



LEETON  
SHIRE COUNCIL

# Quarterly Report



## Q2, 2021/22

Progress in achieving community goals

## CSP THEME 1-: A HEALTHY AND CARING COMMUNITY



### 1: A community that focuses on being healthy

1a: Provide exercise opportunities to increase fitness and wellbeing

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
1a.01	Maintain and enhance an outdoor gym in Leeton at Rotary Park	Number of safety/condition inspections completed	12	Q1 3 Q2 3	Monthly inspections of fitness station equipment at Rotary Park have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy.  No unplanned maintenance was required.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100%			
1a.02	Maintain Skate Parks in Leeton and Whitton	Number of safety/condition inspections completed	12	Q1 3 Q2 3	Inspections of Skate Park equipment at Rotary Park and Whitton Park have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy. Replacement decks for Whitton Skate Park have been installed. No other maintenance issues reported.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	100%			





1b: Advocate for the availability of appropriate health and social services

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
1b.01	Advocate for accessible and quality health services including mental health and drug and alcohol rehabilitation services, ambulance services and hospital services	Number of advocacy activities	No target - report by occurrence	Q1 1 motion submitted Q2 1	Mayor and General Manager addressed Rural health Inquiry and responded to questions on LSC's submission.  Meetings Leeton Health Services Crisis Committee (LHSCC) representative to develop the initial charter of the Committee.	Shire Health Plan Project Coordinator	
1b.02	Undertake a review of health services in Leeton Shire to achieve better quality health and emergency health services for residents. Review outcomes will include: • a Health Status Report for the population of Leeton Shire, including a comprehensive health needs analysis	Percentage completion of health needs analysis	100%	Q1 0% Q2 0%	Initial engagement with MLHD, MPH, RDN and NSW Ambulance to set the scene for collaboratively developing a health services plan for Leeton Shire.	General Manager	
		Percentage completion of Health Services Directory	100%	Q1 0% Q2 0%			
		Number of options for improving health outcomes and closing health services gaps	≥ 5	Q1 2 Q2 0			
		Number of options for operating health services differently	≥ 3	Q1 0 Q2 0			
		Number of partners identified for the development of,	≥ 5	Q1 4 Q2 5 direct			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>a Health Services Directory, including a service gap analysis</li> <li>options for improving health outcomes and closing health service gaps including identification of health indicators and intervention priorities</li> <li>options for operating health service differently, ideally within the current NSW and Federal Health budget for the Shire, including considering different models such as place-based or community led models of care</li> <li>identification of partners in the development of, advocacy for and implementation of policy change -</li> </ul>	advocacy for and implementation of policy change			Participate with MLHD and MPH N on chronic disease management (lung and heart disease).		
		Number of opportunities to effect positive health outcomes identified	≥ 5	Q1 3 Q2 1			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	PHN, MLHD, AMHS, RDN, Universities, NGOs etc • identification of empowerment, capacity building, training needs and opportunities to effect positive health outcomes, and advocacy for these to occur.						
1b.03	Provide Council subsidised accommodation to student health professionals	Number of health professionals utilising Council subsidised accommodation	≥ 2	2	Two student doctors are in occupation of 3 Brobenah Road until June 2022. No request for new student doctors received from the University of Wollongong as yet. This will depend on exam results and is expected in early June 2022. A hospital staff member (formerly subsidised by Murrumbidgee Local Health District) is privately leasing Henry Lawson Cottage under a residential lease (no subsidy applied).	Property Coordinator and Native Title Manager	
1b.04	Support programs that enhance opportunities to increase doctor numbers in Leeton Shire	Number of students hosted in Leeton as part of the Bush Bursary program	≥ 1	2	Two students (one medical student and one nursing student) completed a two-week Bush Bursary placement from 6 -17 December. The students' rotation included placements at Leeton District Hospital, Murrumbidgee Medical and Primary Care Centre, Narrandera District Hospital and Marathon Health.	Corporate and Community Planning Officer	
		Number of students hosted in Leeton as part of the University of Wollongong student doctor program	≥ 2	2			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					Two medical students from the University of Wollongong are undertaking their placement in Leeton/Griffith and residing in Council accommodation.		




## 2: A community that embraces life-long learning

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



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
02a.01	Operate Leeton Early Learning Centre (LELC)	Percentage occupancy (number of children attending the facility relative to available places)	95%	Q1 90% Q2 93%	Whole service scheduled capacity – 93% or 64/68 children per day on average  Nursery scheduled occupancy – 89% or 7/8 children per day on average  Toddler scheduled occupancy – 94% or 14/15 children per day on average  Preschool 1 scheduled occupancy – 95% or 24/25 children per day on average  Preschool 2 scheduled occupancy – 92% or 19/20 children per day on average	Manager / Nominated Supervisor LELC	
		Accreditation - Current rating status	At least 'Meeting National Quality Standards'	Meeting National Quality Standards			
		Percentage of costs covered by user fees	100%	Q1 25% Q2 25%			
2a.02	Extend the Leeton Early Learning Centre (LELC) by a further 20-40 places to increase the Centre's capacity to meet demand: • Apply for and secure grant	Funding application made	≥ 1	Q1 1 (EOI) Q2 Nil	An Expression of Interest to the Federal Government's Department of Education, Skills and Employment "National Priority Fund" was submitted in mid-August for \$300,000. No response has been received to date.  A workshop presentation to Council was held in October 2021 outlining demand requirements and expansion concepts. Councillors visited the proposed expansion site in November 2021.  It is expected that Leeton Early Learning Centre	Manager Visitor Services and Local Activation	
		Percentage of required funding secured	100%	Nil			
		Percentage of design completed	100%	30%			
		Percentage of construction of extension completed	100%	Nil			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	funding for the extension <ul style="list-style-type: none"> <li>• Design the extension</li> <li>• Construct the extension</li> </ul>				Project Control Group will finalise expansion quotes and costing in Quarter 3.		
2a.03	Operate the Leeton Out of School Hours (LOOSH) and Vacation Care Program	Percentage occupancy (number of children attending service relative to available places)	90%	Q1 VAC 72% ASC 24%  Q2 VAC 81% ASC 37%	Vacation Care – attendances were 323 out of a possible 400 (81% occupancy which was the 10% occupancy increase on Q2 last year).	Manager Visitor Services and Local Activation	
		Accreditation - Current rating status	At least 'Meeting National Quality Standards'	Exceeding NQS - audit undertaken in April 2021	After School Care – attendances were 719 out of a possible 1920 (37% occupancy compared to 34% in Q2 last year).		
		Percentage of costs covered by user fees	100%	>100%	<u>Q2 figures</u> <u>ASC</u> Income \$56,469 Expenditure \$29,672  <u>VAC</u> Income \$7,085 Expenditure \$7,544  <u>TOTAL</u> Income \$63,554 (compared to \$57,188 in Q1) Expenditure \$37,216 (compared to \$47,163 in Q1)		
2a.04	Provide local apprenticeship,	Number of promotional activities undertaken	≥ 1	Q1 1 Q2 0	No promotional EXPO was held because of COVID restrictions.	Manager People and	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	traineeship and work experience opportunities at Council	Number of apprenticeships provided	≥ 1	Q1 1 Q2 1	Steady numbers of apprenticeships and work experience. Now have a further two trainees at the Leeton Early Learning Centre.  Two Health & Building Inspectors are currently undertaking industry development programs to increase their certification levels.	Organisational Development	
Number of traineeships provided		≥ 2	Q1 3 Q2 5				
Number of work experience students placed in Council		≥ 3	Q1 4 Q2 4				
Dollar value of external/State funding secured		No target - dependent on grant availability	Q1 \$19,398 Q2 \$18,140				
2a.05	Provide a library service with quality programming and events, including programmed sessions for children, young people and adults; school holiday sessions; and special	Number of programmed sessions per week	≥ 3	Weekly sessions: Q1 5 Q2 8	COVID requirements continued to affect participant numbers in library programming due to room capacity rules.  Sessions included: <ul style="list-style-type: none"> <li>• 24 Storytime with 104 participants (112% increase in participants on Q1 despite COVID restrictions on singing)</li> <li>• 12 Lego with 35 participants (52% increase in participants on Q1)</li> <li>• 13 Knitters Group (2x a week until 18/11) with 75 participants</li> </ul>	Manager Cultural Services	
Number of school holiday activities with 20 or more participants per school holiday period		≥ 2	Q1 11 Q2 7				
Number of special events per year with 40 or more participants		≥ 2	Q1 0 Q2 0				




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	events that support community interests	Total number of participants in library activities per year	≥ 1,500	Q1 261 Q2 652	<ul style="list-style-type: none"> <li>• 5 Bridge Club with 25 participants</li> <li>• 3 Friday Book Club with 17 participants</li> <li>• 6 Brain Games with 37 participants</li> <li>• 8 School Holidays activities (3 in Oct and 5 in Dec) with 116 participants in total.</li> </ul> <p>Despite the reduced number of sessions, there was a 96% increase in participants on Q1.</p> <p>Take home packs:</p> <ul style="list-style-type: none"> <li>• 88 Mystery Craft Kits</li> <li>• 63 Spring Reading Challenge</li> <li>• 88 Activity Packs</li> </ul>		
2a.06	Provide a library service with a quality collection that promotes borrowing, and monitor trends to guide collection development and purchase planning	Number of items borrowed	≥ 28,000	Q1 10,045 Q2 9,323	<p>There were:</p> <ul style="list-style-type: none"> <li>• 9,323 loans (7% decrease compared to Q1)</li> <li>• 721 loans through the Home Library Service (.8% increase compared to Q1)</li> </ul> <p>eResources continue to be promoted on social media using media resources developed by BorrowBox, Libby and Indyreads.</p> <ul style="list-style-type: none"> <li>• 390 users of BorrowBox (2.6% increase on Q1), 12 of which were new</li> <li>• 412 users of Libby, 3 of which were new users</li> <li>• 2002 eAudiobook and eBook loans across both Libby and BorrowBox</li> <li>• 6,964 eMagazine checkouts</li> </ul>	Manager Cultural Services	
		Percentage implementation of Purchasing Plan	100%	39%			
		Number of new items purchased in line with the Purchasing Plan	≥ 1,800	Q1 216 Q2 234			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
2a.07	Provide a library service which attracts and maintains membership and visitation which includes:  <ul style="list-style-type: none"> <li>• promoting library services</li> <li>• promoting library membership</li> <li>• monitoring library membership</li> <li>• supporting the Country Universities Centre</li> </ul>	Number of library visitations per year	≥ 40,000	Q1 5,430 Q2 1004	COVID-19 continued to impact library use with the application of social distancing, masks and QR codes continuing through the quarter. Some services required intermittent online delivery via Facebook or StoryBox, for example, StoryTime and Baby Rhyme Time. The contactless Home Library Service was continued throughout Q2.  The Country Universities Centre had 21 registered students who visited the centre on 59 occasions.  <u>Socials</u> Facebook: <ul style="list-style-type: none"> <li>• Page Reach: 5,833 (52% increase compared to Q1)</li> <li>• Page Likes: 1,199 (3% increase on Q1 last year)</li> </ul> Instagram platform established: <ul style="list-style-type: none"> <li>• Instagram Reach: 344 (16% decrease compared to Q1)</li> <li>• Instagram Followers: 255</li> </ul>	Manager Cultural Services	
		Number of new memberships per year	≥ 250	Q1 51 Q2 48			
		Number of active library members at time of reporting	≥ 3,000	Q1 577 Q2 542			


2b: Provide access to information technology networks

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
2b.01	Provide free Wifi services in Leeton CBD and key Council facilities	Total number of people accessing free Wi-Fi services in the CBD	1,000	Q1 350 Q2 300	No issues were identified.  300 users accessed the free Wi-Fi services compared to 250 for Q2 in 2020/21.	Manager ICT	
		Number of promotional activities coordinated per year	≥ 2	Q1 0 Q2 0			




### 3: A community that is friendly and inclusive


#### 3a: Help the community to access community services

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3a.01	Collaborate on the provision of a community directory	Number of page views of online directory	≥ 500	Q1 1,085 Q2 1,891	Funding has been secured for the new online community directory Leeton Connect – Community Hub. Project jointly managed by Council and Leeton Connect, commencing the week of 24 January 2022. Leeton Directory will become obsolete at the completion of this project.  There are currently 213 listings. Listings have been updated when requested by the owners.	Customer Service Coordinator	
		Number of self-service updates undertaken	≥ 10	Q1 76 Q2 12			




#### 3b: Provide opportunities and support for young people in Leeton Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3b.01	Host the annual Riggz Cup Skate, Scooter and BMX Championships	Number of participants	≥ 100	N/A	The 2022 Riggz Cup is set to resume as normal for Easter 2022. Preparations for the event will begin in January 2022.	Recreation Facilities and Program Coordinator	
		Estimated number of spectators	≥ 400	N/A			
3b.02	Establish and coordinate a	Percentage of Youth Council established	100%	25%	St Francis De Sales Regional College, Leeton High School and Yanco Agricultural High School have	Corporate and	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Youth Advisory Council	Number of meetings held	≥ 4	Q1 Nil Q2 Nil	been contacted and expressed interest in establishing a Youth Council. An agenda and date were set, but due to the COVID-19 lockdown the first meeting was cancelled. The first meeting will now be coordinated in Q3, late February or early March, to coincide with the new school year.	Community Planning Officer	


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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3c.01	Implement the Ageing Well Strategy 2020-2025 Action Plan	Percentage of scheduled 2021/22 actions completed	90%	20%	As was the case in Q1, Ageing Well Strategy implementation activities in Q2 focused on efforts to improve health services and availability of health service professionals - please see Action 1b.02.	Executive Manager IPR, Governance and Engagement	
3c.02	Implement and review Leeton Shire Council's Access for Everyone Disability Inclusion Action Plan 2017-2021 (DIAP)	Percentage of scheduled 2021/22 actions completed	90%	30%	Council continued to implement the DIAP 2017-2021 in Q2.  No further work has been carried out on reviewing the DIAP. A greater focus will need to be placed on reviewing the DIAP in coming months but the action remains on track for completion by 30 June 2022.	Executive Manager IPR, Governance and Engagement	
		Percentage completion of review of DIAP	100%	5%			
3c.03	Enforce Disability Car Park restrictions and	Number of enforcement activities (fines and patrols) undertaken	≥ 50	Q1 12 Q2 12	Ten patrols undertaken this quarter.  One disabled parking PIN issued.	Regulatory Services Coordinator	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	undertake local education campaigns on accessible parking provision	Number of enforcement actions taken	No target - report by occurrence	Q1 One PIN issued Q2 2	One general parking caution notice issued.		
		Number of local educational campaigns undertaken	≥ 2	Q1 1 Q2 0			

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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3d.01	Maintain and build Leeton's reputation as a "migrant and refugee-friendly" Shire through participation in the NSW Growing Regions of Welcome (NSW GROW) - in the Riverina and Murray	Number of Council-supported events/activities held	≥ 2	Q1 3 Q2 2	The project is now entering the Welcoming Cities Project engagement phase that will aim to establish Leeton's overall readiness to settle new arrivals. This phase encountered delays through November and December, but the goal is to table findings by April 2022.  Welcoming Cities is 100% grant funded.  In December 2021, the Multicultural Program Coordinator attended a Peace Workshop and travelled to Sydney to see Professor Shergold.	Multicultural Program Coordinator	
		Percentage of scheduled actions as per the Migrant Economic Development and Settlement Work Plan completed	100%	Q1 70% Q2 50%			
		Number of refugees and migrants supported	No target - report by occurrence	Q1 36 Q2 30			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3d.02	Participate in Multicultural Forums at the local and regional level	Number of projects commenced and completed	≥ 2	Q1 2 Q2 Nil	The next significant forum is the annual Welcoming Cities Symposium, which hosts evidence-based presentations of settled experiences for new arrivals across Australia. Leeton had a special presentation slot in 2021.	Multicultural Program Coordinator	
3d.03	Host Citizenship Ceremonies	Number of set Citizenship Ceremonies held per year (on Australia Day and Citizenship Day)	≥ 2	Q1 1 Q2 Nil	There were no Citizenship Ceremonies conducted this quarter.	Executive Assistant to the GM and Mayor	
		Number of additional ceremonies held within 2 months of notification by the Department of Home Affairs	No target - report by occurrence	Nil			
		Number of residents naturalised (by country of origin)	No target - report by occurrence	Q1 21 Q2 0			
3d.04	Maintain and provide a New Residents' Kit	Number of hardcopies provided	No target - report figure	Q1 10 Q2 8	A review of the New Residents' Kit is underway. The current kit is available to the general public from the Leeton Shire Council Offices, Leeton Shire Library, Leeton Visitors Information Centre or	Communications Coordinator	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of website views	No target - report figure	Unable to track views with current website	online for download on the Council website (currently unable to track number of downloads).		

*3e: Acknowledge the Wiradjuri people and strengthen relationships with the indigenous community of Leeton Shire*


Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3e.01	Inform land-use planning through regular liaison with the Leeton Indigenous community (through the Leeton and Districts Aboriginal Lands Council)	Number of engagements with Leeton and District Aboriginal Lands Council per year	≥ 2	Q1 Nil Q2 1	Leeton Shire Council contacted the Local Aboriginal Land Council (LALC) to advise that an issues paper for the proposed Leeton Development Control Plan (DCP) is on exhibition. The LALC was invited to make comment if they would like to propose additional matters to be considered in the DCP. Further consultation will occur once a draft DCP is developed.	Manager Planning, Building and Health	
3e.02	Promote wellbeing for our indigenous community	Number of meetings attended per year	≥ 2	Q1 6 Q2 10	Council secured \$22K funding for Aboriginal representation at Australia Day 2022, echoing themes of Respect, Reflect and Celebrate.	Multicultural Program Coordinator	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	through regular liaison with the Aboriginal Interagency	Number of Leeton Aboriginal Interagency activities/initiatives supported	No target - report by occurrence	Q1 3 Q2 4			


3f: Provide cemetery services at Leeton and Whitton

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3f.01	Maintain cemetery grounds in Leeton and Whitton including: <ul style="list-style-type: none"> <li>installing new rows of plinths in the lawn cemetery to cater for future burials</li> <li>undertaking minor beautification works at Whitton Cemetery including tree planting</li> </ul>	Percentage of scheduled 2021/22 maintenance at Leeton and Whitton Cemeteries completed	90+%	50%	Leeton and Whitton Cemeteries have been routinely inspected and maintained as per the scheduled maintenance programs. Improvement works for the Whitton Cemetery have been determined and scheduled for completion during Q2.  Community Service workers have recommenced regular maintenance works at Leeton Cemetery following COVID shutdown.  Upgrade works at the Whitton Cemetery have been delayed due to significant rain events.	Manager Open Space and Recreation	
		Percentage of planned number of plinths installed	100%	100% for Leeton			
		Number of trees planted	No target - report number	0			
		Number of beautification actions undertaken	No target - report number	0			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3f.02	Expand and develop cemetery grounds in Leeton by: <ul style="list-style-type: none"> <li>developing a Leeton Cemetery Expansion Masterplan</li> </ul>	Percentage of Masterplan developed	100%	Q1 0 Q2 0	Project has not commenced as of Q2. Internal communication and project scoping programmed for Q4.	Manager Open Space and Recreation	

3g: Provide a Multipurpose Community Hub to support local community groups and the residents they serve


Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3g.01	Operate a Multipurpose Community Centre	Percentage occupancy at time of reporting (number of tenancies in place relative to availability)	100%	Q1 99% Q2 99%	New licences were issued to existing tenants in Q1. All licences signed and returned to Council in Q2. One small office is intentionally held for casual tenancy bookings.	Property Coordinator and Native Title Manager	
		Percentage occupancy at time of reporting (number of tenancies in place relative to availability)	100%	Q1 99% Q2 99%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3g.02	Promote and maximise the use of the Leeton Multipurpose Community Centre halls	Number of hirers	≥ 30	Q1 15 Q2 8	Number of hirers at MPC during this reporting period were as follows:  October: 21 for total income of \$475 November: 18 for total income of \$304 December: 12 for total income of \$304  The above number of hires and income reflect total number of users including regular weekly users and casual hirers. COVID has had a major impact on the number of hirers. Due to restrictions and public health orders, some users have been unable to conduct their business as usual.	Manager Visitor Services and Local Activation	
		Number of occasions of hire	≥ 300	Q1 50 Q2 51			
		Dollar value of income generated from hire of halls	≥ \$10,000	Q1 \$907.90 Q2 \$1084.20			






## 3h: Provide public halls in Murrami, Yanco and Whitton to foster community connectedness

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
3h.01	Provide access to Yanco, Murrami and Whitton Community Halls through Section 355 Committees	Number of hirers for each hall (figure provided annually)	No target - report annually	<u>Q1</u> Murrami 1 Whitton 1 Yanco 2  <u>Q2</u> Murrami Nil Whitton 1 Yanco 3	Whitton Community Hall – one hire at no charge and one minor equipment hire. Hires at no charge are at the discretion of the Hall Committee. A formal list of the types of "no-charge hires" will be finalised in Q3.  Murrami Hall – nil during this reporting period.  Yanco Community Hall – three hires for Yanco Markets (funds are collected by the Yanco Market Committee)	Manager Visitor Services and Local Activation	
		Number of occasions of hire for each hall (figure provided annually)	No target - report annually	<u>Q1</u> Murrami 1 Whitton 2 Yanco 2,  <u>Q2</u> Murrami Nil Whitton 2, Yanco 3			
		Number of Section 355 Committee meetings held	12	Q1 3 Q2 2			
		Dollar value of income generated from hire of halls	No target - report annually	TBA			





**4: A community that is safe to live in and move about***4a: Advocate for and support initiatives to reduce crime*

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4a.01	Support initiatives to stop domestic violence	Number of initiatives supported	≥ 1	Q1 Nil Q2 Nil	No activity was undertaken in Q2. Plans are underway to use Council's Facebook page to raise community awareness of the social and personal impacts of domestic and family violence, and the support available to those affected. This campaign will be conducted in May.	Executive Manager IPR, Governance and Engagement	
4a.02	Detect and respond to graffiti incidents across the LGA	Number of reported incidences	No target - report by occurrence	Q1 5 Q2 Nil	Nil graffiti incidents reported this quarter.	Regulatory Services Coordinator	
		Average number of working days taken to address incidents of graffiti on public property	< 2	Q1 1 Q2 N/A			
4a.03	Develop a Community Safety Strategy for Leeton	Percentage of strategy developed by June 2022	100%	100%	Micromex Research coordinated a Community Satisfaction Survey on behalf of Council. 94% of participants indicated that they felt safe during the day and 62% felt safe at night. The need for a safety strategy for Leeton is currently being assessed.	Corporate and Community Planning Officer	





## 4b: Advocate for and support road safety initiatives


Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4b.01	Implement programs that foster and promote road safety	Implement programs that foster and promote road safety	≥ 4	Q1 6 Q2 3/6 programs commenced	<p>Three of the six projects funded through TfNSW for 2021/22 financial year have begun:</p> <ul style="list-style-type: none"> <li>Speed – Portable Slow Down signs in local streets and traffic counters along Karri Rd, Railway Avenue, Teatree Avenue, Brady Way, Cassia Road and Racecourse Road. Media Releases and Social media posts about Double demerits.</li> <li>Irrigator Editorial – printed once a month in The Irrigator</li> <li>Leeton Drink Drive – Win A Swag Competition ran in 3 local bottle shops over the Christmas/New Year period.</li> </ul> <p>The Ratified Crash data has not been analysed and compared to previous years yet and will be reported in Q3.</p>	Road Safety Officer	
		Crash data trends	Report data - aim is for trend to decrease	Not Available			
4b.02	Promote road safety through design and appropriate regulation	Number of Leeton Local Traffic Committee meetings held	≥ 4	Q1 2 Q2 1	<p>One face-to-face meeting was held in November with the following items being discussed:</p> <ul style="list-style-type: none"> <li>Pine Avenue Pedestrian Crossing</li> <li>Chelmsford Place Traffic and parking changes</li> </ul>	Road Safety Officer	
		Percentage completion of endorsed actions arising from Leeton Local Traffic Committee meetings	90+%	50%			



## 4c: Monitor and maintain Leeton Shire's street lighting and CCTV networks

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4c.01	Maintain Council's CCTV network	Percentage compliance with the CCTV Code of Practice	100%	Q1 100% Q2 100%	Council has brought online two cameras out the front of the Wade Hotel and Leeton Hotel. Council had a camera outage over the Christmas break with the cameras at the Jarrah Mall being offline for a few days over the closure period. The circuit breakers were tripped and the cameras had no power. The length of the outage was approximately one week.	Manager ICT	
		Number of outages	No target - report by occurrence	1			
		Average time taken to rectify an outage	≤ 12 hours	48 hours			
		Number of new CCTV cameras installed	≥ 5	Q1 3 Q2 2			
4c.02	Utilise Council's CCTV network footage to promote community safety	Number of occasions Police access Council's CCTV footage to investigate crime	No target - report by occurrence	Q1 14 Q2 7	Police made 7 requests for footage in this period, compared to 20 in Q2 2020/21.	Manager ICT	





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4c.03	Monitor Leeton Shire's Street Lighting network (including services delivered by Council and Essential Energy)	Total number of repairs	No target - report by occurrence	23	Streetlight Businesss Asset Report - From Essential Energy 01/07/2021 to 31/12/2021:  Found and fixed defect – 2 Repaired within target date – 2  Night Patrol identified – 4 Repaired within target date 0  Public Reported – 17 Repaired within target date 15  Total – 23 Repaired within target date – 17  Average days to repair defects – 9.13 Days	Manager Roads and Drainage	







4d: Reduce Leeton Shire's risk from natural disasters



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4d.01	Secure funding to develop a Floodplain Risk Management Plan and develop the plan once funding has been secured	Funding applications submitted	2	Q1 0 Q2 1	In response to Council's Floodplain Risk Management Study and Floodplain Risk Management Plan that were adopted by Council in 2019, funding targeting Actions for mitigation is being sought. Council has applied to "Preparing Australian Communities" fund for the following Plan actions and is awaiting the funding decision: <ul style="list-style-type: none"> <li>• McCaughey Park expansion feasibility study</li> <li>• Lansdowne Estate detention basin expansion feasibility study</li> </ul>	Manager Roads and Drainage	
		Percentage of funding secured	100%	Q1 Nil Q2 Nil			
		Percentage of plan developed - funding dependent	50%	100%			
4d.02	Participate in Local Emergency Management Committee	Number of meetings held	100%	N/A	No meetings held this quarter. Regional Emergency Management Centres are active rather than Local EMCs due to increased COVID-19 Omicron threat leading up to Christmas and Murrumbidgee River flooding.	Group Manager Operations	



## 4e: Provide animal control services across Leeton Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4e.01	Provide an emergency response to call outs for dog attacks in accordance with Council's Companion Animals Policy	Response time to call outs	< 2 hours	Q1 < 2 hours Q2 < 2 hours	4 dog attack incidents this quarter; 3 of which the offending dogs were seized and penalty notices issued \$1,760.00 each. In one matter a dangerous dog declaration also issued. 1 incident the offending dog was not identified and had left the scene no injury sustained by complainant.  No break ins at dog pound this quarter  No disease outbreaks at pound this quarter	Regulatory Services Coordinator	
		Percentage of incidents investigated and successfully resolved	90%	Q1 100% Q2 75%			
4e.02	Rehome and/or return impounded companion animals	Number of companion animals impounded	No target - report by occurrence	Q1 49 Q2 57	<p>There were:</p> <ul style="list-style-type: none"> <li>57 dogs impounded this quarter (49 in Q1)</li> <li>17 dogs rehomed this quarter (16 dogs rehomed in Q1)</li> <li>39 dogs returned to owners this quarter (29 in Q1)</li> <li>1 dog euthanized this quarter (3 in Q1)</li> <li>4 dog attack incidents this quarter</li> <li>3 dog attack incidents offending dogs seized and owners issued with penalty notices \$1,760 each.</li> <li>1 dog attack incident offending dog was not identified or captured as it had left the scene. No injury to complainant.</li> </ul>	Regulatory Services Coordinator	
		Percentage of animals rehomed and/or returned to owners	75%	Q1 91% of dogs Q2 98 % dogs rehomed /returned to owners			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4e.03	Promote and foster responsible pet ownership, including: <ul style="list-style-type: none"> <li>• Annual free microchipping day</li> <li>• All-year-round subsidised microchipping</li> </ul>	Number of public awareness activities undertaken	≥ 12	Q1 3 Q2 3	36 companion animals microchipped this quarter. Council offers microchipping at a discounted rate.  13 rehomed companion animals microchipped for free.  Total microchipped in Q2 - 49 companion animals.	Regulatory Services Coordinator	
		Number of free microchipping days held	≥ 1	Q1 1 Q2 0			
		Number of animals microchipped	≥ 200	Q1 68 Q2 49			
4e.04	Provide Ranger Services to address: <ul style="list-style-type: none"> <li>• Abandoned vehicles</li> <li>• Illegal dumping</li> <li>• Noise complaints</li> <li>• Overgrown properties</li> </ul>	Number of reports/complaints per year	No target - report by occurrence	Q1 48 Q2 74	There were: <ul style="list-style-type: none"> <li>• 8 abandoned motor vehicles this quarter.</li> <li>• 4 vehicles removed by owners no action required.</li> <li>• 4 vehicles impounded, 3 of which owners were not identified (burnt /damaged) and 1 owner issued PIN.</li> <li>• 41 Overgrown vegetation complaints this quarter. Notices of Intention issued. All matters resolved without further action required. 2 matters pending.</li> <li>• 1 dumped rubbish matter – clean up undertaken by offender.</li> <li>• 1 alleged asbestos complaint – complaint not bona fide.</li> <li>• 3 noise complaints – voluntary compliance achieved.</li> </ul>	Regulatory Services Coordinator	
		Percentage of complaints responded to within 2 working days	100%	Q1 100% Q2 100%			
		Percentage of incidences resolved through voluntary compliance ie without resorting to a PIN (fine)	75%	Q1 41/48 Q2 72/74			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<ul style="list-style-type: none"> <li>• 3 Stop Work orders issued EP &amp; A Act (unapproved construction) voluntary compliance achieved. DAs submitted to Council.</li> <li>• Orange juice accidental discharge into storm water drain (500) liters offender self-reported and undertook clean up.</li> <li>• Unapproved grey water discharge into drain Petersham Rd Notice of Intention issued – voluntary compliance achieved.</li> <li>• Alleged unapproved installation of swimming pool Winlee Place - Private certifier had not notified Council – matter resolved.</li> <li>• Alleged unapproved development Gruie St - complaint not substantiated.</li> <li>• Unfenced swimming pool Moreton Bay Drive- Notice of intention issued owner installed new compliant pool fence.</li> <li>• Soil dumped on footpath Muscat Street Notice of intention issued dumped materials removed by property owner.</li> <li>• Whitton Common Crown Lands demolition of old slaughterhouse and asbestos removal. Voluntary compliance achieved.</li> <li>• Court Matter - 33 Dingoes seized from property at Murrami in conjunction with RSPCA. Initial Court appearance resulted in a 20 Month prison sentence being handed down to the offender. The matter was appealed in November in District Court and the sentence was reduced to 12 months</li> </ul>		





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					community service, a 10-year prohibition on animal ownership and \$10,000 in costs to RSPCA. <ul style="list-style-type: none"> <li>• 4 Livestock on roads incidents.</li> <li>• 3 incidents livestock returned to property by owners. 1 incident penalty notice issued (horses) repeat offender.</li> <li>• 4 Cooling tower inspections – JBS Swift, Berri/Bega Foods, Toorak Wines, SunRice – nil non-compliance.</li> <li>• UPSS register completed and now in Authority Test awaiting upload. 30 sites identified including current use/historical and remediated sites.</li> </ul> Total compliance issues in Q2 - 74 <ul style="list-style-type: none"> <li>• 72 matters resolved by voluntary compliance</li> <li>• 2 matters were resolved by prosecution</li> <li>• 97 % resolution rate</li> </ul>		




## 4f: Public health is maintained across Leeton Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4f.01	Undertake food premises inspection programs	Number of educational activities undertaken	2	Q1 0 Q2 1	No scheduled food premises inspections undertaken this quarter due to Covid lockdowns and unavailability of food shop inspection contractor.  NSW Food Authority Food safety awareness promotion calendar issued to 55 food premises. food premises inspections scheduled for Feb 2022 subject to availability of contractor.  1 food premises complaint received - resolved within 24 hours.	Regulatory Services Coordinator	
		Number of food premises inspections undertaken	No target - report by occurrence	Q1 0 Q2 0			
		Percentage of inspection regime completed	100%	Nil			
		Number of breaches recorded	Zero	Q1 0 Q2 0			
4f.02	Undertake skin penetration establishment inspection programs	Number of educational activities undertaken	1	Q1 0 Q2 0	No Skin Penetration premises inspections undertaken due to Covid lockdowns and unavailability of EHO contractor.  Skin penetration inspections scheduled for Feb 2022 subject to contractor availability.	Regulatory Services Coordinator	
		Number of twice-yearly inspections undertaken	7	Q1 0 Q2 0			
		Percentage of inspection regime completed	90%	Nil			
		Number of breaches recorded	Zero	Q1 0 Q2 0			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4f.03	Undertake on-site sewer management inspection programs	Number of educational activities undertaken	2	Q1 0 Q2 0	Compliance inspections of onsite sewage systems are generally conducted during cooler months. These inspections will be carried out late in quarter 3 and during quarter 4. Council staff are currently reviewing the On-site Sewage Management Policy and are developing a new OSSM register to accurately reflect the location, type, risk classification and number of OSSM systems. Seven septic systems were inspected as part of development applications.	Manager Planning, Building and Health	
		Number of inspections undertaken	No target - report by occurrence	Q1 10 Q2 7			
		Percentage of inspection regime completed	90%	Q1 0 Q2 0			
		Number of breaches recorded	Zero	Q1 0 Q2 0			
4f.04	Undertake backyard swimming pool inspection programs	Number of educational activities undertaken	2	Q1 0 Q2 2	14 Inspections were carried out in quarter 2 under Council's Swimming Pool Barrier Inspection Policy.  Non-compliances have been rectified as required.	Manager Planning, Building and Health	
		Number of swimming pool inspections undertaken	No target - report by occurrence	Q1 9 Q2 14			
		Percentage of inspection regime completed	90%	46%			
		Number of breaches recorded	Zero	Q1 0 Q2 1			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4f.05	Undertake a mosquito monitoring program from October to April	Number of monitoring activities to detect arbovirus undertaken	20	Q1 0 Q2 12	Mosquito monitoring program commenced 13 November, 7 weekly trapping/monitoring activities taken place.  5 weekly blood samples from sentinel flock commenced 1 December.  No arbovirus detections notified YTD.	Regulatory Services Coordinator	

4g: Facilitate pedestrians and cyclists to get around safely



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4g.01	Extend Council's footpath and cycleway network through: <ul style="list-style-type: none"> <li>• implementing the Pedestrian Access Mobility Plan (PAMP)</li> <li>• constructing a new section of shared path/cycleway along Maiden</li> </ul>	Percentage completion of new section of shared path/cycleway	100%	50%	During Q2 the Acacia Avenue Shared path extension past Pat Hevern Motors was completed.  Planning for kerb and gutter replacement around Myrtle/Wilga Street commenced.	Manager Roads and Drainage	
		Percentage completion of new section of footpath	100%	Q1 Nil Q2 Nil			
		Percentage completion of kerb and guttering replacement	100%	Q1 Nil Q2 Nil			
		Number of grant applications submitted	≥ 1	Q1 Nil Q2 Nil			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Avenue from Acacia Avenue to Saint Francis de Sales Regional College to complete the link of shared path/cycleway around Leeton CBD <ul style="list-style-type: none"> <li>• constructing a new section of footpath along Acacia Avenue from the golf club to St Francis Street</li> <li>• replacing a section of kerb and guttering along Myrtle-Wilga Streets, from Sycamore Street to Yarran Street</li> </ul>	Value of grant funding received, expressed as a percentage of the cost of the program	50%	Brobenah Bridge - 100%			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
4g.02	Provide Safe Footpath and Cycleways through the implementation of the Footpath and Cycleways Maintenance Program	Percentage of the 2021/22 Maintenance Program implemented	90%	40%	Two footpath defects were repaired in response to public notified complaints. 4 total accomplishments completed in Q2. This incorporates a number of grinding works completed by contractors and two sections of minor slab replacements. 74 routine safety inspections completed by Asset Inspector.	Manager Roads and Drainage	
4g.03	Provide for the comfort and safety of commuters through the provision of strategically placed bus shelters and: <ul style="list-style-type: none"> <li>• reviewing bus shelter locations in consultation with bus operators</li> <li>• renewing older bus shelters</li> </ul>	Percentage completion of review of bus shelter locations	100%	100%	Grant applied for two shelters - MR539 and Kathryn Drive.	Road Safety Officer	
		Number of bus shelters relocated	No target - report by occurrence	Q1 Nil Q2 Nil			
		Number of bus shelters renewed	2	Q1 Nil Q2 Nil			





## 5: Support the community to access a range of quality and affordable housing options

### 5a: Support the community to access a range of quality and affordable housing options

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
5a.01	Monitor provision of affordable housing service, Eventide Homes, Yanco (delivered by Argyle Homes)	Percentage occupancy at time of reporting	90%	100% of 14 units	All units are currently occupied. Regular telephone conferences are held with Argyle during each quarter. 1 formal meeting is held each year. Staff turnover at Argyle will require a handover teleconference during Q3.	Property Coordinator and Native Title Manager	
		Number of liaison meetings held/attended with Eventide Homes service provider	≥ 2	Q1 2 Q2 1			
5a.02	Invest \$100,000 in the ongoing refurbishment of Eventide Homes, Yanco	Percentage of expenditure on refurbishment	100%	20%	Unit 2 refurbishment complete and inspected.	Procurement and Building Services Coordinator	
		Percentage of refurbishment program completed	90+%	95%	Aligned with Argyle forecast.  90% of refurbishment completed in 2020/21.		



## 5b: Expand the range of residential opportunities across the Shire



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
5b.01	Undertake and promote housing development opportunities across Leeton Shire, including on Council-owned land	Number of investment proposals for housing development in Leeton Shire	≥ 1	Q1 0 Q2 2	DA application approved in November for a 66 lot subdivision off Karri Road. 5 lot subdivision approved off Petersham Road.	Economic and Strategic Development Manager	
		Number of new residential DAs approved	30	Q1 5 Q2 3	3 approved DAs for the erection of a new residential building approved. 5 Residential Occupancy certificates issued.		
		Number of new residential Occupation Certificates issued	20	Q1 5 Q2 5	Continue to market and promote housing opportunities at Brobenah Road dog park and Conapaira Street, Whitton, for development by Council or other housing developers.		
5b.02	Finalise and implement the Housing Strategy for Leeton Shire	Final strategy adopted	No target - report by occurrence	Completed	Housing strategy was presented to council at the November meeting for adoption. Community consultation completed.  Attended Virtual Inland Growth Summit - Housing in August.	Economic and Strategic Development Manager	





## CSP THEME 2-: AN ACTIVE AND ENRICHED COMMUNITY

### 6: A community that participates in sports and active leisure



#### 6a: Offer access to a range of quality sporting facilities

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
6a.01	Maintain and improve sporting ovals in Leeton and Yanco, including: <ul style="list-style-type: none"> <li>• a lighting upgrade for Leeton No.1 oval</li> <li>• upgrade the women's changerooms, Yanco</li> </ul>	Percentage of scheduled 2021/22 Sports Fields Maintenance Programs completed	90+%	50%	All sports fields routinely maintained and inspected as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy.	Manager Open Space and Recreation	
		Percentage of lighting upgrade completed (funding dependent)	100%	0%			
		Number of safety/condition inspections completed	2	Q1 0 Q2 1	An application for funding under the Stronger Country Communities Round 4 was for the lighting upgrade to No.1 Oval was successful and the specification for works has been completed.		
		Percentage of actions completed as identified through inspections and public reporting	100%	50%			
6a.02	Promote usage of sporting ovals in Leeton and Yanco	Number of sporting codes utilising sports fields	≥ 5	Q1 5 Q2 2	With the ongoing affects of COVID-19 there was limited usage this quarter. Codes using the ovals include:	Recreation Facilities and Program Coordinator	
		Participation numbers for various codes (figures to be collected and reported at the end of Q4)	No target - report numbers	TBA			







Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
6a.03	Provide public swimming pools in Leeton and Whitton	Percentage of 2021/22 Swimming Pools Maintenance Programs completed	90%	50%	<p><u>Leeton Regional Aquatic Centre</u> The season commenced on 17 November 2021 after a slight delay. A number of slip incidences due to the slippery concrete have been recorded. Extensive marine carpet and matting has been placed to remediate the issue temporarily until a permanent solution can be resolved. Rectification of defects is ongoing.</p> <p><u>Whitton Pool</u> Season commenced on 16 October 2021. Plant room and chemical storage rooms cleaned and reorganised for improved storage compliance. Full inspection undertaken and all actions completed prior to opening.</p>	Recreation Facilities and Program Coordinator	
		Percentage of daily safety/condition inspections completed	100%	100%			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	50%			
6a.04	Promote usage of swimming pools in Leeton and Whitton	Number of carnivals held at the pools	≥ 8	Q1 0 Q2 1	<p><u>Leeton Regional Aquatic Centre</u> One carnival was held- Riverina Zone Swimming Carnival 11 December 2021 Attendance figures through the kiosk at the Leeton Pool to the end of Q2 were: General Admission - 5138 Season Ticket Admissions - 3475 Total attendance figures via kiosk entry - 8613 A total of 468 Leeton pool passes have been sold in Q2</p> <p><u>Whitton Pool</u> Whitton Pool Attendance figures to the end of Q2 were: 970 A total of 9 Whitton Pool passes were sold in Q2</p>	Recreation Facilities and Program Coordinator	
		Number of admissions - Leeton Pool	≥ 20,000	Q1 0 Q2 8613			
		Number of admissions - Whitton Pool	≥ 3,000	Q1 0 Q2 970			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					Weather has been cooler than previous summers with thunderstorms and no days over 40C		
6a.05	Enhance and upgrade facilities at the Leeton Regional Aquatic Centre by: <ul style="list-style-type: none"> <li>• completing the Leeton Regional Aquatic Centre Redevelopment, including the installation of the waterslide</li> <li>• replacing the pool covers on the 50m pool at the Leeton Regional Aquatic Centre</li> </ul>	Percentage completion of redevelopment project	100%	75%	Remediation works to 50m pool leak commenced – completed Western side of 50m pool. Defect period is underway for various electrical, concrete, slide, toy and pipework matters. Application for Stronger Country Community R4 funding for new pool covers successful with quotations for works being sought. Pool opened on 17 November 2021.	Manager Open Space and Recreation	
		Percentage completion of pool cover replacement project	100%	Nil			
		Official opening of the Leeton Regional Aquatic Centre	Event held	Soft opening of pools held in Nov 2021, attended by Councillors.			
6a.06	Conduct further investigation into the demand for and feasibility of an indoor heated pool facility in Leeton Shire	Number of community information and engagement activities undertaken	≥ 4	Q1 0 Q2 0	Council undertook a feasibility study of an indoor heated pool facility in 2020/21. Proposal to be developed that includes additional targeted stakeholder engagement and cost savings through integration with indoor stadium development/planning. This scoping work is programmed for Q3.	Manager Open Space and Recreation	
		Final report completed and decision made	Completed	Not completed			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
6a.07	Operate and maintain the Leeton Golf Course	Number of events held at Leeton Golf Course	≥ 6	Q1 1 Q2 3	Competition Rounds Played 2,156 (down 44 compared to Q1 last year) Social Rounds Played 4,166 (up 11 compared to Q1 last year) Total Rounds Played 6,322 (up 883 compared to Q1 last year) Events included: <ul style="list-style-type: none"> <li>• Veterans Week of Golf – 184 players October</li> <li>• MS Charity Golf Day - 123 players</li> <li>• Twilight Golf Comp commenced</li> </ul> * Several heavy rain events, two of which resulted in course closures and cancellation of Saturday competition golf. This has impacted overall rounds of golf played.	Manager Open Space and Recreation	
		Number of rounds of golf played at the Leeton Golf Course	≥ 15,000	Q1 3,859 Q2 6,322			
6a.08	Replace the 15th green of the Leeton Golf Course	Percentage of works completed	100%	95%	All reconstruction works completed and new bent turf surface is establishing slower than expected due to cooler night temperatures. Green now expected to open after Christmas.	Manager Open Space and Recreation	
6a.09	Support development of a new golf clubhouse by providing project management services	Percentage of works completed	100%	Q1 0 Q2 0	Detail design is underway for the new clubhouse. There were no formal meetings convened during this quarter with all correspondence via email.  The Golf Club Committee has taken carriage of the build, including project management. The lease agreement with the Gold Club is close to being finalised.	Group Manager Operations	
6a.10	Provide an Indoor Stadium	Percentage of scheduled 2021/22 Maintenance programs completed	90%	50%	Daily inspections were undertaken and recorded prior to use in accordance with the Parks,	Recreation Facilities and	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	and tennis facility in Leeton	Percentage of daily safety/condition inspections completed	100%	50%	Playgrounds and Recreational Facilities Maintenance Management Policy.  One minor maintenance issue was raised as a CRM request and completed. The tennis courts continue to remain open to the public for free usage.	Program Coordinator	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	50%			
6a.11	Carry out preliminary works on an extension of the indoor stadium to enable the provision of additional basketball and netball courts	Percentage completion of feasibility study	100%	0	Proposal to be developed that includes additional targeted stakeholder engagement and cost savings through integration with next indoor heated pool feasibility study. This scoping work is programmed for Q3.	Manager Open Space and Recreation	
		Percentage completion of design plans	100%	0			
		Percentage completion of Development Application preparation	100%	0			
6a.12	Promote usage of the Indoor Stadium in Leeton	Number of hirers using the Stadium	≥ 4	Q1 7 Q2 5	There were 5716 participants across a range of competitions. Participation numbers were affected by COVID up until the 25 October 2021 when competitions resumed. The following sports were played: <ul style="list-style-type: none"> <li>• Junior Futsal Competition</li> <li>• Junior basketball competition and rep training</li> <li>• Croquet</li> <li>• Rep netball trials</li> <li>• School badminton and futsal</li> <li>• Casual hirers – basketball and futsal</li> </ul>	Recreation Facilities and Program Coordinator	
		Total number of participants utilising the Stadium per year	≥ 12,000	Q1 1,795 Q2 5,716			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					held at the stadium facility with numbers of 250 and 200 respectively.  Due to continued COVID restrictions and uncertainty no Stadium run senior competitions were able to go ahead for Q2		
6a.13	Establish a Sporting Walk of Fame	Percentage of progress towards establishment of a Sporting Walk of Fame	100%	50%	Official opening has been scheduled for 2 April 2022.	Manager Open Space and Recreation	
		Event to officially launch the Sporting Walk of Fame	Event held	April 2			





6b: Support local sport and recreation clubs to remain viable

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
6b.01	Provide support to local sports and recreation clubs: <ul style="list-style-type: none"> <li>• respond to requests for advice and assistance</li> <li>• assist organisations to pursue funding for their activities</li> </ul>	Number of requests for general support	No target - report by occurrence	Q1 4 Q2 3	Support provided to clubs for Q2:  Meeting held in December with Phantoms, Leeton United and Leeton Rugby League about the upcoming 2022 football season and discussion of fees/charges and training schedules.  2 grant applications were supported this quarter- Riverina Riding Club and the Leeton Yanco Swimming Club.  Support to the Basketball association in investigating new scoreboards and shot clocks for the stadium.  Support to Leeton United in starting up the junior futsal competition and discussions of a senior futsal competition beginning February 2022.	Recreation Facilities and Program Coordinator	
		Number of requests for assistance with funding applications	No target - report by occurrence	Q1 0 Q2 2			





## 7: A community that enjoys arts and culture

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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
7a.01	Complete the refurbishment of the Roxy Theatre both internally and externally	Percentage of refurbishment project completed (build)	90%	5%	Contract negotiations for Stage 1 almost complete. Council will seek \$3M for Stage 2 from the federal government and other philanthropic opportunities.	Procurement and Building Services Coordinator	
7a.02	Run an entertaining program of events for the community in alternative locations during the refurbishment of the Roxy Theatre	Number of events held per year	≥ 6	Q1 0 Q2 15	Activities during Q2 included: <ul style="list-style-type: none"> <li>LMAG trialed movies in the Little Roxy Theatre, 2 days per week after school. Tickets were free during the trial period due to licensing requirements.</li> <li>15 sessions, and 87 tickets were redeemed.</li> <li>The sessions were popular with the senior primary school aged children, particularly with blockbuster Disney PG movies.</li> </ul>	Manager Cultural Services	
		Number of people attending events	No target - report by occurrence	Q1 0 Q2 87			
		Number of movie screenings	No target - report by occurrence	Q1 0 Q2 15			
		Number of tickets sold to movie screenings	No target - report by occurrence	Q1 0 Q2 87			
		Website views	10,000	Unknown			
		Facebook likes	4,000	Q1 3,157 Q2 3,206			



## 7b: Enhance artistic and cultural activity across Leeton Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
7b.01	Collaborate with and fund Western Riverina Regional Arts Board to successfully deliver events, public art projects and programs in Leeton Shire, including providing opportunities to promote local artistic endeavour	Number of activities undertaken in Leeton as part of Council's \$11,000 investment	≥ 2	Q1 17 Q2 26	<p>Collaboration and funding for Western Riverina Arts in this quarter resulted in:</p> <ul style="list-style-type: none"> <li>• Leeton Writers' Group (LWG) - funding acquittal and promotion of initiatives.</li> <li>• Burrundi Theatre for Performing Arts (BTPA) - funding application assistance for Leeton activities.</li> <li>• Leeton and District Local Aboriginal Land Council (L&amp;DLALC) - assistance on a Wiradjuri Languages project.</li> <li>• Yanco Agricultural Institute (YAI) - partnering on two initiatives.</li> <li>• MRCM - assisted with funding expression of interest.</li> <li>• WRA - promotion of Leeton artists and attending events.</li> <li>• Murrumbidgee Short Story Competition</li> </ul>	Manager Cultural Services	
7b.02	Operate the Leeton Museum and Art Gallery (LMAG)	Number of gallery exhibitions and events held	≥ 6	Q1 3 Q2 6	<p>1347 people visited LMAG in the quarter (26.7% increase compared to Q2 last year). Of that number, 316 visited the permanent exhibition: 'Water by Design - the Leeton Water story' and/or its components, the mini Roxy and the Lands Office Café.</p> <p>Visitors viewed the LMAG Audio Tour 286 times</p>	Museum, Gallery and Heritage Officer	
		Income earned from travelling exhibitions	No target - report by occurrence	Q1 7,425 Q2 4,436			





		Number of visitors to LMAG	≥ 2,000	Q1 419 Q2 1347	<p>with 118 times played.</p> <p>Museum exhibitions and events included:</p> <ul style="list-style-type: none"> <li>• 'Water by Design - the Leeton water story</li> <li>• 'Whitton Murrumbidgee Public School – 5 August to 12 November 2021</li> <li>• Gralée School – 16 November to 31 January 2022</li> </ul> <p>Gallery exhibitions and events included:</p> <ul style="list-style-type: none"> <li>• Sharon De Valentin: Flourish and Decay – October 3rd to October 29th (Free)</li> <li>• How Cities Work – November 6 to 31 January 2022 (Ticketed)</li> <li>• Andrew Whitehead: Making It – 22nd November 2021 to 31 January 2022 (Free)</li> </ul> <p><u>Launch of the Lands Office Café</u> In partnership with My Plan Connect, a social enterprise café (The Lands Office Café) was developed. The training was completed on 8 November and the café was opened on a regular basis from 24 November. Since completion of training, the café has sold 831 items, including 449 coffees (245 staff coffees) and 52 milkshakes for revenue of \$1,553.23. During December the Letona Cannery sign was installed in the café and a small unveiling was held.</p> <p><u>Movies in the Little Roxy</u> An after school program was developed</p>		
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Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>offering a safe space for children and parents to visit, enjoy a free Movie and purchase refreshments from the Lands Office Café. Running on Wednesday, Thursday afternoons and Saturdays free movies were made available to the Leeton community in the mini Roxy Theatrette. During the program's run from 23 November to 17 December, 28 children 'purchased' tickets to attend.</p> <p><u>Socials</u></p> <p>Facebook:</p> <ul style="list-style-type: none"> <li>• Page Reach: 25,886 (7,946 in Q2 last year - 225.77%) and (54.13% increase compared to Q1 this year)</li> <li>• Page Likes: 967 (28.25% increase compared to Q1 this year)</li> </ul> <p>Trip Advisor platform:</p> <ul style="list-style-type: none"> <li>• Reviews: 11</li> <li>• Responses: 11</li> <li>• Rating: 5-star rating</li> <li>• Ranking: No. 3 of 9 things to do in Leeton Shire</li> </ul> <p>Instagram platform:</p> <ul style="list-style-type: none"> <li>• Instagram Reach: 7,569 (659.94% increase compared to Q1 this year)</li> <li>• Instagram Followers: 100 (75.45% increase compared to Q1 this year)</li> </ul>		





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
7b.03	Support the annual Penny Paniz Memorial Art Competition and add acquisitions to Council's art collection	Number of entries received for PPMAC	≥ 100	Not due to commence	The annual Penny Paniz Memorial Art Competition will be held over Easter in 2022.	Museum and Gallery Assistant	
		Annual financial contribution by Council to the PPMAC sustained	\$1,500	Not due to commence			
		Number of new acquisitions to Council's art collection	≥1	Not due to commence			
7b.04	Support the annual Leeton Eisteddfod	Provide sponsorship	\$2000	Not due to commence	Not due to commence	Manager Cultural Services	
		Provide in-kind staff support	≥ 40 hours	Not due to commence			






## 8: A community that values its heritage



### 8a: Support and showcase the history of our Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
8a.01	Support and enable public access to local history: <ul style="list-style-type: none"> <li>Develop and catalogue Leeton Library's local studies collection (including monographs, pamphlets and photographs)</li> <li>Attend Leeton Family and Local History Society's meetings</li> </ul>	Number local history items catalogued	≥ 40	Q1 0 Q2 0	Discussions ongoing regarding management of resources being catalogued by the Leeton Family and Local History Society (LFLHS) and access by Leeton Shire Council. A meeting was held with some members of the LFLHS to discuss upgrades and changes to Libero. Training of users and testing in Libero required before going live with cataloging.	Records Officer	
		Number of Society meetings attended	90%	Q1 1 Q2 1			
8a.02	Support Whitton and Yanco Museums by building the skills capability of volunteers	Number of volunteer training sessions held	≥ 2	Q1 0 Q2 0	Benchmarking against the National Standards has been completed for all museums (LMAG, Yanco, Whitton, Yanco Ag, Rocking Horse, Antiques with Leaks). Follow up meetings are planned for this quarter with the Rocking Horse and Antiques with Leaks Museums.  Unfortunately, the grant application for the Significance Assessment of Whitton Museum was unsuccessful; reapplication is planned for later in	Museum, Gallery and Heritage Officer	
		Significance assessment completed for Yanco (dependent upon external funding)	100%	Q1 0 Q2 0			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>2022. While no training sessions occurred, an inaugural Museum Networking Session was completed with participants supportive of further sessions in 2022.</p> <p>During the quarter, Yanco secured grant funding for new shelving. The grant application identified using these shelves to organise and walk through part of the collection with Museum volunteers. This will act as Volunteer Training in Collections Care to take place in Q3.</p> <p>In addition to the Networking session attended by both Yanco and Whitton board members, two general meetings with Yanco were attended by LSC staff and one collection policy writing meeting was held with Whitton.</p>		
8a.03	Carry out remedial work at the Whitton Courthouse including repairs and/or replacement of rafters, internal floors and drainage	Percentage of remedial work completed	100%.	15%	Scope of works for repair of rafters and entrance floor is being compiled to be put on vendor panel.	Procurement and Building Services Coordinator	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
8a.04	Investigate the requirements for stabilising the exterior brick walls of the Whitton Courthouse	Percentage of Investigation completed	100%	30%	Structural engineer has determined that the chemical underpinning would stabilize the rear wall.  Preparation works to wall to be done prior to underpinning. Scope of works to be prepared after conferring with Activation as the Asset Owner.	Procurement and Building Services Coordinator	
8a.05	Offer an annual Heritage Grants program with a focus on Leeton's CBD to promote its position as a regional Art Deco capital	Number of applications received	≥ 2	Q1 7 Q2 Nil	No further grant applications were received in Q2. 7 grants were awarded in Q2 as follows:  <ul style="list-style-type: none"> <li>• \$1,500 was awarded for roof repairs to the former Yanco Post Office, Yanco.</li> <li>• \$5,000 was awarded for repairs to flooring at St John's Anglican Church in Whitton.</li> <li>• \$1,350 was awarded for external painting to St Peter's Church Hall, Leeton.</li> <li>• \$4,500 was awarded for repairs to east and west walls of shop at 119-121 Pine Avenue, Leeton.</li> <li>• \$3,650 was awarded for the recladding of Secretary's Office at Leeton Showground, Leeton.</li> <li>• \$3,500 was awarded for the recladding of Agricultural Pavilion at Leeton Show Ground, Leeton.</li> <li>• \$5,000 was awarded for Front Entry Works at Historic Hydro Hotel, Leeton</li> </ul>	Town Planner	
		Total amount of grant money awarded	\$19,500	Q1 Nil Q2 \$24,500 in grant money was awarded, \$19,500 from the Heritage Budget and an additional \$5,000 from working capital			
		Number and value of grants awarded	No target - report by occurrence	Q1 Nil Q2 7 grants were awarded with a value of			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
				\$24,500	Grant funds will be paid to the grant recipients after completion of the projects. Heritage Advisor made 2 visits in Q2		
8a.06	Provide expert heritage advice to assist with the conservation of heritage places	Number of instances of advice provided	No target - report by occurrence	Q1 13 Q2 11	<p>Council employs a Heritage advisor (Noel Thompson) who is part funded by Heritage NSW and provides expert Heritage Advice to Staff and members of the community.</p> <p>Heritage advice provided:</p> <ul style="list-style-type: none"> <li>• Prepare heritage reports for Leeton Toyota, Showground Toilet Blocks Additions, 46 Kurrajong Ave &amp; Water Filtration Plant.</li> <li>• Visit to Leeton in October.</li> <li>• Prepare heritage reports for Showground Hall recladding, showground entry gates and new toilet block at showground.</li> <li>• Visit to Leeton in November.</li> <li>• Heritage reports for the Historic Hydro entry upgrade and proposed lift installation &amp; rear awning structure and advice on Leeton Ambulance Station water issues.</li> <li>• Visit and discussions regarding external painting of Historic Hydro and report for "Exemptions" as required by Heritage NSW.</li> <li>• Reports/paint colour schemes for buildings in Pine &amp; Kurrajong Avenues and for Historic Hydro.</li> <li>• No Visit to Leeton in December.</li> </ul>	Town Planner	





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
8a.07	Conduct a heritage façade painting program in Leeton's CBD	Number of property owners participating in the façade painting project	≥ 15	Q1 23 Q2 13	13 out of 23 building facades quoted have confirmed participation in the Facade Painting Project Stage 2.  Locations painted during the quarter include 100-102 Pine Avenue, 94-96 Pine Avenue and 90-92 Pine Avenue.  Stage 2 works must be completed by 14 April 2022.	Manager Visitor Services and Local Activation	
		Number of facades painted	≥ 10	Q1 Nil Q2 3			
8a.08	Oversee Henry Lawson Cottage	Amount of rental use and income	\$10,000	Q1 \$3,360 Q2 \$2,880	Tenant still in place on a holding over lease on a month to month basis. The expected rental for the 12-week period is \$2880. The Council staff representative for the Henry Lawson Cottage Committee is now Sues Vos.	Property Coordinator and Native Title Manager	
		Number of committee meetings held	≥ 4	Q1 0 Q2 0			
8a.09	Carry out renovation works on Henry Lawson Cottage including painting the exterior of the cottage	Percentage of renovation program completed	100%	100%	This was completed to comply with the funding agreement. This included a new HVAC (air conditioning) system, repairs to external window frames and sills, new stairs to the rear of the building, painting of exterior trims and a "cellfi" system for the improvement of mobile phone reception.	Procurement and Building Services Coordinator	




## CSP THEME 3-: A HEALTHY NATURAL ENVIRONMENT

### 9: A community that respects the natural environment



#### 9a: Provide waste management services

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
9a.01	Operate Resource Recovery Facility (includes Landfill) and Transfer Stations to maximise landfill life	Tonnes of waste entering Resource Recovery Facility	< 20,000 T	Q1 2,729.07 T Q2 3870.92 T	3870.92 T of waste was disposed to landfill during Q2 (an 18.38% decrease compared to 4742.96T in Q2 last year). Counted domestic loads: <ul style="list-style-type: none"> <li>Mixed household - 3,515</li> <li>Scrap metal - 810</li> <li>Concrete and bricks - 161</li> <li>Green waste - 1,875</li> </ul> There were: <ul style="list-style-type: none"> <li>Mattresses - 43</li> <li>Car tyres - 7</li> </ul> Whitton Transfer Station: <ul style="list-style-type: none"> <li>Bricks and Concrete - 2.54T</li> <li>Mixed Waste - 16.00T</li> <li>Scrap Metal - 5.80T</li> <li>Green Waste - 9.70T</li> </ul>	Waste and Recycling Coordinator	
		Tonnes of waste entering Resource Recovery Facility	< 20,000 T	Q1 2,729.07 T Q2 3870.92T			
		Tonnes of waste disposed to landfill	<16,000 T	Q1.2,081.36 T Q2 3108.46 T			
		Tonnes of waste generated from kerbside collection (red bins)	< 3,000 T	Q1 529.40 T Q2 828.50 T			
		Projected landfill life (in years)	≥ 80	Q1 108 Q2 108			
9a.02	Increase landfill efficiency and efficacy by investing in:  <ul style="list-style-type: none"> <li>a Landfill Trench Thermal Camera to</li> </ul>	Landfill Trench Thermal Camera purchased and in operation	No target - report by occurrence	50%	Landfill Trench Thermal Camera – Council has accepted a quotation for the thermal camera. Expected installation in Q3 Litter Fencing - Council has accepted a final quotation and ordered the Litter fence system. The litter fence will be installed in Q3  Fuel Trailer - The fuel trailer was purchased	Waste and Recycling Coordinator	
		Litter fencing purchased and installed	No target - report by occurrence	50%			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	detect hotspots and prevent fires • additional litter fencing to prevent rubbish from blowing off-site • a self-bunded fuel trailer to increase efficiency • a cardboard baler and a polystyrene compactor to reduce volume/transportation costs (50% grant funded)	Fuel trailer purchased and in operation	No target - report actual volume	100%	and delivered in Q2.  Cardboard Baler and Polystyrene Machine - The NSW EPA notified Council that the requirement for the 50% rebate for the equipment would be for Commercial Industrial sector. If Council decided to utilise the equipment for domestic use the rebate will be changed from 50% of the equipment cost to 28%. The equipment is being sourced for the Cardboard and Polystyrene which 80% would be from domestic municipal waste streams. Therefore, with the budget allocated and the equipment cost it is not feasible for Council to proceed with the project.		
		Cardboard baler purchased and in operation	No target - report by occurrence	Recommend not to proceed			
		Polystyrene compactor purchased and in operation	No target - report by occurrence	Recommend not to proceed			
9a.03	Undertake recycling in the community to divert waste from landfill	Percentage of waste diverted at the Resource Recovery Facility per waste category	≥ 25%	Q1 52.44% Q2 36.97%	Waste Recycling: • Paper/Cardboard 9.54T, compared to 7.90T in Q2 last year (20.76% increase) • Landfill and Recycling Centre (Tip Shop) 34.6T, compared to 14.48T in Q2 last year (43.37% increase)	Waste and Recycling Coordinator	
		Percentage of waste diverted at Transfer Stations per waste category	≥ 25%	Q1 53.9% Q2 47.0%			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Tonnes of recycling collected from kerbside collection (yellow bins)	> 400	Q1 132.65 Q2 89.33	<ul style="list-style-type: none"> <li>Mattress 2.42T, compared to 5.06T in Q2 last year (52.17 % decrease)</li> <li>Waste Oil - 0.8T no comparison available</li> <li>Commingled Recycling - 2.46T compared to 1.56T in Q2 last year (57.69% increase)</li> <li>Batteries - 3.52T no comparison available</li> <li>Tyres - 2.5T compared to 5.40T in Q2 last year (53.70% decrease)</li> <li>Crushed Concrete 88.26 T no comparison available</li> <li>Grease Trap Waste- 23.96T, compared to 11.90T in Q2 last year (101.34% increase)</li> </ul>		
		Tonnes collected through Return and Earn scheme	No target - report actual volume	Q1 2,270,363 T Q2 unavailable			
		Percentage of collected recycling that is contaminated	< 5%	Q1 4.5% Q2 4.5%			
9a.04	Conduct education activities to promote recycling in the community	Number of education and promotion activities undertaken	≥ 10	Q1 4 Q2 6	Advertisements were included in the Council Noticeboard and Facebook page providing information and regulations around kerbside recycling and the community recycling centre. Information was provided to community about the chemical disposal collection that will be held in January.	Waste and Recycling Coordinator	
		Percentage of collected recycling that is contaminated	< 5%	Q1 4.5% Q2 4.5%			
9a.05	Offer kerbside collection service including recycling (under contract)	Number of mixed waste bins collected	4,500	Q1 4,733 Q2 4,757	Recycling – Yellow Bins: <ul style="list-style-type: none"> <li>October: 43.81T from 4,191 bins (46.12T from 4,165 bins in Q2 last year)</li> <li>November: 45.521T from 4,200 bins (44.71T from 4,173 bins in Q2 last year)</li> </ul>	Waste and Recycling Coordinator	
		Number of recycling bins collected	4,000	Q1 4,183 Q2 4,202			






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of missed bins per collection	< 5	Q1 4 Q2 4	<ul style="list-style-type: none"> <li>December: unavailable from 4,202 bins (49.8T from 4,174 bins in Q2 last year)</li> <li>25 Contaminated yellow recycling bins (compared to 50 in Q2 last year).</li> <li>Non-compliance stickers were placed on all contaminated bins.</li> </ul> <p>Waste – Red Bins:</p> <ul style="list-style-type: none"> <li>October: 276.42T from 4,746 bins (300.22T from 4,720 bins in Q2 last year)</li> <li>November: 275.52T from 4,755 bins (275.68T from 4,726 bins in Q2 last year)</li> <li>December: 276.56T from 4,757 (284.02T from 4,727 bins in Q2 last year)</li> </ul> <p>Customer complaints Q2:</p> <ul style="list-style-type: none"> <li>16 damaged bins – all resolved within 48 hours (29 bins in Q2 last year)</li> <li>50 bins missed – all resolved within 48 hours (20 bins in Q2 last year)</li> <li>10 Stolen bins – all resolved within 48 hours (16 bins in Q2 last year)</li> </ul>		
		Percentage of missed bins resolved within 48 hours	100%	100%			
9a.06	Operate landfill in compliance with EPA regulations	Compliance with EPA licence for landfill operations	100%	100%	Ground water testing was completed as per EPA requirements. No non-compliance issues were identified.	Waste and Recycling Coordinator	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
9a.07	Appropriately maintain Resource Recovery Facility and Transfer Stations	Percentage of scheduled 2021/22 Maintenance Program completed	90+%	50%	Leeton Landfill: Green waste chipping was completed as planned. Maintenance including road grading, litter control, mowing and spraying completed as part of the site's maintenance program.	Waste and Recycling Coordinator	
9a.08	Implement Council's Waste Management Strategy by: <ul style="list-style-type: none"> <li>conducting a green waste/organic collection trial</li> <li>remediating, capping and fencing the Brobenah Landfill site</li> <li>finalising the Closure Management Plan for the Yanco Landfill</li> </ul>	Percentage of garden organic trial completed	100%	N/A	Completed a kerbside waste audit of the general waste and recycling streams utilising the remaining funds from the Waste Education Program. The data received will help council proceed with the waste and recycling education programs and funding opportunities for the implementation of a food and organic collection.	Waste and Recycling Coordinator	
		Percentage of works on Brobenah Landfill site completed	90%	70%			
		Percentage completion of Yanco Landfill Closure Management Plan	100%	90%	Brobenah Closed Landfill: Finalised all the capping works at Brobenah landfill site, with the completion of capping on the eastern boundary.  Yanco Closed Landfill: The draft Yanco Landfill Management closure plan has been completed. A detailed design review will take place to establish an estimate costing for the closure of the site.		



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



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
9b.01	Identify and manage high risk weeds in accordance with Council's Weed Action Plan	Percentage of annual Weeds Action Plan delivered	100%	60%	<ul style="list-style-type: none"> <li>2021/22 WAP funds have been allocated. \$55,000 has been allocated to Council (same amount as previous year).</li> <li>Signed participant agreement between Council and DPI and invoice for funds has been sent to DPI Local Land Services.</li> <li>Regulatory Services Coordinator and Contractor attended Riverina Regional Weed Action Program meeting 14 December 2021.</li> <li>Council's contractor Jeremey Crocker elected to the Regional Weeds committee executive.</li> <li>Due to above average rain fall Contractor has undertaken intensive chemical application program focusing on known Spiny Burr grass affected areas and Saint John's Wort.</li> <li>Areas treated include MR 80, MR 539, Cudgel Farms Rd, Stanard Rd, McKellar Rd, Innisvale Rd, and Rifle Range Rd</li> <li>Spiny Burr Grass awareness letters sent to affected land holders.</li> <li>New Priority Weeds Booklet of the Riverina distributed at Council Library Yenda Producers and MIA Rural Supplies.</li> <li>All monthly Biosecurity information reporting submitted to DPI by contractor.</li> </ul>	Regulatory Services Coordinator	
		Number of new noxious weed incursions reported	No target - report by occurrence	Q1 1 Q2 Nil			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<ul style="list-style-type: none"> <li>82/120 Properties inspected.</li> <li>New Weed Management Plan drafted in accordance with Biosecurity Act.</li> </ul>		
9b.02	Minimise nuisance weeds on urban Council land and roads	Number of customer requests relating to weeds on urban Council land	< 20	Q1 0 Q2 1	Consistent rain events have resulted in significant weed growth. Khaki weed, Catheads and Fleabane have been consistently targeted and sprayed. Excessive and frequent rain events and windy weather have hindered spray programs with general weed infestations at a high level.	Manager Open Space and Recreation	
		Percentage of spraying program completed	100%	50%			
9b.03	Manage roadside vegetation on Council road reserves to increase road safety	Number of customer requests relating to roadside vegetation on Council rural road reserve	< 25	Q1 3 Q2 4	Customer requests were attended to in the following areas: <ul style="list-style-type: none"> <li>McNeil Road</li> <li>Oxley and Lachlan Streets, Wamoon</li> <li>Stringer Road</li> <li>Murrami Road</li> </ul>	Manager Roads and Drainage	
		Number of actionable requests completed	100%	Q1 100% Q2 100%			
9b.04	Coordinate the Weeds Committee and engage with relevant stakeholders	Number of meetings held	≥ 2	1	Weeds Committee meeting held 24 November 2021. Key topics included: <ul style="list-style-type: none"> <li>Weed Action Program targets – contractor report</li> <li>Weed Action Program grant funding allocation</li> <li>General weeds discussion</li> </ul>	Regulatory Services Coordinator	




## 9c: Advance environmental sustainability by leading at the local level

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
9c.01	Implement Council's Energy Masterplan	Adoption of Energy Masterplan	100%	Q1 90% Q2 100%	Energy Master Plan has been adopted by Council. Priority projects to be funded from adopted Energy Renewal Projects budget. Grant funding to be sourced where available.	Group Manager Operations	
		Percentage of actions completed	10%	0			
		Total amount of renewable energy generated - number of kilowatt hours (kWh)	≥ 200,000	Q1 12,260.67 (September 2021) Q2 41,050	Investigation undertaken as to how to quantify total amount of energy generated and value of energy savings. Council's inverter infrastructure is not compatible with a telemetry system that can give generation figures, except for Leeton Sewerage Treatment Plant. These inverter replacements are being programmed for replacement in future capital works programs.		
		Energy savings as a percentage of total energy use	≥ 5%	No data available			
		Estimated reduction in carbon footprint	TBA	Q1 n/a Q2 33.66 T			
9c.02	Support external agencies to maintain key natural assets including Fivebough Wetlands and Murrumbidgee River	Number of activities to support biodiversity at Murrumbidgee River (National Park) and Fivebough Wetlands	≥ 2	Q1 3 Q2 1	Activities undertaken by Crown Lands and Local Land Services (LLS) at Fivebough included: <ul style="list-style-type: none"> <li>• General weed control undertaken</li> <li>• Intensive pest trapping and baiting</li> <li>• Council will mow the picnic area in the week before the 2022 Australasian Bittern Conference.</li> </ul>	Manager Visitor Services and Local Activation	





9d: Promote town water conservation

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
9d.01	Promote water saving measures across Leeton Shire	Average household water use (kL/household)	< 200	Q1 88.56 KL Q2 151 KL	The most recent billing period was 134 days and had an average usage of 151KL per connection (average of 880L per day this quarter compared with 1.53KL per day for the same time last year).	Manager Water and Wastewater	
		Number of educational activities	≥ 2	Q1 Nil Q2 Nil			



## 10: A community that enjoys our natural environment

10a: Provide recreational facilities along the Murrumbidgee River within Leeton Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
10a.01	Monitor the provision of camping and recreational facilities at Gogeldrie Weir (delivered under lease)	Number of caravan park users	No target - report number of users	Visitation Figures to commence in Q3	<ul style="list-style-type: none"> <li>The licence for the management of the park expired in December 2021, with management of the park returned to Council control moving forward.</li> <li>29 applications were received for the Caretaker role.</li> <li>The Gogeldrie Weir Management Committee lead the interview and selection process.</li> <li>The park was temporarily closed from 22 December to 10 January to manage the transition from the licensee to the caretakers.</li> <li>Park has been re branded to "Gogeldrie Riverside Park".</li> <li>New Facebook page has 1,857 followers (@ 17 Jan 2022).</li> </ul>	Manager Visitor Services and Local Activation	
10a.02	Redevelop the Gogeldrie Weir Public Reserve, including the caravan park by: <ul style="list-style-type: none"> <li>adopting a precinct</li> </ul>	Percentage of masterplan completed	100%	100% - Plan adopted by Council in Q1	The Funding application to the Department of Regional NSW Regional Tourism Activation Fund is pending announcement.  If no funding is received the PCG is establishing a baseline of self funded works to improve the public reserve in line with the Gogeldrie Weir Recreation Reserve Master Plan.	Manager Visitor Services and Local Activation	
		Number of funding applications made	≥ 1	Q1 1 Q2 Nil			
		Percentage of funding secured	100%	TBA			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	masterplan for the reserve • applying for and successfully obtaining grant funding to implement the masterplan • undertaking the redevelopment in accordance with the masterplan • seeking a campground operator via an Expression of Interest (EOI) process	Percentage of masterplan implemented	20%	Q1 Nil Q2 Nil			
		Percentage completion of EOI process for campground operator	100%	Q1 Nil Q2 100%			
		Number of expressions of interest received	≥ 2	Q1 Nil Q2 29			





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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
10b.01	Promote nature-based recreational/tourism opportunities along the Murrumbidgee River and liaise with Parks and Wildlife regarding visitor improvements undertaken	Number of promotional activities undertaken	≥ 3	Q1 Nil Q2 Nil	Effectively for the last three months the National Parks in our area have been closed due to flooding. Where possible, National Parks and Wildlife Service staff have been spraying visitor areas, clearing trails and spraying fire trails.  Traffic counter data has not been checked due to resourcing issues.	Manager Visitor Services and Local Activation	
		Participation rates (where available)	≥ 150	Q1 Traffic counter data not available Q2 Not available			
		Number of visitor improvement projects completed	No target - report by occurrence	Q1 Work on the embankment at Turkey Flat Lookout Q2 Nil due to flooding			
10b.02	Promote nature-based recreational/tourism opportunities at Fivebough Wetlands and liaise with NSW	Number of promotional activities undertaken	≥ 2	Q1 1 Q2 1	There were 2,191 visitors (1,958 visitors in Q2 last year).  The Fivebough Wetlands Promotional Video had 109 views on YouTube during this reporting period.	Manager Visitor Services and Local Activation	
		Number of visitors (where available)	≥ 4,000	Q1 3,038 Q2 2191			






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Crown Lands regarding visitor improvements undertaken	Number of visitor improvement projects completed	No target – report by occurrence	Q1 Nil Q2 Nil	Leeton Shire Council is a Field Trip Sponsor of the Australasian Bittern Conference being held in Leeton in early February 2022 (now postponed).		



## CSP THEME 4-: A THRIVING ECONOMY WITH GOOD JOBS

### 11: Advocate for continued access to irrigation supply for our agricultural industries




#### 11a: Advocate for continued access to irrigation supply for our agricultural industries

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
11a.01	Participate in Murray Darling Association (Region 9 + MDA Board) and engage with the Murray Darling Basin Authority	Percentage of meetings attended	100%	Q1 100% Q2 100%	The Mayor and General Manager attended the one online meeting for Region 9 this quarter under new Chair Cr Glen Andrezza from Griffith City Council. Items of interest were the Lake Coolah/Mejum update and a presentation on Water Allocations by Brian Graham, Manager Water Allocations DPIE Water.	General Manager	
11a.02	Collaborate with Murrumbidgee Irrigation to strengthen irrigated agriculture in the MIA	Number of operational meetings attended	≥ 6	Q1 1 Q2 1	Meeting held with MI Asset Manager, Business Development Officer and MI operations staff member to discuss upcoming supply channel decommissioning works and road closures. Council is working with MI to expedite these closures. Letter received from MI seeking further discussions on town drainage arrangements and fees payable to MI.	Group Manager Operations	
11a.03	Collaborate with Murrumbidgee Irrigation to strengthen irrigated agriculture in the MIA	AGM attendance	100%	Q1 0 Q2 100%	The Mayor and General Manager attended Murrumbidgee Irrigation's Annual General Meeting in November where the new Board of Directors was elected.	General Manager	
		Number of senior executive meetings held	≥ 2	Q1 Nil Q2 Nil			



## 12: A community that is strong in business and employment


### 12a: Seek, promote and facilitate business opportunities

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
12a.01	Support and facilitate the retention and expansion of existing local business, industry or government services in the Leeton Shire	Number of activities undertaken to support existing businesses	≥ 4	Q1 1 Q2 1	Information was shared with businesses via Facebook and LinkedIn regarding COVID-19 business assistance.	Economic and Strategic Development Manager	
		Number of local industry visits	≥ 20	Q1 22 Q2 6	Attended Business Chamber industry Catch up in December.		
		Number of development approvals for expanding businesses	No target - report by occurrence	Q1 Nil Q2 2	Industry/business visits included JBS, Tyre Doctor, Pacific Fresh, Yanco Institute, Other Business's include Maple Lane Boutique, Antionette's Showcase Jeweller.  Businesses expanded in Q2 – DAs submitted for the expansion of an existing quarry and a retail food business.		
12a.02	Facilitate the growth of local industry by developing Vance Industrial Estate (north)	Percentage of expansion project completed	100%	25%	PCG actions include finalisation of design concept, transfer of MI delivery channel to LSC nearing completion, procurement of detailed design requirements completed for work to commence during Q3. Grant application to Local Roads and Community Infrastructure – waiting to hear back.	Group Manager Shire Activation	
12a.03	Support and facilitate potential new business, industry or government	Number of activities coordinated to support new businesses, including hosting visits to Leeton	≥ 5	Q1 2 Q2 2	Q2 - Assisted to locate a potential block for the development of a new Child Care Facility. Meeting with potential new food franchise business – pre-DA meeting.	Economic and Strategic Development Manager	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	services in the Leeton Shire	Number of development approvals for new businesses	No target - report by occurrence	Q1 4 Q2 4	Promoted Transgrid lines upgrade opportunities to local businesses.  DA approved for new Fruit & Veg Store, New Pizza/pasta shop and 2 home-based businesses.		




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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
12b.01	Support local industry to identify and meet their current and future workforce needs in collaboration with RDA Riverina, TAFE Riverina, Skills NSW, schools, neighbouring councils and the Country University Centre in the Western Riverina	Number of initiatives undertaken to support workforce needs	≥ 3	Q1 2 Q2 3	November 2021 – Attended RDA Economic Development Forum in Temora.  Meeting with GROW OUR OWN in November to complete further information on Employment video in December to promote employment in Leeton.  Continued with the development of "The Hub" assisting the Leeton Business Chamber with grant applications to fund a part time coordinator to gather and update information required for the build and ongoing requirements of the website.	Economic and Strategic Development Manager	



### 13: A community that has great attractions and events

13a: Encourage a range of exciting and interesting sports, arts and cultural events for the residents and visitors of Leeton Shire



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
13a.01	Support and/or coordinate successful regional events, including the SunRice Festival, Chill and Grill, Multicultural Festival and the Outback Band Spectacular	Number of participants at regional events	≥ 1,000	Q1 Nil Q2 Nil	Attended and supported three SunRice Festival committee meetings with the festival planned to be held Easter 2022 (April).	Events Officer	
		Percentage of participants drawn from outside the region	≥ 25%	Q1 Nil Q2 Nil	SunRice Ambassador program was officially launched on 1 December, with three participants taking part in the program to fundraise for local charities.		
13a.02	Coordinate the Australian Art Deco Festival in Leeton	Number of participants	≥ 500	Nil	Funding Application to Destination NSW for \$20,000 was submitted in this quarter.	Manager Cultural Services	
		Percentage of participants drawn from outside the region	40%	Nil	Art Deco Festival Event Manual for 2022 was completed this quarter, including all artwork and programming.		
		Value of sponsorship achieved	No target - report by occurrence	Nil			
13a.03	Support the hosting of local community	Number of events support by Council	≥ 6	Q1 Nil Q2 3	Council supported Foodies Night Markets on 20 November. Wet weather and COVID restrictions affected attendance – only approximately 100	Events Officer	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	events across the Shire including Australia Day, Light Up Leeton and local markets	Number of participants	≥ 6,000	Q1 Nil Q2 2300	<p>people attended and predominantly ordered takeaway.</p> <p>A successful Light Up Leeton event was held (in an altered format) on 5 December with approximately 2000 people in attendance. Light entertainment replaced the usual concert on stage and the majority of the 20 community groups and not-for-profit stallholders sold out of food and product.</p> <p>Carols in the Park, coordinated by the Leeton Uniting Church, was held the following weekend 12 December with approximately 200 people in attendance. Council provided support in making the event COVID compliant with the supply of bollards for temporary fencing of the area.</p>		





## 13b: Attract visitors to Leeton Shire region

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
13b.01	Promote the regional visitor information guide 'Murrumbidgee Trails' to encourage visitors into the area	Number of visitor guide downloads	1,000	Q1 345 Q2 271	2,420 visitor guides were distributed (1,780 in previous quarter).  Murrumbidgee Trails social media platforms continue to be well received with 1,948 people (1,611 in previous quarter) having "liked" the Facebook page and 1,259 followers on the Instagram page (1,129 in previous quarter) since this marketing collective was launched on 17 November 2020.	Manager Visitor Services and Local Activation	
		Number of website views	10,000	Q1 2,239 Q2 2547			
13b.02	Develop the Art Deco Way signed touring route running from Darlington Point through Whitton along Back Whitton Road to Leeton and Yanco	Art Deco Way signage installed by March 2022	100%	Q1 25% Q2 Installation will occur in Q4	Art Deco Way logo & route map completed by graphic designer.  November 2021 - notified of successful grant application for \$95,000 to establish signage and social media. The grant project works need to be completed by 30 June 2022.  A mixture of highway billboard signage and Destination NSW signage will be determined during the next reporting period.	Manager Visitor Services and Local Activation	
		Number of likes on the Art Deco Way Facebook Page	No target - report figures	Not started - still developing approach to signposting the touring route			







Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
13b.03	Operate an attractive Visitors Information Service, and complete a review of the effectiveness of current service model	Number of visitors to the Leeton Visitor Information Centre	≥ 5,000	Q1 127 Q2 649	<p>There were:</p> <ul style="list-style-type: none"> <li>649 visitors to the Leeton VIC (932 in Q2 last year but impacted this quarter due to COVID)</li> <li>6,467 Leeton Tourism Website Visitors (6,874 in Q2 last year)</li> <li>2,403 Leeton Tourism Facebook page likes (2,250 in Q2 last year)</li> <li>Visitor Information Sales were: \$2,266.45 (\$3,678.55 in Q2 last year but impacted this quarter due to COVID)</li> <li>45% of visitors were looking for maps/directions, 21% for regional brochures and 34% for the Leeton Museum and Art Gallery</li> <li>Accommodation operators recorded 95% of their visitors were business travelers and 5% visiting friends and relatives.</li> </ul>	Manager Visitor Services and Local Activation	
		Percentage of review completed by June 2022	100%	Q1 Nil Q2 Nil			
		Number of visits to the Leeton Tourism website	10,000	Q1 6,345 Q2 6467			
		Number of page likes on the Leeton Tourism Facebook page	3,000	Q1 2,349 Q2 2403			
13b.04	Participate in regional tourism forums and initiatives: • Visit Riverina Inc	Percentage of attendance at regional tourism meetings	100%	Q1 100% Q2 100%	Visit Riverina AGM was held in Hay on 9 November 2021. Council's Manager Visitor Services and Local Activation finished a two-year term as Board Chair but will remain on the Board for a further twelve months as an ex-official to assist the new Board Chair to transition into the role.	Manager Visitor Services and Local Activation	
		Number of initiatives undertaken/supported	5	Q1 2 Q2 Nil			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>• Destination Riverina Murray</li> <li>• promote investment in marketing and initiatives.</li> </ul>	Value of investments in marketing and initiatives	≥ \$5,000	Q1 \$5,000 Q2 Nil	<p>Participated in an online consultation session on 14 December 2021 facilitated by Destination Riverina Murray to provide feedback on key tourism projects for our Shire to be included in the revised Riverina Murray. Projects suggested by LSC were:</p> <ul style="list-style-type: none"> <li>• Gogeldrie Weir Masterplan upgrades</li> <li>• Art Deco Way touring route</li> <li>• Continued growth of Australian Art Deco Festival Leeton event</li> <li>• Murrumbidgee Trails marketing collective</li> </ul> <p>Destination Management Plan to be launched in June 2022.</p>		



**14: A community that enjoys a vibrant town centre***14a: Maintain and improve the overall appearance of the main streets*


Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
14a.01	Operate main street cleaning and maintenance in Leeton, Yanco and Whitton	Percentage of scheduled street cleaning and maintenance activities completed	90%	50%	Street Sweeping program has been delivered in full. Litter bin maintenance schedule has been completed in full.  Full pressure washing of the CBD area was undertaken prior to Christmas. Several litter bins were relocated to more suitable locations at the request of cafés in the CBD.	Manager Open Space and Recreation	
14a.02	Continue to implement key recommendations of the Leeton CBD Enhancement Plan -Chelmsford Place Town Square	Percentage of works completed	100%	15%	Traffic/parking considerations have been finalised and authorised by the CBD Enhancement Committee, Infrastructure Working Group and Traffic Committee.  Signage design and Grevillia Street intersection final revisions have been discussed, authorised and awaiting final design.  Tender documents and contract drafting are underway.	Group Manager Operations	




## CSP THEME 5-: A QUALITY BUILT ENVIRONMENT

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


#### 15a: Supply treated water to urban centres

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
15a.01	Operate and supply water treatment services at Leeton, Whitton and Murrami including: <ul style="list-style-type: none"> <li>implementing SCADA at the Murrami Treatment Plant</li> <li>replacing the backwash pump at the Leeton Filtration Plant</li> <li>desilting the raw water dam at the Leeton Filtration Plant</li> </ul>	Percentage of scheduled 2021/22 maintenance program actions completed	90+%	80%	The following was achieved: <ul style="list-style-type: none"> <li>Back wash pump at Leeton WTP is now installed and the old pump has been sent away for refurbishment.</li> <li>SCADA at Whitton WTP is complete.</li> <li>We have 95.4% compliance with Drinking Water Standards. The reduction in water quality is sometimes caused by samples not being taken correctly, eg tap cannot be heated for disinfection or it may be a dead-end main and can be rectified by flushing until a good chlorine result is achieved. Action was taken immediately to remedy the issues.</li> <li>The majority of customer complaints were responded to within two days. A small number were not actioned within this timeframe due to teething problems with the implementation of the new call centre over the Christmas break. These issues have now been rectified.</li> </ul>	Manager Water and Wastewater	
		Percentage of SCADA implementation completed	100%	100%			
		Percentage of backwash pump replacement completed	100%	100%			
		Percentage of raw water dam desilting project completed	100%	0%			
		Volume of treated water produced	No target - report volume	Q1 321.195 ML (362.190 ML in Q1 last year) Q2 500.652 ML (687.314 ML in Q2 last year)			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Percentage compliance with drinking water standard	100%	Q1 100% Q2 95.4%			
		Percentage of customer requests/complaints responded to within 2 days	90+%	Q1 90% Q2 90%			
15a.02	Provide and maintain water supply reticulation services in Leeton, Yanco, Wamoon, Whitton and Murrami, including: <ul style="list-style-type: none"> <li>• completion of the Automatic Meter Reading Project (SCADA)</li> <li>• replacing ageing water mains in Sycamore</li> </ul>	Percentage of scheduled 2021/22 maintenance program actions completed	90+%	Q1 20% Q2 75%	Approximately 99% of smart meters have been installed. The remaining will be done by outdoor work crew for training purposes.  Sycamore St mains replacement was completed.  Cedar Street work will commence in February.  There were 33 customer requests/complaints. 10 were regarding water leaks and 9 were regarding water meter issues.	Manager Water and Wastewater	
		Percentage completion of Automatic Meter Reading Project	100%	99%			
		Percentage of scheduled capital works on ageing water mains completed	100%	50%			
		Percentage completion of CBD fire service compliance project	100%	10%	Council has engaged Public Works Advisory to conduct a strategic review of water and sewer service areas as part of the IWCM. This was identified as a data gap in the study.		
		Percentage completion of strategic review of service areas	100%	10%			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Street and Cedar Street <ul style="list-style-type: none"> <li>• mains extensions to new connections, as per request</li> <li>• CBD fire service compliance</li> <li>• conducting a strategic review of service areas to close gaps and plan for growth</li> </ul>	Percentage of customer requests/complaints responded to within 2 days	90+%	90%			
15a.03	Complete an Integrated Water Cycle Management (IWCM) Strategy that complies with new regulations and requirements	Percentage completion of IWCM	100%	60%	Council is in the process of gathering the relevant information for the consultant and work on the IWCM will be progressing shortly. Issues paper has been reviewed and sent back to consultant for update on IWCM plan.	Manager Water and Wastewater	



## 15b: Supply sewage treatment services to urban centres

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
15b.01	Provide and maintain sewage treatment and effluent discharge plants and reticulation services at Leeton, Yanco and Whitton, including the: <ul style="list-style-type: none"> <li>renewal of manholes and a section of the pipe network</li> <li>Safety improvements at the pump station in Market Plaza</li> <li>odour control measures implemented at a number of pump stations</li> <li>desludging of the sludge pond at the</li> </ul>	Number of non-compliances in relation to effluent discharge	< 4	Q2 Leeton and Yanco STP 80% Compliance Q2 5	Following NSW EPA concerns about coliform non-compliance in the effluent discharge, Council engaged DP8 Engineering to help develop an improved disinfection system at the Leeton Sewage Treatment Plant. This was received and reviewed with the proposal put to NSW DPIE. A meeting will be held in the future with DPIE LSC and DP8 to clarify the proposal.  Scheduled maintenance, renewal and capital works program actions completed: <ul style="list-style-type: none"> <li>Grevillia Street Sewer main (110m) has been completed and connections to properties is in progress.</li> <li>Desludging of the Sewer Treatment Plan sludge lagoon is programmed to commence late October 2022.</li> <li>Sewer Pump Station 4 Completed</li> <li>Major works on Sewer Pump Station 2 in design phase</li> </ul>	Manager Water and Wastewater	
		Percentage of scheduled 2021/22 maintenance, renewal and capital works program actions completed	100%	60%			
		Percentage completion of scheduled renewals of manholes and pipe network	100%	0%			
		Percentage completion of works on pump stations	100%	75%			
		Percentage completion of planned volume of desludging	100%	0%			
		Percentage completion of Yanco Treatment Plant building upgrade	100%	0%			
		Percentage completion of network extension works	100%	100%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Leeton Treatment Plant <ul style="list-style-type: none"> <li>• upgrade of the building at the Yanco Sewerage Treatment Plant</li> <li>• extension of network to new connections, as per request</li> <li>• strategic review of service areas to close gaps and plan for growth</li> </ul>	Volume of sewage treated	No target - report volume	Q1 141.160ML Q2 151.055 ML			
		Percentage of customer requests/complaints responded to within 2 days	90+%	Q1 90% Q2 90%			
		Percentage completion of strategic review of service areas	100%	0%			
15b.02	Design and construct a sewer network for the Wamoon Sewerage Scheme	Percentage of sewer network design completed	100%	95%	Design is complete for Wamoon gravity reticulation and rising main. Final drawings; Review of Environmental Factors; Safety in Design Report; and Waterhammer Assessment for tender to be completed over the Christmas break by consultants. Planning to go to tender in February 2022. Funder requires the project to be completed by 30 June 2022 which may be difficult to achieve. Discussions will be held.	Manager Special Projects	
		Percentage of sewer network construction	100%	0%			
		Percentage of houses connected by June 2022	10%	Not yet applicable			
15b.03	Continue implementation of Council's Liquid	Number of businesses inspected	≥ 30	Q1 6 Q2 5	Five (5) liquid trade waste (LTW) inspections/visits were completed.		







Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Trade Waste program	Percentage of all currently discharging businesses with approvals issued	≥ 65%	67.4%	<p>95 out of 141 total discharging businesses have approval.</p> <p>Approvals underway:</p> <ul style="list-style-type: none"> <li>•Sunrice – A concurrence request was sent to the Department of Planning, Industry and Environment (DPIE) to start the process of securing a LTW Approval.</li> <li>•Malmet – Documentation for DPIE was received late in the quarter and therefore the concurrence request will be sent to DPIE mid-January.</li> <li>•Colourmax – A discussion regarding this business will be undertaken in January.</li> <li>•Peppe's Pizza &amp; Pasta – approved.</li> </ul>	Water and Wastewater Engineer	






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

16a: Provide access to regional passenger air services

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16a.01	Resource Narrandera Shire Council to operate and maintain the Narrandera/Leeton Airport	Number of passengers (arrivals)	≥ 1,500	Q1 55 Q2 330 YTD 385	Passenger numbers continue to be low due to COVID.  December travel numbers (arrivals and departures) showed a significant increase on the July to November period, however, were still approximately 30% lower than pre COVID travel numbers.	Group Manager Shire Activation	
		Number of passengers (departures)	≥ 1,500	Q1 64 Q2 296 YTD 360			
		Percentage of scheduled 2021/22 Capital works program actions completed	90+%	0			
		Amount invested by Leeton Shire Council in capital works at the airport	\$400,000	0			
16a.02	Collaborate with Narrandera Shire Council to strategically plan for the growth and sustainability of the Narrandera/Leeton Airport	Percentage of Strategic Plan developed	≥ 50%	0%	As per prior quarter report - no additional joint capital projects planned for 2021/22. Some minor work continues from prior year carry over. Key focus for Narrandera Shire Council is development of additional runway project which is 100% grant and NSC funded.	Group Manager Shire Activation	




## 16b: Facilitate improved freight transport productivity

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16b.01	Develop a Program Business Case for WRConnect at the Wumbulgal site and other associated projects to support State and Federal funding decisions	Percentage Program Business Case complete	50%	95%	June to Griffith line upgrade completed by Transport NSW.	Group Manager Shire Activation	
		Value of State/Federal Government funding decisions made in response to Program Business Case	≥ \$20M	Funding opportunities for site infrastructure expected in upcoming Federal Election.	PWC Gateway 4 business case draft finalised and currently under review. To be submitted in January 2022.  Transport NSW business case, consultation and design of rail siding and turnouts nearing finalisation.  Joint meeting with LINX, GCC and LSC during December with Department of Regional NSW on next steps.		
16b.02	Develop an action plan for the road linkages study for WRConnect	Number of WR Connect related projects in RAMJO freight strategy implemented	2	0	Road Linkages Study action plan report is complete. Plan identifies key projects required to remove constraints for road freight connectivity to WRConnect.	Group Manager Operations	
		Value of funding applications made for Leeton Shire projects in RAMJO freight strategy	No target - report funding received	0	Projects are currently not funded. Projects to be incorporated in future capital works programs and funding submissions made when available. Some projects require liaison and lobbying with other Councils and TfNSW. This is underway.		
16b.03	Investigate the feasibility of a decoupling bay and showering	Percentage completion of feasibility study for a decoupling bay and showering facilities	100%	20%	Preliminary discussions have been had regarding the option of including the decoupling bay in Vance estate, this option will not be pursued due the location not being suitable. Options currently	Economic and Strategic Development Manager	




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	facilities for truck drivers in Leeton	Percentage completion of feasibility study for a decoupling bay and showering facilities	100%	Q1 10% Q2 20%	being investigated along the current heavy vehicle bypass. Further investigation required to look at costing, usage and other possible locations.		


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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16c.01	Improve the Shire's road network in accordance with Council's Road Asset Management Plan by carrying out shoulder widening works: <ul style="list-style-type: none"> <li>Whitton-Darlington Point Road (MR539) - 2km</li> <li>Wattle Road</li> <li>Kirkup Road North</li> </ul>	Percentage completion of planned shoulder widening works along MR539	90+%	100%	Q2 saw the completion of Shoulder works on MR539 around the Cotton Gin Bend.  Q2 also saw the completion of the Wattle Road Shoulder works from Stoney Point Road towards Murrarni.  Preliminary planning works commenced on the shoulder widening works on Kirkup Road North.	Manager Roads and Drainage	
		Percentage completion of planned shoulder widening works along Wattle Road	90+%	100%			
		Percentage completion of planned shoulder widening works along Kirkup Road North	90+%	10%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16c.02	Maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by rehabilitating: <ul style="list-style-type: none"> <li>Sycamore Street (Cedar Street to Chelmsford Place)</li> <li>Cedar Street (Wilga Street to Pine Avenue)</li> <li>Dooley Lane (Cedar Street to Sycamore Street)</li> <li>Bourke Road (Oxley Road to Henry Lawson Drive)</li> <li>Oxley Road (Crowes Road to Phillip Street)</li> </ul>	Percentage of Sycamore Street rehabilitation works completed	100%	10%	Works completed on Dooley Lane rehabilitation and Progress Street Rehabilitation Section.  Full rehabilitation Stage of Back Whitton Road, including linemarking, completed.	Manager Roads and Drainage	
		Percentage of Cedar Street rehabilitation works completed	100%	Nil			
		Percentage of Dooley Lane rehabilitation works completed	100%	100%	Planning for the Water main installation prior to commencement of Cedar Street has commenced. Works will commence mid Q3.		
		Percentage of Bourke Road rehabilitation works completed	100%	Nil			
		Percentage of Oxley Road rehabilitation works completed	100%	Nil			
		Percentage of Brisbane Street rehabilitation works completed	100%	Nil			
		Percentage of Roxy Lane rehabilitation works completed	100%	Nil			
		Percentage of Progress Street rehabilitation works completed	100%	100%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>Brisbane Street (Crowes Road to end)</li> <li>Roxy Lane</li> </ul>	Percentage of Back Whitton Road rehabilitation works completed	100%	100%			
	<ul style="list-style-type: none"> <li>Progress Street (Binya Street to Gogeldrie Street)</li> </ul>	Percentage of Canal Street rehabilitation works completed - grant dependent	100%	Nil but grant has been confirmed as successful			
	<ul style="list-style-type: none"> <li>the Kirkup Road/Houghton Road intersection</li> </ul>	Percentage completion of the Kirkup Road/Houghton Road intersection works	100%	Nil			
	<ul style="list-style-type: none"> <li>a section of Back Whitton Road (West of Rombola Road to Whitton-Darlington Point Road)</li> <li>Canal Street (Irrigation Way to Market Road - grant dependent)</li> </ul>	Kilometres of road rehabilitated	No target - Report as completed	Q1 1.5km Q2 2.1km			
16c.03	Maintain the Shire's sealed road network in accordance with Council's Road	Percentage of Anderson Lane resealing works completed	100%	100%	Q2 all works completed as programmed.	Manager Roads and Drainage	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Asset Management Plan by resealing:	Percentage of Boots Road resealing works completed	100%	100%			
	• Anderson Lane (Sycamore Street to Kurrajong Avenue) - 76m	Percentage of Boronia Road resealing works completed	100%	100%			
	• Boots Road (Thompson Road - Walsh Rd) - 983m	Percentage of Boundary Road resealing works completed	100%	100%			
	• Boronia Road (Teramo Street to Vance Road) - 1,448m	Percentage of Brigalow Street resealing works completed	100%	100%			
	• Boundary Road (Wattle Road to Malcolm Road) - 2,301m	Percentage of Canal Road resealing works completed	100%	100%			
	• Brigalow Street (Various segments)	Percentage of Ciavarella Road resealing works completed	100%	100%			
	• Canal Road (Stringer Road to Regulator Road) - 2,137m	Percentage of Coolibah Street resealing works completed	100%	100%			
		Percentage of Corbie Hill Road resealing works completed	100%	100%			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>• Ciavarella Road (Standbridge Road to Walsh Road) - 181m</li> <li>• Coolibah Street - 849m</li> <li>• Cypress Street (Kurrajong Avenue to Sycamore Street) - 263m</li> <li>• Daalbatta Road (Grevillia Street to Fig Street) - 526m</li> <li>• Elm Street - 112m</li> <li>• Errey Road - 828m</li> <li>• Gidgee Street (Currawang Avenue to Maiden Avenue) - 142m</li> <li>• Grevillia Street (Willow Street</li> </ul>	Percentage of Cypress Street resealing works completed	100%	100%			
		Percentage of Daalbatta Road resealing works completed	100%	100%			
		Percentage of Elm Street resealing works completed	100%	100%			
		Percentage of Errey Road resealing works completed	100%	100%			
		Percentage of Gidgee Street resealing works completed	100%	100%			
		Percentage of Grevillia Street resealing works completed	100%	100%			
		Percentage of Jade Lane resealing works completed	100%	100%			
		Percentage of Mahogany Road resealing works completed	100%	100%			






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	to Wade Avenue North) - 124m	Percentage of Mallee Street resealing works completed	100%	100%			
	• Jade Lane (Sycamore Street to Cypress Street) - 81m	Percentage of Palm Avenue West resealing works completed	100%	100%			
	• Mahogany Road - 117m	Percentage of Park Avenue resealing works completed	100%	100%			
	• Mallee Street - 432m	Percentage of Qualitary Road resealing works completed	100%	100%			
	• Palm Avenue West (Pine Avenue to Dooley Lane) - 142m	Percentage of Stanbridge Road resealing works completed	100%	100%			
	• Park Avenue (Railway Avenue to Jacaranda Avenue) - 352m	Percentage of Sycamore Street resealing works completed	100%	100%			
	• Qualitary Road - 659m • Stanbridge Road (Full length) - 427m	Kilometres of road resealed	≥ 18km	Q1 0 Q2 18.3			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>Sycamore Street (Cypress Street to Chelmsford Place) - 229m</li> </ul>						
16c.04	Maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by heavy patching sections of: <ul style="list-style-type: none"> <li>Regulator Road</li> <li>Corbie Hill Road</li> <li>Stoney Point Road</li> <li>Vance Road</li> <li>Whitton Road</li> <li>Brobenah Hall Road</li> <li>other sections of the rural road network</li> </ul>	Percentage of heavy patching works on Regulator Road completed	100%	10%	Heavy Patching commenced on Rural Roads. Brobenah Hall Road rehabilitation/patching completed.  Other small works completed.  Whitton Road grant Patching 80% completed, to be completed Q3.	Manager Roads and Drainage	
		Percentage of heavy patching works on Corbie Hill Road completed	100%	Nil			
		Percentage of heavy patching works on Stoney Point Road completed	100%	15%			
		Percentage of heavy patching works on Vance Road completed	100%	15%			
		Percentage of heavy patching works on Whitton Road completed	100%	60%			
		Percentage of heavy patching works on Brobenah Hall Road completed	100%	80%			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Percentage of heavy patching works on other sections of the rural road network completed	100%	25%			
		Area of road heavy patched, in square metres	No target - report as completed	Q1 0 Q2 3650 m2			
16c.05	Improve and maintain the Shire's sealed road network in accordance with Council's Road Asset Management Plan by linemarking: <ul style="list-style-type: none"> <li>Vance Road (5.7km)</li> <li>Wattle Avenue (7km)</li> <li>Back Yanco Road/Binyah Street (4.1km)</li> <li>Murrami Road North (10.5km)</li> </ul>	Percentage completion of linemarking of Vance Road	100%	100%	Roads as marked out were 90% completed in Q2.  The contractor had a breakdown and will return in Q3 for completion of small unfinished sections.  There were several segments of road completed not identified in this list which accounts for the increase in Kms of linemarking. These included Stringers Road, Corbie Hill Road and Euroley Road S Bends.	Manager Roads and Drainage	
	Percentage completion of linemarking of Wattle Avenue	100%	90%				
	Percentage completion of linemarking of Back Yanco Road/Binyah Street	100%	100%				
	Percentage completion of linemarking of Murrami Road North	100%	100%				
	Percentage completion of linemarking of Toorak Road	100%	100%				
	Percentage completion of linemarking of McQuillan Road	100%	Nil				




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>Toorak Road (4km)</li> <li>McQuillan Road (1.6km)</li> </ul>	Kilometres of linemarking completed	≥ 32km	Q1 0 Q2 41 km			
16c.06	Maintain the Shire's gravel road network in accordance with Council's Road Asset Management Plan by resheeting: <ul style="list-style-type: none"> <li>River Road</li> <li>Kiln Road</li> <li>Millane Road</li> <li>George Road</li> </ul>	Percentage completion of gravel resheeting works on River Road	100%	100%	Q2 saw the completion of the scheduled programmed roads resheeting. Millane Road and Georges Road completed.	Manager Roads and Drainage	
		Percentage completion of gravel resheeting works on Kiln Road	100%	100%			
		Percentage completion of gravel resheeting works on Millane Road	100%	100%			
		Percentage completion of gravel resheeting works on George Road	100%	100%			
		Kilometres of gravel road resheeted	No target - report as completed	Q1 4.25 km Q2 3.15 km			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16c.07	Improve and maintain the Shire's road network in accordance with Council's Road Asset Management Plan by installing and replacing road signs as needed	Number of road signs installed/replaced	No target - report as completed	Q1 247 Q2 107	<p>Seven signs reported via CRM have been attended to.</p> <p>In total, 107 signs were replaced or maintained in 68 locations.</p> <ul style="list-style-type: none"> <li>• 13 replacement of Name Blades</li> <li>• 4 replacement of Parking Signage</li> <li>• 2 Bridge Markers Maintained/replaced</li> <li>• 5 Giveaway/stop Signs replaced/maintained</li> <li>• 6 Curve advisory signs replaced/maintained</li> <li>• 77 straighten/rest and/maintain "unnamed" signage.</li> </ul> <p>Reduction in the number of signs maintenance/installation due to leave periods of staff and Christmas holidays. Also last quarter had increased numbers of additional signage replaced above the normal routine works. eg, increased bridge width markers and new speed installs.</p>	Manager Roads and Drainage	
16c.08	Maintain the Shire's road network by carrying out inspections and responding to public reporting of faults	Number of unplanned maintenance works undertaken in response to inspection regimes and public reporting	No target - Report by occurrence	Q1 31 Q2 21	There were 16 roads related and 5 drainage related customer requests/complaints attended to this quarter.	Manager Roads and Drainage	
		Percentage remedied to agreed service level within the target time frame (which varies according to the nature of the work)	90+%	Q1 90% Q2 75%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16c.09	Construct and repair State roads under the Road Maintenance Council Contract (RMCC) for Transport for NSW	Annual number of ordered works entered into	≥ 2	Q1 0 Q2 0	TfNSW have not issued any Ordered works to Council during Quarter 2. Council has undertaken various project planning meetings for 2 ordered works packages (Heavy Patching and Shoulder widening works). Awaiting scope of works from TfNSW.	Manager Roads and Drainage	
		Annual number of ordered works entered into	≥ 2	Q1 0 Q2 0			
		Total value of contracts	≥ \$300,000	Q1 Nil Q2 Nil			




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

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
16d.01	Monitor community transport services to the residents of Leeton Shire (delivered by Narrandera Shire Council from Leeton Multipurpose Community Centre)	Number of clients being provided a service	No target - report by occurrence	Q1 Not available Q2 357	There are currently 357 active clients. Leeton vehicles have completed 675 occasions of service (Narrandera vehicles not included). Council is not aware of any complaints about the service.	Corporate and Community Planning Officer	
		Number of occasions of service	No target - report by occurrence	Q1 Not available Q2 675			
		Number of volunteer drivers	No target - report by occurrence	Q1 Not available Q2 12			




## 17: A community that enjoys attractive towns and parks

17a: Provide open spaces for active and passive leisure

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17a.01	Maintain and improve Council's park network, with improvements to include: <ul style="list-style-type: none"> <li>investigating options for installing a splashpad and fencing in Gossamer Park</li> <li>additional Telemetry System connections to irrigation systems</li> <li>establishing a dog-off leash park/area on the vacant Crown Land adjacent to McCaughey Park, Yanco</li> </ul>	Percentage of scheduled 2021/22 Parks Maintenance Program completed	90%	100%	25 park and recreation facilities were inspected as per the Parks, Playgrounds & Recreational Facilities Maintenance Management Policy.  Only minor issues were encountered, and all works were scheduled for action in accordance with policy timeframes.  Playground equipment has been ordered for renewal works at Waring & Ramponi Parks.  Two additional irrigation telemetry connections have been completed at Waipukurau and Graham Parks.  Scoping for a splash pad at Gossamer Park has commenced with an option for Council consideration to be presented during the 2022/23 budget process.	Manager Open Space and Recreation	
		Report to Council regarding findings of Gossamer Park splashpad and fencing investigations	Report tabled	Q1 Not yet commenced Q2 Scoping commenced			
		Percentage completion of Parks Telemetry System connections	100%	100%			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	Q1 100% (7 complaints) Q2 100% (3 complaints)			
		Percentage establishment of dog off-leash park	100%	Q1 Not yet commenced Q2 Not yet commenced			







Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17a.02	Maintain Council's playgrounds and replace the playground equipment in Waring and Ramponi Parks (using funds from developer contributions)	Percentage of scheduled 2021/22 Playgrounds Maintenance program completed	90%	50%	Three monthly inspections of all of Council's playgrounds have been completed and recorded as per the Parks, Playgrounds and Recreational Facilities Maintenance Management Policy.  Playground equipment for both Waring & Ramponi Parks has been ordered with installation scheduled for April/May.	Manager Open Space and Recreation	
		Percentage completion of replacement of playground equipment in Waring Park	100%	25%			
		Percentage completion of replacement of playground equipment in Ramponi Park	100%	25%			
		Number of safety/condition inspections completed	12	Q1 3 Q2 3			
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	Q1 Nil complaints received Nil complaints received Q2 Nil complaints received			



## 17b: Provide attractive streetscapes and town entrances

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17b.01	Maintain and improve Leeton Shire's urban streetscapes	Percentage of scheduled 2021/22 Streetscape Maintenance Program actions completed	90%	25%	No additional improvement works were undertaken in Q2. Maintenance programs of flower and CBD plantings were completed.	Manager Open Space and Recreation	
		Percentage of scheduled 2021/22 Tree Replacement and Maintenance Program actions completed	90%	5%	Fertilising and directional pruning of new tree plantings in Wade Avenue and Chelmsford Place were undertaken. Landscaping improvement works for Yanco have been determined and scheduled for completion during Q3 & 4.		
		Percentage of actions completed as identified through inspections and public reporting	100%	Q1 100% (7 complaints received- weeds, spraying and slashing related) Q2 3 CRM requests received.			
17b.02	Maintain the health of street trees and ensure they are appropriate to	Number of Leeton Tree Advisory Committee meetings held	≥ 4	Q1 0 Q2 1	No replacement trees were planted during Q2. Locations and species for Autumn/Winter street tree planting program being scoped.	Manager Open Space and Recreation	
		Number of trees removed	No target - report by occurrence	Q1 0 Q2 0	Only 1 CRM was received relating to trees, which was resolved.		



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	their locations by: <ul style="list-style-type: none"> <li>• Maintaining the health of street trees</li> <li>• Removing unhealthy trees, trees that are damaging infrastructure and trees planted in inappropriate locations</li> <li>• Replacing every tree removed with another tree of an appropriate species</li> <li>• Coordinating the Leeton Tree Advisory Committee</li> <li>• Consulting with the Leeton Tree Advisory Committee when</li> </ul>	Number of replacement trees planted	No target - report by occurrence	Q1 8 Q2 0			
		Percentage public notification of planned tree removal actions	100%	Nil			

LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start




Completed



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	determining whether a tree or trees need to be removed  <ul style="list-style-type: none"> <li>Notifying the community prior to removing trees</li> </ul>						
17b.03	Commence public artwork mural projects for Leeton:  <ul style="list-style-type: none"> <li>Leeton Water Tower</li> </ul>	Percentage of project completed	100%	5%	Procurement process for this project is on track. In this quarter an additional source of funds for this project was secured from Create NSW, to kick start the planning, community engagement and curation of stories to inform the animated piece.	Manager Cultural Services	
17b.04	Maintain and improve Council's town entrances	Percentage of scheduled 2021/22 Town Entrance Maintenance program actions completed	90%	50%	Some scheduled maintenance activities including spraying, slashing and mowing have been delayed due to excessive rain events and difficult weather conditions.	Manager Open Space and Recreation	
		Percentage completion of actions undertaken in response to inspections and public reporting	100%	Q1 Nil actions identified Q2 Nil actions identified	Works programs have been adapted to prioritise high priority areas.  All entrance signs have been sprayed regularly.  Whitton and Wamoon names on entrance signs were refurbished after showing signs of rust.		





## 17c: Provide public toilets across Leeton Shire




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17c.01	Provide a network of public toilets to service busy public places through ongoing maintenance and by: <ul style="list-style-type: none"> <li>renewing/upgrading the Sycamore Street Carpark public toilet</li> <li>renewing/upgrading the Whitton public toilet</li> <li>constructing a new public toilet in Wamoon</li> <li>constructing a new public toilet in Gossamer Park, Wattle Hill</li> </ul>	Percentage of Sycamore Street Carpark public toilet upgrade completed	100%	10%	Sycamore Street Carpark public toilet will be completed as part of Chelmsford Place redevelopment. Designs have been completed for an adult change facility with two quotes received. It is anticipated that these works will commence in Q2.  Wamoon public toilet construction will be completed as part of the Wamoon Sewer upgrade. The Sycamore Street Carpark toilets will be repurposed for this project.  Complaints received were: <ul style="list-style-type: none"> <li>Missing soap dispenser at Gossamer Park toilets. (four complaints)– recurring vandalism. Soap dispenser was not replaced for a two-week period to break the cycle.</li> <li>Broken toilet seats to Mountford Park ladies' toilets – replaced toilet seats.</li> <li>Privacy lock broken at Mountford Park disabled toilet – replaced privacy lock with a different system.</li> <li>No lights in Mountford Park Toilets – faulty timer. replaced.</li> <li>Door-closer broken at Oval 1 disabled toilet – repaired broken closer arm.</li> <li>Toilet roll dispenser set on fire at Rotary Park – Replaced toilet roll dispenser and installed additional CCTV camera to existing system</li> </ul>	Procurement and Building Services Coordinator	
		Percentage of Whitton public toilet upgrade completed	100%	10%			
		Percentage of Wamoon public toilet construction completed	100%	10%			
		Percentage of Gossamer Park public toilet construction completed	100%	10%			
		Percentage of 2021/22 Public Toilet Maintenance Program completed	100%	35%			
		Percentage of unplanned maintenance activities completed	100%	100%			
		Number of complaints received	< 20	Q1 3 Q2 9			




## 17d: Deliver development planning services that signal Leeton as "open for business"

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17d.01	Provide timely, accurate and professional development services to the Shire	Number of local Development Applications determined within 40 processing days	No target - report by occurrence	Q1 33 out of 36 development applications within 40 days Q2 47 out of 53 development applications within 40 days. Q3	44 development applications were received including 1 subdivision application (compared with 30 development applications including 3 subdivision applications in Q2 last year).  54 development applications were approved including 5 subdivision applications (compared to 30 development applications approved including 2 subdivision applications in Q2 last year).	Town Planner	
		Number of campaigns to educate community on planning requirements	≥ 2	Q1 2 Q2 – educate applicants as required	The total value of approved development applications was \$31,318,936 (compared to \$11,647,425 in Q2 last year).  The average turnaround time was 26.792 days (compared to 20.36 days in Q2 last year).		
		Number of pre-lodgement meetings	No target - report by occurrence	Q1 16 Q2 12	Continue to provide applicants with information and how to guides for lodgement of development applications, construction certificates and occupation certificates on the NSW Planning Portal.		
		Value of development applications approved	No target - report by occurrence	Q1 \$3.4M Q2 \$31,318,936			
17d.02	Provide timely, accurate and professional Construction Certificates for buildings	Number of Construction Certificates issued	No targets - report by occurrence	Q1 16 Q2 20	There were 20 applications for Construction Certificates for class 1 & 10 buildings lodged through the NSW Planning Portal for this quarter and 20 Construction Certificates have been issued.	Environmental Health Officer & Building Inspector	
		Average turnaround time	Within 20 days	Q2 within 20 days	Average turnaround time for the issue of these certificates was less than 20 days.		




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17d.03	Provide timely, accurate and professional Subdivision Work Certificates for subdivisions	Number of Subdivision Work Certificates (SWC) provided	No target - report by occurrence	Q1 2 Q2 2	There were 8 subdivisions for this period: <ul style="list-style-type: none"> <li>• 2 SWC have been processed</li> <li>• 2 applications are currently being processed</li> <li>• 2 have not applied for a SWC</li> <li>• 2 do not require any SWC –they were simply subdivided for boundary adjustment.</li> </ul> The processing time is generally 2 to 3 weeks depending on the documents supplied and the accuracy of the information received from applicant. However, if the subdivision is more complex in design, and, if there are issues that don't meet the required standards, turnaround can be up to 4 weeks.	Development and Drainage Engineer	
		Average turnaround time	< 2 weeks	Q1 3 Q2 3			
17d.04	Receive and assess applications for Occupation Certificates	Number of Occupation Certificates issued for Leeton Shire	No target - report by occurrence	Q1 18 Q2 9	For Q2 there were: <ul style="list-style-type: none"> <li>• 10 applications received for the issue of an Occupation Certificate</li> <li>• 8 Final Occupation Certificates issued</li> <li>• 1 part Occupation Certificate issued</li> </ul> Average turnaround time for the issue of Certificates was less than two weeks.	Environmental Health Officer & Building Inspector	
		Average turnaround time	< 2 weeks	Q1 3 Q2 < 2 weeks			
17d.05	Receive and assess applications for Complying Development Certificates	Number of Complying Development Certificate Applications received	No target - report by occurrence	Q1 0 Q2 0	There have been no applications for complying development certificates submitted through the NSW Planning portal for this quarter.	Environmental Health Officer & Building Inspector	
		Percentage of applications	100%	Q1 0%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		determined within the 10 or 20 day processing times specified in the State Environmental Planning Policy		Q2 0%			
17d.06	Receive and assess applications for Planning Certificates	Number of Section 10.7(2) Planning Certificates determined in a timely manner (within two weeks)	No target - report by occurrence	Q1 A total of 89 s.10.7(2) Planning Certificates determined within 4 days  Q2 82 s.10.7(2) Planning Certificates determined within 4 days.	A total of 82 s.10.7(2) Planning Certificates (82 in Q2 last year) and 18 s.10.7(5) Planning Certificates (31 in Q2 last year) were issued.  Average time taken to issue Certificates was four days.  There were no applications made through the NSW Planning Portal.	Town Planner	





17d.07	Implement all the short-term goals identified in Council's Local Strategic Planning Statement (LSPS) by 30 June 2023	Percentage of short term goals implemented by June 2022	50%	65% - in progress 20% - completed	<p>17/26 short term actions are currently in progress. The actions are the following:</p> <ol style="list-style-type: none"> <li>1. Advance with neighbouring Councils the establishment of the WRConnect at Wumbulgal for freight, logistics, industrial and port functionality in support of agribusiness, ideally as a NSW Government endorsed local or special activation precinct. Progress next iteration of the masterplan and business case.</li> <li>2. Complete an Integrated Watercycle Management Plan. Underway.</li> <li>3. Advocate for a Heavy Vehicle Bypass for Leeton Shire that connects regional roads to industrial areas and WRConnect.</li> <li>4. Develop a masterplan or precinct plan for Gogeldrie Weir and surrounds. Completed.</li> <li>5. Develop a Development Control Plan to preserve and enhance heritage buildings in the CBD by introducing development standards on signage, facades and external colours. Underway.</li> <li>6. Complete a local housing strategy to ensure adequate supply of diverse housing choices and should include a review of current residential zoned land against the Flood Plain Risk Management Study (FRMP). Underway.</li> <li>7. Develop Water and Wastewater Development Services Plan (DSP) that will facilitate residential growth. Not yet commenced.</li> </ol>	Manager Planning, Building and Health	
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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



					<p>8. Introduce a Development Control Plan to reflect community acceptable development standards in relation to residential accommodation design, energy efficiency, accommodation suitable for aging population, affordable housing and short-term accommodation such as backpackers. Underway.</p> <p>9. Develop and establish laneway development standards for inclusion in a Development Control Plan. Underway.</p> <p>10. Prepare Development Control Plan to incorporate safer by design principles for residential subdivisions, adequate levels of servicing, provision of appropriate street trees and protection and enhancement of local character. Underway.</p> <p>11. Further refine the Active Transport Strategy (formally known as PAMP) to increase pedestrian and disability access friendly pathways and cycleways to promote active transport options in Leeton Shire. Not yet commenced.</p> <p>12. Prepare Development Control Plan to incorporate minimum solar access levels, appropriate street trees to achieve cooler street microclimates, responsible and sensitive use of water in future urban and landscape planning. Underway.</p> <p>13. Prepare a Development Control Plan with the inclusion of regulations for vegetation clearing in non-rural areas consistent with the State Environmental Planning Policy</p>		
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LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start



Completed



					<p>(Vegetation in Non-rural Areas) 2017. Underway.</p> <p>14. Prepare an Adverse Event Plan in conjunction with RAMJO (and having regard to the Murray-Murrumbidgee Climate Change Snapshot) partners to manage and mitigate risks associated with likes of climate change, including but not limited to floods, droughts and extreme temperatures. Completed.</p> <p>15. Investigate and develop controls to mitigate and adapt to the effects of Climate Change to improve people's quality of life and reduce urban heat. Not yet commenced.</p> <p>16. Introduce a Development Control Plan to include the preservation and enhancement of heritage buildings in the CBD by introducing development standards on heritage compliant designs, signage, facades and external colours. Underway.</p> <p>17. Promote Leeton Shire's Local Heritage Places grant and Heritage Advisory Service to enhance Heritage items and the heritage buildings in Leeton's CBD. Ongoing.</p>		
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LEGEND:

Critical Concerns



On Track



Needs Attention






Not Due to Start





Completed




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17d.08	Develop and commence implementation of a Leeton Shire Utility Services Plan	Percentage of Council's Utility Services Plan completed	100%	10%	Project scope and Expression of Interest developed and sent to market. Submissions received and rejected due to cost and lack of ability to deliver target objectives. Council liaising with Public Works Advisory to incorporate as part of Integrated Water Cycle Management plan. The Utility Services Plan objectives cover a significant data gap in the IWCM. Incorporating the two plans will provide a greater value for money outcome.	Group Manager Operations	
17d.09	Finalise Engineering Guidelines for Subdivisions and Development Standards for Leeton Shire	Percentage completion of development of Guidelines for Subdivisions and Development Standards for Leeton Shire	100%	50%	Currently works in progress. Engineers advised that most of their requirements will be ready to be included in the draft DCP.	Manager Planning, Building and Health	
17d.10	Develop Leeton Shire Development Control Plan (DCP) that includes consideration of: heritage preservation (signage, facades, colour), housing standards, 'Safer	Percentage completion of the development of the Council's Development Control Plan by December 2021	100%	50%	Issues paper is currently on public exhibition until 27 January 2022. Council will consider all submissions during the development of the draft DCP. A draft DCP will be presented to Council in March 2022 to seek approval for public exhibition.	Manager Planning, Building and Health	
		Percentage inclusion of all identified considerations	100%	80%			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	by Design' principles, street trees, laneway development standards, vegetation clearing regulation in non-urban areas, and protecting local character						
17d.11	Levy development contributions (under s7.12 of Environmental Planning and Assessment Act) 1979	Dollar value of contributions levied	No target - report by occurrence	Q1 \$34,423.88 Q2 \$20,762.61	\$20,762.61 in development contributions levied (\$36,009.12 in Q2 last year).  \$3154.60 in development contributions received (\$21,254.62 in Q2 last year).  Total s7.12 reserves now \$440,653.23 (Compared \$282,780.72 in Q2 last year)	Town Planner	
		Percentage of all levied contributions received when due	100%	Q1 100% Q2 100%			
		Total of levies raised for the year at date of reporting	No target - report figure	Q1 \$437,498.63 Q2 \$440,653.23			
17d.12	Apply accumulated development contributions (now known as	Dollar value of expenditure of accumulated development contributions	No target - report as expenditure occurs	Q1 \$0 Q2 \$0	Developer contributions will be applied, calculated and reported on completion of related projects.	Manager Finance	




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	Section 7.12 infrastructure contributions) in line with the adopted Section 94A Plan: <ul style="list-style-type: none"> <li>• Waring Park playground equipment replacement</li> <li>• Ramponi Park playground equipment replacement</li> <li>• Renewable energy projects</li> </ul>	Percentage of Section 94A plan implemented	No target - report as implemented	Q1 0% Q2 47%			
		Levies collected this quarter	No target - report figure	\$45,995			
		Levies spent this quarter	No target - report figure	Figure calculated at EOFY			
		Balance of levies in Section 94 Reserve	No target - report figure	Q1 \$691,755 Q2 \$737,750			
17d.13	Levy and apply water and sewer headworks development contributions	Dollar value of Section 64 fees levied	No target - report as levied	Q1 \$36,103 Q2 \$550,224	The reason for the small amount of Section 64 fees received (6%) is because of a large amount of headworks that has been levied (\$428,670) for the 66 lot Subdivision but is not yet due to be paid. It is anticipated this will be paid next quarter prior to application for an occupation certificate.	Development and Drainage Engineer	
		Percentage of levied Section 64 fees received when due	100%	Q1 42% Q2 6%			
		Balance of levies at date of reporting	No target	Q1 \$15,219 Q2 \$32,465			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17d.14	Complete review of the Leeton Local Environmental Plan (LEP)	Percentage of review completed by June 2022	100%	0%	The review of LEP will commence after the development of a Leeton DCP. The Leeton DCP issues paper is currently on exhibition and it is envisaged the a DCP will be adopted by May 2022.	Manager Planning, Building and Health	

17e: Provide drainage networks in urban areas

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
17e.01	Implement the following Strategic Stormwater Management Plan activities: <ul style="list-style-type: none"> <li>undertake a drainage condition assessment and data collection program for the urban stormwater network</li> <li>rectify drainage issues at the eastern end of Myall Street/Palm Avenue, Leeton</li> <li>renew rural</li> </ul>	Dollar value of accumulated stormwater management service charge at date of reporting	No target - report by figure	Q1 \$90,825 Q2 \$90,813	During Q2 The pipeline extension and drainage rectification works from Myall Street towards Grevillia Street was completed. This completed a long term issue with stormwater being discharged above ground and draining uncontrollably.	Manager Roads and Drainage	
		Percentage of drainage condition assessment and data collection program completed	90+%	Q1 25% Q2 40%			
		Percentage of drainage rectification works completed	100%	40%			
		Number of rural drainage culverts renewed	No target - report as renewed	Q1 Nil Q2 Nil			
		Percentage of piping project completed	100%	30%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	drainage culverts •continue piping drainage channel in Almond Road	Metres of channel piped	No target - report as piping installed	Q1 248 metres Q2 248 metres			







## CSP THEME 6-: STRONG LEADERSHIP

### 18: A community that has politicians who act and listen

#### 18a: Forge and maintain strong regional relationships

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
18a.01	Participate on the Board of Riverina and Murray Joint Organisation (RAMJO)	Number of Meetings attended	100%	Q1 100% of 2 meetings Q2 100% of 2 meetings	The General Manager and Mayor attended an online RAMJO Board meeting to endorse 20/21 Financial Statements. Attended December meeting in Albury. Topics included: Shared Services, Governance and Finance, OLG Update, Advocacy and Update on Strategic Priorities. Presenters were Jill Ludford MLHD - Covid Vax rates, Erini Cini - Town Water Risk Reduction Program, Mark Francis - Murray Regional Tourism and David Farley, Coolah Water Storage Proposal. The Mayor also attended NSW Water Customery Advisory Group Meeting on behalf of RAMJO. Topics included: Water NSW Assets, floodplain harvesting, CAG charter and water resource plans update with presentations on Water Reform Implementation Plan (WRIP) update and NRAR compliance update.	General Manager	
		Number of activities undertaken	No target - report by occurrence	Q1 Council has signed up to do joint tender for domestic waste services with a group of RAMJO Councils. No obligation to accept tenders Q2 RAMJO endorsed Coolah Water Storage proposal and agreed to advocate for feasibility study.			
18a.02	Participate in Country Mayors Association	Number of meetings attended	100%	Q1 N/A Q2 100% of 1 meeting	The Mayor and General Manager attended NSW Country Mayors Association online Annual General Meeting and Ordinary	General Manager	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of issues addressed	No target - report by occurrence.	Q1 RFS Assets advocacy continued Q2 CMA endorsed LSC's recommendation that TfNSW consult Councils before making changes to speed signs.	Meeting. Motions were passed on key issues including proposed employment zones framework, application of speed zones and better considered consultation with local councils, waste management facilities and mayoral and councillor allowances.		

*18b: Strengthen Leeton Shire Council's governance capabilities*



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
18b.01	Implement individual training programs for each councillor	Percentage of councillors with a 2021/22 training program in place	100%	Q1 TBA after elections Q2 Not yet commenced	Due to the postponement of the 2021 Local Government Elections until 4 December 2021, the new Council was declared on 22/23 December 2021.	Corporate and Community Planning Officer	●



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Percentage of scheduled 2021/22 training activities undertaken	90+%	Q1 0% Q2 0%	<p>An Introduction to Council by GM and Group Managers workshop is scheduled for 9 February 2022.</p> <p>Locale Learning will deliver a 1-day formal Councillor Induction Training session on 16 February 2022.</p> <p>Karen Legge Consulting will deliver an IPR Induction Session/Delivery Program Workshop in early 2022.</p>		




## 18c: Develop and maintain strong working relationships at a Federal and State level

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
18c.01	Continue advocacy with Federal and Local MPs and government agencies on key issues for the region	Number of advocacy activities undertaken	≥ 5	Q1 2 Q2 3	<p>The Mayor, General Manager and Multicultural Program Coordinator met with Professor Peter Shergold, Coordinator General for Settlement and Joseph La Posta, Chief Executive Officer Multicultural NSW to discuss affordable housing to complement the GROW project which aims to settle new residents to live and work in the Riverina from Western Sydney.</p> <p>GM has contacted MLHD, MPHNSW and NSW Ambulance to partner with Council and community to develop a Health Service Plan.</p> <p>Mayor, GM and Katherine Herrman met with Minister Sussan Ley to advocate for Commonwealth funding for the Roxy.</p>	General Manager	
18c.02	Participate in State and national Local Government Associations (LGNSW and ALGA)	Number of activities participated in	≥ 2	Q1 1 Q2 1	The Mayor, Deputy Mayor and General Manager participated online at the LGNSW Annual Conference and AGM in November.	General Manager	



## 19: A community that speaks up and gets involved


### 19a: Encourage volunteering throughout the Shire

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
19a.01	Develop a volunteer program at Council	Percentage completion of Volunteer Handbook	100%	100%	<p>Progress has been made on the establishment of an electronic volunteer management system. To date, there are more than 80 volunteers registered in the new system who have completed current Volunteer Application forms and have current Working With Children Checks.</p> <p>Staff representatives for Council facilities and Committees have been assisting with this process by ensuring new and current volunteers have completed all applicable requirements.</p>	Corporate and Community Planning Officer	
		Number of volunteers	≥ 50	<p>Q1 &gt;200 which is including volunteers on Council Committees</p> <p>Q2 &gt;200 which is including volunteers on Council Committees</p>			
		Number of volunteers that participate in training	≥ 2	<p>Q1 All LMAG volunteers (17) undertook Eftpos training</p> <p>Q2 Nil</p>			
		Number of promotions and/or campaigns	≥ 3	<p>Q1 Nil</p> <p>Q2 Nil</p>			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of recognition activities	≥ 1	Q1 1 - volunteers recognised for contribution to Miss Fisher Exhibition  Q2 1 -Christmas lunch celebration held to recognise Leeton Visitors Information Centre volunteers, also attended by GM and Councillors.			

19b: Seek input from our community on Council projects and programs



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
19b.01	Run an active community engagement program	Number of media releases	≥ 25	Q1 25 Q2 26	Registered Have Your Say Users: 791 (Q2 last year - 741). Council Website Visitors: 21,614 (Q2 last year - 16,321). Council Facebook page likes: 4,673 (Q2 last year - 3,905). Media Releases: 26 (Q2 last year - 25)	Communications Coordinator	
		Number of social media posts	≥ 20	Q1 110 Q2 156			
		Number of public engagement sessions	≥ 3	Q1 1 Q2 0			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of 'Have Your Say' surveys	≥ 2	Q1 3 Q2 3	<p>Engagement Topics:</p> <ul style="list-style-type: none"> <li>• Leeton Community Strategic Plan 2035 - via social media posts, section in Council weekly newspaper column, 'Have Your Say' online. Consultation still open.</li> <li>• Draft Housing Strategy - via social media posts, section in Council weekly newspaper column, 'Have Your Say' online. Submission period still open.</li> <li>• Leeton Development Plan Control Issues Paper - via social media posts, section in Council weekly newspaper column, media release and 'Have Your Say' online project consultation. Submission period still open.</li> <li>• Annual Financial Statements - via social media posts, section in Council weekly newspaper column, media release. No submissions received.</li> <li>• Public Exhibition Voluntary Planning Agreement for Yanco Solar Farm - section in Council weekly newspaper column. One submission received.</li> </ul> <p>A number of communication activities are being carried out on an ongoing basis for various projects such as Roxy Theatre Project and Chelmsford Town Square.</p>		




## 19c: Provide a framework for inclusive decision-making

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
19c.01	Support and report on Council's Section 355, Advisory and Action Committees	Number of meetings held by each committee	≥ 4	Q1 6 Q2 22	Leeton Local Area Traffic Committee - 1 meeting Leeton Men's Shed Committee - 3 meetings (including AGM) Leeton Tree Advisory Committee - 1 meeting Light up Leeton Committee - 7 meetings SunRice Festival Committee - 3 meetings Whitton Town Improvement Committee - 1 meeting Yanco Community Hall Committee - 3 meeting Yanco Town Improvement Committee - 1 meeting Audit, Risk and Improvement Committee - 1 meeting Community Grant Assessment Group - 1 meeting	Corporate and Community Planning Officer	
19c.02	Update and support the delivery of town improvement plans in Yanco and Whitton	Percentage of scheduled 2021/22 Town Improvement Plan actions completed	90%	50% - based on existing town improvement plan developed in 2018.	The Yanco committee met in November 2021 with the key points being: <ul style="list-style-type: none"> <li>Council's Museum and Galleries Team and Yanco Powerhouse Museum representative Ian Peacock will provide an update on any grants, projects or activities that are currently being pursued for the Museum at the next meeting in Feb 2022.</li> <li>Council's Road Safety Officer provided clarification that Main Road 80 is an approved road train route meaning that road train vehicles stopping at the Yanco Shop are permitted to park along this road so long as</li> </ul>	Manager Visitor Services and Local Activation	






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					they don't prevent access or exit to residential driveways. • The Whitton Town Improvement Committee opted to not meet during Q2.		
19c.03	Support and facilitate community programs in Wattle Hill	Number of programs facilitated	≥ 2	Q1 3 Q2 4	A peak body to deliver key outcomes for Wattle Hill was legally incorporated. The Leeton Association of Community-Builders (LAC-B), is being considered for a 5-year funding program under the aegis of the Office for Responsible Gambling.  Mayor continued to attend regular community programs at Gossamer Park run by the Leeton and District Aboriginal Lands Council.	Multicultural Program Coordinator	
		Number of community members engaged	≥ 50	Q1 8 Q2 8 direct coordinating engagement, 150 indirect community beneficiaries			




**20: A community that is always on the front foot**

20a: Strive to deliver the aspirations of the community through community leadership


Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20a.01	Support the community by offering a Community Grants Program	Number of grant applications received	≥ 20	Q1 4 Q2 12	Community Strengthening Grants Round One closed at the end of October. Eleven applications were received; ten approved, one ineligible: <ul style="list-style-type: none"> <li>• 1st Leeton Scout Group - \$500 - purchase record books as part of updated Youth Australia Programme</li> <li>• Gralee School - \$1,000 - assist with purchase of soft fall to improve playground safety</li> <li>• Leeton Art Society - \$1,000 - to run a two-day free youth art workshop</li> <li>• Leeton Aviators Club - \$1,000 - to repaint and repair toilet facilities and change rooms</li> <li>• Leeton Family and Local History Society Inc - \$1,000 - to print a series of books on the history of community facilities in Leeton</li> <li>• Leeton Showground Land Managarees - \$1,500 - to assist with restoration of showground entrance gates</li> <li>• Leeton Yanco Swimming Club - \$2,000 - to provide a learn to swim program for 24 vulnerable children</li> <li>• Museum Miniature Railway Club Inc - ineligible application - assistance with one year's public liability insurance</li> <li>• Parkview Public School P&amp;C - \$500 - to assist with upgrade to drinks van</li> <li>• Riverina Writing House Inc - \$500 - to assist with collation and design of COVID poetry</li> </ul>	Corporate and Community Planning Officer	
		Value of grants funding allocated	≥ \$20,000	Q1 \$3,923 Q2 \$12,101			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>books</p> <ul style="list-style-type: none"> <li>• Water Wheel Garden Club &amp; Pieces N Patches Group - \$2,000 - to assist with purchase of a storage facility for use by both groups</li> </ul> <p>One Quick Response Grant was received and \$176 was awarded to the Leeton Rainbow Pride Collective for the purchase of a banner for World AIDS Day education.</p> <p>A total of \$925 was donated to eleven schools as a contribution towards their end of year presentation ceremonies.</p>		
20a.02	Undertake a bi-annual Community Satisfaction Survey for Council	Survey results improved from previous years' results	Improvement noted	94% satisfaction rating with overall performance, up 1% from previous survey and 11% higher than other regional councils	Community Satisfaction Survey was completed in June 2021 and results presented to Council in July. The results are now being used to guide the development of the new Community Strategic Plan.	Executive Manager IPR, Governance and Engagement	



## 20b: Strive to deliver the aspirations of the community through sound financial and asset management

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20b.01	Coordinate the application of grants to ensure applications are targeted to boost Council's revenue	Number of Grant Applications submitted	≥ 12	Q1 4 Q2 22	<ul style="list-style-type: none"> <li>• Purpose: Funding for Roxy Theatre Sound and Light Equipment Project value: \$273K Grant request: \$168K Council Funded: \$125K Fund: NSW Gov. Create NSW - Creative Capital Funding Program Minor Works and Equipment Round 1 Status: Successful</li> <li>• Purpose: Funding for Yanco Powerhouse Museum Refurbishments Project value: \$7.6K Grant request: \$7.6K Fund: NSW Gov. Create NSW - Creative Capital Funding Program Minor Works and Equipment Round 1 Status: Successful</li> <li>• Purpose: Funding for Night Program during the SunRice Festival 2022 - Live Music and Lighting Project value: \$15K Grant request: \$15K Fund: NSW Gov. DPIE - The Festival of Place - Summer Night Fund Program Status: Successful</li> <li>• Purpose: Funding for Australia Day Project value: \$22K Grant request: \$22K Fund: Federal Gov. - National Australia Day</li> </ul>	Executive Assistant to the GM and Mayor	
		Value of funding received	≥ \$1,500,000	Q1 Nil Q2 \$655,800			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>Council Grants Team Status: Successful</p> <ul style="list-style-type: none"> <li>• Purpose: Funding for Welcoming Cities Leeton Coordinator Project value: \$10K Grant request: \$10K Fund: Multicultural NSW – Grow Regional Areas Grant Status: Successful</li> <li>• Purpose: Funding for Grants Coordinator Project value: \$54K Grant request: \$54K Fund: FRRR - Foundation for Rural and Regional Renewal Status: Successful</li> <li>• Purpose: Funding for Leeton Backroads Episode Project value: \$400 Grant request: \$400 Fund: Australian Broadcasting Company – ABC Backroads Status: Successful</li> <li>• Purpose: Funding for Leeton Youth Art Project and Workshop Project value: \$16.8K Grant request: \$16.8K Fund: Multicultural NSW – Positive Peace Grant Status: Successful</li> </ul>		



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<ul style="list-style-type: none"> <li>• Purpose: Funding for Lighting Upgrade at Number One Oval Project value: \$100K Grant request: \$100K Fund: NSW Gov. - Stronger Country Communities Funding Round 4 Status: Successful</li> <li>• Purpose: Funding for Leeton Aquatic Centre Pool Covers Replacement Project value: \$85K Grant request: \$85K Fund: NSW Gov. - Stronger Country Communities Funding Round 4 Status: Successful</li> <li>• Purpose: Funding for Wamoon Toilets Project value: \$67K Grant request: \$67K Fund: NSW Gov. - Stronger Country Communities Funding Round 4 Status: Successful</li> <li>• Purpose: Funding for Art Deco Way Project value: \$150K Grant request: \$100K Fund: NSW Gov. - Stronger Country Communities Funding Round 4 Status: Successful \$95K</li> <li>• Purpose: Funding for Summer Holiday Art Workshop Project value: \$10K Grant request: \$10K</li> </ul>		



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					Fund: NSW Gov. - Regional Youth Summer Holiday Break Program Status: Successful  • Purpose: Funding for WCIC Building Lift Project value: \$250K Grant request: \$250K Fund: NSW Gov. Create NSW - Creative Capital Funding Program Minor Works and Equipment Round 1 Status: Unsuccessful  • Purpose: Funding for Corbie Hill Road Footpath Project value: \$70K Grant request: \$70K Fund: NSW Gov. - Stronger Country Communities Funding Round 4 Status: Unsuccessful  • Purpose: - Additional Funding for Roxy Expansion Project value: \$200M Grant request: \$2.7M Fund: Federal Government Infrastructure - Building Better Regions Fund Round 5 Status: Unsuccessful. Application for Round 6 has commenced.  • Purpose: - Funding for Leeton Outback Band Spectacular Project value: \$20K Grant request: \$20K Fund: Create NSW – Arts and Cultural Funding		

LEGEND:

Critical Concerns



On Track



Needs Attention



Not Due to Start





Completed





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>Program Status: Unsuccessful</p> <ul style="list-style-type: none"> <li>• Purpose: Funding for Road and Storm Water infrastructure at Vance Estate and Corbie Hill Rd Footpath Project value: \$1.37M Grant request: \$1.37M Fund: Australian Gov. Dept. Infrastructure - Local Roads and Community Infrastructure (LRCI) Round 3 Status: Pending</li> <li>• Purpose: Funding for Wattle Hill Resilient Inclusive Communities Program Project value: \$150K Grant request: \$150K Fund: Federal Government - Communities Grant Status: Pending</li> <li>• Purpose: Funding for Multicultural Gala Project value: \$15K Grant request: \$15K Fund: Multicultural NSW – Festival &amp; Event Grant Status: Pending</li> <li>• Purpose: Funding Wattle for Afghan Re-settlement Project value: \$104K Grant request: \$104K Fund: Australian Refugee Council – Afghan</li> </ul>		








Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					Settlement Grant Status: Pending		
20b.02	Implement improvements in the management of grant applications and acquittals	Number of improvements implemented	≥ 2	Q1 1 Q2 1	The Pulse grant register has been finalised. Grants are being maintained and tracked in this system. Key improvements on the grant acquittal process will be investigated in Q3.	Process and Project Performance Coordinator	
		Percentage of grant applications acquitted correctly	100%	Q1 N/A Q2 N/A			
		Number of projects underway	No target - report by occurrence	Q1 Nil Q2 Nil			
20b.03	Identify and implement improvements in project management: <ul style="list-style-type: none"><li>implement the Pulse Project Management and Control Module</li></ul>	Percentage of projects with a risk classification of medium or above captured in the Project Management and Control Module	100%	Q1 80% Q2 90%	The Pulse Project Management system continues to be maintained to manage all capital projects and major council events. Project Control Group (PCG) meetings for major capital projects continue to be chaired by Project Managers with a standard agenda now implemented for consistency across these meetings. The Pulse Project Management system will be used as the data repository for proposed Capital Projects for 2022-23 as an additional improvement function of this system.	Process and Project Performance Coordinator	
		Number of project management improvements implemented	2+	2			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20b.04	Deliver business improvements through Council's Service Review program by identifying and implementing improvements in two key areas: <ul style="list-style-type: none"> <li>• Procurement system governance</li> <li>• Legislative inspections - backyards pools and septic systems</li> </ul>	Percentage completion of review of procurement system governance	100%	Q1 100% Q2 100%	Development of system solutions for Procurement and Inspection Processes commenced in Q2. Project plans are on track for the system development, testing, and implementation of these improvements in this reporting year.	Process and Project Performance Coordinator	
		Percentage completion of review of legislative inspection processes	100%	Q1 20% Q2 50%			
		Number of procurement system governance improvements implemented	2+	Q1 Nil Q2 Nil			
		Number of legislative inspection process improvements implemented	2+	Q1 Nil Q2 Nil			
20b.05	Finalise the Long-Term Financial Plan measures to support Council's ongoing financial sustainability	Percentage completion of Long-Term Financial Plan by December 2021	100%	Q1 5% Q2 50%	Work is progressing on the Long Term Financial Plan in accordance with the established timetable. A preliminary presentation was provided to Council in November and a workshop was conducted with senior staff in December 2021.	Group Manager Corporate	
		Dollar value of revenue options identified	No target - report as identified	Q1 TBA Q2 90%			
		Dollar value of savings on expenditure identified	No target - report as identified	Q1 TBA Q2 5% - service reviews yet			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
				to commence			
20b.06	Complete a rates review	Percentage completion of rates review by June 2022	100%	Q1 0% Q2 5%	This is to be a review of each of the categories of the rates billed Council i.e. urban, rural and other categories. Initial analysis has been conducted in conjunction with work being undertaken on the Long Term Financial Plan.	Group Manager Corporate	
20b.07	Maintain Council's financial sustainability through maximising investment returns	Value of investment earnings	≥ \$700,000	Q1 \$90,548 Q2 \$162,719	The downturn in investment returns has continued. Council has sought to increase returns whilst still protecting its capital through making longer term investments and making more use of lesser known financial institutions and Government bonds. While this will increase returns it may not make up the current shortfall. The budget has been revised down to \$400,000.	Manager Finance	
		Percentage increase in earnings comparative to previous years	≥ 2%	Q1 0.46% Q2 1.04%			
20b.08	Continue effective Asset Management Planning (AMP):  • revise Water and Waste Water Asset Management Plans to include revaluation and condition assessment	Percentage completion of revaluation and condition assessments	100%	Q1 100% Q2 100%	A change of direction with the Asset Management Planning continues which aims to fast track the completion of the Strategic Asset Management Plan (SAMP), Asset Management Plans (AMP) and AMP policy.	Asset Management and GIS Coordinator	
		Number of AMPs revised to include new data	2	Q1 x 2 draft plans developed Q2 0	Development and incorporation of updated condition and valuation data for water and waste water Asset Management Plans are expected to be produced as part of the the above mentioned process.		
		Percentage completion of audit and data capture	100%	Q1 0% Q2 0%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>carry out an audit of existing rural stormwater drainage asset data and capture additional data</li> </ul>						
20b.09	Monitor and manage Council's performance against local government industry benchmarks	Improvements in Council's performance as measured by benchmark data	No target - report as data available	Q1 Data not yet available Q2 Data has not yet been assessed	The Australasian Local Government Performance Excellence Program report was received in December 2021. The report provides comparative data that will assist Leeton Shire Council to make better management and operational decisions, prioritise and optimise resources, drive change internally, enhance strategic capacity and operational planning, and support specific service delivery enhancements. The data has yet to be fully assessed.	Executive Manager IPR, Governance and Engagement	
		Percentage completion of assessment of Council's performance against industry benchmarks	100%	80%			
20b.10	Manage tenders and significant contracts so Council objectives are delivered	Percentage of services procured in accordance with Council's Procurement Manual	100%	Q1 100% Q2 100%	The key planned tenders for 2021/22 are the Roxy, Wamoon Sewer and Chelmsford Place. The Roxy tender has now been completed with the contract to be signed in early Q3. Tender documentation will be issued for Wamoon Sewer by the externally contracted project manager in early Q3. The Chelmsford Place tender will also be issued in Q3. The GIPA contract register is on	Group Manager Corporate	
		Number of new significant Council contracts and tenders	5 (dependent on funding availability)	Q1 0 Q2 1 - Roxy			

LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start



Completed






Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Percentage of contracts register current	100%	Q1 100% Q2 100%	the website and will be updated in Q3. Work on the internal contract register is continuing.		
20b.11	Maintain Council-owned buildings in order to meet agreed objectives by: <ul style="list-style-type: none"> <li>• refurbishing the central hall in the Leeton Multipurpose Community Centre</li> <li>• installing a sky ladder and landing on the Leeton Indoor Stadium to improve WHS</li> <li>• installing a sky ladder and landing on the Depot Workshop to improve WHS</li> </ul>	Percentage completion of refurbishment of Leeton Multipurpose Community Centre hall	100%	100%	The Multipurpose Community Centre Hall refurbishment has been completed.  Purchase orders have been issued for both sky ladders.	Procurement and Building Services Coordinator	
		Percentage completion of Stadium sky ladder and landing	100%	40%	Installation pending COVID restrictions. 5-week lead time requested.		
		Percentage completion of Depot sky ladder and landing	100%	40%	All unplanned maintenance (CRMs) were completed.		
		Number of unplanned maintenance activities completed	No target - report by occurrence	Q1 26 Q2 36			
20b.12	Administer Council's plant and fleet by	Percentage of light plant replacement program completed	100%	Q2 35%	There were two light plant vehicles received during Q2.	Manager Open Space	




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	conducting effective light and heavy plant replacement programs	Percentage of heavy plant replacement program completed	100%	Q2 40%	Two heavy plant items were received during Q2: <ul style="list-style-type: none"> <li>• Jet Master (road patching machine)</li> <li>• Roads Cat Backhoe</li> </ul> 1 light plant vehicle was sold at auction.	and Recreation	



## 20c: Strive to deliver the aspirations of the community through sound governance practice




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20c.01	Maintain a Compliance Register to track Council's compliance with all legislative and governance requirements	Percentage compliance with relevant legislation, regulation and funding body requirements	100%	100%	Compliance register is being maintained. Council is compliant with all legislative and governance requirements. Updated compliance register document under development.	Corporate and Community Planning Officer	
		Percentage of required remedial actions completed within two months of notification	100%	Q1 Nil required Q2 Nil required			
20c.02	Continuously review and update of Council policies and plans to appropriately support Council's operations	Number of Council's Strategies, Policies and Plans overdue for review	< 10%	Q1 22% Q2 21%	Work on reviewing all policies has continued, with priority attention given to those overdue for review. Council policies have been allocated to departments/ responsible officers for review and regular follow-up with each department is being carried out with the aim to have overdue policies reviewed by early December. The newly elected Council will need to consider and adopt all policies in early 2022.	Corporate and Community Planning Officer	
		Number of reviews completed	≥ 12	Q1 8 Q2 6			
20c.03	Deliver Council's Internal Audit program	Number of internal audits undertaken	3	Q1 1 Q2 0	Implementation of the Records Management System Improvement Action Plan and the Procurement Improvement Process Action Plan continued.  The audit of Council's Fraud and Corruption Prevention Framework, which was from the previous year's audit program, was completed.	Executive Manager IPR, Governance and Engagement	
		Percentage of required improvement actions completed	80+%	Q1 20% Q2 35%			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
					<p>Scopes for the following three new audits were placed on VendorPanel:</p> <ul style="list-style-type: none"> <li>• Delivery of Projects and Contract Management</li> <li>• Water Trading</li> <li>• Sale of Real Estate.</li> </ul> <p>Responses were received and reviewed. National Audits Group will conduct two of the audits and Centium will conduct the Delivery of Projects and Contract Management audit.</p> <p>The audits will commence in February 2022.</p>		
20c.04	Continue to hold Audit, Risk and Improvement Committee meetings	Number of meetings held	≥ 4	Q1 1 Q2 1	<p>The second ARIC meeting for the 2021/22 financial year was held on 11 November 2021. The focus of the meeting was on reviewing Leeton Shire Council's Annual Financial Statements for the year ending 30 June 2021. Other items on the Agenda included updates on the Procurement Process Improvement Plan and the implementation of Council's Cybersecurity Framework, the Fraud Control Framework Review Report and a review of the Fraud and Corruption Prevention Policy. Council advertised for expressions of interest in membership of the ARIC for the new Council term. The deadline for expressions of interest is the end of January 2022.</p>	Executive Manager IPR, Governance and Engagement	
20c.05	Enhance and maintain an	Number of new staff who undertake training within	100%	Q1 33% Q2 66%	Three new starters required access to TRIM. Two received training within the two weeks of	Records Officer	





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	efficient Records Management System for Council	the first two weeks of employment			starting at Council. One received training in their fourth week due to technical issues arising from working from home		
		Percentage completion of heritage archiving	50%	Q1 5% Q2 7%	Heritage archiving is continuing with a log being kept of all vital records archived.		
20c.06	Make information available in accordance with Government Information (Public Access) Act 2009 requirements	Number of informal GIPA applications received	No target - report by occurrence	Q1 4 Q2 9	All GIPA applications were determined and information provided, where appropriate, in accordance with legislative time frames.	Records Officer	
		Percentage of informal GIPA applications processed within 20 working days	100%	Q1 100% Q2 100%			
		Number of formal GIPA applications received	No target	Q1 1 Q2 0			
		Percentage of formal GIPA applications processed in accordance with legislation	100%	Q1 100% Q2 100%			
20c.07	Collect, use and retain personal information in accordance with the Privacy and Personal Information Protection Act 1998	Percentage of personal information collected and used for lawful purposes	100%	Q1 100% Q2 100%	Council has collected and used various pieces of personal information for lawful and intended purposes and retained information securely as required in accordance with relevant legislation.	Records Officer	
		Percentage of personal information retained and secured in accordance with legislation	100%	Q1 100% Q2 100%			

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LEGEND:

Critical Concerns



On Track



Needs Attention





Not Due to Start




Completed





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20c.08	Deliver Council's Enterprise Risk Management program	Percentage of departmental ERM reports completed in full and on time	100%	Q1 90% Q2 remains at 90%	Scheduled meetings held with Group Managers in October. Due dates allocated to review and update actions required to maintain effective mitigation of risk across individual areas through ERM module. Project management module has capital project entries which includes integrated risk management considerations. A number of controls listed do not have supporting actions on how controls will be managed. Focus for Q3 will be to include control actions in risk management plans.  One claim accepted by JLT (StateWide) – replacement of damaged Wig Wam light unit on back Whitton road by unknown vehicle.	Manager WHS, QA and Risk	
		Number and value of claims accepted by insurer (Statewide)	No target - report by occurrence	Q1 \$0 Q2 One claim accepted			
20c.09	Manage leases and licences for Council properties in line with Council's objectives	Number of leases issued or renewed	No target - report number	Q1 3 Q2 0	There were no lease or licence renewals required for this quarter. A new lease for vacant Council land to the Leeton Golf Course is underway but not finalised. The number of leases/licences required for Crown land requiring Plans of Management is yet to be determined and will depend on a number of factors including liaison with the property owner within Council.	Property Coordinator and Native Title Manager	
		Percentage of leases that are current	100%	Q1 100% Q2 100%			
		Number and value of outstanding lease fees	\$0	Q1 Nil Q2 Nil			
		Number of licences issued or renewed	No target - report number	Q1 4 Q2 0			





Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Percentage of licences that are current	100%	Q1 100% Q2 100%			
		Number and value of outstanding licence fees	\$0	Q1 Nil Q2 Nil			
		Leases and licences awaiting a Plan of Management	No target - report number	Q1 Underway Q2 TBD			
20c.10	Prepare and implement Plans of Management (PoM) for Crown Lands properties, and user agreements for sports ovals on Crown Land	Number of PoMs for reserves drafted	24	Q1 6 Q2 1	Plan of Management for Waipukarau Park prepared and with Group Manager Corporate for approval prior to submission to the February Council meeting. Council report prepared. All requests from sports oval users for the 2022 season have been issued. Plans of Management are currently being prioritised and the target will be reviewed in accordance with those priorities.	Property Coordinator and Native Title Manager	
		Percentage of required sports oval user agreements in place	100%	Q1 100% Q2 100%			




20d: Strive to deliver the aspirations of the community through effective workforce and technology management

Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20d.01	Effectively manage Council's workforce to support Council's objectives to be met	Percentage of Managers who have completed a Leadership Success Managerial Development Course	100%	Q1 20% Q2 20%	Significant progress with the launch of the Leadership Development Programme for senior & middle managers. Labour Turnover dropped back to industry benchmark levels. Staff sick absenteeism still skewed by a few ongoing cases – the primary reasons include COVID isolation and mental health issues.	Manager People and Organisational Development	
		Staff turnover meets or is better than the NSW Local Government average of 12% (2020 figures)	< 12%	Q1 20% annualised Q2 12%			
		Average dollar amount invested in staff training per full-time equivalent (FTE)	\$1000	Q1 \$86 per FTE Q2 \$432			
		Staff absenteeism expressed as the average number of days sick leave per FTE	< 5 days	Q1 2.2 days per FTE Q2 1.8			
20d.02	Implement Council's Work Health and Safety program	Number of major non-conformances	No target - report by occurrence	Q1 Nil Q2 Nil	Nil major non conformances. 90% of corrective actions completed with nil regulatory authority notices issued. There has been 848.5 hours lost YTD to five injuries which incurred lost time. Calculation is number of days lost/number of employees x 100.	Manager WHS, QA and Risk	
		Percentage of required remedial measures completed by target due date	90%	Q1 88% Q2 90%			




Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
		Number of regulatory authority notices issued (by Safe Work NSW, for example)	Zero	Q1 Nil Q2 Nil	StateCover is working closely with Council to implement strategies to reduce injuries and manage return to work.		
		Lost time to injuries expressed as the average number of days per 100 employees	< 20	Q1 53 Q2 77			
20d.03	Develop and implement a Continuous Improvement Pathway program	Percentage of corrective actions completed	100%	Q1 88% Q2 90%	10% of corrective actions are currently overdue down from 12% in Q1. Continuing to work with teams to continually aim to reduce overdue actions. 46 actions completed for the reporting period. Identified corrective actions for continuous improvement pathway (StateWide) and WHS desktop audits (StateCover) completed in Q1 continue to be addressed.	Manager WHS, QA and Risk	
20d.04	Support effective and efficient local government administration through Information and Communication Technology (ICT) by:	Percentage of scheduled 2021/22 ICT Strategy actions completed	90+%	Q1 Nil - actions underway but not completed Q2 Nil - actions underway but not completed	Procurement of an e-services and process improvement platform has commenced with the scope defined which will deliver numerous operational benefits.  The implementation of Procure to Pay has commenced. The Landfill Management software is in the final stages of implementation before going live on the 1 February.	Manager ICT	



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
	<ul style="list-style-type: none"> <li>the provision of e-services</li> <li>improvements to the Geographical Information System (GIS) and asset management system</li> <li>a new landfill management system</li> </ul>	Number of operational improvements achieved	No target - report by activity only	Q1 2 underway Q2 5 underway	The implementation of the Asset Management System is underway with the scope defined and work commenced on the importing of assets. Potential go live in July 2022		
		Number of notifiable cyber attacks identified	Zero	Q1 Nil Q2 Nil	The implementation of the Electronic timesheet solution is in its final stages of testing with go live before June 2022		
20d.05	Host and populate a new interactive website solution that will enhance Council's digital customer service delivery	Percentage completion of base website design established	100%	Q2 5% Q2 10%	Meetings with the supplier of the website solution, OpenCities, are taking place fortnightly and a project plan is in place. Focus is currently on site navigation. Using google analytics data, OpenCities has undertaken an analysis of the current website to give us the data and tools to focus efforts on updating and improving content on a priority basis according to customer usage trends. Council has now commenced undertaking a comprehensive internal review of which pages to retain, migrate or delete using the data and tools. There are around 2,000 pages on our current site that require review in this process which will be the focus at the commencement of Quarter 3.	Communications Coordinator	
		Percentage of existing website content audited	100%	Q1 10% Q2 90%			
		Percentage development of updated/new content	50%	Q1 0% Q2 0%			
		Number of integrations with internal systems	≥ 3	Q1 0 Q2 0			
		Number of new digitised forms	≥ 10	Q1 0 Q2 0			



Code	Action	Measure	Annual Target	Progress Year To Date	Q2 Update	Responsibility	Status
20d.06	Implement an integrated Customer Request Management (CRM) System for use across the organisation	Percentage of relevant staff consulted regarding CRM system requirements	100%	Q1 10% Q2 15%	Council has purchased a new CRM platform called elementORG. elementORG has been purchased to automate and digitise Council's core internal and external (council-customer, council-supplier) processes, forms, and workflows. The implementation of elementORG will improve Council's quality of service to our customers by streamlining resources to successfully deliver services to our internal and external stakeholders.  From Wednesday 16 February 2022, fortnightly meetings will commence with IT Contractor. CRM workflow processes will begin to be designed in consultation with relevant staff.	Customer Service Coordinator	
		Percentage completion of CRM System installation	100%	0%			
		Percentage of relevant staff trained to use the CRM System	100%	0%			
		Number of CRM champions identified and established in relevant departments	7	Q1 0 Q2 0			
		Number of workflows developed in consultation with relevant staff	≥ 30	Q1 0 Q2 0			
		Number of integrations with internal systems	≥ 5	Q1 0 Q2 0			

