



Date: Thursday, 20 December 2018
Time: 4:02 PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Ordinary Council Meeting

20 December 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON THURSDAY, 20 DECEMBER 2018 AT 4:02PM**

PRESENT: Cr Rick Firman (Mayor) (Chair), Cr Kenneth Smith, Cr Graham Sinclair (Deputy Mayor), Cr Lindy Reinhold, Cr Dale Wiencke, Cr Max Oliver, Cr Nigel Judd, Cr Claire McLaren,

IN ATTENDANCE: Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Rob Fisher (Engineering Technical Manager), Kris Dunstan (Director of Environmental Services), Mrs Anne Rands (Executive Assistant), Mrs Claire Golder (Town Planner)
Ms Renelle Harrison – Media Officer
Jake Watson – Temora Independent

1 OPEN AND WELCOME

PROCEDURAL TO STAND ASIDE STANDING ORDERS

RESOLUTION 305/2018

Moved: Cr Max Oliver

Seconded: Cr Graham Sinclair

That Council stands aside standing orders to listen to the following:

Ms Cindy Cassidy – Farmlink

Ms Steph Cooke – Member for Cootamundra

CARRIED

PROCEDURAL TO RESUME STANDING ORDERS

RESOLUTION 306/2018

Moved: Cr Dale Wiencke

Seconded: Cr Lindy Reinhold

That Council resumes standing orders.

CARRIED

2 APOLOGIES

RESOLUTION 307/2018

Moved: Cr Kenneth Smith

Seconded: Cr Lindy Reinhold

That apologies from Cr Dennis Sleigh and Engineering Works Manager Bimal Shah be received and accepted.

CARRIED

3 OPENING PRAYER

The opening prayer was conducted by Pastor Ben Harrison from the Generocity Church.

4 CONFIRMATION OF MINUTES

RESOLUTION 308/2018

Moved: Cr Kenneth Smith

Seconded: Cr Graham Sinclair

That the minutes of the Ordinary Council Meeting held on 15 November 2018 be confirmed.

CARRIED

5 MAYORAL MINUTES

Nil

6 REPORTS FROM COMMITTEES**6.1 MINUTES OF THE EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 5 DECEMBER 2018****File Number:** REP18/1551**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Emergency Management Committee Meeting held on 5 December 2018**RESOLUTION 309/2018**

Moved: Cr Max Oliver

Seconded: Cr Graham Sinclair

It was resolved that the reports be received.

CARRIED**RESOLUTION 310/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Nigel Judd

It was resolved that the reports and recommendations as presented be adopted

AND FURTHER

That Terrorism be considered to be included in relation to item 3.1 – 2017 State Level Emergency Risk Assessment Chart.

CARRIED



Date: Wednesday, 5 December 2018
Time: 10:09AM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Emergency Management Committee Meeting

5 December 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
EMERGENCY MANAGEMENT COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON WEDNESDAY, 5 DECEMBER 2018 AT 10:00AM**

PRESENT: Mr Owen Plowman (NSW Police), Mr Jed Horsley (NSW Police), Mr Robert Vergano (NSW Police), Ms Amanda Quinn (NSW Police), Mr Tom Hamilton (Local Land Services) & Mr Bob Sayer (NSW Fire & Rescue)

IN ATTENDANCE: Rob Fisher (Engineering Technical Manager)

1 OPEN MEETING AT 10:08AM

2 APOLOGIES

COMMITTEE RESOLUTION 5/2018

Moved: Mr Bob Sayer

Seconded: Mr Jed Horsley

That apologies from Senior Engineering Technical Officer Alex Dahlenburg, Mr Greg Matthews, Mrs Wendy Skidmore, Mr Steve Holden, Mr Ray Willis and Ms Jodie King be received and accepted.

CARRIED

3 REPORTS

3.1 REMO REPORT

File Number: REP18/1387

Author: Senior Engineering Technical Officer

Authoriser: Engineering Technical Manager

Attachments: 1. REMO Report

REPORT

REMO to discuss Regional Emergency Management Report and provide regional update.

COMMITTEE RESOLUTION 6/2018

Moved: Mr Bob Sayer

Seconded: Mr Tom Hamilton

That the Committee note the report.

CARRIED



Riverina Murray Emergency Management Region Regional Emergency Management Officers Report

Report to Functional Area Committees & LEMCs: November 2018

1. The Riverina Murray Regional EM Plan has been approved by the REMC and will be submitted in the near future to the SEMC for state level endorsement.
2. Riverina Murray EM Support to NSW RFS for Bushfire Ops - Summer Season 2018 – 2019.
See Attachment: A
3. Local EM Plans should now be updated to incorporate the latest census data. It is recommended that LEMCs also review their Emergency Risk Management (ERM) documentation for consideration in the review of Local EM Plans.
4. Training courses are now complete for the 2018/19 Financial year. Further courses may be scheduled in the second half of the current financial year subject to funding availability.
5. Note: Online training prerequisites can be completed at the NSW Office of Emergency Management website: www.emergency.nsw.gov.au - follow the links to Training Program/NSW EM Overview.
6. NSW Office of Emergency Management Info Update Workshop for REMOs conducted in August 2018.
 - Disaster preparedness program for LGAs, this is a program that has been funded for 3 years which aims to provide tools, resources and training to Local Government staff.
 - Get Ready NSW: Community preparedness, a program to help LGAs to prepare for and increase community capacity to recover from disasters.
See Attachment: B (SLERA & Get Ready NSW info)
 - Local Emergency Risk Assessment, to identify and prepare for Local risks that have been identified in your LGA and how they match the 12 prioritised risks identified within NSW. This program is being piloted in four LGAs across NSW, when pilots are complete it is expected that the final process will be distributed to all LEMCs across NSW.
 - Lessons management in NSW, applying a lesson learned and a standards management system to ensure that key lessons from Exercises, Operations, and reviews are evaluated and implemented.
 - Disaster preparedness program for LGA (LEMO's and LEMC), to help provide additional support to LGA in Disaster preparedness.
 - An update on Disaster Welfare Services
7. Land Rescue reforms: Moulamein RFS have now completed Road Crash Rescue training and operator accreditation with approximately 17 members successfully completing the training, the finalisation of the unit accreditation process will follow in due course.
8. Rescue Unit Inspections for the 2018 calendar year have been conducted by NSW PF EMU in consultation with Regional Rescue Committees. An inspection within the Riverina Murray EM Region of the Ambulance Rescue Unit at Wagga Wagga took place in October.
9. The NSW State Rescue Board has released a major update of the NSW State Rescue Policy (Version 4.0).
10. Riverina Murray REMC & RRC Meeting 2 of 2018-2019 will be conducted on Wednesday the 27th of March at Deniliquin.
11. The Welfare Services Functional Area conducted a Regional evacuation centre exercise at Tumut in November, a similar exercise is planned for Narrandera in March 2019.

Page 1 of 1

REMO Owen Plowman (Wagga)
REMO Scott Fullerton (Deniliquin)

Mobile 0429 154 619
Mobile 0429 819 745

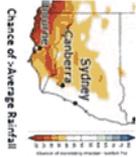
e-mail: plow1owe@police.nsw.gov.au
e-mail: full1sco@police.nsw.gov.au



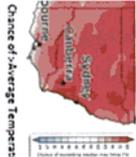
Riverina Murray Emergency Management Region
Regional Emergency Management Officers Report
EM Operations - Bushfire Preparedness 2018 2019 Summer Season

1. Weather Considerations: September to November [Source: Au Bom]

The climate outlook, issued 16 August 2018, shows the first months of spring (September and October) are likely to be drier than average for most of northern, eastern and southern Australia. Overall, spring (September to November) is likely to be drier for southwest WA, southeast Australia, and parts of central Queensland when averaged over the whole season. Spring days are likely to be warmer than average for Australia. A dry and warm spring would mean intensification of the existing drought conditions across parts of eastern Australia. The El Niño-Southern Oscillation (ENSO) and the Indian Ocean Dipole (IOD) are currently neutral. However, current observations and model outlooks indicate El Niño and a positive IOD could develop in spring. El Niño conditions are at: Watch.



Chance of Average Rainfall



Chance of Average Temperature



Current El Niño Conditions: Watch

2. Fire Danger Ratings (FDR) & Fire Danger Weather:
"Catastrophic" is the worst possible FDR, significant damage and potential loss of life can occur at Severe or Extreme. For more information: www.rfs.nsw.gov.au/fire-information/fdr-and-sobars

3. Emergency Management Operational Support
Riverina Murray/ REMOs will monitor fire danger weather conditions with increased consultation with NSW RFS Fire Controllers and other NSW Police Southern Region REMOs, EOCs, LEMOs and REMC membership if forecasts indicate deteriorating fire weather conditions (Severe, Extreme, Catastrophic) this may include REMOs participation in NSW RFS South Region teleconferences.

4. Emergency Operations Centres
As per previous years the Riverina Murray EM Region has adopted the NSW RFS Concept of Operations (ConOps) for EM Support that will see EOCs activated to Alert Level for forecast Catastrophic Fire Danger conditions and in the event of any Pre-emptive Sect 44 Declaration (this can also occur at Severe FDR or Extreme FDR depending on fire activity in the area at the time). Alert Level activation of an EOC will mean that the EOC is made ready for Operational Status, at Alert Level the EOC may be attended by the LEMO, REMO, LEOCON, Agency Liaison Officers (LOs) will be notified that the EOC has been activated to Alert Level, briefed on the forecast Fire Weather conditions, and that LOs representation should remain available for Operational activation if needed.

The intent is to reduce time lag in full Operational activation of an EOC should active Fire Operations commence and coordination of emergency management resources/actions becomes necessary.

Note: Even though we are currently in the winter period, NSW RFS Sect 44 Bushfire conditions and EOC activations have already occurred within the NSW Police Force Southern Region.

Riverina Murray (East) REMO Owen Plowman (Wagga) Mobile 0429 154 619 email: plow1owe@police.nsw.gov.au
Riverina Murray (West) REMO Scott Fullerton (Deniliquin) Mobile 0429 819 745 email: full1sco@police.nsw.gov.au

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5. NSW Fire Weather Districts Map

- The intention will be to activate EOCs that mirror NSW RFS IMTs (1 for 1). EOCs will be located as close to RFS IMTs as is practically possible, nominally there will be located at:

RFS Zone/Declared Period Commences/RFS Region)	Supporting EOC
NSW RFS MIA - Griffith IMT (RFS Region South)	Griffith EOC - Co-located with RFS Waladon St Griffith
NSW RFS Riverina - WAGGA IMT (RFS Region South)	EOC Wagga EOC - Co-located Fernleigh Rd Wagga Wagga
NSW Southern Border Team - Albury IMT (NSW RFS South)	Albury EOC - Co-located Albury Airport Precinct
NSW RFS Mid Murray - Deniliquin IMT (NSW RFS Region South)	Deniliquin EOC - Deniliquin Police Station
NSW RFS Band Temora - IMT at Temora (NSW RFS Region West)	Temora EOC - located at Temora Shire Chambers Temora Shire Offices Loftus St Temora

Note: With the dryer than normal and warmer than normal conditions experienced in recent months RFS Zones may decide to bring their "Declared Fire Danger Periods" forward, more information on this will become available in coming weeks.

- LEMOs across the Riverina Murray Emergency Region are advised to check that their respective EOCs are ready for short notice activation. This should include testing communications and I.T. systems equipment, ensuring adequate supplies of consumables and that EOC Document Sets are available, and access arrangements are in place should the EOC be required out of normal working hours.

Riverina Murray (East) REMO Owen Plowman (Wagga) Mobile 0429 154 619 email: plow1owe@police.nsw.gov.au
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REMO Owen Plowman (Wagga)
REMO Scott Fullerton (Deniliquin)

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e-mail: plow1owe@police.nsw.gov.au
e-mail: full1sco@police.nsw.gov.au

Web: www.emergency.nsw.gov.au



2017 State Level Emergency Risk Assessment

A collaborative effort to build a NSW which is safer and more resilient to natural disasters

12 hazards that pose a risk to NSW communities have been identified in the State Level Emergency Risk Assessment.



Bush fire



Tsunami



Flood



Earthquake



East Coast Low



Landslide



Infrastructure failure



Storm



Human Infectious Disease Outbreak



Coastal erosion



Heatwave



Biosecurity

10 priorities have been identified to help build a more **disaster resilient** NSW.

- + Enhancing land use planning
- + Improving data and risk modelling
- + Adapting to climate change impacts
- + Strengthening local emergency plans
- + Boosting infrastructure resilience
- + Embedding business continuity planning

- + Conducting major training exercises
- + Realigning funding to disaster resilience
- + Increasing coordinated community engagement
- + Making public warnings consistent

REMO Owen Plowman (Wagga)
REMO Scott Fullerton (Deniliquin)

Mobile 0429 154 619
Mobile 0429 819 745
Web: www.emergency.nsw.gov.au

e-mail: plow1owe@police.nsw.gov.au
e-mail: full1sco@police.nsw.gov.au



Now is the time to Get Ready NSW

Don't leave it to the last minute when a disaster is at your door. Take care of your family and property by planning ahead. Simply follow these **5 easy steps** and get ready!



1. Know your risk

Think about the area you live in and the types of disasters that could affect you.



2. Plan now for what you will do

Sit down and talk with your family and plan for what you will do if a disaster affects your area.



3. Get your home ready

Prepare your home by doing general home maintenance and checking your insurance.



4. Be aware

Find out how to prepare and what to do if there is a disaster in your area.



5. Look out for each other

Share information with your family, friends, neighbours and those who may need assistance.

www.emergency.nsw.gov.au



Justice
Office of
Emergency Management

REMO Owen Plowman (Wagga)
REMO Scott Fullerton (Deniliquin)

Mobile 0429 154 619
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3.2 SIMS HDK

File Number: REP18/1390
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Spatial Services EICU, ESSIL and SIMS

REPORT

Councils LEMO recently attended the REROC 'Mapped Out' conference Thursday 15th November 2018 which included presentations from NSW Spatial Services particularly the Emergency Information Coordination Unit (EICU).

Following the conference Councils LEMO followed up with Spatial Services to receive a Sims HDK (Hard-Drive Kit) for Temora Shire Council which includes Emergency Services Spatial Information Library (ESSIL), ArcGIS Explorer with SIMS add-in and other datasets.

The SIMS HDK can only be used for spatial services for emergency management purposes only but is not limited to measures of contribution to the Prevention, Preparedness, Response and Recovery of emergencies and disasters. Information contained in the HDK is sensitive NSW Government data and hence is restricted for use and not for use in purpose of public publication.

Please also find information attached regarding the EICU through Spatial Services as well as an explanation of ESSIL and SIMS.

Budget Implications

The unit has already been purchased at a cost of a one-off fee of \$150.

COMMITTEE RESOLUTION 7/2018

Moved: Mr Jed Horsley
Seconded: Mr Bob Sayer

That the Committee note the report.

CARRIED

Report by Alex Dahlenberg

Information from NSW Government – Spatial Services Website

http://spatialservices.finance.nsw.gov.au/about_us/eicu

Emergency Information Coordination Unit

Spatial Services' Emergency Information Coordination Unit (EICU) ensures that the emergency management sector has the best spatial and related data available to deal with multi-agency emergencies, such as terrorism and natural disasters.

EICU was established as a counter-terrorist initiative. There is however a commonality in the data required by Emergency Service Organisations (ESOs) for bushfires, floods, earthquakes, storms, and law enforcement activities.

The EICU aims to implement and maintain a collaborative data sharing system on behalf of the emergency service organisations and the emergency management sector in general.

ESSIL and SIMS

The EICU developed and now maintains the Emergency Services Spatial Information Library (ESSIL). The library combines data from over 200 source agencies supplying more than 11,000 spatial layers which are transformed into 350 seamless state-wide layers. These layers encompass all areas of emergency planning, response and recovery.

The Spatial Information and Mapping System (SIMS) is a front end viewer to ESSIL. It provides a total solution which bundles applications and data into an easy to use interface and is designed for decision makers and other end users in emergency services who do not have a background in geospatial technology.

SIMS fulfils the planning and recovery requirement to make maps, show locations, and produce situation reports. It also allows users to undertake spatial analysis for activities like evacuation, search and rescue, or to determine locations of people at risk.

A key feature of SIMS is that web services can be downloaded when available but SIMS can also function when the web is down due to the fact that the ESSIL data and base maps are provided as part of the bundled solution. This satisfies one of the main requirement for an emergency related application - *'it must work anywhere anytime'*.

The EICU currently has considerable demand for the SIMS viewer application from a wide range of emergency management agencies across the state. This represents a significant take up rate of the technology by this sector.

3.3 WARBIRDS DOWNUNDER 2018 DEBRIEF

File Number: REP18/1395
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

Following the Warbirds Downunder 2018 Airshow and response for the event from emergency service agencies in attendance if any issues were observed or possibilities for future improvement prior to a future possible 2020 event this report is open for discussion to raise those issues.

COMMITTEE RESOLUTION 8/2018

Moved: Mr Owen Plowman
Seconded: Mr Jed Horsley

That the Committee recommend to Council:

1. A list of secondary airstrips be included in preparation of next event.
2. Invite Mr Peter Harper from the Temora Aviation Museum to a future Emergency Management Committee Meeting to review the 2018 incident where a plane was diverted to a private landing strip due to engine trouble.
3. Review the process for placement of Fire & Rescue NSW appliances. Appliances were positioned air side and subsequently moved to the public side of the event.

CARRIED

Report by Alex Dahlenberg

3.4 TEMORA MULTI-AGENCY EXERCISE - SES

File Number: REP18/1396
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

A draft Multi-Agency exercise was tabled by Temora SES at the August LEMC Meeting. At this stage a date has not been confirmed or a final draft developed however if each combat agency could have a think about this exercise to be performed at lake centenary and possible suitable dates after the fire danger period.

This would be suitability by agencies to participate in either April or May 2019 pending final development of the exercise.

Temora SES to lead discussion on the proposed exercise to aid in confirming a scenario, support of each combat agency for participation and to confirm a date to work on exercise development.

COMMITTEE RESOLUTION 9/2018

Moved: Mr Owen Plowman
Seconded: Mr Jed Horsley

The Committee will defer this report until the next meeting of the Emergency Management Committee to be held on Tuesday, 3rd April 2019.

CARRIED

3.5 EM PLAN EVACUATION CENTRE PROPOSAL

File Number: REP18/1397
Author: Senior Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: 1. Temora Ex-Services Memorial Club Correspondence

REPORT

Councils LEMO has previously sent correspondence to the Temora Ex-Services Memorial Club to request consideration by board members for their facility being the Memorial Club Auditorium to be listed in the Temora EM (Emergency Management) Plan.

This was noted at the time of adopting the Temora EM Plan as currently the evacuation centres listed don't have the capability of being powered if the active emergency was to cut mains power supply. This would not be an issue for the Temora Ex-Services Memorial Club due to the backup power generator already active at the facility, with the Memorial Club only to be used as a first resort in an emergency that involves power outages while also requiring the opening of an evacuation. Councils other listed facilities of the Temora Stadium and Temora Memorial Town Hall to be used in preference at all times as evacuation centres where possible.

Prior to adding the Temora Ex-Services Memorial Club as an evacuation centre to the Temora EM Plan a MOU (Memorandum of Understanding) will be developed by Council and sent to the Memorial Club board for consideration to adopt. Following an agreed MOU the Memorial Club can then be listed in a reviewed Temora EM Plan to be reported to a future LEMC to present to Council for consideration in adopting the reviewed EM Plan.

COMMITTEE RECOMMENDATION

Moved: Mr Owen Plowman
Seconded: Mr Jed Horsley

That the Committee note the report and associated correspondence.

Report by Alex Dahlenberg



13 July 2018

R Fisher
Temora Shire Council
105 Loftus St
TEMORA NSW 2666

Dear R Fisher,

Re: Becoming an Evacuation Centre

Your letter regarding the Temora Ex-Services Memorial Club becoming an evacuation centre was tabled at our last board meeting. I am pleased to inform you that the board are happy to provide our facilities as an emergency evacuation centre. Please feel free to contact me regarding the matter and we can work on all the necessary proceedings.

You can contact me by email on [@temoraexservices.com.au](mailto:admin@temoraexservices.com.au) or via my mobile on [redacted].

Yours sincerely,

Secretary Manager

130 Baker Street, Temora 2666

Web: www.temoraexservices.com.au

Email: admin@temoraexservices.com.au

P.O. Box 60

Phone: (02) 6977 4177

Fax: (02) 6978 0269

3.6 AGENCY/FUNCTIONAL AREA REPORT - FIRE & RESCUE NSW

File Number: REP18/1475
Author: Secretary Engineering
Authoriser: General Manager
Attachments: 1. Fire & Rescue NSW

COMMITTEE RESOLUTION 10/2018

Moved: Mr Owen Plowman

Seconded: Mr Tom Hamilton

That the Committee note the report.

CARRIED

Unclassified



File Ref. No:
TRIM Ref. No:

Temora - LEMC

5/12/2018

**LOCAL EMERGENCY MANAGEMENT COMMITTEE
Agency / Functional Area REPORT
TO Temora LEMC**

Report submitted by : Supt. Bob Sayer

Agency or Functional area: FRNSW

Date: 5/12/2018

The following activities have been undertaken or are being undertaken by this agency:

PLANNING: Current staffing is: 16 retained

TRAINING (INTERNAL): Ongoing station based training in line with monthly themes.
B.A. refresher, Basic Life Support.
Urban Search and Rescue course scheduled at Griffith 14/12/18

TRAINING (EXTERNAL):

OPERATIONS : 24 call outs since August including:

- 1 fire
- 2 Rescue calls (fire protection or assist)
- 1 Hazardous Materials Incidents
- 5 Ambulance assists

EXERCISES:

Fire & Rescue NSW
Executive Directorate

ABN 12 593 473 110
PO Box A249,
Sydney South NSW 1232

www.fire.nsw.gov.au
T (02) 9265 2999
F (02) 9265 2988



Unclassified

Unclassified

Warbirds Down Under attended by combined services and although spectacular was uneventful for emergency services.

Zone conference and dinner held 20/10 at Temora Air Museum

PROJECTED ACTIVITIES:

DEVELOPMENT PROJECTS:

OTHER MATTERS:

7 members of Temora brigade took part in the Sydney Tower Stairclimb for MND raising approx. \$21 K

A safety issue has been identified with the new MSA Breathing Apparatus and an interim re distribution of the older Draeger sets has taken place while a solution is found.

Yours sincerely

William Sayer
Zone Commander
Region West 3

Page 2 of 2

Unclassified

BUSINESS WITHOUT NOTICE**1 MR BOB SAYER**

Commended Council and staff on excellent traffic management during Warbirds Downunder 2018.

2 MR JED HORSLEY

Advised that this is his last Temora Emergency Management Committee Meeting.

3 MR TOM HAMILTON

Advising of the upgrade of the portable yards in the Young area.

Informed the Committee he is currently undertaking firearms training and also Animal decontamination training.

4 MR BOB SAYER

Advised the Committee that 7 local retained fire fighters completed the Climb for Motor Neurone Disease (1504 steps) in October. The locals raised a massive \$21,000 for MND.

4 CLOSE MEETING

The Meeting closed at 10:45AM.

This is the minutes of the Emergency Management Committee meeting held on Wednesday 5 December 2018.

.....

GENERAL MANAGER

.....

CHAIRMAN

6.2 MINUTES OF THE PROMOTIONS & VISITATION COMMITTEE MEETING HELD ON 11 DECEMBER 2018**File Number:** REP18/1526**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Promotions & Visitation Committee Meeting held on 11 December 2018**RESOLUTION 311/2018**

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

It was resolved that the reports be received.

CARRIED**RESOLUTION 312/2018**

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

It was resolved that the reports and recommendations as presented be adopted.

CARRIED



Date: Tuesday, 11 December 2018
Time: 12:05PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Promotions & Visitation Committee Meeting

11 December 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
PROMOTIONS & VISITATION COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 11 DECEMBER 2018 AT 12:05PM**

PRESENT: Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Max Oliver, Cr Kenneth Smith, Cr Claire McLaren, Cr Dale Wiencke, Ms Jone Pavelic (Chair), Mr Phil Taylor, Mr Peter Harper

IN ATTENDANCE: Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Craig Sinclair (Economic Development Manager), Ann Pike (Ms), Bill Speirs (Mr)

1 OPEN MEETING

12:05PM

2 APOLOGIES

COMMITTEE RESOLUTION 12/2018

Moved: Cr Rick Firman

Seconded: Cr Max Oliver

That apologies from Mrs Rhonda Casey, Mrs Elaine Costello and Mr Bob Costello be received and accepted.

CARRIED

3 REPORTS

3.1 REGIONAL TOURISM UPDATE

File Number: REP18/1499
Author: Secretary Engineering
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

There are a number of projects underway to promote tourism in the region.

Cooperative Marketing Campaign

The \$250,000 marketing campaign to promote brand awareness about the Riverina is in the final stages of design. The campaign is designed to inspire people to consider the Riverina as a travel destination and will be launched mid-February 2019. In early February, Destination Riverina Murray will work with Thrive Riverina to coordinate a number of sessions to ensure that LGAs and tourism operators can leverage the campaign through the brand assets that are created for it.

Council along with 8 other LGAs and DRM have financially contributed to the campaign which had matched funding from DNSW.

Thrive Riverina Website

The Riverina Tourism website owned by Thrive Riverina is in the process of being rebuilt. The website will utilise the branding that has been created by DNSW for the cooperative marketing campaign. The website is designed to inspire travel, so will be heavily imaged based and suggest driving routes and promote the best tourist assets in the Riverina. As such the directory style elements will be removed meaning not all tourism operators will be listed. The website will be built by Coast Studios who are responsible for the www.coffscoats.com.au website. It will launch in conjunction with the coop campaign in mid-February.

Taste Riverina

The Taste Riverina is now an all year round marketing tool to promote food and wine events across the region. Thrive is also taking Taste Riverina to key metro areas. Taste Riverina has a significant following from ACT, VIC and NSW residents who are hungry for more food, drinks and experiences straight from the Riverina. First up on the list for promotion in metro areas is Canberra and Thrive have chosen Handmade Canberra.

Handmade Canberra is Canberra's largest indoor market and in 2018 celebrated 10 years of successful events. Handmade Canberra attracts over 130,000 visitors each year, with the March event regularly bringing in over 20,000 people. The first Handmade market of 2019 will be held between 23 – 24 March at Exhibition Park in Canberra (EPIC),

Handmade is a carefully curated market featuring quality Australian and handmade products and produce. Digital channels have amassed a loyal following of over 55,000 people, with a monthly website audience of just under 13,000.

In addition to promising promotional channels, Handmade is a great choice for operators looking to sell products, as total turnover for each market is around \$5 million.

Thrive have space for 24 Riverina operators to join the 2019 Taste Riverina Alley at Handmade Canberra. Operators will promote and sell their products/services over 2 days within a dedicated Taste Riverina area.

- Each operator will have a 2m x 2m space to promote and sell their product or experience.
- Thrive will deliver impactful branding of Taste Riverina Alley with backdrops and banners consistent to the whole group.
- Participating operators will receive great exposure across both Taste Riverina and Handmade Canberra social media channels, print advertising, postcards and media releases.
- Operators will also receive a dedicated operator listing on the Handmade Canberra website under the Taste Riverina banner, and in the seasonal digital magazine.

The estimated participation cost is \$700 - \$900 per operator. The exact cost will be advised in January 2019.

Destination Riverina Murray will also coordinate a Riverina stand that promotes the whole region under the new branding. Each LGA will have the opportunity to man the stand and supply visitor guides for distribution.

COMMITTEE RESOLUTION 13/2018

Moved: Cr Kenneth Smith

Seconded: Cr Max Oliver

It is recommended that the report be noted.

CARRIED

Report by Craig Sinclair

3.2 ALIGNING ONLINE TOURISM ASSETS

File Number: REP18/1500
Author: Secretary Engineering
Authoriser: Engineering Technical Manager
Attachments: Nil

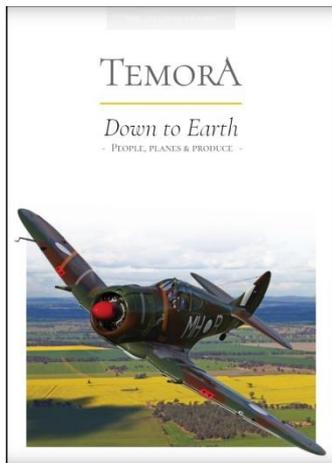
REPORT

The opportunity exists to align Council's online tourism assets to provide a more consistent brand experience for visitors.

Since launching the updated Council logo, tourism assets have gradually been updated including the visitor guide, Narraburra News (the events page is used for tourism promotion purposes), and the soon to be installed information bays.

The Council tourism website (www.temora.com.au) was launched around 5 years ago and is not consistent with current branding. It is also not completely mobile friendly, which much of the functionality not available on mobile devices. The majority of website visitors view the site on mobile and this is an increasing trend around the world.

Visitor Information Booklet



Visitor Information Bays

ARIAH PARK TIMELINE



Current website interface



Example of rebranded website interface



Current Facebook Page



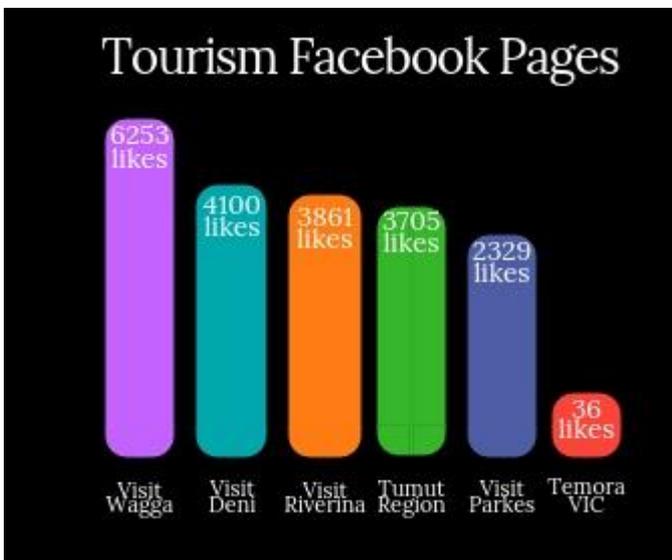
Visit Wagga Facebook Page (large image is video)



The current Visitor Information Centre Facebook page has a total of 36 “likes” (4/12/2018).

To give a comparison, the Temora Shire Council Facebook page has 2,988 “likes” and 3010 “followers”.

Here is a comparison with other tourism Facebook pages in South West NSW:



Visit Wagga: 6253 likes

Visit Deni: 4100 likes

Visit Riverina: 3861 likes

Tumut Region: 3705 likes

A rebranding of the Facebook page has the potential to attract a large following and boost tourism to our Shire.

The proposal is to undertake the following activities to align and streamline Council’s online tourism assets:

1. Rename the Visitor Information Centre Facebook page to be Visit Temora to align with the Instagram page.
2. Rebrand the Visit Temora Facebook page and tourism website www.temora.com.au to match the Down to Earth visitor guide and align to the story telling narrative of the guide
3. Separate tourism related posts from the Council Facebook page so they primarily appear on the Visit Temora page to remove some messaging clutter and provide more targeting messaging to visitors without the resident-focused posts on Council’s page
4. Link the Facebook page to Instagram to boost images and audience participation

5. Use the Visit Temora Facebook page to actively engage with other tourism operators, in particular: Visit Riverina, Tourism NSW, Visit Wagga, Canola Trail, and Country Change
6. Begin a blog style of regular posting which features people, places, highlights, history, retail, and stories to engage audiences. The blog will become a feature on the tourism website when it is updated.

COMMITTEE RESOLUTION 14/2018

Moved: Cr Max Oliver

Seconded: Mr Peter Harper

It is recommended to Council to adopt the proposal to align the branding of Council's online tourism assets as described in the proposal.

CARRIED

Report by Craig Sinclair

3.3 TOURISM OPERATOR FORUM

File Number: REP18/1501
Author: Secretary Engineering
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

The Tourism Operator Forum was held at the Bundawarra Centre on Monday 12th November. There were around 15 people in attendance. Following an update on tourism matters by the EDM, those present were asked to provide an update on their business and then invited to provide suggestions for tourism related projects.

The new operator of the Aromet Hotel provided a number of suggestions including working with car clubs to drive visitation. The suggestions were most welcome and showed his enthusiasm for growing tourism in the Shire.

Glenn Sheehan also attended and provided the following suggestions via email following the event, which were responded by the EDM as shown below:

1. Do the proposed signage Council will be erecting contain QR codes/ website links etc to direct tourists to other 'See & Do' opportunities in the town/shire/region? My reason, I was blown away with what Coolamon township has to offer outside of the Cheese Factory when I was there for the day with relatives a couple of weekends ago. Yet nothing to tell me about the hidden gems which my Dore the Explorer nature found. Same with the Temora Railway Museum which we stumbled on during a walk a couple of Sat evenings back
 - Yes, there are web links where they exist for each attraction. We didn't run with QR codes as my experience is that people aren't really using them en masse yet. We've tried to be as diverse as possible with the range of things to see and do, linking the history timeline to the current attractions.
2. As discussed briefly, is it possible to set up temporary photo points in prime canola areas during flowering (safe parking, safe pedestrian access points to the edge of crops with signage warning for snakes, uneven ground etc) then direct tourists to prime canola viewing areas on the various social networks (FB, Instagram, Weibo/WeChat etc) and with electronic or fixed roadside signage/banners in key access points to the Canola Trail towns. Fixed signage at each site with QR code/ web links to Temora/Junee/Coolamon tourism sites/things to see and do at each location. (I know there's insurance considerations, but these are likely less than when compared to what's currently happening with (primarily) Indian and Asian tourists jumping fences and crashing gates to get their We Chat, Facebook, Instagram photos!!)
 - This is something to work towards. I think it would be very successful if we could get a number of farmers on board. The locations would need to change each year, depending on crop rotations, and this could potentially change the farmers with whom we are dealing with. So the logistics aren't straight forward but certainly something for us to investigate.

3. I note that the various tourism groups are quite focused on Facebook and Instagram. That's excellent for Western and Indian tourism. The Chinese almost exclusively use We Chat/Weibo platforms, so it would certainly be worth having a presence on both platforms and considering using a translation service for any updates/releases to tap this extremely lucrative segment
 - Marketing to an international tourism market is largely aspirational at the moment. Unfortunately we don't have the resources (either financial or manpower) to undertake these activities. Our focus for the time-being is to educate the domestic market and create awareness of the Riverina.
4. Has Council appointed or considered appointing a paid Events Coordinator or contractor to be the centralised point of contact for the various venues Temora & the region have to offer? (and I can't believe how many venues there are here !) Thinking that if large corporations wanted to host a conference or similar and could utilise Trefle, the Railway Station, Bundawarra or TAM, then the Events Coordinator could pull together the accommodation, transport, activities, seating, catering, sound, lighting etc and work with the primary event site to ensure a positive experience that could lead to repeat business and word of mouth recommendations. At present, from an outsiders perception, everything seems quite uncoordinated. Coming from a corporate environment, big organisations want a one stop shop and will happily support Regional towns who have their ducks in a row and make life easy for the HR or PA staff who are tasked with ensuring a conference or events is successful and meets all aims. There are many potential guest speakers with a Temora/Junee/ aviation connection as a side offering too
 - I completely agree with you. I'd really love to have a dedicated events coordinator working for TSC. When I first started I proposed that TSC and TAM co-finance the resource. There wasn't the budget for it at the time and I don't think things have changed too much on that front. I know that FarmLink are considering hiring a business developer to attract events so I'm hoping we can tap in to that resource and build the case for a position that focuses on a broader range of venues. In the meantime, Amanda Gay is our Culture and Community Services Officer, and she helps event organisers (e.g. RFS Championships) with planning and logistics but this is largely limited to community type events.
5. Consider a Temora or Canola Trail passport/ticket for visitors. Something that families, couples, travellers can use to link all tourism operators so they can see what's available in one place or on one site. This could also incorporate some kind of points or discount offer for participating businesses and keeps the money in the town
 - Riverina Regional Tourism tried a discount card for two years back in 2015. It was called the Riverina Localist program. It was abandoned because it was logistically very difficult to administer particularly for tourism operators when it came to reporting on redemptions. We also found that people were reluctant to use the discount vouchers, possibly because we don't have the same coupon culture as they do in the States?
 - However, the passport / ticket idea could be something we could experiment with. I'll put it to Junee and Coolamon Shires and see what they say, thank you.

6. Stamp (red self-inking stamp) the outside of the Temora Booklet with 'FREE' / 'FREE COPY' / 'COMPLIMENTARY' etc to stop the need for people to ask if it's free. Next print run, obviously incorporate the wording onto the cover. (If you want someone to stamp the existing copies, get me the stamp and some ink and I'll do it for you)
 - o A great idea! Although before you finalise that offer, there are around 13,000 copies of the guide left – are you sure you want to stamp them all? I'll get Ann from the Visitor Info Centre and her team of volunteers to look into it.

7. Car, motorcycle, mountain bike/cycling clubs are always looking for options for weekend's away. I ran a very successful MX-5 Club run about 2 years ago in conjunction with TAM. The secretary's and Club Captains are the central contact points and I know many of them. If Council prepares electronic 'Tourism Packs' and links these to a central point of contact who can coordinate activities, suggested run routes, accommodation options at various price points, meal options etc you will get an influx of 10-50 vehicles on weekend's where not much else is happening in the region. Treat them right and the next years run will be double or triple the first. With so many great offerings, this is an area that I can see enormous potential in for the town, the surrounding towns and the Region in general. We are just far enough away from the major centres to make these folks feel they have had a challenging drive with fun activities, great food and friendly people at each destination
 - o It's a great idea. Are you volunteering to be the central point of contact or suggesting that it be a Council employee? If you've got some thoughts on what info should be included in the pack that is relevant to these clubs please let me know.

COMMITTEE RESOLUTION 15/2018

Moved: Cr Kenneth Smith

Seconded: Mr Phil Taylor

It is recommended to Council that the report be noted and that the next Tourism Forum will be held in late February 2019.

CARRIED

Report by Craig Sinclair

1 CR NIGEL JUDD

Requesting if Council has received any nominees for the Promotions & Visitation Committee. Advised by the Economic Development Manager that nominations have been received.

COMMITTEE RESOLUTION 16/2018

Moved: Mr Peter Harper

Seconded: Cr Max Oliver

It was recommended to Council to extend the nominations for the Promotions & Visitation Committee until after the Tourism Forum in February 2019.

CARRIED

2 CR NIGEL JUDD

Requested if Council had heard anything from Adam Marshall, Minister for Tourism in relation to Tourism funding for small communities. The Minister was requested to follow this request up 12 months ago.

4 CLOSE MEETING

The Meeting closed at 12:50PM.

This is the minutes of the Promotions & Visitation Committee meeting held on Tuesday 11 December 2018.

.....
GENERAL MANAGER

.....
CHAIRMAN

6.3 MINUTES OF THE ASSETS & OPERATIONS COMMITTEE MEETING HELD ON 11 DECEMBER 2018**File Number:** REP18/1529**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Minutes of the Assets & Operations Committee Meeting held on 11 December 2018**RESOLUTION 313/2018**

Moved: Cr Graham Sinclair

Seconded: Cr Lindy Reinhold

It was resolved that the reports be received.

CARRIED**RESOLUTION 314/2018**

Moved: Cr Nigel Judd

Seconded: Cr Kenneth Smith

That Council request the Communities input in relation to the Code of Meeting Practice and Web Casting by an online survey.

CARRIED**RESOLUTION 315/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Max Oliver

It was resolved that the remainder of the reports and recommendations as presented be adopted.

CARRIED



Date: Tuesday, 11 December 2018
Time: 2:05PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Assets & Operations Committee Meeting

11 December 2018

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**MINUTES OF TEMORA SHIRE COUNCIL
ASSETS & OPERATIONS COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 11 DECEMBER 2018 AT 2:05PM**

PRESENT: Cr Rick Firman (Mayor), Cr Nigel Judd, Cr Claire McLaren, Cr Max Oliver, Cr Graham Sinclair (Deputy Mayor) (Chair), Cr Kenneth Smith, Cr Dale Wiencke

IN ATTENDANCE: Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Rob Fisher (Engineering Technical Manager), Bimal Shah (Engineering Works Manager), Kris Dunstan (Director of Environmental Services)

1 OPEN MEETING

2:05PM

2 APOLOGIES

Nil

A presentation was made by Ms Jacquie Bosanko, Mental Health Worker for Murrumbidgee Local Health.

3 REPORTS**3.1 RAPE & DOMESTIC VIOLENCE SERVICES****File Number:** REP18/1388**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Rape & Domestic Violence**REPORT**

Council has received an offer to participate in the “Dunny Door Campaign” run by the Rape & Domestic Violence Services Australia.

The campaign, which is free to be involved in, provides a sticker to be placed on the back of each toilet door advising of the counselling available following sexual violence.

COMMITTEE RESOLUTION 134/2018

Moved: Cr Dale Wiencke

Seconded: Cr Nigel Judd

That the Committee resolved to recommend to Council to approve the “Dunny Door Campaign”.

CARRIED***Report by Gary Lavelle***



Invitation to participate in the NSW Rape Crisis 'Dunny Door Campaign'

The NSW Rape Crisis '*Dunny Door Campaign*', with your help, aims to place a sticker on the back of every public toilet door in NSW. This sticker provides information about contacting NSW Rape Crisis.

NSW Rape Crisis aims to ensure that no matter where a person is in NSW, if sexual assault impacts on their life, they will have 24/7 telephone or online access to a qualified, experienced trauma counsellor.

The service is for anyone who has experienced sexual assault and for those who are supporting them. NSW Rape Crisis is funded by the NSW Department of Health. In 2017-18 the service provided 10,142 occasions of service. This included counselling to 2,851 first time services users.

In Australia, 1 in 5 women and 1 in 20 men will experience sexual assault at some time in their adult life.
(ABS: *Personal Safety Survey, 2016*)

Two of the many impacts of trauma resulting from sexual assault are shame and fear. Those who have, or are, experiencing this violence can feel that if they are observed accessing relevant information others will 'know'.

A sticker on the back of a public toilet door can be reviewed in private. Consideration can then be given to accessing support services when it is safe.

Please find enclosed a copy of the sticker.

We encourage you to support those who have experienced sexual assault to access trauma counselling services who can assist them toward safety and recovery. You can do this simply by participating in the Dunny Door campaign.

All you need to do is place a sticker on the back of each of your 'dunny doors'.

To assist us to assist others please complete and return the attached form. The number of stickers you request will be forwarded to you for distribution throughout your restroom facilities.

Thank you for considering our request. We hope to receive your order form in the near future.

Yours sincerely,

Karen Willis
Executive Officer

P 02 8585 0333 F 02 9555 5911
PO Box 555 Drummoyne NSW 2047

Funded by NSW Health, the Commonwealth Bank,
and the Australian Government Department of
Social Services.

ABN 58 023 656 939

Counselling Services

24/7 NSW Rape Crisis 1800 424 017

CBA Domestic &

Family Violence Line 1800 222 387

Sexual Assault

Counselling Australia 1800 211 028

rape-dvservices.org.au



NSW Rape Crisis Dunny Door Campaign Sticker Order Form

To participate in the *Dunny Door Campaign*, please complete the details below:

Number of stickers requested: *	
Contact Name: *	
Position:	
Organisation:	
Postal Address: *	
State/Territory: *	Postcode: *
Contact Phone:	
Contact Email:	

Please note participating in the Dunny Door Campaign is FREE. You will not be invoiced for the cost of stickers or postage.

* Required

Please send completed forms to: Dunny Door Campaign,
Rape & Domestic Violence Services Australia
via Post: PO Box 555
DRUMMOYNE NSW 2047
Fax: 02 9555 5911
or Email: info@rape-dvservices.org.au

Thank you for demonstrating your support for the one in five Australian women and one in 22 Australian men who will experience sexual assault, by promoting access to NSW Rape Crisis - the free 24/7 telephone and online counselling service.

The '*Dunny Door Campaign*' aims to place a sticker on the back of every public toilet door in NSW.

To this end, participation has been requested of: Local Councils, Road and Transport Authorities, Universities, TAFEs and colleges, and hostels and backpackers accommodations.

P 02 8585 0333 F 02 9555 5911
PO Box 555 Drummoyne NSW 2047
Funded by NSW Health, the Commonwealth Bank,
and the Australian Government Department of
Social Services.
ABN 58 023 656 939

Counselling Services
24/7 NSW Rape Crisis 1800 424 017
CBA Domestic &
Family Violence Line 1800 222 387
Sexual Assault
Counselling Australia 1800 211 028
rape-dvservices.org.au

A purple banner with white text and floral graphics. The text reads: "NSW Rape Crisis - Free Counselling 24/7", "1800 424 017", "FOR ANYONE WHOSE LIFE HAS BEEN IMPACTED BY SEXUAL VIOLENCE", and "Online Counselling: www.rape-dvservices.org.au".

NSW Rape Crisis - Free Counselling 24/7

1800 424 017

FOR ANYONE WHOSE LIFE HAS BEEN IMPACTED BY SEXUAL VIOLENCE

Online Counselling: www.rape-dvservices.org.au

3.2 CODE OF MEETING PRACTICE

File Number: REP18/1411
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

The NSW Government have released a new Model Code of Meeting Practice (Circular 18/35) and will shortly be prescribed by the Local Government (General) Regulation 2005.

The Code is required to be adopted after prescription and further details will be provided by OLG regarding this process within the commentary that will be forwarded. A further report will be provided to Council regarding the process and optional parts of the Model Code when the Code is prescribed. This is time when Council requirements for flexible meeting times, as determined at the November meeting, would be included.

The one issue that is clear within the Code is the need for webcasting of meetings. The Circular notes that "The webcasting requirement may be met simply by posting an audio or video recording of the meeting on the council's website." The Code provides:

"5.19 All meetings of the council and committees of the council are to be webcast on the council's website.

5.20 Clause 5.19 does not apply to parts of a meeting that have been closed to the public under section 10A of the Act.

5.21 At the start of each meeting the chairperson is to make a statement informing those in attendance that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.

5.22 A recording of each meeting of the council and committee of the council is to be retained on the council's website for [council to specify the period of time the recording is to be retained on the website]. Recordings of meetings may be disposed of in accordance with the State Records Act 1998."

At this stage, I seek the views of Council as to the appropriate way forward to determine a system that meets the expectations of Council and the Community. There are a number of options available, ranging from an audio only solution to high end professional video production. Most Councils have opted for a mid-range solution however a range of options will be shown at the meeting to gauge the views of Council.

The exercise is not inexpensive. For example, if the mid-range option is chosen, preliminary estimates, which will be available at the meeting, indicate an initial price of between \$25k and \$40k with an ongoing cost of \$15k per annum. These initial quotes will be available at the meeting.

The date of prescription is not yet known however we are aware that there will be a 12 month transitional arrangement. In NSW, there is one company that appears to have a significant foothold in the market, having installed almost all the systems reviewed. It is suggested that if this is the way forward that Council prefer, the decision be made sooner than later due to the number of Councils that will require installation in the next year.

Report by Gary Lavelle

COMMITTEE RESOLUTION 135/2018

Moved: Cr Rick Firman

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council that in relation to webcasting of Council meetings that representations be made to the State Government to provide funding for the infrastructure required to the value of \$40,000.00 and that Committee meetings in remote locations be exempted from the webcasting requirements.

AND FURTHER

That REROc be advised of Temora Shire Council's position regarding webcasting.

CARRIED

COMMITTEE RESOLUTION 136/2018

Moved: Cr Nigel Judd

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council to make representations to the Shadow Minister for Local Government on this issue.

CARRIED

Council suspended the operations of the Committee at this time to hear concerns of a resident in relation to White Ants at her residence.

3.3 ANNUAL TEMORA MUSEUM LIVE EXHIBITION 2019 - EVENT APPLICATION

File Number: REP18/1435

Author: Secretary Engineering

Authoriser: Engineering Technical Manager

Attachments: 1. Annual Temora Rural Museum Live Exhibition 2019 - Request Letters

REPORT

Correspondence from the Temora Rural Museum & Temora Ambulance Museum has been received regarding the 46th Annual Temora Rural Museum Live Exhibition, to be held on the 9th March 2019. They have requested waiver of all Council fees associated with the event application, temporary road closure and hire of Council equipment and staff wages.

	Item	No Of Staff	Hrs	Rate		
Prepare Traffic Control Plan, Set up Traffic Control and removal of traffic control (Macauley Street, between Junee Road and Hinde Street – 6:30AM – 6:30PM)	Friday 08/03/2019	2	2	\$ 40.00	\$ 160.00	
	Saturday 09/03/2019	2	2	\$ 60.00	\$ 240.00	
	Monday 11/03/2018	2	2	\$ 40.00	\$ 160.00	
	Small Truck	1	2	\$ 15.00	\$ 30.00	
	Road Closure advertisement fee two editions			2	\$ 72.00	\$ 144.00
	Letters to affected residents Via Letterbox drop			1	\$ 65.00	\$ 65.00
Delivery/Collection of 20 site exclusion panels & bases	Delivery and Pick up					
	Friday 08/03/2019	2	2	\$ 40.00	\$ 160.00	
	Monday 11/03/2018	2	2	\$ 40.00	\$ 160.00	
	Small Truck	1	2	\$ 15.00	\$ 30.00	
				TOTAL	\$ 1,149.00	

COMMITTEE RESOLUTION 137/2018

Moved: Cr Kenneth Smith

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to approve the event application for the Temora Rural Museum.

CARRIED

Report by Bimal Shah

TEMORA RURAL MUSEUM
&
TEMORA AMBULANCE MUSEUM

P.O. Box 181
TEMORA NSW 2666

Phone (02) 69 801 224

23rd October 2018

Mr. G.C. Lavelle,
General Manager,
Temora Shire Council,
Loftus St.,
TEMORA NSW 2666

Dear Gary,

re. 46th Annual Temora Rural Museum Live Exhibition.

As the management of the Temora Rural Museum is the responsibility of a Section 355c committee of Council, I write to ask Council's permission for the "Temora Rural Museum" management committee to conduct the 46th Annual Live Exhibition of the museum on its grounds beside Junee Road on Saturday 9th March 2019.

The arrangements for the day will build upon the successful formula developed by the Committee in past years.

I will liaise closely with Council's Safety and Systems Co-ordinator, Grant Nicholson, as arrangements for the event take shape.

Our committee looks forward to Council's approval of this important local cultural event.

With kind regards,



Bill Speirs
Manager.

TEMORA RURAL MUSEUM
&
TEMORA AMBULANCE MUSEUM

P.O. Box 181
TEMORA NSW 2666
Phone (02) 69 801 224

23rd October 2018

Mr. G.C. Lavelle,
General Manager,
Temora Shire Council,
Loftus St.,
TEMORA NSW 2666

Dear Gary,

re. 46th Annual Temora Rural Museum Live Exhibition.
Request for fee waiver.

Please find attached our Committee's request for Council's approval of our exhibition.

Should Council grant approval, may we further request the indulgence of Council in regard to the fees it levies with regard to the lodgment of -

1. Major Event Applications
2. Temporary Road Closures
3. Hire of Council equipment

The principal goals of the event are to raise the profile of the Bundawarra Centre Complex as a tourist attraction for the community and to raise funds to maintain and further develop the diverse site.

The Bundawarra Centre site, with all of its fixed assets, is a council asset, maintained and developed under the oversight of Council, with the assistance of one of Council's Section 355 volunteer committees.

All of the funds raised by the management committee, directly benefit the community through their reinvestment in the museum and its associated collections, therefore we request that council favourably consider our request to waive the above fees as further generous in-kind support for the work of our committee.

With kind regards,

Bill Speirs
Manager.



TEMORA RURAL MUSEUM
&
TEMORA AMBULANCE MUSEUM

P.O. Box 181
TEMORA NSW 2666
Phone (02) 69 801 224

23rd October 2018

Mr. G.C. Lavelle,
General Manager,
Temora Shire Council,
Loftus St.,
TEMORA NSW 2666

Dear Gary,

re. 46th Annual Temora Rural Museum Live Exhibition.
Request for in-kind assistance.

Please find attached our Committee's request for Council's approval of our exhibition.

Should Council grant approval, may we further request the use of 20 building site exclusion panels and bases, 1 stop/slow traffic control paddle and a directional Parking sign for the intersection of Junee Road and Macauley Street.

Col & Keri Perry kindly allow us the use of their paddock on Macauley Street adjoining the Museum for use as event parking, and the abovementioned barriers and signage have, in past years, proved most useful in increasing site security and reducing on-street parking during the event.

Should Council approve our use of these items, I will be pleased to liaise with the appropriate Council staff to arrange for their delivery to and removal from our site.

With kind regards,

Bill Speirs.

Bill Speirs
Manager.

TEMORA RURAL MUSEUM
&
TEMORA AMBULANCE MUSEUM

P.O. Box 181
TEMORA NSW 2666
Phone (02) 69 801 224

23rd October 2018

Mr. Gary Lavelle,
General Manager,
Temora Shire Council,
TEMORA NSW 2666

Dear Gary,

re. Annual Live Exhibition road closures.

The Temora Rural Museum Management Committee is planning to hold the 46th Annual Live Exhibition at the Rural Museum on Saturday 9th March 2019.

In past years, at our request, Council has permitted the temporary closure of Macauley Street between Junee Road and Hinde Street to facilitate the marshalling of the vintage tractor collection outside the museum grounds but close to the side entrance gates. This arrangement significantly improves public safety by relieving congestion within the Museum grounds especially during the parade of vintage tractors and vehicles.

With this in mind, we request the temporary closure of the section of Macauley Street between Junee Road and Hinde Street between the hours of 6.00am and 6.00pm on Saturday 9th March 2019.

Please advise me if there are any special conditions required of the management committee this year.

The exhibition is planned for a Saturday. In the event that Council grants permission for the road closure, if it would assist Council, members of the committee would be prepared to arrange the erection of the barricades in Macauley Street on the Saturday morning and their removal from the roadway on Saturday afternoon.

The barricades could be left on the nature strip in Macauley Street on Friday 8th March prior to the Exhibition Day and collected by the outdoor staff when they return to work following the weekend.

Thank you in anticipation,



Bill Speirs
Manager.

3.4 HEAVY VEHICLE ACCESS REQUEST**File Number:** REP18/1437**Author:** Engineering Technical Manager**Authoriser:** Engineering Technical Manager

Attachments:

1. Correspondence
2. PBS B-Double
3. Common Heavy Vehicle Configurations

REPORT

Council has recently received a request in relation to the operation of a Performance Based Standards Level 2A Heavy Vehicle Combination. Council previously resolved to allow Council wide access to this level of PBS combinations at General Mass Limits (GML). PBS level 2 vehicles are very common in the quarry industry as it allows truck and dog combinations the opportunity to run additional mass (axles) and increased length in some cases, up to a maximum length of 26m.

The request relates to a 20m prime mover and two trailer combination of which the applicant is requesting in principal approval for HML access to Councils road network at 61t. This is similar to a GML B Double at 62.5t at ≤ 26m in length. This applicant's combination has 1 less axle than a standard B Double and as a result, this pushes 2 of the 4 axle groups into the HML category.

Council currently has two HML permits operating on the local road network, however this is only a very short section of road accessing the South West Fuel depot from the Burley Griffin Way, noting this route does not cross any of Councils bridge infrastructure.

The combination in question has approval to operate in TSC at 57.6t under the previously approved PBS L2A network.

Maximum mass per axle group

TYPE OF AXLE GROUP	MAXIMUM MASS (TONNES) PERMITTED UNDER GML	MAXIMUM MASS (TONNES) PERMITTED UNDER HML
Tandem axle group	16.5t	17t
Tri-axle group	20t	22.5t

Budget Implications

Nil

COMMITTEE RESOLUTION 138/2018

Moved: Cr Claire McLaren

Seconded: Cr Rick Firman

That the Committee resolved to recommend to Council to refuse HML access on the basis the combination has access at 57.6t.

And further, Council officers be authorised to consider and approve as necessary on a case by case basis, HML access to local roads, subject to no HML access granted to local road network where bridges or a bridge sized culverts are impacted.

CARRIED

Report by Rob Fisher

We currently in the process of modernising our fleet of bulk haulage trucks. I am writing to you in regards to an exciting and innovative prospective purchase. We have conducted extensive market research and collaborated with Performance Based Standards (PBS) specialists to create a modern PBS vehicle. We believe this is a step forward in modernising our fleet and creating a sustainable, efficient solution to transporting our quarry products to the end user in terms of economy and reduced number of trips, thus minimising pavement wear and meeting community expectations.

Prior to commencing construction of this vehicle which has pre approval to run on state managed roads under Higher Mass Limits (HML) level 2 at a gross mass of 61 tonne and 50.5 tonne at General mass on the PBS level 1 network. We are seeking to gain an authority to operate at 61 tonne gross mass on the B double network and general access to all roads subject to posted load restrictions at 50.5 tonne gross mass within your shire managed roads. This is essential for us to deliver our products to the end user. I have attached the Vehicle blue print for your consideration. Currently we have approval to access the B double network within your jurisdiction for our PBS truck and quad axle dog trailer combinations.

The proposed PBS vehicle has passed a rigorous assessment to be eligible to operate under the scheme based on 16 stringent safety standards and 4 infrastructure standards. Along with these criteria the vehicle will be independently tracked and monitored for compliance. The vehicle is to be equipped with market leading safety and performance equipment to ensure positive handling, responsive braking and increased performance over traditional combinations. Traditional combinations are widely accepted and require no additional access permits, however they in fact cause further road pavement impact than the proposed vehicle. Take for example a truck and tri axle dog trailer which runs a single front axle at 9 tonnes. In comparison a PBS vehicle under HML level 2 such as the proposed vehicle carries a maximum load of 7.1 tonnes per axle over a tri axle grouping and a maximum of 8.5 tonnes per axle over a bogey axle grouping.

From the design you will notice the extreme and internal axle spacings are similar to the PBS truck and quad axle dog trailer combinations and comply with tier 1 bridge formulas as do the PBS truck and quad dog combinations which are currently approved (blue print also attached). If we are approved access to your B double network with the proposed vehicle, which offers a significant increase in payload over our truck and dog trailer combinations we can reduce the number of trips on the road network.

I encourage you to view the below link. I feel this video produced by the nation heavy vehicle regulator provides an accurate description of the Performance based standards scheme and identifies a compelling cause.

<https://youtu.be/3-JI-ECJUY0>

In summary I believe this vehicle is a step forward for not only our business and minimising pavement wear but the community as a whole in regard to a reduced truck presence on our roads.

Please feel free to contact us to discuss any further information or details to assist you with this proposal.

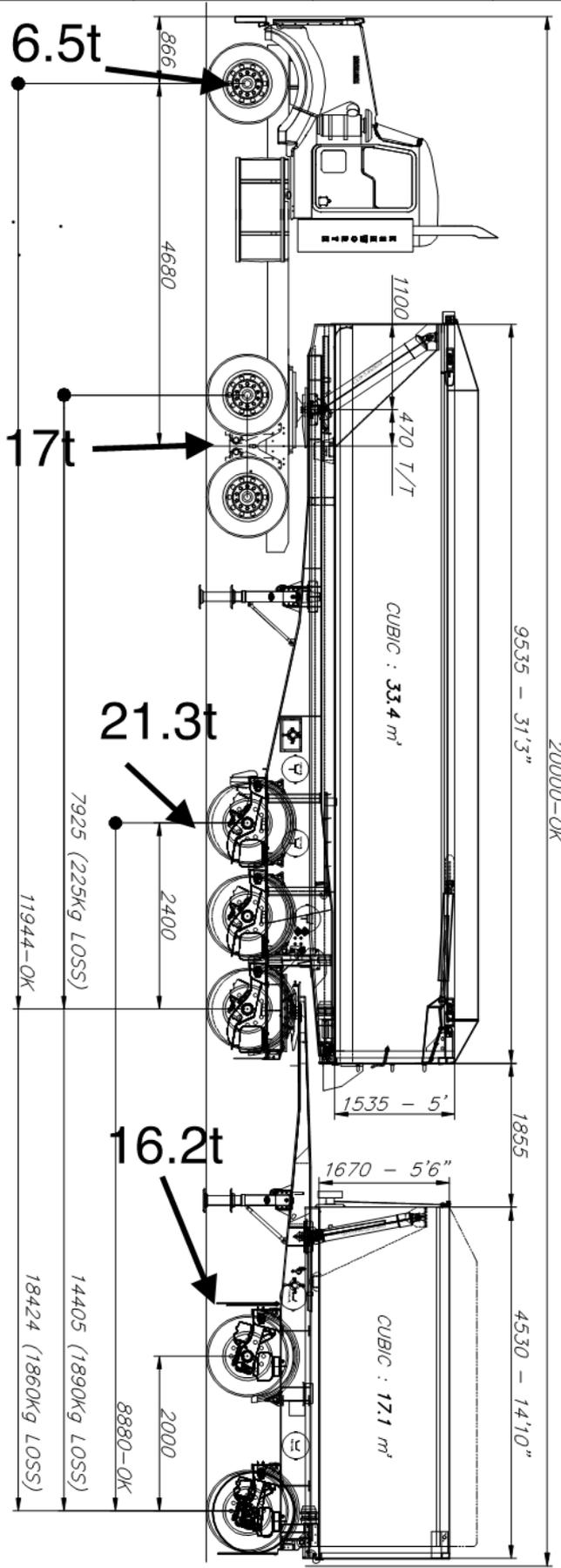
Regards,

****CURRENT WHEELBASE KENWORTH T409SAR PRIME MOVER****

TRUCK TARE: 9100kg

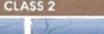
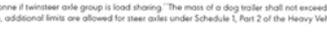
'A' TRAILER TARE: 7450kg

'B' TRAILER TARE: 4220kg



RMS LEGAL WEIGHTS	ESTIMATED PAYLOAD
GML L1 = 50.5T	GML L1 = 29.73T
GML L2 = 57.61T	GML L2 = 36.84T
CML L2 = 59.61T	CML L2 = 38.84T
HML L2 = 61.11T	HML L2 = 40.34T

DATE	ER N°	MODIFICATION	CHK	DO NOT SCALE, IF IN DOUBT ASK. THIS DRAWING AND ALL INFORMATION THEREON IS THE PROPERTY OF SLOANEBUILT TRAILERS PTY LTD AND MUST NOT BE MADE PUBLIC OR COPIED	 SLOANEBUILT TRAILERS	SLOANEBUILT TRI-TANDEM B-TRAIN PROPOSAL
21.11.16	-	RELEASE		DIM P. WATTERS Date 2.11.16		
				 THIRD ANGLE PROJECTION	Scale NS	Dwg N° SBT-BT01
					Sheet 1 of 1	A4

 National Heavy Vehicle Regulator Common Heavy Freight Vehicle Configurations		<small>Disclaimer: This diagram shows some of the common heavy vehicle combinations used in Australia. Other heavy vehicle configurations may not be represented. The mass and length limits shown are from the Heavy Vehicle (Mass, Dimension and Loading) National Regulation (the MDL Regulation) and are provided for general guidance only. These limits are available only to vehicles that comply with all other regulatory requirements (e.g. width and height limits, tyre width, vehicle standards, load restraint, suspension type etc). In some circumstances, other mass concessions and length limits may also be available. The NHVR website provides links to the MDL Regulation and to national and state Notices which may apply, depending on individual circumstances. For further information, contact the NHVR at 1300 MYNHVR (1300 696 487) or info@nhvr.gov.au or www.nhvr.gov.au/contact us.</small>			
	Description	Maximum Length (metres)	Maximum Regulatory Mass under GM, (tonnes)	Maximum Regulatory Mass under CML, (tonnes)	Maximum Regulatory Mass under HML, (tonnes)
1. COMMON RIGID TRUCKS - GENERAL ACCESS					
(a)	 2 Axle Rigid Truck	≤ 12.5	15.0	CML does not apply	-
(b)	 3 Axle Rigid Truck	≤ 12.5	22.5	23.0	-
(c)	 4 Axle Rigid Truck	≤ 12.5	26.0	27.0	-
(d)	 4 Axle Twinsteer Rigid Truck	≤ 12.5	26.5	27.0	-
(e)	 5 Axle Twinsteer Rigid Truck	≤ 12.5	30.0	31.0	-
2. COMMON SEMITRAILER COMBINATIONS - GENERAL ACCESS					
(a)	 3 Axle Semitrailer	≤ 19.0	24.0	-	-
(b)	 4 Axle Semitrailer	≤ 19.0	31.5	32.0	32.0
(c)	 5 Axle Semitrailer	≤ 19.0	35.0	36.0	37.5
(d)	 5 Axle Semitrailer	≤ 19.0	39.0	40.0	40.0
(e)	 6 Axle Semitrailer	≤ 19.0	42.5	43.5	45.5
3. COMMON RIGID TRUCK AND TRAILER COMBINATIONS (General access when complying with prescribed mass and dimension requirements)					
(a)	 2 Axle Truck and 2 Axle Dog Trailer	≤ 19.0	30.0	-	-
(b)	 2 Axle Truck and 2 Axle Pig Trailer	≤ 19.0	30.0	CML does not apply	-
(c)	 3 Axle Truck and 2 Axle Dog Trailer	≤ 19.0	40.5	41.0	-
(d)	 3 Axle Truck and 2 Axle Pig Trailer	≤ 19.0	37.5	CML does not apply	-
(e)	 3 Axle Truck and 3 Axle Dog Trailer	≤ 19.0	42.5	43.5	-
(f)	 3 Axle Truck and 3 Axle Pig Trailer	≤ 19.0	40.5	CML does not apply	-
(g)	 3 Axle Truck and 4 Axle Dog Trailer	≤ 19.0	42.5	43.5	-
(h)	 4 Axle Truck and 3 Axle Dog Trailer	≤ 19.0	42.5	43.5	-
(i)	 4 Axle Truck and 4 Axle Dog Trailer	≤ 19.0	42.5	43.5	-
4. COMMON B-DOUBLE COMBINATIONS - CLASS 2					
(a)	 7 Axle B-double	≤ 19.0	55.5	57.0	57.0
(b)	 8 Axle B-double	≤ 26.0	59.0	61.0	62.5
(c)	 8 Axle B-double	≤ 26.0	59.0	61.0	62.5
(d)	 9 Axle B-double	≤ 26.0	62.5	64.5	68.0
5. COMMON TYPE 1 ROAD TRAINS - CLASS 2					
(a)	 9 Axle A-double	≤ 36.5	72.0	74.0	74.0
(b)	 11 Axle A-double	≤ 36.5	79.0	81.0	85.0
(c)	 12 Axle A-double	≤ 36.5	82.5	84.5	90.5
(d)	 12 Axle Modular B-triple	≤ 35.0	82.5	84.5	90.5
(e)	 12 Axle B-triple	≤ 36.5	82.5	84.5	90.5
(f)	 14 Axle AB-triple	≤ 36.5	99.0	101.0	107.5
(g)	 15 Axle AB-triple	≤ 36.5	102.5	104.5	113.0
(h)	 11 Axle Rigid Truck and 2 Dog Trailers	≤ 36.5	88.5	90.5	91.0
6. COMMON TYPE 2 ROAD TRAINS - CLASS 2					
(a)	 16 Axle A-triple	≤ 53.5	115.5	117.5	124.5
(b)	 18 Axle A-triple	≤ 53.5	122.5	124.5	135.5
(c)	 15 Axle AB-triple	≤ 44.0 - Classified by the NHVR as Type 1 when L ≤ 36.5m	102.5	104.5	113.0
(d)	 13 Axle Rigid Truck and 2 Dog Trailers	≤ 47.5 - Classified by the NHVR as Type 1 when L ≤ 36.5m	95.5	97.5	102.0
(e)	 17 Axle BAB-Quad	≤ 53.5	119.0	121.0	130.0
(f)	 18 Axle BAB-Quad	≤ 53.5	122.5	124.5	135.5
(g)	 17 Axle ABB-Quad	≤ 53.5	119.0	121.0	130.0
(h)	 18 Axle ABB-Quad	≤ 53.5	122.5	124.5	135.5

*Add one tonne if twinsteer axle group is load sharing. The mass of a dog trailer shall not exceed the mass of the towing vehicle under Schedule 1, Part 1, section 2(4) of the Heavy Vehicle (Mass, Dimension and Loading) National Regulation. Please note, additional limits are allowed for steel axles under Schedule 1, Part 2 of the Heavy Vehicle (Mass, Dimension and Loading) National Regulation. © Copyright National Heavy Vehicle Regulator 2018, creativecommons.org/licenses/by-sa/3.0/au

3.5 ST ANNE'S SCHOOL - FR HANNAN OVAL SEATING

File Number: REP18/1441
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. St Anne's School

REPORT

Council has received a request from St Anne's School requesting assistance with cementing 6 aluminium seats into the ground at Father Hannan Oval.

The costs involved are as follows:

2 x labour x 8.5h = \$850

1 x Small Truck x 8.5h = \$127.5

1 x Post Hole Digger x 2h = \$200

Concrete 1m3 = \$260

Total = \$1437.5

Note: This assumes 3 supports on each seat.

Mr Kris Dunstan declared a pecuniary interest in relation to item REP18/1441, due to being a Board Member of the School.

Mr Kris Dunstan left the room and took no further part in the discussion.

COMMITTEE RESOLUTION 139/2018

Moved: Cr Rick Firman

Seconded: Cr Dale Wiencke

That the Committee resolved to recommend to Council to take no action

AND FURTHER

That the school be advised of Councils existing commitment through maintenance of the ground.

CARRIED

Mr Kris Dunstan returned to the meeting.

**ST ANNE'S CENTRAL SCHOOL, TEMORA***Archdiocese of Canberra and Goulburn*

13th November 2018

Mr Gary Lavelle
Temora Shire Council
Loftus Street
Temora NSW 2666

Dear Gary

The Student Representative Council has bought six aluminium seats for Fr Hannan Oval. I am wondering if council would be able to assist with their installation, this being a shared space. They would need cementing into the ground.

I look forward to receiving your reply.

Kathy Holding
Principal

Po Box 68, 125 DeBoos Street, Temora NSW 2666, Ph: 0269771011, Fax: 0269774075,
Email: office.stannes@cg.catholic.edu.au, ABN 21 651 478 993.

'Dream big, take risks and achieve greatness'

3.6 ROAD TRAIN PERMIT PERIOD ON LOCAL ROADS

File Number: REP18/1447
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

Approximately 2 years ago Council approved road train access to parts of Councils local road network (urban and rural) on a permit basis subject to a number of conditions. One of the conditions of access was that a permit be granted for a maximum 12 month period.

Council has received a number reoccurring permits applications from operators wishing to access the same local roads as previously granted. Within this application process almost all operators are asking for a 3 year permit, of which is being approved by RMS and other road managers when a part of their network is involved. In the situation where an operator is asking for a 3 year permit and this is approved by other road managers (RMS or other Councils), TSC reducing the period to 1 year are effectively reducing entire permit duration to 1 year for all roads under the permit.

This nonalignment with other road managers is causing operators to have to spilt their permit routes and apply for multiple permits across LGA areas, or apply for annual permits. This restriction is increasing cost and administration for both operators and Council.

Options

1. Do nothing with the status quo remaining. (maximum 1 year road train permits).
2. Allow 3 year permit access for road train combinations
3. Allow 3 year permits access in rural areas and retain 1 year permits in urban areas (Temora only)

Note: The splitting of urban and rural network will cause some inconvenience for operators who apply for both urban and rural areas within 1 permit. These operators will not benefit as they will still require to either split the network and apply for 2 permits or continue applying for annual permits.

Budget Implications

Nil

COMMITTEE RESOLUTION 140/2018

Moved: Cr Dale Wiencke
Seconded: Cr Graham Sinclair

That the Committee recommend to Council to adopt Option 2 to allow 3 year permit access for Road Train combinations.

CARRIED

Report by Rob Fisher

3.7 BULK HEAD ROAD UPGRADE

File Number: REP18/1448
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: 1. Bulk Head Road Cost Estimate

REPORT

Council recently resolved for staff to provide a cost report in relation to the upgrade of Bulk Head Road. As Council would be aware, Bulk Head Road is currently a key harvest route for local farmers delivering grain to both Graincorp and Prestons Grain. It is also a key route for Prestons Grain travelling between grain receival points when transferring grain to rail transport. Bulk Head Road is currently an unsealed local road on the fringe of urban Temora. Heavy vehicle traffic volumes have significantly increased in recent years, with this particularly evident during harvest and summer months. This increased traffic is causing a significant, reoccurring dust nuisance for adjacent residents.

Council were recently awarded \$238,000 of State Government funding to undertake a \$298,000 upgrade of Bulk Head Road. This would enable sealed road access to receival sites via Bulk Head Road. Council subsequently declined this funding and withdrew the project based on the following reasons;

- The project did not fit with Councils long term heavy vehicle access strategy within urban Temora.
- Upgrade of this road would not facilitate safe and or efficient access to grain receival sites and is viewed as a short term solution.
- If Council was to proceed with the project, this could jeopardise grant funding of an adjacent project in line with Councils strategy which would deliver major community benefits.

It was noted at the previous Council meeting that sealing of Bulk Head Road could and possibly should be considered for Council funding with this providing a short term solution until such time that a long term grant funded solution was delivered.

Cost

Options presented to upgrade Bulk Head Road represent the highest quality practical treatment proposed and the lowest quality practical treatment proposed. Depending on the long term intended function of the road and level of risk Council is willing to accept, either option is seen as a suitable solution.

Option 1 – Full upgrade to current standards suitable for long term heavy vehicle traffic.

This option would involve;

- Minor realigning of Bulk Head Road to provide a straight road alignment.
- Relocation of electrical assets.
- Drainage earthworks and treatment of the road subgrade (table drain construction, gravel widened, shape and stabilise existing pavement)
- Construct a 175mm DGS Subbase pavement

- Construct a 175mm DGB Base Pavement Layer
- Shape, Compact, Trim and Seal to design.

This option is low risk of failure and would provide a long term heavy vehicle route. Cost associated with this type of construction would total around \$300,000.

Option 2 – Low cost upgrade on existing alignment.

This option would involve;

- Drainage earthworks and minor pavement shaping
- Addition of a 150mm correction course of recycled pavement material (50% recycled bitumen and 50% DGS40 Ridge Gravel)
- Stabilise to a depth of 250mm.
- Shape, compact, trim and seal to design.

This option is higher risk of failure, but likely to accommodate short term (1-10 yr) heavy vehicle usage. Cost associated with this type of construction would total \$160,000 - \$170,000.

Note: Neither option includes intersection upgrade between Bulk Head Road and Gardener Street.

Budget Implications

\$170,000

COMMITTEE RESOLUTION 141/2018

Moved: Cr Rick Firman

Seconded: Cr Kenneth Smith

That the Committee recommend to Council to select option 2,

And further,

Option 2 is presented to 2019/2020 budget estimates for consideration.

CARRIED

Report by Rob Fisher

BILL OF QUANTITIES - WORKS ESTIMATE

0/01/1900
Prepared by:

Quotation No 0
Temora Shire Council
Bulk Head Road Estimate - Minimalist Approach

ITEM 1	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
ESTABLISHMENT INC TRAFFIC CONTROL						
	Establishment	each	1	\$2,500.00	\$2,500.00	Setup and Stabiliser
	Services Locations	each	1	\$1,000.00	\$1,000.00	
	Traffic Control (Road Closure)	each	30	\$150.00	\$4,500.00	Some minor stop/slow and Intersections
	Survey Design	hour	30	\$60.00	\$1,800.00	
	Set out/level Control	hour	40	\$60.00	\$2,400.00	
	Project Management	hour	40	\$100.00	\$4,000.00	
				sub	\$16,200.00	

ITEM 2	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
DRAINAGE						
	Minor Table Drain Shaping	m	1000	\$3.00	\$3,000.00	
	3 x 375mm Pipe Culverts	m	42	\$350.00	\$14,700.00	
				sub	\$17,700.00	

ITEM 4	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
ROAD WORK						
	DGS 40	m ³	620	\$25.00	\$15,500.00	Delivered
	Recycled Bitumen Material	m ³	620	\$10.00	\$6,200.00	Delivered
	Shaping existing, mixing and spreading	hour	30	\$475.00	\$14,250.00	
	Lime stabilisation, shape compact, trim and seal	m ²	5000	\$20.00	\$100,000.00	
				sub	\$135,950.00	

TOTAL \$169,850.00

3.8 LOFTUS STREET TAXI RANK AND FOOTPATH RENEWAL

File Number:	REP18/1449
Author:	Engineering Technical Manager
Authoriser:	Engineering Technical Manager
Attachments:	1. Photos
	2. Transit Bus Shelter
	3. Metro Shelter
	4. Decco Shelter
	5. Loftus Street Footpath Plan
	6. Cost Estimate

REPORT

Council recently requested staff submit a revised report surrounding the upgrade of the Loftus Street Taxi Rank and associated surrounding areas, with the view of providing Council a lower cost option to upgrade this area.

To facilitate improved visibility of the project and provide the option of a staged approach, I have chosen to separate the kerb and footpath works from the taxi rank and associated access facilities.

Road Shoulder, Kerb & Gutter, Footpath & Street Gardens

Following further investigation of the site and plans provided by Mr David Scobie, I am of the view the general layout provided by Mr Scobie is the best option for upgrade of the area. However there are a number of options available to assist in lowering the cost of upgrade, of which, I have detailed below;

1. Reduce proposed footpath width. Currently the plans show a new kerb alignment and an increased footpath width of approximately 5m on the north side and 6m on the south side. I would propose the footpath be reduced to 4m on both the north and south sides. This would be sufficient for current and future pedestrian traffic on this section and would allow enough room for a taxi shelter and a 1.5-2.0m path to coexist (subject to confirmation of selected taxi shelter).
2. Remove 3 proposed street gardens on the straight sections of path. This is required to reduce the footpath width proposed in point 1.
Note: Distance between proposed blister gardens in Loftus Street is 40m. This distance is consistent with the distance between street gardens in Hoskins Street.
3. Remove Street lamps (excluding Taxi Rank). Note: Solar lighting within the taxi shelter is an option being considered and if appropriate will remove all street lamps.
4. Remove 5 bins, retaining 3 bins. Number of bins is excessive for the area. Provide bins only where public seating is provided.
5. Reduce the protrusion of both blisters at western end consistent with the reduction in path width.
6. Take a minimalist approach to road reinstatement. This would include shoulder stabilisation only (exclude road pavement). This would include adding a 50mm correction course of pavement material and stabilising to a depth of 200mm between the kerb line and road shoulder line (approx. 5m wide on each side)

Taxi Rank and Associated Facilities

Following review of the taxi rank design again it is viewed as a good option, however it was considered by Council to be too high a cost for a service with low and reducing demand.

Options available to reduce cost of the taxi rank facility;

1. Reduce the size and style of the taxi shelter. Consider modular bus shelter unit similar to the eastern section of Loftus Street adjacent to Hoskins Street.
2. Remove the raised access platform and replace with compliant pram ramp access or kerb ramp access.
3. Remove the concrete median strip and replace with a combination of bollards and a root controlled tree line (see photo of Young taxi rank layout).

Budget Implications

Taxi Shelter - \$37,000

Kerb and Footpath Upgrade - \$210,000

COMMITTEE RESOLUTION 142/2018

Moved: Cr Claire McLaren

Seconded: Cr Dale Wiencke

That the Committee recommend to Council to refer the kerb and footpath upgrade to the 2019/2020 budget estimates

AND FURTHER

To consider moving one of the existing shelters to this site.

CARRIED

Report by Rob Fisher



Photo 1 – Transition of old and new path.



Photo 2 – Taxi Rank layout.



Photo 3 – Taxi Rank shelter



Photo 4 – Kerb defect



Photo 5 – Kerb defect



Photo 6 – Kerb and footpath defect



Photo 7 – Layout looking east.

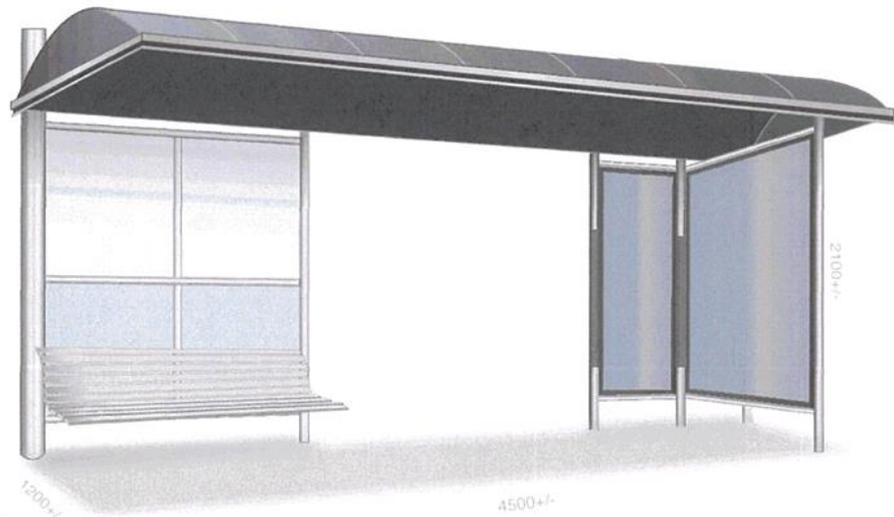


Covered Taxi Rank at Young



Transit

BUS SHELTER



Features:

- Roof: Corugated colourbond
- Seating: Timber or Aluminium
- Glazing: Laminated Glass or Acrylic
- Drainage: Concealed
- Size: Can be adapted to any specification

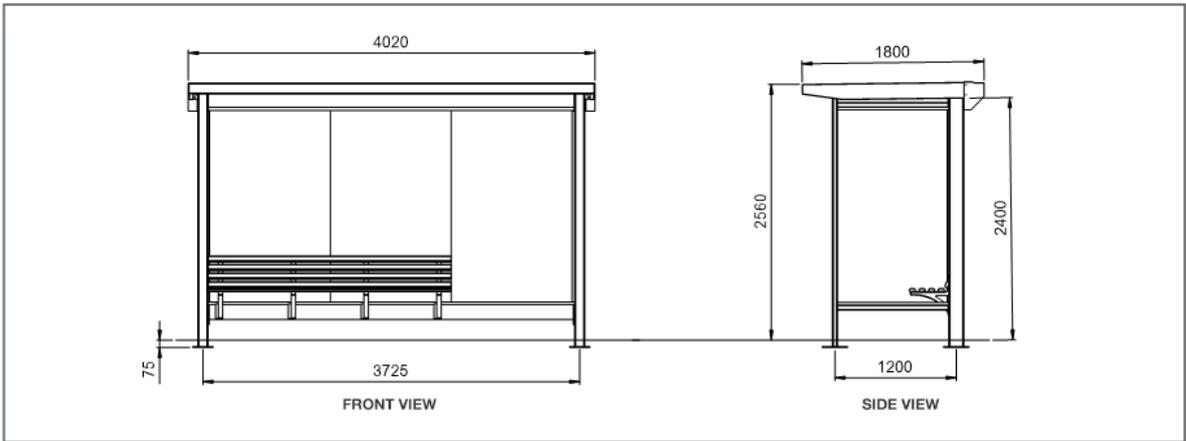
Transit

BUS SHELTER

Specifications

Typical Length:	4500 mm	Side:	N/A
Typical Width:	1200 mm	Colour:	Optional
Typical Headroom:	2100 mm	Glazing:	Optional

STANDARD PRODUCT
METRO SHELTER

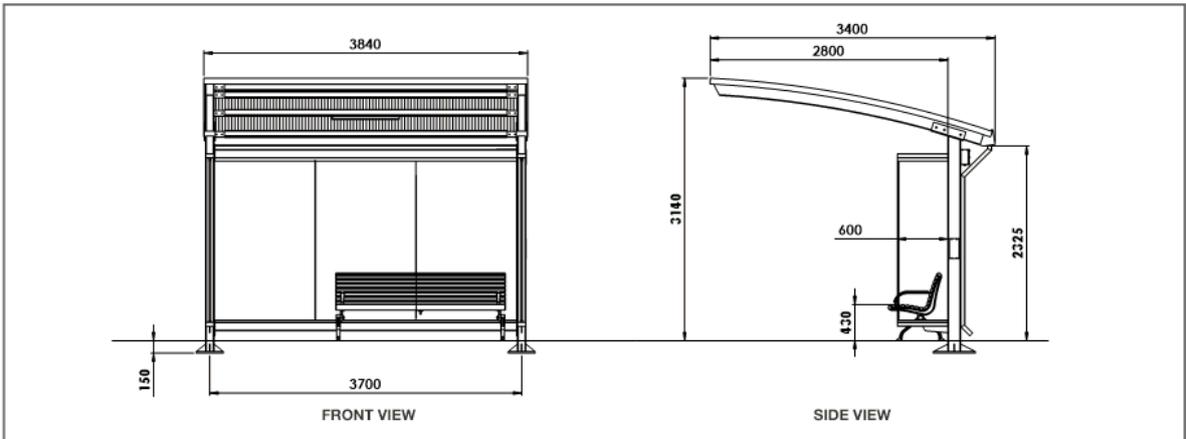


<p>Dimensions (mm): Overall: 4020W x 1800D x 2560H Internal: 3725W x 1200D x 2400H Seat Length: 2400</p>	<p>Features: Toughened safety glass Colorbond roof Windbreaks Cantilever seat LED lighting Concealed footings</p>	<p>Optional extras: Mesh wall panels Aluminium roof Short Windbreaks Seat arm-rests Timber or Aluminium seat slats Solar powered lighting Drain to surface Bolt to surface</p>
<p>Finishes: Powder Coated Aluminium Frame Refer to Dulux Powder Coat colours</p>		

P: 1300 557 654
 W: stoddartinfrastructure.com.au
 E: info@stoddartinfrastructure.com.au
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STANDARD PRODUCT
DECCO SHELTER

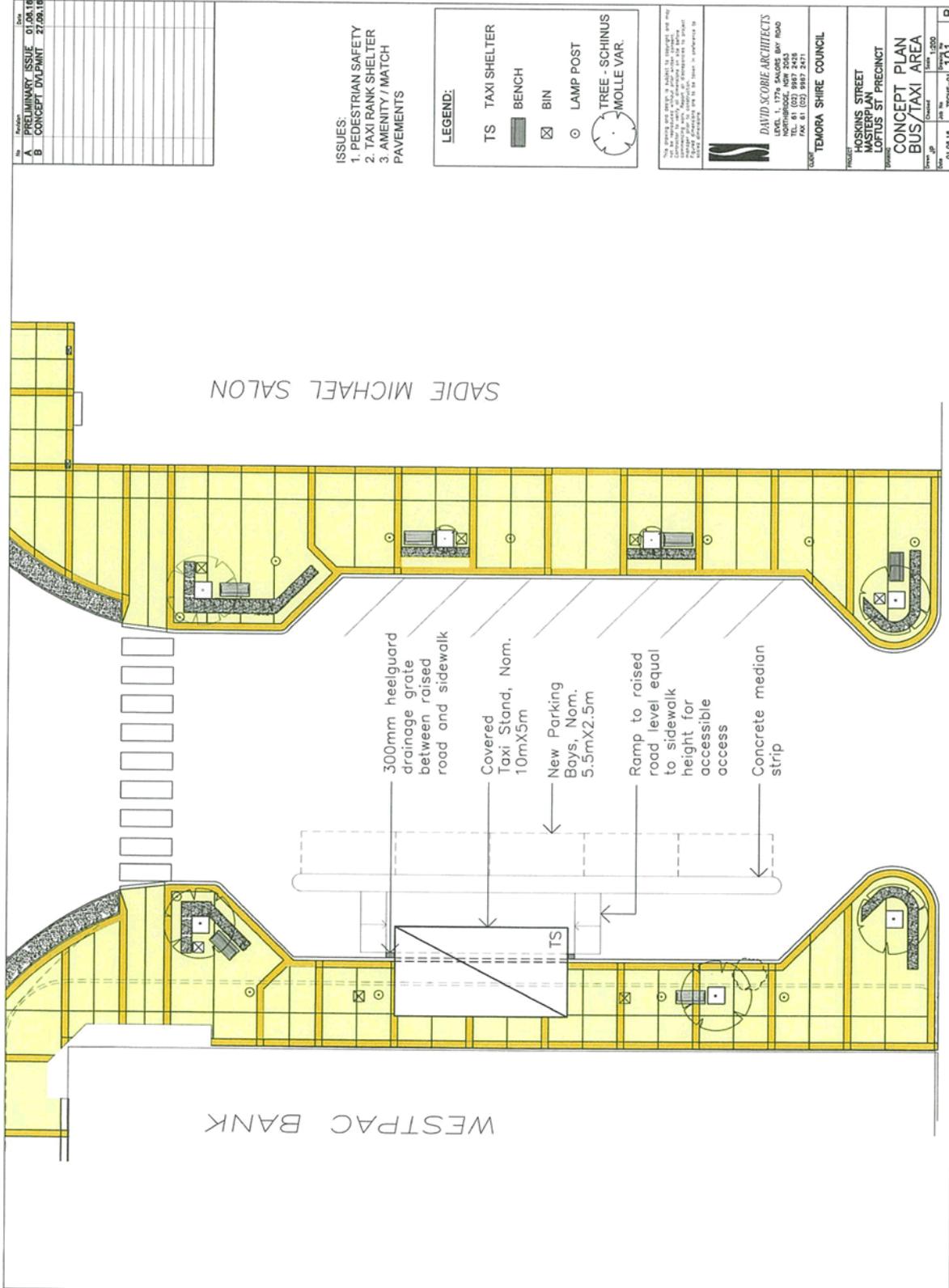


<p>Dimensions (mm): Overall: 3840W x 3400D x 3140H Internal: 3600W x 2800D x 2325H Seat Length: 2000</p>	<p>Features: Toughened safety glass Colorbond roof Windbreaks Freestanding seat LED lighting Drain to Surface Concealed footings Scaleable design</p>	<p>Optional extras: Mesh wall panels Seat arm-rests Timber or Aluminium seat slats Solar powered lighting Internal drainage</p>
<p>Finishes: Powder Coated Mild Steel frame Refer to Dulux Powder Coat colours</p>		

P: 1300 557 654
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 E: info@stoddartinfrastucture.com.au

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Rev	Description	Date
A	PRELIMINARY ISSUE	01.08.18
B	CONCEPT DEVELOPMENT	27.09.18

- ISSUES:
1. PEDESTRIAN SAFETY
 2. TAXI RANK SHELTER
 3. AMENITY / MATCH PAVEMENTS

LEGEND:

- TS TAXI SHELTER
- BENCH
- BIN
- LAMP POST
- TREE - SCHINUS MOLLE VAR.

DAVID SCORE ARCHITECTS
 LEVEL 1, 177a SAUNDERS BAY ROAD
 NORTHBRIDGE, ADELAIDE 5003
 TEL: 81 253 9987 FAX: 81 253 9987 2471
 TEMORA SHIRE COUNCIL

PROJECT	MOSKINS STREET MASTERPLAN LOFTUS ST PRECINCT
SUBJECT	CONCEPT PLAN BUS/TAXI AREA
DATE	01.08.18
SCALE	1:500
JOB NO.	101

BILL OF QUANTITIES - WORKS ESTIMATE

Quotation No 0
 Temora Shire Council
 Loftus Street Footpath and Associated Road Works

0/01/1900
 Prepared by:

ITEM 1	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
ESTABLISHMENT INC TRAFFIC CONTROL						
	Establishment	each	1	\$2,500.00	\$2,500.00	Setup and Stabiliser
	Services Locations	each	1	\$1,000.00	\$1,000.00	
	Set out/level Control	hour	40	\$60.00	\$2,400.00	
	Project Management	hour	60	\$100.00	\$6,000.00	
				sub	\$11,900.00	

ITEM 2	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
DRAINAGE						
	Kerb and Gutter	m	120	\$180.00	\$21,600.00	
	Underground Drainage	m	100	\$250.00	\$25,000.00	
	Kerb Lintles	Each	2	\$2,000.00	\$4,000.00	
				sub	\$50,600.00	

ITEM 3	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
FOOTPATH						
Removal	Excavator, 2 x Truck, 2 x Labour	m ²	42.5	\$370.00	\$15,725.00	
Concrete		m ³	55	\$330.00	\$18,150.00	
Key Joint		m	120	\$50.00	\$6,000.00	
Crusher Dust		m ³	100	\$50.00	\$5,000.00	
Preparation	Bob Cat, Truck, 2 x Labour	Hour	42.5	\$290.00	\$12,325.00	
Storm Water Connections	2 x labour, Ute	Hour	25.5	\$120.00	\$3,060.00	
Form Place and Finish		m ²	450	\$40.00	\$18,000.00	
				sub	\$78,260.00	

ITEM 4	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
ROAD WORK						
	Shoulder Stabilisation	m ²	500	\$50.00	\$25,000.00	
				sub	\$25,000.00	

ITEM 5	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
STREET FURNITURE & GARDEN BEDS						
	Bins x 3	each	3	\$2,000.00	\$6,000.00	
	Seats x 4	each	4	\$1,500.00	\$6,000.00	
	Box Hedges	each	60	\$50.00	\$3,000.00	
	Garden Mix	m ³	40	\$100.00	\$4,000.00	
	Water provision	each	1	\$4,000.00	\$4,000.00	
	Advanced Trees	each	4	\$500.00	\$2,000.00	
				sub	\$25,000.00	

SUB TOTAL \$190,760.00
 10% CONTINGENCY \$19,076.00
 TOTAL \$209,836.00

BILL OF QUANTITIES - WORKS ESTIMATE

Quotation No 0
 Temora Shire Council
 Taxi Shelter and Associated Works

0/01/1900
 Prepared by:

ITEM 1	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
TAXI SHELTER						
	MODULER TAXI SHELTER INSTALLED	Ea	1	\$25,000.00	\$25,000.00	
				sub	\$25,000.00	

ITEM 2	DESCRIPTION	UNIT	QTY	RATE	COST	COMMENT
STREET FURNITURE & GARDEN BEDS						
	Trees	each	5	\$500.00	\$2,500.00	
	Bollards	each	8	\$100.00	\$800.00	
	Line Marking	each	1	\$2,000.00	\$2,000.00	
	Accessible Pram Ramp	each	1	\$3,000.00	\$3,000.00	
				sub	\$8,300.00	

SUB TOTAL \$33,300.00
 10% CONTINGENCY \$3,330.00
 TOTAL \$36,630.00

At 3:02 pm, Cr Max Oliver left the meeting.

3.9 LINE MARKING OF RURAL ROADS

File Number: REP18/1466
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: 1. RMS Delineation Guidelines
2. August Line Marking Report

REPORT

Resulting from the August 2018 Council meeting (minutes attached), Council asked staff to seek an opinion from Councils Insurer State Wide Mutual in relation to line marking of local rural roads. See insurer's response below.

Subject: RE: Linemarking on Councils class 2 roads (action from Assets & Ops)

Hi Cath

I have spoken with Stephen Childe and offer the following response.

Australian Standards, unless they are specifically referred to in legislation, are guidance material which points the user to best practice within an industry. Whilst they only provide guidance and do not mandate activities courts do look to them in their decision making and look more favourably on a defendant when the guidance material is followed.

However with all aspects of risk management if an organisation has good reason not to follow guidance (Australian Standards) and can justify their decisions (unusual context, lack of / immediate unavailability of resources, emergencies, etc) and they document those decisions with approval from Senior Management the Civil Liabilities Act 2002 offers a defence which the courts must take into consideration. In the circumstance you describe lack of financial resources may provide a basis for a defence however Council should be mindful that the cost of the risk mitigation activity should be grossly disproportionate to the cost of not applying the risk mitigation for the lack of financial resources defence to be useful.

Our only other question is what is the documented position of the RMS on this. Do they have jurisdiction over the council roads to force Council to undertake specified activities such as line-marking? Is the only guidance for these council roads, the Australian Standard mentioned earlier? Does the RMS provide regulations or guidance on line marking these roads? Has this issue been discussed with RMS or other Councils? It is not something I have encountered previously.

In regard to insurance coverage for incidents which may occur if a standard is not followed, provided Council is acting in good faith, doing what it reasonably is able and can provide evidence of its decision making then the Council is more likely for its insurance coverage to provide cover than not.

If you have any questions on the risk side of this issue give me a call, if you require further information on the insurance perspective please give Stephen Childe a call.

Kind Regards

Paul Hennock | Regional Risk Manager | Statewide Mutual

Further to the response from Councils insurer, I have reviewed RMS technical documentation of which is attached.

The RMS document essentially mirrors the Australian Standard. In short, this applies to TSC as follows;

- Separation line (single dividing centreline) is not mandated due to our traffic volumes on class 2.1 roads being below 300 vehicles per day. Irrespective of the traffic volumes, the standard recommends considering separation line marking where conditions are substandard (see clause 4.2.2.4 attached)
- Barrier lines shall be used on sealed pavements wider than 5.5m in no overtaking zones.

Basically this equates to no change to the August reports proposed works and associated costs.

Budget Implications

N/A

COMMITTEE RESOLUTION 143/2018

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

The Committee recommends to Council that based on the low number of incidents Council will put our limited resources into maintaining and upgrading the road network

AND FURTHER

That linemarking will be considered on a case by case basis.

CARRIED

Report by Rob Fisher

4.2.2 Warrants for use

4.2.2.1 Volume warrants

Dividing line markings, including barrier type (see Section 4.3), where required, should be used on sealed pavements 5.5 m or more wide if the AADT (see Section 1.6 and Section 2.5.3 for AADT definition and further explanation) is in excess of the following:

- (a) 300 vehicles on rural roads
- (b) 2500 vehicles on urban roads

4.2.2.2 Two-lane two-way roads:

A dividing (separation) line (S1) should be provided on sealed pavements of 5.5 m or more in width, if the road satisfies the volume warrants, outlined in Section 4.2.2.1.

4.2.2.3 Multi-lane roads:

On undivided multi-lane roads where there are more than one lane in one or both directions of traffic, a wider dividing (separation) line (S6) should be provided.

4.2.2.4 Special warrants

Irrespective of the above warrants, marking of other continuous or isolated sections may be desirable where special conditions apply. These conditions include:

- (a) Frequent horizontal and/or vertical curves
- (b) Sub-standard curves
- (c) Areas which are subject to fog
- (d) Approaches to a major road
- (e) Accident record indicates the need
- (f) Continuity of an arterial route
- (g) Heavy night traffic or tourist traffic

4.4.2 Warrants for use

Dividing (barrier) lines shall be used to create no-overtaking zones, where there is restricted overtaking sight distance due to horizontal or vertical curves, or both, or where a hazardous condition exists, e.g. at approaches to major intersections or junctions and mid-block central carriageway obstructions. Guidelines for the provision of no-overtaking zones on two-way carriageways are given in Section 4.4.3.

4.4.3 Guidelines for no-overtaking zones.

Table 4.3 gives the requirements for establishment of no-overtaking zones. The following guidelines for marking no-overtaking zones on rural and on major urban two-way sealed roads should be followed:

4.4.3.1 Roads 5.5m or more wide

Vertical and horizontal curves on which the overtaking sight distance falls below that shown in Column 2 of Table 4.3 shall be marked as no-overtaking zones.

Signposted Speed	Minimum overtaking sight distance ¹ (1.05m to 1.05m)	Dividing (barrier) line distance ²
Km/h	Metres	Metres
0 to 40	120	75 (6)
41 to 50	150	100 (8)
51 to 60	180	120 (10)
61 to 70	210	145 (12)
71 to 80	240	170 (14)
81 to 90	270	190 (16)
91 to 100	300	215 (18)
101 to 110	330	240 (20)

1. Overtaking at crests or curves is permitted if the overtaking sight distance between two points 1.05 m (driver eye height) above the centreline does not fall below the minimum overtaking sight distance. This is based on what is assumed to be a typical overtaking manoeuvre, i.e. a vehicle travelling at the signposted speed overtakes a slower vehicle and is opposed by an oncoming vehicle also travelling at the signposted speed.

2. The number of 12m modules corresponding to this distance is shown in brackets. For example, the barrier line distance for 80km/h approximates 14 x 12 m (the line-marking module).

Table 4.3: Requirements for establishment of no-overtaking zones

4.4.3.3 Two-lane bridges

Dividing (barrier) lines shall not normally be marked on two-lane bridges, unless the warrant in Section 4.4.3.1 indicates that a no-overtaking zone is required and the width is 5.5 m or greater between kerbs. When linemarking is not possible regulatory signs would be used.

4.4.3.2 Roads less than 5.5m wide

Dividing (barrier) lines may be marked under the conditions stated in Section 4.4.3.1, but the sealed carriageway should preferably be widened to at least 5.5 m over the section requiring the dividing (barrier) lines.

4.7.5 Warrants for edge lines

On a carriageway of more than one lane, edge lines shall not be used unless a dividing line exists and the pavement is at least 6.8 m in width, or unless special circumstances exist, i.e. poor alignment, fog and similar conditions. Where edge lines are used, they shall be placed on both sides of the sealed surface, in accordance with the following:

4.7.5.1 Volume warrants

Edge line markings should be used on the sealed pavements 6.8m or more wide if the AADT is in excess of the following:

- (a) 750 vehicles on rural roads
- (b) 4,000 vehicles on urban road

4.7.5.2 Undivided roads:

An E1 edge line is used on both edges of sealed pavements of 6.8 m or more in width if a dividing line/lane lines exist.

4.7.5.3 Dual carriageways or divided carriageway:

An E1 edge line is used on the left edge and an E3 edge line on the right edge.

4.7.5.4 Motorways

An E2 edge line is used on the left edge and an E3 edge line on the right edge of all freeways and ramps.

4.7.5.5 Special warrants

Irrespective of the above warrants, marking of either continuous or isolated sections of edge line may be desirable where special conditions apply. These conditions include:

- (a) Frequent horizontal and/or vertical curves
- (b) Sub-standard curves
- (c) Areas which are subject to fog
- (d) Approaches to an edgelined road
- (e) Accident record indicates the need
- (f) Continuity of an arterial route
- (g) Heavy night traffic or tourist traffic

3.5 LINEMARKING REVIEW – CLASS 2 ROADS

File Number: REP18/810
Author: Engineering Technical Officer
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

Following Council resolution “180/2017 – Council staff to conduct an audit of all class 2.1 roads to identify areas requiring line marking and upgraded guide posting”, Councils Engineering Department have recently completed an onsite review of these roads (266km) identifying curves and crests to be considered for line marking. Resulting from the review staff have identified the following quantities listed below.

Please note the quantities are road centreline marking only.

Road Name	Linemarking (m)
Back Ariah Park Road	250
Combaning Road (north)	700
Combaning Road (south)	2100
Coolamon Road	2290
Grogan Road	6150
Hadrills Road	1500
Howards Road	1280
Mandamah Forest Road	2150
Morangarell Road	9770
Old Cootamundra Road	5500
Old Wagga North Rd	2260
Old Wagga South Rd	2150
Rannock Road	1900
Schmidts Road	660
Tara Bectric Road	9650
Thanowring Road	1240
Trungley Hall Road	3730
Wallundry Road	2200
TOTAL:	55480

Two quotes have been sought from the current linemarking contractor used by Council. The first being a single coat application and the second being a double coat application. New linemarking is generally applied using two coats; however in this instance it is being applied on an existing seal therefore one coat will be effective. Cost estimates are outlined below:

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

7 AUGUST 2018

Quote 1: Single Coat Application

DESCRIPTION	QTY	UNIT	PRICE	TOTAL
Site Establishment per Visit	1.00	EA	\$1200.00	\$1200.00
Accommodation & Incidentals per Night	5.00	EA	\$760.00	\$3800.00
R141 BB Double Barrier Line 1 Coat Application	55480.00	LM	\$1.04	\$57699.20
Mobilisation Fee Between Sites	1.00	KM	\$6.50	\$6.50
SUB TOTAL				\$62705.70
GST				\$6270.57
TOTAL Inc GST				\$68976.27

Quote 2: Double Coat Application

DESCRIPTION	QTY	UNIT	PRICE	TOTAL
Site Establishment per Visit	1.00	EA	\$1200.00	\$1200.00
Accommodation & Incidentals per Night	5.00	EA	\$760.00	\$3800.00
R145 BB Double Barrier Line	55480.00	LM	\$2.14	\$118727.20
Mobilisation Fee Between Sites	1.00	KM	\$6.50	\$6.50
SUB TOTAL				\$123733.70
GST				\$12373.37
TOTAL Inc GST				\$136107.07

Other Considerations:**Maintenance**

If endorsed, the centre line marking will require renewal approximately every 5 years. This will result in an additional \$14,000 – \$16,000 annual funding commitment to maintain the upgrade.

Linemarking Standards

See below for specification outlined in the Australian Standard 1742.2-2009 for Pavement Markings:

5.3.3.2 No-overtaking zones

Barrier lines shall be used to create no-overtaking zones in rural areas where there is restricted overtaking sight distance due to horizontal or vertical curves, or both, or where a hazardous condition exists, e.g. at approaches to major intersections or intersections and mid-block central roadway obstructions. Requirements for the provision of no-overtaking zones are as follows:

(a) *Roads 5.5 m or more wide*

Vertical and horizontal curves on which the overtaking sight distance falls below that shown in Column 2 of Table 5.1 shall be marked as no-overtaking zones.

**REQUIREMENTS FOR ESTABLISHMENT OF
NO-OVERTAKING ZONES**

1	2	3
V_{85} km/h	Minimum overtaking sight distance* (1.05 m to 1.05 m) m	Barrier line distance† m
0 to 40	120	75(6)
41 to 50	150	100(8)
51 to 60	180	120(10)
61 to 70	210	145(12)
71 to 80	240	170(14)
81 to 90	270	190(16)
91 to 100	300	215(18)
101 to 110	330	240(20)
> 110	360	265(22)

* Overtaking at crests or curves is permitted if the overtaking sight distance between two points 1.05 m (driver eye height) above the centre-line does not fall below the minimum overtaking sight distance. This is based on what is assumed to be a typical overtaking manoeuvre, i.e. a vehicle travelling at the 85th percentile speed overtakes a slower vehicle and is opposed by an oncoming vehicle also travelling at the 85th percentile speed.

† The number of 12 m modules corresponding to this distance is shown in brackets. For example, the barrier line distance for 80 km/h approximates 14×12 m (the linemarking module).

Staging

If the project was endorsed but was to be staged over two financial budgets the cost estimate will increase, as it will require two establishment/mobilisation/accommodation fees. The work could be scheduled to complete roads with the most curves/linemarking required be completed as priority roads. This could be achieved in the following breakdown:

Year 1 Proposed Schedule:

Road Name	Linemarking (m)	Estimated Cost	
Grogan Road	6150	Note: Price is indicative of linemarking only, establishment/mobilisation will vary	
Morangarell Road	9770		
Old Cootamundra Road	5500		
Tara Bectric Road	9650		
TOTAL:	31070	\$32,312.80 (1 coat)	\$66,489.80 (2 coat)

ASSETS & OPERATIONS COMMITTEE MEETING MINUTES

7 AUGUST 2018

Year 2 Proposed Schedule:

Road Name	Linemarking (m)	Estimated Cost	
Back Ariah Park Road	250	Note: Price is indicative of linemarking only, establishment/mobilisation will vary	
Combaning Road (north)	700		
Combaning Road (south)	2100		
Coolamon Road	2290		
Hadrills Road	1500		
Howards Road	1280		
Mandamah Forest Road	2150		
Old Wagga North Rd	2260		
Old Wagga South Rd	2150		
Rannock Road	1900		
Schmidts Road	660		
Thanowring Road	1240		
Trungley Hall Road	3730		
Wallundry Road	2200		
TOTAL:	24410	\$25,386.40 (1 coat)	\$55,237.40 (2 coat)

Budget Implications

\$68,976.27 – \$136,107.07

RECOMMENDATION

It is recommended that the Committee consider the following options and make recommendation to Council:

1. Option 1 - Do nothing. Continue to maintain previously established line marking and treat future requests on a case by case basis.
2. Option 2 - Proceed with the linemarking proposal using a one coat application process.
3. Option 3 - Proceed with the linemarking in a two year staged approach, using a one coat application process.

COMMITTEE RESOLUTION 75/2018

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

It is recommended that Council seek a legal opinion in relation to Councils liability and a report be presented to a future Assets & Operations Committee.

CARRIED**Report by Amanda Colwill**

3.10 EVENT APPLICATION - RAMS TRIATHLON 2019

File Number: REP18/1488
Author: Secretary Engineering
Authoriser: General Manager
Attachments: 1. Event application
 2. RAMS
 3. RAMS 2

REPORT

Temora Shire Council received a large event application from the Temora RAMS to hold the annual Temora Running and Multisport Club triathlon on Sunday, 10th February, 2019 at Lake Centenary.

As per previous years Temora Shire Council will be listed as a major event sponsor for the financial contribution provided regarding Traffic Control.

The costs associated with the event are listed below:

Estimated cost:

Day	Costing Component	Cost Implication
Friday/Monday	Sign Erection/Removal 2x Staff (Wages + Plant) @ 90p/h x 2 days (17 hrs Total)	\$1,530
Sunday	Traffic Control: 6x Staff (wages + plant) @ 460 p/h x 6 hours	\$2,760
	Traffic control Plan	\$250
	Advertising Temora Independent x 2	\$120
	Large Event Application Fee	\$75
	Total	\$4,735

COMMITTEE RESOLUTION 144/2018

Moved: Cr Nigel Judd
 Seconded: Cr Kenneth Smith

That the Committee recommend to Council to request a meeting with the RAMS Committee to determine how Temora Shire Council will be acknowledged and promoted as the major sponsor.

CARRIED

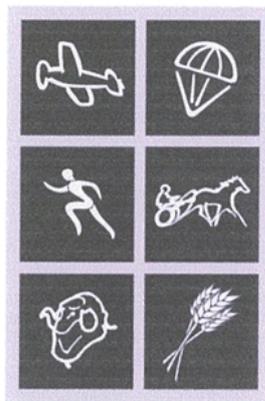
Function: Community

Temora Shire Council

Policy Number: C17

TEMORA SHIRE COUNCIL

TEMORA



NSW
Riverina

THE MAJOR EVENT MANAGEMENT APPLICATION

ACTIVE

Revision Number:
File Name: The Major Event Management Application

Revision Date:
Page Number: 1

Function: Community

Temora Shire Council

Policy Number: C17

Event Application Forms

What event application forms do I need to fill out?

1. Does the event require the full or partial closure of a road/lane/cycleway or any change of traffic conditions?
 Yes No
2. Will the event require additional waste management or amenities (toilets etc)?
 Yes No
3. Does the event require structures in (stage/scaffold/marquees etc) to be erected?
 Yes No
4. Will the event have amusement devices or fireworks?
 Yes No

If you answered YES to any of the above you need to complete the Major Event Application Form (at least 8 weeks prior to the event)

If NO to all of the above please complete the Small Event Application Form (page 17)

Also attached are – Temporary Road Closures Form (12 weeks prior to event)
(page 21)
- Noise Management for Outdoor Events Form (page 26)

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Events staged at a location owned and/or managed by Temora Shire Council.

Temora has extensive parks, air fields/runways, waterways, and sporting reserves that can be utilised for a wide range of events and activities. However, to manage these resources on behalf of the wider community, those responsible for planning and delivering the event (Event Manager), must apply to Council for permission to use the public space or venue.

In most cases detailed information will be required to support your Event Application.

This is needed to ensure:

- The venue is reserved for your event
- The venue is appropriate for your event
- The event will be delivered in a safe manner for all those in attendance
- The event will not damage or impact council owned or managed property or the environment

Skills and expertise of event organisers

It is the responsibility of the event organiser to ensure they hold the necessary skills and expertise to manage an event, and these skills are accordance with the scale of the event planned. A well thought out and completed application with good supporting documentation would form part of demonstrating such skills.

What do I need to do to obtain permission to hold an event?

The first step in obtaining permission to hold an event is to submit a completed "Major Events Application Form" together with a fee as per Council schedule of Fees & Charges. Once completed the application serves as a comprehensive Event Management Plan and provides Council with all the relevant information relating to the proposed event. The application must be accompanied by the relevant approvals, licences, traffic management plans, site maps etc.

Council will provide a written response to your application, this may be a refusal or an approval with conditions attached. A bond may be required for the hosting of some events; relevant Council staff are available by appointment to discuss applications prior to submission.

Applications to stage an event in the Temora Shire Council local government area must be received by Council a full **eight (8) weeks** prior the proposed event. This includes all relevant insurances, Traffic Management Plans, Risk Assessments, Certificates of Currency and Amusement Ride WorkCover Documents etc. relevant to the event.

Licences and approvals for subcontractors, pyro-technicians, food vendors etc. must be forwarded to Council a full **four (4) weeks** prior to the event being staged.

Any road closure or traffic alteration will require an additional (Road Closure Application) to be lodged **twelve (12) weeks** before the event and fees and charges will be applicable to all road closures. Events that involve temporary full or partial road closure

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may require longer notification to Council as road closures are assessed by the Traffic Committee that meet once a month. Fees and charges will be incurred by the event organiser for any change to traffic operation.

If the proposed event is longer than three (3) consecutive days it may require public notification.

Before filling out this application please ensure you have read through and understand your responsibilities as the event organiser. Please ensure all parties involved in your event are aware of and understand their responsibilities pertaining to their participation in your event. The above conditions form part of the application.

1. HIRING APPLICANT

(Event Organiser/Organisation is known as the hiring applicant)

Contact Person:

Mr Mrs / Ms / Miss: Peter Harper / Michelle Meacham

Organisation:

Temora Running and Multisport Club

Position:

President / Secretary

Address:

Telephone No.- 0458 771 093 (Peter Harper)

Mobile: 0409 135 885 (Michelle Meacham)

Email Address:

the_rex168@hotmail.com

Signature [Signature]

Date: 29. 11. 2018

a) If a Business please provide ABN:

N/A

b) Are you a non-profit organisation?

Yes No

i. Are you a charity?

Yes No

If yes please provide charity no. _____

Are you raising funds for a charity?

Yes No

ii. Will the event be seeking Council in-kind sponsorship?

Yes No

If yes, you must do so in writing prior to lodging the application

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c) Are you a section 355 committee of Council?
 Yes/ NO

2. CONTACT NUMBER DURING EVENT HOURS

0409 135 883 (Michelle Meschon) 0458 771 093 (Peter Harper)

N.B. this number will be provided to Council Staff and external agencies e.g. NSW Police and RMS.

3. INSURANCE

The applicant must arrange to obtain Public Liability Insurance cover for the proposed specific activity/event on community land or other council managed land or, arrange to extend their current policy to cover the activity. The minimum required amount of Public Liability Insurance in 2015 is to be \$20,000,000. Please provide the name of the Insurance Company, Policy No. and expiry date and attach a certificate of currency to the application.

Name of person/organisation insured :

Temora Running + Multisport Club Inc

Company:

Liberty International Underwriters

Policy Number:

SYCA517431108

Expiry Date:

30th June 2019

4. LOCATION, DATE AND TIMES

The location/s of the proposed activity/event should be clearly described in No 6 and details indicated on site plan on page 14.

Location address:

Lake Cantenay, Temora

First day at the venue (set-up date):

9.2.19

Dates the event proper takes place:

10.2.19

Last day onsite (vacate date):

10.2.19

Start and finish times of the event:

Event Start time 0730am, Event Finish time 1130am.

Setup time 0530am Packdown Finish: 1.00pm

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If there are multiple events by the same organisation please attach a sheet detailing the proposed dates.

This only applies if all other details remain the same.

5. DESCRIPTION OF ACTIVITY

Provide clear details of the proposed activity/event (please attach additional information to fully explain major complex events, such as public events more than 500 people.

Triathlon will be at Lake Centenary commencing with the swim leg. Cycle leg will start at the lake, turn right onto Barmedman Road, then onto Research Station Road and onto Trungley Road in a northerly direction to the turnaround and then return to the lake for the leg run. Run will commence at start of path near playground follow the lake path around to the turnaround point near the gym equipment. Will go backwards and forwards until distance is completed.

- a. Event operating hours: 0530 - 1300pm
- b. Estimate daily attendance of participants: _____
- c. Estimate daily attendance of spectators: _____

6. ACCESS BY MACHINERY/VEHICLES ON SURFACES OTHER THAN ROADWAYS. N/A

If access to the proposed event site is required, describe the nature/size/number of vehicles, number of vehicle movements and the purpose of access: _____

- Please indicate the vehicle access corridor and vehicle locations on attached site plan (page 14).
- Please note that vehicles over 3 tonne are not permitted on Council's parks or reserves.

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7. TENTS/MARQUEES/STALLS N/A

If you propose to erect tents, marquees or stalls please provide dimension of marquees/tents/stalls:

We propose to erect two tents 6m x 3m

- a. Please indicate location of marquees/tents/stalls on **attached site plan page 14**.
- b. Because of the potential damage of undergrounds services by using pegs, conditions will apply depending on site location.

8. TEMPORARY ROAD CLOSURE N/A

- a. If you required full or partial temporary road closure or changes to traffic conditions please complete Road Closure application.
- b. Any road closure requires **twelve (12) weeks** minimum notification.

9. SALE OF FOOD AT THE EVENT N/A

If you propose to serve food or drink please provide details

• Temora Running and Multisport Club will be cooking a BBQ
supplying Egg + Bacon rolls.

• Selling water + soft drink from casky

• Refreshment stations on running route

• Provide Contractor selling coffee's from mobile van.

If yes applicants must comply with conditions as detailed at:

<http://www.foodstandards.gov.au/scienceandeducation/factsheets/foodsafetyfactsheets/charitiesandcommunityorganisationsfactsheets/>

10. ALCOHOL N/A

• If it is proposed to sell alcohol, an "On-licence (functions), liquor licence, or other appropriate liquor licence" must be obtained from the NSW Office of Liquor, Gaming and Racing www.olgr.nsw.gov.au/liquor_licensees_new.asp and submitted to the Licensing Police at least 14 days prior to the date of the function. A copy of this liquor licence is to be provided to Council a minimum of 7 days prior to the event. For further information regarding Licensing law details please contact the **Wagga Wagga Police Licensing Sargent (02) 6921 0544**

• **Secondary supply:** If you or one of your attendees gives alcohol to a person under 18 years you will be fined \$550 on the spot.-Liquor Act 1982- Section 114(4)

• Council has Section 632 signs (alcohol free zone) in certain areas such as Paleface Park, prohibiting consumption of alcohol. Any exception to this rule will require approval to be granted by Council and must be made in writing prior to the event application (charges will apply to cover these signs for the duration of the event).

11. PUBLIC ADDRESS SYSTEM/PERFORMANCES N/A

If amplified sound is proposed to be used please provide the following details:

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Times proposed to be used- Start: 0700
 Finish: 1200pm

- Applicants must comply with conditions as detailed at <http://www.epa.nsw.gov.au/noise/nqlg.htm>
- [Applicants must comply with Temora Shire Council Noise Management for outdoor Events – Application Form \(page 26\)](#)

12. POWER/FLOODLIGHTS N/A

If you require the use of power, please circle the power required for your event.

Single phase 10 amp 15 amp 3-phase 4 pin 5pin

- Will a generator or other power source be used?
Yes/No
- Do you require access to Councils power supply
Yes/No
- Do you require Council's fixed lighting where available? (fees may apply)
Yes/No
- Please indicate times required for lighting: from: _____
to: _____
- If power is required for your event you will need to ensure it is available by contacting Council prior to the event application.

13. WASTE MANAGEMENT AND CLEANING

a. Please state what arrangements have been made to minimise waste, e.g. recycling stations and provision of additional garbage bins for the event (Council bins can be hired with a bond fee per bin a minimum of **two (2) weeks'** notice is required).

Will be using existing rubbish bins at lake

- Do you require additional garbage bins?
Yes/No
- Do you require additional garbage collections?
Yes/No
- Please outline the cleaning management strategy in place to ensure the event site is clear of waste following the event(if the site is not left clean after the event a cleaning charge will billed to the event organiser at commercial cleaning rates)
Committee members will clean the area, after the event.

Applicants must comply with conditions NSW EPA Waste legislation,
www.epa.nsw.gov.au/wasteregulation/legislation.htm

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14. AMENITIES

a. Please provide details regarding the number of additional toilets facilities intended to be placed on-site and the name of the provider of the service.

N/A

- Where the number of people attending the event exceeds 250, a minimum of 6 toilets must be provided. Thereafter one additional toilet for every additional 250 people must be provided.
- Where Council amenities on site are insufficient, additional toilets must be provided as per the ratio stated above.
- Please indicate the location of portable toilets on **attached site plan page 14**.

15. WATER

N/A

If you require access to Council's water supply (where available), please indicate the extent and purpose of such a supply: (A fee may be charged after the event for usage.)

16. SPORTING OVALS AND FACILITIES

- The cost of any damages caused to surfaces/facilities as a result of use during inclement weather or inappropriate use will be borne by the event hirer.
- Applicants must comply with conditions as detailed @ <http://www.temora.nsw.gov.au/f.ashx/documents/Policiesandcodes/G21-Sporting-Fields-Yearly-Right-Of-Use.pdf>

a) **Lake Centenary**

- If your event requires the use of or restricted access to Lake Centenary, your organisation will need to obtain written permission from the Lake Centenary Management Committee by contacting the president and written permission must be obtained and attached prior to lodging your application.
- Applicants must comply with conditions as detailed in Lake Centenary Management Committee "Condition of Use".
- If restricted access is required suitable notice will be required to inform residents.
- An aquatic event licence may be required if so a copy of your licence is to be provided to Council prior to the event. To find out if you require an aquatic event licences go to www.mns.nsw.gov.au/maritime/using-waterways/aquatic-events/licences.html#Whatisanaquaticlicence

17. AMUSEMENT DEVICE

N/A

An "amusement device" means anything mobile fixed or made available to members of the public on which, or any part of which, or by means of which, they may ascend or

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descend, or be carried, transported, raised lowered or supported for the purpose of amusement, games, recreation, sightseeing or entertainment.

Please complete the following for any amusement devices that may be used during the event.

Amusement/type of ride	Supplier	Telephone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

- All amusement device operators must supply Council with a copy of their insurance.
- All amusement devices must be shown on **attached site plan page 14**.
- Applicants must comply with conditions as detailed at <http://www.workcover.nsw.gov.au/health-and-safety/safety-topics-a-z/amusement-devices>

18. SCAFFOLDING, VIEW STANDS AND STAGES

N/A

If you intend to erect any scaffolding, view stands or stages, please provide details of size and type of structure to be erected.

All structures must be shown on **attached site plan (page 14)**.

Applicants must comply with conditions as detailed at Scaffolding Work Safe Australia www.safeworkaustralia.gov.au/sites/...laws/.../Scaffolding_Work.docx

19. FIREWORKS

N/A

If you proposed to have a fireworks display, please provide the details of the person obtaining the permit to detonate the fireworks.

Name: _____

Address: _____

TelephoneNo: _____

Proposed time of display: Start: _____

Finish: _____

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Please tick the appropriate box on the type of permit held:

"Local display permit (1) day" "Professional- General Permit"

Please provide permit no. _____

- Applicants must provide Council with a copy of the completed NSW Government Work Cover Fireworks Display Check List;

http://www.workcover.nsw.gov.au/data/assets/pdf_file/0014/14243/fireworks_display_checklist_5629.pdf

- a. Have you advised your local fire service of the event?
Yes/No
- b. Will a local Rural Fire Service Officer be present?
Yes/No
- c. Have neighbouring residents received notification of proposed fireworks?
Yes/No
- d. **Applicants must comply with Explosives and fireworks licences – Work Cover** www.workcover.nsw.gov.au/licences.../explosives-and-fireworks-licence

20. SECURITY

- a. Have you advised your local police service of the event?
Yes/No

If no, it is responsibility of the applicant to notify all relevant authorities of the event

- b. If duration of the event is for more than a day and/or over 300 people are proposed to be in attendance, please provide details of security for crowd control, equipment, safety, displays, structures and overnight security needs:

The organiser must take suitable precautions to ensure the safety and orderly behaviour of the spectators and appropriate crowd control.

21. ADVERTISING SIGNS/BANNERS N/A

- a. If outdoor advertising is planned, please provide details of signs/ banners.

The will be a finish chute which will have sponsor banners on them. The will also be two tear drops banners these will be set up at the start of the run and the turnaround zone.

- b. Please provide details of the proposed location of signs

Please see above notes.

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22. CURRENT INSURANCE COVER

- a. A Public Liability Insurance cover for a minimum of \$20,000,000 is to be supplied by all applicants:
- b. All third party operators such as amusement rides and food vendors must also provide a copy of their insurance cover including currency certificate.
- c. Have you attached a copy of your Public Liability Insurance?
 Yes No

Assessed by Councils Risk Assessment Manager

Signed: _____

Date: _____

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LIU
Certificate of Currency

LIU Certificate of Currency



Primary Liability Insurance Certificate of Currency

This Certificate:

- Is issued as a matter of information only and confers no rights upon the holder.
- Does not amend, extend or alter the coverage afforded by the Policy(ies) listed.
- Is only a summary of the cover provided.
- Reference must be made to the current Policy wording for full details.
- Is current at the date of issue only.

This certificate confirms that the under mentioned Policy is effective in accordance with the details shown:

Insured: Triathlon Australia including all Affiliated Organisations including State and Territory Associations, Affiliated Clubs, Officials, Accredited Coaches, Voluntary Workers, Members (including professional license holders), executives, and Race Directors and Event Organisers.

Business: Principally the organization and running of sanctioned triathlon, duathlon, aquathlon, multiport and/or single discipline events where appropriate and including recognised training sessions and recognised participation programs. The development and training of coaches, race officials and race coordinators. The preparation of national team for qualification and participation in Olympic Games, World Championships, Age Group Events and key International Events. Governance, development and promotion of the sport of Triathlon in Australia, social activities including award presentations, fundraising, BBQ's and other social gatherings.

Affiliated Club

Temora Running & Multisport Club Inc.

Interested Party/ies

The specified entity(ies) below are hereby noted under this Policy for their respective rights and interests in Triathlon Australia and/or Triathlon Australia organised or sanctioned events;

Temora Shire Council

Type of Policy: Public & Products Liability
Professional Liability

Policy Number: SYCAS17431108



LIU THE PEOPLE, THE PRODUCTS, THE CAPACITY.™

Liberty LIU Liberty Mutual

This Certificate and the documents which it includes by reference are provided solely for the prospective insured named in this Certificate and may not be relied on in whole, or in part, by any other person or entity. The information in this Certificate is confidential and is intended for the use of the individual or entity named above. If you have received this communication in error, please notify us immediately by telephone 02 8298 5800 and return or securely destroy the Certificate and any enclosed documents. Thank you.

LIU
Certificate of Currency

LIU Certificate of Currency



Period of Insurance: From: 30 September 2018
 To: 30 June 2019
 Both dates 4:00pm local standard time

Territorial Limit: Worldwide.

Limit of Indemnity: \$20,000,000 any one Occurrence in respect of Public Liability and in the aggregate during the Period of Insurance in respect of Product Liability.



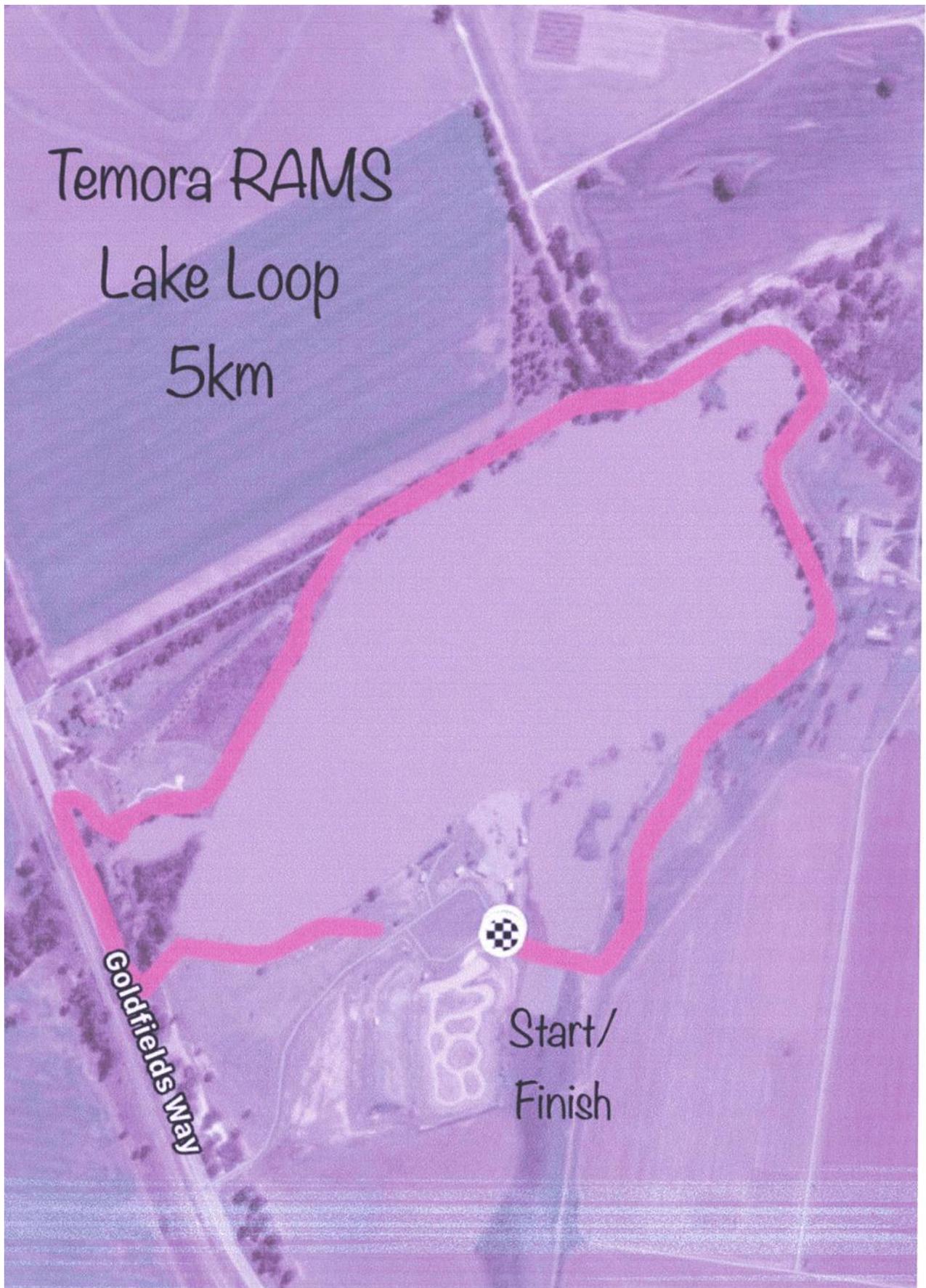
5 September 2018
Date

For and on behalf of
 Liberty International Underwriters

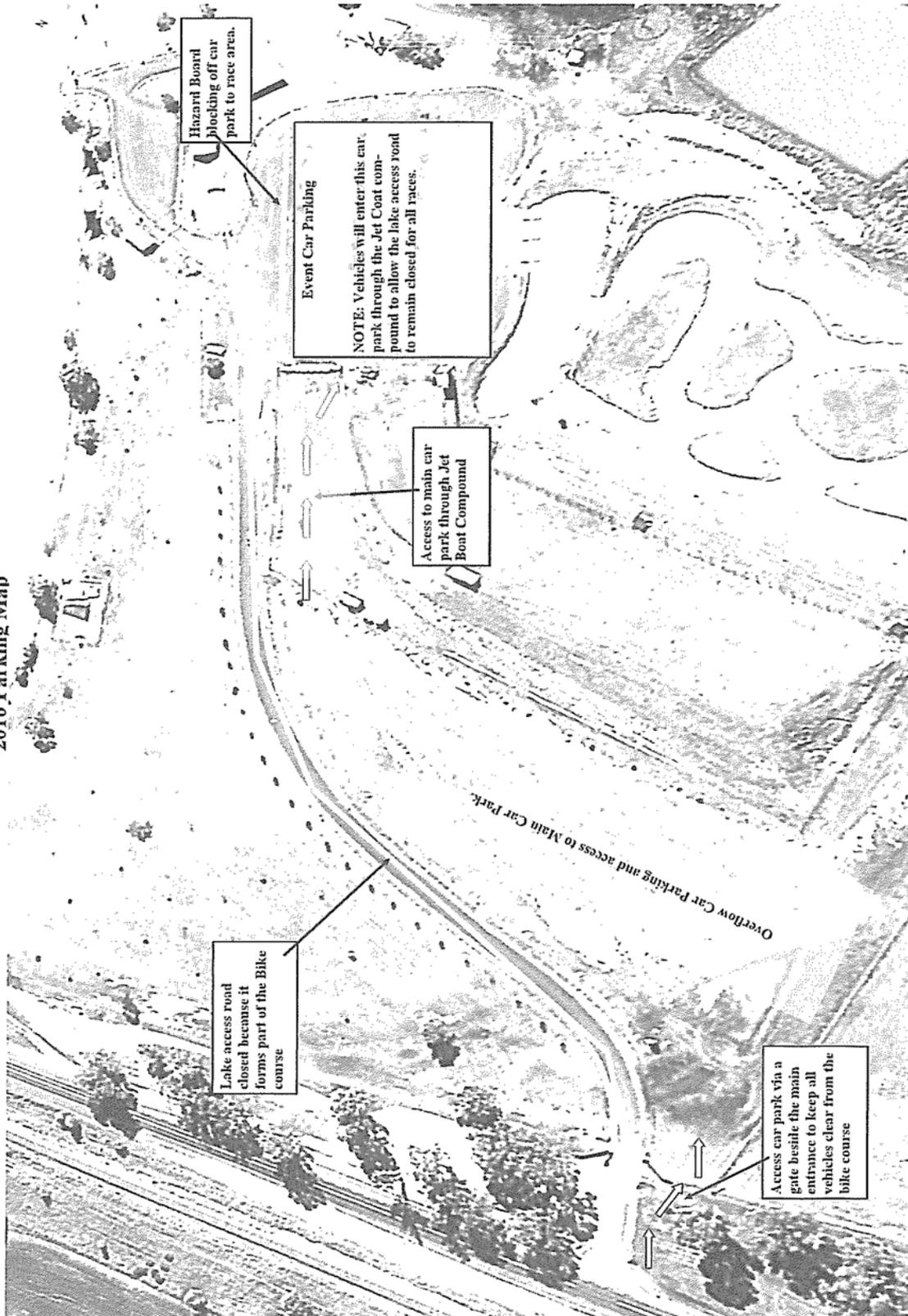
Liberty International Underwriters is a trading name of Liberty Mutual Insurance Company (ABN 61 086 083 605). Incorporated in Massachusetts, U.S.A. (The liability of members is limited).



This Certificate and the documents which it includes by reference are provided solely for the prospective insured named in this Certificate and may not be relied on in whole, or in part, by any other person or entity. The information in this Certificate is confidential and is intended for the use of the individual or entity named above. If you have received this communication in error, please notify us immediately by telephone 02 8298 5800 and return or securely destroy the Certificate and any enclosed documents. Thank you.

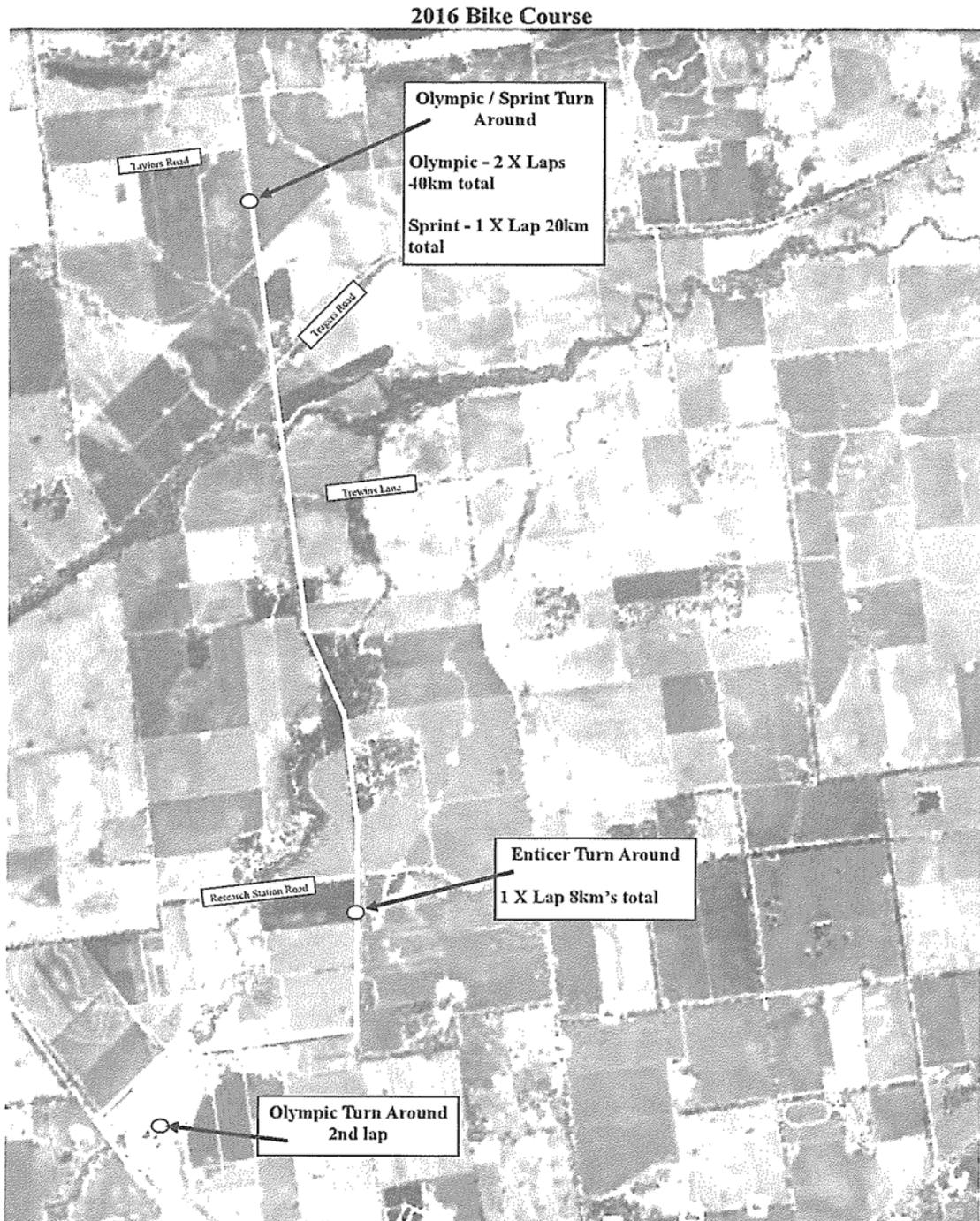


2016 Parking Map

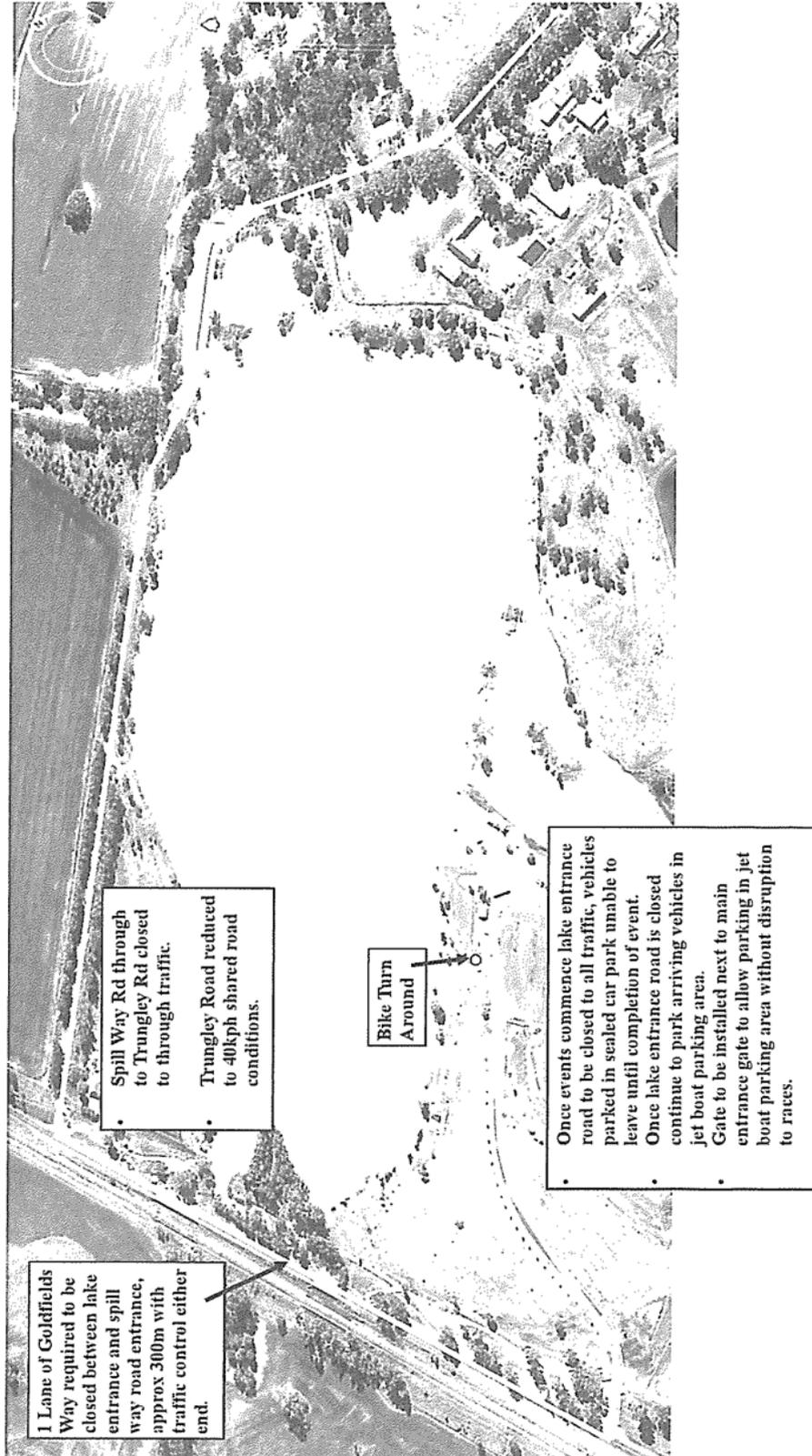


2016 Event Layout Map





2016 Bike Course Map 2



1 Lane of Goldfields
Way required to be closed between lake entrance and spill way road entrance, approx 300m with traffic control either end.

- Spill Way Rd through to Trungley Rd closed to through traffic.
- Trungley Road reduced to 40kph shared road conditions.

Bike Turn Around

- Once events commence lake entrance road to be closed to all traffic, vehicles parked in sealed car park unable to leave until completion of event.
- Once lake entrance road is closed continue to park arriving vehicles in jet boat parking area.
- Gate to be installed next to main entrance gate to allow parking in jet boat parking area without disruption to races.

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Site Plan

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23. TERMS AND CONDITIONS

Definitions

1. Council: means Temora Shire Council
2. Any committee of Council: means Temora Shire Council
3. Hiring applicant means: the person or organisation applying for permission to host an event on Temora Shire Council land or property.
4. **Once the applicant receives written permission from Temora Shire Council the hiring applicant will become the hirer and thereafter referred to as the hirer.**

The Hirers Responsibilities and Liabilities

1. The cost to restore any damages to Council ground or facilities as a result of event activities including use during inclement weather or inappropriate use will borne by the Hirer.
2. The decision to use grounds/facilities and to ascertain the surface/facilities are of suitable quality for proposed event is the responsibility of the Hirer.
3. A site plan is included in the application, the application will not be considered without a detailed site plan attached.
4. The Hirer must use the Facilities only for the Approved Purpose and at the Approved Times.
5. The Hirer must not (whether by act or omission) cause any damage to the Facilities or leave the Facilities in an untidy state. The Council may remedy a breach of this clause, the cost of which shall be a debt due from the Hirer to the Council.
6. The Hirer must not use the facilities at any times that the Council, in its absolute discretion, determines that the facilities are unfit for not use or occupation.
7. The Hirer must include a detailed site plan in the application, the application will not be considered without a detailed site plan attached.
8. Where in this agreement there is a debt due to the Council from the Hirer, the Council may, in its absolute discretion, call upon the bond to satisfy the debt. In any such event, the Hirer must, as soon as practicable, replenish the bond.
9. In accordance with section 5N of the Civil Liability Act 2002 (NSW), the Hirer uses the facilities at their own risk.
10. The Hirer shall have in affect throughout the term of this agreement a policy of public liability insurance in a sum of \$20,000,000. The policy must note the interest of Temora Shire Council and must be on terms acceptable to the Council. The Hirer must provide evidence of the currency of the requisite insurance policy upon request by Council.
11. The Hirer must not do anything that will void or otherwise negatively affect the insurance policy.

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- 12. The Hirer must promptly advise Council of the occurrence of an event that gives or may give rise to a claim under the policy and must keep the Council fully informed of subsequent action and developments concerning the claim.
- 13. The Hirer indemnifies the Council against any claim, demand, action, suit, or proceeding that may be made or brought against the Council arising from the Hirer's use of the facilities, except where the claim demand, action, suit or proceedings relates to the negligent act or omission of the Council.
- 14. The Hirer must comply with all applicable laws and Australian Standards rules at all times when using the facilities.
- 15. Council has the unlimited discretion to stop any or all events deemed inappropriate or dangerous.
- 16. This agreement shall come into effect upon the applicant receiving a written approval from Council the approval may come with additional conditions attached.
- 17. Once the Hiring applicant receives written approval from Temora Shire Council, the Hirer must pay the bond noted on the approval within fourteen (14) days.
- 18. Should the Hirer cancel this agreement, the Hirer will be responsible for any expenses incurred by council for land, road, and signage or facility preparation.

Name: Michelle Meschan

Date: 29. 11. 2018

Position: Secretary

Signature [Handwritten Signature]

<u>Council Authorisation</u>	
Insurance: <input type="checkbox"/> Yes / <input type="checkbox"/> No	Permit:
Approved / Denied	
Fee: _____	
Permit Number: _____	

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TEMPORARY ROAD CLOSURES FORM

Please Note-all temporary road closure applications must be submitted to Council twelve (12) weeks prior to the event. Any applications received outside of the requisite notice will not be processed. Council will not consider any exceptions to the application time frame and no further correspondence will be entered into.

Please note fees and charges apply to all applications for Temporary Road Closure.

Non-refundable application fee: As per Council Fees & Charges

Refundable bond fee: As per Council Fees & Charges

I/we wish to apply for Council/RTA consent for a temporary road closure at the location/s listed below and understand that this consent shall only apply for the dates and times listed below.

Contact Person:

Mr/Mrs/Ms/Miss: Michelle Meacham

Organisation: Temora Running + Multipet Club Inc

Position: Secretary

Address: 114A DeBoos Street, Temora, NSW, 2666

Phone (day time) _____ Mobile: 0409 135 883

Email Address: the_rvx168@hotmail.com

Signature: Michelle Meacham

Date: 29.11.18

1. Are you a section 355 committee of Council?
Yes/No

2. Is your event an official Council Event?
Yes/No

3. Name of your event
Temora Triathlon

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4. Please give a brief description of your event

The Temora Triathlon is a one day ^{sports} event consisting of a swim leg, bike leg and running leg, that will be held at Lake Canterogy.

5. Has your event been held in Temora Shire previously?

Yes No

6. Have you previously applied to Council to obtain a temporary road closure Council? Yes No

7. Have you had a meeting with the Temora Shire Council's Risk Management Officer, to ensure your road closure complies with Australian Standards 1742?

Yes No

8. Does your event/organisation require Council assistance with required;

Traffic control operators (fees applies)

Yes No

Road closure barriers (fees applies)

Yes No

Road closure and traffic control signage (fees applies)

Yes No

I have met with Temora Shire Council Risk Management Officer and we discussed

You are required to have public liability insurance with a minimum coverage of \$20M and Council interest noted in policy

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9. Does your event/organisation have the requisite insurance coverage with Temora Shire Council's interest noted on the policy? (The minimum required amount of Public Liability Insurance in 2015 is to be \$20,000,000)

 Yes No

10. Please provide the name of the Insurance Company, Policy No. and expiry date and attach a certificate of currency to the application.

Name of person/organisation insured:

Temora Running + MultiSport Club Inc

Insurance Company:

Liberty International Underwriters

Policy Number:

SYCAS17431108

Expiry Date:

30th June 2019**Event/Organisation Manager**

11. Mobile phone contact number during event hours;

Name Michelle MeschenMobile number 0409 135 885 please note this number will be provided to Council Staff and external agencies e.g. NSW Police and RMS.

12. Contact details for third party operators:

Name: _____

Mobile number _____

Please note this number will be provided to Council Staff and external agencies e.g. NSW Police and RMS.

13. Location, date and times

Location address:

Lake Centenary, Temora

First day at the venue (set-up date):

9.2.19

Dates the event proper takes place:

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Last day onsite (vacate date):

10.2.19

Start and finish times of the event:

Event start time 0730am, Event Finish time 1130am

14. Avoid any additional Fees

Your event/organisation must leave the roadway clean and tidy and with no impediment or a Council/RMS removal and cleaning charge will be billed the the person/organisation that applied for the Temporary Road Closure.

Application reviewed by: _____
Risk Management Officer

Signed: _____

Date: _____

Risk Management Officer
Temora Shire Council

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Site Plan - please indicate road closure details below.



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Temora Running and Multisport Club RAMS) (INC 9096320)

www.temoratri.com



PO Box 258
Temora 2666 NSW

4th November 2018

Mr GC Lavelle
General Manager
Temora Shire Council
Loftus Street, Temora.

Dear Mr Lavelle,

The support of the Temora shire council has been greatly appreciated and has been essential to the success of the running of the Temora Triathlon. The purpose of this letter is to formally request your approval for the 2019 Temora Triathlon, which is to be held on Sunday the 10th February 2019.

For the 2019 race we are hoping to once again to hold the race at Lake Centenary and to be able to use the facilities there. We have requested from the lake committee for the lake to be closed to boating activities from 0600 to 1200pm on that day. To cater for all age groups and fitness levels there will be 4 races. The first of the events, the Olympic race will start at 0730am, the sprint race to start at 0815am, the enticer race to start at 0900am and the children's race to start at 1000am. It is anticipated the triathlons should be finished around 1100-1130am.

For a detailed overview of the different races, please refer to the attached maps.

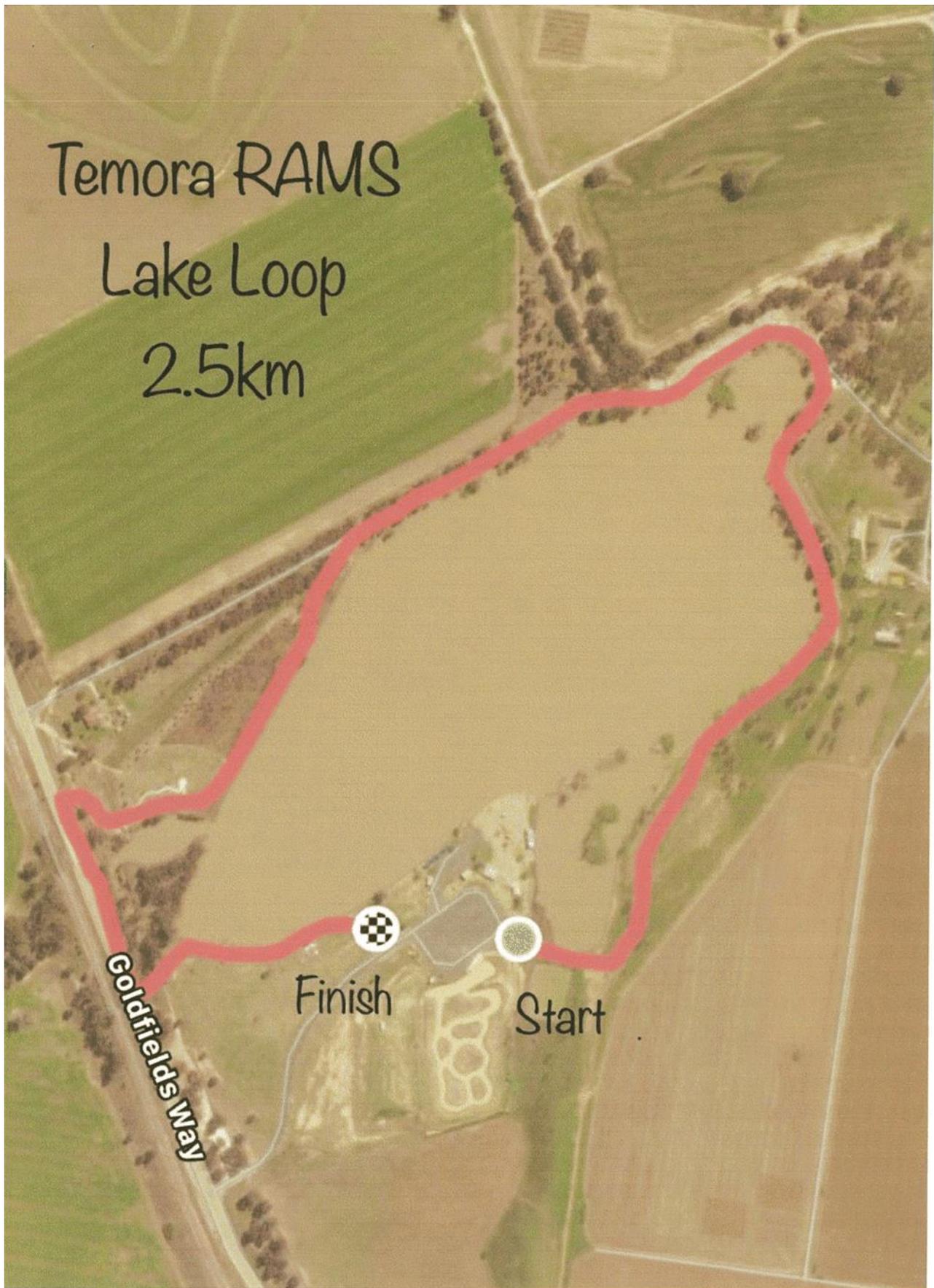
Thank you again for your ongoing support of the Temora Triathlon. Your backing for the 2019 race would be greatly valued.

Kind regards

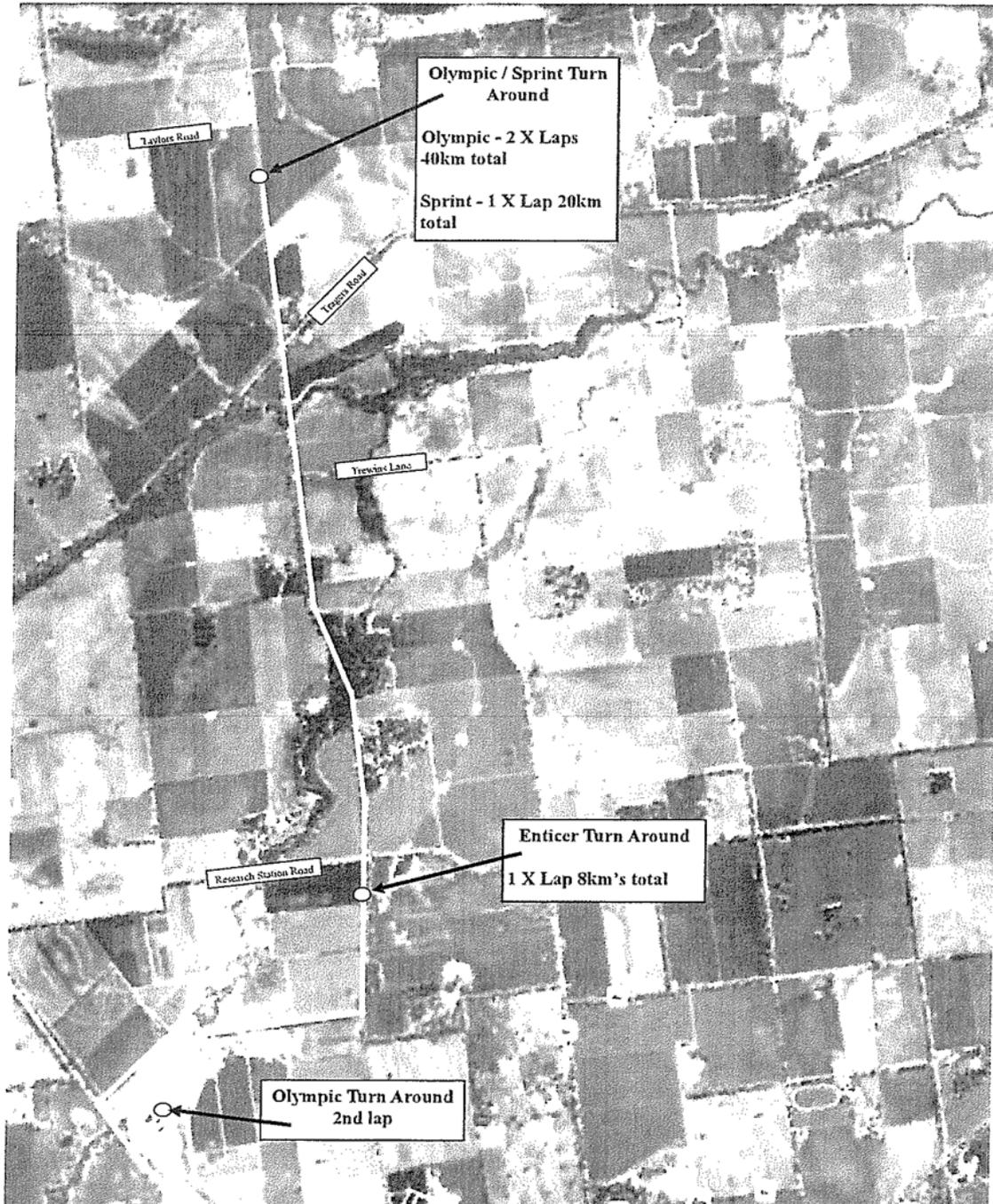
A handwritten signature in black ink, appearing to read 'M. Meacham'.

Michelle Meacham
RAMS Secretary
0409 135 883

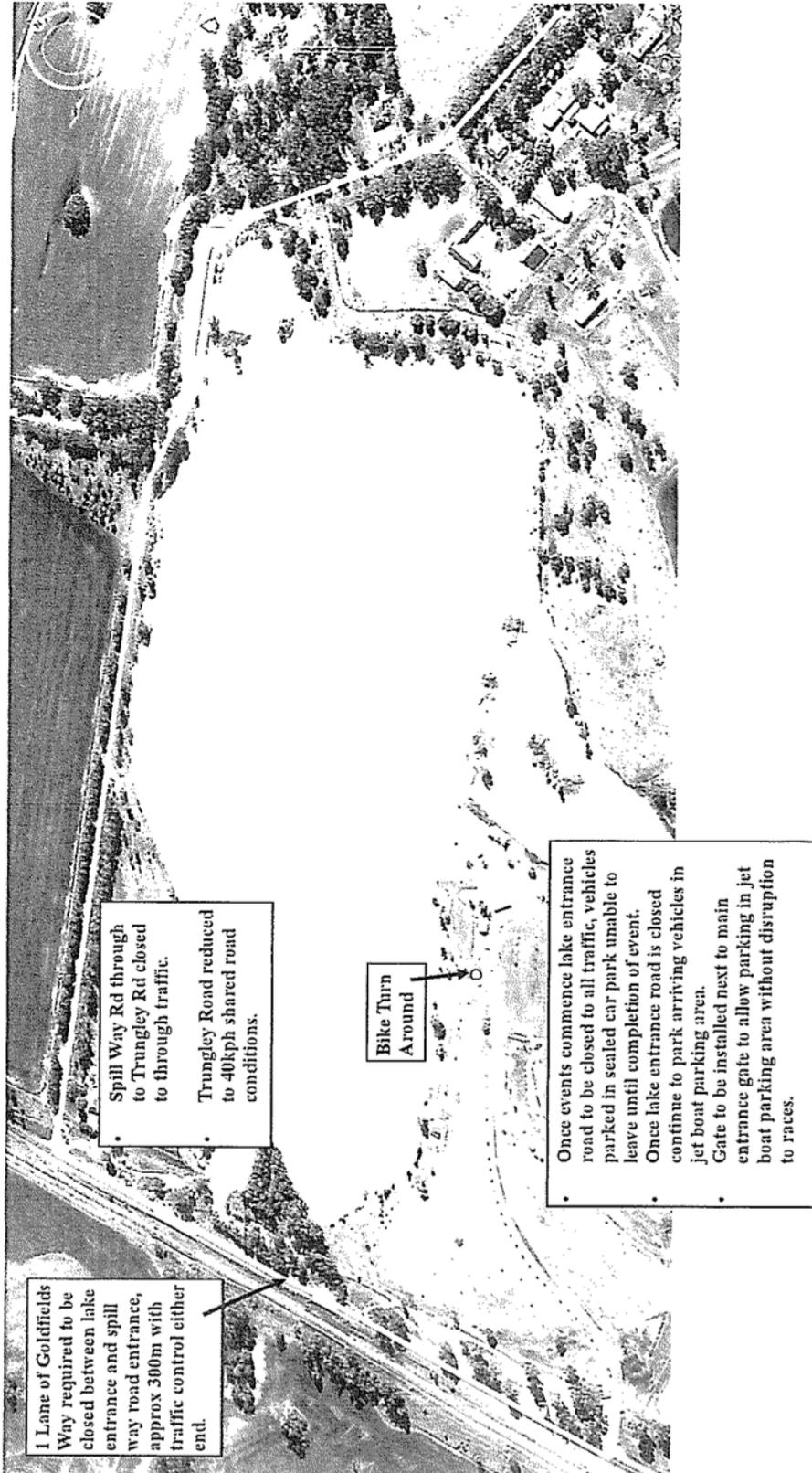




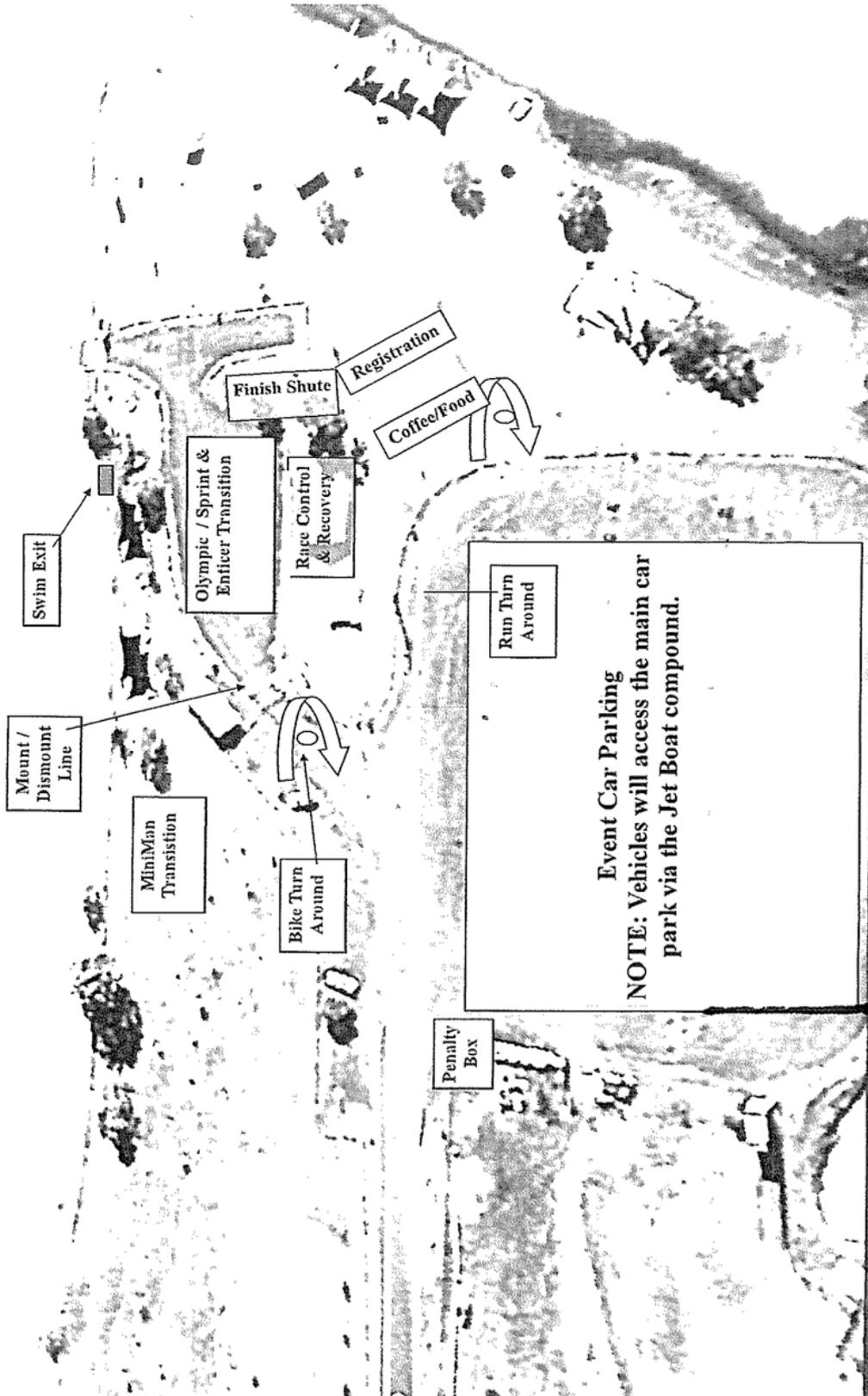
2016 Bike Course

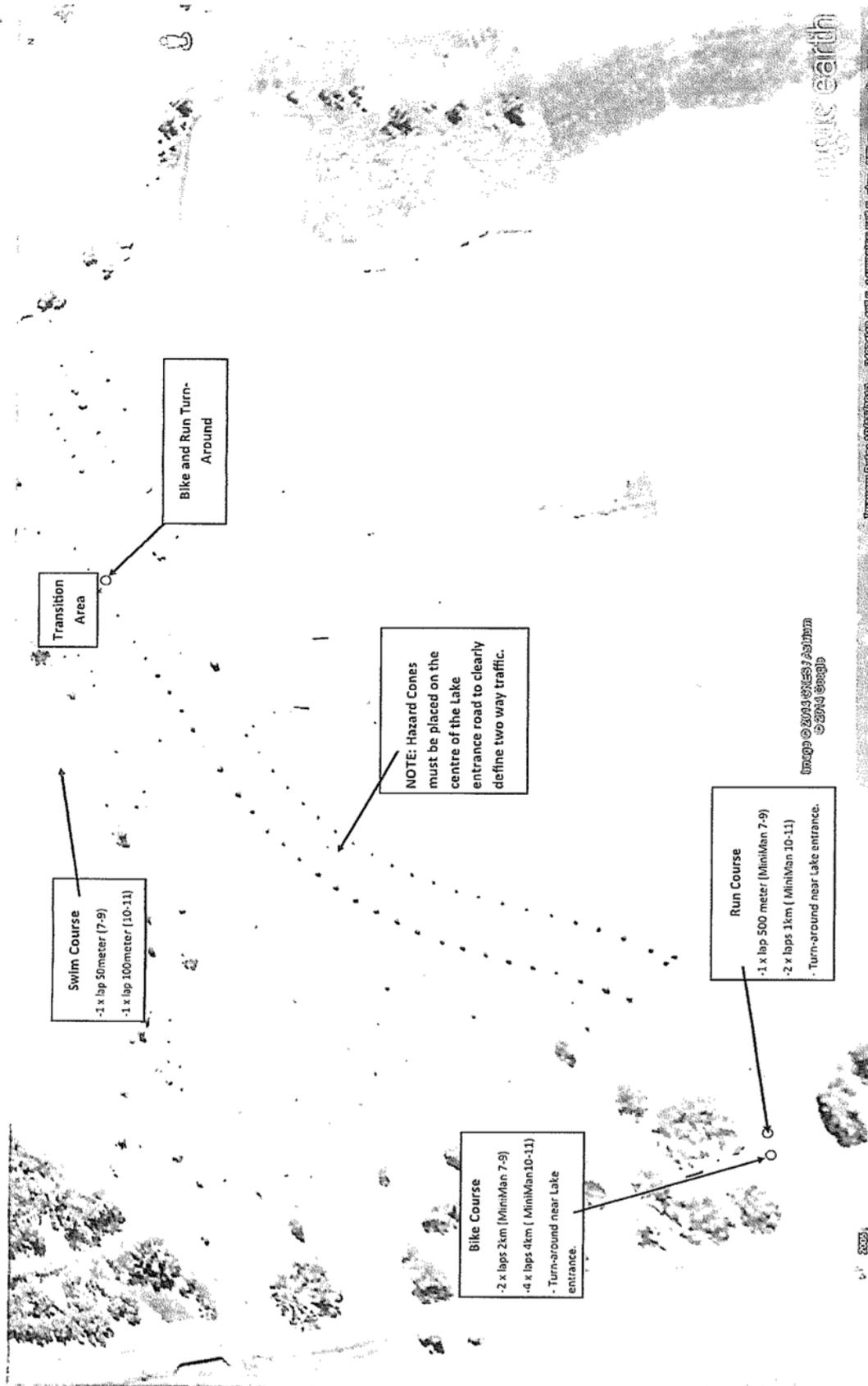


2016 Bike Course Map 2

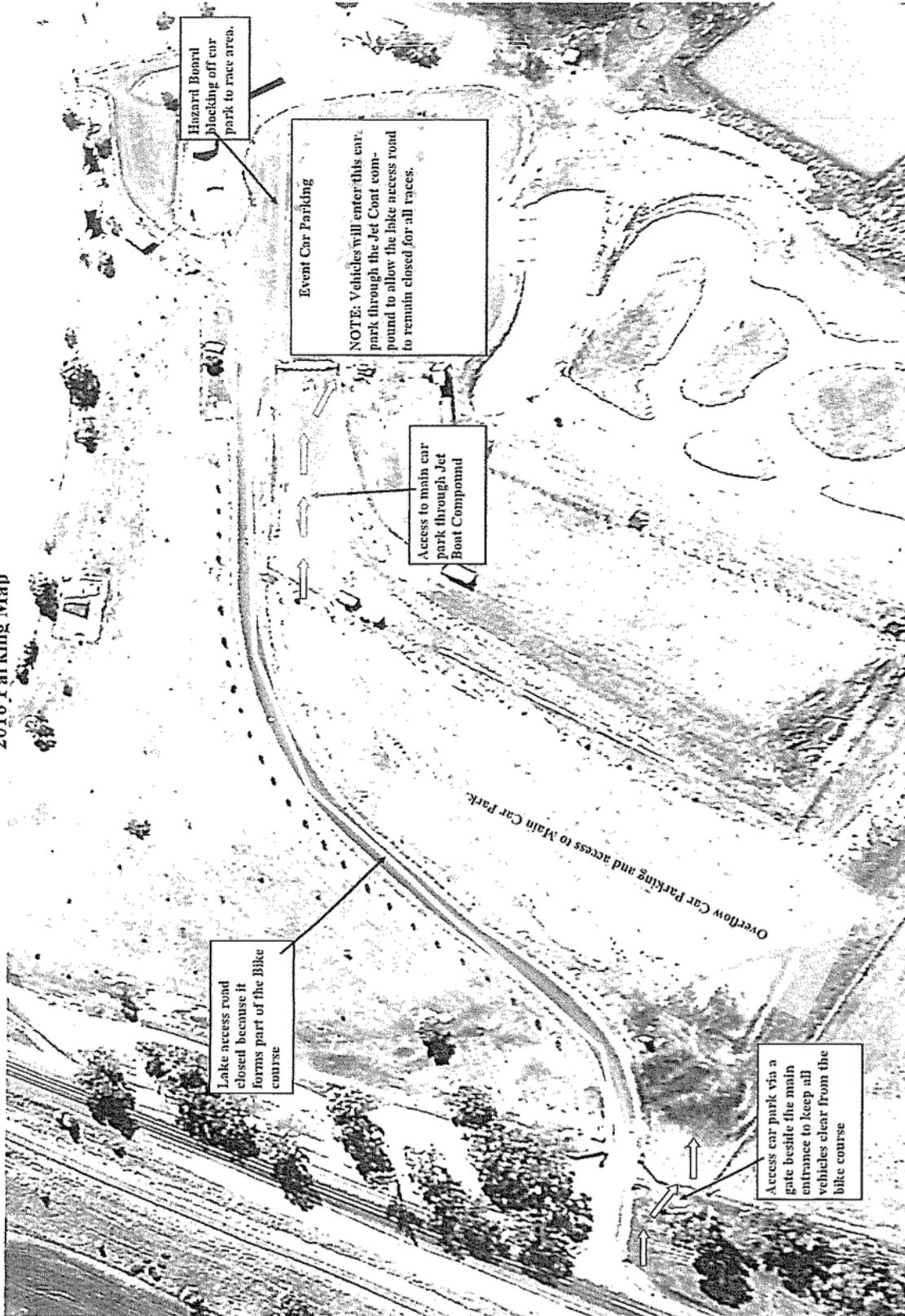


2016 Event Layout Map

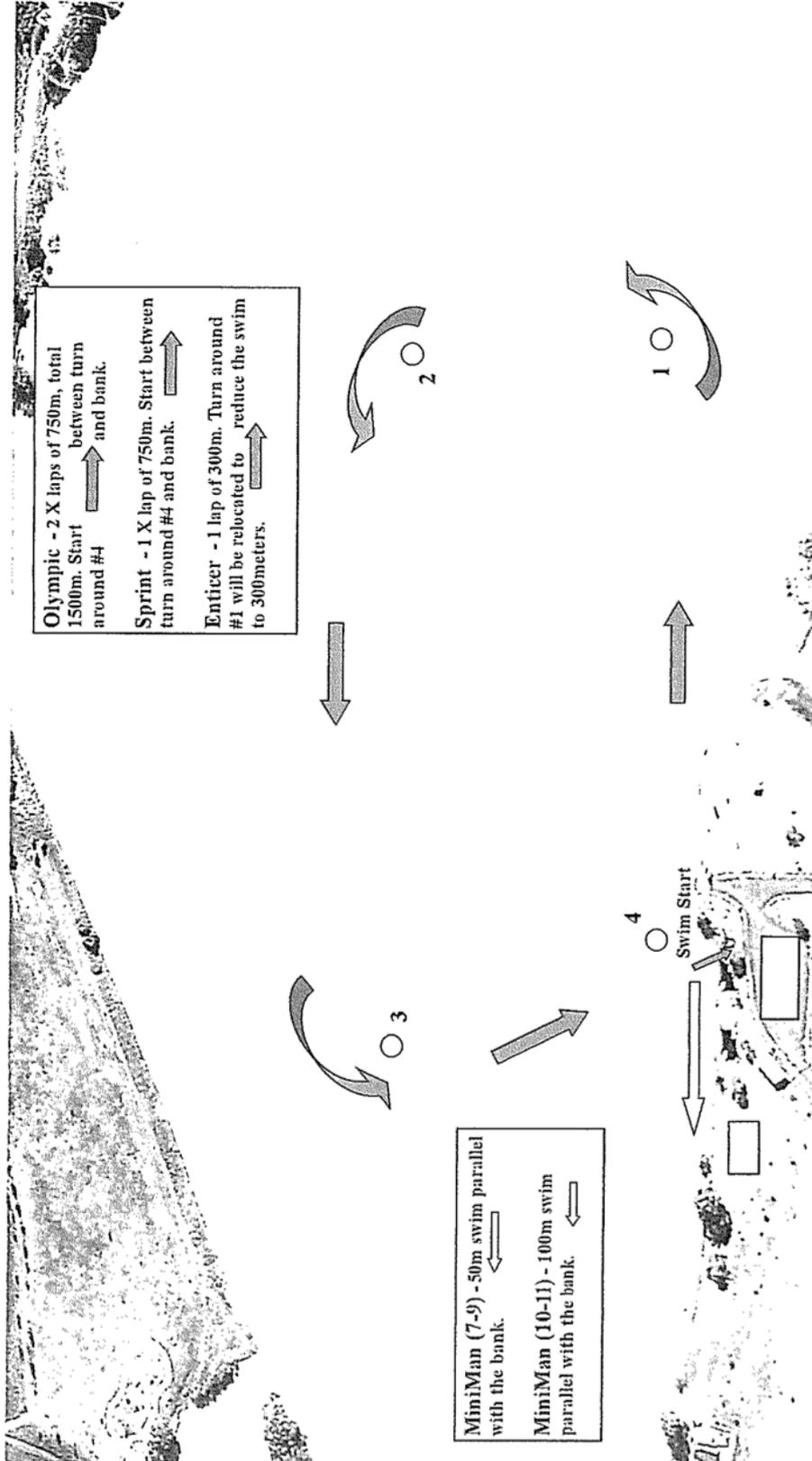




2016 Parking Map



2016 Swim Courses





Wednesday, 5 December 2018

Mr Gary Lavell
Temora Shire Council
Loftus St
Temora N.S.W. 2666

Dear Gary

The Lake Centenary Management Committee (LCMC) received a letter from the Temora Running and Multisport Club (RAMS) dated the 4th November 2018, seeking to host a triathlon at Lake Centenary on the 10th February 2019.

At the meeting of the LCMC held on the 14th November 2018, the committee voted unanimously to approve the triathlon with the following recommendations;

- The RAMS requested that the main body of the lake be used from 6.00am until 12.00pm on the day of the race. The LCMC request that the lake be reopened to the public at the earliest and safest time possible
- The LCMC recommend that RAMS provide comprehensive advertising through the local paper, LCMC and Temora Shire Council social media mechanisms of the restricted use of Lake Centenary
- The committee would also like to seek assurance that a Traffic Management Control Plan is in place with Temora Shire Council
- In previous years the RAMS have put in place all safety bunting and transition areas for the triathlon, the night before the event. We would like to draw attention to the RAMS club that Lake Centenary now remains open to the public 24hrs/day. If requested the LCMC believe that a suitable arrangement, such as locking the front gate overnight could arranged to help with security of any set up equipment
- The LCMC would also like to note the current "dry" conditions and the possibility of very low water levels in Lake Centenary that could affect the running of the proposed event in February 2019.

We look forward to and wish the Temora Running and Multisport Club a very successfully event.

Yours faithfully

Brett Cornford
Chairman L.C.M.C.

4 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 145/2018**

Moved: Cr Rick Firman

Seconded: Cr Claire McLaren

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 4:15PM:

4.1 Ground Penetrating Radar – Temora Old Monumental Cemetery

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

4.2 White Ants - Parkes Street, Temora

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

CARRIED

5 CLOSE MEETING

The Meeting closed at 4:45PM.

This is the minutes of the Assets & Operations Committee meeting held on Tuesday 11 December 2018.

.....

GENERAL MANAGER

.....

CHAIRMAN

6.4 MINUTES OF THE ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 11 DECEMBER 2018**File Number:** REP18/1531**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. **Minutes of the Economic Development Committee Meeting held on 11 December 2018**

Cr Kenneth Smith declared a non-pecuniary interest in relation to item 18/1511, due to being President of Can Assist.

RESOLUTION 316/2018

Moved: Cr Nigel Judd

Seconded: Cr Graham Sinclair

It was resolved that the reports be received.

CARRIED**RESOLUTION 317/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Kenneth Smith

It was resolved that the reports and recommendations as presented be adopted.

CARRIED



Date: Tuesday, 11 December 2018
Time: 4:46PM
Location: 105 Loftus Street
TEMORA NSW 2666

MINUTES

Economic Development Committee Meeting

11 December 2018

Order Of Business

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**MINUTES OF TEMORA SHIRE COUNCIL
ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT 105 LOFTUS STREET, TEMORA NSW 2666
ON TUESDAY, 11 DECEMBER 2018 AT 4:46PM**

PRESENT: Cr Rick Firman (Mayor) (Chair), Cr Nigel Judd, Cr Claire McLaren, Cr Graham Sinclair (Deputy Mayor), Cr Kenneth Smith, Cr Dale Wiencke (Observer)

IN ATTENDANCE: Steve Firth (Director of Administration & Finance), Gary Lavelle (General Manager), Craig Sinclair (Economic Development Manager), Kris Dunstan (Director of Environmental Services)

1 OPEN MEETING

4:46PM

2 APOLOGIES

COMMITTEE RECOMMENDATION

Moved: Cr Graham Sinclair

Seconded: Cr Kenneth Smith

That apologies from Cr Dennis Sleight be received and accepted.

3 REPORTS**3.1 BREED BUSINESS CENTRE**

File Number: REP18/1503
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

REPORT

The BREED Business Centre was opened in Temora on Monday 3rd December. Around 70 people attended including many representatives from State government organisations in the region. The first tenant in the building will be the Australian Electoral Commission who will rent the front half of the building for 13 weeks in early 2019.

Tracey Lees has been appointed as the Business Centre Manager. The role also includes duties previously undertaken by the TBEG Executive Officer under a co-funded arrangement with Council, TBEG and BREED Australia.

COMMITTEE RESOLUTION 37/2018

Moved: Cr Kenneth Smith
Seconded: Cr Graham Sinclair

It is recommended that the report be noted.

CARRIED

Report by Craig Sinclair

3.2 WORKFORCE FUTURE STUDY

File Number: REP18/1508
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

REPORT

RDA Riverina has commenced the information gathering phase of the Workforce Futures Study as approved by Council. Ten businesses were selected to be interviewed to determine the number and value of jobs to be generated over the next 5 years. It is planned for the report to be submitted to the February meeting of Council provided the work can be completed prior to the Research Officer's departure from RDA Riverina in mid-January.

COMMITTEE RESOLUTION 38/2018

Moved: Cr Nigel Judd
Seconded: Cr Kenneth Smith

It is recommended that the report be noted.

CARRIED

Report by Craig Sinclair

3.3 SEBASTAPOL SOLAR FARM

File Number: REP18/1511
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

REPORT

The EIS public exhibition period ended a number weeks ago and there were no objections from statutory consultee or from members of the public. The proponent is currently responding to the submissions from statutory consultees as some have asked for additional information or clarification which are relevant to Council.

The Department of Planning and Environment has asked for a single subdivision map delineating proposed subdivisions and consolidations. Officers have responded stating that Council does not object to the proposed subdivision for the solar farm.

The Dept Industry noted that the EIS indicates approval in principle has been provided by Temora Shire Council to access water supply for construction and operation of the project, subject to Council approving an application. Dept Industry has requested further evidence to demonstrate the security and availability of accessing water from Temora Shire Council's water standpipe.

Council has approved for the proposed construction and operational use of water and use of a council standpipe was acceptable. The proponents have confirmed that this amount of water will be approximately 47,000 kilolitres of non-potable water during the 10-12 month construction phase; and approximately 54 kL of water during operation.

The proponent would also like to request that a planning agreement be discussed with Temora Shire Council when the DA is approved (assuming the DA is approved) to discuss developer contribution fees.

Cr Kenneth Smith declared a non-pecuniary interest in relation to item REP18/1511 , due to being President of Can Assist and donations being made to Can Assist from Sebastapol Solar Farm.

COMMITTEE RESOLUTION 39/2018

Moved: Cr Graham Sinclair
Seconded: Cr Nigel Judd

It is recommended that the report be noted.

CARRIED

Report by Craig Sinclair

4 CONFIDENTIAL REPORTS**COMMITTEE RESOLUTION 40/2018**

Moved: Cr Nigel Judd

Seconded: Cr Claire McLaren

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 5:00PM:

4.1 Spitfire Drive

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

4.2 LPC Temora

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

4.3 Commercial Pilot Training

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

4.4 Airport Upgrades

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED

5 CLOSE MEETING

The Meeting closed at 5:32PM.

This is the minutes of the Economic Development Committee meeting held on Tuesday 11 December 2018.

.....

GENERAL MANAGER

.....

CHAIRMAN

7 DELEGATES REPORTS**1 CR SMITH**

Advised of the Temora's Own Arts & Craft recent Christmas Party.

The welcome to new residents was well received and held at the Bundawarra Centre.

Springdale Progress Association is going well.

Temora Fight the Fruit Fly Committee is doing a good job.

2 CR JUDD

Attended the V8 Supercars BBQ held at the Temora Airport.

3 CR SINCLAIR

The General Manager and himself attended a meeting at Junee with Inspector Vergano. Also in attendance Lockhart, Coolamon and Junee Shires.

Attended the REROC Board meeting in Wagga.

Attending the School and TAFE end of year presentations over the last week.

4 CR OLIVER

Attended the new residents dinner, and it was good that each resident spoke about their move to Temora.

Temora Railway Station has small merchandise for sale – coffee mugs and jigsaw puzzles.

5 CR WIENCKE

Director of Administration & Finance and himself attended the Temora Agriculture Innovation Centre meeting on Tuesday 18 December 2018.

6 CR FIRMAN

Attended the Temora & District Sports Council meeting, and Mr Greg Wiencke presented the proposal for the upgrade of Nixon Park. The delegates resolved that the February meeting will have this presentation made available to the Committee.

7 CR MCLAREN

Attended the arts opening at the Bundawarra Centre.

8 MAYORAL REPORT**8.1 MAYORS REPORT - NOVEMBER 2018**

File Number: REP18/1457
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT

1st November – The General Manager (Mr Gary Lavelle) and I left to Sydney to attend NSW Country Mayor's Association Board meeting tomorrow, at Parliament House.

- The General Manager (Mr Lavelle) and I attended a meeting with NSW Opposition Minister for Primary Industries, the Hon Mick Veitch MLC.
- The General Manager (Mr Lavelle) and I had a meeting with LGNSW President, Cr Linda Scott.

2nd November – The General Manager (Mr Lavelle) and I attended the NSW Country Mayors Board meeting, held at Parliament House, Sydney.

3rd November – Cr Dale Wiencke attended the Annual General Meeting of the Lachlan Regional Transport Committee, and extended the formal welcome to all regional delegates. Cr Max Oliver was also in attendance. Cr Wiencke is a member of this Committee, which is pleasing to have a Temora Shire representative at the table.

5th November – I attended Council offices.

6th November – Councillors, Senior Staff and I attended Council Committee day. This was a very long day, however, a most worthwhile one.

8th November – I chaired a meeting of Riverina-JO Board, with Wagga City Council as the guest speakers. Wagga City are not members of Riv-JO, however, we hope they apply to be members in due course.

9th November – I was thrilled to have visited Temora Public School. These visits to our schools are great 'medicine'.

- I had a meeting with Mrs Sue Wylie, Secretary of the Temora & District Education Fund.
- It was an honour to preside at the special Mayoral Citation presentation ceremony. Councillors and I joined our ex-servicemen and women to make this special presentation, to formally thank and acknowledge all ex-servicemen – past and present, for the sacrifices they have made. It was a stirring occasion.
- Cr Judd, Cr McLaren and I attended the TADVAC dinner at the Old Scout Hall.

10th November – My fellow Councillors and I were honoured to have hosted a Civic Reception, in honour of the Ambassador of Finland to Australia, His Excellency Lars Backstrom and Mrs Brigitta Backstrom.

11th November (Remembrance Day) – I accompanied Ambassador & Mrs Backstrom to Sunday morning worship at St Paul's Anglican Church.

- I escorted Ambassador & Mrs Backstrom to the Remembrance Day service & the Centenary of Armistice. Councillors, Staff and our community came together to pay our respects to those who have and continue to serve, and reflect on the ending of the so called 'Great War'.
- Cr & Mrs Nigel Judd escorted Ambassador & Mrs Backstrom to the Temora Aviation Museum.
- Cr & Mrs Ken Smith accompanied Ambassador & Mrs Backstrom at the Aviation Museum, gave a tour of the Shire, and hosted the dignitaries for dinner.

12th November – I attended Council office.

14th November – I chaired the Temora West School Council meeting. Cr Max Oliver also attended this final meeting of the Council for 2018.

15th November – The General Manager and I had a meeting with Mr Allan Pullen.

- I chaired a meeting with Director of Finance & Administration (Mr Firth), together our Community and Cultural Officer, Ms Amanda Gay to commence arrangements for the Temora Shire Drought Breaking Bash.
- I chaired the Executive meeting of Council
- Councillors and I attended the monthly Council meeting. This was a very good meeting.

17th November – I attended McHappy Day at McDonald's Temora.

- My Mother and I were among those who attended the surprise 18th birthday party of Mr Justin Nguyen, at the Temora Ex-Services Memorial Club. This was a special night for all of us who attended.

20th November – I had a meeting with Mr Bob Turner, Chief Executive of BREED Australia.

21st November – I had a meeting at Council.

- I chaired the last Delegates meeting of the Temora & District Sports Council.

22nd November – Councillors attended a meeting with the Parks Commissioner.

- The Deputy Mayor (Cr Sinclair), Cr Judd, Cr Smith and I held an informal meeting of the General Manager's Performance Review Committee. We are grateful to have a genuine and devoted General Manager.

23rd November – I had an interview Mrs Anne Delaney from ABC Riverina re: webcasting and various other REROC and Riverina JO matters. Mrs Delaney is great fun and loyal to the Riverina region.

- I chaired a meeting of REROC Board
- I conducted an interview with Prime7 Wagga re: Riverina JO
- I chaired a workshop of the recruitment process of a Chief Executive of the Riverina JO
- I chaired the Executive meeting of REROC.

24th November – I had an interview with ABC Riverina's Grant Luhrs, at the Temora Country Music Festival. Cr Oliver also gave an interview re: Temora Railway Museum.

26th November – I had an interview with the Temora Independent.

- The General Manager and I visited former Mayor of Temora Shire, Mr Ian Murphy OAM. Mr Murphy was in fine spirits and sent his best wishes to all Councillors, Staff and citizens of Temora Shire.

27th November – In the absence of our Chairman, Col. Pat Thorne AM, I chaired the Temora Police & Community Committee meeting, which was also attended by Cr Oliver, who is the Treasurer.

29th November – Councillors and senior staff attended a meeting with Dr Parry Homes Board Chairman and Deputy Chairman (Messrs Jeff Cornford and Allan Gallagher). Both gentlemen were long-serving Councillors on Temora Shire.

- Councillors and senior staff attended a Local Environmental Planning (LEP) workshop. Thanks to the Deputy Mayor (Cr Sinclair) for presiding at the meeting.
- The Deputy Mayor (Cr Sinclair) and Councillors hosted the New Residents Dinner, held at the Bundawarra Centre. Our thanks is extended to all our new residents to the Shire, as they decided to live here, where the rest of us, were blessed to be born here. Congratulations are extended to Council's Community & Cultural Services Officer, Ms Amanda Gay for arranging a great evening!

30th November – I chaired an interview panel for candidates who applied for the annual McDonald's Grassroots Sporting Grant, sponsored by the owners, Mr Tony Aichinger. This grant programme is facilitated by the Temora & District Sports Council.

RESOLUTION 318/2018

Moved: Cr Kenneth Smith

Seconded: Cr Dale Wiencke

It was resolved that Council notes the report.

CARRIED

Report by Cr Rick Firman, Mayor

9 STAFF REPORTS

RESOLUTION 319/2018

Moved: Cr Nigel Judd

Seconded: Cr Claire McLaren

It was resolved that Council receive Staff reports.

CARRIED

10 GENERAL MANAGER**10.1 CALENDER OF EVENTS - DECEMBER 2018**

File Number: REP18/1469
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

REPORT**DECEMBER 2018**

5th Town Hall Theatre
Committee Room – 6:00PM
DELEGATE: Cr Reinhold

6th REROC JO
DELEGATE: Cr Sinclair, Cr Firman

11th Committee Meetings

12th Imagine Temora Committee Meeting
Council Chambers at 5:00 PM
DELEGATE: Cr Sleigh

19th Temora & District Sports Council Meeting
Temora Ex-Services Club - 6:30 PM
DELEGATES: Cr Firman, Cr Oliver

20th Council Meeting

JANUARY 2019

10th Temora Rural Museum Meeting
DELEGATE: Cr Smith, Cr Oliver

17th Council Meeting

FEBRUARY 2019

6th Town Hall Theatre
Committee Room – 6:00PM
DELEGATE: Cr Reinhold

7th REROC JO
DELEGATE: Cr Sinclair, Cr Firman

12th Committee Meetings

13th Imagine Temora Committee Meeting
Committee Room at 5:00pm
DELEGATE: Cr Sleigh

20th Temora & District Sports Council Meeting
Temora Ex Services Club – 6:30PM
DELEGATES: Cr Firman, Cr Oliver

21st Council Meeting

RESOLUTION 320/2018

Moved: Cr Max Oliver

Seconded: Cr Graham Sinclair

It was resolved that the Calendar of Events be noted.

CARRIED

10.2 RIVERINA JO - STRATEGIC REGIONAL PRIORITIES

File Number: REP18/1481
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. REROC JO [↓](#) 

REPORT

Seeking Councils priorities in each of the key theme areas that have already been identified.

- Transport
- Energy, Water & Environment
- Workforce Development and Skills Shortages
- Connectivity
- Economic Development
- Health & Allied Medical Services

Responses will be compiled and used then as a starting point.

RESOLUTION 321/2018

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It was resolved that Council holds a workshop on the 24 January 2019 at 11:00am in the Council Chambers.

CARRIED

Gary Lavelle

From: Julie Briggs <jbriggs@reroc.com.au>
Sent: Friday, 30 November 2018 8:55 AM
To: Abb McAlister; Allen Dwyer; Andrew Crakanthorp; Annie Coleman; Cr Rodger Schirmer; Cr Brian Monaghan; Cr Dennis Palmer; Cr Greg Verdon; Cr Heather Wilton; Cr John Seymour; Cr Neil Smith; Cr R B Firman; Gary Lavelle; James Davis; Peter Veneris; Phillip McMurray; Ray Smith; Rick Firman; Steve Pinnuck; Tony Donoghue
Subject: Strategic Regional Priorities_Riverina JO

Good morning all,

As you know we need to start working on the Strategic Regional Priorities for the JO.

We think it would be helpful to progress the discussion to get each of the Member Councils to advise what their LGA's priorities are in each of the key theme areas we have already identified:

- Transport
- Energy, Water and Environment
- Workforce Development and Skills Shortages
- Connectivity
- Economic Development
- Health and Allied Medical Services

We will then try and compile your responses and see if we can find some common themes as a starting point.

Regards

Julie Briggs *MBA, LLM, GAICD*
Interim Executive Officer
Riverina Joint Organisation
PO Box 646
Wagga Wagga NSW 2650
Phone: 02 6931 9050
Fax: 02 6931 9040
Email: jbriggs@reroc.com.au

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11 ENGINEERING SERVICES**11.1 LOBYSO DECAL PROPOSED LOCATIONS****File Number:** REP18/1527**Author:** Senior Engineering Technical Officer**Authoriser:** Engineering Technical Manager**Attachments:** 1. LOBYSO Decals  **REPORT**

Councils Road Safety Officer and Engineering Staff are in receipt of 30 decals for the “Look Out Before You Step Out” (LOBYSO) Program and have investigated possible locations for installation, noting that each location requires 2 decals.

1. Hoskins Street pedestrian crossing – near Newsagents *(2 Decals)*
2. Hoskins Street pedestrian crossing – near Railway Hotel / Chinese Restaurant *(2 Decals)*
3. Victoria Street pedestrian crossing – near Roundabout Bakery *(2 Decals)*
4. De Boos Street pedestrian crossing – near Parkes Street *(2 Decals)*
5. De Boos Street / Loftus Street pedestrian crossings – near Temora Theatre *(4 Decals)*
6. George Street Kerb Ramps – Near Temora Preschool / OOSH *(2 Decals)*
7. Intersection of Loftus and Hoskins – all corners *(8 Decals)*
8. Woolworths Exit – Hoskins Street *(2 Decals)*
9. Pitt Street, Aria Park – At new pedestrian Facility *(2 Decals)*
10. Ashton Street, Aria Park – Kerb Ramps between School and Hall *(2 Decals)*

Based on the proposed locations 2 decals will be left as spares for any future possible locations that may arise.

RESOLUTION 322/2018**Moved:** Cr Nigel Judd**Seconded:** Cr Dale Wiencke

It was resolved by Council that the 10 locations listed above be the locations chosen with an additional two to be placed in Coolamon Street Aria Park and Fr Hannan Crossing be considered in future locations.

CARRIED***Report by Alex Dahlenberg***



Image 1: Actual Photo of LOBYSO Decal

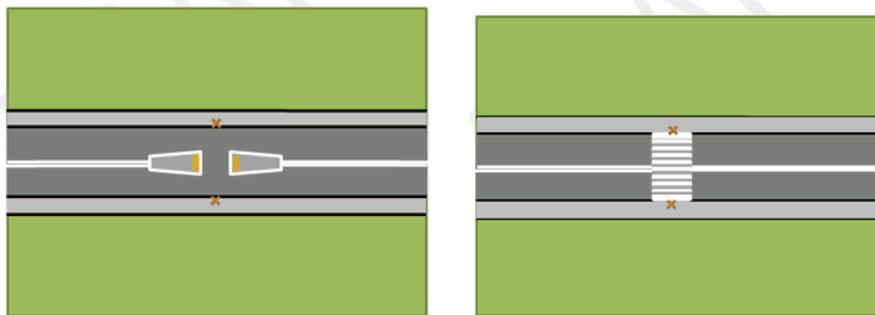


Image 2: Installation Layout

11.2 DRINKING STATION REQUEST

File Number: REP18/1537
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: 1. Correspondence  
2. Water Filling Stations  

REPORT

Council is in receipt of a request from Temora Rotary Club regarding potential construction of a drinking station on the walking track between Temora and Lake Centenary.

Following further investigation into this project, I offer the following information.

- Temora Shire Council has no water meter connection points along the section of road reserve the request is referring to. This would require a new water meter connection to be established.
- GWCC meter connection fees;
 - \$275 development application fee
 - \$1760 meter taping fee
 - \$7800 headworks charge (potentially waived for a community project)
 - \$15,000 for water station (if Council station not allocated)

Council has previously considered the locations of water stations donated by GWCC (attached). A water station is scheduled for Lake Centenary in the 2018/2019 financial year, however filling station is scheduled to be installed adjacent to the new playground facility to be funded through Stronger Country Communities in the 2019/2020 FY.

Cr Nigel Judd declared a non-pecuniary interest in relation to item 18/1537, due to a Member of the Committee.

RESOLUTION 323/2018

Moved: Cr Kenneth Smith
Seconded: Cr Dale Wiencke

It was resolved that Council advise that no action will be taken regarding the installation of a drinking station

AND FURTHER

That the Temora Rotary Club be advised of the cost of the installation and that a drinking station will be located at Lake Centenary.

CARRIED

Report by Rob Fisher

Date: 8 November 2018 at 10:57:14 am AEDT

Subject: Rotary Project 2018/2019 lake centenary

“Rotary Club of Temora”
212 Hoskins st Temora
2666
0400321518
0269774801

Att: Nigel Judd

Temora shire Council

I am writing to you in request made by recent visitor feedback from warbirds 2018.

I am a regular user of the Temora to Lake centenary track , including around the lake path . I was stopped on 2 occasions with travellers asking if I knew of any water refill stations between town and the lake, the distance is 4.8 km between water opportunities.

The Rotary Club of Temora was wanting to seek advice for a project if possible for the installation of a water station /bubbler Half way between the lake and Temora pathway ? We would like to know what would be involved and what we could do to help make a project like this possible?

I have consulted with Annie Coleman from Goldenfields water and has compiled a request to their engineers find out where the nearest water metre would be located.
This motion is in the process, I am happy to forward Correspondence from Goldenfields water to Nigel Judd if council is agreeable to investigation of this project.

Annie has also made me aware of council funding that may become available for water stations yearly in our shire, whether this could support the project with our clubs support.

I look forward to councils response

Thankyou.

Temora Rotary Club

GCL:ATR: W/03/01

21 November 2017

Mr Phillip Rudd
General Manager
Goldenfields Water County Council
PO Box 220
TEMORA NSW 2666

Dear Phil

Thank you for your correspondence of 14 September 2017 outlining a proposal to provide an water refill station per year for each of the next four years to Temora Shire Council.

This is a generous offer by Goldenfields Water and Temora Shire Council thank you organisation for this gesture. In accordance with previous advice, the 2017/2018 station would be located at Aria Park. Subsequent years would be allocated to 2018/2019 Lake Centenary, 2019/2020 Nixon Park, 2020/2021 Springdale.

This decision will ensure that residents across the Temora Shire footprint will have access to these very handy facilities.

Once again thank you for providing the water refill stations for the residents of Temora Shire.

Yours faithfully



GC Lavelle, PSM
GENERAL MANAGER

11.3 NIXON PARK PLAY EQUIPMENT

File Number: REP18/1545
Author: Engineering Technical Manager
Authoriser: Engineering Technical Manager
Attachments: Nil

REPORT

I have recently become aware of projected over expenditure in relation to the Nixon Park Play Equipment Project. To date expenditure totals \$84,981.66 with the fencing and minor landscaping remaining incomplete.

Reasons for over expenditure;

- Lack of detailed scope and cost estimate prior to budgeting. Location was chosen after budgeting.
- Difficult site requiring a 2 tiered retaining wall. \$18,000 expenditure on concrete surrounds and retaining wall.
- Increased survey design and management costs as a result of difficulty finding a suitable site and building on the difficult site. \$5,000 expenditure on survey/design and management.

A significant component of the total expenditure relates to the play equipment and rubber soft fall surface layer totalling \$56,300, noting Council had to deliver preparation works including significant earthworks and base preparation prior to delivery of this component.

Options

1. Remove the fence from the project.
2. Allocate additional \$15,000 to complete the project in the current financial year.
3. Allocated additional \$15,000 to complete the project next financial year.

Budget Implications

\$15,000

RESOLUTION 324/2018

Moved: Cr Graham Sinclair
Seconded: Cr Max Oliver

It is recommended Council allocate additional \$15,000 to the 2019/2020 budget estimates to complete the playground fencing.

CARRIED

Report by Rob Fisher

12 ENVIRONMENTAL SERVICES**12.1 WASTE TO ENERGY FEASIBILITY STUDY****File Number:** REP18/1392**Author:** Director of Environmental Services**Authoriser:** Director of Environmental Services**Attachments:**

1. Country Mayors  
2. Tenterfield Shire Council  

REPORT

Tenterfield Shire Councils in conjunction with New England Joint Organisation has undertaken research into Waste to Energy at a local scale and provided a presentation to the Country Mayors Association who agreed to support the initiatives to make Waste to Energy at a local level a reality.

Tenterfield Shire Council is seeking a financial contribution of \$15,000 from Councils to enable the completion of a comprehensive feasibility study. Country Mayors Association is writing to all country Councils seeking financial support for the project.

Budget Implications

\$15,000.00

RESOLUTION 325/2018

Moved: Cr Kenneth Smith

Seconded: Cr Nigel Judd

It was resolved that Council takes no action and the matter be referred to the Riverina JO Board for consideration.

CARRIED***Report by Kris Dunstan***



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
PO Box 420, Moree NSW 2400
02 6757 3222
ABN 92 803 490 533

14 November 2018

To Regional and Rural Councils

Dear Mayors and General Managers

Tenterfield Shire Council, in conjunction with the New England Joint Organisation, has undertaken significant research into Waste to Energy at a local scale and provided a comprehensive presentation to our Association's meeting held on 3 August 2018 at which Country Mayors agreed to support the initiatives to make Waste to Energy at a local level a reality. This position was further strengthened by an Energy to Waste Forum facilitated by the Department of Premier and Cabinet for Country Mayors members held 1 November 2018 where a number of industry experts spoke about the benefits of this technology, providing examples of its effectiveness in operations in other states. We believe that this technology provides a real opportunity for our councils to deal with the issue of waste in a more cost effective manner.

In order to progress this matter further, financial assistance is being requested to enable the completion of a comprehensive feasibility study to determine whether a pilot plant being built at this time is warranted. Country Mayors is writing to all country councils seeking financial support for the project as the outcome will be of benefit to all.

To assist in making your decision, information has been supplied by Terry Dodds, Chief Executive of Tenterfield Shire Council, who is leading this project and this information is provided below in italics:

"Waste to Energy – What is the study about?"

Councils are increasingly coming under pressure on waste, whether it be problems with recyclables, costs of implementing new waste systems or simply costs of disposal – either locally, or shipping waste elsewhere.

Waste to Energy is one of the range of solutions which may be able to assist decrease the amount of waste going to landfill. Technologies are well developed overseas, and can perform to extremely high environmental standards. Many of these projects are, however, very large and only applicable at high population levels. The question the study needs to answer is: What is the smallest scale at which economic waste to energy projects can occur? Western Australia is making significant progress in this area, including in regional areas at Port Hedland, however one single project at the smaller scale is not indicative of the range of regional needs within NSW or indeed elsewhere in Australia.

There is a Waste to Energy Policy in NSW, but it is a very difficult path not only to gain approval, but to even gain interest from the wider industry; both in Australia and internationally. The policy is under

review, and Country Mayors recently resolved to request the full involvement of regional councils in that review. To fully participate in this review, we need to have our own independent work done that focuses on the needs of regional councils. Policy change is needed, for Waste to Energy to take its place as part of the waste hierarchy and the waste to energy supply mix.

Regional councils have specific issues of lower population densities, longer travel distances and higher overall costs. There is a strong view that policy needs to consider regional areas in a different way to, say, Western Sydney. In short, the cookie cutter approach currently fails regional areas. The study will look, among other things, at:

- What is the overall legislative and regulatory context?
- What are the available technologies that can meet appropriate environmental standards?
- Which of these are scalable to regional areas?
- How do the economics of waste to energy work, including issues such as gate fees, operating costs, but also looking at avoided costs such as lower costs to landfill, lower transport costs and the like.
- What are the environmental offsets gained; reduction in methane, sulphur, leachate and CO₂.
- What are the practical operational aspects that need to be resolved, including site location, energy output and grid connections, financing, maintenance and management of risk?
- Other than electricity production, what other uses are available; diesel production, steam for industry, biogas etc.
- How can we be confident of the technologies, and the science behind them? Fully independent experts need to review this – people with no industry or regulator ties.

Case study areas will be chosen to be representative of a wide range of regional contexts.

Who is leading the study?

The lead Council is Tenterfield Shire Council, with support from Moree Plains Shire Council and Regional Development Australia – Northern Inland.

How much will the study cost?

To ensure the study is comprehensive and of most benefit, we expect the study to cost \$540,000. This is essential if it is to have widespread credibility and cover social, environmental as well as financial bottom lines.

How long will it take?

Ideally, we would like to complete the study within 6 months of confirmation of full funding for the study being achieved.

Who owns the output?

The outputs of the study will be owned and available for use to all contributing councils. The study will help all participants make better, more informed decisions about waste and waste to energy in the future and how waste to landfill can be reduced.

How much do we need to pay?

We are asking for \$15,000 per Council although higher contributions will be accepted. We would like to be able to fund the entire study from local government resources and have full control. If we do get a grant, and find we have excess funds, then the payments by councils will be reduced in proportion.

Please see the account details for Tenterfield Shire as follows:

National Australia Bank	The Council of the Shire of Tenterfield	082-829	509913697
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If Councils transfer funds via EFT can they please ensure that their Council name and Waste to Energy is in the description. If a tax invoice is required, please advise.

Where can I get more information?

Councils are encouraged to contact Tery Dodds, Chief Executive of Tenterfield Shire Council for further information. He can be contacted via email on t.dodds@tenterfield.nsw.gov.au or via mobile on 0400 263 932."

The preparation of this study could lead to considerable financial advantages for country councils as well as providing a solution for waste management which is a huge burden on all of our councils. I hope you will consider this request favourably and seek out additional information should you wish to know more.

Yours sincerely



Cr Katrina Humphries
Chairperson



Tenterfield Council Waste to Energy (W2E) Feasibility Study Outline

1. Background

Australia is facing a well-publicised paradigm shift in relation to energy generation as well as waste management. In most aspects, Australia is falling behind solutions which have been adopted in almost every other developed country. As a nation, we are now operating on a global stage which brings with it global competition. Maintaining antiquated systems of any nature for any length of time will eventually affect our local competitiveness. This project therefore is as much about timing and delivery as it is about technical solutions and obstacles related to W2E.

Australian electricity consumers principally rely on receiving energy via a complicated and vast distribution and retail network (grid) that by design harbours much inefficiency. As so much of our power generation is supplied by burning fossil fuels, these inefficiencies are both detrimental to the environment as an artificially higher rate of extraction and production is required to overcome energy losses (attenuation), as well as being costly to the consumers who pay for those losses.

Australia is not seeing the amount of new investment in traditional base-load energy generation that is required to replace the 8GW of coal fired generation capacity expected to be retired over the next 20 years (and 28GW of retirement over the next 50 years). It is therefore an imperative that this future shortfall in base-load coal-fired generation is replaced with other technologies such as renewable energy on a smaller decentralised scale.

In 2014-15, Australia produced 64 million tonnes of waste, which is equivalent to 2.7 tonnes of waste per capita. Almost 60% of this was recycled (Australian National Waste Report 2016). Transporting waste materials away from households such as food scraps, green-waste, paper and non-recyclable plastics, just like electricity transmission losses, consumes considerable energy.

Councils face substantial and ever-increasing expense regarding waste management and rising energy costs for Council infrastructure. Burying waste creates multiple risks and by its nature is unsustainable; no matter how big the hole, it will eventually fill.

The project will also determine the net environmental impact of reducing coal-fired energy and removing methane, leachate, excess transport of waste and inter-generational risk currently embodied in landfills.

Looking at the two issues in parallel, the need to generate electricity locally and reduce waste to landfill, offers regional Australia in particular much opportunity.



2. Problems to be Solved

The key problems/questions at the centre of this feasibility proposal are:

- What do we do with our waste?
- How do we develop alternative base-load energy solutions that don't rely on the vagaries of climate or battery storage?
- What are the implications for the existing electricity transmission network (the grid) from alternative renewable energy options, including the issue of scale?
- What synergies can be made to input into the grid in lieu of additional capital works by energy distributors and generators to deal with lack of network capacity?
- How can local government best work with energy suppliers and distributors so that a win-win situation is achieved?
- Are the environmental and cost objections of W2E valid?
- Is the classic waste management hierarchy valid in regional areas in all instances?
- Can regional areas assist metro areas with their waste problem?
- Does the proposal satisfy relevant NSW Government regulations relating to waste management and energy from waste?

Whilst there has been much effort made in WA, and recently QLD and Victoria regarding larger scaled Waste to Energy investigations, and in some instances development has commenced, there has been no efforts to look at the advantages of small scale plants. This is despite the fact that smaller scale micro grids are less of a challenge to input into the existing electricity distribution network.

As noted by Transgrid (2018), the interest in renewable energy projects in NSW already significantly exceeds the capacity of the network to carry that new electricity generation. For example in the Northern NSW zone, there have been enquiries for around 3.5GW of wind and 5GW of wind generation, however the network only has a capacity to carry another 0.8GW. For this reason, small-scale 'behind the meter' projects which do not utilise the grid, or smaller scale grid-connected projects may be more feasible from a grid-capacity perspective.

In addition, Transgrid (2018) have identified priority renewable energy zones in NSW, including the Northern NSW zone to which Tenterfield is very close. These zones are characterised by:

- Abundant renewable energy;
- Existing network infrastructure with capacity to connect new generation;
- Proximity to population centres where energy is consumed;
- Compatible land use with low opportunity cost;
- Low transmission augmentation costs;



- Located on corridors between major population centres and maximise the use of the existing network

At present, catering for the unprecedented volume of renewable network connection enquiries (30GW) is not possible without network augmentation. However, coal-fired retirements over the next 50 years are projected to reach 28GW of lost generation, freeing up considerable network capacity. The challenge is to ensure the new renewable generation capacity is connected ahead of thermal energy retirements, and in a staged manner that minimises connection costs and avoids the development of stranded generation assets (Transgrid 2018).

Small scale W2E developments could assist in avoiding these challenges due to their minimal (or zero if behind the meter) use of the existing transmission network (less than 1.5 MW). Moreover, the question as to whether small scale W2E Plants could be managed by a larger scale providers and amalgamated via Supervisory Control and Data Acquisition and Automation (SCADA) to form what would effectively be a large scale generator as far as the energy market is concerned, has not been answered.

Although this is extensively an electricity generation project, many other endemic problems faced by rural areas in particular could be addressed; waste management; localised employment; reduced heavy vehicle transportation, environmental liabilities, and energy costs.

3. Questions to be Answered in this Feasibility Study

The feasibility study will examine the latest evidence to address the following questions:

- What are the obstacles/objections to W2E in a regional setting and are they valid (e.g. cool technologies are a better option environmentally & economically)?
- Can waste be used to supply power on demand – meaning there is no need for energy storage (batteries)?
- What technologies to convert W2E have been used in other countries?
- Who can we seek advice from such that we don't start from ground zero?
- Is there a scale of operation that is technically, financially, environmentally and socially viable in regional areas, including small scale electricity generation and feed-in? (Note: this includes a consideration of both spatial scale and population size/density at the same time)
- What is the scope for integrating W2E with other forms of renewable energy (e.g. solar)?
- What are the sources of waste that could be utilised and are they available in sufficient volumes?
- Are available volumes likely to be consistent through time in particular over the estimated design life of a facility?



- What is the smallest scale that when off-set with waste charges, provides an economically suitable solution?
- What is the environmental impact of any feasible options identified and how does this compare to alternatives (e.g. burying in landfill either locally or elsewhere);
- Can a local W2E system providing energy at a cost to local consumers, also provide an incentive to divert waste from landfill?
- What could regional areas offer urban areas, in not only electricity generation, but waste management?
- What are the issues surrounding the use of the local electricity grid system (run by Essential Energy) by a W2E operation?
- What is the public's appetite for change now, given the public discourse of rising energy prices, the crisis in waste management/recycling and the (incorrect) public perception that most recycling material goes to landfill?
- How is local government going to gain assistance and overcome the initial financial risk to trial and install suitable technologies?
- Should we review all energy paradigms, W2E, Waste Water Sludge to Biogas to Energy, and Photovoltaic Arrays in parallel and homogenise?
- Other than electricity being inputted into the grid, what other uses can waste to energy supply; diesel fuel, steam for industrial uses, raw materials, intensive horticulture etc.

4. Project Proponent

The project will be managed solely by Tenterfield Shire Council with input and assistance as required from Regional Development Australia – Northern Inland, Moree Plains Shire Council, and technical experts as required.

5. Content of the Feasibility Study

5.1 Background

An overview of the issues and challenges including:

- An overview of W2E issues in Australia – waste volumes, resource recovery issues, NSW Government regulation and policy objectives etc.;
- Current energy issues – transmission inefficiencies, retirement of existing base-load facilities, high capital costs of new fossil-fuel base load facilities, transmission system augmentation requirements;



- Landfill issues;
- The current NSW Government's Waste to Energy Policy;
- Environmental problems associated with transporting landfill long distances;
- Triple bottom line issues for regional economies – the cost of energy, the cost of landfill, the environmental impacts, and the social impacts (e.g. scope for local generation and industry).

5.2 Obstacles to W2E

An overview of real and perceived obstacles to small-scale distributed W2E systems.

- The definition of renewable energy. Can burning waste that has a non-biological source be regarded as renewable? Does this even matter if the net result is a better environmental outcome (e.g. are there less emissions from W2E than from fossil fuels, burying in landfill, transporting large distance for disposal etc.);
- Scale issues – in both feedstock supply and electricity generation;
- Saleable products – the lack of a local heat distribution system compared to European situation;
- Environmental Regulations, Compliance and Audit;
- Diversion from recycling or composting – are there better options for using waste, particularly landfill waste? Cool technologies – are they feasible in a regional setting?
- The waste management hierarchy – how relevant is it to regional locations, and does it raise the credibility of W2E options in regional areas?

5.3 Methods to convert W2E

An overview of alternative methods of converting W2E, including:

- Identification of current commercial technologies with a focus on those which already operate at a smaller scale;
- Discussion of their pros and cons;
- Feedstock requirements;
- Scalability;
- Outputs;
- Efficiency;
- Technical complexity;
- Mass and heat balances and thermal efficiency of the technical options;
- Operations and Logistics - legal, commercial, environmental and compliance requirements need to be 'hard-wired' into the design from the onset;



- Experiences in other locations;
- Identify potential technology providers and rate/rank their suitability;
- Short-list potential technology providers and rate/rank their suitability;
- Conclusion – most suitable small-scale technology for local operations based on technical aspects of the options.

5.4 Feedstocks

- What volumes are available locally?
- What volumes could be sourced from elsewhere?
- Calorific value;
- Seasonality of supply;
- Reliability of supply (including over the design life of the preferred technologies)
- What pre-processing would be required for the chosen technology?
- Operations and logistics for feedstock consolidation, transport and handling;
- Gate fees – applicable? Likely levels?
- Feedstock supply contracts – how would they work?
- The unprocessed waste issue – illegal to incinerate in NSW? What feedstocks are eligible for incineration for energy in NSW? (the NSW Energy from Waste Policy Statement);
- Variability in feedstock sources – likelihood of fuel types changing over time and the implications including flexibility of the technology to handle changes in feedstocks;
- Transport logistics – routes, number of truck movements, impacts;
- Can regional areas solve metro waste problems where W2E plants may be too aesthetically/environmentally confronting? If so, what are the parameters around this, in particular relating to distances for waste transport?
- What are the limits to re-use/recycling?
- Cross-border challenges with regard to waste-management or sourcing feedstock e.g. NSW/QLD.

5.5 Environmental and Planning/Regulatory

- Identify statutory and regulatory approval pathways;
- Define environment assessment requirements;
- Requirements to connect to the grid;
- Requirements to participate in the National Energy Market



5.6 Grid access

- One critical problem with most distributed energy projects in the region has been the need to distribute generated electricity to users via the Essential Energy network. Typically, Essential Energy would charge around 14c/kWh for the use of the grid, and Transgrid may charge an additional 3c/kWh. This has rendered similar projects (e.g. the Tamworth biogas project) economically unfeasible. The projects only work if all the energy is consumed on-site and not distributed elsewhere via the grid;
- This feasibility study will examine this problem, potential solutions, and the impacts on financial viability for regional W2E projects. In particular it will focus on what regulatory or policy changes might be needed to enhance the role of the existing grid as it moves from a distribution network to an energy exchange network;
- The issue of micro-grids and virtual grids will be examined;
- Options for use 'behind-the-meter' in various locations to avoid the grid issues (e.g. powering an industrial estate within which the facility is located).
- Need for and whether there is any justification for "dual systems" with connections to the main grid and also a local Microgrid.

5.7 Electricity supply & demand

- Demand and supply issues will be examined – energy use profiles and trends in the case study locations;
- The wholesale electricity market – likely future prices with the retirement of old technologies and the onset of new technologies;
- What is the scope for selling the majority of the generated electricity at peak times to maximise the financial returns? To what degree does this approach constrain other options?
- Examine the frameworks to sell power downstream to customers, including the option of becoming an electricity retailer and what that entails (costs, legal obligations etc.).
- Any local options for using heat or gas from the process?

5.8 Operations & logistics

- Legal, commercial, environmental and compliance requirements need to be 'hard-wired' into the design from the onset;
- Emissions and their treatment (e.g. scrubbing) – what is the best feasible option from both an environmental and economic perspective?
- How will residues (ash) be handled and site requirements



5.9 Governance and Control

- Explore governance frameworks, and establish a system including ownership and control (commercial structure);
- A W2E plant will have multiple stakeholders, other government entities, private industry, suppliers, and those residing within the locality. What is the best governance framework to manage this situation? (Including implications around Public Private Partnerships in NSW)
- Risk management procedures;
- Develop a structure for a Stakeholder and Communications Plan;

5.10 Economics & Financing

- Conduct financial modelling of the identified best option to ensure financial viability – rate of return on the investment, IRR, payback period etc.;
- Document assumptions for key parameters such as gate fee, energy offtake price, capital and operating costs;
- Explore the financing options available – potential sources of debt & equity;
- Conduct broader economic modelling of the identified best option, thus including broader social and environmental issues (e.g. local economic benefits, any cost savings over alternative waste-use methods, economic value of any environmental impacts) to arrive at a triple bottom line cost-benefit approach, in addition to a financial cost-benefit approach;
- How do the emissions from the identified best W2E option compare to the alternatives (landfill, other energy sources, recycling, composting etc.) and what is the economic value (cost) of the alternatives to be considered in a triple bottom line approach?
- How do the employment benefits of W2E compare to the alternatives (e.g. further segregation for additional recycling or composting)?
- How do the costs (capital & operating) of W2E compare to the alternatives (e.g. further segregation for additional recycling or composting)?
- What roles do subsidies and incentives play in financial viability? Are they essential for viability?

5.11 Risk Assessment & Mitigation Strategies

- Technical risks;
- Feedstock supply risks;
- Environmental risks;
- Contracting risks;



- Political/Economic/Societal/Community/Cultural risks;
- Financial risks including financing;
- Transport risks;
- Regulatory risks, including the risk of changes to subsidies/incentives;
- Market risks.

5.12 ARENA Requirements

- Reporting and project management in accordance with the funding agreement milestones;
- Lifecycle analysis demonstrating the greenhouse and environmental benefits of the Project, including transport and preparation of the feedstocks. Impacts on:
 - Climate change
 - Fossil fuel energy use
 - Fossil fuel resource depletion
 - Particulate matter formation
 - Eutrophication
 - Consumptive water use
- A knowledge sharing report for publication (this document).

6. Challenges to Fund the Feasibility Study; 'Waste to Energy at a Local Scale'

Gaining financial partners for the feasibility study has been extraordinarily difficult. In short, nearly all council's that tacitly support Tenterfield Shire Council's endeavours are either waiting to see ARENA's appetite for granting funding, or waiting for Tenterfield to deliver a solution without taking a financial risk - classic Catch 22 situation.

Outside of the political arena, operationally, many General Managers working within local government in NSW are very risk adverse, as they see the EPA (in particular) as a huge impediment for change here. This only adds weight to the need for the project to lead a thorough and scientifically validatable endeavour.

Tenterfield Shire Council, through the New England Joint Organisation, became involved late in the NSW Department of Premier & Cabinet (DPC) microgrid development project, though this had a focus on photovoltaic solutions. Multiple Joint Organisations across NSW (and individual local governments in other States) are in support of the need to also undertake a W2E feasibility study.



The DPC, have now included it on their (Regional) agenda. Although it is fortuitous to be on the agenda, no funding to progress W2E studies has been forthcoming (unlike the solar solution). Unlike solar, there are no true W2E examples to learn from and develop a blueprint to allow replication. So having a desk top project that in effect data mines non-existent intellectual property will result in a sub-optimal conclusion. If it was as simple as copying what someone else in NSW has done it there would be a burgeoning industry here already. Subsequently in effect, the process is being pushed for and to date has been wholly funded by Tenterfield Shire Council and Regional Development Australia – Northern Inland. (Although since commencing the project Moree Plains Shire Council, Goulburn Mulwaree Council and Whitsunday Regional Council have joined.)

Entities which have indicated full financial support are as follows:

- Regional Development Australia – Northern Inland (NSW): \$20,000 (\$10,000 cash, \$10,000 in-kind support);
- Whitsunday Regional Council (QLD): \$15,000;
- Tenterfield Shire Council (NSW) - \$15,000 (plus quite a considerable in-kind commitment).
- Goulburn Mulwaree Council (NSW) - \$15,000
- Moree Plains Shire Council (NSW) - \$ 25,000

Partly committed:

- Inverell Shire Council (NSW). Dependant on ARENA's agreement they will 'consider 'a \$15,000 contribution;
- Glen Innes Severn Shire Council (NSW): In support of completing the study, but didn't commit themselves. Instead requested the New England Joint Organisation fund all member council's contributions of \$15,000 each, totalling \$105,000, from the seed funding the NSW Government paid to set up Joint Organisations (which was \$300,000.)
- New England Joint Organisation (NSW). 'Energy' is included in the draft strategic plan, but the budget is yet to be determined. It has been mooted previously by members that the NEJO fund \$105,000 towards the project.

Recently requested:

On 5 October the Northern Rivers Joint Organisation (NRJO) was provided a brief *precis* on the Project. NRJO will discuss at their next scheduled meeting.

Riverina and Murray JOC wrote to Tenterfield Shire Council fully supporting the project and Tenterfield Shire understands that RAMJO intend taking it to their board in November to consider joining with other councils to help finance the project.



The Shire's of Hay, Bourke and Forbes have expressed an interest and have recently been forwarded details.

Byron Shire Council have been approached to contribute (after seeking assistance from Tenterfield Shire as they were about to embark on the same journey).

Tenterfield Shire Council has been invited to present on the Waste to Energy at a Local Scale Feasibility Project on 12 October by the North East Regional Waste Managers (north coast of NSW: Ballina Shire, Bryon Shire, Clarence Valley, Lismore City, Kyogle, Richmond Valley and Tweed Shire).

The total assured sum currently stands at \$ \$90,000. If ARENA provide a dollar-for-dollar grant of \$90,000, this would raise only \$ 180,000. Obtaining dollar for dollar funding from ARENA is NOT assured. It would be far better for the study to stand alone, such that the process can remain in the control of local government.

Whilst raising \$90,000 is commendable, it is not anywhere near likely to provide enough resources to thoroughly answer all questions.

Keeping in consideration that there are always a considerable number of detractors whenever Waste to Energy is mentioned, any effort that delivers only half of the required answers will open the doors for criticism and hence ensure the project's failure from the start. Alternatively, if the whole process is not viable, having a process not inform local government from the beginning would be just as disastrous.

Tenterfield Shire Council is therefore seeking enough financial contributions to ensure a robust process occurs. This is anticipated to be at least \$540,000.

7. Political Support

Tenterfield Shire Council, in collaboration with the New England Joint Organisation (NEJO), has received strong support from local representatives, and even more pleasingly, others from further afield:

- The Hon. Barnaby Joyce MP, Member for New England (Federal)
- The Hon. Thomas George MP, Member for Lismore (State)
- The Hon. Adam Marshall MP, Member for the Northern Tablelands (State)



Once the local political climate was understood to be positive, Tenterfield Shire Council commenced the process of seeking wider support via others, including the NSW Country Mayors Association and departmental representatives (State & Federal).

On 3 August Tenterfield Shire Council presented to the NSW Country Mayors Association.

In attendance was Mr. Ken Gillespie, Regional Infrastructure Coordinator, NSW Premier & Cabinet, and staff from the Office of the Regional Infrastructure Coordinator.

NSW Country Mayors adopted as follows:

RESOLVED That the Country Mayors Association provide a letter of support to Tenterfield Shire Council and the New England Joint Organisation to seek seed funding from governments to undertake a feasibility study and the Premier be advised of this support (Yass Valley Council/Glen Innes Severn Council)

RESOLVED That the Country Mayors Association invite other Joint Organisations to support the initiatives of Tenterfield Shire Council and the New England Joint Organisation to make Waste to Energy a reality (Leeton Shire Council/ Tenterfield Shire Council)

RESOLVED That the Country Mayors Association request Mr Ken Gillespie, Regional Infrastructure Coordinator to facilitate a meeting of State Government leaders including OEHL, EPA and DPC with local government representatives to discuss the issues that could be faced making Waste to Energy a reality (Orange City Council/ Yass Valley Council)

During the meeting of 3 August, the Chair of the NSW Country Mayors Association, Mayor Katrina Humphries of Moree Plains Shire Council, took the opportunity to speak to the Hon. Gladys Berejiklian MP, NSW Premier, about the project.

Immediately after the meeting Tenterfield's Chief Executive Officer was approached by four (4) mayors, outside of the New England area, asking if he would be prepared to present to their respective councils (and/or JO).

Since then the Riverina and Murray Joint Organisation have not only sent a letter of support to Tenterfield Shire Council, they have adopted energy (including W2E) as their second highest strategic objective (only second to water security).

The Hon. Adam Marshall MP and the Hon. Thomas George MP advocated the worthiness of the project on behalf of Tenterfield Shire Council and the New England Joint Organisation to the Hon. Gabrielle Upton MP, Minister for the Environment, Minister for Local Government, and Minister for Heritage.

Consequently, on 3 August, Tenterfield Shire Council was given a hearing with representatives from the Minister's Office, including Mr. Kevin Wilde, Chief of Staff. The meeting was very positive, suggesting Council was on the right track and indicating grant streams available to assist (EPA) with



the project. Mr. Wilde commented that although there has been interest in very large Waste to Energy (W2E) applications that Tenterfield Shire Council was the only entity looking at how to scale W2E to suit local conditions.

Mayors Peter Petty and Michael Pearce, Tenterfield and Uralla Shire Councils, and the CEO of Tenterfield Shire Council, met with Mr. Cosimo Thawley, Senior Advisor, Office of the Hon. Josh Frydenburg MP; Minister for the Environment and Energy, in June. This was to seek clarification at a Federal level as to the worthiness and validity of the project. A similar comment was made regarding reduction of scale to suit local circumstances, versus what has been occurring to date - with larger scale proposals.

On 22 October, at the Local Government New South Wales Annual Conference, the delegates representing all councils in NSW unanimously adopted an amendment to the initial resolution (Resolution 42) regarding waste management to include Waste to Energy as follows (extract):

*Development of regional and region specific solutions for sustainable waste management (e.g. **waste to energy**, soft plastic recycling facilities, green waste).*

*Funding a wider range of sustainability initiatives, such as; **waste to energy**, marketing and strategies that provide and support a circular economy.*

Since the LGNSW Conference the NSW Country Mayors has, for the second time in as many meetings, discussed the Waste to Energy at a Local Scale Feasibility Study Project and resolved to write to all regional councils seeking \$15,000 to go towards the project. Further, they resolved to seek audience with the EPA to review the Waste to Energy Policy.



8. Conclusions

Waste to Energy is an underutilised additional resource available to assist the Australian energy market while at the same time dealing with an increasingly intractable problem of landfill disposal.

As a government (at least in NSW) it seems we have been hesitant in the past to release energy from waste because it isn't 'green', "it's too hard", or we're constrained as the Policy has too many constraints, yet almost daily governments of all persuasions are being castigated over energy prices and waste landfill sites, with the public mostly heralding renewables as the answer.

It is somewhat ironic that as a country we're effectively burying energy, in the form of 'waste', but on the other hand we're digging up coal to produce electricity – and will continue for a very long time.

With financial assistance Tenterfield Shire Council and our partners will demystify the current situation regards Waste to Energy at scales that align to smaller applications and obtain a true answer.

In doing so we'll discover:

- Is it feasible?
- If so, what does the feasible solution look like? – Feedstock, technology, environmental controls, locations, transport, financial performance, financing, ownership, governance etc.
- If it is not feasible, what needs to change to make it so?
- Next steps for implementation (if feasible) or towards feasibility (if not yet feasible).

9. Request

Tenterfield Shire Council and our partners need strong financial support to thoroughly and professionally investigate the current status and to determine what scales can be applied.

Whilst we have received an amazing amount of support from a great many areas, but most councils and JO's we've approached so far are:

- Willing to watch someone else take the risk and responsibility; or,
- Quite understandably, are slow to make decisions because their strategic plans haven't incorporated W2E (something that in effect has only just become a conversation point); or,
- Are concerned that the Regulator will continue make the process difficult if not impossible.



- Are confused because of the often biased views (both pro and anti-waste to energy)
- Have spent an enormous amount of money on excavating and preparing landfills and don't see the need.

At a political level there are no grand openings providing photo opportunities. Funding feasibility studies is therefore quite unpopular, the saying 'shovel ready' reverberating through the hallways of local governments right across the country.

The funding we have received to date, even if matched dollar for dollar by ARENA, is not sufficient to do a thoroughly robust feasibility study.

Tenterfield Shire Council, with our project partners, Moree Plains Shire Council and Regional Development Australia – Northern Inland, need to raise at least \$540,000.

We are confident that if enough of the right quality people, with the right motivation and non-biased ethics, are able to answer the last 13 pages of questions we'll be in a better situation.

10. Sources

Australian National Waste Report (2016), Prepared for Department of the Environment and Energy, Blue Environment Pty Ltd.

Transgrid (2018), Transgrid identifies top six energy zones in NSW and ACT to meet future need in the National Electricity Market, available at <https://www.transgrid.com.au/news-views/blog/Lists/Posts/Post.aspx?ID=205>

12.2 TEMORA LOCAL ENVIRONMENTAL PLAN - PERMITTED AND PROHIBITED LAND USES**File Number:** REP18/1454**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:** 1. Draft Planning Proposal - Amendments to Land Use Table  **REPORT**

Councillors and Senior Staff held a workshop on 29 November 2018 to examine proposed changes to the Temora Local Environmental Plan 2010. The proposed changes relate to the Land Use Table, which lists, for each zone used in the LEP, land uses that are either permitted with or without consent, or prohibited.

The outcome of the workshop was broad support for the concept of moving towards a predominantly “open zone” LEP, whereby the land use table lists particular types of development as being prohibited in the zone, and all other types of development are permitted with or without consent. Workshop attendees considered potential land uses that should be either prohibited in a zone, or should be permitted with consent, in order to prepare the draft land use table.

This is a proposed change from the current situation of a “closed zone” LEP, which lists particular land uses as being permitted with or without consent and all other land uses are prohibited in that zone.

The proposed change requires the support of the NSW Government Department of Planning and Environment in order to proceed.

Proposed amendment

It is proposed that the current Temora Land Use Table be replaced with the revised Land Use Table, as detailed in the attached Planning Proposal.

This amendment will require the initial support of NSW Planning and Environment in order to proceed to the public exhibition stage.

Following community consultation, the outcomes of the public exhibition will need to be reported back to Council.

RESOLUTION 326/2018

Moved: Cr Graham Sinclair

Seconded: Cr Dale Wiencke

It is recommended that Council:

1. Resolve to amend the Temora Local Environmental Plan 2010 to replace the existing Land Use Table as proposed.
2. Accept the Draft Planning Proposal as prepared by Council officers
3. Request that Council officers forward the Planning Proposal to NSW Planning and Environment in order to commence the amendment process.

CARRIED***Report by Claire Golder***

PLANNING PROPOSAL



Amendment to Temora Local Environmental Plan 2010 Amendments to the Land Use Table

Prepared by
Temora Shire Council

December 2018

**Temora Shire Council
AMENDMENT TO TEMORA LOCAL ENVIRONMENTAL PLAN 2010**

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Temora Shire Council AMENDMENT TO TEMORA LOCAL ENVIRONMENTAL PLAN 2010

Part 1 – Objectives or Intended Outcomes

Temora Shire Council has resolved to prepare a planning proposal under the provisions of Section 3.33 of the *Environmental Planning & Assessment Act 1979*. Refer to **Appendix A** for resolution.

The proposal seeks an amendment to the *Temora Local Environmental Plan 2010* (LEP 2010) that involves a replacing the Land Use Table from a “closed zone” table to a predominantly “open zone” table.

The intended outcome of the Planning Proposal is to support a wider range of suitable developments within the rural, residential, business and industrial zones. The objective is to enable more efficient use of the available land, encourage a diverse local economy, whilst managing potential land use conflict, and ensure land continues to be used for its primary purpose.

By enabling the selected zones to have greater options for future development, it is envisaged that this will boost the economic attractiveness of Temora, support a diversified local economy, whilst still protecting important environmental areas and the core objectives of each land use zone.

Part 2 – Explanation of Provisions

This Planning Proposal seeks to amend LEP 2010 as outlined below:

- Amend the land use table as it applies to the following zones:
 - RU1 Primary Production
 - RU5 Village
 - R1 General Residential
 - R5 Large Lot Residential
 - B2 Local Centre
 - B4 Mixed Use
 - B6 Enterprise Corridor
 - IN1 General Industrial

To support listing the following specific uses as being either Permitted without consent or Prohibited, and all other land uses being Permitted with consent.

Zone RU1 Primary Production

3 Permitted with consent

Cellar door premises; Dual occupancies; Dwelling houses; Extractive industries; Function centres; Hardware and building supplies; Home industries; Intensive livestock agriculture; Intensive plant agriculture; Landscaping material supplies; Markets; Open cut mining; Plant nurseries; Resource recovery facility; Restaurants or cafes; Roadside stalls; Rural supplies; Rural

workers' dwellings; Secondary dwelling; Timber yards; Any other development not specified in item 2 or 4

4 Prohibited

Amusement centres; Centre-based child care facility; Commercial premises; Crematoria; Entertainment facilities; Exhibition homes; Exhibition villages; Health services facilities; Home occupations (sex services); Industries; Mortuaries; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Residential accommodation; Restricted premises; Sex services premises; Storage premises; Vehicle body repair workshops; Waste or resource management facilities

Zone RU5 Village

3 Permitted with consent

Centre-based child care facilities; Community facilities; Dwelling houses; Extensive Agriculture; Home industries; Horticulture; Light industries; Liquid fuel depots; Neighbourhood shops; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Schools; Viticulture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Biosolids treatment facilities; Correctional centres; Crematoria; Electricity generating works; Extractive industries; Farm buildings; Forestry; Heavy industrial storage establishments; Highway service centres; Home occupations (sex services); Industries; Recreation facilities (major); Restricted premises; Rural industries; Rural workers' dwellings; Sex services premises; Waste disposal facilities

Zone R1 General Residential

3 Permitted with consent

Attached dwellings; Boarding houses; Centre-based child care facilities; Community facilities; Dwelling houses; Group homes; Home industries; Hostels; Multi dwelling housing; Neighbourhood shops; Office premises; Places of public worship; Plant nurseries; Residential flat buildings; Respite day care centres; Semi-detached dwellings; Seniors housing; Shop top housing; Tourist and visitor accommodation; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Biosolids treatment facilities; Boat building and repair facilities; Cemeteries; Commercial premises; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Entertainment facilities; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Function centres; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Industries; Marinas; Mooring pens; Mortuaries; Open cut mining; Passenger transport facilities; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Registered clubs; Research stations; Resource recovery facilities; Restricted premises; Rural industries; Rural workers' dwellings; Service stations; Sewage treatment plants; Sex services premises; Storage premises; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste disposal facilities; Waste or resource management facilities; Water recreation structures; Water recycling facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

Zone R5 Large Lot Residential

3 Permitted with consent

Artisan food and drink industry; Cellar door premises; Dual occupancies; Dwelling houses; Extensive agriculture; Farm stay accommodation; Home industries; Horticulture; Landscaping

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material supplies; Plant nurseries; Restaurants or cafes; Roadside stalls; Secondary dwellings; Viticulture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; Backpackers' accommodation; Biosolids treatment facilities; Boat building and repair facilities; Camping grounds; Car parks; Caravan parks; Cemeteries; Centre-based child care facility; Commercial premises; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Entertainment facilities; Extractive industries; Forestry; Freight transport facilities; Group Homes; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Industrial training facilities; Industries; Marinas; Mooring pens; Mortuaries; Open cut mining; Places of public worship; Passenger transport facilities; Recreation facilities (indoor); Recreation facilities (major); Registered clubs; Research stations; Resource recovery facilities; Residential accommodation; Respite day care centres; Restricted premises; Rural industries; Service stations; Serviced apartments; Sewage treatment plants; Sex services premises; Storage premises; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Warehouse or distribution centres; Waste disposal facilities; Waste or resource management facilities; Water recycling facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

B2 Local Centre

3 Permitted with consent

Attached dwelling; Boarding houses; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Information and education facilities; Light industries; Medical centres; Mortuaries; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Residential flat buildings; Respite day care centres; Restricted premises; Semi-detached dwelling; Service stations; Shop top housing; Tourist and visitor accommodation; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Biosolids treatment facilities; Boat sheds; Cemeteries; Charter and tourism boating facilities; Correctional centres; Crematoria; Eco-tourist facilities; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Heavy industrial storage establishments; Helipads; Highway service centres; Home occupations (sex services); Hospitals; Industrial training facilities; Industries; Marinas; Mooring pens; Moorings; Open cut mining; Recreation facilities (major); Research stations; Residential accommodation; Rural industries; Rural workers' dwellings; Sewage treatment plants; Sex services premises; Storage premises; Transport depots; Truck depots; Warehouse or distribution centres; Waste or resource management facilities; Water recreation structures; Water recycling facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

B4 Mixed Use

3 Permitted with consent

Artisan food and drink industry; Boarding houses; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Home industries; Hotel or motel accommodation; Information and education facilities; Medical centres; Passenger transport facilities; Recreation facilities (indoor); Registered clubs; Respite day care centres; Restricted premises; Seniors housing; Shop top housing; Any other development not specified in item 2 or 4

4 Prohibited

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Agriculture; Air transport facilities; Airstrips; Amusement centres; Animal boarding or training establishments; boat building and repair facilities; Crematoria; Correctional centres; Depots; Eco-tourist facilities; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Farm stay accommodation; Forestry; Freight transport facilities; Helipad; Heavy industrial storage establishments; Highway service centres; Home occupations (sex services); Industries; Industrial retail outlets; Industrial training facilities; Marinas; Mooring pens; Open cut mining; Recreation facilities (major); Research stations; Rural industries; Rural workers' dwellings; Sewerage systems; Sex services premises; Storage premises; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Warehouse or distribution centres; Waste or resource management facilities; Water recycling facilities; Water treatment facilities; Wharf or boating facilities; Wholesale supplies

Zone B6 Enterprise Corridor

3 Permitted with consent

Agricultural produce industries; Artisan food and drink industry; Business premises; Community facilities; Dual occupancies; Extensive agriculture; Food and drink premises; Funeral homes; Garden centres; Hardware and building supplies; High technology industries; Home industry; Horticulture; Hotel or motel accommodation; Landscaping material supplies; Light industries; Liquid fuel depots; Local distribution premises; Medical centres; Office premises; Passenger transport facilities; Plant nurseries; Rural supplies; Specialised retail premises; Timber yards; Vehicle sales or hire premises; Viticulture; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Amusement centres; Biosolids treatment facilities; Boat sheds; Boat launching ramps; Cemeteries; Charter and tourism boating facilities; Centre-based child care facilities; Commercial premises; Correctional centres; Crematoria; Eco-tourist facilities; Entertainment facilities; Environmental facilities; Exhibition homes; Extractive industries; Forestry; Heavy industrial storage establishments; Heavy industries; Helipads; Home-based child care; Home occupations (sex services); Jetties; Marinas; Mooring pens; Moorings; Mortuaries; Places of public worship; Port facilities; Recreation facilities (major); Registered clubs; Research stations; Residential accommodation; Respite day care centres; Restricted premises; Rural industries; Sex services premises; Water recreation structures; Wharf or boating facilities

Zone IN1 General Industrial

3 Permitted with consent

Agricultural produce industries; Depots; Freight transport facilities; Funeral homes; Garden centres; General industries; Hardware and building supplies; Industrial training facilities; Kiosks; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Office premises; Places of public worship; Plant nurseries; Rural supplies; Specialised retail premises; Take away food and drink premises; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centre; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Airports; Amusement centres; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Commercial premises; Correctional centres; Eco-tourist facilities; Educational establishments; Entertainment facilities; Extractive industries; Farm buildings; Forestry; Function centres; Group Homes; Health services facilities; Home business; Home occupation; Home-based child care; Information and education facilities; Recreation facilities (major); Registered clubs; Residential accommodation; Respite day care centres; Rural industries; Tourist and visitor accommodation; Open cut mining; Water recreation structures; Wharf or boating facilities

Zone SP1 Special Activities (Business Premises, Residential, Tourist and Visitor Accommodation, Caravan Park, Incidental with Aviation)

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Part 3 – Justification

Section A - Need for the planning proposal.

1. Is the planning proposal a result of any strategic study or report?

The planning proposal is the result of the Temora Shire Council Land Use Discussion Paper 2017. The relevant Discussion Paper is attached at **Appendix B**. This document was publicly exhibited between 24 November 2017 and Friday 19 January 2018.

The strategy identified that at the time of developing the current Temora LEP 2010, NSW Planning and Environment encouraged that Council allocate land uses to be listed as either permitted with or without consent, and all other land uses are prohibited. Over the last 18 months, this has caused some issues for Temora Shire, with proposals for new developments that potentially should be considered as permitted with consent, rather than prohibited.

The LEP amendment process seeks to redress this situation by listing specific uses as being prohibited in the relevant zones, and allowing all other uses to be permitted either with or without consent.

Council officers have received and considered submissions relating to the Discussion Paper and reported these outcomes back to Council. Since the completion of this public consultation, Council officers have been concentrating on other aspects of the Discussion Paper, involving rezoning concepts, including commissioning the investigation of land located on the south-western fringe of Temora for future residential and large lot residential development and future Temora Airpark Estate expansion sites. Council officers have now prioritised the need to support more opportunities for appropriate types of development to be considered by Council, in order to strengthen and diversify the economy, whilst still supporting the key objectives of each zone.

A workshop was held on 29 November 2018, attended by Councillors and senior staff, where the draft land use table was prepared.

The circumstances that have led to the preparation of this Planning Proposal are:

- A Planning Proposal was required to support an amendment to the Additional Permitted Uses Table to allow a Sporting Shooters development on land zoned RU1 Primary Production. The site was ideal for this purpose and the amendment process is now complete. However the amendment still took over 18 months from initial discussions with the developer before the amendment to support the development was in place.
- This is a time consuming and expensive delay for a development that, if the Temora RU1 zone was an open zone, could have been assessed and approved at least 12 months earlier if an amendment to the LEP were not required to support the proposal
- This issue is significant for a rural Shire that is actively trying to diversify its local economy in order to strengthen its community.

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- Council officers have met with other landowners who are interested in starting up new businesses that do not fit within the constraints of the land use table or the controls relating to miscellaneous permissible uses. It is appropriate that these proposals be considered by Council where they are suitable for the site and any impacts can be managed through operational plans and conditions of consent.
- Temora Shire Council has a staff and Council that are capable of considering and assessing proposed developments
- There has been recent population growth in Temora Shire, a change from 2007 when the previous Local Environmental Study was conducted.
- Council is actively promoting Temora as a lifestyle choice for relocating families, supporting new business and employment opportunities.

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

Amending LEP 2010 to replace the land use table to provide "Open Zones" is the best means of achieving the objectives of the planning proposal. The proposal will enable a wide variety of developments to be considered by Council officers and Council,

The alternative of listing a greater number of uses to be permitted with consent within the Land Use Tables will not achieve these objectives, as other proposals for uses that are not defined within the LEP Dictionary would remain prohibited.

2A. If the provisions of the planning proposal include the extinguishment of any interests in the land, an explanation of the reasons why the interests are proposed to be extinguished.

No interests on the land are proposed to be extinguished.

2B. The concurrence of the landowner, where the land is not owned by the relevant planning authority.

The proposal will apply to all landowners within Temora Shire.

3. Is there a net community benefit?

There is a net community benefit as the land has the potential to be used for a greater variety of purposes, whilst still achieving the objectives of the relevant zone. This increases the potential to diversify the economy of Temora Shire, which increases the resilience of the community. The Temora Shire Development Control Plan 2012 will be reviewed and updated to provide additional guidance for specific types of development, where required. By providing additional business and employment opportunities, the community will benefit through an increase in potential population, which is desirable in a rural town. It is therefore in the community's interest to achieve the overall benefit of the option of replacing the existing land use table by providing "open zones" to apply to the rural, residential, business and industrial zones within the Temora LEP.

Section B - Relationship to strategic planning framework

4. Is the planning proposal consistent with the objectives and actions contained within the applicable regional or sub-regional strategy (including the Sydney Metropolitan Strategy and exhibited draft strategies)?

The proposal is consistent with the objectives and actions of the Riverina Murray Regional Plan 2036. Specifically Goal 1: A growing and diverse economy and relevant directions:

Direction 2: Promote and grow the agribusiness sector, Action 2.1 Encourage agribusiness diversification by reviewing local plans and removing restrictive land use zonings and outdated land use definitions, Action 2.2 Provide opportunities to improve support to agriculture through better guidance on protecting agricultural land and managing the interface with other land uses

Direction 3: Expand advanced and value-added manufacturing, Action 3.1 Promote investment in advanced and value-adding manufacturing by removing restrictive land use zonings and outdated land use definitions in local plans

Direction 4: Promote business activities in industrial and commercial areas,

Direction 6: Promote the expansion of education and training opportunities and

Direction 7: Promote tourism opportunities, Action 7.2 Enable opportunities for tourism development and associated land uses in local plans, Action 7.3 Target experimental tourism opportunities and tourism management frameworks to promote a variety of accommodation options, and

Goal 4: Strong, connected and healthy communities, including Direction 23: Build resilience in towns and villages.

The proposal is also consistent with the Premier's Priority of Creating Jobs, as the Planning Proposal will support a wider variety of opportunities for new development.

4. Is the planning proposal consistent with the local council's Community Strategic Plan, or other local strategic plan?

The *Temora 2030 Community Strategic Plan* is Council's local community strategic planning document.

The plan includes the Strategic Actions of:

1.3 Encourage the provision of educational opportunities including post school education

1.5 Support village life

1.8 Provide a safe and supportive living environment for our residents

1.9 Provide services required for excellent liveability in a rural community

2.1 Provision of sports facilities that are well maintained, planned and meet the expectations of the community

2.2 Provision and support of arts and cultural activities

2.3 Encourage a welcoming, inclusive and tolerant community that welcomes new residents from all backgrounds

2.5 Support and develop the Youth of our community

3.5 Strengthen the Temora Shire economy

3.6 Support Tourism, acknowledging the value it brings to the Temora Shire economy

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- 4.4 Ensure local planning instruments meet the needs of the community
6. 2 Optimise the opportunities to develop Agricultural industry

The planning proposal is consistent with these Strategic Actions, which seeks to support the Temora local economy and community.

5. Is the planning proposal consistent with applicable state environmental planning policies?

The Planning Proposal is consistent with *State Environmental Planning Policies*, as set out in **Table 2 of Appendix E**.

6. Is the planning proposal consistent with applicable Ministerial Directions (s.117 directions)?

The Planning Proposal is consistent, or where applicable, justifiably inconsistent with Section 117(2) Ministerial Directions, as set out in **Table 3 of Appendix E**.

Section C - Environmental, social and economic impact

7. Is there any likelihood that critical habitat or threatened species, populations or ecological communities, or their habitats, will be adversely affected as a result of the proposal?

The proposal is not identified as affecting threatened species, critical habitat, ecological communities or their habitat.

8. Are there any other likely environmental effects as a result of the planning proposal and how are they proposed to be managed?

The highest priority environmental areas will continued to be controlled through zone E1 National Parks and Nature Reserves zone, where no changes are proposed. Land that is identified as requiring additional environmental protection are identified within clause 6.1 Biodiversity, 6.2 Land, 6.3 Water, 6.4 Earthworks, and 6.6 Flood Planning. There are no changes proposed to the maps that identify land that requires additional environmental protection.

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

The planning proposal will have a positive social and economic effect for Temora Shire, by providing additional opportunities for a greater variety of appropriate developments to be considered by Council. The Temora Shire Development Control Plan 2012 will be updated as required to provide additional guidance about particular types of development.

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Section D - State and Commonwealth interests**10. Is there adequate public infrastructure for the planning proposal?**

Relevant infrastructure to support proposed developments can be considered by Council as part of the assessment process. This is required under Section 6.5 of the Temora LEP.

11. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?

Preliminary consultation regarding the proposal has occurred with NSW Planning and Environment Regional Office (Queanbeyan), which received a supportive response to the concept.

It is proposed that Council will consult with Government Agencies as part of the public exhibition process, including the Department of Primary Industries, Office of Environment and Heritage and Department of Industry.

Part 4 – MAPPING

The proposal does not involve mapping changes.

Part 5 – COMMUNITY CONSULTATION

Council proposes that the planning proposal be exhibited in accordance with the requirements of section 3.33 of the *Environmental Planning & Assessment Act 1979*.

It is proposed that the planning proposal will be placed on public exhibition for a minimum of 28 days. Written notification of the community consultation will be provided in a local newspaper and Council's social media. The written notice will contain:

- A brief description of the intended outcomes of the planning proposal;
- An indication of the zones which are affected by the proposal;
- Information on where and when the planning proposal can be inspected;
- The name and address of Council for the receipt of submissions; and
- The closing date for submissions.

During the public exhibition period the following documents will be placed on public exhibition:

- The planning proposal;
- The Gateway determination

The documents will be available for viewing in hard copy for at Council's offices, as well as electronically on Council's website.

Part 6 – PROJECT TIMELINE

Table 1 provides a project timeline for the proposed amendments:

Table 1 – Project Timeline

No.	Description of Tasks	Task Commencement	Task Completion
1.	Gateway Determination Anticipated Gateway Determination (including any delegated authority)	December 2018	March 2019
2.	Public Exhibition Agency and community consultation to be undertaken as part of the formal public exhibition of the Planning Proposal in accordance with any conditions of the Gateway Determination.	April 2019	May 2019
3.	Consider Submissions & Document Finalisation (only if any objections received) Post public exhibition, Temora Shire Council officers to consider, respond and report on any objections received and issues raised to Council and make any relevant changes to the Planning Proposal.	June 2019	July 2019
4.	Submission to the Department and/or Parliamentary Counsel Council to forward Planning Proposal to the department for finalisation following public exhibition (including any changes made).	August 2019	September 2019

APPENDIX A**Relevant Council Resolution**

Support for the preparation of this Planning Proposal is contained in the report presented to Council on 20 December 2018.

APPENDIX B**Temora Land Use Discussion Paper 2017**

APPENDIX C

Table 2 – Consideration of State Environmental Planning Policies

No.	SEPP Title	Applicable to Planning Proposal	Consistency
1	State Environmental Planning Policy – Development Standards	No, does not apply to land in the Temora LGA since gazettal of Temora LEP 2010	N/A
19	State Environmental Planning Policy – Bushland in Urban Areas	No, does not apply to the Temora LGA	N/A
21	State Environmental Planning Policy – Caravan Parks	Applicable	Consistent as any proposals that involve the development of a caravan park will be required to be considered against the requirements of the SEPP.
30	State Environmental Planning Policy – Intensive Agriculture	Applicable	Consistent as the RU1 zone will continue to permit intensive livestock agriculture with consent. No other zones will permit intensive livestock agriculture, which is consistent with the objectives of the SEPP and the Temora LEP.
33	State Environmental Planning Policy – Hazardous & Offensive Industry	Not applicable	N/A
36	State Environmental Planning Policy – Manufactured Home Estate	Not applicable	N/A
44	State Environmental Planning Policy – Koala Habitat Protection	Not applicable	N/A
47	State Environmental Planning Policy – Moore Park Showground	No, does not apply to the Temora LGA	N/A
50	State Environmental Planning Policy – Canal Estate Development	Not applicable	N/A
52	State Environmental Planning Policy – Farm Dams and Other Works in Land and Water	No, does not apply to the Temora LGA	N/A

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	Management Plan Areas		
55	State Environmental Planning Policy – Remediation of Land	Not applicable	N/A
62	State Environmental Planning Policy – Sustainable Aquaculture	Not applicable	N/A
64	State Environmental Planning Policy – Advertising & Signage	Not applicable	N/A
65	State Environmental Planning Policy – Design Quality of Residential Flat Development	Not applicable	N/A
70	State Environmental Planning Policy – Affordable Housing (Revised Schemes)	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Affordable Rental Housing) 2009	Not applicable	N/A
	State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004	Not applicable	N/A
	State Environmental Planning Policy (Coastal Management) 2018	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017	Applicable	Consistent as the proposal will not seek to limit the effective delivery of educational establishments and child care centres within Temora Shire
	State Environmental Planning Policy (Exempt & Complying Development Codes) 2008	Not applicable	N/A
	State Environmental Planning Proposal (Gosford City Centre)	No, does not apply to the Temora LGA	N/A

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	2018		
	State Environmental Planning Policy (Housing for Seniors or People with a Disability) 2004	Not applicable	N/A
	State Environmental Planning Policy (Infrastructure) 2007	Not applicable	N/A
	State Environmental Planning Policy (Kosciuszko National Park – Alpine Resorts) 2007	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Kurnell Peninsula) 1989	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Mining, Petroleum Production & Extractive Industries) 2007	Not applicable	N/A
	State Environmental Planning Policy (Miscellaneous Consent Provisions) 2007	Not applicable	N/A
	State Environmental Planning Policy (Penrith Lakes Scheme) 1989	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Rural Lands) 2008	Applicable	Consistent as any proposals that involve the development of a rural land will be required to be considered against the requirements of the SEPP.
	State Environmental Planning Policy (State and Regional Development) 2011	Not applicable	N/A
	State Environmental Planning Policy (State Significant Precincts) 2005	Not applicable	N/A
	State Environmental Planning Policy (Sydney Drinking Water Catchment) 2011	No, does not apply to the Temora LGA	N/A

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	State Environmental Planning Policy (Sydney Region Growth Centres) 2006	Not applicable	N/A
	State Environmental Planning Policy (Three Ports) 2013	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Urban Renewal) 2010	Not applicable	N/A
	State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017	Applicable	Consistent as any proposals that involve the clearing of vegetation in non-rural areas will be required to be considered against the requirements of the SEPP.
	State Environmental Planning Policy (Western Sydney Employment Area) 2009	No, does not apply to the Temora LGA	N/A
	State Environmental Planning Policy (Western Sydney Parklands) 2009	No, does not apply to the Temora LGA	N/A

Table 3 – Consideration of Section 9.1 (Previously Section 117) Ministerial Directions

No.	Direction Title	Applicable to Planning Proposal	Consistency
1. Employment and Resources			
1.1	Business & Industrial Zones	Yes	Consistent because the proposal will encourage employment growth in suitable locations, protect employment land in business and industrial zones and support the viability of identified centres. The proposal will retain the areas and location of existing business and industrial zones.
1.2	Rural Zones	Yes	Consistent because the proposal will not rezone land from a rural zone to a residential, business, industrial, village or tourist zone and will not increase the permissible density of land within a rural zone
1.3	Mining, Petroleum Production & Extractive Industries	Not applicable	N/A
1.4	Oyster Aquaculture	Not applicable	N/A
1.5	Rural Lands	Yes	Consistent because the proposal is consistent with the Rural Planning Principles listed in State Environmental Planning Policy (Rural Lands) 2008.
2. Environment and Heritage			
2.1	Environmental Protection Zones	Not applicable	N/A
2.2	Coastal Protection	No (does not apply to land in the Temora LGA)	N/A
2.3	Heritage Conservation	Yes	Consistent as there are no changes to existing Environmental Planning instruments that protect environmental or indigenous heritage.
2.4	Recreation Vehicle Areas	Not applicable	N/A
2.5	Application of E2 and E3 Zones and Environmental Overlays	No (does not apply to land in the Temora LGA)	N/A

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	in Far North Coast LEPs		
3. Housing, Infrastructure and Urban Development			
3.1	Residential Zones	Yes	Consistent because the proposal makes more efficient use of existing infrastructure and services Temora LEP 2010 Clause 6.5 Essential Services requires that Development consent must not be granted to development unless the consent authority is satisfied that those of the services that are essential for the proposed development are available or that adequate arrangements have been made to make them available when required.
3.2	Caravan Parks & Manufactured Home Estates	Yes	Consistent because the proposal retains provisions that permit development for the purposes of a caravan park
3.3	Home Occupations	Not applicable	N/A
3.4	Integrating Land Use and Transport	Applicable as the planning proposal affects urban land zoned for residential and business purposes	Consistent because the planning proposal has regard for the two DUAP documents referenced in this Direction.
3.5	Development Near Licensed Aerodromes	Applicable	Consistent as the Temora LEP includes Clause 6.7 Development in areas subject to airport noise. This must be considered and managed as part of any development proposal that is identified to involve noise sensitive buildings located near Temora Airport and its flight paths.
3.6	Shooting Ranges	Not applicable	N/A
4. Hazard and Risk			
4.1	Acid Sulphate Soils	No (does not apply to land in the Temora LGA)	N/A

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4.2	Mine Subsidence & Unstable Land	No (does not apply to land in the Temora LGA)	N/A
4.3	Flood Prone Land	Applicable	Consistent as applicants will still be required to consider and manage any identified flood risk associated with their proposed development, in accordance with Clause 6.6 of the Temora LEP
4.4	Planning for Bushfire Protection	Applicable	Consistent as any proposed development that is identified to be located on land identified as Bushfire Prone Land will require to have regard to Planning for Bushfire Protection 2006.
5. Regional Planning			
5.1	Implementation of Regional Strategies	No (does not apply to the Temora LGA)	N/A
5.2	Sydney Drinking Water Catchment	No (does not apply to the Temora LGA)	N/A
5.3	Farmland of State & Regional Significance on the NSW Far North Coast	No (does not apply to the Temora LGA)	N/A
5.4	Commercial and Retail Development along the Pacific Highway, North Coast	No (does not apply to the Temora LGA)	N/A
5.5	Development in the Vicinity of Ellalong, Paxton and Millfield (Cessnock LGA)	No (revoked)	N/A
5.6	Sydney to Canberra Corridor	No (revoked)	N/A
5.7	Central Coast	No (revoked)	N/A
5.8	Second Sydney Airport: Badgerys Creek	No (does not apply to the Temora LGA)	N/A
5.9	North West Rail Link	No (does not apply to	N/A

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	Corridor Strategy	the Temora LGA)	
5.10	Implementation of Regional Plans	Applicable	Consistent as the proposal is consistent with the Riverina Murray Regional Plan prepared by NSW Planning and Environment
6. Local Plan Making			
6.1	Approval and Referral Requirements	Yes	Consistent as the planning proposal is not proposing to add any provisions that require referral of development applications to the Minister.
6.2	Reserving Land for Public Purposes	Not applicable	N/A
6.3	Site Specific Provisions	Not applicable	N/A
7. Metropolitan Planning			
7.1	Implementation of Plan for Growing Sydney	No (does not apply to the Temora LGA)	N/A
7.2	Implementation of Greater Macarthur Land Release Investigation	No (does not apply to the Temora LGA)	N/A
7.3	Parramatta Road Corridor Urban Transformation Strategy	No (does not apply to the Temora LGA)	N/A
7.4	Implementation of North West Priority Growth Area Land Use and Infrastructure Implementation Plan	No (does not apply to the Temora LGA)	N/A
7.5	Implementation of Greater Parramatta Priority Growth Area Interim Land Use and Infrastructure Implementation Plan	No (does not apply to the Temora LGA)	N/A
7.6	Implementation of Wilton Priority Growth Area Interim Land Use and Infrastructure	No (does not apply to the Temora LGA)	N/A

Planning Proposal – Amendments to the Land Use Table, Temora

	Implementation Plan		
7.7	Implementation of Glenfield to Macarthur Urban Renewal Corridor	No (does not apply to the Temora LGA)	N/A
7.8	Implementation of Western Sydney Aerotropolis Interim Land Use and Infrastructure Implementation Plan	No (does not apply to the Temora LGA)	N/A
7.9	Implementation of Bayside West Precincts 2036 Plan	No (does not apply to the Temora LGA)	N/A
7.10	Implementation of Planning Principles for the Cooks Cove Precinct	No (does not apply to the Temora LGA)	N/A

12.3 TEMPORARY EVENT - WEDDING 62 BUNDAWARRAH ROAD

File Number: REP18/1540
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: Nil

REPORT

Council received a development application to host a wedding at 62 Bundawarra Road on 23 February 2019. The subject site has previously been used to host similar community functions, with the consent of Council.

Council notified neighbours of the application and received one written objection. The issues raised in the objection related to noise of loud music and conduct of guests, as well as the use of a residential property for commercial purposes. They were also concerned about the potential for future similar events.

Council officers met onsite, separately, with both the applicant and the neighbouring landowners to discuss the application.

Following discussions, the neighbouring landowners have agreed to withdraw their objection, provided several conditions are agreed by the applicant. These conditions were: that all live music must cease at 11:00pm and all guests attending the wedding must leave the site by 11:30pm, portable toilets are set up away from neighbouring properties and guests are not to enter neighbouring land. Also, all live music performed at the event must not be excessively loud to cause unreasonable levels of impact to neighbouring residents.

The conduct of this event will be used as a guide to future applications for similar events. State Environmental Planning Policy (Exempt and Complying Development) 2008, allows the use of land for temporary events, subject to conditions.

The applicant has agreed to these conditions and consent for the event has been issued under delegation.

The purpose of this report is to inform Councillors of this consent, and advise that applications for future events are likely. Council staff are intending to visit the neighbouring landowner's property on the night of the event to observe the level of impact, as a guide to the support for future similar applications. Any interested Councillors are also welcome to attend the site as observers.

RESOLUTION 327/2018

Moved: Cr Kenneth Smith
Seconded: Cr Dale Wiencke

It is recommended that Council:

1. Note the report
2. Councillors advise the Director of Environmental Services if they wish to attend the neighbouring property whilst the event is taking place, to inform any further decisions regarding future applications to host private events at the site.

CARRIED

Report by Claire Golder

12.4 INSTALLATION OF PUBLIC WATER FILLING STATION

File Number: REP18/1541
Author: Town Planner
Authoriser: Director of Environmental Services
Attachments: 1. [Water filling station images](#)  
 2. [Resident's submission](#)  

REPORT

DA No.	79/2018
APPLICANT	Temora Shire Council
PROPERTY	11 Narraburra Street Temora, Part Lot 57 & 58 DP 1099248
OWNER	Temora Shire Council
PROPOSAL	Stage 1: installation of public water filling station Stage 2: boundary adjustment of Lots 57 & 58; DP 1099248
NOTIFICATION	Notice of this application has been provided as part of the assessment process. <ul style="list-style-type: none"> • Notification letters to adjoining landowners
SITE DESCRIPTION	<p>The proposed development is to construct a bulk water filling station on land immediately adjoining the water supply tank standing upon Lot 58 DP 1099248 and also undertake a boundary adjustment between Lots 58 and 57 DP 1099248 to ensure that the new filling station and its approaches and the water supply tank all stand within proposed Lot 60.</p> <p>Existing Lot 58 contains a steel water reservoir and is owned by Goldenfields Water County Council. Existing Lot 57 is 8.437 hectares in size and fronts Narraburra Street along its eastern boundary, Burley Griffin Way along its southern boundary and Milvale Road along its western boundary. This land is owned by Temora Shire Council. The site is cleared, with an area of approximately 7000m² at the corner of Burley Griffin Way and Narraburra Street used by Council for stockpile purposes. It is proposed to allocate approximately 2000m² of land for the purposes of use for a filling station, which includes a turning circle and parking space.</p> <p>It is envisaged that the primary users of the filling station would be both rigid and articulated trucks collecting bulk water for delivery to residential and stock users and contractors.</p> <p>The subject land is zoned IN1 General Industrial Zone. Surrounding land uses to the east and south are low density residential, with other adjoining land zoned for industrial purposes.</p>

ASSESSMENT

The supply of water from a standpipe is an industrial activity, which is permitted with consent in the zone. This development is urgently needed due to the closure of the saleyards site and the current dry situation which demands public access to potable water.

The use is not inconsistent with any requirements of the Temora Development Control Plan, with a suitable application being prepared, including Statement of Environmental Effects, and neighbour notification. No buildings are proposed and the site has sufficient size to accommodate turning circles by trucks, allowing safe entry, parking and exit from the site.

Council has considered other sites and has selected the Narraburra Street site due to the convenience of access, available land and access to suitable water pressure. No other sites are considered suitable.

DISCUSSION

The DCP requires that the development needs to demonstrate the adequacy of the local road network to support the proposed industrial development. The development application will need to provide details on site access, loading/unloading facilities, safe on-site manoeuvring for largest design vehicle, surfaces for access driveways, parking areas, loading/unloading facilities and associated vehicle manoeuvring areas relative to the design vehicle.

Narraburra Street is an unsealed rural road that provides access to five rural residential properties (although two of these properties have their main entrance from Milvale Road), and entrance to the existing water tower site and Council’s works stockpile site. The road is considered to be currently suitable for this purpose.

The application was notified to adjoining landowners in accordance with this Chapter. Submissions were invited to be received within 10 days of notification. One written submission was received.

The issues raised within the submission are written below, with Council comments indicated in italics.

Issues

1. Narraburra Street is unsealed and consider that the extra traffic will increase the level of dust dramatically. The current use of the road by heavy vehicles causes damage to the road

Noted. The exit gate of the proposed public water filling station area is approximately 100m from the edge of Burley Griffin Way, The cost of sealing 100m of Narraburra Street is approximately \$50,000.

Approx. cost to seal Narraburra Street to the entrance of the standpipe:

Rate	Width (m)	Length (m)	Area (m²)	Estimated Cost

\$50/m ²	10	100	1000	\$50,000
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There are three houses within 300m of the proposed water filling station site. All of these houses are surrounded by paddocks, with areas of lawn and garden closest to the dwellings.

Narraburra Street is not a high volume truck route, as it is only 400m from Milvale Road which provides sealed road access to and from Young.

Situations where the impacts of dust are likely to be greatest are in dry times, when people need additional water supplies. The other high demand times for water supply from the filling station for spraying.

Present levels of demand for the current water standpipe are estimated to be around 300 uses per year. The following table shows the number of uses each month during 2018.

Month	Number of Uses
January	19
February	6
March	21
April	35
May	21
June	30
July	30
August	12
September	43
October	37
November	10

Total for 11 months of 2018: 264 uses. This is not considered to be a high level of usage, being on average less than one truck per day. This does not justify the allocation of approximately \$50,000 of Council's road projects budget to this upgrade.

*It is proposed that the filling station exit be marked with a **right turn only sign**, to prevent heavy vehicles from travelling further along Narraburra Street, therefore reducing the impact on residents of Narraburra Street.*

The three existing nearby residents have already built their homes in relative proximity to an unsealed road. The relatively low level of increased impact of the proposed development and the expense of sealing the road to the development site, is not considered justified or necessary.

2. Small children live on Narraburra Street and catch a bus on the Burley Griffin Way and Narraburra Street corner. The introduction of the filling station places children and their parents in danger. Request that a bus shelter or school bus signage and reducing the speed limit on the road are needed.

Noted. The road is outside of the urban zone of Temora, and is adjacent to the 70km zone of Burley Griffin Way. As the entry point to the filling station will be only 50m from Burley Griffin Way, and the exit point less than 100m from Burley Griffin Way, all trucks will be using low speed in this area. The junction of Burley Griffin Way and Narraburra Street has sufficient space for vehicles to park on either side of the road, along the gravel shoulder, to collect or drop off children from a school bus.

Due to the low number of households along Narraburra Street, a bus shelter is not considered necessary. Council's adopted Guidelines on rural school bus routes and bus stops states that rural school bus warning signs should only be used, where necessary, to improve safety along routes where there is no alternative stop and conditions are not ideal, such as roads with traffic characteristics of high speed and high frequency of heavy vehicles, but sight distances are adequate. The situation for trucks turning into or exiting Narraburra Street is low speed and no increased risk than through traffic along Burley Griffin Way. There is sufficient space for a bus to stop towards the eastern side of Narraburra Street to allow a following truck to also enter Narraburra Street from Burley Griffin Way. Bus drivers would not allow children to exit the bus until the truck has passed. Trucks exiting Narraburra Street at the same time a bus is stopping would be required to give way to the bus.

No additional upgrades to this intersection are considered necessary as a result of the proposed development.

The suitability of the site for the development relates to several factors, being the zoning, nearby land uses and existing facilities at the site.

The zone itself is suitable, being an industrial zone it is intended to support land uses that are industrial in nature.

RESOLUTION 328/2018

Moved: Cr Graham Sinclair

Seconded: Cr Max Oliver

It is recommended that:

1. Council approve the application for Stage 1: installation of public water filling station and Stage 2: boundary adjustment of Lots 57 & 58; DP 1099248 at 11 Narraburra Street, Temora, subject to conditions;
2. Traffic management on the site includes a right turn only sign for vehicle exiting the filling

station; and

3. No further upgrades of Narraburra Street are required as a result of this development.

CARRIED

In Favour: Crs Rick Firman, Kenneth Smith, Graham Sinclair, Lindy Reinhold, Dale Wiencke, Max Oliver, Nigel Judd, Claire McLaren

Against: Nil

CARRIED 8/0

Report by Claire Golder



Aerial image showing site of proposed filling station and boundary adjustment



Existing road shoulder Burley Griffin Way (northern side)

TO WHOM IT MAY CONCERN

DEVELOPMENT APPLICATION FOR INSTALLATION OF PUBLIC WATER FILLING STATION

APPLICATION NUUMBER: 79/2018

Thank you for advising us of the proposed development application to install a public water filling station on Narraburra Street and the opportunity to voice our concerns.

They being:

At present Narraburra Street is unsealed and we believe the extra traffic that it would generate on our street will increase the dust dramatically. There will also be a great deal of damage done to the existing road with the constant use of heavy vehicles.

Small children live on Narraburra Street and catch a bus on the Burley Griffin Road and Narraburra Street corner. With the introduction of the Public Water Filling Station we believe that this puts the children and their parents in danger.

As you would be aware Narraburra Street is outside the town speed limit of 50kms per hour.

As rate paying citizens we can see the benefit of the water filling station but believe we are not being unreasonable in voicing our concerns for the safety and welfare of all.

We believe by sealing the road, installing either a bus shelter or school bus signage and reducing the speed limit on Narraburra Street our concerns would be alleviated.

We hope that you look favourably on our request and we look forward to hearing from you at your earliest convenience.

12.5 DEVELOPMENT APPLICATION - TEMORA TOWN HALL ALTERATIONS AND ADDITIONS**File Number:** REP18/1544**Author:** Town Planner**Authoriser:** Director of Environmental Services**Attachments:**

1. **Consultant Planner's report** [↓](#) 
2. **Town Hall DA submission** [↓](#) 
3. **Architect's comments Town Hall DA** [↓](#) 

DA No:

76/2018

Applicant

Temora Shire Council

Property

129 De Boos Street, Temora

Owner

Temora Shire Council

Report

The assessment report has been completed by Planning Consultant, Ian Graham, of Building and Environmental Services Today.

A copy of the report is attached for Council's consideration. A copy of the submission received and the Heritage Advisor's assessment is also attached.

RESOLUTION 329/2018

Moved: Cr Max Oliver

Seconded: Cr Dale Wiencke

It is recommended that Council approve DA 76/2018 alterations and additions to the existing Temora Memorial Town Hall, subject to the conditions stated in the Assessment Report.

CARRIED***Report by Claire Golder***

In Favour: Crs Rick Firman, Graham Sinclair, Lindy Reinhold, Dale Wiencke, Max Oliver, Nigel Judd and Claire McLaren

Against: Cr Kenneth Smith

CARRIED 7/1

Development Application Assessment Report

Prepared by Ian Graham, Planning Consultant, Building & Environmental Services

Today, with the assistance of Claire Golder, Temora Shire Council

DA No:	76/2018
Location:	129 DE BOOS STREET TEMORA (Lots 1 & 2 Section 8 DP 758957)
Proposal:	TEMORA TOWN HALL ALTERATIONS & ADDITIONS
Zoning:	R1 General Residential
NCC Class:	TBA

Permissibility

LEP	<input checked="" type="checkbox"/>
SEPP	<input checked="" type="checkbox"/>
Existing use rights	<input type="checkbox"/> N/A
Ancillary development	<input type="checkbox"/> N/A

Type of Development

Local	<input checked="" type="checkbox"/>
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Other approvals required

S68 Local Gov't Act	<input checked="" type="checkbox"/>	Reason: Water supply, sewerage and stormwater drainage work required
S138 Roads Act	<input type="checkbox"/> N/A	

ON EXHIBITION The proposal was publicly exhibited between 22 November 2018 and 13 December 2018 (21 days), including written notification to adjoining neighbours, newspaper advertisement and advertising on Council's website. One written submission was received.

SITE HISTORY AND INSPECTION

Matters for consideration	Yes	No	Comments
Site inspected	<input checked="" type="checkbox"/>		Inspection conducted on Monday 3 December.
Condition of Footpath (Note: Take photos if necessary)			Footpath will require some alteration for accessibility purposes. This can be a condition of consent.
Search of previous approvals	<input checked="" type="checkbox"/>		Council property file available. No recent

SITE HISTORY AND INSPECTION			
Matters for consideration	Yes	No	Comments
			approvals.
GIS checked	<input checked="" type="checkbox"/>		Council GIS used
Any unusual features		<input checked="" type="checkbox"/>	None
Within 40m of watercourse		<input checked="" type="checkbox"/>	None
Any history of traffic accidents			None
Overland flow path		<input checked="" type="checkbox"/>	Not affected
Potential Aboriginal Artefacts			Local Aboriginal Land Council Condition re what to do if discovered during construction on site.
Flood prone land		<input checked="" type="checkbox"/>	Not affected
Bush fire prone land		<input checked="" type="checkbox"/>	Not affected
Water bores		<input checked="" type="checkbox"/>	Not affected
Property vegetation plan		<input checked="" type="checkbox"/>	Not affected
Any native vegetation / threatened species		<input checked="" type="checkbox"/>	Not affected
Adjoining National / State Park		<input checked="" type="checkbox"/>	Not affected
Salinity issues		<input checked="" type="checkbox"/>	Not affected
Steep land (>18°)		<input checked="" type="checkbox"/>	Not affected
S88 Instrument Restrictions		<input checked="" type="checkbox"/>	Not affected
Water / sewer mains	<input checked="" type="checkbox"/>		The subdivision has the services available and will be conditioned to connect and make cash contributions.(S68)
Utilities Referral required if the development proposal is within 6m of water or sewer infrastructure		<input checked="" type="checkbox"/>	Connections of new toilets to existing sewer and water infrastructure (adjoining new development)
Easements		<input checked="" type="checkbox"/>	Not affected
Type / condition of road access	<input checked="" type="checkbox"/>		
- Lane (Public)	<input checked="" type="checkbox"/>		Little De Boos Street acts as a service lane for the residences and businesses along De Boos and Aurora Streets
- Local	<input checked="" type="checkbox"/>		De Boos Street and Loftus Street both 21m wide road (7m wide carriageways) with:

SITE HISTORY AND INSPECTION			
Matters for consideration	Yes	No	Comments
			<ul style="list-style-type: none"> • trees planted within the road shoulder • fully sealed with K & G • angle parking both sides • Pedestrian crossings
- Classified			
- Crown			
Potential Contamination		<input checked="" type="checkbox"/>	The site has been used for urban purposes only
Other			
Site characteristics	DEVELOPED WITH EXISTING TOWN HALL AND CINEMA		
Locality characteristics	<ul style="list-style-type: none"> • Site is located at the corner of De Boos and Loftus Streets and is used as a town hall and cinema. The building is set back from Loftus Street with mature trees and landscaping. The building has a nil setback from the footpath fronting De Boos Street • Located within Heritage Conservation Area • Adjacent Local Heritage Items (Temora Shire Council Chambers, Anglican Church, Catholic Church) • Adjoining older residential detached housing • Rear of site has frontage to Little De Boos Street that provides access to residential properties and businesses located in De Boos Street and Aurora Street. The lane is 5.5m wide, sealed and has stormwater drainage. 		

Maps 1 & 2 provide aerial images of the site and locality.



Map 1: Aerial image of subject site



Map 2: Aerial image of location and adjoining land uses, including Anglican Church, Catholic Church and School, Council Chambers, Police Station and residential properties.

Photo 1 provides a view of the development site.



Photo 1: Development site view

Photos 2-4 provide views of DeBoos, Loftus and Little DeBoos Streets.



Photo 2: De Boos Street – parking & street trees, view south



Photo 3: Loftus Street parking & street trees, view east



Photo 4: Little De Boos Street, view south

The Proposal

The application involves alterations and additions to the existing Temora Memorial Town Hall, including the addition of approximately 170m² of foyer space, approximately 20m² of new amenities and an outdoor space, comprising decking, steps and entrance of approximately 100m². The height of the addition is 5.6m, with entry pillars of 6.7m. The new amenities will provide benefit to users of the existing cinema, as currently users of this facility must share facilities with the town hall, which is not ideal or convenient.

The existing asbestos roof of the original building will be removed and replaced.

Important heritage features of the site will be retained or relocated to preserve the important historic features of the building. This includes retention of large trees, relocation of the time capsule, to be opened in 2030, to the courtyard garden, retain existing ceramic art tiles in foyer, and retain existing 1966 plaque. The existing flagpole will require removal. However, this is not used and is not historically significant. One of the lamp posts will be removed, however new lighting will be installed externally to the new building as replacement. The existing bench at the site of the new deck area will require removal. Other bench seating in the courtyard area can be retained. Some of the existing garden landscaping will be removed, however new replacement landscaping is proposed.

Alterations within the original building, proposed as part of the application, will provide acoustic improvement, modern lighting and sound, and light coloured paint and timber stain to brighten the hall.

The development has been designed to comply with BCA requirements, with exit doors, lighting and fire safety standards met.

Figure 1 provides a plan of the proposed building façade.



Figure 1: Proposed building façade, providing scale, bulk, style and height

Figure 2 provides a plan of the building additions and Figure 3 shows the existing asbestos roof to be replaced.

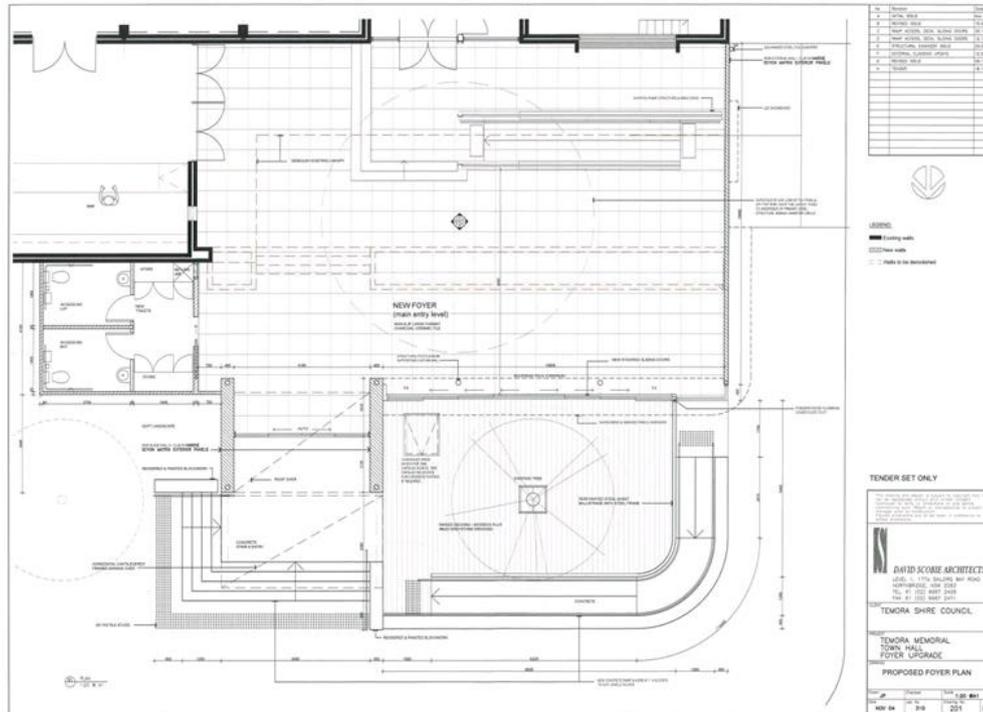


Figure 2: Proposed new foyer design



Figure 3: Asbestos roof to be removed and replaced

Assessment

Strategic Planning Context

Temora Shire Council's Community Strategic Plan has strategic objectives that are relevant to this application:

- 1.9 Provide services required for excellent liveability in a rural community
- 2.2 Provision and support of arts and cultural activities
- 3.5 Strengthen the Temora Shire economy

Council's Operational Management Plan includes projects relevant to the application within the Capital Works Program.

STATE PLANNING CONTROLS				
Compliance achieved?				
Matters for consideration	N/A	Yes	No	Comments
SEPP (Affordable Rental Housing) 2009	N/A			
SEPP (Building Sustainability Index: BASIX) 2004	N/A			
SEPP (Exempt and Complying Development Codes) 2008	N/A			
SEPP (Housing for Seniors or People with a Disability) 2004	N/A			
SEPP (Infrastructure) 2007	N/A			
SEPP (Mining, Petroleum Production and Extractive Industries) 2007	N/A			
SEPP (Miscellaneous Consent Provisions) 2007	N/A			
SEPP No. 1 Development Standards	N/A			
SEPP No. 21 Caravan Parks	N/A			
SEPP No. 30 Intensive Agriculture	N/A			

SEPP No. 33 Hazardous and Offensive Development	N/A			
SEPP No. 36 Manufactured Home Estates	N/A			
SEPP No. 50 Canal Estate Development	N/A			
SEPP No. 55 Remediation of Land			Yes	The potential for contamination has been considered as part of the assessment. Due to the site being only used for urban purposes with no potentially contaminating activities identified, not further investigation is required.
SEPP No. 62 Sustainable Aquaculture	N/A			
SEPP No. 64 Advertising and Signage		Yes		The proposal includes a building identification sign, to be located on the corner façade, providing visual interest to the building and streetscape. The proposal also includes an LED showboard to provide notices of current films at the cinema. The showboard is modest in size, being 5m ² and does not detract from the amenity of the heritage conservation area, or adversely impact upon the adjoining heritage buildings. The signage will be flush against the building and designed not to reduce safety on the public road.
SEPP No. 65 Design Quality of Residential Apartment Development	N/A			
SEPP (Vegetation in Non-Rural Areas) 2017		Yes		The proposal will require the removal of small shrubs, small-medium trees and groundcovers in order to provide new raised deck and foyer area, as well as

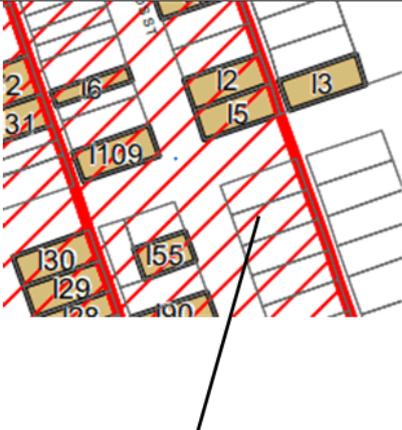
				construction of new accessible toilets. New landscaping will be included adjoining the new toilets to partially offset the removal of the existing landscaping. Two existing large trees fronting Loftus Street will be retained, as well as a large tree located in the De Boos Street road shoulder.
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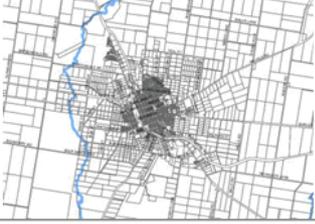
Temora Local Environmental Plan 2010

TLEP 2010 PROVISIONS	RELEVANT	COMPLIANCE /COMMENT
Part 1 Preliminary		
1.1 Name of Plan	<input checked="" type="checkbox"/>	NOTED
1.1AA Commencement	<input checked="" type="checkbox"/>	NOTED
1.2 Aims of Plan	<input checked="" type="checkbox"/>	COMPLIES
1.3 Land to which Plan applies	<input checked="" type="checkbox"/>	YES
1.4 Definitions <i>community facility</i> means a building or place: owned or controlled by a public authority or non-profit community organisation, and used for the physical, social, cultural or intellectual development or welfare of the community, but does not include an educational establishment, hospital, retail premises, place of public worship or residential accommodation.	<input checked="" type="checkbox"/>	The development is characterised as alterations and additions to a community facility.
1.5 Notes		
1.6 Consent authority	<input checked="" type="checkbox"/>	NOTED
1.7 Maps	<input checked="" type="checkbox"/>	CONSIDERED
1.8 Repeal of planning instruments applying to land		
1.8A Savings provision relating to development applications		
1.9 Application of SEPPs	<input checked="" type="checkbox"/>	SEPP 64 (Advertising and Signage) and SEPP (Vegetation in Non-Rural Areas) are applicable.
1.9A Suspension of covenants, agreements and instruments		
Part 2 Permitted or prohibited development		
2.1 Land use zones		R1 General Residential
2.2 Zoning of land to which Plan	<input checked="" type="checkbox"/>	

applies		
<p>2.3 Zone objectives and Land Use Table</p> <p>R1 General Residential zone</p> <p>1 Objectives of zone</p> <ul style="list-style-type: none"> To provide for the housing needs of the community. To provide for a variety of housing types and densities. To enable other land uses that provide facilities or services to meet the day to day needs of residents. To protect local groundwater aquifers from contaminating activities. <p>2 Permitted without consent Home occupations; Roads</p> <p>3 Permitted with consent Attached dwellings; Boarding houses; Centre-based child care facilities; Community facilities; Dwelling houses; Group homes; Home businesses; Home industries; Hostels; Multi dwelling housing; Neighbourhood shops; Places of public worship; Residential accommodation; Residential flat buildings; Respite day care centres; Semi-detached dwellings; Seniors housing; Shop top housing; Tourist and visitor accommodation</p> <p>4 Prohibited Any development not specified in item 2 or 3</p>	☑	<p>COMPLIES</p> <p>The proposed development is consistent with the objectives as it supports the future usage of the Temora Town Hall, which provides a facility that is used by the community.</p> <p><i>Community facilities</i> are permitted with consent</p>
2.4 Unzoned land		
2.5 Additional permitted uses for land		
2.6 Subdivision—consent requirements		
2.7 Demolition requires development consent	☑	The proposal involves the demolition of existing steps, garden beds and doorway awning to provide new foyer, and removal of existing asbestos roof, to be replaced.
2.8 Temporary use of land		
Land Use Table	☑	See 2.3 comments
Note		
Zone RU1 Primary Production		
Zone RU3 Forestry		

Zone RU5 Village		
Zone R1 General Residential	<input checked="" type="checkbox"/>	See 2.3 comments
Zone R5 Large Lot Residential		
Zone B2 Local Centre		
Zone B4 Mixed Use		
Zone B6 Enterprise Corridor		
Zone IN1 General Industrial		
Zone SP1 Special Activities		
Zone SP2 Infrastructure		
Zone RE1 Public Recreation		
Zone RE2 Private Recreation		
Zone E1 National Parks and Nature Reserves		
Zone W2 Recreational Waterways		
Part 3 Exempt and complying development		
3.1 Exempt development		
3.2 Complying development		
3.3 Environmentally sensitive areas excluded		
Part 4 Principal development standards		
4.1 Minimum subdivision lot size	-	
4.1AA Minimum subdivision lot size for community title schemes	-	
4.2 Rural subdivision	-	
4.2A Erection of dwelling houses on land in certain rural and residential zones	-	
4.2B Subdivision of unsewered land in Zones RU1 and RU5	-	
4.2C Minimum subdivision lot size for strata subdivision of residential or tourist and visitor accommodation in certain zones	-	
4.3 Height of buildings	-	Not adopted
4.4 Floor space ratio	-	Not adopted
4.5 Calculation of floor space ratio and site area	-	Not adopted
4.6 Exceptions to development standards	-	
Part 5 Miscellaneous provisions		
5.1 Relevant acquisition authority	-	
5.2 Classification and reclassification of public land	-	

5.3 Development near zone boundaries	-	Not adopted
5.4 Controls relating to miscellaneous permissible uses	-	
5.5 (Repealed)	-	
5.6 Architectural roof features	-	Not adopted
5.7 Development below mean high water mark	-	Not adopted
5.8 Conversion of fire alarms	-	
5.9, 5.9AA (Repealed)		
<p>5.10 Heritage conservation</p> <p>(1) Objectives The objectives of this clause are as follows: (a) to conserve the environmental heritage of Temora, (b) to conserve the heritage significance of heritage items and heritage conservation areas, including associated fabric, settings and views, (c) to conserve archaeological sites, (d) to conserve Aboriginal objects and Aboriginal places of heritage significance.</p> <p>(2) Requirement for consent Development consent is required for any of the following: (a) demolishing or moving any of the following or altering the exterior of any of the following (including, in the case of a building, making changes to its detail, fabric, finish or appearance): (iii) a building, work, relic or tree within a heritage conservation area</p> <p>(4) Effect of proposed development on heritage significance The consent authority must, before granting consent under this clause in respect of a heritage</p>	<p>☑</p>  <p>Identified Heritage Map - Sheet HER_004F Civic Conservation area Notes from Map: Items 12, 13 & 15 Catholic Church & School, Item 109 Council Chambers, Item 55 Anglican Church.</p> <p>The plans for the additions and alterations to the Temora Town Hall have been prepared by a qualified architect, which is also Council's Heritage Advisor.</p> <p>The design for the alterations takes guidance from the existing building, built in 1966, using dark brick with pale brick capping, and a screen to limit the visual appearance of the new glazing in the foyer. The feature walls facing Loftus Street will be off-white.</p> <p>The design includes narrow vertical panels of coloured glass, inspired by the stained glass used in the adjoining churches.</p> <p>The contemporary style of the town hall building includes a flat roof, simple brick work and grouped windows. The alterations respond to these features by including a flat roof in the</p>	

6.3 Water	–	
Site not identified on map		
6.4 Earthworks		Will be limited to excavation for building foundations and provision of essential facilities
6.5 Essential services		All Essential services available as listed in the SOEE section 6.5
6.6 Flood planning	–	Not identified
Site not identified on map		
6.7 Development in areas subject to airport noise	–	Not identified
Schedule 1 Additional permitted uses	–	
Schedule 2 Exempt development	–	
Schedule 3 Complying development	–	
Schedule 4 Classification and reclassification of public land	–	
Schedule 5 Environmental heritage	–	
Dictionary		
Historical notes	–	

Temora Shire Development Control Plan 2012

TDCP 2012 PROVISIONS	COMPLIANCE /COMMENTS
Section A - Introduction to the DCP	Noted
Section B - Amendment to the DCP	Noted
Activities in Public Places	Not relevant. Events will be contained within the lot boundary and not encroach on public footpath or street.
Bed and Breakfast Accommodation	Not relevant
Bushfire Protection	Not relevant
Car Parking 26 Objectives The objectives of these controls are to: <ul style="list-style-type: none"> • identify those standards affecting the provision of adequate and efficient car parking including loading/unloading facilities • ensure a consistent and equitable approach to assess car parking requirements • provide guidance as to the functional layout of parking areas, loading bays and access driveways • identify the relevant parking standards applicable to Temora Shire recognising the strategic 	COMPLIES SUBJECT TO CONDITIONS OF DEVELOPMENT CONSENT. The building historically does not provide on site car parking. However, sufficient on street angle car parking is available in the adjoining streets. This is considered acceptable.

<p>function in relation to public access and economies of scale.</p> <p>2. Car parking requirements On site car parking should be provided in accordance with the Roads and Traffic Authority publication "Guide to Traffic Generating Developments Version 2.2".</p> <p>3. Loading and unloading facilities Adequate provision should be made on site for the loading and unloading of delivery vehicles within designated loading bays. The number and dimensions of loading bays required in any particular case will be assessed by the Council having regard to the nature and scale of the proposed development, the estimated frequency of deliveries and the type of delivery vehicle likely to be involved. Loading bays should be provided with sufficient manoeuvring area to enable delivery vehicles to conveniently turn on site to ensure that they are not required to reverse to or from the street.</p> <p>9. On site and off site parking The number of parking spaces to be provided on site or elsewhere, either by the developer or through contribution to Council, will be determined on the merits of the case. Council gives credit for those spaces legally available for the parking of vehicles on the street for the width of the land. This merit assessment includes consideration of the following: • avoiding the inefficiencies and traffic problems associated with the creation of numerous small car parks • concentrating car parking at convenient locations adjacent to the main road system and ensuring as far as possible, that car parking stations do not interrupt the integrity of existing commercial and shopping frontages, and • limiting on site parking within the core precincts to essential vehicles as determined In the case of a combination of land uses on the site, each proposed use shall be identified and the respective floor area used for the purpose of calculating the total car parking requirement. Any departure from</p>	<p>The Guide to Traffic Generating Developments Version 2.2 states that: The importance of parking must be kept in perspective in the overall planning assessment. There may be situations where it may not be physically possible to provide parking, but the potential planning benefits of the proposal are significant. For example, the adaptive re-use of an historic building may not include on-site parking as it could have an adverse impact on the structure of the building or on its curtilage. It is stressed that a shortage of parking (both on-site and off-site) is not necessarily detrimental to the success of a proposed development. It is but one of many issues that need to be considered in determining development proposals.</p> <p>There is adequate space for deliveries to the building using the rear laneway to access the kitchen.</p> <p>Acceptable refer comments Section 2. There is also a public car park located behind the Council building, 130m walking distance.</p>
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<p>this requirement will only be supported where it can be demonstrated that the peak demand for each land use component of the development is staggered.</p> <p>15. Relevant Section C - Development Controls</p> <p>The following other parts of Section C – Development Controls relevant to Car Parking include: • Activities in Public Places • Bed and Breakfast Accommodation • <i>Commercial Development</i> • <i>Development Applications</i> • <i>Engineering Standards</i> • Heritage and Conservation • Industrial Development • Landscaping • Multi Unit Housing • Notification of Development Applications • Signage • Subdivision • Temora Aerodrome Estate • Village Development</p>	<p>Noted</p>
<p>Commercial Development 31</p> <p>Objectives The objectives of these controls are to:</p> <ul style="list-style-type: none"> • ensure that commercial development is carried out in such a way as to protect and enhance the environmental quality of the Shire • encourage development that reinforces the “country town” character of urban Temora • guide owners, developers and the wider community to the standards required by Council in the planning and design of commercial developments • assist applicants in the compilation and submission of development applications • promote and encourage commercial development within the Shire of Temora • maximise the utilisation of services for commercial development • ensure the most efficient use of commercial land while safeguarding environmental factors through careful site planning <p>Building setbacks</p> <p>Land within Zone No B2 Local Centre is generally permitted to have a zero building line. Setbacks for the erection of buildings in residential and other zones, for commercial purposes (where permitted), will depend on the location and use of the building. Where it can be demonstrated hardship would occur in complying with any non mandatory set back Council is prepared to consider alternative methods to achieve the desired result.</p> <p>Aesthetics, streetscape, building design and materials</p> <p>Council has adopted the following general principles for the design and development of all commercial development. These principles are to:</p> <ul style="list-style-type: none"> • encourage good building design • address street context and streetscape in building design • ensure 	<p>COMPLIES SUBJECT TO CONDITIONS OF DEVELOPMENT CONSENT.</p> <p>The proposed additions will extend the building by 11m towards Loftus Street. The addition will be complemented by a new outdoor deck area and entrance, which will bring the development to the allotment edge. The retention of the existing large trees will soften the appearance of the building.</p> <p>The proposed design responds to the features of the existing building and enhances the existing streetscape through modernisation of the existing building and providing additional functional space. The materials selected are complementary to the existing building.</p>

consistency in the use of building materials and existing streetscapes Depending on the nature, type and location of the commercial development, the proposal may be referred to the Temora Main Street Committee, for comment. The front façade of any commercial development building is to be constructed of an approved material such as face brick, decorative masonry block, glass, etc. Other types of materials will be considered on merit taking into consideration aesthetics and the streetscape in the immediate area. Where corner developments or intermittent industrial blocks are involved, the front façade treatment shall extend 5 metres down each side.	
Contaminated Land 34	SEPP 55 has been considered to be not relevant as the site has been used for urban purposes with no evidence to suggest that prior potentially contaminating uses have occurred on the site. No further investigation required.
Development Applications 40 4. Development Plans 5. Environmental Impacts 6.4 Heritage and Archaeology 6.5 'Safer by Design' Council has entered into a protocol with the NSW Police Service which covers the 'Safer by Design' principles for buildings and public spaces. Under this protocol, builders, architects and developers are encouraged to adopt project designs which respond to safety and security criteria in the site layout and building design	Plans are acceptable for assessment purposes A Statement of Environmental Effects is included in the application. This is considered further in the Heritage Chapter This can be addressed through conditions of consent to improve safety of the site involving the rear lane entry to the building, given that the alterations and additions will generate increased usage of the site. The site is monitored by local security services as a Council building and this will continue. There is existing street lighting and new external building lighting will provide adequate lighting for visitors and security purposes. This includes Little De Boos Street and the rear entrance used by kitchen staff. Local Police can provide input to decisions regarding provision of additional lighting. Existing security cameras in the awning area will be relocated to a more appropriate site.
Development in the B6 Enterprise Corridor Zone 50	Not relevant
Dwelling Houses (Second Hand) 53	Not relevant
Engineering Standards 55 1. Objectives The objectives of these controls are to: • identify and establish the relevant Council engineering standards applying to new development • identify key engineering standards and policies for other activities by Council	COMPLIES The engineers have specified the standards applicable associated with the construction of the proposed commercial development as conditions of consent.
Environmentally Sensitive Areas 67	Not relevant
Erosion and Sediment Control 71 1. Objectives The objectives of these controls are to: • prevent the pollution of waterways in	COMPLIES Conditions of development consent will address this requirement in accordance with Councils policy.

<p>Temora Shire by sediment loss from building and development sites • provide simple and practical methods for erosion control on building and development sites</p>	
<p>Flood Prone Land. 73</p>	<p>Not relevant</p>
<p>Food Premises Fit out and Construction . 75</p>	<p>Not relevant</p>
<p>Heritage and Conservation . 77 1. Objectives The objectives of these controls are to: • provide guidance and the relevant development controls to assist with the conservation of individual heritage items within Temora Shire • provide guidance and specify those development controls that apply to the Temora Heritage Conservation Area</p> <p>Heritage items and the Temora Heritage Conservation Area are listed in Schedule 5 of the Temora Local Environmental Plan 2010. Heritage items and conservation areas have special qualities that make them significant. Development needs to take particular care to ensure that the particular themes, features or characteristics that make the item or area significant are not compromised by change.² This can include: • retaining heritage items and encouraging changes to occur away from significant elements or sections of heritage items • ensuring new work has suitable bulk, scale, proportions and detailing so that it does not dominate or compromise the ability to interpret heritage items (including adjacent or nearby items) or the heritage conservation area • encouraging suitable materials.</p> <p>8.9 Community and cultural heritage in the Temora Heritage Conservation Area Temora has a number of heritage items that either public buildings, or which are located in the public domain, including many in the conservation area. Civic buildings, war memorials, churches, schools and community halls are often heritage items that are also landmarks within the local area. Objectives • Protect the heritage significance of public and community buildings. • Allow for ongoing use of community and public buildings for the purpose for which they were constructed. Controls • Retain features or elements that are intrinsic to the heritage significance of the heritage item and its setting. • Respect the scale and detail of the original (or significant) building in the design and siting of new work. • Design and locate new work to minimise impacts on the setting of the heritage item, particularly where new buildings, structures or landscaping are proposed. • Work related to servicing, fire safety or BCA compliance is to minimise interference with significant fabric and features.</p>	<p>COMPLIES</p> <p>The subject land is located within the Civic Conservation Area. The building is contributing to the streetscape as a public facility. The proposed development is intended to enhance the existing building with the provision of additional foyer floor space to support functions and events being held at both the memorial town hall and the town hall theatre. In addition, the provision of accessible toilet facilities support the town hall theatre, which currently relies on shared facilities with the town hall, which are not convenient for users. The new foyer will provide gathering space for events, connected to an outdoor deck area, as well as connection to existing paved courtyard area.</p> <p>The development is designed to enhance the existing features of the existing modern town hall and provide functional additions that will modernise the building to support its ongoing usage for community culture and events.</p> <p>The design and materials are selected to highlight the building as a community facility, but not to detract from the adjoining heritage buildings of the two churches and the Council Chambers. The scale of the addition is medium in scale, providing approximately 170m² of foyer space, approximately 20m² of new amenities and an outdoor space, comprising decking, steps and entrance of approximately 100m². The height of the addition is 5.6m, with entry pillars of 6.7m. Although this is taller than the existing building, the current entrance is too minimalist and simple. The new entrance and foyer will be an inviting and inclusive space befitting of the centre of culture and events that Council is seeking to provide into the future. However, this design will complement the existing adjoining heritage buildings, by providing a modern building that is prominent by not overpowering to the other adjoining buildings.</p> <p>Important heritage features of the site will be retained or relocated to preserve the important historic features of the building. This includes retention of large trees, relocation of the time capsule, to be opened in 2030, to the courtyard garden, retain existing ceramic art tiles in foyer, and</p>

	<p>retain existing 1966 plaque. The existing flagpole will require removal. However, this is not used and is not historically significant. One of the lamp posts will be removed, however new lighting will be installed externally to the new building as replacement. The existing bench at the site of the new deck area will require removal. Other bench seating in the courtyard area can be retained.</p> <p>Alterations within the building will provide acoustic improvement, modern lighting and sound, and light coloured paint and timber stain to brighten the hall.</p> <p>The development has been designed to comply with BCA requirements, with exit doors, lighting and fire safety standards met.</p>
Home Based Business 95	Not relevant
Industrial Development97	Not relevant
Landscaping. 100 1. Objectives The objectives of these controls are to: <ul style="list-style-type: none"> • encourage a high standard of landscape design and construction throughout the Shire • encourage developers and designers to consider landscape design as an integrated component of building and subdivision • maximise the compatibility of development with the urban and rural landscapes of the Shire • set minimum criteria for landscaping based on climatic influences 	<p>COMPLIES</p> <p>The proposal retains existing large trees. The tree surrounded by the new decking will require trimming by an arborist to provide adequate circulation space for users of the deck area, whilst maintaining tree health. New landscaping will be provided along the Loftus Street frontage to replace the landscaping removed to facilitate the construction of the foyer and new amenities. A landscaping plan will be required as a condition of consent.</p>
Large Lot Residential Development..109	Not relevant
Multi-Unit Housing	Not relevant
Notification of Development Applications 122	<p>Notification as per Council policy – letters to adjoining neighbour, newspaper advertisement, website information, previous newspaper articles, Narraburra News article, social media awareness and consultation with user and interest groups.</p> <p>One submission received</p>
Rural Development	Not relevant
Sewage Management	Not relevant
Signage 144 The objectives of these controls are to: <ul style="list-style-type: none"> • encourage the provision of legitimate information and promotional signage associated with the needs of the community and the creation of the image and identity of Temora Shire • identify those key local considerations for outdoor advertising applying to Temora Shire <p>Signage must comply with SEPP 64 – Advertising and Signage Schedule 1 Assessment Criteria.</p>	<p>COMPLIES</p> <p>Signage relating to the site will be limited to an identification sign located on the sunshade screen, and the showboard facing Loftus Street the provides details of films at the Town Hall Theatre and events at the Town Hall.</p>
Subdivision	Not relevant
Temora Aerodrome Estate152	Not relevant

Temporary Occupation of Land 160	Not relevant
Village Development 162	Not relevant
Table - Bed and breakfast accommodation development controls 19	Not relevant
Table - Council key strategies for the management of contaminated land 36	Not relevant
Table - Engineering standards by development type – Temora Shire 56 Engineering Standards 1. Objectives The objectives of these controls are to: • identify and establish the relevant Council engineering standards applying to new development • identify key engineering standards and policies for other activities by Council relevant to those applicable engineering standards.	COMPLIES The additions to the building will comply with relevant standards for connection to water, sewer and stormwater services. On street accessible parking will be included as a condition of consent.
Table - Landscaping requirements for different categories of development. 105	Noted and to be used by Council as part of future small scale landscaping of the site, fronting Loftus Street. A landscaping plan will be required as a condition of consent.
Table - Buffers and separation distances for rural dwellings...132	Not relevant
Table - Soil Assessment of On-site Systems 140	Not relevant

Environmental impacts	
Acceptable impact and/or suitable control measures?	Comments
<p>Context and Setting Landscape, streetscape & land use. Impact on adjacent properties</p>	<p><input type="checkbox"/> Yes</p> <p>The proposed development will enhance the streetscape of both De Boos St and Loftus St and will not detract from the Conservation Area or the adjoining heritage items. The additions will not adversely impact upon nearby residential properties, as the building has a long standing use as a community facility.</p> <p>The replacement of the asbestos roof will be carried out by qualified and experienced professionals, with air monitoring in place during this aspect of the project. It is an ideal time to complete these works alongside the other aspects of the project as this will avoid future issues associated with an asbestos roof.</p> <p>A demolition plan will be required as a condition of consent. Contractors will be required to adhere to NSW Work Health Safety legislation.</p>

<p>Access, Transport & Traffic Traffic consideration, public transport & parking arrangements</p>	<input type="checkbox"/> Yes	<p>The site does not provide onsite parking and there is no land available that could provide parking. The adjoining streets do provide a reasonable amount of on street angle parking, and this is considered to be acceptable given that the facility offers high frequency events, such as movies, that generate only modest demand for parking, and large scale events such as live performances, balls and weddings are less frequent.</p>
<p>Public Domain Impact on the amount, opportunity and use of public space & pedestrian links</p>	<input type="checkbox"/> No	<p>The development will provide additional usable public space that is currently underutilised. The site is well serviced for pedestrians, with existing wide footpaths and two pedestrian crossings.</p>
<p>Utilities Water, sewer, electricity and gas - availability, capacity & effect on environment Is street lighting infrastructure required?</p>	<input type="checkbox"/> Yes	<p>All Utilities available as listed in the SOEE</p>
<p>Heritage Local / state listed items, Aboriginal significant area</p>	<input type="checkbox"/> Yes	<p>The site is within the Heritage Conservation Area. The design and scale is considered to be acceptable for the site. Refer to previous comments on heritage matters.</p>
<p>Other Land Resources</p>	<input type="checkbox"/> N/A	
<p>Water Requirements and use of water saving devices. Flooding & drainage. Quality, pollution, treatment and reuse</p>	<input type="checkbox"/> Yes	<p>The new amenities will include dual flush toilets and water saving lever taps. Stormwater from the new additions will be directed to Council's existing stormwater system.</p>
<p>Soils Quality, erodibility, contamination etc Instability and sedimentation</p>	<input type="checkbox"/> Yes	<p>Construction on the site subject to Council Policy</p>
<p>Air and Microclimate Any pollutants / dust emissions, odours etc</p>	<input type="checkbox"/> Yes	<p>The development will be required to manage dust and asbestos through the demolition plan and condition management conditions.</p>
<p>Flora and Fauna Critical habitat, threatened species/population/communities wildlife corridors, remnant vegetation. Distance and clearance of native vegetation & fauna</p>	<input type="checkbox"/> No	
<p>Waste Types generated - solid, liquid, gas, litter, recycling, disposal and storage</p>	<input type="checkbox"/> Yes	<p>COMPLIES</p> <p>Condition of development consent:</p> <ul style="list-style-type: none"> • Construction waste management through Waste Management Plan • Asbestos waste management through demolition plan. Includes safe work practices, managing impact to adjoining residential properties and safe disposal.

Energy Passive solar design, Part J of NCC	<input type="checkbox"/> Yes	The design includes north facing windows for natural light, with heat management through a sunshade screen.
Noise and Vibration	<input type="checkbox"/> Yes	Condition of development consent: Specifying hours of construction permitted and noise levels subject to EPA permitted noise levels, through conditions of consent. The Protection of the Environment Operations (Noise Control) Regulation 2017 will be enforced if necessary Also refer to demolition and waste management plans.
Natural Hazards Site instability, flooding & bushfire	<input type="checkbox"/> No	
Technological Hazards Hazardous Industry, contamination etc	<input type="checkbox"/> No	
Safety, Security and Crime Prevention Potential for accident, injury or criminal activity	<input type="checkbox"/> Yes	Conditions of consent will ensure the inclusion of adequate lighting for suitable visibility for night time users of the facility, as well as lighting for security purposes. Security cameras will be relocated as part of the development, to a more appropriate location.
Social Impact on the Locality Health & safety of the community. Community facilities	<input type="checkbox"/> Yes	The development will provide a refurbished contemporary facility with the technical and acoustic capabilities necessary for modern performances and events. The building will be functional, inclusive and multipurpose, as well as attractive to the streetscape. The design is inviting for event attendees and will encourage greater usage of the facility by a range of events, due to use of modern technology, materials, finishes and features that encourage a welcoming atmosphere. The support of a greater range of community events supports social connectivity within Temora Shire and assists with community wellbeing. Safer by Design/CPTED Principles have been considered and managed as part of the assessment. The site offers natural surveillance on the Loftus and De Boos Street frontages.
Economic Impact in the Locality	<input type="checkbox"/> Yes	The project will generate employment during construction and ongoing economic benefits in hospitality and event management. The project has been funded through the Stronger Country Communities Fund, which indicates the support for the project by State and Local Government, as well as the community.
Site Design and Internal Design Appearance, siting and landscaping. Access for disabled. NCC compliance	<input type="checkbox"/> Yes	Subject to NCC and appropriate Australian Standards

<p>Construction Safety and minimisation of impacts</p>	<p><input type="checkbox"/> Yes</p>	<p>NSW work health and safety legislation requirements will apply. A traffic management plan will be required as a condition of consent to consider issues relating to closure of parking spaces during construction for the purposes of unloading and loading materials and waste during construction.</p>
<p>Cumulative Impacts Time & space crowded effects Nibbling and synergistic effects</p>	<p><input type="checkbox"/> No</p>	

Additional photographs:

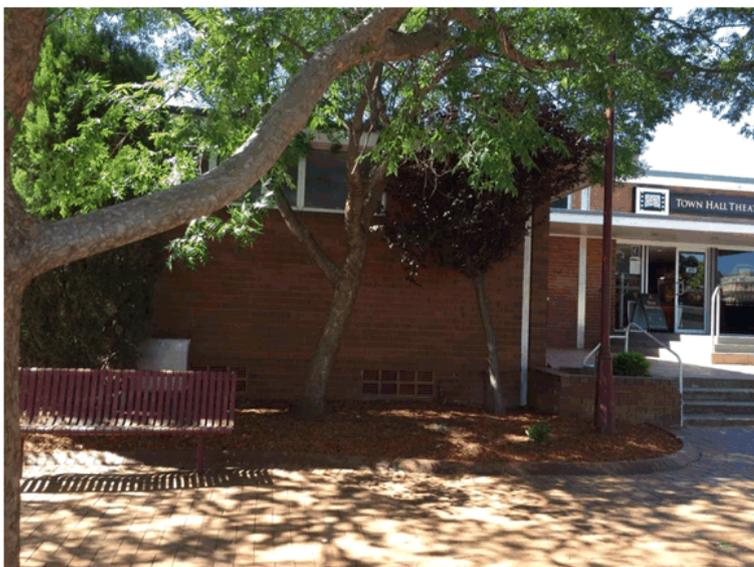


Photo 5: Site of new toilets. Existing vegetation in garden bed to be removed. Existing lamp post to be removed and replaced with lighting attached to building.

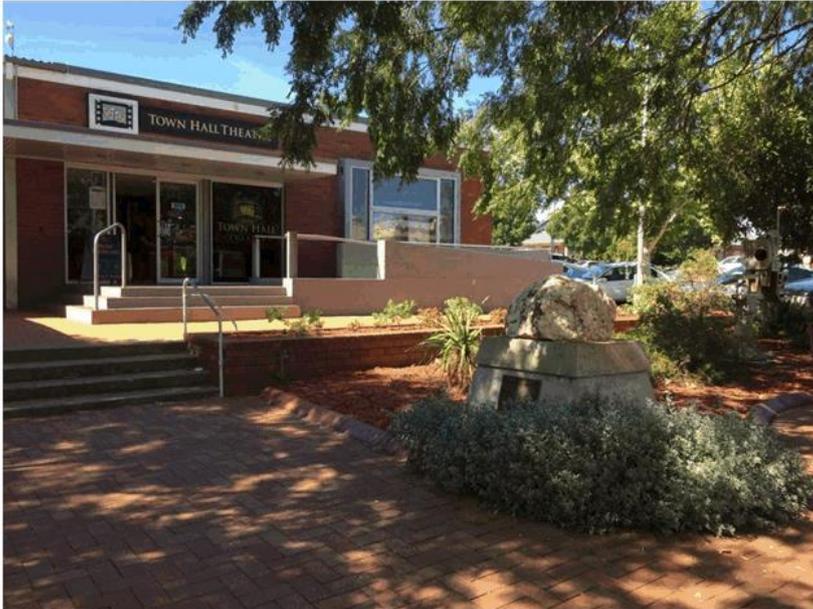


Photo 6: Existing time capsule will be relocated to the east of this site, adjacent to the existing building, outside of the construction zone



Photo 7: Existing tree to be retained as part of the development



Photo 8: Existing landscaping to be removed



Photo 9: Existing ramp to be modified during construction. Existing flagpole to be removed.

Internal referrals

Engineering requirements / conditions supplied

Yes

Building requirements / conditions supplied

Yes

Planning requirements / conditions supplied

Yes

- Health requirements / conditions supplied No
 Environmental requirements / conditions supplied Yes

Suitability of site

- Does the proposal fit within the locality? Yes
 Are the attributes of the site conducive to the proposed development? Yes

Public interest

- Does the proposal comply with planning requirements/objectives? Yes
 Any Federal, State or Local Government and/or Community interests? Yes

Consideration of submissions

One submission received. The submitter raised concerns about the removal of the asbestos roof, regarding management of risks to their property and access to their shed, located at the rear of their property. The submitter was advised of the following information:

1. We anticipate that the Town Hall roof will be removed in February 2019.
2. The roof removal will be managed through the Chief contractor, who has included asbestos removal of existing roof and air monitoring for asbestos removal as part of their quoted price to replace the roof.

The chief contractor has engaged a specialist asbestos contractors to complete this part of the project. The asbestos removal contractor is fully qualified and insured, with 15-years' experience in how to remove asbestos safely. Roof Screws are cut and sheets are removed in full. Sheets are placed on pallets and lowered to the ground (not drag/slid or dropped), where they are triple wrapped before transporting to the Temora Landfill Site Asbestos pit.

The occupational hygienist will provide asbestos air monitoring services to the project. There will be four monitoring points Generally place 5-10-15m away from work. One air monitoring station can be set up at the boundary of the nearest potential receptor. (on Rands/Ushers fence).

3. The roof is not required to be covered during the process. The air monitoring is in place to manage this part of the project.
4. If wind exceeds 20km/h – no work on the asbestos removal will occur 5. In relation to access to your work shed, there may be some times during the project where access to the lane may be closed or restricted for a limited period of time. However this will only occur with advanced notice to you.

Therefore, the issues raised have been addressed by the applicant and the submitter advised. No further comments received.

Concluding Comments:

- The proposal is consistent with the provisions of the TLEP 2010 and TDCP 2012 and
- The proposal has been assessed as being in the public interest with no significant impact. With the absence of any significant impacts, the application warrants Council support.
- Identified environmental impacts of the proposal have been conditioned to ameliorate the impacts.

Variations to the development standards are justified:

1. The shortfall in meeting the parking standard is compensated by the availability of on street parking in De Boos and Loftus Streets and nearby public car park.

Recommendation

Having regard to the matters for consideration under Section 4.15 of the *Environmental Planning and Assessment Act 1979*, it is considered that the proposed development is satisfactory subject to conditions and therefore the application is recommended for **Approval subject to conditions**.

Administrative

- (1) Compliance Standards: Any building and associated works shall comply with the statutory requirements of the Environmental Planning & Assessment Act, Local Government Act, 1993 and the National Construction Code of Australia, formerly known as the Building Code of Australia (BCA)
- (2) The proposed development has been assessed under the provisions of the Building Code of Australia as:

Class	-	9(b)
Rise in Storeys	-	1
Type of Construction	-	C

- (3) Compliance with Consent: The Development being completed in accordance with plans and specifications stamped by Council being Tender Documents- items 1-58 prepared by David Scobie Architects, automatic sliding door specifications prepared by dormakaba, bathroom specifications prepared by ASI JD MacDonald Pty Ltd, Asbestos removal and reroofing specifications prepared by Temora Shire Council, plans drawn by David Scobie Architects and Coota Design (R.G. Nixon), details as follows:

David Scobie Architects

Renders – dated 9.10.18

Proposed elevations – dated 18.10.18

Reflected ceiling & electrical plan – dated 18.10.18

Internal foyer elevations – dated 18.10.18

Accessible toilets – dated 18.10.18

Proposed foyer plan – dated 18.10.18

Architectural details – dated 18.10.18

Main hall plan – dated 18.10.18

Internal elevation (Dwg. No. 301) – dated 18.10.18

Internal elevation (Dwg. No. 302) – dated 18.10.18

Internal elevation (Dwg. No. 303) – dated 18.10.18

Internal elevation (Dwg. No. 401) – dated 18.10.18

Coota Design (R. G. Nixon)

Drg. No. 1 Floor Plan, De Boos St elevation, Section A-A, Section B-B – dated 19.3.18

Drg. No. 2 Loftus Street elevation, Section C-C, East elevation - dated 20.3.18

Drg. No. 3. Footing Plan – dated 14.9.19

Drg. No. 4 Slab & deck plan – dated 15.9.18

Drg. No. 5 Detail 7-9 dated 16.9.18

Drg. No. 6 Mezzanine Level, Plan on screens - dated 17.9.18

Drg. No. 7 Roof plan, Blade wall bracing – dated 18.9.18

Drg. No. 8 Screen outrigger – dated 16.10.18

- (4) Critical Stage Inspection: Council to be given 24 hours notice for the following inspection where nominated: -
- a) Excavation for pier, strip footings and slabs with steel if required, before pouring concrete.
 - b) When sanitary drainage is laid ready for test. All drainage must be under water test at the time of the inspection.
 - c) When stormwater drainage is laid ready for test. All drainage must be under water test at the time of the inspection.
 - d) When framework is complete, with windows and flashings in place.
 - e) All wet areas prior to tiling/finishing.
 - f) Final inspection on completion BEFORE occupation.
- (5) Signage: Site signage shall apply and must be erected on site in a prominent, visible position for the duration of the construction.
- a) Stating the unauthorised entry to the site is not permitted;
 - b) Showing the name of the builder or another person responsible for the site and a telephone number at which the builder or other persons can be contacted outside working hours; and

- c) The name, address and telephone contact of the Principal Certifying Authority for the work.
- (6) Toilet Facilities: are to be provided, at or in the vicinity of the work site, on which a building is being erected.
- a. Each toilet must:
- i. Be a standard flushing toilet connected to a public sewer, or
 - ii. Have an on-site effluent disposal system approved under the Local Government Act 1993, or
 - iii. Be a temporary chemical closet approved under the Local Government Act, 1993.
- (7) Building Permit: the builder/developer must at all times maintain on the job, a legible copy of the plans and specifications bearing the stamp and building permit of Council.
- (8) Hours of Construction: construction work on the project shall be limited to the following hours:

Monday to Friday	7:00am to 6:00pm
Saturday	8:00am to 5:00pm

No work to be carried out on Sunday/Public Holidays, without prior consent from Council.

Further Information

- (9) Construction Certificate Required: A Construction Certificate must be obtained from a Principal Certifying Authority prior to commencement of any work.
- (10) Occupation Certificate Required: A Final Occupation Certificate must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an occupation certificate, the Principal Certifying Authority must be satisfied that the requirements of Section 6.10 of the Environmental Planning and Assessment Act, 1979 have been satisfied.

Prior to issue of a Construction Certificate

- (11) The following construction management plans are required to be prepared and approved by Council, prior to the issue of a Construction Certificate:
- a. Demolition Management Plan – with particular regarding to managing risks to adjoining residents during the removal of the asbestos roof

- b. Waste Management Plan
- c. Traffic Management Plan – managing unloading and loading of materials and waste during construction, closure of parking spaces and use of streets and laneway.
- d. Landscape Plan – new landscaping to replace landscaping required to be removed, retention of existing large trees.
- e. Accessible Parking Plan – show location of designated accessible parking spaces allocated to the site.

Protection of adjoining areas

- (12) A temporary hoarding or temporary construction site fence must be erected between the work site and adjoining lands before the works begin and must be kept in place until after the completion of the works if the works:
- (a) could cause a danger, obstruction or inconvenience to pedestrian or vehicular traffic, or
 - (b) could cause damage to adjoining lands by falling objects, or
 - (c) involve the enclosure of a public place or part of a public place.

Access Traffic, Parking, Roads & Footpaths

- (13) Site Safety: wherever possible, all activities including, loading and unloading associated with this development are to take place within the subject site. Any works that require temporary closure of Little De Boos Street shall only occur with prior written notification to adjoining landowners.
- (14) Site Managers and Contractors must adhere to the Traffic Management Plan for the project, approved by Council.

Nuisance and Amenity

- (15) The developer must provide an adequate receptacle to store all waste generated by the development pending disposal. The receptacle must be regularly emptied and waste must not be allowed to lie or accumulate on the property other than in the receptacle.
- (16) The operation is not to interfere with the amenity of the locality by reason of the emission of noise, vibration, smell, fumes, smoke vapour, steam, soot, ash, waste, water, waste products or grit, oil or otherwise.
- (17) Stormwater Disposal: Roof waters shall be conveyed and collected to the existing stormwater drainage system.
- (18) Sewerage Connection: All connections to or alteration to any sewerage lines MUST be carried out by a Licensed Plumber/Drainer.

Contamination discovered during works

- (19) If in the course of works on the land comprising the lot, the land is found to be contaminated (within the meaning of the Contaminated Land Management Act 1997):
- (a) all works must stop immediately, and
 - (b) the Environment Protection Authority and the council must be notified of the contamination.
- (20) Land is found to be contaminated for the purposes of this clause if the person having the benefit of the complying development certificate or the principal certifying authority knows or should reasonably suspect that the land is contaminated.

Note.

Depending on the level of the nature and level of the contamination, remediation of the land may be required before further work can continue.

Archaeology discovered during excavation

- (21) If any object having interest due to its age or association with the past is uncovered during the course of the work:
- (a) all work must stop immediately in that area, and
 - (b) the Office of Environment and Heritage must be advised of the discovery.

Note.

Depending on the significance of the object uncovered, an archaeological assessment and excavation permit under the Heritage Act 1977 may be required before further work can continue.

Aboriginal objects discovered during excavation

- (22) If an Aboriginal object (including evidence of habitation or remains) is discovered during the course of the work:
- (a) all excavation or disturbance of the area must stop immediately, and
 - (b) the person making the discovery must advise the Chief Executive (within the meaning of the National Parks and Wildlife Act 1974) of the discovery in accordance with section 89A of that Act.

Note.

If an Aboriginal object is discovered, an Aboriginal heritage impact permit may be required under the National Parks and Wildlife Act 1974.

Landscaping/Tree Protection Measures

- (23) This clause applies to each protected tree and any other tree that is to be retained on a lot.
- (24) The trunk of each of the trees to be retained must be provided with a tree guard that is comprised of hardwood timber panels each having a minimum length of 2m, minimum width of 75mm and minimum thickness of 25mm and secured, but not permanently fixed or nailed, to the tree and spaced a maximum of 80mm apart.

- (25) The person having the benefit of the construction certificate must ensure that:
- (a) the development activities do not occur within the tree protection zone of any tree to be retained, and
 - (b) any temporary access to, or location of scaffolding within the tree protection zone of any tree to be retained on the lot during the construction, is undertaken using the protection measures specified
- (26) The tree protection measures specified in this clause must:
- (a) be in place before work begins on the lot, and
 - (b) be maintained in good condition during the construction period, and
 - (c) remain in place for the duration of the construction works.
- (27) Applicants must adhere to the Landscaping Plan approved by Council, applying to this application.
- (28)

Site Works

- (29) Soil Erosion Control: Run-off and erosion control measures shall be incorporated into site management during construction and effectively maintained until the site has been stabilised and landscaped. Seepage and surface water shall be collected and diverted clear of the building site by a drainage system. Care shall be taken to ensure that no nuisance is created to adjoining properties or public space by way of sediment run off.
- (30) The existing time capsule shall be relocated onsite to the garden bed, located on the northern side of the building, outside of the new construction area.

Asbestos Removal

- (31) All work associated with removal of the asbestos roof shall be carried out by a qualified contractor.
- (32) No asbestos handling shall occur if wind speed exceeds 20km/h.
- (33) All Roof Screws shall be cut and sheets are removed in full.
- (34) An Occupational Hygienist shall conduct air monitoring before, during and after asbestos removal works, with four monitoring points, to be located 5 metres, 10 metres and 15 metres away from the works site and one air monitoring station placed at the boundary of the nearest potential residential receptor.

- (35) Asbestos sheets shall be placed on pallets and lowered to the ground (not drag/slid or dropped), where they must be triple wrapped before transporting to the Temora Landfill Site Asbestos pit
- (36) Site Managers and Contractors must adhere to the Demolition Management Plan, as approved by Council, that applies to this application.

Design

- (37) Toilet Access: That the door to the sanitary compartment must open outwards or slide, or be readily removable from the outside of the compartment, unless there is a clear space of at least 1.2m between the toilet bowl within the sanitary compartment of the nearest part of doorway to enable access to a collapsed person or emergency trauma.
- (38) Scalding: The Hot Water System to the bathroom is to be set not to exceed 50°C to prevent accidental scalding of children and the infirm. The licensed plumber is to complete the attached certificate of compliance for the complete installation.

Construction

- (39) Frame and Truss Design: Submission of a certificate supplied by the frame and roof truss manufacturer certifying that the frames and trusses have been designed and constructed in accordance with the design data supplied by the structural engineer who prepared the design.

Details shall include:

- a) Job address, builders name and job number;
- b) Wind classification (should not be less than W4IN)
- c) Terrain category;
- d) Truss spacing;
- e) Roof pitch;
- f) Material of roof;
- g) Roof batten/purlin/ceiling batten – size and spacing; and
- h) Material of ceiling;

- (40) Water Proofing of Internal Wet Areas: The installation of a water proof membrane of internal wet areas as nominated in this consent shall be undertaken to Australian Standard AS 3740.2004 and for a certificate of installation to be submitted to the Council. The installer shall be a person who holds a Water Proofing Licence with the Department of Fair Trading. The certificate issued shall meet the requirements of the Council or PCA in terms of warranty and application.
- (41) Railings and Balustrading: Where any ramp or decking area has any level more than 1m above finished ground level, the construction of the balustrade must be in accordance with National Construction Code Part D2.18. Balustrades must be at least 865mm above the floor of a landing and be constructed so that any opening does not permit a 125mm sphere to pass through it.25809

Accessibility

- (42) The access ramps must comply with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part D3.3
- (43) Tactile indicators are required at the landings at the ramps and shall comply with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part D3.8.

Signage

- (44) In a building required to be accessible (Class 9b of the building only), braille and tactile signage complying with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part D4 and incorporating the international symbol of access for deafness, as appropriate, in accordance with AS 1428.1/2009 – Design for Access and Mobility.

Hearing Augmentation

- (45) A hearing augmentation system must be provided where an inbuilt amplification system, other than one used only for emergency warning is installed in accordance with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part D3.7.

Access and Egress

- (46) All doorways throughout the building must have a minimum opening clearance of 850mm to comply with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part D3.2.
- (47) Any exits must not be blocked at the point of discharge and where necessary, suitable barriers must be provided to prevent vehicles from blocking the exit, or access to it.
- (48) One (1) additional personal access door to act as required exit is to be provided to provide safe egress from the building.
- (49) Illuminated exit signs shall be erected above each exit door.
- (50) A door in a required exit or in a path of travel to a required exit must be readily openable without a key from the side that faces a person seeking egress, by a single hand downward action or pushing action on a single device which is located between 900mm and 1200mm from the floor.

Sanitary Facilities

- (51) Accessible (disabled) unisex sanitary facilities shall be provided as per the Disability (Access to Premises – Buildings) 2010 Schedule 1 Part F2 and shall comply with AS 1428.1/2009 – Design for Access and Mobility.

Carparking

- (52) Two (2) designated and delineated carparking space provided on-street shall be an accessible (disabled) carpark, to ensure compliance with Disability (Access to Premises – Buildings) 2010 Schedule 1 Part 3.5 and in accordance with the Accessible Parking Plan, as approved by Council.

Fire Services

- (53) Portable fire extinguishers containing an extinguishing agent suitable for the risk being protected must be installed in the building. Portable fire extinguishers satisfy this requirement if they are installed in accordance with Australian Standard 2444 and water type extinguishers are located adjacent to required exits and extinguishers provided for fires other than Class A fires, are suitably located adjacent to their relevant risk.

- (54) Existing fire hose reels shall be extended to service the building additions.

Energy Efficiency

- (55) Artificial lighting within the building must be controlled in accordance with Pt J6.3 of the Building Code of Australia.
- (56) R values for the roof/ceiling, external walls and floor forming part of the building envelope are to be submitted verifying compliance with Part J1 of the Building Code of Australia. Prior to the issue of the Occupation Certificate.
- (57) External glazing is to comply with Part J2 of the Building Code of Australia. Details of compliance including calculations are to be submitted prior to the issue of the Occupation Certificate.
- (58) A seal to restrict air infiltration must be fitted to each edge of a door or openable window forming part of the external fabric of the building or exposed to the atmosphere.

Reasons for Conditions/Refusal

The above conditions have been imposed in the public interest, to reduce any potential environmental impact and to ensure that the proposed development complies with the provisions of the Environmental Planning and Assessment Act, 1979 and the Regulations, other relevant legislation and Australian Standards, any environmental planning instruments applying to the subject land and Council's Codes and Policies.

Right of Review

Under Section 8.3 of the Environmental Planning and Assessment Act 1979, the applicant has the right to request the Council to review its determinations within 12 months of the consent being granted.

The fee payable to have Council undertake this review is set out in Section 257 of the Environmental Planning and Assessment Act Regulations 2000.

Right of Appeal

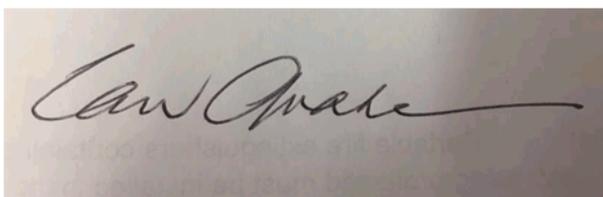
Section 8.7 of the Environmental Planning and Assessment Act confers on the applicant who is not satisfied with the determination of the consent authority a right of appeal to the NSW Land and Environment Court is exercisable within 6 months of receipt of this notice.

Applicant's Responsibilities

Any person who contravenes this notice of determination of the abovementioned application shall be guilty of a breach of the Environmental Planning Assessment Act, 1979, and shall be liable to a monetary penalty and for a restraining order which may be imposed by the NSW Land and Environment Court.

Report prepared by Ian Graham, Planning Consultant, Building and Environmental Services
Today

13 December 2018

A photograph of a handwritten signature in black ink on a light-colored background. The signature is cursive and appears to read 'Ian Graham'.

126 Aurora Street
TEMORA NSW 2666

26 November 2018

Mr Gary Lavelle
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666



ATTENTION: CLAIRE GOLDER

Dear Claire

Thank you for the recent correspondence regarding the upgrade of the Temora Town Hall. I have no problem with the upgrade to the hall, but do have the following questions regarding the removal of the asbestos roof.

When do you expect the roof to be removed?

How is the removal of the roof going to be managed?

Will the roof be covered?

Will the monitoring of asbestos particles for 100m be done by the contractor?

If it is windy conditions, will this not take place?

As our work shed is at the back of the town hall, I have concern with my staff being in close proximity to the removal, and access to our shed is to be granted and available at all times.

We can see particles flying in the air now, not even on a windy day. As it is summer and we use our pool frequently, we do not want more particles floating into our yard.

I await your reply on the above.

Regards

Claire Golder

From: David Scobie <scobiearchitect@optusnet.com.au>
Sent: Thursday, 13 December 2018 2:37 PM
To: Claire Golder
Subject: FW: temora hall materials
Attachments: temora materials.pdf

Dear Claire

RE: Town Hall Project

Please find enclosed a set of notes and illustrative material to support the design submission.

The submission includes 3D drawings plus a materials board illustrating cladding and material options. A key issue has been the setting of the works at the important road junction within the Conservation Area. The challenge has been the character of the proposed additions and how it relates to the earlier Town Hall and also the character of the addition in relation to the significant buildings in the vicinity including the two churches and the original Town Hall diagonally opposite the subject site.

A summary of the issues follows:

1. The heritage buildings are predominantly brick with elements of cream render and punched windows
 - a. A traditional dark blue grey brick with pale brick capping to the corner area and the base of the new extension will reflect and interpret traditional built four datations
 - b. The outdoor deck will be designed to retain the time capsule and the existing tree.
 - c. The external colours utilise an off white colour for the feature bricks and the two walls defining the Loftus Street entry.
2. Both the churches include extensive areas of stained glass in their windows which add character both externally and internally to those buildings
 - a. There are narrow vertical panes of coloured glass in the main Loftus Street elevation and minor feature windows on the De Boos Street elevation
 - b. This is also intended to interpret the key local colours reflected in the agricultural and pastoral industries : green and gold in particular
3. The existing memorial town hall building is a contemporary styled building with distinctive features from the 1950-1970 period including flat roofs, simple brickwork and grouped windows
 - a. The flat roof concept for the foyer and feature awning defines the entry while the external ceramic artwork on the original Hall entry is retained internally
 - b. The former recessed cinema sign will provide an enclosure for temporary art and sculpture displays within the foyer as a joint project with the Bundawarra Centre.
 - c. The sunshading screen is a perforated or a laser cut. The design will be prepared to reflect and interpret but not mimic traditional patterns evident in the local landscape
 - d. The final design of the required balustrade uses perforated steel products to maintain an open character while interpreting a cultural design theme and avoiding another railing system
 - e. The entry canopy reflects the aviation history with appropriate materials, colour and details
4. Use of the existing landscape for outdoor entertainment
 - a. The Loftus Street entrance has steps to address both the Loftus street alignment and the adjoining existing landscape and pavement along the Street frontage
5. Signs
 - a. The illuminated cinema sign will be to a future design and a traditional set of bold letters mounted on the perforated screen will address the corner orientation to suit visitors and the streetscape

In relation to the format of a standard statement of heritage impact:

The proposal will enhance the conservation area due to the proposed colours, bulk and scale of the new works.

The contemporary character of the design could detract from the significance of the conservation area and that of the buildings of significance. To avoid the conflict, elements have been selected in the design to interpret the 1960s character of the town hall, to reflect the light coloured render on the two Churches and a wall colour which relates to the warm reds of the traditional brickwork. The decision not to copy or replicate the heritage buildings will ensure that they retain their individuality and dignity without being joined in the streetscape by imitative design elements. The landscaped space in front of the new foyer responds to the two Church forecourts and offers a substantial urban space for the community to celebrate at cultural events.

In summary, the proposed design interprets key elements in the conservation area and heritage buildings in the vicinity.

The new elements are sympathetic and will complement the character and setting.

David Scobie Architects Pty Ltd

Nominated Architect : David Scobie [Registration Number 6229]

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13 ADMINISTRATION AND FINANCE**13.1 MODEL INTERNAL REPORTING POLICY****File Number:** REP18/1407**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Internal Reporting Policy  **REPORT**

The Office of Local Government has advised that they require all Councils to adopt an internal reporting policy for the management of public interest disclosures.

The NSW Ombudsman has provided a model internal reporting policy for Councils use.

The attached draft policy has been amended from the model policy for Temora Shire Councils use.

RESOLUTION 330/2018

Moved: Cr Graham Sinclair

Seconded: Cr Lindy Reinhold

It was resolved that Council adopt the Internal Reporting Policy as presented

AND FURTHER

That the policy be included in Office of Local Government Training.

CARRIED

Report by Steve Firth

Function: Governance

Temora Shire Council

Policy Number:G10

TEMORA SHIRE COUNCIL



TEMORA
The Friendly Shire

Internal Reporting Policy

DRAFT

Revision Number: 1
File Name: Internal Reporting Policy

Revision Date: December 2018
Page Number: 1

*Function: Governance**Temora Shire Council**Policy Number:G10*

Review Details

ABOUT THIS RELEASE

DOCUMENT NAME: Internal Reporting Policy
CODE NUMBER: G10
AUTHOR: Temora Shire Council
ENDORSEMENT DATE: December 2018

REVIEW

Revision Date	Revision Description		Date approved by Council	General Managers Endorsement
November 2018	New Model Policy	1		

PLANNED REVIEW

Planned Review Date	Revision Description		Review by
November 2020	Revision		General Manager

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1. Purpose and context of the policy

The purpose of this policy is to establish an internal reporting system for staff and councillors to report wrongdoing without fear of reprisal. The policy sets out who you can report wrongdoing to in Temora Shire Council, what can be reported and how reports of wrongdoing will be dealt with by Temora Shire Council.

This policy is designed to complement normal communication channels between supervisors and staff. Staff are encouraged to raise matters of concern at any time with their supervisors, but also have the option of making a report about a public interest issue in accordance with this policy and the Public Interest Disclosures Act 1994 (*PID Act*).

This policy is just one in the suite of Temora Shire Council's complaint handling policies. Relevant policies can be found at:

t:Governance/Policies/Management Manual/Codes & Polices Register/New Codes & Polices/Current Policies

The internal reporting system established under this policy is not intended to be used for staff grievances, which should be raised through the relevant Human Resources Policies. If a staff member makes a report under this policy which is substantially a grievance, the matter will be referred to Human Resources to be dealt with in accordance with the Human Resources Policies.

2. Organisational commitment

Council promotes a culture to enable Staff and Councillors to report any wrong doing by:

- create a climate of trust, where people are comfortable and confident about reporting wrongdoing
- encourage individuals to come forward if they are aware of wrongdoing within the council
- keep the identity of the person disclosing wrongdoing confidential, where this is possible and appropriate
- protect the person from any adverse action resulting from them making a report
- deal with reports thoroughly and impartially and if some form of wrongdoing has been found, taking appropriate action to rectify it
- keep the individual who makes a report informed of their progress and the outcome
- encourage the reporting of wrongdoing within the council, but respect any decision to disclose wrongdoing outside the council that is made in accordance with the provisions of the PID Act
- ensure managers and supervisors at all levels in the council understand the benefits of reporting wrongdoing, are familiar with this policy, and aware of the needs of those who report wrongdoing
- review the policy periodically to ensure it is relevant and effective
- provide adequate resources, to:
 - encourage reports of wrongdoing

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- protect and support those who make them
- provide training about how to make reports and the benefits of internal reports to the council and the public interest generally
- properly assess and investigate or otherwise deal with allegations
- properly manage any workplace issues that the allegations identify or that result from a report
- appropriately address any identified problems.

3. Who does this policy apply to?

This policy will apply to:

- both council staff and councillors
- permanent employees, whether full-time or part-time
- temporary or casual employees
- consultants
- individual contractors working for Temora Shire Council
- employees of contractors providing services to Temora Shire Council
- other people who perform council official functions whose conduct and activities could be investigated by an investigating authority, including volunteers.

The policy also applies to public officials of another council or public authority who report wrongdoing relating to Temora Shire Council.

4. Roles and responsibilities

a. The role of council staff and councillors

Staff and councillors play an important role in contributing to a workplace where known or suspected wrongdoing is reported and dealt with appropriately. All council staff and councillors are obliged to:

- report all known or suspected wrongdoing and support those who have made reports of wrongdoing
- if requested, assist those dealing with the report, including supplying information on request, cooperating with any investigation and maintaining confidentiality
- treat any staff member or person dealing with a report of wrongdoing with courtesy and respect
- respect the rights of any person the subject of reports.

Staff and councillors must not:

- make false or misleading reports of wrongdoing
- victimise or harass anyone who has made a report

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Additionally, the behaviour of all council staff and councillors involved in the internal reporting process must adhere to the Temora Shire Council's code of conduct. A breach of the code could result in disciplinary action.

b. The role of the Temora Shire Council

The Temora Shire Council has a responsibility to establish and maintain a working environment that encourages staff and councillors to report wrongdoing and supports them when they do. This includes keeping the identity of reporters confidential where practical and appropriate, and taking steps to protect reporters from reprisal and manage workplace conflict.

The Temora Shire Council will assess all reports of wrongdoing it receives from staff and councillors and deal with them appropriately. Once wrongdoing has been reported, the Temora Shire Council takes 'ownership' of the matter. This means it is up to us to decide whether a report should be investigated, and if so, how it should be investigated and by whom. The Temora Shire Council will deal with all reports of wrongdoing fairly and reasonably, and respect the rights of any person the subject of a report.

The Temora Shire Council must report on our obligations under the PID Act and statistical information about public interest disclosures in our annual report and to the NSW Ombudsman every six months.

To ensure the Temora Shire Council complies with the PID Act and deals with all reports of wrongdoing properly, all staff and councillors with roles outlined below and elsewhere in this policy will receive training on their responsibilities.

c. Roles of key positions

General manager

The general manager has ultimate responsibility for maintaining the internal reporting system and workplace reporting culture, and ensuring the Temora Shire Council complies with the PID Act. The general manager can receive reports from staff and councillors and has a responsibility to:

- assess reports received by or referred to them, to determine whether or not the report should be treated as a public interest disclosure, and to decide how the report will be dealt with
- deal with reports made under the council's code of conduct in accordance with the council's adopted code of conduct procedures
- ensure there are strategies in place to support reporters, protect reporters from reprisal and manage workplace conflict that may arise in relation to a report
- make decisions following any investigation or appoint an appropriate decision-maker
- take appropriate remedial action where wrongdoing is substantiated or systemic problems are identified
- refer actual or suspected corrupt conduct to the Independent Commission Against Corruption (ICAC)
- refer any evidence of a reprisal offence under section 20 of the PID Act to the Commissioner of Police or the ICAC.

Disclosures coordinator

The disclosures coordinator has a central role in the Temora Shire Council's internal reporting system. The disclosures coordinator can receive and assess reports, and is the primary point of

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contact in the Temora Shire Council for the reporter. The disclosures coordinator has a responsibility to:

- assess reports to determine whether or not a report should be treated as a public interest disclosure, and to decide how each report will be dealt with (either under delegation or in consultation with the general manager)
- deal with reports made under the council's code of conduct in accordance with the council's adopted code of conduct procedures
- coordinate the Temora Shire Council's response to a report
- acknowledge reports and provide updates and feedback to the reporter
- assess whether it is possible and appropriate to keep the reporter's identity confidential
- assess the risk of reprisal and workplace conflict related to or likely to arise out of a report, and develop strategies to manage any risk identified
- where required, provide or coordinate support to staff involved in the reporting or investigation process, including protecting the interests of any officer the subject of a report
- ensure the Temora Shire Council complies with the PID Act
- provide six-monthly reports to the NSW Ombudsman in accordance with section 6CA of the PID Act.

Temora Shire Council has concluded that:

- The Public Officer will be responsible for receiving disclosures on behalf of Temora Shire Council
- All staff of the Council will be provided with a copy of the policy and re-issued after each amendment
- Temora Shire Council will report to the Ombudsman each 6 months (30 June & 31 December) any statistical information relating to the Act (Section 6C1A)

Disclosures officers

Disclosures officers are additional points of contact within the internal reporting system. They can provide advice about the system and the internal reporting policy, receive reports of wrongdoing and assist staff and councillors to make reports.

Disclosures officers have a responsibility to:

- document in writing any reports received verbally, and have the document signed and dated by the reporter
- make arrangements to ensure reporters can make reports privately and discreetly when requested, if necessary away from the workplace
- discuss with the reporter any concerns they may have about reprisal or workplace conflict
- carry out preliminary assessment and forward reports to the disclosures coordinator or general manager for full assessment.

Temora Shire Council has concluded that:

The disclosure coordinator will be the disclosure officer.

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Mayor

The Mayor can receive reports from staff and councillors about the general manager. Where the Mayor receives such reports, the Mayor has a responsibility to:

- assess the reports to determine whether or not they should be treated as a public interest disclosure, and to decide how they will be dealt with
- deal with reports made under the council's code of conduct in accordance with the council's adopted code of conduct procedures
- refer reports to an investigating authority, where appropriate
- liaise with the disclosures coordinator to ensure there are strategies in place to support reporters, protect reporters from reprisal and manage workplace conflict that may arise in relation to a report
- refer actual or suspected corrupt conduct to the ICAC
- refer any evidence of a reprisal offence under section 20 of the PID Act to the Commissioner of Police or the ICAC.

Supervisors and line managers

Supervisors and line managers play an important role in managing the immediate workplace of those involved in or affected by the internal reporting process. Supervisors and line managers should be aware of the internal reporting policy and are responsible for creating a local work environment where staff are comfortable and confident about reporting wrongdoing. They have a responsibility to:

- encourage staff to report known or suspected wrongdoing within the organisation and support staff when they do
- identify reports made to them in the course of their work which could be public interest disclosures, and assist the staff member to make the report to an officer authorised to receive public interest disclosures under this policy
- implement local management strategies, in consultation with the disclosures coordinator, to minimise the risk of reprisal or workplace conflict in relation to a report
- notify the disclosures coordinator or general manager immediately if they believe a staff member is being subjected to reprisal as a result of reporting wrongdoing, or in the case of suspected reprisal by the general manager, notify the Mayor.

5. What should be reported?

You should report any suspected wrongdoing within the Temora Shire Council, or any activities or incidents you see within the Temora Shire Council that you believe are wrong.

Reports about five categories of serious misconduct – corrupt conduct, maladministration, serious and substantial waste of public money, breach of the GIPA Act, and local government pecuniary interest contravention – which otherwise meet the criteria of a public interest disclosure, will be dealt with under the PID Act and according to this policy. See below for details about these types of conduct. More information about what can be reported under the PID Act can be found in the NSW Ombudsman's *Guideline B2: What should be reported?*

All other wrongdoing or suspected wrongdoing should be reported to a supervisor, to be dealt with in line with the relevant policies. This might include:

- harassment or unlawful discrimination

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- practices that endanger the health or safety of staff or the public.

Even if these reports are not dealt with as public interest disclosures, the Temora Shire Council recognises such reports may raise important issues. We will respond to all reports and make every attempt to protect the staff member making the report from reprisal. Relevant policies can be found at:

t:Governance/Policies/Management Manual/Codes & Polices Register/New Codes & Polices/Current Policies
and include

- Disclosure Reporting Procedure – G5
- Fraud Control Policy – G6
- Provision of Information to and Interaction between Councillors and Staff – G7
- The Code of Conduct – G17
- Bullying, Harassment and Discrimination Policy – HR24
- Equal Employment Opportunity Management Policy and Plan – HR25

a. Corrupt conduct

Corrupt conduct is the dishonest or partial exercise of official functions by a public official.

- the improper use of knowledge, power or position for personal gain or the advantage of others
- acting dishonestly or unfairly, or breaching public trust
- a council official being influenced by a member of public to use their position in a way that is dishonest, biased or breaches public trust.

b. Maladministration

Maladministration is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives.

- making a decision and/or taking action that is unlawful
- refusing to grant an approval for reasons that are not related to the merits of their application.

c. Serious and substantial waste of public money

Serious and substantial waste is the uneconomical, inefficient or ineffective use of resources that could result in losing or wasting public money.

- not following a competitive tendering process for a large scale contract
- having bad or no processes in place for a system involving large amounts of public funds.

d. Breach of the GIPA Act

A breach of the *Government Information (Public Access) Act 2009* (GIPA Act) is a failure to properly fulfil functions under that Act.

- destroying, concealing or altering records to prevent them from being released
- knowingly making decisions that are contrary to the legislation
- directing another person to make a decision that is contrary to the legislation.

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e. Local government pecuniary interest contravention

A local government pecuniary interest contravention is a failure to comply with requirements under the *Local Government Act 1993* relating to the management of pecuniary interests. These include obligations to lodge disclosure of interests returns, disclose pecuniary interests at council and council committee meetings and leave the meeting while the matter is being discussed. A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person.

- a senior council staff member recommending a family member for a council contract and not declaring the relationship
- a councillor participating in consideration of a DA for a property they or their family have an interest in.

6. Assessment of reports

All reports will be promptly and thoroughly assessed to determine what action will be taken to deal with the report and whether or not the report will be treated as a public interest disclosure. The disclosures coordinator is responsible for assessing reports, in consultation with the general manager where appropriate. All reports will be assessed on the information available to the disclosures coordinator at the time. It is up to the disclosures coordinator to decide whether an investigation should be carried out and how that investigation should be carried out. In assessing a report the disclosures coordinator may decide that the report should be referred elsewhere or that no action should be taken on the report.

7. When will a report be treated as a public interest disclosure?

The Temora Shire Council will treat a report as a public interest disclosure if it meets the criteria of a public interest disclosure under the PID Act. These requirements are:

- the report must be about one of the following five categories of serious wrongdoing – corrupt conduct, maladministration, serious and substantial waste of public money, breach of the GIPA Act, or local government pecuniary interest contravention
- the person making the disclosure must honestly believe on reasonable grounds that the information shows or tends to show wrongdoing
- the report has to be made to either the general manager or, for reports about the general manager the Mayor, a position nominated in this policy (see section 8), an investigating authority or in limited circumstances to an MP or journalist (see section 9).

Reports by staff are not public interest disclosures if they:

- mostly question the merits of government policy (see section 17)
- are made with the sole or substantial motive of avoiding dismissal or other disciplinary action (see section 18).

8. Who can receive a report within the Temora Shire Council?

Staff are encouraged to report general wrongdoing to their supervisor. However the PID Act requires that, for a report to be a public interest disclosure, it must be made to certain public officials identified in this policy or any supporting procedures.

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The following positions are the only people within the Temora Shire Council who are authorised to receive a public interest disclosure. Any supervisor who receives a report that they believe may be a public interest disclosure is obliged to assist the staff member to make the report to one of the positions listed below. The broader responsibilities of these positions are outlined under Roles and Responsibilities (section 4).

If your report involves a councillor, you should make it to the general manager. If your report relates to the general manager, you should make it to the Mayor.

General Manager

- Mr Gary Lavelle - 0269801100

Mayor (for reports about the general manager only)

- Cr Rick Firman - 0269772021

Disclosures Coordinator

- Mr Steve Firth - 0269801100

Disclosures Officer

- Mr Steve Firth - 0269801100

9. Who can receive a report outside of the Temora Shire Council?

Staff and councillors are encouraged to report wrongdoing within the Temora Shire Council, but internal reporting is not your only option. You can also make a public interest disclosure to:

- An investigating authority.
- A Member of Parliament or a journalist, but only in the limited circumstances outlined below.

a. Investigating authorities

The PID Act lists a number of investigating authorities in NSW that staff and councillors can report wrongdoing to and the type of wrongdoing each authority can deal with. In certain circumstances it may be preferable to make a report of wrongdoing to an investigating authority, for example a report about either the general manager or the Mayor.

The relevant investigating authorities for the Temora Shire Council are:

- the Independent Commission Against Corruption (ICAC) — for reports about corrupt conduct
- the Ombudsman — for reports about maladministration
- the Information Commissioner — for disclosures about a breach of the GIPA Act
- the Office of Local Government— for disclosures about local councils.

You should contact the relevant investigating authority for advice about how to make a disclosure to them. Contact details for each investigating authority are provided at the end of this policy.

You should be aware that the investigating authority may well discuss any such reports with the Temora Shire Council. We will make every effort to assist and cooperate with the investigating authority to ensure the matter is dealt with appropriately and there is a satisfactory outcome. We will also provide appropriate support and assistance to staff or councillors who report wrongdoing to an investigating authority, if we are made aware that this has occurred.

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b. Members of Parliament or journalists

To have the protections of the PID Act, staff reporting wrongdoing to a Member of Parliament (MP) or a journalist must have already made substantially the same report to one of the following:

- the general manager
- a person nominated in this policy, including the Mayor for reports about the general manager
- an investigating authority.

Also, the Temora Shire Council or the investigating authority that received your initial report must have either:

- decided not to investigate the matter
- decided to investigate the matter, but not completed the investigation within six months of the original report
- investigated the matter but not recommended any action as a result
- not told the person who made the report, within six months of the report being made, whether the matter will be investigated.

Most importantly – to be protected under the PID Act – if you report wrongdoing to an MP or a journalist you will need to be able to prove that you have reasonable grounds for believing that the disclosure is substantially true and that it is in fact substantially true (see section 19).

c. Other external reporting

If you report wrongdoing to a person or authority that is not listed above, or make a report to an MP or journalist without following the steps outlined above, you will not be protected under the PID Act. This may mean you will be in breach of legal obligations or *our* code of conduct – by, for example, disclosing confidential information.

For more information about reporting wrongdoing outside the *Temora Shire Council*, contact the disclosures coordinator or the NSW Ombudsman's Public Interest Disclosures Unit. Their contact details are provided at the end of this policy.

10. How to make a report

You can report wrong doing in writing or verbally. You are encouraged to make a report in writing as this can help to avoid any confusion or misinterpretation. If a report is made verbally, the person receiving the report will make a comprehensive record of the report and ask the person making the report to sign this record. The reporter should keep a copy of this record.

11. Can a report be anonymous?

There will be some situations where you may not want to identify yourself when you make a report. Although these reports will still be dealt with by the Temora Shire Council, it is best if you identify yourself. This allows us to provide you with any necessary protection and support, as well as feedback about what action is to be taken or has been taken to deal with the issues raised in the report, or the outcome of any investigation.

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It is important to realise that an anonymous disclosure may not prevent you from being identified by the subjects of the report or your colleagues. If we do not know who made the report, it is very difficult for us to prevent any reprisal should others identify you.

12. Feedback to staff who report wrongdoing

Staff and councillors who report wrongdoing will be told what is happening in response to their report.

a. Acknowledgement

When you make a report, the Temora Shire Council will contact you to confirm that your report has been received and to advise:

- the timeframe within which you will receive further updates
- the name and contact details of the people who can tell you what is happening or handle any concerns you may have.

After a decision is made about how your report will be dealt with, the Temora Shire Council will send you an acknowledgment letter, providing:

- information about the action that will be taken in response to your report
- the likely timeframes for any investigation or other action
- information about the internal and external resources or services available that you can access for support.

We will provide this information to you within ten working days from the date you make your report. We will also advise you if we decide to treat your report as a public interest disclosure and provide you with a copy of this policy at that time, as required by the PID Act.

Please note, if you make a report which meets the requirements of the PID Act but the report was made under a statutory or legal obligation or incidental to the performance of your day to day functions, you will not receive an acknowledgement letter or a copy of this policy.

b. Progress updates

While your report is being dealt with, such as by investigation or making other enquiries, you will be given:

- information about the progress of the investigation or other enquiries and reasons for any delay
- advice of any decision by the Temora Shire Council not to proceed with the matter
- advice if your identity needs to be disclosed for the purposes of investigating the matter or making enquiries, and an opportunity to talk about this beforehand.

c. Feedback

Once the matter has been finalised you will be given:

- enough information to show that adequate and appropriate action was taken and/or is proposed to be taken in response to your disclosure and any problem that was identified
- advice about whether you are likely to be called as a witness in any further matters, such as disciplinary or criminal proceedings.

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13. Maintaining confidentiality

The Temora Shire Council realises reporters may want their identity and the fact they have made a report to remain confidential. This can help to prevent any action being taken against them for reporting wrongdoing.

Where possible and appropriate we will take steps to keep your identity, and the fact you have reported wrongdoing, confidential. We will discuss with you whether it is possible to keep your identity confidential.

If confidentiality cannot be maintained, we will develop a plan to support and protect you from reprisal in consultation with you.

If you report wrongdoing, it is important that you only discuss your report with those responsible for dealing with it. This will include the disclosures coordinator and the general manager, or in the case of a report about the general manager, the disclosures coordinator and the Mayor. The fewer people who know about your report, before and after you make it, the more likely it will be that we can protect you from any reprisal.

Any staff or councillors involved in the investigation or handling of a report, including witnesses, are also required to maintain confidentiality and not disclose information about the process or allegations to any person except for those people responsible for handling the report.

14. Managing the risk of reprisal and workplace conflict

When a staff member or councillor reports wrongdoing, the Temora Shire Council will undertake a thorough risk assessment to identify the risk to you of detrimental action in reprisal for reporting, as well as indirect but related risks of workplace conflict or difficulties. The risk assessment will also identify strategies to deal with those risks and determine the level of protection and support that is appropriate.

Depending on the circumstances, the Temora Shire Council may:

- relocate the reporter or the staff member who is the subject of the allegation within the current workplace
- transfer the reporter or the staff member who is the subject of the allegation to another position for which they are qualified
- grant the reporter or the staff member who is the subject of the allegation leave of absence during the investigation of the disclosure.

These courses of action are not punishment and will only be taken in consultation with the reporter.

15. Protection against reprisals

The Temora Shire Council will not tolerate any reprisal against staff or councillors who report wrongdoing or are believed to have reported wrongdoing.

The PID Act provides protection for staff and councillors who have made a public interest disclosure by imposing penalties on anyone who takes detrimental action against another person substantially in reprisal for that person making a public interest disclosure. These penalties also apply to cases where a person takes detrimental action against another because they believe or suspect the other person has made or may have made a public interest disclosure, even if they did not.

Detrimental action means action causing, comprising or involving any of the following:

- injury, damage or loss

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- intimidation or harassment
- discrimination, disadvantage or adverse treatment in relation to employment
- dismissal from, or prejudice in, employment
- disciplinary proceedings.

A person who is found to have committed a reprisal offence may face criminal penalties such as imprisonment and/or fines, and may be required to pay the victim damages for any loss suffered as a result of the detrimental action. Taking detrimental action in reprisal is also a breach of the council's code of conduct which may result in disciplinary action. In the case of councillors, such disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

It is important for staff and councillors to understand the nature and limitations of the protection provided by the PID Act. The PID Act protects reporters from detrimental action being taken against them because they have made, or are believed to have made, a public interest disclosure. It does not protect reporters from disciplinary or other management action where the Temora Shire Council has reasonable grounds to take such action.

a. Responding to allegations of reprisal

If you believe that detrimental action has been or is being taken against you or someone else in reprisal for reporting wrongdoing, you should tell your supervisor, the disclosures coordinator or the general manager immediately. In the case of an allegation of reprisal by the general manager, you can alternatively report this to the Mayor.

All supervisors must notify the disclosures coordinator or the general manager if they suspect that reprisal against a staff member is occurring or has occurred, or if any such allegations are made to them. In the case of an allegation of reprisal by the general manager, the Mayor can alternatively be notified.

If the Temora Shire Council becomes aware of or suspects that reprisal is being or has been taken against a person who has made a disclosure, the Temora Shire Council will:

- assess the allegation of reprisal to decide whether the report should be treated as a public interest disclosure and whether the matter warrants investigation or if other action should be taken to resolve the issue
- if the reprisal allegation warrants investigation, ensure this is conducted by a senior and experienced member of staff
- if it is established that reprisal is occurring against someone who has made a report, take all steps possible to stop that activity and protect the reporter
- take appropriate disciplinary action against anyone proven to have taken or threatened any action in reprisal for making a disclosure
- refer any breach of Part 8 of the council's code of conduct (reprisal action) by a councillor or the general manager to the Office of Local Government.
- refer any evidence of an offence under section 20 of the PID Act to the ICAC or NSW Police Force.

If you allege reprisal, you will be kept informed of the progress and outcome of any investigation or other action taken in response to your allegation.

If you have reported wrongdoing and are experiencing reprisal which you believe is not being dealt with effectively, contact the Office of Local Government, the Ombudsman or the ICAC

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(depending on the type of wrongdoing you reported). Contact details for these investigating authorities are included at the end of this policy.

b. Protection against legal action

If you make a public interest disclosure in accordance with the PID Act, you will not be subject to any liability, and no action, claim or demand can be taken against you for having made the public interest disclosure. You will not have breached any confidentiality or secrecy obligations and you will have the defence of absolute privilege in defamation.

16. Support for those reporting wrongdoing

The Temora Shire Council will make sure that staff who have reported wrongdoing, regardless of whether their report is treated as a public interest disclosure, are provided with access to any professional support they may need as a result of the reporting process – such as stress management or counselling services.

Access to support may also be available for other staff involved in the internal reporting process where appropriate. Reporters and other staff involved in the process can discuss their support options with the disclosures coordinator.

Councils employee assistance provider is Centacare South West NSW – 1300 619379

17. Sanctions for making false or misleading statements

It is important all staff and councillors are aware that it is a criminal offence under the PID Act to wilfully make a false or misleading statement when reporting wrongdoing. The Temora Shire Council will not support staff or councillors who wilfully make false or misleading reports. Such conduct may also be a breach of the code of conduct resulting in disciplinary action. In the case of councillors, disciplinary action may be taken under the misconduct provisions of the *Local Government Act 1993* and may include suspension or disqualification from civic office.

18. The rights of persons the subject of a report

The Temora Shire Council is committed to ensuring staff or councillors who are the subject of a report of wrongdoing are treated fairly and reasonably. This includes keeping the identity of any person the subject of a report confidential, where this is practical and appropriate.

If you are the subject of the report, you will be advised of the allegations made against you at an appropriate time and before any adverse findings. At this time you will be:

- advised of the details of the allegation
- advised of your rights and obligations under the relevant related policies and procedures
- kept informed about the progress of any investigation
- given a reasonable opportunity to respond to any allegation made against you
- told the outcome of any investigation, including any decision made about whether or not further action will be taken against you.

Where the reported allegations against the subject officer are clearly wrong, or have been investigated and unsubstantiated, the subject officer will be supported by Temora Shire Council. The fact of the allegations and any investigation will be kept confidential unless otherwise agreed to by the subject officer.

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19. Review

This policy will be reviewed by the Temora Shire Council every two years. For any advice or guidance about this review, contact the NSW Ombudsman's Public Interest Disclosures Unit.

20. More information

More information around public interest disclosures is available on our intranet. Staff can also seek advice and guidance from the disclosures coordinator and the NSW Ombudsman's website at www.ombo.nsw.gov.au.

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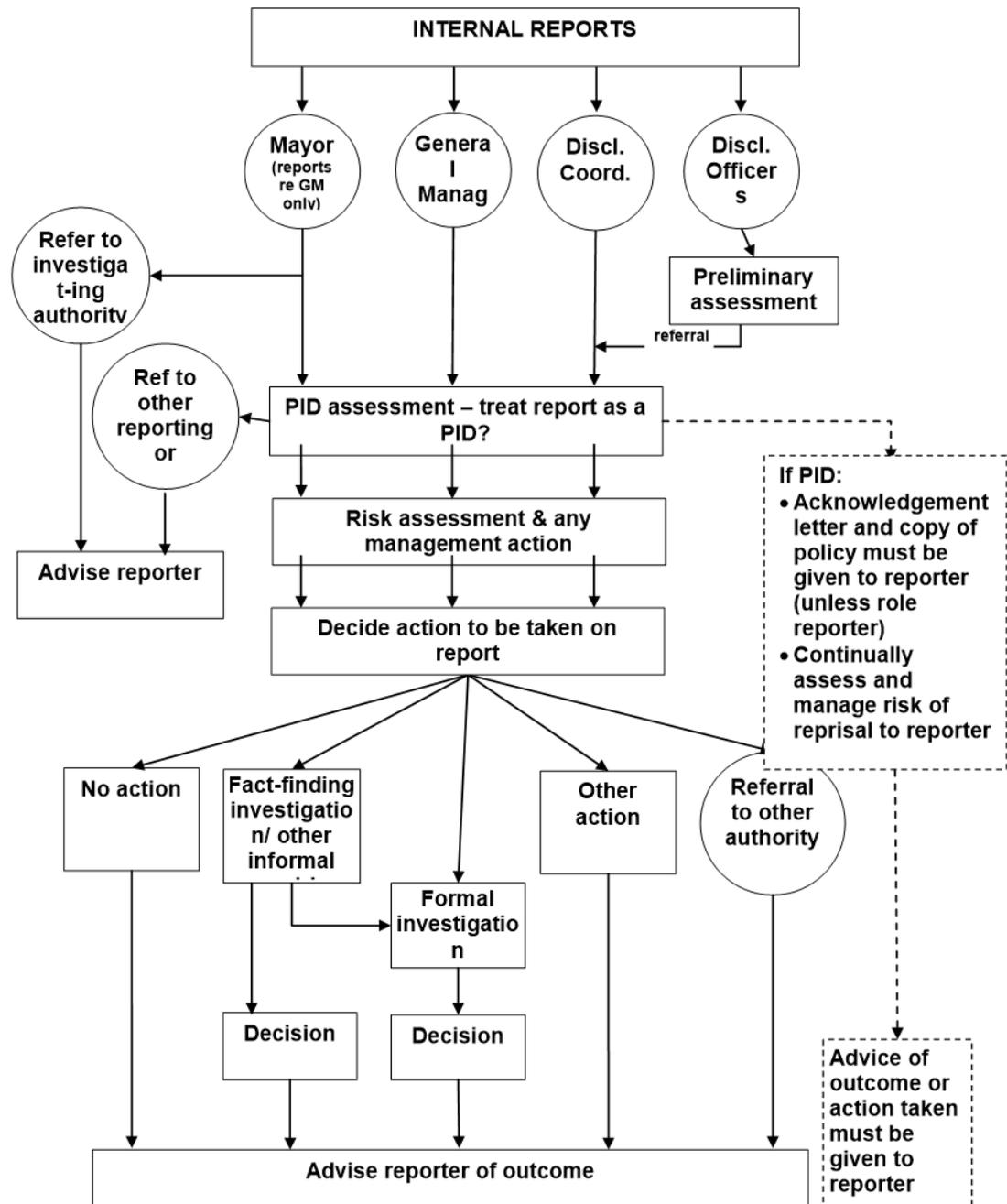
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21. Flow chart of internal reporting process



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22. Resources

The contact details for external investigating authorities that staff can make a public interest disclosure to or seek advice from are listed below.

For disclosures about corrupt conduct:
Independent Commission Against Corruption
(ICAC)
Phone: 02 8281 5999
Toll free: 1800 463 909
Tel. typewriter (TTY): 02 8281 5773
Facsimile: 02 9264 5364
Email: icac@icac.nsw.gov.au
Web: www.icac.nsw.gov.au
Address: Level 21, 133 Castlereagh Street,
Sydney NSW 2000

For disclosures about maladministration:
NSW Ombudsman
Phone: 02 9286 1000
Toll free (outside Sydney metro): 1800 451 524
Tel. typewriter (TTY): 02 9264 8050
Facsimile: 02 9283 2911
Email: nswombo@ombo.nsw.gov.au
Web: www.ombo.nsw.gov.au
Address: Level 24, 580 George Street, Sydney
NSW 2000

For disclosures about breaches of the GIPA
Act:
Information Commissioner
Toll free: 1800 472 679
Facsimile: 02 8114 3756
Email: ipcinfo@ipc.nsw.gov.au
Web: www.ipc.nsw.gov.au
Address: Level 11, 1 Castlereagh Street,
Sydney NSW 2000

For disclosures about local councils:
Office of Local Government
Phone: 02 4428 4100
Tel. typewriter (TTY): 02 4428 4209
Facsimile: 02 4428 4199
Email: dlg@dlg.nsw.gov.au
Web: www.dlg.nsw.gov.au
Address: 5 O'Keefe Avenue, Nowra, NSW 2541

.....
Mr Gary Lavelle PSM, General Manager

.....
Cr Rick Firman OAM, Mayor

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14 CORRESPONDENCE**14.1 WESTERN SYDNEY UNIVERSITY - RURAL SCHOLARSHIP PROPOSAL****File Number:** REP18/1421**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Western Sydney University  **REPORT**

Western Sydney University – School of Medicine is proposing the development of a rural medical scholarship for a student from our local community. They are seeking a commitment from Council to support the applicant when successful in being offered a position in the Doctor of Medicine course at Western Sydney University.

Scholarships can be as a donation as an annual gift, donated in a single lump sum, or establish and endowment.

RESOLUTION 331/2018

Moved: Cr Graham Sinclair

Seconded: Cr Nigel Judd

It was resolved that Council takes no action and outlines Councils existing programs they are involved with.

CARRIED

WESTERN SYDNEY
UNIVERSITY



68007

RURAL SCHOLARSHIP OPPORTUNITIES AT WESTERN SYDNEY UNIVERSITY

Proposal for discussion prepared for
**Western Sydney U – School of Medicine: Rural
Clinical Schools**

CREATING OPPORTUNITY

Scholarships for students of Western Sydney University
westernsydney.edu.au/give

WESTERN SYDNEY
UNIVERSITY**Scholarships at Western**

Western Sydney University – School of Medicine is committed to supporting rural health outcomes and alleviating the rural health workforce shortage.

We are committed to recruiting rural applicants, training with a rural health focus, and retaining our graduates in rural and remote communities.

However, to be successful in our ambitions, we need your help.

Primarily in supporting students financially, to assist with the many overheads and associated costs of transitioning from a rural or remote community into our Sydney based medical school.

One option we are proposing is the development of a rural medical scholarship for a student from your local community.

We are seeking a commitment to support an applicant from your community if/when a local community member is successful in being offered a position in our Doctor of Medicine course at Western Sydney University.

We can tailor scholarships to suit your preferences, focused on where you wish to have impact. They can be established under a name that is meaningful to you (e.g. The Temora Shire Council - Medical Scholarship), be made available to new and/or existing students, and with a range of different criteria based on your predilection (e.g. rural students, students from your community, students from your region).

Scholarships offer tangible support to students; this is particularly important for those whose educational opportunities may be limited by disadvantage, geographical location, cultural barriers or difficult circumstances.

The rewards of a scholarship go far beyond a student's time at university, providing them with confidence as they embark on their professional careers and contribute to the advancement of our communities and industries, now and in the future.

You will be responsible for enabling new students, families and communities the opportunity to make a positive change through improving health outcomes, now and in the future.

CREATING OPPORTUNITY

Scholarships for students of Western Sydney University
westernsydney.edu.au/give

WESTERN SYDNEY
UNIVERSITY**Invitation to Support**

We invite you to consider a donation towards a rural scholarship at Western Sydney University – School of Medicine. Scholarships are almost infinitely scalable, depending on your funding capacities, the impact you wish to have and the numbers and types of scholars involved. You can make your donation as an annual gift, donate in a single lump sum, or establish an endowment.

1. Support for one undergraduate rural medical student in a one off scholarship can be structured to support the student without any stipulations on how the scholarship funds can be used or they can be developed to focus on one important financial burden i.e. Accommodation.
2. Students typically use scholarship funds for; accommodation, tuition & course related expenses, books and computer equipment, travel, and living expenses.

Selecting Recipients

To ensure equity throughout the University, we have a standard scholarship process where students are first guided to identify their eligibility and make an application. The recipient will be selected based on merit and academic achievement against defined criteria. Scholarships are advertised via the University website and eligible students are encouraged to apply.

You will have the opportunity to participate in the Scholarship Interview Panel, which is responsible for reviewing eligible applications, shortlisting, interviewing and selecting the successful students.

Bonded Scholarships

If you would like to create a bonded scholarship, we recommend entering into a formal contract/agreement with the student at the time of their acceptance of the scholarship, outlining the bonded agreement.

The University will enter into a formal agreement with the student regarding the scholarship and will be responsible for payment of the scholarship and ensuring students continue to meet the criteria for the scholarship.

CREATING OPPORTUNITY

Scholarships for students of Western Sydney University
westernsydney.edu.au/give

WESTERN SYDNEY
UNIVERSITY**Recognition and Acknowledging Your Support**

At Western Sydney University we like to celebrate our donors and the impact of their gifts.

We would like to acknowledge and recognise your support in the following ways:

- The option of naming the Scholarship.
- Special meet and greet opportunities with your scholarship recipients.
- An annual Gift Report with a personalised update from your scholarship recipients.
- Invitation and recognition at the annual Scholarships Ceremony with the opportunity to meet and present a certificate to the recipients.
- Recognition in the Scholarships Ceremony booklet.
- Listing on the Western Sydney University website.
- Listing in the Western Sydney University Honour Roll.
- Invitations to exclusive Western Sydney University functions.

100% of Your Donation goes to where it is needed

Your donation will help talented students who need financial assistance to continue with their studies. 100% of your gift will be used to fund student scholarships and no part of your donation will be used for administration costs.

All donations are paid to and receipted through the University Foundation Fund which is managed directly by the University. The Foundation Fund is quarantined from other funds managed by the University, in accordance with the University's legal obligations.

All donations into the fund are tax deductible.

If you are in favour of our request and would like to meet to discuss the proposal in more detail, please contact me via the details below and I will make arrangements to come and see you.

Thank you

Nathan Rollinson
Rural School Community Engagement Officer
School of Medicine
M: 0438693766
Email: n.rollinson@westernsydney.edu.au

CREATING OPPORTUNITY

Scholarships for students of Western Sydney University
westernsydney.edu.au/give

14.2 TEMORA TROTTING CLUB - MOBILE STAGE**File Number:** REP18/1473**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Trotting Club  **REPORT**

Temora Trotting Club is requesting the use of the mobile stage for the Hot to Trot Carnival on the 12 January 2019. Also requesting the use of the low portable stage sections from the Temora Town Hall.

RESOLUTION 332/2018

Moved: Cr Max Oliver

Seconded: Cr Kenneth Smith

It was resolved that Council approves the use of the mobile stage and the low portable stage sections for the 12 January 2019 Hot to Trot Carnival.

CARRIED



The Secretary
PO Box 240, TEMORA 2666
Phone: 0401 832 995
Email: temoratrottingclub@hotmail.com

13th November 2018

The General Manager
Temora Shire Council
105 Loftus Street
TEMORA NSW 2666

Dear Gary,

RE: MOBILE STAGE

We would like to make application to book the Council mobile stage for our Hot to Trot Carnival race meeting on Saturday 12th January 2019.

We have booked Three Pistol Midnight (Richie |Moses) to provide musical entertainment between the races. We plan on positioning the stage on the inside of the trotting track running rail facing towards the grassed hill same as last year.

Could we also arrange to borrow the runway (low portable stage) sections that are currently stored under the stage at the Town Hall?

Yours faithfully,

Jane Walker
Secretary

14.3 CHANGES TO THE HEAVY VEHICLE ACCESS PROCESS IN NSW**File Number:** REP18/1485**Author:** Secretary Engineering**Authoriser:** General Manager**Attachments:**

1. NSW Delegations Information Sheet [↓](#) 
2. Council Letter [↓](#) 

Correspondence has been received in relation to National Heavy Vehicle Route (NHVR) permit processing.

RESOLUTION 333/2018

Moved: Cr Claire McLaren

Seconded: Cr Graham Sinclair

It was resolved that Council notes the report.

Carried



28 November 2018

Return of New South Wales Class 3 Delegations – Information Sheet

The National Heavy Vehicle Regulator (NHVR) coordinates a range of access applications from start to finish. This involves liaising directly with Road Managers, both state and territory road authorities and local governments, to manage applications and issue permits.

This document provides information about the return of the New South Wales Class 3 Delegations and what changes will occur as a result.

Background

In February 2014, the NHVR delegated permit authority to the Chief Executive of each participating state and territory governments. The implementation of delegation applied to mass or dimension exemptions (permits) for roads within the state or territory government's physical boundary. Within NSW, delegation was also made to local councils for intrastate Class 3 and Class 1 applications.

The NHVR is working towards returning the delegation and fully transitioning the heavy vehicle road access permit process to the regulator. Tasmania, South Australia, ACT, and Victoria have already completed the transition.

What will change?

Application process

The NHVR is implementing a staged approach, only returning the Class 3 New South Wales functions from the 17th of December 2018.

From then, transport operators will need to submit all Class 3 heavy vehicle road access permits to the NHVR via the NHVR Portal.

The NHVR will then process the applications, and seek consent from Road Manager(s) using the NHVR Portal.

Once a decision is received from the Road Manager(s), the NHVR will then issue the permit to the operator using the NHVR Portal.

Previous applications

Class 3 permit applications submitted directly to Road Manager(s) within NSW, prior to the 17th of December 2018, will continue to be processed and completed directly.

The NHVR is unable to accept or transfer applications that are not within the NHVR Portal.

Next Steps

The regulator is continuing to work towards the return of Class 1 delegations in 2019.

In the interim, a council is still able to process and issue Class 1 permits directly to customers as per current procedures.

Table 2 - Permit application process as of 17 December 2018.

Class 3	Class 1
<p>Operator submits applications via:</p> <ul style="list-style-type: none"> NHVR Portal 	<p>Operator submits applications via:</p> <ul style="list-style-type: none"> NHVR Portal Roads and Maritime Services Local councils A combination of the above.

Benefits

The return of New South Wales Class 3 delegations will mean that all permit applications will be processed through one system. The NHVR is continuing to improve the access permit process with the online NHVR Portal.

Some of the key benefits of the NHVR Road Manager Portal include:

- A consistent approach to processes across jurisdictions
- All council applications will be stored in one place
- Ability to view all of the council's current and previous application requests (since Oct 2017) via the case tracker
- Integrated route planner
- Reporting abilities on all application requests from October 2017 onwards
- Conditions library reduces the time needed to impose conditions.

[Title]



FAQ's

Is New South Wales the first state to return this function to the NHVR?

No, Tasmania, South Australia, Australian Capital Territory, and Victoria have already transitioned their permit processing to the NHVR.

Will I be able to access council issued permits in the Portal?

Permits that have been issued by the NSW State Authority or Local council will not be stored or accessed via the NHVR Portal. The NHVR Portal will only record the permits issued by the NHVR.

Can I transfer my outstanding Class 3 applications to the NHVR for processing?

No, unfortunately, all applications that were submitted directly to the Road Manager(s), prior to the 17 December 2018, must continue to be processed and completed by the Road Manager(s). Therefore these applications will not be viewed or processed via the NHVR Portal.

How can I identify if an application is Class 3?

Please see the following most common Class 3 heavy vehicles operating in NSW:

Flat rack container



Open top container



Concrete Pipes carried transversely



Rigid truck carrying an agricultural load, towing a comb trailer



Tow Truck



Controlled Access Bus (CAB)



Are applicant's still able to apply to council direct for Class 1 permits?

Yes, until the return of Class 1 delegations, NSW councils will still hold delegate authority to issue Class 1 heavy vehicle permits directly to customers.

Will I still be able to provide an applicant with a Council Clearance Authority Letter?

Yes, NSW council's will still be able to supply an applicant with a Council Clearance Authority Letter. This will mean that once the customer submits their application to the NHVR with a valid clearance letter attached, additional council consent will not be sought and a permit can be issued.

Can I get help and support with the NHVR Road Manager Portal?

- ✓ **NHVR Portal Help Centre**
The Road Manager Help Centre located on the top right-hand corner of the Portal provides training material, videos, articles, and FAQs.
- ✓ **Road Manager Hotline**
Our trained team at the Road Manager are available to assist within business hours on **1300 880 493**.
- ✓ **Hypercare Team**
The NHVR have a team that specialise in everything Portal. They can be reached on **1300 696 487** and will be able to assist you with Road Manager functions within the Portal.

For additional information

For additional information and upcoming events or training sessions, please visit the Delegations Project web page at:

<https://www.nhvr.gov.au/road-access/access-management/delegations-project>

For more information:

Subscribe: www.nhvr.gov.au/subscribe

Visit: www.nhvr.gov.au

Phone: Road Manager Hotline on 1300 880 493 or the 1300 MYNHVR* (1300 696 487).

Email: info@nhvr.gov.au

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Disclaimer: This fact sheet is only a guide and should not be relied upon as legal advice.
*Standard 1300 call charges apply. Please check with your phone provider.



4 December 2018

Our Reference: CCF/205 DOC18/55235

Temora Shire Council
General Manager
PO Box 262
TEMORA NSW 2666

Via email: temshire@temora.nsw.gov.au

Dear Mr Lavelle

The permit processing functions for intrastate Class 3 applications will transfer back from RMS and Local Councils in NSW to the NHVR from Monday 17 December 2018.

Earlier this year, the NHVR issued a letter to your Council advising of the upcoming changes to the delegation process. The NHVR is implementing a staged approach for the return of New South Wales (NSW) delegations and will begin with returning Class 3 permit functions from 17 December 2018. From this date forward, all Class 3 permit applications and consent requests will be processed and completed utilising the national permitting system, the NHVR Portal (www.service.nhvr.gov.au).

The NHVR is continuing to work towards the return of Class 1 delegations in 2019. In the interim, your Council is still able to process and issue Class 1 permits directly to customers as per current procedures.

For more information regarding the Delegations Project or the new processing requirements for Class 3 heavy vehicle road access permits, please refer to the enclosed NSW Delegations Information Sheet.

We understand this change may impact your current processes. NHVR project staff will be on hand to work through any issues or concerns that may arise during the transition. We will also be available to assist in finding ways to reduce the number of consent requests for permits, by working with your Council to increase heavy vehicle networks.

If you require any assistance or further information, please contact the Project Director, Annette Finch on 07 3309 8615 or email annette.finch@nhvr.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Caprioli', with a long horizontal stroke extending to the right.

Peter Caprioli
Executive Director, Network Access

Encl. (1): NSW Delegations Information Sheet

14.4 TEMORA AUSTRALIA DAY COUNCIL**File Number:** REP18/1516**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Australia Day Committee [↓](#) **REPORT**

Requesting the waiving of the \$25.00 event application fee for the Australia Day event at Ariaiah Park on the 26 January 2019.

RESOLUTION 334/2018

Moved: Cr Kenneth Smith

Seconded: Cr Lindy Reinhold

It was resolved that Council waives the \$25.00 event application fee for the Australia Day event at Ariaiah Park.

CARRIED



Temora Shire

68495
Australia Day Council

Chairman

Secretary

Treasurer

Cr. G. P. Sinclair

Mrs. B.K. Firman

6th December 2018

Mr. Gary Lavelle
General Manager
Temora Shire Council
105 Loftus Street
Temora NSW 2666

Dear Mr. Lavelle,

On behalf of the Temora Shire Australia Day Council, I would like to request that the Temora Shire Council consider waiving the \$25 payment for the Australia Day event to be held at Aria Park on Saturday January 26 2019.

If I can assist you in any way or you need further details, please don't hesitate to contact me on
Ph: 69772791 or Mobile: 0427 772 791.

Yours Sincerely

Beth Firman
Secretary

All correspondence to: The Secretary, 230 Hoskins Street, Temora 2666



14.5 EVENT APPLICATION - TEMORA ANZAC DAY 2019

File Number: REP18/1524
Author: Secretary Engineering
Authoriser: General Manager
Attachments: 1. Request letter  

REPORT

Temora Anzac Day Committee has lodged an event application for the 2019 Anzac Day March and request Council to waive associated costs for the road closure and delivery of small portable stage and chairs.

Event Costing

Task	Time	Cost
Road closure:10:30am to 12:30pm on Thursday 25 th April (1 hour set up on Wednesday, 1 hr removal on Friday & 2 hours on day of event)	4 hours	\$280
Delivery/collection of small portable stage and chairs (2 staff)	4 hours	\$800
Road closure application fee		\$100
Road closure advertisement in Temora Independent		\$60
Event application fee		\$75
	TOTAL COST:	\$1,315

RESOLUTION 335/2018

Moved: Cr Kenneth Smith
 Seconded: Cr Dale Wiencke

It was resolved that Council approves the event application and costs for the 2019 Anzac Day March.

CARRIED

Chairperson:
ALAN RANDS
Ph: (02) 69772669

Secretary:
ANNE RANDS
Ph: 02 69772669

RETURNED AND  SERVICES LEAGUE

OF AUSTRALIA
NEW SOUTH WALES BRANCH INCORPORATED
"The price of liberty is eternal vigilance"

IN CONJUNCTION WITH
THE TEMORA ANZAC DAY COMMITTEE

P.O. Box 195
Temora, NSW
2666

ABN:
71 546 389 758

68558

5 December 2018

Mr Gary Lavelle
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Dear Gary

RE: ANZAC DAY 2019

Temora Anzac Day Committee has completed and lodged the event application for the above event.

Temora Anzac Day Committee is requesting Council to waive any associated costs for the road closure and the delivery of small portable stage and chairs to Callaghan Park.

We look forward to a favourable response.

Regards

Anne Rands

Anne Rands
SECRETARY

14.6 ARIAH PARK MIRROOL SENIOR HOUSING INC**File Number:** REP18/1535**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. **Ariah Park Senior Housing**  **REPORT**

Ariah Park Mirrool Senior Housing is seeking a rebate on the 2018/2019 rates for 41-43 Coolamon Street Ariah Park.

The General rate is \$542.48 and a 25% rebate would amount to \$135.62.

Note: A 25% rate reduction was given in 2017/2018.

Cr Nigel Judd declared a pecuniary interest in relation to item 18/1535, due to being a member of the Committee.

Cr Nigel Judd left the room and took no further part in the discussion.

RESOLUTION 336/2018

Moved: Cr Dale Wiencke

Seconded: Cr Claire McLaren

It was resolved that Council donates 25% of the general rate back to the Ariah Park Mirrool Senior Housing .

CARRIED

Ariah Park – Mirrool
Senior Housing Inc.
ABN 34 158 202 589

Chairman: N Judd
Coolamon St
ARIAH PARK 2665
Ph 0269 741026



1 Coolamon Street,
Ariah Park, NSW 2665
12th December, 2018

The General Manager,
Temora Shire Council,
Temora, NSW, 2666

Dear Sir,

Re: **Rate Assessment 4146**
41 – 43 Coolamon Street, Ariah Park

Rate Amount - **\$1909.28**

The Ariah Park - Mirrool Senior Housing Committee operates "The Peppers"
Senior Housing Units at 41-43 Coolamon Street, Ariah Park and would like apply for the
normal rebate of rates as has been past practice.

We would like to thank Council for their continued support of our Senior Housing Project.

Yours faithfully,



Nigel Judd
Chairman



The Council of the
SHIRE OF TEMORA

ABN 55 048 860 109
PO Box 262 TEMORA NSW 2666
The office of the Council situated at 105 Loftus St, Temora
will be open for receipt of rates on Monday to Friday.

City of Temora: 105 Loftus St, Temora NSW 2666
Monday to Friday
Phone: (02) 6980 1100
Fax: (02) 6980 1138

RATE NOTICE



Ariah Park Community Projects
& Temora Shire Council & others
C/-N A Judd
1 Coolamon Street
ARIAH PARK NSW 2665

*494 265862102 41466



DEFT Reference Number
265862102 41466

In accordance with the Local Government Act 1993 Notice is hereby given that the undermentioned land has been rated by the Council as shown hereunder.

Assessment Number: 4146	Description and Location of Property
Rating Year: 01/07/2018 to 30/06/2019	41-43 Coolamon Street ARIAH PARK NSW 2665
Issue Date: 24/07/2018	1, 2/13604
Due Date: 31/08/2018	Area: 0.2403 Hectares
Valuation Date: 01/07/2016	Rateable Value: 25000

PARTICULARS OF RATES AND CHARGES	UNIT	CENTS IN \$	AMOUNT
Residential - Ariah Park	25000.00	0.01413300	\$353.33
Residential Ariah Park Base Rate	1.00	189.15	\$189.15
Domestic Waste Charge	6.00	227.80	\$1366.80
NET AMOUNT DUE			\$1909.28

Paid 29/08/18

Please deduct any payments made since 19/07/2018

ARREARS OF RATES INCLUDED IN 1ST INSTALMENT ARE DUE AND PAYABLE IMMEDIATELY
ANY OVERDUE AMOUNTS WILL ATTRACT INTEREST CHARGES OF 7.5% PA CALCULATED ON A DAILY BASIS

GC Lavelle
GENERAL MANAGER

1ST INSTALMENT	2ND INSTALMENT	3RD INSTALMENT	4TH INSTALMENT	TOTAL AMOUNT
\$478.28	\$477.00	\$477.00	\$477.00	\$1909.28
Due 31/08/2018	Due 30/11/2018	Due 28/02/2019	Due 31/05/2019	

PROPERTY HAS BEEN CATEGORISED AS Residential



The Council of the
SHIRE OF TEMORA

PLEASE SIGN HERE IF A RECEIPT IS REQUIRED

PLEASE TURN OVER FOR HOW TO PAY

	Billers Code: 96503
	Ref: 265862102 41466

Name Ariah Park Community Projects
Assessment Number 4146
Total Amount \$1903.28
Instalment Amount Due \$478.28
Due Date 31/08/2018

*494 265862102 41466



DEFT Reference Number
265862102 41466

AMOUNT PAID \$1909.28

*494 265862102 41466

14.7 ARIAH PARK BRANCH CWA - RATES REDUCTION

File Number: REP18/1549
Author: Executive Assistant
Authoriser: General Manager
Attachments: 1. Ariah Park CWA [↓](#) 

REPORT

Ariah Park Branch CWA is requesting a rate reduction for the 2018/2019 rates, which they have paid in full \$339.83.

The rebate would be \$84.96.

The rebate has been applied in previous years.

Cr Nigel Judd declared a pecuniary interest in relation to item 18/1549, due to his wife being the Secretary of the CWA.

Cr Nigel Judd left the room and took no further part in the discussion.

RESOLUTION 337/2018

Moved: Cr Graham Sinclair

Seconded: Cr Claire McLaren

It was resolved that Council donates 25% of the general rate rebate to the Ariah Park Branch of CWA.

CARRIED

Cr Judd returned to the meeting.

CWA of NSW

Ariah Park Branch

12th December, 2018

The General Manager,
Temora Shire Council,
P.O. Box 262,
Temora, NSW,2666

Dear Sir,

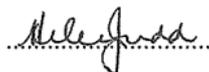
The Ariah Park Branch of the Country Womens Association would like to apply for the normal rebate /refund on our Annual Rate Notice. The Rate Notice for 2018/19 is \$339.83 which we have paid.

The Ariah Park Branch of the CWA provides a range of services for the Ariah Park Community including consulting rooms for the Temora Doctor and the Early Childhood Nurse. Our rooms have been used to despatch items for overseas aid, while donations for Drought Aid have been dispensed through our Branch.

CWA Meetings are held once a month on Monday afternoons. Our "Girls Shed", which has been operating since 2011, is becoming more and more popular, and is held on the other Mondays of the month. Apart from the benefits of learning new skills and working for the benefits of other groups, e.g. the School and Pre-School, it has become very important for mental health issues.

We hope you will accede to our request as we are just a small voluntary organisation trying to provide a service to our local community.

Yours faithfully,



(Mrs) Helen Judd,
Secretary,
1 Coolamon Street,
Ariah Park, NSW 2665



The Council of the
SHIRE OF TEMORA

ABN 55 048 860 109
PO Box 262 TEMORA NSW 2665
The office of the Council situated at 105 Loftus St, Temora
will be open for receipt of rates on Monday to Friday.

Office Hours: 8.00 am to 4.30 pm
Monday to Friday

Phone: (02) 6980 1100
Fax: (02) 6980 1138

RATE NOTICE



Country Womens Assoc Of NSW
C/- Mrs Barbara Nation
2 Seymour Street
ARIAH PARK NSW 2665

*494 265862102 29434



DEFT Reference Number
265862102 29434

In accordance with the Local Government Act 1993 Notice is hereby given that the undermentioned land has been rated by the Council as shown hereunder.

Assessment Number: 2943	Description and Location of Property
Rating Year: 01/07/2018 to 30/06/2019	13 Pitt Street ARIAH PARK NSW 2665
Issue Date: 24/07/2018	20B/369156
Due Date: 31/08/2018	Area: 0.0678 Hectares
Valuation Date: 01/07/2016	Rateable Value: 7600

PARTICULARS OF RATES AND CHARGES	UNIT	CENTS IN \$	AMOUNT
Business Ariah Park	7600.00	0.01572700	\$119.53
Business Ariah Park Base Rate	1.00	220.30	\$220.30
NET AMOUNT DUE			\$339.83

Please deduct any payments made since 19/07/2018

ARREARS OF RATES INCLUDED IN 1ST INSTALMENT ARE DUE AND PAYABLE IMMEDIATELY
ANY OVERDUE AMOUNTS WILL ATTRACT INTEREST CHARGES OF 7.5% PA CALCULATED ON A DAILY BASIS

JL
GC Lavelle
GENERAL MANAGER

1ST INSTALMENT	2ND INSTALMENT	3RD INSTALMENT	4TH INSTALMENT	TOTAL AMOUNT
\$87.83 Due 31/08/2018	\$84.00 Due 30/11/2018	\$84.00 Due 28/02/2019	\$84.00 Due 31/05/2019	\$339.83

PROPERTY HAS BEEN CATEGORISED AS Business



PLEASE TURN OVER FOR HOW TO PAY

The Council of the
SHIRE OF TEMORA

PLEASE SIGN HERE IF A RECEIPT IS REQUIRED

	Biller Code: 96503
	Ref: 265862102 29434

Name	Country Womens Assoc Of NSW
Assessment Number	2943
Total Amount	\$339.83
Instalment Amount Due	\$87.83
Due Date	31/08/2018

*494 265862102 29434



DEFT Reference Number
265862102 29434

AMOUNT PAID

+265862102 29434 <

000033983<2+

15 NOTICE OF MOTION

Nil

16 BUSINESS WITHOUT NOTICE**1 CR WIENCKE**

A resident has requested that a bike crossing be installed at Airport Street/Goldfields Way intersection.

Manager of Engineering Technial Services advised application for funding has been made to the RMS but Council has been unsuccessful to date.

Residents enquired if the briar bushes in the Pines reserve could be removed.

Speed Humps Nixon Park – In the minutes of the Temora & District Sports Council it notes that Council were in favour of the speed humps. Temora & District Sports Council is no longer in favour of Speed Humps.

2 CR SMITH

Enquired if the larger business papers can be split into smaller sections.

Wishing everyone a Happy Christmas and a Happy 2019.

3 CR JUDD

Advised of new Committee with new young community members coming up with new ideas. At last night's Community Christmas Tree there was around 200 people attending.

4 CR SINCLAIR

Wishing everyone the best for the festive season.

5 CR MCLAREN

Wishing everyone a very merry Christmas and happy new year.

6 CR OLIVER

Wishing a merry Christmas and a very happy 2019.

7 CR FIRMAN

Plates of Plenty – Will be presenting a cheque and groceries to the Community Centre tomorrow morning, if anyone is available to attend at 8:30am.

Staff Christmas Party will be held at the Temora Golf Club tomorrow at 12:30pm

Thankyou to all Councillors, Senior Staff, and all Staff for the past 12 months, and look forward to what 2019 will bring.

17 COUNCILLORS INFORMATION PAPER**RESOLUTION 338/2018**

Moved: Cr Max Oliver

Seconded: Cr Claire McLaren

It was resolved that the Information Reports be received with the exclusion of the Access and Equity Committee minutes held 19 November 2018.

CARRIED

RESOLUTION 339/2018

Moved: Cr Nigel Judd

Seconded: Cr Kenneth Smith

It was resolved that Council writes a letter of thanks to Ms Step Cooke, Member for Cootamundra for assisting with receiving funding under the Floodplain Management Grants.

CARRIED

17.1 NOTICE BOARD - DECEMBER 2018

File Number: REP18/1520

Author: Executive Assistant

Authoriser: General Manager

Attachments: Nil

DECEMBER 2018

19 Ariah Park Christmas Tree - Davey Park 6:00pm

31 New Year's Eve Celebrations – Temora Railway Precinct 6:00pm

JANUARY 2019

26 Australia Day Celebrations

8:00am – Breakfast at Davey Park – Ariah Park

6:00pm – Temora Ceremony in Gloucester Park

17.2 TEMORA MEMORIAL TOWN HALL INCOME & EXPENDITURE - NOVEMBER 2018

File Number: REP18/1558
Author: Executive Assistant
Authoriser: General Manager
Attachments: Nil

INCOME	\$
Balls	
Bar	
Dance Prac	70.00
Dances	
Hall	
Kitchen	31.81
Musical Recital	
Piano Hire	
Performances	
Supper Room	15.00
Table Hire	
Wedding Receptions	
Workshops	

TOTAL INCOME **\$116.81**

EXPENDITURE	\$
Utilities	
Gas	
Water	
Electricity	
Rates	382.30
Cleaning	
Supplies	
Wages	160.00
Sanitary Service	101.13
Maintenance	
Includes Plant, Stores, Handyman's Wages	
Administration	
Wages	819.11
Miscellaneous	

TOTAL EXPENDITURE **\$1,462.54**

17.3 WORKS REPORT - NOVEMBER 2018

File Number: REP18/1446
Author: Secretary Engineering
Authoriser: General Manager
Attachments: Nil

Main Roads

- MR57 Inspection & routine maintenance
- MR84 Inspection & routine maintenance
- MR57 & MR84 Sealing
- MR398 Shoulder widening segment 240 & 250
- MR241 Inspection

Local Roads

- Trungley Hall box culverts
- Tara Bectric guide post
- Coolamon Road guide post
- Old Cootamundra Road guide post
- Rogers Road
- Weise's Road
- Back Mimosa
- Trewins gravel re-sheet
- Bundawarra Road
- Gaunts Lane
- Walkers Lane
- Tidd's Lane
- Gardeners Lane

Urban Temora & Aria Park

- Depot upgrade
- Urban slashing
- Kerb & Gutter maintenance
- Town reseals
- Britannia Street gravel re-sheet
- The Pines timber bollards

Works planned for next month

- MR398 Culvert replacement
- MR 398 Segment 240 & 250 batter scaling
- Depot upgrade
- Off the leash area at Lake Centenary
- Polaris Street footpath

FOR COUNCIL INFORMATION

Report by Mick Mannion

17.4 BUILDING APPROVALS - NOVEMBER 2018

File Number: REP18/1553
Author: Environmental Secretary
Authoriser: General Manager
Attachments: Nil

DEVELOPMENT CONSENTS ISSUED

- ✓ DA/CC 69/2018 – Lot 5; DP 1223726; 5 Timmins Street, Temora – Dwelling House
- ✓ DA/CC 70/2018 – Lot 7; DP 1223726; 1 Timmins Street, Temora – Dwelling House
- ✓ DA 71/2018 – Lot 1; DP 703492; 5-9 Hopetoun Street, Aria Park – Education Facility (Preschool)
- ✓ DA & Sec 68 72/2018 – Lot 6; DP 758957; Section 37; 1 Ashelford Street, Temora – Transportable Dwelling
- ✓ DA/CC 73/2018 – Lot 1; DP 1165762; 5 Hakea Street, Temora – Commercial Premises Awning Extension
- ✓ DA/CC 74/2018 – Lot 1; DP 130053; 121 Anzac Street, Temora – New Dwelling
- ✓ DA/CC 75/2018 – Lot 7; DP 758957; Section 12; 201 Baker Street, Temora – Residential Storage Shed/Garage

COMPLYING DEVELOPMENT ISSUED

- ✓ CDC 43/2018 – Lot 3; DP 1000021; 22 Junee Road, Temora – Residential Additions & Alterations to Existing Dwelling
- ✓ CDC 44/2018 – Lot 12; DP 1037693; 10 Rosella Street, Temora – Residential Storage Shed/Garage
- ✓ CDC 45/2018 – Lot 1; DP 1043260; 787 Quandary Road, Aria Park – Residential Additions & Alterations to Existing Dwelling
- ✓ CDC 46/2018 – Lot 5; DP 18054; 85 DeBoos Street, Temora – Dwelling Additions
- ✓ CDC 47/2018 – Lot 9; DP 258009; 12 James Street, Temora – Dwelling Additions & Alterations
- ✓ CDC 48/2018 – Lot 56; DP 1191758; 23 Britannia Street, Temora – Dwelling Additions

17.5 REGULATORY CONTROL - NOVEMBER 2018

File Number: REP18/1559
Author: Environmental Secretary
Authoriser: General Manager
Attachments: Nil

Item	Investigate Incidents	Orders Issued Y/N	Penalty Infringement Y/N	Notes
Illegal Parking	3	No	No	Truck unloading main street no warning lights
Hoskins Street	5	No	No	Warnings, double parking, broken down, disable parking no ticket
Scooters & Bikes	4	No	No	2 warnings given
School Zones	5	No	No	
Noise	1	No	No	Barking dogs Redmond St
Air Quality	0	No	No	
Illegal Dumping/Littering	1	No	No	Shopping bag rubbish Trungley Hall Road
Overgrown/Untidy Blocks	6	No	No	Monitoring
Impoundments (other)	2	No	No	1 vehicle 1 ram (pound)
Lake Walking Track – leashed animals	9 Visits	No	No	
Animal Welfare	7	No	No	Dog in car Remove snake from toilet block Temora West Park Rescue picked up 5 dogs
Dangerous Dogs	2	No	No	Spoke to all residents
Impounded – Dogs	4	No	No	3 due to storm 1 left at pound
Noise Animals	1	No	No	Barking sorted
Nuisance Animals – Trapping	5	No	No	1 Kitten, 4 cats
Dead Animal Removal	0	No	No	
Keeping of Horses in Residential Areas	2	No	No	Ongoing
Main Street Sign Approvals Inspections	0	No	No	
Rural Stock Incidents	1	No	No	Trewin's Lane checking morning & afternoon
Fruit Fly	0	No	No	
Euthanised	0	No	No	
Rabbits	0			

Report by Ross Gillard

17.6 TEMORA TOWN HALL CINEMA REPORT - NOVEMBER 2018

File Number: REP18/1521

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cinema - November 2018 [!\[\]\(faa0de548f50b852035754bd0664639c_img.jpg\)](#) 

**TOWN HALL THEATRE
Operating Statement**

	July	August	September	October	November	Total YTD
Candy Bar						
Income	5,748	1,670	2,348	4,724	2,262	16,752
Purchases	(1,329)	(1,625)	(577)	(440)	(686)	(4,657)
	4,419	45	1,771	4,284	1,576	12,095
Admissions						
Income	13,176	4,874	5,760	10,570	6,176	40,555
Audio Visual Purchases	(6,018)	(3,271)	(3,344)	(4,094)	(1,541)	(18,268)
	7,158	1,602	2,415	6,475	4,636	22,287
Other Income						
Facility Hire	610	468	491	545	332	2,446
Sale of Advertising	182	182	182	182	182	909
Event Catering	36	55	36	36	82	245
	828	705	709	764	595	3,600
Other Costs						
Advertising	(175)	(299)	(400)	-	-	(873)
Bank Fees	(85)	(160)	(86)	(85)	(121)	(536)
Cleaning	(210)	(517)	(244)	(437)	(290)	(1,697)
Computer Costs	(220)	-	(492)	(245)	-	(958)
Event Catering Expenses	-	-	(78)	(65)	(101)	(244)
Freight	(67)	(152)	(113)	(26)	-	(358)
General Maintenance	(914)	-	-	-	-	(914)
Insurance	(6,693)	-	-	-	-	(6,693)
Materials Purchased	(12)	(2)	(171)	(31)	(32)	(248)
Rates & Electricity	(1,114)	(1,511)	-	(1,175)	(164)	(3,964)
Stationery & Office Consumables	-	-	-	(23)	-	(23)
Employee Costs	(2,326)	(4,600)	(3,310)	(3,148)	(2,438)	(15,823)
Sundry Expenses	10	(22)	(15)	(10)	(15)	(53)
Telephone & Internet	(82)	(85)	(82)	(83)	-	(332)
Depreciation	-	-	(527)	-	-	(527)
Total Cinema Result	(11,888)	(7,347)	(5,519)	(5,329)	(3,160)	(33,243)
	517	(4,995)	(624)	6,194	3,647	4,739

17.7 RATES COLLECTION - NOVEMBER 2018

File Number: REP18/1533

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Rates Collection [↓](#) 

Rates Collections											
Rates 2018/19											
Category	Arrears	Levies including Interest & Legals	Total	Pension Rebates	Adjusted Total	Payments	Rates		Rates		Rates Outstanding %
							11/12/2018	% 11/12/2018	04/12/2017	04/12/2017	
Fairland	22,314.84	1,858,262.88	1,880,577.72	-4,384.16	1,876,193.56	-983,725.70	892,467.86	48%	888,468.76	49%	
Residential Temora Occupied	36,019.90	1,200,534.44	1,236,554.34	-84,633.01	1,151,921.33	-628,292.46	523,628.87	45%	548,412.51	49%	
Residential Temora Vacant	6,260.86	67,733.11	73,993.97	-20.85	73,973.12	-41,819.78	32,153.34	43%	33,227.61	59%	
Residential Ariah Park	9,176.05	69,604.24	78,780.29	-7,413.62	71,366.67	-34,729.37	36,637.30	51%	32,817.34	48%	
Residential Springdale	223.60	9,228.98	9,452.58	-1,340.51	8,112.07	-4,261.30	3,850.77	47%	5,140.12	55%	
Rural Residential	6,011.68	146,154.78	152,166.46	-9,832.66	142,333.80	-87,921.42	54,412.38	38%	55,381.16	39%	
Residential - Temora Avaliation	-738.40	37,469.33	36,730.93	-340.98	36,389.95	-25,743.53	10,646.42	29%	12,825.25	45%	
Business Temora - Hoskins Street	9,395.65	242,898.75	252,294.40		252,294.40	-142,602.96	109,691.44	43%	108,783.61	45%	
Business Temora - Town	2,272.72	250,432.08	252,704.80		252,704.80	-174,634.94	78,069.86	31%	83,866.99	35%	
Business Temora - Aviation	0.00	26,120.39	26,120.39		26,120.39	-22,889.19	3,231.20	12%	3,585.33	15%	
Business Ariah Park	185.29	15,829.21	16,014.50		16,014.50	-11,881.14	4,133.36	26%	3,318.26	21%	
Business Other	0.00	9,652.17	9,652.17		9,652.17	-7,664.83	1,987.34	21%	1,704.08	18%	
Residential Sewer	35,378.30	852,248.72	887,627.02	-39,834.76	847,792.26	-484,732.31	363,059.95	43%	377,853.01	48%	
Non-Residential Sewer	2,757.05	94,230.96	96,988.01		96,988.01	-84,418.49	12,569.52	13%	10,114.17	11%	
Storm Water Levy	2,080.23	48,470.31	50,550.54		50,550.54	-28,070.39	22,480.15	44%	23,143.37	46%	
Domestic & Rural Waste	24,804.18	513,804.12	538,608.30	-37,598.72	501,009.58	-277,659.03	223,350.55	45%	222,316.98	47%	
Trade Waste	4,283.97	115,388.04	119,672.01		119,672.01	-76,726.38	42,945.63	36%	42,244.39	38%	
	\$160,425.92	\$5,558,062.51	\$5,718,488.43	-\$185,399.27	\$5,533,089.16	-\$3,117,773.22	\$2,415,315.94	44%	\$2,453,202.94	46%	

17.8 CASH & INVESTMENTS FOR PERIOD ENDED 30 NOVEMBER 2018

File Number: REP18/1547

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Cash & Investments  


 Temora Shire Council
Cash & Investments
 For the period ended 30th November, 2018

	Original Budget 2018/19	Revised Budget 2018/19	Actual YTD Figures
Externally Restricted			
Sewerage Services	1,080,137	1,080,137	1,429,994
Waste Management	867,297	867,297	920,768
S94 Contributions	0	0	0
<i>HACC</i>			
HACC Unexpended	711,785	711,785	841,419
HACC-ELE	144,879	144,879	144,879
<i>Total HACC</i>	856,664	856,664	986,298
Total Externally Restricted	2,804,098	2,804,098	3,337,060
Internally Restricted			
Leave Reserves	358,014	358,014	1,758,014
Roads Reserve	985,603	985,603	175,732
Local Roads	428,411	428,411	834,279
FAGS Received in Advance	0	0	0
Industrial Development	197,603	197,603	197,603
Plant & Vehicle	269,392	269,392	260,727
Izumizaki Donation	2,152	2,152	2,152
Gravel Royalty	616,930	616,930	612,367
Medical Complex Development	45,870	45,870	47,227
Infrastructure	776,010	776,010	525,692
Infrastructure - Airpark Estate	194,734	194,734	0
MapInfo/GIS Upgrades	17,700	17,700	17,700
Ariah Park Youth Hall Revote	6,402	6,402	5628
Stormwater Drainage Flood Studies & Construction Programs	71871	71,871	132983
Temora West Sportsground Upgrade Dressing Shed & Toilets Rev	0	0	90264
Mobile Stage Upgrade Revote	28179	3,722	0
Town Entrance Beautification Revote	0	0	0
Digital Two Way Radio Upgrade	25000	25,000	14167
Computer Upgrade	0	0	0
Lake Centenary Repair Bank Erosion and Sand	0	0	69654.81
Airport Hangar Driveway and Retaining Walls	0	0	9500
Innovation Fund	0	0	96000
Total Internally Restricted	4,023,871	3,999,414	4,849,689
Total Reserves	6,827,969	6,803,512	8,186,749
Cash & Investments			
Westpac Cheque Account			1,351,699
Macquarie Bank DEFT Account			360,079
Bank of Queensland			500,000
BankWest			500,000
NAB			500,000
NAB			500,000
Bankwest			500,000
NAB			500,000
ME Bank Term Deposit			500,000
BOQ			500,000
AMP Term Deposit			576,989
AMP Business Saver Account			31,447
AMP Notice Account			3,484
NAB Term Deposit (24-701-8261)			519,113
NAB Term Deposit (77-177-3095)			500,000
AMP Term Deposit			545,976
Bank of Queensland			500,000
Westpac Cash Reserve			4,966
Total Cash & Investments	6,827,969	6,803,512	8,393,754
Available for Operating Expenditure			207,005

I certify that the investments have been made in accordance with the Act, the Regulations and Council's actual Investment Policy.


 Steve Firth
 Responsible Accounting Officer

17.9 ARIAH PARK MARY GILMORE FESTIVAL COMMITTEE MINUTES HELD 2 OCTOBER 2018

File Number: REP18/1409

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Ariah Park Mary Gilmore Festival [↓](#) 

Ariah Park Mary Gilmore Festival CommitteeA Section 355 Committee Of The Temora Shire CouncilMinutes From Meeting Held 2/10/2018

Meeting Opened by President- Chris Mutton - 7:35 pm

Present - R Wall, Allen Penfold, Patty Vearing Chris Mutton, Nigel Judd ,Jane Sanders ,Julie Colwill

Apologies Francis Dwyer,

Minutes Of Meeting

Read by Robyn Wall

Moved - Allen **Seconded** - Chris

Minutes be Accepted Passed

Treasures Report

Opening balance	\$8593.11
<u>Inward</u>	
Transfer of term deposit	\$23,000.00
Transfer of interest	\$130.48
Income	
B f B pty ltd	\$200.00
AJ & E F Davey	\$100.00
J&B Colwill	\$50.00
Raffle West Wyalong	\$619.80
Wylie's Newsagency	\$664.75
I G A Temora	\$160.00
Woolworths Temora	\$533.45
<u>Outward</u>	
Transfer to term deposit	\$8,243.49
R Wall fire blanket/first aid kit photos	\$145.70
Ariah Park land Management(hire of showground)	\$550.00
Australian Bush Balladeers (advertising)	\$65.00
Closing Balance as at 30/9/2018	\$ 25,160.40

Term Deposit \$8,243.49

Moved –Patty Vearing Seconded R Wall

Report be accepted passed

Correspondence:

Inward

Letter from council re use of Thomas the tank engine

Out ward

Letter council re hire of Thomas the tank engine

Phone call to organize banners from companies donating towards festival

Phone call to order meat

Phone to organize stage drop off

Phone call to organize keys for showground

Business Arising:

1. roster for gate needed (patty to attend)
2. working bees for set up for festival Sunday 14th@ 1pm
- 3 Caravan for front gate for ticket sellers Jane will bring their van to use
4. chairs to be removed from pavilion on Friday night committee to attend
5. someone to help b&S put up fence
6. Chris to organize food for meals from Wagga
7. only small banners are available Allen & Chris will put up same
8. Patty to send 3 folds to be printed
9. Patty has made payment to apra
- 10 committee to provide biscuits and tea or coffee Friday night
11. fire extinguisher and blanket are to be put up in under cover area
- 12 all committee members will need to be available to help as much as possible over the 5 days
- 13 working dog display will be at 10am Thursday
- 14 first aid confirmed by st johns
- 15 money taken out of term deposit to cover festival costs
16. Chris has done training for Thomas the tank engine

Discussions

Some one needed to take money from stall holder

Power organized for stall holders

Closed circuit tv advertising

Meeting closed 9.45 pm

17.10 FRIENDS OF TEMORA SHIRE CEMETERY MEETING MINUTES HELD 8 OCTOBER 2018

File Number: REP18/1401

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Friends of the Cemetery [!\[\]\(623a9440f52c6d4489dc490c33587dcc_img.jpg\) !\[\]\(e75c76ca9bf936d7b45238b0989836d2_img.jpg\)](#)

FRIENDS OF THE TEMORA SHIRE CEMETERIES (Incorporated with the Temora Shire Council)

Ian Preston (Group Pres) 32 Gallipoli St Temora NSW 2666 Ph. 02 6977 1083	Pat Taylor (Hon Sec) 22 Lawson Rd Temora 2666 Merryl Graham (Hon Treas.) PO Box 251 Temora 2666	Temora Shire Council PO Box 262 Temora NSW 2666 Ph. 02 6980 1100
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Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.

Minutes of the Friends of the Temora Shire Cemeteries Meeting Monday 8 October 2018 at Old Temora Cemetery Lych Gate

Meeting Opened: 10.00am.

Attendance: Pat Taylor, Harold Fritsch, Betty Brabin, Barb Harmer, Ian Preston, Merryl Graham, Alan Terlich, Keith and Mavis Cassidy, Belinda Bushell, Wilma McCubbin, Amanda Colwill and Alex Dahlenburg

Apologies: Rick Taylor, Kris Dunstan, Darryl Sutherland, Lindy Reinhold, Dennis Sleight, Nigel Judd, Pam Buerckner, Robyn Lewis, Leonie Weir, Jen Walker, Toots Noack, Errol Schmetzer. Accepted.

Minutes: Minutes of the previous meeting were read by Pat. The minutes were moved Belinda Bushell, 2nd Harold Fritsch, carried.

Business Arising: Four Oleanders were lost since planting.

Wilma stated that it was not necessary for Ken and her to receive recognition by letter – noted.

Treasurer's Report: Financial report by Merryl indicated a credit balance of \$27,679.19. Moved Ian Preston 2nd Alan Terlich and Carried.

New IBD account to mature in October 2018. Moved Merryl Graham that the money be reinvested at the best rate. 2nd Ian Preston, carried.

Wilma made comment Re. bank balance and that FOTSC need to spend more. To be discussed in General Business.

Correspondence:

Outward:

- Letter to Office of Australian War Grave. Department of Veterans Affairs regarding the FOTSC using the AIF emblem on the plinths on the unmarked graves.
- Thank you letter to Ms Maree Rhind for providing FOTSC with digital copies of St Paul's Anglican Church Temora 1903-1916 Burial files.

Inward:

- Service Badge consent from the Office of Australian War Graves

Correspondence moved by, Belinda Bushell 2nd by Harold Fritsch Carried.

General Business:

1. Belinda Bushell addressed the meeting and introduced Amanda Colwill, Junior Technical Engineer and Alex Dahlenburg, Senior Technical Officer from Temora Shire Council, who gave a preview of the Geo Technical Information System on TSC Website showing the layout of the Old Monumental Cemetery and explaining that graves are marked by green squares. Row markers are also included.

Belinda stated that the cemetery Geo Technical Information System is 90% complete and when FOTSC identify unmarked graves we are to notify TSC. A proforma for updating information of identified graves was provided.

Meeting Minutes October 2018.docx

FRIENDS OF THE TEMORA SHIRE CEMETERIES (Incorporated with the Temora Shire Council)

Ian Preston (Group Pres) 32 Gallipoli St Temora NSW 2666 Ph. 02 6977 1083	Pat Taylor (Hon Sec) 22 Lawson Rd Temora 2666 Merryl Graham (Hon Treas.) PO Box 251 Temora 2666	Temora Shire Council PO Box 262 Temora NSW 2666 Ph. 02 6980 1100
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Email us at: temshire@temora.nsw.gov.au - be sure to direct it for our attention.

Belinda and Ian thanked Amada and Alex for attending and providing the FOTSC with information regarding the Geo Technical Information System.

2. Oleanders: Belinda moved to purchase four oleanders to replace the ones lost. 2nd by Ian.
3. Unmarked graves: Merryl stated we have 25 plinths and crosses to go to the Aria Park Cemetery and approximately 30 for the Temora Cemetery. This work is in progress.
4. Balance Sheet Funds: As mentioned by Wilma following the Treasurers Report those present put forward suggestions as to how these funds could be spent. One suggestion was the Chinese Section of the Cemetery. General discussion followed, and no firm decisions was made.
5. Spraying: Harold stated that this is a very time-consuming job, over very large areas and asked Belinda regarding assistance from TSC. Discussion continued. Possibility mentioned to purchase a small bike sprayer or to purchase a bigger spray unit. Belinda stated she will look into possible alternate spray unit with Temora Truck and Tractor.

Next Meeting: 11.30am Monday 3 December 2018 at Gloucester Park; Christmas Party to follow.

Meeting Closed 10.45am

17.11 ARIAH PARK ADVISORY COMMITTEE MINUTES HELD 10 OCTOBER 2018

File Number: REP18/1483

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Ariah Park Advisory Committee [↓](#) 

<p>Cindy Cassidy and Keith Stevenson.</p> <p>BUSINESS ARISING</p> <p>Transferred to General Business</p> <p>CORRESPONDENCE: (including emails/telephone)</p> <p>Inwards: Emails from Nigel Judd- Passing on suggestion regarding the approaches into Ariaiah Park. To be discussed in General Business</p> <p>Outwards:</p> <ul style="list-style-type: none"> - Notices sent to Ariaiah Park Diary and Committee Members advising AGM. <p>Moved Rowan Seconded Toni that inward correspondence be dealt with and outward correspondence be approved</p> <p style="text-align: center;">Carried</p>		<p style="text-align: center;">4</p>
		<p>GENERAL BUSINESS</p> <ul style="list-style-type: none"> - Town Approaches. Committee agreed that they do need improving. Ideas put forward included Replacement of Blue Ariaiah Park Sign on Highway, lighting and Planting of trees and scrubs to make it look like a town approach. It was noted that the Ariaiah Park Turnoff may be getting some work done on the intersection. The Village approach signs will be getting replaced in the 2019 budget. - Submission Items - Grapevine Trial. Passed at Council subject to the committee paying for it. 3 cement garden beds are available to use in the trial. The council can supply the top soil for the pots. Looking

6	<p>ahead if the trial is a success the cement path will be cut next to the posts and the Vines will be planted in the Holes. Rob Fisher will have options for the centre island by mid-December.</p> <ul style="list-style-type: none"> - Dump Point Survey. Over 200 surveys have been sent out. 48 have been received so far with only 3 not being in support of having a dump point in Ariah Park. Survey closed mid November. It was noted that Barellan currently has their dump point into a septic tank in which the water is used to irrigate lawns. A submission will be required to be sent to council. It was resolved that Allan Penfold, Robyn Wall and Tim Sanders form a sub committee to get this submission prepared. - Recreation Ground Upgrade - Works to be begin in November/December 2018 - Funding Reallocation has resolved shortfall - 2nd Round of Funding coming up and might be able to secure more funding. - CWA Rooms Meeting Hire Fees. CWA to invoice TSC. Moved Terry Seconded Terry <p>NEXT MEETING:</p> <p>To be notified General Meeting to be held 3rd December 2018</p> <p>There being no further business, the meeting closed at 8.30 pm</p> <p>.....(Chairman)</p>
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17.12 TEMORA COMMUNITY FIGHT THE FRUIT FLY MINUTES HELD 16 OCTOBER 2018

File Number: REP18/1417

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Fight the Fruit Fly  

Temora Community Fight the Fruit Fly Group.

Meeting held 16-10-2018 at 7.30pm, in Narraburra Room.

Present: Maxie Hoskinson Sect. Mavis Cassidy Pres. Keith Cassidy, Fay & Kevin Pellow, Jean Groth, Ken Davis, Christine Bett & Michael Manning. Publicity Officer.

Apologies: Penny Edgerton, Hazel Allen, Pat & Barry Neasmith.

Motion: Moved Chris Bett, 2nd Michael Manning for apologies be accepted.

Minutes: Minutes of the September read.

Motion: Moved Michael Manning, 2nd Jean Groth, for minutes to be accepted as read.

Correspondence: Nil in or out. Phone call to Council re application of Grant.

Treasurer's Report: o/b \$543.39. Cheque to Chris Bett for Fly Traps and refills of traps for \$445.00. Snap Ad. \$17.08. Leaving a closing balance of \$81.31. A/c still owing \$281.60 for new Flag. (Successfully used at Temora Show.) Maxie & Mavis both thanked Chris for all the work she puts into the Group. Maxie moved for the acceptance of her report. 2nd K.Davis.

General Business: Maxie reported her phone call to Kris Dunstan re Environmental Grant as applied for.

Report on Promotion at Show with free Fruit Fly Traps to those interested , especially if they were willing to Monitor their Traps. 21 traps given out. Each recipient of traps had their names entered into a draw for a Fruit Fly Trap and 2 nets. Winner was Shirley Allen.

.Chris told us of a customer from Forbes getting Fruit Fly Traps. Supplied.

A report of Citrus fruit on ground on the corner of Hoskins and Polaris Streets. Mavis to contact Ranger.

Next meeting. 20-11-2018.

Meeting closed at 8.15pm.

President: *M Cassidy*

17.13 TEMORA & DISTRICT SPORTS COUNCIL MEETING MINUTES HELD 17 OCTOBER 2018**File Number:** REP18/1405**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora & District Sports Council [↓](#) 

**GENERAL MEETING OF THE TEMORA AND
DISTRICT SPORTS COUNCIL****REPORT OF THE GENERAL MEETING OF THE TEMORA AND
DISTRICT SPORTS COUNCIL HELD ON WEDNESDAY 17th
October 2018, AT 6.30 PM AT THE TEMORA EX-SERVICES CLUB**

Attendance: Judy Gilchrist, Tony Stringer (TDSC) Denise Breust (Basketball) Michelle Mawbey, Hack Hetherington, Ian Groth (Swimming) Max Oliver (TSC) Bruce Lack (Bowling Club) Maree Liston, Martin & Sally Bushby (Pistol club) Debbie Block (Soccer) Sheree Elwin (Touch) Greg Wiencke (Little A's) Toni Daley (Pony Club) Sam Dart (Ariah Park Swimming Club) Ray Wells (Tennis) John Morton (Old Boys) Kate Bruce (High School)

Apologies: Linc Macauley, Rick Firman, Michele Stewart, Steve Ruskin
Jenny Dale,
Moved Hack Hetherington Seconded Maree Liston Carried

Executive Meeting Report: Nil

Declaration of Interest: Nil

Minutes: The minutes of the previous meeting were read and confirmed on the motion of Judy Gilchrist.

Moved Michelle Mawbey Seconded Maree Liston Carried

BUSINESS ARISING FROM THE MINUTES:

Vandalism at Nixon Park, Meeting was held with the Police, Council, rugby League Club. Meeting went of really well. More discussions to be held at council Meeting.

CORRESPONDENCE:**Incoming:**

Letter from TSC re Underage Drinking at Council Owned Facilities

Outgoing:

Business Papers

Moved Maree Liston seconded Deb Block carried

Treasurers Report:

Balance as per bank statement \$15,159.04 moved on the motion of Denise Breust Seconded Max Oliver Carried

Thanks to all club that have paid their annual subs

Specific Business:

Rec Centre Business:

Amenities on the way to being finished
Floor will be done in January

General Business:

Pony Club: Going well with an increase of numbers. 25 members. 1st gymkhana was very successful. 12 horses every fortnight. The committee is very happy with the way the club is progressing.

Swimming Club: 38 registrations so far. Good tun out in Sydney. 2 swimmers swam PB's all day, a team of 40 attended with 2 from Temora.

At the registration night the club handed out the letter from the council, re underage drinking at council owned sporting grounds to all that registered.

Ariah Park Swimming Club: AGM held with Lucy Prentice taking on the Presidents roll. 5th November club will star training Mondays and Tuesdays, with club swims on a Thursday night. New dolphin starter Pack has arrived and Stephen Mawbey from the Temora club will come out and help set it up. Rego's on going.

Soccer Club: No longer is the old club house standing, it has been demolished. All in readiness for the new complex. Exciting times ahead for the committee. Staring comp which will be played at the Rec Ground. AGM next month. Senior presentation this weekend.

Pistol Club: The AGM was held this month; all committee members were returned to their positions. The daylight-saving comp has now started on Wednesday evening, in addition to the regular weekend shoots. The committee will be meeting on the range in the near future to formulate a plan to work towards improvements and upgrade to the current facilities.

Rugby League Old Boys: All's quite on the hill at the moment. Good rain for their crop.

Tennis: Summer comps leading up to Christmas. Getting sorted for new courts

Temora High School: 7 students represented at the CHS Carnival. Returned home with a gold and a silver medal to Sophie Bowley. Well done Sophie. A big thank you to Greg Wiencke for his great coaching skills.

Kate bought up the fact that the new opening hours of the pool, don't suit the lifesaving lessons.

It was moved by Denise Breust that the Sports Council write a letter to Mr Gary Lavelle at the TSC, asking for council to consider earlier opening times on the days that are required for such lessons. Seconded Maree Liston carried

Little Athletics: 637 Personal Best's have been achieved so far in the first 6 weeks of the season. 32 records have also been broken. Annual carnival will be held on the 11th November. All welcome to attend and see the kids in action.

Touch Football: Summer comp started, Pretty good numbers. 10 ladies and 13 men's teams. Juniors 3 free come and try days were held with 50- 60 kids each time. Hoping to take juniors to the state championships next year. Having issues with lighting, (Sheree will contact Dallas McKelvie)

Bowling Club: Spring bowls starts tomorrow night. 20 teams to finish by Christmas. Mixed pairs tournament this weekend. Bing Waller shield. 10 out of 20 players are from Temora. Bruce Lack made it to the semi-finals at the state Championships Well done Bruce, great achievement.

Max Oliver. Mentioned that all plans to construction/improvements etc do go out on display for comment. It is advertised in the local paper.

It was discussed at the meeting that our committee supports the concept of the speed humps at Nixon Park as presented. Moved Jack Morton seconded Ray Wells. Carried

Basketball: Going well, in the middle of the comp. No intertown for juniors as such at the moment.

Greg Wienke mentioned he had been speaking with a friend of his through athletics Brendan Starc, Greg has been speaking with Brendan about being a guest speaker for our presentation night next year.

It was discussed that we suggest Greg goes ahead re pricing, availability etc. Brendan is the brother of cricketer Mitch Starc (Maybe a double act !!!!!!!!!!!!!)

Greg wishes to address our next meeting re plans for Nixon Park. I will put Greg down as our guest speaker.

This next meeting will be our last for 2018

McDonalds grant will close in November so please get busy getting the kids that are eligible.
Year 7 to 12 but no older than 18 as at the 1st January 2019 and live in the Temora Shire Council to nominate for the \$500 grant so very kindly donated by Mr Tony & Luita Achinger.

The meeting closed at 7.5pm
The next meeting will be on the 21st November 2018
6.30 pm Temora Ex-Services Club Narraburra Room

Signed Chairman:

Secretary:

Date 21st November 2018

17.14 TEMORA WOMENS NETWORK MEETING MINUTES HELD 8 NOVEMBER 2018**File Number:** REP18/1403**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora Women's Network  

TEMORA WOMEN'S NETWORK COMMITTEE

Meeting held Tuesday, 8th November, 2018 at the RSL Club, commencing at 2.30pm.

Present: Susan Jeri, Dianne Scott, Catherine Thompson, Sally Deep, Norma Howard, Lyn Cartwright, Jean Gunn.

Apologies:

Chairman, Susan Jeri, welcomed everyone.

MINUTES: Minutes of last meeting were read.
Minutes moved by Dianne, seconded by Sally.

TREASURER'S REPORT:
Bank Balance unchanged at \$2,544-79
Report moved by Lyn, seconded by Dianne.

CORRESPONDENCE:
Nil.

GENERAL BUSINESS:

A lengthy discussion was held regarding another programme.

International Women's Day will be Friday, 8th March, 2019.

It was decided to work with International Women's Day by holding a programme on Sunday, 10th March, 2018 with 2 guest speakers.

Possible venue: Golf Club 2pm – 7pm with afternoon tea.

Heather at Golf club to be consulted.

Catering to be considered.

Meeting closed 3.30pm

Next Meeting
Thursday, 13th December, 2018
RSL Lloyd Cartwright Room

17.15 ACCESS & EQUITY MEETING MINUTES HELD 19 NOVEMBER 2018**File Number:** REP18/1399**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Access & Equity Committee [!\[\]\(d9fa370a94935d2cbfae1aedb3bf64a0_img.jpg\)](#) 

Minutes

Temora Shire Council Access & Equity Committee

Held: Monday November 19 2018

Location: Temora Council Chambers

Chairperson Michael Floyd: Welcomed the committee and opened the meeting at 5:15pm

In attendance: Di Scott, Michael Floyd, Debra Patterson, Annette Letson and Amanda Gay.

Councillors: Dale Wiencke, Claire McLaren

Council staff member: Amanda Gay.

Apologies: Cr Dennis Sleigh, Tracy Chalmers, Joe Kalms.

Minutes from previous meeting: Read and said to be true and correct.

Moved: Di Scott

Seconded: Michael Floyd

Business arising from the previous meeting: Nil

Correspondence - inward and outward:

Inward Email from Mr James Durham Building Inspector/Quality Insurance Officer Temora Shire Council, requesting the committee to consider the location of the new disabled park at the Medical Centre as the existing one was removed to make way for the drop off zone.

The issue of parking in the above precinct was discussed.

Motion The first carpark next to the drop off zone to be allocated as a disabled carpark.

Moved Cr Claire McLaren

Seconded Cr Dale Wiencke

Additional to the above motion Further to the ACCESS carpark allocation the committee requests a letter be sent to the Temora Shire Council Library, Temora Shire Council Pinnacle Services and the Temora Medical Centre requesting staff park a block back from their work place as not take up the car parks outside the buildings. A particular request for staff not to park in the Britannia Street spaces outside the library is to be noted in the communication.

Moved Cr Claire McLaren

Seconded Michael Floyd

General Business

Discussions of the new toilet facilities at the Recreation Centre took place. The tight space delivered in the ACCESS bathroom was brought to the attention of the committee and further discussion of the standards used for Council development. The A&E committee believe the small ACCESS toilet in the Recreation Centre to the result of Council using AS14 28.1 standards and not the more adequate Liveable Housing Design Standards (LHDS).

Motion For future development Temora Shire Council Department of Environmental Services to adopt the Liveable Housing Design Standard as the minimum standard for Council owned disabled facilities.

Moved Cr Claire McLaren

Seconded Cr Dale Wiencke

Additional to the above motion Temora Shire Council Department of Environmental Services to develop a reward system encouraging individuals and developer's to build homes that meet the Liveable Housing Design Standards (LHDS). Eg. Temora Shire Council Access Grant, a grant that provides a reduction in development application fees for those who adopt the silver standard of (LHDS).

Moved Cr Claire McLaren

Seconded Annette Letson

Looking to plans priorities and objectives for 2019

Motion

Proactive planning - A&E committee to be consulted prior to Temora Shire Council development design, rather than reviewing plans already drawn up.

Moved Deb Patterson

Seconded Cr Dale Wiencke

Meeting closed: 7:05pm

Next Meeting: TBA

Date of next meeting: TBA

17.16 PINNACLE ADVISORY COMMITTEE MEETING MINUTES HELD 20 NOVEMBER 2018

File Number: REP18/1415

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Pinnacle Advisory Committee  

MINUTES OF TEMORA SHIRE COUNCIL
PINNACLE COMMUNITY SERVICES (H.A.C.C) ADVISORY COMMITTEE QUARTERLY
MEETING (January, February, March 2017)
HELD AT NRCC HOUSE, HOSKINS STREET, TEMORA ON
TUESDAY 20 November 2018

PRESENT:

Steve Firth (TSC Council), Patricia Thomas (Consumer), Jean Schulz (Community Member), Dennis Sleigh (Council Representative), Michael Floyd (Community Member), Jane Sanders (Temora Home Care Packages & Victoria St House Representative), Sheree Axtell (Pinnacle Manager), Shaun Paterson (Cootamundra Home Modifications & Maintenance, Social Support, Transport.), Jane Bourne (Home Care Packages), Ashlea Hale (Temora Domestic Assistance, Laundry & Personal Care, Transport & Home Modifications & Maintenance), Melinda Holmes (Temora Food Service, Respite & Social Support), Belinda Walker (RAS), Lauren Sheather (Cootamundra NDIS, Personal Care, Domestic Assistance & Respite) and Leanne Gallagher (Minutes)

APOLOGIES:

Ian Kotthoff (Chairperson & Community Member)
Fred Meale (Community Member)
Lindy Reinhold (Council Representative)
Claire McLaren (Council Representative)
Michelle Kelly (Community Member)
Wendy Skidmore (Temora Hospital Representative)
Roslyn St Clair (Community Member)
Tanya Lewis (Leeton Food Services, Social Support, Home Modifications & Maintenance)
Monica Conliffe (Temora NDIS)

CONFIRMATION OF MINUTES

MOVED Steve Firth SECONDED Michael Floyd that the minutes of the previous meeting held on 21st August 2018 were confirmed and adopted.

MATTERS ARISING FROM MINUTES

No matters arising from minutes.

CORRESPONDENCE**In**

Open Letter from the Minister: Royal Commission into Aged Care Quality and Safety
CTP Additional Funding Offer from Transport for NSW
Notification from Family & Community Services re: Decommissioning of Dept. of Ageing Disability & Home Care (ADHC)
NEWFACS Update: FACS SHS/CPS Training Calendar July-December - 3 August 2018
Community Transport Service Contract Extension to 30/06/2020 – Transport for NSW
Media Release from Transport for NSW re: New funding for NDIS participants
NDIS Transition notification – Family & Community Services (ADHC)

MOVED Dennis Sleigh, SECONDED Jean Schulz that the correspondence, as presented, be received.

REPORTS

Sheree Axtell –Manager's Report.

MOVED Dennis Sleigh, SECONDED Patricia Thomas, that the Manager's report, as presented, be adopted.

Shaun Paterson - Cootamundra & Leeton - General Report, Cootamundra Transport, Home Modification & Maintenance & Social Support.

MOVED Jean Schulz, SECONDED Patricia Thomas, that the General Report, Cootamundra Transport, Home Modification & Maintenance & Social Support reports, as presented, be adopted.

Balinda Walker & Sheree Axtell - Regional Assessments (RAS)

MOVED Dennis Sleigh, SECONDED Jean Schulz, that the My Aged Care Regional Assessments (RAS) report, as presented, be adopted.

Jane Bourne – Cootamundra Home Care Packages.

MOVED Patricia Thomas, SECONDED Michael Floyd, that the Cootamundra Home Care Packages reports, as presented, be adopted.

Lauren Sheather – Cootamundra NDIS, Personal Care, Domestic Assistance & Respite.

MOVED Jean Schulz, SECONDED Dennis Sleigh that the Cootamundra NDIS, Personal Care, Domestic Assistance & Respite reports, as presented, be adopted.

Monica Conliffe – Temora NDIS.

MOVED Michael Floyd, SECONDED Patricia Thomas, that the Temora NDIS report, as presented, be adopted.

Ashlea Hale – Temora, Laundry, Domestic Assistance, Personal Care, Home Modification & Maintenance & Community Transport

MOVED Dennis Sleigh, SECONDED Michael Floyd, that the Temora Laundry, Domestic Assistance, Personal Care, Home Modification & Maintenance & Community Transport reports, as presented, be adopted.

Melinda Holmes - Temora Food Services, Social Support Group & Respite Over 65.

MOVED Patricia Thomas, SECONDED Jean Schulz, that the Temora Food Services, Social Support & Respite Reports, as presented, be adopted.

Jane Sanders – Temora Home Care Packages.

MOVED Jean Schulz, SECONDED Dennis Sleigh, that the Temora Home Care Package report, as presented, be adopted.

Shaun Paterson on behalf of Tanya Lewis – Leeton Food Services, Home Maintenance & Modification, & Social Support Individual.

MOVED Michael Floyd, SECONDED Patricia Thomas, that the Leeton Food Services, Home Maintenance & Modification & Social Support Individual Reports, as presented, be adopted.

NEW BUSINESS/GENERAL BUSINESS

Shaun Paterson attending Transport Forum Wed 21 November 2018 – hoping to clarify NDIS Transport funding.

Dennis Sleigh – Promotion of service, suggesting using TEMFM the local radio station.

Steve Firth mentioned that Pinnacle House will be closed from 20 December 2018 and re-open on 7 January 2019, during which time the interior will be painted by Michael O’Callaghan.

Dennis Sleigh – enquiring if Hot Meals will continue at Temora? At this stage Hot Meals will continue in Temora as it is continuing to work and grow.

Meeting dates to occur 1 month after quarter to which reporting on, except January meeting, which will be put off until February due to holiday period.

Dates for meetings in 2019:

- 5 February 2019 (Oct, Nov & Dec)
- 16 April 2019 (Jan, Feb & Mar)

- 16 July 2019 (April, May & June)
- 15 October 2019 (July, Aug & Sept)

MOVED Jean Schulz, SECONDED Dennis Sleigh

DATE OF NEXT MEETING

The next meeting of the Pinnacle Community Services Quarterly Advisory Committee will be held on Tuesday, 5 February 2019.

Meeting closed at 12.30pm

17.17 TEMORA COMMUNITY FIGHT THE FRUIT FLY MINUTES HELD 20 NOVEMBER 2018

File Number: REP18/1419

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Fight the Fruit Fly  

Temora Community Fight the Fruit Fly Group.

Meeting held 20-11-2018 in Narraburra Room at 7.30pm.

Present: Kevin & Fay Pellow, Horrie Mortlock, Jean Groth, Penny Edgerton, Mavis & Keith Cassidy, Michael Manning, Roy & Mavis Madden, Maxie Hoskinson.

Apologies: Hazell Allen, Ken & Rose Davis, Chris Bett.

Motion: Moved Fay Pellow, 2nd Penny Edgerton, for apologies to be accepted.

Minutes: Secretary read the Minutes from meeting held 16-1-2018. Business arising from Minutes: Maxie reported her phone call to Council re EPI Grant. Satisfactory answer re call. Mavis Cassidy rang the Ranger re citrus on ground at house on corner of Hoskin and Polaris Street. Other to General Business.

Motion: Moved Michael Manning, 2nd Jean Groth, for Minutes as read be accepted.

Correspondence. Letter from Council re Council support for "Plates of Plenty" program asking for Community support. Included with this letter, was a cheque to Group of \$1,500 from Grant Application.

Motion: Moved Michael Manning, 2nd Kevin Pellow, that as a Group we support Council's letter by sending a cheque of \$100 towards "Plates of Plenty" program Appeal.

Treasurer's Report. O/b \$81.31. Outstanding account of \$281.60, for new Flag be held over until our Grant arrives. Grant arrived and deposited at Bank, leaving us with a closing balance of \$1,564.23 after Snap Ad of \$81.31 was paid. Maxie moved for the acceptance of her report. 2nd Keith Cassidy.

General Business: Number of Fruit Flies reported by those Monitoring them was low. Allen Doolan 14, Michael Manning 2, Maxie reported from August she had caught 13 to end of Sept. and 35 to 2-11-2018 when she broke her wrist, so the Flies are quiet! Sue James is keeping in touch . Hadn't caught any yet.

Next meeting 18-12-2018 our Christmas Get to gether, which was to be held at Secretaries but has been changed to Lake (weather permitting). Arrangements re meal as previous years. Alterative venue is arranged.

Meeting closed at 8.15pm.

17.18 TEMORA'S OWN ARTS & CRAFTS MEETING MINUTES 21 NOVEMBER 2018

File Number: REP18/1412

Author: Executive Assistant

Authoriser: General Manager

Attachments: 1. Temora's Own Arts & Crafts [!\[\]\(a507311a1ae2efb57057ae15e10f21b8_img.jpg\) !\[\]\(c1d2d6c9aec96853916624e14cb6b28b_img.jpg\)](#)

Temora's Own Arts and Crafts Committee Meeting Agenda 21st November 19, 2018

Meeting Opened at: 10am

Members Present:

Pat Neasmith, June Coleman, Narelle Williams, Vicki Sproule, Alison Bushell, Viv Leary.

Apologies: Jeanette Player,

Minutes of previous Committee Meeting:

Moved: Alison Bushell

Seconded: Viv Leary

Business arising from Minutes:

Correspondence In:

Letter from Temora Shire Council re: Mayor's Christmas Appeal

Motion:" that we donate \$100.00 from our banked funds to the Mayor's Christmas Appeal"

Moved: Alison Bushell

Seconded: June Coleman

Carried

This would mean that every member has donated something

Correspondence Out:

Get well Card to Francis Chaffey

Sympathy Card and Flowers to Pat Neasmith

Business to be discussed:

- Cooking : we have had complaints about cooking as well as Biscuits. What are we going to do about it?
The committee decided that we bring the matter to the attention of the members again and that we urge them to be vigilant about the standard of any cooking they bring into the shop for sale.

Pat Neasmith asked that a sign be made to advise customers that the Lemon and Passionfruit Butters will be kept in the refrigerator for the duration of the hot summer weather. Vicki to action.
- Removal of winter stock Items from the back room.
 - Committee discussed member's winter items be taken home and returned in autumn so that their items will not be out of date by next year.
 - Paint Smocks, Reader bags and Library Bags can now be brought back in store for the back to school season.
- Carol Taylor: suggest that we members do our our Anzac and remembrance Day windows
 - The committee has decided that in future the décor committee will be doing the Anzac Day, Remembrance Day display windows.
 - Alison and Vicki to compose a letter to be sent to Carol Taylor
- Roster: Georgie will be away for a month from December.
 - Committee decide that we will have to impress upon members that we will be short of workers for the months of December and January and we will all need to do extra shifts to avoid having to return to 5 shifts a month or having to close the shop.
- Plants on the floor and jammed onto the shelves, Doug McGuirk saying it is up to whoever is working to water the plants not him.
 - We need to remind members that the plants are to be watered late in the afternoon
 - Please be careful to avoid water spillary that could cause slips or falls
 - Plants must be watered daily during the summer months

- Members to be reminded that if you are rostered on to work you must not leave the shop to do personal shopping or errands. It is your responsibility to be here in the shop to fulfill your obligations
- Business cards and Brochures from Vista Print.
 - Vicki asked if she could explore the possibility of changing the colours of the logo. Committee agreed
- Members are advised that they should not openly promote their own sale items ahead of other member's items.
- Back Room Xmas Display. Vicki, Narelle, Viv and Alison to do. Narelle to approach Sue Jamieson to use her Xmas items for the display.
- No late night Xmas shopping this year.
 - Committee expressed our disappointment that the xmas fair will not go ahead this year

Meeting Closed: 11.15

Next Meeting to be advised

17.19 TEMORA'S OWN ARTS & CRAFTS MEETING MINUTES HELD 8 DECEMBER 2018**File Number:** REP18/1518**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. TOAC Minutes [↓](#) 

Temora's Own Arts and Crafts General Meeting 8 December 2018 Minutes

Meeting Opened: 1.30pm

Present:

As per Attendance Book

Apologies: June Coleman, Hilda Brophy, Jean Groth, Ros Russell, Frances Chaffey, Fay Webb, Doug McGuirk, Georgie Maoate, Jeanette Player

Previous General Meeting Minutes read as a true and correct record

Moved: Viv Leary

Seconded: Jean Luck

Business Arising from Minutes:

The existing ramp is dangerous and a few customers have had trips .

Members agreed that we not use the existing ramp and the following motion was passed

Motion:

“To investigate a suitable rubber disable ramp from Bunning’s”

Moved: Kaye baker

Seconded: Judith Jefferies

Carried

Financial Report:

Tabled Report from Cath New

Please find attached the statement of Cash flow for TOAC up to November 2018.

Correspondence In:

Letter from Temora Shire Council re: Mayor's Christmas Appeal

Motion:" that we donate \$100.00 from our banked funds to the Mayor's Christmas Appeal"

Moved: Alison Bushell

Seconded: June Coleman

Carried

Thank you card received from Pat Neasmith

Correspondence Out:

Get Well Card to Francis Chaffey

Sympathy Card and Flowers sent to Pat Neasmith

Letter to Carol Taylor

Business to be discussed:

- Advertisement in Friday 7th Dec Temora Independent
 - Members were happy with the editorial and advertisement that was in the Friday Temora Independent

- Roster:
 - Georgie will be away for a month from December.

 - Committee decide that we will have to impress upon members that we will be short of workers for the months of December and January and we will all need to do extra shifts to avoid having to return to 5 shifts a month or having to close the shop.

- Cooking: we have had complaints about the cooking

. What are we going to do about it?

- The committee decided that we bring the matter to the attention of the members again and that we urge them to be vigilant about the standard of any cooking they bring into the shop for sale.
 - Members felt that there is nothing we can do about this situation and request that the cooks take extra care when baking goods to be sold in the shop.
- Pat Neasmith asked that a sign be made to advise customers that the Lemon and Passionfruit Butters will be kept in the refrigerator for the duration of the hot summer weather. Vicki to action.
 - Sign has been done and is on the shelf
 - The lemon and Passionfruit Butters are in the Fridge
- Plants
 - Members are reminded that the plants are to be watered late in the afternoon shift.
 - Please be careful to avoid water spillary that could cause slips or falls
 - Plants must be watered daily during the summer months
- Anzac day and Remembrance Day Commemorative Windows

Carol Taylor: suggest that we members do our Anzac and Remembrance Day windows.

- The committee has decided that in future the décor committee will be doing the Anzac Day, Remembrance Day display windows.
- Alison and Vicki to compose a letter to be sent to Carol Taylor
- Members discussed the matter and were in agreement with the committee that we in future do our own Anzac and Remembrance Day display Windows

- Members to be reminded that if you are rostered on to work you must not leave the shop to do personal shopping or errands. It is your responsibility to be here in the shop to fulfill your obligations
 - Members had a short discussion and all agreed
- Members are advised that they should not openly promote their own sale items ahead of other member's item
- Bubbles and Baubles late night shopping.
 - It was decided that we participate in this event .
 - Vicki to organize Lucky Door Prize Drinks and Nibbles
- Red Tin Change
 - \$ 50 from last weekend was mistakenly placed into the petty cash tin.
 - Members are requested when changing money to make sure it is placed back into the right tin.
- Artwork and Items for sale.

The committee have the following proposals for the meeting to consider

 - Limit every item for sale in the shop to 6 months only, then to be removed for 3 months and brought back for another 6 months only.
 - The members after a short discussion felt that there should be no changes to the existing rules.140
- Page numbering
 - Members are asked to make sure that their numbers are not doubled up as this can cause difficulty when trying to make off items and they don't correspond to the amount on the tickets
 - Members suggested that what the item is should be written on the side of the ticket so it is easier to identify what the item is if the number cannot be found

Meeting Closed: 2.30pm

Next Meeting 9th February 2019

17.20 MICHAEL MCCORMACK MP - TERMINAL AERODROME FORECAST (TAF) SERVICE**File Number:** REP18/1423**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Michael McCormack [↓](#) **FIRST HEADING**

Advising that a draft TAF review report is expected to be released for comment in the first half of 2019. The draft review will be available on the Bureau's website and interested parties will be encouraged to provide feedback.

Michael McCormack MP

Federal Member for Riverina
Deputy Prime Minister of Australia
Minister for Infrastructure and Transport
Leader of the Nationals



Mr Gary Lavelle PSM
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Gary
Dear Mr Lavelle

I write regarding ongoing representations I have been making on Council's behalf concerning restoration of a Terminal Aerodrome Forecast (TAF) service at the Temora aerodrome.

You will recall I last wrote to you about the matter on May 24 advising Temora is included in a current national review of TAF services by the Bureau of Meteorology. I have now been advised by the office of the new Minister for the Environment, the Hon Melissa Price MP, that a draft TAF review report is expected to be released for comment in the first half of 2019.

The draft review will be made available on the Bureau's website at which time interested parties will be encouraged to provide feedback. The Bureau will advise interested parties of the availability of the draft report through a range of channels, such as aviation industry partners, meetings and literature. Feedback will be considered and consultation undertaken before finalising the recommendations of the review. In the meantime, the Bureau would welcome input, which can be provided to the General Manager Aviation, Land and Maritime, Dr Brett Anderson, at brett.anderson@bom.gov.au.

I hope this information is of assistance.

Yours sincerely

Michael McCormack

Michael McCormack MP
Federal Member for Riverina
mm.kg.wga

21/10/2018

Canberra
PO Box 6022 Parliament House
Canberra ACT 2600
ph 02 6277 7520

Parkes
207A Clarinda Street
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Wagga Wagga
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Wagga Wagga NSW 2650
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THE NATIONALS for Regional Australia

17.21 PREMIER & CABINET - FUNCTIONS OF THE OFFICE OF REGIONAL INFRASTRUCTURE COORDINATOR**File Number:** REP18/1425**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Premier & Cabinet  **FIRST HEADING**

Council is in receipt of advice that from December 2018, the functions performed by the Office of the Regional Infrastructure Coordinator will be embedded and incorporated within the wider Department of Premier and Cabinets Regional NSW team.



68193

Mr Gary Lavelle
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666

Via Email: glavelle@temora.nsw.gov.au

Dear Mr Lavelle

I am writing to advise that from December 2018, the functions performed by the Office of the Regional Infrastructure Coordinator will be embedded and incorporated within the wider Department of Premier and Cabinet's, Regional NSW team.

Lieutenant General (Ret.) Ken Gillespie was appointed as the Regional Infrastructure Coordinator in March 2017. Since then, he and his team have worked hard to coordinate the Government's efforts in the delivery of regional infrastructure to ensure better planning and approval timelines, improved project management, and to ensure that the concerns of regional communities are properly incorporated into Government infrastructure priorities and responses.

I know many of you have had the pleasure to work with Ken and establish sound working relationships, which have benefited the areas you represent and beyond. It is without doubt that the team's biggest achievement has been the establishment of trust with our regional stakeholders.

Over the next two months, Ken and his team will ensure that the functions of the team are embedded and incorporated across NSW Government departments and agencies, and that we maintain a strong and engaged network of regional stakeholders as we deliver the unprecedented pipeline of infrastructure investments across the state.

To ensure you continue to have an open line to work closely with the NSW Government we encourage you to touch base with the DPC Regional Executive Director, Mr Steve Orr, who can be contacted on steve.orr@dpc.nsw.gov.au or 02 9228 5518. Alternatively each of the regions has a dedicated Regional Director who will be more than happy to help. A list of these contacts is overleaf.

I am sure you will join me in thanking Mr Gillespie and his team for their hard work and dedication working alongside our regional stakeholders to achieve mutually beneficial outcomes.

Yours sincerely

A handwritten signature in black ink, appearing to be 'T Reardon'.

Tim Reardon
Secretary
1 November 2018

52 Martin Place, Sydney NSW 2000 ■ GPO Box 5341, SYDNEY NSW 2001
Tel: (02) 9228 5555 ■ www.dpc.nsw.gov.au

DPC Regional Directors**Central West and Far West**

Ashley Albury

Ashley.albury@dpc.nsw.gov.au

02 6826 7801

Hunter and Central Coast

Stephen Wills

Stephen.wills@dpc.nsw.gov.au

02 4921 2601

Illawarra Shoalhaven

Anthony Body

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02 4253 6301

New England and North West

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Riverina Murray

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02 6926 8601

South East & Tablelands

Heidi Stratford

Heidi.stratford@dpc.nsw.gov.au

02 9228 3296

17.22 TEMORA RSL - THANK YOU**File Number:** REP18/1427**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Temora RSL  **FIRST HEADING**

Temora RSL Sub Branch thanks Council for the Mayoral Citation & Function and assistance given towards Remembrance Day.



The Returned and Services League of Australia
(New South Wales Branch)

Temora RSL Sub-Branch

Pres. Robert Costello

Tel: 0414 202 710

Treas. Alf Watterson
Sec. Laraine Lyons JP

Tel 02 6977 1783
Tel 02 6978 1828

PO BOX 195
TEMORA NSW 2666

llyons5@bigpond.com



68236

The Mayor, Councillors and Executive
Temora Shire Council
Loftus Street
TEMORA NSW 2666

13 November 2018

Ladies and Gentlemen

Re: Remembrance Day

On behalf of the committee and members of the Temora RSL Sub-Branch, I extend our heartfelt thanks for the assistance and co-operation freely given to ensure that the Remembrance Day Commemoration Service for the Centenary of Armistice held at the Temora Cenotaph was both a memorable and successful event.

Also, please accept our gratitude for the Mayoral Citation and function held on the previous Friday afternoon.

Yours faithfully

Bob Costello
President
Temora RSL Sub-Branch
aussierobc@bigpond.com

17.23 MEMBER FOR COOTAMUNDRA - FLOODPLAIN MANAGEMENT GRANTS**File Number:** REP18/1429**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Member for Cootamundra [!\[\]\(69e52e7c1051626e82d1f2a9365da5ee_img.jpg\) !\[\]\(23af5158591626201108a1aa1d8a3a00_img.jpg\)](#)**FIRST HEADING**

Council is advised that they have been successful in receiving funding under the Floodplain Management Grants to the value of \$200,571.43 to undertake a risk management study and plan category to carry out studies and plans in the villages of Ariah Park and Springdale.

Gary Lavelle

68263

From: ElectorateOffice Cootamundra
<ElectorateOffice.Cootamundra@parliament.nsw.gov.au>
Sent: Tuesday, 20 November 2018 12:40 PM
To: Temora Shire Mayor; Gary Lavelle
Subject: Floodplain Management Grants

Dear Rick and Gary

On behalf of Steph Cooke MP, we wish to advise that Temora Shire Council has been successful in receiving funding assistance under Floodplain Management Grants. The Council will be receiving \$200,571.43 under the Floodplain risk management study and plan category to carry out floodplain risk management studies and plans in the villages of Aria Park and Springdale.

Congratulations on your successful application and please note all media regarding this announcement will be managed by Steph's office over the next few days.

With regards



17.24 MEMBER FOR COOTAMUNDRA - POPULATION PROJECTIONS FOR TEMORA**File Number:** REP18/1431**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Member for Cootamundra [↓](#) **FIRST HEADING**

Advising that the Department's population projections are based on estimated resident population counts produced by the Australian bureau of Statistics, not Census date. This is because the Census does not count residents who are overseas on Census night, missing a key part of the population.

The Department acknowledged that its 2016 projections for some local government areas, including Temora Shire Council, are lower than the ABS 'resident estimates. Mr Berger discussed the possible reasons for this and how to address the matter with those at the 2 August 2018 REROC meeting.

The Department is reviewing its population projections model, and is meeting with all NSW local councils to ensure the best local intelligence on population change is used in the new projections.



Our Ref: SC3165/18V140/LC
(in reply please quote)

Mr Gary Lavelle
General Manager
Temora Shire Council
PO Box 262
TEMORA NSW 2666
temshire@temora.nsw.gov.au

Dear Mr Lavelle

Gary

I refer to earlier correspondence regarding the Department of Planning and Environment's population projections.

You may recall I wrote informing you I had made representations on your behalf to the Minister for Planning, Anthony Roberts MP. A response from the Minister has been received, a copy of which is attached for your information.

I appreciate you taking the time to bring your concerns to my attention. Please do not hesitate to stay in touch should you require any further assistance.

Yours sincerely

Stephanie Cooke

Steph Cooke MP
Member for Cootamundra

14-11-18



Steph Cooke MP, Member for Cootamundra

Young Office: 140 Boorowa Street (PO Box 350) Young NSW 2594 Phone: 6382 2399 Fax: 6382 3144

Junee Office: 25 Seignior Street (PO Box 338) Junee NSW 2663 Phone: 6924 2533 Fax: 6924 1537

[f /StephCookeMP](#) [@StephCookeMP](#) cootamundra@parliament.nsw.gov.au www.stephcooke.com.au



Anthony Roberts MP

Minister for Planning, Minister for Housing, Special Minister of State

Ms Steph Cooke MP
Member for Cootamundra
PO Box 350
YOUNG NSW 2594



Your ref: 18K156/kp
Our ref: MDPE18/2505

Dear Ms ^{Steph}Cooke,

Thank you for your representations on behalf of Mr Gary Lavelle, General Manager of Temora Shire Council, about the Department of Planning and Environment's population projections.

I appreciate Mr Lavelle's concerns about how the Department's projections impact the provision of essential infrastructure in Council's local government area. I understand on 2 August 2018, Mr Matt Berger, Manager, Population Futures, at the Department met with Mr Lavelle and a number of other general managers and mayors from the Riverina Eastern Regional Organisation of Councils (REROC). The issues Mr Lavelle raises in his letter were discussed at this meeting.

The Department's population projections are based on estimated resident population counts produced by the Australian Bureau of Statistics (ABS), not Census data. This is because the Census does not count residents who are overseas on Census night, missing a key part of the population. The Department's projections are also informed by government policies on overseas migration, the way people have historically moved around the state and country, and known changes to birth and death rates.

The Department acknowledges that its 2016 projections for some local government areas, including Temora Shire Council, are lower than the ABS' resident estimates. Mr Berger discussed the possible reasons for this and how to address the matter with those at the 2 August 2018 REROC meeting.

The Department is reviewing its population projections model, and is meeting with all NSW local councils to ensure the best local intelligence on population change is used in the new projections.

If Mr Lavelle has any more questions, please advise him to contact Mr Christopher O'Dell, Director, Housing and Population Insights, at the Department on 8217 2081.

Yours sincerely,

31 OCT 2018

Anthony Roberts MP
Minister for Planning
Minister for Housing
Special Minister of State

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 5600 ■ F: (02) 9339 5544 ■ E: office@roberts.minister.nsw.gov.au

17.25 STEPH COOKE MP - TEMORA HVAR**File Number:** REP18/1443**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Steph Cooke - HVAR  **FIRST HEADING**

Advising of correspondence received from the Roads Minister The Hon Melinda Pavey regarding a HVAR in Temora.



Our Ref: SC1673/18V142/LC
(in reply please quote)

Mr Steve Firth
Director of Administration & Finance
Temora Shire Council
PO Box 262
TEMORA NSW 2666
temshire@temora.nsw.gov.au

Dear Mr Firth *Steve,*

I refer to earlier correspondence regarding the development of a Heavy Vehicle Alternative Route at Temora.

You may recall I wrote informing you I had made representations on your behalf to the Minister for Roads, Maritime & Freight, The Hon Melinda Pavey MP. A response from the Minister has been received, a copy of which is attached for your information.

I appreciate you taking the time to bring your concerns to my attention. Please do not hesitate to stay in touch should you require any further assistance.

Yours sincerely

Stephanie Cooke

Steph Cooke MP
Member for Cootamundra

14-11-18



Steph Cooke MP, Member for Cootamundra

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The Hon. Melinda Pavey MP
Minister for Roads, Maritime and Freight

Ms Steph Cooke MP
Member for Cootamundra
PO Box 350
YOUNG NSW 2594


Dear Ms Cooke,



Our Ref: 00654036
Your Ref: SC1673/GS

Thank you for your correspondence on behalf of Mr Steve Firth, Director of Administration & Finance at Temora Shire Council, about the development of a Heavy Vehicle Alternative Route.

I note Mr Firth's comments and asked Roads and Maritime Services to look into this matter.

Roads and Maritime advises it is happy to work with Council to develop a concept plan for an alternative route around Temora. This may include discussions into how the route would intersect with State Roads to ensure freight productivity and heavy vehicle requirements are met.

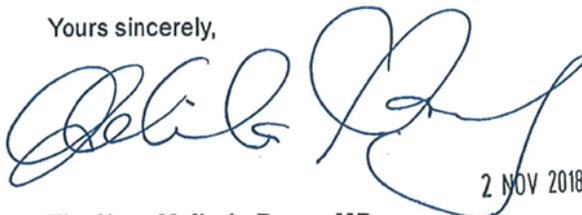
As the alternative route would be on Local or Regional Roads, Roads and Maritime does not have the ability to provide funding. To pursue funding opportunities, Council would need to look into NSW Government programs such as Fixing Country Roads and Regional Growth Fund.

Alternatively, the Australian Government's Heavy Vehicle Safety and Productivity Program and Building Better Regions Fund may also be possible funding opportunities. Council may use its Australian Government Roads to Recovery program funding to assist with funding works on its Local Road network.

If Mr Firth has any further questions, Mr Jonathan Tasker, Director South West at Roads and Maritime, would be pleased to take his call on (02) 6923 6550.

I hope this has been of assistance.

Yours sincerely,


2 NOV 2018

The Hon. Melinda Pavey MP
Minister for Roads, Maritime and Freight

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 7300 ■ nsw.gov.au/ministerpavey

17.26 SPRINGDALE PROGRESS ASSOCIATION - THANK YOU**File Number:** REP18/1471**Author:** Executive Assistant**Authoriser:** General Manager**Attachments:** 1. Springdale Progress Association  **FIRST HEADING**

Springdale Progress Association would like to thank Council for assistance given in upgrade Springdale Hall and the precinct.



General Manager, Mayor and Councillors

Temora Shire Council

Loftus Street

Temora NSW 2666

Springdale Progress Association would like to say Thank You for the huge support both financially and materially to continue the upgrade of the Springdale precinct and Hall.

It is now an important gateway into Temora from the East.

Thelma Reid

President

18 CONFIDENTIAL REPORTS**RESOLUTION 340/2018**

Moved: Cr Dale Wiencke

Seconded: Cr Graham Sinclair

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 at 7:12PM:

18.1 Confidential Minutes of the Staff Consultative Committee Meeting held on 27 November 2018

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

18.2 Confidential Minutes of the Assets & Operations Committee Meeting held on 11 December 2018

This matter is considered to be confidential under Section 10A(2) - a and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors) and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

18.3 Confidential Minutes of the Economic Development Committee Meeting held on 11 December 2018

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.4 General Managers Performance Review Committee - November 2018

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

18.5 Temora Memorial Town Hall - Upgrade

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.6 Temora Rural Museum - Temora Ambulance Museum

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a

commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.7 Warbirds 2018

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.8 Sundry Debtors - Write Offs 2018

This matter is considered to be confidential under Section 10A(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

18.9 Giles Road - Unsealed Road Vegetation Removal

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

18.10 Callaghan Park - Memorial Service

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

CARRIED

19 MEETING CLOSE

The Meeting closed at 8:34PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 17 January 2019.

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GENERAL MANAGER

.....
CHAIRMAN