feature of this quarter. In 2017 the State Parliament passed legislation to establish a network of JOs across regional NSW to help drive better planning, economic development and service delivery. These finally came into being in June this year with JOs formally constituted under the Local Government Act 1993.

Leeton resolved to join the Riverina and Murray Joint Organisation (RAMJO) after an attempt to align with Wagga Wagga and Narrandera Councils fell through at the eleventh hour. Our partner Councils in RAMJO include Albury, Hay, Berrigan, Murray River, Edward River, Federation,

Murrumbidgee and Griffith Councils. Carrathool and Narrandera Councils have signalled that they too will join RAMJO when the next round of JO legislation is passed. The NSW Government has provided \$300K to the JO to assist with establishment costs.

The former RAMROC held its final meeting at the end of June 2018. While that era is over, many of the good things about the ROC will be carried over into RAMJO. Beside the JO Board which is made up of the Mayors of each member Council, RAMJO will continue with a range of technical committees that allow staff to share ideas, learn from each other, procure services jointly and generally pursue best practice. Some of these groups include engineering, waste management, economic development, record keeping, and finance.

The most significant difference between a ROC and JO is that under a JO the State Government will now be sitting around the Board table doing strategic planning in collaboration with local Councils. This heralds an exciting new era and we certainly hope that this commitment develops into more than just words. Each JO has been allocated a very senior officer at the Regional Director level from the Department of Premier and Cabinet. They will have the ability to bring in relevant heads of State Agencies to ensure the right people are around the table when ideas are being discussed and decisions are being made.

In closing, look out for Leeton Shire Council's full Annual Report for FY 17/18, with narrative and financials, which will be tabled at the November 2018 Ordinary Council meeting for Councillors and Community to review.

Also, our sincere thanks to the community who engaged so meaningfully during the development of the 2018/19 Operational Plan, Budget, Fees and Charges. Council has signalled that staying Fit For the Future will be a challenge and that we are going to have to soon have a conversation about increasing revenue.



Yours faithfully

A handwritten signature in black ink that reads "Jackie Kruger".

Jackie Kruger

Operational Updates From The Directorates

Craig Bennett, Director – Corporate and Community

Some of the achievements in the Corporate and Community Directorate during Quarter Four were as follows:

Human Resources

A management mentoring program for the Environment & Engineering Directorate has commenced for all managers, this is designed as a one on one leadership skills development and will help manager's recognise new opportunities to improve effectiveness within the organisation. Performance Appraisals commenced in June 2018 and staff are assessed against set individual competencies and performance, a process which helps Council develop individual goals and learning programs.

Information Technology

NBN Fibre has been installed and awaiting commissioning by a telecommunications vendor. New IT telemetry system has been installed and commissioned to monitor network devices.

Governance and Corporate Planning

Council is looking to the future in establishing an Audit, Risk and Improvement Committee (ARIC) with a Draft Charter being placed on public exhibition for comment. This Committee will provide oversight to Council's operations and support business improvement across the organisation. Expressions of Interest are currently being sought for independent committee members to become part of the ARIC with nominations being received up until August 15.

Finance

Finance has implemented a new budget format. The format and structure has been modified so that all Responsible Officers now have their own allocations to manage and report as well as giving more transparency to Council's spending. The 2018/19 Budget was placed on exhibition on 10 May and adopted by Council at its meeting held on 27th June 2018.

Library Activities

ANZAC Display April-May

This display commemorated the service and sacrifices of Leeton military servicemen and women across all conflicts in the last 100 years. A selection of service men and women who have lived in the Leeton Shire were researched. The information will be held at the Leeton Library for all to access. This display was funded by the NSW Government in association with Leeton Shire Council. It was made possible by the support and contributions of the Aboriginal Lands Council, Leeton Family and Local History Society, members of the Leeton community and the research efforts of Leonie Murphy who collated the display.

Remembering Henry

As a means of acknowledging the 100 years since Australian poet Henry Lawson left the Leeton community, the Library held a special event on June 21. One of the meeting rooms at the library – the Yellow Room – was officially renamed the Henry Lawson Room in honour of the poet and his time spent living in Leeton. Council decided to rename the room late last year and those at the recent event were entertained by local thespian, Kevin Bush.

Community Development

NAIDOC Week activity

Leeton Shire Library and Community Development staff ran a Naidoc Week Storytime at Gossamer Park. Council celebrated Naidoc Week by hosting the Official Flag Raising Ceremony on 4 July. In line with the theme 'Because of Her, We Can', over 100 guests attended to celebrate the role that women have played - and continue to play - as significant role models at the community, local, state and national levels. Council was fortunate to have on display in its Foyer an artwork which has been by the Leeton and District Local Aboriginal Land Council. The artwork lists names of families who once resided at Warangesda Aboriginal Mission.

Chris Watson, Acting Director –Environment and Engineering

Some of the achievements within the Environment and Engineering Directorate in Quarter Four were as follows:

Footpaths and Street Trees

Programmed capital renewal footpath works have been completed in Pine Avenue. This section of Pine Avenue also included some integrated works with Telstra and NBN, the utility providers are yet to conduct their works. Council is working towards completion of Grevillia Street requirements by reviewing variations in driveway crossings. Town Centre Enhancement Project will address broad issues in Wade Avenue and Pine Avenue.

There have been 55 new trees planted in Q4. Locations include Blackwood Street, Golf View Estate and Court House area. Additional trees have been purchased to be planted in July.

Waste Management

This upcoming year the focus will be on landfill diversion. Council can improve the diversion rate by better education of landfill staff and the general public. I have started this process with staff starting to understand the value of resource recovery and better communication between staff and our rate payers. The first stage was to recover mattresses from landfill. The mattresses are now going to a company called Soft Landing to be recycled. This process will save valuable space in our landfill cell. The Whitton transfer station is high on the priority list with the emphasis on providing Whitton with a safe user friendly transfer station.

Water and Waste Water

Whitton Sewerage Pump Stations are now fully automated as well as six of the pump stations in the LSPS03 catchment area taking in Quandong St, Petersham Rd, Letona Place, Lake Paddock Drive, Parry Lane and Ellendon Place. Pump Station Panels for Yanco have been assembled and will be installed early in the new financial year. Large Pump stations are being fitted with variable speed drives that improve pump efficiency and reduce power consumption. In addition to this the new telemetry system allows council to utilise the off peak period power consumption more effectively by programming pump outs to the most cost effective time of day and minimising operation during peak power periods.

Local Environmental Plan Update

During this quarter Council received approval to commence the public consultation process to amend the Leeton LEP to introduce a wider range of residential accommodation within the Leeton CBD. This was completed on 10 May and 10 submissions were received. A report to Council was then presented to the Council meeting on 23 May 2018 at which Council resolved to finalise the application to the NSW Parliamentary Counsel to complete the process.

Container Deposit Scheme

The NSW Container Deposit Scheme (the Scheme) commenced on 1 December 2017, with a 10 cent refund claimable on eligible containers. Under the Scheme, operators of Material Recovery Facilities (MRFs) can claim a portion of the refund on containers collected from kerbside recycling using the MRF Protocol. Council has until 1 December 2018 to negotiate a refund-sharing agreement with the MRF. Council has hired the services of consultant Mike Ritchie to negotiate with this process. The current J R Richards bin collection contract is in the first stages of negotiations MRA consulting group is helping council through this period.

Showground Trust assistance

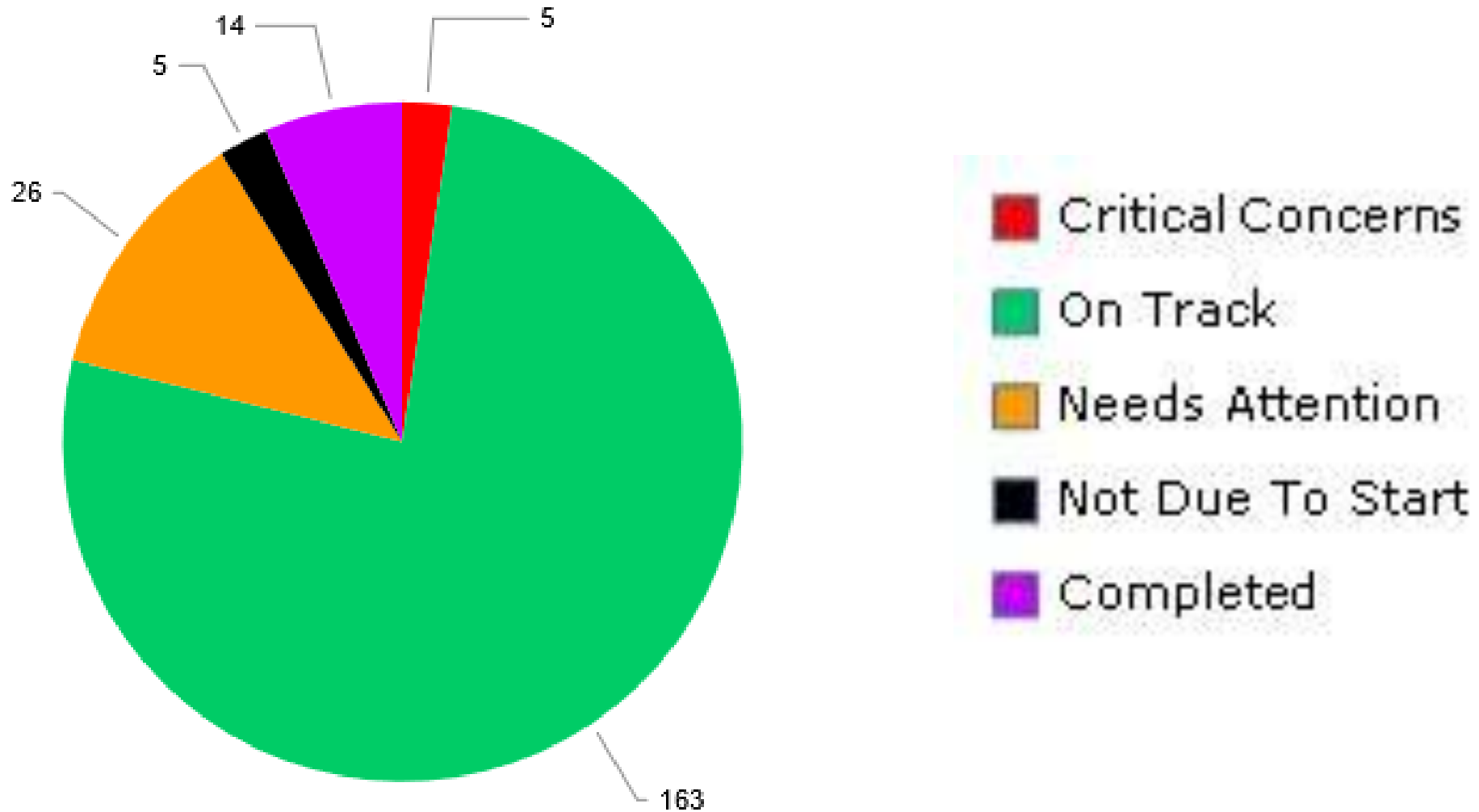
Council staff have provided assistance to the Showground Trust to enable a grant application under the PRMFP (Crown Lands) for a new grand stand and amenities building to be submitted. Council also engaged the services of Steven Murray Architect to provide preliminary detailed plans. An additional grant application has been made for supporting financial assistance under the Clubgrants Category 3 fund. This funding will support Councils own application for funding approval under the Stronger Country Communities Fund.

Infrastructure funding

Council is awaiting the outcome of the Regional Sports Infrastructure Fund having lodged a detailed application to undertake works on the redevelopment of the pool. Full design and tender package has completed by the Facility Design Group for the Leeton Pool redevelopment. EOI phase completed for the Head Building Contractor for the pool redevelopment construction and applicants have been shortlisted.

Overall Performance Snapshot

TOTAL ACTIONS - 213



At a Glance

Completed Items - as at June 30, 2018			
Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure	Further Detail
Provide a Skate Park in Leeton at Rotary Park	1.002a	Report on activity and progress against the Maintenance and Renewal programs - goal is to provide a skatepark that is in good working order with minimum disruption to service	Page 14
Support local apprenticeship, traineeship and work experience opportunities	2.005a	Report on number of apprenticeships/traineeships/work experience students within Leeton Shire Council – goal is to support 'Grow Our Own' workforce opportunities in and for the Shire	Page 19
Implement programs that foster responsible driving	4.001b	Report on road safety campaigns and trends in crash data in Leeton Shire – goal is to see a decline in crashes and an improvement in responsible driving	Page 34
Promote road safety through design and appropriate regulation	4.002b	Report on Traffic Committee meetings held and any major decisions/actions - goal is to ensure safety through good design and sensible regulation	Page 36
Promote and foster responsible pet ownership	4.03e	Provide ranger services	Page 40
Undertake Mosquito Monitoring Programs	4.005f	Report on findings and remedial actions undertaken – goal is to reduce risk of mosquito borne diseases in Leeton Shire	Page 43
Provide Hydration Stations in key areas of activity	6.013a	Report on progress against Maintenance, Renewal and Capital Works programs including new installations at Mountford Park, Leeton Ovals and Graham Park– goal is to offer safe drinking water to residents who are active or exercising	Page 52
Identify and manage high risk weeds in accordance with Leeton Shire Council's "Weed Action Plan"	9.001b	Report on progress including percentage of Weeds Action Plan (WAP) delivered – goal is to prevent incursions of weeds into Leeton Shire	Page 65
Implement energy saving programs at Leeton Shire Council	9.001c	Report on energy produced by Solar System at Fivebough Sewer Treatment Plant – goal is to reduce operational costs and Council's CO2 footprint	Page 67

Implement energy saving programs at Leeton Shire Council	9.003c	Report on the establishment of a renewable energy reserve fund for Leeton Shire – goal is to have funds ready to apply to innovative ideas that are investigated and approved	Page 67
Promote nature-based recreational/ tourism opportunities	10.001b	Report on activity and progress including participation rates where available – goals are to collaborate with Crown Lands and Water to increase visitation to Fivebough Wetlands and improve public facilities and to collaborate with NSW National Parks to increase visitation to the River and improve public facilities	Page 71
Provide Visitor Tourist Signage	13.006b	Report progress on refurbishment of Leeton Tourist and Event Promotional Signage in neighbouring shires – goal is to redirect traffic off the highways to Leeton and to promote dates for destinational events / festivals	Page 85
Maintain and improve Council's park network in accordance with Leeton Shire Council's "Parks and Playgrounds Inspection Plan" and "Playground Strategy"	17.002a	Report on progress against Maintenance, Renewal and Capital Works programs - Playgrounds (including car parking at Graham Park) – goal is to have suitably equipped playgrounds that are fun, safe, fit for purpose and cater for diverse needs.	Page 99/100
Run an active Community Engagement Program	19.001b	Report on engagement activity undertaken – goal is to have active and engaged citizens of Leeton Shire	Page 114

Critical Concern Items - as at June 30, 2018

Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure	Further Detail
Develop and maintain a new residents' kit	3.004d	Report on progress and number of kits issued or downloaded – goal is to ensure that new residents can quickly settle and develop a sense of belonging	Page 26
Undertake Food Inspection Programs	4.001f	Report on education activity, number of inspections undertaken and significant findings – goal is to ensure patrons can confidently consume food prepared by local businesses	Page 42
Undertake Skin Penetration Establishment Inspection Programs	4.002f	Report on education activity, number of inspections undertaken and significant findings – goal is to ensure that health risks to patrons using the service are minimised	Page 42
Operate sewer treatment services at Leeton, Yanco and Whitton	15.001b	Report on volume of sewerage treated per plant – goal is to have sufficient capacity to provide for community, business and industry needs	Page 91/92
Develop a Stormwater Drainage Asset Management Plan	15.006a	Report on activity and progress – the goal is to manage Council assets professionally using methods that inform long term financial planning	Page 107

Needs Attention Items - as at June 30, 2018

Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure	Further Detail
Maintain and promote Community Directory	3.001a	Report on currency of Community Groups/Services Directory on Council's website – goal is to support community to easily access community services in Leeton Shire	Page 22
Facilitate a Youth Committee and Youth Services	3.002b	Report on investigation into the set up of a Youth Council – goal is to introduce young leaders to local government and support them to become active and engaged citizens that can serve as the voice of youth to Council.	Page 23
Maintain and develop cemetery grounds in Leeton and Whitton	3.002f	Report on the development of the Cemeteries Asset Management Plan – the goal is to manage Council assets professionally using methods that inform long term financial planning	Page 29
Maintain and operate a Multipurpose Community Centre (MCC)	3.002g	Report on current tenancies in place relative to availability – goal is to ensure the facility is being fully utilised	Page 30
Implement Leeton Shire Council's Flood Mitigation Measure identified in Leeton Shire Flood Study	4.001d	Report on activity and progress – goal is to reduce the risk to people and property in Leeton Shire	Page 39
Support Whitton and Yanco Museums	8.003a	Report on activity and progress within available resourcing – goal is to support local committees to manage their collections, tell their stories and grow visitation	Page 58
Ensure the safe and efficient archiving of local historic artefacts	8.004a	Report on activity and progress – goal is to ensure collections in Council's control or under Council's influence are appropriately managed whether in storage or on display	Page 59
Promote water saving measures across Leeton Shire	9.001d	Report on activity and progress including water use trends – goal is to ensure treated town supply is not wasted	Page 69
Operate Resource Recovery Facility (includes Landfill) and Transfer Stations	9.004a	Report progress against Maintenance, Renewal and Capital Works program including completion of the next required waste cell at the landfill and new transfer station for Whitton (subject to funding) – goal is to ensure facilities are fit for purpose	Page 62

Needs Attention Items - as at June 30, 2018

Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure	Further Detail
Prepare a Waste Management Strategy for Leeton Shire	9.008a	Report on activity and progress – goal is to set a clear vision / direction that will drive future delivery programs	Page 64
Convene a tourism leadership group for Leeton Shire	13.005b	Report on meetings held and any major decisions/actions - goal is to drive an increase in visitation and bed nights in Leeton	Page 84
Operate water treatment services at Leeton, Whitton and Murrarni	15.003a	Report on progress against maintenance, renewal and capital works programs including the upgrade of Murrarni Filtration Plant – goal is to ensure that facilities are reliable and fit for purpose	Page 89
Provide reticulated services in Leeton, Yanco, Wamoon, Whitton and Murrarni	15.004a	Report on progress against Maintenance, Renewal and Capital Works programs including water main replacements in Willow, Mallee Streets, Beech Streets and water meter replacements – goal is to ensure that the network is reliable and fit for purpose	Page 90
Operate sewer treatment services at Leeton, Yanco and Whitton	15.004b	Report on progress against Leeton Shire Council's Trade Waste program – goal is to ensure trade waste is appropriately managed so as not to compromise the effectiveness of the sewerage treatment plant and associated environmental outcomes	Page 91
Provide reticulated services in Leeton, Yanco, Wamoon, Whitton and Murrarni	15.005a	Report on performance against response times for customer requests – goal is to ensure the network reliably protects public health	Page 90
Provide reticulated services in Leeton, Yanco and Whitton	15.006b	Report on performance against response times for customer requests – goal is to ensure the network reliably protects public health	Pages 92/93
Operate sewer treatment services at Leeton, Yanco and Whitton	15.008b	Report on activity and progress - goal is to manage Council assets professionally using methods that inform long term financial planning	Page 91/92
Develop and implement a Leeton Shire "Traffic Management Plan"	16.006c	Report on activity and progress – goal is to ensure safe and efficient movement and parking of vehicles in Leeton, Whitton and Yanco.	Page 97
Apply robust policy to guide quality development across Leeton Shire	17.011d	Report on development and implementation of the "Leeton Shire Council Development Control Plan" - goal is to clarify development standards and provide greater certainty for both developers and community	Page 105/106

Needs Attention Items - as at June 30, 2018

Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure	Further Detail
Apply robust policy to guide quality development across Leeton Shire	17.013d	Report on development and implementation of the "Leeton Shire Council Section 64 Plan" – goal is to provide certainty to Council and developers about fees payable to burden or extend existing water and sewer infrastructure.	Page 106
Implement individual Training Programs for each Councillor	18.001b	Report on training undertaken – goal is to equip Councillors to be able to govern well by having a tailored training plan for each	Page 110
Promote and run a volunteer program at Leeton Shire Council	19.001a	Report on trends in volunteering in each area of Council – goal is to enhance the delivery of service through involving volunteers for mutual benefit	Page 113
Promote and run a volunteer program at Leeton Shire Council	19.002a	Report on Volunteer Recognition (including annual awards) – goal is to show that volunteers are valued and appreciated	Page 113
Coordinate an active Council Committee program	19.002c	Report on Section 355 Committee meetings held, key decisions made and outcomes achieved – goal is to support the delivery of outcomes via committees of Council that include volunteers.	Pages 117/118
Operate an efficient and effective Local Government Administration	20.005a	Report on Leeton Shire Council's Internal Audit Program and progress against corrective actions – goal is to see continuous improvement / achieve best practice across the organisation and ensure zero fraud	Page 122
Operate an efficient and effective Local Government Administration	20.010a	Develop and implement a Building Asset Management Plan – the goal is to manage Council assets professionally using methods that inform long term financial planning	Page 126

Not Due to Start Items – as at June 30, 2018

Delivery Program and Operation Plan (DPOP) Action	Action Code	DPOP Measure
Develop a Swimming Pool Asset Management Plan	6.007a	Report on activity and progress – goal is to manage Council assets professionally using methods that inform long term financial planning
Operate Resource Recovery Facility (includes Landfill) and Transfer Stations	9.005a	Develop an Asset Management Plan for the Resource Recovery Facility / Landfill – goal is to ensure the facility is managed professionally and appropriately informs the Long Term Financial Plan.
Develop a Parks and Playgrounds Asset Management Plan	17.004a	Report on activity and progress - goal is to manage Council assets professionally using methods that inform long term financial planning
Attract a strong pool of candidates for Local Government Elections in 2020	18.002b	Report on activity and progress - goal is to ensure voters can choose Councillors who they feel have the skills and values to best represent them.
Undertake a Customer Satisfaction Survey for Leeton Shire Council	20.016a	Report on results and recommendations – goal is to set a benchmark against which future performance can be improved or sustained (as relevant)

1-A HEALTHY AND CARING COMMUNITY

01 A community that focuses on being healthy

1a Provide exercise opportunities to increase fitness and wellbeing

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
1.02a	Provide a Skate Park in Leeton at Rotary Park	2017/18 - 2020/21	Report on activity and progress against the Maintenance and Renewal programs - goal is to provide a skatepark that is in good working order with minimum disruption to service	Leeton & Whitton Skate Parks have been routinely inspected and recorded as per the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. No issues or defects have been identified.	Manager Open Space and Recreation	●
1a.01	Provide an outdoor gym in Leeton at Rotary Park	2017/18 - 2020/21	Report progress against the Maintenance and Renewal programs – goal is to provide equipment that is in good working order with minimum disruption to service	Monthly inspections of equipment at Rotary Park have been completed and recorded as per the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. No issues or defects have been identified.	Manager Open Space and Recreation	●

1b Ensure the availability of appropriate health and social services

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
1.01b	Participate in the Local Health Advisory Committee (to advocate for quality services including the full re-instatement of maternity services at Leeton Base Hospital)	2017/18 - 2020/21	Report on activity and progress, most especially in relation to the full re-instatement of maternity services at Leeton Base Hospital – goal is to have a fully functioning hospital with a full suite of services	Leeton Local Health Advisory Committee (LHAC) meetings were held on 27 May 2018 and 26 June 2018. The purpose of the meeting in May was to determine roles within the committee and set focus for projects. LHAC discussed concerns regarding loss of staff, identifying a need to help promote a positive image. At the LHAC Meeting held in June the Cluster Manager for Narrandera, Leeton, Lockhart and Urana presented and advised that the June data would not be available until mid July, however, there were 14 births in the Leeton Facility in April/May and a total of 69 occasions of service by the Leeton Midwifery Group Practice. The staff member also advised of the following challenges currently being faced: nursing workforce, premium workforce costs, staff culture, vacancies in leadership team and operating theatre. There have also been some wins including Leeton Midwifery Group Practice success, recruitment of 2 Registered Nurses and Nursing Unit Manager recruitment.	Community Development Coordinator	●
1.02b	Advocate for accessible and quality mental health and drug and alcohol rehabilitation services	2017/18 - 2020/21	Report on activity and progress – goal is to support the community to have ready access to quality and timely service	Leeton Shire Council received correspondence from Griffith Community Drug Action Team requesting their involvement. Leeton responded with confirming that a staff member will attend the CDAT Meetings. The CDAT AGM was held on 2 May 2018, but staff were unable to attend due to prior commitments. The meeting was attended by representatives from Griffith City Council, community, Griffith Aboriginal	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				Medical Service, Marian Catholic College, Community Mental Health and Pathways. Staff attended the South West NSW Regional CDAT Conference held in Wagga on 10 May 2018 with other members of the Griffith CDAT. This was a valuable opportunity to discuss projects which could address challenges on a regional scale such as promotional campaigns.		
1.03b	Monitor provision of Home and Community Care Services (HACC) delivered by Pinnacle Community Services (under novation)	2017/18 - 2020/21	Report on services offered, client numbers and client satisfaction - goal is to ensure services are sustained at a high quality in Leeton Shire	Pinnacle Community Services - Temora are funded to provide four Commonwealth Home Support Programs to the Leeton community. When services were novated to Pinnacle, no provisions were made for the new provider to report to Council. It is understood that services are continuing unchanged.	Community Development Coordinator	●
1.04b	Support programs that enhance opportunities to increase doctor numbers in Leeton Shire	2017/18 - 2020/21	Report on the number of student doctors placed in Leeton Shire through the Student Doctor and Bush Bursary programs - goal is to encourage registrars to join GP services in regional towns like Leeton	The two student doctors from University of Wollongong completed their placement in Leeton in June 2018. Within the next quarter there will be a further influx of two student doctors completing their placement in Leeton from July 2018 to May 2019.	Community Development Coordinator	●

02 A community that embraces life-long learning

2a Provide a range of quality and affordable education opportunities from early childhood to adult learning

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
2.01a	Operate Leeton Early Learning Centre (LELC)	2017/18 - 2020/21	Report on number of students utilising facility relative to available places – goal is to run service with a strong reputation that is financially sustainable	On average the Rainbow Room has 16 children per day, with the Sunshine normally have 24 and 20 in the Preschool Room. This quarter seen the departure of one of the Qualified Early Childhood Teacher's the numbers that the service could provide for had to decrease to 59 places instead of the 60 they are licensed for. So at the present they are generally having one less in Sunshine Room (23). The wait list over the week is: Rainbow Room – 36 Sunshine Room – 14 Preschool Room – 15	Community Development Coordinator	●
			Report findings of compliance audits - goal is to run a fully accredited service	The railing outside the Preschool Room has been replaced to be compliant. This was an identified WHS issue in the previous quarter. Leeton Early Learning Centre staff and Community Development are working together to update and amend policies and procedures to ensure they are compliant with the new National Quality Framework introduced in January 2018. These are working documents and are to be updated on an ongoing basis. Community Development staff have been formally notified that the Leeton Early Learning	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>Centre (LELC) has been scheduled for assessment and rating against the National Quality Standard. The quality assessment process requires an authorised officer to visit the service and is scheduled to take place between 1st August 2018 and 31st August 2018. Community Development Staff are currently working with LELC staff to ensure the Quality Improvement Plan is up to date.</p> <p>Areas which have been identified for improvement are:</p> <ul style="list-style-type: none"> - Lawn maintenance - Display of amended and new policies - Consistency with rosters - Improving the outdoor environment to be more aesthetically pleasing 		
2.02a	Operate Leeton Out of School Hours Care (OOSH) and Vacation Care Program	2017/18 - 2020/21	Report on number of children utilising service relative to available places – goal is to run a fully accredited service with a strong reputation that is financially sustainable	<p>There are 40 spaces available per day in Out of School Care and 50 spaces available per day on Vacation Care.</p> <p>Within this quarter there were eleven weeks of Out of School Care and two pupil free/public holidays, therefore there were 2120 spaces available. Of this 2120 there were 1380 bookings which converted into 1098 attendances.</p> <p>There were also two weeks of Vacation Care (one day of closure due to the public holiday), therefore there were 500 spaces available. Of this number there were 399 bookings which converted into 346 attendances. It is important to note that vacation care bookings are paid on</p>	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>booking by clients and can not be refunded. It is also important to acknowledge that vacation care is impacted on the type of program which is delivered. Excursions are more favoured upon by clients but it can not be catered for regularly due to budget restrictions. In saying that, according to the period to date actual income in comparison to period to date budget for Out of School Care the service is tracking 5.85% ahead of what was budgeted for and Vacation Care 14.27% ahead of what was budgeted for. Staff have further promoted the service through Councils News in The Irrigator and School Newsletters. In the next financial year LOOSH staff are going to investigate the opportunity of calling out for assistance from the community to collect resources for the centre.</p>		
			Report findings of compliance audits - goal is to run a fully accredited service	The application for a new person with control and/or management of the service has been approved which ensures the service is operating according to the National Quality Framework. There have been no compliance issues identified within this quarter.	Community Development Coordinator	●
2.03a	Support local apprenticeship, traineeship and work experience opportunities	2017/18 - 2020/21	Report on number of apprenticeships/traineeships/work experience students within Leeton Shire Council – goal is to support	During the quarter Leeton Shire Council had one (1) ongoing apprenticeship in Open Space & Recreation Department for Greenkeeping and one (1) other apprentice at the Golf Course. There was also two (2) traineeships in Early Childhood Education at the LELC. Finally, one	Manager Human Resources	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			'Grow Our Own' workforce opportunities in and for the Shire	work experience student from Coleambally Central School worked in Finance and one work experience student from Barellan Central School is currently working in the Rates Section.		
2.04a	Provide a library service with high level programming and events	2017/18 - 2020/21	Report on activities/programs run and attendance numbers – goal is to create a library that is responsive to community needs and aspirations	Library Programs for April-June inclusive. Brain Games 173 participants, 11 sessions; Preschool programs 649 participants, 34 sessions; 217 Knitters, 26 sessions; Book Group 14 participants, 3 sessions ; Lego Club 110 participants, 12 sessions. In addition the library developed and presented the ANZAC display. Schools and preschools approached the library to have regular storytime sessions - 3 sessions 190 participants.	Library Assistant	●
			Report on number of items borrowed (books, ebooks, cds, etc) – goal is to have a contemporary collection that is well utilised	8,386 items were borrowed. 724 DVDs, 4,047 Adult fiction, 812 Non-fiction, 18 Adult Literacy, 251 magazines, 50 Inter-library loans, 50 Young adult fiction, 24 Music CDs, 1,778 Junior fiction, 170 e-audio, 159 e-books and 130 e-magazines. Acquisitions. 1,234 acquisitions were made including 174 donations, 30 interlibrary loans and 508 ebooks/eaudio (consortium purchases). Deletions. 1,539 discards including 47 interlibrary loans and 72 ebooks/audio (consortium deletions)	Library Assistant	●
			Report on registered and active library membership trends – goal is to maintain or grow numbers of active members	66 new members were added in Q4. The library has 5,437 members of which 2,091 have not used their card in the last 5 years leaving 3,346 active members.	Library Assistant	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
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2b Provide access to Information Technology Networks

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
2.01b	Advocate for NBN rollout to be optimised across Leeton Shire	2017/18 - 2020/21	Report on take-up rate of NBN – goal is to ensure that NBN is fit for purpose and being fully utilised by industry, business and residents across Leeton Shire	NBN report an average take up rate for fixed wireless to the Leeton area of around 47.5% and an average take up rate for fixed line to the Leeton area of around 50.5%.	Economic Development Coordinator	●
2.02b	Provide free Wifi services in Leeton CBD and key Council facilities	2017/18 - 2020/21	Report on number of people accessing free Wifi services – goal is for all community to be digitally active and able to access Council's website and engagement platforms	The community Wi-Fi statistics for Q4 are: - 159 New Users, 250 repeat users, and 338 unique users - Average data downloaded was 556.7MB, with an average of 45 minutes spent online - Top 10 locations users originated from were: Leeton (75), Griffith (7), Narrandera (7), Sydney (6), Wagga Wagga (4), Yanco (3) - There were no failures reported from 1 April 2018 until 30 June 2018.	Manager Information Technology	●
2.03b	Connect Council Main Administration Building in Chelmsford Place to NBN Network	2017/18	Report on progress and implementation – goal is to ensure internet capability is optimised for all Council services (speed and reliability)	NBN fibre has been installed into the Library and Main Council Office. We are now awaiting quotes and pricing from vendors for services to run over the NBN that has been installed.	Manager Information Technology	●

03 A community that is friendly and inclusive

3a Help community to access community services

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01a	Maintain and promote Community Directory	2017/18 - 2020/21	Report on currency of Community Groups/Services Directory on Council's website – goal is to support community to easily access community services in Leeton Shire	<p>Community Development Staff have mapped local services according to what already existed and researched how to best present the Community Services Guide. Staff have approached the Communications team at Council to determine opportunities for implementing an online guide. Due to work commitments the Communications team have requested the project be pushed to the next financial year.</p> <p>In the meantime the Community Development Team have developed and promoted a proposed Leeton Community Services Expo and requested services complete an Expression of Interest form. This will allow the Community Development to further map which services are based and outreach to Leeton.</p>	Community Development Coordinator	●

3b Provide opportunities and support for the youth of Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01b	Facilitate a Youth Committee and Youth Services	2017/18 - 2020/21	Report on meetings held and any major decisions/actions - goal is to engage with youth and support	On Monday 2 April the Leeton Youth Committee hosted the 15th Annual "Riggs Cup" Riverina Skate Championships which attracted a crowd of 150 plus. The day included the youth committee hosting a BBQ and drinks van. Leeton Youth Week 2018 ran from 13-22 April with a full two week program. The Community Development Team drew on the support of many including the Library, Roxy, Community Op Shop, GetSet Inc. Totem Skateboarding and Remy Pages. The main event for the program was an outdoor movie night screening Jumanji: Welcome to the Jungle with over 50 people in attendance. The Youth Committee also coordinated Totem Skateboarding to run workshops in Yanco and Whitton.	Community Development Coordinator	●
			Report on investigation into the set up of a Youth Council – goal is to introduce young leaders to local government and support them to become active and engaged citizens that can serve as the voice of youth to Council.	No direct progress has been made within this quarter due to the focus on the Riverina Skate Champs and Youth Week 2018. Staff have contacted the team at Federation Council to discuss their Youth Action Team and how they received funding to set it up. However, this committee acts as their 'youth committee'.	Community Development Coordinator	●

3c Advance the wellbeing of Leeton Shire's elderly residents or residents living with a disability

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01c	Develop and implement an Ageing Strategy for Leeton Shire	2017/18 - 2020/21	Report progress against the Leeton Shire Ageing Strategy – goal is the ensure older residents can live fulfilled and inclusive lives of a good quality in Leeton Shire	Leeton Seniors Festival ran from 4 – 15 April with support from the Leeton Shire Library and Leeton Roxy Community Theatre. The program of events included activities such as brain games and old time movies. The intention is to collaborate further with community groups in the next financial year to create a more diverse program. Community Development Staff also partnered with the Leeton Shire Library to develop and submit a funding application for Grandparents Day. If successful it is proposed that the Library will host a free intergenerational event which will include story time, craft activities, photo booth and morning tea.	Community Development Coordinator	●
3.02c	Implement the Disability Inclusion Action Plan (DIAP) for Leeton Shire	2017/18 - 2020/21	Report progress against the Disability Inclusion Action Plan (DIAP) – goal is to ensure people with a disability can live fulfilled and inclusive lives of a good quality in Leeton Shire	The car park at Graham Park has been completed and disability compliant parking spaces and access paths to the toilets were installed. Both toilet upgrades are programmed for next financial year. The disabled car park at Yanco Hall was also completed.	Community Development Coordinator	●
3.03c	Enforce Disability Car Park restrictions	2017/18 - 2020/21	Report on enforcement action undertaken – goal is to ensure that people with a disability can readily access shops and services	2 x park in disabled parking zone penalty notices issued 5 Parking Caution notices issued this quarter	Senior Ranger	●

3d Foster a cohesive community that welcomes new residents and values cultural diversity

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01d	Maintain and build Leeton's reputation as a "refugee friendly" Shire	2017/18 - 2020/21	Report on events held and participation rates – goal is to attract refugees to settle in Leeton, quickly assimilate and feel a strong sense of belonging	Refugee Week was held from 17 to 23 June 2018. Council staff provided event and promotional support to the Leeton Multicultural Support Group Inc. who ran a family fun event at Yanco Park on Sunday 24 June 2018. Council was advised that the joint Unity Grant application to the value of \$30,000 with the Leeton Multicultural Support Group and Western Riverina Community College was not successful.	Community Development Coordinator	●
3.02d	Support Multicultural Forums at the local and regional level	2017/18 - 2020/21	Report on meetings attended and any major decisions/actions at both local and regional levels – goal is to strengthen efforts to develop a cohesive and thriving community	The Multicultural Interagency Network meeting was held on 8 May 2018, however, Council staff were unable to attend. The minutes are yet to be received, however the agenda detailed the following in general business: - George Bisas, Director, Language Services, Multicultural NSW and Judy Saba, Diversity Training Coordinator. - Nick Meumann, Project Coordinator, Drug and Alcohol First Aid. Bloomfield Orange. - SRSS and Asylum seeker support - Employment. - Griffith Community Connections Hotdesk update. - Refugee Week Event 2018. The next meeting will be held Tuesday 7 August 2018.	Community Development Coordinator	●
3.03d	Host Citizenship Ceremonies	2017/18 - 2020/21	Report on number of Citizenship Ceremonies held and numbers	During the April-June Quarter of 2017-18, there were no Citizenship Ceremonies undertaken. However, the subject of Citizenship was placed on the Local	Governance and Corporate	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			naturalised – goal is to welcome and celebrate new Australian citizens living in Leeton Shire	Government National General Assembly Agenda by Leeton Shire Council with a call to the Federal Government to streamline and improve the citizenship application process.	Planning Coordinator	
3.04d	Develop and maintain a new residents' kit	2017/18 - 2020/21	Report on progress and number of kits issued or downloaded – goal is to ensure that new residents can quickly settle and develop a sense of belonging	No further progress has been made this quarter due to other competing priorities. This project will now become a collaborative project between the Community Services and Communications and Marketing teams during the first quarterly reporting period of the 2018/19 Financial Year.	Communications and Marketing Coordinator	●

3e Acknowledge the Wiradjuri people and strengthen relationships with the Indigenous Community of Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01e	Regular liaison with the Leeton Aboriginal community	2017/18 - 2020/21	Report on meetings held and any major decisions/actions - Leeton and Districts Aboriginal Lands Council (L&D LALC) – goal is to consult the Wiradjuri people of Leeton in key land use decisions, both strategic and development assessment	During this quarter there were no meetings with the L&DLALC to discuss strategic land use planning and development assessment.	Manager Planning, Building and Health	●
			Report on meeting held and any major decisions/actions - Aboriginal Interagency Meeting – goal is to support Leeton and Districts Aboriginal Lands Council to achieve improved social, economic, environmental and cultural outcomes for the Wiradjuri people of Leeton, including Wattle Hill which has a high proportion of aboriginal residents	Through the Community Strengthening One Off Grants, Leeton Shire Council supported the Leeton and District Aboriginal Land Council (LDALC) in running a 'Red Dust Healing' program on 12 June 2018 at the Leeton Roxy Community Theatre. The project was a partnership between Mission Australia, Intereach and LDALC. The event was open to all of community and provided an opportunity for attendees to self evaluate and address anger, grief, loss and other issues in their lives through a holistic approach. The Community Development Team commenced discussions with regards to NAIDOC Week which is to be held from 8-15 July 2018. Leeton Shire Council will be hosting an official flag raising ceremony on 4 July 2018 to ensure local schools are able to attend as NAIDOC Week falls within the school holidays. Parkview Public School Dance Ensemble have once again kindly agreed to perform at the event.	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>Community Development staff are continuing to work closely with LDALC and the Leeton Aboriginal Men's Group to ensure the Gossamer Park project (community shed and garden) is progressing. No further correspondence has been received with regards to the sculpture project in Drummond Park.</p>		

3f Provide cemetery services at Leeton and Whitton

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01f	Maintain and develop cemetery grounds in Leeton and Whitton	2017/18 - 2020/21	Report progress of maintenance and upgrades including the addition of plinths and footpaths in Leeton and drainage and gravel paths in Whitton – goal is to provide cemeteries that function effectively and are respectful to grieving families	New row of plinths completed and roses for planting in the new row have been ordered. Reconstruction of portable cemetery shelter completed.	Manager Open Space and Recreation	●
			Report on the development of the Cemeteries Asset Management Plan – the goal is to manage Council assets professionally using methods that inform long term financial planning	During this quarter work on the preparation of an Asset Plan has not progressed further other than a review of cemetery asset plans that have been prepared by other Councils in NSW.	Manager Planning, Building and Health	●
			Report progress on planning for cemetery expansion – goal is to ensure provision is made for future burial needs	During this quarter Council applied for a Licence from the NSW Department of Industry to undertake the required site investigation works to plan the extension of the Leeton Cemetery which will form the basis of a future application to acquire the site under the Land Acquisition (Just Terms Compensation) Act 1991.	Manager Planning, Building and Health	●

3g Provide a Multipurpose Community Hub to support local Community Groups and the residents they serve

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
3.01g	Maintain and operate a Multipurpose Community Centre (MCC)	2017/18 - 2020/21	Report on progress against Maintenance program – goal is to ensure facility remains in good working order, is fit for purpose and that any issues are dealt with promptly	Four faults were reported this quarter: - Two relating to security of the building - One being a cleaning contract issue - One being a pest control issue All issues have been addressed.	Manager Engineering Technical Services	●
			Report on current tenancies in place relative to availability – goal is to ensure the facility is being fully utilised	Council's Property Team is currently in the process of determining the market value of each office space to ensure we are comparable to the rental market in Leeton. New rental contracts are also being drawn up in preparation for the new financial year. As of June 30 three of the eight office spaces will become vacant due to Centacare relocating to a larger premises. Once the rental figure has been determined by the Property Team the Community Development Team can then advertise for new tenants.	Community Development Coordinator	●
			Report hire figures and income for the Training Room – goal is to ensure that the education room is being utilised and to track the types of user groups	There are currently four spaces for hire (CWA Hall, Gordon Hall and small meeting room as well as the Training Room). The total income of these hires for the April to June 2018 quarter was \$6,681 compared to \$3,460 from the previous quarter. The total income for bookings for the Training Room was \$3,200 in comparison to \$1,208 in the previous quarter. This is external to membership users. Hirer breakdown inclusive of casual and membership:	Community Development Coordinator	●

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DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				Training room full day: 24 days Training room half day: 37 days Meeting room full day: 0 day Meeting room half day: 0 day Gordon Hall booking full day: 31 days Gordon Hall booking half day: 26 days CWA Hall booking full day: 20 days CWA Hall booking half day: 18 days Including membership users, there were a total of 156 individual bookings with 15 user groups of which 7 were private users and 8 were community groups. In the April to June 2018 quarter, the Training Room was used predominantly by the Western Riverina Community College. Community groups have tended to use the hall space.		

04 A community that is safe to live in and move about

4a Advocate and support initiatives to reduce crime

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01a	Support initiatives to stop domestic violence	2017/18 - 2020/21	Report on activity and progress – goal is to support projects aimed at reducing / ending domestic violence and projects aimed at supporting the victims of domestic violence.	No meetings have occurred during this quarter.	Community Development Coordinator	●
4.02a	Participate in local "Neighbourhood Watch" program	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to support projects aimed at reducing crime in Leeton Shire	Staff also supported the Leeton Neighbourhood Watch Committee to coordinate a public meeting to address the current criminal activity occurring throughout the Shire.	Community Development Coordinator	●
4.03a	Reduce, prevent and mitigate graffiti and vandalism across Leeton Shire	2017/18 - 2020/21	Report on activity and progress – goal is to stamp out graffiti activity in Leeton Shire and address is quickly when it does occur.	No Graffiti incidents this quarter	Senior Ranger	●
			Report on graffiti rewards administered	No rewards requested or issued No Graffiti incidents reported or actioned this quarter	Senior Ranger	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.04a	Convene a Leeton Shire Crime Prevention Working Group	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to ensure regular dialogue and collaboration between Council and Police to increase safety and reduce crime in Leeton Shire	GM and Mayor met with the Officer in Charge of the Leeton Police Station on two occasions this quarter. Discussion included safety in Wattle Hill, better feedback to victims of crime and security on farms. Council has on five occasions provided CCTV footage to Police investigating crime, some of which have led to charges being laid. Staff attended the Annual Murrumbidgee Police District Community Safety Precinct Meeting on 21 June 2018. The purpose of the meeting was to provide an annual update of the crime statistics and trends in Leeton Shire. Staff were also involved in a meeting involved local Police, Family and Community Services and community members of Wattle Hill to discuss strategies to address challenges and issues occurring in this area of the Shire.	General Manager	●

4b Advocate and support road safety initiatives

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01b	Implement programs that foster responsible driving	2017/18 - 2020/21	Report on road safety campaigns and trends in crash data in Leeton Shire – goal is to see a decline in crashes and an improvement in responsible driving	<p>During the April-June Quarter the following road safety campaigns were implemented and completed for the year.</p> <p>Drink Drive project completed with advertising in the Irrigator and the Race program for Leeton Races.</p> <p>RSA Course that is run through RMS funding was completed with all 17 positions available taken within 48 hours of the Facebook post.</p> <p>Slow Down Around Town-Saw VMS boards installed as funded by RMS on MR80 to warn motorists to slow down due to extra wildlife on the road, the 2 Speed Advisory Signs remained out on local roads, Advertising for double demerits over June long weekend on Facebook - LSC posts seen by 10,800 people.</p> <p>The free Cuppa program continued to run in the Shire until the end of May at the Leeton Soldiers Club.</p> <p>4x Road Safety Projects were submitted for approval the 18/19 financial year.</p> <p>Evaluation report and completion reports were complete for the 17/18 Road Safety projects and they were all completed on time and within budget.</p> <p>A Stepping on Presentation was held on the 10th April at Leeton Hospital where the RSO discusses with older road users and pedestrians on how to maintain mobility and access in Leeton Shire using our current bicycle and footpath network.</p> <p>Environmental hazards, strategies for walking and using the kerbs and ramps, older driving licensing, misunderstood road rules and mobility scooters are</p>	Road Safety Officer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
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DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>also briefly touched on and discussed during this presentation that is run in conjunction with the Physiotherapist and Occupation Therapists in Leeton hospital.</p> <p>The Stepping On program is ran weekly over 6 weeks through the Leeton hospital aiming to reduce the number of falls and accidents in the elderly with the RSO presenting for one of those weeks.</p> <p>Bus Operator Meeting was held requesting signage along some routes and turn around signage at some locations</p> <p>Consultation with stakeholders to complete the works at Yanco Public School through the Safety around Schools Funding to install blisters to improve the Children's Crossing at Yanco Public School</p> <p>School Zones have been re-visited with an extension proposed for around Parkview and St Josephs primary school.</p> <p>2xsets of flags where re-issued to Leeton Public and Yanco Public School after their had been stolen.</p> <p>2x banners where placed at primary school to remind parents of the different signage they may face in school zones (see attached picture)</p> <p>Crash Stats where analysed and put into the Road Safety Action Plan to help put together Road Safety program for 18/19 financial year. .</p> <p>Balckspot funding is currently being looked to apply for the 19/20 financial year.</p> <p>The 3 year Action Plan for Road Safety in Leeton is also currently being updated to identify projects for the next 3 years.</p> <p>Council's crash stats are obtained form the Transport</p>		

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>for NSW Crashlink Database, which is run by the Centre for Road Safety.</p> <p>The Centre for Road Safety collate and provide road crash statistics using data from NSW Health, the State Insurance Regulatory Authority (SIRA), icare (Insurance & Care NSW) and the NSW Police Force. Each day they process and edit road crash data to obtain information on deaths and serious injuries for every crash.</p> <p>The crash database, CrashLink, is used for road safety analysis and research work, strategic planning and policy development. Our road crash data is used by the public and organisations such as the Federal Bureau of Infrastructure; Transport and Regional Economics; NSW Police Force; NRMA Motoring & Services; Australian Bureau of Statistics; local governments; road safety researchers and community groups.</p> <p>The crashlink statistics are only release bi-annually due to the time it can often take after a crash for all details to be correct or taken into account.</p> <p>The available statistics were reported last quarter.No stats have been released in this quarter.</p>		
4.02b	Promote road safety through design and appropriate regulation	2017/18 - 2020/21	Report on Traffic Committee meetings held and any major decisions/actions - goal is to ensure safety through good design and sensible regulation	<p>Two meetings of the Leeton Area Traffic Committee was held during the quarter in April (email) & May. The Local Area Traffic Committee met on 19 April and 10 May to discuss:</p> <ul style="list-style-type: none"> * Safety Around Schools Program – Cudgel Street, Yanco * School Bus Route Signage * Request for 15 Minute Parking in Pine Avenue 	Manager Engineering Technical Services	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				* PAMP Design – Cherry Avenue * Road Closure Requests, Murrumbidgee Carriage Driving Club * 2018 Leeton Eisteddfod Traffic Arrangements The minutes from these meetings were presented, respectively, to the Extraordinary meeting on 9 May and the Ordinary meeting of 23 May with Council endorsing the design for the Safety Around Schools Program, endorsing the design of the PAMP works on Lilac and Park Avenues if 50/50 funding is received, conditionally approved the road closure requests for the Carriage Driving Club and support the temporary relocation of the Taxi rank for the 2018 Leeton Eisteddfod period. Council did not support the installation of bus route signage on both local and state roads within Leeton Shire not did approve a request for changed time restrictions in Pine Avenue.		

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

4c Monitor and maintain Leeton Shire's Street Lighting and CCTV networks

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01c	Maintain and monitor Leeton Shire Council's CCTV network	2017/18 - 2020/21	Report on any changes/ additions to CCTV network (including Mountford Park and Rotary Park) – goal is to attain comprehensive coverage of CCTV network in busy public spaces	There has been no further expansion of the CCTV network this quarter or calls for repair. An expanded CCTV storage device has been purchased and yet to be installed. This will allow for future expansion and retention of footage.	Manager Information Technology	●
			Report on number of occasions Police access Council's CCTV footage to investigate crime - goal is to reduce crime in public places	Police made five separate requests for footage during this quarter.	Manager Information Technology	●
4.02c	Maintain and monitor Leeton Shire's Street Lighting network	2017/18 - 2020/21	Report on any changes / additions to Leeton Shire's Street Lighting network - goal is to provide safe pedestrian and traffic movements through good lighting that is cost effective.	No additions have been commissioned this quarter. Approval and preliminary payment has been made for the new installation of 6 street lights along Wamoon Avenue service lane area. A delegation of residents from Wattle Hill have requested Council improve lighting on the walkway in the vicinity of the railway line. Solar options will be investigated.	Manager Roads and Drainage	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
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4d Reduce Leeton Shire's risk from natural disasters

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01d	Implement Leeton Shire Council's Flood Mitigation Measure identified in Leeton Shire Flood Study	2017/18 - 2020/21	Report on activity and progress – goal is to reduce the risk to people and property in Leeton Shire	Consultants continued to work on Stages 2 and 3 of the Flood Study which includes mitigation and risk analysis. Flood mitigation options have been reviewed with Consultants report overdue.	Manager Engineering Technical Services	●
4.02d	Participate in Local Emergency Management Committee (LEMC)	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to ensure Leeton is prepared for managing emergency situations appropriately	Nil mobilisations for incidents this quarter. Meeting held this quarter on 14th June. No major actions or decisions made at this meeting.	Manager Roads and Drainage	●

4e Provide animal control services across Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01e	Provide a response to call outs for wandering/ loose animals and dog attacks in accordance with Leeton Shire Council's "Companion Animals Policy"	2017/18 - 2020/21	Report on number of animals impounded, surrendered and rehomed – goal is to have as many impounded animals as possible rehomed while ensuring that the community remains safe.	103 Dogs impounded this quarter - Previous quarter 89 91 Dogs rehomed/returned to owners this quarter - previous quarter 80 12 dog euthanized this quarter- previous quarter 9 Euthanized dogs were responsible for serious dog attacks or deemed unsuitable for rehoming 88% of Dogs rehomed/returned to owners this period. 11 dog attack incidents this period All dog attacks in this period investigated and successfully resolved. 8 dogs surrendered 3 Menacing declarations issued and upheld Penalty notices for Owner of attacking dog issued. 54 Cats impounded this quarter- previous quarter 55 3 Cats rehomed this quarter- previous period 2 rehomed 51 Cats euthanized this period - Previous period 53	Senior Ranger	●
4.02e	Promote and foster responsible pet ownership	2017/18 - 2020/21	Report on education/ microchipping programs undertaken – goal is for 100% of dogs and cats in the Shire to be micro-chipped	49 animals microchipped this quarter compared to 40 in the last quarter. 6 Articles in local media re responsible pet ownership this quarter	Senior Ranger	●
			Provide ranger services	Dog attacks 11 dog attack incidents took place in this period All 11 matters were successfully investigated and resolved.	Senior Ranger	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				8 dogs were surrendered and euthanized 6 penalty notices for dog attack were issued 3 Menacing dog declarations were issued. 3 abandoned motor vehicles were impounded this period 9 overgrown vegetation matters this period 5 noise complaint matters this period 1 EPA matter requiring compliance of the Corbie Hill Scrap Metal yard in accordance with the Scrap Metals Act. Senior ranger working in consultation with current owners to achieve voluntary compliance.		

4f Ensure public health is maintained across Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01f	Undertake Food Inspection Programs	2017/18 - 2020/21	Report on education activity, number of inspections undertaken and significant findings – goal is to ensure patrons can confidently consume food prepared by local businesses	During this quarter there were no routine or follow up inspections undertaken. The normal inspections for May/June 2018 were rescheduled until July 2018 due to the unavailability of the contractor. Council is required under its current agreement with the NSW Food Authority to inspect each food premise in the shire a minimum of 2 times in a calendar year and generally food shop inspections are undertaken during May/June and Nov/Dec periods by a specialist consultant health inspector. Within the current term of the 2017/18 Leeton Shire Council Operational Plan all food premises were inspected during January 2018 and were due to be re-inspected during May/June 2018. This has now been rescheduled for July 2018. A total of 52 premises were inspected in January 2018.	Manager Planning, Building and Health	●
4.02f	Undertake Skin Penetration Establishment Inspection Programs	2017/18 - 2020/21	Report on education activity, number of inspections undertaken and significant findings – goal is to ensure that health risks to patrons using the service are minimised	There were no inspections of skin penetration premises undertaken this quarter. Inspections had been scheduled during in the May/June period to correspond with the availability of the public health/food inspection contractor, however this scheduling has now been postponed until early July 2018.	Manager Planning, Building and Health	●
4.03f	Undertake On-Site Sewer Management Inspection Programs	2017/18 - 2020/21	Report on education activity, number of inspections undertaken and significant findings –	There were no new onsite sewage management systems approved by Council this quarter. During this quarter Council undertook public notification of its intention to introduce a new Onsite Sewage	Manager Planning,	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			goal is to minimise health risks to people and the environment	Management System Strategy and fee structure to fund and provide guidance on its intended inspection and monitoring program. This strategy will set a program of inspections to determine the level of public health and environmental risks associated with the operation of all OSSM systems within Leeton Shire	Building and Health	
4.04f	Undertake Backyard Swimming Pool Inspection Programs	2017/18 - 2020/21	Report on education activity, number of inspections undertaken and significant findings – goal is to prevent children from drowning	During this quarter a total of 3 swimming pool inspections were undertaken on request of the owners and 3 swimming pool compliance certificates issued.	Manager Planning, Building and Health	●
4.05f	Undertake Mosquito Monitoring Programs	2017/18 - 2020/21	Report on findings and remedial actions undertaken – goal is to reduce risk of mosquito borne diseases in Leeton Shire	The program is completed for 2017/18.	Manager Planning, Building and Health	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

4g Ensure pedestrians and cyclists can get around safely

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
4.01g	Implement the Active Transport (Walking and Cycling) program	2017/18 - 2020/21	Report progress against Active Transport Program Works for 2017/18 will be dependent upon approval of grant funding – goal is to improve accessibility and safety of walkways and cycleways	No approved Active Transport Projects are included in Financial Year 2017/18. Submissions for 2018/19 have closed and Council submitted applications for 2 Projects. These are Parkview Shared Path - Lilac Avenue and Park Avenue, Leeton, and Wattle Hill Shared Path - Pendula Street to Wirilda Street to Mimosa Street, Leeton.	Manager Roads and Drainage	●
4.02g	Maintain and improve Council's footpath and bicycle path network	2017/18 - 2020/21	Report on progress against Maintenance, Renewal and Capital Works programs Works for 2017/18 will be dependent upon approval of grant funding -goal is to improve health and safety by providing a quality network that supports active leisure and keeps bicycles off busy roads	Defects identified this quarter - 3* not all defect identified require rectification works. Defects addressed this quarter - 7 Defects outstanding with works required - 11 Programmed capital renewal footpath works have been completed in Pine Avenue. This section of Pine Avenue also included some integrated works with Telstra and NBN, the utility providers are yet to conduct their works. The project to be completed in Grevillia Street requirements cannot be met with current changes in grades and driveway crossings. Town Centre Enhancement Project will address broad issues in Wade Avenue and Pine Avenue.	Manager Roads and Drainage	●

05 A community that enjoys good housing

5a Support the community to access a range of quality housing options

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
5.01a	Monitor provision of affordable housing service, Eventide Homes, Yanco (delivered by Argyle Homes)	2017/18 - 2020/21	Report on services offered, client numbers and client satisfaction – goal is to provide supported, affordable housing for people who are elderly or disabled and can live independently	<ul style="list-style-type: none"> • 13/2 Binya Street – Tenancy ended 30/04/2018 & re leased 15/05/2018 • 6/2 Binya Street – Tenancy ended 07/05/2018 One of the properties has had all of it's modifications completed and will be ready to let early next financial year. Two properties will be vacated in the next financial year, however this will provide an opportunity to complete modifications prior to reletting.	Community Development Coordinator	●
5.02a	Monitor provision of Social Housing and advocate for improvements where required	2017/18 - 2020/21	Report on activity and progress – goal is to ensure quality social housing services in Leeton Shire, and specifically in Wattle Hill	A meeting held was held on 22 June 2018 involving Murrumbidgee Police District, Leeton Shire Council; Intereach; Department of Family and Community and Wattle Hill community representatives to discuss and identify strategies to address issues identified by residents. NSW FACS provided information for local residents who have concerns about who to contact when issues arise.	Community Development Coordinator	●

5b Expand the range of residential opportunities across the Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
5.01b	Consider introduction of mixed zone (commercial and residential) in Leeton CBD	2017/18 - 2020/21	Report on progress – goal is to activate the CBD by opening up contemporary housing options using existing infrastructure for essential services	During this quarter Council received approval to commence the public consultation process to amend the Leeton LEP to introduce a wider range of residential accommodation within the Leeton CBD. This was completed on 10 May and 10 submissions were received. A report to Council was then presented to the Council meeting on 23 May 2018 at which Council resolved to finalise the application to the NSW Parliamentary Counsel to complete the process.	Manager Planning, Building and Health	●
5.02b	Facilitate new residential development across Leeton, Shire (Whitton, Yanco and Leeton), including housing for retirees	2017/18 - 2020/21	Report on advocacy and progress – goal is to increase access to affordable housing to attract and retain workforce in Leeton Shire	Discussions are continuing with housing provider/s and agencies on potential projects to increase affordable housing in the Shire including at Brobenah Road. Preparations are being made to call for Expressions of Interest for the Whitton subdivision. Council has provided input into the development of the Western Riverina Economic Development Strategy (REDS) for 2018-2022. A nominated project for the Leeton Shire includes affordable housing projects to house the workforce required to support industry growth.	Economic Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

5c Ensure housing standards promote healthy living and a healthy environment

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
5.01c	Promote residential dwellings that are energy and water efficient	2017/18 - 2020/21	Report on activity and progress – goal is to live environmentally responsible lives while maintaining good health	During this quarter a total of 5 new dwellings were approved. All dwellings were assessed in accordance with the NSW government Building Sustainability Index (BASIX).	Manager Planning, Building and Health	●

2-AN ACTIVE AND ENRICHED COMMUNITY

06 A community that participates in sports and active leisure

6a Offer access to a range of quality sporting facilities

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
6.01a	Provide and support sporting ovals in Leeton and Yanco	2017/18 - 2020/21	Report on the progress against Maintenance, Renewal and Capital Works programs including renewal of Yanco Sportsground change rooms – goal is to have facilities that are fit for purpose	Dressing Room upgrade project completed at the Yanco Sports Ground. Works were completed within budget. Grounds prepared for football season.	Manager Open Space and Recreation	●
			Report on sporting code activity on sports fields and registration numbers for the season – goal is to optimise multi use of the facilities	Sporting clubs using the Leeton Ovals Complex during Q4 include: Leeton Greenies Rugby League Leeton United Soccer Group 20 Representative teams Leeton Phantoms Rugby Union St Francis College - NSW CCC rugby league match held at No.1 oval in June Leeton High School - Annual cross country held in May Southern Central Schools 7's rugby league tournament held in May Group 20 JRL V Group 9 JRL carnival held in June Registration Number: LGRFC - 92 LPRFC (Juniors & Seniors) - 186 LUFC - (Juniors & Seniors) - 300	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on staff support and lobbying for fundraising efforts to achieve facility improvement at the Leeton Showground – goal is to see the sports facilities at the Showground brought up to a reasonable standard	Council staff have provided assistance to the Showground Trust to enable a grant application under the PRMFP (Crown Lands) for a new grand stand and amenities building to be submitted. Council also engaged the services of Steven Murray Architect to provide preliminary detailed plans. An additional grant application has been made for supporting financial assistance under the Clubgrants Category 3 fund.	Manager Open Space and Recreation	●
6.02a	Provide public swimming pools in Leeton and Whitton	2017/18 - 2020/21	Report on progress against Maintenance and Renewal programs Leeton and Whitton – goal is to offer swimming facilities that are healthy and fit for purpose	Leeton Pool - No major maintenance issues have occurred during Q4. Daily pre operational checks have been carried out and recorded as per Council's Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. Pool closed first week of May. The Whitton Pool was closed for Q4.	Manager Open Space and Recreation	●
			Report on activity at Pools and participation numbers – goal is to see use of the facility optimised	Pool kiosk was closed for Q4 so no additional admittances were recorded. Attendance figures through the kiosk at the Leeton Pool for the season were: General Admission - 10,684 Season Ticket Admissions - 12,844 Total attendance figures via kiosk entry - 23,528 Total Attendance figures at the Whitton Pool for the season 3455	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Redevelop Leeton swimming pool (subject to funding) – goal is to offer a regional swimming centre fit for hosting regional competitions	Detailed Business Case completed and submitted under the Regional Sports Infrastructure Fund. No announcement to date.	Manager Open Space and Recreation	●
6.03a	Develop a Swimming Pool Asset Management Plan	2018/19	Report on activity and progress – goal is to manage Council assets professionally using methods that inform long term financial planning	To be completed following the Pool Upgrade	Manager Open Space and Recreation	●
6.04a	Provide a golf course in Leeton	2017/18 - 2020/21	Report on activity at the Leeton Golf Course and participation numbers - goal is to operate a successful golf course with increasing membership	Major events held during Q4 included: April - Bonaire Big Hole Charity Day May - Leeton Ladies Open Tournament June - Friends of Luro / St Vincent De Paul Charity Golf Day Rounds of golf played for the quarter: Competition Rounds – 1367 (Q1-1551, Q2-1711, Q3-1492) Social Rounds – 1424 (Q1-1105, Q2-3774, Q3-3654) Total Rounds – 2891 (Q1-2656, Q2-5485, Q3-5146) Final memberships for the year: Full 155 (Q1-147, Q2-152, Q3-155) 18-29 yrs 16 (Q1-14, Q2-15, Q3-16) Sports 40 (Q1-36, Q2-40, Q3-40) Junior 33 (Q1-26 Q2-31, Q3-33)	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on Leeton Golf Course Business Plan implementation -goal is to achieve long term sustainability with reduced Council financial support	Leeton Golf Course Business Plan activities - Fundraising via the Beer & BBQ days have continued twice per month during Q4. \$10,000 dollars donated to Council for use in accessing grant funding. - Small plough attachment purchased for volunteers to assist with repairing barren fairway patches. - Promotional advertising via radio & social media ongoing. - Apprentice Golf Professional is actively involved in promoting and growing the sport with a focus on recruiting junior members.	Manager Open Space and Recreation	●
			Report on progress against Maintenance, Renewal and Capital Works programs including installation of new irrigation system (subject to funding) -goal is to offer facilities that are fit for purpose	Scheduled routine maintenance of the golf course completed as per works programs. No major issues identified. Grant application under the PRMFP (Crown Lands) for a new irrigation system submitted. No announcement to date.	Manager Open Space and Recreation	●
6.05a	Provide an Indoor Stadium and Tennis Facility in Leeton	2017/18 - 2020/21	Report on activity at the Stadium and Tennis Facility and participation numbers goal is to operate a successful facility that is well utilised	There was a total of 6524 participants utilising the indoor stadium during Q4. This was up from the 3609 recorded during Q3. Basketball, Netball and Volleyball competitions were run during the quarter resulting in the increase in participation. The adjacent tennis facility continues to be well utilised by both schools and the Leeton Tennis Association.	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on progress against Maintenance, Renewal and Capital Works programs – goal is to offer facilities that are fit for purpose	Daily inspections of the Indoor Stadium and Tennis Courts are undertaken and recorded prior to use in accordance with the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. Several roof leaks have been repaired on the stadium roof. A corroded roof sheet has been scheduled for replacement.	Manager Open Space and Recreation	●
6.06a	Provide Hydration Stations in key areas of activity		Report on progress against Maintenance, Renewal and Capital Works programs including new installations at Mountford Park, Leeton Ovals and Graham Park– goal is to offer safe drinking water to residents who are active or exercising	All three hydration stations have been installed at Leeton Ovals Complex, Mountford Park and Graham Park.	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

6b Support local sport and recreation clubs to remain viable

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
6.01b	Respond to local sports and recreation clubs seeking advice and assistance from council	2017/18 - 2020/21	Report on activity and progress - goal is to support clubs from varying sporting codes to be well governed and sustainable	Assistance provided to Yanco Wamoon Football Club seeking funding for a new scoreboard under the Community Building Partnership grant program. No announcement has been made to date.	Manager Open Space and Recreation	●

07 A community that enjoys arts and culture

7a Provide a local theatre for performing and cinematic arts and events

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4							Responsibility Of:	Status																																				
7.01a	Refurbish the Roxy Theatre both internally and externally	2017/18 - 2020/21	Report on the progress of refurbishment planning and fund raising – goal is to provide an effective multi-purpose cultural space that honours and celebrates the Art Deco heritage of the Roxy	Marketing and Cultural Services Coordinator met with Create NSW representatives on the 15th of June to discuss feedback on the unsuccessful EOI to Round one of the Regional Cultural Fund. Round 2 opened on the 1st of July, and contact has been made with the Chair of the Roxy Redevelopment working Group to meet and discuss the application and discuss dates for the next meeting of the working group. The application for round 2 is due on the 21st of September, and will require significant and detailed reports.							Marketing and Cultural Services Coordinator	●																																				
7.02a	Run an entertaining program of events that optimises the use of the Roxy Theatre	2017/18 - 2020/21	Report on activity and attendance figures for Film, Events, Shows and Private Functions and financial performance – goal is to ensure that the Roxy is well utilised and well patronised through the	<table border="1"> <thead> <tr> <th>Activity</th> <th>Movies Films</th> <th>Shows and Workshops</th> <th>Private Function</th> <th>Bus Tours</th> <th>Events</th> <th>TOTALS</th> </tr> </thead> <tbody> <tr> <td>No. movies</td> <td>30</td> <td>2</td> <td>1</td> <td>3</td> <td>3</td> <td>39</td> </tr> <tr> <td>No Screenings</td> <td>62</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Attendance</td> <td>1586</td> <td>86</td> <td>130</td> <td>97</td> <td>371</td> <td>2275</td> </tr> <tr> <td>Financial Performance</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Gross Revenue</td> <td>\$16,813</td> <td>\$934</td> <td>\$1530</td> <td>\$485</td> <td>\$3,712</td> <td>\$23,474</td> </tr> </tbody> </table>	Activity	Movies Films	Shows and Workshops	Private Function	Bus Tours	Events	TOTALS	No. movies	30	2	1	3	3	39	No Screenings	62						Attendance	1586	86	130	97	371	2275	Financial Performance							Gross Revenue	\$16,813	\$934	\$1530	\$485	\$3,712	\$23,474	Leeton Roxy Community Theatre Manager	●
Activity	Movies Films	Shows and Workshops	Private Function	Bus Tours	Events	TOTALS																																										
No. movies	30	2	1	3	3	39																																										
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				Notes TOTAL Movie Attendances From April to end June: 1586 for \$16,813 April school holiday movies: 541 for \$5983.00																																												

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			provision of an exciting range of theatre, shows, events and movies	<p>Seniors week movies was run from 9th to 13th April: 159 for \$1526.00 Youth Week: Kaput Workshop on 17th March (free event): 6 at the workshop. Kaput Live Family Show 18th March (school holidays): 80 attendances for \$934. Wedding on the 28th March: approx. 130 guests (Theatre hire \$1530)</p> <p>Three Bus/Tours of the Roxy</p> <ol style="list-style-type: none"> 1. Ezy Coach Tours 31/3/18 was 25 at \$5ea 2. MG National car club visiting Leeton and a Tour of the Roxy, 02/05/18 was 36@ \$5ea 3. Couch holidays and bus tours 2/5/18 was 36 @5ea. <p>Rotary Conference, over 2 days at the Roxy, 5th and 6th May attracted approx. 250 guests. (Theatre hire \$1950.00 – Grant funded)</p> <p>LGNSW-Regional Summit 2018, 10 May: 46 delegates from surrounding councils (Theatre hire \$872)</p> <p>Red Dust Healing Seminar 12 June: Approximately 80 attendees, (Theatre hire) Grant \$890.00</p>		
7.03a	Develop a Roxy Theatre Asset Management Plan, commencing with a Roxy Theatre Conservation Management Plan	2018/19	Report on activity and progress – goal is to manage Council assets professionally using methods that inform long term financial planning	Marketing and Cultural Services Manager received a digital copy of the Conservation Management plan, created in 2007. It is noted this strategy should be updated. Marketing and Cultural Services Manager has sourced quotations needed to successfully implement the Liquor and Gaming Grant to repaint the front Façade, install stage curtains, hearing augmentation, smoke detection and new stage lighting for \$169,843.92. In this quarter the latest digital 7.1 cinema surround sound processor was installed, replacing the old analogue system that was over 20 years old.	Marketing and Cultural Services Coordinator	●

7b Enhance artistic and cultural activity across Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
7.01b	Collaborate with Western Riverina Regional Arts Board to deliver events and programs in Leeton Shire	2017/18 - 2020/21	Report on investment, Board meetings held and activities undertaken – goal is to support appreciation for and participation in the arts in Leeton Shire	Leeton Shire Council endorsed Marketing and Cultural Services Coordinator as council's representative on the Western Riverina Arts Board (WRA) on the 23rd of May 2018. Marketing and Cultural Services Coordinator presented at the Western Riverina Art Networking session on Wednesday the 6th of June 2018, promoting the upcoming Art Deco Festival, the Lyrics, Landscapes and Lintels project, the Whitton Museum and Yanco Powerhouse Museum. Marketing and Cultural Services Coordinator attended the Western Riverina Arts (WRA) Board meeting on the 19th of June 2018 where main agenda items were discussions around the open round of CASP funding, an update on the WRA Strategic Plan, and operations moving forward.	Marketing and Cultural Services Coordinator	●
7.02b	Investigate opportunities for local public and street art	2017/18 - 2020/21	Report on activity and progress – goal is to bring art in to the public domain to add interest, tell stories and generate community conversation	Work continued on the Lyrics, Landscapes and Lintels project. Yanco artwork was installed, sites and appropriate permissions were granted for Whitton and Leeton artworks, and initial slabs poured for installation in July. Final colours chosen for Lantern Artworks and final site and orientation chosen for Walter Burley Griffin artwork. Whitton Town committee has sourced funds to have the painted power poles repainted during this quarter, and work has commenced.	Marketing and Cultural Services Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
7.03b	Support the annual Penny Paniz Memorial Art Competition	2017/18 - 2020/21	Report on investment, meetings held and activities undertaken – goal is to support visual arts and add to Council's art collection	Nil activity this quarter	Marketing and Cultural Services Coordinator	●

08 A community that values its heritage


8a Support and showcase the history of our Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
8.01a	Support Leeton Family and Local History Society	2017/18 - 2020/21	Report on activity and progress within available resourcing – goal is to conserve and make accessible Leeton Shire's history	"From Farmers to Soldiers: They served with pride" ANZAC display opened prior to Anzac Day. In conjunction with the display, a training session was held for interested individuals. Additionally library staff presented the process to the Leeton Family and Local History Society (LFLHS) meeting. The Library is storing some of the LFLHS display boards and easels in the staff room.	Library Assistant	●
8.02a	Maintain and enhance "Heritage Trails" for the Leeton Shire	2017/18 - 2020/21	Report on activity and progress including Lyrics, Landscapes and Lintels project– goal is to package key stories into interesting attractions for both visitors and locals	Work continued on the Lyrics, Landscapes and Lintels project. Yanco artwork was installed, sites and appropriate permissions were granted for Whitton and Leeton artworks, and initial slabs poured for installation in July. Final colours chosen for Lantern Artworks and final site and orientation chosen for Walter Burley Griffin artwork. Whitton Town committee has sourced funds to have the painted power poles repainted during this quarter, and work has commenced	Communications and Marketing Coordinator	●
8.03a	Support Whitton and Yanco Museums	2017/18 - 2020/21	Report on activity and progress within available resourcing – goal is to support local committees to manage their collections, tell their stories and grow visitation	Marketing and Cultural Services Coordinator attended the Yanco Powerhouse Museum to meet the volunteers, experience the collection, and learn about current issues. The self-contained Flat was viewed, noting the rental income for this flat is their main revenue stream. Details about its availability were passed on to community services department.	Marketing and Cultural Services Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>It was noted that the collection is in an excellent condition, and well displayed. This museum will benefit from a volunteer recruitment campaign, structured promotional support, and more discussion around utilising its space for income generating events.</p> <p>Marketing and Cultural Services coordinator attended the Whitton Courthouse and Historical Museum in May to experience the collection and space, and hear about current issues. Whilst there is much to be done to keep the collection properly displayed and collected, the number one issue highlighted was the inadequate toilets. In June Marketing and Cultural Services Coordinator submitted a grant application, Community Building Partnership fund, requesting \$11,000 to combine with the council contribution of \$26,000 to build two new fully accessible toilets. We await notification about this grant in December 2018.</p> <p>The Whitton Museum Section 355 Committee meeting was attended in June by Marketing and Cultural Services Coordinator.</p>		
8.04a	Ensure the safe and efficient archiving of local historic artefacts	2017/18 - 2020/21	Report on activity and progress – goal is to ensure collections in Council's control or under Council's influence are appropriately managed whether in storage or on display	Due to staffing issues, changing roles and responsibility over several management areas this still requires attention, particularly in the development of a strategy, plan and procedure across the different areas. This will be addressed with the appointment of a Library Manager in July 2018.	Library Assistant	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
8.05a	Offer an annual Heritage Grants program	2017/18 - 2020/21	Report on applications received and grants awarded (purpose and amount) – goal is to conserve key heritage buildings in the Shire, most especially the Leeton art deco streetscape	<p>During this quarter acquittals were submitted for the five heritage assistance projects and for Local Heritage Fund Annual Report on 15 May 2018. The projects were as follows:</p> <ol style="list-style-type: none"> 1. Washington's Furniture Façade upgrade \$6,746 (\$3,000 grant) 2. Get Set Office New roof \$13,400 (\$4,500 grant) 3. Kendalls Building External façade upgrade & painting \$20,000 (\$6,000 grant) 4. St Peter's Hall Roof replacement \$10,379 (\$4,500 grant) 5. Leeton Sports Power Façade painting \$1,760 (\$880 grant) <p>Heritage advisory meeting was held on 10 May 2018 Council's Heritage Advisor undertook the following meetings;</p> <ul style="list-style-type: none"> - Attended Heritage Advisor Meeting on 10 May 2018 - Visited Leeton Shire on 21 June 2018 - Annual Heritage Advisors Acquittal for Smartygrants - Local Heritage Fund Annual Report for Smartygrants - Attendance to OEH Annual Heritage Network seminar and workshop in Sydney 17 & 18 May 2018 - Report for proposed development at 68 Wade Avenue and Roxy Theatre Scope of works - Report for proposed development at 123 Pine Avenue - Lyrics, Landscapes & Lintels - Heritage Near Me Project (Advice) 	Planning Officer	

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				Visit to Leeton for community meeting and helped prepare story lines for Leeton & Whitton		
8.06a	Operate Henry Lawson Cottage and develop a Henry Lawson Cottage Asset Management Pla		Report on rental use, income and special events. Progress a review of the governance, management and operation of the cottage - goal is the conserve the cottage and tell the story of Henry Lawson's time in Leeton while generating rental income.	Two Medical Students occupied the premises for the quarter: - Lease Rentals Income was \$1,299.99 Elec & Gas reimbursed was \$819.25 - Electricity and Gas \$819.25 - Rates and Charges \$0 - Water Consumption \$505.11 - Maintenance \$964.03 Year to Date Surplus/(Deficit) \$64.85 Maintenance over the quarter included: Routine Servicing of: - Pest Control and Air Conditioning - Lawn Mowing and Pest Control A Vacuum Cleaner was purchased for Brobenah Rd Some students from Parkview School visited the cottage to gain insight on Henry Lawson and wrote some poetry whilst there. An Asset Management Plan will be developed in 2018.	Rates and Property Officer	●

3- A HEALTHY NATURAL ENVIRONMENT

09 A community that respects the natural environment

9a Provide waste management services

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
9.01a	Operate Resource Recovery Facility (includes Landfill) and Transfer Stations	2017/18 - 2020/21	Report on tonnes of waste disposed in landfill – goal is to extend the life of the landfill	Disposed to Landfill 2677.14 tonnes from within Leeton Shire The last two quarter have averaged out with the tonnage rate between 2504.98 T and 2677.17 T, which is a decrease since Quarter 1.	Waste and Recycling Coordinator	●
			Report on tonnes diverted from landfill per waste category – goal is to optimise diversion from landfill at the Resource Recovery Facility	Waste Recycling out of the facility in period Scrap Metal 387.76 T Paper/Cardboard 2.00 T Reuse shop 2.5 T Recycling Batteries 4.86 T Concrete/Bricks 195.38 T used on site The comparison between quarter are averaging out the same	Waste and Recycling Coordinator	●
			Report on compliance with EPA (Environmental Protection Agency) licence for Landfill operations – goal is to operate an environmentally compliant landfill	Council has followed EPA requirements in accordance with the current licence. The pollution Incident Response Management plan has been updated and tested on request of the EPA . All groundwater testing has been completed and Councils website updated with the reports .The EPA has issued Council with a current EPA licence no 11863.	Waste and Recycling Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report progress against Maintenance, Renewal and Capital Works program including completion of the next required waste cell at the landfill and new transfer station for Whitton (subject to funding) – goal is to ensure facilities are fit for purpose	Earthworks on the new landfill cell has been completed. The new Leachate pond has been constructed and passed relevant compaction tests . A new dam was constructed on the south western corner of the site. Currently the swale drains are 70% completed. Crushing of the concrete and bricks is 50% completed turning this product in to 40mm gravel. The current earthworks are 90% completed and Whitton transfer station is in the first stages of planning.	Waste and Recycling Coordinator	●
			Develop an Asset Management Plan for the Resource Recovery Facility / Landfill – goal is to ensure the facility is managed professionally and appropriately informs the Long Term Financial Plan.	Due to commence in 2018/2019	Waste and Recycling Coordinator	●
9.02a	Offer kerbside collection service including recycling (under contract)	2017/18 - 2020/21	Report on education and promotion activities undertaken – goal is to increase participation in kerbside recycling	Envirocom Australia is to commence a Primary school program on recycling and being resourceful. This program will be offered to every primary school within Leeton Shire. The emphasis will be on recycling rules, being resourceful and diversion of waste from Landfill.	Waste and Recycling Coordinator	●
			Report on number of bins collected and tonnage collected per category – goal is to effectively divert waste from landfill	Recycling Yellow Bins April : 44.382 from 4076 Bins May : 37.069 from 4076 June : Unavailable Contractor report not received Red Bin April : 192.52 T from 4636 Bins	Waste and Recycling Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>May : 206.54 T from 4636 Bins June :23.18 T from 4636 Bins Customer complaints 16 bins missed all resolved within 48 hours Please read annual comment</p>		
9.03a	Prepare a Waste Management Strategy for Leeton Shire	2018/19	Report on activity and progress – goal is to set a clear vision / direction that will drive future delivery programs	<p>The NSW Container Deposit Scheme (the Scheme) commenced on 1 December 2017, with a 10 cent refund claimable on eligible containers. Under the Scheme, operators of Material Recovery Facilities (MRFs) can claim a portion of the refund on containers collected from kerbside recycling using the MRF Protocol. Council has until 1 December 2018 to negotiate a refund-sharing agreement with the MRF. Council has hired the services of consultant Mike Ritchie to negotiate with this process. The current J R Richards bin collection contract is in the first stages of negotiations MRA consulting group is helping council through this period.</p> <p>This upcoming year the focus will be on landfill diversion .Council can improve the diversion rate by better education of landfill staff and the general public. I have started this process with staff starting to understand the value of resource recovery and better communication between staff our rate payers. The first stage was to recovery mattresses from landfill. The mattresses are now going to a company called soft landing to be recycled. This process will save valuable space in our landfill cell.</p> <p>The Whitton transfer station is high on the priority list with the emphasis on providing Whitton with a safe user friendly transfer station.</p>	Waste and Recycling Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

9b Minimise the economic, environmental and social impact of weeds across Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
9.01b	Identify and manage high risk weeds in accordance with Leeton Shire Council's "Weed Action Plan"	2017/18 - 2020/21	Report on progress including percentage of Weeds Action Plan (WAP) delivered – goal is to prevent incursions of weeds into Leeton Shire	All Weeds Action Plan Targets have been achieved by Weeds contractor Ferguson Management. A total of 160 private property inspections carried out YTD of the required 120 mandatory inspections. Local Land Services /NSW DPI is the lead agency as of 1 July 2018 Eastern Riverina Weeds Action Group to be disbanded Successful grant application to Crown Lands for \$10,000 to treat prickly pear at Corbie Hill and Cudgel	Senior Ranger	●
9.02b	Minimise nuisance weeds on Council land and roads	2017/18 - 2020/21	Report on incursions and management activity undertaken for non-urban roads – goal is to manage weeds to improve road safety, improve aesthetics and reduce weed infestations	Slashing has been targeted in response to general complaints and roads inspections. In regards to Nuisance Weeds, 17.3 hectares of slashing has been completed over the quarter. No spraying of weeds has been recorded.	Manager Roads and Drainage	●
			Report on incursions and management activity undertaken for urban areas – goal is to manage weeds to improve road safety, improve aesthetics and reduce weed infestations	Persistent dry conditions during the peak weed growth period of late summer early autumn has resulted in minimal weed incursions during Q4. The main areas of focus has been weeds on footpaths, nature strips, roadways, parks, gardens and cemeteries. Many town drains have also received weed suppression spraying. Minimal weed incursions within the town circle has resulted in limited spraying activity. Both Whitton and Yanco villages have been sprayed for as required. The Whitton & Leeton	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				cemeteries have been regularly inspected and sprayed as required. Prickly Pear eradication was undertaken at the Merrungle Hill Pony Club site and ground sterilisation undertaken inside the Racecourse to assist the establishment of equestrian arenas.		

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

9c Advance environmental sustainability by leading at the local level

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
9.01c	Implement energy saving programs at Leeton Shire Council	2017/18 - 2020/21	Report on energy produced by Solar System at Fivebough Sewer Treatment Plant – goal is to reduce operational costs and Council's CO2 footprint	Power generation for this quarter April - 13,306 kWh May - 11,140 kWh June - 9,041 kWh Total - 33,487 kWh	Manager Water and Waste	●
			Report on any new activity and progress – goal is to reduce operational costs and Council's CO2 footprint	Large Pump stations are being fitted with variable speed drives that improve pump efficiency and reduce power consumption. In addition to this the new telemetry system allows council to utilise the off peak period power consumption more effectively by programming pump outs to the most cost effective time of day and minimising operation during peak power periods.	Manager Water and Waste	●
			Report on the establishment of a renewable energy reserve fund for Leeton Shire – goal is to have funds ready to apply to innovative ideas that are investigated and approved	Reserve has been established called Renewable Energy Efficiencies Reserve with the purpose of "To be used on identified renewable energy projects". The reserve has a balance of \$100,000 as at 30th June 2018.	Manager Finance	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
9.02c	Promote energy saving programs community wide	2017/18 - 2020/21	Report on activity and progress – goal is to introduce and facilitate alternative energy options to Leeton Shire communities and business	Council staff promoted and attended an industry event convened by the Industry Capability Network, Department of Planning and Environment and Riverina Regional Development Australia to discuss renewable energy in the region. Council is unaware of the outcomes of that forum.	Economic Development Coordinator	●
9.03c	Support external agencies to maintain key natural assets including Fivebough Wetlands and Murrumbidgee River	2017/18 - 2020/21	Report on activity and progress - Fivebough Wetlands – goal is to collaborate with Crown Lands and Water to improve environmental outcomes at the wetlands (non budgeted) and increase visitation to Fivebough Wetlands while ensuring a healthy natural environment and improved public facilities	No major works or capital infrastructure has occurred during this quarter at Fivebough Wetlands.	Communications and Marketing Coordinator	●
			Report on activity and progress - Murrumbidgee River (National Park) – goal is to collaborate with NSW National Parks to improve environmental outcomes for the river and increase visitation to the River while ensuring a healthy natural environment and improved public facilities	No update was provided by NSW National Parks for this quarterly reporting period due to the key staff being on extended leave until later this year.	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

9d Promote Town Water conservation

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
9.01d	Promote water saving measures across Leeton Shire	2017/18 - 2020/21	Report on activity and progress including water use trends – goal is to ensure treated town supply is not wasted	Water is billed 3 times a year so the figures below are per billing period not quarterly Last year's Billing Period (4 Months) Average Usage per household – 240kL State-wide Billing Period (4 Months) Average Usage per household - 54kL (162kL Annually) Current Billing Period (4 Months) Average Usage per household - 228kL Leeton's water usage is generally high when compared to the rest of NSW.	Manager Water and Waste	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

10 A community that enjoys our natural environment

10a Provide recreational facilities along the Murrumbidgee River

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
10.01a	Monitor the provision of Camping and Recreational Facilities at Gogeldrie Weir (delivered under lease)	2017/18 - 2020/21	Report on use of Gogeldrie Weir Caravan Park – goal is to promote public enjoyment of the Murrumbidgee River	During the quarter Gogeldrie Weir Caravan Park had 572 day visitors, 1234 campers/caravanners and 1409 people stay in their cabins. No comparative data is available for the same period last year.	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

10b Attract more people to enjoy key natural areas such as Fivebough Wetlands and Murrumbidgee River

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
10.01b	Promote nature-based recreational/ tourism opportunities	2017/18 - 2020/21	Report on activity and progress including participation rates where available – goals are to collaborate with Crown Lands and Water to increase visitation to Fivebough Wetlands and improve public facilities and to collaborate with NSW National Parks to increase visitation to the River and improve public facilities	The NSW National Parks and Wildlife Service (overseeing body of Murrumbidgee Valley National Parks) were unable to report on visitation numbers during this quarter. Crown Lands and Water installed traffic counters at Fivebough Wetlands in May last year (no comparative data currently exists for previous year for this quarterly reporting period). During this reporting period the traffic counter installed on the footbridge in the Petersham Road carpark (Site A) recorded 738 visitors and the counter at Red Necked Avocet Shelter (Site B) recorded 81 visitors. (Note that Site A will most likely produce a two directional count, recording visitors entry and exit from Petersham Road Carpark in single file and Site B will most likely produce a one directional count, recording visitors walking past once on the loop track, who may be walking two abreast). Please also note that traffic counter statistics at Fivebough Wetlands for April and May 2018 were unavailable due to the staff member who usually collates that data being on leave for an extended period. No major works or capital infrastructure has occurred during this quarter at Fivebough Wetlands. Planning for a toilet facility at the Wetlands is still in progress. No update was provided by NSW National Parks for this quarterly reporting period due to the two key staff that the Manager Communications and Marketing usually deals with being away on extended leave until later this year.	Communications and Marketing Coordinator	●

4-A THRIVING ECONOMY WITH GOOD JOBS

11 A community that thrives on irrigated agriculture

11a Ensure continued access to irrigation supply for our agricultural industries

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
11.01a	Participate in Murray Darling Association (Region 9 + MDA Board)	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to be informed about Basin issues and opportunities and to advocate as required	A MDA Region 9 Meeting was held in May in Leeton. Discussion topics included the MDA's submission to the Productivity Commission's Basin Plan Enquiry and the 450GL and Socio Economic Neutrality Framework. A presentation was made by the MDBA Regional Engagement Officer who is being hosted by Council until 30 June 2018.	General Manager	●
11.02a	Participate in EWAG (Environmental Water Advisory Group)	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to observe the outcomes of environmental watering and to ensure it complements and does not compromise agricultural productivity	The Mayor attends meetings of the Murrumbidgee Environmental Water Advisory Group. The group advises OEH (Office of Environment and Heritage) on managing environmental water to maximise ecological benefit, while identifying risks and mitigating adverse impacts. The June meeting was held in Leeton. Matters covered at the meeting included an update on the Nimmie-Caira Land Management Plan; Fish Objectives for the Murrumbidgee Long Term Watering Plan; Key findings of OEH funded fish monitoring; Water Operations update; Water Resource Planning and Aboriginal Community Consultation and Engagement.	General Manager	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
11.03a	Host the MDBA Regional Engagement Officer	2017/18 - 2020/21	Report on activity and progress – goal is to optimise communication between Council and the MDBA	Leeton Shire Council concluded hosting the MDBA Regional Engagement Officer at the end of June 2018. This has been a successful initiative and it is hoped that the MDBA will continue to have a REO present in the region. In the last quarter stakeholders were interested in the development of new cap factors and planning assumptions by the MDBA and NSW and how it will impact the region. In relation to SDL adjustment mechanism projects, stakeholders have ongoing concerns about what the tests will be for social and economic neutrality but are heartened that MINCO has said that this will be a priority for them to work on going forward. The commitment to recover the balance of the 62GL needed from off-farm works was also reassuring. Support for the Menindee Lakes Project appears variable and is of significant interest given its size and potential offset. The proposed Yanco Creek project seems not to be not widely supported at a local level. It has been recommended that the MDBA and NSW Government clearly articulate the nuances around individual projects and the pro's and con's at a community level. Stakeholders need to understand what it means if a project goes ahead or not, as well as the implications on the MIA of projects outside our region.	General Manager	●
11.04a	Collaborate with Murrumbidgee Irrigation to strengthen irrigated agriculture in the MIA	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to collaborate effectively with Murrumbidgee	Staff from MI Ltd presented at a (poorly attended) public meeting in Yanco on their \$10M Stock and Domestic PIOP funded Program (Private Irrigation Infrastructure Operators Program). It involves the replacement of aging open channels with a piped	General Manager	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Irrigation Ltd for the benefit of farmers, industry and local residents	network, sometimes realigned, as well as land rehabilitation and beautification. Other works that commenced in the quarter included the narrowing of the supply channel between Yanco and Leeton along Irrigation Way. No formal meetings were held between MI Ltd staff and Council staff but several informal meetings were held with the Director Environment and Engineering.		

12 A community that is strong in business and employment

12a Seek, promote and facilitate business opportunities

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
12.01a	Support and facilitate the retention and expansion of local business and industry in Leeton Shire	2017/18 - 2020/21	Report on activity and outcomes in relation to specific interventions with existing businesses – goal is to support growth and sustainability in existing businesses	Council initiated two industry visits this quarter with representatives from the NSW State and Federal Governments and Riverina Regional Development Agency. Council also hosted discussions with key stakeholders in regards to collaborative efforts to strengthening rail at Wumbulgal through the NSW Government's Fixing Country Rail Funding Program. Council provided information on the Federal Government's Regional Growth Fund to an eligible local business.	Economic Development Coordinator	●
			Report on engagement with the Leeton Chamber of Commerce and Industry- activity and progress – goal is to support the development of a strong Business Chamber	Leeton Shire Council continues to be a financial member of the Leeton Business Chamber with the Council's Deputy Mayor and Director Corporate and Community attending committee meetings. Discussions this quarter have revolved around reintroduction of the Leeton Outstanding Business Awards event scheduled for July in Leeton.	Economic Development Coordinator	●
			Report on engagement with the Yanco Agricultural Institute (YAI) – goal is to advocate for the facility to be fully maintained and used optimally	Opportunities at Yanco Agricultural Institute to host students of proposed Qantas Pilot Training School was conveyed to Narrandera Shire and Wagga Wagga City Councils, both of which submitted Expressions of Interest to host the training centre.	Economic Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
12.02a	Support and facilitate the attraction of new business, industry or government services to Leeton Shire	2017/18 - 2020/21	Finalise Business Prospectus and report on promotional activity and progress – goal is to support growth in new business in Leeton Shire	There was one new enquiry from a prospective business in the quarter. Three new businesses opened up in the Leeton Shire this quarter. Council representatives were invited to the public launch of two new businesses in Leeton in June, with Council's Mayor officially opening the businesses. Council staff prepared necessary documentation to assist enable the launch of the Service NSW Easy to Do Business Program for new small businesses in the café, bar and restaurant sector. This service assists potential business owners looking to open up a café, bar or restaurant to navigate more quickly through all of the government licences and permits.	Economic Development Coordinator	●
12.03a	Promote the Shire's potential as a film venue		Report on development of filming policy and related promotional activity – goal is to explore opportunities for the filmmaking industry in Leeton	Production crew for the short film "Inside Water" that is being sponsored by Council completed filming in the region this quarter. Compilation of the film is underway and promotions have commenced for the film's launch in Leeton later this year.	Economic Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

12b Grow a skilled workforce for Leeton Shire's future

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
12.01b	Support local industry to identify and meet their current and future workforce needs	2017/18 - 2020/21	Report on activity and progress, including "Grow Our Own" in collaboration with Deacon University and TAFE Riverina – goal is to nurture Leeton's talent so that workforce gaps can be met locally	Council's Economic Development Coordinator attended a Grow our Own Steering Committee meeting held in June and also assisted to promote the Leeton Careers Expo. At the expo the Economic Development Coordinator provided information to prospective students. The expo was well attended and several students showed interest in learning more about 'Grow Our Own' and what it has to offer. Information kits promoted local workplace opportunities with several businesses.	Economic Development Coordinator	●

13 A community that has great attractions and events

13a Encourage a range of exciting and interesting events for the residents and visitors of Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on Sunrice Festival planning and outcomes, including participation numbers – goal is to run an event that prompts Destination NSW promotion and that will draw visitors from outside the region	A debrief meeting was held on Wednesday 11 April with 16 people in attendance. Applications for Local Community Groups to receive some of the Ambassador funds were open until 1st June. 29 applications were received and \$49,000 was allocated. Funds were distributed to the local organisations on Wednesday 13th June at the Leeton Visitors Information Centre. Council's Events Officer has been in contact with Destination NSW to receive feedback from the unsuccessful funding application for marketing the festival submitted November 2017. The application was lacking robust data. Going forwards, it is essential that attendance figures are collected during the Sunrice Festival to better support future grant applications.	Events Officer	●
			Report on Bidgee Classic Fishing Competition planning and outcomes, including participation numbers – goal is to run an event that prompts Destination NSW promotion and that will draw visitors from outside the region	A debrief meeting was held on Sunday 22 April and had 8 people in attendance. The Annual General Meeting was held on Tuesday 19 June with 8 people in attendance. All executive positions were filled.	Events Officer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
13.01a	Support the hosting of exciting destination events across Leeton Shire	2017/18 - 2020/21	Report on ArtDeco Festival planning and outcomes, including participation numbers (intended launch 2019, subject to funding) – goal is to run an event that prompts Destination NSW promotion and that will draw visitors from outside the region	Marketing and Cultural Services Coordinator has researched the regional event calendar, regional and state tourism statistics, the Riverina Murray Destination management Plan, and the festivals and events funding environment. Dates have been chosen for the 2019 event, 13-15 July, stakeholders, community and media have been informed. The first briefing session has been booked in to recruit festival committee volunteers. An application will be made in the next quarter for funding in the next round of Destination NSW Flagship events funding, as we were not eligible for incubator funding due to the fact that the event has been held twice before.	Marketing and Cultural Services Coordinator	●
13.02a	Support the hosting of a range of exciting community events across Leeton Shire	2017/18 - 2020/21	Report on local events planned and held, and participation numbers – goal is to attract residents to a range of quality local events in Leeton, Whitton and Yanco that bring life and vitality.	The Leeton Shire Council Events team has spent time this quarter planning and assisting the upcoming Murray Darling Association (MDA) Conference that is being held in August. Planning has also commenced on the upcoming Chill & Grill event which will be held in October as well as the Leeton Town Band Outback Spectacular being held in November. 11 Events were registered with Leeton Shire Council's Events Team for the month of April. These are listed below along with participation numbers received from the respective event organisers: Riverina Skate Championships - 150 Leeton's Open Gardens: 350 Leeton Farmers Market - Reported on separately Youth Week Activities - six events were held for Youth Week 2018 with an overall attendance of 98 participants Kaput – Live Performance at the Leeton Roxy Community Theatre - 76	Events Officer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>Yanco Village Markets - Reported on separately 11 Events were registered with Leeton Shire Council's Events Team for the month of May. These are listed below along with participation numbers received from the respective event organisers: St Peters Anglican Annual Fashion Parade Rotary District Conference - 256 registered delegates Leeton Motor Sports Club Leeton Farmers Market: Reported on separately Coming Together for Taj Family fundraiser - 200 Leeton Picnic Races Rotary Annual Swap Meet Mother's Day Garden Brunch at the Visitors Centre - 70 Inner Wheel Club of Leeton's Falling Leaf Luncheon - 80 Yanco Village Markets Scottish Debutant Ball - 400 10 Events were registered with Leeton Shire Council's Events Team for the month of June. These are listed below along with participation numbers received from the respective event organisers: Leeton Farmers Market: Reported in separate KPI St Joseph's Debutant Ball - 500 Leeton Community Op Shop Ball - 250 The Farmer and the Chef - 30 Chosen Rally St Francis De Sales Showcase nights Yanco Village Makrets Royal Far West Annual Fundraiser - 55 Junior Crows Variety Night - 90 Refugee Week Family Fun Afternoon</p>		

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
13.03a	Support the hosting of a range of exciting sporting events across Leeton Shire	2017/18 - 2020/21	Report on sporting events planned and held, and participation numbers – goal is to hold sporting events that will draw visitors from outside the region	6 sporting events were registered with the Leeton Shire Council Events team over the April - June period: - Riverina Skate Championships; Monday 2 April. 150 in attendance - Western Junior League Basketball Competition - Round 3. (Saturday 7 and Sunday 8 April) - Leeton Motor Sports Club Super Sedans; Saturday 5 May - Leeton Races; Saturday 12 May. 800 people in attendance - CHS South Netball Competition (Thursday 24 and Friday 25 May) - Friends of Luro and St Vincent de Paul Charity Golf Day; 84 participants	Events Officer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

13b Attract visitors to Leeton Shire region

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
13.01b	Operate a Visitors Information Service	2017/18 - 2020/21	Report on number of visitors to the Leeton Visitor Information Centre and Leeton Shire (where stats are available) - the goal is to offer advice to visitors and to showcase local produce	During this reporting period, Leeton Visitors Information Centre recorded 644 walk-in visitors. During the same period the previous year, Leeton VIC recorded 512 walk-in visitors. This represents an increase in visitation. During this quarter 32% of visitors to the VIC were looking for Maps/Directions, 28% for Event/Attraction Information, 23% for Local/Regional Brochures and 17% for Tastes of Leeton/Group Tour group visits. The average length of stay for visitors was 2 nights. Local accommodation operators recorded on average that 68% of their visitors were business travellers and 20% were visiting friends and relatives during this reporting period, staying an average of 2 nights and were predominantly visiting from the Sydney/Bathurst regions. The remaining 12% of visitors during this period were travellers just passing through Leeton. No comparative data is available for the previous year as this information wasn't previously captured.	Communications and Marketing Coordinator	●
			Report on Leeton Visitor Information Centre sales – the goal is to generate income to offset the costs of running the service while also showcasing local produce	During this reporting period Leeton Visitors Information Centre recorded \$2677.73 in sales. During the same period last year Leeton Visitors Information Centre recorded \$2555.45 in sales representing a minor increase in sales.	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on number of visitor guides distributed, number of hits on tourism website and social media activity – the goal is to attract visitors to Leeton and provide useful information on where to stay and what to see and do.	During this reporting period 848 visitors' guides were distributed through the Leeton Visitors Information Centre. Last year 578 visitor guides were distributed over the same period. The Leeton Tourism website has had 7521 visitors during this reporting period as compared to 5060 people for the same period last year. The Leeton Tourism Facebook page had 2071 page likes as at the end of this reporting period. For the same period last year the Leeton Tourism Facebook page had 1805 page likes representing a steady increase.	Communications and Marketing Coordinator	●
13.02b	Participate in regional tourism activities	2017/18 - 2020/21	Report on investment, meetings held and any major decisions/actions – goal is to leverage better tourism outcomes by working collaboratively with neighbouring councils, the region and the State.	Through his role as a Board Director of Thrive Riverina, Council's Manager Communications and Marketing has attended two Board meetings during this quarter. Leeton Shire Council endorsed its 2-year membership of Thrive Riverina at its April Ordinary Council Meeting as well as its participation in the Riverina Cooperative Marketing Campaign which is a collaborative project between Thrive Riverina and Destination Riverina Murray (DRM). Membership benefits that we will receive from being apart of Thrive Riverina for the next two years include the introduction of a weekly blogger titled the "Riverina Champion", regular e-newsletters, access to Riverina social media platforms and digital assets, participation in the year round marketing initiative Taste Riverina as well as a seat at the table for regional focus group and member forums. Council's Communications and Marketing team members also participated in Event Development	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>and Marketing Workshops facilitated by DRM during this quarter. DRM also launched it's new website, www.riverinamurray.com.au, during this reporting period. The website offers a wide range of resources, research and statistics and information regarding different funding opportunities such as the Regional Flagship Events Program which Council will be looking to apply for the 2019 Leeton Art Deco Festival. DRM will continue to communicate regularly with Riverina based Councils and tourism operators through its weekly newsletter updates.</p> <p>The Leeton Town Band event was also selected to be featured in DRM's "It's on in the Riverina" Marketing campaign which will be featured across a series of DNSW's major marketing platforms during the lead up to the event in November. Council's Events Officer was also successful in obtaining a \$6,500 scholarship which was offered through DRM and DNSW to study for a Diploma of Events Management over the next two years. A vacancy also currently exists on the Destination Riverina Murray Board and Council is nominating it's Marketing and Cultural Services Coordinator for this position which if successful would ensure that we have a voice around both the Thrive Riverina and DRM Board meeting tables.</p>		
13.03b	Convene a tourism leadership group for Leeton Shire	2017/18 - 2020/21	Report on meetings held and any major decisions/actions - goal is to drive an increase in	The Leeton Tourism Network Group met once during this quarter on Monday 18th June. At this meeting network group members were provided with an update from Council's Manager	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			visitation and bed nights in Leeton	Communications and Marketing on the new makeup of the Marketing and Communications team, Council's Marketing and Cultural Services Coordinator was introduced to the group and she also gave a presentation regarding preliminary planning and market research work that she has done to best inform the relaunch of Leeton Art Deco Festival in July 2019. Due to several key committee members being away several times throughout this financial year which affected the frequency of meetings and a range of other competing priorities, an Action Plan for the Leeton Tourism Network Group has not been finalised. However, a DRAFT Action Plan will be worked on in the first quarter of the 18/19 Financial Year with the aim to present a DRAFT to Council at either the August or September Ordinary Council meetings.		
13.04b	Provide Visitor Tourist Signage		Report progress on refurbishment of Leeton Tourist and Event Promotional Signage in neighbouring shires – goal is to redirect traffic off the highways to Leeton and to promote dates for destinational events / festivals	As advised in previous quarter this project was completed in early March 2018.	Communications and Marketing Coordinator	●

14 A community that enjoys a vibrant town centre

14a Maintain and improve the overall appearance of the main streets

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
14.01a	Operate main street cleaning and maintenance in Leeton, Yanco and Whitton	2017/18 - 2020/21	Report on activity and progress – goal is for town centres to present well to shoppers, business people and visitors	Autumn flower displays have established well after significant replanting was required following magpie damage in the CBD. Both the street litter bins and street sweeper programmes have been 100% completed. Painting of bollards has been postponed to await a determination of the CBD Phase 2 upgrade. Weed spraying of footpaths, traffic islands and medians was undertaken as required.	Manager Open Space and Recreation	●
14.02a	Implement key recommendations of the Leeton CBD masterplan	2017/18 - 2020/21	Finalise stages and report on activity and progress (implementation will be subject to prioritizing of projects and funding) – goal is for Leeton's CBD to make a positive impression on shoppers, business people and visitors	During this quarter Council called for and received tenders for the concept review, planning, design and preparation of construction tenders for the Wade Avenue stage of the Leeton CBD enhancement project.	Manager Planning, Building and Health	●
14.03a	Develop and implement main street plans for Yanco and Whitton	2017/18 - 2020/21	Engage with community and report on activity and progress (implementation will be subject to prioritizing of projects and funding) - goal is for Yanco and Whitton to present well to shoppers, business people and visitors.	Yanco - town improvement meetings held which identified main street enhancement as a priority - no firm ideas at this stage. Whitton - town improvements meetings held - worked commencing on public art (including light poles) and budget submission for street trees and verges approved for the 2018/19 budget.	Manager Planning, Building and Health	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
14.04a	Develop and implement a car parking strategy for the Leeton CBD	2017/18 - 2020/21	Engage with community and business and report on activity and progress – goal is to ensure sufficient suitable and accessible parking is provided in the CBD	The first draft has been completed and currently being peer reviewed prior to tabling at Council ahead of public exhibition. This strategy needs to meld with the CBD Enhancement Plan. The Red Belly scheme was conceptual layout with no data or analysis of current demand. The Car Parking strategy will inform future CBD upgrade works when scoping the detailed design requirements.	Manager Engineering Technical Services	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

14b Promote activity and vibrancy in Leeton CBD

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
14.01b	Encourage activity in the Leeton CBD and Yanco and Whitton main streets such as markets and busking	2017/18 - 2020/21	Report on activity and participation, including farmers market trends – goal is to activate the main streets and make it exciting for people to shop and visit	The Leeton Farmers Market events have been consistent during the April - June 2018 period. May was the busiest market for this period (possibly due to the influence of Mother's Day) with approximately 200 people visiting the 16 stallholders on the day. April and June were quieter, both with 15 stallholders in attendance and approximately 150 people present on these days. These numbers were provided by the Market Coordinator.	Events Officer	●
14.02b	Develop and implement public art program for Leeton CBD	2017/18 - 2020/21	Report on activity and progress including the art works commissioned for the Lyrics, Landscapes and Lintels project – goal is to create interest and conversation that complements the CBD enhancement project	The Lyrics, Landscapes and Lintels artworks located in the CBD are the Art Deco inspired lanterns, and the Walter Burley Griffin Piece for Chelmsford Place. During this quarter after attending CBD Enhancement committee meetings, Marketing and Cultural Services Coordinator negotiated with the lantern artist, Carla Gottgens, that the works would be stored until Wade Avenue enhancements were complete, to avoid the artworks being installed, removed (susceptible to damage) and then reinstalled elsewhere – this will save costs and reduce risk of damage to this particular artwork. The Walter Burley Griffin artwork for Chelmsford place has been completed and is now ready for installation. Installation is due to take place in July.	Marketing and Cultural Services Coordinator	●

5-A QUALITY BUILT ENVIRONMENT

15 A community that has reliable water and sewerage services in towns

15a Supply treated water to urban centres

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
15.01a	Operate water treatment services at Leeton, Whitton and Murrami	2017/18 - 2020/21	Report on volume of treated water produced per site – goal is to have sufficient supply to cater for community and business needs	Leeton Water Filtration Plant Q4 17/18 508.47 ML as compared to Q4 16/17 432.35 ML (a 17% increase). Murrami Water Filtration Plant Q4 17/18 3.36 ML as compared to Q4 16/17 3.27 ML (a 2% increase). Whitton Water Filtration Plant Q4 17/18 15.9 ML as compared to Q4 16/17 12.7 ML (a 25% increase). Increase usage can be attributed to exceptionally low rainfall this year with Leeton receiving approximately one third of our average rainfall so far in 2018.	Manager Water and Waste	●
			Report on number of non-compliances in relation to drinking water standards – goal is to provide town supply that protects public health.	There were no non-compliances at any of the water treatment plants during the April - June quarter.	Manager Water and Waste	●
			Report on progress against maintenance, renewal and capital works programs including the upgrade of Murrami Filtration Plant – goal is to	Construction of the new roof over the chemical dosing area at the Leeton Water Treatment Plant has been completed and there has been some replacement of valves and pipework required. The restorative works on the older part of the facility are about to commence. Preparation is also underway	Manager Water and Waste	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			ensure that facilities are reliable and fit for purpose	to replace the filter media in the Whitton Filtration Plant.		
15.02a	Provide reticulated services in Leeton, Yanco, Wamoon, Whitton and Murrumbidgee	2017/18 - 2020/21	Report on progress against Maintenance, Renewal and Capital Works programs including water main replacements in Willow, Mallee Streets, Beech Streets and water meter replacements – goal is to ensure that the network is reliable and fit for purpose	Yanco Ag High School is now operating solely on town water while their reservoir is being refurbished without any complications. All other planned works were completed except Mallee St and Willow St due to the YAHS extension going overtime. These projects will be completed in FY18/19.	Manager Water and Waste	●
			Report on performance against response times for customer requests – goal is to ensure the network reliably protects public health	Reliable information on call outs and response times is currently not available. Confirm Asset Management Implementation was held up due to the departure of key staff member. A new implementation plan has been received for water and sewer and it is hoped that the system can be effectively rolled out in the new financial year.	Manager Water and Waste	●
15.03a	Develop a Water Services Asset Management Plan starting with an Integrated Water Cycle Management Plan	2017/18	Report on activity and progress – the goal is to manage Council assets professionally using methods that inform long term financial planning	IWCM progress is at a standstill. Contractor has been contacted and advised that council wishes to terminate the contract by mutual agreement. Council is awaiting a response.	Manager Water and Waste	●

1.5b Supply sewer treatment services to urban centres

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
15.01b	Operate sewer treatment services at Leeton, Yanco and Whitton	2017/18 - 2020/21	Report on volume of sewerage treated per plant – goal is to have sufficient capacity to provide for community, business and industry needs	Data not available. Record were located on a stand alone computer whose files were corrupted. IT is working to set up a system where information is backed up daily to prevent any re-occurrence.	Manager Water and Waste	●
			Report on number of non-compliances in relation to effluent discharge – goal is to ensure water is polished to required standards before being released into Fivebough Wetlands	There were no non-compliances this quarter	Manager Water and Waste	●
			Report on progress against Maintenance, Renewal and Capital Works programs– the goal is to manage Council assets professionally using methods that inform long term financial planning	Whitton Sewerage Pump Stations are now fully automated as well as 6 of the pump stations in the LSPS03 catchment area taking in Quandong St, Petersham Rd, Letona Place, Lake Paddock Drive, Parry Lane and Ellendon Place. Pump Station Panels for Yanco have been assembled and will be installed early in the new financial year. As the roll out of electrical and telemetry upgrades progresses Water and Wastewater crews are conducting major maintenance activities including the replacement of guide rails, replacement of level sensors as well as general maintenance of the site.	Manager Water and Waste	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on progress against Leeton Shire Council's Trade Waste program – goal is to ensure trade waste is appropriately managed so as not to compromise the effectiveness of the sewerage treatment plant and associated environmental outcomes	DPI Water has rejected the Trade Waste application to a significant companies to gain concurrence for Trade Waste discharge. This will be an issue for the Company in terms of compliance activities the DPI Water will order and a dramatic increase in the Trade waste charges that council will be expected to levy. The Water and Waste team have committed to work closely with the company and provide what assistance we can in order for them to gain concurrence. There have been no new non-compliances discovered during this quarter.	Manager Water and Waste	●
15.02b	Provide reticulated services in Leeton, Yanco and Whitton	2017/18 - 2020/21	Report on progress against Maintenance, Renewal and Capital Works programs including pump station upgrades – goal is to ensure that the network is reliable and fit for purpose	Whitton Sewerage Pump Stations are now fully automated as well as 6 of the pump stations in the LSPS03 catchment area taking in Quandong St, Petersham Rd, Letona Place, Lake Paddock Drive, Parry Lane and Ellendon Place. Pump Station Panels for Yanco have been assembled and will be installed early in the new financial year, this includes a wifi extension to Yanco which also provides the opportunity for council to extend community wifi to Yanco if it so desires. As the roll out of electrical and telemetry upgrades progresses Water and Wastewater crews are conducting major maintenance activities including the replacement of guide rails, replacement of level sensors as well as general maintenance of these sites as well as at LSPS 08 Blackwood St and LSPS 07 Gossamer St.	Manager Water and Waste	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on performance against response times for customer requests – goal is to ensure the network reliably protects public health	Reliable information on call outs and response times is currently not available. Confirm Asset Management Implementation was held up due to the departure of key staff member. A new implementation plan has been received for water and sewer and it is hoped that the system can be effectively rolled out in the new financial year.	Manager Water and Waste	●
15.03b	Develop reticulated sewer system for Wamoon	2017/18 - 2020/21	Report on investment, activity and progress – goal is to improve public and environmental health outcomes in Wamoon and reduce smell nuisance	The project is still progressing through the Design and Approval Stages. The timeframe has been pushed out by 12 months. The delays in obtaining the relevant approvals are due to the decision to relocate the Sewer Treatment Plant (STP) site to a more appropriate site that is further away from residents.	Manager Water and Waste	●
15.04b	Develop a Sewer Services Asset Management Plan	2017/18	Report on activity and progress - goal is to manage Council assets professionally using methods that inform long term financial planning	Confirm Asset Management Implementation was held up due to the departure of key staff member. A new implementation plan has been received for water and sewer and it is hoped that the system can be effectively rolled out in the new financial year.	Manager Water and Waste	●

16 A community that has good road, rail and air transport

16a Provide access to Regional Passenger Air Services

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
16.01a	Support Narrandera Shire Council to operate the Narrandera / Leeton Airport	2017/18 - 2020/21	Report on number of passengers using service – goal is to sustain or grow numbers so that service remains viable	Total passenger numbers for this quarter were 3145, slightly higher as compared to total passenger numbers for previous quarter (January to March 2018 - 3087) but lower than the previous year's quarter (April to June 2017 - 3275). (Source: Regional Express Airlines).	Economic Development Coordinator	●
			Report on Capital Works program progress and costs – goal is to operate an airport that is fit for purpose, with Leeton Shire sharing half the costs of capital works with Narrandera Shire	2017/18 capital works for the Runway Lighting Project funded 50:50 by both Narrandera and Leeton Councils were completed on budget and on time. A new cleaner's basin was installed in the toilets to replace the degraded one using surplus 2017/18 funds of \$1500.00. Works to improve the existing levee banks on the Main Road 80 frontage were carried out by Roads and Maritime Services this quarter at no cost to either Council. This will greatly improve the threat of flooding at the Narrandera-Leeton Airport.	Economic Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

1.6b Facilitate improved Freight Transport productivity

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
16.01b	Support and promote the development of an Intermodal Freight Terminal Service for the Western Riverina area	2017/18 - 2020/21	Report on activity and progress – goal is to have high functioning freight intermodals servicing Leeton and the Western Riverina	Council continued to advocate for masterplanning of the Western Riverina Intermodal Freight Terminal site at Wumbulgal. It is understood that a decision about funding is imminent. Council also hosted discussions with key stakeholders in June in regards to the NSW Government's Fixing Country Rail Funding Program. State Government is seeking a single application for a rail siding.	Economic Development Coordinator	●
16.02b	Develop and implement Freight Strategies at the local and regional levels	2017/18 - 2020/21	Report on activity and progress including advocacy for inland rail and overcoming road freight "pinch points" for Leeton Shire – goal is to identify key enabling infrastructure for improving freight efficiencies and develop 'shovel ready' projects in anticipation of grant funding opportunities.	Council staff participated in a community and industry engagement session in Narrandera in March to discuss the impacts of the proposed Narrandera-Tocumwal line as part of the pre-feasibility study being administered through Transport NSW. Council has actively pursued other externally funded freight projects with neighbouring Council, including the upgrades to freight networks linking Leeton to Borellan via Collinroobie Road and Koonadan Road. Leeton Shire is also investigating the feasibility of a heavy vehicle detour of the Leeton residential area.	Manager Engineering Technical Services	●

16c Provide an efficient road network for the movement of people and freight

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
16.01c	Maintain and improve the Shire's road network in accordance with Leeton Shire Council's "Road Asset Management Plan"	2017/18 - 2020/21	Report on progress of scheduled Maintenance Program See schedule of road works 2017/18 pages 81 and 82 – goal is to maintain in satisfactory condition a safe and reliable road network and extend the useful life of the Shire's roads	General Unsealed Roads budget expenditure - 87%, General Rural Sealed Roads budget expenditure - 102%, General Urban Roads budget expenditure - 101%. General urban maintenance was weighted evenly towards Leeton and Whitton townships with Yanco slightly behind in expenditure . Maintenance budgets are generally on track, with rural sealed roads slightly over expended % due to rural roads heavy patching activities that are a significantly higher cost. This budget also takes in most of the costs for the entrance cleanups. The Unsealed budget is underspent this quarter, with delays in the oncoming wet periods not requiring increased maintenance.	Manager Roads and Drainage	●
			Report on progress of Renewal and Capital Works Program See schedule of road works 2017/18 pages 81 and 82 – goal is to enhance the Shire's road network to address any backlog, address safety concerns and improve freight efficiency.	2 projects were completed this quarter that were late additions to the capital works program. These projects being 2 sections of Palm Avenue Kerb & Gutter installation and associated road tie ins. The two remaining projects are Young Road, Whitton and Almond Road, Leeton. Young Road is awaiting further information from Developers to ensure a coordinated approach. Almond Road is awaiting the replacement of a water main that impacts on half of the road rehabilitation length. Both projects are expected to progress once these issues are completed. Overall 82% of the Capital Road Budget has been spent to date.	Manager Roads and Drainage	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on progress of Sign Replacement program – goal is to replace signs on an as needs basis when defects are recorded.	103 Signs defects were accomplished this quarter, all due to various issues of non reflectivity, vandalism, and being stolen.	Manager Roads and Drainage	●
			Report on unplanned maintenance works reported through inspection regimes and public reporting – goal is to manage risks appropriately in accordance with service levels in the adopted Roads Asset Management Plan.	Defects raised in last quarter – 8 - scheduled inspections not undertaken with resourcing issues Defects and on the job maintenance addressed and resolved in last quarter – 544 Defects outstanding at end of Last Quarter - 106 Last Quarter High Priority defects were targeted, with most of the remaining defects being Medium or Low priority.	Manager Roads and Drainage	●
16.02c	Develop and implement a Leeton Shire "Traffic Management Plan"	2017/18 - 2020/21	Report on activity and progress – goal is to ensure safe and efficient movement and parking of vehicles in Leeton, Whitton and Yanco.	Action on the Leeton Shire Traffic Management Plan has been delayed due to unavailability of staff	Manager Engineering Technical Services	●
16.03c	Construct and repair state roads under contract to Roads and Maritime Services	2017/18 - 2020/21	Report on activity and progress – goal is to be a supplier of choice for the RMS	Completion of all outstanding Ordered Works were completed this quarter. Two additional Ordered Works projects were offered to LSC and have been completed also. These additional works were Asphalt deep-lift heavy patching at the Vance Road/Canal Street traffic Lights, and similarly deep-lift asphalt patching at McQuillan Road intersection. For the works undertaken this quarter Council received a "superior" ranking for its Standard of work.	Manager Roads and Drainage	●

16d Support the aged and people with disability to attend appointments and shop

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
16.01d	Provide community transport services to the residents of Leeton Shire (delivered by Narrandera Shire Council from Leeton Multi-Purpose Community Centre)	2017/18 - 2020/21	Report on number of clients utilizing Community Transport services and total number of trips – goal is to ensure an efficient and effective community transport service that meets the needs of residents and values / supports volunteer drivers.	<p>There were a total of 1570 trips for the Leeton Shire Community Transport clients this quarter - this is a decrease of 0.88% from the third Quarter (Q3 1584). The total number of clients within Leeton Shire is 274 which is an increase of 25.1% (Q3 219)</p> <p>There were 15 active volunteer drivers last quarter (there are currently 18 volunteer drivers registered with Leeton CT).</p> <p>Community Transport are consistently seeing an increase in clients, and have been able to start their social trips again. They are looking to organise another trip in the warmer season.</p> <p>In conjunction with the Narrandera office, they are looking to start a shuttle bus between Leeton and Narrandera that will be both a social and shopping trip and be beneficial to both communities.</p> <p>There are still some issues with the transition to NDIS for some clients. A few clients seem to have "fallen through the cracks" in regards to the establishment of their plan, with no one to advocate for them or to sufficiently explain how their plan works and what it means for them. Attempts to have their plans reviewed has been quite a lengthy process with inadequate follow ups. Leeton Shire Council staff and the Mayor attended a NDIS Information Session held in Griffith on 16 May 2018. The purpose of attending was to represent Leeton Shire and advocate for our community members who have raised concerns regarding the NDIS.</p>	Community Development Coordinator	●

17 A community that enjoys attractive towns and parks

17a Provide open spaces for active and passive leisure

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
17.01a	Maintain and improve Council's park network in accordance with Leeton Shire Council's "Parks and Playgrounds Inspection Plan" and "Playground Strategy"	2017/18 - 2020/21	Report on progress against Maintenance, Renewal and Capital Works programs - Parks (including installation of power outlets at Mountford Park) – goal is to have suitably presented and equipped parks that are safe, attractive and fit for purpose	21 park & recreation facilities inspected and details recorded as per the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. Only minor issues encountered and all works scheduled according to the policy timeframes.	Manager Open Space and Recreation	●
			Report on progress against Maintenance, Renewal and Capital Works programs - Playgrounds (including car parking at Graham Park) – goal is to have suitably equipped playgrounds that are fun, safe, fit for purpose and cater for diverse needs.	Three (3) monthly inspections of all of Council's playgrounds have been completed and recorded as per the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy. The playground renewal at Wamoon has been completed within budget. The shade sails and fence around the playground at Graham Park has been completed and an official opening held. The carpark at Graham Park has also been completed on time. 10% budget over spend due to changes to scope of works during construction.	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on options, costs and feasibility of a water feature at McCaughey Park and associated grant funding activity – goal is to investigate and respond to a community request	Water park components have arrived. Construction of water park will now be scheduled into works programs with the project to be completed prior to the warm weather in 2018.	Manager Open Space and Recreation	●
17.02a	Develop a Parks and Playgrounds Asset Management Plan	2017/18 - 2018/19	Report on activity and progress - goal is to manage Council assets professionally using methods that inform long term financial planning	Plan to be developed in 2018/2019. The Playground Strategy 2017-2032 was on public display during the first quarter and this document will inform many components of the Parks and Playgrounds Asset Management Plan.	Manager Open Space and Recreation	●

17b Provide attractive streetscapes and town entrances

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on activity and progress of Leeton Shire Council's Streetscapes Maintenance, Renewal and Capital Programs – goal is to enjoy aesthetically pleasing streets in residential, commercial and industrial areas of Leeton Shire	<p>Eight trees have been planted at the Court House precinct landscaping project and the project is now complete.</p> <p>An irrigation system has been installed adjacent to Woolworths in Wamoon Ave to further enhance that area with lawns and trees.</p> <p>An additional area adjacent to the police station is scheduled for works but has been delayed due to contractor availability.</p> <p>Mulching of the Palm plantations in Palm Avenue is continuing subject to mulch availability.</p>	Manager Open Space and Recreation	●
17.01b	Maintain and improve Leeton Shire's urban streetscapes	2017/18 - 2020/21	Report on activity and progress of Leeton Shire Council's Tree Replacement Maintenance, Renewal and Capital Programs (including Golf Course Estate) – goal is to provide safe and picturesque ornamental and shade trees throughout Leeton Shire	There have been 55 new trees planted in Q4. Locations include Blackwood Street, Golf View Estate and Court House area. Additional trees have been purchased to be planted in July.	Manager Open Space and Recreation	●
17.02b	Maintain and improve Council's town and boundary entrances	2017/18 - 2020/21	Report on activity and progress of Leeton Shire Council's Town Entrance Maintenance, Renewal and Capital Programs – goal is to create attractive and welcoming entrances to Leeton towns and villages	Town entrance works for Q4 have included the burning of the piles of branches and debris along Irrigation Way past Boyers crossing. All town entrance signs have been inspected and routinely sprayed around and tidied. There has been no requirement for slashing works due to the very dry conditions.	Manager Open Space and Recreation	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

17c Provide public conveniences across Leeton Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
17.01c	Provide a network of public toilets to service busy public places	2017/18 - 2020/21	Report on activity and progress against Maintenance, Renewal and Capital Works programs. Works for 2017/18 include new public toilets at Wamoon Park – goal is to provide clean facilities in good working order and to have any complaints quickly resolved	Four complaints had been raised in the last quarter concerning public toilets. Three about broken door locks and one about broken rubber seal. All have been repaired. The Wamoon public toilet has yet to be designed as it is being developed in conjunction with the Wamoon Sewerage Project.	Manager Engineering Technical Services	●

17d Deliver Development Planning services that signal Leeton as "open for business"

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
17.01d	Provide a Development Application and Assessment service	2017/18 - 2020/21	Report on number of Building Certificate Applications received and numbers issued for Leeton Shire and other Councils – goal is to deliver an efficient and effective assessment and approvals service	During this period there were no building certificates received or issued.	Planning Officer	●
			Report on number of Complying Development Certificate Applications received and numbers issued for Leeton Shire and other Councils, including total value and average turnaround times – goal is to deliver an efficient and effective assessment and approvals service	During this quarter 1 CDC application was received for a swimming pool and it was issued within 22 days. This CDC had a value of \$34,624.	Planning Officer	●
			Report on number of Development Applications received and numbers issued for Leeton Shire and other Councils, including total value and average	During this period there were a total of 46 applications lodged and 32 have been approved (Q3 figures: 35 lodged, 30 approved). The DAs received have a combined value of \$11,001,817 and had an average approval time of 49 days. (Q3 figures: Value \$4,026,073, approval days 34). The number of applications on "stop the clock" at	Planning Officer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			turnaround times– goal is to deliver an efficient and effective assessment and approvals service	the end of Quarter 4 was 10 (Q3 figures: 15), these applications were put on stop the clock as further information was required, all of these DA's have now been approved. For Narrandera Shire Council 0 DAs were received and 0 DAs were approved (Q3 figures: 3 received, 9 approved) A total of \$6,689 in assessment and inspection fees have been charged to NSC in this quarter.		
			Report on number of Occupation Certificates received and numbers issued for Leeton Shire and other Councils, including total value and average turnaround times– goal is to deliver an efficient and effective assessment and approvals service	During this period there were a total of 18 Occupation Certificates issued which took an average of 2 days to each to process. Fees charged were valued at \$787. The fee during this quarter was \$34 and there was a mix of 5 interim certificates and 18 full occupation certificates.	Planning Officer	●
			Report on number of Section 149 Applications received and numbers issued for Leeton Shire – goal is to deliver an efficient and effective assessment and approvals service	During this quarter 88 s.10.7 Planning Certificates were issued and a total of 9 10.7(5) Planning Certificates were also issued. Turnaround times remain at 2 days. In previous reporting planning certificates were know as s.149 Certificates, but following recent changes to the Environmental Planning & Assessment Act that commenced early in 2018, the section that applies to the provision of planning advice was renumbered to section 10.7. The information provided remains the same.	Manager Planning, Building and Health	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
17.02d	Levy and apply development contributions	2017/18 - 2020/21	Report on Section 64 fees levied, received and expended per project – goal is to ensure water and sewer infrastructure can be expanded without burdening existing ratepayers	Section 64 Developer Contributions: \$20,919 levied, \$0 received, \$0 expended this quarter.	Drainage and Development Engineer	●
			Report on Section 94 fees levied, received and expended per project – goal is to ensure projects to support growth can be delivered without unduly burdening existing ratepayers	Council no longer levies new development contributions under section 94 of the Environmental Planning and Assessment Act. No s.94 levies were received or expended during this quarter.	Planning Officer	●
			Report on Section 94A fees levied, received and expended per project – goal is to ensure projects to support growth can be delivered without unduly burdening existing ratepayers	The following details Section 94A fees levied by Council during the fourth quarter: Levied \$91,641.82 Received \$72,331.86 Expended Nil Closing balance 30/6/18 \$157,772.00	Planning Officer	●
17.03d	Apply robust policy to guide quality development across Leeton Shire	2017/18 - 2020/21	Report on progress of "Leeton Shire Local Environmental Plan" review – goal is to ensure plan is current, reflective of community priorities and fit for purpose	During this quarter staff held discussions with representatives of NSW Planning & Environment in relation to strategic land use planning. NSW Planning have provided Council with a number of plans prepared by other councils in NSW.	Manager Planning, Building and Health	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on development and implementation of the "Leeton Shire Council Development Control Plan" - goal is to clarify development standards and provide greater certainty for both developers and community	During this quarter there was no further action undertaken on the preparation of a draft development control plan for Leeton.	Manager Planning, Building and Health	●
			Report on development and implementation of the "Leeton Shire Council Subdivision Engineering Guidelines" – goal is to clarify development standards and provide greater certainty for both developers and community"	Final draft guidelines have been received from Consultants. Internal review of these documents is being finalised with changes to be made prior to public exhibition. Some further work with standard drawings is required as it is intended to be on public exhibition in conjunction with guidelines. Guidelines are on track to be finalised prior to end of Quarter 1.	Drainage and Development Engineer	●
			Report on development and implementation of the "Leeton Shire Council Section 64 Plan" – goal is to provide certainty to Council and developers about fees payable to burden or extend existing water and sewer infrastructure.	Work on the development of the Development Servicing Plan (DSP) has commenced and will be completed as part of the consultancy for the Integrated Water Cycle Management Plan (IWCM). The IWCM Plan has however been delayed while the contract with the current consultant is ended by mutual agreement.	Drainage and Development Engineer	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

17e Provide drainage networks in urban areas

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
17.01e	Maintain and improve Council's drainage network	2017/18 - 2020/21	Report on progress against Maintenance, Renewal and Capital Works programs – goal is to deliver the programs in full, on time and to budget	Works were completed this quarter along Quandong Street, including V-Drain and Kerb & Gutter installations. There have been no renewal works completed this quarter.	Manager Roads and Drainage	●
17.02e	Develop a Stormwater Drainage Asset Management Plan	2017/18 - 2020/21	Report on activity and progress commencing with development of a Drainage Plan and Drainage Strategy – the goal is to manage Council assets professionally using methods that inform long term financial planning	Stormwater Management Plan redrafted and changes made following Senior Management review. Plan is to go to July 2018 Council Meeting. Drainage Asset Management Planning will commence in 2019/2020.	Drainage and Development Engineer	●

6- STRONG LEADERSHIP

18 A community that has politicians who act and listen

18a Forge and maintain strong regional relationships

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
18.01a	Participate in Joint Organisation / RAMROC	2017/18 - 2020/21	Report on meetings held and any major decisions/actions – goal is to network, plan, advocate and share resources to enhance the wider region's social, economic and environmental wellbeing	There were 2 RAMROC Board meetings held during the quarter. The first covered a range of topics from the formation of the Riverina and Murray Joint Organisation, to the Procurement of Goods and Services from Procurement Australia (VIC) as well as LG Procurement (NSW), submissions to the Productivity Commission's 5-year Review of the Basin Plan and the South Australian Royal Commission's Inquiry into the Water Act and Murray Darling Basin Plan, support for a Solar Saver Energy Program for Councils, expert services to negotiate the NSW Container Deposit Share Scheme for Councils, ideas for combatting Silverleaf Nightshade infestation and opportunities in the region to bid for the Qantas Pilot Academy . The second meeting focused on preparing for the new Riverina and Murray Joint Organisation.	General Manager	●
18.02a	Participate in State and National Local Government Associations (LGNSW and ALGA)	2017/18 - 2020/21	Report on activity and progress – goal is to network and ensure local government has a strong voice when dealing with state and federal governments	The Mayor, Deputy Mayor and GM attended the Australian Local Government Association Congress in Canberra in June. Council's 3 motions on road safety, more consistent container deposit schemes across states and faster processing of citizenship applications for refugees were all supported. In May Council hosted the first regional forum in NSW	General Manager	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				for LGNSW in several years. Attended by the LGNSW President and some board members, the CEO and some senior staff, Leeton was able to showcase the Shire and the Western Riverina. The forum was well attended by Councils from the Murray and Riverina region.		
18.03a	Participate in Country Mayors		Report on activity and progress – goal is to network and ensure local government in rural and regional centres has a strong voice when dealing with state and federal governments	The June meeting of Country Mayors was attended by the Mayor and GM. Presentations were made by the CEO Statewide Insurance (focussed on the defined benefit scheme), Telstra (focussed on Strategy Update and investment in rural telecommunications infrastructure), NSW Coordinator Regional Infrastructure (overcoming red tape) and National Heavy Vehicle Regulator (role of regulator plus advocating for Councils to renew B-Double notices).	General Manager	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

18b Strengthen Leeton Shire Council's Governance capabilities

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
18.01b	Implement individual Training Programs for each Councillor	2017/18 - 2020/21	Report on training undertaken – goal is to equip Councillors to be able to govern well by having a tailored training plan for each	The session which was to be scheduled with Councillors during Quarter 4 was not held due to other competing priorities. However, Councillors will undertake a workshop in early July to complete the self-assessment tool of the LG Capability Framework. Once completed, individual development plans will be generated. Regardless, Councillors have the capacity to nominate for any training they wish to undertake. No training has occurred this quarter.	Governance and Corporate Planning Coordinator	●
18.02b	Attract a strong pool of candidates for Local Government Elections in 2020	2020/21	Report on activity and progress - goal is to ensure voters can choose Councillors who they feel have the skills and values to best represent them.	Action is not due to commence until the 2019/2020 Financial Year.	Director Corporate and Community	●

18c Ensure strong working relationships at a Federal and State level

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
18.01c	Continue advocacy with Federal and Local MP's on Key Issues for the region	2017/18 - 2020/21	Report on advocacy undertaken and outcomes – goal is to ensure that interests and needs of Leeton Shire and the Western Riverina are front of mind and progressed with support from persons of influence	<p>The Mayor and GM met with the Chairperson and CEO of the MLHD during the quarter to discuss hospital staff shortages, the operating theatre and progress with the Midwife Led Model of Maternity Services. There was encouraging feedback from new hospital management about recruitment and assurances that funding was in place to refurbish the theatre to the standards required. A program to further train theatre staff is to be implemented before the theatre can routinely operate. The new maternity service is being well received, with over 400 individual interventions over the 6 months it has been in place. Midwives are looking after mothers pre and post birth, including those that have to travel to Wagga or Griffith to birth their babies. The Regional Infrastructure Coordinator for NSW, who reports to the Premier, facilitated a meeting with parties based at Wumbulgal for the development of a rail siding in Leeton in June. Leeton Shire Council was asked to host the meeting. The team from DPC also visited Mallett while in Leeton.</p> <p>Different members of the same Regional Infrastructure Team visited the Water Treatment Plant and supported Council to make application for the Safe and Secure Water Program. An EOI was submitted and Council has since been invited to make a full application.</p> <p>The Minister for Transport travelled to Leeton to announce the NSW State Government's \$60M investment in the rail line from Griffith to Junee. She</p>	General Manager	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>was supported by the local member for Murray who the Mayor and GM took to view the pedestrian bridge over the railway line afterwards. This is the only pedestrian access between the Parkview and Leeton CBD and Council has recently been advised that it is Council's asset and needs replacing. The Mayor and GM travelled to Albury to meet with the Minister for Regional Development and Local Government, Kevin McVeigh, at the invitation of Sussan Ley, Member for Farrer. Topics addressed included the FAGs grant, water security, maternity services, and refugees in the workforce.</p>		

19 A community that speaks up and gets involved

19a Encourage volunteering throughout the Shire

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
19.01a	Promote and run a volunteer program at Leeton Shire Council	2017/18 - 2020/21	Report on trends in volunteering in each area of Council – goal is to enhance the delivery of service through involving volunteers for mutual benefit	Human Resources are continuing to input volunteer data into a new system (Vault) which will assist all areas of Council who work with volunteers to induct and monitor volunteers more effectively in the future. The new system will be user friendly and allow staff to track the number of volunteers on file, what their skillsets are, when their qualifications run out and determine what areas they are being utilised in. This program will also allow for an editable volunteer induction form to be available online which will ensure all of the documentation is being filed and collated accurately.	Community Development Coordinator	●
19.01a	Promote and run a volunteer program at Leeton Shire Council	2017/18 - 2020/21	Report on Volunteer Recognition (including annual awards) – goal is to show that volunteers are valued and appreciated	Volunteer recognition will be attended to later in 2018.	Community Development Coordinator	●
19.02a	Promote volunteering opportunities and their benefits	2017/18 - 2020/21	Report on promotions, campaigns and outcomes – goal is to support community organisations to boost their volunteer numbers	Community Development staff and community members of Whitton have continued to work with the University of Technology Sydney volunteer organisation, The Big Lift, who will be visiting the region in July 2018. The Big Lift is a volunteer program which takes university students to regional towns across NSW where they offer their volunteering services through helping out local communities. The Whitton Community has taken the lead in identifying valuable projects which the volunteer group can undertake.	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

19b Seek input from the Leeton community on Council projects/programs

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
19.01b	Run an active Community Engagement Program	2017/18 - 2020/21	Report on engagement activity undertaken – goal is to have active and engaged citizens of Leeton Shire	There were two community engagement activities undertaken during this quarter with the most significant being consultation surrounding the 2018/19 Budget, Fees and Charges. Community members were advised that submissions to the process could be made via Council's engagement site "Have Your Say Leeton", through a written submission to the General Manager or by completing a printed survey which was available at Council's Administration Office and the Leeton Shire Library. Council received a total of 102 submissions in relation to the 2018/2019 Annual Operational Plan and Budget, as well as the Revenue Policy including Fees and Charges. Of these, five (5) submissions were received following the close of the exhibition period. The majority (63) of written submissions were made via Council's online engagement platform – Have Your Say Leeton. A further 16 were sent via email, 13 were mailed to Council, 3 were presented from staff and Council received a petition signed by 25 business operators. A further submission was taken over the phone by a member of staff. In addition to this, approximately 90 counter inquiries were taken in relation to the onsite sewer management charges after 1,600 letters were mailed to all properties which did not have access to reticulated sewer services. A targeted face-to-face consultation with local sporting user groups was also conducted during the consultation period for the DRAFT Fees and Charges with approximately 20 people in attendance. In	Communications and Marketing Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>addition to this, a Public Submission session was held at which Councillors heard presentations from five (5) speakers on a range of issues. The presentations to Council raised community concerns in relation to fees associated with the use of Council footpaths, sportsground use and onsite sewer management. One speaker also addressed Council in relation to support for the Skatepark expansion. This Session was attended by sixteen (16) community members. Council also placed on public exhibition the proposed waiving of development application fees with respect to the redevelopment of the Leeton Showground Grandstand and Amenities. Eight (8) formal submissions were received all in support of the fees being waived for the project.</p> <p>As at the end of this reporting period, Council has 646 registered users on its Have Your Say Leeton community engagement website. For the same period last year there was 604 registered users which shows a steady increase. The Leeton Shire Council website had 18,618 visitors during this reporting period. For the same reporting period last year the Leeton Shire Council website had 15,265 visitors representing steady increase. The Leeton Shire Facebook page had 2,949 page likes at the end of this reporting period. At the conclusion of the same period last year the Facebook page had 2,609 page likes. 28 media releases were distributed to local and regional media outlets during this reporting period. For the same period last year Council distributed 17 media releases.</p>		

19c Provide a framework for inclusive decision making

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
19.01c	Coordinate an active Council Committee program	2017/18 - 2020/21	Report on Advisory Committee meetings held, key decisions made and outcomes achieved – goal is for Council to receive informed advice in a timely manner prior to passing resolutions	<p>The Whitton Town Improvement Committee Meeting Minutes from 5 March, 2018 were presented to the 23 May meeting of Leeton Shire Council and formally noted..</p> <p>Matters discussed at the March meeting included the Waste Transfer Station, the consultants report from the Community Conversations sessions as well as works at the Whitton turn as part of Lyrics, Landscapes and Lintels. Discussion was also held on creating opportunities for RV parking within the township.</p> <p>Community Grant Funding Committee Round two of the Community Strengthening One Off Grants opened and closed within this quarter with a total of nine (9) applications received for financial and fee waiving requests to a total value of \$18,480. Details of the funds distributed are included in Section 20.02a.</p> <p>There were no meetings held this quarter for the Leeton Early Learning Centre Committee or Leeton Crime Prevention Group. However, members of the Leeton Crime Prevention Group did attend the Annual Murrumbidgee Police District Community Safety Precinct Meeting on 21 June 2018. The purpose of the meeting is to provide an annual update of the crime statistics and trends in Leeton Shire to specific stakeholders of the community such as Council and Department of Education.</p> <p>Staff were also involved in a meeting involved local Police, Family and Community Services and</p>	Governance and Corporate Planning Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				community members of Wattle Hill to discuss a strategy moving forward to address the challenges and issues occurring in this area of the Shire. Staff also supported the Leeton Neighbourhood Watch Committee in coordinating a public meeting to address the current criminal activity occurring throughout the Shire.		
			Report on Section 355 Committee meetings held, key decisions made and outcomes achieved – goal is to support the delivery of outcomes via committees of Council that include volunteers.	<p>At the 18 April Ordinary Meeting of Council, the following issues were included as part of the minutes from the Whitton Court House and Historical Museum Committee Meeting of 15 January 2018:</p> <ul style="list-style-type: none"> • Honour Boards: Quotes were discussed and list of names for inclusion on the boards requires finalisation. • Awning Quotations: Only required to have one quote. • Hire Fees: Discussion held on setting fee structure to reflect actual costs. • Treasurer's Report: Closing balance for the committee's account was \$5746.23 <p>At the 27 June meeting, Council received the Minutes of the Yanco Hall Management Committee from 12 February 2018, 12 March 2018, 9 April 2018 and 14 May 2018. Some of the issues dealt with by this Committee included:</p> <p>Restoration of the Trough, to be undertaken through the Heritage Committee Restoration.</p> <p>Fundraising for Yanco Public School – through donation bucket at Community Markets to assist with repairing fire damage.</p> <p>Wheelchair access – liaison with Council over</p>	Governance and Corporate Planning Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>possibility of providing access outside the Hall. Installation of roller shutters – quotes accepted for work to be undertaken. Air conditioning – work to be undertaken to replace units by end of May. Fundraising Market – consideration given to holding a “once a year” evening market during daylight saving period to raise funds. Leeton Men’s Shed Leeton Men’s Shed meet once per month on every second Wednesday of the month. Within this time the Leeton Men’s Shed applied for and were successful in receiving grant funding for Leeton SunRice Festival Community Fund for installation of awning. They have also applied for funding through the National Shed Development Program to run a Men’s Shed mental health and wellbeing forum to be held in 2019.</p>		
			<p>Report on Action Group meetings held, key decisions made and outcomes achieved – goal is to support the delivery of outcomes via external committees with Council support.</p>	<p>The following Action Group Meetings were held during the April to June 2018 period: Leeton Youth Committee Monday 2 April the Leeton Youth Committee hosted the 15th Annual “Riggs Cup” Riverina Skate Championships which attracted a crowd of 150 plus. The day included the youth committee hosting a BBQ and drinks van.</p>	<p>Governance and Corporate Planning Coordinator</p>	●
19.02c	Facilitate community development in local towns	2017/18 - 2020/21	Report Town Improvement Plan activity and progress for Yanco, Whitton and Wattle Hill	Meetings were held in Yanco on 19 May and Whitton on 30 May 2018 with the purpose of Council working with the community to establish clear action plans as an outcome of the Place Creation Workshops held in	Community Development Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			(implementation will be subject to prioritising of projects and funding) – goal is to support towns and villages to identify and achieve their community aspirations	February 2018. The Yanco meeting was unfortunately not well attended and it was established that it should be postponed to a later date. The Whitton meeting had approximately 25 attendees who developed projects and actions under the following themes Council Focus, Community Spirit, Village Heart, Tourism and Sports, all of which were identified as priorities at the community meeting in February. Community Development staff have collated the discussions of this meeting into a work plan/community report which identifies the theme, project, actions, who is responsible and a timeframe. Community Development staff completed the acquittal process by providing a final report to the Building Better Regions Fund. This report was assessed and final payment made.		

20 A community that is always on the front foot

20a Ensure the aspirations of the community are delivered

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
20.01a	Set-up inter-agency group to deliver on the Leeton Shire Community Strategic Plan "Leeton On The Go"	2017/18 - 2020/21	Report on activity and progress – goal is to ensure that government agencies also contribute to Leeton Shire CSP (Community Strategic Plan) outcomes and progress reports	Since the beginning of this year a number of changes have been made to the Department of Premier and Cabinet's regional activities that have brought together all regional DPC staff under a single DPC Deputy Secretary, Mr Gary Barnes. From 1 July 2018 a new branch - DPC Regional - will be created with a structure that brings together DPC staff from the Regional Coordination Branch (RCB) and the Office of Regional Development (ORD) at a regional level under a single Director, and at a state level under a single Executive Director who will report to the Deputy Secretary. The new branch will provide clarity on primary contacts in each region, more consistent management of DPC activities, cleaner reporting, delivery and accountability lines, and allow regional resources to be allocated to areas of greatest need. It is anticipated that the newly established Joint Organisation also will play a role in improving communication between government agencies and councils. The relationship between Council and State agencies has been progressed on through meetings at a local level with, among others, Murrumbidgee Local Health District and NSW Police.	Governance and Corporate Planning Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
20.02a	Support the community by offering a Community Grants Program	2017/18 - 2020/21	Report on grants provided per category – goal is to enable community organisations to deliver outcomes that benefit Leeton Shire residents	Round two of the Community Strengthening One Off Grants opened and closed within this quarter with a total of nine (9) applications received for financial and fee waiving requests to a total value of \$18,480. The following groups were successful: Leeton Aviators Club (\$2,000), Brilliant and Resilient (\$600), Leeton Apex 40 (\$1,200), Leeton Eisteddfod Society (\$810), Leeton and District LALC (\$890), REA Dressage Club (\$1,000) and Shorthorn Youth Club of Australia (\$1,000). There were also four Quick Youth Development Grants awarded this quarter to the total value of \$1,000. Staff have commenced a review of Council's Community Grants Program and Policies.	Community Development Coordinator	●
20.03a	Operate an efficient and effective Local Government Administration	2017/18 - 2020/21	Report on non-compliance with relevant legislation, regulation and funding body requirements and remedial action – goal is to be 100% compliant	There were no non compliances to report for the April to June 2018 Quarter. However, an internal staff audit has indicated that previous quarters may have seen Designated Person disclosures overlooked. This has been rectified with a report prepared for the July meeting of Council where these Disclosure documents will be tabled.	Director Corporate and Community	●
			Report on progress against Leeton Shire Council's Annual Plant / Fleet Capital Program – goal is to deliver the program in full, on time and to budget	Four light items of plant were purchased this quarter, two utilities and two SUVs.	Manager Engineering Technical Services	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Report on Leeton Shire Council's Internal Audit Program and progress against corrective actions – goal is to see continuous improvement / achieve best practice across the organisation and ensure zero fraud	Audit, Risk and Improvement Charter was adopted by Council at the 27 June 2018 Ordinary Council Meeting. The last Internal Audit Committee meeting was held on 16 August 2017.	Director Corporate and Community	●
			Report on currency of and updates to Leeton Shire Council's Strategies/ Policies and Plans – goal is to ensure all documents are current and are routinely reviewed.	Policy register has been reviewed including identification of date of authorship and review due timeframes. Information was presented to SMT which determined a priority list for review. Policies and documents which have been reviewed and placed on public exhibition include: DRAFT Audit Risk and Improvement Charter Policies currently under review include: DRAFT Workplace Surveillance Policy DRAFT CCTV Policy DRAFT Recording of Council Meetings Policy March 2018 DRAFT-Councillors-Expenses-and-Facilities-Policy	Governance and Corporate Planning Coordinator	●
			Report on annual Work Health and Safety self and External Audits, any major non-conformances and remedial measures undertaken – goal is to offer a safe workplace,	Leeton Shire Council Work Health Safety Compliance has continued to achieve its goal to offer a "Safe workplace with zero lost time injuries being recorded" in this reporting period. No External audits have been completed in this period LSC has reported No major non-conformances with this period KPI's being the following:	WHS, Risk, Environment and Quality Coordinator	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			zero injuries suffered and zero lost time	<ul style="list-style-type: none"> - Zero (0) lost time injury, - Zero (0) medical treatment injuries, - Four (4) first aid injuries - Two (2) near miss incidents 		
			Report on activity and progress as Reserve Trustee of Crown Land parcels within the Leeton Shire – goal is to ensure that changes in Crown Land legislation does not unduly burden Council / ratepayers	Crown Land Reserves identified and categorised under the LGA in readiness for the enactment of the Crown Lands Management Act 2016. Crown Reserves identified as Council infrastructure have been identified in order to request these reserves to be managed as operational land under the LGA. Anomalies have been identified and outstanding matters actioned. Leases and Licenses have been reviewed. It has been identified that Council's Crown Land has not been actively managed in recent years. Remedial actions are underway.	Property Coordinator	●
			Report on Grant Applications Submitted and Funding received – goal is to optimise external funding to progress the Delivery Program	Grants Applied for: <ul style="list-style-type: none"> • Name: 2018 Community Building Partnership Program (Basketball Goals at Leeton Indoor Stadium) Project Value: \$80K Grant request: \$20K Fund: NSW Government Status: Pending • Name: 2018 Community Building Partnership Program (Whitton Museum Toilet Facilities) Project Value: \$55K Grant request: \$11,000 Fund: NSW Government Status: Pending • Name: Stronger Country Communities Fund 	Executive Assistant to the GM & Mayor	●

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				Round 2 (CBD Enhancement) Project Value: \$1.24M Grant request: \$731K Fund: NSW Government Status: Pending <ul style="list-style-type: none"> Name: Regional Growth Fund – Regional Sports Infrastructure (Pool re-development) Project Value: \$4.5M Grant request: \$3.1M Fund: NSW Government Status: Pending <ul style="list-style-type: none"> Name: Footpath connecting bus stop to existing path in front of VIC Project Value: \$3K Grant request: \$2K Fund: NSW Country Passenger Transport Infrastructure Grants Scheme Status: Pending <ul style="list-style-type: none"> Name: The Active Transport (Walking and Cycling) program Project Value: \$120K Grant request: \$60K Fund: NSW Roads and Maritime Status: Pending <ul style="list-style-type: none"> Name: Youth Week Funding Project Value: \$2,850 Grant request: \$1,425 Fund: NSW Family and Community Services Status: Pending <ul style="list-style-type: none"> Name: Liveable Community Grant Round 3 Project Value: \$53K Grant request: \$53K		


LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				Fund: NSW Dept of Family and Community Services Status: Pending • Name: Leeton Intermodal Freight Terminal at Wumbulgal Project Value: \$28.6M Grant request: \$7.5M Fund: Australian Government- Infrastructure and Regional Development Status: Successful (verbal notification for \$300K) • Name: 2018 – 2019 Public Reserves Management Program (PRMFP) Project Value: \$900K Grant request: \$486K Fund: Australian NSW Department of Industry Lands and Water Status: Pending • Name: Unity Grants – Multicultural Support Worker Project Value: \$30K Grant request: \$30K Fund: Multicultural NSW Status: Unsuccessful • Building Better Regions (Social) – Peter Kenyon place making workshops Project Value: \$18K Grant request: \$15K Fund: Australia Government – Business Status: Acquitted		

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 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			Develop and implement a Building Asset Management Plan – the goal is to manage Council assets professionally using methods that inform long term financial planning	Delays have resulted from resignation of key staff. No action taken this quarter in Developing a Building Asset Management Plan. Recruitment of an Asset Management Coordinator is underway.	Manager Engineering Technical Services	●
20.04a	Maintain Council's "Stand Alone" and "Fit for the Future" Status	2017/18 - 2020/21	Report on benchmarking activities and findings and progress (FFF and Sector Led Comparisons)	Staff have commenced work on gathering data for the 2017/2018 Financial Year in order to participate in the Australasian Local Government Performance Excellence Program. Leeton Shire Council has signed up to be part of the Group 11 Benchmarking exercise.	Director Corporate and Community	●
			Report on operational improvements – workforce – goal is to deliver on the workforce action plan (grow our talent, nurture our leaders, strengthen our culture)	Movements for the quarter include: Resignations from: <ul style="list-style-type: none"> • Director Environment & Engineering • GIS & Asset Management Coordinator • WHS & Risk Management Coordinator • Building Planning & Health Officer • 1 X Early Childhood Educator • Labourer Water & Waste Commencements include: <ul style="list-style-type: none"> • Manager Information Technology • Marketing & Cultural Services Coordinator • Assistant Engineer Training for the quarter includes: 44 courses consisting of 20 x Work, Health & Safety Courses, 12 x technical training, 8 x professional training, 4 x management training.	Manager Human Resources	●

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 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				<p>The new Work Health & Safety system continues to be implemented as data is being collected and transferred to the new program.</p> <p>A management mentoring program for Environment & Engineering has commenced for all managers, this is designed as a one on one leadership skills development and will help managers recognise new opportunities to improve effectiveness within the organisation.</p> <p>Performance Appraisals have commenced in June and staff are assessed against set individual competencies and performance. Opportunities to develop individual goals and learning programs are identified in collaboration with Supervisors and Managers, and the adopted Annual Operational Plan.</p>		
			<p>Report on operational improvements - information technology hardware - goal is to be sensibly progressive and leverage IT to increase efficiency, effectiveness and security</p>	<p>Work has continued on the finalizing the ICT Strategy, with the plan to present it to the IT Working Group during July</p> <p>The helpdesk system (Lansweeper) has been replaced with Jira. Cost was \$50 USD for three IT service desk users.</p> <p>An IT Documentation engine has been installed that will enable better collation of IT documentation to improve Business Continuity Plan.</p> <p>The untangled firewall has been replace with an opensource firewall called Endian this is a free software and has improved functionality and access to the internet. It has also simplified the management of our security.</p> <p>IT's involvement in the scada project has continued</p>	<p>Manager Information Technology</p>	

LEGEND: ● Critical Concerns ● On Track ● Needs Attention ● Not Due to Start ● Completed
 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
				with 6 sites in Leeton brought online this quarter and 3 sites in Whitton. A new server for the waste water plant to host the new scada system has been procured and is waiting installation.		
			Report on operational improvements - system improvements – goal is to revise internal processes to achieve improved efficiency and effectiveness	Magiq Financial Reporting Software has been installed. Testing of the new reports is being undertaken in July 2018. The new variance reports will be rolled out to all responsible managers in mid August 2018.	Director Corporate and Community	●
			Report on operational improvements - shared services – goal is to investigate opportunities for improved efficiency and effectiveness through working collaboratively with neighbouring councils	Council continued to work with Griffith, Murrumbidgee, Carrathool and Narrandera Councils on the Western Riverina IT Innovation Project. Substantial progress was made during the quarter. Site visits were completed by a representative of Cordelta, the firm engaged by the regional group to assist in improving information technology processes at all of the Councils. This includes exploring Shared Services and Resource Sharing across the Western Riverina Region.	Director Corporate and Community	●
			Report on investment earning – goal is for the average yield on investment to be equal or greater than 0.5%	Comments: The Bank Bill Swap Rate (BBSW) 90 day rate for 30 June 2018 was 2.11% (1.71 at 30 June 2017). Council's Average Yield for the quarter ending 30 June 2018 was 2.85% (2.89% at 30 June 2017). This is 0.74% above the BBSW 90 day rate. Council's average yield at 30 June 2017 (2.89%) was 1.18%	Manager Finance	●

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 Quarter Four – 1 April – 30 June 2018

DPOP Code	Delivery Program and Operational Plan Actions	Timeframe	Performance Measures	Update as at 30 June, 2018 - Quarter 4	Responsibility Of:	Status
			above the Bank Bill Swap Return	above the BBSW 90 day rate (1.71%). As at 30 June 2018 Council had \$41M invested. Interest earnings for the quarter totalled \$276K. This was \$26K above the projected budget of \$250K for the period.		
20.05a	Undertake a Customer Satisfaction Survey for Leeton Shire Council	2017/18 - 2018/19	Report on results and recommendations – goal is to set a benchmark against which future performance can be improved or sustained (as relevant)	Not due to start until the 2018/19 financial year.	Communications and Marketing Coordinator	●